



PROPOSED BUDGET
FISCAL YEAR
2024 - 2025

OCTOBER 1, 2024 -
SEPTEMBER 30, 2025



Town of Prosper

Fiscal Year 2024–2025

Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of \$5,926,328, which is a 14.33 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 \$4,395,771.

The members of the governing body voted on the budget as follows:
FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2024–2025	2023–2024
Property Tax Rate:	\$0.505000/100	\$0.510000/100
No-New-Revenue Tax Rate:	\$0.466941/100	\$0.448160/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.313631/100	\$0.304741/100
Voter-Approval Tax Rate:	\$0.522075/100	\$0.510000/100
Debt Rate:	\$0.180392/100	\$0.177258/100

Total debt obligation for Town of Prosper secured by property taxes: \$0



Table of Contents

BUDGET MESSAGE

Letter from the Town Manager	3
The Budget Process	16
Summary of Financial Policies	17
Budget Calendar	20

TOWN PROFILE

Town Council	3
Town Council's Visioning Priorities	4
Organizational Chart	5
Schedule of Authorized Positions	6

FUND SUMMARIES

Consolidated Fund Summaries	3
Individual Fund Summaries	6

CAPITAL PROJECTS

Fund Summaries	3
Multi-Year Capital Plan	4

REVENUE PROJECTIONS

General Fund Projected Revenue Sources	3
Property Valuations & Ad Valorem Taxes	4
Property Tax Rate Distribution	5
Sales Tax	6
Water & Sewer Fund Revenue Sources	7
Other Town Funds Estimated Revenues	8

APPROPRIATIONS

General Fund Total Appropriations	3
Water & Sewer Fund Appropriations	4

APPENDIX

Property Tax Rate Calculation Worksheet	3
Charter Provisions on Financial Administration	13
Discretionary Budget Requests	18
Glossary	172





BUDGET MESSAGE

Letter from the Town Manager
The Budget Process
Summary of Financial Policies
Budget Calendar





August 13, 2024

To The Honorable Mayor and Town Council

Re: *The FY 2024-2025 Preliminary Budget*

In accordance with the Town Charter and the State of Texas statutes governing home rule municipalities, please accept this letter as my budget transmittal and executive summary of the Preliminary Annual Budget for the operating, capital and debt service funds of the Town. The Town's Preliminary Budget is developed through an extensive process of reviewing requests received by various Town departments and then prioritizing those requests in a manner that utilizes resources effectively, within fiscal constraints, while working to achieve the Town Council's strategic vision. As prepared and submitted, the Preliminary Budget is intended to:

- Serve as an operating and fiscal plan for the new fiscal year,
- Provide a basis of accountability to the taxpayers for the investment of their tax dollars,
- Serve as a basis for measuring the performance for those individuals charged with the management of the Town's operations; and
- Demonstrate compliance with financial related policies passed by the Town Council.

The Annual operating, capital and debt service funds budgets combined with the multi-year capital plan contained herein represent the single most important management tool of the Governing Body and the staff.

BUDGET OVERVIEW

This budget was prepared based on the Town Council Strategic Vision adopted in May 2024 of:

1. Acceleration of infrastructure.
2. Development of Downtown Prosper as a destination.
3. Ensure that the Town's commercial corridors are ready for development.
4. Continue to provide excellent municipal services.
5. Work towards a growing and diversified tax base.

In the first four years of the originally ten-year \$210 million November 2020 bond program 70% of the authorized bonds will have been issued with \$62.9 million of authorized but unissued bonds remaining. At the present issuance pace, a bond election for both infrastructure, library and other community facilities is planned for November 2025.

Regarding Downtown Prosper as a destination, multiple businesses including several restaurants have opened during the year and the Livano multi-family development is nearing completion. The Downtown Advisory Committee has been actively programming Town/EDC funding for improved aesthetics and walkability. Multiple festivals and events, such as the New Resident Mixer and the Discover Downtown series including Coffee and Chrome, Paws on Broadway, and Moonlight Movie have been added, as well Freedom Fest, to be held on Broadway Street in Downtown Prosper.

For readying commercial corridors, the Town is progressing with the updating of its Comprehensive Plan to guide development over the next several years. Infrastructure, including roads, water lines, and wastewater lines, to support these corridors continue to be a major emphasis.

Excellence in municipal services begins with public safety. Design on a fourth Fire Station is well underway and benchmarking of public safety staffing levels compare well with surrounding cities. While quality of life starts with public safety, it cannot stop there, and the current budget includes increases in Parks and Recreation to service Raymond and Lakewood Preserve Parks currently under construction, addition of a Traffic Engineer position as the Town approaches the population threshold for assuming more traffic responsibilities and a Fleet Coordinator to assist departments in managing the Town's growing fleet.

Regarding diversified tax base, this element of the vision is supported by the other four and the Town is quickly transitioning from simply a bedroom community by adding a growing commercial base that includes two pediatric hospitals, a significant and growing retail base that includes the most prominent national chains, three car dealership and one hotel currently under construction with three more planned.

Despite the Town's current and future growth potential and general optimism, this budget has been prepared with conservative revenue assumptions in mind and budget challenges related to the Town's rapid growth continue.

BUDGET IN BRIEF

Total FY 2024-2025 Preliminary Budget Operating Appropriations \$102,622,254 including:

- \$52,819,628 for General Fund operations and maintenance,
- \$3,346,035 for the Crime Control and Prevention Special Purpose District,
- \$3,544,260 for the Fire Control, and Emergency Medical Services Special Purpose District,

- \$42,912,331 for the Town's Enterprise Funds including Solid Waste, Water, and Sewer utilities as well as the Storm Drainage Utility Fund.

General Debt Service Appropriations for the coming fiscal year are \$18,526,992.

Governmental Capital Projects added for the year total \$51.4 million.

VALUE OF TAXABLE PROPERTY AND GROWTH

The growth in taxable value of real property corresponds to a significant increase in residential growth and population over the past year. According to the most recent population estimates published by the North Central Texas Council of Governments (NCTCOG), the Town of Prosper's new population as of January 1, 2024, was 42,598. The Town has 13 active residential subdivision phases with a total of 1,212 lots that are either shovel ready, under construction, or have plans under review.

The Town is experienced an overall 15.4% increase in projected assessed values for the 2024 tax roll with 2/3^{rds} of the increase (10.5%) new construction and 1/3rd (4.9%) from increases in existing valuations. On June 25, 2024, to help relieve the increase in residential appraised values of property, the Council approved an increase in the homestead exemption rate from 15% to 17.5%. The Town is also seeing an 20.2% increase in homestead property values that qualify for the over 65 and disabled persons exemption and freeze and is expecting this trend to continue.

PROPERTY VALUES

Certified property valuations increased by \$1,286,804,916 (15.4%) for FY 2024-2025. Property values increased from \$8,335,296,679 to \$9,622,101,595. These totals exclude value of properties subject to the tax freeze. Of the increase, \$870,449,826, or 10.5%, resulted from new construction, compared with \$876,474,004 last year. New value added to the tax roll will continue to be primarily from residential growth, however, commercial growth continues to expand at a strong rate.

PROPERTY TAX RATE

The Preliminary FY 2024-2025 Budget proposes a property tax rate of \$0.505 per \$100 of taxable assessed valuation. If adopted, this would be a half cent reduction in the property tax rate. The last property tax rate reduction was in FY2020-2021 and is the lowest tax rate since FY 2006-2007.

The total tax rate is divided between Maintenance and Operations (M & O) and the Debt Service Fund. Of the total tax rate, the \$0.324608 cents maintenance and operations levy is split between \$0.224608 for the General Fund, \$0.100000 for the Capital Dedicated Fund with a \$0.180392 levy for general obligation debt service. Even with carving out 10 cents of the M & O levy for Capital Dedicated purposes, property taxes are 64% of the

preliminary revenue in the General Fund. The portion of the tax rate dedicated to debt service is approximately 36% of the overall Town tax rate well within policy guidelines of no more than 40% specified by the debt management policy.

SALES TAXES

The Town of Prosper levies a 1.50% tax on all taxable items sold within its borders (the Economic Development Corporation's 0.50% tax is in addition to the Town's 1.00% tax). In May 2023, the citizens renewed the Crime Control and Prevention District and the Fire Control, Prevention, and Emergency Medical Services District through 2043 with each collecting 0.25% of dedicated sales and use tax. Each district is reported as a special revenue fund and sales and use tax is the only source of revenue in these funds. As sales tax revenues have become a prominent funding source, this will help dedicate more resources to the public safety needs of the Town. This budget reflects the seventh year since the districts were created. Overall, the Preliminary Budget includes \$12,619,839 in sales tax revenues, compared to \$11,658,281 in the FY 2022-2023 revised year end estimate. This is largely attributable to the continuing retail and commercial development growth in Prosper. The one percent sales and use tax reported to the General Fund comprises 25.2% of total revenue in the Preliminary Budget. See the table below labeled Commercial Taxable Property and Growth which reflects major retail developments coming online during the next budget cycle. The preliminary budget reflects a sales tax estimate of 8.25% growth from the current year end projection.

COMMERCIAL TAXABLE PROPERTY AND GROWTH EXPECTED FY 2023-2024	
Name	Square Feet
Gates Phase 3 (commercial)	136,075
Residence Inn	123,452
Prosper Business Park Phase 4 & 5 (office)	99,987
Eagle Crossing Phase 2 (retail/warehouse/office)	72,700
Prosper tollway office park	28,500
Broadway Retail	29,120
Other >25,000 each	190,560

EMPLOYEE PAY AND BENEFITS

Sworn Fire and Police personnel are on a step plan and civilian pay is based on a performance merit system. The Town employees on average receive a 3% merit increase based on their annual performance. Employees will continue to see their steps or annual merit adjustments based on performance. The FY 2024-2025 Preliminary Budget includes salary changes according to an internal market study. This market study adjusts sworn

personnel by market and then adds a competitive percentage of 1.75%. For non-sworn personnel adjustments include only market. The total impact included in the budget is \$810,459.

The Town has historically provided a competitive and innovative benefits package to employees, offering a selection which best suits employees' individual and family needs. Providing these options has benefitted not only recruitment efforts, but also retention of employees. The Town's estimated contribution for employee healthcare benefits is \$4,136,107 for fiscal year 2024-2025. The Town currently offers high deductible and PPO medical plans.

PROGRAM AND STAFFING LEVELS

The Town of Prosper currently has 387.75 authorized full-time equivalent (FTE) staff members allocated among the various operating departments, excluding EDC. The preliminary budget includes an increase of 23 full-time equivalent positions. Details of all requested positions can be found in the Authorized Positions page of this document. The preliminary budget recommends the following staffing additions by department and changes to occur between October 2024 and April 2025:

Fund	Department	FTE
General	Town Manager	1.0
General	Finance	1.0
General	Communications & Community Engagement	0.5
General	Municipal Court	1.0
General	Police	4.0
Special Purpose District	Crime Control	3.0
General	9-1-1 Communications	1.0
General	Fire	(6.0)
Special Purpose District	Fire Control	6.0
General	Fire Marshal	1.0
General	Streets	2.0
General	Facilities	1.0
General	Parks and Recreation	2.0
General	Library	0.5
General	Engineering	1.0
Water/Sewer	Water & Wastewater	3.0
Drainage Utility	Stormwater	1.0
	Total FTE	23.0

UTILITY RATES

Water and Wastewater. During this time of rapid growth for both the Town and its regional suppliers, the Town has committed to annual rate studies conducted by an outside rate consultant with a great deal of familiarity with the region and is also obtaining frequent updates of its water and wastewater masterplan. Charges from its regional suppliers represent approximately 50% of the operating costs of the utility fund and are expected to rise significantly in future years due to expansion of both potable water and wastewater treatment capabilities. The financial goal for the utility is to operate on a breakeven basis over time while complying with all adopted financial standards, maintaining its water and wastewater infrastructure in good condition and meeting or exceeding required debt coverage ratios. It has been fortunate to meet these goals without a rate increase since FY 2019. Now however, the most recent rate study recommends, and Town staff has included a blended 10.4% increase comprised of water (6.4%) and wastewater (16%) rate increase for the current year. Given projections of our regional suppliers and planned debt issuance to fund the Town's share of the Doe Branch wastewater plant expansion future annual increases are expected the actual size of the increases will be evaluated annually.

Solid Waste. With the transition to a new provider complete, the Solid Waste Fund is now self-sufficient. The new contract for all commercial and residential solid waste services is for an initial seven-year period. The new rates became effective February 1, 2024, and will be adjusted each February thereafter based on CPI, fuel, and disposal rate adjustments. The goals for the new contract were:

- Greater contract monitoring and contract remedies to improve quality of service.
- Owning the residential collection carts improving flexibility in changing providers and promoting the Town's "brand".
- Creating a self-supporting solid waste operation with all costs offset by user fees.

These goals are consistent with the Strategic Vision of "*Excellence in Municipal Services*" with early feedback from citizens being overwhelmingly positive.

Stormwater Drainage. The Storm Drainage rates will remain the same since the last increase implemented in the FY 2017-2018 budget. The current monthly drainage rate for a residential tier 1 customer is \$3.00 and the residential tier 2 rate is \$5.15. Commercial customer's rates are \$1.00 per 1,000 SF of impervious surface.

GENERAL FUND

The FY 2024-2025 Preliminary Budget, as presented, is based on using a tax rate of 22.4608 cents per \$100 of assessed value. Each additional penny of the tax rate generates approximately \$962,210 in property tax revenue.

The target reserve level (Fund Balance) is set at 21% (approximately 75 days) of total appropriations. Target Fund Balance is based on a Town Charter requirement of 20% and a Town Council policy of an additional 1%. Budget estimates project fund balance to be at 21.6% at the end of FY 2024-2025.

At the end of FY 2024-2025, the projected total Fund Balance reflects a decrease of \$1,611,822 to \$11,077,687. The Town continues to focus on utilizing recurring revenues to fund enhancements with a one-time cost, rather than funding items with a recurring cost. This practice allows the Town to gain these dollars back in future years to be utilized in a similar manner.

GENERAL FUND REVENUES

For FY 2024-2025, General Fund revenues are expected to total \$51,207,806 which is an increase of 7.04% over the previous year's amended budget. This additional revenue is from increased property and sales tax, and franchise fees. The growth of this fund is largely the result of continuing residential and commercial development and population growth in Prosper. It is the Town's preference to take a conservative approach in budgeting these major revenue sources.

Sales Taxes revenues continue to increase. Historically, the Town has conservatively forecasted the sales tax revenues. The Preliminary Budget reflects 10.7% growth from FY 2023-2024 year-end projected sales tax receipts. The General Fund is projecting sales tax revenue of \$12,903,535 for FY 2024-2025. This is the seventh year for the Special Purpose Districts that receive sales tax that had been previously reported in the General Fund but these two levies fund police and fire salaries that would normally be paid by the General Fund.

License, Fees and Permits Revenues are projected at \$5,990,720 for FY 2024-2025, an increase from the previous year. The Budget still reflects steady new residential and non-residential construction, albeit at a slower pace. It is assumed the Town will issue approximately 800 new residential permits in the coming year.

Licenses and Franchise Fees are projected to rise with population. Municipal Court Fines are projected to increase in FY 2024-2025. General Fund Revenues by Source:

Revenue Category	FY 2024-2025	% of Total
Property Tax	\$23,332,018	45.6%
Sales Tax	12,903,535	25.2%
Franchise Fees	3,334,932	6.5%
License, Fees & Permits	5,990,720	11.7%
Other	5,646,601	11.0%
Revenue Total	\$51,207,806	100.0%

GENERAL FUND APPROPRIATIONS

Total General Fund Appropriations for the FY 2024-2025 Preliminary Budget are \$52,819,628. The category of personnel makes up much of the General Fund budget. The preliminary budget includes 19 additional staff members for the General Fund.

The major Program Enhancement and Capital Expenditures included in the preliminary appropriations and planned for FY 2024-2025 by department are as follows:

Administration:

<u>Enhancements</u>	<u>Amount</u>
Comprehensive Compensation and Benefits Study and Funding	\$772,858
IT Security and Other Enhancements	\$274,419

Police:

<u>Enhancements</u>	<u>Amount</u>
Stratified Policing Accountability Model	\$276,049
Flock Safety Program Expansion (Grant)	\$367,250
Officer Safety Equipment (Grant)	\$79,163

Fire:

<u>Enhancements</u>	<u>Amount</u>
Radio Replacement (year 1 of 4)	\$91,628
Online Paramedics School	\$41,250

Streets:

<u>Enhancements</u>	<u>Amount</u>
Street Markings and Sign Repairs	\$73,102
Building Repairs	\$50,000

Parks and Recreation:

<u>Enhancements</u>	<u>Amount</u>
Increased Community Events	\$90,050
New Parks and Median Maintenance	\$362,000

A complete summary listing of the preliminary enhancements with a detailed explanation can be found in the Appendix section of this document.

DEBT SERVICE (Interest & Sinking [I&S]) FUND

With the planned August 2024 issuance, the Town of Prosper will hold just under \$228.6 million in outstanding tax supported debt. \$36.407 million will be issued for road, public

safety and parks projects, and \$33.1 million is planned to be issued for water infrastructure projects and is paid from water, sewer revenues. In the past; in order to obtain a more favorable interest rate, the debt also had a tax pledge. This year for the first time, the Town will be issuing Revenue Bonds whose sole repayment source is water and wastewater revenues. These bonds have a rating of AA- (stable) from Standard & Poor and AA? from Fitch Ratings. The Town's \$228.6 million of tax supported debt, issued for roads, public safety and parks has a debt rating of Aa1 from Moody and AA+ from S&P with new ratings in process for the additional planned debt.

Appropriations for FY 2024-2025 in the Debt Service Fund will total \$18,526,992. This represents a 17.65% increase from the prior year's budget. This increase is a result of a planned issuance of \$36.407 million from the \$210 million approved bond package which will be 2024 General Obligation Bonds in FY 2024-2025.

WATER AND SEWER FUND

The Water and Sewer Fund's principal source of revenues are charges to customers for water use, wastewater treatment, and fees related to providing consumers with new water and wastewater services. Total fund revenues for FY 2024-2025 are estimated to increase to \$43,444,427 (an increase of 18.48%) over the previous year's amended budget. The increase is due to an increase in the number of accounts along with customer rate increases to keep pace with the passthrough charges from the regional water providers and funding the Town's share of wastewater treatment expansion. The adopted business plan for the Water and Sewer Utility Fund identifies the need for revenue growth to cover existing and future operations and maintenance costs as well as debt service and contracted water and sewer costs with the Upper Trinity Regional Water District and North Texas Municipal Water District.

Water & Sewer Fund Revenues by Source:

Revenue Category	FY 2025 Proposed	% of Total
Water Charges	\$24,470,841	56.3%
Wastewater Charges	14,674,289	33.8%
License, Fees & Permits	377,705	0.9%
Penalties	186,900	0.4%
Investment Income	450,000	1.0%
Miscellaneous	3,284,690	7.6%
Revenue Total	\$43,444,425	100.0%

The Town of Prosper along with other surrounding municipalities' purchases treated surface water from the North Texas Municipal Water District (NTMWD). The preliminary budget reflects increased water consumption due to growth in customers and demand. Rates from NTMWD will increase by 11% from \$3.44 to \$3.82 per 1,000 gallons of water purchased.

The preliminary budget recommends an increase of 3 additional staff members for the Water and Sewer Fund. The major Program Enhancement and Capital item expenses budgeted in the Water/Sewer Utility Fund by department include:

Water:

<u>Enhancements</u>	<u>Amount</u>
Water Meter Replacements	\$938,130

Currently, the Utility Fund holds just over \$37.024 million in outstanding debt. The Town recognizes that in this time of fast growth significant additional debt is required and has developed a strong set of financial policies that it believes will serve the Town well into the future. With the growth and maturing of the Water and Sewer Fund, Revenue Bond ratings were sought and obtained as a conformation of the long-term strategy.

In addition to the financial policy requirement to maintain debt service coverage ratios of 1.25 times average annual debt service, the Town's debt covenants for Revenue debt also specify a coverage ratio of 1.10 times maximum annual debt service and 1.2 times next annual debt service and a debt service reserve.

DRAINAGE UTILITY FUND

Currently, the Drainage Utility Fund holds \$2.36 million in outstanding debt. During FY 2017-2018 budget, Council approved a rate increase to support debt service payments and maintain routine drainage/storm water maintenance needs. The Town will be evaluating a fee adjustment for the FY 2026 budget.

CAPITAL PROJECT FUNDS

The Town continues to strengthen management of its capital program. Multi-year capital budgets are adopted in the Capital Project Funds. The Capital Improvement Sub-Committee of the Town Council prioritizes projects for the current year and future years, The Capital Project Funds account for financial resources to be used for the acquisition or construction of major capital facilities. The budget for these projects is independent of the operating budget and are typically funded with bonds, grants, fund balance, special restricted revenue, or other sources of capital from developers or other private investment. Appropriations are adopted on a "Project" basis and continue until the project is completed which typically spans fiscal years. The table below summarizes the capital projects added for FY 2024-2025.

Street Projects	
First Street (Elem - DNT)	709,000
Coit Road (First - Frontier) - 4 Lanes	20,000,000
Legacy (Prairie - Fishtrap) - 4 lanes	800,000
Prosper Trail (Coit - Custer) 2 WB Lanes	500,000

Gee Road (US 380 - FM 1385) - 2 WB Lanes	1,700,000
Coleman (Prosper Trail - Talon) - 2 SB Lanes	1,500,000
Legacy (First St. - Prosper Trail) 2SB Lanes (Park Place DA)	200,000
Legacy (First St. - Prosper Trail) 2SB Lanes (Star Trail DA)	550,000
First Street (Coleman - Craig)	2,000,000
Craig Street (Preston - Fifth)	300,000
Prosper Trail (Legacy - DNT)	1,200,000
DNT Main Lanes (US 380 - FM 428)	2,557,062
Traffic Signal - First & Artesia	460,000
Traffic Signal - Teel & Prairie	460,000
Traffic Improvement Projects	480,000
Traffic Signal Communications Program Phase 2 of 2	495,000
Traffic Signal - Legacy & Prairie	525,000
Parks Projects	
Downtown Park (Broadway/Parvin) (Construction)	750,000
Doe Branch Trail Connections	500,000
Raymond Community Park, Phase 1	1,900,000
Playgr. Shade Struct.-Pecan Grove, Preston Lakes, Prairie Pk	160,000
Pecan Grove Park Trail - (Grant Match \$129k)	248,798
Whitley Place Meadow Park Pavilion - (Grant Match \$118k)	218,130
Raymond Comm. Park, Trail/Bridge (Grant Match \$448k)	848,122
Frontier Park Concrete Repairs	120,000
Parks & Recreation Admin Facility Parking Lot Paving	80,000
Doe Branch Property Masterplan	140,000
Doe Branch Property Six Creek Crossing	650,000
Facility Projects	
Fire Station #4 (Other Development Costs)	700,000
Fire Station #4 (Construction)	1,025,000
Fire Station #4 (FF&E)	775,000
Parks and Public Works, Phase 1	2,352,938
Fire Station #3 Upgrades and Repairs	190,000
Town Hall Repairs - N. Parking Lot & Front Steps & Fountain	273,000
407 Recreation Center Repairs - Replace flooring and Paint	30,000

Water Projects	
FM 1461 12in Water Line Relocation - Construction	3,500,000
Parks & Public Works Facility - Construction	5,000,000
6MG Ground Storage Tank - Construction	2,560,993
Craig St 2MG EST Rehabilitation - Design	460,000
Wastewater Projects	
Doe Branch Parallel Interceptor - Design & Construction	8,853,327
Upper Doe Branch WW Line (Teel-PISD Stadium) - Construction	3,000,000
Doe Branch, Phase 3 WWTP - Design & Construction	49,946,277
Denton ISD WW Line Reimbursement - Design & Construction	531,622
Drainage Projects	
Old Town Regional Detention Pond #2 - Design	50,000

REGIONAL PARTNERSHIPS

The following items have also been incorporated into the FY 2024-2025 Preliminary Budget:

- Continued partnerships with other entities have produced multiple saving opportunities for shared services or improving our customer service to residents and visitors alike.
 - The Town has an Interlocal Agreement with PISD to access their fueling facility for emergency purposes and to use specified PISD facilities for recreation and other programs.
 - The Town renews its agreements along with several area cities to contract with Collin County for Animal Control and Sheltering Service.
 - The Town has Interlocal agreements with Frisco for the Police and Fire Departments to access their radio system.
 - The Town has Interlocal Agreements for landscape services with the City of McKinney and City of Frisco.

GENERAL DISCUSSION ITEMS/COUNCIL POLICY GUIDANCE

The five elements of the council strategic vision all complement each other, and all contribute to the ultimate quality of life and a thriving community at build-out. This does

not mean, however, that the elements do not compete with each other for funding, with the greatest competition existing between Acceleration of Infrastructure and Excellent Municipal Services. Two years ago, (FY 2022-2023), the Council created a Capital Dedicated portion of property tax that is budgeted for 10 cents of rate and \$9.6 million of funding. This capital dedicated levy would otherwise be used to provide General Fund services and is creating pressure to keep the General Fund budget lean.

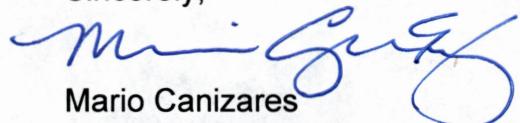
On the expenditure side multiple discretionary budget requests have been reduced or eliminated. In addition, non-recurring requests that exceeded a \$250,000 threshold and were clearly capital in nature were removed and will be considered for Capital Dedicated or other capital project funding. A list of discretionary items that the Executive Team feel have merit but were removed due to lack of funding have been included in a separate section of this Preliminary Budget.

CONCLUSION

While budgets are always a challenge, we have worked diligently to propose a budget that accomplishes Council goals to expand services and competitively compensate staff while holding the line on the tax rate. We have also presented a future five-year financial plan to help manage the decisions made for the next fiscal year and the impact it has on future fiscal responsibilities. The Town's preliminary budget attempts to address the current and future growth and infrastructure expansion demands while recognizing the current service needs of its residents.

I would also like to compliment and thank the entire Town staff for their dedication, diligence, and fiscal accountability in providing their respective services to the Town Council and the residents of Prosper.

Sincerely,

A handwritten signature in blue ink, appearing to read "mario canizares".

Mario Canizares
Town Manager

The Budget Process

PURPOSE OF AN ANNUAL BUDGET

The Town of Prosper Budget serves multiple purposes. It is:

- The legally adopted and binding financial and spending plan of the Town.
- A communication tool to residents, businesses, and employees regarding the Town's priorities and initiatives.
- A demonstration of financial stewardship including compliance with all applicable laws and regulations.

BUDGET OVERVIEW

The Town's fiscal year is from October 1st to September 30th. The Budget is regulated by both Town Charter, Town financial policies and by State statute. Each fund within the Town has its own budget. Budgetary control is defined by the Town charter and is at the department level meaning that each department's appropriations cannot be exceeded or increased without formal action of the Town Council. Budget changes if made are by ordinance and shall become an attachment to the original budget. Final adoption of the budget by the Town Council shall constitute the official appropriations as proposed for expenditures in the current year and shall constitute the basis of official levy of the property tax as the amount of tax to be assessed and collected for the corresponding tax year.

PREPARATION OF THE ANNUAL BUDGET DOCUMENT

Budget preparation begins with the strategic vision and priorities of the Town Council. In the spring, staff will present to the Council a multi-year budget forecast to provide a preview of the upcoming budget year and to identify any items or programs that the Council would like additional information.

Internally, Department heads are provided worksheets and forms for submission. April, the Budget Preparation Manual is distributed to departments for review. Submissions include funding requests for personnel, improvements to public services, capital outlays and enhancement projects. Once received from departments, the Finance Department carefully reviews and evaluates each department's budget submissions for completion and line-item consistency. The overall picture of estimated revenues and proposed expenditures is studied. Focusing on the Town Council's vision for Prosper and providing the most efficient and effective services to the Prosper citizens. These budget requests are reviewed by the Town Manager and his or her Executive Team.

The last week in July, certified property tax rolls are received from the two county appraisal districts serving the Town providing management a clearer picture of the revenue available to fund programs. Final adjustments are made and the Proposed Budget is presented to the Town Council the first Council meeting in August. The Proposed Budget is a staff document that following changes and approval by Town Council becomes the Proposed Budget which starts the required due process procedures including legal notice and posting and the scheduling of a public hearing. This eventually culminates into Town Council public hearing in September. At this time, the Town Council may further revise the proposed budget as it deems necessary. The final adoption of the Annual Budget takes place in September when the budget is legally enacted through the passage of an ordinance.

As required by charter, the Town Manager also submits a five-year capital plan as an attachment to the annual budget. This plan is prepared in conjunction with the Capital Project Fund budget. Each year new capital projects are added to the fund and the appropriations for these projects carry over from year to year until the project is completed.

BUDGET ADMINISTRATION

The Fiscal Year begins, and the approved budgets are then under the management of the responsible Department Head and ultimately the Town Manager.

The Town Manager submits monthly financial reports as required by Town Charter and actively manages any shortfalls in revenues or overages in expenditures. Unless known to be immediately necessary or significant in value, budget amendments will be done towards the close of the fiscal year taking into account other possible savings within the fund.

Encumbered amounts are charged to the budget year in which the appropriation was created provided that the good or service is received within two months of year end. On November 30th all purchase orders related to operations lapse. Purchase orders related to multi-year capital projects are recorded in the capital projects fund and do not lapse.

Summary of Financial Policies

The Town's Administrative Regulations includes 22 chapters with six chapters having the greatest impact on day-to-day financial management and resulting financial position of the Town. These are: Chapter12- Vehicle Equipment and Replacement Fund, Chapter 13 Fund Balance, Chapter 15- Debt Management Policy, Chapter 16-Debt Post Issuance Policy, Chapter 17-Financial Management Policy, Chapter and Chapter 21-Capital Project Management Policy

Brief summaries of each policy is included below with the complete policy included as an appendix to this book. To facilitate a logical topic flow, policies will not necessarily be discussed in chapter number order.

Chapter 17 - Financial Management Policy

The rapid growth of the Town has required rapid expansion of personnel, facilities and related finances. To address these issues the following policies are designed to promote strong financial management.

Annual Audit. Establishes criteria to ensure that the external auditor hired will be sufficiently experienced in state and local government audits to provide a quality audit. Requires all auditor findings regarding internal controls to be addressed.

Operating Budgets. Sets the timing for the budget process and level of budgetary control. Requires a structurally balanced budget in which recurring expenditures may not exceed recurring revenues. Non-recurring expenditures may be funded from recurring revenues, non-recurring revenues and fund balance in excess of policy reserves. Budgets that draw reserves below policy requirements are deficit budgets and a plan must be established to replenish policy reserves.

Tax Rate Management. Establishes a capital dedicated portion of the M & O levy that can be used fund pay as you go projects and reduce debt issuance in the short-term and then as capital facilities are built but revenue growth has slowed, can be redirected to fund operations required for the new facilities.

Revenue Management. Does not permit dedication of general revenues for specific purposes. User based fees should be cost based and may be classified as "full" "partial" or "minimal" cost recovery. Impact fees for water, wastewater and roadways will be reassessed every five years. Utility rates will be self-supporting.

Expenditure Control. All expenditures must be appropriated by budget. Operating appropriations that are not expended or encumbered at year end lapse.

Financial Condition and Reserves. Reinforces the requirement for no operating deficits. Establishes General Fund Reserve at the 20% charter reserve as restricted fund balance and unassigned fund balance of 1% for a total of 21% (2 ½ months of expenditures). Establishes \$25,000 cash reserve for both Fire and Crime Control Special Purpose Districts. Requires enterprise funds to be self-sufficient.

Chapter 13 - Fund Balance Policy

Establishes the basis and need for maintaining minimum fund balance reserves, defines categories of fund balance for financial reporting and references GFOA Best Practices for determining adequate fund balance. Fund Balance is set at a total of 21% (2^{1/2} months expenditures) for the General Fund,

3-5% for Debt Service Fund, 25% (3 months expenses) for the Water and Sewer Fund, \$250,000 for the Solid Waste Fund and 17% (2 months expenses) for the Stormwater Utility Fund.

Chapter 21 - Capital Projects Management Policy

The rapid growth of the Town has created oversized capital budgets relative to operating budgets and have resulted in long-term agreements with developers for construction of infrastructure that may not be completed for many years following the agreement. From a materiality standpoint infrastructure is often the largest single item in a government's financial statement and must be properly accounted for. The policy requires departments to furnish to finance all developer related agreements and contracts. Upon receipt, finance will analyze the contract for proper accounting treatment including the specific "triggers" that must occur before the transaction is recognized. Annual closing procedures include review of all open agreements and their status.

Chapter 12 - Vehicle Equipment and Replacement Fund (VERF)

Creates an internal service fund of the Town for the purpose of smoothing the budget impact of large vehicle and equipment purchases. This approach has the advantage of avoiding debt financing allowing the Town to avoid deferring maintenance during times of economic downturn and tight budgets.

Key provisions include:

- 1) All equipment and vehicle are owned by the VERF.
- 2) Using departments are charged a monthly fee that is accumulated towards replacement.
- 3) All items replaced are surrendered by the department with disposal proceeds retained by VERF.
- 4) New items due to new programs or positions must be included as part of the annual budget process and then are donated to VERF.
- 5) VERF cash balances should approximately equal (defined as +/- 10%) accumulated depreciation in the fund.

Chapter 15 - Debt Management

Describes the type of debt issuance available to the Town and the circumstances in which each type of debt may be used. Preference is given to alternate financing means such as PAYGO programs or capital grants. When debt issuance is necessary, preference is given to voter-approved governmental debt vs. non-voter approve debt. For capital assets for enterprise activities, the intent is to pay all debt service from the revenues of the enterprise operation.

Debt issuance should be limited to the acquisition or construction of long-lived capital assets and never be issued to fund current operations. The maximum final maturity for governmental fund and enterprise fund debt is 20 and 30 years respectively.

For general obligation governmental debt, the debt service tax levy should never exceed 40% of the total tax levy. Total tax supported debt should also not exceed 4% of taxable assessed valuation.

It is the Town's intent that enterprise fund debt service be paid from the revenues generated from the enterprise activities. If Revenue Bonds are issued, the Town will maintain a coverage ratio of at least 1.25% of net operating revenue available for debt service to maximum annual debt service.

Chapter 16 - Debt Post Issuance Policy

Details the process following debt issuance including tax certificates, Attorney General filing, SEC Continuing Disclosure (15C2-12), recordkeeping, use of proceeds and Arbitrage Rebate and Yield calculations.

Compliance

Staff has made every effort to comply with these policies in their entirety and it is our belief that the budget meets or exceeds all legal and policy requirements except for the Solid Waste Fund. The reserve requirement of \$250,000 will comply by the fiscal year 2026-2027. This fund was created in fiscal year 2022-2023 and requires a few years to accumulate the reserve required by policy.

Budget Calendar

Date	Action
May 3	Town staff completes revenue and expenditure projections through the end of the current fiscal year; prepares discretionary and non-discretionary budget requests and related forms.
May 9	Begin compilation and discussions with Department Heads.
June 25	Strategic Planning/Budget Work Session with Town Council and Department Heads
July 25	Chief Appraiser certifies appraisal rolls for taxing units.
July 25	Certification of anticipated collection rate by collector.
July 25	Calculation of no-new-revenue and voter-approval tax rates.
August 13	Town Council meeting to discuss tax rate; if proposed tax rate will exceed the no-new-revenue rate or the voter-approval tax rate (whichever is lower), take record vote and schedule Public Hearing. Town Manager presents proposed budget for FY 2024-2025. Proposed budget must be posted on website from this date until adopted.
August 21	Finance Committee reviews Proposed Budget. (Date tentative)
August 23	72-hour notice for meeting (Budget Town Hall) (Open Meetings Notice).
August 29	Budget Town Hall
September 1	"Notice of FY 2024-2025 Budget Public Hearing" notice in newspaper and on Town Website published at least seven days before Public Hearing.
September 6	72-hour notice for meeting at which governing body will adopt tax rate (Open Meetings Notice).
September 10	Town Council meeting to consider passing ordinances adopting the FY 2024-2025 budget and tax rate. Public Hearing for tax rate. Budget must be adopted before the tax rate, and both must be record votes. Taxing unit must adopt tax rate before September 30 or 60 days after receiving certified appraisal roll, whichever is later.
September 11	Final approved budget to be filed with Town Secretary. Submit ordinance to Collin and Denton County Tax Offices.
September 11	Copies of final budget distributed to Town Council and Department Heads; Tax Assessor/Collector and Appraisal District notified of current year tax rates.
October 1	New fiscal year begins and taxes are billed by the Tax Assessor/Collector.



TOWN PROFILE

Town Council
Town Council's Visioning Priorities
Organizational Chart
Schedule of Authorized Positions



Town Council



Mayor
David F. Bristol
Term: May 2025



Council Member Place 1
Mayor Pro-Tem
Marcus E. Ray
Term: May 2025



Council Member Place 3
Deputy Mayor Pro-Tem
Amy Bartley
Term: May 2026



Council Member Place 2
Craig Andres
Term: May 2027



Council Member Place 4
Chris Kern
Term: May 2025



Council Member Place 5
Jeff Hodges
Term: May 2026



TOWN COUNCIL



Council Member Place 6
Cameron Reeves
Term: May 2027

The Mayor and each of the six (6) Council Member places are elected at large according to the Town Charter.

2024 TOWN COUNCIL STRATEGIC VISIONING SUMMARY

APPROVED BY THE TOWN COUNCIL ON MAY 28, 2024



1

ACCELERATION OF INFRASTRUCTURE

- Work with the Capital Improvement Subcommittee to identify gaps in the Town's infrastructure and ensure that it meets the demands of a growing community
- Utilize all available financial methods (Bonds, Certificates of Obligation, Capital Dedicated Fund, Grants, etc.) to fund projects.
- Work with the Capital Improvement Subcommittee to plan for a future bond program and/or pay-as-you-go program.



2

DEVELOPMENT OF DOWNTOWN PROSPER AS A DESTINATION

- Collaborate with the Downtown Business Alliance, Community Engagement Committee, Downtown Committee, and Prosper EDC to implement the Downtown Master Plan.
- Pursue a mix of public and private developments as catalysts for office, retail, restaurants, entertainment, housing, and outdoor events.



3

ENSURE THE TOWN'S COMMERCIAL CORRIDORS ARE READY FOR DEVELOPMENT

- Ensure US 380 and Dallas North Tollway are primed and ready for development.
- Develop long-term strategies for land use, landscaping, lighting, and traffic.
- Leverage partnerships with TxDOT, NTTA and private development.
- Prioritize infrastructure to meet demand, using incentives when appropriate.



4

CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES

- Strive to be a high-performing organization focused on continuous improvement, best practices, and benchmarking.
- Develop a culture of excellence and provide the financial resources necessary to support these goals.
- Provide a welcoming and respectful environment for residents, visitors, and Town employees.

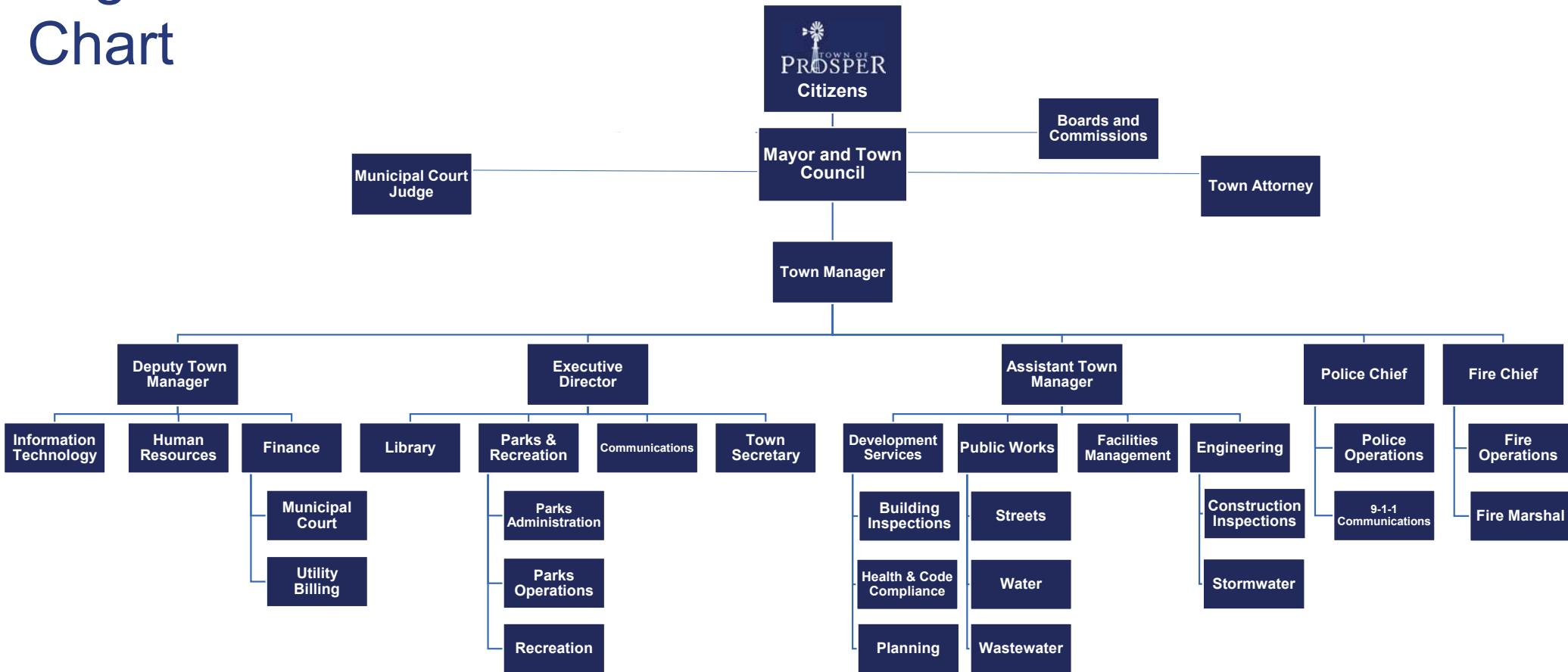


5

WORK TOWARDS A GROWING AND DIVERSIFIED TAX BASE

- Collaborate with Prosper EDC and be adaptable to changing market conditions.
- Place an emphasis on corporate, medical, and life-sciences sectors.
- Utilize metrics to create resiliency strategies against market changes.

Organizational Chart



Authorized Positions

GENERAL FUND	ACTUAL 2022-2023	ADOPTED 2023-2024	REVISED 2023-2024	CHANGES 2024-2025	PROPOSED 2024-2025
Town Manager	2.00	2.00	2.00	3.00	5.00
Town Secretary	3.00	3.00	3.00	-	3.00
Finance	11.00	11.50	11.50	1.00	12.50
Human Resources	4.50	4.75	4.75	-	4.75
Information Technology	10.50	11.50	11.50	-	11.50
Communications & Community Engagement	5.50	5.50	5.50	(0.50)	5.00
Municipal Court	4.50	3.50	3.50	1.00	4.50
Police Operations	30.00	41.00	42.00	4.00	46.00
9-1-1 Communications	15.00	17.00	16.00	1.00	17.00
Fire Operations	48.00	50.00	50.00	(6.00)	44.00
Fire Marshal	4.00	4.00	4.00	1.00	5.00
Inspections	21.00	20.00	20.00	-	20.00
Code Compliance	4.00	5.00	5.00	-	5.00
Planning	7.00	7.00	7.00	-	7.00
Streets	11.00	11.00	11.00	2.00	13.00
Facilities	1.00	4.00	4.00	1.00	5.00
Parks	36.50	41.00	41.00	2.00	43.00
Library	9.00	9.50	9.50	0.50	10.00
Engineering	16.50	16.50	16.50	-	16.50
Total General Fund	244.00	267.75	267.75	10.00	277.75
Crime Control	24.00	27.00	27.00	3.00	30.00
Fire Control	26.00	26.00	26.00	6.00	32.00
Water & Wastewater	58.00	62.00	62.00	3.00	65.00
Solid Waste	-	1.00	1.00	-	1.00
Stormwater Drainage	2.00	4.00	4.00	1.00	5.00
Total Town of Prosper Employees, All Funds	354.00	387.75	387.75	23.00	410.75

All positions are shown as full-time equivalents. (FTE)

Revised 2023-2024

Transfer 1.0 FTE from 9-1-1 Communications to Police Operations

Preliminary 2024-2025

Town Manager - Add 1.0 FTE Management Analyst; Transfer 1.0 FTE Assistant Town Manager from Engineering; Transfer 1.0 FTE Executive Director from Communications

Finance - Add 1.0 FTE Fleet Coordinator

Communications - Transfer (1.0) FTE to Town Manager; Add 0.5 FTE Communication Specialist PT to FT

Municipal Court - Add 1.0 FTE Court Clerk

Police Operations - Add 5.0 FTE Police Officers (Grant); Add 1.0 FTE Administrative Assistant-Patrol; Add 1.0 FTE Detective; Move (3.0) FTE Crime Control Special Purpose District

9-1-1 Communications - Add 1.0 FTE 9-1-1 Communications CAD Supervisor

Fire Operations - Move (6.0) FTE to Fire Control Special Purpose District

Fire Marshall - Add 1.0 FTE Fire Inspector/Investigator

Streets - Add 1.0 FTE Signs and Marking Technician; Add 1.0 FTE Streets Utility Worker

Facilities - Add 1.0 FTE Facilities Maintenance Technician

Parks - Add 1.0 FTE Irrigation Technician; Add 1.0 FTE Parks Supervisor

Library - Add 0.5 FTE Library Assistant PT to FT

Engineering - Add 1.0 FTE Senior Traffic Engineer; Transfer (1.0) FTE to Town Managers Office

Crime Control - Move 3.0 FTE from General Fund Police

Fire Control - Move 6.0 FTE from General Fund Fire

Water & Wastewater - Add 3.0 FTE Water Crew

Stormwater Drainage - Add 1.0 FTE Stormwater Crew Leader

FUND SUMMARIES

Consolidated Fund Summaries
Individual Fund Summaries



CONSOLIDATED FUND SUMMARY

BY YEAR

	ACTUAL 2022-2023	PRELIMINARY AMENDED 2023-2024	PROPOSED 2024-2025
ESTIMATED RESOURCES			
REVENUES:			
Taxes	55,088,733	58,833,802	65,469,763
Inter-governmental	1,725,550	46,101	14,848
License, Fees & Permits	10,372,468	13,284,066	12,051,557
Charges for Services	35,960,978	44,682,644	51,447,408
Fines & Warrants	374,226	401,050	352,050
Investment Income	2,364,926	3,186,266	2,747,950
Miscellaneous Revenue	3,751,412	3,949,479	5,164,096
Impact Fees	12,766,409	11,859,453	11,800,000
Subtotal-Revenues	\$ 122,404,702	\$ 136,242,861	\$ 149,047,672
OTHER RESOURCES:			
Transfers In	1,182,390	3,297,102	1,478,696
TOTAL ESTIMATED RESOURCES:	\$ 123,587,092	\$ 139,539,963	150,526,368
ESTIMATED USES			
Direct Expenditures by Function:			
General Government/Central Services	15,216,476	19,556,054	21,214,418
Public Safety	21,601,985	26,753,332	28,809,067
Community Services	6,295,260	9,684,567	10,495,687
Streets & Highways	3,442,589	4,664,841	5,108,876
Development Services	2,980,516	4,126,143	4,119,971
Utility Services	22,065,103	30,618,671	33,221,701
Engineering	8,498,025	2,693,500	2,572,798
Debt Service	17,494,710	20,972,673	25,681,346
Transfer to Dedicated Capital Fund	-	-	-
Economic Infrastructure Development	3,791,490	5,956,933	4,925,547
Impact Fee Infrastructure Development	5,789,321	4,180,640	7,672,881
Subtotal-Expenditures	\$ 107,175,476	\$ 129,207,354	\$ 143,822,292
Transfers Out	8,269,259	10,466,703	14,407,958
TOTAL ESTIMATED USES:	\$ 115,444,735	\$ 139,674,057	\$ 158,230,250
EXCESS (DEFICIENCY)	\$ 8,142,357	\$ (134,094)	\$ (7,703,882)
BEGINNING FUND BALANCE	\$ 53,899,954	\$ 62,042,311	\$ 61,908,217
EXCESS (DEFICIENCY)	\$ 8,142,357	\$ (134,094)	\$ (7,703,882)
ENDING FUND BALANCE	\$ 62,042,310	\$ 61,908,217	\$ 54,204,335

CONSOLIDATED FUND SUMMARY
FISCAL YEAR 2024-2025

	GENERAL FUND	DEBT SERVICE FUND	IMPACT FEE FUNDS	UTILITY FUNDS
ESTIMATED RESOURCES				
REVENUES:				
Taxes 36,235,553 18,228,251 Inter-governmental 14,848 - - - License, Fees & Permits 10,086,952 - - - 564,605 Charges for Services 1,342,524 - - - 43,390,303 Fines & Warrants 352,050 - - - Investment Income 950,000 125,000 735,000 462,500 Miscellaneous Revenue 747,183 - 300,000 3,288,190 Impact Fees - - 11,000,000 - Subtotal-Revenues \$ 49,729,110 \$ 18,353,251 \$ 12,035,000 \$ 47,705,599				
OTHER RESOURCES:				
Transfers In 1,478,696 - - - TOTAL ESTIMATED RESOURCES: \$ 51,207,806 \$ 18,353,251 \$ 12,035,000 \$ 47,705,599				
ESTIMATED USES				
Direct Expenditures by Function:				
General Government/Central Services 10,928,574 - - - 1,159,940 Public Safety 21,918,772 - - - Community Services 8,170,637 - - - Streets & Highways 5,108,876 - - - Development Services 4,119,971 - - - Utility Services - - - 33,221,701 Engineering 2,572,798 - - - Transfer to Dedicated Capital Fund - - - - - Debt Service - 18,526,992 - - 7,154,354 Economic Infrastructure Development - - - - - Impact Fee Infrastructure Development - - 7,672,881 - Subtotal-Expenditures \$ 52,819,628 \$ 18,526,992 \$ 7,672,881 \$ 41,535,995				
Transfers Out - - - 13,031,622 1,376,336 TOTAL ESTIMATED USES: \$ 52,819,628 \$ 18,526,992 \$ 20,704,503 \$ 42,912,331				
EXCESS (DEFICIENCY)				
BEGINNING FUND BALANCE \$ 12,689,509 \$ 1,363,680 \$ 21,593,938 \$ 11,022,209 EXCESS (DEFICIENCY) \$ (1,611,822) \$ (173,741) \$ (8,669,503) \$ 4,793,268 ENDING FUND BALANCE \$ 11,077,687 \$ 1,189,939 \$ 12,924,435 \$ 15,815,477				

CONSOLIDATED FUND SUMMARY
FISCAL YEAR 2024-2025

	SPECIAL REVENUE FUNDS	INTERNAL SERVICE FUNDS	COMBINED FUNDS
<i>ESTIMATED RESOURCES</i>			
REVENUES:			
Taxes	11,005,959	-	65,469,763
Inter-governmental	-	-	14,848
License, Fees & Permits	1,400,000	-	12,051,557
Charges for Services	-	6,714,581	51,447,408
Fines & Warrants	-	-	352,050
Investment Income	205,450	270,000	2,747,950
Miscellaneous Revenue	378,723	450,000	5,164,096
Impact Fees	800,000	-	11,800,000
Subtotal-Revenues	\$ 13,790,132	\$ 7,434,581	\$ 149,047,672
OTHER RESOURCES:			
Transfers In	-	-	1,478,696
TOTAL ESTIMATED RESOURCES:	\$ 13,790,132	\$ 7,434,581	\$ 150,526,368
<i>ESTIMATED USES</i>			
Direct Expenditures by Function:			
General Government/Central Services	1,214,355	7,911,549	21,214,418
Public Safety	6,890,295	-	28,809,067
Community Services	2,325,050	-	10,495,687
Streets & Highways	-	-	5,108,876
Development Services	-	-	4,119,971
Utility Services	-	-	33,221,701
Engineering	-	-	2,572,798
Transfer to Dedicated Capital Fund	-	-	-
Debt Service	-	-	25,681,346
Economic Infrastructure Development	4,925,547	-	4,925,547
Impact Fee Infrastructure Development	-	-	7,672,881
Subtotal-Expenditures	\$ 15,355,247	\$ 7,911,549	\$ 143,822,292
Transfers Out	-	-	14,407,958
TOTAL ESTIMATED USES:	\$ 15,355,247	\$ 7,911,549	\$ 158,230,250
EXCESS (DEFICIENCY)	\$ (1,565,115)	\$ (476,968)	\$ (7,703,882)
BEGINNING FUND BALANCE	\$ 5,726,874	\$ 9,512,006	\$ 61,908,217
EXCESS (DEFICIENCY)	\$ (1,565,115)	\$ (476,968)	\$ (7,703,882)
ENDING FUND BALANCE	\$ 4,161,759	\$ 9,035,038	\$ 54,204,335

General Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
RECURRING REVENUES									
Property Tax		23,676,303	21,146,121	21,185,761	23,332,018	25,958,267	28,525,979	31,036,770	33,505,179
Sales Tax		10,130,889	11,091,492	11,658,281	12,903,535	13,840,043	14,806,740	15,695,145	16,636,853
Franchise Fees		2,386,163	3,221,816	3,136,725	3,334,932	3,524,238	3,728,034	3,947,635	4,186,319
License, Fees & Permits		5,920,832	5,792,150	6,922,801	5,990,720	5,999,149	6,042,888	6,073,781	6,105,316
Charges for Services		1,166,098	1,296,024	1,295,880	1,342,524	1,325,251	1,325,940	1,326,646	1,327,308
Fines & Warrants		374,226	300,500	401,050	352,050	352,050	352,050	352,050	352,050
Investment Income		877,138	750,000	1,004,268	950,000	750,000	750,000	750,000	750,000
Transfers In		1,132,390	1,297,102	1,297,102	1,478,696	1,626,566	1,789,222	1,968,144	2,164,959
Miscellaneous		168,175	144,150	156,171	747,183	111,150	111,150	111,150	111,150
Park Fees		695,719	667,850	695,650	761,300	90,500	90,500	90,500	500
	TOTAL RECURRING REVENUES	\$ 46,527,933	\$ 45,707,205	\$ 47,753,689	\$ 51,192,958	\$ 53,577,214	\$ 57,522,503	\$ 61,351,821	\$ 65,139,634
RECURRING EXPENDITURES									
Administration		7,646,396	9,415,421	9,338,200	10,506,487	10,926,746	11,363,816	11,818,369	12,291,104
Police Services		6,276,727	9,264,810	8,281,914	10,779,230	11,210,399	11,658,815	12,125,168	12,610,174
Fire Services		9,420,541	10,352,080	10,368,010	10,236,399	10,645,855	11,071,689	11,514,557	11,975,139
Public Works		3,402,594	4,527,247	4,419,209	4,994,174	5,193,941	5,401,699	5,617,767	5,842,477
Community Services		3,855,602	5,796,881	6,636,282	8,003,896	8,324,052	8,657,014	9,003,294	9,363,426
Development Services		2,433,976	3,593,315	4,091,256	4,119,971	4,284,770	4,456,161	4,634,407	4,819,783
Engineering		8,288,025	2,474,047	2,623,500	2,552,112	2,654,196	2,760,364	2,870,779	2,985,610
New Police Positions		-	-	-	-	1,412,957	948,771	1,177,104	152,328
New Fire Positions		-	-	-	-	536,315	630,650	105,108	1,437,066
All other Town Departments New Positions		-	-	-	-	1,359,296	1,446,761	1,011,101	1,508,101
	TOTAL RECURRING EXPENDITURES	\$ 41,323,863	\$ 45,423,801	\$ 45,758,371	\$ 51,192,269	\$ 56,548,528	\$ 58,395,740	\$ 59,877,653	\$ 62,985,209
	NET RECURRING FUNDS	\$ 5,204,070	\$ 283,404	\$ 1,995,318	\$ 689	\$ (2,971,314)	\$ (873,237)	\$ 1,474,168	\$ 2,154,425
NON-RECURRING "ONE-TIME" REVENUES									
Grants		1,525,000	37,840	46,101	14,848	-	-	-	-
Miscellaneous		150,000	153,750	37,500	-	-	-	-	-
	TOTAL NON-RECURRING "ONE-TIME" REVENUES	\$ 1,675,000	\$ 191,590	\$ 83,601	\$ 14,848	\$ -	\$ -	\$ -	\$ -
NON-RECURRING "ONE-TIME" EXPENDITURES									
One-Time Expenditures*		3,429,838	3,203,456	4,079,019	1,627,359	1,700,000	1,700,000	1,700,000	1,700,000
Transfer to Dedicated Capital Fund		5,530,485	-	-	-	-	-	-	-
	TOTAL NON-RECURRING "ONE-TIME" EXPENDITURES	\$ 8,960,323	\$ 3,203,456	\$ 4,079,019	\$ 1,627,359	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000
	NET NON-RECURRING "ONE-TIME" FUNDS	\$ (7,285,323)	\$ (3,011,866)	\$ (3,995,418)	\$ (1,612,511)	\$ (1,700,000)	\$ (1,700,000)	\$ (1,700,000)	\$ (1,700,000)
	NET CHANGE IN FUND BALANCE	\$ (2,081,253)	\$ (2,728,462)	\$ (2,000,100)	\$ (1,611,822)	\$ (4,671,314)	\$ (2,573,237)	\$ (225,832)	\$ 454,425
	BEGINNING FUND BALANCE	\$ 16,770,862	\$ 18,925,919	\$ 14,689,609	\$ 12,689,509	\$ 11,077,687	\$ 6,406,373	\$ 3,833,136	\$ 3,607,304
	ENDING FUND BALANCE	\$ 14,689,609	\$ 16,197,457	\$ 12,689,509	\$ 11,077,687	\$ 6,406,373	\$ 3,833,136	\$ 3,607,304	\$ 4,061,728
	BALANCE OF UNRESTRICTED FUNDS	\$ 14,689,609	\$ 16,197,457	\$ 12,689,509	\$ 11,077,687	\$ 6,406,373	\$ 3,833,136	\$ 3,607,304	\$ 4,061,728
Less: Contingency per Charter		8,264,773	9,084,760	9,151,674	10,238,454	11,309,706	11,679,148	11,975,531	12,597,042
1% Reserve		413,239	454,238	457,584	511,923	565,485	583,957	598,777	629,852
	AMOUNT OVER (UNDER) MINIMUM RESERVE TARGET	\$ 6,011,598	\$ 6,658,459	\$ 3,080,251	\$ 327,311	\$ (5,468,818)	\$ (8,429,970)	\$ (8,967,003)	\$ (9,165,166)
% AMOUNT OVER MINIMUM RESERVE TARGET		12%	14%	6%	1%	-9%	-14%	-15%	-14%
AMOUNT OVER (UNDER) IN DAYS OPERATING COST		43	53	24	2	(35)	(52)	(54)	(52)

* See Appendix for One-Time Expenditure details. Most One-Time Expenditures are for capital expenditures related to new Police and Fire positions.

Water and Wastewater Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029	
REVENUES	Water Charges for Services	16,958,387	23,114,755	21,670,066	24,470,841	27,941,917	31,628,653	35,605,227	39,830,614	
	Wastewater Charges for Services	9,434,936	11,892,552	11,356,639	14,674,289	18,060,258	21,685,117	25,631,040	27,404,275	
	Sanitation Charges for Services	-	-	-	-	-	-	-	-	
	License, Fees & Permits	418,257	377,705	400,910	377,705	396,590	416,420	437,241	459,103	
	Water Penalties	203,069	186,900	189,662	186,900	192,507	198,282	204,231	210,358	
	Utility Billing Penalties	-	-	-	-	-	-	-	-	
	Investment Income	418,090	350,000	510,435	450,000	350,000	350,000	350,000	350,000	
	Other	586,652	3,494,342	2,541,926	3,284,690	912,198	886,593	859,824	831,835	
		TOTAL REVENUES	\$ 28,019,390	\$ 39,416,254	\$ 36,669,638	\$ 43,444,425	\$ 47,853,470	\$ 55,165,065	\$ 63,087,562	\$ 69,086,184
EXPENDITURES	Administration	919,857	1,084,507	1,077,719	1,063,187	1,073,819	1,106,033	1,139,214	1,173,391	
	Debt Service	4,434,036	4,610,464	4,867,843	6,896,853	9,624,845	11,311,926	13,388,250	13,379,463	
	Franchise Fee Expense	485,400	689,851	990,801	1,136,854	1,342,565	1,561,913	1,799,588	1,979,547	
	Trash Collection Services	4,460	-	-	-	-	-	-	-	
	Water Purchases	9,729,332	12,704,415	11,917,232	13,563,295	15,779,849	18,824,680	22,434,201	26,058,383	
	Sewer Management Fees	3,878,571	4,560,895	4,712,435	5,270,599	6,055,340	6,898,878	7,402,486	8,108,469	
	Public Works	5,663,217	8,280,213	8,687,911	9,601,940	9,658,807	10,106,638	10,628,328	11,168,578	
	Future Staffing	-	-	-	-	576,720	1,005,984	1,662,814	2,096,763	
		TOTAL EXPENDITURES	\$ 25,114,874	\$ 31,930,345	\$ 32,253,941	\$ 37,532,728	\$ 44,111,945	\$ 50,816,052	\$ 58,454,882	\$ 63,964,594
		<i>Net Income (Loss)</i>	<i>\$ 2,904,517</i>	<i>\$ 7,485,909</i>	<i>\$ 4,415,697</i>	<i>\$ 5,911,697</i>	<i>\$ 3,741,525</i>	<i>\$ 4,349,013</i>	<i>\$ 4,632,680</i>	<i>\$ 5,121,591</i>
OTHER FINANCING	Transfers In	-	-	-	-	-	-	-	-	
	Transfers Out	(1,165,093)	(6,021,650)	(3,475,000)	-	-	-	-	-	
	Loan to Solid Waste Fund	-	(2,050,000)	(2,000,000)	-	-	-	-	-	
	Transfer Out G&A	(1,127,339)	(1,183,707)	(1,183,707)	(1,218,340)	(1,230,523)	(1,267,439)	(1,305,462)	(1,344,626)	
	TOTAL OTHER FINANCING SOURCES (USES)	\$ (2,292,432)	\$ (9,255,357)	\$ (6,658,707)	\$ (1,218,340)	\$ (1,230,523)	\$ (1,267,439)	\$ (1,305,462)	\$ (1,344,626)	
CHANGE IN FUND BALANCE		\$ 612,084	\$ (1,769,448)	\$ (2,243,010)	\$ 4,693,357	\$ 2,511,002	\$ 3,081,574	\$ 3,327,218	\$ 3,776,964	
BEGINNING FUND BALANCE		\$ 12,669,408	\$ 11,488,750	\$ 12,385,344	\$ 10,142,334	\$ 14,835,691	\$ 17,346,693	\$ 20,428,266	\$ 23,755,484	
ENDING FUND BALANCE		\$ 12,385,344	\$ 9,719,302	\$ 10,142,334	\$ 14,835,691	\$ 17,346,693	\$ 20,428,266	\$ 23,755,484	\$ 27,532,449	
1.25 times Debt Service Reserve Limit		1.40	2.37	1.66	1.68	1.26	1.27	1.25	1.28	
AMOUNT OVER (UNDER) IN DAYS OPERATING COST		207	124	130	170	177	183	187	194	
Fund balance policy 25%		49%	30%	31%	40%	39%	40%	41%	43%	

Debt Service Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Property Tax	13,341,122	15,184,531	15,574,069	18,228,251	20,195,057	22,176,379	24,101,167	25,979,329
	Transfer In	-	-	-	-	-	-	-	-
	Investment Income	138,013	20,000	234,957	125,000	75,000	75,000	75,000	75,000
	TOTAL REVENUES	\$13,479,134	\$ 15,204,531	\$ 15,809,026	\$ 18,353,251	\$ 20,270,057	\$ 22,251,379	\$ 24,176,167	\$ 26,054,329
EXPENDITURES	Principal	7,229,006	9,474,172	8,885,722	8,640,966	8,643,512	8,775,394	9,198,313	9,649,469
	Interest	5,594,880	5,458,264	6,842,144	6,663,697	6,259,295	5,842,519	5,404,131	4,941,313
	Debt Service on Future Issuance	-	-	-	3,202,329	5,361,199	7,519,101	9,312,727	11,034,230
	Administrative Fees	3,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
	TOTAL EXPENDITURES	\$12,826,886	\$ 14,952,436	\$ 15,747,866	\$ 18,526,992	\$ 20,284,006	\$ 22,157,014	\$ 23,935,171	\$ 25,645,012
<i>Period Excess / (Deficit)</i> \$ 652,249 \$ 252,095 \$ 61,160 \$ (173,741) \$ (13,949) \$ 94,365 \$ 240,996 \$ 409,317									
OTHER FINANCING	Transfers Out for Debt Service	-	-	-	-	-	-	-	-
	TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET CHANGE IN FUND BALANCE \$ 652,249 \$ 252,095 \$ 61,160 \$ (173,741) \$ (13,949) \$ 94,365 \$ 240,996 \$ 409,317									
BEGINNING FUND BALANCE \$ 650,271 \$ 540,443 \$ 1,302,520 \$ 1,363,680 \$ 1,189,939 \$ 1,175,990 \$ 1,270,355 \$ 1,511,351 \$ 1,920,668									
ENDING FUND BALANCE \$ 1,302,520 \$ 792,538 \$ 1,363,680 \$ 1,189,939 \$ 1,175,990 \$ 1,270,355 \$ 1,511,351 \$ 1,920,668 7%									
Debt Reserve Policy 3-5% of Annual Debt Service 10% 5% 9% 6% 6% 6% 6% 6% 7%									

TIRZ # 1 Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029	
REVENUES	Impact Fee Revenue	331,540	750,000	810,000	800,000	800,000	800,000	800,000	800,000	
	Property Taxes-Town	810,076	1,108,174	1,108,174	1,269,687	1,526,812	1,835,361	2,205,620	2,649,931	
	Property Taxes-County	172,956	236,601	231,790	268,202	295,022	324,524	356,977	392,675	
	Property Taxes-Rollback Taxes	-	-	486,411	-	-	-	-	-	
	Sales Taxes - Town	847,097	1,372,209	1,176,351	1,293,986	1,397,504	1,495,330	1,585,050	1,680,153	
	Sales Taxes - EDC	709,444	1,149,225	988,134	1,086,948	1,173,904	1,256,077	1,331,442	1,411,328	
	Investment Income	72,474	6,000	86,744	75,000	50,000	50,000	50,000	50,000	
		TOTAL REVENUES	\$ 2,943,586	\$ 4,622,209	\$ 4,887,604	\$ 4,793,823	\$ 5,243,242	\$ 5,761,293	\$ 6,329,089	\$ 6,984,087
EXPENDITURES										
		Professional Services	-	-	-	-	-	-	-	
		Developer Reimbursement	3,750,484	4,622,209	5,854,049	4,793,823	5,243,242	5,761,293	6,329,089	6,984,087
		TOTAL EXPENDITURES	\$ 3,750,484	\$ 4,622,209	\$ 5,854,049	\$ 4,793,823	\$ 5,243,242	\$ 5,761,293	\$ 6,329,089	\$ 6,984,087
		<i>Period Excess / (Deficit)</i>	<i>\$ (806,898)</i>	<i>\$ -</i>	<i>\$ (966,445)</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
NET CHANGE IN FUND BALANCE		\$ (806,898)	\$ -	\$ (966,445)	\$ -	\$ -	\$ -	\$ -	\$ -	
BEGINNING FUND BALANCE		\$ 1,798,343	\$ 25,000	\$ 991,445	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
ENDING FUND BALANCE		\$ 991,445	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	

TIRZ # 2 Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029	
REVENUES	Property Taxes-Town	33,061	39,537	84,097	117,783	129,561	139,926	148,322	155,738	
	Property Taxes-County	7,059	8,441	8,270	8,441	9,285	10,028	10,630	11,161	
	Sales Taxes - Town	-	-	4,000	2,000	-	-	-	-	
	Sales Taxes - EDC	-	-	4,000	2,000	-	-	-	-	
	Investment Income	1,468	1,200	1,867	1,500	1,500	1,500	1,500	1,500	
		TOTAL REVENUES	\$ 41,587	\$ 49,178	\$ 102,234	\$ 131,724	\$ 140,346	\$ 151,454	\$ 160,451	\$ 168,400
EXPENDITURES										
	Professional Services	-	-	-	-	-	-	-	-	
	Developer Reimbursement	41,006	49,178	102,884	131,724	140,346	151,454	160,451	168,400	
		TOTAL EXPENDITURES	\$ 41,006	\$ 49,178	\$ 102,884	\$ 131,724	\$ 140,346	\$ 151,454	\$ 160,451	\$ 168,400
		<i>Period Excess / (Deficit)</i>	<i>\$ 582</i>	<i>\$ -</i>	<i>\$ (650)</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
NET CHANGE IN FUND BALANCE		\$ 582	\$ -	\$ (650)	\$ -	\$ -	\$ -	\$ -	\$ -	
BEGINNING FUND BALANCE		\$ 25,068	\$ 25,387	\$ 25,650	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
ENDING FUND BALANCE		\$ 25,650	\$ 25,387	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	

Crime Control and Prevention Special Purpose District

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Sales Taxes	2,681,697	3,060,806	3,162,232	3,478,456	3,721,948	3,982,484	4,261,258	4,559,546
	Investment Income	(1,290)	1,200	250	1,200	1,200	1,200	1,200	1,200
	Other	-	-	-	-	-	-	-	-
	<i>TOTAL REVENUES</i>	<i>\$ 2,680,407</i>	<i>\$ 3,062,006</i>	<i>\$ 3,162,482</i>	<i>\$ 3,479,656</i>	<i>\$ 3,723,148</i>	<i>\$ 3,983,684</i>	<i>\$ 4,262,458</i>	<i>\$ 4,560,746</i>
EXPENDITURES	Personnel	2,812,572	3,167,364	3,167,364	3,344,835	3,721,948	3,982,484	4,261,258	4,559,546
	Other	(5,462)	1,200	1,200	1,200	1,200	1,200	1,200	1,200
	<i>TOTAL EXPENDITURES</i>	<i>\$ 2,807,109</i>	<i>\$ 3,168,564</i>	<i>\$ 3,168,564</i>	<i>\$ 3,346,035</i>	<i>\$ 3,723,148</i>	<i>\$ 3,983,684</i>	<i>\$ 4,262,458</i>	<i>\$ 4,560,746</i>
	<i>Period Excess / (Deficit)</i>	<i>\$ (126,702)</i>	<i>\$ (106,558)</i>	<i>\$ (6,082)</i>	<i>\$ 133,621</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
NET CHANGE IN FUND BALANCE		\$ (126,702)	\$ (106,558)	\$ (6,082)	\$ 133,621	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE		\$ 548,756	\$ 524,396	\$ 422,054	\$ 415,972	\$ 549,593	\$ 549,593	\$ 549,593	\$ 549,593
ENDING FUND BALANCE		\$ 422,054	\$ 417,838	\$ 415,972	\$ 549,593	\$ 549,593	\$ 549,593	\$ 549,593	\$ 549,593

Fire Control, Prevention and Emergency Medical Services Special Purpose District

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Sales Taxes	2,679,030	3,060,806	3,162,232	3,478,456	3,721,948	3,982,484	4,261,258	4,559,546
	Investment Income	2,155	600	4,553	1,200	600	600	600	600
	Other	-	-	-	-	-	-	-	-
	<i>TOTAL REVENUES</i>	<i>\$ 2,681,186</i>	<i>\$ 3,061,406</i>	<i>\$ 3,166,785</i>	<i>\$ 3,479,656</i>	<i>\$ 3,722,548</i>	<i>\$ 3,983,084</i>	<i>\$ 4,261,858</i>	<i>\$ 4,560,146</i>
EXPENDITURES	Personnel	2,561,222	3,026,823	3,026,823	3,541,860	3,722,048	3,982,584	4,261,358	4,559,646
	Other	(5,462)	2,400	1,200	2,400	500	500	500	500
	<i>TOTAL EXPENDITURES</i>	<i>\$ 2,555,760</i>	<i>\$ 3,029,223</i>	<i>\$ 3,028,023</i>	<i>\$ 3,544,260</i>	<i>\$ 3,722,548</i>	<i>\$ 3,983,084</i>	<i>\$ 4,261,858</i>	<i>\$ 4,560,146</i>
	<i>Period Excess / (Deficit)</i>	<i>\$ 125,426</i>	<i>\$ 32,183</i>	<i>\$ 138,762</i>	<i>\$ (64,604)</i>	<i>- \$</i>	<i>- \$</i>	<i>- \$</i>	<i>- \$</i>
NET CHANGE IN FUND BALANCE		\$ 125,426	\$ 32,183	\$ 138,762	\$ (64,604)	- \$	- \$	- \$	- \$
BEGINNING FUND BALANCE		\$ 329,869	\$ 457,409	\$ 455,295	\$ 594,057	\$ 529,453	\$ 529,453	\$ 529,453	\$ 529,453
ENDING FUND BALANCE		\$ 455,295	\$ 489,592	\$ 594,057	\$ 529,453	\$ 529,453	\$ 529,453	\$ 529,453	\$ 529,453

Park Dedication/Improvement Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Park Dedication Fees	604,429	300,000	969,159	600,000	800,000	800,000	800,000	800,000
	Park Improvement Fees	144,000	220,000	969,159	800,000	600,000	600,000	600,000	600,000
	Grants-Improvement Fund	200,550	-	-	-	-	-	-	-
	Transfer In-Dedication Fund	-	-	-	-	-	-	-	-
	Park Dedication-Interest	35,233	2,000	33,630	36,000	20,000	20,000	20,000	20,000
	Park Improvement-Interest	31,491	4,050	43,665	38,000	20,000	20,000	20,000	20,000
TOTAL REVENUES		\$ 1,015,702	\$ 526,050	\$ 2,015,613	\$ 1,474,000	\$ 1,440,000	\$ 1,440,000	\$ 1,440,000	\$ 1,440,000
EXPENDITURES	General - Park Dedication	-	963,800	1,363,800	1,810,050	-	-	-	-
	General - Park Improvement	749,736	750,000	750,000	515,000	-	-	-	-
	TOTAL EXPENDITURES		\$ 749,736	\$ 1,713,800	\$ 2,113,800	\$ 2,325,050	\$ -	\$ -	\$ -
	Period Excess / (Deficit)		\$ 265,966	\$ (1,187,750)	\$ (98,187)	\$ (851,050)	\$ 1,440,000	\$ 1,440,000	\$ 1,440,000
NET CHANGE IN FUND BALANCE		\$ 265,966	\$ (1,187,750)	\$ (98,187)	\$ (851,050)	\$ 1,440,000	\$ 1,440,000	\$ 1,440,000	\$ 1,440,000
BEGINNING FUND BALANCE		\$ 2,068,159	\$ 3,583,784	\$ 2,334,125	\$ 2,235,938	\$ 1,384,888	\$ 2,824,888	\$ 4,264,888	\$ 5,704,888
PARK DEDICATION ENDING FUND BALANCE		\$ 1,586,941	\$ 1,239,258	\$ 1,225,930	\$ 51,880	\$ 871,880	\$ 1,691,880	\$ 2,511,880	\$ 3,331,880
PARK IMPROVEMENT ENDING FUND BALANCE		\$ 747,184	\$ 1,156,776	\$ 1,010,008	\$ 1,333,008	\$ 1,953,008	\$ 2,573,008	\$ 3,193,008	\$ 3,813,008

Water Impact Fee Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Impact Fees	3,314,573	3,250,000	3,415,670	3,500,000	3,250,000	3,250,000	3,250,000	3,250,000
	Investment Income	207,203	200,000	334,311	290,000	200,000	200,000	200,000	200,000
	TOTAL REVENUES	\$ 3,521,776	\$ 3,450,000	\$ 3,749,981	\$ 3,790,000	\$ 3,450,000	\$ 3,450,000	\$ 3,450,000	\$ 3,450,000
EXPENDITURES	Operations-Developer Agreements	925,469	2,180,644	109,292	1,790,533	400,000	245,000	100,000	-
	Capital	42,385	124,250	124,250	-	-	-	-	-
	TOTAL EXPENDITURES	\$ 967,854	\$ 2,304,894	\$ 233,542	\$ 1,790,533	\$ 400,000	\$ 245,000	\$ 100,000	\$ -
	<i>Period Excess / (Deficit)</i>	<i>\$ 2,553,923</i>	<i>\$ 1,145,106</i>	<i>\$ 3,516,439</i>	<i>\$ 1,999,467</i>	<i>\$ 3,050,000</i>	<i>\$ 3,205,000</i>	<i>\$ 3,350,000</i>	<i>\$ 3,450,000</i>
OTHER FINANCING	Transfers In	-	-	-	-	-	-	-	-
	Transfers Out	-	(3,100,000)	(3,100,000)	(2,000,000)	(3,000,000)	(3,000,000)	(3,000,000)	(3,000,000)
	TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ (3,100,000)	\$ (3,100,000)	\$ (2,000,000)	\$ (3,000,000)	\$ (3,000,000)	\$ (3,000,000)	\$ (3,000,000)
	NET CHANGE IN FUND BALANCE	\$ 2,553,923	\$ (1,954,894)	\$ 416,439	\$ (533)	\$ 50,000	\$ 205,000	\$ 350,000	\$ 450,000
	BEGINNING FUND BALANCE	\$ 4,676,668	\$ 4,364,498	\$ 7,230,591	\$ 7,647,030	\$ 7,646,497	\$ 7,696,497	\$ 7,901,497	\$ 8,251,497
	ENDING UNRESTRICTED FUND BALANCE	\$ 7,230,591	\$ 2,409,604	\$ 7,647,030	\$ 7,646,497	\$ 7,696,497	\$ 7,901,497	\$ 8,251,497	\$ 8,701,497

Wastewater Impact Fee Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Impact Fees	2,231,035	2,000,000	1,723,772	2,000,000	1,750,000	1,750,000	1,750,000	1,750,000
	Equity Fees	318,500	300,000	290,062	300,000	250,000	250,000	250,000	250,000
	Investment Income	98,847	100,000	153,284	125,000	100,000	100,000	100,000	100,000
	<i>TOTAL REVENUES</i>	\$ 2,648,381	\$ 2,400,000	\$ 2,167,118	\$ 2,425,000	\$ 2,100,000	\$ 2,100,000	\$ 2,100,000	\$ 2,100,000
EXPENDITURES	Operations-Developer Reimbursements	754,417	1,530,091	1,530,091	558,726	348,274	125,000	-	-
	Capital	236,975	212,000	363,000	-	-	-	-	-
	<i>TOTAL EXPENDITURES</i>	\$ 991,393	\$ 1,742,091	\$ 1,893,091	\$ 558,726	\$ 348,274	\$ 125,000	\$ -	\$ -
	<i>Period Excess / (Deficit)</i>	\$ 1,656,989	\$ 657,909	\$ 274,027	\$ 1,866,274	\$ 1,751,726	\$ 1,975,000	\$ 2,100,000	\$ 2,100,000
OTHER FINANCING	Transfers In	-	-	-	-	-	-	-	-
	Transfers Out	-	-	-	(3,531,622)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)
	<i>TOTAL OTHER FINANCING SOURCES (USES)</i>	\$ -	\$ -	\$ -	\$ (3,531,622)	\$ (2,000,000)	\$ (2,000,000)	\$ (2,000,000)	\$ (2,000,000)
NET CHANGE IN FUND BALANCE		\$ 1,656,989	\$ 657,909	\$ 274,027	\$ (1,665,348)	\$ (248,274)	\$ (25,000)	\$ 100,000	\$ 100,000
BEGINNING FUND BALANCE		\$ 1,051,618	\$ 2,535,117	\$ 2,708,607	\$ 2,982,634	\$ 1,317,286	\$ 1,069,012	\$ 1,044,012	\$ 1,144,012
ENDING UNRESTRICTED FUND BALANCE		\$ 2,708,607	\$ 3,193,026	\$ 2,982,634	\$ 1,317,286	\$ 1,069,012	\$ 1,044,012	\$ 1,144,012	\$ 1,244,012

East Thoroughfare Impact Fee Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Impact Fees	2,235,968	1,200,000	1,074,769	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
	Investment Income	102,355	100,000	135,279	120,000	75,000	75,000	75,000	75,000
	TOTAL REVENUES	\$ 2,338,322	\$ 1,300,000	\$ 1,210,048	\$ 1,120,000	\$ 1,075,000	\$ 1,075,000	\$ 1,075,000	\$ 1,075,000
EXPENDITURES	Operations-Developer Reimbursements	179,515	225,000	262,292	237,074	-	-	-	-
	Capital	77,074	250,000	829,510	-	-	-	-	-
	TOTAL EXPENDITURES	\$ 256,588	\$ 475,000	\$ 1,091,802	\$ 237,074	\$ -	\$ -	\$ -	\$ -
	<i>Period Excess / (Deficit)</i>	<i>\$ 2,081,734</i>	<i>\$ 825,000</i>	<i>\$ 118,246</i>	<i>\$ 882,926</i>	<i>\$ 1,075,000</i>	<i>\$ 1,075,000</i>	<i>\$ 1,075,000</i>	<i>\$ 1,075,000</i>
OTHER FINANCING	Transfers In	-	-	-	-	-	-	-	-
	Transfers Out	(235,447)	-	-	(2,500,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
	TOTAL OTHER FINANCING SOURCES (USES)	\$ (235,447)	\$ -	\$ (2,500,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)
NET CHANGE IN FUND BALANCE		\$ 1,846,287	\$ 825,000	\$ 118,246	\$ (1,617,074)	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
BEGINNING FUND BALANCE		\$ 726,041	\$ 1,778,677	\$ 2,572,328	\$ 2,690,574	\$ 1,073,500	\$ 1,148,500	\$ 1,223,500	\$ 1,298,500
ENDING UNRESTRICTED FUND BALANCE		\$ 2,572,328	\$ 2,603,677	\$ 2,690,574	\$ 1,073,500	\$ 1,148,500	\$ 1,223,500	\$ 1,298,500	\$ 1,373,500

West Thoroughfare Impact Fee Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Impact Fees	4,653,294	4,000,000	4,835,242	4,500,000	4,000,000	4,000,000	4,000,000	4,000,000
	Investment Income	155,700	150,000	270,026	200,000	150,000	150,000	150,000	150,000
	TOTAL REVENUES	\$ 4,808,994	\$ 4,150,000	\$ 5,105,268	\$ 4,700,000	\$ 4,150,000	\$ 4,150,000	\$ 4,150,000	\$ 4,150,000
EXPENDITURES	Operations-Developer Agreements	3,573,487	2,675,160	962,205	5,086,548	2,300,000	1,700,000	1,300,000	600,000
	Capital	-	300,000	-	-	-	-	-	-
	TOTAL EXPENDITURES	\$ 3,573,487	\$ 2,975,160	\$ 962,205	\$ 5,086,548	\$ 2,300,000	\$ 1,700,000	\$ 1,300,000	\$ 600,000
	<i>Period Excess / (Deficit)</i>	<i>\$ 1,235,507</i>	<i>\$ 1,174,840</i>	<i>\$ 4,143,063</i>	<i>\$ (386,548)</i>	<i>\$ 1,850,000</i>	<i>\$ 2,450,000</i>	<i>\$ 2,850,000</i>	<i>\$ 3,550,000</i>
OTHER FINANCING	Transfers In	-	-	-	-	-	-	-	-
	Transfers Out	(62,050)	(300,000)	(600,000)	(5,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)
	TOTAL OTHER FINANCING SOURCES (USES)	\$ 62,050	\$ (300,000)	\$ (600,000)	\$ (5,000,000)	\$ (2,000,000)	\$ (2,000,000)	\$ (2,000,000)	\$ (2,000,000)
	NET CHANGE IN FUND BALANCE	\$ 1,173,457	\$ 874,840	\$ 3,543,063	\$ (5,386,548)	\$ (150,000)	\$ 450,000	\$ 850,000	\$ 1,550,000
	BEGINNING FUND BALANCE	\$ 3,557,180	\$ 4,715,808	\$ 4,730,637	\$ 8,273,700	\$ 2,887,152	\$ 2,737,152	\$ 3,187,152	\$ 4,037,152
	ENDING FUND BALANCE	\$ 4,730,637	\$ 5,590,648	\$ 8,273,700	\$ 2,887,152	\$ 2,737,152	\$ 3,187,152	\$ 4,037,152	\$ 5,587,152

Solid Waste Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029	
REVENUES	Sanitation Charges for Services	2,488,353	2,979,722	3,050,549	3,295,173	3,525,835	3,772,644	4,036,729	4,319,300	
	Investment Income	2,880	-	5,410	4,500	3,500	3,500	3,500	3,500	
	Other	-	-	-	-	-	-	-	-	
	TOTAL REVENUES	\$ 2,491,233	\$ 2,979,722	\$ 3,055,959	\$ 3,299,673	\$ 3,529,335	\$ 3,776,144	\$ 4,040,229	\$ 4,322,800	
EXPENDITURES	Trash Collection Services	2,485,398	2,668,887	2,695,716	2,830,789	3,028,944	3,165,247	3,307,683	3,456,529	
	Debt Service	-	273,000	137,501	257,501	257,501	257,500	257,500	257,501	
	Capital	-	1,955,000	1,955,000	-	-	-	-	-	
	Administration	-	67,554	96,447	96,753	101,107	105,657	110,411	115,380	
	Other	-	-	-	-	-	-	-	-	
	TOTAL EXPENDITURES	\$ 2,485,398	\$ 4,964,441	\$ 4,884,664	\$ 3,185,043	\$ 3,387,552	\$ 3,528,403	\$ 3,675,594	\$ 3,829,409	
		Period Excess / (Deficit)	\$ 5,835	\$ (1,984,719)	\$ (1,828,705)	\$ 114,630	\$ 141,783	\$ 247,740	\$ 364,635	\$ 493,390
OTHER FINANCING	Loan Proceeds	50,000	2,050,000	2,050,000	-	-	-	-	-	
	Transfers Out	(49,849)	(30,000)	-	-	-	-	-	-	
	TOTAL OTHER FINANCING SOURCES (USES)	\$ 152	\$ 2,020,000	\$ 2,050,000	\$ -	\$ -	\$ -	\$ -	\$ -	
		NET CHANGE IN FUND BALANCE	\$ 5,987	\$ 35,281	\$ 221,295	\$ 114,630	\$ 141,783	\$ 247,740	\$ 364,635	\$ 493,390
		BEGINNING FUND BALANCE	\$ -	\$ 1,000	\$ 5,986	\$ 227,281	\$ 341,911	\$ 483,694	\$ 731,434	\$ 1,096,069
		ENDING FUND BALANCE	\$ 5,986	\$ 36,281	\$ 227,281	\$ 341,911	\$ 483,694	\$ 731,434	\$ 1,096,069	\$ 1,589,459
Amount Above/(Below) Fund Balance Reserve of \$250,000		\$ (244,014)	\$ (213,719)	\$ (22,719)	\$ 91,911	\$ 233,694	\$ 481,434	\$ 846,069	\$ 1,339,459	

Stormwater Drainage Utility Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Stormwater Drainage Fees	790,629	825,000	920,000	950,000	1,064,000	1,191,680	1,275,098	1,313,351
	Other	2,096	3,000	3,150	3,500	3,500	3,500	3,500	3,500
	Transfer In	-	-	-	-	-	-	-	-
	Investment Income	(3,465)	1,800	11,632	8,000	8,000	8,000	8,000	8,000
	TOTAL REVENUES	\$ 789,261	\$ 829,800	\$ 934,782	\$ 961,500	\$ 1,075,500	\$ 1,203,180	\$ 1,286,598	\$ 1,324,851
EXPENDITURES	Operating Expenses	241,895	440,836	390,074	377,961	389,300	400,979	413,008	425,398
	Debt Service	233,788	219,463	219,463	215,263	215,263	220,338	219,338	218,113
	Capital	62,230	225,000	260,303	225,000	225,000	225,000	225,000	225,000
	Transfers Out	98,996	107,996	107,996	157,996	162,736	167,618	172,646	177,826
	TOTAL EXPENDITURES	\$ 636,909	\$ 993,295	\$ 977,836	\$ 976,220	\$ 992,299	\$ 1,013,936	\$ 1,029,993	\$ 1,046,337
	<i>Period Excess / (Deficit)</i>	<i>\$ 152,352</i>	<i>\$ (163,495)</i>	<i>\$ (43,054)</i>	<i>\$ (14,720)</i>	<i>\$ 83,201</i>	<i>\$ 189,245</i>	<i>\$ 256,605</i>	<i>\$ 278,513</i>
NET CHANGE IN FUND BALANCE		\$ 152,352	\$ (163,495)	\$ (43,054)	\$ (14,720)	\$ 83,201	\$ 189,245	\$ 256,605	\$ 278,513
BEGINNING FUND BALANCE		\$ 593,296	\$ 593,296	\$ 745,648	\$ 702,594	\$ 687,874	\$ 771,075	\$ 960,320	\$ 1,216,925
ENDING FUND BALANCE		\$ 745,648	\$ 429,801	\$ 702,594	\$ 687,874	\$ 771,075	\$ 960,320	\$ 1,216,925	\$ 1,495,438
AMOUNT OVER (UNDER) IN DAYS OPERATING COST		421	156	259	254	280	341	425	515
Fund Balance Policy 17%		139%	49%	81%	84%	93%	113%	142%	172%

Special Revenue Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Police Donations	21,656	15,500	17,000	15,500	15,500	15,500	15,500	15,500
	Fire Donations	14,251	15,500	15,000	15,500	15,500	15,500	15,500	15,500
	Child Safety Fees	20,956	28,000	28,000	28,000	25,000	25,000	25,000	25,000
	Court Security Revenue	11,132	8,000	10,513	8,525	8,000	8,000	8,000	8,000
	Municipal Jury Revenue	221	-	211	-	-	-	-	-
	Court Technology Revenue	9,243	7,500	8,665	8,198	8,198	8,198	8,198	8,198
	Tree Mitigation Revenue	1,340,081	-	-	300,000	-	-	-	-
	Escrow Income	673,667	-	367,514	-	-	-	-	-
	CARES Act/American Rescue Plan Act Revenue	-	-	-	-	-	-	-	-
	Cash Seizures	12,070	-	6,130	-	-	-	-	-
	Miscellaneous	2,416	3,000	8,800	3,000	-	-	-	-
	Interest Income	33,840	2,425	80,428	52,550	52,550	52,550	52,550	52,550
	TOTAL REVENUES	\$ 2,139,532	\$ 79,925	\$ 542,261	\$ 431,273	\$ 124,748	\$ 124,748	\$ 124,748	\$ 124,748
EXPENDITURES	General Government	73,565	44,355	100,105	64,355	-	-	-	-
	CARES ACT/American Rescue Plan Act	-	-	-	-	-	-	-	-
	Other - Escrow Funds	673,667	-	367,514	1,150,000	-	-	-	-
	TOTAL EXPENDITURES	\$ 747,232	\$ 44,355	\$ 467,619	\$ 1,214,355	\$ -	\$ -	\$ -	\$ -
	<i>Period Excess / (Deficit)</i>	<i>\$ 1,392,300</i>	<i>\$ 35,570</i>	<i>\$ 74,642</i>	<i>\$ (783,082)</i>	<i>\$ 124,748</i>	<i>\$ 124,748</i>	<i>\$ 124,748</i>	<i>\$ 124,748</i>
NET CHANGE IN FUND BALANCE		\$ 1,392,300	\$ 35,570	\$ 74,642	\$ (783,082)	\$ 124,748	\$ 124,748	\$ 124,748	\$ 124,748
BEGINNING FUND BALANCE		\$ 963,965	\$ 515,371	\$ 2,356,265	\$ 2,430,907	\$ 1,647,825	\$ 1,772,573	\$ 1,897,321	\$ 2,022,069
ENDING FUND BALANCE		\$ 2,356,265	\$ 550,941	\$ 2,430,907	\$ 1,647,825	\$ 1,772,573	\$ 1,897,321	\$ 2,022,069	\$ 2,146,817

Vehicle and Equipment Replacement Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025- 2026	PLANNING YEAR 2026- 2027	PLANNING YEAR 2027- 2028	PLANNING YEAR 2028- 2029
REVENUES	Charges for Services	1,269,819	1,478,966	1,478,966	1,572,064	1,603,505	1,635,575	1,668,287	1,701,653
	Auction Proceeds	-	150,000	150,000	150,000	186,649	87,676	140,601	110,305
	Interest Income	169,071	250,000	245,085	250,000	250,000	250,000	250,000	250,000
	TOTAL REVENUES	\$ 1,438,890	\$ 1,878,966	\$ 1,874,051	\$ 1,972,064	\$ 2,040,155	\$ 1,973,252	\$ 2,058,888	\$ 2,061,957
EXPENDITURES	Technology Expenses	106,507	145,200	59,106	145,200	200,000	200,000	200,000	200,000
	Equipment Expenses	30,243	203,870	318,906	526,908	552,178	100,448	28,289	27,311
	Vehicle Expenses	282,016	772,500	1,169,936	1,866,492	876,762	1,406,010	1,103,047	2,414,026
	TOTAL EXPENDITURES	\$ 418,766	\$ 1,121,570	\$ 1,547,948	\$ 2,538,600	\$ 1,628,941	\$ 1,706,458	\$ 1,331,336	\$ 2,641,337
	<i>Period Excess / (Deficit)</i>	<i>\$ 1,020,124</i>	<i>\$ 757,396</i>	<i>\$ 326,103</i>	<i>\$ (566,536)</i>	<i>\$ 411,214</i>	<i>\$ 266,794</i>	<i>\$ 727,552</i>	<i>\$ (579,380)</i>
	NET CHANGE IN FUND BALANCE	\$ 1,020,124	\$ 757,396	\$ 326,103	\$ (566,536)	\$ 411,214	\$ 266,794	\$ 727,552	\$ (579,380)
	BEGINNING FUND BALANCE	\$ 7,457,023	\$ 4,505,130	\$ 8,477,147	\$ 8,803,250	\$ 8,236,714	\$ 8,647,927	\$ 8,914,721	\$ 9,642,273
	ENDING FUND BALANCE	\$ 8,477,147	\$ 5,262,526	\$ 8,803,250	\$ 8,236,714	\$ 8,647,927	\$ 8,914,721	\$ 9,642,273	\$ 9,062,893

Health Insurance Fund Summary

FUND	ACCOUNT TYPE	ACTUAL 2022-2023	ORIGINAL 2023-2024	PROPOSED AMENDED 2023-2024	PROPOSED BUDGET 2024-2025	PLANNING YEAR 2025-2026	PLANNING YEAR 2026-2027	PLANNING YEAR 2027-2028	PLANNING YEAR 2028-2029
REVENUES	Employer Contributions	2,957,217	3,922,365	3,961,101	4,136,107	4,342,912	4,560,058	4,788,061	5,027,464
	Employee Contributions	895,538	949,443	949,443	1,006,410	1,066,794	1,130,802	1,198,650	1,270,569
	Investment Income	23,726	5,000	30,442	20,000	20,000	20,000	20,000	20,000
	Cobra and Stop Loss Reimbursements	420,295	250,000	308,837	300,000	250,000	250,000	250,000	250,000
	<i>TOTAL REVENUES</i>	\$ 4,296,776	\$ 5,126,808	\$ 5,249,823	\$ 5,462,517	\$ 5,679,708	\$ 5,960,859	\$ 6,256,710	\$ 6,568,033
EXPENDITURES	Operating Expenses	479,364	389,664	420,851	450,000	472,500	496,125	520,931	546,978
	Claims	3,794,825	4,303,852	4,303,852	4,497,525	4,722,402	4,958,522	5,206,448	5,466,770
	Insurance	323,102	419,423	419,423	419,423	432,006	444,966	458,315	472,064
	Wellness Program	-	6,000	6,000	6,000	6,000	6,000	6,000	6,000
	<i>TOTAL EXPENDITURES</i>	\$ 4,597,291	\$ 5,118,939	\$ 5,150,126	\$ 5,372,948	\$ 5,632,907	\$ 5,905,613	\$ 6,191,694	\$ 6,491,812
	<i>Period Excess / (Deficit)</i>	\$ (300,514)	\$ 7,869	\$ 99,697	\$ 89,568	\$ 46,799	\$ 55,246	\$ 65,017	\$ 76,221
	NET CHANGE IN FUND BALANCE	\$ (300,514)	\$ 7,869	\$ 99,697	\$ 89,568	\$ 46,799	\$ 55,246	\$ 65,017	\$ 76,221
	BEGINNING FUND BALANCE	\$ 909,573	\$ 552,615	\$ 609,059	\$ 708,756	\$ 798,324	\$ 845,123	\$ 900,371	\$ 965,387
	ENDING FUND BALANCE	\$ 609,059	\$ 560,484	\$ 708,756	\$ 798,324	\$ 845,123	\$ 900,371	\$ 965,387	\$ 1,041,607
	Months of Claims Expense in Reserve	1.93	1.56	1.98	2.13	2.15	2.18	2.23	2.29



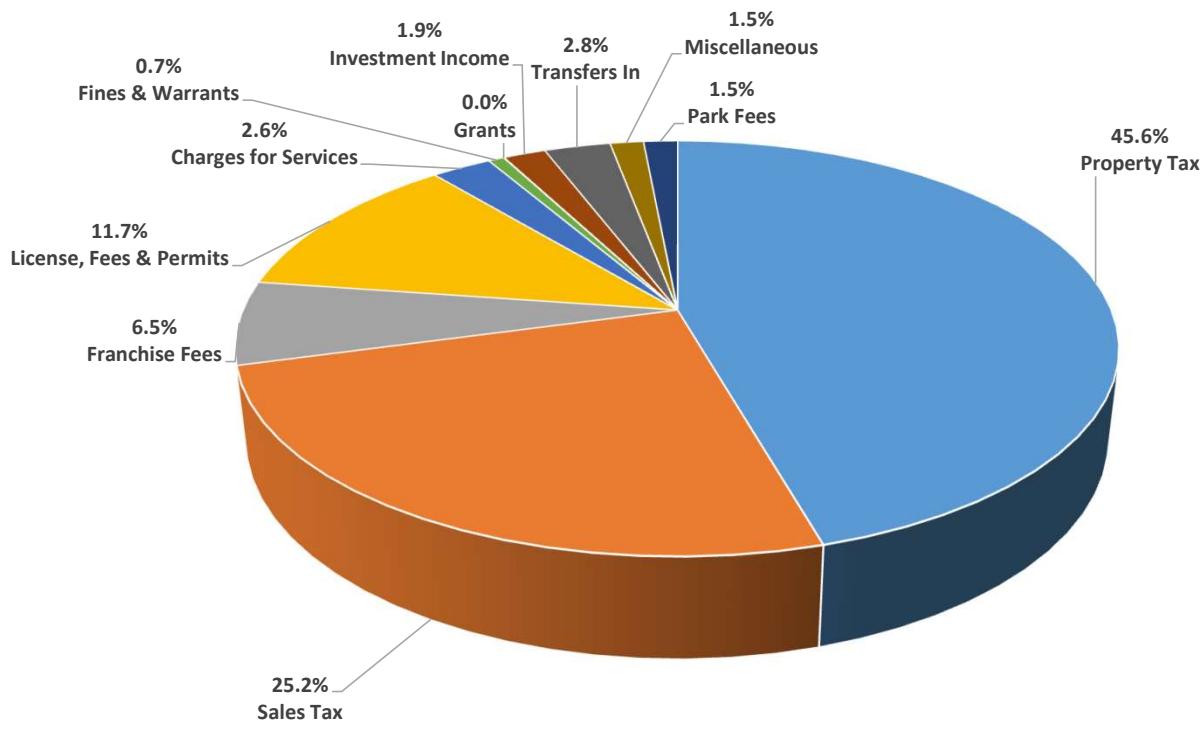
REVENUE PROJECTIONS

General Fund Projected Revenue Sources
Property Valuations & Ad Valorem Taxes
Property Tax Rate Distribution
Sales Tax
Water & Sewer Fund Revenue Sources
Other Town Funds Estimated Revenues



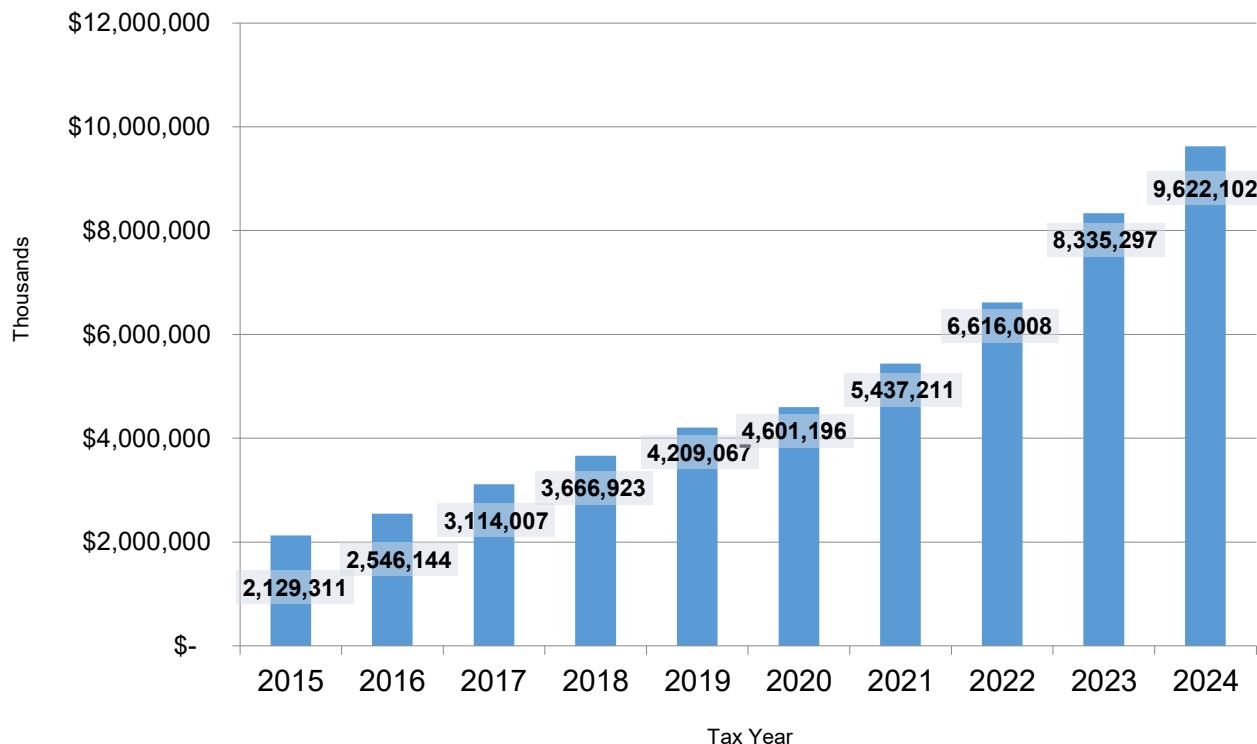
General Fund Revenues
By Source

Revenue Category	FY 2025 Proposed	% of Total
Property Tax	23,332,018	45.6%
Sales Tax	12,903,535	25.2%
Franchise Fees	3,334,932	6.5%
License, Fees & Permits	5,990,720	11.7%
Charges for Services	1,342,524	2.6%
Fines & Warrants	352,050	0.7%
Grants	14,848	0.0%
Investment Income	950,000	1.9%
Transfers In	1,478,696	2.8%
Miscellaneous	747,183	1.5%
Park Fees	761,300	1.5%
Revenue Total	\$ 51,207,806	100.0%



Property Valuations & Ad Valorem Taxes
General and I & S Funds

Certified Assessed Valuation



Source: Collin CAD and Denton CAD Certified Totals Tax Years 2015-2024

Certified Taxable Value (excluding freeze values) Increased 15.4%

New Construction Totaled \$870,449,826

Ad Valorem Taxes

Total Freeze Adjusted Taxable Value	\$	9,622,101,595
<i>Times</i>	Preliminary Tax Rate (Per \$100)	0.505
<i>Times</i>	Anticipated Tax Collections	100%
<i>Plus</i>	Actual Tax on Freeze	\$3,504,700
TOTAL TAX LEVY		\$52,096,313

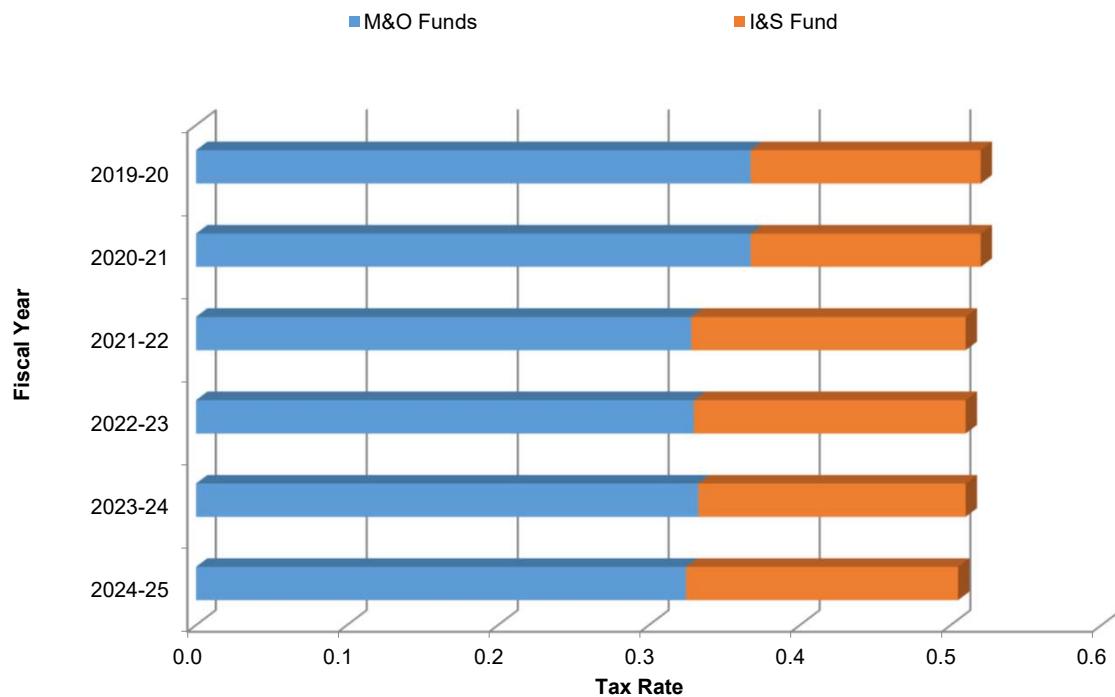
One Penny on the Tax Rate \$962,210

Property Tax Rate Distribution
M & O and I & S Funds

Fiscal Year	M&O Funds	I&S Fund	Total	M&O Percentage	I&S Percentage
2019-20	0.367500	0.152500	0.520000	71%	29%
2020-21	0.367500	0.152500	0.520000	71%	29%
2021-22	0.328000	0.182000	0.510000	64%	36%
2022-23	0.329830	0.180170	0.510000	65%	35%
2023-24	0.332742	0.177258	0.510000	65%	35%
2024-25	0.324608	0.180392	0.505000	64%	36%

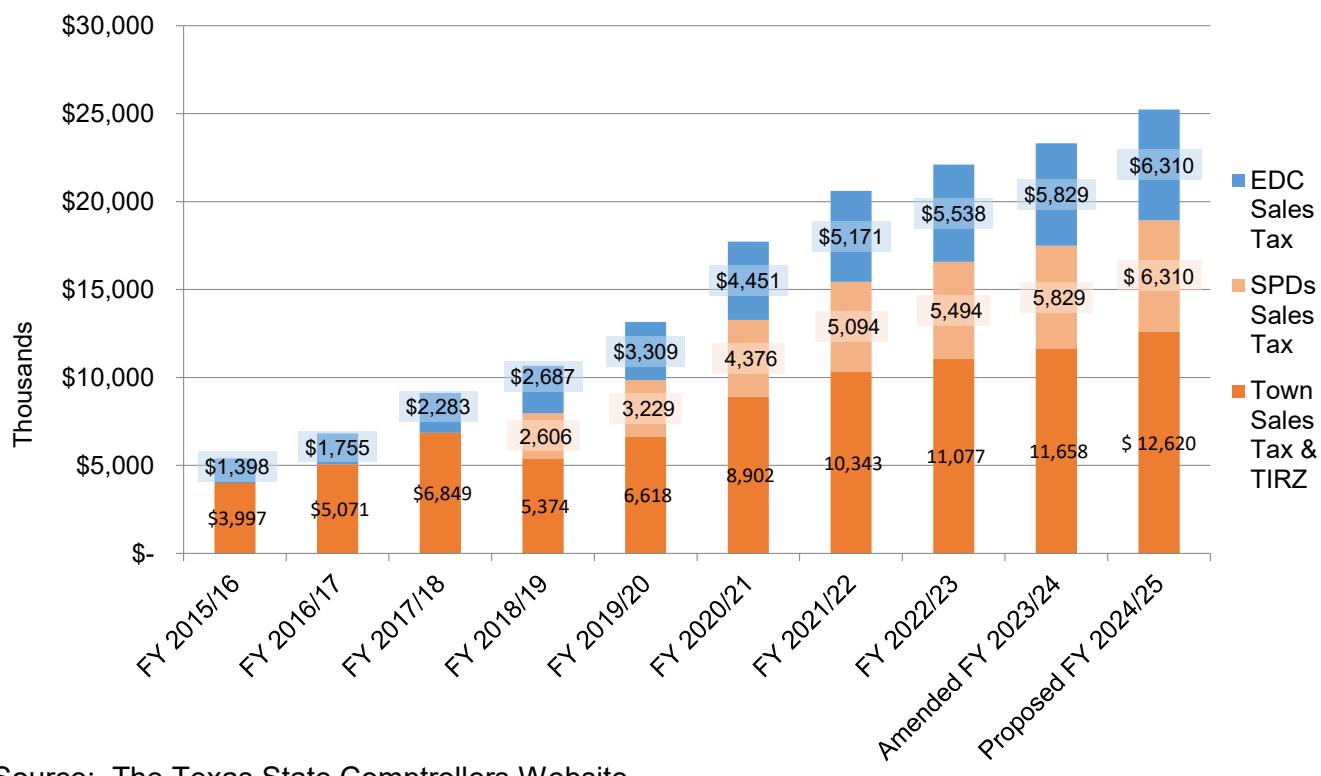
Preliminary

Tax Rate Distribution



Sales Taxes

General, Special Purpose Districts, and EDC Funds



Source: The Texas State Comptrollers Website

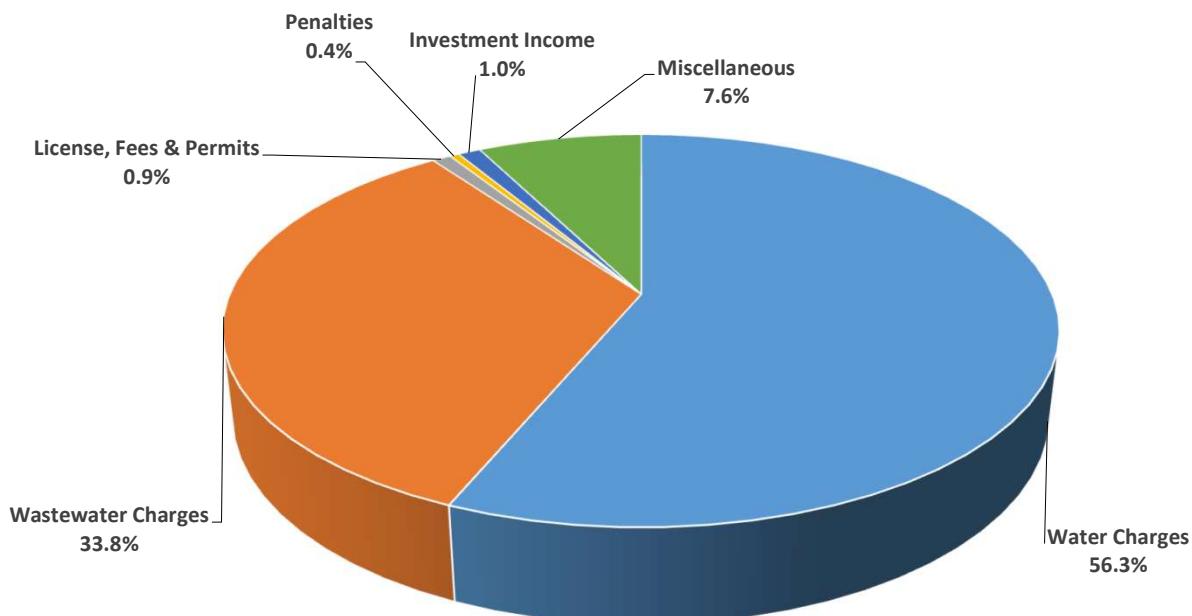
Notes: The Town held an election May, 2018 to create two Special Purpose Districts for Crime and Fire that are supported by a quarter of a percent of sales tax collected in the Town. The initial approval was for five years. In May of 2023, voters approved a twenty year extention on the Special Purpose Districts.

Sales taxes contribute approximately 25.1% of General Fund revenues and are the second largest source of revenue for the General Fund budget. The Town examines the market conditions in Prosper and the Metroplex in budgeting sales tax conservatively year to year.

The Town's three major categories (Retail trade, General Services, and Food) make up approximately 79% of the Town's sales tax collections.

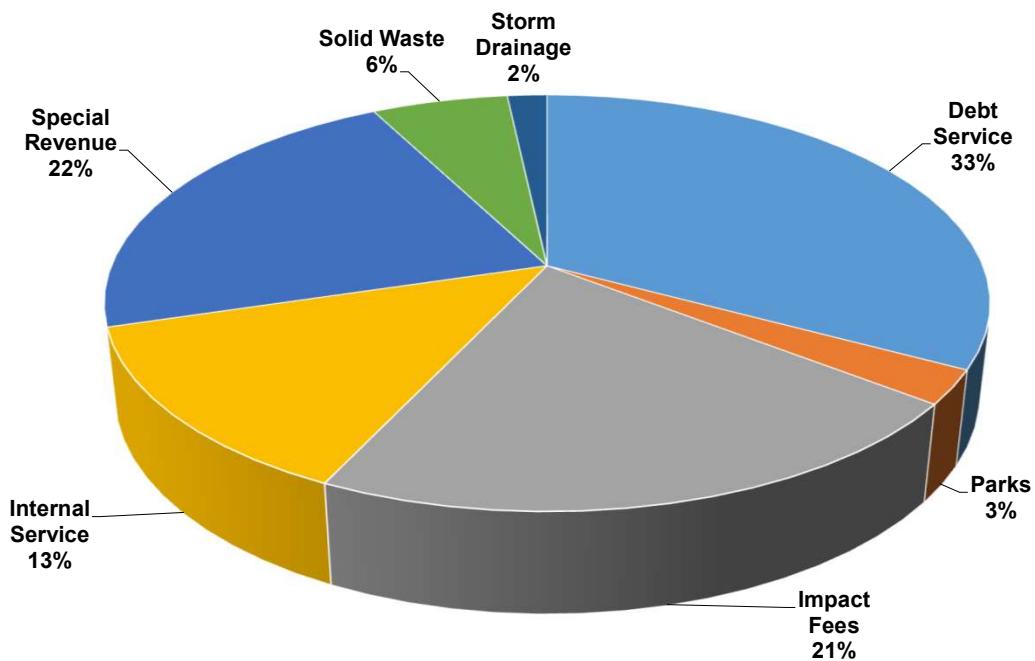
Water and Sewer Fund Revenues
By Source

Revenue Category	FY 2025 Proposed	% of Total
Water Charges	24,470,841	56.3%
Wastewater Charges	14,674,289	33.8%
License, Fees & Permits	377,705	0.9%
Penalties	186,900	0.4%
Investment Income	450,000	1.0%
Miscellaneous	3,284,690	7.6%
Revenue Total	\$ 43,444,425	100.0%



Other Funds Revenues
By Source

Revenue Category	Debt Service	Parks	Impact Fees	Internal Service	Special Revenue	Solid Waste	Storm Drainage
Property Tax	18,228,251	-	-	-	1,664,113	-	-
Sales Tax	-	-	-	-	9,341,846	-	-
Investment Income	125,000	74,000	735,000	270,000	131,450	4,500	8,000
License, Fees & Permits	-	-	-	-	300,000	-	950,000
Impact Fees	-	-	11,000,000	-	800,000	-	-
Charges for Services	-	600,000	-	6,714,581	-	3,295,173	3,500
Contribution	-	800,000	-	-	-	-	-
Grants	-	-	-	-	-	-	-
Other Transfers In	-	-	-	-	-	-	-
Miscellaneous	-	-	300,000	450,000	78,723	-	-
Revenue Total	\$ 18,353,251	\$ 1,474,000	\$ 12,035,000	\$ 7,434,581	\$ 12,316,132	\$ 3,299,673	\$ 961,500





APPROPRIATIONS

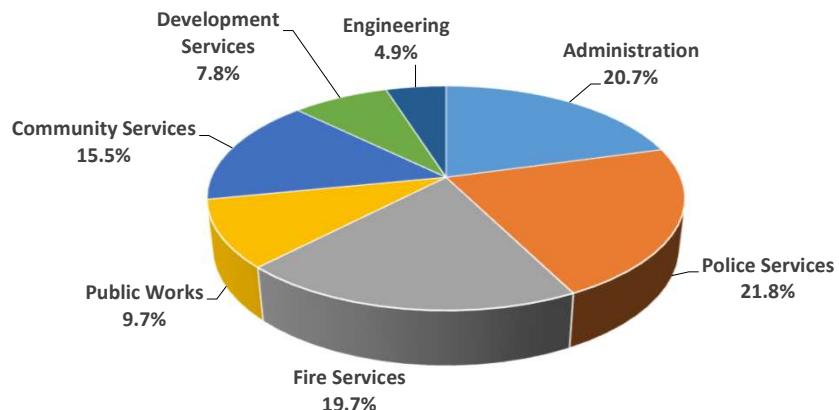
General Fund Total Appropriations
Water & Sewer Fund Appropriations



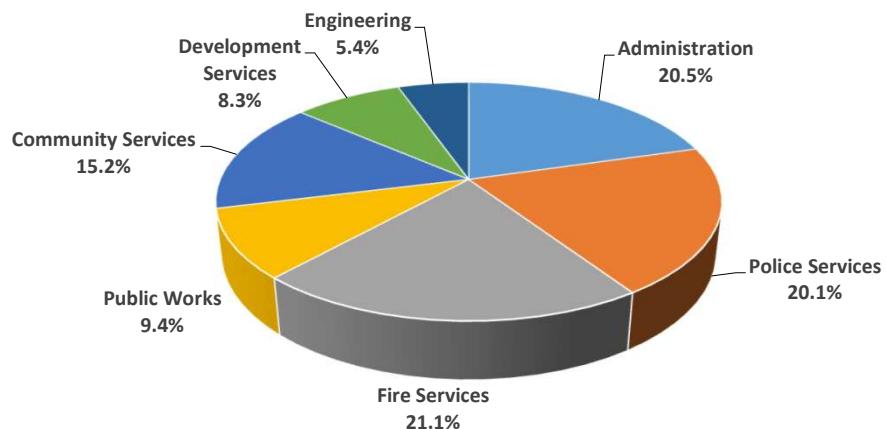
General Fund Appropriations By Department

Department	FY 2025 Proposed	% of Total
Administration	10,928,574	20.7%
Police Services	11,538,858	21.8%
Fire Services	10,379,914	19.7%
Public Works	5,108,876	9.7%
Community Services	8,170,637	15.5%
Development Services	4,119,971	7.8%
Engineering	2,572,798	4.9%
Dedicated Capital	-	0.0%
Expense Total	\$ 52,819,628	100.0%

FY 2025 Preliminary - \$52,819,628



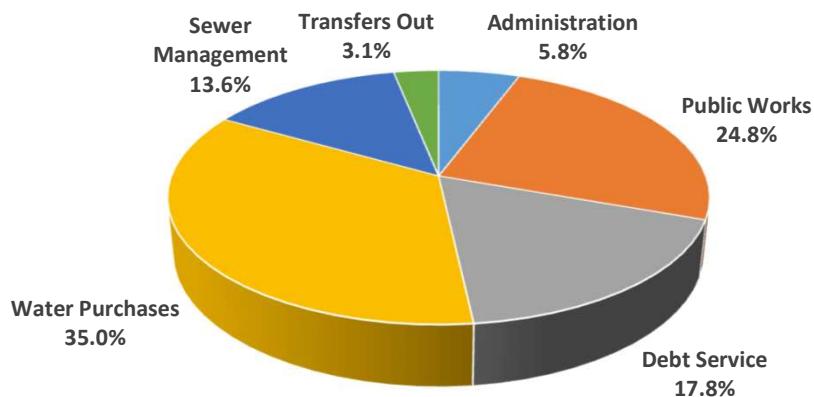
FY 2024 Preliminary Amended - \$49,837,390



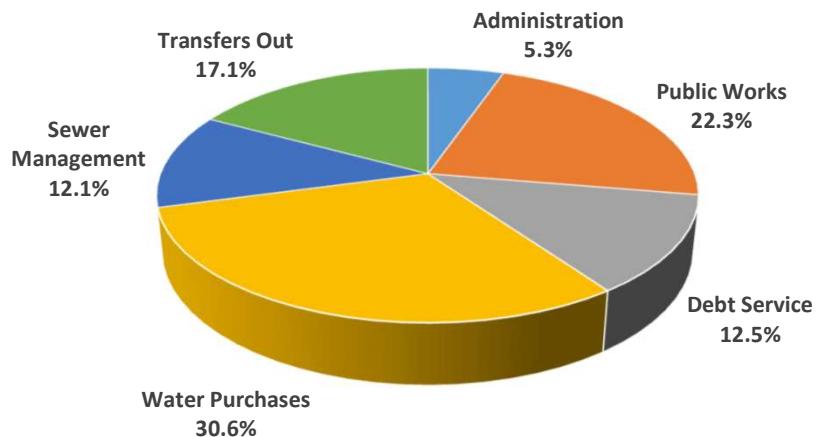
Water and Sewer Fund Appropriations By Department

Department	FY 2025 Proposed	% of Total
Administration	2,200,041	5.8%
Public Works	9,601,940	24.8%
Debt Service	6,896,853	17.8%
Water Purchases	13,563,295	35.0%
Sewer Management	5,270,599	13.6%
Transfers Out	1,218,340	3.1%
Appropriation Total	\$ 38,751,068	100.0%

FY 2025 Preliminary - \$38,751,068



FY 2024 Amended - \$38,912,648





APPENDIX

Property Tax Rate Calculation Worksheet
Charter Provisions on Financial Administration
Discretionary Budget Requests
Glossary



2024 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

Town of Prosper

Taxing Unit Name

250 W. First Street, Prosper, TX 75078

Taxing Unit's Address, City, State, ZIP Code

972-346-2640

Phone (area code and number)

www.prospertx.gov

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ 8,843,744,468
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ 720,744,601
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 8,122,999,867
4.	Prior year total adopted tax rate.	\$ 0.510000 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value. <ul style="list-style-type: none"> A. Original prior year ARB values:..... \$ 382,185,549 B. Prior year values resulting from final court decisions:..... - \$ 360,385,594 C. Prior year value loss. Subtract B from A.³ 	\$ 21,799,955
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25. <ul style="list-style-type: none"> A. Prior year ARB certified value: \$ 148,105,438 B. Prior year disputed value: - \$ 16,771,956 C. Prior year undisputed value. Subtract B from A.⁴ 	\$ 131,333,482
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 153,133,437

¹ Tex. Tax Code §26.012(14)

² Tex. Tax Code §26.012(14)

³ Tex. Tax Code §26.012(13)

⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 8,276,133,304
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2023. Enter the prior year value of property in deannexed territory. ⁵	\$ 96,449
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. A. Absolute exemptions. Use prior year market value: \$ 7,296,147 B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ 326,435,620 C. Value loss. Add A and B. ⁶	\$ 333,731,767
11.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. A. Prior year market value: \$ 0 B. Current year productivity or special appraised value: - \$ 0 C. Value loss. Subtract B from A. ⁷	\$ 0
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 333,828,216
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 225,041,393
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 7,717,263,695
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 39,358,044
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ 308,936
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ 39,666,980
18.	Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. ¹¹ A. Certified values: \$ 10,219,940,771 B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ _____ C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ 0 D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. ¹² - \$ 256,286,260 E. Total current year value. Add A and B, then subtract C and D.	\$ 9,963,654,511

⁵ Tex. Tax Code §26.012(15)⁶ Tex. Tax Code §26.012(15)⁷ Tex. Tax Code §26.012(15)⁸ Tex. Tax Code §26.03(c)⁹ Tex. Tax Code §26.012(13)¹⁰ Tex. Tax Code §26.012(13)¹¹ Tex. Tax Code §26.012, 26.04(c-2)¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Total value of properties under protest or not included on certified appraisal roll. ¹³ A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴ \$ <u>256,534,035</u> B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵ + \$ <u>0</u> C. Total value under protest or not certified. Add A and B.	\$ <u>256,534,035</u>
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ <u>854,677,199</u>
21.	Current year total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ <u>9,365,511,347</u>
22.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ¹⁸	\$ <u>0</u>
23.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ¹⁹	\$ <u>870,449,826</u>
24.	Total adjustments to the current year taxable value. Add Lines 22 and 23.	\$ <u>870,449,826</u>
25.	Adjusted current year taxable value. Subtract Line 24 from Line 21.	\$ <u>8,495,061,521</u>
26.	Current year NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ <u>0.466941</u> /\$100
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²¹	\$ <u> </u> /\$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ <u>0.332742</u> /\$100
29.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ <u>8,276,133,304</u>

¹³ Tex. Tax Code §26.01(c) and (d)

¹⁴ Tex. Tax Code §26.01(c)

¹⁵ Tex. Tax Code §26.01(d)

¹⁶ Tex. Tax Code §26.012(6)(B)

¹⁷ Tex. Tax Code §26.012(6)

¹⁸ Tex. Tax Code §26.012(17)

¹⁹ Tex. Tax Code §26.012(17)

²⁰ Tex. Tax Code §26.04(c)

²¹ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	Total prior year M&O levy. Multiply Line 28 by Line 29 and divide by \$100.	\$ 27,538,171
31.	Adjusted prior year levy for calculating NNR M&O rate.	
	A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2023. This line applies only to tax years preceding the prior tax year..... + \$ 200,220	
	B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0..... - \$ 1,095,231	
	C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ 0	
	D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function..... \$ -895,011	
	E. Add Line 30 to 31D.	\$ 26,643,160
32.	Adjusted current year taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 8,495,061,521
33.	Current year NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.313631 /\$100
34.	Rate adjustment for state criminal justice mandate. ²³	
	A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0	
	B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies..... - \$ 0	
	C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0.000000 /\$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
35.	Rate adjustment for indigent health care expenditures. ²⁴	
	A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose..... \$ 0	
	B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose..... - \$ 0	
	C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0.000000 /\$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100

²² [Reserved for expansion]²³ Tex. Tax Code §26.044²⁴ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36. Rate adjustment for county indigent defense compensation. ²⁵	<p>A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose..... \$ <u>0</u></p> <p>B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose..... \$ <u>0</u></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100...... \$ <u>0.000000</u> /\$100</p> <p>D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100...... \$ <u>0.000000</u> /\$100</p> <p>E. Enter the lesser of C and D. If not applicable, enter 0...... \$ <u>0.000000</u> /\$100</p>	
37. Rate adjustment for county hospital expenditures. ²⁶	<p>A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year..... \$ <u>0</u></p> <p>B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. \$ <u>0</u></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100...... \$ <u>0.000000</u> /\$100</p> <p>D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100...... \$ <u>0.000000</u> /\$100</p> <p>E. Enter the lesser of C and D, if applicable. If not applicable, enter 0...... \$ <u>0.000000</u> /\$100</p>	
38. Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.	<p>A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year..... \$ <u>0</u></p> <p>B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year \$ <u>0</u></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100 .. \$ <u>0.000000</u> /\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0...... \$ <u>0.000000</u> /\$100</p>	
39. Adjusted current year NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.		\$ <u>0.313631</u> /\$100
40. Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.	<p>A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent .. \$ <u>0</u></p> <p>B. Divide Line 40A by Line 32 and multiply by \$100 .. \$ <u>0.000000</u> /\$100</p> <p>C. Add Line 40B to Line 39...... \$ <u>0.313631</u> /\$100</p>	
41. Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below.	<p>Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.</p>	\$ <u>0.324608</u> /\$100

²⁵ Tex. Tax Code §26.0442²⁶ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<p>Disaster Line 41 (D41): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of:</p> <ol style="list-style-type: none"> 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or 2) the third tax year after the tax year in which the disaster occurred. <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08.²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p>	\$ 0.000000 /\$100
42.	<p>Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:</p> <ol style="list-style-type: none"> (1) are paid by property taxes; (2) are secured by property taxes; (3) are scheduled for payment over a period longer than one year; and (4) are not classified in the taxing unit's budget as M&O expenses. <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here.²⁸</p> <p>Enter debt amount \$ 18,227,636</p> <p>B. Subtract unencumbered fund amount used to reduce total debt. – \$ 0</p> <p>C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) – \$ 0</p> <p>D. Subtract amount paid from other resources – \$ 100,100</p> <p>E. Adjusted debt. Subtract B, C and D from A.</p>	\$ 18,127,536
43.	Certified prior year excess debt collections. Enter the amount certified by the collector. ²⁹	\$ 1,001,385
44.	Adjusted current year debt. Subtract Line 43 from Line 42E.	\$ 17,126,151
45.	<p>Current year anticipated collection rate.</p> <p>A. Enter the current year anticipated collection rate certified by the collector.³⁰ 100.00 %</p> <p>B. Enter the prior year actual collection rate. 103.70 %</p> <p>C. Enter the 2022 actual collection rate. 103.75 %</p> <p>D. Enter the 2021 actual collection rate. 101.37 %</p> <p>E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%.³¹</p>	101.37 %
46.	Current year debt adjusted for collections. Divide Line 44 by Line 45E.	\$ 16,894,693
47.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 9,365,511,347
48.	Current year debt rate. Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.180392 /\$100
49.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 41 and 48.	\$ 0.505000 /\$100
D49.	<p>Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41.</p> <p>Add Line D41 and 48.</p>	\$ 0.000000 /\$100

²⁷ Tex. Tax Code §26.042(a)²⁸ Tex. Tax Code §26.012(7)²⁹ Tex. Tax Code §26.012(10) and 26.04(b)³⁰ Tex. Tax Code §26.04(b)³¹ Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 /\$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
52.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³³ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	
53.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 9,365,511,347
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	\$ 0.000000 /\$100
55.	Current year NNR tax rate, unadjusted for sales tax. ³⁵ Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.466941 /\$100
56.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.466941 /\$100
57.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.505000 /\$100
58.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	\$ 0.505000 /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸	\$ 0
60.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 9,365,511,347
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$ 0.000000 /\$100

³² Tex. Tax Code §26.041(d)

³³ Tex. Tax Code §26.041(i)

³⁴ Tex. Tax Code §26.041(d)

³⁵ Tex. Tax Code §26.04(c)

³⁶ Tex. Tax Code §26.04(c)

³⁷ Tex. Tax Code §26.045(d)

³⁸ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.505000 /\$100

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.³⁹ The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value.⁴⁰

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;⁴¹
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁴² or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁴³

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴⁴

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value	
	A. Voter-approval tax rate (Line 67).....	\$ 0.510000 /\$100
	B. Unused increment rate (Line 66).....	\$ 0.017336 /\$100
	C. Subtract B from A.....	\$ 0.492664 /\$100
	D. Adopted Tax Rate.....	\$ 0.510000 /\$100
	E. Subtract D from C.....	\$ -0.017336 /\$100
	F. 2023 Total Taxable Value (Line 60).....	\$ 8,140,263,860
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 0
64.	Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value	
	A. Voter-approval tax rate (Line 67).....	\$ 0.527336 /\$100
	B. Unused increment rate (Line 66).....	\$ 0.043161 /\$100
	C. Subtract B from A.....	\$ 0.484175 /\$100
	D. Adopted Tax Rate.....	\$ 0.510000 /\$100
	E. Subtract D from C.....	\$ -0.025825 /\$100
	F. 2022 Total Taxable Value (Line 60).....	\$ 6,621,990,520
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 0
65.	Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value	
	A. Voter-approval tax rate (Line 67).....	\$ 0.539436 /\$100
	B. Unused increment rate (Line 66).....	\$ 0.000000 /\$100
	C. Subtract B from A.....	\$ 0.539436 /\$100
	D. Adopted Tax Rate.....	\$ 0.510000 /\$100
	E. Subtract D from C.....	\$ 0.029436 /\$100
	F. 2021 Total Taxable Value (Line 60).....	\$ 5,432,723,516
	G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	\$ 1,599,176
66.	Total Foregone Revenue Amount. Add Lines 63G, 64G and 65G	\$ 1,599,176 /\$100
67.	2024 Unused Increment Rate. Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.017075 /\$100
68.	Total 2024 voter-approval tax rate, including the unused increment rate. Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.522075 /\$100

³⁹ Tex. Tax Code §26.013(b)

⁴⁰ Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)

⁴¹ Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)

⁴² Tex. Tax Code §§26.0501(a) and (c)

⁴³ Tex. Local Gov't Code §120.007(d)

⁴⁴ Tex. Local Gov't Code §120.007(d)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.⁴⁴ This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.⁴⁵

Line	De Minimis Rate Worksheet	Amount/Rate
69.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.313631 /\$100
70.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 9,365,511,347
71.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.005338 /\$100
72.	Current year debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.180392 /\$100
73.	De minimis rate. Add Lines 69, 71 and 72.	\$ 0.000000 /\$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.⁴⁶

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.⁴⁹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	2023 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.510000 /\$100
75.	Adjusted 2023 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵⁰ Enter the final adjusted 2023 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	
76.	Increase in 2023 tax rate due to disaster. Subtract Line 75 from Line 74.	\$ 0.000000 /\$100
77.	Adjusted 2023 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$
78.	Emergency revenue. Multiply Line 76 by Line 77 and divide by \$100.	\$
79.	Adjusted 2023 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$
80.	Emergency revenue rate. Divide Line 78 by Line 79 and multiply by \$100. ⁵¹	\$ 0.000000 /\$100

⁴⁵ Tex. Tax Code §26.04(c)(2)(B)

⁴⁶ Tex. Tax Code §26.012(8-a)

⁴⁷ Tex. Tax Code §26.063(a)(1)

⁴⁸ Tex. Tax Code §26.042(b)

⁴⁹ Tex. Tax Code §26.042(f)

⁵⁰ Tex. Tax Code §26.042(c)

⁵¹ Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ 0.522075 /\$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ 0.466941 /\$100

As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).

Indicate the line number used: 26

Voter-approval tax rate. \$ 0.522075 /\$100

As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).

Indicate the line number used: 68

De minimis rate. \$ 0.000000 /\$100

If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵²

print here 

Jayna Dean

Printed Name of Taxing Unit Representative

sign here 



Taxing Unit Representative

8/05/2024

Date

⁵² Tex. Tax Code §§26.04(c-2) and (d-2)

Charter Article VII - Financial Procedure Sections

As Revised May 6, 2017

ARTICLE VII

Financial Procedures

SECTION 7.01 Fiscal Year

The fiscal year of the Town shall begin on the first day of October and end on the last day of September on the next succeeding year. Such fiscal year shall also constitute the budget and accounting year.

SECTION 7.02 Submission of Budget and Budget Message

On or before the fifteenth (15th) day of August of the fiscal year, the Town Manager shall submit to the Town Council a budget for the ensuing fiscal year and an accompanying budget message.

SECTION 7.03 Budget Message

The Town Manager's message shall explain the budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the Town for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the Town's debt position and include such other material as the Town Manager deems desirable.

SECTION 7.04 Budget a Public Record

The budget and all supporting schedules shall be filed with the person performing the duties of Town Secretary when submitted to the Town Council and shall be open to public inspection by anyone interested.

SECTION 7.05 Public Hearing on Budget

At the Town Council meeting when the budget is submitted, the Town Council shall name the date and place of a public hearing, which shall be scheduled and published in accordance with the requirements of Chapter 102, Local Government Code, as amended. At this hearing, interested citizens may express their opinions concerning items of expenditures, giving their reasons for wishing to increase or decrease any items of expense.

SECTION 7.06 Proceeding on Adoption of Budget

After public hearing, the Town Council shall analyze the budget, making any additions or deletions which they feel appropriate, and shall, prior to the beginning of the next fiscal year, adopt the budget by the affirmative vote of a majority of the full membership of the Town Council. Should the Town Council take no final action on or prior to such day, the current budget shall be in force on a month-to-month basis until a new budget is adopted.

SECTION 7.07 Budget, Appropriation and Amount to be Raised by Taxation

On final adoption, the budget shall be in effect for the budget year. Final adoption of the budget by the Town Council shall constitute the official appropriations as proposed by expenditures for the current year and shall constitute the basis of official levy of the property tax as the amount of tax to be assessed and collected for the corresponding tax year. Estimated expenditures will in no case exceed proposed revenue plus the undesignated fund balance from the previous fiscal year. Unused appropriations may be transferred to any item required for the same general purpose.

Charter Article VII - Financial Procedure Sections

As Revised May 6, 2017

SECTION 7.08 Contingent Reserve

Provision shall be made in the annual budget maintaining a contingency reserve fund balance designation in an amount not less than twenty percent (20%) of the total general fund expenditures, to be used in case of unforeseen items of expenditure or revenue shortfalls. This shall apply to current operating expenses and shall not overlap with any other amount of reserves maintained by the Town. Such contingency reserve appropriation shall be under the control of the Town Manager and distributed by him or her only in the event of an emergency or after supplemental appropriation by the Town Council. The proceeds of the contingency reserves shall be disbursed only by transfer to departmental appropriation, the spending of which shall be charged to the departments or activities for which the appropriations are made.

SECTION 7.09 Amending the Budget

Under conditions which may arise and which could not reasonably have been foreseen in the normal process of planning the budget, the Town Council may, by the affirmative vote of a majority of the full membership of the Town Council, amend or change the budget to provide for any additional expense in which the general welfare of the citizenry is involved. These amendments shall be by ordinance, and shall become an attachment to the original budget.

SECTION 7.10 Certification; Copies Made Available

A copy of the budget, as finally adopted, shall be filed with the person performing the duties of Town Secretary and such other places required by state law or as the Town Council shall designate. The final budget shall be printed or otherwise reproduced and sufficient copies shall be made available for the use of all offices, agencies, and for the use of interested persons and civic organizations.

SECTION 7.11 Capital Program

The Town Manager shall submit a five-year (5-year) capital program as an attachment to the annual budget. The program as submitted shall include:

- (1) A clear general summary of its contents;
- (2) A list of all capital improvements which are proposed to be undertaken during the five (5) fiscal years succeeding the budget year, with appropriate supporting information as to the necessity for such improvements;
- (3) Cost estimates, method of financing, and recommended time schedules for each improvement; and
- (4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

The above information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition. The Capital program will be updated and presented to the Town Council annually.

SECTION 7.12 Defect Shall Not Invalidate the Tax Levy

Errors or defects in the form or preparation of the budget or the failure to perform any procedural requirements shall not nullify the tax levy or the tax rate.

Charter Article VII - Financial Procedure Sections

As Revised May 6, 2017

SECTION 7.13 Lapse of Appropriations

Every appropriation, except an appropriation for a capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made had been accomplished or abandoned. The purpose of any such appropriation shall be deemed abandoned if three (3) years pass without any disbursement from or encumbrance of the appropriation. Any funds not expended, disbursed or encumbered shall be deemed excess funds.

SECTION 7.14 Borrowing

The Town shall have the power to borrow money on the credit of the Town and also to issue or incur bonds and other evidences of indebtedness, and such powers may be exercised to finance public improvements or for any other public purpose not prohibited by the Constitution and the laws of the State of Texas, and the Town may issue refunding bonds to refund outstanding bonds and other evidences of indebtedness of the Town previously issued or incurred. All such bonds and other evidences of indebtedness shall be issued in conformity with the laws of the State of Texas and may be secured by or paid, in whole or in part, from ad valorem tax revenues, revenues derived from other taxing powers of the Town, revenues derived by the Town from any fee or service charge, including revenues derived from the operations of any public utilities, utility systems, recreational facilities or any other municipal function to the extent not prohibited by the Constitution and laws of the State of Texas. Such bonds or evidences of indebtedness may be a charge upon and payable from the properties, or interest therein pledged, or the income therefrom, or both to the extent not prohibited by the Constitution or laws of the State of Texas. The proceeds of bonds or other evidences of indebtedness issued or incurred by the Town shall be used only for the purpose for which the bonds or other indebtedness was issued or incurred.

SECTION 7.15 Purchasing

- (1) The Town Council may by ordinance, give the Town Manager general authority to contract for expenditure without further approval of the Town Council for all budgeted items not exceeding limits set by the Town Council within the ordinance.
- (2) All contracts for expenditures or purchases involving more than the limits must be expressly approved in advance by the Town Council. All contracts or purchases involving more than the limits set by the Town Council shall be awarded by the Town Council in accordance with state law.
- (3) Emergency contracts as authorized by law and this Charter may be negotiated by the Town Council or Town Manager if given authority by the Town Council, without competitive bidding, and in accordance with State law. Such emergency may be declared by the Town Manager and approved by the Town Council or declared by the Town Council.

Charter Article VII - Financial Procedure Sections
As Revised May 6, 2017

SECTION 7.16 Administration of Budget

- (1) No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made, unless the Town Manager, or the Town Manager's designee, first certifies that there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable.
- (2) Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal. Such action shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such payment or obligation, and the officer shall also be liable to the Town for any amount so paid.
- (3) This prohibition shall not be construed to prevent the making or authorizing of payments, or making of contracts for capital improvements to be financed wholly or partly by the pledge of taxes, the issuance of bonds, time warrants, certificates of indebtedness, or certificates of obligation, or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, providing that such action is made or approved by ordinance.
- (4) The Town Manager shall submit to the Town Council each month a report covering the revenues and expenditures of the Town in such a form as requested by the Town Council.

SECTION 7.17 Depository

All monies received by any person, department or agency of the Town for or in connection with the affairs of the Town shall be deposited promptly in the Town depository or depositories. The Town depositories shall be designated by the Town Council in accordance with such regulations and subject to the requirements as to security for deposits and interest thereon as may be established by ordinance and law. Procedures for withdrawal of money or the disbursement of funds from the Town depositories shall be prescribed by ordinance.

SECTION 7.18 Independent Audit

At the close of each fiscal year, and at such other times as may be deemed necessary, the Town Council shall call for an independent audit to be made of all accounts of the Town by a certified public accountant. No more than five (5) consecutive annual audits shall be completed by the same firm. The certified public accountant selected shall have no personal interest, directly or indirectly, in the financial affairs of the Town or any of its officers. The report of audit, with the auditor's recommendations will be made to the Town Council. Upon completion of the audit, the Independent Auditor's Report and Annual Financial Report shall be published on the Town's website and copies of the audit placed on file in the office of the person performing the duties of Town Secretary, as a public record.

Charter Article VII - Financial Procedure Sections

As Revised May 6, 2017

SECTION 7.19 Power to Tax

- (1) The Town shall have the power to levy, assess and collect taxes of every character and type for any municipal purpose not prohibited by the Constitution and laws of the State of Texas as now written or hereafter amended.
- (2) The Town shall have the power to grant tax exemptions in accordance with the laws of the State of Texas.

SECTION 7.20 Office of Tax Collector

There shall be an office of taxation to collect taxes, the head of which shall be the Town Tax Collector. The Town Council may contract for such services.

SECTION 7.21 Taxes; When Due and Payable

- (1) All taxes due in the Town shall be payable at the office of the Town Tax Collector, or at such location or locations as may be designated by the Town Council, and may be paid at any time after the tax rolls for the year have been completed and approved. Taxes for each year shall be paid before February 1 of the next succeeding year, and all such taxes not paid prior to that date shall be deemed delinquent, and shall be subject to penalty and interest as the Town Council shall provide by ordinance. The Town Council may provide discounts for the payment of taxes prior to January 1 in an amount not to exceed those authorized by the laws of the State of Texas.
- (2) Failure to levy and assess taxes through omission in preparing the appraisal rolls shall not relieve the person, firm or corporation so omitted from obligation to pay such current or past due taxes as shown to be payable by recheck of the rolls and receipts for the years in question, omitting penalty and interest.

SECTION 7.22 Tax Liens, Liabilities and Suits

- (1) All taxable property located in the Town on January 1 of each year shall stand charged from that date with a special lien in favor of the Town for taxes due. All persons purchasing any such property on or after January 1 in any year shall take the property subject to the liens provided above. In addition to the liens herein provided, on January 1 of any year, the owner of property subject to taxation by the Town shall be personally liable for the taxes due for that year.
- (2) The Town shall have the power to sue for and recover personal judgement for taxes without foreclosure, or to foreclose its lien or liens, or to recover both personal judgement and foreclosure. In any such suit where it appears that the description of any property in the Town appraisal rolls is insufficient to identify such property, the Town shall have the right to plead a good description of the property to be assessed, to prove the same, and to have its judgement foreclosing the tax lien or for personal judgement against the owners for such taxes.



NON-DISCRETIONARY PACKAGES - FUNDED



TOWN OF PROSPER
FY 2024-2025
NON-DISCRETIONARY PACKAGES - FUNDED
GENERAL FUND

DIV / DEPT	NON-DISCRETIONARY PACKAGE TITLE	FTEs	NET ONE-TIME	NET ONGOING	TOTAL COSTS	REVENUE	TOTAL NET COST
TOWN SECRETARY	ELECTION SERVICES		14,000	-	14,000		9,477
FINANCE	INCREASE TO BASE BUDGET - FINANCE		-	109,000	109,000		109,000
HR	INCREASE IN BASE BUDGET		-	20,500	20,500		20,500
IT	ADDITIONAL CAD/RMS LICENSES	15,462		4,038	19,500		19,500
IT	AGENDA MANAGEMENT PLATFORM COST INCREASE AND MODULE EXPANSION		-	1,783	1,783		1,783
IT	BLUEBEAM LICENSE MIGRATION		-	8,600	8,600		8,600
IT	DOCUMENT MANAGEMENT PLATFORM COST INCREASE	1,150		-	1,150		1,150
	EMAIL SECURITY AND BACKUP PLATFORM LICENSE						
IT	SHORTFALL		-	13,140	13,140		13,140
IT	ERP PROJECT AND SOFTWARE		-	344,538	344,538		344,538
IT	FIREWALL PLATFORM SUPPORT RENEWAL	2,970		-	2,970		2,970
IT	GIS PLATFORM ENTERPRISE AGREEMENT RENEWAL		-	2,575	2,575		2,575
IT	MOBILE APP CONTRACT RENEWAL AND COST INCREASE		-	1,200	1,200		1,200
IT	MOBILE ROUTER CLOUD MANAGEMENT RENEWAL	7,648		-	7,648		7,648
IT	PERMITTING AND LICENSING PLATFORM LICENSE		-	2,400	2,400		2,400
IT	PUBLIC SAFETY VPN PLATFORM LICENSES		-	2,000	2,000		2,000
IT	SECURITY AWARENESS TRAINING PLATFORM RENEWAL	19,602		-	19,602		19,602
IT	VIRTUAL SERVER CLUSTER STORAGE LICENSE RENEWAL	38,106		-	38,106		38,106
IT	WEBSITE PLATFORM COST INCREASE		-	2,680	2,680		2,680
COMMUNICATIONS & COMMUNITY ENGAGEMENT	INCREASE TO BASE BUDGET - COMMUNICATIONS CONTRACT SERVICES		-	630	630		630
COMMUNICATIONS & COMMUNITY ENGAGEMENT	INCREASE TO BASE BUDGET - COMMUNICATIONS DUES, FEES AND SUBSCRIPTIONS		-	465	465		465
COMMUNICATIONS & COMMUNITY ENGAGEMENT	MUTD TRANSIT SERVICES		-	6,700	6,700		6,700
MUNICIPAL COURT	JUDICIAL CLERK/YOUTH DIVERSION COORDINATOR RECLASS		-	6,037	6,037		6,037
POLICE OPERATIONS	FLOCK CONTRACT (GRANT)		-	160,000	160,000	-	160,000
POLICE OPERATIONS	POWER BI LICENSE INCREASE		-	9,228	9,228		9,228
POLICE OPERATIONS	SMARTFORCE SOFTWARE LICENSE-INCREASE		-	5,263	5,263		5,263
POLICE OPERATIONS	TASERS	2,500		13,648	16,148		16,148
9-1-1 COMMUNICATIONS	9-1-1 COMMUNICATIONS TRAINING BUDGET INCREASE		-	15,500	15,500		15,500

	9-1-1 COMMUNICATIONS	9-1-1 COMMUNICATIONS-CONTRACT SERVICES BUDGET					
		INCREASE		-	20,000	20,000	20,000
	FIRE OPERATIONS	INCREASE TO APPARATUS MAINTENANCE		-	50,000	50,000	50,000
		BLAZESTACK FIRE INVESTIGATION CASE MANAGEMENT					
	FIRE MARSHAL	SOFTWARE		-	3,000	3,000	3,000
	STREETS	FY25 INCREASE TO BASE BUDGET - STREETS - OVERTIME		-	20,000	20,000	20,000
		FY25 INCREASE TO BASE BUDGET - STREETS-					
	STREETS	ELECTRICITY STREETLIGHTS		-	25,000	25,000	25,000
	PARK ADMINISTRATION	INCREASE TO BASE BUDGET		36,150	16,950	53,100	53,100
		ADD FUNDING FOR CONTRACTS - MEDIAN PARKS AND					
	PARK OPERATIONS	GATES OF PROSPER		-	179,400	179,400	179,400
	PARK OPERATIONS	CHEMICAL AND FERT FOR ALL NEW PARKS AND MEDIAN		-	50,000	50,000	50,000
	PARK OPERATIONS	CUSTER RD MEDIAN CONTRACT		-	15,000	15,000	15,000
	PARK OPERATIONS	ELECTRICITY MONEY FOR NEW PARKS		-	75,000	75,000	75,000
	PARK OPERATIONS	FRONTIER MEDIAN CONTRACT.		-	60,200	60,200	30,100
	PARK OPERATIONS	PARKS OPS OVERTIME INCREASE		-	15,000	15,000	15,000
	PARK OPERATIONS	PERRY WEATHER STATIONS		11,400	8,500	19,900	19,900
	PARK OPERATIONS	PLAYGROUND MAINTENANCE AND REPAIR		-	50,000	50,000	50,000
	PARK OPERATIONS	REPAIRS AND MAINTENANCE		-	25,000	25,000	25,000
	PARK OPERATIONS	WATER MONEY FOR NEW PARKS AND MEDIAN		-	450,000	450,000	450,000
	PARK OPERATIONS	WATER MONEY PACKAGE REDUCTION FOR WELL		-	(250,000)	(250,000)	(250,000)
	RECREATION	INCREASE TO BASE BUDGET - CREDIT CARDS		-	2,000	2,000	2,000
	RECREATION	INCREASE TO BASE BUDGET - OVERTIME		-	1,000	1,000	1,000
	LIBRARY	LIBRARY COLLECTION GROWTH		-	15,466	15,466	15,466
		TOTAL FUNDED	0.0	148,988	1,561,441	1,710,429	30,100
							1,675,806

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-02EXP TOWN SECRETARY'S OFFICE			
PACKAGES DETAILS - ACTIVE								
TITLE	ELECTION SERVICES		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5460 ELECTION EXPENSE	\$14,000	\$0	\$0	\$0	\$0			
TOTAL	\$14,000	\$0	\$0	\$0	\$0			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THIS IS A NON-DISCRETIONARY REQUEST TO COVER THE DEPOSIT (90% OF THE ELECTION COSTS) TO COLLIN COUNTY ELECTIONS DEPARTMENT FOR A NOVEMBER 2025 BOND ELECTION. THE DEPOSITS ARE REQUESTED PRIOR TO THE ELECTION AND WOULD BE DUE BEFORE THE FOLLOWING FISCAL YEAR (FY 25-26). DUE TO UNKNOWN FACTORS, SUCH AS HOW MANY ENTITIES WILL HAVE AN ELECTION IN NOVEMBER 2025 TO AID IN COST SHARING, THE REQUESTED AMOUNT IS BASED OFF OF THE TOWN'S CURRENT ELECTION COSTS FOR A GENERAL ELECTION IN MAY. GENERALLY, A NOVEMBER ELECTION COULD POTENTIALLY COST MORE DEPENDING ON ENTITIES PARTICIPATING IN COST SHARING.</p> <p>DENTON COUNTY ELECTION COSTS ARE ALWAYS DUE AFTER THE ELECTION TAKES PLACE. THEREFORE, DENTON COUNTY WILL BE BUDGETED IN FY 25-26.</p>				<p>THIS IS A NON-DISCRETIONARY REQUEST TO COVER AN EXPENSE THAT WILL SPLIT BETWEEN FY 24-25 AND FY 25-26.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>ELECTIONS ARE CURRENTLY BUDGETED PER FISCAL YEAR. THEREFORE, NOT FUNDING WOULD CAUSE THE OVERALL TSO BUDGET TO BE IN THE NEGATIVE.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES ACCELERATION OF INFRASTRUCTURE</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-03EXP FINANCE			
PACKAGES DETAILS - ACTIVE								
TITLE	INCREASE TO BASE BUDGET - FINANCE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5414 APPRAISAL / TAX FEES	\$109,000	\$109,000	\$109,000	\$109,000	\$109,000			
TOTAL	\$109,000	\$109,000	\$109,000	\$109,000	\$109,000			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
INCREASE IN COLLIN CAD TO \$255,899 FROM \$192,009 - \$63,890 INCREASE IN DENTON CAD TO \$94,849 FROM \$50,096 - \$44,753								
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-04EXP HUMAN RESOURCES			
PACKAGES DETAILS - ACTIVE								
TITLE	INCREASE IN BASE BUDGET		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5290 OTHER CHARGES AND SERVICES	\$20,500	\$20,500	\$20,500	\$20,500	\$20,500	\$20,500		
TOTAL	\$20,500	\$20,500	\$20,500	\$20,500	\$20,500	\$20,500		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
SUSTAINING SUPPORT FOR ONGOING INITIATIVES SUCH AS THRIVES LEADERSHIP TRAINING AND SUPERVISOR TRAINING, ALONGSIDE SAFETY AND COMPLIANCE AWARENESS SEMINARS, WILL FOSTER A CULTURE THAT ATTRACTS TOP TALENT AND ENHANCES THE ORGANIZATION'S STANDING, PAVING THE WAY FOR SUSTAINED SUCCESS AND GROWTH.				BALANCED BUDGET AGAINST THE PROGRAMS H.R. IS MANAGING.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				CONTINUE FUNDING PROGRAMS FROM THE WRONG ACCOUNTS AND ASKING FOR MIDYEAR ADJUSTMENTS TO FUND PROGRAMS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				#4 - CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	ADDITIONAL CAD/RMS LICENSES		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5419 IT LICENSES	\$19,500	\$4,038	\$4,038	\$4,038	\$4,038	\$4,038		
TOTAL	\$19,500	\$4,038	\$4,038	\$4,038	\$4,038	\$4,038		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THIS REQUEST IS FOR ONE ADDITIONAL CAD LICENSE FOR THE CAD/RMS SYSTEM AND ONE ADDITIONAL STATION MONITORING LICENSE. 911 DISPATCH HAS DETERMINED THAT AN ADDITIONAL CAD POSITION LICENSE IS REQUIRED FOR SUPERVISORS TO UTILIZE IN THE EVENT OF HEAVY CALL VOLUMES. ADDITIONALLY, I.T. IS PERFORMING MORE AND MORE SUPPORT ON THE SYSTEM IN CONJUNCTION WITH THE CAD VENDOR, AND STATION MONITORING WOULD BENEFIT STAFF DOING THAT SUPPORT.</p>				<p>WITH THE ADDITIONAL LICENSE, 911 COMMUNICATIONS CAN DISPATCH FROM FOUR POSITIONS SIMULTANEOUSLY DURING HEAVY CALL LOADS. I.T. CAN BETTER SUPPORT REMOTE UNITS AND THE CAD/RRMS VENDOR BY HAVING ACCESS TO THE STATION MONITORING MODULE.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>DURING HEAVY CALL TIMES, ONLY THREE POSITIONS CAN BE ACTIVELY DISPATCHING. I.T. WILL BE UNABLE TO MONITOR REMOTE UNIT STATUSES.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	AGENDA MANAGEMENT PLATFORM COST INCREASE AND MODULE EXPANSION		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5419 IT LICENSES	\$1,783	\$1,783	\$1,783	\$1,783	\$1,783	\$1,783		
TOTAL	\$1,783	\$1,783	\$1,783	\$1,783	\$1,783	\$1,783		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THIS REQUEST IS TO ALLOCATE FUNDS TO COVER PLATFORM COST INCREASES AND THE ADDITION BY THE TOWN SECRETARY'S OFFICE OF THE HUB MODULE.				CONTINUED USE AND SUPPORT OF THE TOWN'S AGENDA MANAGEMENT PLATFORM				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				INABILITY TO USE THE AGENDA MANAGEMENT PLATFORM				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	BLUEBEAM LICENSE MIGRATION		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5419 IT LICENSES	\$8,600	\$8,600	\$8,600	\$8,600	\$8,600	\$8,600		
TOTAL	\$8,600	\$8,600	\$8,600	\$8,600	\$8,600	\$8,600		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
BLUEBEAM REVU IS THE SOFTWARE PLATFORM USED BY DEVELOPMENT SERVICES, ENGINEERING, PARKS, FD, AND GIS FOR DIGITAL PLAN REVIEW. DUE TO RECENT CHANGES IN THEIR LICENSING MODEL, THE TOWN HAS TO MIGRATE THE LEGACY PERPETUAL LICENSES TO AN ANNUAL SUBSCRIPTION MODEL. THIS REQUEST WILL COVER THE RESULTING INCREASE FOR ANNUAL LICENSING.				CONTINUED USE OF REVU FOR DIGITAL PLAN REVIEW.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				THE TOWN WILL NO LONGER BE ABLE TO PERFORM DIGITAL PLAN REVIEW.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES, ACCELERATION OF INFRASTRUCTURE, ENSURE THE TOWN'S COMMERCIAL CORRIDORS ARE READY FOR DEVELOPMENT				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	DOCUMENT MANAGEMENT PLATFORM COST INCREASE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5419 IT LICENSES	\$1,150	\$0	\$0	\$0	\$0			
TOTAL	\$1,150	\$0	\$0	\$0	\$0			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
TOWN STAFF HAS BEEN INFORMED OF AN IMPENDING COST INCREASE TO ITS DOCUMENT MANAGEMENT PLATFORM. THIS REQUEST IS TO ALLOCATE FUNDS TO COVER THE INCREASE.				CONTINUED USE AND SUPPORT OF THE TOWN'S DOCUMENT MANAGEMENT PLATFORM.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				INABILITY TO USE THE DOCUMENT MANAGEMENT PLATFORM.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	EMAIL SECURITY AND BACKUP PLATFORM LICENSE SHORTFALL		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5421 CYBER SECURITY	\$13,140	\$13,140	\$13,140	\$13,140	\$13,140	\$13,140		
TOTAL	\$13,140	\$13,140	\$13,140	\$13,140	\$13,140	\$13,140		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THIS REQUEST IS FOR FUNDS TO COVER THE INCREASE USER COUNT THE EMAIL PROTECTION AND CLOUD BACKUP PLATFORM HAS EXPERIENCED DUE TO STAFF INCREASES AND NEW BOARD/COMMITTEE MEMBERSHIP.				EMAIL SECURITY (SPAM AND VIRUS FILTERING) AND MICROSOFT CLOUD BACKUPS WILL CONTINUE TO BE IN PLACE FOR ALL USER ACCOUNTS AND EMAIL ADDRESSES.				
THE ANNUAL COST FOR THIS PLATFORM HAS HISTORICALLY NOT BEEN CAPTURED IN THE PERSONNEL CALCULATOR SPREADSHEET AND HAS BEEN OVERLOOKED. SINCE THE PLATFORM WAS LAUNCHED, THE USER COUNT HAS GROWN SIGNIFICANTLY, BUT THERE ARE NO FUNDS TO COVER THAT GROWTH.								
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				EMAIL SECURITY (SPAM AND VIRUS FILTERING) AND MICROSOFT CLOUD BACKUPS WILL NO LONGER PROTECT ALL USER ACCOUNTS AND EMAIL ADDRESSES.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		ADMINISTRATION		100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE							
TITLE	ERP PROJECT AND SOFTWARE	TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5418 IT FEES	\$344,538	\$344,538	\$344,538	\$344,538	\$344,538	\$344,538	
TOTAL	\$344,538	\$344,538	\$344,538	\$344,538	\$344,538	\$344,538	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS REQUEST IS FOR A YEAR TWO OF A FIVE YEAR SAAS LICENSING CONTRACT FOR THE TOWN'S ERP PLATFORM.				CONTINUED OPERATION OF ERP PLATFORM SERVICES. THIS PLATFORM IS INTEGRAL TO MANY TOWN WORKFLOWS, ESPECIALLY FINANCE.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				THE TOWN WILL NO LONGER HAVE A WORKING FINANCIAL ERP SYSTEM IN PLACE.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	FIREWALL PLATFORM SUPPORT RENEWAL		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5421 CYBER SECURITY	\$2,970	\$0	\$0	\$0	\$0			
TOTAL	\$2,970	\$0	\$0	\$0	\$0			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THIS REQUEST IS FOR A SUPPORT RENEWAL FOR ALL DEPLOYED FIREWALL DEVICES, AND TO ALIGN THE SUPPORT EXPIRATION DATE ON THOSE DEVICES FOR EASE OF MANAGEMENT IN FUTURE YEARS.				CONTINUED SOFTWARE AND TECHNICAL SUPPORT FOR THE TOWN'S FIREWALL DEVICES AND SYSTEMS.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				THE TOWN WILL BE UNABLE TO RECEIVE SOFTWARE UPDATES TO THE FIREWALLS, NOR WILL IT BE ABLE TO CONTACT TECHNICAL SUPPORT IN THE EVENT OF AN ISSUE. IT WILL ALSO NOT BE ELIGIBLE FOR HARDWARE REPLACEMENT IN THE EVENT OF A FAILURE.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	GIS PLATFORM ENTERPRISE AGREEMENT RENEWAL		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5419 IT LICENSES	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575		
TOTAL	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575	\$2,575		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THIS REQUEST IS FOR A THREE YEAR RENEWAL OF THE TOWN'S GIS PLATFORM ENTERPRISE AGREEMENT, INCLUDING A COST INCREASE FROM THE PREVIOUS 3 YEAR AGREEMENT.				CONTINUED OPERATION OF GIS PLATFORM SERVICES. THIS PLATFORM IS INTEGRAL TO MANY TOWN WORKFLOWS INCLUDING ZONING, MAPPING, INFRASTRUCTURE ASSET MANAGEMENT, ENGINEERING, PLANNING, PERMITTING, AND INSPECTIONS.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				PERMITTING AND LICENSING PLATFORM WOULD CEASE TO FUNCTION (PERMITS COULD NOT BE ISSUED NOR INSPECTIONS PERFORMED AND TRACKED). NO MAPS WOULD BE ABLE TO BE GENERATED, NOR ASSETS TRACKED.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				ACCELERATION OF INFRASTRUCTURE, CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	MOBILE APP CONTRACT RENEWAL AND COST INCREASE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5418 IT FEES	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200		
TOTAL	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>RECENTLY, THE TOWN'S MOBILE APP VENDOR WAS PURCHASED BY A LARGER MUNICIPAL SOFTWARE AND SERVICES COMPANY. THAT COMPANY WOULD LIKE TO EXECUTE A NEW CONTRACT FOR THE MOBILE APP PLATFORM, AS THE EXISTING CONTRACT FROM 2017 IS NOW IN A YEAR-TO-YEAR STATUS.</p> <p>THIS REQUEST IS TO COVER THE EXPECTED 7% COST INCREASE ASSOCIATED WITH THE NEW CONTRACT.</p>				<p>CONTINUED USAGE OF THE MOBILE APP PLATFORM AND NEGOTIATED ANNUAL COST INCREASES.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
<p>N/A</p>				<p>THE EXISTING YEAR-TO-YEAR CONTRACT WILL STAY IN PLACE WITH NO GUARANTEES AS TO THE AMOUNT OF EACH ANNUAL COST INCREASE.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
<p>N/A</p>				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	MOBILE ROUTER CLOUD MANAGEMENT RENEWAL		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5418 IT FEES	\$7,648	\$0	\$0	\$0	\$0			
TOTAL	\$7,648	\$0	\$0	\$0	\$0			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THIS REQUEST IS FOR A TWO YEAR RENEWAL FOR THE CLOUD MANAGEMENT PLATFORM FOR ALL DEPLOYED MOBILE ROUTER DEVICES USED IN PD AND FD VEHICLES, AND TO CO-TERM THE SUBSCRIPTION EXPIRATION DATES FOR EASE OF MANAGEMENT IN FUTURE YEARS.				CONTINUED USE OF THE CLOUD MANAGEMENT PLATFORM FOR ALL TOWN MOBILE ROUTERS.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				STAFF WILL NO LONGER BE ABLE TO REMOTELY MANAGE OR MONITOR IN-CAR ROUTERS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	PERMITTING AND LICENSING PLATFORM LICENSE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5419 IT LICENSES	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400		
TOTAL	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THIS REQUEST IS FOR AN ADDITIONAL PERMITTING AND LICENSING USER LICENSE TO BE USED BY I.T. AS A BUFFER FOR UNEXPECTED OR TEMPORARY LICENSE REQUESTS.				IN THE EVENT OF A DELAY BETWEEN ORDERING LICENSES FOR NEW USERS, THIS LICENSE CAN BE USED TO BRIDGE THE GAP BETWEEN ORDERING AND FULFILLMENT. IT MAY ALSO BE USED FOR TEMPORARY NEEDS, SUCH AS AN INTERN OR CONTRACTOR NEEDING ACCESS TO THE SYSTEM.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				POSSIBLE DELAYS IN PROVISIONING LICENSING FOR NEW USERS AND NO ABILITY TO ACCOMMODATE TEMPORARY ACCESS TO THE SYSTEM.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		ADMINISTRATION		100-10-05EXP INFORMATION TECHNOLOGY		
PACKAGES DETAILS - ACTIVE						
TITLE	PUBLIC SAFETY VPN PLATFORM LICENSES		TYPE	NON-DISCRETIONARY	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5421 CYBER SECURITY	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	
TOTAL	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS REQUEST IS TO ACCOMMODATE COSTS INCURRED DUE TO INCREASES IN USAGE OF THE PUBLIC SAFETY VPN PLATFORM THAT WERE NOT ORIGINALLY CAPTURED IN PERSONNEL PACKAGES OR VEHICLE BUDGET REQUESTS.			CONTINUED USE OF THE PUBLIC SAFETY VPN PLATFORM.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A			INABILITY TO USE THE PUBLIC SAFETY VPN PLATFORM.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			
N/A			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY		
PACKAGES DETAILS - ACTIVE							
TITLE	SECURITY AWARENESS TRAINING PLATFORM RENEWAL	TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5421 CYBER SECURITY	\$19,602	\$0	\$0	\$0	\$0		
TOTAL	\$19,602	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS REQUEST IS FOR A THREE YEAR RENEWAL OF THE TOWN'S CYBERSECURITY TRAINING AND PHISH TESTING PLATFORM.				CONTINUED ABILITY FOR TOWN STAFF TO COMPLY WITH STATE-MANDATED TRAINING REQUIREMENTS (HB3834) AND PERFORM REGULAR PHISHING TESTS TO ENSURE USERS ARE AWARE OF CURRENT PHISHING TACTICS AND TECHNIQUES.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				THE TOWN WILL BE UNABLE TO COMPLY WITH HB3834 TRAINING REQUIREMENTS, NOR BE ABLE TO PERFORM ONGOING PHISH TESTING.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		ADMINISTRATION		100-10-05EXP INFORMATION TECHNOLOGY		
PACKAGES DETAILS - ACTIVE						
TITLE	VIRTUAL SERVER CLUSTER STORAGE LICENSE RENEWAL		TYPE	NON-DISCRETIONARY	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5418 IT FEES	\$38,106	\$0	\$0	\$0	\$0	
TOTAL	\$38,106	\$0	\$0	\$0	\$0	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS REQUEST IS FOR A THREE YEAR RENEWAL OF STORAGE LICENSING ON THE TOWN'S VIRTUAL SERVER CLUSTER.			CONTINUED OPERATION OF CLUSTER STORAGE, WHICH PROVIDES VM AND UNSTRUCTURED DATA STORAGE FOR TOWN SYSTEMS INCLUDING, CAD/RMS FOR 911 DISPATCH, DASH AND BODYCAM VIDEO STORAGE, GIS, DATABASES, AND DOCUMENT MANAGEMENT AND ARCHIVING.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A			THE CLUSTER WILL NO LONGER BE LICENSED FOR DATA STORAGE, MEANING CAD/RMS, DASH AND BODYCAM VIDEO STORAGE, GIS, DATABASES, AND DOCUMENT MANAGEMENT AND ARCHIVING WILL NO LONGER FUNCTION.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			
N/A			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE								
TITLE	WEBSITE PLATFORM COST INCREASE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5418 IT FEES	\$2,680	\$2,680	\$2,680	\$2,680	\$2,680	\$2,680		
TOTAL	\$2,680	\$2,680	\$2,680	\$2,680	\$2,680	\$2,680		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THIS REQUEST IS FOR FUNDING TO COVER COST INCREASES ASSOCIATED WITH THE TOWN'S WEBSITE PLATFORM.				THE TOWN'S WEBSITE WILL CONTINUE TO OPERATE ON ITS CURRENT PLATFORM.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				THE TOWN'S WEBSITE WOULD HAVE TO BE REBUILT WITH A NEW WEB HOSTING & DEVELOPMENT COMPANY.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-06EXP COMMUNICATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	INCREASE TO BASE BUDGET - COMMUNICATIONS CONTRACT SERVICES		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5480 CONTRACT SERVICES	\$630	\$630	\$630	\$630	\$630			
TOTAL	\$630	\$630	\$630	\$630	\$630			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
5% ANTICIPATED RENEWAL INCREASE - CONSTANT CONTACT EMAIL MARKETING SOFTWARE (COMMS, PARD, HOA, RESIDENT UPDATE, EMPLOYEE EDITION ENEWSLETTERS)				THIS REQUEST WILL PROVIDE FUNDING TO CONTINUE USING THIS SOFTWARE PLATFORM.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				FUNDING WILL NOT BE AVAILABLE FOR THE ANNUAL FEE INCREASE.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-06EXP COMMUNICATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	INCREASE TO BASE BUDGET - COMMUNICATIONS DUES, FEES AND SUBSCRIPTIONS		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5230 DUES, FEES, AND SUBSCRIPTIONS	\$465	\$465	\$465	\$465	\$465			
TOTAL	\$465	\$465	\$465	\$465	\$465			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.					
ANNUAL 5% FEE INCREASE FOR THE FOLLOWING SOFTWARE PLATFORMS: CONSTANT CONTACT - \$95 SURVEY MONKEY - \$0			THIS REQUEST WILL PROVIDE FUNDING TO CONTINUE USING THESE SOFTWARE PLATFORMS.					
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?					
NONE			FUNDING WILL NOT BE AVAILABLE FOR THE ANNUAL FEE INCREASES.					
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS					
NONE			PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES					

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-06EXP COMMUNICATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	MUTD TRANSIT SERVICES		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5480 CONTRACT SERVICES	\$6,700	\$6,700	\$6,700	\$6,700	\$6,700	\$6,700		
TOTAL	\$6,700	\$6,700	\$6,700	\$6,700	\$6,700	\$6,700		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE TOWN OF PROSPER HAS BEEN A PARTICIPATING MEMBER OF THE MCKINNEY URBAN TRANSIT DISTRICT (MUTD) SINCE 2019. THE SERVICE PROVIDES ON-DEMAND SHARED RIDES TO QUALIFYING RIDERS FROM MCKINNEY, MELISSA, CELINA, LOWRY CROSSING, PRINCETON AND PROSPER. THE INTERLOCAL AGREEMENT (ILA) WITH MUTD ALLOWS ELIGIBLE TOWN OF PROSPER RESIDENTS TO UTILIZE SUBSIDIZED TRANSIT SERVICES WITHIN COLLIN COUNTY. SERVICES ARE AVAILABLE TO PROSPER RESIDENTS AGE 65 AND OVER, INDIVIDUALS WITH DISABILITIES, AND INDIVIDUALS WITH A LOW INCOME. THE TOWN'S MINIMUM CONTRIBUTION IS BASED ON MUTD'S COST-SHARING POLICY, WHICH IS BASED ON THE COST OF SERVICE AND THE PERCENTAGE OF POPULATION OF EACH MUTD ENTITY.</p> <p>MUTD HAS NOT ASKED FOR A CONTRIBUTION FROM THE TOWN SINCE 2019. MUTD RECEIVED CARES ACT FUNDING IN 2020 AND THEY HAVE BEEN ABLE TO CONTINUE SERVICES WITHOUT AN ADDITIONAL CONTRIBUTION FROM THE TOWN SINCE THAT TIME. MUTD HAS NOW EXHAUSTED THEIR CARES ACT FUNDING AND IS ASKING THE TOWN TO RESUME OUR CONTRIBUTION. THE CONTRIBUTION FOR FY 2024-2025 IS \$6,700 AND MAY INCREASE EACH YEAR AS RIDERSHIP INCREASES.</p>				<p>THE TOWN'S INTERLOCAL AGREEMENT WITH MUTD PROVIDES LOW-COST TRANSIT SERVICES FOR RESIDENTS WHO ARE ELDERLY, DISABLED, OR HAVE A LOW INCOME. PARTICIPATION IN THIS PROGRAM HAS STEADILY INCREASED SINCE 2019.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>THE TOWN WOULD NOT BE IN COMPLIANCE WITH THE ILA WITH MUTD AND WE WOULD NO LONGER BE ABLE TO PROVIDE SUBSIDIZED TRANSIT SERVICES TO OUR ELDERLY, DISABLED AND LOW-INCOME RESIDENTS.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ADMINISTRATION			100-10-07EXP MUNICIPAL COURT		
PACKAGES DETAILS - ACTIVE							
TITLE	JUDICIAL CLERK/YOUTH DIVERSION COORDINATOR RECLASS		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$4,812	\$0	\$0	\$0	\$0		
5145 SOCIAL SECURITY EXPENSE	\$298	\$0	\$0	\$0	\$0		
5150 MEDICARE EXPENSE	\$70	\$0	\$0	\$0	\$0		
5155 SUTA EXPENSE	\$162	\$0	\$0	\$0	\$0		
5175 LIABILITY (TML) WORKERS COMP	\$7	\$0	\$0	\$0	\$0		
5180 TMRS EXPENSE	\$688	\$0	\$0	\$0	\$0		
TOTAL	\$6,037	\$0	\$0	\$0	\$0		
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THE GOAL IS TO RECLASS THE CURRENT SENIOR CLERK POSITION TO A JUDICIAL CLERK POSITION THAT WILL OVERSEE COURT DOCKETS AND MANAGE THE YOUTH DIVERSION PROGRAM. H.B. 3186 TAKES EFFECT ON JANUARY 1, 2024 AND MUNICIPAL COURTS ARE REQUIRED TO IMPLEMENT A YOUTH DIVERSION PLAN NO LATER THAN JANUARY 1, 2025. H.B. 3186, INCREASES OPPORTUNITIES FOR EARLY IDENTIFICATION OF AT-RISK YOUTH AND REDIRECTS CHILDREN OF CERTAIN CLASS C MISDEMEANORS. ARTICLE 45.307 AUTHORIZES A COURT TO DESIGNATE A YOUTH DIVERSION COORDINATOR WHO ASSISTS IN OVERSEEING THE DIVERSION PLAN.			IN LIEU OF CREATING A JUVENILE CASE MANAGER POSITION, RECLASSIFYING THE ALREADY EXISTING SENIOR CLERK POSITION WILL HELP SAVE ON EXPENSES.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
THE POSITION WILL REMAIN IN THE SAME PAY GRADE UNLESS NOTIFIED OTHERWISE BY HR.			H.B. 3186 REQUIRES THE ADOPTION OF A YOUTH DIVERSION PLAN FOR EVERY MUNICIPAL AND JUSTICE COURT NO LATER THAN JANUARY 1, 2025. THE COURT WOULD SUFFER FROM MANAGING WORKLOAD AND PROPER MONITORING OF YOUTH AGREEMENTS IF THE POSITION IS NOT FUNDED.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS				
THE JUDICIAL CLERK/YOUTH DIVERSION COORDINATOR IS RESPONSIBLE FOR SUPPORTING ALL COURTROOM OPERATIONS AND MAINTAINING COURT RECORDS. ADDITIONALLY, THE CLERK WILL DEVELOP AND IMPLEMENT PROGRAMS TO ASSIST CHILDREN WHO ARE AT-RISK OF HAVING A FORMAL CHARGE FILED AGAINST THEM IN COURT. THE RECLASSIFICATION WOULD ENABLE THE CLERK TO FULLY FOCUS ON COURT DOCKETS AND THE YOUTH DIVERSION PROGRAM AND REMOVE HER FROM FRONT COUNTER DUTIES ONLY TO FILL IN AS NEEDED.			ALIGNS WITH THE TOWN'S VISION TOWARDS PROVIDING EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	FLOCK CONTRACT (GRANT)		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
6170 LEASE PAYMENTS	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000		
TOTAL	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
(44) FIXED AND (4) MOBILE FLOCK CAMERAS (CURRENT CONTRACT): \$160,000 (YEAR 2 OF 5 ON CURRENT FLOCK CONTRACT)								
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
FY 2025 MVCPA TASKFORCE GRANT PROGRAM: \$160,000; 80/20 COST SHARE, POTENTIAL REVENUE \$128,000								
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	POWER BI LICENSE INCREASE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5419 IT LICENSES	\$9,228	\$9,228	\$9,228	\$9,228	\$9,228	\$9,228		
TOTAL	\$9,228	\$9,228	\$9,228	\$9,228	\$9,228	\$9,228		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THE PURPOSE OF THIS REQUEST IS TO INCREASE THE NUMBER OF POWERBI USER LICENSES TO ALLOW ALL EMPLOYEES TO VIEW DASHBOARDS BUILT BY THE CRIME ANALYST TO VISUALIZE CRIME DATA. THESE LICENSES ARE \$92.28/PER USER AND THIS REQUEST IS FOR 100 USER LICENSES TO ACCOMMODATE ALL CURRENT AND FY25 PLANNED PERSONNEL \$9,228.				AT THIS TIME, ONLY PD SUPERVISORS HAVE THE ABILITY TO VIEW POWERBI DASHBOARD VISUALIZATIONS BUILT BY THE CRIME ANALYST. ALLOWING ALL EMPLOYEES TO EASILY VIEW DASHBOARD VISUALIZATIONS ASSISTS WITH INTERNAL INFORMATION SHARING, THE STRATIFIED POLICING ACCOUNTABILITY MODEL, AND TRANSPARENCY.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
NA				THE CONSEQUENCES OF NOT FUNDING THIS REQUEST ARE THAT NON-SUPERVISORY PERSONNEL WILL CONTINUE TO HAVE TO MAKE INDIVIDUAL REQUESTS TO THE CRIME ANALYST FOR PDF COPIES OF DASHBOARD VISUALIZATIONS				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
NA				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	SMARTFORCE SOFTWARE LICENSE-INCREASE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5419 IT LICENSES	\$5,263	\$5,263	\$5,263	\$5,263	\$5,263	\$5,263		
TOTAL	\$5,263	\$5,263	\$5,263	\$5,263	\$5,263	\$5,263		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE PURPOSE OF THIS REQUEST IS TO INCREASE THE PROSPER POLICE DEPARTMENT (PPD) BUDGET ALLOCATION FOR SMARTFORCE TECHNOLOGIES (SMARTCOMS PLUS, SMARTIA, SMARTADMIN, AND RMS DATA INTEGRATION MAINTENANCE) TO ENABLE ALL PERSONNEL TO HAVE ACCESS TO THE INFORMATION SHARING PLATFORM. AS THE DEPARTMENT HAS INCREASED BEYOND 50 SWORN PERSONNEL, PPD NOW FALLS INTO A DIFFERENT PRICE BRACKET, AS PER THE AGREEMENT WITH SMARTFORCE TECHNOLOGIES.</p>				<p>INCREASING USERS IN THE SMARTFORCE PLATFORM IS A NECESSARY PART OF OUR STRATIFIED POLICING PRACTICE THAT REQUIRES AN INFORMATION SHARING SYSTEM TO EFFECTIVELY EXERCISE CRIME REDUCTION ACTIVITIES. ADDITIONALLY, AS PPD TRAINING ENROLLMENTS, COMPLIANCE MANAGEMENT (POLICY STORAGE AND REVIEW), COMPLAINTS/COMMENDATIONS, FLEET ISSUE TRACKING, PROJECT MANAGEMENT, AND CRIME ANALYSIS DASHBOARDS/DATA ARE CONTAINED ON SMARTFORCE, IT IS ESSENTIAL THAT ALL PPD EMPLOYEES BE ABLE TO ACCESS IT.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
NA				<p>NEW HIRES IN FY25 WILL NOT BE ABLE TO REVIEW POLICIES, SUBMIT FLEET ISSUES, SUBMIT TRAINING REQUESTS/ENROLLMENTS, BE ASSIGNED PROJECTS FOR TRACKING, OR VIEW CRIME ANALYSIS DASHBOARDS/DATA.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
NA				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	TASERS		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5620 TOOLS AND EQUIPMENT	\$16,148	\$13,648	\$13,648	\$13,648	\$13,648	\$13,648		
TOTAL	\$16,148	\$13,648	\$13,648	\$13,648	\$13,648	\$13,648		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE PROSPER POLICE DEPARTMENT (PPD) HAS A TOTAL OF 6 TASER DEVICES WITHOUT WARRANTY SUPPORT. THIS REQUEST IS TO CONTINUE THE LIFE CYCLE REPLACEMENT SCHEDULE FOR EXISTING TASER X2S AS THEY AGE AND ARE NO LONGER COVERED BY TASER FOR REPAIR/REPLACEMENT.</p> <p>THE CURRENT COST OF A NEW TASER 10 DEVICE, INCLUDING TRAINING CARTRIDGES, LIVE CARTRIDGES, BATTERIES, HOLSTERS, TARGETS, AND DOCKING STATIONS, IS APPROXIMATELY \$4,900 PER DEVICE. THE TASER 10 CERTIFICATION BUNDLE COMES WITH THIS EQUIPMENT PER DEVICE AND INCLUDES THE FIVE-YEAR AGREEMENT FOR REPLACEMENT CARTRIDGES, TARGETS, BATTERIES, AND REPLACEMENT TASERS IF ONE IS BROKEN.</p> <p>THE ATTACHED QUOTE INCLUDES 8 NEW OFFICER POSITIONS AND 6 REPLACEMENT TASERS. THE TOTAL COST FOR THIS REQUEST IS \$70,741.60, OR \$13,648.32 ANNUALLY, IF PAID OVER FIVE YEARS, PLUS A ONE-TIME PAYMENT OF \$2,500 FOR INSTRUCTOR TRAINING.</p> <p>14 DEVICES \$16,148.32 ANNUALLY.</p>				<p>THE POLICE DEPARTMENT WILL HAVE UP-TO-DATE EQUIPMENT BY MAINTAINING FIRMWARE UPDATES, CURRENT TECHNOLOGY UPDATES, AND SAFETY UPDATES BY KEEPING THE TASER FLEET CURRENT. THIS INCLUDES TRAINING EQUIPMENT THAT WILL IMPROVE OUR TRAINING ABILITIES AND, ULTIMATELY, THE SKILLS OF OUR OFFICERS.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
NA				<p>PPD WILL HAVE ADDITIONAL TASERS YEAR AFTER YEAR THAT DO NOT HAVE WARRANTY COVERAGE AND WILL NOT HAVE CARTRIDGE SUPPORT. AS OUR AGENCY GROWS, WE WILL NEED ADDITIONAL CARTRIDGES YEARLY FOR TRAINING. EVERY YEAR, AN OFFICER FIRES AT LEAST EIGHT CARTRIDGES DURING TRAINING; PPD CURRENTLY REQUIRES 488 CARTRIDGES DURING THIS TRAINING. AXON PROVIDES THESE UNDER CURRENT CONTRACTS, BUT AS THE YEARS PROGRESS, EACH TASER WILL BE WITHOUT THE BUNDLED PACKAGE, AND OUR AGENCY WILL BEGIN TO PURCHASE THEM A LA CARTE.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
NA				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-05EXP 911 COMMUNICATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	9-1-1 COMMUNICATIONS TRAINING BUDGET INCREASE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5536 TRAINING/SEMINARS	\$15,500	\$15,500	\$15,500	\$15,500	\$15,500	\$15,500		
TOTAL	\$15,500	\$15,500	\$15,500	\$15,500	\$15,500	\$15,500		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE PURPOSE OF THIS REQUEST IS TO INCREASE THE 9-1-1 TRAINING/SEMINAR BASE BUDGET BY \$15,500 FOR MANDATORY AND PROFICIENCY TRAINING, CONTINUING EDUCATION, PROFESSIONAL GROWTH, AND TO UPDATE TRAINING EQUIPMENT AND SOFTWARE FOR 9-1-1 PERSONNEL. TRAINING FUNDS ARE BUDGETED FOR POSITIONS NOT FOR THE PERSON. MANDATORY TRAINING FOR A PROSPER 9-1-1 COMMUNICATIONS OFFICER NEW HIRE IS BETWEEN THIRTY AND SIXTY DAYS CAUSING MANDATORY PAID TRAINING TO START IMMEDIATELY. IF THE HIRED PERSONNEL LEAVES, THE ALLOCATED FUNDS HAVE BEEN USED. THE FUNDS ARE NOT REPLENISHED FOR THE REPLACEMENT HIRE RESULTING IN USING ADDITIONAL TRAINING FUNDS THAT HAVE BEEN BUDGETED FOR OTHER MANDATORY TRAINING, PROFICIENCY TRAINING, CONTINUING EDUCATION, REFRESHER COURSES, CONFERENCES, TRAINING SOFTWARE AND EQUIPMENT.</p>				<p>THIS WILL ENSURE THAT ALL 9-1-1 PERSONNEL RECEIVES MANDATORY TRAINING AT THE TIME IT IS REQUIRED AND THE OPPORTUNITY TO TRAIN INTERNALLY AND EXTERNALLY TO UNDERSTAND 9-1-1 COMMUNICATIONS IN ITS ENTIRETY. ATTENDING MANDATORY AND PROFICIENCY TRAINING, CONTINUING EDUCATION, AND REFRESHER COURSES WILL HELP THE COMMUNICATION OFFICERS, LEADS, SUPERVISORS, AND MANAGER THE ABILITY TO BUILD AND IDENTIFY THEIR STRENGTHS AND WEAKNESS TO BECOME EFFICIENT IN THEIR CRAFT. EXTERNAL TRAINING PROVIDES NETWORKING OPPORTUNITIES BY ADDING ADDITIONAL SUPPORT AND RESOURCES FOR 9-1-1 PERSONNEL GUIDANCE OUTSIDE THE DEPARTMENT. ATTENDING CONFERENCES PROVIDES KNOWLEDGE HUBS THAT GO BEYOND THE DAILY ROUTINE. CONFERENCES OFFER SPECIALIZED CLASSES ON OUR CURRENT EQUIPMENT AND SOFTWARE, EMERGING TECHNOLOGIES, GIVES EXPOSURE TO DIVERSE PERSPECTIVE, AND ALLOWS ATTENDEES TO GIVE AND RECEIVE CONSTRUCTIVE FEEDBACK IN A COLLECTIVE EFFORT THAT ENSURES CONTINUOUS IMPROVEMENT. INVESTING AND UPDATING TRAINING EQUIPMENT AND SOFTWARE WILL ENHANCE EFFICIENCY AND ACCURACY TO SUPPORT EMERGENCY RESPONDERS, THE DEPARTMENTS, AND THE COMMUNITY WE SERVE.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
NA				<p>THE CONSEQUENCES OF NOT FUNDING THIS REQUEST WILL LEAD TO INADEQUATE 9-1-1 PERSONNEL, PROFESSIONAL GROWTH RESTRICTIONS, LACK OF PROFESSIONALISM, LACK OF CONFIDENCE, EXTENSIVE TRAINING TIME FOR NEW HIRES, MORAL ISSUES, LOSS OF RESPECT FROM COWORKERS, DEPARTMENTS AND THE COMMUNITY, DEPARTMENTAL AND CITIZENS COMPLAINTS.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
NA				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-05EXP 911 COMMUNICATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	9-1-1 COMMUNICATIONS-CONTRACT SERVICES BUDGET INCREASE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5480 CONTRACT SERVICES	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000			
TOTAL	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST? <p>THE REQUEST IS TO INCREASE THE 9-1-1 COMMUNICATIONS UNIT CONTRACT SERVICES BUDGET TO COVER BILLING OF RADIO USAGE ON THE CITY OF FRISCO TRUNKED RADIO SYSTEM. THE SUMMARY ESTIMATE SHOWS AN INCREASE OF ABOUT 5% DUE TO THE RISING COSTS OF MAINTENANCE, UPKEEP, LICENSES, AGREEMENTS, AND CONTRACTS. IN ADDITION, MOBILE COMMUNICATIONS AMERICA AND MOTOROLA SOLUTIONS HAVE INCREASED SINCE FY22.</p> <p>THIS INCREASE IS FOR A TOTAL OF \$20,000.</p>				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST. <p>THIS WILL ENSURE CONTINUED FUNDING FOR THE MAINTENANCE, UPKEEP, LICENSES, AGREEMENTS, AND CONTRACTS ASSOCIATED WITH THE POLICE AND FIRE DEPARTMENT RADIO SYSTEMS.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST? <p>NA</p>				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST? <p>NA</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST. <p>NA</p>				REVIEW COMMENTS <p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		FIRE			100-30-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	INCREASE TO APPARATUS MAINTENANCE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5350 VEHICLE EXPENSE	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
TOTAL	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE PURPOSE OF THIS BUDGET REQUEST IS TO ADDRESS THE CRITICAL SHORTFALL IN OUR APPARATUS MAINTENANCE ACCOUNT. HISTORICALLY, OUR BUDGET ALLOCATION OF \$20,000 FOR UNEXPECTED REPAIRS HAS PROVEN INSUFFICIENT TO COVER THE INCREASING COSTS OF MAINTAINING OUR FIREFIGHTING FLEET. WE HAVE HAD UNPLANNED EXPENDITURES OF ALREADY \$65,684.00 IN LESS THAN SEVEN MONTHS OF THIS FISCAL YEAR ALONE. IN FY23, UNSCHEDULED REPAIRS TOTALED \$94,099.39. IN ADDITION, THE DEPARTMENT IS EXPECTING A NEW FIRE ENGINE AND AMBULANCE TO BE DELIVERED IN AUGUST/SEPTEMBER 2024. DESPITE THE SUBSTANTIAL BUDGET SHORTFALL, THE SITUATION WOULD HAVE BEEN CONSIDERABLY WORSE HAD WE NOT DEFERRED OR DELAYED MAINTENANCE ON OTHER APPARATUS. SUPPORTING DOCUMENTATION OF UNEXPECTED REPAIRS IS ATTACHED TO THIS REQUEST.</p>				<p>SECURING INCREASED FUNDING FOR OUR APPARATUS MAINTENANCE ACCOUNT WILL YIELD SEVERAL SIGNIFICANT BENEFITS. FIRST AND FOREMOST, IT WILL ENABLE US TO PROMPTLY ADDRESS UNSCHEDULED REPAIRS, REDUCING DOWNTIME AND ENSURING THAT OUR FIREFIGHTING EQUIPMENT REMAINS IN OPTIMAL WORKING CONDITION. FURTHERMORE, INVESTING IN PROACTIVE MAINTENANCE MEASURES CAN PROLONG THE LIFESPAN OF OUR APPARATUS FLEET, ULTIMATELY RESULTING IN LONG-TERM COST SAVINGS BY MINIMIZING THE NEED FOR COSTLY EMERGENCY REPAIRS AND PREMATURE EQUIPMENT REPLACEMENTS.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>FAILURE TO ALLOCATE SUFFICIENT FUNDING TO OUR APPARATUS MAINTENANCE ACCOUNT POSES SERIOUS CONSEQUENCES FOR THE EFFECTIVENESS AND RELIABILITY OF OUR FIREFIGHTING OPERATIONS. WITHOUT ADEQUATE RESOURCES TO ADDRESS UNEXPECTED REPAIRS PROMPTLY, WE RISK EXPERIENCING INCREASED DOWNTIME FOR ESSENTIAL FIREFIGHTING EQUIPMENT, POTENTIALLY COMPROMISING OUR ABILITY TO RESPOND EFFECTIVELY TO EMERGENCIES. MOREOVER, DEFERRING OR NEGLECTING PREVENTIVE MAINTENANCE TASKS DUE TO BUDGET CONSTRAINTS CAN LEAD TO ACCELERATED WEAR AND TEAR ON OUR APPARATUS FLEET, HEIGHTENING THE LIKELIHOOD OF CATASTROPHIC EQUIPMENT FAILURES AND COSTLY REPAIRS IN THE FUTURE.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		FIRE			100-30-05EXP MARSHAL			
PACKAGES DETAILS - ACTIVE								
TITLE	BLAZESTACK FIRE INVESTIGATION CASE MANAGEMENT SOFTWARE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5480 CONTRACT SERVICES	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000		
TOTAL	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE PURPOSE OF THIS REQUEST IS TO RENEW THE ANNUAL SOFTWARE COST OF THE DEPARTMENT'S FIRE INVESTIGATION SOFTWARE APPROVED IN FY23. THE FUNDING FOR FUTURE YEARS WAS NOT PROVIDED AT THAT TIME.</p>				<p>ENSURING THE CONTINUITY OF THE SUBSCRIPTION GUARANTEES THAT THE FIRE MARSHALS OFFICE CONTINUES TO REAP THE BENEFITS OF THE SOFTWARE'S FUNCTIONALITIES, INCLUDING REGULAR UPDATES TO ADHERE TO REGULATIONS. THIS ENSURES ONGOING COMPLIANCE WITH FIRE AND LAW ENFORCEMENT SAFETY STANDARDS AND REGULATIONS.</p> <p>BLAZESTACK SERVES AS A COMPREHENSIVE PLATFORM FOR FIRE INVESTIGATION CASE MANAGEMENT, RELIED UPON BY ARSON AND FIRE INVESTIGATORS FOR LOGGING, DOCUMENTING, AND REPORTING FIRE INVESTIGATIONS. CURRENTLY, OUR REPORTING SOFTWARE, EMERGENCY REPORTING, LACKS COMPLIANCE WITH NFPA 921 STANDARDS. REPORTS ARE CURRENTLY DRAFTED IN MICROSOFT WORD IN A NARRATIVE STYLE AND THEN UPLOADED INTO THE UNIT NARRATIVE. THIS SYSTEM DOES NOT ALLOW FOR THE INTEGRATION OF DOCUMENTS AND PHOTOGRAPHS INTO THE MAIN INCIDENT INFORMATION, NOR DOES IT OFFER A DEDICATED FIRE INVESTIGATION FORMAT TO ENCOMPASS ALL DATA GENERATED OR CAPTURED DURING AN INVESTIGATION. INCIDENTS TYPICALLY CLOSE WITHIN SEVERAL DAYS, WHEREAS INVESTIGATIONS CAN SPAN FROM DAYS TO MONTHS. EMERGENCY REPORTING DOES NOT PROVIDE A MEANS TO TRACK INVESTIGATIONS, THEIR STATUSES, CAUSES, ETC., NOR DOES IT OFFER A CHECKLIST TO MEET NFPA 921 GUIDELINES.</p> <p>BLAZESTACK ENABLES THE COMPREHENSIVE DOCUMENTATION AND LOGGING OF ALL SCENE DATA, INCLUDING SCENE PHOTOGRAPHS, IN A SECURE LOCATION ACCESSIBLE VIA PHONE, IPAD, OR DESKTOP. THIS INCLUDES SUPPLEMENTS, INTERVIEWS, EVIDENCE, AND CONSENT FORMS. ADDITIONALLY, THE SOFTWARE SWIFTLY GENERATES NFPA 921 & 1033 ORIGIN & CAUSE REPORTS, THEREBY SAVING TIME AND PROVIDING NFPA 1033 CHECKLISTS. IT ALSO FACILITATES THE TRACKING OF ARRESTS, OFFENSES, PROBABLE CAUSE, AND WARRANT INFORMATION. CJIS COMPLIANT FOR ARSON-RELATED FIRES, ENSURING THE INTEGRITY OF THE DATA AND INVESTIGATIONS AGAINST UNAUTHORIZED USE. THE SOFTWARE GENERATES ENCRYPTED REPORTS SUITABLE FOR TRANSMISSION TO LAW ENFORCEMENT OR DISTRICT ATTORNEYS. CJIS REGULATIONS DICTATE THAT ONLY NECESSARY PERSONNEL RELATED TO A FIRE INVESTIGATION SHOULD HAVE ACCESS TO THE FILES, YET IN EMERGENCY REPORTING, ALL FIRE DEPARTMENT PERSONNEL CURRENTLY HAVE ACCESS AND CAN MODIFY THE FILES.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>IF THIS IS NOT APPROVED, THE CURRENT FMO BUDGET DOES NOT HAVE FUNDING AVAILABLE FOR THE CONTINUATION OF THE SOFTWARE. EXISTING AND FUTURE FIRE INVESTIGATIONS WOULD NOT BE COMPLIANT WITH CJIS AND NFPA 921 STANDARDS FOR REPORTING. CURRENT PRACTICES WOULD NEED TO BE GREATLY MODIFIED TO COMPENSATE RESULTING IN ADDITIONAL MAN-HOURS LOST TO PROVIDE OTHER DUTIES, FIRE INSPECTIONS, AND DEVELOPMENT MEETINGS.</p>				

SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
N/A	CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		PUBLIC WORKS			100-50-01EXP STREETS			
PACKAGES DETAILS - ACTIVE								
TITLE	FY25 INCREASE TO BASE BUDGET - STREETS - OVERTIME		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5115 SALARIES - OVERTIME	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000		
TOTAL	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>INCREASES ARE NEEDED TO MEET THE CURRENT DEMANDS OF THE STREETS DEPARTMENT. AS THE NUMBER OF LANE MILES, STREET LIGHTS, TRAFFIC SIGNALS, SPECIAL EVENTS, WEEKLY BULK TRASH DROP-OFFS, AND THE NECESSITY FOR STREET/TRAFFIC PERSONNEL OVERTIME INCREASE, SO DO OUR NEEDS AND EXPENSES WITHIN THE STREETS DIVISION OF PUBLIC WORKS. THIS GROWTH IN ASSETS DIRECTLY CORRESPONDS TO THE HARD WORK OF OUR STREETS TEAM. AS OUR INFRASTRUCTURE EXPANDS AND OUR EXISTING ASSETS AGE, CONTINUOUS MAINTENANCE AND REPAIRS ARE CRUCIAL TO ENSURE THE SAFETY AND MODERN STANDARDS OF THE TOWN'S ROADWAYS FOR OUR CITIZENS.</p>				<p>THESE INCREASES ARE REQUESTED TO MAINTAIN EXISTING SERVICES. PUBLIC WORKS REMAINS COMMITTED TO DELIVERING OUTSTANDING SERVICE TO OUR RESIDENTS. IN TANDEM WITH THE NOTED RISE IN TOWN ASSETS, THERE'S BEEN A ROUGHLY 9% INCREASE IN THE NUMBER OF RESIDENTS. TO ENHANCE SAFETY FOR TRAVELERS, OUR STREET PERSONNEL WORK OVERNIGHT DURING FREEZE/SNOW/SEVERE WEATHER EVENTS TO BRINE, SAND, CLOSE, AND CLEAR ROADWAYS INTERMITTENTLY THROUGHOUT THE NIGHT AND DAY. ADDITIONALLY, TWO STAFF MEMBERS ARE NEEDED WEEKLY FOR THE BULK TRASH DROP OFF SERVICE.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				EXISTING SERVICES WILL NEED TO BE REDUCED TO CONSERVE FUNDS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		PUBLIC WORKS			100-50-01EXP STREETS			
PACKAGES DETAILS - ACTIVE								
TITLE	FY25 INCREASE TO BASE BUDGET - STREETS- ELECTRICITY STREETLIGHTS		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5527 ELECTRICITY - STREET LIGHTS	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000		
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.					
THIS REQUEST AIMS TO PROVIDE ELECTRICITY FOR THE ADDITIONAL STREET LIGHTING IN PROSPERS NEIGHBORHOODS.			THE BENEFITS GAINED WOULD BE EFFICIENT AND EFFECTIVE STREET LIGHTING IN NEIGHBORHOODS. WHICH HAS BEEN SHOWN TO PREVENT CRIME AND REDUCE ACCIDENTS.					
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?					
N/A			THE ADDITIONAL LIGHTS MAY BE TURNED OFF.					
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS					
N/A			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.					

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION	
10 GENERAL		COMMUNITY SERVICES		100-60-01EXP PARK ADMINISTRATION	
PACKAGES DETAILS - ACTIVE					
TITLE	INCREASE TO BASE BUDGET PARKS ADMIN	TYPE	NON-DISCRETIONARY	GOAL	GOAL
RESOURCES REQUESTED					
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
5115 SALARIES - OVERTIME	\$1,000	\$1,200	\$1,400	\$1,600	\$1,800
5220 OFFICE EQUIPMENT	\$35,000	\$0	\$0	\$0	\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$1,600	\$450	\$500	\$550	\$600
5352 FUEL	\$1,000	\$1,200	\$1,400	\$1,600	\$1,800
5526 DATA NETWORK	\$1,500	\$1,600	\$1,700	\$1,800	\$1,900
5530 TRAVEL	\$9,750	\$9,750	\$9,750	\$9,750	\$9,750
5536 TRAINING/SEMINARS	\$3,250	\$3,250	\$3,250	\$3,250	\$3,250
TOTAL	\$53,100	\$17,450	\$18,000	\$18,550	\$19,100
COMMENTS					
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.		
5115 - DUE TO AN INCREASE IN SPECIAL EVENTS AND RECREATION PROGRAMS			5115 - THIS WILL ALLOW FOR MORE STAFF SUPPORT FOR RECREATION PROGRAMMING AND SPECIAL EVENTS		
5220 - DUE TO AN INCREASE IN STAFF, A NEW LAYOUT IS NEEDED TO MAXIMIZE SPACE AND ADD MORE WORK STATIONS.			5220 - INCREASED PRODUCTIVITY		
5230 - DUE TO AN INCREASE IN STAFF, DUES, FEES, AND SUBSCRIPTION CHARGES HAVE RISEN AS THEY ARE FREQUENTLY CHARGED BASED ON THE NUMBER OF USERS.			5230 - INCREASED PRODUCTIVITY / ACCREDITATION		
5230 - ANNUAL FEE NEEDED DUE TO CAPRA ACCREDITATION (\$400)			5352 - THIS WILL ALLOW FOR STAFF TO UTILIZE TOWN VEHICLES VERSUS PERSONAL VEHICLES, SAVING IN MILEAGE REIMBURSEMENT COSTS.		
5352 - DUE TO RISING FUEL PRICES, AS WELL AS AN INCREASE IN SPECIAL EVENTS, RECREATION PROGRAMS, AND PARK PLANNING PROJECTS.			5526 - THIS WILL ALLOW ON-SITE OR DAY-OF REGISTRATION OPPORTUNITIES FOR SPECIAL EVENTS.		
5526 - DUE TO AN INCREASE IN RECREATION PROGRAMS AND SPECIAL EVENTS, IPADS AND HOTSPOTS WILL NEED TO BE UTILIZED MORE FREQUENTLY.			5530 - STAFF WILL BE ADEQUATELY TRAINED AND EQUIPPED TO PERFORM AT THEIR BEST ABILITY.		
5530 - DUE TO AN INCREASE IN STAFF, MORE TRAINING AND SEMINARS ARE NEEDED TO ADEQUATELY EQUIP STAFF. DUE TO THIS, THE COST OF TRAVEL TO HAS INCREASED.			5536 - STAFF WILL NOT BE ABLE TO EXPAND THEIR KNOWLEDGE IN PARK PLANNING, SPECIAL EVENTS, OR RECREATION PROGRAMS.		
5536 - DUE TO AN INCREASE IN STAFF, MORE TRAINING AND SEMINARS ARE NEEDED TO ASSIST IN EXPANDING STAFF KNOWLEDGE.					
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?		
N/A			5115 - WE WILL BE UNABLE TO UTILIZE SUPPORT STAFF AT SPECIAL EVENTS AND RECREATION PROGRAMS		
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS		
N/A			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES		

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS		
PACKAGES DETAILS - ACTIVE							
TITLE	ADD FUNDING FOR CONTRACTS - MEDIAN, PARKS AND GATES OF PROSPER - INCREASED		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5480 CONTRACT SERVICES	\$179,400	\$179,400	\$179,400	\$179,400	\$179,400		
TOTAL	\$179,400	\$179,400	\$179,400	\$179,400	\$179,400		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>WE HAVE ADDED NEW MEDIAN TO THE EXISTING CONTRACT. WE HAVE REBID ALL PROPERTIES. WE NEED ADDITIONAL FUNDING TO SUPPORT THIS CONTRACT. THIS ALSO COVERS A FEW PARKS THAT STAFF DOES NOT MOW LIKE, FRONTIER PARK, AND PRESTON LAKES. STAFF CONTINUES TO MOW ALL SPORTS FIELDS AND PARKS IN TOWN EXCEPT FOR THE 2 MENTIONED. STAFF HAS BEEN MOWING GATES OF PROSPER ALSO, BUT DUE TO THE AMOUNT OF TRAFFIC THAT THE APARTMENTS HAVE BROUGHT IN, WE HAVE PUT THEM IN THE CONTRACT.</p> <p>NEW MEDIAN NOT PREVIOUSLY BUDGETED: JUST COMPLETED (W/ LANDSCAPING): 36 ROTATIONS / YR = \$32,760 FIRST ST (GEE TO TEEL) RICHLAND (GATES WEST OF COLEMAN) GATES PKWY (GATES SOUTH OF RICHLAND) FIRST STREET MEDIAN FROM COIT RD TO CUSTER RD - \$26.640</p> <p>THESE MEDIAN WERE COMPLETED IN THE FY24 BUDGET YEAR AND HAVE BEEN MAINTAINED IN HOUSE AND WITH CONTRACT WITHOUT PROPER FUNDING. THESE LOCATIONS ARE NOT DUPLICATING THE REQUEST OF FUNDS IN PACKAGE "CONTRACT MAINT FOR NEW MEDIAN".</p>				<p>IT PUTS THE RESPONSIBILITY ON A CONTRACTOR TO FIND EMPLOYEES AND MAKE SURE THE WORK IS DONE ON TIME. IT IS STAFF'S JOB TO MAKE SURE IT IS COMPLETED THE RIGHT WAY AND IF STAFF SEES SOMETHING, THEY CONTACT THE CONTRACTOR TO COME BACK OUT TO FINISH THE JOB AND MAKE RIGHT.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				<p>THE MEDIAN WILL NOT GET MOWED IN A WEEKLY ROTATION AND THE TRASH PICK UP WILL NOT BE COMPLETED ON A WEEKLY ROTATION.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	CHEMICAL AND FERT FOR ALL NEW PARKS AND MEDIAN		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5355 CHEMICALS/FERTILIZERS	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000			
TOTAL	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
WITH THE ADDITION OF RAYMOND, LAKWOOD AND 21 NEW MEDIAN, THIS REQUEST IS JUST LIKE THE WATER REQUEST. WITH NEW PARKS AND MEDIAN COMES WITH MORE MAINTENANCE TO KEEP EVERYTHING IN PRISTINE CONDITION. THE FUNDING WILL ADD CHEMICALS AND FERTILIZER FOR EACH AREA.				THE FUNDS WILL ALLOW STAFF TO ENSURE THE HEALTH OF THE TREES, TURF AND PLANTS. WE PREVENT WEEDS FROM GROWING, WE FEED THE TREES AND PLANTS AS THEY GROW, AND TREAT FOR DISEASES AND PESTS THAT SHOW UP. WITHOUT THESE, WE CAN'T ENSURE THE SUSTAINABILITY OF THE LANDSCAPE.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				THE TURF, PLANTS AND TREES WILL NOT RECEIVE THE PROPER CARE THAT IS NEEDED TO HAVE BEAUTIFUL MEDIAN AND PARKS. THE COMPLAINTS WILL SKYROCKET AND WE WOULD BE FORCED TO PULL FUNDS FROM OTHER PROJECTS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	CUSTER RD MEDIAN CONTRACT		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5480 CONTRACT SERVICES	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000		
TOTAL	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
CUSTER RD IS NOW COMPLETED. WE ARE WORKING WITH THE CITY OF MCKINNEY FOR A PARTNERSHIP. WE HAVE BID THIS OUT AND WE UNDERESTIMATED WHAT IT WOULD COST TO MAINTAIN THIS MEDIAN. WE ORIGINALLY BUDGETED \$41,000 IN FY23-24, HOWEVER, THE BIDS CAME IN HIGHER THAN EXPECTED AT \$55,875 PER YEAR. THIS REQUEST IS FOR THE AN ADDITIONAL \$15,000 TO COVER THE BUDGET SHORTFALL. IN THE CONTRACT WE ALSO ADDED A YEAR LONG TRASH PICK UP EVEN DURING THE NON-MOWING TIMES OF THE YEAR. WE DO NOT KNOW HOW MUCH MCKINNEY WILL OFFER TO PAY. WE HOPED FOR HALF BUT OUR GUESS IS AROUND 30-40% OF THEIR HALF.				THE CONTRACTOR WILL GET PAID FROM SET ASIDE MONEY AND WE CAN CONTINUE TO MAINTAIN THIS MEDIAN.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				THE MEDIAN WOULD NOT BE MAINTAINED AT THE LEVEL OF WHAT IS EXPECTED BY THE CITIZENS OF PROSPER. THEN WE WOULD HAVE TO FIND MONEY FROM OTHER AREAS BUT THEN THOSE PROJECTS WOULD NOT BE FUNDED.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
ADD MONEY TO AN EXISTING CONTRACT TO FUND THE TRASH PICKUP AND MOWING OF CUSTER RD MEDIAN.				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	ELECTRICITY MONEY FOR NEW PARKS		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5525 ELECTRICITY	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000		
TOTAL	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
WE ARE INSTALLING LED LIGHTS TO BOTH NEW COMPLEXES (RCP AND LAKWOOD). WE SPEND MUCH MORE THAN THIS AT FRONTIER PARK, ALTHOUGH WE ALSO HAVE 4 TIMES THE AMOUNT OF LIGHTS AND THEY ARE NOT LED. ONCE WE MAKE IT THROUGH A FULL SEASON, WE CAN REVISIT THIS BUDGETED ITEM AND MAKE ADJUSTMENTS IF NEEDED. THE INSTALLATION OF A WELL AT RCP COULD IMPACT THIS ACCOUNT IF WE DECIDE TO FUND THAT ITEM. THE PRICE IS AN EDUCATED ESTIMATE BASED ON WHAT WE KNOW ABOUT FRONTIER PARK.				WE WILL BE ABLE TO USE THE LIGHTS FOR GAMES AND PRACTICES.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				NO LIGHTS, NO GAMES AND PRACTICES FOR THE LEAGUES. WE WOULD FORCE THE LEAGUES TO FUND THE LIGHT BILL.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
FUND THE MONEY TO PAY FOR THE LIGHT BILL AT RAYMOND AND LAKWOOD PARKS.				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	FRONTIER MEDIAN CONTRACT		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5480 CONTRACT SERVICES	\$60,200	\$60,200	\$60,200	\$60,200	\$60,200	\$60,200		
TOTAL	\$60,200	\$60,200	\$60,200	\$60,200	\$60,200	\$60,200		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THIS CONTRACT HAS BEEN APPROVED AND AWARDED. THE FUNDS WILL GO TOWARDS THIS CONTRACT. AT THIS TIME WE ARE THE ONLY ONES PAYING ON THIS CONTRACT. I HAVE SENT AN ILA TO THE CITY OF CELINA. THE CITY'S LEGAL TEAM IS CHECKING THINGS OVER NOW. WITH THIS AGREEMENT, BOTH PARTIES SPLIT THE COST 50/50. THIS PORTION OF FRONTIER THE TOWN OF PROSPER MANAGES THE CONTRACT. FUTURE PARVIN RD CONSTRUCTION, THE CITY OF CELINA WILL MANAGE THAT CONTRACT AND WE SPLIT THE CONTRACT 50/50. THIS CONTRACT HAS BEEN AWARDED IN MAY OF 2024 AND IS CURRENTLY AN UNBUDGETED EXPENSE. THE TOWN WILL PAY IN FULL AND WE WILL BILL CELINA FOR THE AMOUNT AGREED UPON.</p>				<p>NEWLY DEVELOPED MEDIANS MUST BE MOWED WEEKLY. THIS CONTRACT AND FUNDING WILL INSURE THAT THIS IS ACCOMPLISHED.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>STAFF WILL HAVE TO MOW WHEN WE GET TIME. STAFF IS MAXED OUT ON PROPERTIES. PUBLIC WORKS NOW HAS MOW CONTRACTORS. WE WOULD BE FORCED TO ASK COUNCIL FOR FUNDING EITHER WAY. IN A CONTRACT OR MORE STAFF. BUT CONTRACT SEEMS TO BE THE BEST CHOICE FOR NOW.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A. CONTRACT				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	PARKS OPS OVERTIME INCREASE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5110 SALARIES	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000		
TOTAL	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
PARKS OPS IS THE SUPPORTING CAST TO TOWN EVENTS. 22 NEW EVENTS HAVE BEEN ADDED IN RECENT YEARS. THIS REQUEST AVERAGES \$682 PER EVENT IN OVERTIME.				BY ADDING MORE MONEY TO THE OT BUDGET, WE CAN PAY STAFF TO SET UP AND BREAK DOWN ALL EVENTS THAT ARE NOT OUTSOURCED.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				WE CAN FORCE STAFF TO USE THIS TIME WORKED AND APPLY IT TOWARDS COMP TIME. MOST EMPLOYEES NEED THE MONEY VERSUS TIME OFF.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	PERRY WEATHER STATIONS		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5480 CONTRACT SERVICES	\$8,500	\$8,500	\$8,500	\$8,500	\$0			
6110 CAPITAL EXPENDITURE	\$11,400	\$0	\$0	\$0	\$0			
TOTAL	\$19,900	\$8,500	\$8,500	\$8,500	\$0			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE TOWN IS BUILDING 2 NEW PARKS, LAKEWOOD AND RAYMOND COMMUNITY PARK. EACH PARK WILL NEED LIGHTNING DETECTING FOR SAFETY OF THE PEOPLE WHO VISIT THE PARK. WE CURRENTLY HAVE ONE AT EACH SPORTS COMPLEX. IT HAS BEEN PROVEN TO BE A VERY RELIABLE TOOL FOR THE LEAGUES AND STAFF. EASY INSTRUCTIONS AND DUAL PURPOSE ALARMS. A SIREN AND ALSO A FLASHING YELLOW STROBE LIGHT. THE SYSTEM SENDS OUT TEXTS FOR APPROACHING LIGHTNING, WIND WARNINGS, SEVERE WEATHER ALERTS AND MORE.</p>				<p>PROVIDES AN EXTRA LAYER OF SAFETY BY SENDING OUT ALERTS TO ALL WHO SIGN UP FOR TEXT MESSAGES. THE TEXTS SHOW WHAT PARK AND WHAT IS COMING OUR WAY. IT GIVES VISITORS A CHANCE TO MAKE BETTER DECISIONS FOR THE INCOMING STORM. THIS ALERT SYSTEM ALSO ALWAYS CUSTOM MESSAGING. IF DURING AN EVENT AND THE POLICE NEED TO MAKE A SPECIAL ANNOUNCEMENT, WE CAN CREATE A CUSTOM MESSAGE THAT CAN BE HEARD FROM THE SPEAKERS.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>VISITORS WILL NOT GET THE PROPER WARNING FOR THE INCOMING STORM. LIGHTNING IS NOT SOMETHING TO BE CAUGHT OUT IN.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				<p>PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS		
PACKAGES DETAILS - ACTIVE							
TITLE	PLAYGROUND MAINTENANCE AND REPAIR		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5320 REPAIRS AND MAINTENANCE	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
TOTAL	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
OUR PLAYGROUNDS ARE USED EVERY DAY AND THEY ARE STARTING TO SHOW AGE. WE NOW HAVE STAFF THAT OVERSEES ALL PLAYGROUNDS. I AM REQUESTING 50K TO START REPLACING OLD PARTS TO BRING THEM UP TO SAFETY REGULATIONS SET BY THE STATE. ONE SLIDE COSTS 20K TO REPLACE AND WE CURRENTLY HAVE 2 SLIDES THAT NEED TO BE REPLACED. I AM WORKING WITH THE TOWN'S INSURANCE TO GET ONE REPLACED DUE TO VANDALISM AND WILL KNOW MORE IN A FEW WEEKS. THIS MONEY WILL ALSO GO TOWARDS INSTALLING NEW WOOD FIBER TO EACH PLAYGROUND. THESE COSTS CONTINUE TO RISE EVERY YEAR. THE SCHOOL DISTRICT STILL MUST MAINTAIN THE ONES THAT WE HAVE A SIGNED AGREEMENT WITH.				TO ENSURE A SAFE ENVIRONMENT FOR EVERYONE THAT VISITS AND PLAYS ON TOWN OWNED EQUIPMENT.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				THE PLAYGROUND SAFETY INSPECTOR WILL CONTINUE TO DO HIS BEST TO FIX WHAT WE CAN AND WILL REPORT VANDALIZED EQUIPMENT TO OUR INSURANCE. WITHOUT PROPER FUNDING, WE MAY NEED TO TAKE MONEY FROM OTHER AREAS, LEAVING SOME AREAS UNFUNDED.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	REPAIRS AND MAINTENANCE		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5320 REPAIRS AND MAINTENANCE	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000			
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
WITH ALL NEW MEDIANS AND PARKS COMING ONLINE, WE WILL NEED TO BE ABLE TO PURCHASE PAINT, CLEANING SUPPLIES AND ALL OTHER NECESSARY PRODUCTS NEEDED TO FULFILL OUR DUTIES.				STAFF WILL BE ABLE TO PURCHASE THE ESSENTIAL SUPPLIES NEEDED TO PAINT FIELDS, CLEAN RESTROOMS, PICK UP TRASH AND ANYTHING ELSE NEEDED TO KEEP UP WITH MAINTENANCE OF EACH LOCATION.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
				THE ACCOUNT ASSOCIATED WITH THIS LINE ITEM WILL GO OVERBUDGET. EVERYTHING THAT WE NEED WILL HAVE TO BE BOUGHT REGARDLESS. STAFF WOULD HAVE TO ASK FOR MID YEAR ADJUSTMENTS. THIS NUMBER WILL BE LOWER IF WE GO WITH THE PAINTER ROBOT; MUCH LESS PAINT BUT STILL PAINTING WEEKLY. LESS PSI EQUALS A LOT LESS PAINT. WE WOULD KNOW 100% AFTER FIRST YEAR.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A								

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	WATER MONEY FOR NEW PARKS AND MEDIANAS - REDUCED		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5523 WATER/SEWER CHARGES	\$450,000	\$450,000	\$450,000	\$450,000	\$450,000			
TOTAL	\$450,000	\$450,000	\$450,000	\$450,000	\$450,000			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>FOR NOW, EVERY NEW PARK AND MEDIAN WILL BE METERED WATER AND NOT WELL WATER. WE WILL BE TAKING OWNERSHIP OF 21 NEW MEDIANAS BETWEEN NOW AND THE END OF THIS YEAR. IT LOOKS LIKE WE WILL BE TAKING A FEW MORE ON BEFORE NEXT BUDGET YEAR. SO, MY HOPES IS THAT THIS WILL TAKE INTO 2026 YEAR KNOW WE WILL HAVE MORE MEDIANAS TO WATER BEFORE THEN. WE ALSO NEED FUNDING FOR RAYMOND SPORTS COMPLEX AND LAKEWOOD SPORTS COMPLEX. ALL WILL BE METERED WATER AND WILL NEED LOTS OF WATER FOR PLAYABILITY AND SAFETY.</p> <p>A WELL IS BEING CONSIDERED FOR RCP AND THE ADDITION OF A WELL IN THIS PARK WOULD REDUCE THIS REQUEST.</p>				<p>WATER WILL HELP US KEEP ALL PLANTS AND GRASS ALIVE THE BEST WAY THAT WE CAN. OUR MEDIANAS ARE OUR STAPLE AS VISITORS KNOW WHEN THEY ENTER AND LEAVE PROSPER. IT KEEPS OUR TOWN BEAUTIFUL.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>MEDIANAS MUST HAVE WATER FOR THE HARSH ENVIRONMENT THAT WE HAVE TO GROW GRASS AND PLANTS. CONCRETE IS VERY HOT AND OFFERS NO RELIEF FROM HEAT.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				<p>PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	WATER MONEY PACKAGE REDUCTION FOR WELL - REDUCED		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5523 WATER/SEWER CHARGES	(\$250,000)	(\$250,000)	(\$250,000)	(\$250,000)	(\$250,000)			
TOTAL	(\$250,000)	(\$250,000)	(\$250,000)	(\$250,000)	(\$250,000)			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
A WELL IS BEING CONSIDERED FOR RAYMOND COMMUNITY PARK, AND THE ADDITION OF A WELL IN THIS PARK WOULD REDUCE THE REQUEST OF THE "WATER MONEY FOR NEW PARKS AND MEDIAN" REQUEST BY \$250,000/YEAR.								
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-03EXP RECREATION			
PACKAGES DETAILS - ACTIVE								
TITLE	INCREASE TO BASE BUDGET - CREDIT CARDS		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5475 CREDIT CARD FEES	\$2,000	\$2,300	\$2,600	\$3,000	\$3,500			
TOTAL	\$2,000	\$2,300	\$2,600	\$3,000	\$3,500			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>AS THE RECREATION DIVISION CONTINUES TO GROW, WE CAN EXPECT INCREASES IN CLASS ATTENDANCE, NUMBER OF PROGRAMS, AND FACILITY USAGE. THE MAJORITY OF REGISTRATIONS AND FACILITY RENTALS ARE PROCESSED ONLINE, AND THE EXPECTED INCREASE IN NUMBERS WILL LEAD TO INCREASED AMOUNT OF TRANSACTIONS. CURRENTLY THE TOWN INCURS AROUND 4% PER CREDIT CARD TRANSACTION. FROM FY21 TO FY23, THERE HAS BEEN AN AVERAGE OF A 13% INCREASE IN RECREATION CREDIT CARD FEES FROM THE PREVIOUS FISCAL YEAR. THE ONLY OUTLIER WAS 2021, DUE TO MARCH 2020 - JULY 2020 BEING SHUT DOWN DUE TO THE PANDEMIC. STAFF IS MONITORING THE TREND BY FISCAL YEAR.</p>				<p>THIS WILL ALLOW THE DIVISION TO CONTINUE TO ACCEPT CREDIT CARD TRANSACTIONS, WITHOUT HAVING TO ALLOCATE REVENUE TO COVER THE EXPENSES. THE ACCESSIBILITY OF ONLINE REGISTRATION IS MORE CONVENIENT THAN COMING INTO THE PARKS AND RECREATION ADMINISTRATION BUILDING AND REGISTERING IN PERSON. ONLINE REGISTRATION ALLOWS THE CUSTOMERS TO ENROLL IN PROGRAMS, MAKE PAYMENTS FOR FACILITY RENTALS, AND PAY FOR EVENT SPONSORSHIPS. ADDING \$2,000 TO THE CREDIT CARD FEES FOR FY25 WILL HELP COVER THE EXPENSES. RECURRING FEES ARE BASED ON A 13% INCREASE, WHICH IS THE CURRENT TREND FROM FY23. THIS IS AN ESTIMATE BASED ON CURRENT REVENUES.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
<p>ONLINE REGISTRATION ALLOWS EASY ACCESS TO REGISTER AND PAY ACCOUNT BALANCES. THROUGHOUT THE 2022 FISCAL YEAR, THE RECREATION DIVISION RECEIVED \$243,000 IN REVENUE. SO FAR FOR THE 2023 FISCAL YEAR, THE DIVISION HAS RECEIVED \$171,000.</p>				<p>WITHOUT FUNDING FOR CREDIT CARD FEES, THE RECREATION DIVISION WOULD HAVE TO ALLOCATE MONEY FROM THE BASE BUDGET TO COVER THE EXPENSES ACCRUED FROM CREDIT CARD TRANSACTIONS.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-03EXP RECREATION			
PACKAGES DETAILS - ACTIVE								
TITLE	INCREASE TO BASE BUDGET - OVERTIME		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5115 SALARIES - OVERTIME	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
5115 SALARIES-OVERTIME	\$1,000	\$1,200	\$1,400	\$1,600	\$1,800			
TOTAL	\$51,000	\$51,200	\$51,400	\$51,600	\$51,800			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.					
DUE TO AN INCREASE IN SPECIAL EVENTS AND RECREATION PROGRAMS, FOR HOURLY EMPLOYEES.			THIS WILL ALLOW FOR MORE STAFF SUPPORT FOR RECREATION PROGRAMMING AND SPECIAL EVENTS					
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?					
N/A			WE WILL BE UNABLE TO UTILIZE SUPPORT STAFF AT SPECIAL EVENTS AND RECREATION PROGRAMS					
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS					
N/A			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES					

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-05EXP LIBRARY		
PACKAGES DETAILS - ACTIVE							
TITLE	LIBRARY COLLECTION GROWTH		TYPE	NON-DISCRETIONARY	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5281 BOOK PURCHASES	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	
5285 E-BOOKS/E-AUDIO BOOKS	\$12,466	\$12,466	\$12,466	\$12,466	\$12,466	\$12,466	
TOTAL	\$15,466	\$15,466	\$15,466	\$15,466	\$15,466	\$15,466	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				

<p>TO INCREASE THE PHYSICAL AND ELECTRONIC COLLECTION TO ADD VALUE TO LIBRARY OFFERINGS AND EXPAND INTO ADDITIONAL ELECTRONIC OPTIONS FOR THE COMMUNITY. COLLECTION MUST GROW TO CONTINUE TEXAS STATE ACCREDITATION REQUIREMENT OF ONE ITEM PER CAPITA.</p> <p>CLOUDLIBRARY COMICS PLUS SUBSCRIPTION: \$1,142 ANNUALLY CLOUDLIBRARY MAGAZINE SUBSCRIPTION: \$3,324 ANNUALLY E-BOOK COLLECTION INCREASE = \$8,000 ANNUALLY PHYSICAL COLLECTION INCREASE = \$3,000</p>	<p>CLOUDLIBRARY COMICS PLUS SUBSCRIPTION: COLORFUL, ANIMATED BOOKS; I.E., COMICS, GRAPHIC NOVELS, AND MAGNA ARE AN ESSENTIAL BRIDGE TO READING LITERACY, ESPECIALLY FOR RELUCTANT READERS. E-COMICS ARE ALSO IN HIGH DEMAND FOR THOSE LEARNING ENGLISH AS A SECOND LANGUAGE. DIGITAL ACCESS TO OVER 26,000 E-COMIC TITLES WILL PROVIDE AN INVALUABLE SERVICE FOR DIGITAL-AGE PATRONS.</p> <p>INCREASE FUNDS FOR THE DIGITAL COLLECTION: OVERDRIVE CURRENTLY HOLDS OVER 30,000 ELECTRONIC ITEMS IN THE CONSORTIUM AND CLOUDLIBRARY CURRENTLY HOLDS OVER 700,000 ELECTRONIC ITEMS IN THE CONSORTIUM. OVERDRIVE CONTINUES TO HAVE A STEADY AND SUCCESSFUL CHECKOUT RATE. CLOUDLIBRARY, IN JUST ITS FIRST SEVERAL MONTHS, IS CATCHING UP TO OVERDRIVE IN POPULARITY WITH OUR PATRONS. INCREASING THE DIGITAL COLLECTION WILL ASSIST WITH MEETING THE PATRON'S READING REQUESTS.</p> <p>INCREASE FUNDS FOR THE PHYSICAL COLLECTION: THE LIBRARY CURRENTLY HOLDS OVER 32,000 PHYSICAL ITEMS, WITH 124,866 TOTAL PHYSICAL ITEMS CIRCULATED IN FISCAL YEAR 23/24 BY 12,000 PATRONS. OUR COLLECTION COVERS AGES BIRTH TO ELDERLY, REGARDLESS OF READING LEVEL, AND OFFERS AN ARRAY OF GENRES AND TOPICS. ALTHOUGH OUR DIGITAL COLLECTION IS A FAVORITE AMONG MANY PATRONS, OUR PHYSICAL ITEMS CHECKED OUT SLIGHTLY FIVE TIMES MORE THAN OUR DIGITAL COLLECTION. OUR PATRONS HAVE COME TO APPRECIATE, VALUE, RESPECT, AND EXPECT A VIBRANT WELL-THOUGHT-OUT COLLECTION.</p> <p>ITEMS IN OUR COLLECTION MUST ALSO CONTINUE TO GROW AT THE PACE OF THE ACCREDITATION ASSIGNED POPULATION TO CONTINUE TEXAS STATE LIBRARY ACCREDITATION RULES OF ONE ITEM PER CAPITA. BOOK PRICES CONTINUE TO INCREASE IN PRICE, WITH MANY BOOKS AT \$32.00 EACH NOW. DAMAGED AND LOST ITEMS HAVE ALSO INCREASED REQUIRING RE-PURCHASE.</p> <p>THE LIBRARY'S COLLECTION WILL CONTINUE TO GROW PHYSICALLY AND ELECTRONICALLY IN NUMBERS, BE CURRENT IN TOPIC AND PUBLICATION DATE, AND BE RELEVANT TO OUR PATRONS AND COMMUNITY. WE CONTINUE TO EXCEED OUR COLLECTION DEVELOPMENT POLICY AND OUR LIBRARY MISSION BY OFFERING A PHYSICAL COLLECTION THAT HAS DEPTH, EXCELLENT PEER REVIEWS, CONTAINS DIVERSE TOPICS AND IS FOR ALL READING LEVELS. OUR PATRONS HAVE HIGH EXPECTATIONS THAT WE CONTINUE TO MEET BY OFFERING THE NEWEST RELEASES, BOOKS THEY HAVE HEARD ABOUT FROM NEWS SOURCES, SOCIAL MEDIA, FRIENDS, OR BOOK CLUBS. OUR COLLECTIONS ARE VALUED BY THE COMMUNITY FOR PROVIDING A WIDE VARIETY OF MATERIALS AS OUR POPULATION OF CHILDREN DEVELOP THEIR READING SKILLS FOR LEARNING AND LEISURE AS WELL.</p> <p>1,594 ELECTRONIC YOUTH ITEMS AND 14,338 ELECTRONIC ADULT ITEMS WERE CHECKED OUT IN FISCAL YEAR 22/23 SHOWING THE IMPORTANCE OF THE ELECTRONIC COLLECTION TO OUR COMMUNITY.</p> <p>FISCAL YEAR 22/23 HAD OVER TWO MILLION DOLLARS TOTAL VALUE SAVED BY THE COMMUNITY THROUGH PHYSICAL ITEM CHECKOUTS IN ONE YEAR.</p>
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?

STATE ACCREDITATION WILL CONTINUE TO BE GRANTED TO OUR LIBRARY. GRANT OPPORTUNITIES WILL BE OPEN TO OUR LIBRARY. REPUTATION WILL CONTINUE TO BE THAT OF MEETING EXPECTATIONS AND STANDARDS SET BY OUR STATE'S GOVERNING BOARD.	COLLECTION NUMBERS/GROWTH WILL NOT MATCH COMMUNITY POPULATION/GROWTH. GREATLY REDUCED OFFERING OF A HIGHLY POPULAR READING FORMAT FOR YOUTH AND YOUNG ADULT RELUCTANT READERS. INABILITY TO PROVIDE ACCESS TO RELEVANT CURRENT TOPICS THAT ARE OFFERED VIA HIGH-INTEREST, HIGH QUALITY MEDIUM (E-MAGAZINES). THERE IS A NATIONWIDE TREND OF LIBRARY BOOKS NOT BEING RETURNED OR BEING RETURNED DAMAGED. ALTHOUGH WE HAVE A POLICY IN PLACE FOR THESE SITUATIONS, REPLACING THE ITEM IN THE COLLECTION IS NEEDED WHETHER THE PATRON PAYS THE REPLACEMENT COST OR NOT. WHEN A PATRON DOES PAY, THE FUNDS GO INTO THE GENERAL FUND AND THE ITEM IS ORDERED AGAIN THROUGH THE LIBRARY'S CURRENT BOOK BUDGET. THE PATRON'S PAYMENT IS NOT OFFSET FOR THE LIBRARY'S INCREASED COST OF REPLACING THE ITEMS. NOT FUNDING THIS REQUEST CREATES A PORTION OF THE BOOK BUDGET TO REPLACE ITEMS RATHER THAN CONTINUED GROWTH OF THE PHYSICAL COLLECTION. TO DATE, OVER \$1,900 IN REVENUE IN LOST/DAMAGED REPLACEMENT FEES HAVE BEEN COLLECTED. WE ESTIMATE 1/4 OF ITEMS DAMAGE IS PAID BY PATRON LEAVING 3/4 TO BE REORDERED/PAID FOR AGAIN THROUGH THE LIBRARY'S BOOK BUDGET. THERE IS CURRENTLY \$3,000 WORTH OF ITEMS LONG LOST/LONG OVERDUE THAT ALSO MAY NEED REPLACED. REPLACING POPULAR ITEMS, ESPECIALLY CHILDREN'S SERIES BOOKS, IS CRUCIAL FOR CONTINUITY AND COLLECTION ENHANCEMENT.
SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
N/A	CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.

DISCRETIONARY PACKAGES - FUNDED



TOWN OF PROSPER
FY 2024-2025
DISCRETIONARY PACKAGES - RECOMMENDED FOR FUNDING
GENERAL FUND

#	DIV/DEPT	DEPT RANK	DISCRETIONARY PACKAGE TITLE	FTEs	NET ONE-TIME	NET ONGOING	TOTAL COSTS	REVENUE	TOTAL NET COSTS
	TMO	0	MARKET - ADMIN		-	92,556	92,556		92,556
	TMO	0	MANAGEMENT ANALYST	1.00	10,000	105,000	115,000		115,000
	FINANCE	3	FLEET COORDINATOR	1.00	4,630	72,003	76,633		76,633
	HR	1	COMPREHENSIVE COMPENSATION AND BENEFITS STUDY		65,000	-	65,000		65,000
	IT	0	MARKET - IT		-	27,255	27,255		27,255
	IT	4	TOWN HALL POWER UPS UPGRADE (GRANT)		25,000	-	25,000	22,500	2,500
	IT	7	TOWN HALL VIRTUAL SERVER CLUSTER HARDWARE REFRESH		99,509	-	99,509		99,509
	IT	8	PD VIRTUAL SERVER CLUSTER HARDWARE REFRESH		61,341	-	61,341		61,341
	IT	9	UC PHONE SYSTEM MIGRATION		-	25,000	25,000		25,000
	IT	10	EXPAND ASSET MANAGEMENT PLATFORM TO INCLUDE FLEET						
	IT	11	MANAGEMENT		44,100	-	44,100		44,100
	IT	11	AUTOMATION EXTENSION FOR PHISH TESTING PLATFORM		13,569	-	13,569		13,569
	IT	11	COMMUNICATIONS SPEC-GRAFIC DESIGN-PT TO FT-STARTS						
	COMMUNICATIONS	1	OCT 1	0.50	-	34,091	34,091		34,091
	MUNICIPAL COURT	0	MUNICIPAL COURT CLERK	1.00	-	47,399	47,399		47,399
	POLICE OPERATIONS	0	MARKET - PD SWORN		-	232,513	232,513		232,513
	POLICE OPERATIONS	0	MARKET - PD NON-SWORN		-	17,161	17,161		17,161
	POLICE OPERATIONS	1	DEPUTY CHIEF - RECLASS ONE POLICE OFFICER	R	-	80,736	80,736		80,736
	POLICE OPERATIONS	3	DETECTIVES	1.00	115,264	80,049	195,313		195,313
	POLICE OPERATIONS	4	GRANT-COPS HIRING PROGRAM	5.00	505,917	579,298	1,085,215	333,333	751,882
	POLICE OPERATIONS	6	ADMINISTRATIVE ASSISTANT-PATROL	1.00	36,515	13,171	49,686		49,686
	POLICE OPERATIONS	8	FLOCK SAFETY PROGRAM EXPANSION (GRANT)		14,900	192,350	207,250	189,600	17,650
	POLICE OPERATIONS	9	PISTOL EQUIPMENT		46,144	-	46,144		46,144
	POLICE OPERATIONS	15	BILINGUAL PAY		-	9,600	9,600		9,600
	POLICE OPERATIONS	16	GRANT-LEVEL III BALLISTIC VESTS (GRANT)		33,019	-	33,019	14,848	18,171
	POLICE OPERATIONS	17	LEMHWA PROGRAM (GRANT)		-	50,000	50,000	50,000	-
	9-1-1 COMMUNICATIONS	5	9-1-1 COMMUNICATIONS CAD SUPERVISOR	1.00	5,369	65,425	70,794		70,794
	FIRE OPERATIONS	0	MARKET - FIRE SWORN		-	228,464	228,464		228,464
	FIRE OPERATIONS	0	MARKET - FIRE NON-SWORN		-	4,821	4,821		4,821
	FIRE OPERATIONS	3	ONLINE PARAMEDIC SCHOOL - SCHOOL OF EMS		41,250	-	41,250		41,250
	FIRE OPERATIONS	4	ANNUAL PHYSICALS		-	20,596	20,596		20,596
	FIRE OPERATIONS	6	MOTOROLA END OF SERVICE LIFE MOBILE/PORTABLE RADIO						
	FIRE OPERATIONS	6	REPLACEMENT (3-YEAR)		-	91,628	91,628		91,628
	FIRE MARSHAL	1	FIRE INSPECTOR/INVESTIGATOR	1.00	102,265	100,072	202,337		202,337
	BUILDING INSPECTIONS	0	MARKET - DEVELOPMENT SERVICES		-	64,323	64,323		64,323
	STREETS	0	MARKET - PUBLIC WORKS		-	3,043	3,043		3,043
	STREETS	1	SIGNS AND MARKINGS TECHNICIAN (NEW PERSONNEL)	1.00	-	40,716	40,716		40,716
	STREETS	2	STREETS UTILITY WORKER	1.00	-	58,420	58,420		58,420
	STREETS	3	ILSN REPLACEMENT (ILLUMINATED STREET NAME)		73,102	-	73,102		73,102
	FACILITIES	0	BUILDING MAINTENANCE SERVICES		-	50,000	50,000		50,000
	FACILITIES	0	BUILDING REPAIRS		-	50,000	50,000		50,000

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ADMINISTRATION			100-10-01EXP TOWN MANAGER'S OFFICE		
PACKAGES DETAILS - ACTIVE							
TITLE	MARKET - ADMIN		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$92,556	\$92,556	\$92,556	\$92,556	\$92,556	\$92,556	
TOTAL	\$92,556	\$92,556	\$92,556	\$92,556	\$92,556	\$92,556	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		ADMINISTRATION			100-10-01EXP TOWN MANAGER'S OFFICE			
PACKAGES DETAILS - ACTIVE								
TITLE	MANAGEMENT ANALYST		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5110 SALARIES	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000			
5220 OFFICE EQUIPMENT	\$10,000	\$0	\$0	\$0	\$0			
TOTAL	\$115,000	\$105,000	\$105,000	\$105,000	\$105,000			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THE MANAGEMENT ANALYST WILL GATHER AND ANALYZE OPERATIONS DATA FOR THE TOWN, SUPPORTING MANAGEMENT AND LEADERSHIP IN MAKING INFORMED AND OBJECTIVE BUSINESS AND POLICY DECISIONS.				THERE WILL BE DEDICATED PERSONNEL RESPONSIBLE FOR COLLABORATING WITH TOWN LEADERSHIP TO UNDERSTAND MANAGEMENT OBJECTIVES AND IDENTIFY, DEVELOP, AND TRACK RELEVANT DATA AND METRICS. THESE METRICS WILL BE USED TO MAKE INFORMED, DATA-DRIVEN DECISION TO AID IN THE TOWN'S ANNUAL BUDGET PROCESS, AS WELL AS MODELS THAT WILL HELP AID IN THE PLAN, CONTROL, AND REVIEW OF LARGE PROJECTS, AND WILL BE RESPONSIBLE FOR PRODUCING AND IMPLEMENTING BUSINESS METHODS AND PROCEDURES THAT WILL HELP IDENTIFY, EXPLAIN, AND EVALUATE PROBLEMS AND AVAILABLE SOLUTIONS.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				THE TOWN WILL CONTINUE TO LACK THE CAPACITY TO COLLECT DATA FOR THE TOWN TO HELP STAFF MAKE DATA-DRIVEN, INFORMED DECISIONS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
1 MANAGEMENT ANALYST BEGINNING OCTOBER 1, 2024				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION	
10 GENERAL		ADMINISTRATION		100-10-03EXP FINANCE	
PACKAGES DETAILS - ACTIVE					
TITLE	FLEET COORDINATOR	TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED					
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
5110 SALARIES	\$49,313	\$65,750	\$65,750	\$65,750	\$65,750
5143 CELL PHONE ALLOWANCE	\$630	\$840	\$840	\$840	\$840
5145 SOCIAL SECURITY EXPENSE	\$3,057	\$4,077	\$4,077	\$4,077	\$4,077
5150 MEDICARE EXPENSE	\$715	\$953	\$953	\$953	\$953
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162
5160 HEALTH INSURANCE	\$7,830	\$10,440	\$10,440	\$10,440	\$10,440
5162 HSA EXPENSE	\$900	\$1,200	\$1,200	\$1,200	\$1,200
5165 DENTAL EXPENSE	\$306	\$408	\$408	\$408	\$408
5170 LIFE / ADD INSURANCE	\$36	\$47	\$47	\$47	\$47
5175 LIABILITY (TML) WORKERS COMP	\$113	\$151	\$151	\$151	\$151
5180 TMRS EXPENSE	\$7,047	\$9,396	\$9,396	\$9,396	\$9,396
5185 LONG TERM/SHORT TERM DISABILIT	\$94	\$125	\$125	\$125	\$125
5186 WELLE-WELLNESS PROG REIMB EMPL	\$450	\$600	\$600	\$600	\$600
5220 OFFICE EQUIPMENT	\$4,380	\$0	\$0	\$0	\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$300	\$300	\$300	\$300	\$300
5400 UNIFORM EXPENSE	\$100	\$100	\$100	\$100	\$100
5419 IT LICENSES	\$800	\$550	\$550	\$550	\$550
5536 TRAINING/SEMINARS	\$400	\$400	\$400	\$400	\$400
TOTAL	\$76,633	\$95,499	\$95,499	\$95,499	\$95,499
COMMENTS					
WHAT IS THE PURPOSE OF THIS REQUEST?		DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			

<p>THE PURPOSE OF THIS POSITION IS TO OVERSEE AND COORDINATE TOWN FLEET OPERATIONS BY SERVING AS THE PRIMARY SYSTEM ADMINISTRATOR FOR THE TOWN'S COMPUTERIZED FLEET MANAGEMENT SYSTEM, GENERATING AND COMPILING REPORTS AND DATA FROM THE FLEET SYSTEMS TO DETERMINE EQUIPMENT REPLACEMENTS, OVERSEE FLEET MAINTENANCE CONTRACTS, COORDINATE FLEET MAINTENANCE WITH DEPARTMENTS AND OPERATIONAL COST SAVINGS RECOMMENDATIONS.</p> <p>THE FLEET COORDINATOR WILL MAINTAIN WEX AND ENTERPRISE SPREADSHEETS AND DATABASES, AS WELL AS REVIEW AND ADVISE ON MAINTENANCE AND REPAIRS, WORK WITH DEPARTMENTS TO COORDINATE STATE INSPECTIONS IN A TIMELY MANNER, WORK WITH THE COUNTY TO GET VEHICLE REGISTRATIONS AND TITLES AS NEEDED, AND REQUEST NEW AND REPLACEMENT LICENSE PLATES AS NEEDED. MANAGE TOLL TAGS AND NTTA ACCOUNT FOR PUBLIC SAFETY TOLL TAG MAINTENANCE WITH LOCAL HOA'S AS NEEDED. COORDINATE WITH DEPARTMENTS AND PURCHASING ON VEHICLE AND EQUIPMENT PURCHASES, BOTH NEW AND REPLACEMENTS. ASSIST FINANCE WITH MANAGEMENT OF VEHICLE/EQUIPMENT REPLACEMENT FUND (VERF), WORK WITH PURCHASING ON THE AUCTION OF SURPLUS VEHICLES AND EQUIPMENT AS NEEDED, SET UP AND MAINTAIN USERS IN VEHICLE MAINTENANCE AND FUELING SOFTWARE SYSTEMS, AND DEVELOP, DESIGN, AND ANALYZE DATA TO SUPPORT ADMINISTRATIVE DECISIONS. ENSURE RECEIPT OF VEHICLES ACCORDING TO SPECIFICATIONS INCLUDING INSTALLATION OF PROPER EQUIPMENT SUCH AS GRAPHICS, LIGHTING, AND VEHICLE TINT PER APPROVED TOWN STANDARDS. COORDINATE WITH HR/RISK TO ADD/REMOVE VEHICLES AND EQUIPMENT TO/FROM TML INSURANCE POLICY, AND WORK WITH ACCOUNTING TO MAINTAIN ASSET LISTINGS AND CONDUCT ANNUAL INVENTORY OF EQUIPMENT AND VEHICLES. TRAIN USERS ON SOFTWARE RELATED TO VEHICLES.</p>	<p>THIS POSITION WILL SPECIALIZE IN ALL THINGS FLEET, RELIEVING OTHER POSITIONS THROUGHOUT THE TOWN OF THIS RESPONSIBILITY.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p>
<p>N/A</p>	<p>NON-FLEET PERSONNEL WILL CONTINUE TO SERVE THE FLEET COORDINATOR FUNCTIONS.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p>	<p>REVIEW COMMENTS</p>
<p>FLEET COORDINATOR, START DATE JAN 1, 2025</p>	<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ADMINISTRATION			100-10-04EXP HUMAN RESOURCES		
PACKAGES DETAILS - ACTIVE							
TITLE	COMPREHENSIVE COMPENSATION AND BENEFITS STUDY		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5480 CONTRACT SERVICES	\$65,000	\$0	\$0	\$0	\$0		
TOTAL	\$65,000	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THE TOWN IS DUE FOR A FULL COMPREHENSIVE COMPENSATION AND BENEFITS STUDY. THE LAST OFFICIAL STUDY WAS COMPLETED IN 2019.				THE RESULTS OF THE STUDY WILL BETTER POSITION TOWN MANAGEMENT TO MAKE ADJUSTMENTS IN THESE VERY CRITICAL AREAS.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
ENHANCED FISCALLY RESPONSIBLE DECISION REGARDING COMPENSATION AND BENEFITS.				ENHANCED POTENTIAL FOR INACCURATE FINANCIAL DECISIONS ON BEHALF OF APPOINTED AND ELECTED OFFICIALS.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				STRIVE TO BE A HIGH PERFORMING ORGANIZATION FOCUSED ON CONTINUES IMPROVEMENTS, BEST PRACTICES, AND BENCHMARKING.			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		ADMINISTRATION		100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE							
TITLE	MARKET - IT	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$27,255	\$27,255	\$27,255	\$27,255	\$27,255	\$27,255	
TOTAL	\$27,255	\$27,255	\$27,255	\$27,255	\$27,255	\$27,255	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		ADMINISTRATION		100-10-05EXP INFORMATION TECHNOLOGY		
PACKAGES DETAILS - ACTIVE						
TITLE	TOWN HALL POWER UPS UPGRADE (GRANT)		TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5225 COMPUTER HARDWARE	\$25,000	\$0	\$0	\$0	\$0	
TOTAL	\$25,000	\$0	\$0	\$0	\$0	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THIS REQUEST IS TO UPGRADE THE UNINTERRUPTIBLE POWER SUPPLY (UPS) INFRASTRUCTURE AT THE TOWN OF PROSPER'S TOWN HALL FACILITY (WHERE THE PRIMARY DATA CENTER IS HOUSED), IN ORDER TO MITIGATE RECENT POWER FLUCTUATIONS THAT HAVE DISRUPTED 911 DISPATCH CENTER OPERATIONS. IT WOULD INVOLVE INSTALLING ADVANCED SMART UPS UNITS ACROSS THE THREE FLOORS OF THE BUILDING, ENSURING CONTINUOUS POWER SUPPLY BY PREVENTING SERVICE INTERRUPTIONS.</p> <p>THE PROJECT INCLUDES THE PROCUREMENT AND INSTALLATION OF HIGH-CAPACITY UPS UNITS AND ASSOCIATED BATTERIES, ENSURING EXTENDED RUNTIME DURING POWER OUTAGES. THE INTENDED IMPACT IS TO SAFEGUARD CRITICAL EMERGENCY SERVICES AGAINST POWER-RELATED VULNERABILITIES, ENHANCING THE TOWN'S NETWORK RESILIENCE AND OPERATIONAL CONTINUITY.</p>			<p>THE INTENDED IMPACT IS TO SAFEGUARD CRITICAL EMERGENCY SERVICES AGAINST POWER-RELATED VULNERABILITIES, ENHANCING THE TOWN'S NETWORK RESILIENCE AND OPERATIONAL CONTINUITY.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>THE IT DEPARTMENT HAS APPLIED FOR A STATE & LOCAL CYBER SECURITY GRANT PROGRAM (SLCGP) AWARD TO FUND THE EFFORT. IF AWARDED, THE TOWN WILL NEED TO PROVIDE A 10% MATCH FOR THE PROJECT.</p>			<p>TOWN HALL (AND BY EXTENSION, 911 DISPATCH) WILL CONTINUE TO EXPERIENCE OUTAGES WHEN ONCOR POWER FLUCTUATIONS OCCUR.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			
N/A			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY		
PACKAGES DETAILS - ACTIVE							
TITLE	TOWN HALL VIRTUAL SERVER CLUSTER HARDWARE REFRESH		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
6125 CAPITAL EXPENSE-TECHNOLOGY	\$99,509	\$0	\$0	\$0	\$0		
TOTAL	\$99,509	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THE TOWN HALL VIRTUAL SERVER CLUSTER HAS BEEN IN SERVICE FOR SIX YEARS AND IS DUE FOR A HARDWARE REFRESH. ALSO, IT HAS RECENTLY COME TO LIGHT THAT DELL WILL NOT EXTEND THE HARDWARE WARRANTY TERM ANY LONGER.</p> <p>THIS REQUEST IS FOR A HARDWARE REFRESH, MOVING AWAY FROM DELL AS THE HARDWARE VENDOR AND OVER TO THE CLUSTER PLATFORM PROVIDER FOR HARDWARE. IT INCLUDES ALL-FLASH STORAGE WITH GREATER CAPACITY (THE CURRENT CLUSTER IS A MIX OF FLASH AND SPINNING DISK STORAGE) AND FIVE YEARS OF WARRANTY COVERAGE. THE WARRANTY CAN BE EXTENDED BEYOND FIVE YEARS, IF NECESSARY.</p>				<p>THE NEW HARDWARE OFFERS FASTER, MORE CAPACIOUS STORAGE AND FAR MORE PROCESSING POWER THAN THE CURRENT CLUSTER, WITH THE ASSURANCES THAT HARDWARE ISSUES CAN BE RESOLVED EASILY VIA WARRANTY.</p> <p>BY UNIFYING THE HARDWARE AND CLUSTER PLATFORM PROVIDER UNDER ONE ORGANIZATION, SUPPORT WILL BE STREAMLINED, NO LONGER REQUIRING THE COORDINATION OF TWO DIFFERENT VENDORS WHEN ISSUES ARISE.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				<p>HARDWARE FAILURE, OR THE CONSUMPTION ALL CURRENTLY AVAILABLE STORAGE, EITHER OF WHICH WILL RESULT IN A LOSS OF REDUNDANCY.</p> <p>THE TOWN HALL CLUSTER IS THE PRIMARY COMPUTE AND STORAGE PLATFORM FOR ALL INTERNAL SERVICES, INCLUDING THE CURRENT FINANCIAL SYSTEM, GIS, DOCUMENT MANAGEMENT, AND FILE STORAGE, AMONG OTHER ROLES.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY		
PACKAGES DETAILS - ACTIVE							
TITLE	PD VIRTUAL SERVER CLUSTER HARDWARE REFRESH		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
6125 CAPITAL EXPENSE-TECHNOLOGY	\$61,341	\$0	\$0	\$0	\$0		
TOTAL	\$61,341	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
IT HAS RECENTLY COME TO LIGHT THAT DELL WILL NOT EXTEND THE HARDWARE WARRANTY TERM ANY LONGER FOR THE PD VIRTUAL SERVER CLUSTER, EVEN THOUGH IT HAS ONLY BEEN IN SERVICE FOR JUST UNDER FIVE YEARS.				THE NEW HARDWARE OFFERS FASTER, MORE CAPACIOUS STORAGE AND FAR MORE PROCESSING POWER THAN THE CURRENT CLUSTER, WITH THE ASSURANCES THAT HARDWARE ISSUES CAN BE RESOLVED EASILY VIA WARRANTY.			
THIS REQUEST IS FOR A HARDWARE REFRESH, MOVING AWAY FROM DELL AS THE HARDWARE VENDOR AND OVER TO THE CLUSTER PLATFORM PROVIDER FOR HARDWARE. IT INCLUDES ALL-FLASH STORAGE WITH GREATER CAPACITY (THE CURRENT CLUSTER IS A MIX OF FLASH AND SPINNING DISK STORAGE) AND FIVE YEARS OF WARRANTY COVERAGE. THE WARRANTY CAN BE EXTENDED BEYOND FIVE YEARS, IF NECESSARY.				BY UNIFYING THE HARDWARE AND CLUSTER PLATFORM PROVIDER UNDER ONE ORGANIZATION, SUPPORT WILL BE STREAMLINED, NO LONGER REQUIRING THE COORDINATION OF TWO DIFFERENT VENDORS WHEN ISSUES ARISE.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				HARDWARE FAILURE, OR THE CONSUMPTION ALL CURRENTLY AVAILABLE STORAGE, EITHER OF WHICH WILL RESULT IN A LOSS OF REDUNDANCY. THE TOWN HALL CLUSTER IS THE PRIMARY COMPUTE AND STORAGE PLATFORM FOR MOST PUBLIC SAFETY-RELATED SYSTEMS, INCLUDING THE CAD/RMS, DATABASE, AND THE PUBLIC SAFETY VPN PLATFORM, AMONG OTHER ROLES.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		ADMINISTRATION		100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - ACTIVE							
TITLE	UC PHONE SYSTEM MIGRATION	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	9
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5520 TELEPHONE EXPENSE	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>WITH THE RISE IN USE OF TELECONFERENCING PLATFORMS LIKE MICROSOFT TEAMS POST-COVID, IT HAS BECOME CLEAR THAT STAFF IS IN NEED OF A PHONE SYSTEM THAT IS NOT ONLY MORE PORTABLE THAN THE CURRENT SYSTEM, BUT ALSO OFFERS SEAMLESS INTEGRATION WITH COLLABORATION PLATFORMS LIKE TEAMS.</p> <p>THE CURRENT PBX SYSTEM IS LIMITED IN ITS INTEGRATION CAPABILITIES, AND IT HAS BEEN SPENDING MORE AND MORE TIME RESOLVING PROBLEMS WITH THE SYSTEM AS STAFF NUMBERS INCREASE.</p> <p>THIS REQUEST IS TO MIGRATE FROM THE CURRENT LEGACY PRI-BASED ON-PREMISE PHONE SYSTEM TO A CLOUD-BASED UNIFIED COMMUNICATIONS (UC) PHONE SYSTEM PLATFORM.</p>				<p>STAFF WILL HAVE THE FLEXIBILITY TO USE MULTIPLE PLATFORMS (TRADITIONAL DESKTOP PHONE, CELL PHONE, COMPUTER, ETC.) TO ACCESS AND USE THEIR ASSIGNED EXTENSION. THEY WILL BE ABLE TO CARRY THEIR EXTENSION WITH THEM, USING THEIR WORK PHONE NUMBER FOR OUTBOUND CALLING, INSTEAD OF THEIR CELL NUMBER. VOICEMAIL CAN BE EASILY MANAGED VIA THE MULTIPLE PLATFORMS, AND WITH THE TEAMS INTEGRATION, THEY CAN OPT TO GO WITHOUT A DESKTOP PHONE ENTIRELY, SHOULD THEY WISH TO DO SO.</p> <p>BECAUSE THE NEW UC PLATFORM WOULD BE CLOUD-BASED, IT WILL NOT HAVE TO MANAGE THE UNDERLYING HARDWARE AND TELEPHONE LINE CONNECTIVITY, FREEING STAFF UP FOR OTHER DUTIES, LIKE PROCESSING HELP DESK REQUESTS.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				<p>STAFF WILL CONTINUE TO BE SUBJECT TO THE LIMITATIONS OF THE CURRENT PLATFORM. IT STAFF WILL CONTINUE TO SPEND MORE AND MORE TIME SUPPORTING THE HARDWARE AND SOFTWARE, AND BE UNABLE TO INTEGRATE IT INTO MODERN COLLABORATION PLATFORMS LIKE TEAMS.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY		
PACKAGES DETAILS - ACTIVE							
TITLE	EXPAND ASSET MANAGEMENT PLATFORM TO INCLUDE FLEET MANAGEMENT		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5480 CONTRACTED SERVICES	\$40,500	\$0	\$0	\$0	\$0		
5536 TRAINING/SEMINARS	\$3,600	\$0	\$0	\$0	\$0		
TOTAL	\$44,100	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS REQUEST IS TO INTEGRATE ALL FLEET MANAGEMENT OPERATIONS INTO THE TOWN'S EXISTING ASSET MANAGEMENT AND WORK ORDER SYSTEM.				CURRENTLY, THE TOWN UTILIZES SEVERAL DISPARATE SYSTEMS TO TRACK FLEET INVENTORY, MAINTENANCE, FUEL, AND OTHER DATA. THERE IS NO ONE SINGLE SOURCE OF INFORMATION FOR ANY GIVEN ASSET. THE TOWN'S ASSET MANAGEMENT AND WORK ORDER SYSTEM CAN BE EXPANDED TO ACCOMMODATE FLEET OPERATIONS, SAVING TIME AND SIMPLIFYING REPORTING. ADDITIONALLY, THIS SYSTEM INCLUDES UNLIMITED USER LICENSES AND API INTEGRATION, MAKING IT EASIER AND LESS EXPENSIVE TO ONBOARD NEW DEPARTMENTS AND USERS.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				FLEET WILL CONTINUE TO BE INEFFICIENTLY MANAGED BY MULTIPLE SYSTEMS THAT DO NOT INTEGRATE WITH ONE ANOTHER, PREVENTING INSIGHTS INTO FLEET OPERATIONS COSTS AND REQUIRING SIGNIFICANT LABOR TO MAINTAIN.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ADMINISTRATION			100-10-05EXP INFORMATION TECHNOLOGY		
PACKAGES DETAILS - ACTIVE							
TITLE	AUTOMATION EXTENSION FOR PHISH TESTING PLATFORM		TYPE	DISCRETIONARY - 2		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5421 CYBER SECURITY	\$13,569	\$0	\$0	\$0	\$0		
TOTAL	\$13,569	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THIS REQUEST IS FOR A THREE YEAR SUBSCRIPTION EXPANSION MODULE TO BE ADDED TO THE CURRENT CYBERSECURITY AND PHISH TESTING PLATFORM.</p> <p>CURRENTLY, I.T. STAFF RECEIVES DOZENS OF REPORTED PHISHING EMAILS WEEKLY. EACH EMAIL HAS TO BE EVALUATED AND THEN HAVE ACTION TAKEN (WHICH INVOLVES RESPONDING BACK TO THE REPORTING PARTY LETTING THEM KNOW IF THE EMAIL IS SAFE OR IS, INDEED, SPAM). THIS REQUIRES A SIGNIFICANT AMOUNT OF TIME FOR HELP DESK AND OTHER I.T. STAFF TO MAINTAIN.</p>				<p>THE PROPOSED MODULE WILL AUTOMATE PRIORITIZATION OF REPORTED PHISHING EMAILS AND WILL CATEGORIZE MESSAGES AS CLEAN, SPAM, OR THREAT WITHOUT MANUAL INTERVENTION BY I.T. STAFF. IT WILL AUGMENT THE ANALYSIS AND PRIORITIZATION OF MESSAGES USING MACHINE-LEARNING TO SEARCH, FIND, AND REMOVE EMAIL THREATS AUTOMATICALLY. IT WILL ALSO REPLACE ACTIVE PHISHING EMAILS WITH SAFE LOOK-ALIKES IN STAFF INBOXES FOR TRAINING PURPOSES.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				I.T. STAFF WILL CONTINUE TO SPEND HOURS WEEKLY MANUALLY EVALUATING AND RESPONDING TO EACH REPORTED PHISHING EMAIL.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		ADMINISTRATION		100-10-06EXP COMMUNICATIONS			
PACKAGES DETAILS - ACTIVE							
TITLE	COMMUNICATIONS SPEC-GRAPHIC DESIGN-PT TO FT-STARTS OCT 1	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	1
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$26,192	\$26,192	\$26,192	\$26,192	\$26,192	\$26,192	
5115 SALARIES - OVERTIME	\$300	\$300	\$300	\$300	\$300	\$300	
5145 SOCIAL SECURITY EXPENSE	\$1,643	\$1,643	\$1,643	\$1,643	\$1,643	\$1,643	
5150 MEDICARE EXPENSE	\$384	\$384	\$384	\$384	\$384	\$384	
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162	
5160 HEALTH INSURANCE	\$870	\$870	\$870	\$870	\$870	\$870	
5162 HSA EXPENSE	\$600	\$600	\$600	\$600	\$600	\$600	
5165 DENTAL EXPENSE	\$34	\$34	\$34	\$34	\$34	\$34	
5170 LIFE / ADD INSURANCE	\$9	\$9	\$9	\$9	\$9	\$9	
5175 LIABILITY (TML) WORKERS COMP	\$61	\$61	\$61	\$61	\$61	\$61	
5180 TMRS EXPENSE	\$3,786	\$3,786	\$3,786	\$3,786	\$3,786	\$3,786	
5185 LONG TERM/SHORT TERM DISABILIT	\$50	\$50	\$50	\$50	\$50	\$50	
TOTAL	\$34,091	\$34,091	\$34,091	\$34,091	\$34,091	\$34,091	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>AS OUR DEPARTMENT'S INITIATIVES, PROGRAMS, AND EDUCATIONAL MATERIALS EXPAND BOTH IN PRINT AND DIGITAL FORMATS, THE WORKLOAD HAS SUBSTANTIALLY INCREASED. OUR PART-TIME GRAPHIC DESIGNER HAS BEEN INSTRUMENTAL IN MEETING THESE DEMANDS, CONSISTENTLY DELIVERING HIGH-QUALITY DESIGNS. WITH THE ADDED RESPONSIBILITY OF MANAGING OUR COMMUNITY LIBRARY'S SOCIAL MEDIA CHANNELS AND PROGRAMMING GUIDE, AS WELL AS HANDLING TOWN GRAPHIC REQUESTS, IT'S EVIDENT THAT THE WORKLOAD HAS OUTGROWN THE PART-TIME CAPACITY. MOREOVER, THE EMPLOYEE HAS EXPRESSED A KEEN INTEREST IN TRANSITIONING TO FULL-TIME EMPLOYMENT, ALIGNING PERFECTLY WITH OUR GROWING NEEDS. BRINGING HER ON FULL-TIME NOT ONLY ENSURES CONTINUITY AND EFFICIENCY BUT ALSO NURTURES THEIR PROFESSIONAL GROWTH WITHIN OUR ORGANIZATION.</p>				<p>BRINGING OUR PART-TIME GRAPHIC DESIGNER ON FULL-TIME OFFERS A MULTITUDE OF BENEFITS FOR OUR DEPARTMENT AND ORGANIZATION. WITH THE EXPANDING WORKLOAD IN BOTH PRINT AND DIGITAL FORMATS, HER EXPERTISE ENSURES THAT OUR INITIATIVES, PROGRAMS, AND EDUCATIONAL MATERIALS ARE CONSISTENTLY DELIVERED AT A HIGH STANDARD. ADDITIONALLY, HER MANAGEMENT OF THE COMMUNITY LIBRARY'S SOCIAL MEDIA CHANNELS AND PROGRAMMING GUIDE, ALONGSIDE TOWN GRAPHIC REQUESTS, STREAMLINES OUR COMMUNICATION EFFORTS AND ENHANCES OUR BRAND PRESENCE. TRANSITIONING TO FULL-TIME EMPLOYMENT NOT ONLY MEETS THE GROWING DEMANDS BUT ALSO FOSTERS HER PROFESSIONAL DEVELOPMENT WITHIN OUR TEAM, ENSURING CONTINUITY, EFFICIENCY, AND EXCELLENCE IN OUR CREATIVE ENDEAVORS.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>WOULD SAVE DEPARTMENTS FROM NEEDING TO OUTSOURCE OR CONTRACT A THIRD-PARTY GRAPHIC DESIGNER.</p>				<p>QUALITY OF GRAPHICS AND ABILITY TO MEET DEADLINES FOR GRAPHIC REQUESTS.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
<p>RECLASS 1 PART-TIME COMMUNICATIONS SPECIALIST TO FULL-TIME.</p>				<p>PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		ADMINISTRATION		100-10-07EXP MUNICIPAL COURT		
PACKAGES DETAILS - ACTIVE						
TITLE	MUNICIPAL COURT CLERK	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5110 SALARIES	\$29,640	\$39,520	\$39,520	\$39,520	\$39,520	\$39,520
5115 SALARIES - OVERTIME	\$100	\$100	\$100	\$100	\$100	\$100
5127 SALARIES-CERTIFICATION PAY	\$100	\$100	\$100	\$100	\$100	\$100
5145 SOCIAL SECURITY EXPENSE	\$1,850	\$2,450	\$2,450	\$2,450	\$2,450	\$2,450
5150 MEDICARE EXPENSE	\$433	\$573	\$573	\$573	\$573	\$573
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162
5160 HEALTH INSURANCE	\$7,830	\$10,440	\$10,440	\$10,440	\$10,440	\$10,440
5162 HSA EXPENSE	\$900	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
5165 DENTAL EXPENSE	\$306	\$408	\$408	\$408	\$408	\$408
5175 LIABILITY (TML) WORKERS COMP	\$42	\$55	\$55	\$55	\$55	\$55
5180 TMRS EXPENSE	\$4,264	\$5,647	\$5,647	\$5,647	\$5,647	\$5,647
5185 LONG TERM/SHORT TERM DISABILIT	\$57	\$75	\$75	\$75	\$75	\$75
5186 WELLE-WELLNESS PROG REIMB EMPL	\$450	\$600	\$600	\$600	\$600	\$600
5210 OFFICE SUPPLIES	\$100	\$100	\$100	\$100	\$100	\$100
5230 DUES, FEES, AND SUBSCRIPTIONS	\$100	\$100	\$100	\$100	\$100	\$100
5400 UNIFORM EXPENSE	\$65	\$65	\$65	\$65	\$65	\$65
5419 IT LICENSES	\$400	\$400	\$400	\$400	\$400	\$400
5530 TRAVEL	\$200	\$200	\$200	\$200	\$200	\$200
5533 MILEAGE EXPENSE	\$200	\$200	\$200	\$200	\$200	\$200
5536 TRAINING/SEMINARS	\$200	\$200	\$200	\$200	\$200	\$200
TOTAL	\$47,399	\$62,595	\$62,595	\$62,595	\$62,595	\$62,595
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.		
<p>DUE TO POPULATION GROWTH, AN INCREASE IN POLICE ACTIVITY, AND ADDITIONAL DOCKETS, THE COURT SEEKS TO CREATE MORE OPTIONS FOR DEFENDANTS TO HANDLE THEIR CITATIONS ENTIRELY ONLINE. THE NEWLY CREATED POSITION WILL NOT ONLY BE RESPONSIBLE FOR ASSISTING IN FRONT COUNTER/CUSTOMER SERVICE DUTIES BUT ALSO HAVE WEB CLERK DUTIES. HE/SHE WILL PROCESS ALL ONLINE REQUESTS FOR DRIVER'S SAFETY COURSE, DEFERRED DISPOSITION AND OTHER COMPLIANCE DISMISSELS THAT ARE CURRENTLY ONLY PROCESSED IN PERSON. THE COURT SEEKS TO STAY UP TO DATE WITH TECHNOLOGY BY PROVIDING MORE ONLINE OPTIONS TO MAINTAIN EFFICIENCY IN PROCESSING CASES.</p> <p>ADDITIONALLY, THE POLICE DEPARTMENT ANTICIPATES TO ESTABLISH A MOTORCYCLE UNIT WHICH COULD SIGNIFICANTLY INCREASE THE NUMBER OF CITATIONS BEING ISSUED. THE COURT WOULD BENEFIT FROM ADDING AN ADDITIONAL CLERK TO HELP MANAGE THE INCREASED WORKLOAD.</p> <p>DUE TO MANDATED HB 31.86, THE CURRENT SENIOR CLERK WILL FOCUS ON THE YOUTH DIVERSION PROGRAM AND WILL NOT BE AVAILABLE TO ASSIST IN FRONT COUNTER DUTIES AS OFTEN. THE COURT SEEKS TO FILL THE GAP BY ADDING THIS ADDITIONAL CLERK POSITION.</p>				<p>THE COURT IS LOOKING TO OFFER EXCEPTIONAL CUSTOMER SERVICE. TO DO THAT, THE COURT SEEKS TO ADD AN ADDITIONAL STAFF MEMBER TO ASSIST NOT ONLY WITH CUSTOMER FACING DUTIES BUT TO ALSO SERVE AS THE WEB CLERK. THE POSITION WOULD BE RESPONSIBLE FOR OVERSEEING ALL ONLINE SUBMITTALS AND HEARING REQUEST. CURRENTLY, DEFENDANTS HAVE LIMITED OPTIONS FOR E-FILING. WITH THE ADDITIONAL CLERK, THE COURT PLANS TO OFFER MORE ONLINE OPTIONS TO HELP DISPOSE OF CASES MORE EFFICIENTLY.</p>		
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?		

THE COURT PLANS TO EFFICIENTLY ADJUDICATE AND DISPOSE OF CASES TIMELY. IN ORDER TO DO THIS, THE COURT ASKS FOR ANOTHER CLERK TO MAXIMIZE COURT PERFORMANCE.	CURRENTLY, THE COURT HAS ONE FRONT COUNTER CLERK AND IS IN DESPERATE NEED OF COUNTER COVERAGE. THE COURT SEEKS TO ADD ANOTHER CLERK TO REVIEW AND PROCESS WEB INQUIRIES. WITHOUT THIS POSITION, THE COURT WILL NOT HAVE ENOUGH STAFF TO OVERSEE ONLINE SUBMITTALS.
SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
UNDER THE DIRECTION AND SUPERVISION OF THE MUNICIPAL COURT ADMINISTRATOR, THE POSITION PERFORMS AND COMPLETES ROUTINE FRONT COUNTER CLERICAL AND CUSTOMER SERVICE FUNCTIONS. THIS IS ACCOMPLISHED BY ANSWERING THE PHONE OR GREETING CUSTOMERS, RESPONDING TO INQUIRIES, PROCESSING RECORDS AND POSTING AND RECORDING PAYMENTS AND BONDS, MAINTAINING FILES AND FILING, PREPARING DOCUMENTS AND COURT DOCKETS. OTHER DUTIES INCLUDE PROVIDING INFORMATION TO OUTSIDE AGENCIES AND PERSONNEL. PROCESSES AND REVIEWS ONLINE SUBMITTALS FOR DRIVER'S SAFETY COURSE, DEFERRED DISPOSITION, HEARING REQUESTS, AND PAYMENT PLAN REQUESTS.	ALIGNS WITH THE TOWN'S VISION TOWARDS PROVIDING EXCELLENT MUNICIPAL SERVICES. THE COURT IS STRIVING TO OFFER ONLINE OPTION TO MEET THE NEEDS OF THE COMMUNITY AND BE A HIGH PERFORMING ORGANIZATION.

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	MARKET - PD SWORN		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5110 SALARIES	\$232,513	\$232,513	\$232,513	\$232,513	\$232,513	\$232,513		
TOTAL	\$232,513	\$232,513	\$232,513	\$232,513	\$232,513	\$232,513		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	MARKET - PD NON-SWORN		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5110 SALARIES	\$17,161	\$17,161	\$17,161	\$17,161	\$17,161	\$17,161		
TOTAL	\$17,161	\$17,161	\$17,161	\$17,161	\$17,161	\$17,161		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION	
10 GENERAL		POLICE		100-20-01EXP OPERATIONS	
PACKAGES DETAILS - ACTIVE					
TITLE	DEPUTY CHIEF - RECLASS ONE POLICE OFFICER	TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED					
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
5110 SALARIES	\$26,880	\$53,760	\$53,760	\$53,760	\$53,760
5115 SALARIES - OVERTIME	\$0	\$0	\$0	\$0	\$0
5127 SALARIES-CERTIFICATION PAY	\$0	\$0	\$0	\$0	\$0
5145 SOCIAL SECURITY EXPENSE	\$1,667	\$3,333	\$3,333	\$3,333	\$3,333
5150 MEDICARE EXPENSE	\$390	\$780	\$780	\$780	\$780
5155 SUTA EXPENSE	\$0	\$0	\$0	\$0	\$0
5160 HEALTH INSURANCE	\$0	\$0	\$0	\$0	\$0
5162 HSA EXPENSE	\$0	\$0	\$0	\$0	\$0
5165 DENTAL EXPENSE	\$0	\$0	\$0	\$0	\$0
5170 LIFE / ADD INSURANCE	\$0	\$0	\$0	\$0	\$0
5175 LIABILITY (TML) WORKERS COMP	\$0	\$0	\$0	\$0	\$0
5180 TMRS EXPENSE	\$3,795	\$7,591	\$7,591	\$7,591	\$7,591
5185 LONG TERM/SHORT TERM DISABILIT	\$51	\$102	\$102	\$102	\$102
5186 WELLE-WELLNESS PROG REIMB EMPL	\$0	\$0	\$0	\$0	\$0
5191 HIRING COST	\$0	\$0	\$0	\$0	\$0
5192 PHYSICAL AND PSYCHOLOGICAL	\$0	\$0	\$0	\$0	\$0
5210 OFFICE SUPPLIES	\$0	\$0	\$0	\$0	\$0
5215 AMMUNITION	\$0	\$0	\$0	\$0	\$0
5220 OFFICE EQUIPMENT	\$28,852	\$0	\$0	\$0	\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$0	\$0	\$0	\$0	\$0
5280 PRINTING AND REPRODUCTION	\$0	\$0	\$0	\$0	\$0
5335 RADIO/VIDEO REPAIRS	\$0	\$0	\$0	\$0	\$0
5350 VEHICLE EXPENSE	\$330	\$330	\$330	\$330	\$330
5352 FUEL	\$660	\$660	\$660	\$660	\$660
5400 UNIFORM EXPENSE	\$0	\$0	\$0	\$0	\$0
5410 PROFESSIONAL SERVICES	\$4,195	\$0	\$0	\$0	\$0
5419 IT LICENSES	\$13,000	\$800	\$800	\$800	\$800
5520 TELEPHONE EXPENSE	\$460	\$460	\$460	\$460	\$460
5526 DATA NETWORK	\$456	\$456	\$456	\$456	\$456
5530 TRAVEL	\$0	\$0	\$0	\$0	\$0
5536 TRAINING/SEMINARS	\$0	\$0	\$0	\$0	\$0
5620 TOOLS AND EQUIPMENT	\$0	\$0	\$0	\$0	\$0
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$0	\$0	\$0	\$0	\$0
6160 CAPITAL EXPENDITURE - VEHICLES	\$0	\$0	\$0	\$0	\$0
TOTAL	\$80,736	\$68,272	\$68,272	\$68,272	\$68,272
COMMENTS					
WHAT IS THE PURPOSE OF THIS REQUEST?		DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			

<p>THIS REQUEST IS TO RECLASSIFY ONE POLICE OFFICER POSITION TO A DEPUTY CHIEF POSITION. THE ORGANIZATIONAL FRAMEWORK OF THE POLICE DEPARTMENT IS FOUR DIVISIONS: ADMINISTRATION, PATROL, CRIMINAL INVESTIGATIONS, AND SUPPORT SERVICES; A TOTAL OF 85 EMPLOYEES. ADDITIONAL STAFF HAS BEEN REQUESTED IN THE FY25 BUDGET. THE PATROL DIVISION STAFF INCLUDES: 4 LIEUTENANTS, 8 SERGEANTS, 8 CORPORALS, 22 OFFICERS, 2 K9 OFFICERS AND 2 TRAFFIC OFFICERS. THE FOUR LIEUTENANTS OF THE PATROL DIVISION REPORT DIRECTLY TO THE ASSISTANT POLICE CHIEF, WHO REPORTS TO THE POLICE CHIEF.</p> <p>CURRENTLY, THE CRIMINAL INVESTIGATIONS LIEUTENANT AND SUPPORT SERVICES LIEUTENANT POSITIONS ALSO REPORT DIRECTLY TO THE POLICE CHIEF. STRENGTHENING THE LAYERS OF MANAGEMENT AND SUPERVISION IN THE PATROL DIVISION HAS PROVEN TO BE AN EFFECTIVE, EFFICIENT AND FUNCTIONAL MODEL FOR PATROL. THIS REQUEST WILL MIRROR THAT MODEL IN THE CRIMINAL INVESTIGATIONS DIVISION (CID) AND SUPPORT SERVICES DIVISION.</p> <p>CID STAFF INCLUDES: 1 LIEUTENANT, 2 SERGEANTS, 7 DETECTIVES, 1 CRIME VICTIMS ADVOCATE, 1 CASE MANAGER/RECORDS COORDINATOR AND 1 RECORDS CLERK. (PLUS 1 DETECTIVE REQUESTED IN FY25)</p> <p>SUPPORT SERVICES STAFF INCLUDES: 1 LIEUTENANT, 1 SERGEANT, 1 POLICE OFFICER (COMMUNITY OFFICER), 2 POLICE SAFETY OFFICERS AND THE 9-1-1 COMMUNICATIONS UNIT COMPRISED OF 1 MANAGER, 4 SUPERVISORS, 4 LEADS AND 8 OFFICERS. (PLUS 1 SUPERVISOR REQUESTED IN FY25)</p> <p>THE SCHEDULE FOR THE POLICE CHIEF INCLUDES MEETINGS WITH THE TOWN MANAGER, TOWN COUNCIL, OTHER TOWN DEPARTMENTS, PROSPER BUSINESSES, RESIDENTS AND VISITORS. THIS REQUEST FOR A DEPUTY CHIEF POSITION OVER CID AND SUPPORT SERVICES WILL PROVIDE THE DEPARTMENT WITH A BETTER BALANCE IN THE ORGANIZATIONAL FRAMEWORK AS PROSPER GROWS. MOREOVER, IT WILL ASSIST THE POLICE DEPARTMENT AND TOWN WITH SUCCESSION PLANNING AND PREPARING FOR THE FUTURE AS WE CONTINUE TO GROW.</p>	<p>THIS EXPANSION WILL BETTER ALLOW THE POLICE CHIEF TO FOCUS ON STRATEGIC PLANNING, EXECUTIVE OPERATIONAL OVERSIGHT AND SUCCESSION PLANNING IN ALL DIVISIONS.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p> <p>NA</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p> <p>THE POLICE CHIEF WILL CONTINUE TO BALANCE HIS SCHEDULE WITH DIRECT SUPERVISION OF THE CID AND SUPPORT SERVICES LIEUTENANTS AND THEIR RESPECTIVE DIVISIONS.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p> <p>RECLASS ONE POLICE OFFICER POSITION TO DEPUTY CHIEF EFFECTIVE APRIL 1, 2025.</p>	<p>REVIEW COMMENTS</p> <p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION	
10 GENERAL		POLICE		100-20-01EXP OPERATIONS	
PACKAGES DETAILS - ACTIVE					
TITLE	DETECTIVES	TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED					
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
5110 SALARIES	\$46,469	\$92,937	\$92,937	\$92,937	\$92,937
5115 SALARIES - OVERTIME	\$4,500	\$9,000	\$9,000	\$9,000	\$9,000
5127 SALARIES-CERTIFICATION PAY	\$750	\$1,500	\$1,500	\$1,500	\$1,500
5145 SOCIAL SECURITY EXPENSE	\$3,207	\$6,413	\$6,413	\$6,413	\$6,413
5150 MEDICARE EXPENSE	\$750	\$1,500	\$1,500	\$1,500	\$1,500
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162
5160 HEALTH INSURANCE	\$5,124	\$10,248	\$10,248	\$10,248	\$10,248
5162 HSA EXPENSE	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
5165 DENTAL EXPENSE	\$228	\$456	\$456	\$456	\$456
5170 LIFE / ADD INSURANCE	\$79	\$158	\$158	\$158	\$158
5175 LIABILITY (TML) WORKERS COMP	\$1,249	\$2,497	\$2,497	\$2,497	\$2,497
5180 TMRS EXPENSE	\$7,303	\$14,605	\$14,605	\$14,605	\$14,605
5185 LONG TERM/SHORT TERM DISABILIT	\$98	\$195	\$195	\$195	\$195
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600	\$600
5191 HIRING COST	\$11	\$0	\$0	\$0	\$0
5192 PHYSICAL AND PSYCHOLOGICAL	\$230	\$0	\$0	\$0	\$0
5210 OFFICE SUPPLIES	\$150	\$150	\$150	\$150	\$150
5215 AMMUNITION	\$850	\$850	\$850	\$850	\$850
5220 OFFICE EQUIPMENT	\$18,852	\$0	\$0	\$0	\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$100	\$100	\$100	\$100	\$100
5280 PRINTING AND REPRODUCTION	\$50	\$50	\$50	\$50	\$50
5335 RADIO/VIDEO REPAIRS	\$100	\$100	\$100	\$100	\$100
5350 VEHICLE EXPENSE	\$330	\$330	\$330	\$330	\$330
5352 FUEL	\$660	\$660	\$660	\$660	\$660
5400 UNIFORM EXPENSE	\$4,171	\$1,174	\$1,174	\$1,174	\$1,174
5410 PROFESSIONAL SERVICES	\$7,495	\$0	\$0	\$0	\$0
5419 IT LICENSES	\$3,050	\$3,050	\$3,050	\$3,050	\$3,050
5520 TELEPHONE EXPENSE	\$460	\$460	\$460	\$460	\$460
5526 DATA NETWORK	\$456	\$456	\$456	\$456	\$456
5530 TRAVEL	\$500	\$500	\$500	\$500	\$500
5536 TRAINING/SEMINARS	\$750	\$750	\$750	\$750	\$750
5620 TOOLS AND EQUIPMENT	\$9,921	\$0	\$0	\$0	\$0
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$6,189	\$0	\$0	\$0	\$0
6160 CAPITAL EXPENDITURE - VEHICLES	\$69,569	\$0	\$0	\$0	\$0
TOTAL	\$195,313	\$150,101	\$150,101	\$150,101	\$150,101
COMMENTS					
WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				

<p>OVER THE PAST THREE YEARS THE PROSPER POLICE DEPARTMENT (PPD) HAS EXPERIENCED AN INCREASE IN CASES ASSIGNED TO DETECTIVES, SPECIFICALLY AN INCREASE OF 639 CASES OVER THOSE THREE YEARS. IN 2021 THERE WERE 1,018 CASES ASSIGNED. IN 2022 THERE WERE 1,301 CASES ASSIGNED. IN 2023 THERE WERE 1,657 CASES ASSIGNED. FROM 2021 TO 2022 THERE WAS AN INCREASE OF 283 CASES OR 27.7% INCREASE. FROM 2022 TO 2023 THERE WAS AN INCREASE OF 356 CASES OR 27.5% INCREASE.</p> <p>IN 2022, FOUR DETECTIVES CARRIED APPROXIMATELY 27 CASES PER MONTH PER DETECTIVE. IN 2023, FIVE DETECTIVES CARRIED APPROXIMATELY 27.6 CASES PER MONTH PER DETECTIVE.</p> <p>IN FY24, THE BUDGET ALLOWED TWO ADDITIONAL DETECTIVES, BRINGING THE TOTAL NUMBER OF DETECTIVES SEVEN. IF THE CASE VOLUME CONTINUES, THIS PATTERN OF AN INCREASE OF 27%, THE NUMBER OF CASES WILL BE APPROXIMATELY 2,100 CASES ASSIGNED IN 2024. THIS NUMBER WOULD HAVE EACH DETECTIVE CARRYING APPROXIMATELY 25 CASES PER MONTH.</p> <p>AS COMMENTED LAST YEAR, OUR ACCREDITATION GOVERNING ENTITY FOR BEST PRACTICES, THE TEXAS POLICE CHIEFS ASSOCIATION (TPCA), HAS IDENTIFIED AN INDUSTRY STANDARD OF 12 TO 15 CASES PER MONTH FOR PROPERTY CRIMES, 6 TO 8 CASES PER MONTH FOR MAJOR CRIMES, AND 9 CASES PER MONTH FOR FINANCIAL CRIMES. PPD'S CURRENT NUMBER OF CASES ASSIGNED TO DETECTIVES EXCEEDS THIS RECOMMENDATION. FURTHERMORE, TPCA RECOGNIZES THAT EXCESSIVE CASELOADS LEAD TO ISSUES IN THE EFFECTIVENESS AND THOROUGHNESS OF INVESTIGATIONS.</p> <p>INCLUDES 2025 FORD INTERCEPTOR SPORT UTILITY VEHICLE.</p>	<p>ADDING ONE DETECTIVE, AND FURTHER DEFINING THE DIVISION OF LABOR, WILL POSITION PPD TO WORK WITHIN THE INDUSTRY STANDARDS IDENTIFIED AND RECOMMENDED BY TPCA. IN ADDITION, IT WILL IMPROVE THE AMOUNT OF TIME THAT A DETECTIVE CAN DEDICATE TO AN INVESTIGATION AND PRODUCE BETTER OUTCOMES WHICH TRANSLATES INTO HIGHER CITIZENS SATISFACTION. SUBSEQUENTLY, IT WILL ALLOW DETECTIVES MORE PROACTIVE TIME FOR INTELLIGENCE GATHERING, SURVEILLANCE, AND CASE PREPARATION.</p> <p>SHOULD PPD BE AWARDED THESE POSITIONS, THE INVESTIGATIONS DIVISION CAN INCLUDE SPECIALIZED INVESTIGATORS.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p> <p>NA</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p> <p>PPD WILL CONTINUE TO MANAGE THE CRIMINAL CASE LOADS AS EFFECTIVELY AND EFFICIENTLY AS POSSIBLE WITH ITS CURRENT STAFFING LEVELS. PPD WILL REMAIN IN A REACTIVE POSTURE VERSUS A PROACTIVE POSTURE.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p> <p>ONE DETECTIVE POSITION BEGINNING APRIL 1, 2025.</p>	<p>REVIEW COMMENTS</p> <p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION	
10 GENERAL		POLICE		100-20-01EXP OPERATIONS	
PACKAGES DETAILS - ACTIVE					
TITLE	COPS HIRING PROGRAM (GRANT)		TYPE	DISCRETIONARY - 1	GOAL
RESOURCES REQUESTED					
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
5110 SALARIES	\$290,430	\$387,240	\$387,240	\$387,240	\$387,240
5115 SALARIES - OVERTIME	\$81,000	\$108,000	\$108,000	\$108,000	\$108,000
5127 SALARIES-CERTIFICATION PAY	\$5,625	\$7,500	\$7,500	\$7,500	\$7,500
5145 SOCIAL SECURITY EXPENSE	\$23,377	\$31,170	\$31,170	\$31,170	\$31,170
5150 MEDICARE EXPENSE	\$5,467	\$7,290	\$7,290	\$7,290	\$7,290
5155 SUTA EXPENSE	\$810	\$810	\$810	\$810	\$810
5160 HEALTH INSURANCE	\$38,430	\$51,240	\$51,240	\$51,240	\$51,240
5162 HSA EXPENSE	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
5165 DENTAL EXPENSE	\$1,710	\$2,280	\$2,280	\$2,280	\$2,280
5170 LIFE / ADD INSURANCE	\$591	\$788	\$788	\$788	\$788
5175 LIABILITY (TML) WORKERS COMP	\$9,100	\$12,133	\$12,133	\$12,133	\$12,133
5180 TMRS EXPENSE	\$53,240	\$70,985	\$70,985	\$70,985	\$70,985
5185 LONG TERM/SHORT TERM DISABILIT	\$716	\$955	\$955	\$955	\$955
5186 WELLE-WELLNESS PROG REIMB EMPL	\$2,250	\$3,000	\$3,000	\$3,000	\$3,000
5191 HIRING COST	\$55	\$0	\$0	\$0	\$0
5192 PHYSICAL AND PSYCHOLOGICAL	\$690	\$0	\$0	\$0	\$0
5210 OFFICE SUPPLIES	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
5215 AMMUNITION	\$8,500	\$8,500	\$8,500	\$8,500	\$8,500
5220 OFFICE EQUIPMENT	\$12,000	\$0	\$0	\$0	\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
5280 PRINTING AND REPRODUCTION	\$250	\$250	\$250	\$250	\$250
5335 RADIO/VIDEO REPAIRS	\$500	\$500	\$500	\$500	\$500
5350 VEHICLE EXPENSE	\$3,960	\$3,960	\$3,960	\$3,960	\$3,960
5352 FUEL	\$24,060	\$24,060	\$24,060	\$24,060	\$24,060
5400 UNIFORM EXPENSE	\$20,855	\$5,870	\$5,870	\$5,870	\$12,950
5410 PROFESSIONAL SERVICES	\$6,000	\$0	\$0	\$0	\$0
5419 IT LICENSES	\$38,250	\$1,500	\$1,500	\$1,500	\$1,500
5526 DATA NETWORK	\$912	\$912	\$912	\$912	\$912
5530 TRAVEL	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
5536 TRAINING/SEMINARS	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
5620 TOOLS AND EQUIPMENT	\$70,605	\$0	\$0	\$0	\$33,555
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$30,945	\$0	\$0	\$0	\$0
6160 CAPITAL EXPENDITURE - VEHICLES	\$333,887	\$0	\$0	\$0	\$0
TOTAL	\$1,085,215	\$749,943	\$749,943	\$749,943	\$790,578
COMMENTS					
WHAT IS THE PURPOSE OF THIS REQUEST?		DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			

<p>ON NOVEMBER 2, 2023, THE TOWN OF PROSPER WAS NOTIFIED OF AWARDED FUNDING UNDER THE 2023 FY23 COPS HIRING PROGRAM FROM THE DEPARTMENT OF JUSTICE (DOJ) OFFICE OF COMMUNITY ORIENTED POLICING SERVICES (COPS OFFICE) FOR FIVE (5) POLICE OFFICER JOB POSITIONS. THE AWARD HAS A FEDERAL COST SHARE OF \$625,000 OVER A 36-MONTH PERIOD. THE PURPOSE OF THE COPS HIRING PROGRAM IS TO ADVANCE THE PRACTICE OF COMMUNITY POLICING. FUNDING UNDER THIS AWARD PROGRAM IS TO BE UTILIZED BY LOCAL LAW ENFORCEMENT AGENCIES TO HIRE AND REHIRE CAREER LAW ENFORCEMENT OFFICERS NECESSARY TO INCREASE THE JURISDICTIONAL COMMUNITY POLICING CAPACITY TO PREVENT AND DISRUPT CRIME AND VIOLENCE.</p>	<p>THE 2023 FY23 COPS HIRING PROGRAM GRANT AWARD IS A REIMBURSABLE GRANT AND IT WILL FUND 37.45% OF THE TOTAL COSTS ASSOCIATED WITH FIVE (5) ENTRY-LEVEL SWORN POLICE OFFICER SALARIES AND BENEFITS FOR 36 MONTHS, AT A DECREASING COST SHARE RATE, UP TO \$625,000. THE PROJECT PERIOD IS OCTOBER 1, 2023, TO SEPTEMBER 30, 2028, WITH AN ANTICIPATED START DATE AFTER OCTOBER 1, 2024, WHICH BEGINS THE 36-MONTH FUNDING PERIOD.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p>
<p>THE FEDERAL COST SHARE BREAKDOWN OF THE GRANT FUNDING OVER THREE YEARS IS AS FOLLOWS: FEDERAL SHARE (37.45%) YEAR 1 - \$333,333 YEAR 2 - \$166,667 YEAR 3 - \$125,000</p>	<p>IF NOT FUNDED, THE TOWN RISKS FUTURE GRANT AWARDS.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p>	<p>REVIEW COMMENTS</p>
<p>FIVE (5) POLICE OFFICERS, START DATE JANUARY 1, 2025.</p>	<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		POLICE		100-20-01EXP OPERATIONS		
PACKAGES DETAILS - ACTIVE						
TITLE	ADMINISTRATIVE ASSISTANT-PATROL	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5110 SALARIES	\$21,078	\$42,162	\$42,162	\$42,162	\$42,162	\$42,162
5115 SALARIES - OVERTIME	\$1,200	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400
5145 SOCIAL SECURITY EXPENSE	\$1,381	\$2,763	\$2,763	\$2,763	\$2,763	\$2,763
5150 MEDICARE EXPENSE	\$323	\$646	\$646	\$646	\$646	\$646
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162
5160 HEALTH INSURANCE	\$5,124	\$10,248	\$10,248	\$10,248	\$10,248	\$10,248
5162 HSA EXPENSE	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
5165 DENTAL EXPENSE	\$228	\$456	\$456	\$456	\$456	\$456
5170 LIFE / ADD INSURANCE	\$24	\$47	\$47	\$47	\$47	\$47
5175 LIABILITY (TML) WORKERS COMP	\$51	\$102	\$102	\$102	\$102	\$102
5180 TMRS EXPENSE	\$3,146	\$6,292	\$6,292	\$6,292	\$6,292	\$6,292
5185 LONG TERM/SHORT TERM DISABILIT	\$42	\$85	\$85	\$85	\$85	\$85
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600	\$600	\$600
5191 HIRING COST	\$11	\$0	\$0	\$0	\$0	\$0
5192 PHYSICAL AND PSYCHOLOGICAL	\$230	\$0	\$0	\$0	\$0	\$0
5210 OFFICE SUPPLIES	\$300	\$300	\$300	\$300	\$300	\$300
5220 OFFICE EQUIPMENT	\$12,080	\$0	\$0	\$0	\$0	\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$100	\$100	\$100	\$100	\$100	\$100
5400 UNIFORM EXPENSE	\$100	\$100	\$100	\$100	\$100	\$100
5410 PROFESSIONAL SERVICES	\$600	\$0	\$0	\$0	\$0	\$0
5419 IT LICENSES	\$750	\$500	\$500	\$500	\$500	\$500
5526 DATA NETWORK	\$456	\$456	\$456	\$456	\$456	\$456
5530 TRAVEL	\$300	\$300	\$300	\$300	\$300	\$300
5536 TRAINING/SEMINARS	\$500	\$500	\$500	\$500	\$500	\$500
TOTAL	\$49,686	\$69,419	\$69,419	\$69,419	\$69,419	\$69,419
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.		
<p>THIS POSITION WILL PROVIDE ADMINISTRATIVE ASSISTANCE SPECIFICALLY TO THE POLICE DEPARTMENT PATROL DIVISION. CURRENTLY THERE ARE 4 LIEUTENANTS, 8 SERGEANTS, 8 CORPORALS, 22 POLICE OFFICERS, 1 POLICE OFFICER ASSIGNED TO NEIGHBORHOOD SERVICES, 2 POLICE OFFICERS ASSIGNED TO THE K9 UNIT, AND 2 POLICE OFFICERS ASSIGNED TO THE TRAFFIC UNIT; A TOTAL OF 47 SWORN PERSONNEL IN THE PATROL DIVISION. ROUTINE CLERICAL TASKS OF LIEUTENANTS AND SERGEANTS COULD BE COMPLETED BY A CLERICAL POSITION.</p> <p>ALSO, IN FY25, THE TOWN WILL TRANSITION TO A NEW FINANCIAL SYSTEM, AT WHICH TIME THE BUDGET WILL BE SEPARATED INTO FOUR DIVISIONS. THIS POSITION WILL ASSIST WITH PROCESSING INVOICES, PURCHASE REQUISITIONS, ACCOUNT TRACKING, PROCUREMENT CARD REPORT PROCESSING, SERVE AS A BACK-UP FOR WEEKLY COMMAND STAFF MEETING NOTETAKING, AND ADMINISTRATIVE FUNCTIONS FOR THE 4 PATROL LIEUTENANTS.</p> <p>FY25 SUPPLEMENTAL REQUEST IS FOR 6 MONTHS BEGINNING APRIL 1, 2025</p>				THE PATROL DIVISION WILL HAVE CLERICAL SUPPORT SPECIFICALLY ASSIGNED TO THE DIVISION.		

WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
NA	LIEUTENANTS AND SERGEANTS WILL CONTINUE TO HAVE ROUTINE CLERICAL DUTIES.
SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
ADMINISTRATIVE ASSISTANT FOR PATROL DIVISION BEGINNING APRIL 1, 2025.	CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		POLICE		100-20-01EXP OPERATIONS		
PACKAGES DETAILS - ACTIVE						
TITLE	FLOCK SAFETY PROGRAM EXPANSION (GRANT)		TYPE	DISCRETIONARY - 2	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$207,250	\$207,250	\$207,250	\$207,250	\$207,250	
TOTAL	\$207,250	\$207,250	\$207,250	\$207,250	\$207,250	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THE PURPOSE OF THIS REQUEST IS TO EXPAND OUR EQUIPMENT AND USE OF THE FLOCK SAFETY PROGRAM. THIS SUPPLEMENTAL REQUEST WOULD INCLUDE:</p> <p>TOWN OWNED CAMERA INTEGRATIONS TO FLOCK OS ELITE (116 MILESTONE STREAMS, 2 RAILROAD CAMERAS); \$3,600</p> <p>(4) CAMERA TRAILERS (2- 24FT, 2-30FT) W/ 1 CONDOR, 1-QUAD, SOLAR, LIGHTING, RED SIGNAGE; \$102,500</p> <p>(16) ADDITIONAL ALPRS TO COVER US 380 AND SEVERAL ADDITIONAL GAPS INSIDE THE TOWN (\$10,400 IMPLEMENTATION YEAR 1); FLOCK911- \$20,000 = 30,400</p> <p>TRAFFIC SAFETY ANALYTICS FOR ALL 64 CAMERAS (\$500/CAMERA); \$32,000</p> <p>(9) FLOCK WIRELESS VIDEO PAIRS (\$18,000 RECURRING + \$4,500 IMPLEMENTATION YEAR 1); \$22,500</p> <p>3SI'S ESO TRACKERS (6): \$16,250</p> <p>TOTAL SUPPLEMENTAL REQUEST FOR FLOCK: \$565,250-1ST YEAR (FY25) AND \$513,600/YEAR FOR YEARS 2-5 (\$2,054,400 OVER 5 YEARS)</p>			<p>THIS WOULD ALLOW FOR TOWN-OWNED MILESTONE CAMERAS TO BE STREAMED TO THE REAL-TIME INTELLIGENCE UNIT, INITIATE THE PROCESS FOR STARTING A DRONES AS FIRST RESPONDERS (DFR) PROGRAM TO INCREASE OFFICER SAFETY/RAPID RESPONSE/SITUATIONAL AWARENESS IN CONJUNCTION WITH THE DRONE PROPOSAL SUPPLEMENTAL REQUEST, ADD (16) ADDITIONAL ALPR CAMERAS TO COVER US HWY 380 AND SEVERAL INTERIOR LOCATIONS OF PROSPER, REPLACE LIVE-CAMERAS AT FRONTIER PARK, STREAM LIVE 911 AUDIO TO FIRST RESPONDERS TO INCREASE OFFICER AWARENESS/SITUATIONAL AWARENESS FOR IN-PROGRESS CALLS-FOR-SERVICE, AND LEASE (4) SOLAR POWER-CAMERA TRAILERS TO DEPLOY IN PROBLEM AREAS/HOTSPOTS/SPECIAL EVENTS. THE DFR ITEMS, CAMERA TRAILERS, AND FRONTIER PARKS CAMERAS ARE ITEMS JOINTLY SUPPORTED BY THE POLICE DEPARTMENT, FIRE DEPARTMENT, EMERGENCY MANAGEMENT, AND PARKS DEPARTMENT, AND WILL HAVE ADDITIONAL BENEFITS TO GIS/PUBLIC WORKS. THE TRAFFIC SAFETY ANALYTICS ITEM SUPPORTS THE PROSPER POLICE DEPARTMENT (PPD) TRAFFIC UNIT AND CAN BE ACCESSIBLE TO TOWN OF PROSPER ENGINEERING AND STREETS DEPARTMENTS FOR TRAFFIC SURVEYS.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>THE PROSPER POLICE DEPARTMENT HAS REQUESTED FUNDING FROM THE MOTOR VEHICLE CRIME PREVENTION AUTHORITY UNDER THE FOLLOWING GRANT APPLICATIONS:</p> <p>FY 2024 MVCPA SB 224 CATALYTIC CONVERTER GRANT SECOND SOLICITATION: \$119,000; 80/20 COST SHARE, POTENTIAL REVENUE \$95,200</p> <p>FY 2025 MVCPA SB 224 CATALYTIC CONVERTER GRANT: \$88,250; 80/20 COST SHARE, POTENTIAL REVENUE \$70,600.</p> <p>THE POLICE DEPARTMENT IS REQUESTING APPROVAL OF THIS PACKAGE WITHOUT CONSIDERATION OF THE PENDING GRANT APPLICATIONS.</p>			<p>NO TOWN-OWNED CAMERAS WILL BE INTEGRATED INTO THE REAL-TIME CRIME CENTER, WE WILL MAINTAIN THE CURRENT GAPS IN ALPR COVERAGE, AND LIMIT ACCESS TO TOOLS THAT CAN INCREASE OFFICER AND PUBLIC SAFETY (DRONES AS FIRST RESPONDERS, CAMERA TRAILERS, TRAFFIC SAFETY ANALYTICS). ADDITIONALLY, DURING MAJOR EVENTS, POLICE AND FIRE DEPARTMENTS ARE LIMITED TO USING THE (2) FLIR CAMERAS ATTACHED TO THE SKYWATCH TOWER FOR OVERWATCH.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			
NA			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		POLICE			100-20-01EXP OPERATIONS		
PACKAGES DETAILS - ACTIVE							
TITLE	PISTOL EQUIPMENT		TYPE	DISCRETIONARY - 2	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5620 TOOLS AND EQUIPMENT	\$46,144	\$0	\$0	\$0	\$0		
TOTAL	\$46,144	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THE PROSPER POLICE DEPARTMENT (PPD) ISSUES EACH OFFICER A GLOCK PISTOL, WITH IRON NIGHT SIGHTS FOR SIGHTING. NEW TECHNOLOGY, SPECIFICALLY PISTOL RED-DOT SIGHTS, ALLOWS POLICE OFFICERS WITH BETTER SITUATIONAL AWARENESS AND SIGHTING ACCURACY. THIS EQUIPMENT IS BECOMING THE INDUSTRY STANDARD FOR ALL RANKS OF POLICE OFFICERS DUE TO ITS SUPERIOR SIGHTING ABILITY IN MOST CIRCUMSTANCES. AFTER SEVERAL YEARS OF TESTING AND OPERATIONAL EXPERIENCE BY SELECT PPD OFFICERS, THE RED-DOT SIGHTS INCREASE PERFORMANCE SIGNIFICANTLY. ADDING RED-DOT SIGHTS TO A PISTOL REQUIRES A PARTICULAR MOUNTING INTERFACE AND NEW HOLSTERS. THIS REQUEST INCORPORATES THE EQUIPMENT NEEDED TO ENSURE THAT ALL PPD OFFICERS HAVE THIS PROVEN TECHNOLOGY MOUNTED TO THEIR DUTY FIREARM.</p> <p>THE TOTAL COST FOR RED DOT IMPLEMENTATION IS \$46,144.19.</p>				<p>BY APPROVING THIS REQUEST, THE PPD WILL ENSURE THAT OUR OFFICERS ARE EQUIPPED WITH UP-TO-DATE TECHNOLOGY SIMILAR TO THE ISSUED RIFLE SIGHTS. THIS WILL RESULT IN MUCH MORE ACCURATE SIGHTING DURING FIREARMS OPERATIONS, SIGNIFICANTLY IMPROVING OVER TRADITIONAL IRON SIGHTS ON A PISTOL.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
NA				<p>PPD OFFICERS WILL CONTINUE TO USE RUDIMENTARY IRON SIGHTS AND LIMIT THE CAPABILITIES THAT RED-DOT SIGHTS COULD PROVIDE THEM.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
NA				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		POLICE			100-20-01EXP OPERATIONS		
PACKAGES DETAILS - ACTIVE							
TITLE	BILINGUAL PAY		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5127 SALARIES-CERTIFICATION PAY	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	
TOTAL	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
COMPENSATE EMPLOYEES WHO CAN COMMUNICATE WITH RESIDENTS AND CUSTOMERS IN LANGUAGES OTHER THAN ENGLISH IN THE FORM OF CERTIFICATION PAY. AT THIS TIME THERE ARE EIGHT (8) EMPLOYEES AT \$50 PER MONTH, TOTAL \$9,600 ANNUALLY.				THE TOWN OF PROSPER RECOGNIZES THE VALUE OF EMPLOYEES WHO CAN COMMUNICATE WITH RESIDENTS AND CUSTOMERS IN LANGUAGES OTHER THAN ENGLISH. THE NEED FOR BILINGUAL FIRST RESPONDERS, PARTICULARLY POLICE OFFICERS, IS VITAL FOR EMERGENCY COMMUNICATION WITH A LARGE POPULATION OF OUR RESIDENTS. ACCURATE AND TIMELY COMMUNICATION DURING EMERGENCIES, CRISIS SITUATIONS AND INCIDENTS WHERE INJURY OR LOSS OF LIFE MAY BE DEPENDENT ON THE ABILITY TO UNDERSTAND AND BE UNDERSTOOD IS PARAMOUNT.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
NA				OFFICERS WITH THE ABILITY TO EFFECTIVELY COMMUNICATE WITH NON-ENGLISH SPEAKING CUSTOMERS WOULD CONTINUE TO BE UNCOMPENSATED FOR THIS SKILL.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
NA				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	LEVEL III BALLISTIC VESTS (GRANT)		TYPE	DISCRETIONARY - 3	GOAL	GOAL	RANK	16
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5620 POLICE BALLISTIC SHIELDS GRANT	\$33,019	\$0	\$0	\$0	\$0			
TOTAL	\$33,019	\$0	\$0	\$0	\$0			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THE PURPOSE OF THIS REQUEST IS THE ADDITION OF THE STATE OF TEXAS PATROL RIFLE PLATE GRANT IN THE BUDGET. PROSPER PD HAS REQUESTED 120 PLATES AT A COST OF \$33,019.				THE BENEFIT IS THIS GRANT WILL PAY FOR 120 RIFLE PLATES TO BE ISSUED TO OUR PATROL PERSONNEL AS WELL AS OTHER PERSONNEL AS NEEDED. THEY WILL WORK IN CONJUNCTION WITH OUR OFFICER'S VEST CARRIERS.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
THERE IS A PENDING APPLICATION WITH THE OFFICE OF THE GOVERNOR PUBLIC SAFETY OFFICER FOR THIS ITEM. IF AWARDED, THIS AMOUNT WOULD PARTIALLY OFFSET THE COST OF THIS REQUEST. THERE IS NO COST SHARE ASSOCIATED WITH THIS GRANT.				THIS WILL ENHANCE OFFICER SAFETY AS THESE VESTS ARE RIFLE PROTECTION RATED. THE RIFLE PLATE VESTS ADD OFFICER PROTECTION AND ARE RATED TO STOP RIFLE ROUNDS. NOT HAVING THESE VESTS RISK OFFICER SAFETY.				
THE OOG HAS NOTIFIED THE TOWN THAT THEY HAVE ADMINISTRATIVELY LOWERED THE OVERALL BUDGET AVAILABLE FOR CONSIDERATION TO \$14,858.44.								
THE POLICE DEPARTMENT IS REQUESTING APPROVAL OF THIS PACKAGE WITHOUT CONSIDERATION OF THE PENDING GRANT APPLICATION.								
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
NA				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		POLICE			100-20-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	LEMHWA PROGRAM (GRANT)		TYPE	DISCRETIONARY - 3	GOAL	GOAL	RANK	17
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5280 PRINTING AND REPRODUCTION	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500		
5480 CONTRACT SERVICES	\$30,740	\$30,740	\$30,740	\$30,740	\$30,740	\$30,740		
5530 TRAVEL	\$11,732	\$11,732	\$11,732	\$11,732	\$11,732	\$11,732		
5536 TRAINING/SEMINARS	\$5,028	\$5,028	\$5,028	\$5,028	\$5,028	\$5,028		
TOTAL	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE PROSPER POLICE DEPARTMENT (PPD) HAS REQUESTED GRANT FUNDING UNDER THE DEPARTMENT OF JUSTICE COPS OFFICE LAW ENFORCEMENT MENTAL HEALTH AND WELLNESS ACT PROGRAM TO START A PEER SUPPORT AND OTHER MENTAL/PHYSICAL HEALTH SUPPORT PROGRAM. PPD WOULD USE THE FUNDS FOR TRAINING, TRAVEL, AND EQUIPMENT, AS WELL AS TO DEVELOP A PROGRAM WITH PROVIDERS. PPD ANTICIPATES MODELING THE PROGRAM AFTER A DHS PROGRAM, AS WELL AS HAVING THEIR ASSISTANCE WITH THE IMPLEMENTATION OF OUR PROGRAM. THIS PROGRAM WILL BE IMPORTANT TO OUR FIRST RESPONDER/LAW ENFORCEMENT AND SUPPORT PERSONNEL. THE COST TO FUND THIS 2-YEAR PROGRAM IS \$50,000 PER YEAR FOR 2 YEARS, ALL TO BE PAID BY THE AWARDED GRANT.</p>				<p>IF AWARDED, THIS GRANT WILL ALLOW THE PPD TO START A PEER, MENTAL/PHYSICAL HEALTH SUPPORT PROGRAM ENSURING OUR PERSONNEL RECEIVE ASSISTANCE TO MAINTAIN A HIGH LEVEL OF OVERALL WELLNESS.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
<p>THERE IS A PENDING GRANT APPLICATION WITH THE DEPARTMENT OF JUSTICE COPS OFFICE FOR THIS ITEM. THE GRANT REQUEST IS IN THE AMOUNT OF \$50,000 PER YEAR FOR 2 YEARS. THERE IS NO COST SHARE ASSOCIATED WITH THIS GRANT.</p>				<p>THIS WILL ALLOW OUR PERSONNEL TO RECEIVE THE PEER, MENTAL/PHYSICAL HEALTH ASSISTANCE NEEDED WHEN DEALING WITH CRITICAL EVENTS AND INCIDENTS.</p>				
<p>THE POLICE DEPARTMENT IS REQUESTING APPROVAL OF THIS PACKAGE WITHOUT CONSIDERATION OF THE PENDING GRANT APPLICATION.</p>								
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION				
10 GENERAL		POLICE		100-20-05EXP 911 COMMUNICATIONS				
PACKAGES DETAILS - ACTIVE								
TITLE	9-1-1 COMMUNICATIONS CAD SUPERVISOR		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	5
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5110 SALARIES	\$44,387	\$88,774	\$88,774	\$88,774	\$88,774			\$88,774
5115 SALARIES - OVERTIME	\$1,200	\$2,400	\$2,400	\$2,400	\$2,400			\$2,400
5127 SALARIES-CERTIFICATION PAY	\$250	\$250	\$250	\$250	\$250			\$250
5145 SOCIAL SECURITY EXPENSE	\$2,842	\$5,668	\$5,668	\$5,668	\$5,668			\$5,668
5150 MEDICARE EXPENSE	\$665	\$1,326	\$1,326	\$1,326	\$1,326			\$1,326
5155 SUTA EXPENSE	\$5,382	\$10,602	\$10,602	\$10,602	\$10,602			\$10,602
5160 HEALTH INSURANCE	\$600	\$1,200	\$1,200	\$1,200	\$1,200			\$1,200
5165 DENTAL EXPENSE	\$204	\$408	\$408	\$408	\$408			\$408
5170 LIFE / ADD INSURANCE	\$24	\$47	\$47	\$47	\$47			\$47
5175 LIABILITY (TML) WORKERS COMP	\$105	\$210	\$210	\$210	\$210			\$210
5180 TMRS EXPENSE	\$6,550	\$13,065	\$13,065	\$13,065	\$13,065			\$13,065
5185 LONG TERM/SHORT TERM DISABILIT	\$87	\$174	\$174	\$174	\$174			\$174
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600	\$600			\$600
5191 HIRING COST	\$1,991	\$0	\$0	\$0	\$0			\$0
5192 PHYSICAL AND PSYCHOLOGICAL	\$230	\$0	\$0	\$0	\$0			\$0
5210 OFFICE SUPPLIES	\$75	\$75	\$75	\$75	\$75			\$75
5220 OFFICE EQUIPMENT	\$3,262	\$0	\$0	\$0	\$0			\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$50	\$50	\$50	\$50	\$50			\$50
5400 UNIFORM EXPENSE	\$103	\$103	\$103	\$103	\$103			\$103
5419 IT LICENSES	\$415	\$415	\$415	\$415	\$415			\$415
5520 TELEPHONE EXPENSE	\$230	\$230	\$230	\$230	\$230			\$230
5526 DATA NETWORK	\$342	\$456	\$456	\$456	\$456			\$456
5530 TRAVEL	\$500	\$500	\$500	\$500	\$500			\$500
5536 TRAINING/SEMINARS	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000			\$1,000
TOTAL	\$70,794	\$127,553	\$127,553	\$127,553	\$127,553			\$127,553
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.					

<p>COMPUTER-AIDED DISPATCH (CAD) FOR POLICE, FIRE, AND EMS ENABLES 9-1-1 COMMUNICATIONS TO RAPIDLY DISPATCH UNITS WITHIN SECONDS OF RECEIVING A CALL. CAD STORES CRITICAL SITUATIONAL AWARENESS INFORMATION THAT CAN BE RELAYED INSTANTLY INCLUDING INCIDENT DETAILS, AVAILABLE RESOURCES, WATER SOURCES, SCHOOL LOCATIONS, HAZARDS, ALERTS RELATED TO RESIDENTS, AND BUILDING FLOOR PLANS. RECORD MANAGEMENT SYSTEM (RMS) IS AN CAD INTEGRATION THAT SIMPLIFIES OFFICERS REPORT WRITING AND STREAMLINES THE ADMINISTRATIVE TASK FOR THE DEPARTMENT.</p> <p>THE PROSPER POLICE DEPARTMENT (PPD) 9-1-1 COMMUNICATIONS DIVISION IS SEEKING THIS SPECIALIZED POSITION TO ENHANCE THE QUALITY AND EFFICIENCY FOR CAD REQUEST AND TO SERVE AS THE LIAISON BETWEEN THE DEPARTMENTS AND THE CAD VENDOR. THE FOCUS FOR THIS ROLE WILL BE COMPUTER-AIDED DISPATCH (CAD) AND RECORD MANAGEMENT SYSTEM (RMS). THIS SUPERVISOR WILL WORK CLOSELY WITH 9-1-1 COMMUNICATIONS, PROSPER POLICE DEPARTMENT, PROSPER FIRE DEPARTMENT, PROSPER INDEPENDENT SCHOOL DISTRICT DISPATCH AND POLICE, AND THE TOWN OF PROSPER INFORMATION TECHNOLOGY TEAM.</p> <p>THIS POSITION WILL ASSIST THE INFORMATION TECHNOLOGY TEAM WITH MAINTENANCE, UPDATES, IMPLEMENTATIONS OF CAD AND RMS SOFTWARE, THE FIRST POINT OF CONTACT FOR CAD AND RMS QUESTIONS AND/OR CONCERN, INCORPORATE USER FEEDBACK INTO PROBLEM-SOLVING, AND MONITOR CAD AND RMS APPLICATIONS AND PERFORMANCE. COLLABORATE WITH PUBLIC SAFETY OFFICERS, THE INFORMATION TECHNOLOGY TEAM, AND THE CAD VENDOR TO DEVELOP AND REVIEW CAD AND RMS POLICIES, PROCEDURES, AND GUIDELINES. ADMINISTER NEW USER ACCOUNTS, CREATE AND TRAIN A TEAM TO HELP EXECUTE AND RESOLVE INTERNAL ISSUES, PROVIDE SUPPORT THROUGH BASIC TROUBLESHOOTING FOR COMPUTER-AIDED DISPATCH (CAD) AND RECORD MANAGEMENT SYSTEM (RMS), COOPERATE WITH USERS TO ENSURE APPROPRIATE USE OF THE SYSTEM, ENSURE THE USER HAS THE APPROPRIATE PERMISSION TO REPORT TO DUTY, IMPLEMENT AND VERIFY DISTRICT GRIDS FOR ACCURATE RESPONSE.</p>	<p>THE BENEFITS OF HAVING THIS SUPERVISOR WILL ALLOW IMMEDIATE OVERSIGHT AND READINESS TO 9-1-1 COMMUNICATIONS, POLICE, FIRE, RECORDS AND PISD DISPATCH AND POLICE FOR CAD AND RMS RELATED ISSUES AND CONCERN. THIS POSITION WILL PROVIDE DETAILED GUIDENCE THROUGHOUT THE DEPARTMENT, MORE ASSISTANCE AND TRAINING WITH ALL PERSONNEL WHEN IT COMES TO CAD AND RMS. THIS POSITION WILL BE THE FIRST POINT OF CONTACT, ALLOWING THE IT TEAM TO FOCUS ON OTHER ISSUES. IT WILL ALLOW THE SHIFT SUPERVISOR TO FOCUS ON WORKING THERE ASSIGNED STATIONS AND ADMINISTRATIVE DUTIES, FURTHER IMPROVE CUSTOMER SERVICE BOTH INTERNALLY AND EXTERNALLY, REDUCE HUMAN ERROR, AND COMPLETE TASK IN A TIMELY MANNER.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p>
<p>NA</p>	<p>THE CONSEQUENCES OF NOT FUNDING THIS POSITION COULD RESULT IN THE DELAY IN DISPATCH AND INITIAL RESPONSE, INCORRECT CALL TIMES, OFFENSE CODE AND STATUES. THE INABILITY TO TRACK OFFICERS AND FIREMEN WHILE ENROUTE AND PROVIDING SERVICES TO OUR CITIZENS, MISSED OR DELAYED ENTRIES OF ADDRESSES, STREETS, AND BUSINESSES, OFFICERS AND FIREMEN NOT BEING ACCOUNTED FOR, DISPATCHING OFFICERS AND FIREMEN TO THE WRONG ADDRESS, COMPLETE CAD AND RMS OUTAGE, DELAY IN TRANSFER OF CAD LICENSES IN MAJOR EVENTS, AND THE INABILITY TO PROGRESS WITH TOWN AND ITS GROWTH</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p>	<p>REVIEW COMMENTS</p>
<p>ONE 9-1-1 COMMUNICATIONS CAD SUPERVISOR EFFECTIVE APRIL 1, 2025.</p>	<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		FIRE			100-30-01EXP OPERATIONS		
PACKAGES DETAILS - ACTIVE							
TITLE	MARKET - FIRE SWORN		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$228,464	\$228,464	\$228,464	\$228,464	\$228,464		
TOTAL	\$228,464	\$228,464	\$228,464	\$228,464	\$228,464		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		FIRE			100-30-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE								
TITLE	MARKET - FD NON-SWORN		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5110 SALARIES	\$4,821	\$4,821	\$4,821	\$4,821	\$4,821	\$4,821		
TOTAL	\$4,821	\$4,821	\$4,821	\$4,821	\$4,821	\$4,821		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		FIRE			100-30-01EXP OPERATIONS		
PACKAGES DETAILS - ACTIVE							
TITLE	ONLINE PARAMEDIC SCHOOL - SCHOOL OF EMS		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5536 TRAINING/SEMINARS	\$41,250	\$0	\$0	\$0	\$0	\$0	
TOTAL	\$41,250	\$0	\$0	\$0	\$0	\$0	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THE PURPOSE OF THIS REQUEST IS TO INVEST IN THE PROFESSIONAL DEVELOPMENT OF OUR FIREFIGHTERS BY SENDING THEM TO AN ONLINE PARAMEDIC SCHOOL. BY DOING SO, WE AIM TO ENHANCE THE EMERGENCY MEDICAL RESPONSE CAPABILITIES WITHIN OUR DEPARTMENT, ULTIMATELY IMPROVING THE LEVEL OF CARE WE PROVIDE TO OUR COMMUNITY. THEY WOULD BE WORKING WHILE NOT ON EMERGENCY INCIDENTS TO ATTEND THE ONLINE CLASS AS TIME PERMITS.</p>				<p>TRAINING OUR FIREFIGHTERS AS PARAMEDICS WILL EQUIP THEM WITH ADVANCED MEDICAL SKILLS, ALLOWING FOR MORE COMPREHENSIVE AND IMMEDIATE CARE DURING EMERGENCIES. OPTING FOR ONLINE PARAMEDIC SCHOOL SIGNIFICANTLY REDUCES THE FINANCIAL BURDEN COMPARED TO IN-PERSON TRAINING. THIS INVESTMENT ENSURES COST-EFFECTIVENESS WHILE STILL ACHIEVING THE DESIRED LEVEL OF SKILL DEVELOPMENT. WITH MORE TRAINED PARAMEDICS WITHIN OUR RANKS, WE CAN BETTER RESPOND TO MEDICAL EMERGENCIES, POTENTIALLY SAVING LIVES AND MINIMIZING THE IMPACT OF CRITICAL SITUATIONS. BY OPTING FOR ONLINE PARAMEDIC SCHOOL, WE CAN MITIGATE THE NEED FOR EXPENSIVE BACKFILL, ALLOWING OUR DEPARTMENT TO MAINTAIN OPERATIONAL CONTINUITY WITHOUT INCURRING EXCESSIVE OVERTIME COSTS. ADDITIONALLY, THESE INDIVIDUALS WILL HAVE THE VALUABLE OPPORTUNITY TO WORK CLOSELY WITH OUR EMS DIVISION CHIEF AND EMS FIELD TRAINING OFFICERS, LEVERAGING THEIR EXPERTISE AND GUIDANCE TO ENHANCE THEIR PRACTICAL SKILLS. FURTHERMORE, THE ONLINE FORMAT GRANTS THEM FULL ACCESS TO THEIR SCHOOL INSTRUCTOR, ENSURING COMPREHENSIVE SUPPORT AND ASSISTANCE THROUGHOUT THEIR TRAINING.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				<p>OUR CREWS OPERATE AS A TEAM. IF NOT FUNDED, ALL NON-PARAMEDICS WILL CONTINUE TO OPERATE AT A LIMITED CAPACITY REDUCING OUR EFFECTIVENESS DURING EMERGENCY MEDICAL EMERGENCIES DUE TO EMT-BASICS ONLY BEING ALLOWED TO DO BASIC SKILLS.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		FIRE		100-30-01EXP OPERATIONS		
PACKAGES DETAILS - ACTIVE						
TITLE	ANNUAL PHYSICALS		TYPE	DISCRETIONARY - 2	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5194 FD ANNUAL PHY AND SCREENING	\$20,596	\$20,596	\$20,596	\$20,596	\$20,596	
TOTAL	\$20,596	\$20,596	\$20,596	\$20,596	\$20,596	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THE PURPOSE OF THIS REQUEST IS TO INTEGRATE BOTH CANCER AND CARDIOVASCULAR SCREENINGS INTO OUR ANNUAL SCREENING TO PROACTIVELY SAFEGUARD THE HEALTH AND WELL-BEING OF OUR FIREFIGHTERS. CURRENTLY, OUR SCREENING PROVIDES SCREENING FOR CANCER OR CARDIO BUT NOT BOTH. WE WOULD LIKE TO PROVIDE BOTH SCREENINGS ANNUALLY WHICH WOULD PRIORITIZE EARLY DETECTION AND PREVENTION. THIS INVESTMENT IN PREVENTIVE HEALTHCARE WILL NOT ONLY SAFEGUARD THE HEALTH AND SAFETY OF OUR PERSONNEL BUT ALSO CONTRIBUTE TO THE LONG-TERM SUSTAINABILITY AND EFFECTIVENESS OF OUR FIRE DEPARTMENT.</p>			<p>EARLY DETECTION SAVES LIVES. CANCER AND CARDIOVASCULAR DISEASES ARE LEADING CAUSES OF FIREFIGHTER FATALITIES. EARLY DETECTION THROUGH REGULAR SCREENINGS SIGNIFICANTLY INCREASES THE CHANCES OF SUCCESSFUL TREATMENT AND SURVIVAL. BY INCLUDING BOTH SCREENINGS IN OUR ANNUAL PLAN, WE PRIORITIZE THE EARLY DETECTION OF THESE LIFE-THREATENING CONDITIONS AMONG OUR FIREFIGHTERS, ULTIMATELY SAVING LIVES. TO DATE, THE BIENNIAL BODY SCANS WE'VE IMPLEMENTED HAVE DETECTED THYROID CANCER IN TWO OF OUR FIREFIGHTERS AT AN EARLY STAGE OVER THE PAST 3 YEARS. ONE FIREFIGHTER WHO UNDERWENT SURGERY WAS FORTUNATE ENOUGH TO AVOID CHEMOTHERAPY OR RADIATION DUE TO THE EARLY DETECTION. CONSEQUENTLY, HE COULD RESUME WORK JUST FOUR WEEKS AFTER THE SURGERY. RECENTLY, THE SECOND FIREFIGHTER WAS INFORMED FOLLOWING HIS APRIL 2024 PHYSICAL THAT CANCER HAD BEEN CONFIRMED. HE WILL UNDERGO A PROCEDURE SIMILAR TO THE ONE UNDERGONE BY OUR OTHER FIREFIGHTER, AND WE ARE OPTIMISTIC THAT HE WILL ACHIEVE SIMILAR POSITIVE OUTCOMES. WHILE INVESTING IN ADDITIONAL SCREENINGS MAY SEEM LIKE AN ADDED EXPENSE, IT'S IMPORTANT TO RECOGNIZE THAT EARLY DETECTION AND PREVENTION ARE COST-EFFECTIVE IN THE LONG RUN. DETECTING HEALTH ISSUES EARLY IMPROVES OUTCOMES AND REDUCES THE NEED FOR COSTLY TREATMENTS AND LONG-TERM CARE ASSOCIATED WITH ADVANCED STAGES OF DISEASE.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>N/A</p>			<p>FAILURE TO FUND THIS REQUEST COULD RESULT IN MISSED OPPORTUNITIES FOR EARLY DETECTION OF CANCER AND CARDIOVASCULAR ISSUES AMONG OUR FIREFIGHTERS. WITHOUT REGULAR SCREENINGS, WE RISK COMPROMISING THEIR HEALTH, SAFETY, AND OVERALL EFFECTIVENESS IN SERVING OUR COMMUNITY. INVESTING IN PREVENTIVE HEALTHCARE IS ESSENTIAL TO MAINTAINING A RESILIENT FIREFIGHTING FORCE AND MINIMIZING THE LONG-TERM COSTS ASSOCIATED WITH UNTREATED HEALTH CONDITIONS</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			
<p>N/A</p>			<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		FIRE		100-30-01EXP OPERATIONS			
PACKAGES DETAILS - ACTIVE							
TITLE	MOTOROLA END OF SERVICE LIFE MOBILE/PORTABLE RADIO REPLACEMENT (3-YEAR)	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	6
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$91,628	\$96,210	\$101,020	\$106,071	\$0		
TOTAL	\$91,628	\$96,210	\$101,020	\$106,071	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THE PURPOSE OF THIS BUDGET REQUEST IS TO ADDRESS THE LIFECYCLE SUPPORT NOTICE FROM MOTOROLA THAT THEY WILL NO LONGER SUPPORT SPECIFIC LEGACY PORTABLE AND MOBILE RADIO MODELS AFTER DECEMBER 31, 2023. THESE MOTOROLA MOBILE AND PORTABLE RADIOS ARE USED FOR PUBLIC SAFETY COMMUNICATIONS. WITH SEVERAL LEGACY RADIOS REACHING THE END OF THEIR SERVICE LIFE AND NO LONGER BEING SUPPORTED BY MOTOROLA, WE MUST TAKE PROACTIVE MEASURES TO ENSURE THE CONTINUED EFFECTIVENESS AND RELIABILITY OF OUR COMMUNICATION SYSTEMS. BY PHASING IN THE PURCHASE OF NEW RADIOS OVER THREE YEARS, WE AIM TO MITIGATE THE FINANCIAL IMPACT WHILE SWIFTLY MODERNIZING OUR EQUIPMENT TO MEET EVOLVING OPERATIONAL NEEDS. OVERALL, INVESTING IN THE PHASED REPLACEMENT OF OUR MOTOROLA RADIOS IS ESSENTIAL TO ENSURE CONTINUED SAFETY, EFFICIENCY, AND EFFECTIVENESS OF OUR FIREFIGHTING OPERATIONS.</p> <p>NOTE: 6/25/24 PER THE DIRECTION OF THE TOWN MANAGER, THIS REQUEST IS BEING SPREAD OUT OVER 4 YEARS INSTEAD OF 3 YEARS. A 5% ESCALATION HAS BEEN ADDED FOR YEARS 2-4 TO COVER ANTICIPATED COST INCREASES. SB</p>				<p>UPGRADING TO NEW MOTOROLA RADIOS WILL PROVIDE OUR DEPARTMENT ACCESS TO THE LATEST TECHNOLOGY, ENSURING MORE RELIABLE COMMUNICATION DURING EMERGENCIES. THIS INCLUDES IMPROVED COVERAGE, CLEARER AUDIO, AND ENHANCED DURABILITY TO WITHSTAND CHALLENGING ENVIRONMENTS. ADDITIONALLY, PHASED PURCHASING ALLOWS FOR BETTER BUDGET MANAGEMENT AND MINIMIZES FINANCIAL STRAIN. THE NEW RADIOS WOULD BE SUPPORTED BY MOTOROLA FOR REPAIRS AND ROUTINE MAINTENANCE.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				<p>WITHOUT ADEQUATE FUNDING FOR RADIO REPLACEMENT, WE RISK OPERATING WITH OUTDATED EQUIPMENT THAT MAY FAIL AT CRITICAL MOMENTS, JEOPARDIZING THE SAFETY OF OUR RESPONDERS AND THE PUBLIC. AS THESE IDENTIFIED LEGACY RADIOS AGE, THE FREQUENCY OF BREAKDOWNS WILL INCREASE AND THE RADIOS WILL NOT BE ELIGIBLE FOR REPAIRS OR MAINTENANCE.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		FIRE			100-30-05EXP MARSHAL		
PACKAGES DETAILS - ACTIVE							
TITLE	FIRE INSPECTOR/INVESTIGATOR		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$56,691	\$75,590	\$75,590	\$75,590	\$75,590		\$75,590
5115 SALARIES - OVERTIME	\$4,500	\$6,000	\$6,000	\$6,000	\$6,000		\$6,000
5143 CELL PHONE ALLOWANCE	\$630	\$840	\$840	\$840	\$840		\$840
5145 SOCIAL SECURITY EXPENSE	\$3,794	\$5,059	\$5,059	\$5,059	\$5,059		\$5,059
5150 MEDICARE EXPENSE	\$887	\$1,183	\$1,183	\$1,183	\$1,183		\$1,183
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162		\$162
5160 HEALTH INSURANCE	\$7,830	\$10,440	\$10,440	\$10,440	\$10,440		\$10,440
5162 HSA EXPENSE	\$900	\$1,200	\$1,200	\$1,200	\$1,200		\$1,200
5165 DENTAL EXPENSE	\$306	\$408	\$408	\$408	\$408		\$408
5170 LIFE / ADD INSURANCE	\$119	\$158	\$158	\$158	\$158		\$158
5175 LIABILITY (TML) WORKERS COMP	\$141	\$188	\$188	\$188	\$188		\$188
5180 TMRS EXPENSE	\$8,744	\$11,659	\$11,659	\$11,659	\$11,659		\$11,659
5185 LONG TERM/SHORT TERM DISABILIT	\$116	\$155	\$155	\$155	\$155		\$155
5186 WELLE-WELLNESS PROG REIMB EMPL	\$450	\$600	\$600	\$600	\$600		\$600
5194 FD ANNUAL PHY AND SCREENING	\$604	\$604	\$604	\$604	\$604		\$604
5215 AMMUNITION	\$540	\$540	\$540	\$540	\$540		\$540
5220 OFFICE EQUIPMENT	\$3,550	\$0	\$0	\$0	\$0		\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$827	\$827	\$827	\$827	\$827		\$827
5352 FUEL	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000		\$2,000
5400 UNIFORM EXPENSE	\$2,897	\$1,000	\$1,000	\$1,000	\$1,000		\$1,000
5419 IT LICENSES	\$6,725	\$4,675	\$4,675	\$4,675	\$4,675		\$4,675
5480 CONTRACT SERVICES	\$300	\$300	\$300	\$300	\$300		\$300
5526 DATA NETWORK	\$342	\$456	\$456	\$456	\$456		\$456
5530 TRAVEL	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000		\$1,000
5536 TRAINING/SEMINARS	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000		\$2,000
5620 TOOLS AND EQUIPMENT	\$850	\$400	\$400	\$400	\$400		\$400
5630 SAFETY EQUIPMENT	\$8,515	\$1,000	\$1,000	\$1,000	\$1,000		\$1,000
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$31,370	\$0	\$0	\$0	\$0		\$0
6160 CAPITAL EXPENDITURE - VEHICLES	\$56,547	\$0	\$0	\$0	\$0		\$0
TOTAL	\$202,337	\$128,444	\$128,444	\$128,444	\$128,444		\$128,444
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			

<p>THIS POSITION IS CRITICAL TO KEEP UP WITH THE INCREASED DEMAND FOR FIRE-RELATED INSPECTIONS INCLUDING ANNUAL AND CHANGE OF OCCUPANCY INSPECTIONS. THE TOWN'S GROWTH CONTINUES TO INCREASE THE DEMAND FOR ISO-MANDATED FIRE INSPECTIONS, CONSULTATIONS, AND PLAN REVIEWS ARE AT ALL-TIME HIGHS. CURRENT STAFFING WILL BE UNABLE TO KEEP UP WITH KNOWN UPCOMING PROJECTS AND ISO/STATE-REQUIRED ANNUAL INSPECTIONS WITHOUT ADDITIONAL STAFF. MULTIPLE PROJECTS HAVE STARTED AND MANY MORE ARE PROJECTED. SINCE THE APPOINTMENT OF OUR LAST INSPECTOR IN JANUARY 2019, OUR TOWN HAS EXPERIENCED SUBSTANTIAL GROWTH, MARKED BY THE ISSUANCE OF 606 CERTIFICATES OF OCCUPANCY. THIS INCLUDES 42 ALREADY IN THE FIRST QUARTER OF 2024. THESE NECESSITATE MULTIPLE INSPECTIONS DURING CONSTRUCTION PHASES, FOLLOWED BY ANNUAL INSPECTIONS AFTER. THE FMO IS ANTICIPATING ROUGHLY 1300 ADDITIONAL INSPECTION SITE VISITS TO BE ADDED FOR FY24 AND FY25 (SEE SUPPORTING ATTACHMENT OF ESTIMATE INSPECTIONS ON KNOWN PROJECTS). FOR EXAMPLE, TWO OFFICE COMPLEXES OFF PRESTON RD. WIND MILL HILL AND TOWN CENTER ALONE HAVE A TOTAL OF 25 BUILDINGS WITH APPROXIMATELY 105 SUITES. EACH SUITE WILL HAVE MULTIPLE INSPECTIONS AND ONCE OCCUPIED WILL REQUIRE ANNUAL INSPECTIONS WITH AN ADDITIONAL 25 INSPECTIONS FOR THE SHELLS OF EACH BUILDING. IN ADDITION, MULTIPLE APARTMENT BUILDINGS UNDER CONSTRUCTION AND MANY THAT RECENTLY OPENED WILL ALSO REQUIRE ONGOING INSPECTIONS BY THE FIRE MARSHALS OFFICE. THE RAPID EXPANSION OF OUR COMMUNITY HAS PLACED SIGNIFICANT DEMANDS ON OUR EXISTING FIRE INSPECTION AND INVESTIGATION CAPABILITIES. OUR CURRENT STAFFING LEVELS ARE INSUFFICIENT TO ADEQUATELY ADDRESS THE GROWING NUMBER OF INSPECTIONS REQUIRED TO ENSURE COMPLIANCE WITH FIRE SAFETY REGULATIONS, ISO, FIRE INVESTIGATIONS, AND SUSPECTED ARSON CASES.</p>	<p>A FIRE INSPECTOR/ARSON INVESTIGATOR WILL NOT ONLY ENHANCE OUR ABILITY TO CONDUCT THOROUGH AND TIMELY INSPECTIONS BUT WILL ALSO BOLSTER OUR CAPACITY TO INVESTIGATE AND PREVENT INCIDENTS OF ARSON, THEREBY SAFEGUARDING THE LIVES AND PROPERTY OF OUR RESIDENTS. THIS POSITION WILL ALSO ENSURE THAT ALL CONSTRUCTION PROJECTS MEET FIRE SAFETY STANDARDS, REDUCING THE RISK OF FIRE INCIDENTS AND ENHANCING OVERALL SAFETY FOR RESIDENTS AND BUSINESSES. THIS ADDITION WILL HELP ENSURE THAT ALL PROPERTIES WITHIN THE TOWN COMPLY WITH FIRE SAFETY REGULATIONS, REDUCING THE LIKELIHOOD OF VIOLATIONS AND ASSOCIATED RISKS. IT WILL ALSO ALLOW THE FMO TO COMPLETE NECESSARY ISO INSPECTIONS. CURRENTLY, THREE FIRE PERSONNEL ARE ON ROTATION 24/7/365, INCLUDING HOLIDAYS, DESPITE VACATIONS OR OTHER TIME OFF, IS ESSENTIAL. THIS ADDITION WILL ENABLE A FOURTH INDIVIDUAL TO JOIN THE ROTATION FOR MANDATORY CALL DUTIES, THEREBY ENHANCING OUR DEPARTMENT'S RESPONSIVENESS AND ENSURING COMPLIANCE WITH NECESSARY STAFFING REQUIREMENTS.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p> <p>THE FIRE MARSHALS OFFICE CONTRACTED BUREAU VERITAS FOR MOST NEW COMMERCIAL CONSTRUCTION INSPECTIONS (EXCEPT ANNUALS) UNTIL SEPTEMBER 2023. THIS WAS A PASSTHROUGH SERVICE SO OUR COMMERCIAL PROJECTS PAID BV DIRECT. IN FISCAL YEAR 2023, THE DEPARTMENT COLLECTED LESS THAN \$15,000 IN FEES. THIS YEAR WE EXPECT TO SEE REVENUES CLOSER TO \$175,000. WE WOULD ALSO LIKE TO REALLOCATE THE \$40,000 BUDGETED IN OUR CONTRACTED SERVICES ACCOUNT NO. 100-5480-30-05 TOWARDS THIS POSITION. IN FISCAL YEAR 2025, IF THIS POSITION IS APPROVED, WE WOULD EXPECT OVER \$200,000 IN COLLECTIONS AND THE ADDITIONAL \$40,000 IN THE CONTRACTED SERVICES ACCOUNT WOULD NOT BE NEEDED.</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p> <p>THE WORKLOAD OF THE FIRE MARSHALS OFFICE HAS BEEN EXTREME. WITH THE TOWN'S CONTINUOUS AND RAPID GROWTH, WITHOUT AN ADDITIONAL FIRE INSPECTOR/INVESTIGATOR, THE PROSPER FIRE MARSHAL'S OFFICE WILL BE UNABLE TO KEEP CURRENT WITH MANDATORY ISO AND LIFE SAFETY INSPECTIONS. THE TOWN MAY EXPERIENCE AN UPTICK IN FIRE INCIDENTS DUE TO UNDETECTED HAZARDS OR NON-COMPLIANCE WITH FIRE SAFETY REGULATIONS. THIS COULD LEAD TO PROPERTY DAMAGE, INJURIES, AND LOSS OF LIFE. INSUFFICIENT INSPECTION RESOURCES MAY LEAD TO DELAYS IN INSPECTIONS FOR DEVELOPERS AND CONSTRUCTION MANAGERS, RESULTING IN COMPLAINTS AND SETBACKS TO PROJECT TIMELINES.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p> <p>ONE FIRE INSPECTOR/INVESTIGATOR REQUESTED FOR JANUARY 2025.</p>	<p>REVIEW COMMENTS</p> <p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		DEVELOPMENT SERVICES			100-40-01EXP BUILDING INSPECTIONS		
PACKAGES DETAILS - ACTIVE							
TITLE	MARKET - DEVELOPMENT SERVICES		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$64,323	\$64,323	\$64,323	\$64,323	\$64,323		
TOTAL	\$64,323	\$64,323	\$64,323	\$64,323	\$64,323		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		PUBLIC WORKS			100-50-01EXP STREETS			
PACKAGES DETAILS - ACTIVE								
TITLE	MARKET - PUBLIC WORKS		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5110 SALARIES	\$3,043	\$3,043	\$3,043	\$3,043	\$3,043	\$3,043		
TOTAL	\$3,043	\$3,043	\$3,043	\$3,043	\$3,043	\$3,043		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES				

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		PUBLIC WORKS		100-50-01EXP STREETS		
PACKAGES DETAILS - ACTIVE						
TITLE	SIGNS AND MARKINGS TECHNICIAN (NEW PERSONNEL)		TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5110 SALARIES	\$22,145	\$44,291	\$44,291	\$44,291	\$44,291	
5115 SALARIES - OVERTIME	\$2,100	\$4,200	\$4,200	\$4,200	\$4,200	
5145 SOCIAL SECURITY EXPENSE	\$1,503	\$3,006	\$3,006	\$3,006	\$3,006	
5150 MEDICARE EXPENSE	\$352	\$703	\$703	\$703	\$703	
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	
5160 HEALTH INSURANCE	\$5,220	\$10,440	\$10,440	\$10,440	\$10,440	
5162 HSA EXPENSE	\$600	\$1,200	\$1,200	\$1,200	\$1,200	
5165 DENTAL EXPENSE	\$204	\$408	\$408	\$408	\$408	
5170 LIFE / ADD INSURANCE	\$24	\$47	\$47	\$47	\$47	
5175 LIABILITY (TML) WORKERS COMP	\$650	\$1,300	\$1,300	\$1,300	\$1,300	
5180 TMRS EXPENSE	\$3,465	\$6,929	\$6,929	\$6,929	\$6,929	
5185 LONG TERM/SHORT TERM DISABILIT	\$46	\$92	\$92	\$92	\$92	
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600	\$600	
5230 DUES, FEES, AND SUBSCRIPTIONS	\$100	\$100	\$100	\$100	\$100	
5400 UNIFORM EXPENSE	\$1,055	\$1,055	\$1,055	\$1,055	\$1,055	
5419 IT LICENSES	\$110	\$110	\$110	\$110	\$110	
5530 TRAVEL	\$500	\$500	\$500	\$500	\$500	
5536 TRAINING/SEMINARS	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	
5630 SAFETY EQUIPMENT	\$680	\$680	\$680	\$680	\$680	
TOTAL	\$40,716	\$77,323	\$77,323	\$77,323	\$77,323	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO HIRE A SIGNS AND MARKINGS TECHNICIAN FOR THE STREETS DIVISION. THIS POSITION MUST BE ABLE TO PERFORM SKILLED AND SEMI-SKILLED TASKS IN THE CONSTRUCTION, MAINTENANCE, AND REPAIR OF THE TOWNS, SIGNAGE, MARKINGS, RAISED PAVEMENT MARKERS, AND RELATED FACILITIES. THE PUBLIC WORKS ORGANIZATION REVIEW PREPARED BY CLINE ADVISORS AND CONSULTANTS, PLLC, RECOMMENDED ADDITIONAL PERSONNEL IN THE STREET DEPARTMENT, FURTHER SUPPORTED BY DNT FRONTEAGE ROAD RESPONSIBILITIES.			WITH THE NEW POSITION, ADDITIONAL TIME WILL BE SPENT ON INSTALLING STREET SIGNS & ROADWAY MARKINGS. WE WILL BE ABLE TO LAY OUT AND PAINT MARKINGS FOR INTERSECTIONS, CROSSWALKS, PARKING LOTS, AND CURBS ON A TWO-YEAR CYCLE. MAINTENANCE OF THE TOWN'S TRAFFIC SIGNALS AND SCHOOL ZONE FLASHERS WILL BE COMPLETED ON AN ANNUAL BASIS, LEADING TO FEWER FAILURES. STAFF WILL BE ABLE TO REPAIR SIGNAGE AND MARKINGS ON CONCRETE AND ASPHALT STREETS RATHER THAN OUTSOURCING. WE WILL BE ABLE TO RESPOND TO AND REPAIR DAMAGED SIGNAGE AND PAVEMENT MARKINGS SOONER, LEADING TO SAFER ROADWAYS FOR OUR RESIDENTS. REPLACING AND RE-INSTALLING TRAFFIC CONTROL DEVICES WILL NOT NEED TO BE OUTSOURCED.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A			THE STREETS DEPARTMENT (TRAFFIC) WILL HAVE TO OUTSOURCE MORE OF THE WORK IN ORDER TO COMPLETE JOBS IN A TIMELY MANNER, LEADING TO HIGHER COSTS AND DELAYS IN REPAIRS.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			
ONE SIGNS AND MARKINGS TECHNICIAN FOR STREETS/TRAFFIC IN APRIL 2024.			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		PUBLIC WORKS		100-50-01EXP STREETS		
PACKAGES DETAILS - ACTIVE						
TITLE	STREETS UTILITY WORKER	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5110 SALARIES	\$33,218	\$44,291	\$44,291	\$44,291	\$44,291	\$44,291
5115 SALARIES - OVERTIME	\$3,150	\$4,200	\$4,200	\$4,200	\$4,200	\$4,200
5145 SOCIAL SECURITY EXPENSE	\$2,255	\$3,006	\$3,006	\$3,006	\$3,006	\$3,006
5150 MEDICARE EXPENSE	\$527	\$703	\$703	\$703	\$703	\$703
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162
5160 HEALTH INSURANCE	\$7,830	\$10,440	\$10,440	\$10,440	\$10,440	\$10,440
5162 HSA EXPENSE	\$900	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
5165 DENTAL EXPENSE	\$306	\$408	\$408	\$408	\$408	\$408
5170 LIFE / ADD INSURANCE	\$35	\$47	\$47	\$47	\$47	\$47
5175 LIABILITY (TML) WORKERS COMP	\$975	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300
5180 TMRS EXPENSE	\$5,197	\$6,929	\$6,929	\$6,929	\$6,929	\$6,929
5185 LONG TERM/SHORT TERM DISABILIT	\$69	\$92	\$92	\$92	\$92	\$92
5186 WELLE-WELLNESS PROG REIMB EMPL	\$450	\$600	\$600	\$600	\$600	\$600
5400 UNIFORM EXPENSE	\$1,055	\$1,055	\$1,055	\$1,055	\$1,055	\$1,055
5419 IT LICENSES	\$110	\$110	\$110	\$110	\$110	\$110
5536 TRAINING/SEMINARS	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
5630 SAFETY EQUIPMENT	\$681	\$681	\$681	\$681	\$681	\$681
TOTAL	\$58,420	\$76,724	\$76,724	\$76,724	\$76,724	\$76,724
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?		DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
TO ADD ADDITIONAL SUPPORT TO CURRENT STREETS CREW SO WE CAN FULFILL AND COMPLETE MORE TASKS AND TO PREVENT JOBS PROLONGING AND BUILDING UP.		WOULD HAVE TWO FULL STREET CREWS AND COULD FOCUS ON PATCHING THE ROADS AND TAKING MORE PREVENTATIVE MEASURES TO ENSURE THE SAFETY OF OUR ROADWAYS, AND WOULD ALSO ASSIST IN RESPONDING TO RESIDENTS COMPLAINTS AS THEY ARISE IN A TIMELY MANNER.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?		WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A		WE WOULD HAVE ONE STREETS CREW THAT IS LIMITED TO THREE PEOPLE AND WOULD NOT BE SAFE TO SEND OUT TO DO CERTAIN JOBS. IN RETURN WOULD LIMIT THE FULL ABILITY OF CREW AND WOULD HAVE TO OUTSOURCE MORE JOBS TO CONTRACTORS. WE COULD ONLY SEND FULL CREW OF FOUR TO DO THE BIGGER JOBS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.		REVIEW COMMENTS				
ONE UTILITY WORKER BEGINNING JANUARY 2025 TO REPLACE THE STORM DRAINAGE UTILITY WORKER WHO WILL BE REASSIGNED TO DRAINAGE DUTIES, ENSURING A FULL CREW OF FOUR TO THE STREET DEPARTMENT		CONTINUE TO PROVIDE EXCELLENCE IN MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		PUBLIC WORKS			100-50-01EXP STREETS		
PACKAGES DETAILS - ACTIVE							
TITLE	ILSN REPLACEMENT (ILLUMINATED STREET NAME)		TYPE	DISCRETIONARY - 2		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5321 SIGNAL LIGHT REPAIRS	\$73,102	\$0	\$0	\$0	\$0		
TOTAL	\$73,102	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO FUND THE REPLACEMENT AND INSTALLATION OF SIXTEEN (16) ILSN (ILLUMINATED STREET NAME) SIGNS DAMAGED DURING A SEVERE WEATHER EVENT.				THE BENEFITS OF REPLACING THE MISSING ILLUMINATED STREET NAME SIGNAGE ARE ENHANCING DRIVER DIRECTIONAL AWARENESS AND IMPROVING ROAD NAVIGATION AND SAFETY. BY ILLUMINATING STREET NAMES, DRIVERS CAN EASILY IDENTIFY THEIR LOCATION, PARTICULARLY AT NIGHT OR IN LOW-VISIBILITY CONDITIONS. THIS ENHANCEMENT HELPS REDUCE DRIVER CONFUSION, PREVENTS WRONG TURNS, AND ENHANCES OVERALL TRAFFIC FLOW AND SAFETY. ADDITIONALLY, IT AIDS EMERGENCY RESPONDERS AND DELIVERY SERVICES IN LOCATING DESTINATIONS EFFICIENTLY.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				DENYING FUNDING FOR THIS REQUEST WOULD RESULT IN THE CONTINUED ABSENCE OF DIRECTIONAL SIGNAGE AT DALLAS PARKWAY/FIRST STREET, DALLAS PARKWAY/PROSPER TRAIL, AND PRESTON ROAD/FIRST STREET, BOTH DURING THE DAY AND AT NIGHT.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENCE IN MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		PUBLIC WORKS			100-50-05EXP FACILITIES MANAGEMENT		
PACKAGES DETAILS - ACTIVE							
TITLE	BUILDING MAINTENANCE SERVICES		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5320 REPAIRS AND MAINTENANCE	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	
TOTAL	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
INCREASING THE BUILDING MAINTENANCE SERVICES WILL ALLOW FOR SERVICES INCLUDING THE HVAC CONTROLS IN ADDITIONAL BUILDINGS AROUND TOWN. ALSO STONE SEALANTS AT TOWNSHALL, WINDOW CLEANING, FLOOR CLEANING, CAULKING WALL CRACKS IN TOWNSHALL.				ADDITIONAL FUNDING WILL ENSURE FACILITIES CAN PROVIDE THE NEEDED SERVICES TO THE TOWN RESIDENTS AND STAFF.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
PROVIDING THESE FUNDS WILL PREVENT PREMATURE FAILURES IN BUILDING BY MAINTAINING A MORE UP TO DATE PREVENTATIVE MAINTENANCE SCHEDULE.				THERE COULD BE A REDUCTION IN ON TIME DELIVERIES FOR WORKORDERS AND WORK REQUESTS.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
				MAINTAINING CLEAN AND SAFE TOWN AS DESCRIBED IN THE COUNCILS VISION PRIORITIES.			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		PUBLIC WORKS		100-50-05EXP FACILITIES MANAGEMENT			
PACKAGES DETAILS - ACTIVE							
TITLE	BUILDING REPAIRS	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5340 BUILDING REPAIRS	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	
TOTAL	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THE ADDITIONAL FUNDS REQUESTED WILL SUPPORT THE DAY TO DAY OPERATIONS OF THE FACILITIES MANAGEMENT DEPARTMENT. THESE FUNDS GO ITEMS LIKE ELEVATOR INSPECTIONS, TILE REPAIRS. LIGHTING REPAIRS. PLUMBING REPAIRS AND FILTER CHANGES. SPOT TREATMENTS FOR PEST CONTROL AND OTHER SIMILAR ITEMS.			MAINTENANCE ITEMS WILL NOT WAIT AS LONG TO BE COMPLETED. THESE FUNDS WILL SUPPLY THE DIVISION WITH THE NEEDED CAPITAL TO COMPLETE ALL REQUEST AND PROJECTS IN A TIMELY MANNER.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
THESE FUNDS WILL DECREASE THE LONG-TERM COSTS OF DOING BUSINESS BY PROVIDING THESE ITEMS AT THE POINT OF USE.			THE POSSABLE CONSEQUENCES OF NOT FUNDING THIS COULD BE THAT THE DEPARTMENT STRUGGLES TO MEET THE CUSTOMER DEMANDS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS				
			BY KEEPING THE TOWN FACILITIES UP TO DATE, CLEAN AND WELL LIT WE MEET THE COUNCILS VISIONING PRIORITIES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		PUBLIC WORKS			100-50-05EXP FACILITIES MANAGEMENT		
PACKAGES DETAILS - ACTIVE							
TITLE	CITYWORKS WORKORDER SYSTEM		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5419 IT LICENSES	\$41,600	\$0	\$0	\$0	\$0		
TOTAL	\$41,600	\$0	\$0	\$0	\$0		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO ADD ADDITIONAL LICENSES TO THE EXISTING CITYWORKS WORKORDER SYSTEM.				WORKORDERS CAN BE ENTERED INTO A TRACKING SYSTEM UTILIZING EXISTING SOFTWARE WITH THE CAPABILITIES NEEDED TO PROPERLY TRACK THE WORK BEING REQUESTED AND COMPLETED BY THE DEPARTMENT.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				THE DEPARTMENT WILL LACK THE ABILITY TO EFFICIENTLY TRACK THE WORK BEING REQUESTED AND COMPLETED BY THE DEPARTMENT.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		PUBLIC WORKS			100-50-05EXP FACILITIES MANAGEMENT			
PACKAGES DETAILS - ACTIVE								
TITLE	CONTRACTED SERVICES		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5480 CONTRACT SERVICES	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
TOTAL	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
INCREASE THE LINE ITEM FOR CONTRACTED SERVICE. THESE SERVICE WILL INCLUDE NEW ITEMS LIKE FLOOR POLISHING AND CLEANING. WINDOW WASHING AND STONE SEALANTS FOR TOWNHALL. AS WELL AS CONTRACTS FOR THESE ITEMS AROUND THE TOWN.				THIS INCREASE CAN FUND ADDITIONAL CONTRACTS AND SERVICES THAT ARE COMING DUE THROUGHOUT THE TOWN.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
THESE SERVICES BEING PROVIDED ON CONTRACTS WILL LOWER THE COST OF THE SERVICES BY PROVIDING THEM ON A MORE REGULAR AND PLANNED BASIS.				THESE CONTRACTED SERVICES MAY NOT BE DONE OR BE DONE AT A HIGH COST.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
				TOWN FACILITIES BEING KEPT TO A HIGH STANDARD FOR CITIZENS STAFF AND VISITORS.				

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		PUBLIC WORKS		100-50-05EXP FACILITIES MANAGEMENT		
PACKAGES DETAILS - ACTIVE						
TITLE	FACILITIES MAINTENANCE TECHNICIAN		TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5110 SALARIES AND WAGES	\$33,750	\$45,000	\$45,000	\$45,000	\$45,000	
5145 SOCIAL SECURITY EXPENSE	\$2,093	\$2,790	\$2,790	\$2,790	\$2,790	
5150 MEDICARE EXPENSE	\$489	\$653	\$653	\$653	\$653	
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	
5160 HEALTH INSURANCE	\$7,830	\$10,440	\$10,440	\$10,440	\$10,440	
5162 HSA EXPENSE	\$900	\$1,200	\$1,200	\$1,200	\$1,200	
5165 DENTAL EXPENSE	\$306	\$408	\$408	\$408	\$408	
5170 LIFE / ADD INSURANCE	\$36	\$47	\$47	\$47	\$47	
5175 LIABILITY (TML) WORKERS COMP	\$78	\$104	\$104	\$104	\$104	
5180 TMRS EXPENSE	\$4,822	\$6,429	\$6,429	\$6,429	\$6,429	
5185 LONG TERM/SHORT TERM DISABILIT	\$64	\$86	\$86	\$86	\$86	
5186 WELLE-WELLNESS PROG REIMB EMPL	\$450	\$600	\$600	\$600	\$600	
5520 TELEPHONES	\$720	\$720	\$720	\$720	\$720	
TOTAL	\$51,700	\$68,639	\$68,639	\$68,639	\$68,639	\$68,639
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
1 NEW FACILITIES MAINTENANCE TECHNICIAN. THIS POSITIONS WILL BE PREVENTATIVE MAINTENANCE TECH, RESPONSIBLE FOR CHANGING FILTER AND BELTS, WATER FILTERS, CLEANING AND SERVICING TOWN FACILITIES AS NEEDED, AS WELL AS MONITORING THE INTERNAL REQUEST FOR SERVICES AND THE WORK ORDER SYSTEM.			THE ADDITIONAL PERSONNEL WILL ENSURE PREVENTATIVE MAINTENANCE IS GETTING DONE ON TIME. THE INVOICES AND RECONCILIATIONS ARE COMPILED PROPERLY AND FINANCIAL TRACKING IS HAPPENING APPROPRIATELY. COMPLETING WORKORDERS AND REQUESTS IN A TIMELY MANNER.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
THESE PERSONNEL WILL WORK TO LOWER THE COST OF DOING BUSINESS BY PERFORMING SERVICES INHOUSE. LIKE ICE MACHINE CLEANINGS, ROOM SETUP, WINDOW WASHING, SOME CLEANING SERVICES AND PREPARATION.			FACILITIES MANAGEMENT IS A GROWING INTERNAL SERVICES DIVISION. THE SERVICES AND REQUESTS ON OUR TIME AND RESOURCES CONTINUE TO GROW. ADDING NEW BUILDINGS AND COST WILL INCREASE THE CURVE WE MUST OVERCOME FOR PROVIDING TIMELY SERVICES.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			
1 NEW FACILITIES MAINTENANCE TECHNICIAN BEGINNING JANUARY 1, 2025.			CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-01EXP PARK ADMINISTRATION		
PACKAGES DETAILS - ACTIVE							
TITLE	MARKET - COMMUNITY SERVICES		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$96,566	\$96,566	\$96,566	\$96,566	\$96,566	\$96,566	
TOTAL	\$96,566	\$96,566	\$96,566	\$96,566	\$96,566	\$96,566	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-01EXP PARK ADMINISTRATION		
PACKAGES DETAILS - ACTIVE							
TITLE	FY25 INCREASE FUNDING FOR SPECIAL EVENTS		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5601 EVENT - PROSPER CHRISTMAS	\$38,000	\$38,000	\$38,000	\$38,000	\$38,000	\$38,000	
TOTAL	\$38,000	\$38,000	\$38,000	\$38,000	\$38,000	\$38,000	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>IN 2019 THE NEW LOCATION FOR THE PROSPER CHRISTMAS FESTIVAL WAS RELOCATED TO THE TOWN HALL PARKING LOT. IN THE PAST, AS PART OF THE HIGH LEVEL SPONSORSHIP BENEFITS, THE TOWN WOULD PROVIDE A MINIMUM OF (1) COMPLIMENTARY 10X10 TENT, (1) 6' TABLE AND (2) CHAIRS. OVER THE YEARS THE NUMBER OF TENTS THE TOWN HAD TO PROVIDE FOR THIS EVENT WAS OVER 30. TOWN STAFF PUTTING THESE TENTS UP THE DAY OF THE FESTIVAL SLOWS DOWN THE SETUP PROCESS AND LEADS TO STAFF OVER EXERTING THEMSELVES TO MAKE SURE EVERYTHING IS SET UP IN TIME. WITH THE AMOUNT OF STAFF TIME AND ENERGY DEDICATED TO SOLELY GETTING TENTS PUT UP, TOWN STAFF LOOKED INTO THE POSSIBILITY OF CONTRACTING WITH A COMPANY THAT WOULD PROVIDE ENOUGH TENTS, TABLES AND CHAIRS FOR EVERYONE. LAST YEAR WAS THE FIRST YEAR THAT THE DEPARTMENT CONTRACTED THESE SERVICES OUT AND IT WAS VERY SUCCESSFUL. THE EVENT ITSELF IS MORE AESTHETICALLY PLEASING WITH THE ADDITION OF THESE SERVICES.</p> <p>ANOTHER ATTRACTION FOR THE CHRISTMAS FESTIVAL IS THE KIDS CHRISTMAS SHOPPE. THIS GIVES CHILDREN ATTENDING THE FESTIVAL AN OPPORTUNITY TO BUY VERY AFFORDABLE GIFTS FOR A FAMILY MEMBER OR FRIEND. TOWN STAFF IS TASKED WITH PRE PURCHASING THESE ITEMS. COST HAVE INCREASED OVER THE YEARS. ALSO, THE REVENUE FROM THE KIDS CHRISTMAS SHOPPE IS DONATED TO THE PARKS AND RECREATION SCHOLARSHIP FUND.</p> <p>TENT, TABLE AND CHAIR SERVICE - \$35,000 KIDS CHRISTMAS SHOPPE GIFTS - \$3,000</p>				<p>TOWN STAFF WILL NOT BE TASKED WITH TRANSPORTING, SETTING UP AND TEARING DOWN OF TENTS FOR THE SPONSORS AND VENDORS. THIS WILL ALSO HELP PREVENT ANY STAFF MEMBER FROM INJURING THEMSELVES DURING THE ENTIRE PROCESS. THE EVENT IS MORE AESTHETICALLY PLEASING WITH HAVING IDENTICAL TENTS.</p> <p>INCREASING THE AMOUNT OF EXPENSES FOR PURCHASING OF KIDS CHRISTMAS SHOPPE GIFTS WILL ALLOW STAFF TO PURCHASE MORE GIFTS AND HAVE MORE OPTIONS AVAILABLE.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			

<p>IN 2018 A REVENUE FUND WAS CREATED TO TRACK FESTIVAL SPONSORSHIP REVENUE DOLLARS. BELOW ARE THE SPONSORSHIP DOLLARS BROKEN DOWN BY YEAR. SINCE 2020, OVER \$7,500 WORTH OF SPONSORSHIP LEVELS HAVE BEEN ADDED, SPECIFICALLY THE KIDS CHRISTMAS SHOPPE AND HORSE AND CARRIAGE RIDE. IN 2022, TOWN STAFF AGREED TO RAISE THE AMOUNT OF THE TOP SPONSORSHIP LEVELS AS WELL. THIS WILL IN TURN BRING IN MORE REVENUE DOLLARS TO HELP COVER THE COST OF EXPENSES. IF THE DRONE SHOW WAS APPROVED, STAFF WOULD LOOK AT CREATING A SPONSORSHIP LEVEL TO COVER SOME OF THE EXPENSES FOR THAT.</p> <p>CHRISTMAS FESTIVAL SPONSORSHIP DOLLARS</p> <p>2018 - \$33,270 2019 - \$36,730 2020 - \$23,080 2021 - \$10,020 2022 - \$69,740 2023 - \$64,810</p>	<p>OVEREXERTING STAFF WITH MANUAL LABOR OF TRANSPORTING, SETTING UP AND BREAKING DOWN OF TENTS. EVENT NOT AESTHETICALLY PLEASING WITH MULTIPLE TENTS OF DIFFERENT COLOR AND SIZES. INABILITY TO PURCHASE ENOUGH GIFTS FOR THE KIDS CHRISTMAS SHOPPE.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p>	<p>REVIEW COMMENTS</p>
<p>N/A</p>	<p>THE DEVELOPMENT OF DOWNTOWN PROSPER AS A DESTINATION CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICE</p>

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-01EXP PARK ADMINISTRATION		
PACKAGES DETAILS - ACTIVE							
TITLE	FY 25 INCREASED FUNDING FOR CHRISTMAS DECORATIONS		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5601 EVENT - PROSPER CHRISTMAS	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	
TOTAL	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>SINCE 2018 THE TOWN CONTRACTED ITS CHRISTMAS DISPLAY SERVICES FOR THE EXTERIOR OF TOWN HALL AND THE TREES AND LIGHT POLES ALONG MAIN STREET AND BROADWAY STREET. THERE WERE TWO SPERATE CONTRACTS WITH THE SAME VENDOR, SO THE TOWN ELECTED TO TERMINATE THE CURRENT CONTRACTS AND GO OUT TO BID FOR THIS SAME SERVICE. CONTRACT 2024-15-A CHRISTMAS DISPLAY SERVICES WAS AWARDED TO THE CHRISTMAS LIGHTS COMPANY FOR THE AMOUNT OF \$52,950 AND THIS WAS APPROVED AT THE APRIL 16, 2024 TOWN COUNCIL MEETING. PER THE NEW CONTRACT 67 TREES ALONG MAIN STREET AND BROADWAY STREET WILL BE WRAPPED AND LIT THROUGHOUT THE YEAR. INSTALLATION WILL BEGIN IN MAY 2024. THE DOWNTOWN ADVISORY COMMITTEE FUNDED THE ADDITIONAL LIGHTS FOR FY 24. THIS REQUEST WILL COVER THE RECURRING EXPENSE.</p>				<p>IMPROVING THE AMOUNT OF DECORATIONS IN DOWNTOWN WILL HELP ATTRACT CUSTOMERS TO THE LOCAL BUSINESSES DURING THE HOLIDAY SEASON. THE BUSINESS THAT CHRISTMAS BRINGS SERVES AS AN ECONOMIC IMPACT. DECORATIONS IN THE DOWNTOWN AREA CAN HELP CREATE A POSITIVE FEELING FOR CUSTOMERS HELPING MAKE ESTABLISHMENTS A DESTINATION SPOT. HOLIDAY DISPLAYS CAN ALSO LEAD TO LOCAL MEDIA COVERAGE, WHICH IN TURN CAN LEAD TO MORE AWARENESS OF THE DOWNTOWN BUSINESSES AND AREA. THIS TYPE OF INVESTMENT INTO THE DOWNTOWN AREA, COULD LEAD TO THE INCLINATION OF LOCAL BUSINESSES TO DECORATE AS WELL.</p> <p>STARTING IN 2019, THE CHRISTMAS FESTIVAL WAS MOVED TO THE TOWN HALL PARKING LOT. THIS EVENT CAN BRING UPWARDS TO 6,000 PEOPLE FROM THE TOWN AND SURROUNDING CITIES. INCREASING DECORATIONS AT TOWN HALL WILL HELP CREATE A MORE FESTIVE ATMOSPHERE FOR THE EVENT. BASED ON PREVIOUS CUSTOMER SATISFACTION SURVEYS, THE EVENT ATTENDEES EXPRESSED A DESIRE TO INCREASE THE AMOUNT AND QUALITY OF THE DECORATIONS. CREATING THE RIGHT ATMOSPHERE AT TOWN HALL CAN LEAD TO A BOOST IN EMPLOYEE MORALE, DURING THE HOLIDAY SEASON. HAPPY EMPLOYEES CAN LEAD TO BETTER CUSTOMER SERVICE AND THIS WOULD LEAD TO A MORE EFFECTIVE HOLIDAY SEASON.</p> <p>BY HAVING THE TREES ALONG MAIN STREET AND BROADWAY STREET THROUGHOUT THE YEAR WILL HELP ADD TO THE AESTHETICS OF THE DOWNTOWN AREA.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>IMPROVING THE AMOUNT OF DECORATIONS IN DOWNTOWN WILL HELP ATTRACT CUSTOMERS TO THE LOCAL BUSINESSES DURING THE HOLIDAY SEASON. THE BUSINESS THAT CHRISTMAS BRINGS SERVES AS AN ECONOMIC IMPACT.</p>				<p>IF THE TOWN IS NOT ABLE TO INVEST INTO DECORATING DOWNTOWN, THE AREA WILL LOOK THE SAME AS IT HAS BEFORE, DURING THE HOLIDAY SEASON. THE RESIDENTS WHO HAVE PROVIDED FEEDBACK ON THE DECORATION OF THE DOWNTOWN AREA, WOULD BE DISAPPOINTED IN OUR LACK OF ADDRESSING THE DESIRES OF THE COMMUNITY.</p> <p>LIGHTING OF THE TREES ALONG BROADWAY STREET AND MAIN STREET WAS A SUGGESTION FROM THE DOWNTOWN ADVISORY COMMITTEE.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				THE DEVELOPMENT OF DOWNTOWN PROSPER AS A DESTINATION CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-01EXP PARK ADMINISTRATION			
PACKAGES DETAILS - ACTIVE								
TITLE	ZAPSTAND INSTALLATION & MAINTENANCE		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	7
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5310 RENTAL EXPENSE	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000		
TOTAL	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>ZAPSTANDS ARE AED DEPLOYMENT DEVICES THAT CAN BE ACCESSED BY ANYONE USING THE PARK. THEY ARE CLIMATE CONTROLLED TO PRESERVE THE AED UNIT, AND UTILIZE GPS TRACKING FOR RESPONSE AND THEFT DETERRENCE. STAFF RECOMMEND INSTALLING 2 UNITS AT FRONTIER PARK, ONE AT RAYMOND COMMUNITY PARK, AND ONE AT LAKWOOD PARK. UNITS ARE RENTED.</p> <p>TOTAL ZAPSTAND REQUEST IS FOR FOUR UNITS.</p> <p>INITIAL ONE TIME COST PER UNIT - \$2500 X 4 UNITS = \$10,000 ANNUAL MAINTENANCE COST PER UNIT - \$2500 X 4 UNITS = \$10,000</p> <p>TOTAL INITIAL REQUEST IS \$20,000 WITH \$10,000 BEING NEEDED IN SUBSEQUENT YEARS.</p>				<p>WILL ALLOW FOR SHORTER RESPONSE TIMES FOR SOMEONE REQUIRING THE USE OF AN AED WHICH CAN SAVE LIVES.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				THERE WOULD NOT BE AN AED AVAILABLE IN THE IMMEDIATE AREA.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS		
PACKAGES DETAILS - ACTIVE							
TITLE	ASSISTANT PARKS SUPERINTENDENT - RECLASS - START DATE IS OCT 1 - REMOVE VEHICLE		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$4,296	\$4,296	\$4,296	\$4,296	\$4,296	\$4,296	
5143 CELL PHONE ALLOWANCE	\$840	\$840	\$840	\$840	\$840	\$840	
5145 SOCIAL SECURITY EXPENSE	\$318	\$318	\$318	\$318	\$318	\$318	
5150 MEDICARE EXPENSE	\$74	\$74	\$74	\$74	\$74	\$74	
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162	
5160 HEALTH INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0	
5162 HSA EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	
5165 DENTAL EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	
5170 LIFE / ADD INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0	
5175 LIABILITY (TML) WORKERS COMP	\$55	\$55	\$55	\$55	\$55	\$55	
5180 TMRS EXPENSE	\$734	\$734	\$734	\$734	\$734	\$734	
5185 LONG TERM/SHORT TERM DISABILIT	\$10	\$10	\$10	\$10	\$10	\$10	
5186 WELLE-WELLNESS PROG REIMB EMPL	\$0	\$0	\$0	\$0	\$0	\$0	
5352 FUEL	\$350	\$350	\$350	\$350	\$350	\$350	
5419 IT LICENSES	\$750	\$0	\$0	\$0	\$0	\$0	
5530 TRAVEL/LODGING/MEALS EXPENSE	\$200	\$200	\$200	\$200	\$200	\$200	
TOTAL	\$7,789	\$7,039	\$7,039	\$7,039	\$7,039	\$7,039	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THIS REQUEST IS A RECLASS FOR THE CURRENT PARK SUPERVISOR. THIS POSITION WILL WORK WITH AND SUPERVISE OTHER PARK MAINTENANCE STAFF, CONTRACTORS, AND OTHER DEPARTMENT PERSONNEL TO SUPERVISE, EVALUATE, AND/OR PERFORM VARIOUS PARK MAINTENANCE TASKS. THIS POSITION WILL ALSO SUPPORT THE PARK SUPERINTENDENT AND PARKS DIRECTOR.</p>				<p>THIS POSITION IS ALIGNED BETTER WITH THE CURRENT PARK SUPERVISOR'S DAILY TASKS AND ALLOWS THIS PERSON TO FURTHER GROW IN HIS POSITION. THIS STAFF PERSON IS TENURED AND RETAINS A LOT OF INTRINSIC KNOWLEDGE THAT IS VALUABLE TO THE DEPARTMENT.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>N/A</p>				<p>NOT FUNDING THIS REQUEST WILL RESULT IN THE CURRENT SUPERVISOR REMAINING TOPPED OUT IN HIS POSITION. BY FUNDING THIS REQUEST, IT ALLOWS THIS INDIVIDUAL TO GROW IN HIS POSITION AND INCREASES THE CHANCES OF THE TOWN TO RETAIN HIM FOR A LONGER PERIOD OF TIME. NOT FUNDING THIS ALSO IMPACTS THE ABILITY TO PROVIDE SUCCESSION WITHIN THE PARK OPERATIONS DIVISION.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
<p>UNDER THE DIRECTION OF THE SUPERINTENDENT OF PARKS, THIS POSITION WILL ADMINISTER THE TOWN'S PARK MAINTENANCE CONTRACTS, SUPERVISE AND EVALUATE SUBORDINATE STAFF AND PERFORM DUTIES AS REQUIRED. THIS POSITION WILL SUPPORT THE SUPERINTENDENT OF PARKS AND HELPS WITH THE DEVELOPMENT OF SUCCESSION WITHIN THE PARK OPERATIONS DIVISION.</p>				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		COMMUNITY SERVICES		100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE							
TITLE	IRRIGATION TECHNICIAN - NEW PERSONNEL - START DATE IS APRIL 1	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	9
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$23,268	\$46,536	\$46,536	\$46,536	\$46,536		\$46,536
5143 CELL PHONE ALLOWANCE	\$360	\$720	\$720	\$720	\$720		\$720
5145 SOCIAL SECURITY EXPENSE	\$1,443	\$2,885	\$2,885	\$2,885	\$2,885		\$2,885
5150 MEDICARE EXPENSE	\$337	\$675	\$675	\$675	\$675		\$675
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162		\$162
5160 HEALTH INSURANCE	\$5,220	\$10,440	\$10,440	\$10,440	\$10,440		\$10,440
5162 HSA EXPENSE	\$600	\$1,200	\$1,200	\$1,200	\$1,200		\$1,200
5165 DENTAL EXPENSE	\$204	\$408	\$408	\$408	\$408		\$408
5170 LIFE / ADD INSURANCE	\$24	\$47	\$47	\$47	\$47		\$47
5175 LIABILITY (TML) WORKERS COMP	\$296	\$591	\$591	\$591	\$591		\$591
5180 TMRS EXPENSE	\$3,325	\$6,650	\$6,650	\$6,650	\$6,650		\$6,650
5185 LONG TERM/SHORT TERM DISABILIT	\$44	\$88	\$88	\$88	\$88		\$88
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600	\$600		\$600
5220 OFFICE EQUIPMENT	\$1,325	\$0	\$0	\$0	\$0		\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$125	\$125	\$125	\$125	\$125		\$125
5350 VEHICLE EXPENSE	\$3,500	\$0	\$0	\$0	\$0		\$0
5352 FUEL	\$350	\$350	\$350	\$350	\$350		\$350
5400 UNIFORM EXPENSE	\$350	\$350	\$350	\$350	\$350		\$350
5419 IT LICENSES	\$400	\$0	\$0	\$0	\$0		\$0
5530 TRAVEL/LODGING/MEALS EXPENSE	\$800	\$800	\$800	\$800	\$800		\$800
5536 TRAINING/SEMINARS	\$350	\$350	\$350	\$350	\$350		\$350
5630 SAFETY EQUIPMENT	\$275	\$0	\$0	\$0	\$0		\$0
6160 CAPITAL EXPENDITURE - VEHICLES	\$45,956	\$0	\$0	\$0	\$0		\$0
TOTAL	\$89,014	\$72,977	\$72,977	\$72,977	\$72,977		\$72,977
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS REQUEST IS TO ADD ONE STAFF POSITION TO PROVIDE IRRIGATION MAINTENANCE AND REPAIRS TO TOWN PARKS AND MEDIANAS FOR PROPERTY ADDED TO THE SCOPE OF WORK.				THIS POSITION WILL PROVIDE REPAIRS AND MAINTENANCE TO NEWLY ACQUIRED PROPERTIES FOR IRRIGATION. SOME OF THE NEW PROPERTIES INCLUDE: FIRST ST, RICHLAND BLVD (WEST OF COLEMAN), TEEL, PROSPER TRAIL, LEGACY, COLEMAN, MAHARD, GEE, PRAIRIE PARKWAY, AND LOVERS LANE.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
BY ENSURING NEWLY ACQUIRED PROPERTY HAS IRRIGATION INSTALLED AND PROPERLY MAINTAINED WILL PREVENT LONG-TERM ISSUES WITH THE EFFECTIVENESS OF THE IRRIGATED PROPERTY AND TURF AND LANDSCAPE MATERIAL DAMAGE AND POTENTIAL REPLACEMENT.				NOT FUNDING THIS POSITION WILL NEGLECT MEDIANAS AND PARK LANDS FROM NEEDED WATER TO MAINTAIN THE HEALTH OF THE TURF AND LANDSCAPE MATERIAL RESULTING IN DAMAGE AND POTENTIAL COST TO REPLACE MATERIALS.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
ADDITIONAL PARK ACREAGE REQUIRES ADDITIONAL PERSONNEL TO MAINTAIN TO THE EXISTING LEVEL OF SERVICE PROVIDED BY THE DEPARTMENT TO THE RESIDENTS AND BUSINESSES WITHIN THE TOWN OF PROSPER.				PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		COMMUNITY SERVICES		100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - ACTIVE							
TITLE	PARKS SUPERVISOR - NEW PERSONNEL - START DATE IS NOV 1, 2024	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	12
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$63,327	\$69,084	\$69,084	\$69,084	\$69,084		\$69,084
5143 CELL PHONE ALLOWANCE	\$770	\$840	\$840	\$840	\$840		\$840
5145 SOCIAL SECURITY EXPENSE	\$3,926	\$4,283	\$4,283	\$4,283	\$4,283		\$4,283
5150 MEDICARE EXPENSE	\$918	\$1,002	\$1,002	\$1,002	\$1,002		\$1,002
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162		\$162
5160 HEALTH INSURANCE	\$9,570	\$10,440	\$10,440	\$10,440	\$10,440		\$10,440
5162 HSA EXPENSE	\$1,100	\$1,200	\$1,200	\$1,200	\$1,200		\$1,200
5165 DENTAL EXPENSE	\$374	\$408	\$408	\$408	\$408		\$408
5170 LIFE / ADD INSURANCE	\$43	\$47	\$47	\$47	\$47		\$47
5175 LIABILITY (TML) WORKERS COMP	\$804	\$877	\$877	\$877	\$877		\$877
5180 TMRS EXPENSE	\$9,049	\$9,872	\$9,872	\$9,872	\$9,872		\$9,872
5185 LONG TERM/SHORT TERM DISABILIT	\$120	\$131	\$131	\$131	\$131		\$131
5186 WELLE-WELLNESS PROG REIMB EMPL	\$550	\$600	\$600	\$600	\$600		\$600
5220 OFFICE EQUIPMENT	\$2,277	\$0	\$0	\$0	\$0		\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$125	\$125	\$125	\$125	\$125		\$125
5350 VEHICLE EXPENSE	\$3,500	\$0	\$0	\$0	\$0		\$0
5352 FUEL	\$350	\$350	\$350	\$350	\$350		\$350
5400 UNIFORM EXPENSE	\$321	\$350	\$350	\$350	\$350		\$350
5419 IT LICENSES	\$650	\$0	\$0	\$0	\$0		\$0
5530 TRAVEL/LODGING/MEALS EXPENSE	\$850	\$850	\$850	\$850	\$850		\$850
5536 TRAINING/SEMINARS	\$350	\$350	\$350	\$350	\$350		\$350
5630 SAFETY EQUIPMENT	\$175	\$0	\$0	\$0	\$0		\$0
6160 CAPITAL EXPENDITURE - VEHICLES	\$45,956	\$0	\$0	\$0	\$0		\$0
TOTAL	\$145,267	\$100,971	\$100,971	\$100,971	\$100,971		\$100,971
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS POSITION WILL WORK WITH CONTRACTORS, AND OTHER DEPARTMENT PERSONNEL TO SUPERVISE, EVALUATE, AND/OR PERFORM VARIOUS PARK MAINTENANCE TASKS.				THIS POSITION WILL PREPARE FORMS, REPORTS, LETTERS, AND MEMOS, AS WELL AS, COORDINATE THE PROCUREMENT AND DELIVERY OF MATERIALS, EQUIPMENT, AND SUPPLIES TO ASSURE COMPLETION OF JOBS, ACTIVITIES, SPECIAL PROJECTS, AND SPECIAL EVENTS. THIS POSITION WILL PREPARE CONTRACTS, SUPERVISE AND INSPECT CONTRACT OPERATIONS, AND EVALUATE SUBORDINATE STAFF WHILE PERFORMING MAINTENANCE OPERATIONS.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				NOT FUNDING THIS REQUEST WILL RESULT IN LESSENING THE OPPORTUNITIES FOR PARK OPERATIONS STAFF TO GROW WITHIN THE DIVISION. NOT FUNDING THIS ALSO IMPACTS THE ABILITY TO PROVIDE SUCCESSION WITHIN THE PARK OPERATIONS DIVISION.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			

UNDER THE DIRECTION OF THE ASSISTANT SUPERINTENDENT OF PARKS, THIS POSITION WILL ADMINISTER THE TOWN'S PARK MAINTENANCE CONTRACTS, SUPERVISE AND EVALUATE CONTRACTORS AND SUBORDINATE STAFF AND PERFORM CLERICAL AND ADMINISTRATIVE DUTIES AS REQUIRED.

CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-03EXP RECREATION		
PACKAGES DETAILS - ACTIVE							
TITLE	FY25 INCREASE IN RECREATION PROGRAMMING & RECREATION EVENTS		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5995 RECREATION ACTIVITIES	\$34,050	\$34,050	\$34,050	\$34,050	\$34,050		
TOTAL	\$34,050	\$34,050	\$34,050	\$34,050	\$34,050		
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>TO REQUEST FUNDS FOR ADDITIONAL YOUTH, ADULT AND ACTIVE ADULT PROGRAMS, CLASSES, CAMPS AND EVENTS. SOME OF THESE PROGRAMS AND EVENTS WILL REQUIRE STAFF TO RENT OUT ADDITIONAL FACILITY SPACE FROM A LOCAL COMMUNITY PARTNER.</p> <p>ALSO, PREVIOUSLY THE P-TOWN THROWDOWN, MOVIE ON THE LAWN, MAYOR'S LUNCHEON, MAYOR'S COFFEE AND MAYOR'S FITNESS CHALLENGE WERE FUNDED FROM THE SPECIAL EVENTS BUDGET, BUT STAFF IS RECOMMENDING THAT THESE EVENTS BE FUNDED FROM THE RECREATION ACTIVITIES ACCOUNT, MOVING FORWARD. THE ONLY REVENUE GENERATING EVENT IS THE P-TOWN THROWDOWN.</p> <p>BELOW ARE THE EXPENSES FOR THOSE EVENTS.</p> <p>MAYOR'S LUNCHEON & COFFEE: EXPENSE - \$3,000 MAYOR'S FITNESS CHALLENGE: EXPENSE - \$3,100 MOVIE ON THE LAWN: EXPENSE: - \$3,500 P-TOWN THROWDOWN - EXPENSE - \$3,400</p>				<p>INCREASING SERVICE TO THE ACTIVE ADULT GROUP WILL FACILITATE PHYSICAL FITNESS, IMPROVE MENTAL HEALTH, AND INCREASE SOCIAL INTERACTION AND ENGAGEMENT. GROUP RECREATION FOR OLDER ADULTS FOSTERS COMMUNITY SPIRIT, PROVIDES A SENSE OF ATTACHMENT, POSITIVE VALUES, AND OPPORTUNITIES TO SHOW AND USE SKILLS DEVELOPED THROUGHOUT A LIFETIME.</p> <p>IN A FACT SHEET PRESENTED BY THE US TRAVEL ASSOCIATION, MAINTAINING OR INITIATING SOCIAL PARTICIPATION IN LATER LIFE HAS BEEN SHOWN TO HAVE POSITIVE BENEFITS ON THE MENTAL HEALTH OF OLDER ADULTS. THE TOWN HAS NOW OFFERED 5 DAY TRIPS TO THE ACTIVE ADULT COMMUNITY AND IS PLANNING ON CONTINUING TO OFFER THIS SERVICE (MINERAL WELLS, DALLAS, WACO, WEATHERFORD AND A FRISCO ROUGHRIDERS GAME).</p> <p>AS THE POPULATION CONTINUES TO GROW, MORE FAMILIES ARE MOVING INTO TOWN AND THE RECREATION DIVISION WILL CONTINUE TO ADD PROGRAMS THAT APPLY TO ALL LEVELS OF RECREATION.</p> <p>THE TOWN HAS OFFERED THE P-TOWN THROWDOWN FOR 3 YEARS. THIS PAST MARCH TOURNAMENT HAD OVER 30 TEAMS, THE MOST THE TOURNAMENT HAS REACHED, AND STAFF WOULD LIKE TO CONTINUE WITH THE ANNUAL TOURNAMENT, ESPECIALLY WITH THE ANTICIPATION OF RAYMOND COMMUNITY PARK OPENING IN SUMMER OF 2025.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			

MAJORITY OF INSTRUCTOR FEES WILL BE SPLIT 70/30, WITH 30% OF THE REVENUE GOING TO THE TOWN FOR SOFT COSTS AND SUPPLIES. WITH THE INCREASE IN PROGRAMMING, STAFF ANTICIPATES INSTRUCTORS' EXPENSES TO CONTINUE TO INCREASE. REVENUES HELP OFFSET THE COST OF INSTRUCTOR EXPENSES. WITH THE ANTICIPATION OF ADDITIONAL FACILITY SPACE FOR PROGRAMMING, THE DIVISION EXPECTS AN INCREASE IN REVENUE.

THE GOAL FOR THE ACTIVE ADULT DAY TRIPS IS FOR 60% OF THE EXPENSE TO BE OFFSET BY ESTIMATED REGISTRATION FEES : \$5,000 IN FUTURE YEARS, THE GOAL WILL BE 80% COST RECOVERY ON DAY TRIPS. COST RECOVERY FOR ACTIVE ADULTS IS COVERED IN THE RECREATION PRICING POLICY.

TOTAL EXPECTED PROGRAM/TOURNAMENT/REVENUE: \$24,000 - NET REVENUE - (\$550)

(EVENTS AND PORTABLE RESTROOMS EXP NOT INCLUDED)

YOUTH/ADULT RECREATION PROGRAMS: REVENUE: \$19,500 - EXPENSE: \$13,650 (70% OF REVENUE)

ACTIVE ADULT CLASSES: REVENUE: \$500 - EXPENSE - \$2,500

ADDITIONAL ACTIVE ADULT TRIP (CURRENTLY ALREADY OFFERING TWO PER YEAR): REVENUE: \$2,500 - EXPENSE - \$5,000

MAYOR'S LUNCHEON & COFFEE: EXPENSE - \$3,000

MAYOR'S FITNESS CHALLENGE: EXPENSE - \$3,000

MOVIE ON THE LAWN: EXPENSE: - \$3,500

P-TOWN THROWDOWN - REVENUE: \$1,500 - EXPENSE - \$3,400

PORTABLE RESTROOM FOR FOLSOM AND TUCKER FOR SOCCER SPARKS - EXPENSE: \$3,000 (OPERATING EXPENSE, NO REVENUE GENERATED)

A REGISTRATION CAP WILL BE PLACED ON YOUTH SUMMER CAMPS. RESIDENTS WILL BE TURNED DOWN WHEN CLASSES ARE FULL, NOT FULFILLING DESIRES TO KEEP CHILDREN IN PROSPER FOR SUMMER CAMP. PROSPER'S OLDER CITIZENS WILL REMAIN UNDERSERVED AND LACK PROGRAMS. ACTIVE ADULT TRIPS WILL NOT BE ABLE TO BE FUNDED APPROPRIATELY AND THE TOWN WILL NOT BE ABLE TO OFFER THIS SERVICE. THE TOWN WILL NO LONGER BE ABLE TO OFFER THE P-TOWN THROWDOWN AND OTHER MAYOR EVENTS.

SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
N/A	CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-05EXP LIBRARY		
PACKAGES DETAILS - ACTIVE							
TITLE	LIBRARY TECHNOLOGY EQUIPMENT		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5220 OFFICE EQUIPMENT	\$13,231	\$13,231	\$13,231	\$13,231	\$13,231	\$13,231	
TOTAL	\$13,231	\$13,231	\$13,231	\$13,231	\$13,231	\$13,231	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>2 AWE CHILDREN'S COMPUTERS= \$7,156 1 DESK PRINTER = \$475 2 STAFF TABLET COMPUTER DOCK SYSTEMS = \$5,600</p> <p>AWE CHILDREN'S COMPUTERS - THESE STATIONS ARE NOT PART OF THE VERF, ONE WAS PURCHASED IN 2014, AND TWO WERE PURCHASED IN 2019. IN TOTAL, THE THREE STATIONS HAVE ACCUMULATED OVER 17,000 HOURS OF USE.</p> <p>DESK PRINTER FOR ONE STAFF DESK FOR EFFICIENT USE OF TIME/SPACE.</p> <p>2 STAFF TABLET COMPUTER DOCK SYSTEMS FOR ADMINISTRATIVE ASSISTANT AND LIBRARY TECHNICAL SERVICES COORDINATOR TO WORK REMOTELY WHEN NEEDED.</p>				<p>THE LIBRARY CURRENTLY OWNS THREE AWE COMPUTERS. THESE COMPUTERS ARE STANDALONE UNITS WITH NO INTERNET ACCESS, BUT RATHER ARE LOADED WITH EDUCATIONAL LITERACY APPLICATIONS. AWE LEARNING'S EARLY CHILDHOOD STATIONS AND PROGRAMS INSPIRE AN ENTHUSIASM FOR LEARNING BY SUPPORTING SCHOOL READINESS AND LITERACY IN THE COMMUNITY. THEY PROVIDE LITERACY-FOCUSED DIGITAL LEARNING SOLUTIONS FOR EARLY LEARNERS THROUGH THEIR ALL-IN-ONE, DURABLE WORKSTATIONS DELIVERING AWARD WINNING MULTI-CURRICULAR CONTENT DESIGNED TO SET CHILDREN ON THE PATH FOR SUCCESS BEGINNING AT A YOUNG AGE.</p> <p>A DESK PRINTER IS NEEDED FOR A NEW STAFF WORK AREA TO PRINT WORK, KEEP CONFIDENTIAL PAPERS CLOSE AT HAND, AND BE EFFICIENT IN THEIR WORKFLOW.</p> <p>THE TECHNICAL SERVICES MANAGER AND ADMINISTRATIVE ASSISTANT NEED TO BE ABLE TO COMPLETE WORK REMOTELY SEAMLESSLY. THE ABILITY TO TAKE THE COMPUTER THEY WORK ON AT THE LIBRARY AND WORK REMOTELY WILL HELP WITH TASKS AND PROJECTS BEING COMPLETED. THE TECHNICAL SERVICES MANAGER FREQUENTLY TROUBLESHOOTS THE LIBRARY SOFTWARE OUTSIDE OF THEIR HOURS AT THE LIBRARY AND THE ADMINISTRATIVE ASSISTANT OFTEN HAS REPORTS AND DEADLINES TO MEET AND WORKING ON THE SAME COMPUTER WOULD BE MUCH MORE EFFICIENT.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>NO DIRECT REVENUE ENHANCEMENTS, BUT STAFF BEING ABLE TO WORK REMOTE IS INCREDIBLY VALUABLE FOR ACCOMPLISHING TASKS, STAYING ON TIME FOR PROJECTS, AND OFFERING SOME WORKPLACE FLEXIBILITY.</p>				<p>AWE COMPUTERS WILL BREAKDOWN EVENTUALLY, THE WARRANTIES HAVE LONG EXPIRED, AND FUNDS WILL NOT BE AVAILABLE TO REPLACE. THERE WILL BE INCREASED CRYING IN THE LIBRARY DUE TO THE FACT THE CHILDREN LOVE TO UTILIZE THE COMPUTERS. COMPUTERS ARE INCREDIBLE TEACHERS OF THE EARLY STAGES OF LITERACY, FIRST EXPOSURE TO COMPUTER USE, AND EYE-HAND COORDINATION.</p> <p>NOT HAVING A DESK PRINTER WILL MEAN THE STAFF MEMBER WILL HAVE TO LEAVE THEIR OFFICE SPACE EACH TIME THEY PRINT RESULTING IN INEFFICIENCIES AND CONFIDENTIAL MATERIALS PRINTED AT A DIFFERENT LOCATION.</p> <p>WITHOUT TABLET/DOCK SYSTEM, TWO VERY IMPORTANT AND BUSY STAFF POSITIONS ARE UNABLE TO WORK REMOTELY. THIS IS ESPECIALLY IMPORTANT WHEN DEADLINES ARE APPROACHING, SPONTANEOUS REPORTS ARE ASKED, AND TROUBLESHOOTING ISSUES THAT MAY OCCUR.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION	
10 GENERAL		COMMUNITY SERVICES		100-60-05EXP LIBRARY	
PACKAGES DETAILS - ACTIVE					
TITLE	LIBRARY PERSONNEL - .5 LIBRARY ASSISTANT	TYPE	DISCRETIONARY - 2	GOAL	GOAL
RESOURCES REQUESTED					
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
5110 SALARIES	\$20,063	\$20,063	\$20,063	\$20,063	\$20,063
5145 SOCIAL SECURITY EXPENSE	\$1,244	\$1,244	\$1,244	\$1,244	\$1,244
5150 MEDICARE EXPENSE	\$291	\$291	\$291	\$291	\$291
5155 SUTA EXPENSE	\$81	\$81	\$81	\$81	\$81
5160 HEALTH INSURANCE	\$870	\$870	\$870	\$870	\$870
5162 HSA EXPENSE	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
5165 DENTAL EXPENSE	\$34	\$34	\$34	\$34	\$34
5170 LIFE / ADD INSURANCE	\$47	\$47	\$47	\$47	\$47
5175 LIABILITY (TML) WORKERS COMP	\$46	\$46	\$46	\$46	\$46
5180 TMRS EXPENSE	\$5,734	\$5,734	\$5,734	\$5,734	\$5,734
5185 LONG TERM/SHORT TERM DISABILIT	\$76	\$76	\$76	\$76	\$76
5186 WELLE-WELLNESS PROG REIMB EMPL	\$600	\$600	\$600	\$600	\$600
TOTAL	\$30,286	\$30,286	\$30,286	\$30,286	\$30,286
COMMENTS					
WHAT IS THE PURPOSE OF THIS REQUEST?		DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			

<p>TRANSITION A PART-TIME LIBRARY CLERK TO A FULL-TIME LIBRARY ASSISTANT TO CONTINUE LONG TERM GOALS OF INCREASING FULL TIME STAFF AND ASSIST WITH INCREASED WORKLOAD. (CLERK AND ASSISTANT TITLES ONLY SIGNIFY DIFFERENCE IN NUMBER OF HOURS WORKED, NOT JOB DUTIES).</p> <p>LIBRARY ASSISTANTS PLAY AN IMPORTANT ROLE IN THE DAY-TO-DAY FUNCTION OF THE LIBRARY. LIBRARY ASSISTANTS CHECK ITEMS IN AND OUT, SHELF ITEMS, CREATE MEMBERSHIPS, EXPLAIN THE RESOURCES OUR LIBRARY OFFERS, HANDLE PHONE CALLS AND EMAIL INQUIRIES, EXPLAIN PROGRAMS, POLICIES, PROTOCOLS, AND OVERALL OPPORTUNITIES THE LIBRARY HAS, ASSIST WITH COMPUTER AND CATALOG INQUIRIES, AND PAYMENT PROCESSING. THE LIBRARY ASSISTANTS ARE OFTENTIMES THE FIRST LIBRARY STAFF (AND TOWN STAFF) A VISITOR COMES INTO CONTACT WITH.</p> <p>(IF/WHEN ANY STAFF WERE TO LEAVE IN FY24, THAT POSITION WOULD BE HELD IF THIS BUDGET REQUEST WERE ADDED, AND THE PART-TIME POSITION WOULD BECOME A FULL-TIME POSITION.)</p> <p>STAFFING GOALS FOR THE LIBRARY FOCUS ON EXCELLENCE IN SERVICE, SAFE ENVIRONMENT, EFFICIENCY IN WORKSPACE AND TASKS, AND SUCCESSFUL ACCREDITATION. LIBRARY STAFF ARE EXPECTED TO EXCEED EXPECTATIONS IN CUSTOMER SERVICE, LIBRARY PROCEDURES/COMPETENCIES, PROGRAMMING FOR DIVERSE GROUPS, AND OFFER A SAFE ENVIRONMENT FOR ALL AGES. TEXAS STATE LIBRARY ARCHIVES COMMISSION, OUR ACCREDITATION AGENCY, SETS RULES AND REGULATIONS AS TO POPULATION NUMBERS SERVED COINCIDING WITH HOURS OPEN TO PUBLIC, COLLECTION SIZE, PROGRAMMING OPPORTUNITIES, AND MAINTENANCE OF EFFORT FUNDING. THESE IMPACT STAFFING NEEDS TO SUCCESSFULLY MEET ACCREDITATION REQUIREMENTS.</p> <p>THE LIBRARY SHOULD BE STAFFED WITH NO FEWER THAN FOUR STAFF MEMBERS WHEN OPEN TO THE PUBLIC AND, IF A PROGRAM IS BEING OFFERED, THE STAFF INVOLVED ARE NOT COUNTED IN THE MINIMUM DUE TO THEIR FOCUS. MULTI-FLOOR FACILITIES REQUIRE COVERAGE ON ALL PUBLIC ACCESSIBLE FLOORS.</p>	<p>TRANSITIONING AWAY FROM A MAJORITY OF PART-TIME STAFF TO ADDITIONAL FULL-TIME STAFF WILL ASSIST WITH OUR LONG-TERM GOALS FOR STAFFING HOURS AND WORKLOAD. FULL TIME STAFF SCHEDULES ARE EFFICIENT AND EFFECTIVE WAYS OF COVERING ALL BUSINESS HOURS OF THE LIBRARY.</p> <p>INCREASED STAFF TO PATRON RATIO.</p> <p>INCREASED ABILITY TO ASSIST PATRONS, ESPECIALLY OUR YOUNGER AND OLDER POPULATION WHICH TEND TO REQUIRE MORE ONE-ON-ONE ASSISTANCE.</p> <p>IMPROVE AND INCREASE LIBRARY PROGRAMS, EVENTS, AND COMMUNITY ENGAGEMENT OPPORTUNITIES SUCH AS READER'S ADVISORY, BEGIN A PODCAST AND OFFER MORE PROGRAM COLLABORATIONS WITH LOCAL BUSINESSES. LIBRARY OPERATING HOURS COVERED ADEQUATELY, WITH THE POSSIBILITY OF INCREASED OPERATING HOURS AS ACCREDITATION POPULATION RULES REQUIRE.</p> <p>MUCH NEEDED COVERAGE WHEN OTHER STAFF ARE OUT FOR VACATION TIME OR SICK TIME.</p> <p>AS WE CONTINUE TO GROW IN POPULATION, SO DOES THE LIBRARY MEMBERSHIP AND USAGE BY NON-MEMBERS. STAFF IS NEEDED TO ASSIST WITH PATRONS AND PUBLIC.</p> <p>THERE IS A ROBUST "WISH LIST" OF OPPORTUNITIES THE LIBRARY WOULD BE ABLE TO BEGIN WITH MORE STAFF.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p> <p>NONE AS COMMUNITY SATISFACTION WITH LIBRARY AND ITS STAFF DOES NOT BRING REVENUE AS PATRON/GUEST EXPERIENCES DO NOT HAVE A MONETARY VALUE. INCREASED STAFF SHOULD HAVE A POSITIVE OUTCOME WITH LESS TURNOVER WHICH DOES EFFECT BUDGET NEGATIVELY.</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p> <p>THE LIBRARY BECOMES SHORT STAFFED EASILY AND QUICKLY IF JUST ONE PERSON IS OUT SICK OR ON LEAVE. WITHOUT BENEFITS AND FULL-TIME STATUS, THERE HAS BEEN SOME TURNOVER THAT MAY HAVE BEEN AVOIDED AND THE STAFF MIGHT HAVE RETAINED EMPLOYMENT WITH THE LIBRARY AND TOWN. THE LIBRARY CONTINUES TO GROW IN ITS PHYSICAL COLLECTION, PROGRAMMING, AND IN USE, WHICH OVER TIME MAY CREATE BURNOUT AND EXHAUSTION WITH STAFF AT CURRENT FTE. GROWTH OF THE STAFF SHOULD REFLECT THE GROWTH OF THE LIBRARY'S USE, DEMAND, OFFERINGS, AND THE COMMUNITY IT SERVES.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p> <p>THIS IS NOT A NEW POSITION, BUT RATHER INCREASING A PART-TIME POSITION TO A FULL-TIME POSITION.</p>	<p>REVIEW COMMENTS</p> <p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		ENGINEERING			100-98-01EXP ENGINEERING		
PACKAGES DETAILS - ACTIVE							
TITLE	MARKET - ENGINEERING		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$6,156	\$6,156	\$6,156	\$6,156	\$6,156	\$6,156	
TOTAL	\$6,156	\$6,156	\$6,156	\$6,156	\$6,156	\$6,156	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO ENSURE THAT ALL EMPLOYEES ARE PAID A MINIMUM COMPARABLE RATE FOR THEIR POSITION WITHIN THE TOWN AND TO BECOME COMPETITIVE WITH OTHER MUNICIPALITIES FOR RETENTION AND RECRUITMENT PURPOSES.				INCREASED EMPLOYEE MORALE, WHICH DIRECTLY AFFECTS TOWN RESIDENTS THROUGH PRODUCTIVITY. ALSO, MAINTAINING EXTERNAL MARKET COMPETITIVENESS IS CRUCIAL IN THE RECRUITMENT OF QUALIFIED CANDIDATES AND RETENTION OF CURRENT EMPLOYEES.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				INABILITY TO MAINTAIN A QUALITY WORKFORCE, POOR EMPLOYEE MORALE, AND LACK OF MARKET COMPETITIVENESS WHICH WILL RESULT IN INCREASED TURNOVER DUE TO LACK OF RETENTION INCENTIVES.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
N/A				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		ENGINEERING		100-98-01EXP ENGINEERING		
PACKAGES DETAILS - ACTIVE						
TITLE	SENIOR TRAFFIC ENGINEER (NEW PERSONNEL)		TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5110 SALARIES	\$91,989	\$122,652	\$122,652	\$122,652	\$122,652	\$122,652
5143 CELL PHONE ALLOWANCE	\$630	\$840	\$840	\$840	\$840	\$840
5145 SOCIAL SECURITY EXPENSE	\$5,703	\$7,604	\$7,604	\$7,604	\$7,604	\$7,604
5150 MEDICARE EXPENSE	\$1,334	\$1,778	\$1,778	\$1,778	\$1,778	\$1,778
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162
5160 HEALTH INSURANCE	\$7,830	\$10,440	\$10,440	\$10,440	\$10,440	\$10,440
5162 HSA EXPENSE	\$900	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
5165 DENTAL EXPENSE	\$306	\$408	\$408	\$408	\$408	\$408
5170 LIFE / ADD INSURANCE	\$36	\$47	\$47	\$47	\$47	\$47
5175 LIABILITY (TML) WORKERS COMP	\$212	\$282	\$282	\$282	\$282	\$282
5180 TMRS EXPENSE	\$13,145	\$17,527	\$17,527	\$17,527	\$17,527	\$17,527
5185 LONG TERM/SHORT TERM DISABILIT	\$175	\$233	\$233	\$233	\$233	\$233
5186 WELLE-WELLNESS PROG REIMB EMPL	\$450	\$600	\$600	\$600	\$600	\$600
5210 OFFICE SUPPLIES	\$500	\$500	\$500	\$500	\$500	\$500
5220 OFFICE EQUIPMENT	\$17,050	\$0	\$0	\$0	\$0	\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$500	\$500	\$500	\$500	\$500	\$500
5400 UNIFORM EXPENSE	\$250	\$250	\$250	\$250	\$250	\$250
5410 PROFESSIONAL SERVICES	(\$25,000)	(\$25,000)	(\$25,000)	(\$25,000)	(\$25,000)	(\$25,000)
5419 IT LICENSES	\$3,750	\$0	\$0	\$0	\$0	\$0
5526 DATA NETWORK	\$342	\$456	\$456	\$456	\$456	\$456
5530 TRAVEL	\$500	\$500	\$500	\$500	\$500	\$500
5533 MILEAGE EXPENSE	\$100	\$100	\$100	\$100	\$100	\$100
5536 TRAINING/SEMINARS	\$600	\$600	\$600	\$600	\$600	\$600
5600 SPECIAL EVENTS	\$100	\$100	\$100	\$100	\$100	\$100
5630 SAFETY EQUIPMENT	\$150	\$150	\$150	\$150	\$150	\$150
TOTAL	\$121,714	\$141,929	\$141,929	\$141,929	\$141,929	\$141,929
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
DUE TO THE EXPONENTIAL GROWTH IN THE TRAFFIC VOLUMES, MULTIPLE TOWN TRAFFIC SIGNALS AND INCREASE IN OTHER TRAFFIC RELATED ISSUES FROM THE INCREASED GROWTH, THE REQUEST IS TO HIRE A SENIOR TRAFFIC ENGINEER.			THE SENIOR TRAFFIC ENGINEER WILL BE THE TOWN'S FIRST TRAFFIC ENGINEER. THEY WILL BE RESPONSIBLE FOR ESTABLISHING POLICIES AND PROCEDURES FOR TRAFFIC SIGNAL TIMING, TRAFFIC IMPACT ANALYSIS REVIEWS, TRAFFIC CALMING STUDIES AND ALL OTHER TRAFFIC RELATED IMPROVEMENTS.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
THE TOWN CURRENTLY CONTRACTS ANNUALLY WITH AN ON-CALL THIRD-PARTY TRAFFIC ENGINEER CONSULTANT TO PERFORM THESE DUTIES. BRINGING THIS SERVICE IN HOUSE WOULD REDUCE THE PROFESSIONAL SERVICES LINE ITEM BY \$25,000, WHICH IS THE CURRENT RECURRING ANNUAL ON-CALL CONTRACT FOR PROFESSIONAL SERVICES THE SENIOR TRAFFIC ENGINEER WOULD BE ABLE TO PERFORM IN-HOUSE.			THE TOWN WILL NOT BE ABLE TO BE PROVIDE AN INCREASED LEVEL OF SERVICE ON TRAFFIC RELATED CONCERN AND WILL HAVE TO RELY ON THIRD-PARTY TRAFFIC ENGINEER CONSULTANT(S) AT AN INCREASED COST AS THE TOWN CONTINUES TO RECEIVE MORE AND MORE TRAFFIC RELATED ISSUES AND CONCERN.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			

ONE SENIOR TRAFFIC ENGINEER IN JANUARY 2025.

CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		ADMINISTRATION		100-10-99EXP NON-DEPARTMENTAL		
PACKAGES DETAILS - ACTIVE						
TITLE	FY25 CONTINGENCY		TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
7000 CONTINGENCY	\$364,000	\$364,000	\$364,000	\$364,000	\$364,000	
TOTAL	\$364,000	\$364,000	\$364,000	\$364,000	\$364,000	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?			DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>GRANT - FLOCK SAFETY PROGRAM EXPANSION: (2) DRONES AS FIRST RESPONDER (BASED AT THE PD); \$150,000 16 NEW FLOCK CAMERAS: \$48,000</p> <p>DEPARTMENTAL COMPREHENSIVE STRATEGIC PLAN (GRANT): \$80,000</p> <p>FIREWALL ZTNA MODULE ADDITION (GRANT): \$26,698</p> <p>CONSULTANT FEES: \$50,000</p> <p>MARKETING - ADS, PRINT PROMO, PROMO GIVEAWAYS: \$19,945</p> <p>COMPLETE THE MEDIAN STAMPED CONCRETE REDESIGN: \$45,000</p> <p>CONTRACT FUNDING FOR RAYMOND/LAKWOOD: \$55,000</p> <p>CONTRACT MAINT FUNDING FOR NEW MEDIAN: \$192,240</p> <p>MEDIAN PLANTS REPLACEMENT: \$50,000</p> <p>TOPDRESSING FOR NEW SPORTS FIELDS/ RYE SEED: \$65,000</p>						
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?			WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>FY 2025 MVCPA TASKFORCE GRANT PROGRAM: \$198,000; 80/20 COST SHARE, POTENTIAL REVENUE \$286,400 (INCLUDES EXISTING \$160,000 NON-DISCRETIONARY PACKAGE FOR CURRENT CONTRACT)</p> <p>IT COMPREHENSIVE STRATEGIC PLAN STATE & LOCAL CYBER SECURITY GRANT PROGRAM (SLCGP): \$80,000; 90/10 COST SHARE, POTENTIAL REVENUE \$72,000.</p> <p>IT ZTNA STATE & LOCAL CYBER SECURITY GRANT PROGRAM (SLCGP): \$26,698; 90/10 COST SHARE, POTENTIAL REVENUE \$24,028</p>						
SUMMARIZE NEW POSITIONS IN THIS REQUEST.			REVIEW COMMENTS			
N/A						



DISCRETIONARY PACKAGES - UNFUNDED DUE TO BUDGET CONSTRAINTS



TOWN OF PROSPER
FY 2024-2025
DISCRETIONARY PACKAGES - NOT FUNDED
GENERAL FUND

#	DIV/DEPT	DEPT RANK	DISCRETIONARY PACKAGE TITLE	FTEs	NET ONE-TIME	NET ONGOING	TOTAL COSTS	REVENUE	TOTAL NET COSTS
	HR	2	H.R. GENERALIST	1.00	39,171	53,569	92,740	-	92,740
	IT	1	SYSTEMS ADMINISTRATOR (NEW PERSONNEL)	1.00	15,880	64,035	79,915	-	79,915
	COMMUNICATIONS & COMMUNITY ENGAGEMENT	2	COMMUNITY ENGAGEMENT SPECIALIST-NEW PERSONNEL-FUTURE YEAR FROM FY25	1.00	15,535	66,882	82,417	-	82,417
	COMMUNICATIONS & COMMUNITY ENGAGEMENT	3	COMMUNICATIONS SPEC-VIDEO-NEW PERSONNEL-STARTS APRIL 1	1.00	15,535	38,676	54,211	-	54,211
	POLICE OPERATIONS	2	CORPORAL-TRAINING	1.00	37,840	150,153	187,993	-	187,993
	POLICE OPERATIONS	12	STORAGE UNITS-SRT VEHICLES		23,225	-	23,225	-	23,225
	POLICE OPERATIONS	13	MRAP MODIFICATIONS		43,093	-	43,093	-	43,093
	CODE COMPLIANCE	1	HEALTH INSPECTOR	1.00	42,400	94,576	136,976	-	136,976
	FACILITIES	0	ADMINISTRATIVE ASSISTANT FACILITIES		-	55,612	55,612	-	55,612
	PARK ADMINISTRATION	6	PARKS AND RECREATION VEHICLE		60,000	1,100	61,100	-	61,100
	PARK OPERATIONS	11	CHEMICAL TECHNICIAN - NEW PERSONNEL - START DATE IS APRIL 1	1.00	51,456	37,558	89,014	-	89,014
	PARK OPERATIONS	15	ROBOT MOWERS		94,350	650	95,000	-	95,000
	PARK OPERATIONS	16	ROBOT PAINTER		1,700	16,000	17,700	-	17,700
	PARK OPERATIONS	17	GAZEBO ROOF		12,000	-	12,000	-	12,000
	RECREATION	1	SPECIAL EVENTS COORD. - NEW PERSONNEL - START DATE IS APRIL 1	1.00	-	55,964	55,964		55,964
	RECREATION	4	RECREATION ATTENDANT - RECLASS SEASONAL TO PT - STARTS OCT 1		150	22,017	22,167	-	22,167
	LIBRARY	1	LIBRARY PERSONNEL - LIBRARY MANAGER	1.00	34,300	102,316	136,616		136,616
			TOTAL NOT FUNDED	9.00	486,635	759,108	1,245,743	-	1,245,743

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		ADMINISTRATION		100-10-04EXP HUMAN RESOURCES		
PACKAGES DETAILS - CUT						
TITLE	H.R. GENERALIST (FUTURE YEAR FROM FY25)	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5110 SALARIES	\$34,538	\$71,150	\$73,284	\$75,482		\$77,746
5145 SOCIAL SECURITY EXPENSE	\$2,141	\$4,283	\$4,283	\$4,283		\$4,283
5150 MEDICARE EXPENSE	\$501	\$1,002	\$1,002	\$1,002		\$1,002
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162		\$162
5160 HEALTH INSURANCE	\$5,220	\$10,440	\$10,440	\$10,440		\$10,440
5162 HSA EXPENSE	\$600	\$1,200	\$1,200	\$1,200		\$1,200
5165 DENTAL EXPENSE	\$204	\$408	\$408	\$408		\$408
5170 LIFE / ADD INSURANCE	\$24	\$38	\$38	\$38		\$38
5175 LIABILITY (TML) WORKERS COMP	\$48	\$109	\$109	\$109		\$109
5180 TMRS EXPENSE	\$4,935	\$9,871	\$9,871	\$9,871		\$9,871
5185 LONG TERM/SHORT TERM DISABILIT	\$66	\$131	\$131	\$131		\$131
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600		\$600
5191 HIRING COST	\$100	\$0	\$0	\$0		\$0
5220 OFFICE EQUIPMENT	\$35,000	\$0	\$0	\$0		\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$600	\$600	\$600	\$600		\$600
5280 PRINTING AND REPRODUCTION	\$100	\$100	\$100	\$100		\$100
5400 UNIFORM EXPENSE	\$100	\$100	\$100	\$100		\$100
5418 IT FEES	\$4,071	\$0	\$0	\$0		\$0
5419 IT LICENSES	\$1,550	\$1,550	\$1,550	\$1,550		\$1,550
5530 TRAVEL	\$350	\$350	\$350	\$350		\$350
5533 MILEAGE EXPENSE	\$130	\$130	\$130	\$130		\$130
5536 TRAINING/SEMINARS	\$2,000	\$2,000	\$2,000	\$2,000		\$2,000
TOTAL	\$92,740	\$104,224	\$106,358	\$108,556		\$110,820
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?		DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
THE NEED ARISES FROM VARIOUS FACTORS, INCLUDING THE EXPANSION OF OUR TOWN STAFF AND THE IMPERATIVE TO ENHANCE EMPLOYEE EXPERIENCE. THE INTRODUCTION OF A NEW HR GENERALIST WILL NOT ONLY BRING FRESH PERSPECTIVES BUT ALSO INNOVATIVE STRATEGIES TO STREAMLINE HR PROCESSES AND PROCEDURES AND FILL THE VOID FOR RISK MANAGEMENT FUNCTIONS. OUR AIM IS TO INTEGRATE A DEDICATED HR PROFESSIONAL WHO CAN ASSIST US IN ENSURING COMPLIANCE AND MITIGATING LEGAL AND FINANCIAL RISKS FOR THE TOWN. ADDITIONALLY, A NEW HR GENERALIST WILL ASSUME A PIVOTAL ROLE IN CULTIVATING A POSITIVE WORKPLACE CULTURE BY IMPLEMENTING INITIATIVES THAT CHAMPION DIVERSITY, EQUITY, AND INCLUSION. ULTIMATELY, THE INCLUSION OF A NEW HR GENERALIST IS CRUCIAL FOR FOSTERING ORGANIZATIONAL GROWTH, ENSURING COMPLIANCE, AND NURTURING A THRIVING WORKPLACE ENVIRONMENT.		THIS REQUEST PROMISES A MULTITUDE OF BENEFITS FOR OUR ORGANIZATION. THEIR ARRIVAL NOT ONLY BRINGS FRESH PERSPECTIVES AND INNOVATIVE STRATEGIES BUT ALSO OFFERS ADDITIONAL SUPPORT TO AN ALREADY OVERWORKED STAFF. WITH THEIR EXPERTISE AND ASSISTANCE, THE BURDEN ON EXISTING HR PERSONNEL WILL BE ALLEVIATED, ENABLING THEM TO FOCUS ON THEIR CORE RESPONSIBILITIES MORE EFFECTIVELY. THIS ADDITION OF NEW TALENT WILL INVIGORATE THE HR TEAM, CREATING A LIVELY ATMOSPHERE THAT PROMOTES PRODUCTIVITY AND DEVELOPMENT. FURTHERMORE, THE PRESENCE OF AN ADDITIONAL DEDICATED HR PROFESSIONAL WILL GUARANTEE OUR ADHERENCE TO PERTINENT REGULATIONS, THUS REDUCING LEGAL AND FINANCIAL LIABILITIES.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?		WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				

N/A	WITHOUT FUNDING THIS REQUEST, THE ORGANIZATION MAY MISS OUT ON THE OPPORTUNITY TO LEVERAGE FRESH PERSPECTIVES AND INNOVATIVE STRATEGIES, LEADING TO STAGNATION AND INEFFICIENCY. ADDITIONALLY, THE BURDEN ON EXISTING OVERWORKED STAFF MAY PERSIST, RESULTING IN DECREASED MORALE AND PRODUCTIVITY. FURTHERMORE, THE LACK OF AN ADDITIONAL DEDICATED HR PROFESSIONAL COULD EXPOSE THE ORGANIZATION TO HEIGHTENED LEGAL AND FINANCIAL LIABILITIES DUE TO POTENTIAL COMPLIANCE ISSUES.
SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
ONE FTE TO START APRIL 1, 2025	ACCELERATION OF INFRASTRUCTURE: UTILIZE ALL AVAILABLE FINANCIAL METHODS

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		ADMINISTRATION		100-10-05EXP INFORMATION TECHNOLOGY			
PACKAGES DETAILS - CUT							
TITLE	SYSTEMS ADMINISTRATOR (NEW PERSONNEL) - FUTURE YEAR FROM FY25	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	1
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$41,216	\$82,432	\$82,432	\$82,432	\$82,432		\$82,432
5143 CELL PHONE ALLOWANCE	\$570	\$1,140	\$1,140	\$1,140	\$1,140		\$1,140
5145 SOCIAL SECURITY EXPENSE	\$2,555	\$5,111	\$5,111	\$5,111	\$5,111		\$5,111
5150 MEDICARE EXPENSE	\$598	\$1,195	\$1,195	\$1,195	\$1,195		\$1,195
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162		\$162
5160 HEALTH INSURANCE	\$5,220	\$10,440	\$10,440	\$10,440	\$10,440		\$10,440
5162 HSA EXPENSE	\$600	\$1,200	\$1,200	\$1,200	\$1,200		\$1,200
5165 DENTAL EXPENSE	\$204	\$408	\$408	\$408	\$408		\$408
5170 LIFE / ADD INSURANCE	\$24	\$38	\$38	\$38	\$38		\$38
5175 LIABILITY (TML) WORKERS COMP	\$58	\$115	\$115	\$115	\$115		\$115
5180 TMRS EXPENSE	\$5,890	\$11,780	\$11,780	\$11,780	\$11,780		\$11,780
5185 LONG TERM/SHORT TERM DISABILIT	\$78	\$157	\$157	\$157	\$157		\$157
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600	\$600		\$600
5210 OFFICE SUPPLIES	\$200	\$200	\$200	\$200	\$200		\$200
5220 OFFICE EQUIPMENT	\$15,880	\$0	\$0	\$0	\$0		\$0
5290 OTHER CHARGES AND SERVICES	\$150	\$150	\$150	\$150	\$150		\$150
5400 UNIFORM EXPENSE	\$200	\$200	\$200	\$200	\$200		\$200
5419 IT LICENSES	\$2,330	\$1,685	\$1,685	\$1,685	\$1,685		\$1,685
5526 DATA NETWORK	\$480	\$480	\$480	\$480	\$480		\$480
5530 TRAVEL	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000		\$2,000
5533 MILEAGE EXPENSE	\$200	\$200	\$200	\$200	\$200		\$200
5536 TRAINING/SEMINARS	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000		\$1,000
TOTAL	\$79,915	\$120,693	\$120,693	\$120,693	\$120,693		\$120,765
COMMENTS							

WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.
<p>THIS REQUEST IS FOR A DEDICATED SYSTEMS ADMINISTRATOR POSITION. THIS POSITION HELPS ENSURE THE EFFICIENT AND SECURE OPERATION OF TOWN I.T. INFRASTRUCTURE, BOTH ON-PREMISE AND CLOUD. THE POSITION WILL BE RESPONSIBLE FOR MANAGING SERVERS, NETWORKS, DATABASES, AND OTHER CRITICAL TECHNOLOGY SYSTEMS. THE POSITION'S PRIMARY PURPOSE IS TO MAINTAIN AND OPTIMIZE THESE SYSTEMS, ENSURING THEY RUN SMOOTHLY, RELIABLY, AND SECURELY TO SUPPORT VARIOUS DEPARTMENTS' FUNCTIONS AND SERVICES.</p>	<p>IN ADDITION TO TECHNICAL MAINTENANCE, SYSTEMS ADMINISTRATORS PLAY A VITAL ROLE IN I.T. SUPPORT FOR STAFF AND STAKEHOLDERS. THEY ADDRESS USER ISSUES, PROVIDE ASSISTANCE WITH SOFTWARE INSTALLATIONS, AND ENSURE THAT EMPLOYEES HAVE ACCESS TO THE NECESSARY RESOURCES TO PERFORM THEIR ROLES EFFECTIVELY. MOREOVER, SYSTEMS ADMINISTRATORS ARE INSTRUMENTAL IN IMPLEMENTING AND MONITORING CYBERSECURITY MEASURES, PROTECTING SENSITIVE DATA, AND SAFEGUARDING THE TOWN'S DIGITAL ASSETS AGAINST POTENTIAL CYBER THREATS. A SYSTEMS ADMINISTRATOR ENSURES THE CONTINUOUS AND SECURE FUNCTIONING OF I.T. INFRASTRUCTURE, ENABLING EFFICIENT SERVICE DELIVERY AND SMOOTH OPERATIONS ACROSS ALL DEPARTMENTS.</p> <p>ADDITIONALLY, THIS POSITION WILL FREE UP THE I.T. MANAGER TO ASSIST THE DIRECTOR WITH MORE ADMINISTRATIVE, MANAGEMENT, AND STRATEGIC WORK FOR BOTH THE DEPARTMENT, AND THE TOWN AS A WHOLE. CURRENTLY, THE MANAGER POSITION IS ESSENTIALLY FILLING TWO ROLES, AS A DEPARTMENT MANAGER AND A SYSTEMS ADMINISTRATOR. BY FREEING UP TIME FOR THEM, THEY CAN BOTH CONCENTRATE ON MANAGING PERSONNEL, AND TAKE ON MORE ASSISTANT DIRECTOR LEVEL RESPONSIBILITIES WHICH WILL AID IN SUCCESSION PLANNING FOR THE DEPARTMENT</p>
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?

N/A	<p>REDUCED EFFICIENCY AND FOCUS: A MANAGER JUGGLING BOTH PERSONNEL AND SYSTEMS MANAGEMENT MAY STRUGGLE TO GIVE EQUAL ATTENTION TO BOTH ROLES, LEADING TO REDUCED EFFICIENCY AND FOCUS IN BOTH AREAS. MANAGING PERSONNEL REQUIRES TIME AND EFFORT TO ADDRESS EMPLOYEE NEEDS, PERFORMANCE REVIEWS, TRAINING, AND OTHER RESPONSIBILITIES, WHILE SYSTEMS MANAGEMENT DEMANDS TECHNICAL EXPERTISE AND CONSTANT MONITORING TO ENSURE OPTIMAL FUNCTIONALITY. AS A RESULT, CRITICAL I.T. TASKS MAY BE DELAYED OR OVERLOOKED, IMPACTING THE ORGANIZATION'S OVERALL PRODUCTIVITY AND HINDERING I.T. INFRASTRUCTURE MAINTENANCE.</p> <p>INCREASED STRESS AND BURNOUT: THE DUAL ROLE OF PERSONNEL AND SYSTEMS MANAGEMENT CAN LEAD TO INCREASED STRESS AND BURNOUT FOR THE MANAGER. BALANCING THESE TWO DISTINCT RESPONSIBILITIES CAN BECOME OVERWHELMING, ESPECIALLY DURING PEAK WORKLOADS OR EMERGENCIES. THE RISK OF BURNOUT IS HEIGHTENED WHEN THE MANAGER IS EXPECTED TO HANDLE PERSONNEL ISSUES AND SYSTEM FAILURES SIMULTANEOUSLY, WITHOUT ADEQUATE SUPPORT OR BACKUP FROM DEDICATED TEAM MEMBERS. THIS SITUATION COULD EVENTUALLY LEAD TO DECREASED JOB SATISFACTION AND EVEN TURNOVER, WHICH MAY DISRUPT THE ORGANIZATION'S STABILITY AND CONTINUITY.</p> <p>POTENTIAL FOR MISMANAGEMENT: WHEN A MANAGER LACKS SPECIALIZED SKILLS IN SYSTEMS ADMINISTRATION, THERE IS A HIGHER LIKELIHOOD OF MISMANAGEMENT OF THE IT INFRASTRUCTURE. TECHNICAL EXPERTISE IS CRUCIAL FOR EFFECTIVE SYSTEMS MANAGEMENT, INCLUDING SERVER MAINTENANCE, NETWORK TROUBLESHOOTING, AND CYBERSECURITY MEASURES. WITHOUT THE KNOWLEDGE AND EXPERIENCE OF A DEDICATED SYSADMIN, THE ORGANIZATION MAY ENCOUNTER MORE FREQUENT AND SEVERE IT ISSUES, IMPACTING DAILY OPERATIONS AND POTENTIALLY EXPOSING SENSITIVE DATA TO SECURITY RISKS.</p> <p>INEFFICIENCIES IN PERSONNEL MANAGEMENT: ON THE PERSONNEL MANAGEMENT SIDE, HAVING A MANAGER WHO IS ALSO RESPONSIBLE FOR SYSTEMS ADMINISTRATION CAN LEAD TO INEFFECTIVENESS IN HR-RELATED TASKS. THE MANAGER MAY NOT HAVE ENOUGH TIME TO DEVOTE TO EMPLOYEE DEVELOPMENT, COACHING, AND ADDRESSING PERSONNEL ISSUES EFFECTIVELY. THIS COULD RESULT IN REDUCED EMPLOYEE MORALE, SUBOPTIMAL PERFORMANCE, AND DIFFICULTIES IN ATTRACTING AND RETAINING TOP TALENT.</p> <p>IN SHORT, COMBINING PERSONNEL MANAGEMENT AND SYSTEMS MANAGEMENT IN A SINGLE MANAGERIAL ROLE CAN HAVE ADVERSE EFFECTS ON BOTH ASPECTS OF THE JOB AND THE OVERALL FUNCTIONING OF THE ORGANIZATION. TO ENSURE EFFICIENT I.T. OPERATIONS AND EFFECTIVE PERSONNEL MANAGEMENT, HAVING DEDICATED POSITIONS FOR EACH ROLE IS ESSENTIAL. THIS APPROACH ALLOWS FOR SPECIALIZATION, FOCUS, AND BETTER ALIGNMENT OF RESOURCES, ULTIMATELY LEADING TO IMPROVED PERFORMANCE AND REDUCED RISKS FOR THE TOWN.</p>
SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
ONE SYSTEMS ADMINISTRATOR IN APRIL 2025	CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION		
10 GENERAL		ADMINISTRATION		100-10-06EXP COMMUNICATIONS		
PACKAGES DETAILS - CUT						
TITLE	COMMUNITY ENGAGEMENT SPECIALIST-NEW PERSONNEL- FUTURE YEAR FROM FY25	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK
RESOURCES REQUESTED						
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
5110 SALARIES	\$51,206	\$51,206	\$51,206	\$51,206	\$51,206	
5115 SALARIES - OVERTIME	\$300	\$300	\$300	\$300	\$300	
5143 CELL PHONE ALLOWANCE	\$60	\$60	\$60	\$60	\$60	
5145 SOCIAL SECURITY EXPENSE	\$3,193	\$3,193	\$3,193	\$3,193	\$3,193	
5150 MEDICARE EXPENSE	\$747	\$747	\$747	\$747	\$747	
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	
5160 HEALTH INSURANCE	\$870	\$870	\$870	\$870	\$870	
5162 HSA EXPENSE	\$600	\$600	\$600	\$600	\$600	
5165 DENTAL EXPENSE	\$34	\$34	\$34	\$34	\$34	
5170 LIFE / ADD INSURANCE	\$9	\$9	\$9	\$9	\$9	
5175 LIABILITY (TML) WORKERS COMP	\$118	\$118	\$118	\$118	\$118	
5180 TMRS EXPENSE	\$7,360	\$7,360	\$7,360	\$7,360	\$7,360	
5185 LONG TERM/SHORT TERM DISABILIT	\$98	\$98	\$98	\$98	\$98	
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$300	\$300	\$300	\$300	
5210 OFFICE SUPPLIES	\$100	\$100	\$100	\$100	\$100	
5220 OFFICE EQUIPMENT	\$15,135	\$0	\$0	\$0	\$0	
5230 DUES, FEES, AND SUBSCRIPTIONS	\$100	\$100	\$100	\$100	\$100	
5400 UNIFORM EXPENSE	\$125	\$125	\$125	\$125	\$125	
5419 IT LICENSES	\$400	\$400	\$400	\$400	\$400	
5520 TELEPHONES	\$400	\$0	\$0	\$0	\$0	
5530 TRAVEL	\$800	\$800	\$800	\$800	\$800	
5536 TRAINING/SEMINARS	\$300	\$300	\$300	\$300	\$300	
TOTAL	\$82,417	\$66,882	\$66,882	\$66,882	\$66,882	
COMMENTS						
WHAT IS THE PURPOSE OF THIS REQUEST?		DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
DUTIES INCLUDE ASSISTING THE COMMUNITY ENGAGEMENT COORDINATOR WITH THE DEVELOPMENT AND IMPLEMENTATION OF NEW PROGRAMS AND ACTIVITIES TO EFFECTIVELY ENGAGE ALL SEGMENTS OF THE COMMUNITY TO STRENGTHEN CONNECTIONS BETWEEN RESIDENTS AND TOWN LEADERSHIP. THIS POSITION REQUEST IS TO ASSIST WITH ALL OF THE NEW PROGRAMS AND EVENTS THAT HAVE AND CONTINUE TO COME ONLINE INCLUDING THE MAYOR'S PROGRAM INITIATIVES.		COMMUNITY ENGAGEMENT HAS BECOME A HIGH PRIORITY FOR COUNCIL, AND THE TOWN HAS CREATED SEVERAL NEW PROGRAMS WITH MORE EXPECTED TO BE ADDED. THE CURRENT COMMUNITY ENGAGEMENT COORDINATOR POSITION IS ALREADY AT CAPACITY WITH CURRENT PROGRAMS AND ACTIVITIES, AND SOME LOWER-PRIORITY TASKS LIKE BENCHMARK STUDIES AND MONTHLY REPORTS ARE BEING DELAYED DUE TO WORKLOAD AND TIME CONSTRAINTS. ADDING A FULL-TIME COMMUNICATIONS SPECIALIST POSITION WILL PROVIDE THE STAFF SUPPORT NECESSARY TO SUPPORT THE CURRENT AND FUTURE COMMUNITY ENGAGEMENT PROGRAMS.				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?		WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
BENEFITS OF THIS NEW COMMUNITY ENGAGEMENT SPECIALIST WOULD HELP MAINTAIN AND ALSO HELP INCREASE THE LEVEL OF SERVICE BY PLANNING, IMPLEMENTING, AND EXECUTING ON PROGRAMS, MEETINGS AND EVENTS. AS THE TOWN HAS ADDED NEW PROGRAMS AND EVENTS AND THIS POSITION IS NEEDED TO HELP ORGANIZE		INSUFFICIENT STAFFING TO CONTINUE TO LEAD ACADEMIES, COMMITTEES AND OUTREACH PROGRAMS AT THE EXPECTED SERVICE LEVELS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.		151	REVIEW COMMENTS			

ONE FULL-TIME COMMUNITY ENGAGEMENT SPECIALIST

THIS POSITION REQUEST PRIMARILY MEETS STRATEGIC VISION PRIORITY 4 TO CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICE.

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		ADMINISTRATION		100-10-06EXP COMMUNICATIONS			
PACKAGES DETAILS - CUT							
TITLE	COMMUNICATIONS SPEC-VIDEO-NEW PERSONNEL- (FUTURE YEAR FROM FY25)	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	3
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$28,348	\$56,696	\$56,696	\$56,696	\$56,696		\$56,696
5115 SALARIES - OVERTIME	\$150	\$300	\$300	\$300	\$300		\$300
5143 CELL PHONE ALLOWANCE	\$60	\$60	\$60	\$60	\$60		\$60
5145 SOCIAL SECURITY EXPENSE	\$1,767	\$3,534	\$3,534	\$3,534	\$3,534		\$3,534
5150 MEDICARE EXPENSE	\$413	\$826	\$826	\$826	\$826		\$826
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162		\$162
5160 HEALTH INSURANCE	\$870	\$870	\$870	\$870	\$870		\$870
5162 HSA EXPENSE	\$600	\$600	\$600	\$600	\$600		\$600
5165 DENTAL EXPENSE	\$34	\$34	\$34	\$34	\$34		\$34
5170 LIFE / ADD INSURANCE	\$5	\$9	\$9	\$9	\$9		\$9
5175 LIABILITY (TML) WORKERS COMP	\$66	\$131	\$131	\$131	\$131		\$131
5180 TMRS EXPENSE	\$4,072	\$8,145	\$8,145	\$8,145	\$8,145		\$8,145
5185 LONG TERM/SHORT TERM DISABILIT	\$54	\$108	\$108	\$108	\$108		\$108
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$300	\$300	\$300	\$300		\$300
5210 OFFICE SUPPLIES	\$50	\$100	\$100	\$100	\$100		\$100
5220 OFFICE EQUIPMENT	\$15,135	\$0	\$0	\$0	\$0		\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$100	\$100	\$100	\$100	\$100		\$100
5400 UNIFORM EXPENSE	\$125	\$125	\$125	\$125	\$125		\$125
5419 IT LICENSES	\$400	\$400	\$400	\$400	\$400		\$400
5520 TELEPHONES	\$400	\$0	\$0	\$0	\$0		\$0
5530 TRAVEL	\$800	\$800	\$800	\$800	\$800		\$800
5536 TRAINING/SEMINARS	\$300	\$300	\$300	\$300	\$300		\$300
TOTAL	\$54,211	\$73,600	\$73,600	\$73,600	\$73,600		\$73,600
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS NEW COMMUNICATIONS SPECIALIST POSITION WILL FOCUS ON VIDEO AND PHOTO TO HELP ACHIEVE STRATEGIC PRIORITIES RELATED TO UPDATES IN INFRASTRUCTURE, DEVELOPMENT, JOB OPENINGS, PROGRAMS AND EVENTS. THE COMMUNICATIONS DEPARTMENT HAS LAUNCHED THREE NEW VIDEO SERIES THAT HELP ACHIEVE STRATEGIC PRIORITIES INCLUDING PROGRESS IN PROSPER (DEVELOPMENT UPDATE SERIES), NOW YOU KNOW, PROSPER (DID YOU KNOW SERIES), AND PROSPER WORKS (JOB FUNCTIONS) AMONGST OTHER VIDEO CONTENT THAT IS CURRENTLY BEING PRODUCED. THESE NEW VIDEO SERIES AND THE TIME THAT IT TAKES TO FILM, EDIT AND PRODUCE HAVE BEEN TAKING TIME AWAY FROM OUR CURRENT SR. COMMUNICATIONS SPECIALIST FOCUSING ON SOCIAL MEDIA AND WEBSITE.				BENEFITS OF THIS NEW COMMUNICATIONS SPECIALIST WOULD HELP MAINTAIN AND ALSO HELP INCREASE THE LEVEL AND QUALITY OF VIDEOS BEING PRODUCED AND ALSO SERVE AS AN AUDIO/VIDEO TECH FOR PROGRAMS AND EVENTS. BY HAVING A DEDICATED VIDEO AND PHOTO SPECIALIST, IT WILL ALLOW THE SR. COMMUNICATIONS SPECIALIST TO FOCUS MORE ON SOCIAL MEDIA AND WEBSITE AS WE CONTINUE TO RECEIVE MORE DEPARTMENT REQUESTS ON THESE ITEMS. THIS POSITION WOULD MEET THE GROWING NEEDS FOR VIDEO PRODUCTION CONTENT THAT IS CURRENTLY BEING CREATED BOTH IN-HOUSE AND OUTSOURCED. THE ADDITION OF AN IN-HOUSE COMMUNICATIONS SPECIALIST WITH A FOCUS ON MEDIA PRODUCTION WILL PROVIDE A HIGHER QUALITY, VERSATILITY AND DIVERSITY IN PROGRAMMING FOR THE TOWN'S VARIOUS SOCIAL MEDIA CHANNELS, AND MAKE THE PRODUCTION PROCESS MORE STREAMLINED BY HAVING ALL PHASES OF VIDEO PRODUCTION CONDUCTED IN-HOUSE.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			

WITH RISING COST OF THIRD PARTY VIDEOGRAPHER, IT WILL SAVE THE TOWN MONEY ON PROFESSIONAL VIDEO SERVICES WHILE ALSO CREATING A NEW ROLE TO HELP ASSIST WITH AUDIO AT EVENTS AND PRESS CONFERENCES FREEING UP IT FROM DOING SO.	QUALITY OF VIDEO PRODUCTION WITH SOCIAL MEDIA EMPLOYEE PRODUCING VIDEOS. AUDIO/VIDEO NEEDS WILL NOT BE MET AT EVENTS AND PROGRAMS.
SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
ONE NEW POSITION FOR COMMUNICATIONS SPECIALIST WITH A CONCENTRATION ON AUDIO AND VIDEO.	PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION	
10 GENERAL		POLICE		100-20-01EXP OPERATIONS	
PACKAGES DETAILS - CUT					
TITLE	CORPORAL-TRAINING (FUTURE YEAR FROM FY25)	TYPE	DISCRETIONARY - 1	GOAL	GOAL
RESOURCES REQUESTED					
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
5110 SALARIES	\$46,469	\$92,937	\$92,937	\$92,937	\$92,937
5115 SALARIES - OVERTIME	\$4,500	\$9,000	\$9,000	\$9,000	\$9,000
5127 SALARIES-CERTIFICATION PAY	\$750	\$1,500	\$1,500	\$1,500	\$1,500
5145 SOCIAL SECURITY EXPENSE	\$3,207	\$6,413	\$6,413	\$6,413	\$6,413
5150 MEDICARE EXPENSE	\$750	\$1,500	\$1,500	\$1,500	\$1,500
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162
5160 HEALTH INSURANCE	\$5,124	\$10,248	\$10,248	\$10,248	\$10,248
5162 HSA EXPENSE	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
5165 DENTAL EXPENSE	\$228	\$456	\$456	\$456	\$456
5170 LIFE / ADD INSURANCE	\$79	\$158	\$158	\$158	\$158
5175 LIABILITY (TML) WORKERS COMP	\$1,249	\$2,497	\$2,497	\$2,497	\$2,497
5180 TMRS EXPENSE	\$7,303	\$14,605	\$14,605	\$14,605	\$14,605
5185 LONG TERM/SHORT TERM DISABILIT	\$98	\$197	\$197	\$197	\$197
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600	\$600
5191 HIRING COST	\$11	\$0	\$0	\$0	\$0
5192 PHYSICAL AND PSYCHOLOGICAL	\$230	\$0	\$0	\$0	\$0
5210 OFFICE SUPPLIES	\$150	\$150	\$150	\$150	\$150
5215 AMMUNITION	\$850	\$850	\$850	\$850	\$850
5220 OFFICE EQUIPMENT	\$14,746	\$0	\$0	\$0	\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$100	\$100	\$100	\$100	\$100
5280 PRINTING AND REPRODUCTION	\$50	\$50	\$50	\$50	\$50
5335 RADIO/VIDEO REPAIRS	\$100	\$100	\$100	\$100	\$100
5350 VEHICLE EXPENSE	\$330	\$330	\$330	\$330	\$330
5352 FUEL	\$660	\$660	\$660	\$660	\$660
5400 UNIFORM EXPENSE	\$4,171	\$1,174	\$1,174	\$1,174	\$2,570
5410 PROFESSIONAL SERVICES	\$3,300	\$0	\$0	\$0	\$0
5419 IT LICENSES	\$3,350	\$3,100	\$3,100	\$3,100	\$3,100
5520 TELEPHONE EXPENSE	\$460	\$460	\$460	\$460	\$460
5526 DATA NETWORK	\$456	\$456	\$456	\$456	\$456
5530 TRAVEL	\$500	\$500	\$500	\$500	\$500
5536 TRAINING/SEMINARS	\$750	\$750	\$750	\$750	\$750
5620 TOOLS AND EQUIPMENT	\$9,921	\$0	\$0	\$0	\$6,711
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$6,189	\$0	\$0	\$0	\$0
6160 CAPITAL EXPENDITURE - VEHICLES	\$70,250	\$0	\$0	\$0	\$0
TOTAL	\$187,993	\$150,153	\$150,153	\$150,153	\$158,260
COMMENTS					
WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				

<p>THE PURPOSE OF THIS POSITION IS TO SUPPLEMENT THE STAFFING OF THE SUPPORT SERVICES DIVISION IN THE FOLLOWING AREAS:</p> <p>PROFESSIONAL STANDARDS: RECRUITING & HIRING, PROMOTIONAL PROCESSES, ONBOARDING & SEPARATIONS, INTERNAL AFFAIRS.</p> <p>TRAINING: NEW EMPLOYEES (RECRUIT MINI-ACADEMY, PROFESSIONAL STAFF, FIELD-TRAINING OVERSIGHT).</p> <p>MANDATED TRAINING (IN-SERVICE AND IN-HOUSE TRAINING.)</p> <p>PUBLIC RELATIONS: COMMUNITY OUTREACH - THE RECEIVING AND PROCESSING OF ALL SPECIAL EVENTS PERMITS WHICH APPLY TO THE POLICE DEPARTMENT. DEDICATING A POLICE OFFICER TO COMMUNITY OUTREACH INITIATIVES.</p> <p>** SENATE BILL 1445 (S.B. 1445) WILL POTENTIALLY GO INTO EFFECT OCTOBER 1, 2024, THE LEGISLATION HAS PASSED BOTH CHAMBERS OF THE TEXAS LEGISLATURE AND HAS BEEN SENT TO GOVERNOR FOR CONSIDERATION. THIS BILL TAKES LEGISLATIVE STEPS TOWARDS IMPROVING PUBLIC CONFIDENCE IN LAW ENFORCEMENT WITH THE PASSAGE OF A PACKAGE OF REFORMS AIMED AT INCREASING TRANSPARENCY AND ACCOUNTABILITY AT THE TEXAS COMMISSION ON LAW ENFORCEMENT (TCOLE). THIS BILL REQUIRES TCOLE TO DEVELOP A PUBLIC-FACING DATABASE WHERE MEMBERS OF THE PUBLIC CAN VIEW OFFICER TRAINING BASIC INFORMATION, SUCH AS LICENSING STATUS, CURRENT EMPLOYING AGENCY, AND COMPLETION OF BASIC TRAINING REQUIREMENTS. THE PASSAGE OF THIS BILL WILL CREATE AN UNFUNDED ADMINISTRATIVE MANDATE THROUGH TCOLE REQUIRING AGENCIES TO CREATE AND MAINTAIN REPORTS ON OFFICERS IN THE FIELDS OF MISCONDUCT, FITNESS FOR DUTY AND EMERGENCY LICENSE SUSPENSION, ALL BEING REQUIRED TO BE REPORTED BACK TO TCOLE. THIS UNFUNDED MANDATE THROUGH TCOLE WOULD BE ONE OF THE RESPONSIBILITIES ASSIGNED TO THE SUPPORT SERVICES DIVISION AND ULTIMATELY THIS CORPORAL-TRAINING POSITION.</p>	<p>THE ADDITION OF THIS POSITION WILL ALLOW THE PROSPER POLICE DEPARTMENT (PPD) TO SUCCESSFULLY OVERSEE, MANAGE, AND PROPERLY FACILITATE CRITICAL FUNCTIONS. THIS POSITION WILL REPORT TO THE SUPPORT SERVICES LIEUTENANT. A VEHICLE WILL BE NEEDED TO ATTEND MEETINGS AND CONDUCT INVESTIGATIONS ASSOCIATED WITH INTERNAL AFFAIRS MATTERS. THE POSITION WILL ALLOW FOR MANY ANCILLARY DUTIES, WHICH HAVE BEEN CONDUCTED BY OTHER OFFICERS FOR SEVERAL YEARS, TO BE ALIGNED WITH ONE SPECIALIZED POSITION AND DIVISION.</p> <p>THIS CORPORAL POSITION WILL ALLOW FOR THE PROPER MANAGEMENT AND FACILITATION OF THE DUTIES ASSOCIATED WITH THE SUPPORT SERVICES DIVISION. IN ADDITION, THE CHIEF'S OFFICE WILL ASSIGN THE MANAGEMENT AND OVERSIGHT OF THE STATE ACCREDITATION PROGRAM TO THE SUPPORT SERVICES DIVISION, ALLOWING FOR SIGNIFICANT OPERATIONAL ENHANCEMENTS.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p>
<p>NA</p>	<p>IF A CORPORAL-TRAINING POSITION IS NOT FUNDED, IT WOULD REQUIRE THAT MULTIPLE ANCILLARY AND ADMINISTRATIVE FUNCTIONS CONTINUE TO BE ABSORBED BY OTHER OFFICERS THROUGHOUT THE DEPARTMENT.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p> <p>CORPORAL - TRAINING STARTING APRIL 1, 2025.</p>	<p>REVIEW COMMENTS</p> <p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		POLICE			100-20-01EXP OPERATIONS		
PACKAGES DETAILS - CUT							
TITLE	STORAGE UNITS-SRT VEHICLES (FUTURE YEAR FROM FY25)		TYPE	DISCRETIONARY - 2	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$23,225	\$0	\$0	\$0	\$0	\$0	
TOTAL	\$23,225	\$0	\$0	\$0	\$0	\$0	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THE PROSPER POLICE DEPARTMENT (PPD) DEPLOYS A SPECIAL RESPONSE AND TACTICS TEAM (SRT) FOR CRITICAL INCIDENTS. THERE ARE MANY RESTRICTIONS ON STORING SRT EQUIPMENT WHEN IN THE FIELD. THE MRAP IS THE ONLY VEHICLE PPD HAS WITH THE APPROPRIATE STORAGE SYSTEMS TO HOUSE THIS EQUIPMENT. UPPFITTING PATROL UNITS WITH THE APPROPRIATE STORAGE SYSTEM WILL ALLOW PPD TO KEEP ASSIGNED EQUIPMENT IN THE FIELD AND BE ABLE TO RESPOND IMMEDIATELY FROM HOME OR WHILE ON PATROL. THE CUSTOM-MADE INSERTS FOR PATROL TAHOE UNITS WILL HAVE MUNITIONS, WEAPONS, AND SPECIALTY EQUIPMENT STORAGE.</p> <p>THE TOTAL COST FOR IS \$23,225</p>				<p>THE STORAGE UNITS INCREASE PUBLIC SAFETY AND ALLOW SPECIAL RESPONSE TEAM (SRT) MEMBERS A MUCH FASTER RESPONSE TIME, REGARDLESS OF WHETHER THEY ARE ON OR OFF-DUTY. THESE STORAGE SOLUTIONS SECURE SENSITIVE EQUIPMENT WHEN SRT MEMBERS ARE ON PATROL, IN TRAINING, OR IN AN ALTERNATE ASSIGNMENT. QUICK RESPONSE IS VITAL TO SAVING LIVES AND CONTROLLING SCENES TO RESOLVE CRITICAL INCIDENTS. HAVING ASSIGNED UNITS WITH SPECIFIC STORAGE SOLUTIONS WILL ALLOW SRT MEMBERS TO RESPOND DIRECTLY TO A CRITICAL INCIDENT AND BEGIN DE-ESCALATING SITUATIONS.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
NA				<p>LONG SRT RESPONSE TIME BY REQUIRING OFFICERS TO RETURN TO PPD AND ACQUIRE ASSIGNED GEAR BEFORE LEAVING AS A TEAM.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
NA				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		POLICE			100-20-01EXP OPERATIONS		
PACKAGES DETAILS - CUT							
TITLE	MRAP MODIFICATIONS (FUTURE YEAR FROM FY25)		TYPE	DISCRETIONARY - 2	GOAL	GOAL	RANK
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$43,093	\$0	\$0	\$0	\$0	\$0	
TOTAL	\$43,093	\$0	\$0	\$0	\$0	\$0	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>THE PROSPER POLICE DEPARTMENT (PPD) deploys a rescue vehicle for critical incidents. The federal government repurposed a military vehicle, which has been retrofitted to accommodate civilian police operations. PPD is requesting a modification to the front of this vehicle to add a chemical munitions deployment system and a push system. These system will allow standoff deployment of chemical munitions during barricade incidents, keeping officers out of harm.</p> <p>The cost to modify our rescue vehicle totals \$43,093.</p>				<p>THIS WILL INCREASE OFFICER SAFETY BY ALLOWING THEM TO REMAIN IN THE RESCUE VEHICLE. IT WILL ALSO INCREASE THE SPECIAL RESPONSE TEAM CAPABILITIES DURING CRITICAL INCIDENTS WHERE VIOLENCE IS ANTICIPATED.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
NA				GAPS IN CAPABILITY DURING OPERATIONS LIMIT OUR ABILITY TO DEPLOY CHEMICAL MUNITIONS, LEADING TO EXTENDED OPERATIONS.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
NA				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		DEVELOPMENT SERVICES		100-40-02EXP CODE COMPLIANCE			
PACKAGES DETAILS - CUT							
TITLE	ENVIRONMENTAL HEALTH SPECIALIST/REGISTERED SANITARIAN (FUTURE YEAR FROM FY25)	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$40,473	\$53,964	\$53,964	\$53,964	\$53,964		\$53,964
5145 SOCIAL SECURITY EXPENSE	\$2,509	\$3,346	\$3,346	\$3,346	\$3,346		\$3,346
5150 MEDICARE EXPENSE	\$587	\$782	\$782	\$782	\$782		\$782
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162		\$162
5160 HEALTH INSURANCE	\$7,830	\$10,440	\$10,440	\$10,440	\$10,440		\$10,440
5162 HSA EXPENSE	\$900	\$1,200	\$1,200	\$1,200	\$1,200		\$1,200
5165 DENTAL EXPENSE	\$306	\$408	\$408	\$408	\$408		\$408
5170 LIFE / ADD INSURANCE	\$36	\$47	\$47	\$47	\$47		\$47
5175 LIABILITY (TML) WORKERS COMP	\$146	\$194	\$194	\$194	\$194		\$194
5180 TMRS EXPENSE	\$6,075	\$8,100	\$8,100	\$8,100	\$8,100		\$8,100
5185 LONG TERM/SHORT TERM DISABILIT	\$77	\$103	\$103	\$103	\$103		\$103
5186 WELLE-WELLNESS PROG REIMB EMPL	\$450	\$600	\$600	\$600	\$600		\$600
5210 OFFICE SUPPLIES	\$500	\$500	\$500	\$500	\$500		\$500
5220 OFFICE EQUIPMENT	\$25,780	\$0	\$0	\$0	\$0		\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$650	\$650	\$650	\$650	\$650		\$650
5250 PUBLICATIONS	\$500	\$500	\$500	\$500	\$500		\$500
5350 VEHICLE EXPENSE	\$350	\$350	\$350	\$350	\$350		\$350
5352 FUEL	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200		\$1,200
5400 UNIFORM EXPENSE	\$200	\$200	\$200	\$200	\$200		\$200
5419 IT LICENSES	\$3,375	\$3,375	\$3,375	\$3,375	\$3,375		\$3,375
5520 TELEPHONE EXPENSE	\$420	\$420	\$420	\$420	\$420		\$420
5526 DATA NETWORK	\$550	\$550	\$550	\$550	\$550		\$550
5530 TRAVEL	\$500	\$500	\$500	\$500	\$500		\$500
5533 MILEAGE EXPENSE	\$200	\$200	\$200	\$200	\$200		\$200
5536 TRAINING/SEMINARS	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000		\$1,000
5630 SAFETY EQUIPMENT	\$200	\$200	\$200	\$200	\$200		\$200
6160 CAPITAL EXPENDITURE - VEHICLES	\$42,000	\$0	\$0	\$0	\$0		\$0
TOTAL	\$136,976	\$88,991	\$88,991	\$88,991	\$88,991		\$88,991
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?		DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.					

<p>With the current and presumed future workload, a new Environmental Health Specialist/Registered Sanitarian is beneficial. This position will enhance and supplement our quality for the Health & Code Compliance program. This position will strengthen our division during a time where the Town is seeing more growth and development of restaurants, retail food facilities, Hotels, commercial day cares, schools, HOA Swimming pools/spas, and an uprise in mobile food vendors in tandem with Special Events. This position will elevate our ability to ensure we're eliminating risk factors that contribute to food borne illness through risk-based inspections and education of food industry personnel.</p>	<p>Inspects food service establishments, commercial childcare facilities, swimming pools/spas/PIWF's etc. Completes health inspections of mobile food vendors, including temp health events, enforces ordinances, conducts re-inspections, and provides awareness education. Issues permits to operate food service establishments, mobile food vendors, Swimming pools/Spas/PIWF's. Reviews and approves construction and remodeled plans for food operations. Conducts education in food service sanitation and safety for food industry personnel. Investigates sanitation and nuisance complaints. Conducts routine, pre-operational, walk throughs and reinspection's of Pools, Spas, and/or PIWF's to ensure compliance with health and safety codes and ordinances.</p> <p>This request would greatly enhance the goal and vision of the program. This will enable the program to maintain customer service with the community by providing risk-based inspections of food service establishments, health and safety inspections of Pools/Spas/PIWF's, timely re-inspections, complaint investigations as well as mobile food vendor inspections as the Town continues to grow. We can better ensure our footprint with additional staff, while continuing to maintain an environment where residents and visitors can be sure they're consuming safe and wholesome food. This position will elevate our ability to be proactive in keeping restaurants in compliance through education and community presence.</p>
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
<p>Fees associated with conducting risk-based health inspections, pools, mobile food vendors, and temporary health events.</p> <p>* Annual Inspection Fees</p> <p>* Re-inspection Fees</p>	<p>Without additional service, current staff will need to take on this anticipated additional workload. Given the historically high volume of Health Inspections in Prosper and in order to continue to be education focused, while building relationships and ensuring the minimum sanitation this position is beneficial. Current staff will not be able to take on this additional workload while continuing to provide an acceptable level of customer service. Negative impacts and low performing restaurants and food facilities are likely to include delayed response times for routine inspections and complaint investigations. The rapid growth equates to a well-run, quality program and division.</p>
SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
<p>One Environmental Health Specialist/Registered Sanitarian.</p> <ol style="list-style-type: none"> 1. Inspects food service establishments, commercial childcare facilities, swimming pools/spas/PIWF's etc. [link] 2. Completes health inspections of mobile food vendors, including temp health events, enforces ordinances, conducts re-inspections, and provides awareness education. [link] 3. Issues permits to operate food service establishments, mobile food vendors, Swimming pools/Spas/PIWF's [link] 4. Reviews and approves construction and remodeled plans for food operations. [link] 5. Conducts education in food service sanitation and safety for food industry personnel. [link] 6. Investigates sanitation and nuisance complaints. [link] 7. Conducts routine, pre-operational, walk throughs and reinspection's of Pools, Spas, and/or PIWF's to ensure compliance with health and safety codes and ordinances. [link] 8. Recommends changes in health and safety policies, procedures, and ordinances. [link] 	<p>Continue to provide excellent municipal services</p>

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		PUBLIC WORKS		100-50-05EXP FACILITIES MANAGEMENT			
PACKAGES DETAILS - CUT							
TITLE	ADMINISTRATIVE ASSISTANT FACILITIES - FUTURE YEAR FROM FY25	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	0
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES AND WAGES	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	
5145 SOCIAL SECURITY EXPENSE	\$2,790	\$2,790	\$2,790	\$2,790	\$2,790	\$2,790	
5150 MEDICARE EXPENSE	\$653	\$653	\$653	\$653	\$653	\$653	
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162	
5175 LIABILITY (TML) WORKERS COMP	\$104	\$104	\$104	\$104	\$104	\$104	
5180 TMRS EXPENSE	\$6,183	\$6,183	\$6,183	\$6,183	\$6,183	\$6,183	
5520 TELEPHONES	\$720	\$720	\$720	\$720	\$720	\$720	
TOTAL	\$55,612	\$55,612	\$55,612	\$55,612	\$55,612	\$55,612	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS REQUEST WILL ORDER THE PART AND MATERIALS FOR THE DEPARTMENT. TRACK EXPENDITURES AND COST FOR SERVICES. THEY WILL ASSIST WITH THE DAY TO DAY ADMINISTRATION OF THE WORKORDER SYSTEM AND TRACK INCOMING CALLS AND EMAIL REQUESTS.				THIS POSITION WILL BENEFIT THE DIVISION BY ASSISTING WITH THE CREATION OF PERFORMANCE MEASURES. TRACKING DATA AND KEEPING THE RESOURCES INLINE WITH EXPECTATIONS.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
THIS WILL ENHANCE THE REVENUE BY PROVIDING THE NEEDED TRACKING AND ADMINISTRATIVE SIDE OF THE DIVISION. THIS WILL HELP WITH THE FUTURE PLANNING FOR BUILDING UPKEEP AND MAINTENANCE.				THERE IS A NEED FOR DATA TRACKING THAT THE DIVISION LACKS CURRENTLY. THIS POSITION COULD BRING THE COST AND BENEFITS INTO FOCUS FOR THE LONGER TERM PLANNING.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
DAILY MONITORING OF THE WORKORDER SYSTEM, TRACKING AND PLANNING OF ORDERING PARTS AND MATERIALS. FINANCIAL MONITORING AND RECONCILIATION OF INVOICES AND PURCHASING CARDS. DATA COLLECTION FOR FUTURE USE. TRACKING AND SIGNING OFF ON INVOICES.				CONTINUE TO PROVIDE EXCELLENCE IN MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-01EXP PARK ADMINISTRATION			
PACKAGES DETAILS - CUT								
TITLE	PARKS AND RECREATION VEHICLE (FUTURE YEAR FROM FY25)		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	6
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
5110 SALARIES	\$0	\$0	\$0	\$0	\$0	\$0		
5352 FUEL	\$800	\$800	\$800	\$800	\$800	\$800		
5353 OIL/GREASE/INSPECTIONS	\$300	\$300	\$300	\$300	\$300	\$300		
6160 CAPITAL EXPENDITURE - VEHICLES	\$60,000	\$0	\$0	\$0	\$0	\$0		
TOTAL	\$61,100	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THE PURPOSE OF THIS REQUEST IS TO ASSIST SPECIAL EVENTS STAFF IN THE TRANSPORTATION OF SPECIAL EVENT ITEMS. THE CURRENT PARKS AND RECREATION TRUCK BED IS TOO SMALL TO HAUL MOST OF THE SPECIAL EVENT ITEMS. IN ADDITION, THE CAB OF THE TRUCK ALLOWS FOR 2 INDIVIDUALS AND HAS NO ADDITIONAL ROOM FOR ITEMS. AS THE SPECIAL EVENT ITEMS ARE LOADED UP BEFORE EVENT DAYS, THIS WOULD ALLOW FOR STAFF TO NOT BE CONCERNED ABOUT PRELOADING DUE TO WEATHER.</p>				<p>THE DEPARTMENT PLANS ON ADDING ADDITIONAL DOLLARS TO INCREASE THE BASE BUDGET AMOUNT FOR MILEAGE REIMBURSEMENT.</p> <p>WITH THE ADDITION OF AN SUV, ADDITIONAL DOLLARS ADDED WOULD NOT BE NECESSARY.</p> <p>THIS WOULD ALLOW FOR FEWER CONFLICTS OF VEHICLE USAGE BETWEEN THE SPECIAL EVENTS AND PARK PLANNING DIVISIONS.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>STAFF WILL HAVE TO CONTINUE TO USE PERSONAL SUV'S TO TRANSPORT SPECIAL EVENT ITEMS.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
N/A								

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		COMMUNITY SERVICES		100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - CUT							
TITLE	CHEMICAL TECHNICIAN - NEW PERSONNEL - (FUTURE YEAR FROM FY25)	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	11
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$23,268	\$47,929	\$49,367	\$50,848			\$52,373
5143 CELL PHONE ALLOWANCE	\$360	\$720	\$720	\$720			\$720
5145 SOCIAL SECURITY EXPENSE	\$1,443	\$2,885	\$2,885	\$2,885			\$2,885
5150 MEDICARE EXPENSE	\$337	\$675	\$675	\$675			\$675
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162			\$162
5160 HEALTH INSURANCE	\$5,220	\$10,440	\$10,440	\$10,440			\$10,440
5162 HSA EXPENSE	\$600	\$1,200	\$1,200	\$1,200			\$1,200
5165 DENTAL EXPENSE	\$204	\$408	\$408	\$408			\$408
5170 LIFE / ADD INSURANCE	\$24	\$47	\$47	\$47			\$47
5175 LIABILITY (TML) WORKERS COMP	\$296	\$591	\$591	\$591			\$591
5180 TMRS EXPENSE	\$3,325	\$6,650	\$6,650	\$6,650			\$6,650
5185 LONG TERM/SHORT TERM DISABILIT	\$44	\$88	\$88	\$88			\$88
5186 WELLE-WELLNESS PROG REIMB EMPL	\$300	\$600	\$600	\$600			\$600
5220 OFFICE EQUIPMENT	\$1,325	\$0	\$0	\$0			\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$125	\$125	\$125	\$125			\$125
5350 VEHICLE EXPENSE	\$3,500	\$0	\$0	\$0			\$0
5352 FUEL	\$350	\$350	\$350	\$350			\$350
5400 UNIFORM EXPENSE	\$350	\$350	\$350	\$350			\$350
5419 IT LICENSES	\$400	\$0	\$0	\$0			\$0
5530 TRAVEL/LODGING/MEALS EXPENSE	\$800	\$800	\$800	\$800			\$800
5536 TRAINING/SEMINARS	\$350	\$350	\$350	\$350			\$350
5630 SAFETY EQUIPMENT	\$275	\$0	\$0	\$0			\$0
6160 CAPITAL EXPENDITURE - VEHICLES	\$45,956	\$0	\$0	\$0			\$0
TOTAL	\$89,014	\$74,370	\$75,808	\$77,289			\$78,814
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
THIS REQUEST IS TO ADD ONE STAFF POSITION TO PROVIDE CHEMICAL AND FERTILIZATION TO TOWN PARKS AND MEDIANAS FOR PROPERTY ADDED TO THE SCOPE OF WORK.				THIS POSITION WILL PROVIDE MAINTENANCE TO NEWLY ACQUIRED PROPERTIES FOR APPLYING FERTILIZER AND PREVENT WEEDS AND ANTS. AN INCOMPLETE LIST OF NEW MEDIANAS INCLUDE: FIRST ST, RICHLAND (WEST OF COLEMAN), GATES 2 AREAS, TEEL, PROSPER TRAIL, LEGACY, COLEMAN, MAHARD, GEE, PRAIRIE, AND LOVERS. THIS POSITION WILL EFFECTIVELY APPPLICATE FOR PESTS, AND AQUATIC VEGETATION, AND ENSURE ALL PROPERTIES ARE MAINTAINED TO TOWN STANDARDS.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
BY CONTROLLING WEEDS, INSECTS, RODENTS, AS WELL AS, FUNGUS, DISEASE, SCALE, PLANT VIRUSES THAT DAMAGE EXISTING PLANT/SHRUB LIFE AND PREVENT COSTLY TURF REPLACEMENT ON TOWN PROPERTIES, THIS ENCOURAGES NEW RESIDENTS AND COMMERCIAL BUSINESS GROWTH BY ENSURING AN AESTHETICALLY PLEASING APPEARANCE TO ALL TOWN PROPERTY.				NOT FUNDING THIS REQUEST WILL, AT BEST, ENSURE A REACTIVE RESPONSE TO ISSUES CONCERNING RESIDENT SAFETY ON SPORTS FIELD AREAS, OPEN SPACE PARKS, AND MEDIANAS THROUGHOUT THE TOWN. THE PARKS OPERATIONS DIVISION WILL NOT BE ABLE TO EFFECTIVELY PROVIDE EFFECTIVE APPLICATIONS TO PREVENT ANTS, WEEDS, AND DISEASE RESULTING IN COSTLY DAMAGE TO LANDSCAPE MATERIALS, SHRUBS, TREES, AND TURF.			

SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
ADDITIONAL PARK ACREAGE REQUIRES ADDITIONAL PERSONNEL TO MAINTAIN THE EXISTING LEVEL OF SERVICE THIS DIVISION PROVIDES TO RESIDENTS, AND BUSINESSES WITHIN THE TOWN OF PROSPER.	PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - CUT								
TITLE	ROBOT MOWERS (FUTURE YEAR FROM FY25)		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	15
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$95,000	\$650	\$650	\$650	\$650	\$650		
TOTAL	\$95,000	\$650	\$650	\$650	\$650	\$650		
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>WE WILL BE MAINTAINING 2 NEW SPORTS COMPLEX'S THIS UPCOMING YEAR. WITH MY TURF PROGRAM, STAFF IS CURRENTLY MAXED OUT WITH THE WORK LOAD. SO, WE HAVE 2 OPTIONS. THE FIRST WOULD BE TO HIRE ANOTHER EQUIPMENT OPERATOR, THAT COMES WITH, INSURANCE, A TRUCK AND TRAILER, ANOTHER MOWER, FUEL AND MAINTENANCE, SICK LEAVE, VACATION AND HOLIDAY PAY. 2ND OPTION, PURCHASE 3 ROBOT MOWERS WITH A 5-10 YEAR WARRANTY. THESE MOWERS WILL MOW FRONTIER BASEBALL AND RAYMOND BASEBALL. THEY WILL NEVER CALL IN SICK, NEVER TAKE VACATION OR DECIDE THEY JUST DON'T WANT TO WORK THAT NIGHT. IF THEY DON'T WORK, THE VENDOR WILL BRING US A NEW ONE. THESE THREE MOWERS STILL COST LESS THEN THE DIESEL MOWER THAT WE WOULD HAVE TO BUY. THIS DOES NOT EVEN INCLUDE THE TRAILER AND TRUCK AND EVERYTHING ELSE THAT GOES WITH HIRING ANOTHER EMPLOYEE. THE TECHNOLOGY WITH THESE BATTERIES HAVE MADE LEAPS AND BOUNDS. THE MOWERS CAN NOT BE STOLEN. IF THEY TRY, ALARMS GO OFF THEN THE GPS SIGNAL WILL LEAD THE POLICE STRAIGHT TO ITS LOCATION. IT HAS SENSORS ALL AROUND IT FOR SAFETY. IT WILL NOT RUN OVER SOMEONE, IT WILL NOT DECIDE TO GO ROUGE AND WE WOULD NEVER FIND IT. IT COMES WITH A GEO FENCE TO PREVENT THAT. WE PROGRAM IT TO MOW AT NIGHT AFTER EVERYONE LEAVES THE PARK AND RETURNS TO BASE FOR A CHARGE UP AND THEN RETURNS TO START MOWING AGAIN. I CAN ADJUST THE CUTTING HEIGHT FROM PHONE. IT ALSO WILL STILL MOW IN THE RAIN. THE RECURRING EXPENSE IS FOR THE BLADE REPLACEMENTS EACH YEAR.</p>				<p>COST SAVINGS FOR NOT NEEDING TO HIRE ANOTHER PERSON ALONG WITH ALL OF THE EQUIPMENT NEEDED, SPEAKS FOR ITSELF. THIS ROBOT DOES NOT REPLACE CURRENT STAFF. IT WILL FREE UP MORE TIME 2 EMPLOYEES TO DO EXTRA WORK LIKE, TOPDRESSING FIELDS, AERIFING FIELDS AND DETHATCHING FIELDS.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				<p>WE WILL NEED TO HIRE ONE MORE EQUIPMENT OPERATOR, A TRUCK AND TRAILER, AND A MOWER SO WE CAN CONTINUE TO MOW ALL SPORTS FIELDS 3 TIMES A WEEK AT THE 2 NEW PARKS.</p>				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
3 NEW ROBOT MOWERS THAT WILL SAVE US TIME AND MONEY FOR OPERATIONS OF RAYMOND AND LAKWOOD PARKS.				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.</p>				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION			
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS			
PACKAGES DETAILS - CUT								
TITLE	ROBOT PAINTER (FUTURE YEAR FROM FY25)		TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	16
RESOURCES REQUESTED								
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029			
6140 CAPITAL EXPENDITURE - EQUIPMENT	\$17,700	\$16,000	\$16,000	\$0	\$0			
TOTAL	\$17,700	\$16,000	\$16,000	\$0	\$0			
COMMENTS								
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.				
<p>THIS COMES WITH AN UNLIMITED WARRANTY WITH THIS PACKAGE. WE ALSO GET 3K WORTH OF PAINT EACH YEAR. I HAVE BEEN WAITING ON THE TECHNOLOGY TO GET ALL THE BUGS WORKED OUT. I BELIEVE THEY HAVE FINALLY GOTTEN THIS FIGURED OUT. I HAVE WATCHED A FEW ROBOT DEMOS THIS PAST YEAR. I HAVE ALWAYS SAID THAT A CREW CAN PAINT FASTER THAN THESE ROBOTS. THINGS HAVE CHANGED A LOT OVER THE YEARS. THE COST SAVING IN PAINT ALONE WILL PAY FOR THIS MACHINE IN ALMOST THE FIRST FULL YEAR OF USE. WE CURRENTLY PAINT AT 1200 - 1500 PSI. THAT IS HIGH PRESSURE PAINT WHEN IT IS IN USE. THE ROBOT ONLY USES 50PSI. THIS ALONE WILL START SAVING US MONEY. IT WILL BE A ONE MAN OPERATION. NO MORE USING 4 GUYS TO LAY OUT FIELDS THAT TOOK A WEEK. THIS WILL BE COMPLETED IN ABOUT 20MINS NOW. NO MORE WET PAINT STRINGLINES THAT MAKE MESSES ON EVERYONE'S UNIFORMS. THE ROBOT CAN BE EASILY TRANSPORTED FROM SHOP TO FIELDS BY SIMPLY LOADING IT INTO THE BED OF A TRUCK. CLEAN UP TOOK ABOUT 45 SECONDS AND ABOUT HALF A GALLON OF WATER VS 45 MINS AND 100 GALLONS OF WATER.</p> <p>THIS WILL BE AN RECURRING COST. IF WE DECIDED TO PURCHASE OUT RIGHT, IT WOULD BE 58K. IF WE PURCHASED THE PAINTER, WE WOULD BE RESPONSIBLE FOR ALL COSTS ASSOCIATED WITH REPAIRS. ONLY 1 CITY HAS DONE THIS. WE CAN CANCEL THE LEASE AT ANY TIME IF FOR SOME REASON WE END UP NOT LIKING IT. WITH THIS PACKAGE WE ALSO WILL GET THE NEW MODELS IF THEY COME OUT WITH NEW ONES.</p>				<p>STRAIGHT LINES, LESS STAFF TIME, LESS PAINT, LESS MESS, FASTER SET UP TIMES, LESS CLEAN UP AND EASIER TO MOVE FROM PARK TO PARK.</p>				
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?				
N/A				WE WILL JUST CONTINUE TO DO WHAT WE HAVE DONE FOR YEARS.				
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS				
ROBOT PAINTER THAT WILL SAVE STAFF TIME AND SAVE MONEY ON PAINT COSTS.				CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.				

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-02EXP PARK OPERATIONS		
PACKAGES DETAILS - CUT							
TITLE	GAZEBO ROOF - FUTURE YEAR FROM FY25		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5320 REPAIRS AND MAINTENANCE	\$12,000	\$0	\$0	\$0	\$0	\$0	
TOTAL	\$12,000	\$0	\$0	\$0	\$0	\$0	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
TO ADD A BLACK STANDING METAL SEAM ROOF TO THE WHISPERING FARMS GAZEBO. WE HAVE REPAINTED AND MADE MAJOR RECONSTRUCTIVE REPAIRS THIS PAST YEAR PER CITIZENS OF WHISPERING FARMS REQUEST. TO FINISH THIS PROJECT WE WOULD LIKE TO REPLACE THE 2 YEAR OLD SHINGLED ROOF WITH A BRAND NEW BEAUTIFUL BLACK STANDING METAL SEAM ONE. THIS WILL REALLY LOOK NICE AND PROTECT THE GAZEBO EVEN MORE.				PROTECT THE WOOD AND PAINT FROM THE ELEMENTS AND BRING AN OVERALL ESTHETICALLY PLEASING LOOK TO THIS OLD HISTORIC ICON THAT RESTS ON THE DAM.			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
N/A				CITIZENS OF THIS COMMUNITY WILL CALL AND COMPLAIN MUCH MORE. THEN WE WILL BE ASKED TO DO IT WITHOUT FUNDING, SO OUR BUDGET WILL TAKE A HIT.			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
REMOVE A 2 YEAR OLD SHINGLED ROOF AND REPLACE IT WITH A MUCH MORE BEAUTIFUL BLACK TIN ROOF.				PRIORITY 4: CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES.			

TOWN OF PROSPER

FUND		DEPARTMENT		DIVISION			
10 GENERAL		COMMUNITY SERVICES		100-60-03EXP RECREATION			
PACKAGES DETAILS - CUT							
TITLE	SPECIAL EVENTS COORD. - NEW PERSONNEL - (FUTURE YEAR FROM FY25)		TYPE	DISCRETIONARY - 1		GOAL	GOAL
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$34,332	\$34,332	\$34,332	\$34,332	\$34,332	\$34,332	
5143 CELL PHONE ALLOWANCE	\$420	\$420	\$420	\$420	\$420	\$420	
5145 SOCIAL SECURITY EXPENSE	\$2,051	\$2,051	\$2,051	\$2,051	\$2,051	\$2,051	
5150 MEDICARE EXPENSE	\$480	\$480	\$480	\$480	\$480	\$480	
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162	
5160 HEALTH INSURANCE	\$6,090	\$6,090	\$6,090	\$6,090	\$6,090	\$6,090	
5162 HSA EXPENSE	\$700	\$700	\$700	\$700	\$700	\$700	
5165 DENTAL INSURANCE	\$238	\$238	\$238	\$238	\$238	\$238	
5170 LIFE / ADD INSURANCE	\$27	\$27	\$27	\$27	\$27	\$27	
5175 LIABILITY (TML) WORKERS COMP	\$420	\$420	\$420	\$420	\$420	\$420	
5180 TMRS EXPENSE	\$4,726	\$4,726	\$4,726	\$4,726	\$4,726	\$8,102	
5185 LONG TERM/SHORT TERM DISABILIT	\$63	\$63	\$63	\$63	\$63	\$63	
5186 WELLE-WELLNESS PROG REIMB EMPL	\$350	\$350	\$350	\$350	\$350	\$350	
5220 OFFICE EQUIPMENT	\$3,705	\$3,705	\$3,705	\$3,705	\$3,705	\$3,705	
5533 MILEAGE EXPENSE	\$200	\$200	\$200	\$200	\$200	\$200	
5536 TRAINING/SEMINARS	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	
TOTAL	\$55,964	\$55,964	\$55,964	\$55,964	\$55,964	\$59,340	

COMMENTS	
WHAT IS THE PURPOSE OF THIS REQUEST?	DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.
THE SPECIAL EVENTS COORDINATOR WILL HELP MEET THE STRATEGIC GOAL OF CONTINUING TO PROVIDE EXCELLENT MUNICIPAL SERVICES BY ASSISTING WITH THE DEVELOPMENT, PLANNING, AND EXECUTION OF ALL SPECIAL EVENTS.	GOAL 2 SPEAKS TO DEVELOPMENT OF DOWNTOWN PROSPER AS A DESTINATION. MANY SPECIAL EVENTS HAVE BEEN PLANNED AROUND THIS GOAL, INCLUDING BUT NOT LIMITED TO THE DISCOVER DOWNTOWN EVENT SERIES. AWARDING THE DEPARTMENT WITH THIS ADDITIONAL POSITION WOULD ALLOW FOR THE CONTINUED DEVELOPMENT OF EVENTS, AS WELL AS THE CREATING AND PLANNING OF NEW EVENTS FOR THE FUTURE WHICH WOULD HELP INCREASE TRAFFIC FOR DOWNTOWN PROSPER.
OF THE BENCHMARK COMMUNITIES, THE MAJORITY ALL HAVE A SPECIAL EVENTS TEAM THAT INCLUDES A SPECIAL EVENTS MANAGER AND ONE OR MORE SPECIAL EVENTS COORDINATORS.	
IT IS NOT ALLOWING ME TO ADD NUMBERS FOR THE FOLLOWING ITEMS SHOWN ON THE CALCULATOR 5400, 5226, 5530, & 5419 = \$1,260 (THIS WAS ADDED TO 5110)	
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?	WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?
N/A	THE DEPARTMENT'S ADMINISTRATIVE ASSISTANT WILL CONTINUE TO DO WHAT SHE IS ABLE TO ACCOMPLISH WITH REGARDS TO ASSISTING WITH SPECIAL EVENTS, BUT IT WILL BE LESS THAN NEEDED. ALSO, AS HER TIME IS DEDICATED TO THE PLANNING AND EXECUTION OF THESE SPECIAL EVENTS, SHE WILL NOT HAVE AMPLE TIME TO ASSIST STAFF, REQUIRING MANAGERS AND THE DIRECTOR TO SPEND TIME ON ADMINISTRATIVE DUTIES WHICH REDUCES THE WORK CAPACITY.
SUMMARIZE NEW POSITIONS IN THIS REQUEST.	REVIEW COMMENTS
N/A	GOAL 2 - DEVELOPMENT OF DOWNTOWN PROSPER AS A DESTINATION
	168

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-03EXP RECREATION		
PACKAGES DETAILS - CUT							
TITLE	RECREATION ATTENDANT - RECLASS SEASONAL TO PT (FUTURE YEAR FROM FY25)	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	4
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$19,800	\$19,800	\$19,800	\$19,800	\$19,800	\$19,800	
5143 CELL PHONE ALLOWANCE	\$480	\$480	\$480	\$480	\$480	\$480	
5145 SOCIAL SECURITY EXPENSE	\$1,228	\$1,228	\$1,228	\$1,228	\$1,228	\$1,228	
5150 MEDICARE EXPENSE	\$287	\$287	\$287	\$287	\$287	\$287	
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162	\$162	
5175 LIABILITY (TML) WORKERS COMP	\$46	\$46	\$46	\$46	\$46	\$46	
5185 LONG TERM/SHORT TERM DISABILIT	\$14	\$14	\$14	\$14	\$14	\$14	
5536 TRAINING/SEMINARS	\$150	\$0	\$0	\$0	\$0	\$0	
TOTAL	\$22,167	\$22,017	\$22,017	\$22,017	\$22,017	\$22,017	
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			
<p>REQUESTING A PART TIME RECREATION ATTENDANT TO ASSIST THE RECREATION AND PARKS OPERATIONS DIVISION(S) WITH PROGRAMS, EVENTS, AND FIELD MONITORING.</p> <p>OUR CURRENT REC ATTENDANT IS SEASONAL AND WE WOULD LIKE TO RECLASS TO A PART TIME POSITION. THIS POSITION REQUEST SHOULD NOT INCREASE HEAD COUNT FOR PARD.</p> <p>UNABLE TO ADD FOLLOWING LINE ITEMS</p> <p>5400 - UNIFORMS - \$200</p> <p>5630 - SAFETY EQUIPMENT - \$150</p>				<p>THE TOWN HAS INCREASED THE AMOUNT OF RECREATIONAL PROGRAMS AND EVENTS. FOR PROGRAMS, THE AMOUNT OF SUMMER PROGRAMS HAS INCREASED AND THE NUMBER OF LOCATIONS TO HOST THESE PROGRAMS HAS INCREASED AS WELL. WITH THE POSSIBILITY OF MULTIPLE LOCATIONS HOSTING PROGRAMS AND CAMPS THROUGHOUT THE DAY AND EVENING, THIS POSITION WOULD ALLOW A PARD REPRESENTATIVE TO BE PRESENT AT ALL SITES. THIS WILL HELP REDUCE OVERTIME COSTS AND PRESSURE ON PARK OPS, INCREASE RESPONSE TIMES, AND HELP US PROVIDE BETTER CUSTOMER SERVICE. FOR EVENTS, THIS WOULD CREATE ADDITIONAL HELP FOR DAY OF RESPONSIBILITIES OR COVER CERTAIN PARD OPERATIONS RESPONSIBILITIES, WHILE THEY WORK THE EVENT.</p> <p>THIS POSITION WILL WORK 15-20 HOURS PER WEEK.</p>			
WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?				WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?			
<p>N/A</p>				<p>WITH THE AMOUNT OF PROGRAM AND EVENT OFFERING, NOT FUNDING THIS POSITION WOULD ADD ADDITIONAL WORKLOAD ONTO THE RECREATION STAFF AND WE WOULD NOT BE ABLE TO OFFER QUALITY PROGRAMS AND EVENTS. ALSO, FUNDING THIS POSITION WOULD EASE THE WORKLOAD OF PARKS OPERATIONS STAFF MEMBERS.</p>			
SUMMARIZE NEW POSITIONS IN THIS REQUEST.				REVIEW COMMENTS			
<p>UNDER THE GENERAL SUPERVISION OF THE RECREATION COORDINATOR, WORKS IN PARTNERSHIP WITH OTHER EMPLOYEES, DEPARTMENTS/DIVISIONS, EXTERNAL ENTITIES AND THE PUBLIC TO DELIVER EFFECTIVE AND INNOVATIVE RECREATION SERVICES. THE EMPLOYEE ASSISTS IN SUPERVISION OF RECREATIONAL, SOCIAL, EDUCATIONAL PROGRAMS AND ACTIVITIES FOR CITIZENS, ASSISTING WITH EVENTS, AND MONITORING TOWN OWNED ATHLETIC FIELDS.</p>				<p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>			

TOWN OF PROSPER

FUND		DEPARTMENT			DIVISION		
10 GENERAL		COMMUNITY SERVICES			100-60-05EXP LIBRARY		
PACKAGES DETAILS - CUT							
TITLE	LIBRARY PERSONNEL - LIBRARY MANAGER (FUTURE YEAR FROM FY25)	TYPE	DISCRETIONARY - 1	GOAL	GOAL	RANK	1
RESOURCES REQUESTED							
LINE ITEM	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
5110 SALARIES	\$96,042	\$96,042	\$96,042	\$96,042	\$96,042		\$96,042
5145 SOCIAL SECURITY EXPENSE	\$5,955	\$5,955	\$5,955	\$5,955	\$5,955		\$5,955
5150 MEDICARE EXPENSE	\$1,393	\$1,393	\$1,393	\$1,393	\$1,393		\$1,393
5155 SUTA EXPENSE	\$162	\$162	\$162	\$162	\$162		\$162
5160 HEALTH INSURANCE	\$10,440	\$10,440	\$10,440	\$10,440	\$10,440		\$10,440
5162 HSA EXPENSE	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200		\$1,200
5165 DENTAL EXPENSE	\$408	\$408	\$408	\$408	\$408		\$408
5175 LIABILITY (TML) WORKERS COMP	\$221	\$221	\$221	\$221	\$221		\$221
5180 TMRS EXPENSE	\$13,724	\$13,724	\$13,724	\$13,724	\$13,724		\$13,724
5185 LONG TERM/SHORT TERM DISABILIT	\$182	\$182	\$182	\$182	\$182		\$182
5186 WELLE-WELLNESS PROG REIMB EMPL	\$600	\$600	\$600	\$600	\$600		\$600
5210 OFFICE SUPPLIES	\$200	\$200	\$200	\$200	\$200		\$200
5220 OFFICE EQUIPMENT	\$4,300	\$0	\$0	\$0	\$0		\$0
5230 DUES, FEES, AND SUBSCRIPTIONS	\$500	\$500	\$500	\$500	\$500		\$500
5400 UNIFORM EXPENSE	\$200	\$200	\$200	\$200	\$200		\$200
5419 IT LICENSES	\$400	\$400	\$400	\$400	\$400		\$400
5520 TELEPHONE EXPENSE	\$420	\$420	\$420	\$420	\$420		\$420
5526 DATA NETWORK	\$375	\$375	\$375	\$375	\$375		\$375
5530 TRAVEL	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000		\$2,000
5533 MILEAGE EXPENSE	\$50	\$50	\$50	\$50	\$50		\$50
5536 TRAINING/SEMINARS	\$350	\$350	\$350	\$350	\$350		\$350
TOTAL	\$139,122	\$134,822	\$134,822	\$134,822	\$134,822		\$134,822
COMMENTS							
WHAT IS THE PURPOSE OF THIS REQUEST?				DESCRIBE THE BENEFITS THAT WILL BE GAINED FROM THIS REQUEST.			

<p>ADDING A LIBRARY MANAGER WILL BE THE BEGINNING OF SUCCESSION PLANNING FOR THE LIBRARY'S FUTURE. GROWTH FROM A SMALL TOWN TO A MEDIUM COMMUNITY WILL NEED TO HAVE PROGRESSION AWAY FROM ONE PERSON LEADING ALL THE WORK. EACH OF OUR COMPARISON CITIES HAS ADDITIONAL LIBRARY LEADERSHIP IN THE FORM(S) OF ASSISTANT DIRECTOR(S), MANAGER(S), AND SUPERVISOR(S) WITH THE EXCEPTION OF ANNA WHICH DOES NOT HAVE A LIBRARY. MANY BENCHMARK CITIES HAVE ASSISTANT DIRECTOR, MANAGERS, AND SUPERVISORS - WHICH WILL BE THE FUTURE FOR PROSPER COMMUNITY LIBRARY TO CONTINUE EXCELLENT SERVICES TO OUR RESIDENTS.</p> <p>STAFFING GOALS FOR THE LIBRARY FOCUS ON EXCELLENCE IN SERVICE, SAFE ENVIRONMENT, EFFICIENCY IN WORKSPACE AND TASKS, AND SUCCESSFUL ACCREDITATION. LIBRARY STAFF ARE EXPECTED TO EXCEED EXPECTATIONS IN CUSTOMER SERVICE, LIBRARY PROCEDURES/COMPETENCIES, PROGRAMMING FOR DIVERSE GROUPS, AND OFFER A SAFE ENVIRONMENT FOR ALL AGES. TEXAS STATE LIBRARY ARCHIVES COMMISSION, OUR ACCREDITATION AGENCY, SETS RULES AND REGULATIONS AS TO POPULATION NUMBERS SERVED COINCIDING WITH HOURS OPEN TO PUBLIC, COLLECTION SIZE, PROGRAMMING OPPORTUNITIES, AND MAINTENANCE OF EFFORT FUNDING. THESE IMPACT STAFFING NEEDS TO SUCCESSFULLY MEET ACCREDITATION REQUIREMENTS.</p> <p>THE LIBRARY SHOULD BE STAFFED WITH NO FEWER THAN FOUR STAFF MEMBERS WHEN OPEN TO THE PUBLIC AND, IF A PROGRAM IS BEING OFFERED, THE STAFF INVOLVED ARE NOT COUNTED IN THE MINIMUM DUE TO THEIR FOCUS. MULTI-FLOOR FACILITIES REQUIRE COVERAGE ON ALL PUBLIC ACCESSIBLE FLOORS.</p>	<p>A LIBRARY MANAGER WILL BEGIN A SUCCESSION PLAN WHICH IS KEY TO THE FUTURE OF THE GROWTH OF THE LIBRARY AND ITS STAFF. TASKS MAY BE MOVED FROM THE DIRECTOR TO THE MANAGER TO ALLOW THE DIRECTOR TO FOCUS ON FUTURE DEVELOPMENTS OF THE LIBRARY (MASTER PLAN, BOND ELECTION, NEW LIBRARY FACILITY, PUBLIC RELATIONSHIPS, AND MUCH MORE.) STAFF DEVELOPMENT WILL BE ENHANCED AS WELL AS A DEDICATED STAFF MEMBER TO EXPLORE GRANT OPPORTUNITIES. A MANAGER WILL PROVIDE LEADERSHIP, DIRECTION AND COACHING TO EMPLOYEES; EVALUATE LIBRARY ISSUES; DETERMINE AND IMPLEMENT SOLUTIONS; PRIORITIZE AND ASSIGN TASKS AND PROJECTS; TRAIN, EVALUATE AND PERFORM EVALUATIONS WITH STAFF. MANAGER WILL FILL IN WHEN DIRECTOR IS UNAVAILABLE.</p>
<p>WHAT ARE THE REVENUE ENHANCEMENTS ASSOCIATED WITH THIS REQUEST?</p> <p>NO DIRECT REVENUE ENHANCEMENTS, BUT INCREASED LIBRARY LEADERSHIP WILL ASSIST IN INCREASED PATRON AND STAFF SATISFACTION, WHICH IN TURN SHOULD DECREASE TURNOVER. MISSED GRANT OPPORTUNITIES.</p>	<p>WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS REQUEST?</p> <p>DELAY IN SUCCESSION PLANNING; DIRECTOR'S TIME SHOULD BE FOCUSED MORE ON THE FUTURE AND GROWTH OF THE LIBRARY AND LESS ON THE DAILY MANAGEMENT OF THE LIBRARY AND STAFF; GRANT FUNDING REMAINS UNEXPLORED; ONE PERSON DOING THE MAJORITY OF THE LEADERSHIP RESPONSIBILITIES IS NOT CONDUCIVE TO EXPONENTIAL GROWTH AND EXPANSION.</p>
<p>SUMMARIZE NEW POSITIONS IN THIS REQUEST.</p> <p>THE LIBRARY MANAGER IS RESPONSIBLE FOR MANAGING THE DAILY OPERATIONS AND ACTIVITIES OF A LIBRARY LOCATION; PROVIDING LEADERSHIP, DIRECTION, AND COACHING TO EMPLOYEES; EVALUATING LIBRARY ISSUES; DETERMINING AND IMPLEMENTING SOLUTIONS; PRIORITIZING AND ASSIGNING TASKS AND PROJECTS; TRAINING AND EVALUATING STAFF; COUNSELING, COACHING, AND INSTRUCTING EMPLOYEES AS REQUIRED; DEVELOPING STAFF SKILLS AND CONDUCTING PERFORMANCE EVALUATIONS. WORKS COLLABORATIVELY WITH LIBRARY TEAM TO FACILITATE STRATEGIC GOALS AND OBJECTIVES FOR THE PROSPER COMMUNITY LIBRARY.</p>	<p>REVIEW COMMENTS</p> <p>CONTINUE TO PROVIDE EXCELLENT MUNICIPAL SERVICES</p>

Glossary

Accounting System: The total structure of records and procedures which discover, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, balanced account groups, and organizational components. Sometimes referred to as Chart of Accounts and/or Account Classification System.

Accounts Receivable: Amounts owing on open account from private persons, firms, or corporations for goods and services furnished by a governmental unit (but not including amounts due from other funds of the same governmental unit).

Accrual Basis: The basis of accounting under which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt of the revenue or the payment of the expenditure may take place, in whole or in part, in another accounting period. See also Accrue and Levy.

Accrue: To record revenues when earned and to record expenditures as soon as they result in liabilities for benefits received, notwithstanding that the receipt of the revenue or payment of the expenditure may take place, in whole or in part, in another accounting period. See also Accrual Basis, Accrued Expenses, and Accrued Revenue.

Accrued Expenses: Expenses incurred during the current account period but which are not payable until a subsequent accounting period. See also Accrual Basis and Accrue.

Accrued Interest on Investments Purchased: Interest accrued on investments between the last interest payment date and the date of purchase. The account is carried as an asset until the first interest payment date after date of purchase. At that time an entry is made debiting cash and crediting the Accrued Interest on Investments Purchased account for the amount of interest purchased and an Interest Earnings account for the balance.

Accrued Interest Payable: A liability account which represents the amount of interest accrued at the balance sheet date but which is not due until a later date.

Accrued Revenue: Revenue earned during the current accounting period but which is not collected until a subsequent accounting period. See also Accrual Basis and Accrue.

Activity: A specific and distinguishable line of work performed by one or more organizational components of a governmental unit for the purpose of accomplishing a function for which the governmental unit is responsible. For example, "Code Enforcement" is an activity performed in the discharge of the "Public Safety" function. See also Function.

Activity Classification: A grouping of expenditures on the basis of specific lines of work performed by organization units.

Ad Valorem: In proportion to value. A basis for levy of taxes upon property.

Allocate: To divide a lump-sum appropriation into parts which are designated for expenditure by specific organization units and/or for specific purposes, activities, or objects. See also Allocation.

Allocation: A part of a lump-sum appropriation which is designated for expenditure by specific organization units and/or for special purposes, activities, or objects. See also Allocate.

Glossary

Allot: To divide an appropriation into amounts which may be encumbered or expended during an allotment period. See also Allotment and Allotment Period.

Allotment: A part of an appropriation which may be encumbered or expended during an allotment period. See also Allot and Allotment Period.

Allotment Period: A period of time less than one fiscal year in length during which an allotment is effective. Bimonthly and quarterly allotment periods are most common. See also Allot and Allotment.

Appraisal: (1) The act of appraising. See Appraise. (2) The estimated value resulting from such action.

Appraise: To make an estimate of value, particularly of the value of property.

Note: If the property is valued for purposes of taxation, the less inclusive term "assess" is substituted for the above term.

Appropriation: An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

Arbitrage: The reinvestment of the proceeds of tax-exempt securities in materially higher-yielding taxable securities.

Assess: To value property officially for the purpose of taxation.

Note: The term is also sometimes used to denote the levy of taxes, but such usage is not correct because it fails to distinguish between the valuation process and the tax levy process.

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

Assessment: (1) The process of making the official valuation of property for purposes of taxation. (2) The valuation placed upon property as a result of this process.

Assessment Roll: In the case of real property, the official list containing the legal description of each parcel of property and its assessed valuation. The name and address of the last known owner are also usually shown. In the case of personal property, the assessment roll is the official list containing the name and address of the owner, a description of the personal property, and its assessed value.

Assets: Property owned by a governmental unit, which has a monetary value.

Audit: The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other evidence for one or more of the following purposes:

- (a) To ascertain whether the statements prepared from the accounts present fairly the financial position and the results of financial operations of the constituent funds and balanced account groups of the governmental unit in accordance with generally accepted accounting principals applicable to governmental units and on a basis consistent with that of the preceding year.
- (b) To determine the propriety, legality, and mathematical accuracy of a governmental unit's financial transactions.
- (c) To ascertain the stewardship of public officials who handle and are responsible for the financial resources of a governmental unit.

Audit Report: The report prepared by an auditor covering the audit or investigation made by him or her. As a rule, the report should include:

Glossary

- (a) a statement of the scope of the audit;
- (b) explanatory comments (if any) concerning exceptions by the auditor as to application of generally accepted auditing standards;
- (c) opinions;
- (d) explanatory comments (if any) concerning verification procedures;
- (e) financial statements and schedules; and
- (f) sometimes statistical tables, supplementary comments, and recommendations. The auditor's signature follows item (c) or (d).

Balanced Budget: Annual financial plan in which expenses do not exceed revenues.

Balance Sheet: A statement which discloses the assets, liabilities, reserves, and equities of a fund or governmental unit at a specified date, properly classified to exhibit financial position of the fund or unit at that date.

Note: If a single balance sheet is prepared for several funds, it must be in columnar or sectional form so as to exhibit the accounts of each fund and balanced account group, individually.

Bond: A written promise, generally under seal, to pay a specified sum of money, called the face value or principal amount, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

Note: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater legal formality.

Bond Fund: A fund formerly used to account for the proceeds of general obligation bond issues. Such proceeds are now accounted for in a Capital Projects Fund.

Bond Ordinance or Resolution: An ordinance or resolution authorizing a bond issue.

Bonded Debt: The portion of indebtedness represented by outstanding bonds.

Bonds Authorized and Un-issued: Bonds which have been legally authorized but not issued and which can be issued and sold without further authorization.

Note: This term should not be confused with the term "margin of borrowing power" or "legal debt margin," either one of which represents the difference between the legal debt limit of a governmental unit and the debt outstanding against it.

Bonds Issued: Bonds sold.

Budget: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Note: The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body. See also Current Budget, Capital Budget, and Capital Program.

Glossary

Budget Document: The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second part consists of schedules supporting the summary. These schedules show in detail the information as to past years' actual revenues, expenditures, and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue, and borrowing measures necessary to put the budget into effect.

Budget Message: A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message should contain an explanation of the principal budget items, an outline of the governmental unit's experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

Budgetary Accounts: Those accounts which reflect budgetary operations and condition, such as estimated revenues, appropriations, and encumbrances, as distinguished from proprietary accounts. See also Proprietary Accounts.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

Capital Budget: A plan of proposed capital outlays and the means of financing them for the current fiscal period. It is usually a part of the current budget. If a Capital Program is in operation, it will be the first year thereof. A Capital Program is sometimes referred to as a Capital Budget. See also Capital Program.

Capital Expenditures: See Capital Outlays.

Capital Improvement Program: See Capital Program.

Capital Outlays: Expenditures in excess of \$5,000 which result in the acquisition of or addition to fixed assets.

Capital Program: A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program, or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

Capital Projects Fund: A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities and/or designated fixed assets (other than those financed by special assessment, trust, special revenue, and enterprise funds). See also Bond Fund.

Cash: Currency, coin, checks, postal and express money orders, and bankers' drafts, on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Basis: The basis of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Chart of Accounts: The classification system used to organize the accounting for various funds.

Clearing Account: An account used to accumulate total charges or credits for the purpose of distributing them later among the accounts to which they are allocated or for the purpose of transferring the net differences to the proper account.

Glossary

Coding: A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc., in such a manner that the symbol used quickly reveals certain required information. See also Symbolization.

Combination Bond: A bond issued by a governmental unit which is payable from the revenues of a governmental enterprise, but which is also backed by the full faith and credit of the governmental unit.

Combined Balance Sheet: A single balance sheet which displays the individual balance sheets of each class of funds and the balanced account groups of a governmental unit in separate, adjacent columns.

Note: There are no interfund elimination or consolidations in a combined balance sheet for a governmental unit.

Contingent Fund: Assets or other resources set aside to provide for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

Note: The term should not be used to describe a reserve for contingencies. The latter is set aside out of the fund balance of a fund but does not constitute a separate fund. Similarly, an appropriation is not a fund.

Coverage: See Net Revenue Available for Debt Service.

Current: A term which, when applied to budgeting and accounting, designates the operations of the present fiscal period as opposed to past or future periods.

Current Budget: The annual budget prepared for and effective during the present fiscal year; or, in the case of some state governments, the budget for the present biennium.

Current Funds: Funds the resources of which are expended for operating purposes during the current fiscal period. In its usual application in plural form, it refers to General, Special Revenue, Debt Service, and Enterprise Funds of a governmental unit. In the singular form, the current fund is synonymous with the general fund. See also General Fund.

Current Liabilities: Liabilities which are payable within a relatively short period of time, usually no longer than a year.

Current Revenue: Revenues of a governmental unit that are available to meet expenditures of the current fiscal year. See Revenue.

Current Taxes: (1) Taxes levied and becoming due during the current fiscal period, from the time the amount of the tax levy is first established to the date on which a penalty for nonpayment is attached. (2) Taxes levied in the preceding fiscal period but becoming due in the current fiscal period, from the time they become due until a penalty for nonpayment is attached.

Current Year's Tax Levy: Taxes levied for the current fiscal period.

Data Processing: (1) The preparation and handling of information and data from source media through prescribed procedures to obtain such end results as classification, problem solution, summarization, and reports. (2) Preparation and handling of financial information wholly or partially by mechanical or electronic means. See also Electronic Data Processing (EDP).

Debt: An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governmental units include bonds, time warrants, notes, and floating debt. See also Bond, Notes Payable, Long-Term Debt, and General Long-Term Debt.

Glossary

Debt Limit: The maximum amount of gross or net debt that is legally permitted.

Debt Service Fund: A fund established to finance and account for the payment of interest and principal on all general obligation debt, serial and term, other than that payable exclusively from special assessments and revenue debt issued for and serviced by a governmental enterprise. Formally called a Sinking Fund.

Debt Service Fund Requirements: The amounts of revenue which must be provided for a debt service fund so that all principal and interest payments can be made in full on schedule.

Deficit: (1) The excess of the liabilities and reserves of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of Enterprise and Intragovernmental Service Funds, the excess of expense over income during an accounting period.

Delinquent Taxes: Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid, or converted into tax liens.

Note: The term is sometimes limited to taxes levied for the fiscal period or periods preceding the current one, but such usage is not entirely correct. See also Current Taxes, Current Year's Tax Levy, and Prior Years' Tax Levies.

Deposit: (1) Money placed with a banking or other institution, or with a person either as a general deposit subject to check or as a special deposit made for some specified purpose. (2) Securities lodged with a banking or other institution or with a person for some particular purpose. (3) Sums deposited by customers for electric meters, water meters, etc., and by contractors and others to accompany and guarantee their bids.

Depreciation: (1) Expiration of the service life of fixed assets, other than wasting assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or other physical elements for functional causes. (2) The portion of the cost of a fixed asset charged as an expense during a particular period.

Note: The cost of a fixed asset is prorated over the estimated service life of such asset and each period is charged with part of such cost so that ultimately the entire cost of the asset is charged off as an expense. In governmental accounting, depreciation may be recorded in proprietary funds and trust funds where expenses, net income, and/or capital maintenance are measured.

Direct Debt: The debt that a governmental unit has incurred in its own name, or assumed through the annexation of territory or consolidation with another governmental unit. See also Overlapping Debt.

Direct Expense: Those expenses which can be charged directly as a part of the cost of a product or service, or of a department or operating unit, as distinguished from overhead and other indirect costs which must be prorated among several products or services, departments, or operating units.

Due to Fiscal Agent: Amounts due to fiscal agents, such as commercial banks, for servicing a governmental unit's maturing interest and principal payments on indebtedness.

Effective Interest Rate: The rate of earning on a bond investment based on the actual price paid for the bond, the coupon rate, the maturity date, and the length of time between interest dates, in contrast with the nominal interest rate.

Electronic Data Processing (EDP): Data processing by means of high-speed electronic equipment. See also Data Processing.

Glossary

Encumbrances: Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when the actual liability is set up.

Enterprise Debt: Debt that is to be retired primarily from the earnings of publicly owned and operated enterprises. See also Revenue Bonds.

Enterprise Fund: A fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges. Examples of enterprise funds are those for water, gas, and electric utilities, swimming pools, airports, parking garages, and transit systems.

Equipment: Tangible property of a more or less permanent nature (other than land, buildings, or improvements other than buildings) which is useful in carrying on operations. Examples are machinery, tools, trucks, cars, furniture, and furnishings.

Estimated Revenue: For revenue accounts kept on an accrual basis, this term designates the amount of revenue estimated to accrue during a given period regardless of whether or not it is all to be collected during the period. For revenue accounts kept on a cash basis, the term designates the amount of revenue estimated to be collected during a given period. Under the modified accrual basis recommended for some funds by the Governmental Accounting Standards Board, estimated revenues include both cash and accrual basis revenues. See also Cash Basis, Accrual Basis, and Modified Accrual Basis.

Expenditures: Where the accounts are kept on the accrual basis or the modified accrual basis, this term designates the cost of goods delivered or services rendered, whether paid or unpaid, including expenses, provision for debt retirement not reported as a liability of the fund from which retired, and capital outlays. Where the accounts are kept on the cash basis, the term designates only actual cash disbursements for these purposes.

Note: Encumbrances are not expenditures.

Expenses: Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period.

Note: Legal provisions sometimes make it necessary to treat charges whose benefits extend over future periods as expenses. For example, purchase of materials and supplies which may be used over a period of more than one year and payments for insurance which is to be in force for a period longer than one year frequently must be charged in their entirety to the appropriation of the year in which they are incurred and classified as expenses of that year, even though their benefits extend also to other periods.

Fiduciary Fund Types: The trust and agency funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

Fiscal Period: Any period at the end of which a governmental unit determines its financial position and the results of its operations.

Fiscal Year: A twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations.

Fixed Assets: Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Note: The term does not indicate the immobility of an asset, which is the distinctive character of "fixture."

Glossary

Fixed Charges: Expenses (the amount of which is set by agreement). Examples are interest, insurance, and contributions to pension funds.

Fixtures: Attachments to buildings that are not intended to be removed and which cannot be removed without damage to the latter.

Note: Those fixtures with a useful life presumed to be as long as that of the building itself, are considered a part of such building; all others are classified as equipment.

Force Account Method: A method employed in the construction and/or maintenance of fixed assets whereby a governmental unit's own personnel are used instead of an outside contractor.

Note: This method also calls for the purchase of materials by the governmental unit and the possible use of its own equipment, but the distinguishing characteristic of the force account method is the use of the unit's own personnel.

Franchise: A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FTE (Full-Time Equivalent): A term used when developing personal services budgets; 2,080 hours worked annually equates to 1.0 full-time equivalent (FTE) position.

Full Faith and Credit: A pledge of the general taxing power for the payment of debt obligations.

Note: Bonds carrying such pledges are usually referred to as general obligation bonds or full faith and credit bonds.

Function: A group of related activities aimed at accomplishing a major service or regulatory program for which the Town is responsible. For example, public safety is a function.

Functional Classification: A grouping of expenditures on the basis of the principal purposes for which they are made. Examples are public safety, public health, public welfare, etc. See also Activity Classification and Object Classification.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Accounts: All accounts necessary to set forth the financial operations and financial condition of a fund.

Note: Sometimes the term is used to denote budgetary accounts as distinguished from proprietary accounts, but such usage is not recommended.

Fund Balance: The excess of the assets of a fund over its liabilities and reserves, except in the case of funds subject to budgetary accounting where, prior to the end of a fiscal period, it represents the excess of the fund's assets and estimated revenues for the period over its liabilities, reserves, and appropriations for the period.

Fund Balance Sheet: A balance sheet for a single fund. See Fund and Balance Sheet.

Fund Group: A group of funds that are similar in purpose and character. For example, several special revenue funds constitute a fund group.

Funding: The conversion of floating debt or time warrants into bonded debt.

Funding Bonds: Bonds issued to retire outstanding floating debt and to eliminate deficits.

Glossary

General Audit: An audit made at the close of a normal accounting period, which covers all of the funds and balanced account groups of a governmental unit. Such audits may involve some detailed verification, as determined by the professional judgment of the auditor, but usually they are based on appropriate tests and checks. See also Special Audit.

General Fixed Assets: Those fixed assets of a governmental unit that are not accounted for in Enterprise, Trust, or Intragovernmental Service Funds.

General Fixed Assets Group of Accounts: A self-balancing group of accounts set up to account for the general fixed assets of a governmental unit. See General Fixed Assets.

General Fund: A fund used to account for all transactions of a governmental unit that are not accounted for in another fund.

Note: The General Fund is used to account for the ordinary operations of a governmental unit that are financed from taxes and other general revenues.

General Long-Term Debt: Long-term debt legally payable from general revenues and backed by the full faith and credit of a governmental unit. See Long-Term Debt.

General Obligation Bonds: Bonds for whose payment the full faith and credit of the issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues. See also Full Faith and Credit.

General Revenue: The revenues of a governmental unit other than those derived from and retained in an enterprise.

Note: If a portion of the net income in an enterprise fund is contributed to another non-enterprise fund, such as the General Fund, the amounts transferred constitute general revenue of the governmental unit.

Goal: A statement of broad direction, purpose or intent based on the need of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given period.

Governmental Accounting: The composite activity of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of governmental units and agencies.

Governmental Fund Types: Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities - except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregations of financial resources. Expendable assets are assigned to a particular governmental fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, uses and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance.

Grant: A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example, public safety), but it is sometimes also for general purposes.

Gross Bonded Debt: The total amount of direct debt of a governmental unit represented by outstanding bonds before deduction of any assets available and earmarked for their retirement. See also Direct Debt.

Glossary

Improvements: Buildings, other structures, and other attachments or annexations to land which are intended to remain so attached or annexed, such as sidewalks, trees, drives, tunnels, drains, and sewers.

Note: Sidewalks, curbing, sewers, and highways are sometimes referred to as "betterments," but the term improvements other than buildings is preferred.

Improvements Other Than Buildings: A fixed asset account that reflects the acquisition value of permanent improvements, other than buildings, which add value to land. Examples of such improvements are fences, retaining walls, sidewalks, pavements, gutters, tunnels, and bridges. If the improvements are purchased or constructed, this account contains the purchase or contract price. If improvements are obtained by gift, it reflects the appraised value at time of acquisition.

Income: A term used in accounting for governmental enterprises to represent the excess of revenues earned over the expenses incurred in carrying on the enterprise's operations. It should not be used without an appropriate modifier, such as Operating, Non-operating, or Net.

Note: The term Income should not be used in lieu of Revenue in non-enterprise funds.

Interfund Accounts: Accounts in which transactions between funds are reflected. See Interfund Transfers.

Interfund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenues: Revenue received from other governments in the form of grants, shared revenues, or payments in lieu of taxes.

Interim Borrowing: (1) Short-term loans to be repaid from general revenues during the course of a fiscal year. (2) Short-term loans in anticipation of tax collections or bond issuance.

Internal Control: A plan of organization under which employees' duties are so arranged and records and procedures so designed as to make it possible to exercise effective accounting control over assets, liabilities, revenues, and expenditures. Under such a system, the work of employees is subdivided so that no single employee performs a complete cycle of operations. Thus, for example, an employee handling cash would not post the accounts receivable records. Moreover, under such a system, the procedures to be followed are definitely laid down and require proper authorizations by designated officials for all actions to be taken.

Internal Service Fund: A fund established to finance and account for services and commodities furnished by a designated department or agency to other departments and agencies within a single governmental unit. Amounts expended by the fund are restored thereto either from operating earnings or by transfers from other funds, so that the original fund is kept intact.

Inventory: A detailed list showing quantities, descriptions, and values of property, and frequently also lists units of measure and unit prices.

Inventory of Supplies: The cost value of supplies on hand.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in Town operations.

Judgment: An amount to be paid or collected by a governmental unit as the result of a court decision, including a condemnation award in payment for private property taken for public use.

Judgments Payable: Amounts due to be paid by a governmental unit as the result of court decisions, including condemnation awards in payment for private property taken for public use.

Glossary

Land: A fixed asset account that reflects the value of land owned by a governmental unit. If land is purchased, this account shows the purchase price and costs such as legal fees, filling and excavation costs, and the like, which are incurred to put the land in condition for its intended use. If land is acquired by gift, the account reflects the estimated fair value at the time of acquisition.

Legal Investments: Investments which governmental units are permitted to make by law.

Levy: (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a governmental unit.

Liabilities: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

Note: The term does not include encumbrances.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Machinery and Equipment: See Equipment.

Maintenance: The upkeep of physical properties in condition for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

Major Fund: Funds that the revenues, expenses, assets or liabilities are greater than 10% of corresponding totals and at least 5% of the aggregate amount for all governmental and enterprise funds.

Modified Accrual Basis: A system under which some accruals, usually costs, are recorded but others, usually revenues, are not. The extent of modification varies in practice, depending upon the accountant's judgment.

Municipal: In its broadest sense, an adjective that denotes the state and all subordinate units of government. In a more restricted sense, an adjective that denotes a city or town, as opposed to other units of local government.

Municipal Bond: A bond issued by a state or local government unit.

Municipal Corporation: A body politic and corporate established pursuant to state authorization for the purpose of providing governmental services and regulations for its inhabitants. A municipal corporation has defined boundaries and a population, and is usually organized with the consent of its residents. It usually has a seal and may sue and be sued.

Net Bonded Debt: Gross bonded debt less any cash or other assets available and earmarked for its retirement.

Net Income: A term used in accounting for governmental enterprises to designate the excess of total revenues over total expenses for an accounting period. See also Income, Operating Revenues, Operating Expenses, Non-operating Income, and Non-operating Expenses.

Net Revenue Available for Debt Service: Gross operating revenues of an enterprise, less operating and maintenance expenses, yet exclusive of depreciation and bond interest. "Net Revenue" as thus defined computes "coverage" on revenue bond issues.

Note: Under the laws of some states and the provisions of some revenue bond indentures, net revenues used for computation of coverage are required to be on a cash basis rather than an accrual basis.

Nominal Interest Rate: The contractual interest rate shown on the face and in the body of a bond and representing the amount of interest to be paid, in contrast to the effective interest rate.

Glossary

Non-major Fund: Funds that the revenues, expenses, assets or liabilities are less than 10% of corresponding totals and at less than 5% of the aggregate amount for all governmental and enterprise funds.

Non-operating Expenses: Expenses incurred for non-operating properties or in the performance of activities not directly related to supplying the basic services of a governmental enterprise. An example of a non-operating expense is interest paid on outstanding revenue bonds. See also Non-operating Properties.

Non-operating Income: Income of governmental enterprises that is not derived from the basic operations of such enterprises. An example is interest on investments or on bank time deposits.

Non-operating Properties: Properties that are owned by a governmental enterprise but which are not used in the provision of basic services for which the enterprise exists.

Notes Payable: In general, an unconditional written promise signed by the maker to pay a certain sum of money on demand or at a fixed or determinable time either to the bearer or to the order of a person designated therein.

Notes Receivable: A note payable held by a governmental unit.

Object: As used in expenditure classification, this term applies to the article purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personal services, contractual services, materials, and supplies. See also Activity Classification, Functional Classification, and Object Classification.

Objective: Desired output oriented accomplishments that can be measured and achieved within a given time frame. Achievement of the objective advances the activity and organization toward a corresponding goal.

Object Classification: A grouping of expenditures on the basis of goods or services purchased; for example, personal services, materials, supplies and equipment. See also Functional Classification and Activity Classification.

Obligations: Amounts that a governmental unit may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

Obsolescence: The decrease in the value of fixed assets resulting from economic, social, technological, or legal changes.

Operating Budget: Operating budgets serve many purposes within a government entity, but they have two primary purposes: (1) to plan the services that are going to be offered during the coming year and set priorities; (2) to conform with legal requirements to ensure that expenditures do not exceed those appropriated. Operating budgets are also called Annual Budgets. See Budget.

Operating Expenses: (1) As used in the accounts of governmental enterprises, the term means those costs which are necessary to the maintenance of the enterprise, the rendering of services, the sale of merchandise, the production and disposition of commodities produced, and the collection of enterprise revenues, and (2) the term is also sometimes used to describe expenses for general governmental purposes.

Operating Income: Income of a governmental enterprise that is derived from the sale of its goods and/or services. For example, income from the sale of water by a municipal water utility is operating income. See also Operating Revenues.

Operating Revenues: Revenues derived from the operation of governmental enterprises of a business character.

Glossary

Operating Statement: A statement summarizing the financial operations of a governmental unit for an accounting period as contrasted with a balance sheet which shows financial position at a given moment in time.

Ordinance: A formal legislative enactment by the council or governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Note: The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those which may be by resolution. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

Original Cost: The total of assets given and/or liabilities assumed to acquire an asset. In utility accounting, the original cost to the first owner who dedicated the plant to service of the public.

Overhead: Those elements of cost necessary in the production of an article or the performance of a service which are of such a nature that the amount applicable to the product or service cannot be determined accurately or readily. Usually they relate to those objects of expenditures which do not become an integral part of the finished product or service such as rent, heat, light, supplies, management, supervision, etc.

Overlapping Debt: The proportionate share of the debts of local governmental units located wholly or in part within the limits of the reporting government which must be borne by property within each governmental unit. Note: Except for special assessment debt, the amount of debt of each unit applicable to the reporting unit is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction. Special assessment debt is allocated on the basis of the ratio of assessments receivable in each jurisdiction, which will be used wholly or in part to pay off the debt to total assessments receivable, which will be used wholly or in part for this purpose.

Pay-As-You-Go: A method of financing improvements that refers to the allocation of a significant portion of operating revenues each year to a revenue fund. The monies in this fund are to be used for annual improvements or saved until they are sufficient for large projects. A regular allocation made from the operating budget to smooth budget allocations for expenditures and eliminate the need for bond financing. Sometimes referred to as pay-as-you-acquire financing.

Pay-As-You-Use: A method of financing long-term improvements by serial debt issues with maturities arranged so that the retirement of debt coincides with the depreciation or useful life of the improvement. In theory, the interest and debt retirement charges paid by each generation of taxpayers or users coincide with their use and enjoyment of the improvement. Under pay-as-you-use, each user group pays for its own improvements. No one is forced to provide free goods or services for a future generation or to contribute toward facilities for a community in which he or she will not live, nor will new members of the community derive benefits from improvements that they have not assisted in financing.

Prior Years' Tax Levies: Taxes levied for fiscal periods preceding the current one.

Private Trust Fund: A trust fund that will ordinarily revert to private individuals or will be used for private purposes; for example, a fund that consists of guarantee deposits.

Program: A group of related activities performed by one or more organization units for the purpose of accomplishing a function for which the town is responsible.

Project: A plan of work, job, assignment, or task.

Glossary

Proprietary Accounts: Those accounts which show actual financial position and operations, such as actual assets, liabilities, reserves, fund balances, revenues, and expenditures, as distinguished from budgetary accounts.

Proprietary Fund Types: Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses, and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position.

Public Trust Fund: A trust fund whose principal, earnings, or both, must be used for a public purpose; for example, a pension or retirement fund.

Purchase Order: A document that authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

Special Purpose District: allows for a dedicated sales tax resource.

Rate Base: The value of utility property used in computing an authorized rate of return as authorized by law or a regulatory commission.

Receipts: This term, unless otherwise qualified, means cash received. See also Revenue.

Recoverable Expenditures: An expenditure made for or on behalf of another governmental unit, fund, or department, or for a private individual, firm, or corporation, which will subsequently be recovered in cash or its equivalent.

Refunding Bonds: Bonds issued to retire bonds already outstanding. The refunding bonds may be sold for cash and outstanding bonds redeemed in cash, or the refunding bonds may be exchanged with holders of outstanding bonds.

Registered Bond: A bond, the owner of which is registered with the issuing governmental unit, and which cannot be sold or exchanged without a change of registration. Such a bond may be registered as to principal and interest or as to principal only.

Reimbursement: Cash or other assets received as a repayment of the cost of work or services performed or of other expenditures made for or on behalf of another governmental unit or department or for an individual, firm, or corporation.

Replacement Cost: The cost as of a certain date of a property which can render similar service (but need not be of the same structural form) as the property to be replaced. See also Reproduction Cost.

Reproduction Cost: The cost as of a certain date of reproducing an exact new property in the same place. Note: Sometimes this term is designated as "reproduction cost new" to distinguish it from "depreciated reproduction cost," which is the reproduction cost of a given property less the estimated amount of accumulated depreciation applicable to it. In the absence of any modifier, however, the term "reproduction cost" is understood to be synonymous with "reproduction cost new." See also Replacement Cost.

Requisition: A written demand or request, usually from one department to the purchasing officer or to another department, for specified articles or services.

Glossary

Reserve: An account which records a portion of the fund balance which must be segregated for some future use and which is, therefore, not available for further appropriation or expenditure. A Reserve for Inventories equal in amount to the Inventory of Supplies on the balance sheet of a General Fund is an example of such a reserve.

Reserve for Revenue Bond Debt Service: A reserve in an Enterprise Fund which represents the segregation of a portion of retained earnings equal to current assets that are restricted to current servicing of revenue bonds in accordance with the terms of a bond indenture.

Reserve for Revenue Bond Retirement: A reserve in an Enterprise Fund which represents the segregation of a portion of retained earnings equal to current assets that are restricted for future servicing of revenue bonds in accordance with the terms of a bond indenture.

Resolution: A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an order or statute. See also Ordinance.

Resources: The actual assets of a governmental unit, such as cash, taxes receivable, land, buildings, etc., plus contingent assets such as estimated revenues applying to the current fiscal year not accrued or collected, and bonds authorized and unissued.

Retained Earnings: The accumulated earnings of an Enterprise or Internal Service Fund which have been retained in the fund and which are not reserved for any specific purpose.

Retirement Fund: A fund out of which retirement annuities and/or other benefits are paid to authorized and designated public employees. A retirement fund is accounted for as a Trust Fund.

Revenue: For those revenues which are recorded on the accrual basis, this term designates additions to assets which: (a) do not increase any liability; (b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets; and (d) do not represent contributions of fund in Enterprise and Internal Service Funds. The same definition applies to those cases where revenues are recorded on the modified accrual or cash basis, except that additions would be partially or entirely to cash. See also Accrual Basis, Modified Accrual Basis, Cash Basis, Net Revenue Available for Debt Service, and Receipts.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of a public enterprise. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise's property and are then known as mortgage revenue bonds.

Schedules: (1) The explanatory or supplementary statements that accompany the balance sheet or other principal statements periodically prepared from the accounts. (2) The accountant's or auditor's principal work papers covering his examination of the books and accounts. (3) A written enumeration or detailed list in orderly form. See also Statements.

Securities: Bonds, notes, mortgages, or other forms of negotiable or non-negotiable instruments. See also Investments.

Self-Supporting or Self-Liquidating Debt: Debt obligations whose principal and interest are payable solely from the earnings of the enterprise for the construction or improvement of which they were originally issued. See also Revenue Bonds.

Serial Annuity Bonds: Serial bonds in which the annual installments of bond principal are so arranged that the combined payments for principal and interest are approximately the same each year.

Serial Bonds: Bonds the principal of which is repaid in periodic installments over the life of the issue.

Glossary

Shared Revenue: Revenue which is levied by one governmental unit but shared, usually in proportion to the amount collected, with another unit of government or class of governments.

Short-Term Debt: Debt with a maturity of one year or less after the date of issuance. Short-term debt usually includes floating debt, bond anticipation notes, tax anticipation notes, and interim warrants.

Special Assessment: A compulsory levy made by a local government against certain properties to defray part or all of the cost of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

Note: The term should not be used without a modifier (for example, "special assessments for street paving," or "special assessments for street sprinkling") unless the intention is to have it cover both improvements and services, or unless the particular use is apparent from the context.

Special Assessment Bonds: Bonds payable from the proceeds of special assessments. If the bonds are payable only from the collections of special assessments, they are known as "special assessment bonds." If, in addition to the assessments, the full faith and credit of the governmental unit are pledged, they are known as "general obligation special assessment bonds."

Special Assessment Fund: A fund set up to finance and account for the construction of improvements or provision of services which are to be paid for, wholly or in part, from special assessments levied against benefited property. See also Special Assessment and Special Assessment Bonds.

Special Assessment Roll: The official list showing the amount of special assessments levied against each property presumed to be benefited by an improvement or service.

Special Audit: An audit which is limited to some particular phase of a governmental unit's activity, such as the examination of a Projects Fund, or an audit which covers all of the governmental unit's activities for a shorter or longer period of time than the usual accounting period of one fiscal year. Such audits may involve some detailed verifications as determined by the professional judgment of the auditor, but usually they are based on appropriate tests and checks. See General Audit.

Special District: An independent unit of local government organized to perform a single governmental function or a restricted number of related functions. Special districts usually have the power to incur debt and levy taxes; however, certain types of special districts are entirely dependent upon enterprise earnings and cannot impose taxes. Examples of special districts are water districts, drainage districts, flood control districts, hospital districts, fire protection districts, transit authorities, port authorities, and electric power authorities.

Special Fund: Any fund that must be devoted to some special use in accordance with specific regulations and restrictions. Generally, the term applies to all funds other than the General Fund.

Special Revenue Fund: A fund used to account for revenues from specific taxes or other earmarked revenue sources which by law are designated to finance particular functions or activities of government. Includes intergovernmental revenue in the form of state and federal grant funds.

Statements: (1) Used in a general sense, statements are all of those formal written presentations that set forth financial information. (2) In technical accounting usage, statements are those presentations of financial data that show the financial position and the results of financial operations of a fund, a group of accounts, or an entire governmental unit for a particular accounting period. See also Schedules.

Statute: A written law enacted by a duly organized and constituted legislative body. See also Ordinance and Resolution.

Stores: Goods on hand in storerooms, subject to requisition and use.

Glossary

Straight Serial Bonds: Serial Bonds in which the annual installments of a bond principal are approximately equal.

Surety Bond: A written promise to pay damages or to indemnify against losses caused by the party or parties named in the document, through nonperformance or through defalcation. An example is a surety bond given by a contractor or by an official handling cash or securities.

Surplus: The excess of the assets of a fund over its liabilities, or if the fund has other resources and obligations, the excess of resources over the obligations. The term should not be used without a properly descriptive adjective unless its meaning is apparent from the context. See also Fund Balance, and Retained Earnings.

Symbolization: The assignment of letters, numbers, or other marks or characters to the ordinary titles of the ledger accounts. Each letter or number should have the same meaning wherever used and should be selected with great care so that it will indicate, immediately and with certainty, the title of the account, as well as its place in the classification. The use of proper symbols saves much time and space in making the book record and adds to its precision and accuracy. See also Coding.

Tax Levy: The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

Tax Levy Ordinance: An ordinance by means of which taxes are levied.

Tax Liens: Claims which governmental units have upon properties until taxes levied against them have been paid.

Note: The term is sometimes limited to those delinquent taxes for the collection of which legal action has been taken through the filing of liens.

Tax Rate: The amount of tax levied for each \$100 of assessed valuation.

Tax Rate Limit: The maximum rate at which a governmental unit may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes; and may apply to a single government, to a class of governments, or to all governmental units operating in a particular area. Overall, tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

Tax Roll: The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

Tax Supplement: A tax levied by a local unit of government which has the same base as a similar tax levied by a higher level of government, such as a state or province. The local tax supplement is frequently administered by the higher level of government along with its own tax. A locally imposed, state-administered sales tax is an example of a tax supplement.

Taxes: Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

Note: The term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, water and sewer charges.

Taxes Receivable-Current: The uncollected portion of taxes that a governmental unit has levied, which has become due but on which no penalty for nonpayment attaches.

Glossary

Taxes Receivable-Delinquent: Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until paid, abated, canceled, or converted into tax liens.

Term Bonds: Bonds that the entire principal of which matures on one date. Also called sinking fund bonds.

Trust and Agency Funds: Funds used to account for assets held by a government in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds.

Trust Fund: A fund consisting of resources received and held by the governmental unit as trustee, to be expended or invested in accordance with the conditions of a trust. See also Private Trust Fund and Public Trust Fund.

Unappropriated Budget Surplus: Where the fund balance at the close of the preceding year is not included in the annual budget, this term designates that portion of the current fiscal year's estimated revenues which has not been appropriated. Where the fund balance of the preceding year is included, this term designates the estimated fund balance at the end of the current fiscal period.

User Charges: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Utility Fund: See Enterprise Fund.

Work Program: A plan of work proposed to be done during a particular period by an administrative agency in carrying out its assigned activities.



THANK YOU, BUDGET TEAM!

The Town Budget truly takes teamwork, and I trust more hands went into this effort than are recognized here.

I'd like to thank those listed below who were instrumental in preparation of the preliminary budget.

Bob Scott, Deputy Town Manager

Carrie Jones, Public Works

Chuck Ewings, Assistant Town Manager

Leigh Johnson, IT

Robyn Battle, Executive Director

Dan Baker, Parks

Chief Blasingame, Fire

Hulon Webb, Engineering

Assistant Chief Eft, Fire

David Hoover, Dev. Services

Chief Kowalski, Police

Assistant Chief Brewer, Police

Michelle Lewis Sirianni, Town Secretary

Chris Landrum

Finance Director