

2019 ANNUAL BUDGET



Table of Contents

Message from City Manager.....	1
City Manager's Goals.....	3
Statement of Management Policy.....	5
Fiscal Policies.....	6
Organizational Chart.....	11
Summary of Revenues and Expenditures.....	12
Overall Summary of Expenditures Chart.....	13
Section 1- General Fund	14
Description.....	15
Narratives.....	16
Summary.....	35
Revenues/Expenditures Chart.....	36
Change in Revenues/Expenditures Chart.....	37
Summary Statement of Revenue.....	38
Summary of Revenues Chart.....	39
Revenue Growth Charts.....	40
Summary Statement of Expenditures by Department.....	44
Summary of Expenditures by Department Chart.....	46
Summary Statement of Expenditures by Type.....	47
Summary of Expenditures by Type Chart.....	48
Expense Breakdown.....	49
Section 2- Public Works Fund	51
Description.....	52
Narratives.....	53
Summary.....	61
Revenues/Expenditures Chart.....	62
Change in Revenues/Expenditures Chart.....	63
Summary Statement of Revenue.....	64
Summary of Revenues Chart.....	65
Revenue Growth Charts.....	66
Summary Statement of Expenditures by Department.....	68
Summary of Expenditures by Department Chart.....	70
Summary Statement of Expenditures by Type.....	71
Summary of Expenditures by Type Chart.....	72
Capital Projects Schedule.....	73
Section 3- Community Development Block Grant Fund	74
CDBG Narrative.....	75
CDBG Budget.....	76
Section 4- Texarkana Water Utilities Fund	77
TWU Budget.....	78
Section 5- Other Funds	85
DWI Funds.....	86
Police Funds.....	87
Narcotics Self-Sufficiency Fund.....	88
Kline Park Monument Fund.....	89

Domestic Violence Self-Sufficiency Fund.....	90
Bail Bond Fund.....	91
North Texarkana Redevelopment District #1 Fund.....	92
Public Safety Fund.....	93
Front Street Project Fund.....	94
Library Fund.....	95
Judges Pension Fund.....	96
Court Automation Fund.....	97
Section 6- Advertising and Promotion Fund	98
A&P Narrative.....	99
A&P Budget.....	100
Section 7- Personnel	102
Turnover 2017 & 2018.....	103
Authorized Positions.....	104

Message from the City Manager, Dr. Kenny Haskin November 19, 2018

As Fiscal Year 2018 comes to a close, the City has attempted to operate in a conservative, responsible manner while still pursuing our commitment to economic development. In terms of the economy, Texarkana has been fortunate in comparison to the rest of the nation. However, total General Fund revenues continue to experience little growth while expenditures continue to steadily rise.

Sales and other taxes are the City's largest source of revenue and account for 50% of the City's General Fund proposed revenue for 2019. The City has seen an increase in sales tax collections due to the sale of motor vehicles and the voluntary remittance of sales tax from online businesses. In 2018, the City experienced an increase in franchise fee collections. Per a SWEPCO representative, electric franchise receipts are greatly affected by the weather. The price of natural gas continues to be volatile. Even though the price of natural gas has increased, the mild weather will affect usage. Because franchise fee receipts are based on gross sales, our franchise fee collections will directly reflect these changes.

The City is at a point where revenue sources are maxed out, but expenditures continue to grow. Cities across the state of Arkansas have experienced similar problems that have forced layoffs and reductions in operating expenditures. Thus far, Texarkana has been fortunate enough to maintain staffing levels. However, the economy has caught up with us, requiring us to cut operating expenditures to the bare minimum required to operate. Personnel costs make up 69% of the budget. The City will not be able to continue to cut operating expenditures and provide the same level of services as has been provided in the past. Soon it will be impossible for the City to operate at the current revenue levels without making substantial changes to personnel.

The City's financial policy recommends that unrestricted fund balance is a minimum of 60 days of expenditures. At the end of 2019, the City is estimated to have a fund balance of \$3.9 million, which is equivalent to 71 days of expenditures. A five-year history of the use of General Fund balance, both restricted and unrestricted, is as follows:

- 2018 \$442,104
- 2017 \$13,317
- 2016 (\$239,447)
- 2015 \$434,071
- 2014 (\$32,136)

The General Fund budget presented shows expenditures to exceed revenues by approximately \$512,000 in 2019. For 2019, approximately 86% of General Fund expenditures are attributed to public safety services provided by the City. Public safety includes our Court and Probation systems, Police, Fire, Animal Shelter and Control, Police Pension Fund contributions, CID Secretary and Crime Stopper Coordinator that are shared with Texarkana, Texas, Bi-State contribution, Code Red services, and E911 payments.

Each department was asked to adjust their 2019 budget requests based on their 2015 actual allocation of expenditures. Most departments made their cuts from their operating budget, while fire and police decided to make changes to personnel also.

Several things were accomplished during the development of the 2019 budget. The following are the highlights:

- All General Fund departments cut expenditures by approximately \$625,000
- No COLA proposed for all employees

The staff and I are willing to meet with you to discuss any questions or recommendations you might have with the budget.

Kenny Haskin, City Manager





City Manager's 2019-2023

Seven Goals for Economic Growth & Development for the City of Texarkana, Arkansas

- 1) Foster a mutual relationship with developers, specifically targeting retail sales Businesses to promote economic growth in Texarkana, Arkansas**
 - Develop mapping tools for on-line viewing to reflect the growth corridor of Texarkana, Arkansas, which identifies all available tracks of land, property owners, and zoning.
 - Target four or five businesses and aggressively attempt to locate them inside Crossroads Business Park in the short-term. This means team visits to their Corporate Headquarters.
 - Leverage Advertising and Promotion resources, so that the return on investment pays a yearly dividend to the Citizens of Texarkana, Arkansas.

- 2) Develop and sustain economic growth and development capabilities in Texarkana, Arkansas**
 - Always be proactive about economic growth and development, seeking business that adds value to the community.
 - The City Manager's office will ensure that one employee devotes his or her time around the clock to economic growth and development issues.
 - Ensure that the retail developers have a full understanding of the tax advantages of relocating a business to Texarkana, Arkansas.
 - Promote an Economic Marketing Strategy using all forms of media, especially magazines and articles that help to recruit new businesses.
 - Promote building and code enforcement standards that enhance growth, public safety, and protection of investments.

- 3) Provide persistent situation awareness of economic development opportunities**
 - Conduct a SWOT Analyses (Strengths, Weaknesses, Opportunities, Threats) on doing business in Texarkana, Arkansas.
 - Develop recruitment tools to promote the advantages of doing business in Texarkana, Arkansas.
 - Seek legislative amendment to the Act 9 Bond Law for business growth involving retail sales, similar to 4B sales tax law in Texas.
 - Conduct a Citizen survey regarding types of businesses preferred in Texarkana, Arkansas.

- Expand and develop our WEB Site to include appropriate economic and demographic data for those who desire to relocate businesses to our City.

4) Develop, organize, and train the organization to anticipate economic growth and development opportunities

- An Economic Growth and Development Team will be formed to include the City Manager, Public Works Director, and Water & Sewer Director.
- Develop policies related to funding streets, roads, and utilities for economic growth.
- Policy considerations will be explored in order to make the new business location experience friendly and efficient.
- If one Public/Private business opportunity does not materialize, then seize the moment to cultivate five other opportunities.
- Consider development of a partnership arrangement with the Four States Fair on a public/private venture.

5) Promote economic growth opportunities that improves the quality of life for our citizens

- Promote retail excellence through surrounding leisure activities involving trails, parks, water theme park, I-Max Theater, and other diverse event activities.

6) Implement open and transparent economic business practices that keep the Board of Directors fully informed

- Transparency in our processes and practices is a linchpin to producing sound economic growth and development decisions.
- Board Members should be kept fully informed on all economic growth activities.
- Board Members should be advised of the required economic development financing tools required to succeed.

7) Foster and develop smart operations across the city to reflect a visible commitment of staff in sustaining future economic growth for Texarkana, Arkansas

- Efficient processes are critical for us to capitalize on economic growth and development.
- Smart operations for the City will streamline administrative processes that make the entire building development process more flexible and responsive to the developer and builder without harming the public.
- Smart operations means business competitiveness through the avoidance of red tape.



2019 Statement of Management Policy

Mission of the City *(Broad Philosophy)*

"The Mission of the City of Texarkana, Arkansas Board of Directors and City Staff is to work together to create and implement strategies necessary to turn the City's Core Values and Vision into reality"

Core Values *(Vision that is more focused)*

Promote active citizen involvement and participation in the planning and decision-making process.

Aggressively pursue economic development and growth initiatives with the private sector.

Commitment to learn and change at all levels within the organization in order to pursue excellence through continuous improvement, innovation, and creativity in delivering services to the community.

Commitment by the Board of Directors and staff to build relationships with citizens and community partners in order to achieve goals.

Promote fiscal responsibility and accountability for our citizens in all we do through a high level of public accountability.

Promote the health, safety, and general well being of our citizens to create a vibrant community.

Promote and foster regional partnerships with all public sector agencies to create a growing Texarkana that will improve the quality of life for our Citizens.

Core Services

We will promote a strong and diverse economic environment.

We will provide infrastructure, with the capacity to meet current and projected needs.

We will provide streets and other traffic systems.

We will rehabilitate and maintain infrastructure as needed.

We will promote public safety and health.

We will promote effective communication with one voice to the community.

We will provide a workplace that fosters creative ideas for delivery of core services.

We will provide high quality customer focused basic services at a reasonable cost.

We will promote safe, decent, and affordable housing.



City of Texarkana, Arkansas Fiscal Policies

The following fiscal policy is designed to establish important guidelines to direct the City's financial management and decision making practices. These policies will assist the City's Finance Department in their effort to assure that the City's financial resources are managed in a fiscally prudent manner. These policies are also designed to aid in cost containment of City government, build City capacity to provide and maintain effective services, prevent the loss of financial flexibility, and maintain a sound financial reputation in the credit market. This policy will provide a financial base sufficient to sustain municipal services to maintain the social well being and physical conditions of the City. It will assure taxpayers that Texarkana, Arkansas' City government is maintained in sound fiscal condition. This policy shall be reviewed as necessary for any revisions. Any proposed amendments are to be presented to the Board of Directors for consideration.

General Policy

With respect to the interpretation and application of these policies, the City shall comply with all applicable federal and state laws, the City Charter and Code of City Ordinances, Financial Accounting Standards Board (FASB) and Governmental Accounting Standards Board (GASB) standards, all bond covenants, and associated ordinances relating to all budget, accounting, reporting, disclosure, finance activities, and financial policies. In any conflict between these policies and such governing law, standards, or documents, such governing law, standards, or documents shall prevail. Any City procedure that will be in conflict of this policy will require justification and two-thirds vote of the Board of Directors.

Fund Balances/Reserve Balances

The City recognizes the need to establish and maintain a fund balance to have available in the event of emergency.

A. General Fund

1. The General Fund shall maintain an unassigned fund balance that represents at least 60 days of annual operating expenditures.
2. In the event a balanced budget is not attainable, that Fund Balance may be used for Recurring Expenditures and to achieve budget balance:
 - a) if the budget imbalance is expected to last for no more than one year and can be corrected with use of Fund Balance available in excess of the desired minimum; or
 - b) if the budget imbalance is expected to continue beyond one year, provided that Fund Balance in excess of the desired minimum is used to achieve balance as part of a corresponding plan to close the gap through revenue increases and/or expenditure reductions. This will help the General Fund balance from going below the minimum.
3. The unassigned Fund Balance may be temporarily reduced below the desired minimum when required for response to major disasters. Any proposed use of Fund Balance which

decreases Fund Balance below the desired minimum shall include a justification presented to the City Council and shall require approval from two-thirds of the City Council present and voting. Once the event causing use of Fund Balance below the desired minimum has concluded, the City shall allocate sufficient funds to restore the unassigned Fund Balance to at least 60 days of annual operating expenditures by the end of the second subsequent full fiscal year.

4. Annual surpluses in the General Fund will be used to fund capital expenditures or placed in a restricted reserve account if:
 - a) There are surplus balances remaining after all current expenditure obligations and reserve requirements are met.
 - b) The City has made a determination that revenues for the ensuing annual budget are sufficient to support budgeted General Fund operations.
5. The following restricted reserve balances have been established in order to meet additional needs of the city. Additions/changes to restricted reserves may be needed in order to continue to meet the demands of the City.
 - a) Stateline Signals Reserve
 - b) TAPD DOJ JAG Grant Reserve
 - c) Miscellaneous Reserve
 - d) Fireworks Permit Reserve
 - e) Drug Seizure Reserve

B. Public Works Fund

1. The Public Works fund shall maintain a fund balance of no less than \$200,000.
2. The following restricted reserve balances have been established in order to meet additional needs of the Public Works Department. Additions/changes to restricted reserves may be needed in order to continue to meet the demands of the Public Works Department.
 - a) Bramble Park Reserve
 - b) Refuse Storm Water
 - c) AR/TX Boulevard Signal

C. Grant/Special Revenue Funds

1. Factors considered in determining minimum and maximum cash reserves include each fund's risk and revenue volatility and cash fund of capital projects.

Revenue Policy

- A. Because revenues are sensitive to both local and regional economic activities, revenue estimates shall be conservative.
- B. The City will establish user fees or rates at sufficient levels to recover the full cost of providing the services. Fees for services will be reviewed and adjusted, as needed, to meet increased costs for all funds of the City.
- C. One time revenue will not be used to support ongoing operational needs.
- D. Grant funding should be considered to leverage City funds. Inconsistent grants should not be used to fund on-going programs. In the event of reduced grant funding, City resources will be substituted only after all program priorities and alternatives are considered during the budget process.
- E. All grants and other Federal and State funds shall be managed to comply with the laws, regulations, and guidance of the grantor, and all gift and donations shall be managed and expended according to the wishes and instructions of the donor.

- F. The City will establish and maintain Special Revenue Funds which will be used to account for the proceeds of specific revenue sources to finance specified activities which are required by statute, ordinance, resolution, or executive order.

Expenditure Policy

- A. It will be the policy of the City to strive to eliminate the use of operating revenues, yearly budget carry-over, or other non-recurring sources of revenue to meet recurring/operating expenses.
- B. City recurring, operating expenditures will not exceed annual revenues.
- C. The City will keep staffing at minimum levels without sacrificing quality of services.
- D. Regular evaluation and adjustment of wages and benefits will be considered in order to foster a stable and dedicated workforce and reduce the expense of employee turnover.
- E. The budget will provide sufficient funding to cover annual debt retirement costs. The Board of Directors shall be fully informed if sufficient funds are not allocated in the current budget.
- F. Maintenance of infrastructure and other capital items will be an expenditure priority. New spending programs will not be funded by deferring capital maintenance.

Debt Policy

- A. The general policy of the City is to fund capital projects (infrastructure) with voter-approved debt. However, non-voter approved debt may be used as an alternative to other financing options when the need is urgent, unanticipated, necessary to prevent economic loss to the City, or is the most cost-effective financing option. Short-term financing, recently made available by state constitution Amendment 78, may be considered as an option for the purchase of motor vehicles or heavy construction equipment.
- B. The City will not use long-term debt to finance current operations.
- C. The City will seek to maintain and, if possible, improve its current bond rating in order to minimize borrowing costs and preserve access to credit. The City will encourage and maintain good relations with financial bond rating agencies and will follow a policy of full and open disclosure.
- D. Interest earnings on bond proceeds will be limited to:
 - 1. Fund the improvements specified in the authorizing bond ordinance; or
 - 2. Payment of debt service on the bonds.
- E. The City shall use a competitive bidding process in the sale of debt unless the use of a negotiated process is warranted due to market timing requirements (refunding), or a unique pledge or debt structure. The City will award competitively issued debt on a true interest cost (TIC) basis.
- F. Proceeds from debt will be used in accordance with the purpose of the debt issue. Funds remaining after the project is completed will be used in accordance with the provisions stated in the bond ordinance that authorized the issuance of the debt.
- G. The City may initiate a refunding of outstanding debt when:
 - 1. A refinancing is expected to relieve the City of financially restrictive covenants;
 - 2. A refinancing is expected to significantly reduce the remaining term of the debt being refunded; or
 - 3. The City's financial advisors project net present value savings of at least 5% for current refunding and advance refunding.
- H. A formal Request for Information (RFI) process shall be conducted by the Finance Working Group when selecting underwriters in order to promote fairness, objectivity, and transparency. The

selection committee shall report results of the RFI process to the Board of Directors. RFIs shall include questions related to the areas listed below to distinguish firm's qualifications and experience, including but not limited to:

1. Relevant experience of the firm and the individuals assigned to the issuer, and the identification and experience of the individual in charge of day-to-day management of the bond sale, including both the investment banker(s) and the underwriter(s);
2. A description of the firm's bond distribution capabilities including the experience of the individual primarily responsible for underwriting the proposed bonds. The firm's ability to access both retail and institutional investors should be described;
3. Demonstration of the firm's understanding of the issuer's financial situation, including ideas on how the issuer should approach financing issues such as bond structures, credit rating strategies, and investor marketing strategies;
4. Demonstration of the firm's knowledge of local political, economic, legal, or other issues that may affect the proposed financing;
5. Documentation of the underwriter's participation in the issuer's recent competitive sales or the competitive sales of other issuers in the same state;
6. Analytic capability of the firm and assigned investment banker(s);
7. Access to sources of current market information to provide bond pricing data before, during, and after the sale;
8. Any finder's fees, fee splitting, or other contractual arrangements of the firm that could present a real or perceived conflict of interest, as well as any pending investigation of the firm or enforcement or disciplinary actions taken within the past three years by the Securities and Exchange Commission, the Municipal Securities Rulemaking Board, or any other regulatory agency.

Cash Management

City funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal, in that order.

- A. The City will develop and maintain written guidelines on cash handling, accounting, segregation of duties, and other financial matters.
- B. The City will conduct periodic reviews of its internal controls and cash handling procedures.

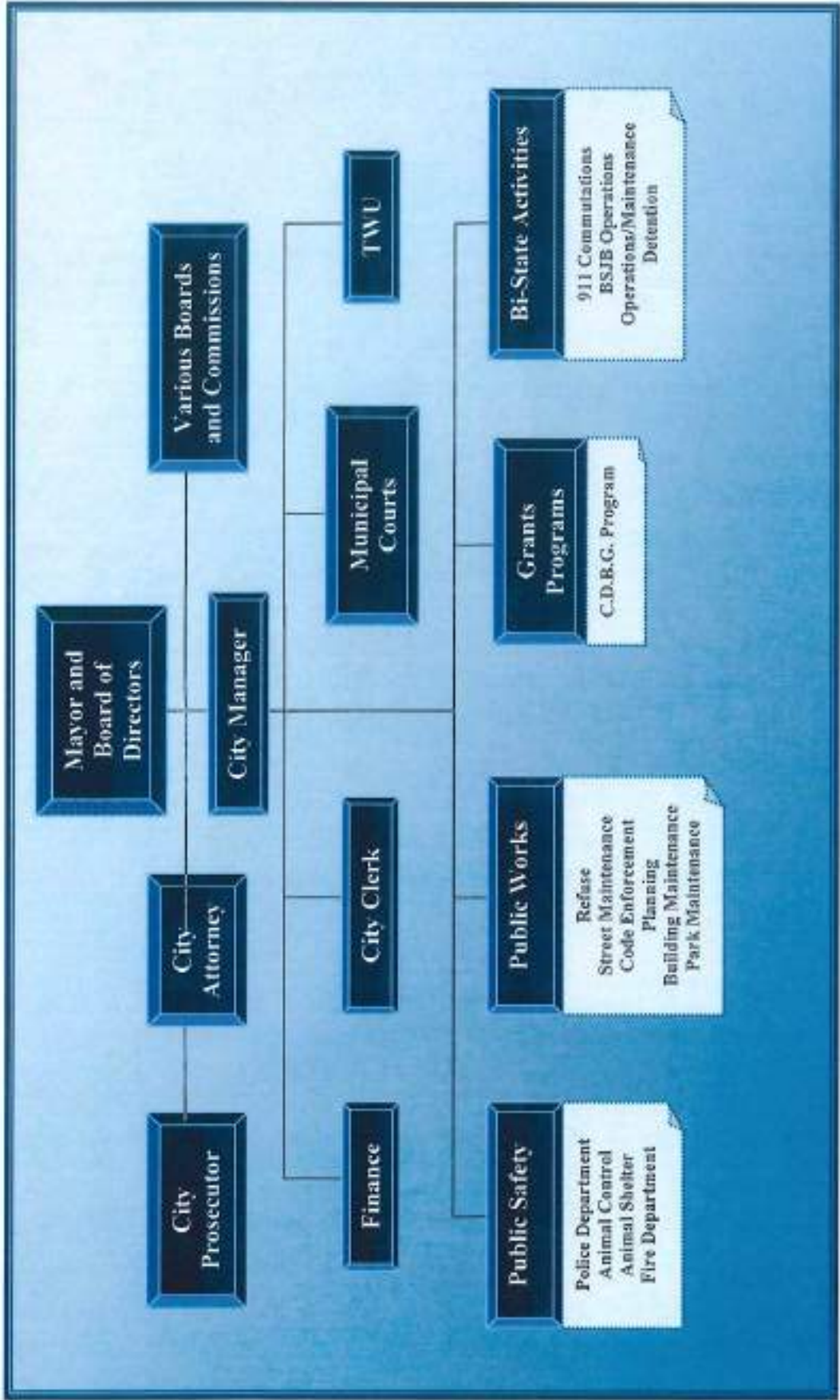
Accounting, Auditing, Budgeting, & Financial Reporting Policy

- A. Single Audit Report or other audits of Federal and State grant funds will be performed in compliance with applicable provisions of the Single Audit Act, applicable Office of Management and Budget Circulars, and other relevant federal, state, and local rules and regulations.
- B. An annual audit will be performed by an independent public accounting firm in accordance with Generally Accepted Government Auditing Standards and the opinion will be included in the Comprehensive Annual Financial Report.
- C. To the extent practicable, all Component Units of the City must follow all City accounting, audit and financial reporting policies.

- D. The Single Audit Report (annual audit) and the accompanying auditor's letter to management shall be released to City Council and published prominently on the City's website within 30 days of receipt from the auditor.
- E. The Finance Working Group shall maintain a written disclosure policy consistent with federal securities law and the City's continuing disclosure undertakings with respect to the City's outstanding debt.
- F. The City's accounting and financial reporting systems will be maintained in conformance with Generally Accepted Accounting Principles (GAAP) and the standards set by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
- G. The City's CAFR will be submitted to the GFOA Certification of Achievement for Excellence in Financial Reporting Program. The financial report should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions provide full disclosure of all financial activities and related matters, and minimize ambiguities and potentials for misleading inference.
- H. Financial systems will be maintained to monitor revenues, expenditures, and program performance on an ongoing basis.
- I. Monthly Reports shall be prepared and presented to the Board of Directors on a timely basis.
- J. The Council may amend or supplement the budget at any time after its adoption by majority vote of the Council members. The City Manager has the authority to make administrative adjustments to the budget as long as those changes will not have a significant policy impact nor affect budgeted year-end fund balances.



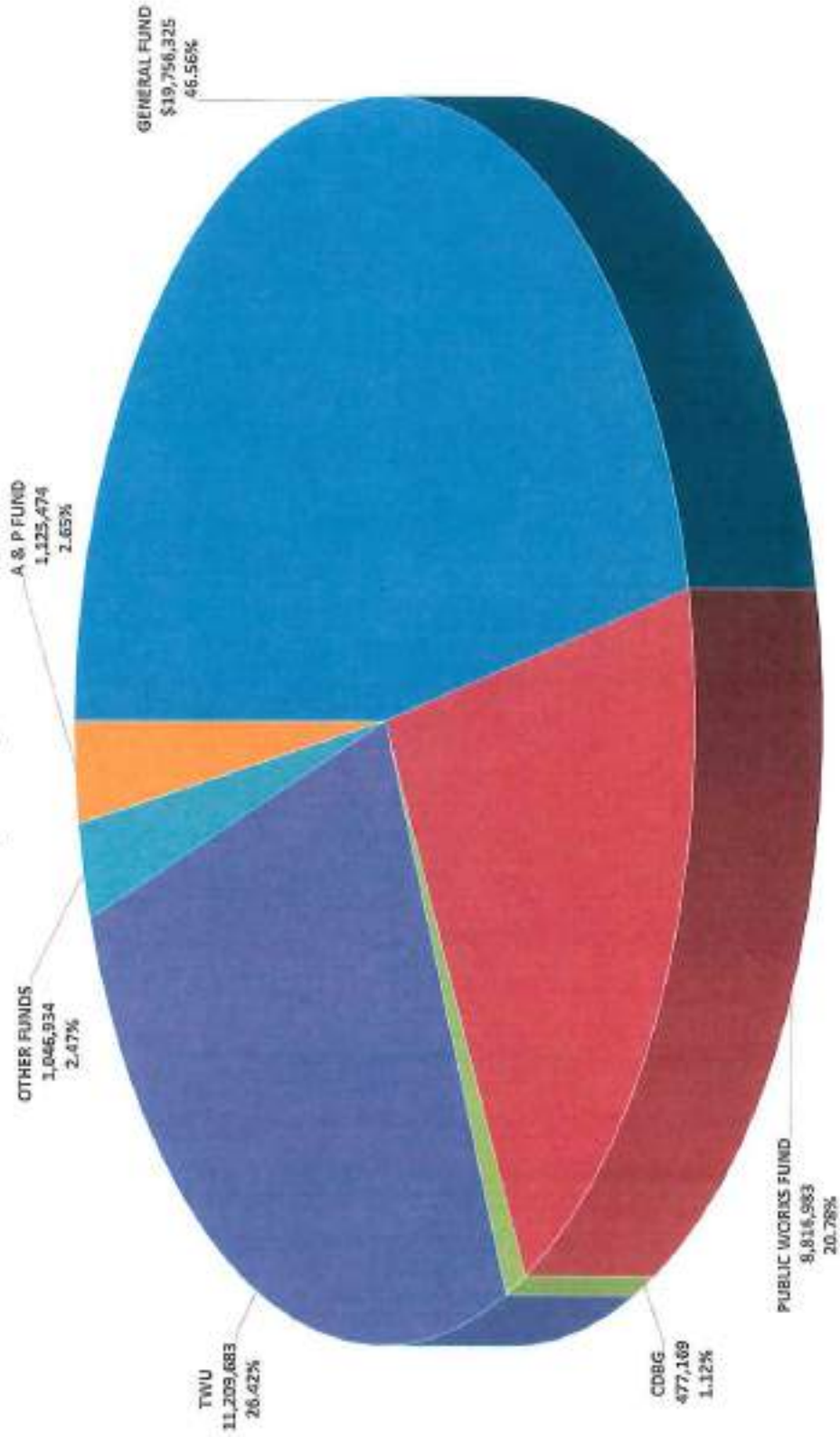
CITY OF TEXARKANA, ARKANSAS ORGANIZATIONAL CHART



Summary of Revenues & Expenditures

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
REVENUES				
GENERAL FUND	\$ 18,447,063	\$ 19,031,496	\$ 20,033,275	\$ 19,756,325
PUBLIC WORKS FUND	6,752,730	7,870,675	7,685,705	8,816,983
CDBG	149,927	370,635	176,685	477,169
TWU	10,131,991	10,300,434	10,171,318	10,321,712
OTHER FUNDS	620,725	601,737	577,814	589,950
A & P FUND	1,173,582	1,157,500	1,161,624	1,161,440
APPROPRIATED FUND BALANCE	0	0	0	1,308,989
TOTAL REVENUES	\$ 37,276,018	\$ 39,332,477	\$ 39,806,421	\$ 42,432,568
EXPENDITURES				
GENERAL FUND	\$ 16,433,746	\$ 19,455,593	\$ 19,620,170	\$ 19,756,325
PUBLIC WORKS FUND	6,579,665	9,138,888	8,475,076	8,816,983
CDBG	142,258	370,635	176,685	477,169
TWU	9,420,728	10,528,817	10,300,979	11,209,683
OTHER FUNDS	466,330	707,682	720,202	1,046,934
A & P FUND	1,335,881	1,573,830	1,573,730	1,125,474
APPROPRIATED FUND BALANCE	0	0	0	0
TOTAL EXPENDITURES	\$ 36,398,607	\$ 41,775,446	\$ 40,866,841	\$ 42,432,568
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	877,411		(1,060,420)	0

Overall Summary of Expenditures - FY 2019





GENERAL FUND

General Fund

FUND DESCRIPTION:

The City's General Fund is the primary operating fund of the City. This fund's revenue sources are comprised of property taxes, sales taxes, franchise fees, grants, fees, and other general revenues. The majority of these funds are discretionary and have very few restrictions. The revenue within the City's General Fund provides the general operations of the City through the departments listed below:

- Administration
- Finance
- City Clerk
- Board of Directors
- Court
- Probation
- Police
- Fire
- Agencies
- Animal Shelter
- Federal JAG Grant



Administration

PROGRAM DESCRIPTION:

The City Manager provides administrative direction to the city's organization in aligning our statement of management policy and service delivery systems to correspond with community values and the Board of Directors' policy priorities consistent with the City Manager Statute. We pledge an informed, professional, effective, and accountable staff to meet community needs.

The City Manager's office is constantly exploring new options in order to make government more understandable, effective, and citizen oriented. The City Manager's office will continue working to maintain the public's trust with respect to the City Manager's form of government.

The Marketing and Communications department was combined with the Administrative department in the year 2015. The major objective of the program is to promote City events and programs, along with promoting general tourism to the City of Texarkana, Arkansas. This department is responsible for developing and implementing marketing, public relations, promotional and advertising plans for the City of Texarkana, Arkansas.

PROGRAM FOCUS:

The City Manager's office will develop a transparent and responsive local government that listens and responds. This will be accomplished by continuing to seek involvement of our community in key policy making, continuing to maintain a strong network of neighborhood associations, and implementing more effective ways for citizens to access information.

The City Manager's office has a set of goals which include the following:

- * Initiate open dialog and continue to nurture strong relationships with known and possible future developers such as: retail sales businesses to promote economic growth and industrial businesses to foster employment growth for our citizens.
- * Target all opportunities that promote economic growth in Texarkana, Arkansas.
- * Maintain open and transparent communication with City leaders, the Board of Directors, and developers to assure all opportunities for economic development are promoted.



Finance Department

PROGRAM DESCRIPTION:

The Finance Department is managed by the Finance Director who is primarily responsible for the administration, direction, coordination, and supervision of all financial functions and operations for the City Government, Bi-State Criminal Justice System, the City's Advertising & Promotion Commission, and City Grants. This includes, but is not limited to, preparation of the Annual Operating Budget and Consolidated Annual Financial Report. Some other responsibilities include providing overall direction to personnel involved with the following divisions within the Finance Department. Those divisions are mainly, but not limited to: Human Resources, Payroll, Accounts Payable, Purchasing, Accounts Receivable, Accounting, Insurance, Cash Management, Grants, Tax Collection, and Customer Service.

The accounting division within Finance is responsible for recording and reporting all financial transactions on an accurate and timely basis, preparing financial statements in accordance with Generally Accepted Accounting Principles (GAAP), and issuing internal and special reports as required.

Additional duties include providing expertise and technical coordination of new bond requirements, providing recommendations to the City Manager on short and long-range fiscal policy, and representing the City at public functions involving financial considerations.

The Human Resource unit within Finance is responsible for all personnel management responsibilities for non-civil and civil service employment positions for all departments. This includes, but is not limited to, recruiting and retention, vacancy listings, management of personnel records, maintenance of employee benefits, worker's compensation claims, payroll assistance, and pre-employment screenings. The Personnel Administrator is also the safety representative and liaison for State safety programs, serves as Americans with Disabilities Act contact for the City, and is our Census coordinator. She also assists in ensuring our compliance with current laws and policies in every facet of Human Resources within the City.

PROGRAM FOCUS:

The Department's areas of focus for 2019 will be primarily to continue to align and maintain our goals with the City's "**Mission Statement and Core Values Policy.**" This policy was adopted by the City Board of Directors in 2006.

- 1) To continue to provide excellent customer service and strive to achieve harmony within the organization.
- 2) To recruit and retain highly qualified and motivated employees.
- 3) To strive for technological advances in software capabilities and effectively utilize currently available technologies.
- 4) To continue to review and revamp standard operating procedures to create a more streamlined process.

Finance Department

- 5) To continue to take steps that promote environment friendly measures, such as: to distribute information in electronic format when possible, to recycle and reuse to save money and the environment.
- 6) To continue to educate employees and citizens on any area of our knowledge and to educate ourselves to provide more information and assistance.
- 7) To apply for GFOA audit and budget awards.
- 8) To strive to maintain recommended healthy levels of fund balance by closely monitoring expenditures and seeking steady revenue streams.
- 9) To continue to maintain a high level of ethics, professionalism, and integrity.



CITY CLERK DEPARTMENT (CCD)



CITY CLERK DEPARTMENT DESCRIPTION:

- Provides accessibility to information for all persons, creates and protects the transparency of government, and provides an impartial, independent and accurate voice regarding the business of government.
- Serves as a liaison, and bridges the gap, between the Board of Directors, City staff, and the public. It is the mission of the City Clerk Department to establish trust and confidence in City government and to provide effective and efficient public service for all citizens.
- Creates an atmosphere within the City that fosters and sustains the ideas set forth in the Freedom of Information Act.
- Is dedicated to innovative processes and continued preservation of the City's history.

CITY CLERK DEPARTMENT FUNCTION AND DUTIES:

- Custodian of the City seal and authenticates by signature and records all official legislative actions of the Board of Directors.
- Acts as City archivist and historian relating to official acts.
- Provides administrative support to the Mayor and Board of Directors, City Manager, and all City departments, prepares and distributes Board of Directors meeting agendas and minutes, provides access to public records, maintains a comprehensive records management system, and coordinates the codification and publication of the City's Code of Ordinances.
- Provides public notices, fulfills the statutory responsibilities required by law; is responsible for the management of all municipal elections; issues candidate filing papers, candidate disclosure statements, and ballot measures, including initiative, referendum, and recall petitions.
- Pledges an informed, professional, effective, and accountable staff to meet the needs of the Board of Directors, the City staff and the community.

CITY CLERK DEPARTMENT (CCD)

- Maintains an open, diplomatic and neutral relationship with online, print, radio, social and television news media.

<u>CITY CLERK DEPARTMENT</u>	<u>Current</u>	<u>Proposed</u>
CITY CLERK	1	1
DEPUTY CITY CLERK	1	1
	<hr/>	<hr/>
	2	2

Please visit us on the city's website at <http://www.txkusa.org/ar/departments/city-clerk>.

Miller County District Court City Division

PROGRAM DESCRIPTION

The District Court has city-wide jurisdiction over misdemeanor cases, traffic court, civil cases of less than \$25,000, and small claims cases in matters of less than \$5,000. A small claims division of District Court provides a forum in which citizens represent themselves to resolve minor civil matters. The District Court is under the direction of the District Court Judge.

SERVICES BY THE DEPARTMENT INCLUDE:

- **COURT-** District Court holds sessions every Tuesday and Thursday afternoon beginning at 1:00 p.m. While in session, the District Court hears traffic cases, misdemeanor criminal cases, and complainant cases.
- **TRAFFIC VIOLATIONS-** In most traffic cases the District Court assesses fines and penalties for traffic offenses and gives the defendant up to ninety (90) days to pay fines. Defendants have an option to pay bonds in full before the court date. A contempt warrant is issued for defendants not paying their fines. A big part of our bond collections come from the amnesty program the Judge sets from February to April of each year. The defendant can come in and pay the balance of fines in full and the outstanding warrant will be recalled.
- **CRIMINAL/COMPLAINANT CASES-** When a defendant is charged and found guilty with a criminal offense or complainant case, the District Court orders these defendants to probation and assesses a fine. A complainant case is initiated by a victim coming in to the District Court office and filling out an affidavit. These affidavits then go to the City Attorney and District Court Judge for approval.
- **CIVIL/SMALL CLAIMS CASES-** The District Court hears small claims, in which one may sue to recover damages to personal property, breach of contracts, and recovery of personal property in matters with a value of \$5,000 or less. The small claims court meets on the second Friday of each month. Civil cases are heard on the second Thursday of each month. Civil Cases involve contracts, damages to personal property, and recovery of personal property in matters with a value of \$25,000 or less. There is a fee of \$65 for filing small claim and \$80 for civil case
- **COLLECTIONS-** The District Court collects bonds and fines assessed by the District Court Judge. This includes all cases ordered to probation, as well as, collecting probation payments. Defendants can pay with cash or credit/debit cards.

PROGRAM FOCUS

The mission of the District Court of the City of Texarkana, Arkansas is to strive to provide a prompt, courteous, accessible atmosphere that is dedicated to ensuring equal justice while promoting confidence within the judicial branch. This philosophy is shared and demonstrated within the criminal, traffic, and civil/small claims sections of this agency, as well as other services that the court performs within the court's jurisdiction. The court seeks to provide the highest quality of competence and customer service in all levels of our agency.



Miller County District Court City Division

PROGRAM DESCRIPTION

The District Court has city-wide jurisdiction over misdemeanor cases, traffic court, civil cases of less than \$25,000, and small claims cases in matters of less than \$5,000. A small claims division of District Court provides a forum in which citizens represent themselves to resolve minor civil matters. The District Court is under the direction of the District Court Judge.

SERVICES BY THE DEPARTMENT INCLUDE:

- **COURT**- District Court holds sessions every Tuesday and Thursday afternoon beginning at 1:00 p.m. While in session, the District Court hears traffic cases, misdemeanor criminal cases, and complainant cases.
- **TRAFFIC VIOLATIONS**- In most traffic cases the District Court assesses fines and penalties for traffic offenses and gives the defendant up to ninety (90) days to pay fines. Defendants have an option to pay bonds in full before the court date. A contempt warrant is issued for defendants not paying their fines. A big part of our bond collections come from the amnesty program the Judge sets from February to April of each year. The defendant can come in and pay the balance of fines in full and the outstanding warrant will be recalled.
- **CRIMINAL/COMPLAINANT CASES**- When a defendant is charged and found guilty with a criminal offense or complainant case, the District Court orders these defendants to probation and assesses a fine. A complainant case is initiated by a victim coming in to the District Court office and filling out an affidavit. These affidavits then go to the City Attorney and District Court Judge for approval.
- **CIVIL/SMALL CLAIMS CASES**- The District Court hears small claims, in which one may sue to recover damages to personal property, breach of contracts, and recovery of personal property in matters with a value of \$5,000 or less. The small claims court meets on the second Friday of each month. Civil cases are heard on the second Thursday of each month. Civil Cases involve contracts, damages to personal property, and recovery of personal property in matters with a value of \$25,000 or less. There is a fee of \$65 for filing small claim and \$80 for civil case
- **COLLECTIONS**- The District Court collects bonds and fines assessed by the District Court Judge. This includes all cases ordered to probation, as well as, collecting probation payments. Defendants can pay with cash or credit/debit cards.

PROGRAM FOCUS

The mission of the District Court of the City of Texarkana, Arkansas is to strive to provide a prompt, courteous, accessible atmosphere that is dedicated to ensuring equal justice while promoting confidence within the judicial branch. This philosophy is shared and demonstrated within the criminal, traffic, and civil/small claims sections of this agency, as well as other services that the court performs within the court's jurisdiction. The court seeks to provide the highest quality of competence and customer service in all levels of our agency.



Probation Department



HONORABLE JUDGE WREN AUTREY

PROGRAM DESCRIPTION

The District Court Probation Department, under the direction of the District Court Judge, Wren Autrey, is responsible for tracking all defendants ordered to probation.

SERVICES BY THE DEPARTMENT

- **Fine and Fee Collections:**

The Department is responsible for the collection of fines and fees assessed by Judge Autrey for those defendants ordered to Probation. The Department makes approximately 125 calls each week to remind delinquent probationers to make payments. Approximately 25 to 35 probationers report each day to make payments. We have an additional 10 to 15 defendants call in payments with debit cards. The Department collects approximately \$609,553.00 each year in fines and fees.

Probation Department

- **Community Service:**

The Department has a community service program for those defendants that are financially unable to pay fines and for those defendants ordered by the Judge to perform community service as a punishment. The Department is responsible for placing and tracking these individuals to assure completion of all hours. The community service program provides thousands of dollars in labor for our City each year.

- **Alcohol/Drug Education:**

The Department works with various agencies that provide alcohol and drug education classes to ensure alcohol and drug offenders attend and complete programs as ordered by the Court.

- **Domestic Violence Education:**

The Department monitors those defendants ordered to attend Domestic Violence Classes and Life Skills/Anger Management classes to ensure these offenders complete the programs ordered by the Court.

- **Electronic Monitoring:**

The Department is responsible for monitoring those defendants ordered to electronic monitoring to ensure completion of time served as ordered. The Court also uses the GPS monitor, primarily for domestic violence offenders. The Electronic Monitoring system saves the City money by allowing defendants to serve time on house arrest. These non-violent offenders pay for the monitoring system, saving the City the expense of housing them.

- **Curfew Violator Program:**

The Department ensures defendants charged with curfew violations attend community service and are in close contact with parents and guardians to ensure these juveniles are conducting themselves in a more responsible manner.

Probation Department

PROGRAM FOCUS:

The Mission of the Probation Department is to create a safer community by preventing crime through offender education, to facilitate individual based probation programs, to provide more efficient methods of tracking probationers, and to increase City revenue by the diligent collection of fines and fees.

The Probation Department will continuously update and provide excellent services for our Court as mandated by State law. The Department will strive for excellent customer service. The Department will strive to increase revenue for the City as well.

2019 Texarkana Police -TAPD

“Serving the City of Texarkana Since 1890”



PROGRAM SERVICES:

The police department is requesting capital projects money in the FY 2019 budget year. Our proposed 2019 budget request will ask for adjustments to specific line items to cover inflation and the cost of goods & services which are beyond our control. Our proposed budget will continue to enable us to deliver quality law enforcement services to our citizens. The following is an overview of additional requests which are included:

- Salary Line Item/Fringe Benefits Parity Raise Costs;
- Inmate Healthcare Costs;
- ADSI Records Management Software Maintenance Agreement;
- TWU Internet Computer Services Increase;
- AWINS Radio Maintenance Agreement;
- Civil Service Promotional Testing;
- In-Service Travel & Training;
- Uniforms/Duty Equipment;
- Ammunition
- Overtime.

We believe our police department's strategy is a proactive strategy that reduces crime. We are committed to ensuring "Quality of Life Issues" are addressed within the limitations of our manpower and budget as approved by the Mayor and Board of Directors. We evaluate our local crime trends each month and deploy our resources as needed. The department added crime mapping software in late 2016 at the request of the Board of Directors. This mapping software, in conjunction with our new Crime Analysis Section, allows the Chief of Police, Division Commanders, Supervisors, Officers, and Citizens to see where reported crimes are in our city. Officers are assigned areas of patrol known as beats. Our goal for staffing levels allows us to have an officer in each beat, each day of the week, answering calls for police service.

The core mission of the police department is to make Texarkana, Arkansas a safe place to live, work, and raise a family. The Officers and Civilian Staff take pride in providing a professionally managed, trained, educated, and equipped police department that is responsive to the diverse community we serve. One of

2019 Texarkana Police -TAPD

the key indicators the community uses to determine the police department's success in managing crime, is the FBI Uniform Crime Report (UCR). It is published each year by the FBI. They compile crime statistics each year and we can compare our local crime rates with similar sized cities in Arkansas and the United States. Our crime statistics are available in our monthly management report and on our website at <http://www.arkpolice.txkusa.org>.

Citizens have certain expectations from their police department:

- Are the officers well educated, trained, and professional when they handle their calls?
- Does the City have enough police officers and equipment on each shift to accomplish their job?
- Are staffing levels/ratio of supervisors to officers/civilian staff appropriate?
- Can the Criminal Investigation Division handle complex investigations and what is the case solve rate? Is it comparable to other similar sized jurisdictions?
- Is there enough jail space available for District Court to sentence criminal's?

TEXARKANA POLICE DEPARTMENT 2019 COMMUNITY STRATEGIES

PROGRAM FOCUS:

Strategy 1

We continue to promote a strong and diverse economic environment.

We monitor reported crimes to ensure the level of crime is within acceptable limits and we adjust enforcement to changes in crime trends each month.

- Deployment of resources in response to calls for service - done by evaluating statistical crime information by type of crime, time and day it was reported.
- A comprehensive management report evaluating crime data and department operations is provided to the City Manager, Mayor/Board of Directors, and City Staff each month. We also post these reports on the Police Department website for the public to view.
- Crime trends and staffing levels are available for the previous ten years through the department's website.
- The agency provides a friendly website that allows the community to access department information and site direction to other public safety agencies.
- Crime Mapping Information is available on our website. Any citizen can look at where they live in relation to crime reports on our city map. The information is updated daily by our Crime Analysis Section.
- The department website continues to receive enhancements and changes with the needs of the agency.
- We are proud of our Facebook page promoting our involvement in the community.
- We will work cooperatively with other departments within the City to encourage business and retail development to increase our tax base.

2019 Texarkana Police -TAPD

Strategy 2

The police department will work diligently to assist the City in promoting public safety in a team approach.

We are committed to excellence, setting high standards, and maintaining a reputation for providing effective, caring and courteous service for our citizens.

- The police department will cooperate with all City departments in an aggressive approach to promote neighborhood revitalization, safe communities to live in, and address "quality of life issues" that contribute to crime in each of the wards within the City.
- The Texarkana Police Department is a progressive law enforcement agency based upon a foundation of public trust. We recognize we serve a culturally diverse community and we treat everyone with dignity and respect.
- We will foster a partnership that will embody a shared purpose with our community and employees.
- We will capitalize on our strengths as a diverse community by working to recruit and hire a work force that reflects the community we serve.
- The department will continue to recruit and hire only the best qualified applicants. While it can be difficult at times, our goal is to hire and recruit a diverse work force that reflects the citizens we serve.
- Our "Citizens Police Academy" will continue to be offered in the spring of each year.
- We promote close working relationships with the local media and we are responsive to their requests for information to keep our citizens informed.

Strategy 3

We will provide a work place that fosters creative ideas for delivery of core services.

The department provides an environment that allows line personnel the flexibility to act creatively yet demand a high level of professionalism and special attention to duty and detail.

- We will market the City and Texarkana Police Department through a coordinated public information/education program promoting community support and community involvement in our day to day operations.
- We promote excellent media relations with open lines of communication to the community. We make every effort to be transparent in everything we do while providing law enforcement services to the citizens we serve.
- We are committed to a comprehensive training program that reduces the City's and Police Department's liability.
- A continued pursuit towards achieving accreditation through the Arkansas Law Enforcement Accreditation Program (ALEAP) of our agency. This is a project of the Arkansas Chiefs of Police Association.
- We will continue utilizing the PMAM Human Capital Management computer system to facilitate our efforts to train officers while facilitating the management of our policies and procedures.
- We will explore increased opportunities for self-reporting of incidents through new technology.
- We continue to promote physical fitness requirements for certified police officers and provide both opportunity and guidance in a quality fitness facility.
- We promote from within the agency providing an opportunity to advance within the organization.
- We encourage our employees to continue their education and training.

2019 Texarkana Police -TAPD

- We are very appreciative of citizen input when special concerns within their neighborhood are brought to our attention. We make every effort to resolve these concerns in a timely manner.

Strategy 4

We will provide high quality customer focused basic services at a reasonable cost.

To the extent possible, the police department will control those expenses within our budget to make sure they meet the "wants/needs" test, making every effort to spend our tax dollars wisely with Arkansas vendors that contribute to our tax base.

- Technology will be used to the extent possible that will allow officers/civilian staff to work smarter and safer.
- Computer technologies will continue to be upgraded allowing for storing and access of information to improve service to our citizens.
- Continual evaluation of equipment to ensure the agency can respond to calls for service and emergencies within the limitations of our budget.



Fire

PROGRAM DESCRIPTION:

The purpose of this program is to provide emergency response services to the citizens of Texarkana, Arkansas protecting them and their property from the danger of fire and other hazardous conditions. In addition, fire prevention and public education activities will be conducted to reduce the incidence of fire and related emergencies. Training will be done to maintain readiness and to comply with state and federal mandates.

PROGRAM FOCUS:

The focus of this program is to save lives and protect property by providing our citizens with quality professional services, including fire suppression, emergency response, code administration, fire prevention, and community education, all of which will be delivered in a competent, courteous, compassionate, and ethical manner.



Texarkana Fire Department



TEXARKANA, ARKANSAS FIRE DEPARTMENT STRATEGY DEVELOPMENT PLAN (2019)

The mission statement of the Texarkana, Arkansas Fire Department:

"To save lives and protect property by providing our citizens with quality professional services, including fire suppression, emergency response, code administration, fire prevention and community education, all of which will be delivered in a competent, courteous, compassionate, and ethical manner."

We will promote a strong and diverse economic environment.

Strategy: The Texarkana, Arkansas Fire Department will actively take steps in 2019 to reduce the cost of fire insurance.

- All commercial buildings will have a pre-incident fire survey conducted.
- A master plan will be developed for a fire training facility to serve both TAFD and Miller County.
- All necessary information will be organized and presented to the insurance industry whenever the Texarkana, Arkansas Fire Department believes the information will lower fire insurance costs.

We will provide infrastructure, with the capacity to meet current and projected needs.

Strategy: The Texarkana, Arkansas Fire Department will monitor the community fire threat and make any needed adjustments to its infrastructure.

- All response times will be monitored, analyzed, and provided to the City Government each month and at the end of 2019.
- All fire hydrants will be checked in April and October of 2019.

We will promote public safety and health.

Strategy: The Texarkana, Arkansas Fire Department will have an active fire prevention campaign in 2019.

Texarkana Fire Department

- We will conduct fire prevention education in the Texarkana, Arkansas School District.
- We will provide smoke detectors for those citizens that cannot afford one.
- We will give fire safety talks to any organization that makes a request.

We will promote effective communication with one voice to the community.

Strategy: The Texarkana, Arkansas Fire Department will open diverse lines of communication with the community.

- We will communicate to the public through mass media, social media, flyers, in groups, and one on one.
- Fire prevention written material will be bought and distributed to the community in 2019.

We will provide a workplace that fosters creative ideas for delivery of core services.

Strategy: The Texarkana, Arkansas Fire Department will encourage employee input and participation.

- Various committees will be established in 2019 to give our personnel direct input on department issues.
- The Fire Chief will actively seek out and consider all ideas to improve our service to the public.

We will provide high quality customer focused basic services at a reasonable cost.

Strategy: The Texarkana, Arkansas Fire Department will monitor services and costs and adjust when necessary.

- Each month all expenditures will be analyzed for prudence and budgetary concerns.
- Any complaints from the community will be taken seriously and will be investigated.

We will promote safe, decent, and affordable housing.

Strategy 1: The Texarkana, Arkansas Fire Department will keep housing safe and decent through code enforcement.

- All building plans for multi-family housing in Texarkana, Arkansas will be examined for safety and code compliance in 2019.

Strategy 2: The Texarkana, Arkansas Fire Department will help keep housing affordable by taking steps to decrease the cost of fire insurance.

- All commercial buildings will have a pre-incident fire survey conducted.
- Studies will be done using results from our latest inspection to determine what our department needs to do to improve our Public Protection Class rating.

Agencies

PROGRAM DESCRIPTION:

The purpose of this department is to allocate the General Fund resources that do not belong to a specific department.

The primary categories are:

- * Personnel/Professional Services, which includes unemployment, election costs, insurance, publishing of City Ordinances as required by state statute, Criminal Investigation Secretary, and pension contributions.
- * Capital Outlay, which varies from year to year.
- * Debt service payments, which includes payments on the 2012 Franchise Fee Bond, the 2015 Franchise Fee Debt Service, and the 2018 Franchise Fee Bond.
- * Contributions to various entities, which include the Bi-State Justice Building and the Texarkana Public Library.
- * Services, which include Code Red, E-911 payments, Farmer's Market contributions, Crimestoppers Coordinator, Texarkana Urban Transit District, Texarkana Regional Airport, and the Animal Care and Adoption Center.



Animal Care & Adoption Center



The mission of the Animal Care and Adoption Center is to assist, protect, and educate the public on animal care and welfare issues.

RESPONSIBILITIES:

To enforce City of Texarkana, Arkansas ordinances and issue citations accordingly; pick up stray and abandoned animals; promote animal adoption programs in the community and on the internet; work closely with rescue and other agencies; trap stray dogs and cats; investigate reports of animal cruelty and neglect; visit schools

and teach responsible pet ownership; bite prevention and recognition of rabies and animal behavior; rescue sick and injured animals.

At the Animal Care & Adoption Center, we encourage and respect the animal-human bond while anticipating and providing services that ensure public health and safety through the proper promotion of animal welfare. Proactive animal-control enforcement, quality education in recognizing and preventing animal cruelty, and the enactment of progressive humane initiatives to relieve animal suffering are imperative. We also provide care and placement for unwanted animals through quality adoptions, licensed rescue, foster programs, and transport programs.

The Animal Care and Adoption Center is a "full service" operation. We take in animals that are brought in by the Cities of Texarkana, Arkansas, Texarkana, Texas, Nash, Texas, and Wake Village, Texas Animal Control officers, animals owned by citizens of Miller and Bowie County, and unwanted strays found in Miller and Bowie County. The Animal Care & Adoption Center also adopts animals out to the public. The adoption fee is \$40.00 for dogs and \$20.00 for cats. All animals are required to be spayed/neutered prior to leaving the shelter.

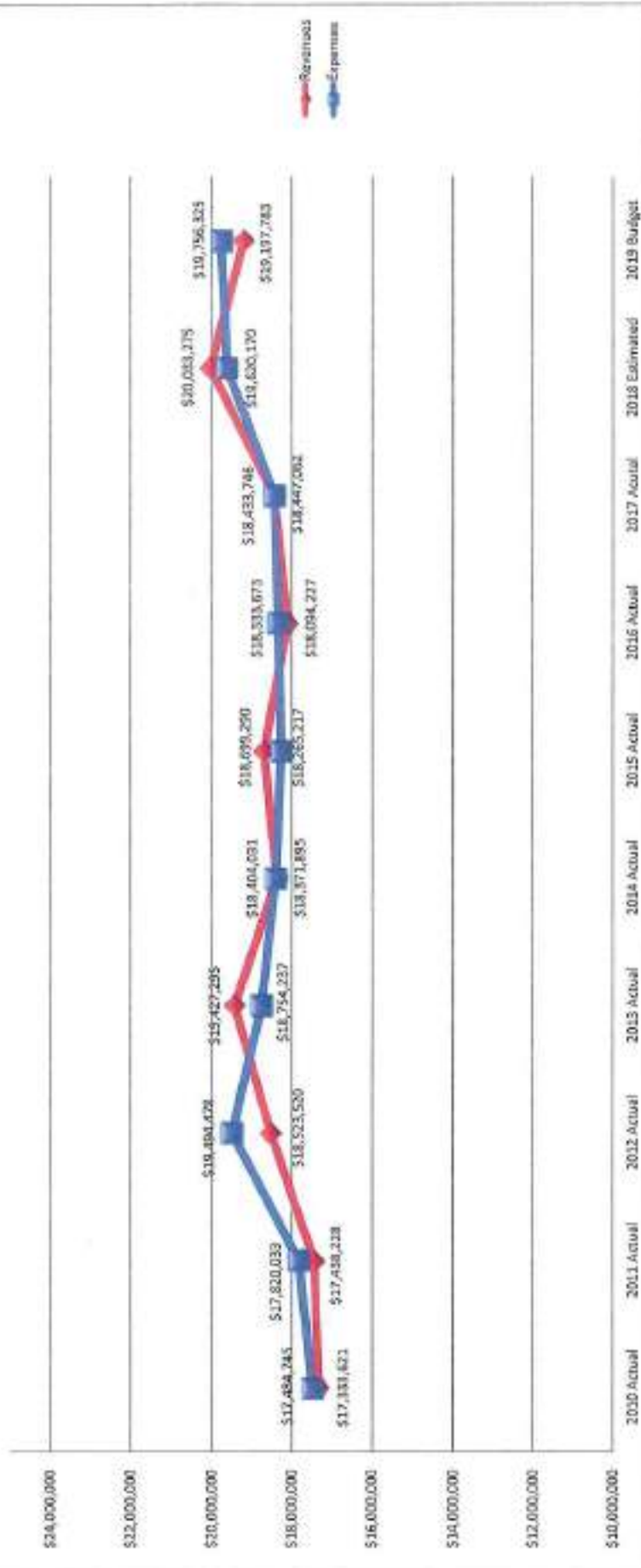
- The Animal Care and Adoption Center will provide shelter and housing for unwanted or stray animals. The shelter will attempt to find the owner of lost animals and reunite the owner with their animal.
- The Animal Care and Adoption Center will work with recognized rescue groups in trying to rescue as many animals from the shelter that are not reclaimed by their owners.
- The Animal Care and Adoption Center will also support the ordinances and laws of the county and state and assist the Animal Control Division in enforcing those laws pertaining to animal control and management.

Charles Lokey, Director
203 Harrison Street
Texarkana, Arkansas 71854
Fax: (870)774-4518
Phone: (870)773-6388
Email: Charles.Lokey@txkusa.org

General Fund Summary (101)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	3,920,690		3,934,007	4,376,111
<u>REVENUES</u>				
GENERAL PROPERTY TAX	2,382,379	2,562,000	2,574,500	2,626,500
SALES & OTHER TAXES	9,273,902	9,028,500	9,821,903	9,571,803
FRANCHISE RECEIPTS	2,582,461	2,591,390	2,748,034	2,777,535
LICENSES & PERMITS	43,242	47,695	44,870	44,870
FROM OTHER GOVERNMENTS	1,219,188	1,228,000	1,261,315	1,297,000
FINES & FORFEITURES	826,594	812,800	757,750	757,750
GRANTS	599,252	279,321	363,140	352,269
OTHER REVENUE	97,901	1,100,306	1,077,275	430,630
INTERFUND	1,058,398	1,160,710	1,049,810	1,000,596
ANIMAL SHELTER	363,746	220,774	334,678	338,830
APPROPRIATED FUND BALANCE	0	0	0	558,542
TOTAL REVENUES	18,447,063	19,031,496	20,033,275	19,756,325
<u>EXPENDITURES</u>				
ADMINISTRATION	378,462	304,471	299,050	307,140
FINANCE	429,613	491,292	470,959	492,518
CITY CLERK	135,035	145,387	145,379	161,742
BOARD OF DIRECTORS	32,749	137,667	141,033	142,792
COURT	241,767	247,438	249,037	260,861
PROBATION	191,684	198,665	195,193	190,647
POLICE	7,222,281	7,648,141	7,797,075	8,001,953
FIRE	5,104,828	5,046,149	4,991,489	5,095,269
AGENCIES	4,311,008	4,777,001	4,884,412	4,637,789
ANIMAL SHELTER	367,214	445,586	432,747	454,503
FEDERAL JAG GRANT	19,105	13,796	13,796	11,112
UNAPPROPRIATED FUND BALANCE	0	0	0	0
TOTAL EXPENDITURES	18,433,746	19,455,593	19,620,170	19,756,325
NET CHANGE IN UNRESERVED FUND BALANCE	13,317		442,104	0
RESTRICTED RESERVE USED/ALLOCATED			29,000	31,500
ENDING UNRESERVED FUND BALANCE	3,934,007		4,376,111	3,849,069
NUMBER OF DAYS OF EXPENDITURES IN FUND BALANCE	78		81	71

General Fund Revenues/Expenditures 2010 - 2019



General Fund Change in Revenues/Expenditures 2010 - 2019

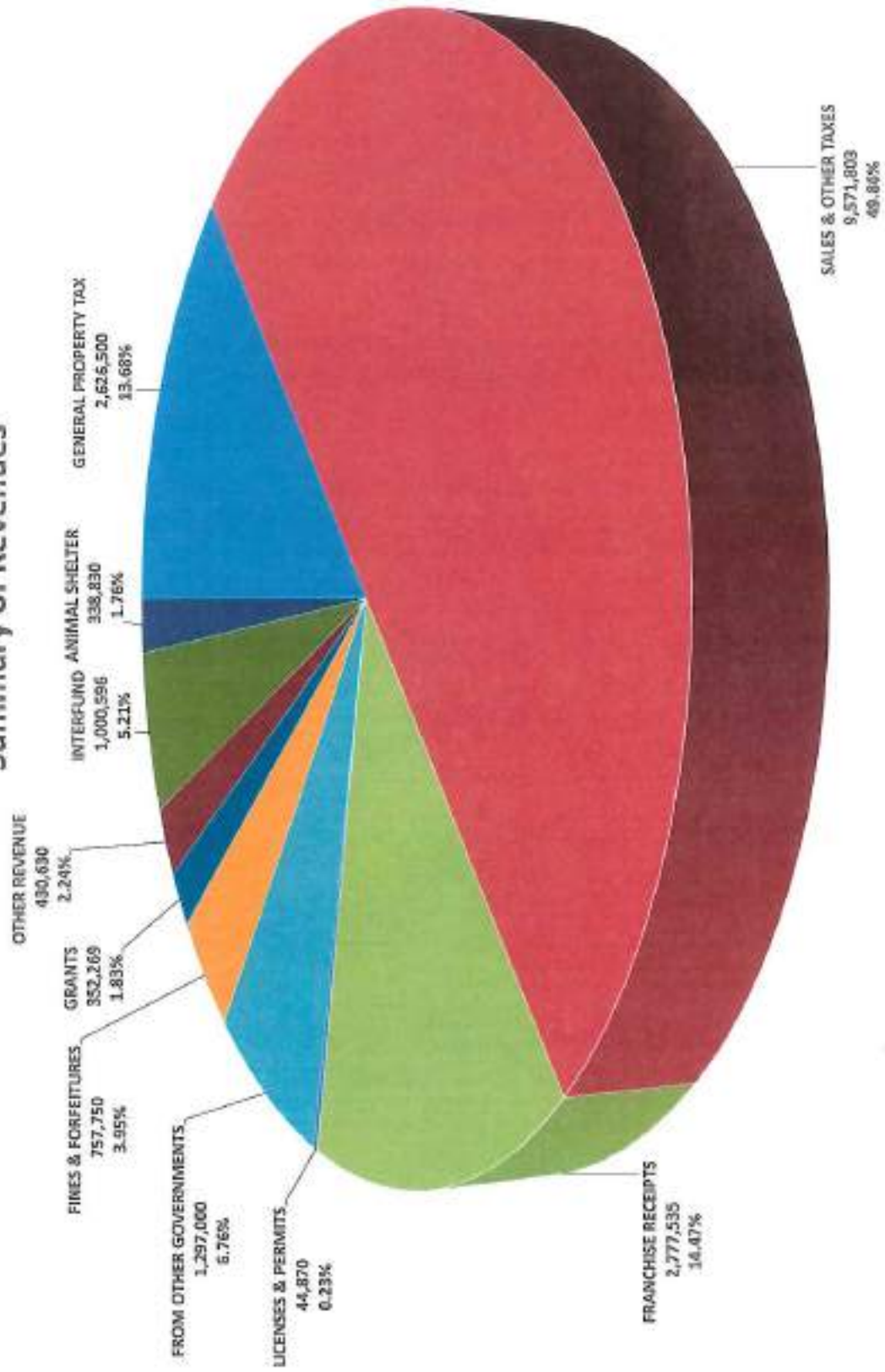


SUMMARY STATEMENT OF REVENUE

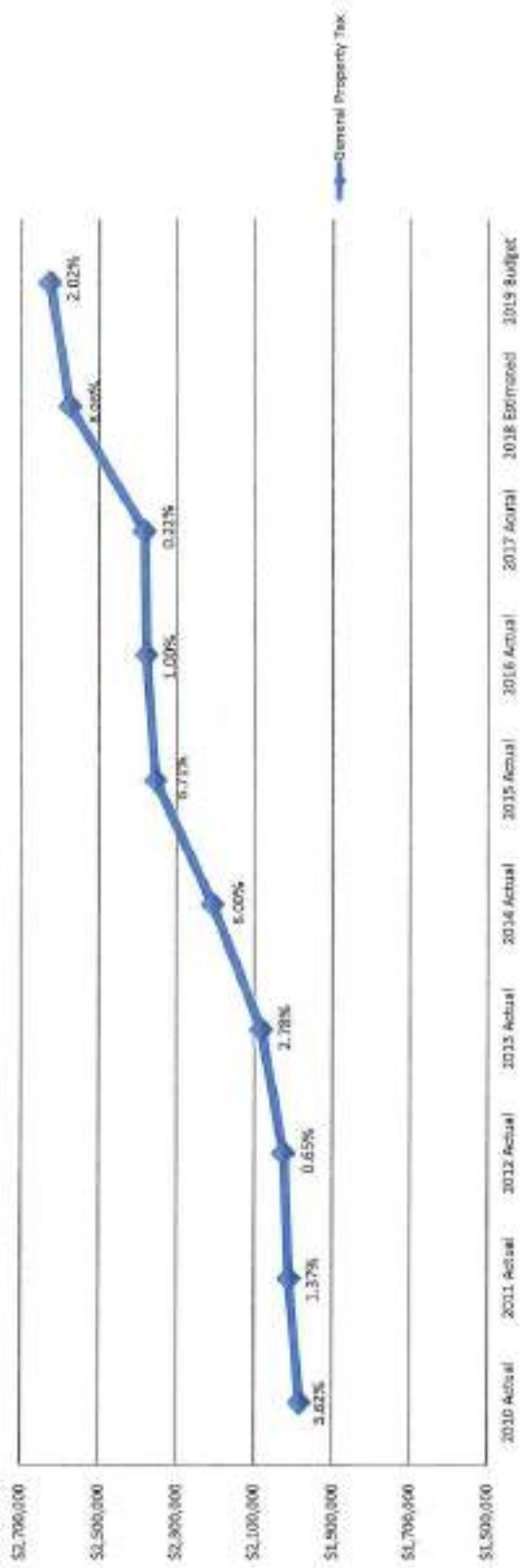
General Fund

	<i>ACTUAL</i> <i>2017</i>	<i>BUDGET</i> <i>2018</i>	<i>ESTIMATED</i> <i>2018</i>	<i>PROPOSED</i> <i>2019</i>
REVENUES				
GENERAL PROPERTY TAX	2,382,379	2,562,000	2,574,500	2,626,500
SALES & OTHER TAXES	9,273,902	9,028,500	9,821,903	9,571,803
FRANCHISE RECEIPTS	2,582,461	2,591,390	2,748,034	2,777,535
LICENSES & PERMITS	43,242	47,695	44,870	44,870
FROM OTHER GOVERNMENTS	1,219,188	1,228,000	1,261,315	1,297,000
FINES & FORFEITURES	826,594	812,800	757,750	757,750
GRANTS	599,252	279,321	363,140	352,269
OTHER REVENUE	97,901	1,100,306	1,077,275	430,630
INTERFUND	1,058,398	1,160,710	1,049,810	1,000,596
ANIMAL SHELTER	363,746	220,774	334,678	338,830
APPROPRIATED FUND BALANCE	0	0	0	558,542
TOTAL REVENUES	18,447,063	19,031,496	20,033,275	19,756,325

General Fund - FY 2019 Summary of Revenues

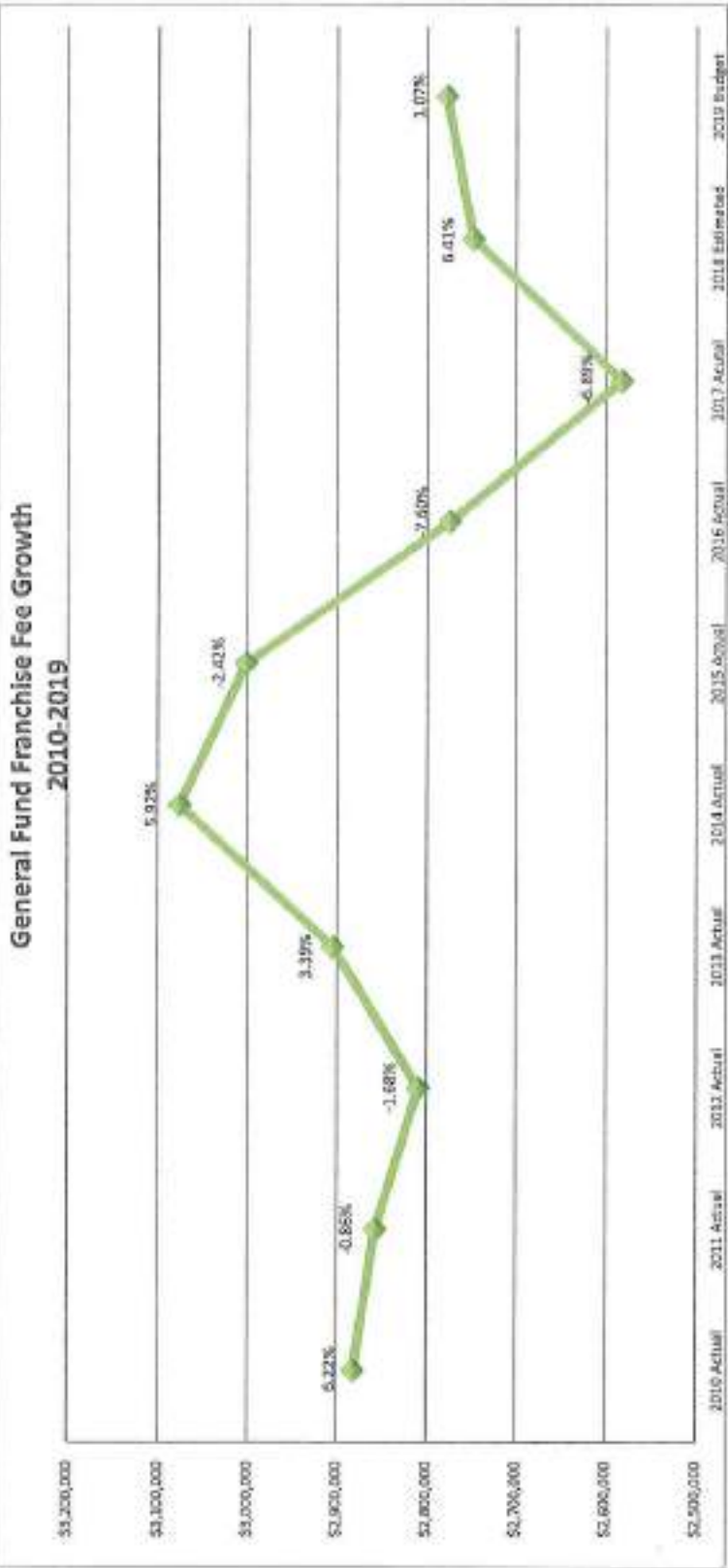


General Fund General Property Tax Growth 2010 - 2019

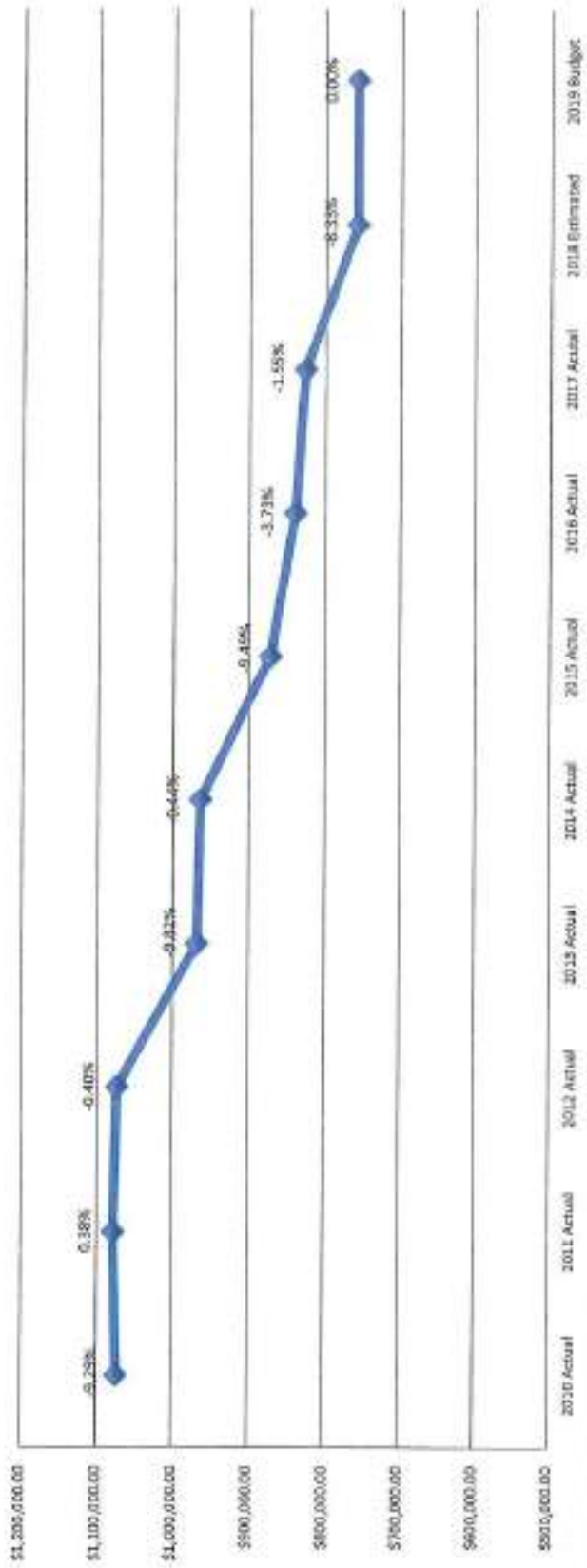


**General Fund Combined Sales Tax Growth
2010-2019**





General Fund Fines & Forfeitures Growth 2010-2019



SUMMARY STATEMENT OF EXPENDITURES

General Fund By Department

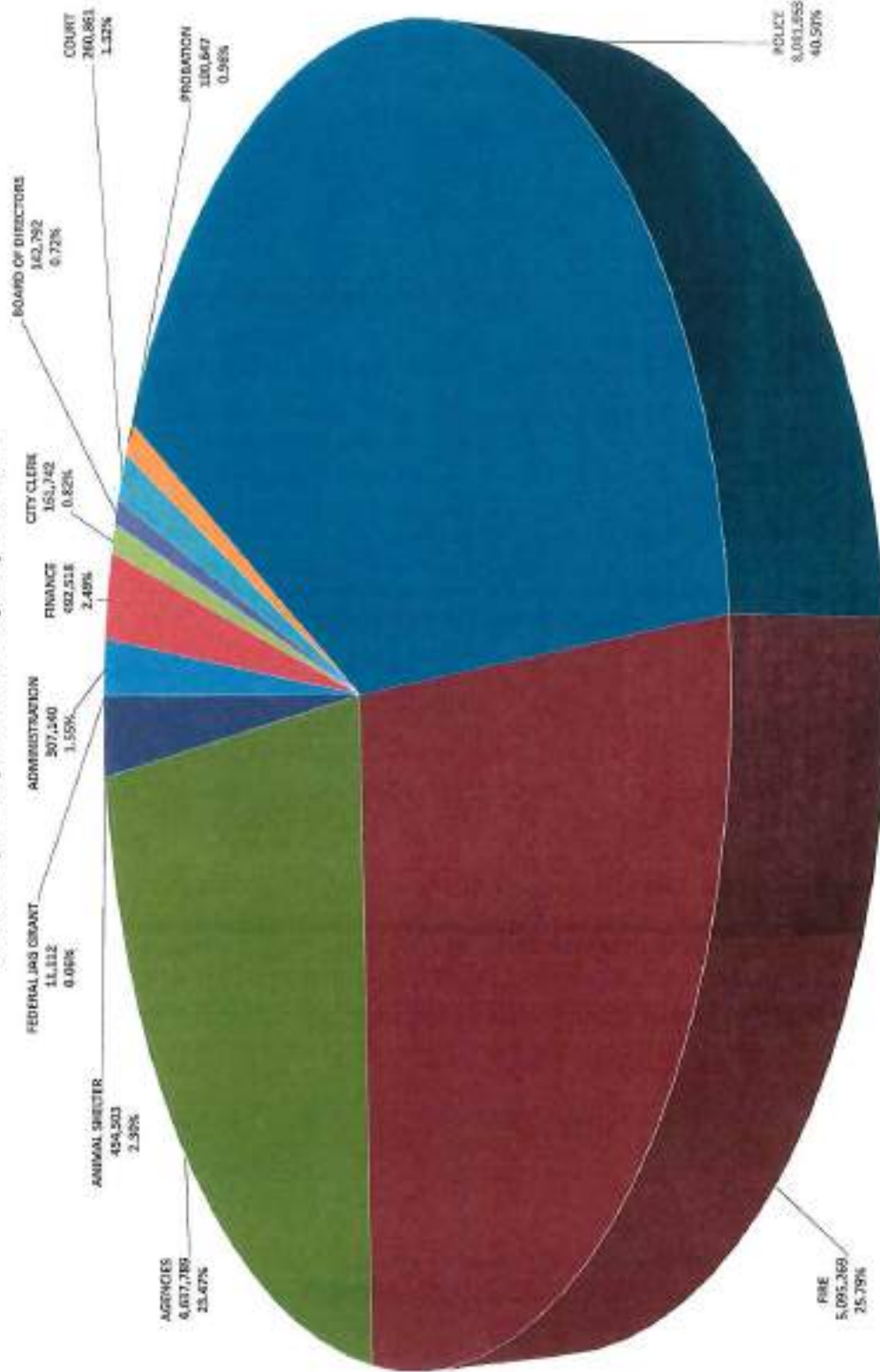
	ACTUAL 2017	BUDGET 2018	ESTIMATED 2018	PROPOSED 2019
EXPENDITURES				
ADMINISTRATION				
PERSONNEL	241,029	265,054	264,322	270,544
CONTRACTUAL SERVICES	144,072	52,302	44,552	47,870
MAINTENANCE	2,205	200	500	500
SUPPLIES	11,759	8,500	9,750	8,300
OTHER	(20,603)	(21,585)	(20,074)	(20,074)
TOTAL ADMINISTRATION	378,462	304,471	299,050	307,140
FINANCE				
PERSONNEL	438,674	520,219	468,075	531,973
CONTRACTUAL SERVICES	134,252	120,258	149,358	120,419
MAINTENANCE	0	100	50	100
SUPPLIES	7,759	5,500	13,450	8,000
OTHER	(151,072)	(154,785)	(159,974)	(167,974)
TOTAL FINANCE	429,613	491,292	470,959	492,518
CITY CLERK				
PERSONNEL	123,505	135,726	136,426	141,856
CONTRACTUAL SERVICES	11,097	9,161	7,003	17,386
SUPPLIES	433	500	1,950	2,500
TOTAL CITY CLERK	135,035	145,387	145,379	161,742
BOARD OF DIRECTORS				
PERSONNEL	7,367	7,102	7,102	7,402
CONTRACTUAL SERVICES	21,776	129,565	132,931	134,390
SUPPLIES	3,606	1,000	1,000	1,000
TOTAL BOARD OF DIRECTORS	32,749	137,667	141,033	142,792
COURT				
PERSONNEL	200,101	205,584	208,855	218,507
CONTRACTUAL SERVICES	38,002	37,604	37,557	38,104
MAINTENANCE	0	250	125	250
SUPPLIES	3,664	4,000	2,500	4,000
TOTAL COURT	241,767	247,438	249,037	260,861
PROBATION				
PERSONNEL	182,937	187,215	178,440	178,947
CONTRACTUAL SERVICES	5,919	8,050	14,153	8,200
SUPPLIES	2,228	2,800	2,000	2,900
OTHER	600	600	600	600
TOTAL PROBATION	191,684	198,665	195,193	190,647

SUMMARY STATEMENT OF EXPENDITURES

General Fund By Department

	ACTUAL 2017	BUDGET 2018	ESTIMATED 2018	PROPOSED 2019
POLICE				
PERSONNEL	6,543,414	6,903,740	6,980,605	7,231,636
CONTRACTUAL SERVICES	224,071	255,575	239,351	261,717
MAINTENANCE	187,724	160,500	175,900	171,100
SUPPLIES	321,670	317,720	332,402	300,000
CAPITAL OUTLAY	20,353	76,606	131,051	100,000
OTHER	(74,951)	(66,000)	(62,234)	(62,500)
TOTAL POLICE	7,222,281	7,648,141	7,797,075	8,001,953
FIRE				
PERSONNEL	4,542,505	4,810,349	4,744,767	4,799,356
CONTRACTUAL SERVICES	66,468	76,300	78,950	84,513
MAINTENANCE	80,293	92,000	70,000	100,000
SUPPLIES	94,094	71,000	71,600	84,900
CAPITAL OUTLAY	326,571	0	29,732	30,000
OTHER	(5,103)	(3,500)	(3,560)	(3,500)
TOTAL FIRE	5,104,828	5,046,149	4,991,489	5,095,269
AGENCIES				
PERSONNEL/PROFESSIONAL SERVICES	712,216	766,229	771,537	793,100
CAPITAL OUTLAY	29,163	0	0	0
DEBT SERVICE	1,075,499	956,023	1,062,326	1,054,156
CONTRIBUTIONS	1,988,856	2,630,896	2,630,896	2,410,760
SERVICES	495,274	423,853	419,653	379,773
TOTAL AGENCIES	4,311,008	4,777,001	4,884,412	4,637,790
ANIMAL SHELTER & ANIMAL CONTROL				
PERSONNEL	220,985	285,856	284,152	303,725
CONTRACTUAL SERVICES	105,832	67,980	57,755	63,978
MAINTENANCE	6,091	24,000	25,000	30,750
SUPPLIES	34,306	39,750	38,050	36,050
CAPITAL OUTLAY	0	28,000	27,790	20,000
TOTAL ANIMAL SHELTER & ANIMAL CONTROL	367,214	445,586	432,747	454,503
FEDERAL JAG GRANT				
SUPPLIES	19,105	13,796	13,796	11,112
TOTAL FEDERAL JAG GRANT	19,105	13,796	13,796	11,112
TOTAL EXPENDITURES	18,433,746	19,455,593	19,620,170	19,756,325

General Fund - FY 2019 Summary of Expenditures by Department

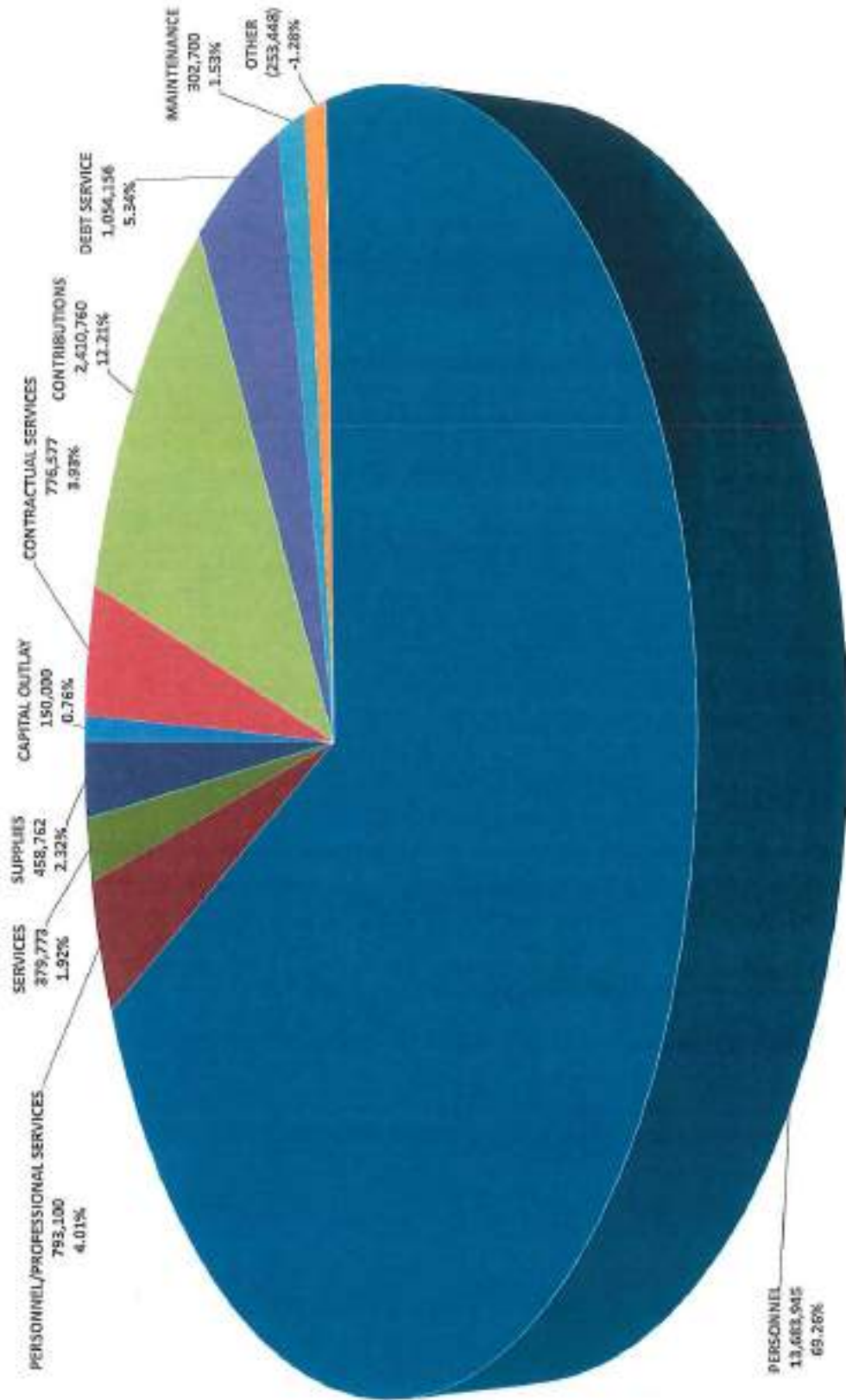


SUMMARY STATEMENT OF EXPENDITURES

General Fund By Type

	ACTUAL 2017	BUDGET 2018	ESTIMATED 2018	PROPOSED 2019
CAPITAL OUTLAY	376,087	104,606	188,573	150,000
CONTRACTUAL SERVICES	751,489	756,795	761,810	776,577
CONTRIBUTIONS	1,998,856	2,630,896	2,630,896	2,410,760
DEBT SERVICE	1,075,499	956,023	1,062,326	1,054,156
MAINTENANCE	276,313	277,050	271,575	302,700
OTHER	(251,129)	(245,270)	(245,242)	(253,448)
PERSONNEL	12,500,517	13,320,845	13,272,744	13,683,945
PERSONNEL/PROFESSIONAL SERVICES	712,216	766,229	771,537	793,100
SERVICES	496,274	423,853	419,653	379,773
SUPPLIES	498,624	464,566	486,498	458,762
TOTAL EXPENDITURES	18,433,746	19,455,593	19,620,170	19,756,325

General Fund - FY 2019 Summary of Expenditures by Type



**General Fund Expense Breakdown
2018-2019**

	2018		2019	
Non Public Safety Salaries/Benefits:				
Administration	264,322	1.39%	270,544	1.42%
Finance	468,075	2.46%	531,973	2.79%
City Clerk	136,426	0.72%	141,856	0.74%
Total Non Public Safety Salaries/Benefits:	868,824	4.43%	944,372	4.78%
Non Public Safety Operation Budget:				
Administration	34,727	0.18%	36,596	0.19%
Finance	2,885	0.02%	(39,455)	-0.21%
City Clerk	8,953	0.05%	19,886	0.10%
Board of Directors	141,033	0.74%	142,792	0.75%
Agencies (excluding debt)	557,656	2.93%	519,841	2.73%
Total Non Public Safety Operation Budget:	745,253	3.80%	679,661	3.44%
Total Non Public Safety:	1,614,077	8.23%	1,624,033	8.22%
Public Safety Salaries/Benefits:				
Court	208,855	1.10%	218,507	1.15%
Probation	178,440	0.94%	178,947	0.94%
Police	6,980,605	36.63%	7,231,636	37.95%
Fire	4,744,767	24.90%	4,799,356	25.19%
Animal Shelter/Control	284,152	1.49%	303,725	1.59%
Total Public Safety Salaries/Benefits:	12,396,818	63.18%	12,732,172	64.45%
Public Safety Operation Budget:				
Court	40,182	0.21%	42,354	0.22%
Probation	16,754	0.09%	11,700	0.06%
Police	830,266	4.36%	781,429	4.10%
Fire	246,722	1.29%	295,913	1.55%
Animal Shelter/Control	148,595	0.78%	150,778	0.79%
Police Pension Fund	565,000	2.97%	583,000	3.06%
CID Secretary (split with Texarkana, TX)	21,932	0.12%	23,431	0.12%
Bi State Contribution	2,625,896	13.78%	2,405,760	12.63%
Code Red Services	9,063	0.05%	9,063	0.05%
E-911 Payments	18,540	0.10%	18,540	0.10%
Crimestoppers Coordinator	24,000	0.13%	24,000	0.13%
Total Public Safety Operation Budget:	4,546,950	23.17%	4,345,967	22.00%
Total Public Safety:	16,943,768	86.36%	17,078,139	86.44%

Debt:

Regions Equipment Finance	55,680	0.29%	0	0.00%
2012 Franchise Fee Bond	620,802	3.26%	617,836	3.24%
2015 Franchise Fee Bond	235,113	1.23%	233,820	1.23%
2018 Franchise Fee Bond	150,730	0.79%	202,500	1.06%
Total Debt:	1,062,325	5.41%	1,054,156	5.34%

Total General Fund Expenditures:

19,620,170	100.00%	19,756,325	100.00%
-------------------	----------------	-------------------	----------------



PUBLIC WORKS

Public Works Fund

FUND DESCRIPTION:

The City's Public Works Fund is a special operating fund of the City. This fund's revenue sources are comprised of property taxes, refuse fees, state turnback, grants, and other special revenues. The majority of these funds are non-discretionary and are highly regulated by state statute. The revenue within the City's Public Works Fund provides the special operations of the City through the departments listed below:

- Refuse
- Street
- Building Maintenance
- Parks and Recreation
- Environmental Maintenance
- Planning
- Code Enforcement
- Engineering
- Street Projects
- ADC Work Release



Refuse

PROGRAM DESCRIPTION:

The Refuse Division is under the supervision of the Public Works Director. Duties of this division include managing and promoting the City's recycling program. The Refuse Operator I (recycling) assists the Public Works staff in developing a recycling program that will generate revenue and become self-sustaining. Responsibilities include assisting in locating and writing grants, preparing hauler billing and audit reports, and creating an educational outreach program.

PROGRAM FOCUS:

The focus of this division is to enhance recycling awareness, opportunities, and participation in the community. This includes providing receptacles for recycling, separating and baling material, and working with businesses and residents to encourage participation.



Building Maintenance

PROGRAM DESCRIPTION:

The Building Maintenance Division is under the supervision of the Building Maintenance Superintendent and is responsible for the maintenance of twelve (12) City buildings. In addition, it is responsible for custodial services in City Hall. The 12 buildings include five (5) fire stations, four (4) neighborhood centers, City Hall, Public Works, and the Animal Care and Adoption Center.

PROGRAM FOCUS:

The Building Maintenance Division's mission is to provide a safe, comfortable work environment for City employees while delivering all maintenance and preventative maintenance needed to extend the life of City-owned buildings and service locations. The department is also responsible for maintaining the aesthetics of City property.



Street

PROGRAM DESCRIPTION:

The Streets Division is supervised by the Public Works Superintendent. Duties of this division are widely varied and include maintenance of over 300 miles of streets, over 34 miles of major drainage ditches, and numerous miles of drainage facilities within the public right of way. The Streets Department provides maintenance of existing subdivision streets, as well as replacement of those streets which are failing. It also provides for the repair of utility street cuts and street sweeping. The traffic control group within the Streets Department installs and maintains street signs and traffic signals, paints center and edge lines along roads, and maintains all City-owned street lighting. This division provides housing demolition when private property owners do not comply with City codes.

PROGRAM FOCUS:

The focus of this division is to enhance the quality of life for the citizens of Texarkana by providing regular street and drainage maintenance activities. These activities include street cleaning, street repair, street resurfacing, bridge repair, ditch-digging/cleaning, rights-of-way mowing and cleaning, and tree trimming. It is also responsible for removal of debris placed along the public right of way. In the event of winter storms, the Streets Division is responsible for clearing snow and ice from City roadways.

Included among the responsibilities of the Street Division is also the responsibility for quality of life enhancements through the installation and repair of traffic signs, as well as traffic control pavement markings on City streets.



Parks & Recreation

PROGRAM DESCRIPTION:

The Parks Division strives to create a meaningful parks system that provides quality leisure services and promotes the natural environment and the health of the community, while also strengthening the diversity of a democratic society. The Parks Division maintains 19 parks, which encompasses over 235 acres, and one swimming pool.

PROGRAM FOCUS:

The Parks and Recreation Division's mission is to provide a safe and comfortable environment for citizens of Texarkana to gather and relax while enjoying the outside environment. This department focuses on maintaining the parks through scheduled cuttings, refuse collection, and general all-round cleaning, while also developing close working relations with local organizations to prepare the parks for upcoming events.



Environmental Maintenance

PROGRAM DESCRIPTION:

The focus of this division is to enhance the quality of life for the citizens of Texarkana by providing a safe environment through the control of pests, discarded refuse, and overgrowth on abandoned properties.

PROGRAM FOCUS:

This division enhances the quality of life for the citizens of Texarkana by the cutting of weeds and high grass on streets and drainage rights-of-way, mosquito control, and the removal of trees in the ROW. In addition, this division is responsible for weed abatement.



Planning

PROGRAM DESCRIPTION:

The Planning Division, under the supervision of the City Planner/Historic Preservation Officer, is responsible for the comprehensive planning process (long range planning) of the City and, in that regard, administers the land regulation ordinances. On a day-to-day basis (short term planning), the Planning Division prepares and processes all rezoning applications, subdivision plat reviews, street/easement abandonments, and conditional use permits that are heard by the Planning Commission each month. In addition, this division researches and prepares related ordinance revisions and special requests by the Board of Directors such as street renaming, establishment of economic development districts, and development of preservation guidelines.

PROGRAM FOCUS:

The Planning Division's focus is to enhance the quality of life for the citizens of Texarkana by providing a division which encourages quality growth, development and redevelopment, and the stabilization of neighborhoods through a concentrated effort of planning, land use controls, Historic Preservation, permitting and enforcement.



Code Enforcement

PROGRAM DESCRIPTION:

The Code Enforcement Division is responsible for assuring and protecting the public's life, health, safety, and welfare through enforcement of codes and ordinances of the City. Building and construction permits are issued in the Public Works Office. In addition to enforcing the building, plumbing, mechanical, gas, electrical, and swimming pool codes, inspectors enforce environmental test codes and ordinances pertaining to substandard structures, zoning regulations, weed abatement, and nuisances, such as trash, litter, and abandoned vehicles.

PROGRAM FOCUS:

The Code Enforcement Division is dedicated to improving the quality of life for the citizens of Texarkana through enforcement of City adopted codes and ordinances. These codes are based on the Arkansas Fire Code which has incorporated the International Building Codes, as well as the International Property Codes. The City of Texarkana has also adopted its own ordinances, which the Enforcement Division enforces, such as specifying the limits of construction activities on lots, amount of overgrowth on property, non-operable vehicles, etc. By carrying out these codes and ordinances, the citizens are assured of maintaining their investments in their property, as well as their community.



Engineering

PROGRAM DESCRIPTION:

The Engineering Division is included in the Public Works Department and is responsible for maintaining, updating, and producing all city maps. The department also maintains records of subdivision plats, right-of-way/easement abandonments, address assignments, and performs minor drafting duties for the City. The Engineering Division works closely with the Planning Division and other government agencies, such as Miller County, Arkansas Highway Department, Texarkana Metropolitan Organization, and Chamber of Commerce in order to keep the maps up to date. Map maintenance and updates are made through the use of two types of engineering and GIS software, AutoCAD Map and ArcMap.

PROGRAM FOCUS:

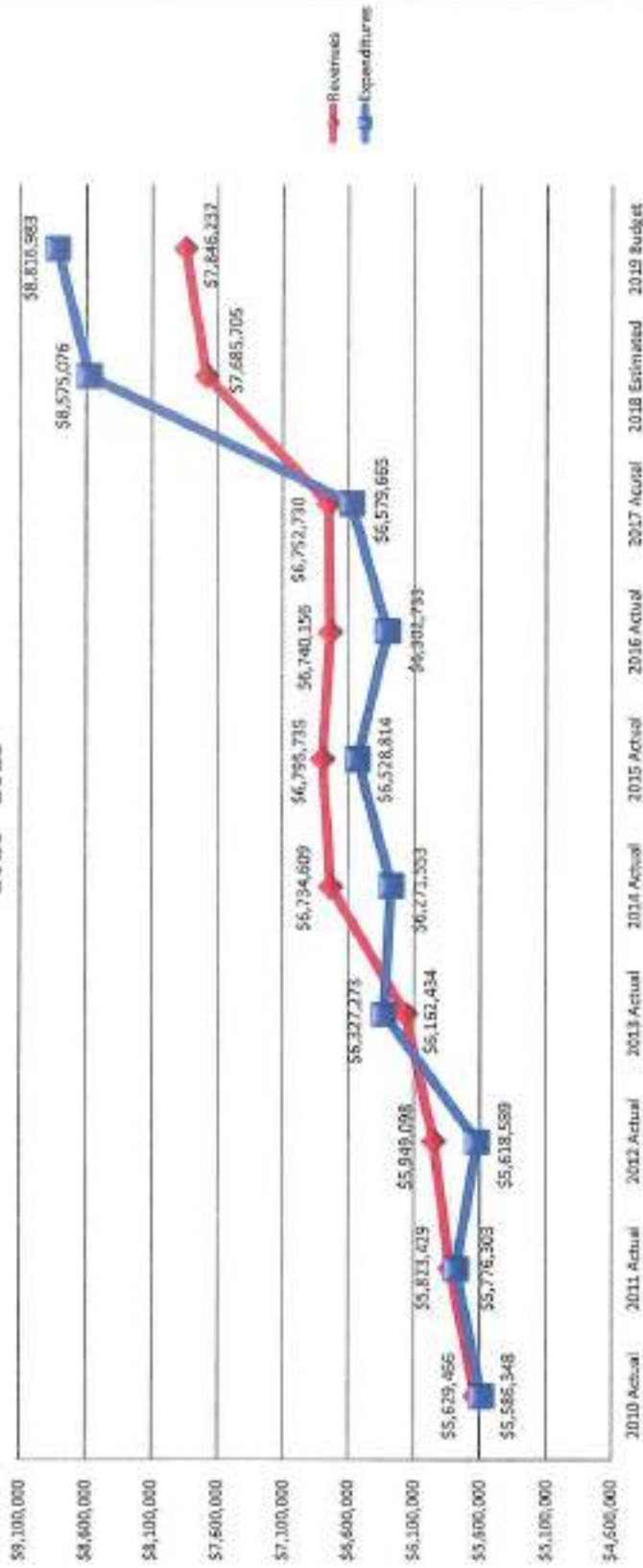
The focus of this division is to maintain and improve the accuracy of City mapping information and to provide the best possible mapping information to the citizens and businesses on zoning, lot size, flood plain, city limits, right-of-way, etc.



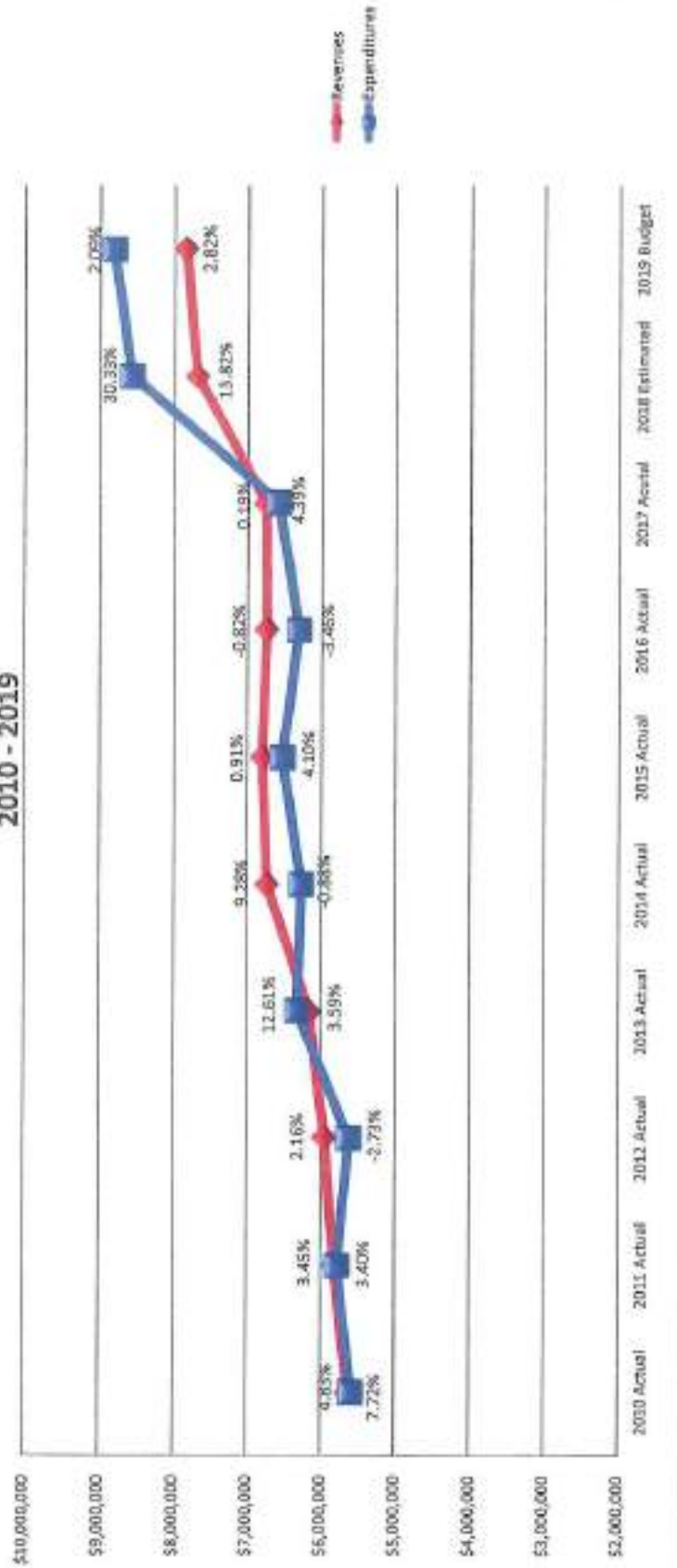
Public Works Fund Summary (201)

	ACTUAL 2017	BUDGET 2018	ESTIMATED 2018	PROPOSED 2019
BEGINNING FUND BALANCE	1,416,813		1,589,678	957,748
<u>REVENUES</u>				
GENERAL PROPERTY TAX	101,114	103,000	113,200	115,400
WATER & SEWER	87,771	88,000	87,000	87,500
REFUSE	4,061,909	4,080,000	4,392,000	4,434,000
LICENSES & PERMITS	143,033	140,250	280,873	155,550
STATE TURNBACK	2,059,167	2,112,000	2,085,000	2,120,000
GRANT REVENUE	0	0	0	664,287
OTHER REVENUE	299,736	1,347,425	727,632	51,000
INTERFUND REVENUE	0	0	0	218,500
APPROPRIATED FUND BALANCE	0	0	0	970,746
TOTAL REVENUES	6,752,730	7,870,675	7,685,705	8,816,983
<u>EXPENDITURES</u>				
REFUSE	3,505,673	4,043,633	4,028,250	3,882,075
STREET	1,499,531	2,063,002	2,010,876	2,061,030
BUILDING MAINTENANCE	94,261	143,518	140,830	147,304
PARKS & RECREATION	458,616	1,397,920	1,061,350	1,050,041
ENVIRONMENTAL MAINTENANCE	201,801	222,461	202,898	228,220
PLANNING	93,663	141,619	127,246	149,106
CODE ENFORCEMENT	363,715	409,245	337,599	410,076
ENGINEERING	54,710	74,807	74,727	62,593
OTHER	138,007	442,311	284,622	623,587
ADC WORK RELEASE	169,688	200,372	206,678	202,951
TOTAL EXPENDITURES	6,579,665	9,138,888	8,475,076	8,816,983
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	173,065		(631,930)	(0)
STORM WATER RESTRICTED RESERVE USED/ALLOCATED			157,441	163,000
ENDING FUND BALANCE	1,589,678		957,748	150,002
NUMBER OF DAYS OF EXPENDITURES IN FUND BALANCE	88		41	6

Public Works Revenues/Expenditures 2010 - 2019



Public Works Change in Revenues/Expenditures 2010 - 2019



SUMMARY STATEMENT OF REVENUE

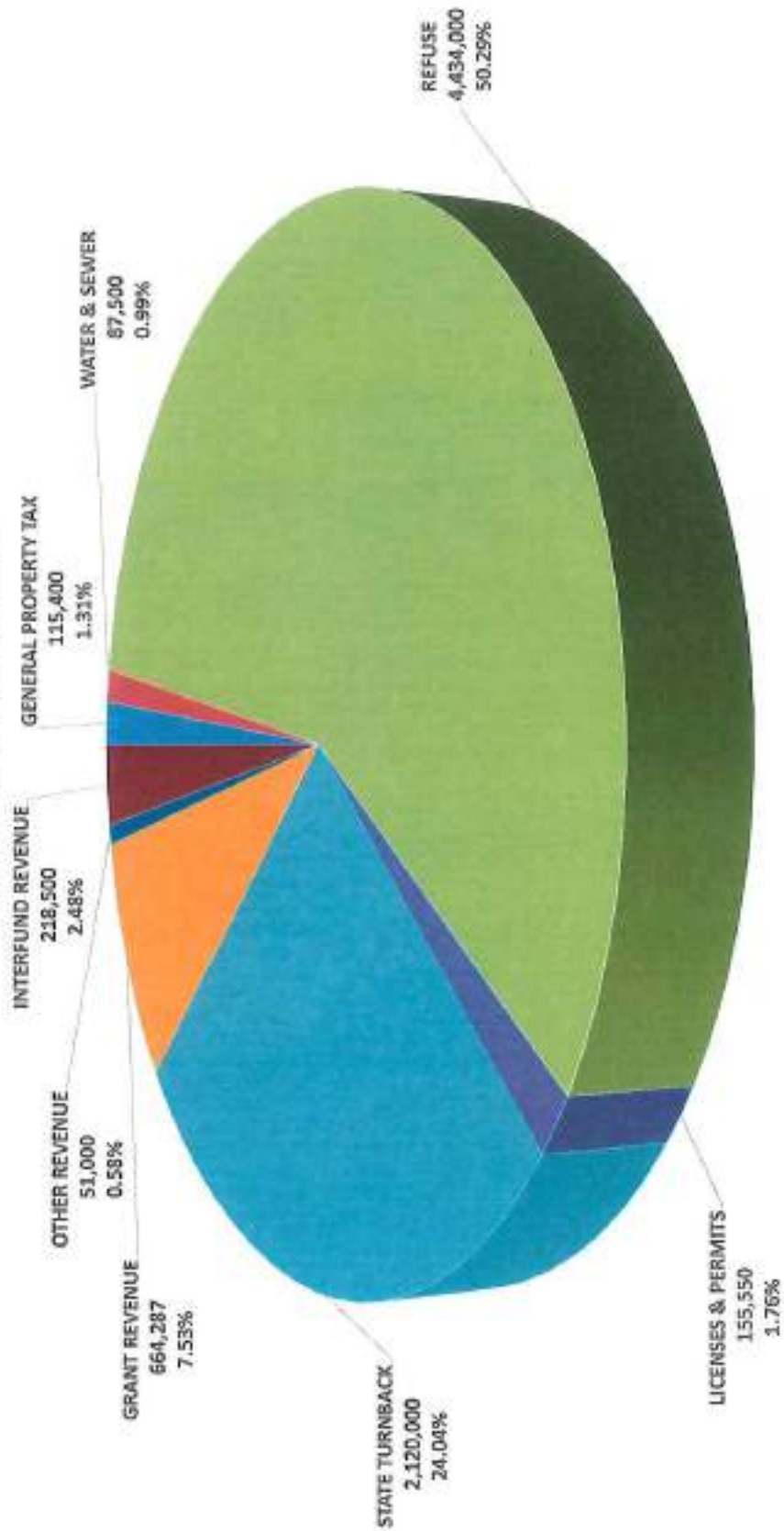
Public Works Fund

<i>ACTUAL</i> <i>2017</i>	<i>BUDGET</i> <i>2018</i>	<i>ESTIMATED</i> <i>2018</i>	<i>PROPOSED</i> <i>2019</i>
------------------------------	------------------------------	---------------------------------	--------------------------------

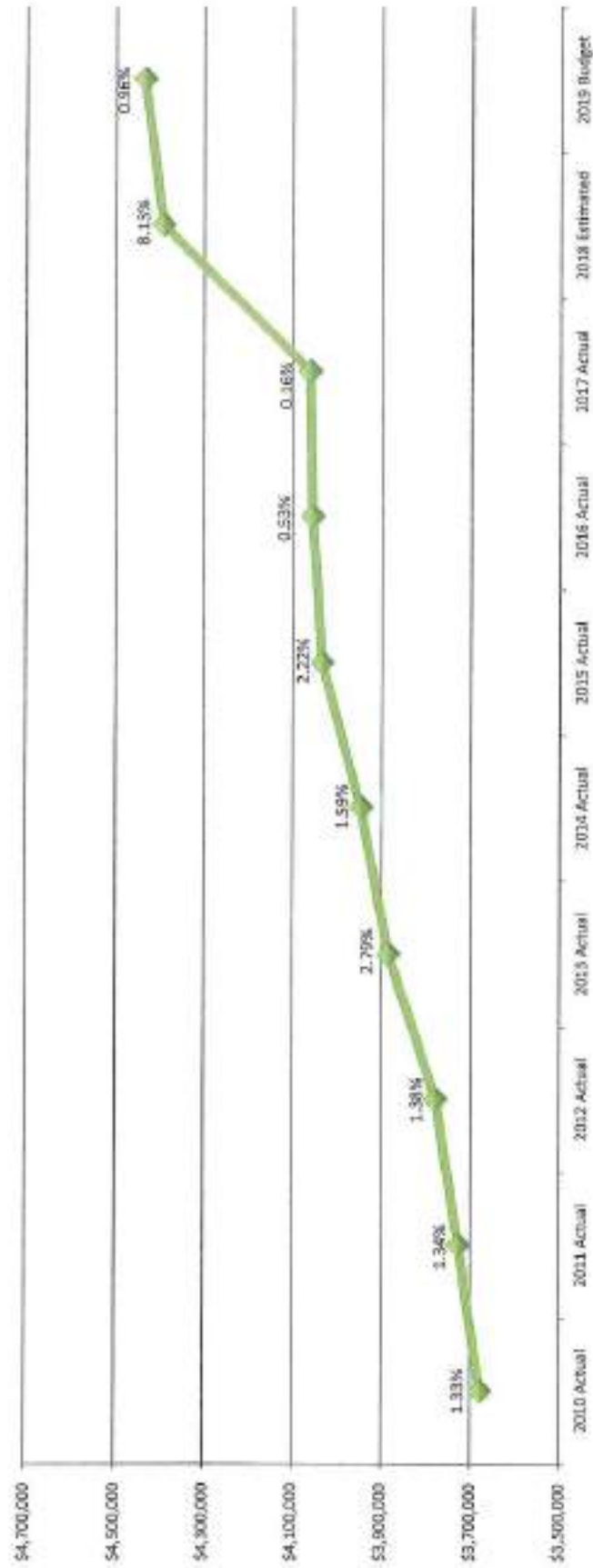
REVENUES

GENERAL PROPERTY TAX	101,114	103,000	113,200	115,400
WATER & SEWER	87,771	88,000	87,000	87,500
REFUSE	4,061,909	4,080,000	4,392,000	4,434,000
LICENSES & PERMITS	143,033	140,250	280,873	155,550
STATE TURNBACK	2,059,167	2,112,000	2,085,000	2,120,000
GRANT REVENUE	0	0	0	664,287
OTHER REVENUE	299,736	1,347,425	727,632	51,000
INTERFUND REVENUE	0	0	0	218,500
APPROPRIATED FUND BALANCE	0	0	0	970,746
TOTAL REVENUES	6,752,730	7,870,675	7,685,705	8,816,983

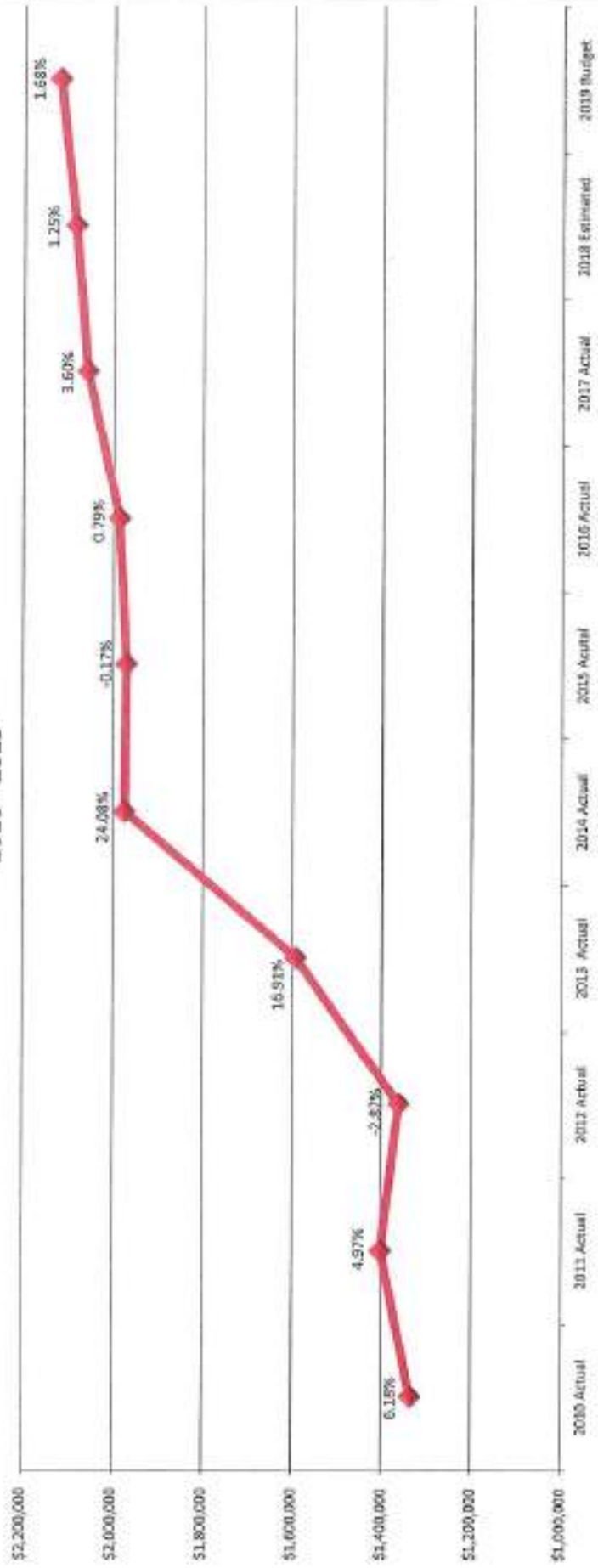
Public Works Fund - FY 2019 Summary of Revenues



Public Works Refuse Revenue Growth 2010 - 2019



Public Works State Turnback Revenue Growth 2010 - 2019



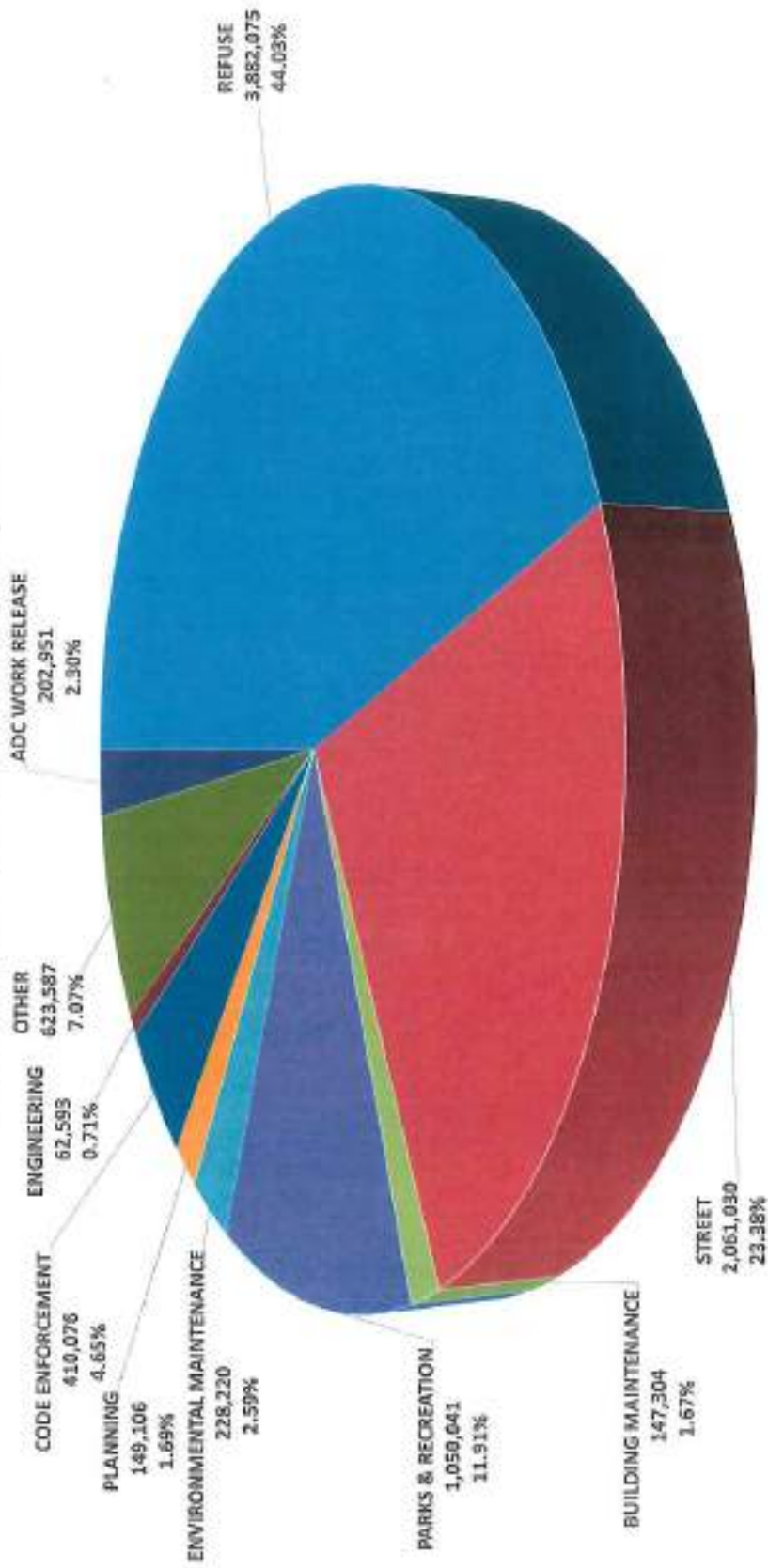
SUMMARY STATEMENT OF EXPENDITURES

Public Works Fund By Department

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
EXPENDITURES				
REFUSE				
PERSONNEL	44,017	49,084	33,601	43,406
CONTRACTUAL SERVICES	2,895,736	3,223,740	3,240,890	3,305,279
MAINTENANCE	2,364	3,500	3,500	4,300
SUPPLIES	13,144	8,050	6,000	7,050
CAPITAL OUTLAY	0	0	0	15,000
OTHER	550,412	759,259	744,259	507,040
TOTAL REFUSE	3,505,673	4,043,633	4,028,250	3,882,075
STREET				
PERSONNEL	694,363	756,920	700,397	762,282
CONTRACTUAL SERVICES	419,446	500,176	494,631	529,474
MAINTENANCE	13,214	15,300	23,200	25,000
SUPPLIES	341,416	433,160	462,600	492,000
CAPITAL OUTLAY	39,955	365,270	335,048	313,000
OTHER	(8,863)	(7,824)	(5,000)	(60,726)
TOTAL STREET	1,499,631	2,063,002	2,010,876	2,061,030
BUILDING MAINTENANCE				
PERSONNEL	46,053	48,210	47,652	50,201
CONTRACTUAL SERVICES	30,304	37,358	36,208	37,403
MAINTENANCE	208	600	450	600
SUPPLIES	17,696	20,830	20,000	22,100
CAPITAL OUTLAY	0	36,520	36,520	37,000
TOTAL BUILDING MAINTENANCE	94,261	143,518	140,830	147,304
PARKS & RECREATION				
PERSONNEL	220,704	241,935	202,596	209,599
CONTRACTUAL SERVICES	36,758	47,028	64,608	53,406
MAINTENANCE	3,322	4,000	3,500	4,000
SUPPLIES	56,026	88,300	83,200	96,300
CAPITAL OUTLAY	0	0	0	688,736
OTHER	141,806	1,016,657	707,446	0
TOTAL PARKS & RECREATION	458,616	1,397,920	1,061,350	1,050,041
ENVIRONMENTAL MAINTENANCE				
PERSONNEL	125,165	134,361	118,598	133,120
CONTRACTUAL SERVICES	124	600	600	600
MAINTENANCE	3,974	5,100	3,200	5,100
SUPPLIES	72,538	82,400	80,500	89,400
TOTAL ENVIRONMENTAL MAINTENANCE	201,801	222,461	202,898	228,220

PLANNING				
PERSONNEL	69,347	114,704	97,217	118,414
CONTRACTUAL SERVICES	15,868	14,515	13,715	15,506
SUPPLIES	8,448	12,400	13,100	13,400
OTHER	0	0	3,214	1,786
TOTAL PLANNING	93,663	141,619	127,246	149,106
CODE ENFORCEMENT				
PERSONNEL	307,125	335,400	265,554	310,555
CONTRACTUAL SERVICES	18,163	25,645	28,945	26,921
MAINTENANCE	1,437	2,000	2,000	2,000
SUPPLIES	7,433	14,600	10,100	14,600
CAPITAL OUTLAY	0	0	0	25,000
OTHER	29,557	31,600	31,000	31,000
TOTAL CODE ENFORCEMENT	363,716	409,245	337,599	410,076
ENGINEERING				
PERSONNEL	51,625	68,599	69,119	56,290
CONTRACTUAL SERVICES	0	0	0	2,703
SUPPLIES	3,085	6,208	5,608	3,600
TOTAL ENGINEERING	54,710	74,807	74,727	62,593
OTHER STREET PROJECTS				
CAPITAL OUTLAY	138,007	442,311	284,622	623,587
TOTAL OTHE STREET PROJECTS	138,007	442,311	284,622	623,587
ADC WORK RELEASE				
PERSONNEL	169,688	200,372	206,678	202,951
TOTAL ADC WORK RELEASE	169,688	200,372	206,678	202,951
TOTAL EXPENDITURES	6,579,665	9,138,888	8,475,076	8,816,983

Public Works Fund - FY 2019 Summary of Expenditures by Department



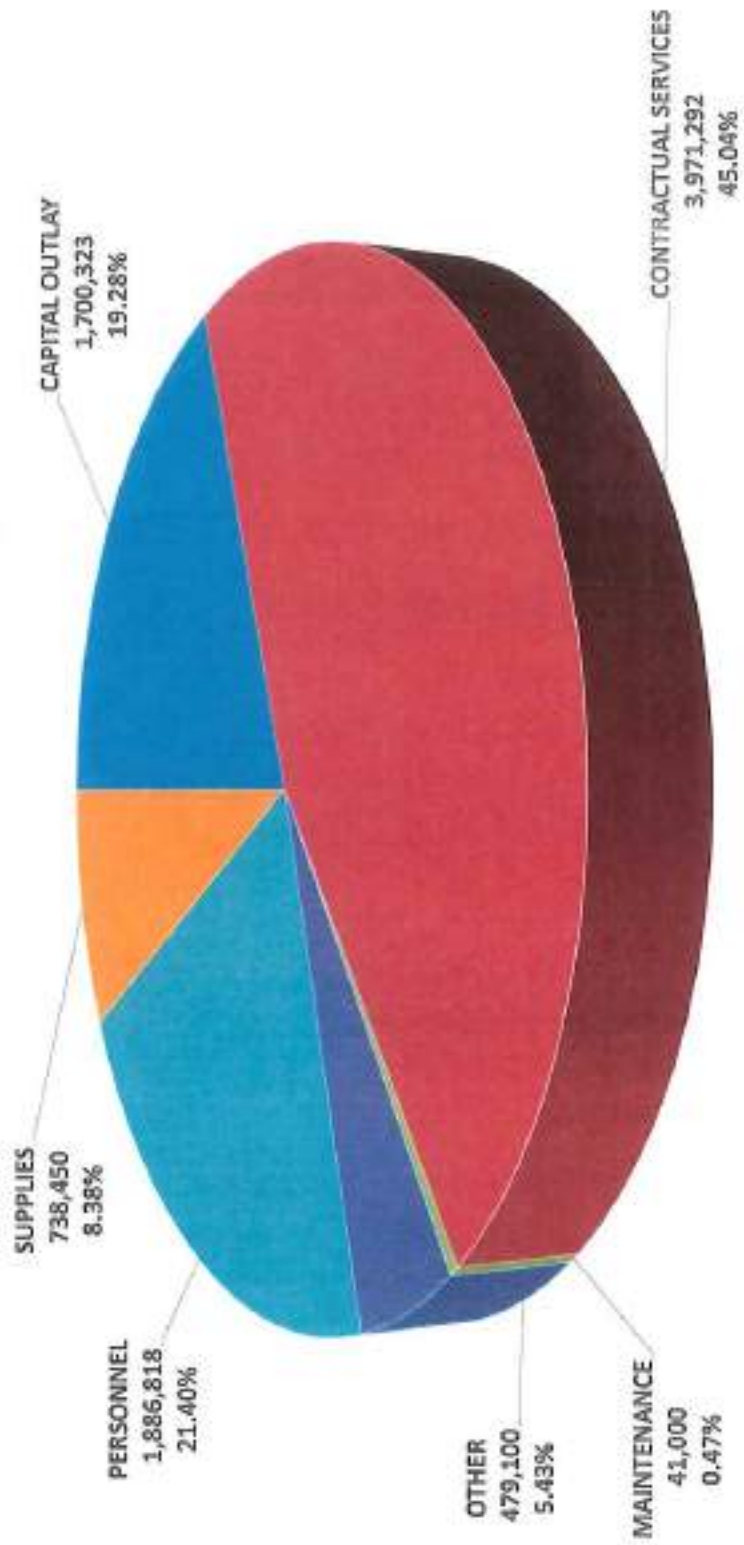
SUMMARY STATEMENT OF EXPENDITURES

Public Works Fund

By Type

	ACTUAL 2017	BUDGET 2018	ESTIMATED 2018	PROPOSED 2019
EXPENDITURES				
CAPITAL OUTLAY	177,962	844,101	656,190	1,700,323
CONTRACTUAL SERVICES	3,418,399	3,849,062	3,879,597	3,971,292
MAINTENANCE	24,519	30,500	35,850	41,000
OTHER	712,912	1,799,692	1,480,919	479,100
PERSONNEL	1,728,089	1,949,585	1,741,412	1,886,818
SUPPLIES	519,785	665,948	681,108	738,450
TOTAL EXPENDITURES	6,579,665	9,138,888	8,476,076	8,816,983

Public Works Fund - FY 2019 Summary of Expenditures by Type





Public Works Capital Projects FY 2019

Public Works Capital Projects	
Recycling Facility Program	\$15,000
U of A Way	\$25,000
U of A Way	\$63,000
Equipment for Street Department	\$225,000
Generator for City Hall	\$37,000
Park Capital Outlay	\$10,000
EDP Sports Complex	\$300,000
EDP Sports Complex Trail Connection	\$90,627
Nix Creek-Jackson Street Trail	\$92,140
Siebert Street Trail	\$39,842
Park Trail Connections	\$90,749
Park Equipment	\$25,000
Downtown Post Office Project	\$38,378
Code Enforcement Truck	\$25,000
Drainage Improvements	\$100,000
State Line Traffic Signals	\$13,000
Ed Worrell Creek Washout	\$125,468
Joey Lane Washout	\$7,688
Hastings Crossing Road Improvements	\$100,000
Cherry Street Road Improvements	\$46,000
HWY 71 Bridge Light Installation	\$10,000
E. 19 th and Grim Street Improvements	\$34,400
E. 50 th Street Road Improvements	\$187,031
Total Public Works Capital Projects	<u>\$1,700,323</u>



C.D.B.G.
FUND

Community Development Block Grant

PROGRAM DESCRIPTION:

Over the last ten years, the Public Works Department has administered the CDBG program. Staff is familiar with the community, values all relationships established with citizens, and is concerned about the quality of life of the citizens and families. The Public Works Department implements eligible activities, such as public service projects (projects that benefit LMI residents of the city), public facility improvements, paving and drainage infrastructure improvements, and community building, along with support of the City's code enforcement efforts.

Public Works is the backbone of the LMI neighborhoods, working in developing partnerships with local institutions, other civic groups, and businesses of Texarkana, Arkansas. Public Works is constantly seeking funding and ways to support the needs of LMI residents. The Public Works Department's primary objective is to be good stewards of the funds and ensure viable communities are maintained by the provision of decent housing, suitable living environments, and expanding economic opportunities are made available for LMT persons.

Public Works ensures 70% of expenditures are used for activities qualifying under HUD's National Objective. These funds are vital in project delivery (carrying out the necessary duties/requirements to meet community needs). Over the last nine years the Public Works Department has been meeting infrastructure and public service needs in the LMI areas and of LMT residents and will continue to do so in the future.

PROGRAM FOCUS:

The program focus is to provide decent, safe, and affordable housing for LMI residents of Texarkana, Arkansas by improving streets, drainage infrastructure, removal of unsafe/dilapidated structures, and improvements to neighborhood parks. Neighborhood revitalization is a very important factor in planning for strong viable neighborhoods in the years to come. There is a continuous effort to secure outside funding to help keep programs going and to develop new programs as the need presents.



Community Development Block Grant

	ACTUAL 2017	BUDGET 2018	ESTIMATED 2018	BUDGET 2019
BEGINNING FUND BALANCE	(151)		7,518	7,518
REVENUES				
SALES & USE TAX REFUND	0	0	0	0
FEDERAL GRANTS	149,926	370,635	172,491	477,169
PROGRAM INCOME C/Y	0	0	4,194	0
DONATIONS	1	0	0	0
	149,927	370,635	176,685	477,169

EXPENDITURES

GRANT ADMINISTRATION	51,468	47,000	47,113	49,910
PUB FACILITIES IMPROVEMENTS	38,030	198,300	82,140	300,304
PUBLIC SERVICE	15,327	23,335	5,602	24,955
HOUSING DEMOLITION	6,549	42,000	9,868	42,000
HOUSING	30,885	60,000	31,962	60,000
TOTAL BUDGET	142,258	370,635	176,685	477,169

GRANT ADMINISTRATION	51,468	47,000	47,113	49,910
PUB FACILITIES IMPROVEMENTS	38,030	198,300	82,140	300,304
PUBLIC SERVICE	15,327	23,335	5,602	24,955
CLEARING AND HOUSING DEMOLITION	6,549	42,000	9,868	42,000
HOUSING	30,885	60,000	31,962	60,000



TWU

TEXARKANA WATER UTILITIES
ARKANSAS REVENUE FUND

Contains Interfund Transfers

	<i>Actual FY 2017</i>	<i>Proposed FY 2018</i>	<i>Revised FY 2018</i>	<i>Proposed FY 2019</i>
BEGINNING BALANCE	2,172,166	2,515,506	2,883,429	2,753,768
REVENUE				
Water and Sewer Sales	8,012,511	8,190,057	8,018,472	8,162,642
Water Connection Fees	2,755	2,200	3,100	3,100
Service Charge	424,369	420,230	434,133	434,133
Wholesale Water Sales	35,665	33,500	53,700	53,700
Total Sales and Fees	8,475,300	8,645,987	8,509,405	8,653,575
Texas Share 1998 Debt Service	92,616	92,649	92,536	92,536
Texas Share 1998-B Debt Service	16,943	16,955	16,910	16,929
Texas Share 2007 Refunding	417,816	430,242	424,789	428,943
Transfers from Mandeville & Union	0	0	0	0
Transfer from Customer Loan Fund	0	30,135	30,147	0
TX Share North Texarkana Operations	67,481	82,267	91,420	90,427
TX Share Millwood Operations	598,955	554,956	530,479	561,511
UN Share Millwood Operations	23,038	26,488	25,398	27,005
MN Share Millwood Operations	6,698	8,831	7,384	7,851
Total Transfers In	1,223,547	1,242,523	1,219,063	1,225,202
Interest Income	4,461	1,994	13,515	13,600
Miscellaneous Income	428,683	409,930	429,335	429,335
Total Other	433,144	411,924	442,850	442,935
TOTAL REVENUES	10,131,991	10,300,434	10,171,318	10,321,712
TOTAL FUNDS AVAILABLE	12,304,157	12,815,940	13,054,747	13,075,480
EXPENDITURES				
Total Operating Expenses	5,732,218	6,800,209	6,415,359	7,062,037
Total Capital Outlays	0	0	0	0
Share in LTWSC Operations	535,097	550,689	588,976	628,796
Total Operating	6,267,315	7,350,898	7,004,335	7,690,833
Bond Fund 1998	292,997	293,103	292,744	292,744
Bond Fund 1998-B	53,601	53,637	53,497	53,556
Bond Fund 2001	68,342	68,388	68,388	68,108
Bond Fund 2004B	123,113	123,196	123,196	122,691
Bond Fund 2007 Refunding	721,692	721,123	710,117	716,377
Total AR Debt Service	1,259,745	1,259,447	1,247,942	1,253,476

TEXARKANA WATER UTILITIES
ARKANSAS REVENUE FUND

Contains Interfund Transfers

	<i>Actual FY 2017</i>	<i>Proposed FY 2018</i>	<i>Revised FY 2018</i>	<i>Proposed FY 2019</i>
Share TX DS Projected	0	0	0	0
Total DS Transfers to TX	0	0	0	0
Millwood Water Rights Fund	541,520	541,522	541,522	541,522
Millwood Depreciation Fund	38,491	58,110	58,110	55,785
North Texarkana WWTP Depr. Fund	12,200	12,200	12,200	12,200
Equipment Acquisition Fund	56,802	74,500	74,500	126,588
Technology Fund	80,795	130,375	130,375	144,967
Personnel Policy	60,000	20,000	20,000	20,000
Customer Loan Fund	0	0	0	0
Capital Improvement Fund	356,344	328,000	360,132	328,000
Infrastructure Fund	268,021	264,012	262,711	333,466
Compost Fund	69,135	37,250	37,250	37,190
LTWSC Capital Imp. Fund	166,073	208,820	208,820	163,377
SR WWTP Depreciation Fund	56,055	55,875	140,274	127,439
Transfer to Gen. Fund (In Lieu of Tax)	166,258	170,920	170,920	171,920
Transfer to General Fund	15,000	0	15,000	186,420
Other (Including Legal)	6,974	16,888	16,888	16,500
Total Other	1,893,668	1,918,472	2,048,702	2,265,374
TOTAL EXPENDITURES	9,420,728	10,528,817	10,300,979	11,209,683
ENDING BALANCE	2,883,429	2,287,123	2,753,788	1,865,797

TEXARKANA WATER UTILITIES
Arkansas Capital Improvement Fund

		Actual FY 2017	Proposed FY 2018	Revised FY 2018	Proposed FY 2019
BEGINNING BALANCE		155,644	365,591	390,788	79,058
REVENUE					
Transfers from Revenue Fund	61-994-941211	328,000	328,000	328,000	328,000
Additional Transfers from Revenue- Inventory	61-994-941211	28,344		32,132	
Interest Income	61-911-611116	9	23	0	0
Pro-rata Income - Cust	61-991-911215	790	864	2,146	2,004
Plans/ Permits	61-050-481119	150	300	0	150
Grant Income					
TOTAL REVENUE		357,293	329,187	362,280	330,214
TOTAL FUNDS AVAILABLE		512,937	694,778	753,068	409,272
	Water Projects --> 61-000-135111 + Proj No.				
	Sewer Projects --> 61-000-135131 + Proj No.				
	Equipment --> 61-000-135151 + Proj No.				
EXPENDITURES					
Transfer to City Gen Fund-Oper-Cap Impr			165,000	165,000	0
Water System Improvements- 2017	A121720	72,796			
Sewer System Improvements- 2017	A121740	10,563			
Highway 82 East-Switch Pressure Planes	A121725	191			
Calhoun Trails Water- Phase II	A121725				
Edith Street Water Line Extension	A121727	14,576			
E 14TH 6" Water Main Ext	A121728	8,524			
6" Water Main Ext.- Front & Olive-Partially Reimb.	A121729	15,295		7,852	
Water System Improvements- 2018	A121620		40,000	121,000	
Sewer System Improvements- 2018	A121640		30,000	5,000	
Loop Dead End Water Mains- Owl Ridge Subdivl.	A121621		75,000	65,000	
Install New Fire Hydrant- East 9th	A121622		50,000	50,000	
Replace (1) Lakewood Booster Pump	A121823		10,000	0	
Lakewood Chloramine Booster Station	A121624		175,000	813	210,000
Loop WL- 1,800', 8" E 18th Jefferson to Franklin	A121625		126,000	105,000	
Chlorine Conversion Project	A121626		0	74,161	
MCPWA Reimbursable-Air Valve Installation	A121627		0	12,190	
Txk, AR Sewer Trunk Main Replacement	A121828		0	9,136	
East 9th at Summit Water Line	A121629		0	5,758	
Cap Impr- Highland Hills/Cooper Tire Rd Swr				53,000	
Water Systems Improvements- 2019	A121920				40,000
Sewer System Improvements- 2019	A121940				40,000
Loop Dead End Mains- 2019	A121921				50,000
(30) Water Line Air Valves-Lakewood Area	A121922				50,000
TOTAL EXPENDITURES		122,056	671,000	674,010	399,000
ENDING BALANCE		390,788	23,778	79,058	19,272

TEXARKANA WATER UTILITIES

Arkansas Infrastructure Fund

		<i>Actual FY 2017</i>	<i>Proposed FY 2018</i>	<i>Revised FY 2018</i>	<i>Proposed FY 2019</i>
BEGINNING BALANCE		496,390	562,401	572,815	21,086
REVENUE					
Transfer from Revenues-Infrastr Fees	61-994-941224	268,021	264,012	262,711	263,486
Additional Transfer from Revenues	61-994-941224				70,000
Interest Income	61-911-611124	2,186	0	0	0
TOTAL REVENUE		270,207	264,012	262,711	333,486
TOTAL FUNDS AVAILABLE		766,597	826,413	835,526	354,552
	61-000-135157- Proj No.				
EXPENDITURES					
Transfer to City Gen Fd-Storm Wtr	61-932-831112	87,756	88,004	87,570	87,822
Transfer to City Gen Fd-Oper-Infrastr			430,000	430,000	198,750
U of A Sewer Extension	A151502	28			
Replace 2" Water Lines	A151603	(573)			
East Broad Emerg. Sewer Reloc	A151605	139			
Replace 2" Water Lines-17	A151701	14,185			
Replace AC Water Mains-17	A151702	976			
Hilltop- Replace Water- Phase I	A151706	70,679			
Emerg. 18" Swr Repl-Legion St	A151708	20,392			
Sanderson Ln-Move Wtr/Swr lines-(Brk	A151801		40,000	53,846	
U of A Way- Reloc W&S in R.O.W.	A151802		75,000	3,024	65,000
Cooper Tire Rd- Repl 12" Swr Main	A151803		100,000	0	
Highland Hills LS/Cooper Tire Rd Swr	A151804		65,000	240,000	
Arnold Lane Sewer Impr-Design Fee					
TOTAL EXPENDITURES		193,782	798,004	814,440	351,572
ENDING BALANCE		572,815	28,409	21,086	2,980

TEXARKANA WATER UTILITIES

Arkansas Customer Loan Fund

	<i>Actual FY 2017</i>	<i>Proposed FY 2018</i>	<i>Revised FY 2018</i>	<i>Proposed FY 2018</i>
BEGINNING BALANCE	30,102	30,132	30,132	0
REVENUE				
Transfer from Revenues (Initial Funding)				
Transfer from Revenues (Loan Repayments)				
Interest Income	30	3	15	0
TOTAL REVENUE	30	3	15	0
TOTAL FUNDS AVAILABLE	30,132	30,135	30,147	0
EXPENDITURES				
Customer Loans	0	0		
Transfer to Revenue Fund		30,135	30,147	
TOTAL EXPENDITURES	0	30,135	30,147	0
ENDING BALANCE	30,132	0	0	0

TEXARKANA WATER UTILITIES

Arkansas Millwood Water Rights Fund

	<i>Actual FY 2017</i>	<i>Proposed FY 2018</i>	<i>Revised FY 2018</i>	<i>Proposed FY 2019</i>
BEGINNING BALANCE	234,712	234,961	234,900	235,085
REVENUE				
Transfer from Revenues -99.8 MGD	541,520	541,522	541,522	541,522
Interest Income	190	249	185	190
TOTAL REVENUE	541,710	541,771	541,707	541,712
TOTAL FUNDS AVAILABLE	776,422	776,732	776,607	776,797
EXPENDITURES				
Annual Principal Payment on 99.8 MGD 000-236112	541,522	151,621	151,621	155,612
Annual Interest Payment on 99.8 MGD 921-621112		389,901	389,901	385,910
TOTAL EXPENDITURES	541,522	541,522	541,522	541,522
ENDING BALANCE	234,900	235,210	235,085	235,275

TEXARKANA WATER UTILITIES

Arkansas Personnel Policy Fund

	<i>Actual FY 2017</i>	<i>Proposed FY 2018</i>	<i>Revised FY 2018</i>	<i>Proposed FY 2019</i>
BEGINNING BALANCE	264,138	269,917	276,688	235,551
REVENUE				
Transfer from Revenues	60,000	20,000	20,000	20,000
Interest Income	724	609	770	800
TOTAL REVENUE	60,724	20,609	20,770	20,800
TOTAL FUNDS AVAILABLE	324,862	290,526	297,458	256,351
EXPENDITURES				
Termination Pay	27,004	40,000	38,000	40,000
Social Security	2,067	3,060	2,907	3,060
Post Retirement Insurance	19,103	20,000	21,000	21,000
TOTAL EXPENDITURES	48,174	63,060	61,907	64,060
ENDING BALANCE	276,688	227,466	235,551	192,291
Accrued Compensated Absences:				
Arkansas:				
Current	30,689	30,500	30,689	31,000
Long Term	209,515	190,000	209,515	210,000
Total	240,204	220,500	240,204	241,000



OTHER FUNDS

DWI Fund (107)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	23,138		33,946	18,866
REVENUES				
46000 FINES & FORFEITURES	10,808	10,300	7,000	7,000
TOTAL	<u>10,808</u>	<u>10,300</u>	<u>7,000</u>	<u>7,000</u>
SUPPLIES				
53020 OPERATING SUPPLIES	0	22,081	22,081	25,865
TOTAL	<u>0</u>	<u>22,081</u>	<u>22,081</u>	<u>25,865</u>
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	10,808		(15,081)	(18,865)
ENDING FUND BALANCE	33,946		18,866	0

Police Funds (209)

	ACTUAL 2017	BUDGET 2018	ESTIMATED 2018	PROPOSED 2019
BEGINNING FUND BALANCE	1,581		(768)	0
REVENUES				
41250 SALES & USE TAX REFUND	44	0	0	0
46017 JAIL BOOKING FEE	5,915	6,850	4,960	5,500
46080 PUBLIC INTOX/DWI	1,705	1,600	1,700	1,700
47130 BODY ARMOR GRANT	5,995	8,136	5,829	8,621
TOTAL	13,659	16,586	12,489	15,821
EXPENDITURES				
53021 OPERATING BODY ARMOR GRANT	5,908	8,136	8,621	3,750
53024 OPER PUB INTOX/DWI	0	1,600	0	1,700
59101 GENERAL FUND	10,100	7,402	3,100	6,621
TOTAL	16,008	17,138	11,721	12,071
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	(2,349)		768	3,750
ENDING FUND BALANCE	(768)		0	3,750

Narcotics Self-Sufficiency Fund (210)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	2,620		1,734	0
REVENUES				
46000 FINES & FORFEITURES	7,317	7,100	6,100	6,000
TOTAL	<u>7,317</u>	<u>7,100</u>	<u>6,100</u>	<u>6,000</u>
EXPENDITURES				
52085 OTHER FEES	36	45	20	35
58402 NARC GRANT MATCH	8,167	8,468	7,814	5,965
TOTAL	<u>8,203</u>	<u>8,513</u>	<u>7,834</u>	<u>6,000</u>
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	(886)		(1,734)	0
ENDING FUND BALANCE	1,734		0	0

Kline Park Monument Fund (211)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	436		15	(0)
REVENUES				
48010 INTEREST EARNED	0	1	0	0
TOTAL	0	1	0	0
EXPENDITURES				
52060 UTILITY SERVICES	421	427	15	0
TOTAL	421	427	15	0
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	(421)		(15)	(0)
ENDING FUND BALANCE	15		(0)	(0)

Domestic Violence Self-Sufficiency Fund (221)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	1		203	492
REVENUES				
46000 FINES & FORFEITURES	1,402	1,250	1,640	1,445
TOTAL	1,402	1,250	1,640	1,445
EXPENDITURES				
58489 VAWA GRANT MATCH	1,200	1,351	1,351	1,937
TOTAL	1,200	1,351	1,351	1,937
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	202		289	(492)
ENDING FUND BALANCE	203		492	0

Bail Bond Fund (223)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	906		281	(0)
REVENUES				
46091 BAIL BOND FEES	4,080	4,700	4,000	4,000
46093 PR BONDS	1,040	1,030	900	950
TOTAL	<u>5,120</u>	<u>5,730</u>	<u>4,900</u>	<u>4,950</u>
EXPENDITURES				
58550 PARITY SALARY EXPENSE	5,745	5,836	5,181	4,950
TOTAL	<u>5,745</u>	<u>5,836</u>	<u>5,181</u>	<u>4,950</u>
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	(625)		(281)	(0)
ENDING FUND BALANCE	281		(0)	(0)

North Texarkana Redevelopment District #1 (227)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	351,546		490,092	417,186
REVENUES				
41000 CURRENT PROPERTY TAX	107,596	90,000	90,000	95,000
41010 DELINQUENT PROP. TAX	30,932	25,000	20,000	22,000
48010 INTEREST EARNED	19	0	10	10
TOTAL	<u>138,546</u>	<u>115,000</u>	<u>110,010</u>	<u>117,010</u>
EXPENDITURES				
54010 CAPITAL PROJECTS	0	182,916	182,916	534,196
TOTAL	<u>0</u>	<u>182,916</u>	<u>182,916</u>	<u>534,196</u>
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	138,546		(72,906)	(417,186)
ENDING FUND BALANCE	490,092		417,186	(0)

Public Safety Fund (228)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	3,680		3,937	1,270
REVENUES				
46000 FINES & FORFEITURES	257	275	175	225
TOTAL	<u>257</u>	<u>275</u>	<u>175</u>	<u>225</u>
EXPENDITURES				
53020 OPERATING SUPPLIES	0	2,842	2,842	1,495
TOTAL	<u>0</u>	<u>2,842</u>	<u>2,842</u>	<u>1,495</u>
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	257		(2,667)	(1,270)
ENDING FUND BALANCE	3,937		1,270	(0)

Front Street Project (231)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	13,800		13,989	3,556
REVENUES				
48206 EVENT PROCEEDS	1,953	0	0	0
TOTAL	<u>1,953</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES				
CONTRACTUAL SERVICES	1,368	1,500	1,500	1,500
SUPPLIES	396	8,933	8,933	2,056
TOTAL BUDGET	<u>1,764</u>	<u>10,433</u>	<u>10,433</u>	<u>3,556</u>
CONTRACTUAL SERVICES				
52060 UTILITY SERVICES	868	1,000	1,000	1,000
52120 RENTAL OF LAND & BUILDING	500	500	500	500
TOTAL	<u>1,368</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
SUPPLIES				
53020 OPERATING SUPPLIES	0	8,933	8,933	2,056
53080 MATERIALS LAND/BUILDING	396	0	0	0
TOTAL	<u>396</u>	<u>8,933</u>	<u>8,933</u>	<u>2,056</u>
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	189		(10,433)	(3,556)
ENDING FUND BALANCE	13,989		3,556	(0)

Library Fund (601)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	85,153		78,691	58,166
REVENUES				
41000 CURRENT PROPERTY TAX	298,312	300,000	305,000	305,000
41010 DELIQUENT PROPERTY TAX	42,028	39,000	29,000	29,000
47500 STATE GRANTS	71,234	73,000	73,000	73,000
48010 INTEREST EARNED	68	50	60	60
49101 GENERAL FUND	5,000	5,000	5,000	5,000
TOTAL	416,642	417,050	412,060	412,060
EXPENDITURES				
53300 PRIOR YEAR CORRECTION	0	0	20,525	0
58425 LIBRARY CONTRIBUTION	351,870	344,050	339,060	339,060
58426 LIBRARY CONT-STATE GRT	71,234	73,000	73,000	73,000
TOTAL	423,104	417,050	432,585	412,060
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	(6,462)		(20,525)	(0)
ENDING FUND BALANCE	78,691		58,166	58,166

Judges Pension Fund (615)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	551		454	4
REVENUES				
46000 FINES & FORFEITURES	3,914	3,914	3,914	3,914
46076 MUN JUD COUNTY CAJF	1,501	1,501	1,501	1,501
TOTAL	<u>5,415</u>	<u>5,415</u>	<u>5,415</u>	<u>5,415</u>
EXPENDITURES				
52085 OTHER FEES	37	50	50	50
59101 GENERAL FUND	5,475	5,815	5,815	5,369
TOTAL	<u>5,512</u>	<u>5,865</u>	<u>5,865</u>	<u>5,419</u>
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	(97)		(450)	(4)
ENDING FUND BALANCE	454		4	(0)

Court Automation (705)

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
BEGINNING FUND BALANCE	80,995		76,229	56,875
REVENUES				
46062 MONTHLY PAYMENT FEE	19,484	23,000	18,000	20,000
48010 INTEREST EARNED	30	30	25	25
48200 MISCELLANEOUS	93	0	0	0
TOTAL	19,607	23,030	18,025	20,025
EXPENDITURES				
CONTRACTUAL SERVICES	4,461	8,230	8,230	10,185
SUPPLIES	19,912	25,000	28,000	28,000
OTHER	0	0	1,149	1,200
TOTAL BUDGET	24,373	33,230	37,379	39,385
CONTRACTUAL SERVICES				
52020 DATA PROCESSING	0	1,630	1,630	3,585
52040 PRINTING & DUPLICATING	53	0	0	0
52070 COMMUNICATIONS	4,407	6,600	6,600	6,600
TOTAL	4,461	8,230	8,230	10,185
SUPPLIES				
52180 MAINTENANCE MACH/EQUIP	16,580	20,000	20,000	20,000
53020 OPERATING SUPPLIES	3,333	5,000	8,000	8,000
TOTAL	19,912	25,000	28,000	28,000
OTHER				
52085 OTHER FEES	0	0	1,149	1,200
TOTAL	0	0	1,149	1,200
NET CHANGE IN UNRESERVED / UNAPPROPRIATED FUND BALANCE	(4,766)		(19,354)	(19,360)
ENDING FUND BALANCE	76,229		56,875	37,515



A & P
FUND

Advertising & Promotion Fund

PROGRAM DESCRIPTION:

The purpose of this program is to allocate the resources based on the Arkansas statute (A.C.A. 26-75-606). Currently, a two percent tax is levied on the gross receipts of restaurants and a three percent tax is levied on the gross receipts of hotels and motels. This tax revenue is used to promote the City of Texarkana, Arkansas based on the legal uses below.

Legal uses of Hotel/Restaurant Gross Receipt Tax:

- * For advertising and promoting of the city and its environs;
- * For construction, reconstruction, extension, equipment, improvement, maintenance, repair, and operation of a convention center;
- * For the development, construction, and maintenance of City Parks, walking trails, theme parks, amphitheater, and other family entertainment facilities;
- * For operation of tourist promotion facilities;
- * For payment of debt costs pledging A&P resources on bonds approved by a vote of the citizens;
- * For funding of the arts necessary for supporting the A&P endeavors of the City; and
- * For engaging personnel and incurring such administrative expenses as may be necessary to conduct business.



Advertising & Promotion Fund

	ACTUAL 2017	BUDGET 2018	ESTIMATED 2018	PROPOSED 2019
BEGINNING FUND BALANCE	653,395		491,096	101,546
REVENUES				
41120 RESTAURANT TAXES	441,480	439,000	438,000	438,000
41121 ADDL RESTAURANT TAXES	441,481	439,000	438,000	438,000
41130 HOTEL/MOTEL TAXES	95,477	93,000	95,000	95,000
41131 ADDL HOTEL/MOTEL TAXES	193,801	186,000	190,000	190,000
41250 SALES AND USE TAX REFUND	863	0	184	0
48010 INTEREST EARNED	529	500	440	440
48200 MISCELLANEOUS	(50)	0	0	0
TOTAL	1,173,582	1,157,500	1,161,624	1,161,440
EXPENDITURES				
52011 LEGAL SERVICES	17,378	15,000	15,000	15,000
52090 ADVERTISING & PUBLICITY	399	134,450	134,304	140,450
52100 TRAVEL/TRAINING	3,539	0	1,376	0
52150 MAINTENANCE LAND & BUILDING	60,072	0	11,293	0
52300 EVENTS	5,301	0	1,756	0
53020 OPERATING SUPPLIES	60	0	150	150
54028 EDP SPORTS COMPLEX	0	0	0	0
54265 HOBO JUNGLE PARK	0	150,000	150,000	0
54503 PARK EQUIPMENT	26,348	85,000	50,975	42,500
58424 FARMERS MARKET CONTRIB	0	5,000	5,000	4,000
58428 FOUR STATE FAIR PROJECT	192,000	132,000	132,000	32,000
58432 CHAMBER OF COMMERCE	13,744	27,256	27,256	17,250
58433 MUSEUM	16,500	13,000	13,000	5,000
58434 TRAHC	19,400	17,000	17,000	16,250
58437 BASEBALL ASSOCIATION	80,000	40,000	40,000	40,000
58455 WELCOME CENTER	3,930	4,100	4,100	5,563
58457 MAIN STREET TEXARKANA	20,000	14,000	14,000	15,000
58464 PARTNERSHIP FOR THE PATHWAY	7,500	7,000	7,000	6,250
58466 FINANCE ADMINISTRATION	37,000	37,000	37,000	45,000
58487 CONVENTION CENTER	234,286	234,286	234,286	234,286
58488 SUSAN G KOMEN, RACE FOR THE CURE	0	5,000	5,000	0
58494 ANTIQUE AUTO CLUB	27,384	13,000	13,000	9,750
58495 MUNICIPAL AUDITORIUM	25,598	8,000	8,000	3,750
58498 TEXARKANA SYMPHONY ORCHESTRA	16,000	16,000	16,000	11,500
58538 CITY BEAUTIFUL COMMISSION	200	30,300	30,300	14,250
58541 HOLIDAY SPRINGS WATER PARK	250,000	250,000	250,000	250,000
58543 SPARKS IN THE PARK	19,714	0	19,600	0
58544 LIVE UNITED BOWL	29,000	29,000	29,000	28,750
58548 TEXARKANA BROAD STREET GALLERIES	16,000	17,000	17,000	2,500
58552 TEXARKANA, AR PLANNING DEPARTMENT	911	1,500	1,500	0
58553 TEXARKANA ARTS & HISTORIC DISTRICT	3,688	4,000	4,000	1,250

Advertising & Promotion Fund

	<i>ACTUAL 2017</i>	<i>BUDGET 2018</i>	<i>ESTIMATED 2018</i>	<i>PROPOSED 2019</i>
58563 GATHERING OF AUTHORS	7,598	9,000	9,000	0
58565 RUNNIN' WJ RANCH	18,000	19,000	19,000	9,000
58569 ULTIMATE CHALLENGE PRODUCTIONS	0	7,000	7,000	6,750
58570 KENNEL CLUB TXK, INC.	1,044	3,500	3,500	3,500
58571 PINK BEHIND BLUE LINE	32,288	0	0	0
58555 1894, LLC.	0	23,600	23,600	1,375
58556 DOWNTOWN NEIGHBORHOOD ASSOCIATION	0	10,000	10,000	2,750
58557 JOHN W. MEASEL CENTER	0	10,000	10,000	0
58558 TWIN CITY SPORTS	0	7,000	7,000	0
58559 OPPORTUNITIES, INC.	0	20,000	20,000	0
58572 BOOKER T. WASHINGTON ALUMNI ASSOC.	0	1,000	1,000	0
58573 RMHC-REGIONAL MUSIC HERITAGE CENTER	0	18,000	18,000	0
58574 GFOA CONFERENCE	0	3,400	3,298	0
58575 AR INTERNATIONAL ASSOC. OF ARSON INVEST	0	0	0	900
58576 HERITAGE HEART & ART	0	0	0	2,250
58577 TOWNSQUARE MEDIA	0	0	0	15,000
59201 PARKS SUPER SALARY/FRINGE	86,000	88,438	88,438	71,500
59201 ADC WORKERS	65,000	65,000	65,000	72,000
TOTAL	1,335,881	1,573,830	1,573,730	1,125,474
NET PROFIT / (LOSS)	(162,299)		(412,106)	35,966
REALLOCATION OF RESTRICTED RESERVES			22,556	19,504
ENDING FUND BALANCE	491,096		101,546	157,016



PERSONNEL

Turnover 2017 & 2018

General Fund	Terminations	New Hires
Administration	1	1
Finance	3	3
City Clerk	0	0
Court	1	1
Probation	1	1
Police	18	22
Fire	4	3
Animal Shelter	3	3
Total General Fund	31	34
Public Works Fund	18	17
Bi-State Fund	6	5

CITY OF TEXARKANA, AR
2019 ANNUAL BUDGET
AUTHORIZED POSITIONS

	<u>ACTUAL</u> <u>2018</u>	<u>REQUESTED</u> <u>2019</u>
<u>ADMINISTRATION (1010)</u>		
CITY MANAGER	1	1
EXECUTIVE SECRETARY	1	1
CUSTOMER SERVICE POSITION PART-TIME	1	1
MEDIA RELATIONS MANAGER	1	1
	<hr/> 4	<hr/> 4
<u>FINANCE (1040)</u>		
FINANCE DIRECTOR	1	1
CONTROLLER	1	1
PAYROLL ADMINISTRATOR	1	1
GRANTS ADMINISTRATOR	1	1
PURCHASING TECHNICIAN	1	1
PERSONNEL ADMINISTRATOR	1	1
CITY TAX COLLECTOR	1	1
STAFF ACCOUNTANT/ACCOUNTS PAYABLE TECHNICIAN	1	1
	<hr/> 8	<hr/> 8
<u>MUNICIPAL COURT (1050)</u>		
DISTRICT JUDGE	1	1
COURT CLERK	1	1
DEPUTY COURT CLERK	3	3
	<hr/> 5	<hr/> 5
<u>PROBATION OFFICE (1060)</u>		
CHIEF PROBATION OFFICER - PART TIME	1	1
DEPUTY CHIEF PROBATION OFFICER	1	1
PROBATION OFFICER	2	2
	<hr/> 4	<hr/> 4
<u>CITY CLERK (1070)</u>		
CITY CLERK	1	1
DEPUTY CITY CLERK	1	1
	<hr/> 2	<hr/> 2

CITY OF TEXARKANA, AR
2019 ANNUAL BUDGET
AUTHORIZED POSITIONS

	<u>ACTUAL</u> <u>2018</u>	<u>REQUESTED</u> <u>2019</u>
<u>POLICE (1110)</u>		
POLICE CHIEF	1	1
CAPTAIN	3	3
LIEUTENANT	5	5
SERGEANT	10	10
PATROL OFFICER	58	58
	<hr/> <u>77</u>	<hr/> <u>77</u>
 <u>POLICE-HOUSING (1150)</u>		
PATROL OFFICER	2	2
	<hr/> <u>2</u>	<hr/> <u>2</u>
 <u>POLICE-NARCOTICS (1160)</u>		
SERGEANT	1	1
PATROL OFFICER	4	4
	<hr/> <u>5</u>	<hr/> <u>5</u>
 <u>POLICE-SUPPORT SERVICES (1180)</u>		
SERVICES SUPPORT COMMUNICATIONS TECH	1	1
COMPUTER SERVICES TECHNICIAN	1	1
PROPERTY/EVIDENCE TECH	1	1
ADMINISTRATIVE SUPPORT TECHNICIAN	1	1
RECEPTIONIST	1	1
TRANSCRIPTIONS	1	1
CIVILIAN COMPLAINTS/WARRANTS	1	1
COURT DOCKET CLERK	1	1
DOMESTIC CASE COORDINATOR	1	1
CID SECRETARY/ANALYST	1	1
VEHICLE MAINT OFFICER (PART-TIME)	1	1
SPECIALIZED AND TRANSPORT	15	15
	<hr/> <u>26</u>	<hr/> <u>26</u>
<u>TOTAL POLICE</u>	<hr/> <u>110</u>	<hr/> <u>110</u>

CITY OF TEXARKANA, AR
2019 ANNUAL BUDGET
AUTHORIZED POSITIONS

	<u>ACTUAL</u> <u>2018</u>	<u>REQUESTED</u> <u>2019</u>
<u>FIRE (1210)</u>		
FIRE CHIEF	1	1
BATTALION CHIEF	4	4
FIRE MARSHAL	1	1
CAPTAIN	15	15
DRIVER ENGINEER	18	18
FIREFIGHTER	19	19
FIRE ADMINISTRATIVE ASSISTANT	1	1
	<hr/> <u>59</u>	<hr/> <u>59</u>
<u>ANIMAL SHELTER (1910)</u>		
DIRECTOR	1	1
OFFICE MANAGER	1	1
OFFICE STAFF	1	1
KENNEL STAFF	2	2
ANIMAL CONTROL OFFICER	3	3
	<hr/> <u>8</u>	<hr/> <u>8</u>
<u>TOTAL GENERAL FUND</u>		
	<hr/> <u>200</u>	<hr/> <u>200</u>
<u>STREET (1410)</u>		
PUBLIC WORKS DIRECTOR	1	1
PUBLIC WORKS SUPERINTENDENT	1	1
ASSISTANT PUBLIC WORKS DIRECTOR	1	1
FOREMAN III	1	1
FOREMAN II	1	1
TRAFFIC TECHNICIAN	2	2
ADMINISTRATIVE ASSISTANT	1	1
EQUIP OPERATOR I	3	3
EQUIP OPERATOR II	1	1
ASPHALT FOREMAN	1	1
	<hr/> <u>13</u>	<hr/> <u>13</u>
<u>REFUSE (1425)</u>		
OPERATOR 1	1	1
	<hr/> <u>1</u>	<hr/> <u>1</u>

CITY OF TEXARKANA, AR
2019 ANNUAL BUDGET
AUTHORIZED POSITIONS

	<u>ACTUAL</u> <u>2018</u>	<u>REQUESTED</u> <u>2019</u>
<u>BUILDING MAINTENANCE (2100)</u>		
MAINTENANCE SUPERVISOR	1	1
	<hr/> 1	<hr/> 1
<u>PARKS & RECREATION (1710)</u>		
SPORTS MANAGER*	1	1
PARKS FOREMAN	1	1
EQUIP OPERATOR III	1	1
EQUIP OPERATOR I	1	1
	<hr/> 4	<hr/> 4
<u>ENVIRONMENTAL MAINTENANCE (1420)</u>		
FOREMAN II	1	1
EQUIP OPERATOR I	2	2
ANT CONTROL (PART-TIME)	1	1
	<hr/> 4	<hr/> 4
<u>PLANNING (1610)</u>		
CITY PLANNER	1	1
PLANNING SECRETARY	1	1
	<hr/> 2	<hr/> 2
<u>CODE ENFORCEMENT (1620)</u>		
BUILDING OFFICIAL	1	1
ELECTRICAL INSPECTOR	1	1
PLUMBING INSPECTOR	1	1
CODE ENFORCEMENT OFFICER	2	2
ADMINISTRATIVE ASSISTANT	1	1
	<hr/> 6	<hr/> 6
<u>ENGINEERING (1430)</u>		
ENGINEERING TECHNICIAN	1	1
	<hr/> 1	<hr/> 1

CITY OF TEXARKANA, AR
2019 ANNUAL BUDGET
AUTHORIZED POSITIONS

	<u>ACTUAL</u> <u>2018</u>	<u>REQUESTED</u> <u>2019</u>
<u>ADC (1950)</u>		
STREET	5	5
PARKS	4	4
	<hr/> 9 <hr/>	<hr/> 9 <hr/>
 <u>TOTAL PUBLIC WORKS</u>	 <hr/> 41 <hr/>	 <hr/> 41 <hr/>
 <u>B.S.J.B. MAINTENANCE (1310)</u>		
BLDG MAINTENANCE MANAGER	1	1
MAINTENANCE SUPERVISOR	1	1
SECRETARY (PART-TIME)	1	0
SECRETARY	0	1
MAINTENANCE TECHNICIAN I	3	3
JANITORS	7	7
	<hr/> 13 <hr/>	<hr/> 13 <hr/>
 <u>BI-STATE INFORMATION CENTER (1320)</u>		
CRC MANAGER**	1	1
	<hr/> 1 <hr/>	<hr/> 1 <hr/>
 GRAND TOTAL	 <hr/> 255 <hr/>	 <hr/> 255 <hr/>

*Funded by A & P fund

**Supervised in Police Department