FY 2018-2019 PROPOSED BUDGET
APPROVED ON SEPTEMBER 24, 2018
VIA ORDINANCE O-18-873

Name	Title	Vote
James Swafford	Mayor	YES
Jay Walsh	Mayor Pro Tem	YES
Clayton Hunter	Place 1	YES
Rick Barrett	Place 2	YES
Bobby Lindsey	Place 3	YES
Sherie Chapman	Place 5	NO

	FY 2017-2018	FY 2018-2019
Property Tax Rate	0.687134	0.687134
Effective Tax Rate	0.634490	0.620846
Effective Maintenance & Operations Tax Rate	0.400716	0.421073
Rollback Tax Rate	0.653865	0.601264
Debt Rate	0.221093	0.146506

Total amount of municipal debt obligations secured by property taxes: $214,915.50

City Manager: William B. Jordan
Finance Director: Melissa R. Gonzalez

This budget will raise more revenue from property taxes than last year's budget by an amount of $170,209.97, which is a 20.32 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is $84,918.20.

City of Ferris, Texas

FY 2019 Budget

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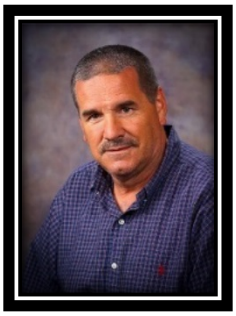
Introduction

Ferris City Council

MAYOR
James Swafford



MAYOR PRO TEM
Jay Walsh

ALDERMAN
PLACE 1
Clayton Hunter

ALDERMAN
PLACE 2
Rick Barrett

ALDERMAN
PLACE 3
Bobby Lindsey

ALDERMAN
PLACE 5
Sherie Chapman

The Ferris City Council is composed of a mayor and five council members. The Council meets on the First and Third Monday of each month at 6:00 p.m. at the Ferris Council Chambers. All meetings are open to the public. Citizens and employees are encouraged to attend.

City Staff

William Jordan, City Manager

Callie Green, City Secretary

Eddie Salazar, Police Chief

David Petricca, Fire Chief

Doug Childers, Information Technology Director & Courts Director

Scott Metcalfe, Community Development Director

Melissa Gonzalez, Director of Finance

Kathy Harington, Library Director

Budget Preparation Staff

CITY MANAGER
Bill Jordan

FINANCE DIRECTOR
Melissa Gonzalez

The Budget could not have been prepared without the help of the entire City staff and Council.

Document Guide

The purpose of this section is to provide the reader with a guide to the document's contents, where and how to find the information, and how to understand the information. The following describes each major section.

Introduction

This section introduces the City Council and City Staff representing the citizens of the City of Ferris.

Budget Process and Policies

The City of Ferris assumes an important responsibility to its citizens and customers to carefully account for public funds, to manage City finances wisely, and to plan for the adequate funding of services desired by the public. This section outlines the policies and processes for creating and managing the city's budget.

City of Ferris Profile, Organization, and Boards

This section provides the reader with the background of the City. Included in this section are the City's history, facilities, contact information, mission statement, organizational chart, and fund summaries and structure.

Overview and Fund Summaries

This section provides the reader with information on the major funds. A summary of all funds, a combined summary of revenue and expenditure with history and a fund financial summary are provided in this section.

Revenue Summaries and Details

This section provides the reader with information on the major revenue sources.

Expenditures and City Department Overviews

This section provides department-specific information covering budget, staffing, and strategic planning data. Each department includes a mission statement, purpose and description, divisional strategies and goals, prior year accomplishments, and organizational chart.

Letter of Transmittal

September 24, 2018

The Honorable James Swafford, Mayor, Members of the Ferris City Council, and Citizens of Ferris,

Section 30.02(D)(2) states the City Manager is to “Prepare and submit to the Council, as requested, a complete report of finances and activities for the city.” It is my pleasure to present the Fiscal Year 2019 Budget. With the help of directors and staff, we are proud to present a balanced budget. The budget does not require a change to the tax rate and continues to provide the same service to the citizens. All funds are balanced with revenues exceeding expenditures, and reserves exceeding the minimum by a wide margin. Revenue estimates and expenses are conservative and consistent with established practices. This budget sets a foundation for prudent fiscal management to ensure that the City will have the tools to achieve the City Council’s goals.

Sincerely,

William Jordan
City Manager
City of Ferris, Texas

Budget Process and Policies

Budget Process

Basis of Budgeting

Operating budgets are adopted on a basis consistent with generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board, with exceptions, including: depreciation is not incorporated into the budget; capital purchases are budgeted in the year of purchase; un-matured interest on long-term debt is recognized when they mature, and debt principal is budgeted in the year it is to be paid.

Budget Structure

The accounts of the City are organized on the basis of funds and account groups, each of which is considered to be a separate accounting entity. Each fund can be generally thought of as a small business. The operations of each fund are maintained using a set of self-balancing accounts which comprise its assets, liabilities, fund equity, revenues, and expenditures. City resources are budgeted to the individual funds, by account, and are controlled within the individual fund.

Planning and Budget Preparation

The City of Ferris's budgeting process involves much planning, goal setting, and prioritizing by the City Council and staff. The Budget is prepared in a clear manner to facilitate understanding by the citizens, council, and staff. All public hearings on the budget and workshops are open to the public and copies of the proposed budget are available for review on the City's website. The City Secretary also has copies available for review.

Comprehensive Plan

The comprehensive plan for the City of Ferris is designed as a framework for the future development of the City and its 1/2-mile planning jurisdiction over the next 20 years and beyond. It is intended to guide the community's decisions regarding its future physical, economic, and social development. The Comprehensive Plan plays a significant role in the development of goals and guides the Council's

strategic planning process.

Strategic Plan

All of the Cities' departments have develop strategic plans. These plans begin with a one-year strategic plan that includes:

1. Mission, Vision, & Value Statements
2. Marketing and Communication Plans
3. Identified Objectives
4. People Development Plan
5. SWOT Analysis
6. Risk Analysis
7. Identified Measurements of Success
8. Management Plan
9. 5-Year Action Plan
10. 5-Year Capital Plan

Upon completion of these plans, city staff meet with the City Manager to review and discuss the priorities of the department. The City Council calls a special meeting to review the proposed budget and compare it against the Strategic Plans of each department. During this meeting, each director is given the opportunity to present their plan and communicate their goals for the department and the City. The City Council then offers suggestions and improvements to focus on citizen's priorities and council's vision for the future. The City Council then prioritizes individual director's request for funding in the budget. The strategic plans are then adjusted based on Councils discussion and comments.

Capital Improvement Plan

The Capital Improvement Plan (CIP) is developed through a joint effort between City Council and City staff in order to respond to the City's infrastructure needs. On an annual basis, City staff recommends appropriate projects to the City Council. Capital Improvement projects are expenditures of a non-recurring nature related to the acquisition, construction, expansion, or major rehabilitation of an element of Ferris's infrastructure. Capital improvement projects can include such things as parks, buildings, water and wastewater lines, streets, and sidewalks. After reviewing each project's purpose, impact, and cost, the City Council must prioritize projects and align those projects with the resources available for funding.

Budget Preparation Process

Budgetary control is maintained with the annual adoption by City Council of an operating budget for each fiscal year from October 1 to September 30.

The budget is developed on a departmental level and adopted at the fund level. The Finance Department provides monthly reports that detail expenditures and revenues on a departmental and line item level. The reports provide monthly expenditures and year-to-date totals, with a comparison to budget, giving a budget balance and unexpended percentage. To further aid in projections, the monthly report provides prior year comparison data of expenditures, revenue, and budget balances.

The adoption process begins with each department reviewing their strategic plans and completing a budget request worksheet. The department directors meet individually with the City Manager and Finance Director to go over their budget proposal. The City Manager and Finance Director calculate the estimated ad valorem tax, sales tax and reserve projections as they are a major component of all city budget discussions. When the certified tax rolls from the Ellis and Dallas Central Appraisal Districts are released, the budget goes to final preparation for submittal to the City Council. City Council workshops are scheduled and held to discuss the budget with City staff and hold public hearings. The fiscal year begins on October 1, and the completed Budget Document is distributed and made available to the public via website or requested copy.

Truth-In-Taxation

The Texas Constitution and Property Tax Code establish guidelines for taxing units to follow when adopting tax rates. This guide to tax rate setting is also known as “truth-in-taxation.” The truth-in- taxation laws have two purposes: (1) to make taxpayers aware of tax rate proposals and, (2) to allow taxpayers, in certain cases, to roll back or limit a tax increase.

The first step is to draft a budget and determine the amount of property taxes necessary to the fund that budget. The taxing unit must decide:

1. The maintenance and operation (M&O) rate necessary for the general operating expenses based on current year’s value;
2. The payments needed for debt service; and

3. The amount of surplus funds, if any, it plans to expend to reduce the tax levies.

Beginning in early August, the City can move forward to adopting a tax rate by calculating and publishing the effective and rollback tax rates.

Effective Tax Rate

The effective tax rate is a calculated rate that would produce the same total taxes as last year when properties taxed in both years are compared. If property values rise, the effective tax rate will go down and vice versa. The objective of the effective tax rate is to generate equal tax revenues using taxable valuations from different years.

Proposed Tax Rate

The proposed tax rate is the rate proposed by council and is used for revenue projection in the budget. The objective of the proposed tax rate is to generate sufficient revenues to balance the budget and inform the public of the rate the Council desires to fund the budget.

Rollback Tax Rate

The effective tax rate is a calculated maximum rate allowed by law without voter approval. The rollback rate provides the City the same amount of tax revenue spent the previous year for day-to-day operations, plus an extra 8% increase for those operations plus sufficient funds to pay debts in the coming year. If an adopted rate is higher than the rollback rate, voters can circulate a petition calling for an rollback to a rate below the rollback rate.

Notice Requirements

The law requires a number of public notices to be issued to inform the taxpayers about local property taxes.

Notice of Appraised Value

This notice informs a property owner of proposed property values and other necessary information including an estimate of current years taxes based on the current year's proposed taxable value and last year's tax rate.

Notice of Proposed Tax Rate

Cities that propose a property tax rate that does not exceed the effective tax rate must provide a notice using very specific language in the government code.

Notice of Proposed Tax Rate Increase

Cities that propose a property tax rate the exceeds the effective tax rate or the roll back rate must provide a different notice also using very specific language in the

government code. This language must also include the date, place and time of the public hearings. It must also include the date, time, and place for adoption of the tax rate.

Newspaper Requirements

The newspaper posting must be in a general circulation newspaper in the county and must be at least a quarter-page in standard-size newspaper with a headline in 24-point larger type.

Website Requirements

The notice must be posted on the City website no later than Sept 1st and must remain on the website till the rate is adopted.

Budget Requirements

The front page of the budget must include council members voting and proposed, effective, rollback rate for current and prior years.

Hearing Requirements

The law requires a number of public hearings to allow the taxpayers input about local property taxes.

Public Hearing

The council is required to hold two public hearing to receive taxpayer input no less than three days but no more than 14 days between hearings.

Budget Control & Amendment

Under conditions which may arise, and which could not reasonably have been foreseen in the normal process of planning the budget, the City Council may, by ordinance, amend or change the budget. Any budget amendment must adhere to the balanced budget requirement and cannot change the property tax levy or in any manner alter a taxpayer's liability. Although adopted by fund, budgets are prepared by line item and the City Manager may approve budget adjustments within a fund between line items in amounts less than $2,000.00.

Tax and Budget Deadlines

August 29 – The last day for the City Manager to file the proposed budget with the City Secretary.

The proposed budget must contain a special cover page if the budget will raise more total property taxes than the previous year. The city secretary must post the proposed budget on the city's website.

September 1 – The last day for the city to publish notice of its proposed tax rate.

State law allows the city to provide notice not later than the later of September 1st or the 30th day after the first date that the city receives each applicable certified appraisal roll. This is also the last day for the city to post notice of its proposed tax rate on its website. The notice must remain on the website until the city adopts its tax rate. If the city proposes a tax rate that exceeds the lower of the effective tax rate or the rollback rate, the city must include in the notice the date, time, and place of two separate hearings on the proposed tax rate. Additionally, if the city proposes a tax rate that exceeds the lower of the effective tax rate or the rollback rate, it must include a sentence describing the proposed use of the additional revenue attributable to the tax rate increase.

September 18 – The last day to publish notice of budget the hearing.

September 22 – The last day for the first hearing on a tax rate increase.

This hearing is only required for an increase over the lower of the effective or rollback tax rate. It must be at least three days before second hearing, but not on a weekend or public holiday. The first tax rate hearing may not be held before the seventh day after the notice of the public hearing is given.

September 26 – The last day for the second hearing on a tax rate increase

This hearing is only required for an increase over the lower of the effective or rollback rate. It must be at least three days before adoption of tax rate, but not on weekend or public holiday. The second hearing must be no more than 14 days before adoption of tax rate.

September 28 – The last day for a hearing on budget.

The hearing must be before the date of the tax levy. The hearing must be after the

15th day after the proposed budget is filed with the clerk. Also, the city must take some sort of action on the budget at conclusion of the hearing. This action could be the adoption of the budget, or else a vote to postpone the final budget vote. It is generally accepted that the city need not adopt the budget at the end of the hearing.

September 29 – The city must adopt the budget no later than this date.

The budget must contain a special cover page that includes:

1. a specific statement on the whether the budget raises more, less, or the same amount of property tax revenue compared to the previous year's budget;
2. the record vote of each member of the council by name voting on the adoption of the budget;
3. the city property tax rates for the preceding and current fiscal years, including the adopted rate, effective tax rate, effective maintenance and operations tax rate, rollback tax rate, and debt rate; and
4. the total amount of city debt obligations secured by property taxes.

The adopted budget, including the cover page, must be posted on the city's website.

September 29 – The city must adopt a tax rate no later than this date.

The motion to adopt a tax rate that exceeds the effective rate must be made precisely as follows:

> *"I move that the property tax rate be increased by the adoption of a tax rate of (specify tax rate), which is effectively a (insert percentage by which the proposed tax rate exceeds the effective tax rate) percent increase in the tax rate."*

If the tax rate will exceed the effective tax rate, the vote on the ordinance setting the tax rate must be a record vote and must be approved by at least 60 percent of the members of the governing body.

Ordinances

CITY OF FERRIS

ORDINANCE NO. O-18-873

ADOPTION OF BUDGET FISCAL YEAR 2018-2019

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF FERRIS, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019.

WHEREAS, notice of a Public Hearing on the budget for the City of Ferris, Texas for the fiscal year 2018-2019 was heretofore published in accordance with law; and,

WHEREAS, Public Hearings were duly held and all interested persons were given an opportunity to be heard for or against any item therein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS:

Section 1. That the budget presented by the City Manager on this date and reviewed during the City Council meeting be approved for the fiscal year 2018-2019. Said budget is balanced at the following levels, per fund:

Fund of the City	Budget Amounts
General	$3,421,067.32
Water/Wastewater	$2,832,800.00
Debt I&S	$269,915.75
4A EDC	$120,888.27
4B EDC	$54,281.91
Court Technology	$9,611.00
Court Security	$1,136.00
Council WMI Meth. to Elec.	$135,425.00

Section 2. That the City Manager and/or Finance Director is authorized to invest any funds not needed for current use, whether operating funds or bond funds, according to the adopted Investment Policy in the official City depositories, all of which investment shall be in accordance with the law.

Section 3. The fact that the fiscal year begins October 1, 2018, requires that this Ordinance be effective upon its passage and adopted to preserve the public peace, property, health and safety, and shall be in full force and affect from and after its passage and adopted.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS, on this the 24th day of September 2018.

APPROVED:

James Swafford, Mayor

ATTEST:

Callie Green, City Secretary

APPROVED AS TO FORM:

Michael Halla, City Attorney

Ordinance No. O-18-873

Page **2** of **2**

CITY OF FERRIS

ORDINANCE NO. O-18-874

AN ORDINANCE LEVYING AN AD VALOREM PROPERTY TAX RATE FOR THE CITY OF FERRIS, TEXAS FOR THE FISCAL YEAR 2018-2019 AND PROVIDING FOR COLLECTION OF AD VALOREM TAXES

WHEREAS, notice of the effective tax rate calculations for the fiscal year 2017-2018 for the City of Ferris, Texas, heretofore published in accordance with law;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS:

Section 1. That the City Council of the City of Ferris hereby levies or adopts the tax rate on One Hundred Dollars ($100.00) of assessed valuation for this City for the fiscal year 2018-2019 as follows:

$0.540627 For the purposes of maintenance and operations
$0.146507 For the payment of principal and interest on general obligation debt of this City
$0.687134 Total Tax Rate

Section 2. The Tax Assessor/Collector for Ellis County is hereby authorized to access and collect the ad valorem taxes of the City of Ferris, Texas.

Section 3. This ordinance shall be effective upon its passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS, on this the 24th day of September 2018.

Approved:

James Swafford, Mayor

CITY OF FERRIS ELLIS COUNTY

Attest:

Callie Green, City Secretary

Approved as to Form:

Michael Halla, City Attorney

Ordinance No. O-18-874

Page **1** of **1**

ORDINANCE NO. O-18-875

AN ORDINANCE OF THE CITY OF FERRIS, TEXAS, RATIFYING THE BUDGET FOR THE 2018-2019 TAX YEAR THAT RAISES MORE REVENUE FROM PROPERTY TAXES THAN IN THE PREVIOUS YEAR.

WHEREAS, the City Council approved the levy tax rate that will raise more total revenue for maintenance and operations than last year's rate; and

WHEREAS, this budget will raise more total property tax revenue than last year's budget by $170,209.97 or a 20.32 % increase.

WHEREAS, the City Council on September 24, 2018, passed and approved an Ordinance which adopted the budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS:

SECTION 1. That the budget for the 2018-2019 tax year that raises more revenue from property taxes than in the previous year is hereby ratified.

SECTION 2. That this Ordinance shall take effect immediately from and after its passage as the law and charter in such cases provide.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FERRIS, TEXAS, on this the 24th day of September 2018.

Approved:

James Swafford, Mayor

CITY OF FERRIS ELLIS COUNTY

Attest:

Callie Green, City Secretary

Approved as to Form:

Michael Halla, City Attorney

City Profile

History of Ferris

On March 22, 1868, the Andrews family deeded 100 acres of land to four trustees for use as a railway station and the establishment of a town. Judge Justus Wesley Ferris of Waxahachie handled this transaction and the town was named after him.

An election was held September 18, 1882 to incorporate the Town of Ferris and was approved by the County Judge on September 30, 1882. In less than 20 years, Ferris had grown to a population of over 1000 people and on July 15, 1901, the Town of Ferris reincorporated under State Statutes as the City of Ferris.

Ferris became known as the “Brick Capital” of the Nation, and later, “The City that Bricked the World.” The brick industry in Ferris began in 1895 with the Atlas Brick Company and grew to include the Ferris Press Brick Company, Globe Press Brick Company, the Lone Star Press Brick Company, the Green Press Brick Company, the Diamond Press Brick Company, the Cole Press Brick Company, and the Kooken Press Brick Company. By 1920, Ferris produced 350,000 bricks daily with a capacity to produce 500,000.

Today, Ferris’s population is over 2,600. The City of Ferris now sits astride Interstate 45, 20 miles south of Dallas and resides in both Northern Ellis County and Southern Dallas County. Ferris is part of the sprawling Dallas-Fort Worth Metroplex and is home to many residents that commute into Dallas daily.

City Facilities

Ferris City Hall
100 Town Plaza
Ferris, TX 75125
(972) 544-2110

Ferris Council Chambers
215 W 6th Street
Ferris, TX 75125

Ferris Fire & Police Station
111 Ewing Blvd.
Ferris, TX 75125
(972) 554-2225

Ferris Public Works
409 S. Main St.
Ferris, Texas 75125
(972) 842-2752

Ferris Finance Building
104 S. Central
Ferris, TX 75125
(972) 842-2752

Ferris Library
301 E. 10th St.
Ferris, TX 75125
(972) 544-3696

Mutz Park
314 S. Mabel
Ferris, TX 75125

Mission Statement

To serve our community through responsible government, preserve our heritage, and create a higher quality of life for our stakeholders.

Ferris City Hall

City Main Contact Information
Address: 100 Town Plaza, Ferris, TX 75125
Phone Number: (972) 544-2110
Website: www.ferristexas.gov

The City of Ferris office hours are Monday to Friday 8:00 a.m. to 5:00 p.m. (except for Municipal Holidays)

Statistics

The City of Ferris is a suburb of Dallas, Texas, located in Dallas and Ellis Counties. Just 20 miles south of downtown Dallas, Ferris continues to see growth while also benefiting from the Dallas/Fort Worth Metroplex, which is the fourth largest metropolitan area in the United States.

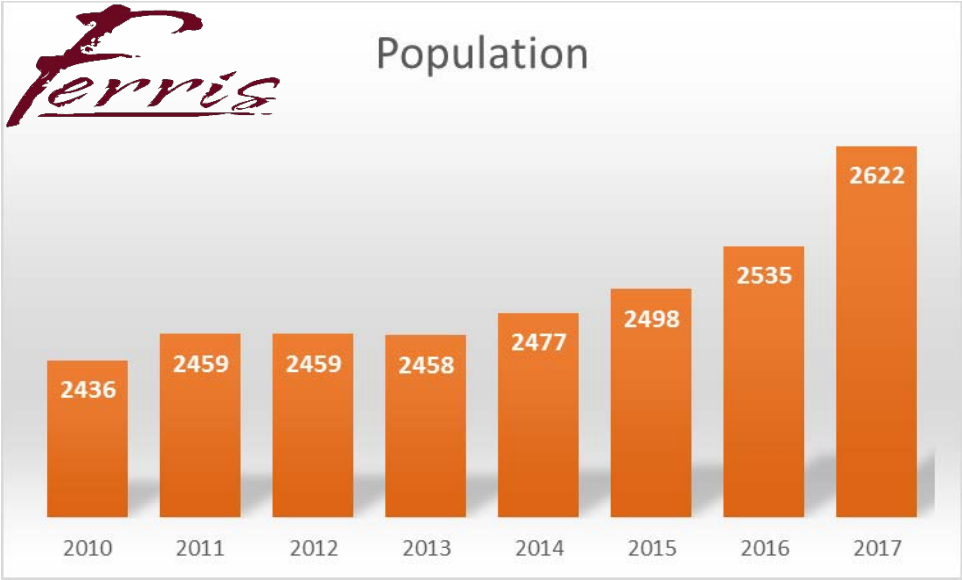
The primary retail concentrations for the City of Ferris are found along Interstate 45, FM 664 (Ovilla Road), and FM 660. There are additional retail opportunities along these sectors, and though the I-45 corridor is the primary retail nucleaus, other areas outside of Interstate 45, FM 664, and FM 660 within the community are available for commercial development.

CATEGORY	YEAR	17 Minute	3 MILE	5 MILE
		Consumer Demographics (Trade Area)		
City of Ferris 75125	2016	76,271	11,482	16,756
	2017	107,820	11,649	16,963
	2022	115,589	12,492	18,208
Median Age	2017	36.2	36.3	36.6
Median HH Income	2017	$53,600	$51,700	$51,400

2022 Projected increase to Trade Area population

TRAFFIC COUNTS	VPD	
TxDoT 2016 Annual Average Daily Traffic (AADT) data		
% Based On 2015 to 2016 Change In Annual Average Daily Traffic Data		
Interstate 45	49,267	16%
Interstate 45 Business (South End of Ferris)	1,659	6%
Interstate 45 Business (North End of Ferris)	4,244	8%
FM 664	10,680	84%
FM 660	6,594	8%
W. 8th St.	4,152	331%
F.M. 983	2,999	37%
Downtown Ferris	9,220	421%

+ http://gis-txdot.opendata.arcgis.com/datasets/4480ddc1608a4ca1a6ca4da25f9fbf1b_0?geometry=-96.673%2C32.531%2C-96.652%2C32.536



As of the 2010 census there were 2,436 residents in the City of Ferris. The 2017 census estimate found the Ferris population had grown to 2,622. The North Central Texas Council of Governments estimates Ferris growth rate at 8.5%.

PROPERTY TAX RATES

Ad Valorem Tax rates (Per $100 Assessed Value)

ELLIS COUNTY

ELLIS COUNTY	$0.359713
FERRIS ISD	$1.387300
CITY OF FERRIS	$0.687134
EC ESD #5 (FERRIS)	$0.030000
ELLIS COUNTY LATERAL ROAD	$0.033508
Total	$2.497655

DALLAS COUNTY

DALLAS COUNTY	$0.253100
FERRIS ISD	$1.387300
CITY OF FERRIS	$0.687134
DALLAS CO COMMUNITY COLLEGE	$0.124238
PARKLAND HOSPITAL	$0.279400
Total	$2.984272

SALES TAX RATES

State Sales Tax	6.25%
City Sales Tax	1.00%
Type A EDC	0.50%
Type B EDC	0.50%
Total Sales Tax	8.25%

HOTEL OCCUPANCY TAX

The State of Texas imposes a hotel occupancy tax of 6% with individual cities having the option to increase the tax rate up to 9%. The total Hotel Occupancy Tax Rate in the City of Ferris is 15%.

EDUCATION

Ferris ISD is a Class 4-A school district offering students a 21st century educational experience in a rural setting. All school campuses and the overall district achieved a rating of "Met Standard," the highest rating the Texas Education Agency awarded for 2016. With an average teacher-to-student ratio of 1 to 18, children will have caring teachers who get to know their students and have the ability to focus on individual student needs.

Ferris ISD is committed to providing all students with the skills they need to be competitive in the 21st century workforce. They recently invested over $1,200,000 in digital infrastructure and technology tools for students and teachers. The district has embarked on an ambitious 1:1 Technology Initiative that provides every student in grades 6-12 with a Chromebook to take home each day, and every student in grades 4-5 with a Chromebook that they keep at school. Additionally, all students in grades 1-3 have an iPad that they keep at school for daily instruction and enrichment. The teachers have embraced the technology integration which provides a more authentic learning experience for a digitally native student body.

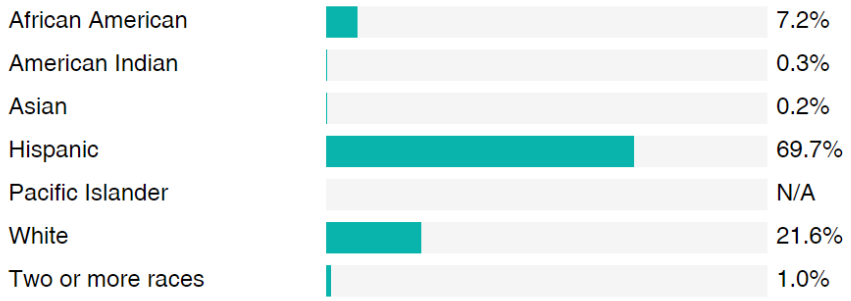
Students at Ferris ISD benefit from a rich history of academic and extracurricular achievement and enjoy community support in all activities. From S.T.E.M. labs to ball fields, from the band hall to the ag farm, and from robotics to theater, Ferris ISD promotes exploration and celebrates the pursuit of excellence in every child.

FERRIS ISD ENROLLMENT FIGURES

Hazel Ingram Elementary	407
Lucy Mae McDonald Elementary	525
Ferris Intermediate School	439
Ferris Junior High School	603
Ferris High School	749

TOTAL FISD ENROLLMENT 2703

FERRIS ISD DEMOGRAPHICS



City Organization

Organization Chart

Revised May 23, 2018

Organization Chart

Citizens of Ferris, Texas

Mayor
James Swafford

Council Member	Council Member	Council Member	Council Member	Council Member
Place 1	Mayor Pro Tem	Place 3	Place 2	Place 5
Clayton Hunter	Jay Walsh	Bobby Lindsey	Rick Barrett	Sherie Chapman

*Municipal Judge	*City Attorney	City Manager	City Secretary	*Independent Auditors
Scott Kurth	Michael Halla	Bill Jordan	Callie Green	Witherspoon, Yeldell, & Wilson, P.C.

Fire Chief	Police Chief	Community Development Director,
*David Petricca	Eddie Salazar	Scott Metcalfe

Finance Director	I.T. Director	Library Director	EDC Director
Melissa Gonzalez	Doug Childers	Kathy Harrington	

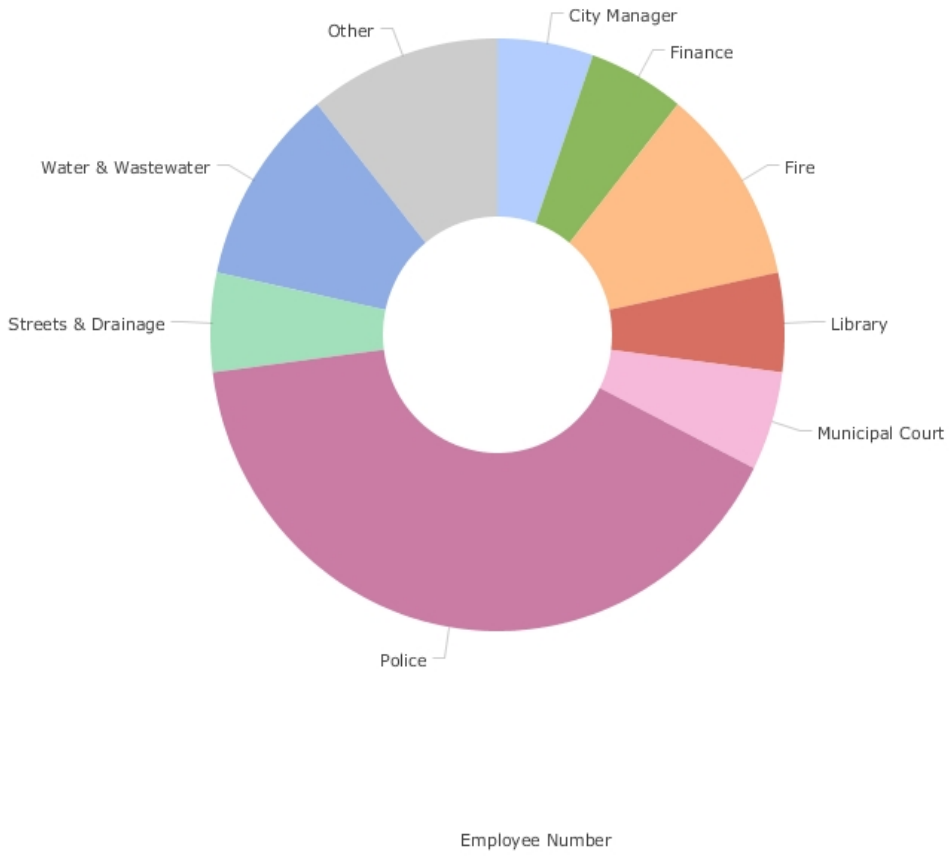
City Staff/Employees

Employees are under the direction of the City Manager.

* Indicates Contractual or Part-Time

Employee Distribution

City Manager	2	Finance	2	Fire	4	Library	2
Municipal Court	2	Police	15	Streets & Drainage	2		
Water & Wastewater	4	Other	4				



Boards and Commissions

Planning and Zoning

Consists of five regular appointed by City Council. All actions by Planning and Zoning Commission require an affirming three-member vote for approval or denial. Planning and Zoning Commission is an advisory board, that recommends to the City Council concerning:

- Future Land Use Plan changes
- Planned developments
- Preliminary plats
- Specific Use Permits (SUPs)
- Specified items outlined in the City of Zoning Ordinances
- Zoning amendments

Zoning Board of Adjustments

Consists of five regular members and two alternate members appointed by the City Council. The Zoning Board of Adjustments (ZBOA) has the powers and duties as outlined in the Texas Local Government Code and has the final decision on matters which it considers. Only a court of record can override ZBOA's decision. All actions by ZBOA require an affirmative four-member vote for approval or denial. ZBOA's powers include: authorizing variances for specific code items, such as height, yard area, lot coverage, off-street parking, and loading regulations where enforcement of the code would result in an unnecessary hardship; appeals concerning the building official's decision or determination; and permitting the reconstruction, extension or enlargement of a building occupied by a nonconforming use.

Construction Board of Adjustment and Appeals

The Ferris City Council also serves as the Construction Board of Adjustment and Appeals. The CBAA may grant variances to the building, plumbing, electrical, mechanical, and fire codes and may authorize the repair or demolition of sub-standard structures.

Parks Board

Consists of five regular members appointed by City Council. The Parks Board recommends policies and procedures to the City Council for the proper administration of the parks and recreation program, facilitates the establishment and maintenance of parks and recreation facilities, acquires land and buildings with council approval for parks and recreation programs, and conducts studies and recommends a master parks and recreation plan.

Library Board

Consists of five regular members appointed by City Council and two youth advisers appointed by the board. The Library Board is an advisory committee to the City Council, which serves to promote interest in the library and to advise the council on important matters affecting the library services and library patrons.

Type A Economic Development Commission

Consists of five regular members appointed by City Council. The Type A EDC is type A sales tax corporation that provides incentives to encourage existing industry and business to the Ferris community.

Type B Economic Development Commission

Consists of seven regular members appointed by City Council. As a 4B sales tax corporation, this corporation provides incentives to attract new business to the Ferris community or to expand existing business. Economic Development Corporation also funds infrastructure improvements, such as street, water, and sewer improvements.

Description of Fund Structure

The financial structure of the budget is organized by funds. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental Funds

Most government functions are financed through governmental funds. The acquisition, use, and balances of the City's expendable financial resources and related current liabilities are accounted for through governmental funds. Long-term liabilities and fixed assets are not accounted for through governmental funds. The measurement focus is to determine changes in financial position (fund balance) rather than to determine net income.

General Fund

The General Fund is a governmental fund type and the City's primary operating fund. It accounts for financial resources except those required to be accounted for in another fund. The General Fund funds most activities and services expected by citizens such as Police, Fire, Parks, and Libraries.

Debt Service Fund

The Debt Service Fund accounts for the resources accumulated for and the payment of long-term debt principal, interest, and related costs of governmental funds.

Special Revenue Funds

The City uses special revenue funds to account for proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes other than debt service or capital projects. These restrictions may be imposed either by parties outside

the government or by the local governing body.

4A Fund

The 4A Fund is used to account for revenue from ½ cent of sales tax for the Ferris Type-A Economic Development Corporation. The Type-A EDC promotes certain economic development projects within the City.

4B Fund

The 4B Fund is used to account for revenue from ½ cent of sales tax for the Ferris Type-B Economic Development Corporation. The Type-B EDC promotes certain economic development projects within the City.

Municipal Court Technology Fund

The municipal court technology fund tracks the receipt of court fees restricted to technology related purchases for the court.

Municipal Court Security Fund

The municipal court security fund tracks the receipt of court fees restricted to security related purchases for the court.

WMI Methane to Electricity Fund

The WMI Methane to Electricity Fund accounts for the receipt and disbursement of royalty payment funds received from the production of electricity and methane by the Skyline Landfill. The city has restricted these funds for payment toward bond debt.

Proprietary Funds

Proprietary funds are generally used to account for services for which the City charges customers, either outside customers or internal cost centers of the City. These funds include all assets, liabilities, equities, revenues, expenses, and transfers relating to the City's business and quasi-business activities. The measurement objective is to determine

net income, financial position, and changes in financial position. Proprietary funds use accrual accounting, which means that revenues are recognized when earned and expenses are recognized when incurred.

Utility Fund

The Utility Fund is a proprietary fund type. It accounts for utility financial resources except those required to be accounted for in another fund. The Utility Fund is used to account for revenues from water and wastewater utilities. From this fund, all associated costs of operating water and wastewater utilities are paid.

Financial Policies

Accounting, Auditing, and Financial Reporting

Accounting – The City is responsible for the recording and reporting of its financial affairs, both internally and externally. The City's Finance Director is responsible for establishing the structure for the City's Chart of Accounts and for assuring that procedures are in place to properly record financial transactions and report the City's financial position.

Audit of Accounts – In accordance with the Chapter 103 of the Local Government Code, the City shall have its records and accounts audited annually and shall have an annual financial statement prepared based on the audit. The annual financial statement, including the auditor's opinion on the statement, shall be filed in the office of the municipal secretary or clerk within 180 days after the last day of the municipality's fiscal year.

Internal Reporting – The Finance department prepares internal financial reports sufficient to plan, monitor, and control the City's financial affairs.

Capital Assets

The goal of a capital asset inventory system and this policy is to provide control and accountability over capital assets. These policies and procedures are the minimum requirements for capital assets that departments must meet. A department may maintain its capital asset inventory system in greater detail, or use additional supporting documentation, as long as they meet the required minimum standards.

Authority

The City of Ferris requires all departments to use this policy to protect and report on assets held by the City.

Responsibility

The responsibility for the custody, use, control, and care of City property lies with each City department. The department director ensures that the department maintains adequate internal control procedures. These internal control procedures must comply with City ordinances, policies, rules, and requirements. It is each City

employee's responsibility to use property only for City purposes and to exercise reasonable care for its safekeeping.

Additions, disposals, and transfer of capital assets are recorded in accordance with GAAP (Generally Accepted Accounting Principles). The Financial Services Department/Accounting Division will tag capital assets on a regular basis, with the assistance of the department in possession of the capital assets.

Capital Assets Defined

Capital assets are real or personal property that have a value equal to or greater than the capitalization threshold for the particular classification of the asset and have an estimated life of greater than one year. Assets which are purchased, constructed, or donated that meet or exceed established capitalization thresholds are recorded by the City.

Capital assets include: land, land improvements, buildings, building improvements, machinery and equipment, computer equipment, vehicles and heavy equipment, infrastructure, works of art and historical treasures, water rights, and construction in progress.

Fixed asset components having a unit cost under the City's threshold amount are capitalized if they are originally purchased as part of a system and the system has a value equal to or exceeding the capitalization threshold. To track on a group basis, items must have the same characteristics, purchase/in-line service date, class code, and be visually identifiable as logically belonging to the group.

Capitalization Thresholds

With the exception of assets acquired with grant funds, which are capitalized based grant agreement and guidelines, and the acquisition of vehicles, the capitalization threshold for each capital asset category is as follows:

Asset Category	Minimum
Land	$1
Land Improvements	$5,000
Building	$5,000
Building Improvements	$5,000
Machinery and Equipment	$5,000
Works of Art and Historical Treasures	$5,000
Infrastructure	$25,000

Donated capital assets are recorded at their estimated fair market value at the time of acquisition plus ancillary charges.

Capital Asset Categories

Land

Land is capitalized but not depreciated. It is recorded at historical cost and remains at that cost until disposal. The following ancillary costs are included as part of the cost of land: commissions; professional fees; grading; removal, relocation, or reconstruction of property of others; and other costs incurred in acquiring the land. All land is capitalized regardless of cost.

Land Improvements

Land improvements consist of re-conditioning, other than buildings that prepare land for its intended use. Examples include retaining walls, parking lots, sidewalks, outdoor lighting, fencing/gates, landscaping, sprinkler systems, fountains, sport fields, or bleachers.

Buildings

Buildings are recorded at either their acquisition cost or construction cost. Ancillary costs for buildings include professional fees, damage payments, costs of fixtures permanently attached to a building or structure, insurance premiums, interest, and related costs incurred during construction, and any other cost necessary to place a building or structure into its intended location and condition for use.

Building Improvements

Building improvements that extend the useful life of the building by more than 25% are capitalized. Examples of building improvements include major roofing projects that tear the original roof down to the joints or peak a flat roof, major energy conservation projects, or additions to buildings.

Machinery and Equipment

Machinery and equipment are tangible assets to be used for operations, the benefits of which extend beyond one year from date of acquisition and rendered into service. Examples of this category are office equipment, audiovisual equipment, machinery, furniture and fixtures, and lawn equipment. Ancillary costs include freight and storage costs, installation costs, and professional fees.

Computer Equipment

Computers and software which meet or exceed the capitalization threshold are capitalized. Ancillary costs for computer equipment follow the same basic guidelines as the machinery and equipment category.

Vehicles and Heavy Equipment

Any additional equipment required in placing the vehicle in operation and that adds value to the vehicle will be capitalized. Examples of these additions are lettering, sirens, light bars, and tool boxes.

Infrastructure

Infrastructure assets are long-lived assets that normally are stationary in nature

and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include streets, roads, bridges, sidewalks, street signs, street and traffic lighting, and storm, water, and sewer drainage systems.

Construction in Progress

Construction in progress is the economic construction activity status of building and other structures, infrastructures, additions, reconstruction, which are substantially incomplete. Construction in progress assets are capitalized to their appropriate capital asset categories upon completion or when the asset is placed into service.

Water Rights

Water rights are costs the City incurs in acquiring water rights from private owners.

Works of Art and Historical Treasures

Works of art, historical treasures, and similar items are recorded at historical cost or fair value at date of donation. These items of significance are not held for financial gain, but rather for public exhibition, education, or research in furtherance of public service.

Repairs and Maintenance

With respect to asset improvements, costs over $5,000 are capitalized if:

1. The estimated life of the asset is extended by more than 25%, or
2. The cost results in an increase in the capacity of the asset, or
3. The efficiency of the asset is increased by more than 10%, or
4. Significantly changes the character of the asset.

Maintenance costs allow an asset to continue to be used during its originally established useful life. Maintenance costs are expenses in the period incurred. The following improvements will not significantly increase the estimated life, capacity, or efficiency of the asset and therefore will be considered maintenance and will not be capitalized: tuckpointing, roof repair or replacement (unless it extends the life of the building by more than 25%, such as replacing a flat roof with a pitched roof), window replacement (unless replaced with energy efficient windows), repainting, re-carpeting, remodeling (converting) a building to a different use, where remodeling does not extend the useful life of the structure itself, etc. For equipment, maintenance contracts are not capitalized.

Depreciation

Depreciation is the process of allocating the cost of tangible property over its estimated useful life. Depreciation is calculated using the straight-line method. In straight-line depreciation, the cost of the asset is pro-rated over the estimated

useful life of the asset. The salvage value of all depreciable assets is zero. For proprietary type funds, the depreciation amounts calculated are reported in the general ledger. For governmental type funds, the depreciation amounts are not reported at the fund level in the account of the governmental funds, only in the Comprehensive Annual Financial Report (C.A.F.R.)

All assets are reported until disposal. When capital assets are sold, or otherwise disposed of, the historical cost of such assets and any accumulated depreciation are removed from asset accounts.

Estimated useful lives are as follows:

1. Buildings	45 years
2. Machinery and Equipment	10 years
3. Computer Equipment	3 years
4. Vehicles	6 years
5. Infrastructure	25 years

Land is deemed to be inexhaustible; therefore, it will not be depreciated. Construction is progress and is not depreciated until the asset is placed in service.

Disposal of Capital Assets

Upon the disposal of an asset, the department responsible for the asset will substantiate this action with a Fixed Asset Transfer/Disposition Form (Exhibit B) approved by the department director. The form will include the asset tag and should be submitted to the Financial Services Department within a reasonable amount of time after the asset disposal.

Leased Equipment

Equipment is capitalized if the lease agreement is non-cancelable and meets any one of the following criteria:

1. The lease transfers ownership of the property by the end of the lease term.
2. The lease contains a bargain purchase option.
3. The lease term is equal to 75% or more of the estimated economic life of the leased property.
4. The present value of the minimum lease payments at the inception of the lease, excluding executory costs, equals at least 90% of the fair value of the leased property.

Reserves

Reserves are a function of revenues, expenses and remaining fund balances, and fiscal stability is a critical factor in the overall health and sustainability of the City of Ferris. Sound financial management includes the practice and discipline of maintaining adequate reserve funds. It is a Council goal to keep General Fund expenditures stable, smoothing out large swings in General Fund revenues. It is a Council responsibility to maintain a sufficient level of reserve funds to provide for the continuation of services in the event of natural or fiscal emergency, and it is in the City's best interest to avoid excessive reserves, and to use available funds to provide services to the community. The prudent level of reserves is not a static number or percentage of general fund expenditures, but instead is a function of the economic climate, exposure to risk, cash flow needs and other factors.

The City's general underlying and overriding financial reserve strategy is to maintain the unreserved fund balance at a level of 25% of annual operating expenses, excluding capital expenses.

Reserves are evaluated, funding goals considered, and the accumulation and/or expenditure of reserves determined as part of adoption of the annual budget.

Throughout the budget year, due to uneven cash receipts and expenses, the actual fund balance may occasionally (less than 45 days) drop below 25%. However, this shall be short-term and expected and not due to any financial hardships.

Except in the case of natural or fiscal emergencies, the City's General Fund Reserve shall not remain below 25% of budgeted General Fund expenditures for any extended period of time (extended being longer than 45 days).

In the event of natural or fiscal emergencies, the General Fund Reserve level may fall below 25% for an extended period of time; however, within 6 months of the declared emergency, the City Council will adopt a long-term financial plan to bring the General Fund Reserves up to the minimum level prescribed above.

Procurement Policies

Public Interest

The City will conduct all purchasing, whether for goods or services, on the basis of economic and business merit. This policy is intended to promote the best interests of the City's citizens and customers.

Use of Competitive Bidding

City purchasing must operate in full view of the public. To assure an open, transparent purchasing process with the goal of obtaining the lowest possible price, the City Council has determined that the City will use competitive bidding as much as possible in the purchase of goods and services.

Employee Support

The City seeks to maintain a cost-effective purchasing system conforming to good management practices. To be successful, all employees must support the system. The establishment and maintenance of a good purchasing system is possible only through cooperative effort.

Planning

The purchasing process is not instantaneous. Planning is required to complete the steps required by state law and this policy. Again, a cooperative effort is required to accomplish the timely purchasing of goods and services at the lowest possible price.

Compliance with State Law and Policy

City officers and employees must comply with state law and this policy with respect to purchasing. Where a question or issue arises, an employee should not hesitate to contact the Finance Department for guidance. Failure to comply with state law or this policy may result in disciplinary action being taken against the employee, up to and including termination. As specified below, violations of state laws concerning competitive bidding may also result in criminal convictions.

Risk and Asset Management

Risk Management

The City utilizes a safety program, and a risk management program to prevent and/or reduce the financial impact to the City due to claims and losses. Transfer of liability for claims and transfer to other entities through insurance and/or by contract will be utilized where appropriate. Prevention of loss through the safety program risk management program will be used.

Cash Management

The City's cash flow will be managed to maximize investment potential. Such cash management will entail the centralization of cash collections. The City shall maintain a comprehensive cash management program, to include the effective collection of accounts receivable, the prompt deposit of receipts to the City's depository, the payment of obligations, and the prudent investment of idle funds in accordance with this policy.

Investments

The City Council has formally approved a separate Investment Policy for the City of Ferris that meets the requirements of the Public Funds Investment Act (PFIA), Section 2256 of the Texas Government Code. This policy is reviewed annually by the City Council and applies to all financial assets held by the City.

Fixed Assets and Inventory

The City Council has approved the City's Capitalization Policies. The basic goal and objective of this policy is to define and describe a set of standard procedures necessary to record and control the changes in the fixed asset system in accordance with Generally Accepted Accounting Principles.

Computer System/Data Security

The City provides security of its computer/network system and data files through physical and logical security systems that include but are not be limited to a firewall, intrusion prevention appliance, and two-tier spam/virus protection system.

Ad Valorem
Tax Summary

ESTIMATED AD VALOREM TAX REVENUE AND DISTRIBUTION

FISCAL YEAR 2019

Ellis County Taxable Value		$ 131,547,592.00
Dallas County Taxable Value		$ 15,145,736.00
Assessed Value of Real and Personal Property		$ 146,693,328.00
Less New Improvements and Personal Property		$ 12,358,318.00
Adjusted Taxable Value		$ 134,335,010.00
City Tax Rate For FY 2019		$0.687134/$100.00
Projected Total Tax Levy for FY 2019		$ 1,007,979.73
Estimated at Collection Rate	100%	
Total Estimated Tax Collections		$ 1,007,979.73

DISTRIBUTION OF TAXES

	Rate	Percent		Amount
General Fund	0.540627	78.68%	$	793,064.23
Interest and Sinking Fund	0.146507	21.32%	$	214,915.50
Totals	**0.687134**	**100.00%**	**$**	**1,007,979.73**

Fund Summaries

2019
All Fund Summary

Fund No	Description	Beginning Balance	Proposed Revenues	Proposed Expenditures	Proposed Ending Balance	Proposed Daily Spending	Proposed Reserve
10	**General Fund**	$ 1,282,748.95	$ 3,409,708.05	$ 3,407,383.32	$ 1,285,073.68	$ 9,335.30	38%
37	**Debt Service I & S**	$ 44,021.75	$ 215,015.50	$ 269,915.75	$ (10,878.50)	$ 739.50	
60	**4A Economic Development**	$ 580,295.61	$ 130,000.00	$ 120,888.27	$ 589,407.34	$ 331.20	488%
62	**4B Economic Development**	$ 313,759.10	$ 129,350.00	$ 54,281.91	$ 388,827.19	$ 148.72	716%
65	**Court Technology**	$ 14,008.96	$ 9,025.00	$ 9,611.00	$ 13,422.96	$ 26.33	140%
66	**Court Security**	$ 24,413.78	$ 6,810.00	$ 1,636.00	$ 29,587.78	$ 4.48	1809%
76	**WMI ME to EL**	$ 258,959.26	$ 80,250.00	$ 135,425.00	$ 203,784.26	$ 371.03	
80	**Water & Wastewater**	$ 495,111.31	$ 2,832,800.00	$ 2,595,724.40	$ 732,186.91	$ 7,111.57	28%
	Total:	**$ 3,013,318.72**	**$ 6,812,958.55**	**$ 6,594,865.65**	**$ 3,231,411.62**	**$ 18,068.13**	

General Fund Summary

General Fund Revenue

Department Number	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
0	Revenue	$ 3,409,708.05	$ 3,522,542.38	$ 3,166,883.29	$ 3,673,796.52
	Total:	**$ 3,409,708.05**	**$ 3,522,542.38**	**$ 3,166,883.29**	**$ 3,673,796.52**

General Fund Expenditures

Department No	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
10	City Council	$ 119,246.01	$ 267,098.19	$ 155,498.97	$ 165,835.59
11	City Manager	$ 260,076.97	$ 289,131.69	$ 264,503.97	$ 456,912.76
14	Police Awarded Funds	$ -	$ -	$ 2,733.00	$ 12,384.00
16	Finance	$ 205,442.39	$ 181,770.06	$ 181,915.21	$ 168,330.26
17	National Night Out	$ -	$ -	$ 3,592.68	$ -
18	Code Compliance	$ 94,647.20	$ 78,639.17	$ 153,039.98	$ 133,130.26
20	Parks	$ 72,000.00	$ 69,350.00	$ 66,650.90	$ 75,888.52
24	Economic Development	$ 93,433.07	$ 96,368.22	$ 47,607.27	$ -
30	Senior Services	$ 22,405.95	$ 23,272.91	$ 21,057.46	$ 23,818.00
32	Library	$ 214,390.38	$ 246,690.43	$ 157,467.40	$ 155,871.39
40	Fire	$ 560,285.92	$ 446,593.37	$ 370,374.81	$ 559,982.42
43	EMS	$ 41,350.00	$ 42,940.00	$ 45,052.60	$ 43,085.70
50	Police	$ 1,049,140.52	$ 1,166,320.52	$ 1,088,310.91	$ 1,198,379.68
56	Municipal Court	$ 129,428.17	$ 134,739.53	$ 129,264.04	$ 148,345.52
60	Animal Control	$ 71,562.63	$ 62,631.70	$ 64,882.73	$ 68,721.11
61	Information Technology	$ 191,804.24	$ 237,834.82	$ 133,347.62	$ 112,816.48
91	Streets & Drainage	$ 282,169.87	$ 468,939.08	$ 225,242.19	$ 280,795.85
	Total:	**$ 3,407,383.32**	**$ 3,812,319.69**	**$ 3,110,541.74**	**$ 3,604,297.54**

Methane Fund
Summary

Methane Revenue

Department Number	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
0	Revenue	$ 80,250.00	$ 57,710.67	$ 132,112.50	$ 134,372.50
	Total:	**$ 80,250.00**	**$ 57,710.67**	**$ 132,112.50**	**$ 134,372.50**

Methane Expenditures

Department No	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
76	WMI ME to EL	$ 135,425.00	$ 134,206.25	$ 132,112.50	$ 134,372.50
	Total:	**$ 135,425.00**	**$ 134,206.25**	**$ 132,112.50**	**$ 134,372.50**

Utility Fund Summary

Utility Fund Revenue

Department Number	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
0	Revenue	$ 2,832,800.00	$ 1,656,782.90	$ 1,246,069.92	$ 1,300,534.37
	Total:	**$ 2,832,800.00**	**$ 1,656,782.90**	**$ 1,246,069.92**	**$ 1,300,534.37**

Utility Fund Expenditures

Department No	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
80	Water & Wastewater	$ 2,595,724.40	$ 1,641,548.18	$ 1,246,069.92	$ 1,300,534.37
	Total:	**$ 2,595,724.40**	**$ 1,641,548.18**	**$ 1,246,069.92**	**$ 1,300,534.37**

Debt Service Fund Summary

Debt Service Revenue

Department Number	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
0	Revenue	$ 215,015.50	$ 269,561.75	$ 268,846.75	$ 267,750.75
	Total:	**$ 215,015.50**	**$ 269,561.75**	**$ 268,846.75**	**$ 267,750.75**

Debt Service Expenditures

Department No	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
37	Debt I&S Operations	$ 269,915.75	$ 269,561.75	$ 268,846.75	$ 267,750.75
	Total:	**$ 269,915.75**	**$ 269,561.75**	**$ 268,846.75**	**$ 267,750.75**

4A EDC Fund Summary

4A Revenue

Department Number	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
0	Revenue	$ 130,000.00	$ 1,038,698.68	$ 58,390.50	$ 29,293.68
	Total:	**$ 130,000.00**	**$ 1,038,698.68**	**$ 58,390.50**	**$ 29,293.68**

4A Expenditures

Department No	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
65	4A EDC Operations	$ 120,888.27	$ 1,192,958.34	$ 58,390.50	$ 29,293.68
	Total:	**$ 120,888.27**	**$ 1,192,958.34**	**$ 58,390.50**	**$ 29,293.68**

4B EDC Fund Summary

4B Revenue

Department Number	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
0	Revenue	$ 129,350.00	$ 107,846.00	$ 70,713.59	$ 44,207.71
	Total:	**$ 129,350.00**	**$ 107,846.00**	**$ 70,713.59**	**$ 44,207.71**

4B Expenditures

Department No	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
67	4B EDC Operations	$ 54,281.91	$ 115,498.00	$ 70,713.59	$ 44,207.71
	Total:	**$ 54,281.91**	**$ 115,498.00**	**$ 70,713.59**	**$ 44,207.71**

Court Technology Fund Summary

Court Technology Revenue

Department Number	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
0	Revenue	$ 9,025.00	$ 9,025.00	$ 23,656.37	$ 15,535.76
	Total:	**$ 9,025.00**	**$ 9,025.00**	**$ 23,656.37**	**$ 15,535.76**

Court Technology Expenditures

Department No	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
68	Court Technology	$ 9,611.00	$ 9,200.00	$ 23,656.37	$ 15,535.76
	Total:	**$ 9,611.00**	**$ 9,200.00**	**$ 23,656.37**	**$ 15,535.76**

Court Security Fund Summary

Court Security Revenue

Department Number	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
0	Revenue	$6,810.00	$ 6,807.50	$1,644.20	$833.49
	Total:	**$6,810.00**	**$ 6,807.50**	**$1,644.20**	**$833.49**

Court Security Expenditures

Department No	Description	2019 Proposed	2018 Revised Budget	2017 Actual	2016 Actual
69	Court Security	$1,636.00	$ 1,636.00	$1,644.20	$833.49
	Total:	**$1,636.00**	**$ 1,636.00**	**$1,644.20**	**$833.49**

Revenue

All Revenue Summary		2019	2018	2017	2016
Fund No	**Description**	**Proposed**	**Budgeted**	**Actual**	**Actual**
10	**General Fund**	$ 3,409,708.05	$ 3,335,991.12	$ 3,211,227.12	$ 3,490,144.34
37	**Debt Service I & S**	$ 215,015.50	$ 269,561.75	$ 283,659.04	$ 268,986.21
60	**4A Economic Development**	$ 130,000.00	$ 877,125.00	$ 120,526.14	$ 105,712.27
62	**4B Economic Development**	$ 129,350.00	$ 107,846.00	$ 119,602.50	$ 104,811.73
65	**Court Technology**	$ 9,025.00	$ 9,025.00	$ 10,302.22	$ 10,507.21
66	**Court Security**	$ 6,810.00	$ 6,807.50	$ 6,736.88	$ 7,844.97
76	**WMI ME to EL**	$ 80,250.00	$ 57,710.67	$ 165,114.48	$ 181,468.97
80	**Water & Wastewater**	$ 2,832,800.00	$ 1,582,140.65	$ 1,330,326.88	$ 1,095,577.12
	Total:	**$ 6,812,958.55**	**$ 6,246,207.69**	**$ 5,247,495.26**	**$ 5,265,052.82**

General Fund Revenue

General Fund Revenue

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
3010	Current Property Taxes	$ 793,064.23	$ 568,208.01	$ 462,400.05	$ 440,640.50
3019	Miscellaneous Property Tax Rev	$ -	$ -	$ 94.68	$ 971.06
3020	Delinquent Property Tax Collec	$ -	$ -	$ 11,613.12	$ 5,284.71
3030	M & O Taxes-Penalties & Intere	$ -	$ -	$ 11,180.32	$ 5,324.37
3050	General Sales Tax 1%	$ 265,000.00	$ 230,000.00	$ 238,416.62	$ 209,057.62
3060	Mixed Beverage Tax	$ 1,200.00	$ 1,200.00	$ 1,425.10	$ 1,290.79
3073	Transfer from 4A EDC Fund	$ -	$ -	$ 23,875.83	$ -
3074	Transfer from 4B EDC Fund	$ -	$ -	$ 23,875.83	$ -
3078	Transfer from WMI Methane	$ -	$ -	$ -	$ -
3081	Admin Cost Share From W/S	$ 96,000.00	$ 89,148.56	$ 50,000.00	$ 76,666.71
3083	Admin Cost Share From 4A EDC	$ 52,053.91	$ 49,998.50	$ 30,000.00	$ 24,500.04
3084	Admin Cost Share From 4B EDC	$ 52,053.91	$ 54,998.00	$ 30,000.00	$ 24,500.04
3090	Admin Cost Share From CT. SEC.	$ 1,636.00	$ 1,636.00	$ 408.00	$ -
3111	Telephone Franchise Fees	$ 5,000.00	$ 8,000.00	$ 9,883.00	$ 5,181.91
3112	Electric Service Franchise Fee	$ 95,000.00	$ 95,000.00	$ 94,857.38	$ 95,664.34
3114	Natural Gas Franchise Fees	$ 19,000.00	$ 17,000.00	$ 17,769.51	$ 19,061.90
3125	WMI - Host Fees	$ 1,500,000.00	$ 1,400,000.00	$ 1,500,287.32	$ 1,437,322.82
3126	WMI - Senior Services Contribu	$ 9,600.00	$ 9,600.00	$ 7,200.00	$ 9,600.00
3202	Copying Fees	$ 2,000.00	$ 3,000.00	$ 3,153.92	$ 3,915.20
3203	Return Check Fees	$ -	$ -	$ -	$ -
3250	Soccer Field Revenues	$ -	$ -	$ -	$ -
3251	Ballfield Rental	$ -	$ 300.00	$ 375.00	$ -
3252	Pavillion Rental/Gazebo Rental	$ 50.00	$ 100.00	$ 50.00	$ 100.00
3253	Tower Rental Fees	$ 36,000.00	$ 36,000.00	$ 3,325.00	$ 3,312.50
3262	In-Kind Credits/Grants	$ -	$ -	$ 167.00	$ -
3267	Building Rental-Recreation	$ 4,000.00	$ 4,000.00	$ 6,175.00	$ 6,150.00
3270	Golf Course Lease/Income	$ -	$ -	$ -	$ 20,000.00
3272	Animal Adoption Fees	$ 150.00	$ 500.00	$ 400.00	$ 687.05
3276	Animal Licenses Fees	$ 25.00	$ 50.00	$ 24.00	$ 86.00
3277	Mowing & Abatement Charges	$ -	$ -	$ 336.00	$ -
3278	Animal Shelter Fees	$ 100.00	$ 250.00	$ 230.00	$ 301.00
3280	Library Membership Cards	$ 1,500.00	$ 1,500.00	$ 2,063.00	$ 2,432.00
3285	Library Late Fees/Fines	$ 1,500.00	$ 1,300.00	$ 2,442.15	$ 2,887.15
3291	Reimbursement Lost/Damaged Boo	$ 100.00	$ 50.00	$ 196.66	$ 77.80
3340	Building Permits	$ 30,000.00	$ 60,000.00	$ 66,320.42	$ 24,603.99
3342	Appeal or Variance Permits	$ -	$ -	$ -	$ -
3350	Plumbing Permits	$ -	$ -	$ 234.61	$ 1,384.56
3360	Electrical Permits	$ -	$ -	$ 230.76	$ 1,080.73
3370	Sign Permits	$ 250.00	$ -	$ 76.92	$ 303.24
3375	Garage Sale Permits	$ 500.00	$ 500.00	$ 700.00	$ 690.00
3390	Miscellaneous Permits	$ -	$ -	$ 76.92	$ 100.00
3410	Platting Fees/Zoning Fees	$ 5,000.00	$ 6,000.00	$ 5,346.50	$ 1,800.00
3411	Alcohol Permit Fees	$ 500.00	$ 200.00	$ 1,275.00	$ 210.00
3430	Demolition Permits	$ -	$ -	$ -	$ 76.92
3440	Mechanical Permits	$ -	$ -	$ 76.92	$ 76.92
3445	Occupancy Permits	$ 800.00	$ 1,000.00	$ 540.37	$ 384.60

3450	**Fence Permits**	$ -	$ -	$ 76.92	$ 403.84
3460	**Contractor Registration Fees**	$ -	$ -	$ -	$ 1,760.00
3463	**Fire Inspections**	$ 300.00	$ 500.00	$ -	$ -
3638	**Municipal Court Fines**	$ 350,000.00	$ 350,000.00	$ 300,075.02	$ 310,262.70
3639	**State Traffic Fees**	$ 2,000.00	$ 2,000.00	$ 2,562.59	$ 3,210.98
3640	**Time Payment Fees**	$ 2,000.00	$ 2,000.00	$ 2,320.40	$ 2,940.46
3642	**Dismissal Fees**	$ 1,000.00	$ 1,000.00	$ 1,340.00	$ 1,480.00
3643	**Traffic Fee Local**	$ 4,500.00	$ 4,500.00	$ 5,144.48	$ 6,462.82
3644	**Arrest Fees (Alias Warrants)**	$ 24,000.00	$ 30,000.00	$ 29,645.12	$ 25,727.12
3645	**Consolidated Courts Costs**	$ 8,000.00	$ 8,000.00	$ 8,963.16	$ 10,440.68
3646	**Defensive Driving Fees**	$ 3,000.00	$ 3,000.00	$ 2,756.01	$ 3,787.90
3648	**Jury Reimbursement Fee (Due to**	$ 800.00	$ 800.00	$ 892.32	$ 1,040.44
3649	**Judicial Support Fees**	$ 1,000.00	$ 1,000.00	$ 1,334.96	$ 1,560.46
3652	**Deferred Disposition Fees**	$ 15,000.00	$ 15,000.00	$ 16,151.97	$ 23,650.26
3654	**Child Safety Fund**	$ 250.00	$ 100.00	$ 375.00	$ 100.00
3657	**Omni Fee/Failure to Appear Fee**	$ 1,900.00	$ 1,900.00	$ 2,452.11	$ 2,142.83
3660	**Accident & Offense Reports**	$ 750.00	$ 250.00	$ 144.00	$ 269.00
3661	**Indigent Defense Fund**	$ 250.00	$ 200.00	$ 305.21	$ 514.86
3662	**Moving Violation Fees**	$ 25.00	$ 50.00	$ 151.12	$ 20.52
3669	**Admin Fee**	$ 8,000.00	$ 7,000.00	$ 8,223.72	$ 2,017.20
3670	**Warrant Fees (Capias)**	$ 2,000.00	$ 2,000.00	$ 2,799.32	$ 2,789.08
3681	**Code Compliance Fine**	$ 250.00	$ 250.00	$ -	$ 50.00
3705	**LEOSE(Continuing Education Fun**	$ 1,400.00	$ 1,493.75	$ 1,442.57	$ 1,275.29
3707	**Police Awarded Funds**	$ -	$ -	$ -	$ -
3716	**Earth Day Grant**	$ -	$ -	$ -	$ -
3738	**Private Grant Proceeds**	$ -	$ -	$ -	$ -
3739	**Public Grant Proceeds**	$ -	$ -	$ 29,588.04	$ 100,399.79
3760	**Receipt of Bond Proceeds**	$ -	$ -	$ -	$ -
3772	**Funds from ESD#5**	$ -	$ 4,000.00	$ 777.50	$ -
3800	**Lease/Note Proceeds**	$ -	$ -	$ -	$ -
3803	**Proceeds - Sale of Fixed Asset**	$ 6,500.00	$ 122,000.00	$ 21,630.98	$ 448,723.28
3830	**Insurance Premium Refund/Proce**	$ -	$ -	$ 12,590.99	$ 95,972.99
3840	**Interest Income**	$ 500.00	$ 800.00	$ 941.25	$ 958.34
3842	**Virginia Duff Estate Contribut**	$ -	$ -	$ -	$ 241.13
3843	**Donations**	$ 3,000.00	$ 137,608.30	$ 115,557.55	$ 7,506.55
3845	**Other Contributions**	$ -	$ -	$ 25,000.00	$ -
3847	**National Night Out Funds**	$ -	$ -	$ 5,975.00	$ -
3848	**Animal Control Donations**	$ -	$ -	$ -	$ -
3954	**Rebates**	$ -	$ -	$ -	$ -
3955	**Refunds**	$ 200.00	$ 500.00	$ 517.84	$ 2,163.96
3999	**Misc Revenues**	$ 1,000.00	$ 500.00	$ 2,619.31	$ 3,960.65
	Total:	**$ 3,409,708.05**	**$ 3,335,991.12**	**$ 3,209,457.37**	**$ 3,487,559.60**

Methane Fund Revenue

WMI ME to EL Revenue

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
3070	Transfer from General Fund	$ -	$ -	$ -	$ -
3127	WMI - Methane/Electricity	$ 80,000.00	$ 57,244.00	$ 164,579.87	$ 181,016.78
3840	Interest Income	$ 250.00	$ 466.67	$ 534.61	$ 452.19
	Total:	**$ 80,250.00**	**$ 57,710.67**	**$ 165,114.48**	**$ 181,468.97**

Utility Fund Revenue

Utilities Revenue

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
3069	Customer Service Fees	$ -	$ -	$ 750.00	$ 2,060.96
3129	WMI-Utility Statements	$ 7,000.00	$ 7,000.00	$ 7,000.00	$ 7,000.00
3203	Return Check Fees	$ 100.00	$ 150.00	$ 237.84	$ 166.00
3669	Administrative Fee	$ -	$ -	$ -	$ 100.00
3739	Public Grant Proceeds	$ 253,600.00	$ 275,000.00	$ -	$ 3,025.00
3760	Receipt of Bond Proceeds	$ 1,200,000.00	$ -	$ -	$ -
3803	Proceeds - Sale of Fixed Asset	$ -	$ -	$ 131.68	$ -
3811	Vending Machine Income	$ 10,000.00	$ 10,000.00	$ 10,089.55	$ 10,047.50
3830	Insurance Premium Refund/Proce	$ -	$ -	$ 13,886.83	$ -
3840	Interest Income	$ 400.00	$ 434.65	$ 481.23	$ 454.67
3901	Water Sales	$ 688,500.00	$ 665,295.00	$ 662,323.11	$ 570,051.75
3902	Water Activation Fee	$ 25,000.00	$ 23,000.00	$ 27,800.00	$ 7,375.00
3910	Water Tap Fees	$ 1,000.00	$ -	$ 5,700.00	$ 1,600.00
3911	Full Water Connection Fee	$ 2,000.00	$ 24,486.00	$ 750.00	$ 1,850.00
3914	Meter Set Fees	$ 15,000.00	$ -	$ 15,865.00	$ 6,550.00
3920	Service Charges	$ 200.00	$ 230.00	$ 365.12	$ 1,327.05
3940	Wastewater Sales	$ 554,000.00	$ 493,100.00	$ 477,619.34	$ 413,155.13
3943	Ind Pre-Treatment Fees	$ 10,000.00	$ 5,445.00	$ 10,066.93	$ 9,280.93
3950	Wastewater Taps	$ -	$ -	$ 3,650.00	$ 750.00
3951	Sanitary Sewer Connection Fee	$ 9,000.00	$ 3,850.00	$ -	$ -
3955	Refunds	$ -	$ -	$ 1,975.00	$ -
3969	Reconnect Fees	$ 2,500.00	$ 5,150.00	$ 5,921.44	$ 5,244.84
3970	Penalties & Late Charges	$ 14,000.00	$ 14,000.00	$ 18,558.23	$ 13,008.52
3972	Delinquent Fees	$ 5,500.00	$ 5,000.00	$ 6,455.11	$ 1,418.00
3999	Misc Revenues	$ 35,000.00	$ 50,000.00	$ 60,700.47	$ 41,111.77
	Total:	**$ 2,832,800.00**	**$ 1,582,140.65**	**$ 1,330,326.88**	**$ 1,095,577.12**

Debt Service Fund Revenue

Debt Service I&S Revenue

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
3011	I & S Portion Current Taxes	$ 214,915.50	$ 269,561.75	$ 269,790.00	$ 262,447.76
3021	I & S Portion Delinquent Taxes	$ -	$ -	$ 7,103.28	$ 3,244.49
3031	I & S Taxes-Penalties & Intere	$ -	$ -	$ 6,643.59	$ 3,169.48
3070	Transfer from General Fund	$ -	$ -	$ -	$ -
3840	Interest Income	$ 100.00	$ -	$ 122.17	$ 124.48
	Total:	**$ 215,015.50**	**$ 269,561.75**	**$ 283,659.04**	**$ 268,986.21**

4A EDC Fund Revenue

4A Revenue

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
3051	4a .5% Economic Development Ta	$ 129,000.00	$ 107,500.00	$ 119,208.35	$ 104,528.81
3070	Transfer from General Fund	$ -	$ -	$ -	$ -
3800	Lease/Note Proceeds	$ -	$ 768,625.00	$ -	$ -
3803	Proceeds - Sale of Fixed Asset	$ -	$ -	$ -	$ -
3840	Interest Income	$ 1,000.00	$ 1,000.00	$ 1,317.79	$ 1,183.46
3983	Economic Incentive Loan Repaym	$ -	$ -	$ -	$ -
3984	Economic Incentive Loan Intere	$ -	$ -	$ -	$ -
3999	Miscellaneous Fees	$ -	$ -	$ -	$ -
	Total:	**$ 130,000.00**	**$ 877,125.00**	**$ 120,526.14**	**$ 105,712.27**

4B EDC Fund
Revenue

4B Revenue

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
3052	4b .5% Economic Development Ta	$ 129,000.00	$ 107,500.00	$ 119,208.35	$ 104,528.81
3070	Transfer from General Fund	$ -	$ -	$ -	$ -
3840	Interest Income	$ 350.00	$ 346.00	$ 394.15	$ 282.92
3983	Economic Incentive Loan Repaym	$ -	$ -	$ -	$ -
3984	Economic Incentive Loan Intere	$ -	$ -	$ -	$ -
3999	Miscellaneous Fees	$ -	$ -	$ -	$ -
	Total:	**$ 129,350.00**	**$ 107,846.00**	**$ 119,602.50**	**$ 104,811.73**

Court Technology Fund Revenue

Court Technology Revenue

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
3070	Transfer from General Fund	$ -	$ -	$ -	$ -
3659	Technology Fund Fee	$ 9,000.00	$ 9,000.00	$ 8,970.81	$ 10,448.81
3840	Interest Income	$ 25.00	$ 25.00	$ 40.41	$ 58.40
3955	Refunds	$ -	$ -	$ 1,291.00	$ -
3999	Misc Revenues	$ -	$ -	$ -	$ -
	Total:	**$ 9,025.00**	**$ 9,025.00**	**$ 10,302.22**	**$ 10,507.21**

Court Security
Fund Revenue

Court Security Revenue

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
3070	Transfer from General Fund	$ -	$ -	$ -	$ -
3641	Court Security Fund	$ 6,800.00	$ 6,800.00	$ 6,728.12	$ 7,839.47
3840	Interest Income	$ 10.00	$ 7.50	$ 8.76	$ 5.50
	Total:	**$ 6,810.00**	**$ 6,807.50**	**$ 6,736.88**	**$ 7,844.97**

Expenditures

General Fund

Police Department

POLICE
FERRIS
TEXAS
EST. 1874
FERRIS CENTENNIAL

Department Profile			
DEPARTMENT HEAD	Chief of Police	**NEED SERVED STATUS**	Community Policing Funding, Annual Fleet Vehicle Replacement program, Lack of equipment, ie, tasers
NUMBER OF EMPLOYEES	17	**GEOGRAPHIC REGION SERVED**	Northeast Ellis County
STAFFING PROFILE AND STRUCTURE	1 Patrol Sergeant, 7 Patrol Officers, 1 CID Detective Sergeant, 1 CID Detective, 4 Dispatchers, 2 reserve officers, 1 administrative assistant.	**TARGET AUDIENCE**	approximately 2500 citizens
MAJOR ASSET PROFILE	Several Community Policing Programs, Dispatch Center, Vehicles	**SUCCESSES OF PAST YEAR**	Great success with multiple community policing programs, Moved to a new temporary building, quicker response times.
NEEDS SERVED / IMPORTANCE	Officers need additional equipment and training in order to safely serve the citizens.	**ANTICIPATED CHALLENGES**	Funding

Vision Statement

Our vision is to become a premier Law Enforcement Agency by developing a relationship with the citizens we serve; a relationship based on trust where people can expect to receive fair and impartial service. We expect to earn trust by practicing the following core values:

Integrity: The Ferris Police Department is built upon a foundation of ethical and professional conduct. We are committed to the highest level of moral principles and ethics.

Honesty: We will be truthful and trustworthy at all times.

Fairness: We are committed to equal application of the law to offenders and members of the public as well as the equal application of rules and regulations to all members of the department.

Courage: We are dedicated to meeting all challenges with the courage needed to accomplish our mission. We understand that one needs both moral and physical courage.

Compassion: We understand our role as community caretakers and temper our application of the law with compassion and empathy.

Loyalty: We will be faithful to the United States Constitution and laws of the State of Texas, the public trust and the community we serve, the Ferris Police Department, our fellow officers, and our families.

Mission Statement

The mission of the Ferris Police Department is to provide excellent service and protection through leadership and a committed partnership with the community. Everyone is accountable for maintaining the highest standards in personal integrity and professional ethics. Each member of the organization is responsible for promoting the direction of the Ferris Police Department and communicating our vision at every level of the organization. Every member is expected to be a positive role model in the agency and in the community they serve.

Values Statement

Integrity – All FPD personnel are expected to have integrity above reproach. Integrity means telling the truth even if the truth is ugly.

Honesty - honesty is "truthfulness, sincerity, or frankness; freedom from deceit or fraud." Integrity is "adherence to moral and ethical principles; soundness of moral character; honesty."

Teamwork - The FPD is the largest city department with the most employees. Teamwork is essential in order to accomplish the mission.

Creativity – Since we are a small department with a small operating budget, we must use creativity in order to meet the demands of the mission.

Safety – In order to promote a safe work environment in a dangerous profession, we must promote safety in order to lessen the chances of someone getting hurt recklessly.

Reliable – Reliability and punctuality are essential in order to maintain a professional image.

Inspiring – If we do the right thing all of the time and not just when others are looking, this will inspire others to do the same.

Customer Service – We protect and serve, this is the law enforcement mission. We must provide outstanding service in order effectively serve the citizens.

Respect – We must treat everyone with respect and dignity. Respect is essential in earning trust.

Loyalty – We must be loyal and faithful to the United States Constitution and laws of the State of Texas, the public trust and the community we serve, the Ferris Police Department, our fellow officers and our families.

Who We Serve

In 2010 Ferris had a population of 2,436. The racial and ethnic composition of the population was 42.7% non-Hispanic white, 17.5% non-Hispanic black, 1% Hispanic black, 0.3% Native American, 0.2% Asian, 1.8% from two or more races and 38.4% Hispanic or Latino.

As of the census of 2000, there were 2,175 people, 688 households, and 502 families residing in the city. The population density was 699.8 people per square mile (270.0/km²). There were 741 housing units at an average density of 238.4/sq. mi (92.0/km²). The racial makeup of the city was 67.68% White, 22.39% African American, 0.23% Native American, 0.46% Asian, 7.45% from other races, and 1.79% from two or more races. Hispanic or Latino of any race were 27.54% of the population.

There were 688 households out of which 41.0% had children under the age of 18 living with them, 49.9% were married couples living together, 17.9% had a female householder with no husband present, and 26.9% were non-families. 22.5% of all households were made up of individuals and 9.7% had someone living alone who was 65 years of age or older. The average household size was 3.06 and the average family size was 3.61.

In the city, the population was spread out with 32.0% under the age of 18, 9.7% from 18 to 24, 28.7% from 25 to 44, 17.7% from 45 to 64, and 11.9% who were 65 years of age or older. The median age was 31 years. For every 100 females there were 86.5 males. For every 100 females age 18 and over, there were 84.4 males.

The median income for a household in the city was $36,573, and the median income for a family was $43,641. Males had a median income of $32,227 versus $24,423 for females. The per capita income for the city was $18,104. About 8.1% of families and 12.2% of the population were below the poverty line, including 14.5% of those under age 18 and 11.1% of those age 65 or over

Historical Population:

2010	2,436
2016 Est.	2,573

With the above-mentioned demographics, the Ferris Police Department has taken steps to include diversity and cultural training. We have several community

policing programs in place to include all groups. If we see that one particular group fails to participate in community policing events, we determine if there's an issue that precludes them from attending. If there is a problem, we work through it in order that we may include everyone.

The current strength of the Ferris Police Department consists of 11 sworn officers. This includes (4) Hispanic Officers, (7) Caucasian Officers. The current manpower strength includes (1) female officer and (10) male officers. The ethnic makeup of sworn officers is, 36% Hispanic and 64% Caucasian.

Objectives

Create a Community Policing Officer position: The Ferris Police Department community policing program has been very successful since its inception in 2016. The program is in its 3rd year and is expected to grow. The positive impact it's had on the community is overwhelming. The community policing program has been an additional duty to several officers including the Chief. There is a need to have a full time Community Policing Officer position.

Create a Sergeant position: The Sergeant position is currently assigned to a shift. This makes it difficult for the Sergeant to effectively supervise the other 3 shifts. The Sergeant's position should be a floating position, allowing the Sergeant to float between all 4 shifts. By doing this, the Sergeant will be able to adequately supervise all shifts.

Create a program to reduce officer turn-over: Officer turn-over has been an ongoing problem throughout the years. This affects morale and public safety. I would like to implement various incentives to reduce the officer turn-over rate.

I would like to be able to offer incentive pay, such as certification pay, night-differential, translator pay, merit pay, and longevity pay. The officers would be required to meet certain guidelines to qualify for any incentive pay. Simply put, if officers want to earn more, then it's on them to meet the requirements making them eligible to receive incentive pay.

I would also like to create a structured rank system. This would give officers the opportunity to earn rank, allowing them to become working supervisors.

Create a vehicle replacement program: The current Ferris Police Department patrol car fleet consists of 8 patrol vehicles, (3) Dodge Chargers and (3) Ford Explorers and (2) Tahoes. The vehicles are utilized by the patrol division on a daily basis. The vehicles accumulate several hundred miles each month. They are driven by several different officers, each with their driving style. The fleet is on a scheduled preventive maintenance program

to garner a prolonged the service life, however, just like all other mechanical things, they eventually wear out and must be replaced. I would like to establish guidelines enabling us to replace patrol vehicles once they meet a certain criterion. The used vehicles could then be auctioned off as surplus property. The sale of surplus vehicles would allow us to recoup a portion of the funds used to purchase new vehicles. A vehicle replacement program would also allow us to have a lower annual vehicle maintenance budget.

Create a Citizen on Patrol program: Many agencies use citizen volunteers to patrol city streets using surplus police vehicles without police markings or sirens, and different color overhead lights. The main purpose of having citizen volunteers, is to put extra eyes and ears on the streets. This program would be an added advantage, allowing us to reduce/prevent crime.

Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Citizen satisfaction	Monthly	Monitor citizen complaints
Community Policing and Outreach	Monthly	Monitor citizen involvement with all community policing programs

Management Plan

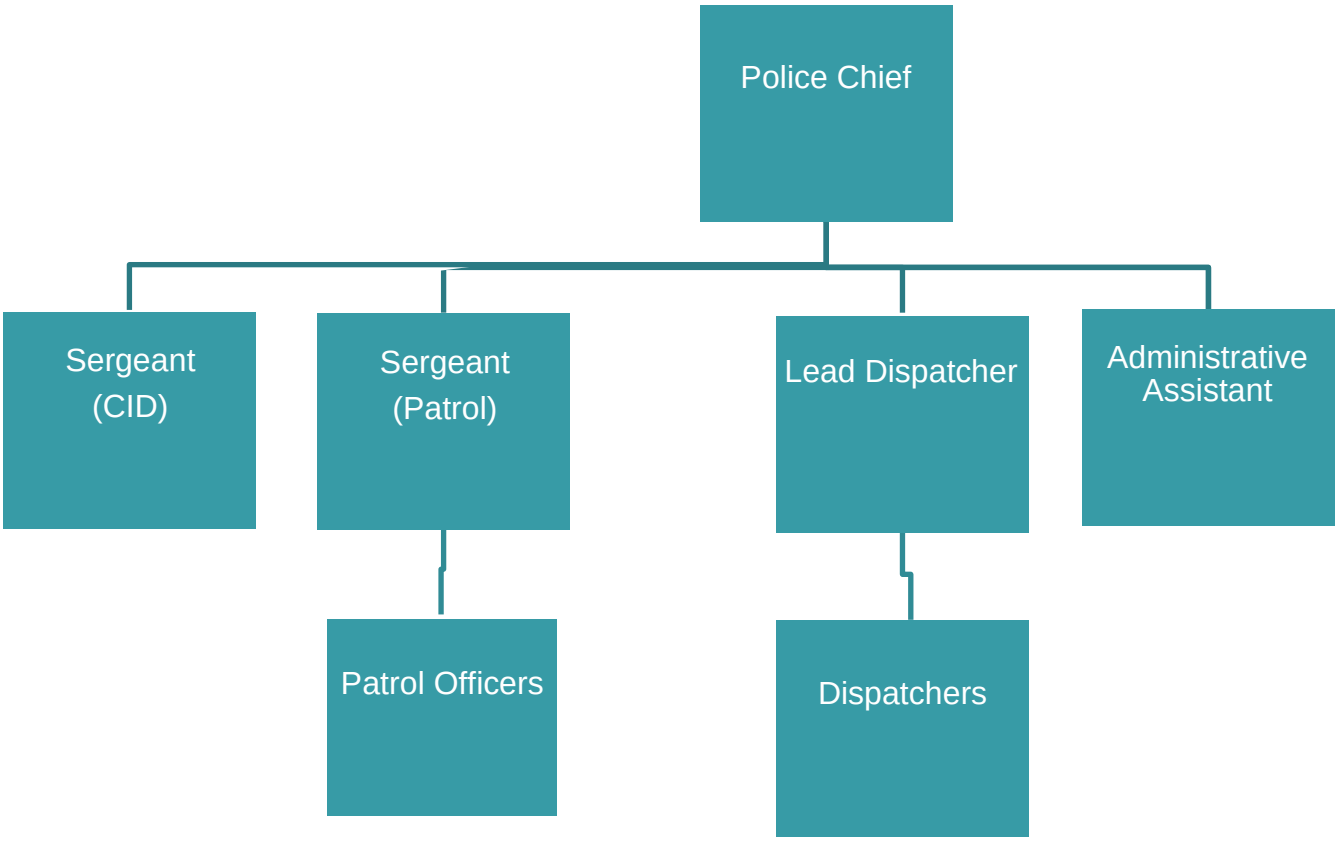
How components will be assessed	How often to assess	Who will assess
Citizen complaints - monitor complaints and or compliments. Determine what's working and what areas need improvement.	Monthly	Chief of Police
Officer professional development	Quarterly	Chief of Police

Accomplishments

- Received invitations to participate in community race relation panels in Waxahachie and Ennis.
- Received authorization to design and use a new patch for FPD uniforms

- Conducted monthly Coffee with a Cop at I45 Donuts
- Conducted 2 Citizen Police Academy classes.
- Conducted monthly Cop on the Block events
- Conducted several Link the Square events
- Received 2 fully outfitted Chevrolet Tahoe Police vehicles from a donor.
- FY18 Gazebo-A-Thon raised $2,200.
- Traded (3) MP5 machine guns for (6) AR15 patrol rifles including ammunition to outfit and qualify the FPD patrol division. This was done at no cost to the taxpayers.
- Received authorization to trade forfeited weapons with a firearms dealer in exchange for (8) police shotguns and ammunition. Once again, at no cost to the taxpayers.
- Implemented a single vendor towing contract that's generated approximately $3,650.00 in administrative fees.

Organizational Chart



Budget Detail and History

PD Expenditures		2019	2018	2017	2016
Account Object	Description	Proposed	Budgeted	Actual	Actual
4111	Regular Salaries	$ 664,231.36	$ 626,163.20	$ 568,967.63	$ 592,573.79
4116	Part Time Salaries/Wages	$ 8,920.80	$ 8,920.80	$ 14,540.46	$ 7,239.43
4117	Overtime	$ 34,946.91	$ 38,239.00	$ 42,031.38	$ 43,841.14
4120	Certification Pay	$ 2,400.00	$ -	$ -	$ -
4121	FICA	$ 54,507.17	$ 49,971.71	$ 46,666.62	$ 47,834.41
4123	Workers Compensation	$ 13,577.79	$ 18,575.09	$ 15,912.81	$ 15,614.68
4124	TMRS	$ 38,697.52	$ 39,044.83	$ 39,798.27	$ 42,224.17
4126	Unemployment Insurance	$ -	$ 684.00	$ -	$ 2,048.00
4127	Health Insurance	$ 99,547.92	$ 104,607.36	$ 86,434.48	$ 81,580.19
4128	Dental Insurance	$ 5,185.68	$ 4,880.64	$ 1,489.44	$ 3,797.98
4129	Life Insurance	$ -	$ -	$ 825.65	$ 859.95
4130	Vision Insurance	$ 1,158.72	$ 1,090.56	$ 1,084.98	$ 1,290.76
4131	Cobra Fees	$ -	$ -	$ -	$ (2.17)
4132	STEP Regular Salaries/Wages	$ -	$ -	$ 70.00	$ 388.70
4133	STEP Overtime	$ -	$ -	$ 917.08	$ 2,216.67
4142	Clothing Allowance	$ 480.00	$ 900.00	$ 900.00	$ 900.00
4148	Mobile Phone Allowance	$ 600.00	$ 600.00	$ 300.00	$ 850.00
4203	Vehicle Equipment Repair Parts	$ 1,000.00	$ 440.00	$ 539.67	$ 2,276.28
4205	Tires & Tubes	$ 2,250.00	$ 3,117.00	$ 2,242.85	$ 4,894.01
4211	Fuel & Lubricants	$ 28,000.00	$ 26,600.00	$ 21,719.85	$ 23,596.86
4213	Minor Hand Tools	$ 150.00	$ 25.69	$ 141.13	$ 124.33
4218	First Aid/Medical Supplies	$ -	$ -	$ 105.76	$ -
4221	General Office Supplies	$ 1,500.00	$ 1,750.00	$ 1,399.04	$ 1,841.21
4224	Photo Supplies	$ -	$ -	$ -	$ 100.00
4225	Data Processing Supplies	$ 100.00	$ 77.78	$ 221.57	$ 999.13
4227	Books & Pamphlets	$ 100.00	$ 276.32	$ 213.72	$ 34.04
4231	Communication Equipment Repair	$ 200.00	$ -	$ 718.50	$ 671.42
4233	Janitorial Supplies	$ -	$ -	$ 148.99	$ 953.99
4234	Donations Expense	$ -	$ 129,608.30	$ 3,022.30	$ 1,697.01
4235	Batteries	$ -	$ -	$ 4.65	$ 294.06
4237	Household Supplies	$ -	$ 500.00	$ 107.71	$ 511.02
4239	Building Materials	$ -	$ -	$ -	$ -
4244	Prisoner Supplies	$ -	$ -	$ -	$ 1,189.52
4251	Food Supplies & Ice	$ -	$ 538.38	$ 365.99	$ 197.04
4254	Plaques & Awards/Ceremonial	$ -	$ 32.48	$ 460.00	$ 583.20
4258	Security Camera System	$ 1,200.00	$ -	$ -	$ -
4259	Clothing & Uniforms	$ 5,000.00	$ 2,642.57	$ 8,981.17	$ 12,389.32
4260	Ammunition	$ 1,000.00	$ 1,224.12	$ 1,067.89	$ 593.20
4261	Training Supplies	$ -	$ 232.50	$ 96.87	$ -
4263	Testing & ID Materials	$ -	$ -	$ 249.00	$ 667.10
4264	Safety Supplies	$ 100.00	$ 120.33	$ 599.88	$ 541.46

4265	**Investigative Supplies**	$	1,000.00	$	981.43	$	1,175.37	$	-
4266	**Vehicle Supplies/Detailing**	$	500.00	$	400.00	$	591.18	$	691.73
4275	**Signs & Sign Materials**	$	-	$	-	$	17.99	$	-
4299	**Miscellaneous Supplies**	$	100.00	$	100.00	$	186.99	$	453.05
4301	**Postage & Freight**	$	300.00	$	300.00	$	265.58	$	560.55
4311	**Vehicle Repairs - Outside Shop**	$	8,000.00	$	15,685.00	$	24,990.56	$	22,303.26
4314	**Communication Equipment Repair**	$	200.00	$	-	$	1,767.21	$	2,118.40
4318	**Printing & Binding**	$	-	$	250.00	$	258.30	$	930.21
4321	**Building/Facilities Repairs**	$	-	$	190.00	$	132.79	$	3,843.78
4323	**Prisoner- Medical**	$	-	$	-	$	-	$	-
4342	**Copy Machine Lease/Maintenance**	$	-	$	-	$	1,117.10	$	1,276.13
4345	**Data Processing Maintenance-So**	$	6,318.00	$	11,481.00	$	9,629.49	$	7,613.20
4351	**Electric Service**	$	4,000.00	$	4,260.00	$	4,700.76	$	5,923.90
4352	**Water & Sewer Service**	$	850.00	$	750.00	$	713.95	$	380.82
4355	**Telephone & MiFI Service**	$	8,650.00	$	8,650.00	$	9,394.85	$	8,350.98
4356	**Mobile Phone Service**	$	-	$	-	$	480.57	$	-
4357	**Medical/Vet Service**	$	-	$	-	$	-	$	2,161.97
4361	**Legal Service**	$	-	$	-	$	-	$	16,675.55
4363	**Other Professional Service**	$	5,000.00	$	8,566.00	$	5,894.29	$	28,971.88
4365	**Advertisement & Notices**	$	-	$	-	$	878.00	$	149.00
4366	**Publications & Subscriptions**	$	350.00	$	-	$	811.93	$	571.20
4371	**Insurance - Vehicles**	$	6,272.00	$	5,321.60	$	4,292.71	$	4,563.61
4372	**Insurance - Liability/Property**	$	-	$	-	$	6,362.63	$	392.28
4381	**Dues & Memberships**	$	400.00	$	351.94	$	355.17	$	273.00
4382	**Professional Training**	$	1,250.00	$	1,250.00	$	652.00	$	900.00
4383	**Travel Expense**	$	1,500.00	$	1,400.00	$	2,155.61	$	4,314.80
4392	**Contribution to Other Agencies**	$	1,000.00	$	1,000.00	$	1,000.00	$	2,000.00
4420	**Building/Construction Improvem**	$	-	$	-	$	16,956.36	$	96,508.89
4460	**Office Equipment**	$	-	$	-	$	49.99	$	967.88
4461	**Furniture & Fixtures**	$	-	$	-	$	266.98	$	3,195.27
4463	**Communication Equipment**	$	-	$	207.11	$	-	$	641.33
4465	**Data Processing Software**	$	-	$	-	$	-	$	17,098.60
4470	**City Awards Banquet & City Pic**	$	-	$	-	$	-	$	287.06
4472	**Nat'l Night Out Event**	$	-	$	-	$	2,644.02	$	5,411.60
4480	**Automobiles**	$	-	$	-	$	105,107.74	$	42,001.23
4491	**Special Purpose Equipment**	$	20,316.00	$	25,820.03	$	22,059.10	$	12,902.62
4595	**Lease/Purchase Payment**	$	17,000.00	$	17,000.00	$	-	$	-
4623	**LEOSE Expenses (Continuing Edu**	$	1,280.65	$	1,493.75	$	1,056.35	$	1,734.00
		$	**1,049,140.52**	**$**	**1,166,320.52**	**$**	**1,088,310.91**	**$**	**1,193,579.68**

Police Awarded

The PD Awarded department accounts for the receipt of funds seized by and awarded to the Police Department.

Budget Detail and History

PD Awarded Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4258	Security Camera System	$ -	$ -	$ -	$ -
4265	Investigative Supplies	$ -	$ -	$ 1,267.20	$ -
4311	Vehicle Repairs - Outside Shop	$ -	$ -	$ 855.84	$ -
4345	Data Processing Maintenance-So	$ -	$ -	$ -	$ -
4363	Other Professional Service	$ -	$ -	$ -	$ 5,100.00
4378	Banking Admin Expense	$ -	$ -	$ -	$ -
4382	Professional Training	$ -	$ -	$ -	$ -
4420	Building/Construction Improvem	$ -	$ -	$ -	$ -
4464	Data Processing Equipment	$ -	$ -	$ 239.98	$ -
4480	Automobiles	$ -	$ -	$ -	$ -
4491	Special Purpose Equipment	$ -	$ -	$ 369.98	$ 7,284.00
	Total:	**$ -**	**$ -**	**$ 2,733.00**	**$ 12,384.00**

Animal Control

Department Profile			
DEPARTMENT HEAD	Community Development Director-Community Services Officer	**NEED SERVED STATUS**	Hiring and training employee to serve the needs of this position and of the City
NUMBER OF EMPLOYEES	1FT/1PT	**GEOGRAPHIC REGION SERVED**	City Wide
STAFFING PROFILE AND STRUCTURE	Community Development Director-Community Services Officer	**TARGET AUDIENCE**	All members of the Public
MAJOR ASSET PROFILE	Animal Shelter/ Vehicle	**SUCCESSES OF PAST YEAR**	The Animal Control was successful in multiple adoptions.
NEEDS SERVED / IMPORTANCE	Make sure the pet population is controlled and animals treated respectfully / care for abandoned or neglected animals/ provide temporary homes for animals until placed in home.	**ANTICIPATED CHALLENGES**	Disgruntled Citizens / Task Management / Growth

Vision Statement

The vison of the City of Ferris Animal Shelter is a community in which all animals are treated as part of the family, that each pet is given lifelong care and companionship. We also seek to become a facility that leads in pet adoptions practices and to be our citizens resource to address animal issues.

Mission Statement

To create a community of resources and solutions through constant care of animals, to enhance the lives of animals and people through education, adoption and compassion.

Values Statement

Teamwork-Working together for a greater cause.

Communication-Open dialect where each party is understood and respected.

Accountability-Holding to a higher standard and maintaining transparency.

Reliable-Being available and ready to serve at moment's notice.

Growth-Preparing and expecting expanding system.

Safety-Providing daily measure to ensure animals and residents are cared for properly.

Fun-To provide a atmosphere that is fun and exciting.

Creativity-Finding new and outside the box methods, to never except the same.

Balance-To provide a service that is fair to all and is unbiased.

Optimism-Looking forward to the future and keep a positive outlook in all matters.

Who We Serve

- Concerned Citizens
- City Staff
- Those Seeking Adoption
- Rescue Groups

Objectives

Create an ownership registration database.

Measurable - it is possible to count the number of pets in the city,

Achievable - The city currently doesn't keep efficient logs of animal ownership; this objective would allow us to know of all city animals when found.

Realistic - We would need to have a fresh start to account for all animals and then continue updating records as needed and as often as possible.

Timebound - This is to be completed in one years' time allowing for notification and then inspection for animals not registered.

Change fees to encourage adoptions and provide assistance for financial hardships as barrier to reclaims.

Measurable - Lowering the fees would raise interest in adoptions.
Achievable - This would allow for more adoptions and reclaims.
Realistic - There will be a slight reduction in a single adoption, but it would encourage more adoptions leading to a rise in revenue overall.
Timebound - This would be proposed to change in October 2018.

Reduce the number of unwanted litters and stray animals impounded at the shelter.

Achievable - Require all animal be spayed/neutered over 6 months or offer an annual in-tact permit for those who wish not to spay/neuter,
Realistic - This would first have to start with reclaimed animals prior to being released and then followed up on at annual pet registrations,
Timebound - 1 year from Ordinance adoption and would coincide with animal registrations.

Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Adoptions	Monthly	Keep record of animals adopted
Animal Intake	Monthly	Keep record of animals adopted

Management Plan

How components will be assessed	How often to assess	Who will assess
Recording registration of animals within city limits	Monthly	CS Officer

Budget Detail and History

Animal Control Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 32,760.00	$ 32,760.00	$ 31,653.00	$ 32,190.00
4116	Part Time Salaries/Wages	$ -	$ -	$ 5,655.00	$ -
4117	Overtime	$ 472.60	$ 472.50	$ 1,535.85	$ 2,252.46
4121	FICA	$ 2,542.29	$ 2,803.34	$ 2,959.23	$ 2,644.03
4123	Workers Compensation	$ 1,130.22	$ 1,665.15	$ 1,700.39	$ 1,192.43
4124	TMRS	$ 1,827.79	$ 2,013.89	$ 2,172.42	$ 2,314.10
4126	Unemployment Insurance	$ -	$ 36.00	$ -	$ -
4127	Health Insurance	$ 5,855.76	$ 6,537.96	$ 6,595.44	$ 5,707.68
4128	Dental Insurance	$ 305.04	$ 305.04	$ 111.36	$ 270.48
4129	Life Insurance	$ -	$ -	$ 58.80	$ 58.80
4130	Vision Insurance	$ 68.16	$ 68.16	$ 81.12	$ 91.92
4202	Small Equipment Repair Parts	$ -	$ -	$ 21.20	$ -
4203	Vehicle Equipment Repair Parts	$ 100.00	$ 100.00	$ -	$ -
4205	Tires & Tubes	$ 50.00	$ 75.00	$ 542.24	$ -
4211	Fuel & Lubricants	$ 1,500.00	$ 900.00	$ 776.49	$ 1,412.17
4213	Minor Hand Tools	$ 250.00	$ 50.00	$ -	$ -
4214	Minor Shop Equipment	$ 500.00	$ 500.00	$ 39.99	$ -
4218	First Aid/Medical Supplies	$ 50.00	$ 50.00	$ 61.55	$ -
4221	General Office Supplies	$ -	$ -	$ -	$ -
4233	Janitorial Supplies	$ 300.00	$ 200.00	$ 368.32	$ 48.22
4234	Donations Expense	$ 1,524.77	$ -	$ -	$ -
4235	Batteries	$ -	$ -	$ -	$ -
4236	Chemicals	$ 250.00	$ 250.00	$ -	$ 126.90
4237	Household Supplies	$ 50.00	$ 50.00	$ 18.95	$ -
4239	Building Materials	$ 250.00	$ 250.00	$ 21.92	$ 10.97
4242	Animal Control Supplies	$ 1,250.00	$ 1,142.50	$ 716.63	$ 1,171.72
4243	Immunizations	$ -	$ -	$ 219.31	$ -
4259	Clothing & Uniforms	$ 500.00	$ 200.00	$ 269.94	$ 91.60
4264	Safety Supplies	$ -	$ -	$ -	$ -
4266	Vehicle Supplies/Detailing	$ 50.00	$ 75.00	$ 20.00	$ 35.25
4299	Miscellaneous Supplies	$ 50.00	$ 25.00	$ 121.68	$ 123.46
4301	Postage & Freight	$ 150.00	$ 150.00	$ 84.68	$ 71.74
4311	Vehicle Repairs - Outside Shop	$ 500.00	$ 900.00	$ 523.14	$ 2,075.17
4318	Printing & Binding	$ -	$ -	$ -	$ -
4321	Building/Facilities Repairs	$ 80.00	$ 4,520.00	$ 519.01	$ 9,700.00
4345	Data Processing Maintenance-So	$ -	$ 325.00	$ 325.00	$ 357.07
4351	Electric Service	$ 3,825.00	$ 3,500.00	$ 4,273.90	$ 3,113.18
4352	Water & Sewer Service	$ 2,550.00	$ 750.00	$ 1,330.79	$ 1,535.77

4355	**Telephone & MiFI Service**	$ -	$ -	$ 456.08	$ 455.92
4356	**Mobile Phone Service**	$ -	$ 200.00	$ 251.37	$ 374.94
4357	**Medical/Vet Service**	$ 500.00	$ 500.00	$ 203.00	$ 230.00
4363	**Other Professional Service**	$ -	$ -	$ 10.21	$ 304.58
4371	**Insurance - Vehicles**	$ 571.00	$ 532.16	$ 613.24	$ 457.41
4372	**Insurance - Liability/Property**	$ -	$ -	$ 320.75	$ 196.14
4381	**Dues & Memberships**	$ 100.00	$ 100.00	$ 50.00	$ 50.00
4382	**Professional Training**	$ 500.00	$ 250.00	$ -	$ 57.00
4383	**Travel Expense**	$ 150.00	$ 125.00	$ -	$ -
4420	**Building/Construction Improvem**	$ 10,000.00	$ -	$ 200.73	$ -
4436	**Shop & Industrial Equipment**	$ -	$ -	$ -	$ -
4461	**Furniture & Fixtures**	$ 1,000.00	$ -	$ -	$ -
4463	**Communication Equipment**	$ -	$ 250.00	$ -	$ -
	Total:	**$ 71,562.63**	**$ 62,631.70**	**$ 64,882.73**	**$ 68,721.11**

Fire Department

C. QUINONES
CAPTAIN
CAPTAIN

FERRIS
YELLOW JACKETS

FERRIS
FIRE DEPT.

FERRIS
FIRE DEPT.

FERRIS
FIRE DEPT.

FERRIS
FIRE DEPT.
TANKER
T101

E-102
FERRIS
FIRE DEPT.
101

FERRIS
FIRE DEPT.

Department Profile			
DEPARTMENT HEAD	David Petricca - Fire Chief	**NEED SERVED STATUS**	Fire Suppression - 20% EMS Service 60% Prevention 20%
NUMBER OF EMPLOYEES	1 Fire Chief 3 Full Time Captains 6 Part Time Weekday 15 Volunteers	**GEOGRAPHIC REGION SERVED**	City of Ferris ESD #5 Mutual Aid - Local and State Wide
STAFFING PROFILE AND STRUCTURE	1 Fire Chief 3 Full Time Captains 6 Part Time Weekday 15 Volunteers	**TARGET AUDIENCE**	Citizens Public Council ESD County Fire Marshal Mutual Aid
MAJOR ASSET PROFILE	Fire Station #1 – City Fire Station #2 - ESD 2 Fire Engines - ESD 2 Brush Trucks - City Tanker - ESD Tahoe - City F150 -ESD Bunker Gear SCBAs Fire Equipment - Hose, Nozzles, Extrication Equip, Med Gear, ETC Communications Equipment	**SUCCESSES OF PAST YEAR**	Better Organized Organization Better Maintained Organization Lowered Response Times Training Program
NEEDS SERVED / IMPORTANCE	Fire Suppression EMS Services Fire Prevention - Inspection, Public Education, Community Outreach	**ANTICIPATED CHALLENGES**	Staffing Levels Fire Station City Owned Apparatus Budget

Vision Statement

The City of Ferris Fire Department envisions the delivery of exemplary customers service while maintaining a safe community.

Mission Statement

To Protect the Lives and Property of our citizens through proactive approaches in the fire safety, code enforcement and emergency response.

Values Statement

Accountability - As Public Servants, we are accountable for our actions to the citizens of Ferris, its visitors and each other.

Customer Service - We aspire to deliver exceptional customer service to the citizens and visitors of our community.

Dedication - We value dedication to the Ferris Fire Department, The City of Ferris and the community as we strive for excellence.

Diversity - Cultural and social diversity in our community and work force provides new ideas and perspectives that are welcomed.

Empowerment - Empowerment allows all personnel to contribute and participate in the vision and direction of the department.

Honesty - We shall demonstrate honesty in all our endeavors as we inspire trust within our community and in each other.

Integrity - Our integrity shall never be questioned or compromised. We will do what is right rather then what is convenient.

Professionalism - A commitment to professionalism will be demonstrated through training, quality of work, and formal education.

Safety - Safety shall never be compromised as we strive to save and protect lives and property. Safety shall remain foremost in our minds.

Teamwork - We shall display teamwork as we work toward common goals functioning much stronger as a team then as an individual

Who We Serve

- Citizens
- Public
- City Staff
- Other Agencies
- Travelers

Objectives

Staffing 4 Personnel Per Shift.

Measurable - Safety on Emergency responses.
Achievable - Dependent on Budget - Spread out total increase by potentially skipping years creating a schedule for increases.
Realistic - Dependent on Budget.
Time bound - Needs to be implemented as soon as allowable.

City owned Fire Engine.

Measurable - None dependent on ESD for Suppression Engine.
Achievable - Multiple options are available through vendors.
Realistic - Having a City owned Engine would be a positive impact on the Ferris Fire Department and with the financing available this is a realistic proposal.
Time bound - Needs to be implemented as soon as allowable.

Increase of Part time Staff and Hours.

Measurable - Safety on Emergency responses
Achievable - This would be a minimal cost but have a large impact.
Realistic - This could be implemented with low impact to the budget.
Time bound - Needs to be implemented as soon as allowable.

Replace 2013 Tahoe for F250 Command unit.

Measurable - Increase command presence and safety for staff.
Achievable - This is a low impact financially but high impact for operationally.
Realistic - Very realistic if the Tahoe is sold and funds are put towards purchase of new vehicle.
Time bound - Needs to be implemented as soon as allowable.

Pay increase for current staff.

Measurable - Retention and make comparable to PD.
Achievable - This is a routine item that should be adjusted to industry standards. Realistic - This is a high impact item for retention.
Time bound – Immediate.

Measurements of Success		
Measurable Component Description	**When to Measure**	**How to Measure**
Is Ferris Fire Department meeting and following Industry Standards set by TCFP and NFPA on appropriate staffing levels	Continuous	Ferris Fire Department will compare the current staffing level minimums with the recommendations and standards set forth by the TCFP and NFPA.
How can Ferris Fire Department Operate without any ESD funds	Annually	Ferris Fire Department will review the City Budget against what the ESD participates in funding throughout the fiscal year. After reviewing a determination will be made to see if the city budget can withstand funding certain line items.
Ferris Fire Department needs to create a proactive and aggressive retention program to retain our firefighters	Annually	Budget Analysis; what does the current salary survey depict What is the current turnover rate.
Ferris Fire Department needs to create a plan for city owned assets. Fire Engine, brush truck, tanker, staff vehicles.	Continuous	Ferris Fire Department will need to conduct a needs assessment and start the city on progressive replacement program and update it as needed.

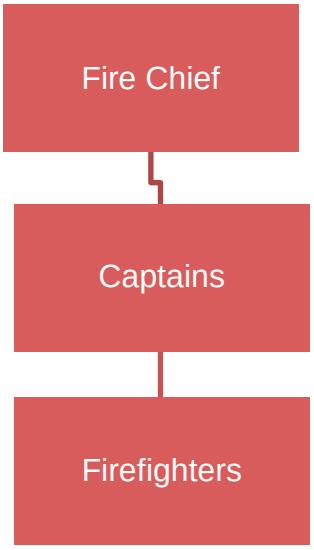
Management Plan		
How components will be assessed	**How often to assess**	**Who will assess**
Staffing Levels Determine adequate staffing levels for Ferris by population survey TCFP and NFPA recommendations	Annually	Fire Chief
Operate Without the ESD Determine what Ferris Fire Department would need to operate without utilization of any ESD assets or funds do to contract issues	Annually	Fire Chief
Retention Program Determine by conducting a salary survey with like departments and populations on any aggressive salary and step plan to retain employees	Annually	Fire Chief
City Owned Assets Determine what assets Ferris Fire Department needs are for The City of Ferris	Annually	Fire Chief

Accomplishments

- Purchased 4 New Sets of Bunker Gear.
- Switched all of our Reporting Software to Emergency Report from Firehouse
- Complete Website overhaul with new facts, photos and message from the chief.
- Created a new Fire Department Patch.
- Chief Petricca taught a Traffic Incident Management Course to all Fire and Police officers to meet a national campaign standard.
- Chief Petricca headed up a NIMS program City wide getting 38 employees within the city Certified in all required NIMS courses.
- The Fire Department has logged over 1500 hours of training since October of 2017.
- Ferris Fire Department has logged interaction with over 500 Children and 300 Adults during PR Events.
- Ferris Fire Department has supplied local residents with over 150 smoke detectors at no cost to our citizens.

- Brush 102 has been remodeled to include new lights, New Water tank, New Tool Boxes and new chevron NFPA markings.
- Chief Petricca facilitated completely rebuilding both the Police and Fire radio channels to also include a new dispatch console. The new channels and radios meet the P25 standard for public safety radios. With these updates all handheld radios and mobile radios have identifiers and include playback and emergency features.

Organizational Chart



Budget Detail and History

Fire Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 222,905.28	$ 117,901.68	$ 115,408.23	$ 146,112.49
4116	Part Time Salaries/Wages	$ 74,713.36	$ 73,408.64	$ 58,514.01	$ 13,285.71
4117	Overtime	$ 14,558.40	$ 7,700.40	$ 10,786.52	$ 3,576.13
4118	Stand-By Pay	$ 3,375.00	$ 3,375.00	$ 2,725.00	$ 4,400.00
4120	Certification Pay	$ 6,480.00	$ -	$ -	$ -
4121	FICA	$ 24,423.16	$ 15,224.32	$ 14,597.02	$ 12,473.64
4122	Service Award	$ -	$ -	$ -	$ 1,600.00
4123	Workers Compensation	$ 5,832.13	$ 11,606.45	$ 4,011.95	$ 5,148.82
4124	TMRS	$ 16,002.86	$ 10,410.76	$ 8,759.11	$ 10,218.37
4126	Unemployment Insurance	$ -	$ 360.00	$ -	$ 7.98
4127	Health Insurance	$ 35,134.56	$ 19,613.88	$ 18,961.89	$ 18,787.78
4128	Dental Insurance	$ 1,830.24	$ 915.12	$ 320.16	$ 890.33
4129	Life Insurance	$ -	$ -	$ 181.95	$ 222.33
4130	Vision Insurance	$ 408.96	$ 204.48	$ 229.84	$ 302.57
4134	FLSA Overtime	$ 14,000.00	$ 6,000.00	$ 7,048.02	$ 1,792.56
4148	Mobile Phone Allowance	$ 600.00	$ -	$ 150.00	$ 600.00
4192	Volunteer Injury Insurance	$ 2,500.00	$ 6,500.00	$ -	$ 5,941.00
4193	Volunteer/WC	$ 4,002.86	$ 3,644.00	$ 3,550.12	$ 422.58
4194	Volunteer Fire Retirement	$ 6,480.00	$ 6,500.00	$ 3,093.00	$ 5,817.00
4202	Small Equipment Repair Parts	$ -	$ -	$ 695.40	$ 1,144.50
4203	Vehicle Equipment Repair Parts	$ 600.00	$ 200.00	$ 1,748.95	$ 856.87
4204	Heavy Equipment Repair Parts	$ -	$ -	$ 1,446.93	$ 4,167.30
4205	Tires & Tubes	$ 4,000.00	$ 4,000.00	$ 1,287.06	$ 360.00
4211	Fuel & Lubricants	$ 13,000.00	$ 12,100.00	$ 9,373.26	$ 6,624.58
4213	Minor Hand Tools	$ 1,500.00	$ 1,000.00	$ 789.99	$ 812.40
4218	First Aid/Medical Supplies	$ 500.00	$ -	$ -	$ 5,783.92
4221	General Office Supplies	$ 300.00	$ 300.00	$ 481.45	$ 279.11
4225	Data Processing Supplies	$ -	$ -	$ 539.31	$ 88.25
4227	Books & Pamphlets	$ 250.00	$ 250.00	$ 43.70	$ -
4228	Audio Visual Supplies	$ -	$ -	$ -	$ -
4230	Equipment Repair Parts	$ 4,500.00	$ 4,100.00	$ 35.69	$ 48.03
4231	Communication Equipment Repair	$ -	$ -	$ 43.29	$ 145.83
4233	Janitorial Supplies	$ -	$ 500.00	$ 538.94	$ 937.91
4234	Donations Expense	$ -	$ -	$ -	$ -
4235	Batteries	$ 600.00	$ 300.00	$ 9.79	$ 228.37
4236	Chemicals	$ 500.00	$ 500.00	$ 139.41	$ -
4237	Household Supplies	$ 250.00	$ 200.00	$ 90.97	$ 316.46
4239	Building Materials	$ 150.00	$ 150.00	$ 150.24	$ 87.23

4248	**Electrical Repair Parts**	$ -	$ -	$ -	$ 17.07
4251	**Food Supplies & Ice**	$ 300.00	$ 300.00	$ 366.13	$ 809.32
4253	**Volunteer Appreciation**	$ 2,500.00	$ 2,500.00	$ 3,564.02	$ 4,850.89
4255	**Arson Rewards**	$ -	$ -	$ -	$ -
4259	**Clothing & Uniforms**	$ 5,500.00	$ 4,500.00	$ 3,474.36	$ 5,979.47
4261	**Training Supplies**	$ -	$ -	$ -	$ 578.10
4263	**Testing & ID Materials**	$ 525.00	$ 525.00	$ -	$ -
4266	**Vehicle Supplies/Detailing**	$ 350.00	$ 200.00	$ 259.00	$ 150.38
4286	**Fire Hydrants Parts**	$ -	$ -	$ 32.69	$ 50.08
4299	**Miscellaneous Supplies**	$ 50.00	$ -	$ -	$ 25.11
4301	**Postage & Freight**	$ 50.00	$ 50.00	$ 7.15	$ 283.96
4310	**Small Equipment Repair -Outsid**	$ -	$ -	$ 654.57	$ 637.52
4311	**Vehicle Repairs - Outside Shop**	$ 5,000.00	$ 5,000.00	$ 6,593.09	$ 3,401.01
4312	**Equipment Repairs-Outside Shop**	$ 15,000.00	$ 11,100.00	$ 16,289.58	$ 8,371.62
4313	**Office Equipment Repairs**	$ -	$ -	$ 8.54	$ -
4314	**Communication Equipment Repair**	$ 1,500.00	$ -	$ 475.00	$ 21.62
4318	**Printing & Binding**	$ 400.00	$ 150.00	$ 410.03	$ 47.50
4319	**Other Equipment Parts**	$ -	$ -	$ 4,058.77	$ 2,507.29
4321	**Building/Facilities Repairs**	$ 300.00	$ 300.00	$ 2,528.72	$ 1,363.56
4342	**Copy Machine Lease/Maintenance**	$ -	$ -	$ 2,908.02	$ 1,191.22
4345	**Data Processing Maintenance-So**	$ 4,350.00	$ 5,325.00	$ 1,200.00	$ 1,195.00
4347	**Maintenance Agreements**	$ 6,275.00	$ 4,750.00	$ -	$ -
4351	**Electric Service**	$ 5,725.00	$ 6,400.00	$ 5,739.66	$ 5,453.99
4352	**Water & Sewer Service**	$ 752.11	$ 1,200.00	$ 734.36	$ 380.82
4354	**Gas Service**	$ 1,000.00	$ 970.00	$ 1,319.81	$ 1,528.02
4355	**Telephone & MiFI Service**	$ 2,700.00	$ 2,040.00	$ 3,234.05	$ 2,982.74
4363	**Other Professional Service**	$ -	$ -	$ -	$ 3,179.56
4366	**Publications & Subscriptions**	$ 2,125.00	$ 1,350.00	$ 1,775.99	$ 304.94
4371	**Insurance - Vehicles**	$ 4,562.00	$ 5,533.64	$ 5,738.96	$ 3,293.33
4372	**Insurance - Liability/Property**	$ -	$ -	$ 2,201.39	$ 1,804.46
4376	**Fire Extinguisher maintenance**	$ 1,500.00	$ 1,000.00	$ 975.40	$ -
4381	**Dues & Memberships**	$ 4,675.00	$ 2,200.00	$ 1,562.50	$ 1,596.01
4382	**Professional Training**	$ 2,250.00	$ 1,500.00	$ 1,150.00	$ 1,057.16
4383	**Travel Expense**	$ 500.00	$ -	$ 71.61	$ 25.23
4384	**Licensing**	$ -	$ -	$ -	$ 521.99
4420	**Building/Construction Improvem**	$ -	$ -	$ 20,995.86	$ 110,413.09
4422	**Streetscape Improvements**	$ -	$ -	$ -	$ 11.79
4461	**Furniture & Fixtures**	$ -	$ 4,035.00	$ 127.52	$ 4,577.97
4463	**Communication Equipment**	$ -	$ -	$ 25.43	$ 475.00
4464	**Data Processing Equipment**	$ -	$ -	$ -	$ -
4470	**City Awards Banquet & City Pic**	$ -	$ -	$ 361.28	$ -
4480	**Automobiles**	$ -	$ -	$ -	$ 107,417.55
4491	**Special Purpose Equipment**	$ 15,000.00	$ 60,700.00	$ 15,780.12	$ 29,998.00
4595	**Lease/Purchase Payment**	$ 18,000.00	$ 18,000.00	$ -	$ -
		$ 560,285.92	**$ 446,593.37**	**$ 370,374.81**	**$ 559,982.42**

EMS

CareFlite®

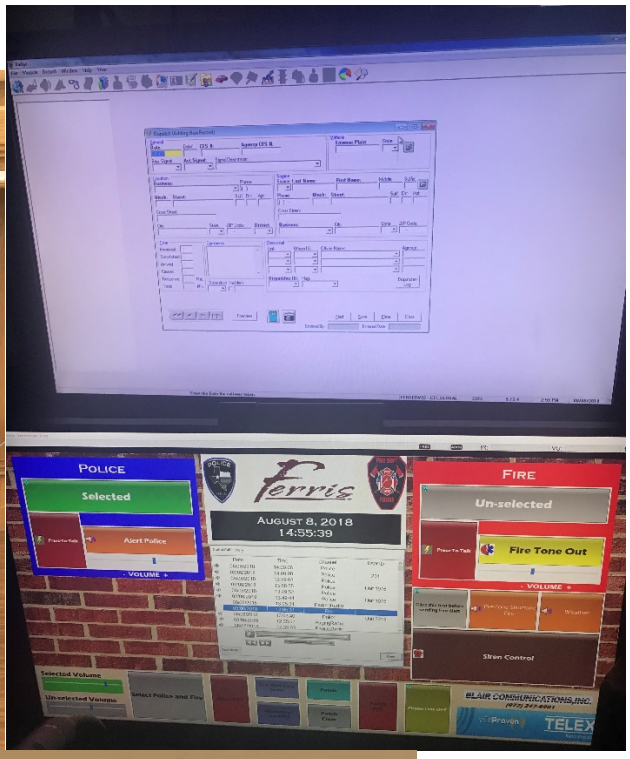
Making precious minutes count since 1979

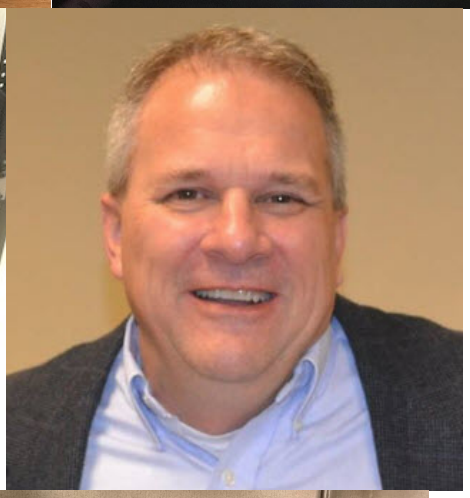
Budget Detail and History

EMS Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4235	Batteries	$ -	$ -	$ -	$ 34.62
4237	Household Supplies	$ -	$ -	$ -	$ -
4347	Maintenance Agreements	$ -	$ -	$ 1,428.00	$ -
4351	Electric Service	$ 2,600.00	$ 3,100.00	$ 3,889.07	$ 3,192.86
4352	Water & Sewer Service	$ 1,550.00	$ 1,100.00	$ 1,326.41	$ 907.70
4354	Gas Service	$ 1,200.00	$ 1,000.00	$ 1,021.85	$ 740.36
4355	Telephone & MiFI Service	$ -	$ 1,740.00	$ 1,387.27	$ 1,817.88
4372	Insurance - Liability/Property	$ -	$ -	$ -	$ 392.28
4382	Professional Training	$ -	$ -	$ -	$ -
4383	Travel Expense	$ -	$ -	$ -	$ -
4394	Contract Labor	$ 36,000.00	$ 36,000.00	$ 36,000.00	$ 36,000.00
	Total:	**$ 41,350.00**	**$ 42,940.00**	**$ 45,052.60**	**$ 43,085.70**

Information Technology


POLICE
Selected
Alert Police
VOLUME
Ferris
AUGUST 8, 2018
14:55:39
FIRE
Un-selected
Fire Tone Out
VOLUME
Siren Control
Selected Volume
Un-selected Volume
BLAIR COMMUNICATIONS, INC.
TELEX



Department Profile			
DEPARTMENT HEAD	Doug Childers	**NEED SERVED STATUS**	GO! System
NUMBER OF EMPLOYEES	One	**GEOGRAPHIC REGION SERVED**	Ferris
STAFFING PROFILE AND STRUCTURE	Director	**TARGET AUDIENCE**	Employees and Citizens
MAJOR ASSET PROFILE	Servers, Desktops, iPads, Printers, etc.	**SUCCESSES OF PAST YEAR**	Operating on Limited Budget
NEEDS SERVED / IMPORTANCE	Technology / High	**ANTICIPATED CHALLENGES**	Growth with limited resources

Vision Statement

The Department of Information Technology will provide the highest quality technology-based services, in the most cost-effective manner, to facilitate the City's mission as it applies to the management, teaching, learning, and community service.

Mission Statement

The Information Technology Department provides secure, reliable, and integrated technology solutions while delivering excellence in customer service to the staff and citizens of the City of Ferris.

Values Statement

Teamwork - IT Department needs to work well as a team to assure everyone knows the direction of the department.

Communication – Our IT Department is dedicated to have open communication with all departments.

Customer Service – The IT Department has the focus to treat citizens and staff with the utmost Customer Service.

Trustworthy/Ethical/Professional/Reliable – Since our department deals with confidential and sensitive information we must always be trustworthy, ethical, professional, and reliable in all of our dealings.

Commitment to Success – Our department is committed to its goal to assure that all the departments will be successful.

Who We Serve

Directors, City Staff, and Citizens.

Objectives

- Expand and improve the technology systems and infrastructure.
- Implement a city wide electronic document management system.
- Research and implement an inventory software system for the city.
- Research and implement high speed fiber VPN for the 8 of our facilities.
- Research and implement VOIP for all city facilities.

Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Backups done nightly of all critical data	Daily	Verify that backups were successful
Install Fiber	Monthly	Keep in touch with WIFI for progress
Replace ageing desktops and servers	Yearly	Plan for replacements of ageing equipment
Keep updated virus programs and security updates on all desktops and servers	Daily	Keep all desktops and servers up to date on virus programs and security

Management Plan		
How components will be assessed	**How often to assess**	**Who will assess**
IT Department will check to assure of daily backups	Daily	Doug Childers
Check for updates on Fiber	Monthly	WIFI and Doug Childers
Keep track when all desktops and servers were purchased and what operating systems is installed	Yearly	Doug Childers
Anti-Virus programs updated monthly and security updates weekly	Weekly	Doug Childers
All city email needs to be monitored for viruses and assure that spam is not being sent out through our server	Daily	Doug Childers

Organizational Chart

Information Technology Director

Budget Detail History

IT Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 69,638.40	$ 65,520.00	$ 62,679.60	$ 62,225.53
4117	Overtime	$ -	$ -	$ -	$ -
4121	FICA	$ 5,373.24	$ 5,058.18	$ 4,770.86	$ 4,816.71
4123	Workers Compensation	$ 172.98	$ 238.03	$ 220.96	$ 239.32
4124	TMRS	$ 3,863.11	$ 4,006.87	$ 4,101.49	$ 4,259.90
4126	Unemployment Insurance	$ -	$ 36.00	$ -	$ -
4127	Health Insurance	$ 5,855.76	$ 6,537.96	$ 6,595.44	$ 5,707.68
4128	Dental Insurance	$ 305.04	$ 305.04	$ 111.36	$ 270.48
4130	Vision Insurance	$ 68.16	$ 68.16	$ 81.12	$ 91.92
4148	Mobile Phone Allowance	$ 600.00	$ 600.00	$ 600.00	$ 600.00
4203	Vehicle Equipment Repair Parts	$ -	$ -	$ 229.33	$ -
4205	Tires & Tubes	$ 50.00	$ 250.00	$ -	$ -
4211	Fuel & Lubricants	$ 1,200.00	$ 1,200.00	$ 1,246.98	$ -
4221	General Office Supplies	$ 100.00	$ 100.00	$ 87.49	$ 110.48
4225	Data Processing Supplies	$ 2,000.00	$ 2,000.00	$ -	$ -
4230	Equipment Repair Parts	$ 250.00	$ 500.00	$ -	$ 510.64
4266	Vehicle Supplies/Detailing	$ 100.00	$ 50.00	$ 111.11	$ -
4311	Vehicle Repairs - Outside Shop	$ -	$ 500.00	$ 635.90	$ -
4318	Printing & Binding	$ 50.00	$ -	$ 49.79	$ -
4342	Copy Machine Lease/Maintenance	$ 15,000.00	$ 15,891.00	$ -	$ -
4345	Data Processing Maintenance-So	$ 41,950.00	$ 26,210.00	$ 23,540.21	$ 23,720.64
4355	Telephone & MiFI Service	$ 24,000.00	$ 25,456.92	$ 10,429.69	$ 2,000.25
4359	Security Alarm Service	$ 5,148.00	$ 5,148.00	$ -	$ -
4363	Other Professional Service	$ 500.00	$ 500.00	$ -	$ 460.00
4371	Insurance - Vehicles	$ 571.00	$ 532.16	$ 613.24	$ -
4394	Contract Labor	$ -	$ -	$ 170.00	$ 220.00
4464	Data Processing Equipment	$ 8,400.00	$ 10,500.00	$ 10,613.22	$ 5,730.56
4465	Data Processing Software	$ -	$ 66,626.50	$ 6,401.03	$ 1,393.57
4480	Automobiles	$ 6,608.55	$ -	$ -	$ -
		$ 191,804.24	**$ 237,834.82**	**$ 133,288.82**	**$ 112,357.68**

Streets

STOP

Department Profile			
DEPARTMENT HEAD	Scott Metcalfe-Community Development Director	**NEED SERVED STATUS**	We are usefully behind on road repairs and patches due to employees serve multi departments and lack of proper funding.
NUMBER OF EMPLOYEES	2	**GEOGRAPHIC REGION SERVED**	City Wide
STAFFING PROFILE AND STRUCTURE	CD Director W/WW Crew Leader Streets Labor	**TARGET AUDIENCE**	All members of the public that use roads
MAJOR ASSET PROFILE	Miles of Asphalt roadway / Miles of Concrete roadway / Bridges / Equipment / Staff	**SUCCESSES OF PAST YEAR**	Able to minimize a large amount of pot holes
NEEDS SERVED / IMPORTANCE	Keep roads drivable / Keep drainage flowing / Trim trees within the ROW	**ANTICIPATED CHALLENGES**	Lack of designated staff, equipment, and funding

Vision Statement

To perform the daily maintenance of streets, drainage and traffic control systems that will provide safe and constant movement of traffic and insure the flow of storm water through the drainage system.

Mission Statement

To provide and maintain infrastructure to those who live, work and travel through the City of Ferris. These services include road, bridge and drainage maintenance.

The Street Department provides emergency services during inclement weather and It is the goal of the Street Department is to provide the best and fastest service possible to all the citizens of the city within budget restraints, while keeping safety at the upmost priority.

Values Statement

Customer Service- To provide the best possible service to all we serve.

Communication– We are here to listen and respond with clear, and timely communication.

Integrity- Our employees are honest, ethical, fair, and responsible.

Teamwork- We achieve results by valuing diversity and partnerships within our organization and the community.

Accountability- We are responsible with the resources the community entrusts to us.

Consistency- We react promptly to the needs of others.

Growth- We anticipate growth and are planning ahead for it so we can be prepared for any challenges that may come.

Safety- To be aware of the associated dangers in all duties and keep the public well-being in mind at all time.

Ethical-Our goal is to exceed our residents' expectations based on the quality of our services.

Respect- We treat our team members, customers, and all others with mutual respect and individuality, proving the importance of diversity. We respect all individuals and value their individual contributions.

Who We Serve

Those who live, work, and travel on the City of Ferris roadways.

Objectives

Replace 12th Street with new asphalt.

This would allow for a drivable surface for the residents that live in the area. Pending budget restraints this would be easily accomplished with using agreement with Ellis County. Three months to plan and complete.

Establish annual funding in Storm water Utility for local drainage projects.

This would allow for funding of drainage projects. With ordinance adoption of a drainage fund and fee for users. This would take all users of impervious land to fund and participate in the creation of the fund. Six months to complete and to start collecting funds.

Improve the effectiveness of our services.

Make the best use of funds by focusing our resources on those services that have the greatest impact on quality of life. We are challenged by the questions: “Is this service desired and meaningful to our community? Is there something else we should be doing?” Once given feedback we can start programing for year to come. This would take a constant questioning of what we should be doing and what is most important.

Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Create plan to identify pothole and patch when noticed	Quarterly	Keep track of amount of material and count of repairs
Having properly trained employees	Quarterly	Keep logs of training events, evaluate and make recommendations
Become more preventative and less reactive	Quarterly	Create programs and then track data

Management Plan		
How components will be assessed	**How often to assess**	**Who will assess**
Insure weekly benchmarks are properly accomplished	Weekly	Crew Leader
Insure proper number of potholes and patches are completed by department.	Monthly	Crew Leader

Organizational Chart

Budget Detail and History

Streets Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 110,240.00	$ 56,784.00	$ 49,689.88	$ 58,525.13
4117	Overtime	$ 4,134.00	$ 3,276.00	$ 3,275.70	$ 1,602.28
4121	FICA	$ 8,749.61	$ 4,594.59	$ 3,788.79	$ 4,054.32
4123	Workers Compensation	$ 6,413.85	$ 5,064.26	$ 4,956.79	$ 5,311.99
4124	TMRS	$ 6,290.57	$ 3,639.64	$ 3,493.30	$ 3,970.70
4126	Unemployment Insurance	$ -	$ 72.00	$ -	$ 8,505.00
4127	Health Insurance	$ 23,423.04	$ 13,075.92	$ 10,992.40	$ 11,415.36
4128	Dental Insurance	$ 1,220.16	$ 610.08	$ 185.60	$ 540.96
4129	Life Insurance	$ -	$ -	$ 98.00	$ 117.60
4130	Vision Insurance	$ 272.64	$ 136.32	$ 135.20	$ 183.84
4203	Vehicle Equipment Repair Parts	$ 150.00	$ 150.00	$ 596.33	$ 62.15
4204	Heavy Equipment Repair Parts	$ -	$ -	$ -	$ 94.61
4205	Tires & Tubes	$ 500.00	$ 500.00	$ 288.70	$ 1,034.72
4211	Fuel & Lubricants	$ 4,000.00	$ 3,200.00	$ 4,078.57	$ 3,211.67
4213	Minor Hand Tools	$ 500.00	$ 500.00	$ 483.48	$ 118.99
4218	First Aid/Medical Supplies	$ 50.00	$ 50.00	$ -	$ -
4221	General Office Supplies	$ -	$ -	$ -	$ -
4230	Equipment Repair Parts	$ 200.00	$ 200.00	$ 831.19	$ 585.66
4231	Communication Equipment Repair	$ -	$ -	$ -	$ -
4235	Batteries	$ -	$ -	$ -	$ 14.30
4236	Chemicals	$ 250.00	$ 500.00	$ 157.25	$ 565.00
4239	Building Materials	$ 100.00	$ 100.00	$ -	$ -
4241	Landscaping Supplies	$ -	$ 250.00	$ 691.85	$ -
4247	Welding Supplies	$ 100.00	$ 100.00	$ 79.25	$ -
4251	Food Supplies & Ice	$ 200.00	$ 200.00	$ 32.15	$ 102.22
4259	Clothing & Uniforms	$ 600.00	$ 600.00	$ 644.50	$ 391.70
4264	Safety Supplies	$ 500.00	$ 150.00	$ 81.61	$ 359.65
4266	Vehicle Supplies/Detailing	$ 50.00	$ 100.00	$ 92.40	$ 49.23
4271	Asphalt	$ 4,000.00	$ 2,000.00	$ 3,086.62	$ 1,332.78
4272	Concrete	$ 1,500.00	$ 1,000.00	$ 1,179.87	$ 1,996.00
4273	Street Striping Materials	$ 75.00	$ 150.00	$ 103.68	$ 473.91
4274	Pipe & Culvert Materials	$ 1,000.00	$ 1,000.00	$ 1,000.00	$ 190.00
4275	Signs & Sign Materials	$ 10,000.00	$ 1,000.00	$ 3,490.41	$ 2,722.65
4276	Gravel/Rock/Soil	$ 500.00	$ 500.00	$ 189.77	$ 775.92
4299	Miscellaneous Supplies	$ 100.00	$ 100.00	$ 555.53	$ 250.87
4310	Small Equipment Repair -Outsid	$ -	$ -	$ 135.83	$ 235.58
4311	Vehicle Repairs - Outside Shop	$ 500.00	$ 500.00	$ 345.85	$ 3,217.76
4312	Equipment Repairs-Outside Shop	$ 500.00	$ 750.00	$ 1,000.80	$ 864.75

4326	**Street Lights/Signals**	$ 50,000.00	$ 50,000.00	$ 54,024.19	$ 49,787.45
4341	**Heavy Equipment Lease/Rental**	$ 5,000.00	$ -	$ -	$ -
4356	**Mobile Phone Service**	$ -	$ 1,500.00	$ 848.54	$ 481.05
4363	**Other Professional Service**	$ -	$ -	$ -	$ -
4365	**Advertisement & Notices**	$ -	$ -	$ -	$ -
4371	**Insurance - Vehicles**	$ 2,851.00	$ 2,660.80	$ 2,452.98	$ 1,041.80
4372	**Insurance - Liability/Property**	$ -	$ -	$ 547.66	$ 235.36
4382	**Professional Training**	$ 200.00	$ -	$ -	$ -
4433	**Storm Drainage Improvements**	$ 2,000.00	$ -	$ -	$ -
4440	**Yellow Jacket Trail**	$ -	$ 313,725.47	$ 35,598.33	$ 10,312.96
4450	**Street Paving & Improvements**	$ 32,000.00	$ -	$ 34,009.19	$ 47,928.00
4451	**Traffic Control**	$ -	$ 200.00	$ -	$ 1,591.70
4458	**Small Motorized Equipment**	$ 4,000.00	$ -	$ 2,000.00	$ -
4482	**Light-Medium Trucks**	$ -	$ -	$ -	$ 56,540.23
	Total:	**$ 282,169.87**	**$ 468,939.08**	**$ 225,242.19**	**$ 280,795.85**

Parks

SOUTH
MEADOW

MUTZ PARK
City of Ferris
visitors
home
2 0 1 2
ACCESSIBLE ROUTE

Department Profile			
DEPARTMENT HEAD	Scott Metcalfe- Community Development Director	**NEED SERVED STATUS**	We have one park currently with structures and few amenities.
NUMBER OF EMPLOYEES	0	**GEOGRAPHIC REGION SERVED**	City wide
STAFFING PROFILE AND STRUCTURE		**TARGET AUDIENCE**	Youth 5-12
MAJOR ASSET PROFILE	Baseball fields and concession stand / play structure at Mutz Park	**SUCCESSES OF PAST YEAR**	
NEEDS SERVED / IMPORTANCE	Providing recreation outlets for the residents of Ferris and surrounding community	**ANTICIPATED CHALLENGES**	Lack of staffing, funds, and revenue loss

Vision Statement

To become a destination for quality parks, facilities, sites, and programs.

Mission Statement

To enhance the quality of life for citizens and visitors through recreation opportunities, experiences and partnerships.

Values Statement

Teamwork- Partnerships within our organization and the community.

Growth- Planning and preparing for a tomorrow, today.

Safety- To be aware dangers and prevent any harm.

Honesty- providing open and transparent communication.

Customer Service- providing a service that is above self.

Respect- Giving the right amount of investment into each person met.

Creativity- Finding new ways of operating.

Diversity- Creating a space that provides an opportunity to connect.

Fun- Providing an atmosphere of fun and enjoyment to all users.

Community - Working together to achieve something greater.

Who We Serve

All users of playgrounds, amenities, and sports fields

Objectives

Develop new facility amenities that will expand recreational opportunities for all residents.

Tracking expansions and setting goals to accomplish in a timely manner. This would be done by taking one project a year to build an overall success. By funding over time this would allow for a less impact on an annual budget and also accommodate the options for grants. These projects would be spread-out through a five-year process.

Create more park activates for residents.

Increase the number of events, this would allow for a variety of multi-cultural type events, with proper planning and budget additions. This would be over a 3-year time.

Address Residents' Preferences

Provide parks and recreation facilities and programs that are based on the preferences of City of Ferris residents. This would take meeting in town hall style meeting and social media post. This would be over the next 5 years to discuss the needs and concerns.

Measurements of Success		
Measurable Component Description	**When to Measure**	**How to Measure**
Count times of use at athletic fields and events held.	Quarterly	Coordinate between organizations for numbers and count

Management Plan		
How components will be assessed	**How often to assess**	**Who will assess**
Insure weekly benchmarks are properly accomplished.	Weekly	Crew Leader

Budget Detail and History

Parks Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ -	$ -	$ -	$ -
4117	Overtime	$ -	$ -	$ -	$ -
4121	FICA	$ -	$ -	$ -	$ -
4122	Service Award	$ -	$ -	$ -	$ -
4123	Workers Compensation	$ -	$ -	$ -	$ -
4124	TMRS	$ -	$ -	$ -	$ -
4126	Unemployment Insurance	$ -	$ -	$ -	$ -
4127	Health Insurance	$ -	$ -	$ -	$ -
4128	Dental Insurance	$ -	$ -	$ -	$ -
4129	Life Insurance	$ -	$ -	$ -	$ -
4130	Vision Insurance	$ -	$ -	$ -	$ -
4202	Small Equipment Repair Parts	$ -	$ -	$ 91.96	$ 19.77
4205	Tires & Tubes	$ -	$ -	$ -	$ -
4211	Fuel & Lubricants	$ -	$ -	$ -	$ -
4213	Minor Hand Tools	$ 250.00	$ 2,200.00	$ 182.53	$ 27.79
4218	First Aid/Medical Supplies	$ -	$ -	$ -	$ -
4221	General Office Supplies	$ -	$ -	$ -	$ -
4230	Equipment Repair Parts	$ 500.00	$ 550.00	$ 1,096.03	$ 354.28
4233	Janitorial Supplies	$ 250.00	$ 200.00	$ 7.40	$ 62.08
4235	Batteries	$ -	$ -	$ -	$ -
4236	Chemicals	$ 300.00	$ 1,500.00	$ 81.98	$ 139.16
4237	Household Supplies	$ -	$ -	$ -	$ -
4239	Building Materials	$ 800.00	$ 1,600.00	$ 102.31	$ 56.55
4241	Landscaping Supplies	$ 4,000.00	$ 1,850.00	$ 626.86	$ 298.00
4248	Electrical Repair Parts	$ -	$ -	$ -	$ -
4251	Food Supplies & Ice	$ -	$ -	$ -	$ -
4259	Clothing & Uniforms	$ -	$ -	$ -	$ -
4264	Safety Supplies	$ -	$ -	$ -	$ -
4275	Signs & Sign Materials	$ -	$ -	$ -	$ -
4276	Gravel/Rock/Soil	$ 1,500.00	$ 1,500.00	$ -	$ -
4299	Miscellaneous Supplies	$ 100.00	$ 50.00	$ 117.97	$ 31.78
4310	Small Equipment Repair -Outsid	$ -	$ -	$ -	$ -
4311	Vehicle Repairs - Outside Shop	$ -	$ -	$ -	$ -
4321	Building/Facilities Repairs	$ 400.00	$ 400.00	$ 780.63	$ 1,104.61
4322	Contract Mowing	$ 25,000.00	$ 25,000.00	$ 19,420.00	$ 22,330.00
4334	Sanitation Services	$ 2,500.00	$ 2,500.00	$ 1,900.00	$ 2,725.00
4335	R R Property Lease/Rental	$ 4,400.00	$ 4,500.00	$ 4,110.04	$ 3,990.33
4341	Heavy Equipment Lease/Rental	$ -	$ -	$ -	$ -

4351	**Electric Service**	$ 14,500.00	$ 14,500.00	$ 10,890.18	$ 12,483.09
4352	**Water & Sewer Service**	$ 10,000.00	$ 13,000.00	$ 18,642.65	$ 14,399.05
4356	**Mobile Phone Service**	$ -	$ -	$ -	$ -
4363	**Other Professional Service**	$ -	$ -	$ 125.00	$ -
4364	**Engineering Service**	$ -	$ -	$ -	$ -
4365	**Advertisement & Notices**	$ -	$ -	$ -	$ -
4371	**Insurance - Vehicles**	$ -	$ -	$ -	$ -
4372	**Insurance - Liability/Property**	$ -	$ -	$ 1,398.74	$ 313.82
4382	**Professional Training**	$ -	$ -	$ -	$ -
4383	**Travel Expense**	$ -	$ -	$ -	$ -
4400	**Land**	$ -	$ -	$ -	$ -
4415	**Park Improvements**	$ 7,000.00	$ -	$ 4,299.51	$ 17,024.20
4458	**Small Motorized Equipment**	$ -	$ -	$ 2,399.13	$ 279.00
4461	**Furniture & Fixtures**	$ -	$ -	$ -	$ -
4471	**Earth Day Event Expenses**	$ 500.00	$ -	$ 377.98	$ 250.01
4491	**Special Purpose Equipment**	$ -	$ -	$ -	$ -
	Total:	**$ 72,000.00**	**$ 69,350.00**	**$ 66,650.90**	**$ 75,888.52**

Code

Welcome to
FERRIS

Department Profile			
DEPARTMENT HEAD	Scott Metcalfe-Community Development Director	**NEED SERVED STATUS**	Permitting process are mostly completed without failures, code compliance related items need more attention
NUMBER OF EMPLOYEES	1PT	**GEOGRAPHIC REGION SERVED**	City Wide
STAFFING PROFILE AND STRUCTURE	Community Development Director	**TARGET AUDIENCE**	Permit Users, Builders, Non-compliant residents
MAJOR ASSET PROFILE	Building plans / files	**SUCCESSES OF PAST YEAR**	Quicker inspection process with inspection contractor
NEEDS SERVED / IMPORTANCE	Maintaining city wide appearance / enhance property values / provide safe and healthy living and working conditions / promote quality workmanship	**ANTICIPATED CHALLENGES**	Staffing, customers not used to having compliance

Vision Statement

Providing a service that helps ensure that our community is attractive, healthy, safe and cooperative. To promote and facilitate growth and development, while providing the highest level of customer service.

Mission Statement

To provide our citizens with the highest level of service and to uphold and enforce Codes and Standards established to protect the Public Health, Safety and Welfare of all residents, business owners and visitors based upon priorities which are consistent with the standards in place.

Values Statement

Honesty-Being truthful and trustworthy, providing quality with trust. Partnership-Creating lasting relationships and lasting bonds. Safety-insuring a higher level of expectations and accountability. Ethical-always doing the right thing, even when it may be difficult. Balance-Finding solutions to every situation and treating each individually. Attitude-Setting a mindset of continual service. Legal-Following what is established by the governing body. Accountability-Holding ourselves to a higher standard. Fairness-Treating every task with the same determination regardless of the matter.

Who We Serve

Builders, Developers, Contractors, and Residents.

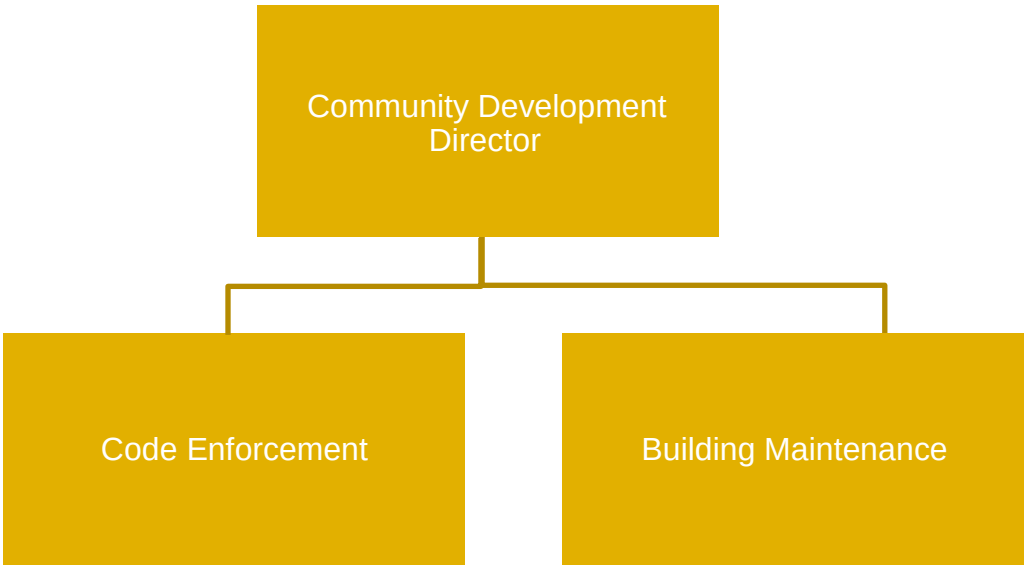
Objectives

To educate the public about the City's codes and ordinances and to obtain voluntary compliance; by the reduction of violations, by education and taking a community first approach. This would allow for a partnership between citizens and the city, this would be an ongoing practice that would take a year to create.

Measurements of Success		
Measurable Component Description	**When to Measure**	**How to Measure**
Utilize Efficient and Effective Administrative Practices.	With Monthly staff report.	Through employee and customer feedback.
Ensure Timely Response to Requests.	With Monthly staff report.	Through request management system.

Management Plan		
How components will be assessed	**How often to assess**	**Who will assess**
With evaluation of satisfaction surveys.	Monthly	Director
Meeting predetermined compliance metrics.	Monthly	Director

Organizational Chart



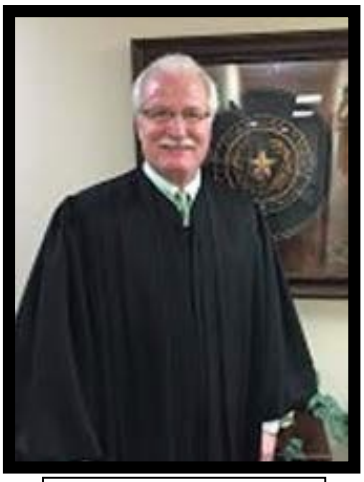
Budget Detail and History

Code Expenditures		2019	2018	2017	2016
Account Object	Description	Proposed	Budgeted	Actual	Actual
4111	Regular Salaries	$ -	$ -	$ 56,142.30	$ 60,469.61
4116	Part Time Salaries/Wages	$ 14,523.60	$ 14,523.60	$ 12,954.93	$ 4,316.64
4121	FICA	$ 1,111.06	$ 1,111.06	$ 4,960.78	$ 5,016.65
4122	Service Award	$ -	$ -	$ -	$ 400.00
4123	Workers Compensation	$ 442.54	$ 118.51	$ 575.23	$ 516.30
4124	TMRS	$ -	$ -	$ 3,680.94	$ 4,071.21
4126	Unemployment Insurance	$ -	$ 36.00	$ -	$ -
4127	Health Insurance	$ -	$ -	$ 6,045.82	$ 5,707.68
4128	Dental Insurance	$ -	$ -	$ 102.08	$ 270.48
4129	Life Insurance	$ -	$ -	$ 53.90	$ 58.80
4130	Vision Insurance	$ -	$ -	$ 74.36	$ 91.92
4141	Vehicle Allowance	$ -	$ -	$ -	$ -
4148	Mobile Phone Allowance	$ -	$ -	$ -	$ -
4203	Vehicle Equipment Repair Parts	$ -	$ -	$ -	$ 75.31
4205	Tires & Tubes	$ -	$ -	$ -	$ -
4211	Fuel & Lubricants	$ -	$ -	$ 966.57	$ 1,785.74
4213	Minor Hand Tools	$ 50.00	$ 50.00	$ -	$ 88.81
4221	General Office Supplies	$ 120.00	$ 100.00	$ 104.56	$ 70.66
4225	Data Processing Supplies	$ -	$ -	$ -	$ -
4227	Books & Pamphlets	$ 500.00	$ 1,000.00	$ -	$ 49.00
4228	Audio Visual Supplies	$ -	$ -	$ -	$ -
4233	Janitorial Supplies	$ 2,000.00	$ 2,000.00	$ 1,768.70	$ -
4235	Batteries	$ -	$ -	$ -	$ -
4237	Household Supplies	$ -	$ -	$ -	$ -
4239	Building Materials	$ 500.00	$ -	$ 98.33	$ -
4251	Food Supplies & Ice	$ -	$ -	$ -	$ -
4263	Testing & ID Materials	$ -	$ -	$ -	$ -
4266	Vehicle Supplies/Detailing	$ -	$ -	$ -	$ 10.00
4299	Miscellaneous Supplies	$ 50.00	$ -	$ 73.93	$ 114.07
4301	Postage & Freight	$ 1,000.00	$ 1,000.00	$ 41.08	$ 403.96
4311	Vehicle Repairs - Outside Shop	$ -	$ -	$ -	$ 2,820.00
4313	Office Equipment Repairs	$ -	$ -	$ -	$ -
4318	Printing & Binding	$ 500.00	$ -	$ -	$ 602.13
4321	Building/Facilities Repairs	$ -	$ -	$ -	$ -
4322	Contract Mowing	$ -	$ -	$ -	$ -
4345	Data Processing Maintenance-So	$ 7,450.00	$ 10,000.00	$ 9,784.12	$ 11,396.76
4346	Data Processing Maintenance-Ha	$ -	$ -	$ -	$ -
4347	Maintenance Agreements	$ -	$ -	$ -	$ -

4355	**Telephone & MiFI Service**	$ -	$ -	$ 444.83	$ 37.99
4356	**Mobile Phone Service**	$ -	$ -	$ 566.12	$ 609.67
4358	**Architectural/Surveying Servic**	$ -	$ -	$ -	$ 150.00
4361	**Legal Service**	$ -	$ -	$ -	$ 3,838.95
4363	**Other Professional Service**	$ 50,000.00	$ 47,000.00	$ 53,405.15	$ 23,139.27
4364	**Engineering Service**	$ 12,000.00	$ -	$ -	$ -
4365	**Advertisement & Notices**	$ -	$ -	$ -	$ 3,971.01
4366	**Publications & Subscriptions**	$ 500.00	$ 500.00	$ 429.10	$ 402.19
4368	**Demolitions & Lot Clearing**	$ 3,000.00	$ 500.00	$ -	$ 400.63
4371	**Insurance - Vehicles**	$ -	$ -	$ -	$ 457.41
4381	**Dues & Memberships**	$ 200.00	$ -	$ -	$ 600.00
4382	**Professional Training**	$ 500.00	$ 500.00	$ 360.00	$ 559.90
4383	**Travel Expense**	$ 200.00	$ 200.00	$ 290.15	$ 516.84
4384	**Licensing**	$ -	$ -	$ 111.00	$ -
4397	**Federal-State-County Fees**	$ -	$ -	$ 6.00	$ 110.67
4398	**Rebate/Refunds**	$ -	$ -	$ -	$ -
4461	**Furniture & Fixtures**	$ -	$ -	$ -	$ -
4464	**Data Processing Equipment**	$ -	$ -	$ -	$ -
4465	**Data Processing Software**	$ -	$ -	$ -	$ -
	Total:	**$ 94,647.20**	**$ 78,639.17**	**$ 153,039.98**	**$ 133,130.26**

Municipal Court

Judicial Staff



Scott Kurth
Presiding Judge

Dana Huffman
City Prosecutor

Department Profile

DEPARTMENT HEAD	Doug Childers	**NEED SERVED STATUS**	Citizens, Attorneys, Prosecutor, and Judge
NUMBER OF EMPLOYEES	2	**GEOGRAPHIC REGION SERVED**	City Limits of Ferris
STAFFING PROFILE AND STRUCTURE	Director | Court Clerks	**TARGET AUDIENCE**	Citizens and Defendants
MAJOR ASSET PROFILE	Handling hundreds of cases a month with 2 staff members	**SUCCESSES OF PAST YEAR**	Reduced over time for court by making the process quicker for the defendants.
NEEDS SERVED / IMPORTANCE	Prosecutor and Judge	**ANTICIPATED CHALLENGES**	Defendants not showing up for court Increasing number of cases with full staff at the Police Department

Vision Statement

We will be a court system, characterized by excellence, that strives to attain justice for the individual and society through the rule of law.

Mission Statement

We are an independent branch of government constitutionally entrusted with the fair and just resolution of disputes in order to preserve the rule of law and to protect the rights and liberties guaranteed by the Constitution and laws of the United States and this State.

Values Statement

Required to accomplish our mission are 10 paramount values representing the core of what we stand for as an organization:

- Integrity
- Honesty
- Respect
- Trustworthy
- Competence
- Ethical
- Professionalism
- Fairness
- Efficiency
- Loyalty

Objectives

Support the Judiciary in its efforts to ensure safe and accessible courts for all who need to resolve citations.

Provide technical assistance and support to all judicial officers and clerks to better serve the public.

Continue to work with the Judge on standing orders for clerks to be able to resolve citations in our office before their court dates.

Provide Defendants with a clear understanding how to resolve their citations and what choices are available to them.

Being able to provide defendants with information about their citations and charges more quickly.

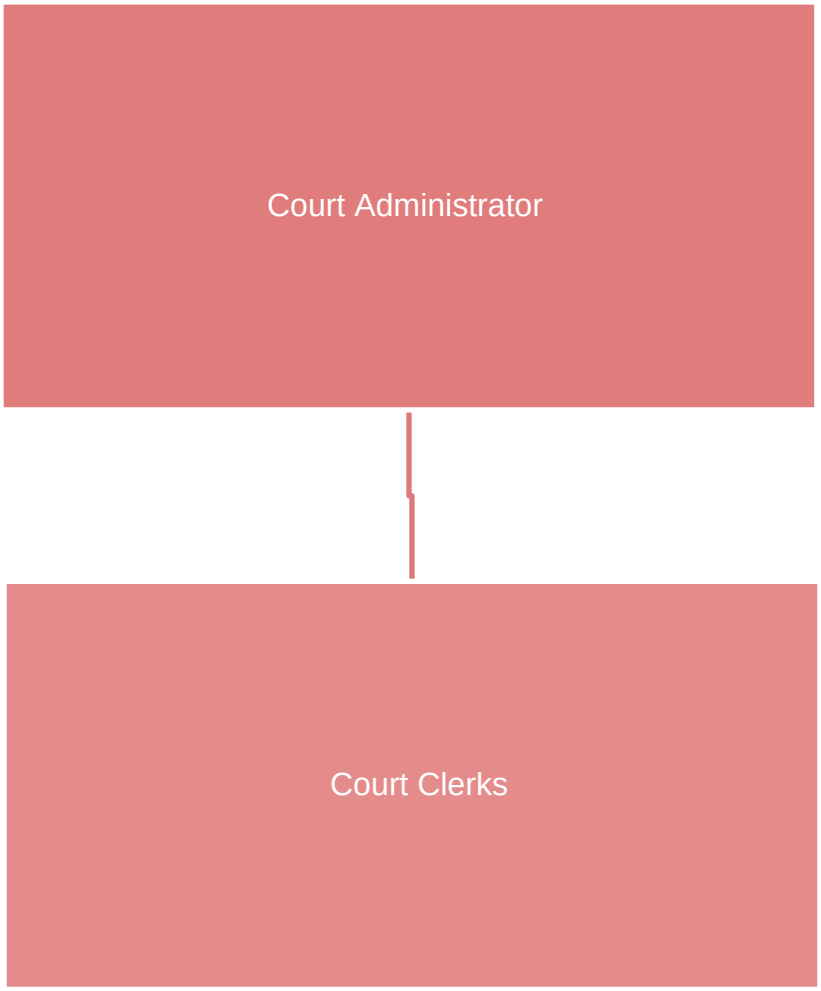
Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Experience and knowledge of Court Staff of Court processes	Quarterly	Evaluations
Man power to work load	Yearly	Stats of timely completion of work
Safety of Court personnel	Daily	Number of incidents at the Court

Management Plan

How components will be assessed	How often to assess	Who will assess
Evaluate staff	Quarterly	Department Head
Run reports on work product completions	Yearly	Department Head / Budget
Evaluate number of reported incidents	Yearly	Department Head / Budget

Organizational Chart



Budget Detail and History

Court Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 51,168.00	$ 58,968.00	$ 56,492.52	$ 74,019.35
4117	Overtime	$ 2,509.20	$ 2,126.25	$ 1,828.90	$ 2,023.51
4120	Certification Pay	$ 4,368.00	$ -	$ -	$ -
4121	FICA	$ 4,440.46	$ 4,673.71	$ 4,396.01	$ 5,835.66
4123	Workers Compensation	$ 127.10	$ 219.94	$ 219.18	$ 321.34
4124	TMRS	$ 3,192.49	$ 3,702.31	$ 3,818.99	$ 5,180.83
4126	Unemployment Insurance	$ -	$ 72.00	$ -	$ -
4127	Health Insurance	$ 11,711.52	$ 13,075.92	$ 11,542.02	$ 9,037.16
4128	Dental Insurance	$ 610.08	$ 610.08	$ 194.88	$ 428.26
4129	Life Insurance	$ -	$ -	$ 112.70	$ 151.90
4130	Vision Insurance	$ 136.32	$ 136.32	$ 141.96	$ 145.54
4213	Minor Hand Tools	$ 25.00	$ 25.00	$ -	$ -
4221	General Office Supplies	$ 300.00	$ 300.00	$ 446.70	$ 117.25
4225	Data Processing Supplies	$ -	$ -	$ 76.25	$ 153.09
4233	Janitorial Supplies	$ -	$ 75.00	$ 4.00	$ 269.43
4235	Batteries	$ -	$ -	$ -	$ -
4237	Household Supplies	$ 175.00	$ 100.00	$ 32.57	$ 169.47
4251	Food Supplies & Ice	$ 200.00	$ 210.00	$ 79.65	$ 145.30
4299	Miscellaneous Supplies	$ 25.00	$ 25.00	$ 160.80	$ 47.00
4301	Postage & Freight	$ 200.00	$ 600.00	$ 308.70	$ 593.05
4313	Office Equipment Repairs	$ -	$ -	$ -	$ -
4318	Printing & Binding	$ 100.00	$ 300.00	$ 231.50	$ -
4321	Building/Facilities Repairs	$ 200.00	$ 200.00	$ 219.05	$ 337.70
4338	Office Equipment Lease/Rental	$ -	$ -	$ -	$ -
4342	Copy Machine Lease/Maintenance	$ -	$ -	$ 1,579.30	$ 1,396.06
4345	Data Processing Maintenance-So	$ -	$ -	$ -	$ -
4346	Data Processing Maintenance-Ha	$ -	$ -	$ -	$ -
4347	Maintenance Agreements	$ -	$ -	$ 124.01	$ -
4351	Electric Service	$ 2,650.00	$ 2,000.00	$ 1,831.73	$ 2,172.83
4352	Water & Sewer Service	$ 365.00	$ 300.00	$ 275.00	$ 245.77
4355	Telephone & MiFI Service	$ 3,175.00	$ 3,120.00	$ 3,219.40	$ 3,561.56
4361	Legal Service	$ -	$ -	$ (2,000.00)	$ 24,334.50
4363	Other Professional Service	$ 42,000.00	$ 42,600.00	$ 26,000.00	$ -
4372	Insurance - Liability/Property	$ -	$ -	$ 408.36	$ 125.52
4378	Banking Admin Expense	$ -	$ 150.00	$ 27.70	$ 48.90
4381	Dues & Memberships	$ 200.00	$ 200.00	$ 60.00	$ 120.00
4382	Professional Training	$ 1,000.00	$ 300.00	$ 100.00	$ 400.00
4383	Travel Expense	$ 500.00	$ 500.00	$ 42.16	$ 972.54

4394	**Contract Labor**	$ -	$ -	$ 17,290.00	$ 15,120.00
4395	**Jury Service**	$ 50.00	$ 150.00	$ -	$ 72.00
	Total:	**$ 129,428.17**	**$ 134,739.53**	**$ 129,264.04**	**$ 147,545.52**

Economic Development

Ferris to get $73-million housing development

By Charles D. Hatfield Jr.
The Ellis County Press

FERRIS – An estimated $73-million plus housing project was approved by Ferris City Council Monday.

A preliminary plat, created by Claymoore Engineering of Bedford, was approved by Ferris Planning and Zoning Commission last week.

The 330+ unit project is expected to be completed within the next five years, according to Steve Donosky, president of Henry S. Miller Development Company. He said the average home price was $80,000 when he started 20 years ago.

"Now, the average prices is around $200,00."

Donosky also said Ferris was in an ideal area for homes.

"Dallas and farther north, home prices are more expensive," according to Donosky.

Ferris is only 18 miles south of Dallas, making commuting easier because of less traffic.

Another attraction for Ferris is the quality of the Ferris Schools.

Economic impact on the completed project is expected to add an estimated $500,000 to Ferris' tax base.

Ferris ISD is a Class 4-A school district offering students a 21st century educational experience in a rural setting.

Wall Homes is currently selling homes to be built on the remaining lots in Shaw Creek Ranch.

Eric Hill, sales consultant for Wall Homes said he had 60 lots still available.

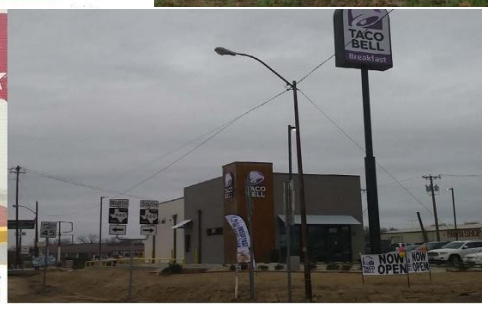
"I'm selling five homes a month and will re out of lots about the time the first phase of the new development begins."

The original Shaw Creek Ranch ground breaking was on Feb. 6, 2004 with 203 lots.

Economic impact on the completed project is expected to add an estimated $500,000 per year to Ferris' tax base.

Currently, the city property tax rate is 0.0069%.

Welcome to FERRIS, TEXAS



Department Profile

DEPARTMENT HEAD	Vacant	**NEED SERVED STATUS**	The department is meeting our needs served and importance at about 75% level.
NUMBER OF EMPLOYEES	1	**GEOGRAPHIC REGION SERVED**	City of Ferris
STAFFING PROFILE AND STRUCTURE	Director	**TARGET AUDIENCE**	There are two target audiences served. First, those who *already live here* and know what the City of Ferris is about and where we are going with the vision. The second are those who may or may not know about the City of Ferris, and through further education on the city begin to *want to know more* about our great community.
MAJOR ASSET PROFILE	Land Parcels: (1) Approximately 9.79 Acre Tract located south of East Eighth Street and east of Interstate 45 northbound. (2) Residential Lots located at the 800 block of East Eighth Street. (1) Residential Lot located at the 600 block of East Eighth Street.	**SUCCESSES OF PAST YEAR**	Increase in quality commercial businesses resulting in an increase to sales tax, jobs and population growth and increase in populace growth through residential inventory growth resulting in a growth within the property tax base is imperative to future sustainability of the city. Within this past year, the City of Ferris has been exposed to many decision makers, site selectors, and brokers bringing greater chances of new developments coming to the community. We will continue to cultivate past relationships and make new ones moving forward.
NEEDS SERVED / IMPORTANCE	Increase our sales tax base through retail, which increases the city budget to provide for better city services. Increase the employment availability within the city to reduce unemployment rate, poverty level. Through the recruitment of deficient retail categories, quality of place is enhanced resulting in reduced leakage in outside spending and increase in populace growth.	**ANTICIPATED CHALLENGES**	With limited staff, the demand is overwhelming resulting in prospective development being sent to the backburner or not getting pursued at all. A need for an additional staff member dedicated solely to this department has been identified.

Vision Statement

To create a community where Ferris is known as a destination for living, working, entertainment and investment

Mission Statement

To create an environment within the community that provides a high quality of life for those seeking to "Live, Work, Play, and Stay."

Values Statement

Integrity: In all things that we do, we do it with Integrity - strong moral principles that guide us to do what is right every time in every situation;

Consistency: Remembering that each situation is one of individuality, however, the treatment to each is equal, fair and uniform regardless of the set of circumstances;

Respect: Remembering that each person, regardless of reason for interaction, is an individual that must be shown value to their opinions and outlook in each given situation;

Customer Service: For Economic Development to truly work, we must remember that each interaction is the strongest form of marketing - as such, let word of mouth regarding the City of Ferris be of highest regard to continue to attract those we serve;

Trustworthy: We must remain an organization that is relied upon to be honest and truthful in everything that we do to accomplish our Mission;

Reliable: To maintain a strong department within the organization, we must be consistent in our quality and performance, bringing successful results regardless of the trials and circumstances;

Commitment to Success: Regardless of failures and struggles that will come with each situation, this is our degree of measurement to every outcome;

Community: Remembering always that we serve the community, keeping their best interests in mind, as we achieve our Mission, reaching for long-term sustainability;

Partnership: Creating strong bonds with those that we associate with will bring stronger collaboration bringing greater value to the organization; and

Teamwork: Regardless of what department we work in, our focus is to serve the greater good of the organization as one team with the same range of view; Growth: Personal growth for each individual, Organizational growth, and Community growth.

Who We Serve

- City Council, Type A / Type B Board: To support the vision of the community
- The Populace that is outside looking in: Those who are wanting to know more about Ferris by residency or business.
- Local Businesses: Gauge the local business climate through the Business Retention and Expansion program.
- Outside Businesses looking in: Continuing to grow our tax base is crucial to our survival and future sustainability.
- Citizens of Ferris: To serve their needs in job creation and progression, increase in city wealth and prosperity, and overall enhancements through community betterment.

Objectives

Downtown Development Plan & Development: Complete the downtown plan and design it to grow the sales tax base, alleviate vacancies, and allow for a mixed use of retail, services, and residential options that will reduce the leakage in spending and provide for greater assets within the community.

Interstate 45 Corridor Plan & Development: Complete the I-45 plan and design it to develop quality businesses with an adequate mix of uses such as dining, entertainment, retail, hospitality and residential. This plan is not to carbon copy businesses that are in neighboring cities but to entice businesses not found within the immediate region allowing for outside spending from surrounding communities to occur. In addition, we should strive to create a community where "Live, Work, Play, Stay" is more than a buzzword but a way of life in the City of Ferris. Through this we can become a destination point that has the potential to cast a net that captures audiences nationwide. To achieve this, strategic planning must take place, such as proper clustering, mixed with creative funding and financing sources such as PID, TIF, Incentives, State and Federal funding.

Rooftops Versus Retail: In order for the retail, hospitality, dining and entertainment sectors to grow, there has to be a strong and diverse consumer base within a proximate region that will provide the support for their sustainability. However, in order for rooftops to grow, there must be the right mix of amenities that truly provides for the "Live, Work, Play, Stay" behavior. In essence, Rooftops and Retail work simultaneously and must be achieved so that one does not outpace the other, thus creating pitfalls in the future. To achieve this, strategic planning must take place, creating funding and financing sources such as PID, TIF, Incentives, State and Federal funding.

Workforce: The availability of a workforce that is sought after by employers is important in every enterprise. Companies today are having to reinvent themselves and become more innovative through channels of automation, technology and "do more with less" intellect. In order to ensure that citizens are not leaving our community seeking work, we must provide diverse avenues that meet demand for sectors seeking a location that provides the workforce they need. Working with the local school district, community colleges and universities, and workforce boards within the region is imperative as we look into the future to create a strong and stable workforce.

Tax Base Growth (Property and Sales): In order for tax increases to occur, we must provide locations for companies seeking to locate or expand and residential opportunities to abound. Determined marketing of the City of Ferris and strict focus on what our audience needs to hear must be on the forefront in order to grow the revenue streams necessary for our sustainability. Marketing the city takes shape in many forms and skillsets, from department created advertising to outsourced community promotional efforts.

Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Sales Tax Growth	2 Year Increments	By percentage of growth benchmarked against other communities of our size, demographic profile, etc.
Business Asset Growth	Annually	By percentage of growth benchmarked against other communities of our size, demographic profile, etc. By quantity of growth benchmarked against other communities of our size, demographic profile, etc.
Populace Growth	2 Year Increments	Using various sources of data (Census, Data.com, EMSI), benchmark our growth percentage against other communities of our size, demographic profile, etc.
Increase in Local Workforce Population	Annually	The increase in our local workforce population is further evidenced by annual reporting data. When we have an increase annually in our local workforce, we can use this additional data to benchmark business stability.

Management Plan

How components will be assessed	How often to assess	Who will assess
To gain a better understanding of Economic Development, I recommend that each board member from both Type A and Type B EDC boards attend at least one Sales Tax Training Class administered by the Texas Economic Development Council. As board members switch out, new board members will take the class within 6 months of being elected to the Type A or Type B EDC board.	As Needed	Economic Development Director
To ensure that the investment by the employee and city brings the best practices and tools that the community can use in economic development endeavors, I recommend the Economic Development Director become CEcD Certified. This requires final coursework completion (Business Retention and Expansion and Economic Development Credit Analysis) by March 2019 and sitting for the exam by August 2019.	N/A	Economic Development Director
Sales Tax Training: State requirement every two years. Next required training will be completed by September 2019 for the current Economic Development Director.	Every Two Years	Economic Development Director
Industry Demand: In order to ensure that the Department of Economic Development is attempting to recruit businesses that meet the needs of our community and surrounding region, we must monitor what demand data and analysis shows. Meeting with our local businesses is imperative in order to maintain a healthy and business-friendly environment that entices additional enterprise that see value in clustering with our existing businesses.	Industry Demand: Every 2 Years Business Retention and Expansion Program: Ongoing	Economic Development Director

Organizational Chart

Economic Development
Director

Budget Detail and History

EDC Expenditures		2019	2018	2017	2016
Account Object	Description	Proposed	Budgeted	Actual	Actual
4111	Regular Salaries	$ 60,008.00	$ 63,003.20	$ 25,191.76	$ -
4121	FICA	$ 4,590.61	$ 4,819.74	$ 1,914.87	$ -
4123	Workers Compensation	$ 149.06	$ 260.28	$ -	$ -
4124	TMRS	$ 3,300.44	$ 4,082.61	$ 1,587.58	$ -
4126	Unemployment Insurance	$ -	$ 36.00	$ -	$ -
4127	Health Insurance	$ 5,855.76	$ 4,852.26	$ 2,198.48	$ -
4128	Dental Insurance	$ 305.04	$ 226.98	$ 37.12	$ -
4129	Life Insurance	$ -	$ -	$ 19.60	$ -
4130	Vision Insurance	$ 68.16	$ 51.12	$ 27.04	$ -
4189	Moving Expenses	$ -	$ -	$ 3,500.00	$ -
4221	General Office Supplies	$ 50.00	$ 50.00	$ 93.68	$ -
4225	Data Processing Supplies	$ -	$ -	$ 66.95	$ -
4235	Batteries	$ -	$ -	$ -	$ -
4241	Landscaping Supplies	$ -	$ -	$ -	$ -
4251	Food Supplies & Ice	$ 200.00	$ -	$ -	$ -
4275	Signs & Sign Materials	$ -	$ -	$ -	$ -
4299	Miscellaneous Supplies	$ -	$ 77.07	$ -	$ -
4301	Postage & Freight	$ -	$ -	$ -	$ -
4318	Printing & Binding	$ -	$ -	$ 88.46	$ -
4345	Data Processing Maintenance-So	$ 6,000.00	$ 1,032.00	$ 4,375.00	$ -
4355	Telephone & MiFI Service	$ 456.00	$ -	$ -	$ -
4356	Mobile Phone Service	$ 650.00	$ -	$ 327.14	$ -
4363	Other Professional Service	$ 1,600.00	$ 1,599.99	$ -	$ -
4364	Engineering Service	$ -	$ -	$ -	$ -
4365	Advertisement & Notices	$ 5,000.00	$ 5,400.00	$ -	$ -
4381	Dues & Memberships	$ 700.00	$ 500.00	$ 1,245.00	$ -
4382	Professional Training	$ 500.00	$ 1,150.00	$ 254.00	$ -
4383	Travel Expense	$ 3,000.00	$ 5,249.78	$ 3,023.88	$ -
4390	Marketing/Promotional Activiti	$ 1,000.00	$ 2,131.66	$ 1,693.49	$ -
4464	Data Processing Equipment	$ -	$ 1,845.53	$ 1,963.22	$ -
	Total:	**$ 93,433.07**	**$ 96,368.22**	**$ 47,607.27**	**$ -**

Administration

Bill Jordan
City Manager

Department Profile

DEPARTMENT HEAD	Bill Jordan	**NEED SERVED STATUS**	Visioning - Startup Leadership - Ongoing; communicable
NUMBER OF EMPLOYEES	2 9 in span of control	**GEOGRAPHIC REGION SERVED**	City Limits of Ferris ETJ Northern Ellis/Southern Dallas Region
STAFFING PROFILE AND STRUCTURE	City Manager - Assistant | Fire-Police-Library-Finance-Economic Development-Community Development-IT/Courts-Seniors	**TARGET AUDIENCE**	Staff Council Citizens Regional Residents & Leaders
MAJOR ASSET PROFILE	City Hall Council Chambers	**SUCCESSES OF PAST YEAR**	Lowered Turnover Prepared new Policy Manual
NEEDS SERVED / IMPORTANCE	Visioning - High Leadership - High	**ANTICIPATED CHALLENGES**	Infrastructure Related to Growth Changing the Reputation of Ferris Workload on Staff Budget Restrictions

Vision Statement

The City of Ferris has an organizational culture that produces excellence, drives the eagerness to learn and improve, and inspires others to do the same.

Mission Statement

To provide the leadership to guide the City of Ferris toward successfully achieving the vision of the City Council.

Values Statement

Integrity is doing the right thing when no one else is looking; it builds trust in a relationship and allows team members to approach each other about ethical issues without fear; leading to growth, excellence, and success.

Growth is the improvement of one's technical, social, and leadership skills, and using those skills to improve the organization as a whole.

Commitment to Success is having the integrity and accountability to see the City's goals through to success.

Accountability Is taking ownership of your goals and duties and having the courage to take the recognition when things go right and responsibility when they do not.

Competence Is knowing your job, doing it to the best of your ability, and proactively seeking assistance and training to improve.

Ethics is doing the right thing even if the alternative is legal.

Legal Is doing things that do not violate the law or the public trust.

Customer Service is ensuring that the customer's problem is resolved efficiently, professionally, correctly, and respectfully.

Fun is enjoying the job you do and inspiring others to be great.

Risk-Taking is thinking outside the box to come up with innovative solutions to problems.

Who We Serve

- Citizens
- Council
- Staff
- External Organizations
- Regional Residents

- Regional Leaders
- Visitors

Objectives

Detailed City Vision

SPECIFIC: A vision plan that is detailed in how the City will grow, and to what ends.
MEASURABLE: Benchmarks to be placed for each portion of the plan.
ACHIEVEABLE: Creating a master vision Is achievable
REALISTIC: This objective is necessary to guide decision making.
TIMEBOUND: Though the vision my change as we go forward, having no solidified vision leads to conflicting goals. Setting the vision as soon as possible reduces the exposure to confliction decisions.

Infrastructure Growth Plan

SPECIFIC: A plan that outlines infrastructure needs based on expected growth as well as finance methods for installation/repair.
MEASURABLE: Benchmarks to be placed for each portion of the plan.
ACHIEVEABLE: Creating an infrastructure growth plan Is achievable
REALISTIC: This objective is necessary to guide decision making.
TIMEBOUND: Though the plan my change as we go forward, having no solidified plan leads to conflicting goals. Developing the plan as soon as possible reduces the exposure to confliction decisions.

New Municipal Facilities

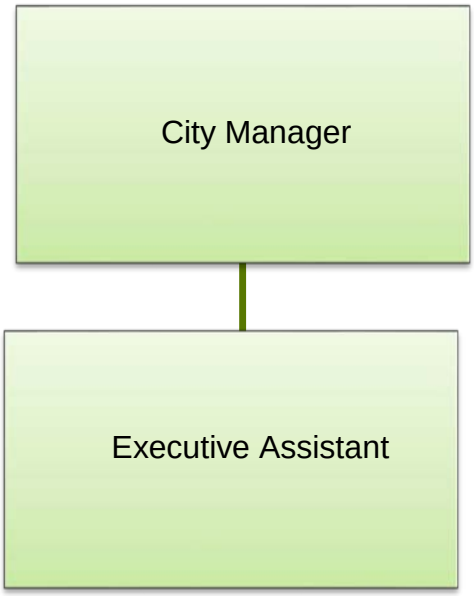
SPECIFIC: Build new municipal facilities for all departments.
MEASURABLE: New facility is constructed.
ACHIEVEABLE: Can be achieved with proper financing.
REALISTIC: This current city facilities are undersized, in disrepair, or temporary. New facilities are needed.
TIMEBOUND: With the City seeing growth, new facilities are needed to support a growing staff.

Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Operate without need of landfill	During Budgeting Process	Budget analysis
Grow tax base along Interstate 45	During Budgeting Process	Revenue analysis Certificate of Occupancy counts
Grow tax base in Downtown	During Budgeting Process	Revenue Analysis Certificate of Occupancy counts Property Value analysis
Maintain infrastructure in line with demands	During Budgeting Process	Capacity versus demand Compare growth to infrastructure investment

Management Plan		
How components will be assessed	**How often to assess**	**Who will assess**
Operate without need of landfill. Determine if base operations can be funded without including the landfill revenues.	Annually	City Manager
Grow tax base along Interstate 45. Determine if tax revenues have increased as a result of economic development activities along the Interstate 45 corridor.	Annually	City Manager, Economic Development
Grow tax base in Downtown. Determine if tax revenues have increased as a result of economic development activities in downtown.	Annually	City Manager, Economic Development
Maintain infrastructure in line with demands. Determine if location of infrastructure improvements align with the location of new development and re-development .	Annually	City Manager, Economic Development, Public Works

Organizational Chart



Budget Detail and History

Administration Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 112,694.40	$ 112,694.40	$ 106,904.55	$ 206,703.93
4117	Overtime	$ 1,828.00	$ 1,827.60	$ 358.88	$ 752.64
4121	FICA	$ 9,051.63	$ 9,051.63	$ 8,477.16	$ 15,955.06
4122	Service Award	$ -	$ -	$ -	$ 400.00
4123	Workers Compensation	$ 279.93	$ 425.96	$ 409.53	$ 648.51
4124	TMRS	$ 6,507.71	$ 7,170.31	$ 7,202.12	$ 14,292.60
4126	Unemployment Insurance	$ 7,000.00	$ 72.00	$ -	$ -
4127	Health Insurance	$ 11,711.52	$ 13,075.92	$ 12,641.26	$ 19,501.24
4128	Dental Insurance	$ 610.08	$ 610.08	$ 222.72	$ 924.06
4129	Life Insurance	$ -	$ -	$ 112.70	$ 200.90
4130	Vision Insurance	$ 136.32	$ 136.32	$ 155.48	$ 314.06
4141	Vehicle Allowance	$ 3,200.00	$ 3,200.00	$ 3,200.04	$ 4,800.00
4148	Mobile Phone Allowance	$ 600.00	$ 600.00	$ 600.00	$ 600.00
4213	Minor Hand Tools	$ -	$ -	$ -	$ -
4218	First Aid/Medical Supplies	$ -	$ 50.00	$ -	$ -
4221	General Office Supplies	$ 1,700.00	$ 1,700.00	$ 874.96	$ 1,506.12
4225	Data Processing Supplies	$ -	$ -	$ 372.10	$ 1,475.33
4227	Books & Pamphlets	$ -	$ 200.00	$ -	$ 85.00
4228	Audio Visual Supplies	$ -	$ -	$ 540.99	$ 74.88
4233	Janitorial Supplies	$ -	$ -	$ -	$ 1,278.99
4234	Donations Expense	$ -	$ -	$ -	$ -
4235	Batteries	$ -	$ -	$ 23.33	$ 62.25
4236	Chemicals	$ -	$ -	$ -	$ -
4237	Household Supplies	$ 250.00	$ 250.00	$ 251.49	$ 394.53
4239	Building Materials	$ -	$ -	$ 3,263.15	$ 439.07
4241	Landscaping Supplies	$ 250.00	$ 250.00	$ 23.88	$ 250.00
4251	Food Supplies & Ice	$ 2,000.00	$ 2,000.00	$ 2,039.61	$ 2,419.96
4254	Plaques & Awards/Ceremonial	$ 700.00	$ 500.00	$ 685.68	$ 50.00
4299	Miscellaneous Supplies	$ 150.00	$ 150.00	$ 278.46	$ 817.83
4301	Postage & Freight	$ 100.00	$ 100.00	$ 124.81	$ 534.19
4313	Office Equipment Repairs	$ -	$ -	$ -	$ -
4318	Printing & Binding	$ 500.00	$ 100.00	$ 247.97	$ 2,199.23
4320	Janitorial Services	$ -	$ -	$ -	$ 8.99
4321	Building/Facilities Repairs	$ 1,000.00	$ 500.00	$ 5,705.25	$ 3,533.63
4335	R R Property Lease/Rental	$ 8,365.00	$ 8,050.00	$ 7,800.00	$ 5,128.59
4342	Copy Machine Lease/Maintenance	$ -	$ -	$ 7,771.16	$ 7,943.47
4345	Data Processing Maintenance-So	$ -	$ -	$ -	$ 89.49
4347	Maintenance Agreements	$ 400.00	$ 400.00	$ 534.32	$ 237.37

4349	**Pest Control Service**	$ 1,000.00	$ 500.00	$ 740.00	$ 480.00
4351	**Electric Service**	$ 3,200.00	$ 4,000.00	$ 7,678.28	$ 7,321.84
4352	**Water & Sewer Service**	$ 1,288.00	$ 1,100.00	$ 1,945.22	$ 1,732.20
4354	**Gas Service**	$ 820.00	$ 800.00	$ 1,285.79	$ 986.07
4355	**Telephone & MiFI Service**	$ 13,750.00	$ 13,000.00	$ 12,271.26	$ 14,158.27
4359	**Security Alarm Service**	$ -	$ -	$ 2,105.25	$ 2,915.66
4361	**Legal Service**	$ 42,000.00	$ 36,000.00	$ 36,634.53	$ 35,099.28
4363	**Other Professional Service**	$ 1,500.00	$ 1,360.00	$ 13,053.39	$ 33,707.76
4364	**Engineering Service**	$ -	$ -	$ -	$ 5,042.50
4365	**Advertisement & Notices**	$ -	$ -	$ -	$ 3,451.89
4366	**Publications & Subscriptions**	$ -	$ -	$ -	$ 1,782.32
4372	**Insurance - Liability/Property**	$ 22,184.38	$ 30,107.47	$ 10,440.73	$ 25,105.70
4379	**Municipal Code Supplement**	$ -	$ -	$ -	$ 7,775.20
4381	**Dues & Memberships**	$ 1,500.00	$ 1,450.00	$ 1,429.94	$ 1,658.94
4382	**Professional Training**	$ 1,000.00	$ 1,250.00	$ 3,574.00	$ 620.00
4383	**Travel Expense**	$ 1,400.00	$ 1,250.00	$ 1,197.97	$ 4,579.03
4390	**Marketing/Promotional Activiti**	$ 1,000.00	$ 200.00	$ 390.10	$ 787.00
4397	**Federal-State-County Fees**	$ -	$ -	$ 36.00	$ 102.56
4420	**Building/Construction Improvem**	$ -	$ -	$ -	$ -
4460	**Office Equipment**	$ -	$ -	$ -	$ -
4461	**Furniture & Fixtures**	$ 400.00	$ -	$ 899.91	$ 1,567.02
4464	**Data Processing Equipment**	$ -	$ -	$ -	$ -
4912	**City Manager Reserve**	$ -	$ 35,000.00	$ -	$ 14,417.60
	Total:	**$ 260,076.97**	**$ 289,131.69**	**$ 264,503.97**	**$ 456,912.76**

Council
(City Secretary)

Callie Green, City Secretary

Department Profile

DEPARTMENT HEAD	City Secretary	**NEED SERVED STATUS**	Organizational transparency: Open Records Elections Alcohol permits Human Resources Records Retention Agendas and Minutes
NUMBER OF EMPLOYEES	One	**GEOGRAPHIC REGION SERVED**	City Limits of Ferris ETJ Northern Ellis County / Southern Dallas County
STAFFING PROFILE AND STRUCTURE	Council and City Secretary	**TARGET AUDIENCE**	Staff City Council Citizens Regional Residents and Leaders
MAJOR ASSET PROFILE	Records	**SUCCESSES OF PAST YEAR**	Created a new, up-to-date, records retention log Completed the backflow of past records destruction overloading storage Digitized all current Employee Records Implemented a digital Agenda process
NEEDS SERVED / IMPORTANCE	Organizational Transparency	**ANTICIPATED CHALLENGES**	Creating a Charter with a home rule population. An increased workload with the increase of population.

Vision Statement

The City Secretary's vision for the City of Ferris is to provide efficient and effective City services and infrastructure with sound fiscal policies that create an enjoyable quality of life in a safe and viable community.

Mission Statement

The City Secretary's Office mission is to support, facilitate and strengthen the governmental processes of the City of Ferris by being the Historian of the City, providing continuity as elected official's change, process governmental actions to meet legal mandates and implement the record policies of the City.

Values Statement

Service - Providing City services at the highest level for the advancement of the Community.

Professionalism- Serving with the highest level of respect, skills, and judgment in each situation.

Respect- Treating each person with dignity and honoring the sacredness of human life.

Excellence- The expectation of engaging in outstanding levels of performance and providing personalized quality care.

Compassion- Showing empathy and care for sick and vulnerable.

Innovation- Continuously learning and developing to improve the City of Ferris. To build our success and learn from our failures.

Collaboration - Working together for the common good of the community.

Community - Encourage an atmosphere of respect, trust and cooperation along with energizing and inspiring each other.

Pride - Dedicated to serving the City of Ferris and proud of the work we do.

Integrity - The state of being honest, fair and ethical in every situation, even if unpopular.

Who We Serve

Mayor, City Council, Election office, staff and department heads, Public/citizens/ community, City Attorney, American Legal, other Cities / Secretaries / Yellow Rose Chapter.

Objectives

Organizational Transparency

Specific - Transparency through all open records requests, elections, alcohol permits, human resources, records retention, agendas and minutes.
Measurable - Meeting attendance- no complaints.
Achievable - Creating organizational transparency is achievable.
Realistic - This is realistic because it is required by law and demanded by the citizens.
Timebound - This is on an as needed basis.

Prepare for a potential Home Rule

Specific -With the expected growth of Ferris, a Home Rule City could be a reality within the next five years.
Measurable - This is measured by population.
Achievable - This is achievable after growth and via an election.
Realistic - This is realistic because it would be necessary if we hit a population of 5,000 or more we would qualify as a Home Rule City
Timebound - This is a projection within the next five years.

Prepare for an increased workload

Specific - A steadily growing population means more demand for the City Secretary.
Measurable - This can be measured by meeting those demands within the allotted time.
Achievable - This will be achievable by creating another position and teaching them.
Realistic - This is realistic because an increased workload would need to be spread between more than one person.
Timebound - This is expected to possibly take place before I am overwhelmed and addressing the timeline as the population increases.

Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Training credits for Council/training hours	October 1st.	Pulling certificates from files
Quality of customer service pertaining to open records request	Monthly	Run report from surveys
Create and post Agendas	Weekly	Able to conduct a legal and ethical meeting
H.R. duties to include onboarding	Continuous	Evaluate error rate and completion dates
Record Retention	Annually	Review and update retention list

Management Plan

How components will be assessed	How often to assess	Who will assess
Training for City Council. Council should do a minimal of six hours per year	Annually	City Secretary
Open records request will offer a survey of our services	Monthly	City Secretary
Every Agenda will follow all City and State guidelines for open meeting act	Weekly	City Secretary
Human Resources will follow all City protocols to onboard all employees	Continuous	City Secretary
City Secretary will review all records to process any records that need to be updated or destroyed	October 1st	City Secretary

Organizational Chart

City Secretary

Budget Detail and History

City Council Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 60,008.00	$ 60,008.00	$ 49,836.72	$ -
4116	Part Time Salaries/Wages	$ 4,200.00	$ 4,200.00	$ 3,875.00	$ 3,900.00
4117	Overtime	$ -	$ -	$ -	$ -
4121	FICA	$ 4,590.61	$ 4,590.61	$ 3,812.23	$ -
4123	Workers Compensation	$ 618.00	$ 332.03	$ 279.64	$ -
4124	TMRS	$ 3,300.44	$ 3,636.48	$ 3,171.45	$ -
4126	Unemployment Insurance	$ -	$ 36.00	$ -	$ -
4127	Health Insurance	$ 5,855.76	$ 6,537.96	$ 6,595.44	$ -
4128	Dental Insurance	$ 305.04	$ 305.04	$ 111.36	$ -
4129	Life Insurance	$ -	$ -	$ 58.80	$ -
4130	Vision Insurance	$ 68.16	$ 68.16	$ 81.12	$ -
4196	College Education Fund	$ -	$ -	$ -	$ -
4213	Minor Hand Tools	$ -	$ -	$ -	$ -
4221	General Office Supplies	$ -	$ -	$ 495.62	$ -
4225	Data Processing Supplies	$ -	$ -	$ -	$ -
4227	Books & Pamphlets	$ 800.00	$ 800.00	$ 127.50	$ -
4228	Audio Visual Supplies	$ -	$ -	$ -	$ -
4237	Household Supplies	$ -	$ -	$ -	$ -
4239	Building Materials	$ 5,000.00	$ 5,000.00	$ -	$ -
4251	Food Supplies & Ice	$ 700.00	$ 800.00	$ -	$ -
4254	Plaques & Awards/Ceremonial	$ 1,200.00	$ 1,200.00	$ 381.51	$ 2,189.31
4299	Miscellaneous Supplies	$ 900.00	$ -	$ -	$ -
4301	Postage & Freight	$ 100.00	$ 100.00	$ (0.49)	$ -
4318	Printing & Binding	$ 300.00	$ 300.00	$ 45.30	$ -
4321	Building/Facilities Repairs	$ 250.00	$ 500.00	$ 9.97	$ 48.76
4345	Data Processing Maintenance-So	$ 1,700.00	$ 1,200.00	$ -	$ -
4351	Electric Service	$ 1,100.00	$ 1,800.00	$ -	$ -
4352	Water & Sewer Service	$ 650.00	$ 600.00	$ -	$ -
4354	Gas Service	$ 800.00	$ 800.00	$ -	$ -
4361	Legal Service	$ -	$ -	$ 5,014.95	$ 5,232.00
4363	Other Professional Service	$ 7,050.00	$ 17,656.60	$ 7,625.00	$ 4,274.00
4365	Advertisement & Notices	$ 4,600.00	$ 4,600.00	$ 5,770.95	$ 2,492.47
4366	Publications & Subscriptions	$ 400.00	$ 400.00	$ 517.50	$ 335.00
4375	Small Tort Claims	$ -	$ -	$ 500.00	$ 495.00
4379	Municipal Code Supplement	$ 3,000.00	$ 3,000.00	$ 2,928.87	$ -
4381	Dues & Memberships	$ 4,200.00	$ 4,450.00	$ 2,195.00	$ 2,947.00
4382	Professional Training	$ 2,000.00	$ 2,000.00	$ 812.49	$ -
4383	Travel Expense	$ 1,500.00	$ 1,500.00	$ 606.49	$ 4,202.83

4390	**Marketing/Promotional Activiti**	$ -	$ -	$ 99.58	$ 405.47
4392	**Contribution to Other Agencies**	$ -	$ -	$ -	$ -
4397	**Federal-State-County Fees**	$ 250.00	$ 450.00	$ -	$ -
4398	**Rebate/Refunds**	$ -	$ 9,000.00	$ 5,885.38	$ 7,073.06
4420	**Building/Construction Improvem**	$ -	$ 131,227.31	$ 78.00	$ 10,816.03
4460	**Office Equipment**	$ -	$ -	$ -	$ 2,489.52
4461	**Furniture & Fixtures**	$ -	$ -	$ 77.50	$ 133.98
4464	**Data Processing Equipment**	$ 800.00	$ -	$ 3,912.72	$ 594.94
4911	**City Council Reserve**	$ 3,000.00	$ -	$ 50,593.37	$ 118,206.22
	Total:	**$ 119,246.01**	**$ 267,098.19**	**$ 155,498.97**	**$ 165,835.59**

Finance

FINANCE DIRECTOR
Melissa Gonzalez

Department Profile

DEPARTMENT HEAD	Melissa Gonzalez	**NEED SERVED STATUS**	Financial oversight for the city-ongoing constantly improving with new software & the use of time clock plus
NUMBER OF EMPLOYEES	2	**GEOGRAPHIC REGION SERVED**	City limits of Ferris
STAFFING PROFILE AND STRUCTURE	1-Finance Director 1-Assistant Finance Director	**TARGET AUDIENCE**	• Mayor/Council/City Staff • Citizens of Ferris • Vendors • New Prospects • All Customers
MAJOR ASSET PROFILE	Financial software & annual financial reports	**SUCCESSES OF PAST YEAR**	STW software initiated & narrowed scope of responsibilities
NEEDS SERVED / IMPORTANCE	Financial oversight for the city-high	**ANTICIPATED CHALLENGES**	Insuring proper funding for growth/insuring proper staffing for expected workload increases

Vision Statement

A finance department that provides outstanding financial services & produces a budget that meets or exceeds GFOA standards.

Mission Statement

To provide timely accurate information with integrity and dedication of excellence to the mayor, council, city staff, and citizens.

Values Statement

Legal-providing accounting services that meet the legal requirements of Texas state law & GAAP practices

Integrity-doing the right thing when no one else is looking; decisions made in the best interest of the city as a whole rather than the desires of personal preferences

Teamwork-a team of people built with trust, strong appreciation for each other, and focusing on positive things to seek improvement in all areas of city government.

Accountability-being responsible for using your resources for meeting the needs of your community to the best of your ability, obligation to report, explain and be answerable

Customer Service- understanding the needs of different customers, keeping promises, and delivering consistently high standards defines good customer service

Ethics-an individual's moral judgements about right and wrong, a code of ethics clearly lays out the rules for behavior and provides the groundwork for a preemptive warning

Respect-an unspoken way of communication which builds value and unshaken and strong relationships with the city council, city staff and community

Fairness-impartial and just treatment or behavior without favoritism or discrimination toward city council, city staff and community

Trustworthy-able to be relied on as honest or truthful; educate, be transparent, don’t overpromise, stay involved, listen and provide next steps in city accounting

Commitment to Success- see the good, risk failure, work hard, be consistent, be passionate, nurture relationships, keep things in balance, and seek feedback

Who We Serve

- Mayor/Council
- Citizens of Ferris
- City Staff
- Vendors
- New Prospects
- All Customers

Objectives

CREATE GFOA APPROVED BUDGET-Identify Stakeholder Concerns, Needs, and Priorities while evaluating our community's capital assets, condition, external factors, opportunities and challenges. We must develop programs and services consistent with policies and plans that benchmark how well a program and or activity that is provided functions while meeting our needs. We need to create an organizational structure and management strategy that facilitates attainment of programs and financial goals. Through this we can provide greater opportunities within the budget process for stakeholder input that fosters a financial planning process to assess long term financial implications of current and proposed policies, programs, and assumptions that develop appropriate strategies to achieve our end goal. The implementation of the 5-year plan integrated with the methods of Six Sigma bring together a realistic timeline.

REDUCE ERRORS IN ACCOUNTING RECORDS- By creating streamlined processes we can reduce errors in accounts receivable and payables by reducing impact to asset accounts. The increased paperwork and time spent on correcting even the smallest error can contribute to lost resources. The advancements brought on by STW have contributed greatly by reducing human errors in reconciliation. STW has minimized data entry errors by combining what was a multi-step process of information input to a more streamlined mechanism of posting information. Continuous progress is necessary to ensure that accounting records are accurate.

PREPARE FOR FINANCIAL CATASTROPHE- It is inevitable that the revenues received by Waste Management will end. In addition to this, economic factors, such as business closures that can lead to residential loss can occur. To ensure minimal disruption to the operations of government within the City of Ferris, we must create revenue stream avenues that are outside of the standard sales and property taxes. The creation of high wage jobs outside of retail only will aide in continued population growth and encouragement of continued spending. We must continue to monitor the economic forecasts projected by economists so that regardless of what storm comes the City of Ferris can weather it.

Measurements of Success

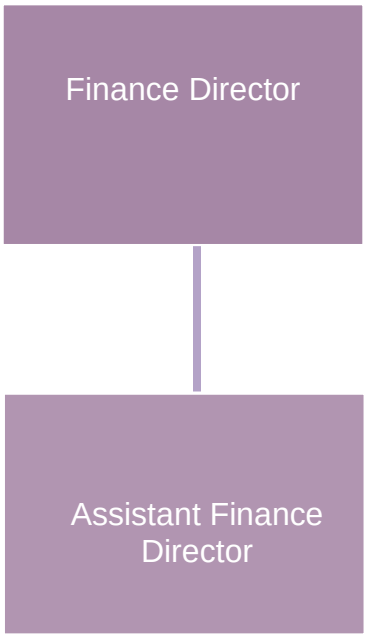
Measurable Component Description	When to Measure	How to Measure
SALES AND PROPERTY TAX GROWTH	DURING BUDGET PROCESS	By percentage of growth benchmarked against other communities of our size, demographics, etc. Taking a look at trend and year over year growth.
BUSINESS & RESIDENTIAL ASSET GROWTH	DURING BUDGET PROCESS	By percentage of growth benchmarked against other communities of our size, demographics, etc. Taking a look at trend and year over year growth. Quality of these types of developments will affect property tax valuations.
POPULATION GROWTH	AFTER CENSUS PROJECTIONS ARE RELEASED	By percentage of growth benchmark against other communities of our size, demographics, etc. As our population grows, spending will increase, demand for additional taxable goods and services will increase, and demand for residential will continue.
ANNEXATION	AS NEEDED	As annexation continues our stock in residential and business developments will increase bringing additional tax revenues into the city.

Management Plan		
How components will be assessed	**How often to assess**	**Who will assess**
Evaluation of appraisal and comptroller records.	ANNUALLY	CITY MANAGER
Evaluation of comptroller records.	ANNUALLY	CITY MANAGER
Evaluation of census report.	ANNUALLY	CITY MANAGER
Review of annexation ordinances.	AS NEEDED	CITY MANAGER

Accomplishments

The implementation of a New Financial Software that includes: General Ledger, Accounts Payable, Payroll, Budget, Cash Receipts, Fixed Assets, & Utility Billing. This software will allow personnel to be more productive and alleviate wasted time.

Organizational Chart



Budget Detail and History

Finance Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 107,120.00	$ 107,120.00	$ 102,063.66	$ 94,154.28
4117	Overtime	$ 2,484.00	$ 1,242.00	$ 4,747.68	$ 4,241.78
4121	FICA	$ 8,407.66	$ 8,312.64	$ 7,627.74	$ 7,357.99
4122	Service Award	$ -	$ -	$ -	$ 800.00
4123	Workers Compensation	$ 266.09	$ 391.18	$ 342.80	$ 344.76
4124	TMRS	$ 6,044.72	$ 6,584.92	$ 6,955.52	$ 6,636.55
4126	Unemployment Insurance	$ -	$ 72.00	$ -	$ -
4127	Health Insurance	$ 11,711.52	$ 13,075.92	$ 13,190.88	$ 11,415.36
4128	Dental Insurance	$ 610.08	$ 610.08	$ 222.72	$ 540.96
4129	Life Insurance	$ -	$ -	$ 117.60	$ 117.60
4130	Vision Insurance	$ 136.32	$ 136.32	$ 162.24	$ 183.84
4141	Vehicle Allowance	$ 300.00	$ 300.00	$ 300.00	$ 300.00
4213	Minor Hand Tools	$ -	$ -	$ -	$ -
4218	First Aid/Medical Supplies	$ -	$ -	$ -	$ -
4221	General Office Supplies	$ 150.00	$ 150.00	$ 150.83	$ 346.50
4225	Data Processing Supplies	$ -	$ -	$ -	$ 608.08
4227	Books & Pamphlets	$ -	$ -	$ -	$ -
4235	Batteries	$ -	$ -	$ -	$ -
4237	Household Supplies	$ -	$ -	$ -	$ 52.12
4239	Building Materials	$ -	$ -	$ -	$ -
4251	Food Supplies & Ice	$ -	$ -	$ -	$ 86.79
4254	Plaques & Awards/Ceremonial	$ -	$ -	$ -	$ -
4299	Miscellaneous Supplies	$ 25.00	$ 25.00	$ 55.43	$ 39.83
4301	Postage & Freight	$ 600.00	$ 650.00	$ 677.39	$ 882.40
4313	Office Equipment Repairs	$ -	$ -	$ -	$ -
4318	Printing & Binding	$ 550.00	$ 450.00	$ 300.00	$ 1,101.95
4321	Building/Facilities Repairs	$ -	$ -	$ -	$ -
4338	Office Equipment Lease/Rental	$ -	$ -	$ -	$ 225.48
4342	Copy Machine Lease/Maintenance	$ -	$ -	$ -	$ 50.48
4345	Data Processing Maintenance-So	$ 19,500.00	$ -	$ 2,905.00	$ 3,135.00
4346	Data Processing Maintenance-Ha	$ -	$ -	$ -	$ -
4355	Telephone & MiFI Service	$ -	$ -	$ 757.51	$ 1,124.82
4362	Audit Service	$ 35,000.00	$ 33,000.00	$ 32,634.78	$ 25,582.50
4363	Other Professional Service	$ -	$ -	$ -	$ -
4365	Advertisement & Notices	$ -	$ -	$ -	$ -
4366	Publications & Subscriptions	$ -	$ -	$ -	$ -
4372	Insurance - Liability/Property	$ -	$ -	$ -	$ 706.10
4378	Banking Admin Expense	$ 200.00	$ 200.00	$ 103.62	$ 108.87

4380	**Bad Debt Expense**	$ -	$ -	$ -	$ -
4381	**Dues & Memberships**	$ 475.00	$ 250.00	$ 160.00	$ 195.94
4382	**Professional Training**	$ 2,262.00	$ 700.00	$ -	$ 255.00
4383	**Travel Expense**	$ 2,000.00	$ 1,000.00	$ 38.41	$ 602.82
4420	**Building/Construction Improvem**	$ -	$ -	$ 1,250.00	$ -
4460	**Office Equipment**	$ -	$ -	$ -	$ -
4461	**Furniture & Fixtures**	$ -	$ -	$ -	$ 264.30
4464	**Data Processing Equipment**	$ -	$ -	$ -	$ -
4465	**Data Processing Software**	$ -	$ -	$ -	$ -
4491	**Special Purpose Equipment**	$ -	$ -	$ -	$ -
4851	**Ellis Appraisal District**	$ 6,150.00	$ 6,000.00	$ 5,765.40	$ 5,451.16
4852	**Ellis County Tax Collection**	$ 1,450.00	$ 1,500.00	$ 1,386.00	$ 1,417.00
4881	**Miscellaneous Refunds**	$ -	$ -	$ -	$ -
	Total:	**$ 205,442.39**	**$ 181,770.06**	**$ 181,915.21**	**$ 168,330.26**

Library

FERRIS
BASKETBALL
4
FERRIS
The
Mobile
Dairy Classroom

Department Profile			
DEPARTMENT HEAD	Kathy Harrington	**NEED SERVED STATUS**	Medium - Need Wireless Printing, Color Copies, On-line Genealogy Resource, More Seating for WiFi Users
NUMBER OF EMPLOYEES	2 Full Time, 2 Part Time	**GEOGRAPHIC REGION SERVED**	General Public, Ferris and Surrounding Areas
STAFFING PROFILE AND STRUCTURE	Director Full Time, Assistant Full Time, 2 Part Time Clerks Part Time Scheduling Increases During Summer Months	**TARGET AUDIENCE**	Citizens of All Ages
MAJOR ASSET PROFILE	Collection, Genealogy, Computers	**SUCCESSES OF PAST YEAR**	Summer Reading Program
NEEDS SERVED / IMPORTANCE	Public Access to Internet and Printing, Early and Reluctant Readers, WiFi Usage, Audio and Large Print for Senior Citizens and Children with Learning Disabilities	**ANTICIPATED CHALLENGES**	WiFi Demand, Staff Training

Vision Statement

The Ferris Public Library will be known as our community's gateway to information for all aspects of life enrichment.

Mission Statement

The mission of the Ferris Public Library is to link the community to a world of information in a variety of formats to educate, inspire, and entertain, with excellent customer service in a welcoming environment that promotes lifelong learning and the continuation of our nation's unique intellectual freedom.

Values Statement

The Ferris Public Library offers a safe and fun environment and encourages creativity and higher educational achievements. We strive to create partnerships with organizations such as Ferris ISD, Ferris Senior Center, local community colleges and businesses. The Ferris Public Library's Staff will show respect to our patrons and safeguard their privacy. Quality customer service will be practiced at

all times, with individual accountability for each employee.

SAFE - Safety is of upmost importance in every aspect, from filtering the children's computers to the upkeep of facility.

FUN - We strive to plan educational programs in an entertaining format.

CREATIVITY - Children, and adults, are encouraged to use their imagination and express creative processes in our activities.

ACHIEVEMENTS - Staff encourages personal motivation for success. PARTNERSHIPS - Through collaborative efforts the library continues to offer diversified services to our community.

RESPECT - Is shown to all visitors at all times. We also strive to respect our patron's privacy.

QUALITY - All staff members are expected to be knowledgeable, or know how to retrieve information, regarding reference questions.

Who We Serve

Adult Job Seekers, Early Literacy/Pre-School (Story Time), Meeting Room Usage (Job Fairs, Local Community Events, Elections, etc.), Home School Families, Spanish (All Ages) Population, Assist and Teach Senior Citizens With Computers, Young Adults With On-Line Continuing Education (Proctor Testing), Genealogy Interest (Usually Older Citizens), Young Children to Tweens Summer Reading Club, Providing Space for Lunches (Children - Teens) During Summer Months, Young Adult Collection and Programming.

Objectives

Increase e-book promotion

- Track Usage on Overdrive
- Print Promotional Brochure Distribute
- All ages can/will "checkout" e-books
- Compare stats 2017 - 2018 State annual report

Offer wireless printing

- "SPOT" software to track users
- A MUST in FY 18-19
- High demand for this service

- Begin in October/November 2018

Increase Spanish patrons

- Visually observe patron base
- Hire Spanish speaking clerk
- Large percent of population
- Have clerk hired by Sept/Oct 2018

Measurements of Success

Measurable Component Description	When to Measure	How to Measure
Circulation of E-books Usage of wireless printing by patrons Hiring of Spanish speaking clerk	Quarterly Monthly Evaluate performance in six months	Circulation report from Overdrive Run report from software Customer service survey
Usage of Makerspace program	Each program held	Collaborate with ISD for their experience in this area for measurement values, totally new program of our library
Preservation of history, digitize genealogy	Quarterly	Collect user hits off website
Redesigning of library's floor plan	Monthly	Head count of patrons using space

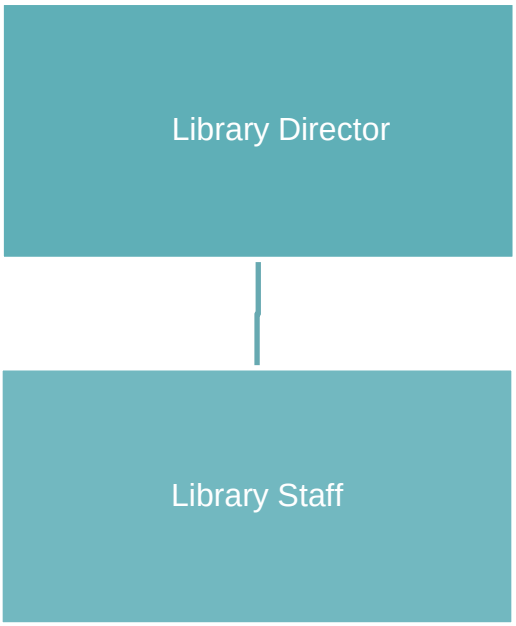
Management Plan

How components will be assessed	How often to assess	Who will assess
Downloads of e-books by patrons	Quarterly	Library Director
Software report of use of wireless printing by patrons	Monthly	Library Director
Customer service approval	Every six months	Library Director
On-line genealogy	Quarterly	Library Director

Accomplishments

- Summer Reading Program
- Adult Basic Computer Classes
- Increased Usage of Meeting Room
- Instrumental in Patron's Job Searches & Long-Distance Learning

Organizational Chart



Budget Detail and History

Library Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ 82,409.60	$ 82,409.60	$ 73,349.42	$ 69,080.73
4116	Part Time Salaries/Wages	$ 18,196.20	$ 17,461.00	$ 9,982.06	$ 11,368.78
4117	Overtime	$ 1,576.00	$ 196.95	$ 67.04	$ 660.94
4121	FICA	$ 7,816.88	$ 7,655.17	$ 5,910.26	$ 5,887.54
4122	Service Award	$ -	$ -	$ -	$ 800.00
4123	Workers Compensation	$ 305.44	$ 416.28	$ 366.36	$ 343.92
4124	TMRS	$ 4,619.19	$ 5,005.96	$ 4,738.18	$ 4,702.49
4126	Unemployment Insurance	$ -	$ 144.00	$ -	$ -
4127	Health Insurance	$ 11,711.52	$ 13,075.92	$ 13,190.88	$ 11,415.36
4128	Dental Insurance	$ 610.08	$ 610.08	$ 222.72	$ 540.96
4129	Life Insurance	$ -	$ -	$ 117.60	$ 117.60
4130	Vision Insurance	$ 136.32	$ 136.32	$ 162.24	$ 183.84
4213	Minor Hand Tools	$ 50.00	$ 50.00	$ -	$ 79.99
4218	First Aid/Medical Supplies	$ 25.00	$ 25.00	$ -	$ -
4221	General Office Supplies	$ 2,000.00	$ 2,000.00	$ 850.89	$ 657.38
4224	Photo Supplies	$ 95.00	$ 95.00	$ -	$ 32.60
4225	Data Processing Supplies	$ 1,150.00	$ -	$ -	$ 954.97
4227	Books & Pamphlets	$ 15,000.00	$ 15,000.00	$ 12,164.14	$ 16,581.72
4228	Audio Visual Supplies	$ 500.00	$ 400.00	$ 60.00	$ 342.66
4233	Janitorial Supplies	$ 500.00	$ 500.00	$ 136.68	$ 924.53
4234	Donations Expense	$ -	$ -	$ 560.00	$ 138.25
4239	Building Materials	$ 633.00	$ 500.00	$ 1,271.66	$ 116.83
4241	Landscaping Supplies	$ 500.00	$ 500.00	$ 8.00	$ -
4251	Food Supplies & Ice	$ 850.00	$ 850.00	$ 415.73	$ 378.46
4252	Recreational Supplies	$ 4,900.00	$ 3,900.00	$ 2,976.34	$ 3,186.71
4253	Volunteer Appreciation	$ 50.00	$ 50.00	$ 50.00	$ -
4254	Plaques & Awards/Ceremonial	$ 250.00	$ 225.00	$ 200.00	$ -
4275	Signs & Sign Materials	$ -	$ -	$ -	$ -
4299	Miscellaneous Supplies	$ 75.00	$ 75.00	$ 6.84	$ 58.38
4301	Postage & Freight	$ 300.00	$ 350.00	$ 267.45	$ 266.53
4313	Office Equipment Repairs	$ -	$ -	$ -	$ -
4318	Printing & Binding	$ 250.00	$ 140.00	$ 59.03	$ 241.01
4320	Janitorial Services	$ 800.00	$ 800.00	$ -	$ 16.67
4321	Building/Facilities Repairs	$ 5,000.00	$ 40,000.00	$ 3,141.99	$ 6,966.16
4342	Copy Machine Lease/Maintenance	$ -	$ -	$ 2,231.15	$ 2,214.05
4345	Data Processing Maintenance-So	$ 2,850.00	$ 2,600.00	$ 1,647.93	$ 1,790.38
4351	Electric Service	$ 7,800.00	$ 8,500.00	$ 8,948.49	$ 8,350.87
4352	Water & Sewer Service	$ 750.00	$ 1,000.00	$ 671.64	$ 1,749.29

4355	**Telephone & MiFI Service**	$ 4,050.00	$ 4,000.00	$ 3,740.66	$ 1,670.92
4357	**Medical/Vet Service**	$ -	$ -	$ -	$ -
4359	**Security Alarm Service**	$ -	$ -	$ 639.00	$ 608.00
4363	**Other Professional Service**	$ -	$ -	$ -	$ 15.00
4365	**Advertisement & Notices**	$ 500.00	$ 95.00	$ 120.00	$ 355.00
4366	**Publications & Subscriptions**	$ 530.00	$ 830.00	$ 2,012.19	$ 1,699.07
4372	**Insurance - Liability/Property**	$ -	$ -	$ 3,951.24	$ 392.28
4381	**Dues & Memberships**	$ -	$ 150.00	$ -	$ 107.17
4383	**Travel Expense**	$ 500.00	$ 500.00	$ 81.60	$ 50.82
4384	**Licensing**	$ 270.00	$ 250.00	$ 238.00	$ 226.00
4394	**Contract Labor**	$ -	$ -	$ -	$ 175.00
4460	**Office Equipment**	$ -	$ -	$ -	$ -
4461	**Furniture & Fixtures**	$ 212.00	$ -	$ 280.00	$ 482.09
4464	**Data Processing Equipment**	$ -	$ -	$ -	$ -
4465	**Data Processing Software**	$ -	$ -	$ -	$ -
4476	**Virginia Duff Estate Contribut**	$ 35,894.15	$ 36,194.15	$ 2,629.99	$ -
4491	**Special Purpose Equipment**	$ 725.00	$ -	$ -	$ 148.44
	Total:	**$ 214,390.38**	**$ 246,690.43**	**$ 157,467.40**	**$ 156,079.39**

Senior Services

Vision Statement

The Ferris Senior Center promotes healthy aging and encourages healthy life style through good nutrition and exercise. The Senior Center works tirelessly to change the community perception of aging.

Mission Statement

The Ferris Senior Center actively seeks to provide social programs for individuals age 55 and older that promotes independence and participation in the enrichment of the community.

Who We Serve

It is the policy of the Ferris Senior Center to provide service to all Ferris area residents age 55 and older.

Organizational Chart

Senior Services Director

Budget Detail and History

Seniors Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries	$ -	$ -	$ -	$ -
4116	Part Time Salaries/Wages	$ 12,055.68	$ 12,055.68	$ 11,274.78	$ 11,241.12
4121	FICA	$ 922.26	$ 922.26	$ 862.49	$ 857.63
4123	Workers Compensation	$ 29.95	$ 43.40	$ 40.27	$ 43.52
4124	TMRS	$ 663.06	$ 730.57	$ 729.64	$ 748.63
4126	Unemployment Insurance	$ -	$ 36.00	$ -	$ -
4211	Fuel & Lubricants	$ -	$ -	$ -	$ -
4213	Minor Hand Tools	$ -	$ -	$ -	$ -
4218	First Aid/Medical Supplies	$ 25.00	$ 25.00	$ -	$ -
4221	General Office Supplies	$ -	$ 50.00	$ -	$ -
4225	Data Processing Supplies	$ -	$ -	$ -	$ -
4233	Janitorial Supplies	$ -	$ -	$ -	$ 50.39
4234	Donations Expense	$ -	$ -	$ 989.45	$ -
4237	Household Supplies	$ 250.00	$ 400.00	$ -	$ 94.42
4251	Food Supplies & Ice	$ 4,500.00	$ 4,500.00	$ 4,719.98	$ 5,140.60
4254	Plaques & Awards/Ceremonial	$ -	$ -	$ -	$ -
4264	Safety Supplies	$ -	$ -	$ -	$ -
4299	Miscellaneous Supplies	$ 50.00	$ 50.00	$ -	$ 53.52
4301	Postage & Freight	$ 10.00	$ 10.00	$ -	$ -
4337	Building Lease/Rental	$ 3,600.00	$ 3,600.00	$ 3,600.00	$ 4,300.00
4351	Electric Service	$ -	$ -	$ -	$ 1,733.77
4352	Water & Sewer Service	$ -	$ -	$ -	$ 244.00
4355	Telephone & MiFI Service	$ -	$ -	$ 139.96	$ 1,016.95
4356	Mobile Phone Service	$ -	$ 450.00	$ 233.79	$ -
4372	Insurance - Liability/Property	$ -	$ -	$ 12.18	$ 274.58
4383	Travel Expense	$ 300.00	$ 400.00	$ 224.67	$ 395.61
4461	Furniture & Fixtures	$ -	$ -	$ -	$ -
	Total:	**$ 22,405.95**	**$ 23,272.91**	**$ 22,827.21**	**$ 26,194.74**

National Night Out

The Nation Night Out Department accounts for all funds donated toward the annual National Night Out event.

Budget Detail and History

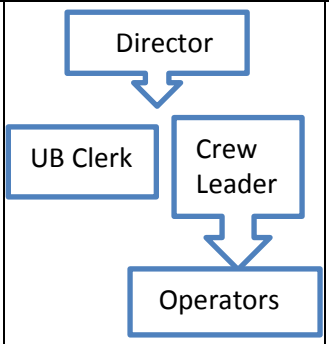
National Night Out Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4472	Nat'l Night Out Event	$ -	$ -	$3,592.68	$ -
	Total:	**$ -**	**$ -**	**$3,592.68**	**$ -**

Utilities Fund

JEERE

GALLONS
Master
Meter

Department Profile				
DEPARTMENT HEAD	Scott Metcalfe- Director of Community Development		**NEED SERVED STATUS**	Currently working on blending well water from Downtown well with purchased surface water from Rockett SUD, Working on finding alternate sources of water. Replacing failing lift station pumps and controls currently.
NUMBER OF EMPLOYEES	One Crew Leader, One UB Clerk, Three Utility Operators. Five Total		**GEOGRAPHIC REGION SERVED**	Beyond City Limits
STAFFING PROFILE AND STRUCTURE			**TARGET AUDIENCE**	All users of water and sewer
MAJOR ASSET PROFILE	Water Storage tanks, Infrastructure, Equipment, Files, Sewer Lift stations		**SUCCESSES OF PAST YEAR**	Able to replace 8" AC line on FM 660, Repaired multiple leaks, unstopped multiple sewer backups, replaced pumps at lift station #3 and #2, Began blending grant for downtown well
NEEDS SERVED / IMPORTANCE	Constant flow of potable and palatable water, repairing failing infrastructure, replacing infrastructure, constant flow of wastewater		**ANTICIPATED CHALLENGES**	Staffing, Budget restraints, failing equipment

Vision Statement

To commit ourselves to the service of our customers in providing safe water service, vital wastewater service, public health and environmental protection. To provide a constant maintenance of the City's infrastructure while ensuring protection of conservation and environmental resources.

Mission Statement

To provide safe, potable, palatable, drinking water and to obtain and maintain a Superior Water rating from the TCEQ.

Values Statement

Teamwork A commitment to common goals based on open and honest communication while giving respect and support for each other. Achievement Recognizing and rewarding meaningful contributions and outstanding performance. Integrity Always do the right thing. Innovation Strive to find ways to continuously improve. Honesty Providing open and transparent communication. Safety Providing a safe working environment and keeping out of harm's way. Attitude Keeping positive even when other may not. Customer Service Providing a service that is professional and kind. Reliable Providing a service that is dependable and on time.

Who We Serve

All users of the public water and wastewater system.

Objectives

Reduce number of violations to zero every year.

In their last few year TCEQ has found violations regarding Water and Sewer due to lack of constant staffing and the constant change in requirements we will have to start finding ways of retaining key employees. The goal is directly related to the function and responsibility of the water and wastewater utility to provide consistent and reliable service and should be carried out daily. Increasing hands-on workshops and educational opportunities throughout the year for all employees and not limiting just to occasional classroom training will give a wider range of learning. We hope to see this goal achieved by the end of the year.

Increase on public awareness to all matters.

The public is generally not aware of the overall dynamics of the water and wastewater system needs. This would be done by sending information and by holding events to properly inform customers. This could be accomplished with the proper amount of time being set aside to prepare information and distribute. This would take several hours a month to put together information

and then distribute.

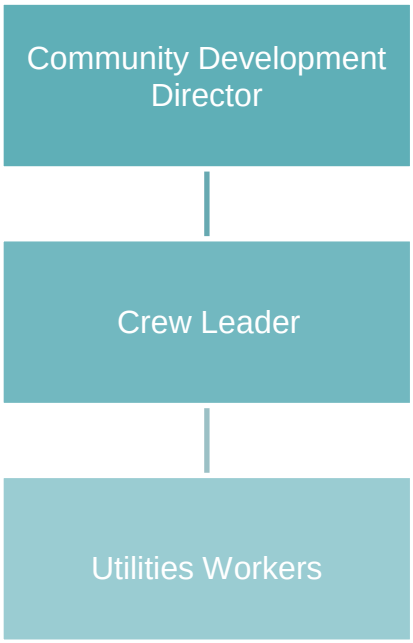
Change all water meters in system.

This would improve the daily functions of the department. With proper funding the project could move forward. Our current meters have reached the intended life expectancy. This could be accomplished within 3-6 months.

Measurements of Success		
Measurable Component Description	**When to Measure**	**How to Measure**
Having properly trained employees.	Quarterly	Keep logs of training events, evaluate and make recommendations
Become more preventative and less reactive.	Quarterly	Create programs and then track data
Have no state or federal violations or corrective actions needed.	Yearly	No violation or actions are issued
Installation of New Meters.	Monthly	Track using work tickets closed

Management Plan		
How components will be assessed	**How often to assess**	**Who will assess**
Insure weekly benchmarks are properly accomplished	Weekly	Crew Leader
Insure proper number of meters are set by each member assigned task.	Weekly	Crew Leader

Organizational Chart



Budget Detail and History

Utilities Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4111	Regular Salaries/Wages	$ 217,900.80	$ 255,049.60	$ 160,197.84	$ 170,882.17
4117	Overtime	$ 12,862.59	$ 17,981.50	$ 10,561.53	$ 9,088.32
4120	Certification Pay	$ 1,500.00	$ -	$ -	$ -
4121	FICA	$ 17,768.15	$ 20,121.88	$ 12,976.58	$ 13,732.86
4122	Service Award	$ -	$ -	$ -	$ 800.00
4123	Workers Compensation	$ 4,380.61	$ 7,340.33	$ 6,449.84	$ 5,830.82
4124	TMRS	$ 12,774.49	$ 15,939.68	$ 11,963.16	$ 12,615.16
4126	Unemployment Insurance	$ -	$ 216.00	$ -	$ 6,851.00
4127	Health Insurance	$ 35,134.56	$ 39,227.76	$ 30,464.12	$ 25,303.26
4128	Dental Insurance	$ 1,830.24	$ 1,830.24	$ 501.12	$ 1,205.56
4129	Life Insurance	$ -	$ -	$ 264.60	$ 262.15
4130	Vision Insurance	$ 408.96	$ 408.96	$ 365.04	$ 409.24
4203	Vehicle Equipment Repair Parts	$ 250.00	$ 250.00	$ 179.08	$ 384.63
4205	Tires & Tubes	$ 1,000.00	$ 331.00	$ 967.36	$ 396.24
4211	Fuel & Lubricants	$ 10,000.00	$ 17,600.00	$ 14,243.37	$ 7,104.51
4213	Minor Hand Tools	$ 1,000.00	$ 1,000.00	$ 797.78	$ 657.56
4218	First Aid/Medical Supplies	$ 200.00	$ -	$ -	$ -
4221	General Office Supplies	$ 400.00	$ 200.00	$ 327.71	$ 286.20
4224	Photo Supplies	$ -	$ -	$ -	$ 125.92
4225	Data Processing Supplies	$ -	$ -	$ 357.44	$ 712.31
4230	Equipment Repair Parts	$ 1,000.00	$ 1,000.00	$ 2,849.31	$ 11.99
4233	Janitorial Supplies	$ 100.00	$ 100.00	$ 164.96	$ 110.90
4235	Batteries	$ 25.00	$ -	$ 33.93	$ 15.94
4236	Chemicals	$ 5,000.00	$ 5,000.00	$ 4,942.23	$ 5,457.38
4237	Household Supplies	$ 150.00	$ 100.00	$ 43.28	$ 197.30
4239	Building Materials	$ 500.00	$ 500.00	$ 255.05	$ 381.76
4241	Landscaping Supplies	$ -	$ -	$ -	$ -
4247	Welding Supplies	$ 150.00	$ 150.00	$ 141.36	$ 312.48
4248	Electrical Repair Parts	$ -	$ -	$ 303.78	$ -
4249	Electric Motor/Pump Signal Par	$ -	$ -	$ 140.00	$ 362.00
4251	Food Supplies & Ice	$ 200.00	$ 200.00	$ 292.12	$ 481.53
4259	Clothing & Uniforms	$ 1,200.00	$ 1,200.00	$ 1,688.44	$ 785.57
4264	Safety Supplies	$ 1,200.00	$ 100.00	$ 170.33	$ 141.74
4266	Vehicle Supplies/Detailing	$ 200.00	$ 200.00	$ 170.11	$ 189.17
4271	Asphalt	$ 5,000.00	$ -	$ -	$ -
4272	Concrete	$ 1,500.00	$ 500.00	$ 105.75	$ 1,198.00
4274	Pipe & Culvert Materials	$ 500.00	$ 500.00	$ 275.50	$ -
4276	Gravel/Rock/Soil	$ 1,000.00	$ 1,000.00	$ 1,146.83	$ 1,304.30

4282	**Utility Line Fittings**	$	-	$	-	$	4,687.88	$	4,487.52
4283	**Utility Line Clamps**	$	-	$	-	$	708.22	$	909.73
4284	**Utility Line Taps**	$	15,000.00	$	10,433.00	$	10,528.37	$	950.00
4285	**Utility Line Meters/Parts**	$	10,000.00	$	8,500.00	$	26,131.17	$	6,528.83
4286	**Fire Hydrants & Meter Parts**	$	-	$	-	$	5,519.39	$	3,452.72
4287	**Utility Valves**	$	-	$	-	$	-	$	2,093.21
4288	**Utility Meter Box Lids**	$	-	$	-	$	1,158.52	$	604.88
4299	**Miscellaneous Supplies**	$	-	$	200.00	$	1,168.34	$	1,021.40
4301	**Postage & Freight**	$	500.00	$	5,500.00	$	6,036.79	$	5,202.11
4310	**Small Equipment Repair -Outsid**	$	-	$	-	$	-	$	125.00
4311	**Vehicle Repairs - Outside Shop**	$	500.00	$	500.00	$	161.76	$	285.00
4312	**Equipment Repairs-Outside Shop**	$	500.00	$	250.00	$	1,071.16	$	540.36
4313	**Office Equipment Repairs**	$	-	$	-	$	-	$	-
4315	**Electric Motor/Pump Repairs**	$	15,000.00	$	82,000.00	$	9,304.00	$	14,131.09
4318	**Printing & Binding**	$	250.00	$	3,500.00	$	2,628.30	$	4,817.93
4321	**Building/Facilities Repairs**	$	5,000.00	$	200.00	$	972.96	$	2,413.73
4329	**Utility Quality Testing**	$	1,000.00	$	500.00	$	781.00	$	1,617.99
4332	**Utility Instrument Repairs**	$	-	$	-	$	-	$	2,842.41
4333	**Sewer System Repairs**	$	12,500.00	$	12,500.00	$	12,451.32	$	32,232.90
4335	**R R Property Lease/Rental**	$	7,237.08	$	7,100.00	$	6,859.34	$	6,659.55
4341	**Heavy Equipment Lease/Rental**	$	1,000.00	$	1,000.00	$	697.97	$	-
4342	**Copy Machine Lease/Maintenance**	$	-	$	-	$	4,297.88	$	4,363.34
4345	**Data Processing Maintenance-So**	$	-	$	-	$	1,308.00	$	1,138.00
4346	**Data Processing Maintenance-Ha**	$	-	$	-	$	-	$	-
4347	**Maintenance Agreements**	$	1,335.00	$	3,400.00	$	10,599.90	$	9,709.22
4349	**Pest Control Service**	$	250.00	$	-	$	-	$	-
4351	**Electric Service**	$	40,000.00	$	36,000.00	$	55,029.37	$	56,420.78
4352	**Water & Sewer Service**	$	970.00	$	1,000.00	$	997.86	$	1,174.00
4354	**Gas Service**	$	900.00	$	1,000.00	$	1,123.00	$	1,150.97
4355	**Telephone Service & Internet S**	$	13,000.00	$	10,680.00	$	11,702.41	$	13,251.48
4356	**Mobile Phone Service**	$	-	$	310.00	$	2,650.08	$	1,862.54
4357	**Medical/Vet Service**	$	-	$	-	$	-	$	-
4358	**Archetectural/Surveying Servic**	$	-	$	-	$	-	$	1,000.00
4360	**Consultant Service**	$	-	$	-	$	2,000.00	$	-
4361	**Legal Service**	$	-	$	-	$	-	$	1,293.00
4362	**Audit Service**	$	-	$	-	$	-	$	2,842.50
4363	**Other Professional Service**	$	5,450.00	$	2,625.00	$	7,295.49	$	3,206.07
4364	**Engineering Service**	$	1,000.00	$	5,181.25	$	7,337.50	$	-
4365	**Advertisement & Notices**	$	50.00	$	50.00	$	-	$	2,131.94
4371	**Insurance - Vehicles**	$	2,281.00	$	2,128.64	$	2,452.98	$	4,140.97
4372	**Insurance - Liability/Property**	$	15,373.62	$	7,463.53	$	9,686.32	$	509.96
4375	**Small Tort Claims**	$	-	$	-	$	-	$	-
4378	**Banking Admin Expense**	$	300.00	$	300.00	$	296.10	$	367.76
4380	**Bad Debt Expense**	$	-	$	-	$	-	$	-
4381	**Dues & Memberships**	$	275.00	$	-	$	160.00	$	150.00
4382	**Professional Training**	$	2,000.00	$	1,000.00	$	1,382.10	$	2,442.00
4383	**Travel Expense**	$	500.00	$	-	$	1,302.43	$	195.35
4384	**Licensing**	$	375.00	$	375.00	$	643.00	$	555.00
4391	**Adm Cost Share to General Fund**	$	96,000.00	$	89,148.56	$	50,000.00	$	76,666.71

4397	**Federal-State-County Fees**	$ 11,600.00	$ 9,462.00	$ 10,222.30	$ 9,913.00
4420	**Building/Construction Improvem**	$ -	$ -	$ 39.00	$ 7,484.50
4430	**Water System Improvements**	$ 1,050,000.00	$ 302,500.00	$ 4,718.00	$ 29,138.50
4431	**Sewer System Improvements**	$ 90,000.00	$ -	$ 22,483.00	$ 38,525.00
4435	**Hydrants & Meters/Parts - Non-**	$ -	$ -	$ -	$ 107.08
4436	**Shop & Industrial Equipment**	$ -	$ 53,000.00	$ -	$ -
4437	**Electric Motors/Pumps**	$ -	$ -	$ 7,013.37	$ 3,673.00
4438	**Hydrants & Meters**	$ -	$ -	$ -	$ -
4458	**Small Motorized Equipment**	$ -	$ -	$ 2,000.00	$ -
4460	**Office Equipment**	$ 1,000.00	$ -	$ 1,037.63	$ -
4464	**Data Processing Equipment**	$ -	$ -	$ -	$ -
4465	**Data Processing Software**	$ -	$ 63,626.50	$ -	$ 825.00
4482	**Light-Medium Trucks**	$ 17,642.30	$ -	$ -	$ -
4515	**2006 CO Principal**	$ 56,000.00	$ 45,000.00	$ -	$ -
4516	**2006 CO Interest**	$ 24,000.00	$ 21,275.00	$ 23,156.18	$ 25,163.90
4525	**ECWSP Water Rights Payment**	$ 1,200.00	$ 1,200.00	$ 1,170.00	$ 1,152.00
4708	**Water Purchases-Rocket**	$ 375,000.00	$ 190,443.75	$ 196,589.99	$ 171,550.04
4709	**Wastewater Treatment - TRA**	$ 375,000.00	$ 263,649.00	$ 264,134.00	$ 280,010.00
4860	**TRA Ind. Pre-Treatment Service**	$ 10,000.00	$ 10,000.00	$ 10,727.35	$ 12,234.45
4880	**Utility Refunds**	$ 600.00	$ 500.00	$ 375.73	$ 61.31
4998	**Depreciation (Non Cash Expense**	$ -	$ -	$ 177,932.91	$ 177,610.67
	Total:	**$ 2,595,724.40**	**$ 1,641,548.18**	**$ 1,246,069.92**	**$ 1,300,534.37**

Methane Fund

The WMI Methane to Electricity Fund accounts for the receipt and disbursement of royalty payment funds received from the production of electricity and methane by the Skyline Landfill. The city has restricted these funds for payment toward bond debt.

Budget Detail and History

WMI ME to EL Expenditures		2019	2018	2017	2016
Account Object	**Description**	**Proposed**	**Budgeted**	**Actual**	**Actual**
4507	**Note Payment Principle**	$ 100,000.00	$ 95,000.00	$ 90,000.00	$ 90,000.00
4508	**Note Payment Interest**	$ 35,425.00	$ 39,206.25	$ 42,112.50	$ 44,372.50
	Total:	**$ 135,425.00**	**$ 134,206.25**	**$ 132,112.50**	**$ 134,372.50**

Type A Economic Development Fund

PURPOSE, POWERS, AND LIMITATIONS

The purpose of the Corporation is to promote economic development within the City and the State of Texas in order eliminate unemployment and underemployment, and to promote and encourage employment and the public welfare of, for and on behalf of the City by developing, implementing, providing, and financing projects under the Development Corporation Act of 1979 and as defined in section 4A of the Act.

In the fulfillment of its corporate purpose, the corporation has the power to:

1. provide financing to pay the costs of projects through the issuance or execution of bonds, notes and other forms of debt instruments, and to acquire, maintain, and lease and sell property, and interest therein, all to be done and accomplished on behalf of the City and for its benefit and to accomplish its public and government purposes as its duly constituted authority and public instrumentality pursuant to the Act and under, and within the meaning of, the Internal Revenue Code of 1986, as amended, and the applicable Income Tax Regulations promulgated thereunder.

2. Contract, subject to the approval of the City Council, with the City of Ferris to provide administrative, material, and managerial services to the Corporation.

3. Exercise all of the rights, powers, privileges, authorities, and functions given by the general laws of the State of Texas to nonprofit corporations under the Texas Non-Profit Corporation Act, Article 1396-1.01 et seq., Vernon's Texas Civil Statutes, as amended.

The Corporation does not have, and cannot exercise, the powers of sovereignty of the City, including the power to tax (except for the power to receive and use the sales and use taxes specified in Section 4A of the Act) and the police power, except that the Corporation has and may exercise the power of eminent domain when the exercise thereof is approved by the City Council. However, for the purpose of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practice and Remedies Code), the Corporation is a governmental unit and its actions are governmental functions.

No bonds may be issued by the Corporation and no project may be financed with bond proceeds or other revenue of the Corporation unless the bonds or projects are first approved by the City Council.

No bonds, notes, or other debt instruments or other obligations, contracts, or agreements of the Corporation are or shall ever be deemed to be or constitute the contracts, agreements, bonds, notes, or other debt instruments or other obligations, or the lending of credit, or a grant of the public money or things of value, of, belonging to, or by the State of Texas, the City, or any other political corporation, subdivision or agency of the State of Texas, or a pledge of the faith and credit of any of them.

Budget Detail and History

4A Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4360	Consultant Service	$ -	$ -	$ -	$ -
4363	Other Professional Service	$ 5,000.00	$ 7,720.00	$ -	$ 400.00
4364	Engineering Service	$ -	$ -	$ 750.00	$ -
4365	Advertisement & Notices	$ -	$ -	$ -	$ -
4368	Demolitions & Lot Clearing	$ -	$ -	$ -	$ -
4378	Banking Admin Expense	$ -	$ -	$ 5.00	$ -
4383	Travel Expense	$ -	$ -	$ 164.97	$ 773.22
4390	Marketing/Promotional Activiti	$ -	$ -	$ 652.00	$ 41.13
4391	Adm Cost Share to General Fund	$ 52,281.91	$ 49,998.50	$ 53,875.83	$ 24,500.04
4398	Rebate/Refunds	$ -	$ -	$ 2,942.70	$ 3,536.53
4400	Land	$ -	$ 930,198.68	$ -	$ 42.76
4430	Water System Improvements	$ -	$ -	$ -	$ -
4507	Note Payment -Principal	$ 22,686.67	$ 26,203.87	$ -	$ -
4508	Note Payment- Interest	$ 40,919.69	$ 28,837.29	$ -	$ -
4511	Economic Incentive Loan	$ -	$ 150,000.00	$ -	$ -
4512	Economic Incentive Grant	$ -	$ -	$ -	$ -
4913	Restricted Reserves				
	Total:	**$ 120,888.27**	**$ 1,192,958.34**	**$ 58,390.50**	**$ 29,293.68**

Type B Economic Development Fund

PURPOSE, POWERS, AND LIMITATIONS

The purpose of the Corporation is to promote economic development within the City and the State of Texas in order eliminate unemployment and underemployment, and to promote and encourage employment and the public welfare of, for and on behalf of the City by developing, implementing, providing, and financing projects under the Development Corporation Act of 1979 and as defined in section 4B of the Act.

In the fulfillment of its corporate purpose, the corporation shall have the power to provide financing to pay the costs of projects through the issuance or execution of bonds, notes and other forms of debt instruments, and to acquire, maintain, and lease and sell property, and interest therein, all to be done and accomplished on behalf of the City and for its benefit and to accomplish its public and government purposes as its duly constituted authority and public instrumentality pursuant to the Act and under, and within the meaning of, the Internal Revenue Code of 1986, as amended, and the applicable Income Tax Regulations promulgated thereunder.

In the fulfillment of its corporate purpose, the corporation shall have the power to:

1. Contract, subject to the approval of the City Council, with the City of Ferris to provide administrative, material, and managerial services to the Corporation.

2. Exercise the powers described in paragraph (b) of this Article, together with all of the other powers granted to corporations that are incorporated under the Act and that are governed by Section 4B thereof, and, to the extent not in conflict with the Act, the Corporation shall additionally have and may exercise all of the rights, powers, privileges, authorities, and functions given by the general laws of the State of Texas to nonprofit corporations under the Texas Non-Profit Corporation Act, Article 1396-1.01 et seq., Vernon's Texas Civil Statutes, as amended.

The Corporation does not have, and cannot exercise, the powers of sovereignty of the City, including the power to tax (except for the power to receive and use the sales and use taxes specified in Section 4B of the Act) and the police power, except that the Corporation shall have and may exercise the power of eminent domain when the exercise thereof is approved by the City Council. However, for the purpose of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practice and Remedies Code), the Corporation is a governmental unit and its actions are governmental functions.

No bonds may be issued by the Corporation and no project may be financed with bond proceeds or other revenue of the Corporation unless the bonds or projects are first approved by the City Council.

No bonds, notes, or other debt instruments or other obligations, contracts, or agreements of the Corporation are or shall ever be deemed to be or constitute the contracts, agreements, bonds, notes, or other debt instruments or other obligations, or the lending

of credit, or a grant of the public money or things of value, of, belonging to, or by the State of Texas, the City, or any other political corporation, subdivision or agency of the State of Texas, or a pledge of the faith and credit of any of them.

Budget Detail and History

4B Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4363	Other Professional Service	$ 2,000.00	$ -	$ -	$ 400.00
4364	Engineering Service	$ -	$ -	$ 400.00	$ -
4378	Banking Admin Expense	$ -	$ -	$ -	$ -
4381	Dues & Memberships	$ -	$ -	$ 1,270.00	$ -
4383	Travel Expense	$ -	$ -	$ 3,625.06	$ -
4390	Marketing/Promotional Activiti	$ -	$ 10,500.00	$ 600.00	$ 3,071.14
4391	Adm Cost Share to General Fund	$ 52,281.91	$ 54,998.00	$ 53,875.83	$ 24,500.04
4398	Rebate/Refunds	$ -	$ -	$ 2,942.70	$ 3,536.53
4400	Land	$ -	$ 50,000.00	$ -	$ -
4415	Park Improvements	$ -	$ -	$ -	$ 11,125.00
4601	Transfer to General Fund	$ -	$ -	$ 8,000.00	$ -
4624	Facade Improvement Grant Expen	$ -	$ -	$ -	$ 1,575.00
	Total:	**$ 54,281.91**	**$ 115,498.00**	**$ 70,713.59**	**$ 44,207.71**

Court Technology Fund

The municipal court technology fund tracks the receipt of court fees restricted to technology related purchases for the court.

Budget Detail and History

Court Technology Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4345	Data Processing Maintenance-So	$ 9,611.00	$ 9,200.00	$ 9,186.50	$ 9,541.00
4346	Data Processing Maintenance-Ha	$ -	$ -	$ -	$ -
4355	Telephone & MiFi Service	$ -	$ -	$ 1,253.67	$ 1,785.65
4378	Banking Admin Expense	$ -	$ -	$ 29.20	$ 50.15
4460	Office Equipment	$ -	$ -	$ -	$ 459.04
4464	Data Processing Equipment	$ -	$ -	$ -	$ 2,199.92
4465	Data Processing Software	$ -	$ -	$ 1,082.00	$ 1,500.00
4491	Special Purpose Equipment	$ -	$ -	$ 12,105.00	$ -
	Total:	**$ 9,611.00**	**$ 9,200.00**	**$ 23,656.37**	**$ 15,535.76**

Court Security Fund

The municipal court security fund tracks the receipt of court fees restricted to security related purchases for the court.

Budget Detail and History

Court Security Expenditures		2019	2018	2017	2016
Account Object	Description	Proposed	Budgeted	Actual	Actual
4111	Regular Salaries/Wages	$ -	$ -	$ -	$ -
4117	Overtime	$ -	$ -	$ -	$ -
4121	FICA	$ -	$ -	$ -	$ -
4123	Workers Compensation	$ -	$ -	$ -	$ -
4124	TMRS	$ -	$ -	$ -	$ -
4126	Unemployment Insurance	$ -	$ -	$ -	$ -
4127	Health Insurance	$ -	$ -	$ -	$ -
4128	Dental Insurance	$ -	$ -	$ -	$ -
4129	Life Insurance	$ -	$ -	$ -	$ -
4130	Vision Insurance	$ -	$ -	$ -	$ -
4237	Household Supplies	$ -	$ -	$ -	$ -
4251	Food Supplies & Ice	$ -	$ -	$ -	$ -
4259	Clothing & Uniforms	$ -	$ -	$ -	$ -
4313	Office Equipment Repairs	$ -	$ -	$ -	$ -
4321	Building/Facilities Repairs	$ -	$ -	$ -	$ -
4359	Security Alarm Service	$ -	$ -	$ 1,208.50	$ 783.34
4363	Other Professional Service	$ -	$ -	$ -	$ -
4378	Banking Admin Expense	$ -	$ -	$ 27.70	$ 50.15
4382	Professional Training	$ -	$ -	$ -	$ -
4383	Travel Expense	$ -	$ -	$ -	$ -
4420	Building/Construction Improvem	$ -	$ -	$ -	$ -
4460	Office Equipment	$ -	$ -	$ -	$ -
4491	Special Purpose Equipment	$ -	$ -	$ -	$ -
4601	Transfer to General Fund	$ 1,636.00	$ 1,636.00	$ -	$ -
4602	Transfer to General Fund -Pers	$ -	$ -	$ 408.00	$ -
	Total:	**$ 1,636.00**	**$ 1,636.00**	**$ 1,644.20**	**$ 833.49**

Debt Service Fund (I&S)

The Debt Service Fund accounts for the resources accumulated for and the payment of long-term debt principal, interest, and related costs of governmental funds.

Budget Detail and History

Debt Services (I&S) Expenditures

Account Object	Description	2019 Proposed	2018 Budgeted	2017 Actual	2016 Actual
4513	2005 Series (W&S) -Principal	$ 265,000.00	$ 255,000.00	$ 245,000.00	$ 235,000.00
4514	2005 Series (S&S) -Interest	$ 4,915.75	$ 14,561.75	$ 23,836.75	$ 32,750.75
	Total:	**$ 269,915.75**	**$ 269,561.75**	**$ 268,836.75**	**$ 267,750.75**

Glossary

This document contains specialized and technical terminology that is unique to public finance and budgeting. A budget glossary follows to assist readers.

AD VALOREM TAXES (Current) – A property tax an owner of real estate pays on the value of the property being taxed.

ASSESSED VALUATION – The taxing authority performs an appraisal of the monetary value of real or personal property, and tax is assessed in proportion to that value. (Note: Property values are established by the County Appraisal District.)

ASSET – Resources owned or held which have monetary value.

AUDIT – A certified public accountant issues an opinion of the presentation of financial statements, tests the controls over the safekeeping of assets, and makes recommendations for improvements where necessary, as the result of a comprehensive review of the manner in which the government's resources were actually utilized.

BALANCED BUDGET – The goal of the City is to balance the operating budget with current revenues, whereby, current revenues match and fund on-going expenditures/expenses.

BOND – A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects (such as buildings, streets).

BUDGET – A financial plan of projected resources and proposed expenditures for a given period.

CAPITAL EXPENDITURES – A capital expenditure is incurred when the city spends money either to buy fixed assets or to add to the value of an existing fixed asset, with a useful life that extends beyond the taxable year.

CAPITAL IMPROVEMENTS PLAN (CIP) – A planning document that outlines the capital projects within the next five years and includes information regarding funding, project description and scheduling, and status. The City Council annually adopts a CIP as part of the budget process.

CASH BASIS – A basis of accounting under which income and expenses are recognized only when cash is actually received or paid out.

CERTIFICATES OF OBLIGATION – See definition of bond.

CURRENT TAXES – Taxes that are levied and due within the current year.

DEBT SERVICE – Principal and interest obligations for bonds and other debt instruments according to a pre-determined payment schedule.

DELINQUENT TAXES - Taxes that are unpaid on and after the date on which a penalty for non- payment is assessed.

DEPARTMENT- An administrative segment of the City consisting of multiple divisions that is organized by function and service provided.

DEPRECIATION – Decline in value of an asset spread over its economic life. Depreciation includes deterioration from use, age, and exposure to the elements, as well as decline in value caused by obsolescence, loss of usefulness, and the availability of newer and more efficient means of serving the same purpose.

EFFECTIVE TAX RATE – The effective tax rate is the tax rate required to produce the same amount of taxes for the current year as the previous year. The rate is calculated by subtracting taxes on property lost this year from the prior year's taxes total. This number is divided by the current value of property taxed in the prior year. Multiplying this number by 100 will produce the effective tax rate.

ENCUMBRANCES – Commitments related to unperformed contracts for goods or services.

ETJ – The Extra-Territorial Jurisdiction is the contiguous area just beyond the city limits where a city may apply its development standards and regulations.

EXPENDITURE – The outflow of funds paid or to be paid for an asset or goods and services obtained, regardless of when the expense is actually paid. Note: An encumbrance is not expenditure. An encumbrance reserves funds to be expended when goods or services are received.

EXPENSES – Charges incurred (whether paid or unpaid) for operation, maintenance, interest, and other charges.

FEMA – Federal Emergency Management Association.

FISCAL YEAR (FY) – The time period signifying the beginning and ending period for recording financial transactions. The City of Ferris has specified October 1 to September 30 as its fiscal year.

FIVE-YEAR PLAN – This document contains the five year goals of each department.

FIXD ASSETS – Assets of a long-term nature which are intended to continue to be held or used, such as machinery and equipment, land, buildings, and improvements.

FRANCHISE FEE – A charge paid by businesses for the use of City streets and public right of way and is in lieu of all other municipal charges, fees, street rentals, easement or other like franchise taxes, inspections fees, and/or charges of every kind except Ad Valorem and special assessment taxes for public improvements.

FUND – An accounting entity that has a set of self-balancing accounts and includes all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

FUND BALANCE – The term fund balance is used to describe the arithmetic difference between the assets and liabilities reported in a fund.

GENERAL FUND – The fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS – Bonds that finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government.

GFOA – Government Finance Officers Association.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) – Uniform minimum standards of and guidelines for financial accounting and reporting. These principles: govern the form and content of the basic financial statements of an entity; encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time; include not only broad guidelines of general application, but also detailed practices and procedures; and, provide a standard by which to measure financial presentations.

GOVERNEMTNAL FUNDS - Funds, within a governmental accounting system, that support general tax supported governmental activities.

GRANTS – Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility.

HOTEL/MOTEL TAX – Pursuant to State law, hotel/motel tax is levied upon the cost of occupancy of any room or space. The tax covers hotels, motels, and bed and breakfasts, as well as condominiums, apartments, and houses rented for less than 30 consecutive days. The current rate of taxation is 15% (6% to the State of Texas, 9% is collected by the City for Tourism.

HOT – An acronym for Hotel Motel Tax.

I&S – Interest and Sinking. That portion of the tax rate that is levied to pay General Obligation Bonds debt service.

INVESTMENTS – Securities held for the generation of revenue in the form of interest. This term does not include fixed assets used in governmental operations.

LEVY – (Verb) to impose taxes, special assessments, or special charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or special charges imposed by a government.

LONG-TERM DEBT – Debt with a maturity of more than one year after the date of issuance.

M&O – Maintenance and operation. That portion of the tax rate that is levied for the general operation of the government.

OPERATING BUDGET – Operating budgets are carefully crafted budgets that focus on managing current expenses. The focus of an operating budget is to ensure there are funds to maintain the continued operation of a business, and that those funds are distributed in the most cost-efficient manner.

ORDINANCE – A formal legislative enactment by the governing board of a municipality. If an ordinance is not in conflict with any higher form of law, such as a state statute of constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter is less formal and has a lower legal "status." Ordinarily, statutes or characters will specify or imply those legislative actions that must be by ordinance and those which may be by resolution. Revenue raising measures such as those required from imposition of taxes special assessments and service charges, universally require ordinances.

PROPERTY TAX – Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

RESERVE – A portion of a fund restricted for a specific purpose and is, therefore, not

available or recommended for general appropriation.

REVENUES – Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers. Under National Council on Governmental Accounting (NCGA) Statement1, general long-term debt proceeds and operating transfers in are classified as “other financing sources” rather than revenues.

SALES TAX – A general “sales tax” is levied on all persons and businesses selling merchandise in the City limits on a retail basis. The current sales tax rate for the City is 8.25% (**.**5% to the Type A Economic Development Corporation, **.**5% to the Type B Economic Development Corporation 1% to the City of Ferris, and 6.25% to State of Texas).

SURPLUS – The excess of the assets or resources of a fund over its liabilities or obligations.

TAXES – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the public. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

TML – Texas Municipal League.

Ferris