



End of Year Report
FY 2011-2012

City Manager

Derek Borg



Dec 10, 2012

Honorable Mayor and Council Members:

Presented for your review and approval is the City of Princeton's end of year financial report for FY 2011-12. The intent of this report is to provide Council with current information regarding the status of the City's financial position and to provide regular updates regarding the status of departmental priority projects. The report describes the revenue collection numbers from major sources and also provides information on fiscal year expenditures.

Included in this report are some graphs showing trends over the past five years. These should give the Council a picture of the financial condition of the City.

The report includes the City's end of year investment portfolio report. This section outlines the status of the investment portfolio and provides information on the performance, or return on investments.

In addition, the report contains project tracking reports describing ongoing priority Capital Improvement Projects, being addressed by the City. Each project report includes a description of the project, level of priority, current budget status, and any additional expenditures and the timeline being followed to complete the effort.

These reports are intended to keep the Council informed of the status of projects that have been assigned with priority status. It also serves as a communication vehicle to ensure that the City Council and staff are working on the right priorities and the direction of each project is consistent with the goals of the City Council. We anticipate coming back to you in future reports with updates to the project timelines as we continue to adjust City priorities in response to addressing our current budget situation.

The final section of the report contains information collected from our Incode system on the ongoing customer service requests. This information allows the Council to track the nature and number of service requests received from the public and to monitor the administration's responsiveness to those requests.

In order to better serve your needs, please let me know if you have comments or suggestions regarding the content or organization of this report.

Sincerely,

Derek Borg

Derek Borg
City Manager



Introduction

This report provides an analysis of the City's General Fund revenues and expenditures for the fiscal year 2011-2012 end of year.

Management's Overview

The City's budget for fiscal year 2011-12 was adopted by the City Council on 9-12-2011. The purpose of the end of year report is to provide a clear overview of the status of the City affairs, including ongoing projects. The report also provides the Council with revenue trends and expenditure trends to ensure the City Council has a strong understanding of the City's current financial condition. The numbers in the report are based on the FY 2011-12 thru end of year September 30, 2012, un-audited.

FY 2011-12 Budget

The FY 2011-12 Budget, as originally adopted, estimated revenues of \$2,574,398. At the close of FY year 2012 general fund revenues have exceeded the projection by \$483,635 bringing the total revenues to the city to \$3,058,033.

The largest contributors to the increase in revenues come from an increase in sales tax revenue, franchise tax revenue, an increase in building permits, and awarding of a grant for the fire department from FEMA.

The expenditures for FY 2011-12 were projected at 2,573,730. Actual expenditures for FY 2011-12 were \$2,855,332.69. The total over expenditure for the FY 2011-12 is \$202,700.91 un-audited. The over expenditures are a result of the purchases by the fire department and offset by an increase in the revenue from the FEMA grant in the amount of \$159,292. During the year the Council also approved the purchase of two new police vehicles, this shows up in the expenditures however is offset by the revenues. The additional expenditures are largely due to Fuel costs and unexpected maintenance expense.

During FY 2011-12 the Conway Co. CPA's completed the audit of the FY 2010-2011 budget. As a result of the audit, the shortfall stood at (\$273,162). This shortfall was largely due to unexpected capital expenditures and was funded from general operating reserves.

The year-end general operating revenues increased to a total of \$3,058,033, over the expenditures of \$2,855,332.69 resulting in an impact to the general fund of \$202,700.91. The short fall carry over would then be reduced to (\$70,461.09) from the (\$273,162) at the beginning of the year.



End of Year Report
FY 2011-2012

The Staff is diligently working to increase unassigned fund balance to 20% of the budgeted expenditures in the general fund. The short term strategy is to maintain the general fund expenditures not exceeding the revenues.

The Staff continues to look for cost saving measures that can be implemented to reduce expenses throughout the City without reducing the level of service to the public.

FY 2011-2012

Revenues over Expenditures, End of FY 2011-2012

The following charts show the current budget for FY2011-2012 against revenue received for 2011-2012, and the expenditures for 2011-2012, at the end of the Fiscal year.



General Fund The major portion of the additional revenues for FY 2011-2012 is from a Federal Grant through FEMA, provided to the Fire Department. An increase in sales tax revenue makes up for most of the additional revenue.



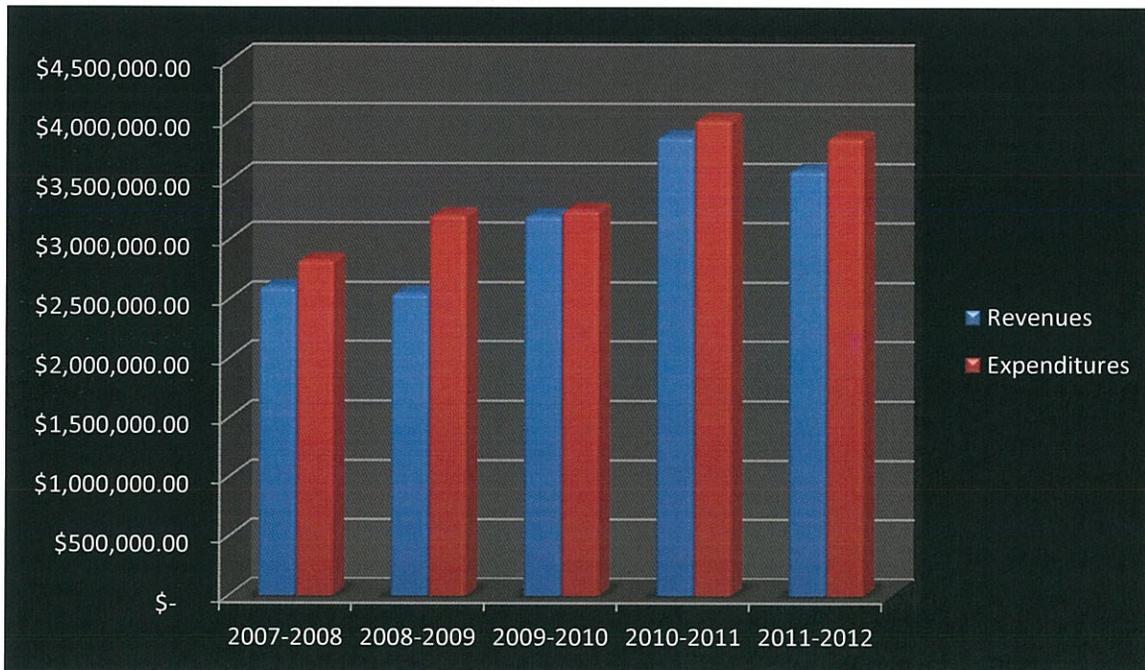
Enterprise Fund The FY 2011-2012 budget was prepared conservatively, based on the expected conditions however as of the end of the year the water sales were down from the previous year requiring a fund transfer from impact fees of \$216,457 to make up the difference. This chart shows the condition after the fund transfer. This was also done in FY 2010-11. The water rate increase should correct a portion of the ongoing over expenditure.

ENTERPRISE FUND

REVENUES AND EXPENDITURES END OF YEAR 2011-2012

FIVE YEAR TREND

	REVENUES	EXPENDITURES
2007-2008	2,600,862.00	2,826,249.00
2008-2009	2,546,595.00	3,207,690.00
2009-2010	3,198,875.00	3,247,385.00
2010-2011	3,868,421.00	4,011,093.00
2011-2012	3,584,671.00	3,860,852.00



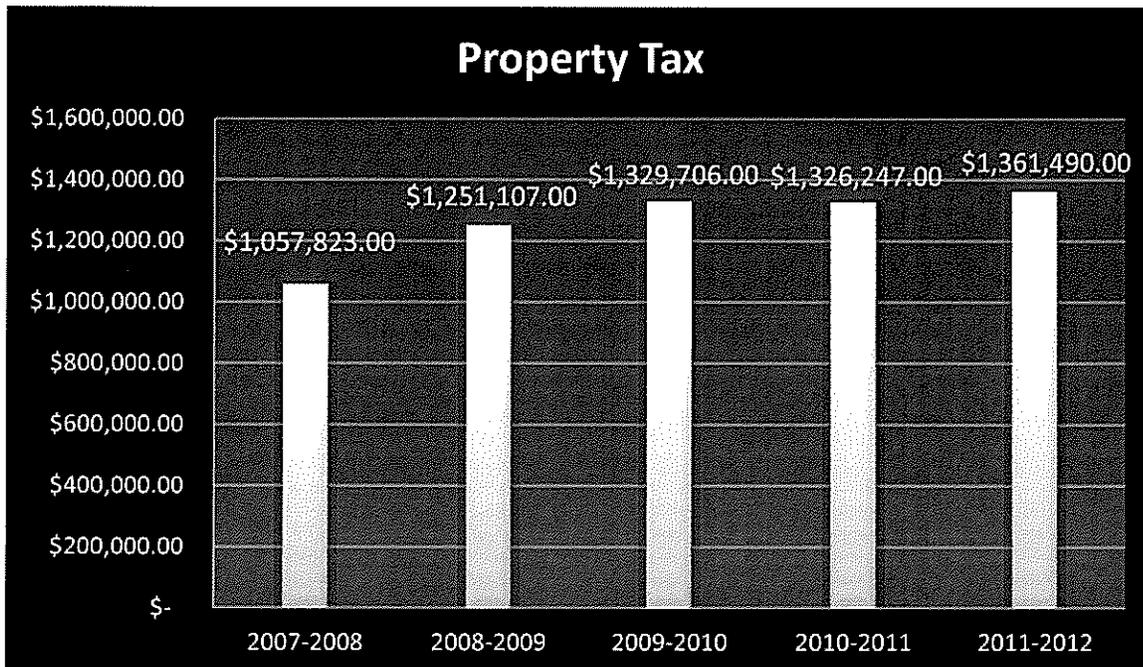
Enterprise Fund

The above graph tracks the trend of expenses over revenues at the end of the fiscal year over the past 5 years. During 2009-10 and 2010-11 funds were transferred into the enterprise fund from impact fees to cover the over expenditure. Typically the expenditures exceed the revenues for the first part of the year. During the summer months the water revenues increase and tend to balance out. The City was under stage 3 water conservation and revenues have been down from the projected sales. The staff continues to control the expenditures as they relate to revenues. The increase in water rates should correct some of the need to use impact fees.

GENERAL FUND

PROPERTY TAX END OF YEAR
2011-12 TREND

Year	Ending Balance
2007-2008	1,057,823.00
2008-2009	1,251,107.00
2009-2010	1,329,706.00
2010-2011	1,326,247.00
2011-2012	1,361,490.00



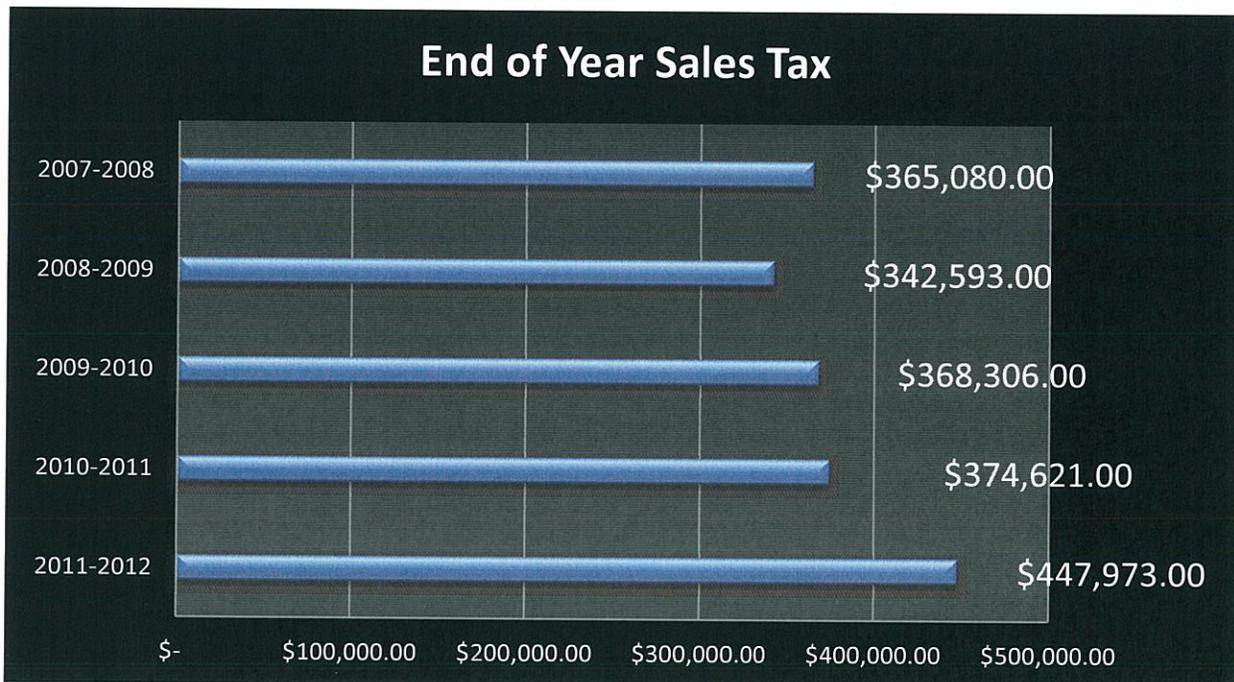
Property Taxes

Property Tax- FY 2011-2012 Property Tax receipts were budgeted at \$1,330,000 and at the close out of FY 2011-12 a total of \$1,361,490 had been received. This reflects 102.37% of the FY 2011-2012 budget.

Property Tax makes up a little over 52% of the City's general fund budget, followed by sales tax and then franchise fees. The City's major source of property tax revenue to the general fund is from residential property, making up 90%, followed by commercial property at 10%. The above graph tracks the Actual Property Tax received through Sept 30, 2012 as compared to the end of year trend over the past 5 years, and shows that we are following a steady trend.

GENERAL FUND
SALES TAX END OF YEAR 2011-12
TREND

Year	Ending Balance
2007-2008	365,080.00
2008-2009	342,593.00
2009-2010	368,306.00
2010-2011	374,621.00
2011-2012	447,973.00



Sales Tax Revenue

The City's Sales Tax Revenues contribute a little over 14% to the General Fund Budget. With recent businesses and companies coming into the City, there has been an increase in sales tax revenues over the past year. There has been a steady increase in building permits for single family homes and commercial renovations. These are key components that companies track when looking to locate in an area. The expectation is to see a slow but steady increase in the sales tax revenues over the next few years as development increases and more businesses locate in Princeton.

GENERAL FUND
FRANCHISE FEES END OF YEAR
2011-12 TREND

Year	Ending Balance
2007-2008	155,817.00
2008-2009	194,845.00
2009-2010	211,704.00
2010-2011	227,551.00
2011-2012	226,114.00

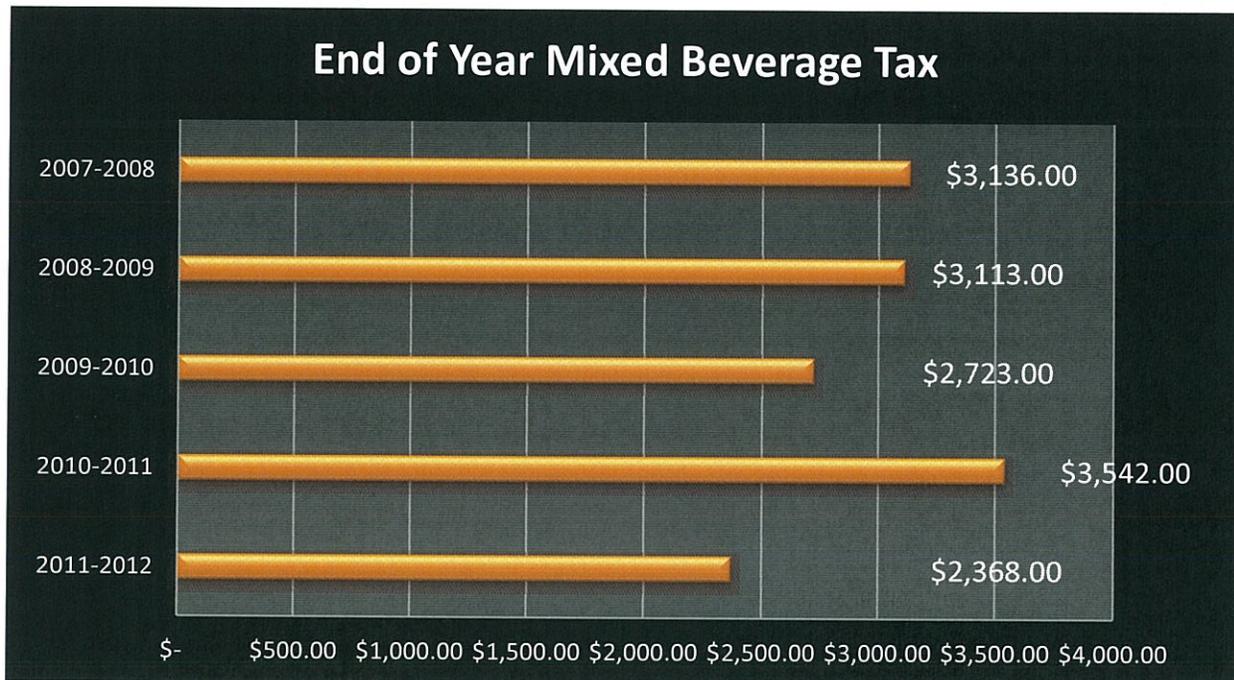


Franchise Fees

The franchise fees are generated through agreements with service providers including Atmos Energy, Texas New Mexico Power Co., ATT, Verizon, GCEC, Time Warner, and several others. The fees that come to the City are generated through the individual sales from each provider, and generally grow with the growth of the city. The revenues have fluctuated slightly over the past 5 years after a spike between 2006 and 2009. The expectation is that the fees will stay flat fluctuating approximately \$5,000 to \$6,000 above or below average.

GENERAL FUND
MIXED BEVERAGE TAX END OF YEAR
2011-12 TREND

Year	Ending Balance
2007-2008	3136.00
2008-2009	3113.00
2009-2010	2723.00
2010-2011	3542.00
2011-2012	2368.00



Mixed Beverage Tax

The City does receive a small amount of funds for mixed beverage sales. This does not include the sales from beer and wine. This is not considered major revenue for the City. The expected revenue annually is less than \$3000.00

QUARTERLY INVESTMENT REPORT
JULY TO SEPTEMBER 2012

FUND	DESC	BEGINNING BALANCE, 7/1/2012	DEPOSITS	WITHDRAWALS	INTEREST	ENDING BALANCE, 9/30/2012	% OF TOTAL	9/30/2012 YIELD/ APR	90 DAY T-BILL YIELD/ APR
LOCAL GOVERNMENT INVESTMENT POOL - TEXPOOL									
GENERAL FUND	TEXPOOL RESERVE FUND	\$ 672,615.03	\$ -	-	\$ 237.20	\$ 672,852.23		0.15%	0.09%
GENERAL FUND	TEXPOOL FIRE DEPARTMENT	69,197.87	38,620.13	(18,814.80)	30.68	89,033.88		0.15%	0.09%
GENERAL FUND	TEXPOOL I&S FUND	583,983.83	16,147.81	(476,262.18)	95.41	123,964.87		0.15%	0.09%
GENERAL FUND	TEXPOOL K-9 UNIT	2,929.94	-	-	0.92	2,930.86		0.15%	0.09%
CIP LIBRARY FUND	TEXPOOL LIBRARY IMPROVEMENT	155,664.03	-	(117,309.42)	35.07	38,389.68		0.15%	0.09%
CDC CORPORATION	TEXPOOL COMMUNITY DEVELOPMENT CORP.	491,718.47	67,554.12	(39,876.15)	178.84	519,575.28		0.15%	0.09%
EDC CORPORATION	TEXPOOL ECONOMIC DEVELOPMENT CORP.	700,946.00	62,054.13	(44,533.45)	251.93	718,718.61		0.15%	0.09%
ENTERPRISE FUND	TEXPOOL 2007 CO	103,058.23	3,020.36	(42,305.47)	31.73	63,804.85		0.15%	0.09%
ENTERPRISE FUND	TEXPOOL UTILITY CUSTOMERS DEPOSITS	104,843.65	-	-	37.03	104,880.68		0.15%	0.09%
ENTERPRISE FUND	TEXPOOL UTILITY IMPACT ACCOUNT	67,701.27	127,915.00	(86,582.82)	18.06	109,051.51		0.15%	0.09%
TOTAL - LOCAL GOVERNMENT INVESTMENT POOL - TEXPOOL		\$ 2,952,658.32	\$ 315,311.55	\$ (825,684.29)	\$ 916.87	\$ 2,443,202.45	39.44%		
TEXPOOL NET ASSET VALUE PER SHARE \$ 1.00000000									
TEXPOOL WEIGHTED AVERAGE MATURITY (DAYS) 50									
OPERATING ACCOUNT									
OPERATING PAYROLL	CITIZENS CONSOLIDATED CASH	\$ 895,640.96	\$ 2,232,475.73	(2,263,463.97)	\$ 2.14	\$ 864,654.86		0.00%	0.09%
CIP PARK ACCOUNT	CITIZENS PAYROLL	6,524.19	266,418.11	(270,744.97)	-	2,197.33		0.00%	0.09%
POLICE ACCOUNT	CITIZENS LAW ENFORCEMENT SEIZURE	1,083.98	1,200.00	-	0.11	34,406.72		0.00%	0.09%
CIP STREET IMPROVE.	CITIZENS STREET IMPROVEMENT	1,959,961.95	-	(187,833.79)	1,884.74	1,774,012.90		0.40%	0.09%
CIP LIBRARY BUILDING	CITIZENS LIBRARY IMPROVEMENT	100,337.24	-	-	87.59	100,424.83		0.35%	0.09%
WATER CUSTOMER DEPOSITS	CITIZENS WATER METER	175,280.39	9,150.00	(5,626.57)	0.54	178,804.36		0.01%	0.09%
WATER ACCOUNT	CITIZENS CDBG/ORG	102.70	-	-	-	102.70		0.00%	0.09%
CITIZENS CD	CITIZEN GENERAL RESERVES CD	500,914.39	-	-	946.94	501,861.33		0.75%	0.09%
TOTAL - CITIZENS STATE BANK		\$ 3,673,052.41	\$ 2,509,243.84	\$ (2,727,669.30)	\$ 2,922.06	\$ 3,457,549.01	55.82%		
INDEPENDENT									
TOTAL - INDEPENDENT BANK	INDEPENDENT BANK EMERGENCY FUND	293,473.95	-	-	364.78	293,838.73			
		293,473.95	-	-	364.78	293,838.73	4.74%		
TOTAL CITIZENS STATE BANK & INDEPENDENT BANK		\$ 3,966,526.36	\$ 2,509,243.84	\$ (2,727,669.30)	\$ 3,286.84	\$ 3,751,387.74			
GRAND TOTAL CASH AND INVESTMENTS		\$ 6,919,184.68	\$ 2,824,555.39	\$ (3,553,353.59)	\$ 4,203.71	\$ 6,194,590.19			
COLLATERALIZATION OF BANK DEPOSITS									
TOTAL FEDERAL SECURITIES		BOOK VALUE	MARKET VALUE						
		9/30/2012	9/30/2012						
		\$ 4,373,378.78	\$ 4,397,093.73						
	BANK BALANCE		\$ 3,751,387.74						
	FDIC COVERAGE		\$ (500,000.00)						
	DIFFERENCE		\$ 3,251,387.74						
	DIFFERENCE @ 102%		1.02						
	AMOUNT TO BE COVERED BY COLLATERAL		\$ 3,316,415.49						

The undersigned serves as the Investment Officer for the City of Princeton. I certify that all instruments held in the City's investment portfolios for the period July 1, 2012 through September 30, 2012: (a) met the investment guidelines and complied with the investment strategies as authorized by the City's Investment Policies, and (b) did not violate any applicable provisions of section 2256 of the Government Code of Texas.

SIGNED:

Cathy Crane
INVESTMENT OFFICER
DATE

Update by Department

End of Year FY 2011-2012

General Administration

As of the end of year 2012 the administration department has had very few unexpected expenditures. The department operated within its current approved budget.

Police Department

The Police department completed some needed repairs on their building. They retired the motorcycle and replaced it with 2 new vehicles. The department has also been researching the government surplus program for law enforcement, in order to better equip for unexpected emergencies. The department experienced rising fuel costs and some unexpected maintenance costs. The impact resulted in an over expenditure of approximately 14%

Fire Department

The Fire department increased its membership over the year requiring additional funds to be allocated for the retirement plan for FY 2012-13. The fire department also received a federal grant that provided for personal protective gear that brought them into compliance. They also were able to purchase needed radio communication equipment and upgrades. The department operated within the current approved budget with a slight under expenditure at year end. The City has applied for Assistance to Firefighters Grant from FEMA that will be used to purchase a quint if approved; this will be decided in early 2013.

Public Works

The Public Works department experienced high fuel costs and the department also experienced several costly repairs to equipment early in the year. A large portion of the maintenance budget was used to repair the road base in the Greenfield Acres subdivision. In addition the water system in the older part of town experienced an unusual amount of water main leaks. Several new additions to the department's responsibilities have been added this year including the Monte Carlo right of way maintenance and the 380 intersection enhancements. As the City takes on more maintenance the department will need to expand requiring additional equipment and personnel.

Development

The Development department has experienced an increase in residential building permits and is up 109% from the previous year, along with a slight increase in commercial building permits.

The revenues for the year were slightly higher than expected. I have included a report on the total permits issued for the FY 2011-2012 and a comparison of the surrounding cities and their growth totals in single family home permits. The department is operating within the current budget.

Operating Position

As of end of year 2012 the general fund is projected to remain in a deficit position; however revenues have exceeded expenditures at end of FY 2011-2012, resulting in a partial remedy in the current deficit. As we enter the next fiscal year, the Staff will continue to closely monitor the key expenditures and projections for all City funds, (including Enterprise Funds) as well as working to minimize financial impacts of unexpected expenses.

Other City Funds

Enterprise Funds-Enterprise funds are those that provide good or services to the public for a fee in order to make the entity self supporting. Princeton's Enterprise funds include water and waste water and solid waste pick up.

As of the end of year the City is still under stage 2 water conservation measures. The City raised the water rates earlier in the year in order to cover the cost to deliver water to the public. North Texas Municipal Water District, advised the city of a rate increase that is reflected in the FY 2012-13 budget.

What We Are Watching

Local Economic Condition

Although the City of Princeton is seeing some positive movement in the housing and commercial market, economic recovery most likely will not come until the property values begin to rise. We are also continuing to see a slow but steady growth in sales tax revenue. The Staff will continue to closely monitor these key revenue sources as we enter into the next fiscal year. Departments continue to be proactive in the management of expenditures.

2011/2012 Monthly Permits Report

FY2012 PERMITS ISSUED	OCT	NOV	DEC	JAN	FEB	MAR	6 MO. TOTAL		APRIL	MAY	JUNE	JULY	AUG	SEPT	6 MO. TOTAL	YTD TOTAL
SINGLE FAMILY PERMIT	3	5	12	7	8	11	46	14	16	15	3	9	7	7	64	110
TWO FAMILY PERMIT	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	2
DETACHED ACC BLDG.	2	1	0	1	1	1	6	2	1	2	0	0	0	0	5	11
APPROACH/FLATWORK	0	1	0	0	1	1	3	2	1	3	0	0	0	0	6	9
REMODEL SINGLE RES.	0	1	0	0	1	0	2	1	2	1	0	0	1	1	5	6
PLUMBING	2	5	4	9	3	7	30	4	8	5	2	3	9	9	31	52
SWIMMING POOLS/SPA	0	0	0	0	0	0	0	0	3	1	0	0	0	0	4	4
ROOF PERMIT	1	0	0	1	0	1	3	1	3	1	0	0	0	0	5	8
SIGN PERMITS	1	1	1	1	2	2	8	0	1	6	3	0	2	2	12	18
FENCE	1	0	2	1	3	3	10	3	1	1	2	1	0	0	8	18
ELECTRIC	7	3	4	6	10	7	37	4	9	12	31	7	9	9	72	100
ALARM PERMITS	2	3	5	4	6	3	23	1	2	1	9	5	1	1	19	41
MECHANICAL	1	1	0	0	0	0	2	1	1	0	1	0	1	1	4	5
GARAGE SALE	46	15	9	12	5	29	116	28	46	37	32	14	32	32	189	273
FIRE INSPECTION	0	3	2	4	2	2	13	0	2	3	0	1	1	1	7	19
FIRE SUPPRESSION SYSTEMS	0	0	0	0	3	0	3	1	2	0	3	0	0	0	6	9
DEMOLITION	1	1	0	0	0	0	2	0	0	2	0	0	0	0	2	4
SPECIAL EVENTS	2	2	0	0	2	0	6	3	2	0	1	0	1	0	6	12
COMMERCIAL C.O's	0	2	2	6	2	0	12	0	1	3	5	1	1	1	11	22
COMMERCIAL REMODEL	2	0	2	0	1	0	5	0	2	0	0	0	2	2	4	7
COMMERCIAL PERMITS	0	1	0	0	0	0	1	0	0	0	0	0	1	1	1	1
UTILITY PERMITS	0	1	0	3	1	1	6	0	2	1	0	1	0	0	4	10
MONTHLY TOTALS	71	46	43	55	51	72	338	65	105	94	92	42	68	465	804	

**CITY OF PRINCETON NEW RESIDENCE BUILDING PERMITS BY SUBDIVISION
JANUARY 2012 -- DECEMBER 2012**

DATE	AVALON	CREEKVIEW	CYPRESS BEND	FOREST GROVE	HILLSIDE	MONTE CARLO	PARKVIEW HEIGHTS*	PARK TRAILS	PRINCETON LAKES	PRINCETON MEADOWS	PRINCETON PLACE	TIMBERS	VILLAS OF MONTE CARLO
Jan-12		4	1	2				0		0			
Feb-12		1		7			2	0		0			
Mar-12		1		5				2		5			
Apr-12		1		8				0		3			
May-12		1		4				7		4			
Jun-12		1		3				3		1			
Jul-12		1		0				1		0			
Aug-12		1		0				7		1			
Sep-12		1		0				4		0			2
Oct-12		0		0				3		0			
Nov-12		3											
Dec-12													
TOTAL '12		13	1	29			2	27		14			2

*2 living units per duplex

UMLIN INVESTMENTS
 4265 KELLWAY CIRCLE
 ADDISON, TEXAS 75001
 972-239-0707

DAN TOMLIN JR
 DAN TOMLIN III

**SINGLE FAMILY PERMITS
 YEAR TO YEAR (2011-2012)**

	<u>YEAR</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>	<u>CHANGE *</u>
FRISCO	2007	166	127	181	164	159	176	178	135	79	162	125	67	1719	-50%
	2008	82	111	100	118	120	99	112	120	81	64	39	31	1077	-37%
	2009	52	53	58	58	71	83	121	81	82	92	88	82	921	-14%
	2010	97	106	134	129	94	154	116	88	96	106	97	72	1289	+40%
	2011	107	104	147	120	136	133	88	120	97	83	101	73	1309	+2%
	2012	66	94	114	102	141	139	158	159	141	1052	1114	114		+6%
McKINNEY	2007	168	131	154	226	221	136	110	181	101	112	54	56	1650	-41%
	2008	83	111	116	119	119	105	97	63	53	41	34	39	980	-41%
	2009	20	47	47	65	65	120	109	111	106	88	91	74	943	-4%
	2010	90	104	124	85	69	123	100	80	72	63	75	66	1051	+11%
	2011	69	92	111	103	100	102	112	119	95	82	85	84	1154	+10%
	2012	78	92	91	160	158	122	161	183	99	903	1144	84		+27%
LITTLE ELM	2007	46	38	32	37	24	21	27	22	12	21	18	15	313	-56%
	2008	10	15	22	19	16	29	28	26	23	24	17	10	239	-24%
	2009	16	11	26	17	30	30	23	41	35	42	14	34	319	+33%
	2010	22	41	79	29	26	31	38	21	32	15	23	32	389	+22%
	2011	35	17	32	23	23	55	28	39	29	19	24	11	335	-14%
	2012	24	33	38	43	30	64	33	36	50	281	351	11		+25%
ALLEN	2007	29	47	62	43	52	159	86	49	71	104	69	34	805	-31%
	2008	35	37	50	56	38	49	39	33	37	48	38	13	473	-41%
	2009	17	27	19	29	43	80	51	46	19	41	42	32	446	-6%
	2010	40	29	34	50	28	44	34	41	34	35	25	31	425	-5%
	2011	32	17	45	39	36	47	49	52	31	28	24	20	420	-1%
	2012	20	24	29	54	37	36	42	40	19	348	301	19		-14%
PLANO	2007	46	36	34	56	50	51	69	86	34	34	29	21	546	-37%
	2008	28	30	18	41	44	46	53	45	23	18	13	9	368	-33%
	2009	19	11	8	9	28	28	26	29	13	12	11	32	226	-39%
	2010	20	27	34	15	44	23	27	27	27	19	25	23	311	+38%
	2011	22	23	23	48	19	47	52	30	17	36	13	19	349	+12%
	2012	43	23	26	40	35	32	40	78	43	281	360	19		+28%

COMBINED ANNUAL TOTAL
 OF THE CITIES ON THIS PAGE

<u>YEAR</u>	<u>PERMITS</u>	<u>%CHANGE</u>
2008	3137	-38
2009	2855	-9%
2010	3465	+21%
2011	3567	+3%

* YEAR TO YEAR (2011 - 2012)

**SINGLE FAMILY PERMITS
 YEAR TO YEAR (2011-2012)**

	YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Y-Y*	OCT	NOV	DEC	TOTAL	CHANGE*	
PROSPER	2007	15	37	27	44	31	42	17	35	10		13	9	7	287	-15%	
	2008	12	26	19	22	24	37	18	16	16		13	6	9	218	-24%	
	2009	1	11	11	7	18	23	15	51	30		18	26	30	241	+11%	
	2010	8	38	33	24	27	31	21	17	25		10	25	27	286	+19%	
	2011	23	25	36	23	38	41	23	36	37		44	18	28	372	+30%	
	2012	26	24	41	39	62	48	53	44	33		282					
												370					
CELINA	2007	9	5	10	5	31	9	6	7	7		5	1	2	97	3100%	
	2008	5	4	3	3	3	2	5	3	7		6	2	0	43	-56%	
	2009	2	2	0	0	2	2	4	1	3		2	2	0	20	-53%	
	2010	13	4	11	3	0	6	4	1	6		6	5	1	60	+200%	
	2011	10	7	9	2	4	6	7	11	8		5	3	0	72	+20%	
	2012	2	6	12	15	11	6	8	3	8		64					
												71					
MELISSA	2007	24	13	14	14	16	20	16	6	12		8	5	7	155	-49%	
	2008	11	5	8	21	10	9	5	3	5		9	2	2	90	-42%	
	2009	3	2	8	4	7	8	7	5	16		7	3	6	76	-16%	
	2010	13	15	17	16	12	2	1	18	7		8	3	9	121	+59%	
	2011	8	4	8	7	6	11	6	22	10		5	10	12	109	-10%	
	2012	3	7	19	29	30	44	15	16	15		82					
												178					
ANNA	2007	12	22	12	22	29	13	15	6	7		5	5	3	151	-59%	
	2008	11	2	6	8	11	10	8	7	6		7	1	0	77	-49%	
	2009	1	1	0	0	4	0	0	0	0		0	0	1	7	-91%	
	2010	0	1	3	0	0	0	7	0	7		2	2	2	24	+243%	
	2011	1	1	6	8	12	8	2	14	11		7	9	12	91	+279%	
	2012	2	15	23	47	23	51	22	44	31		258					
												258					
VAN ALSTYNE	2007	0	3	3	1	2	2	0	2	2		0	1	0	16	-47%	
	2008	0	0	4	1	1	0	0	0	0		0	0	0	6	-63%	
	2009	3	0	0	0	0	0	2	0	0		0	1	0	6	0%	
	2010	0	0	0	0	1	1	0	0	0		0	0	0	2	-67%	
	2011	1	0	0	0	0	1	1	0	0		1	2	0	6	+200%	
	2012	2	0	1	0	5	1	0	0	2		3					
												11					
COMBINED ANNUAL TOTAL											YEAR	PERMITS	%CHANGE				
OF THE CITIES ON THIS PAGE											2008	434	-39%				
											2009	350	-19%				
											2010	493	+41%				
											2011	650	+32%				

* YEAR TO YEAR (2011 - 2012)

TOMLIN INVESTMENTS
 4265 KELLWAY CIRCLE
 ADDISON, TEXAS 75001
 972-239-0707

DAN TOMLIN JR
 DAN TOMLIN III

**SINGLE FAMILY PERMITS
 YEAR TO YEAR (2011-2012)**

	YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Y-Y*	OCT	NOV	DEC	TOTAL	CHANGE *	
CORINTH	2007	8	2	4	5	3	5	7	9	5		1	1	0	50	-54%	
	2008	4	1	1	2	0	2	4	1	0		0	2	1	18	-64%	
	2009	4	0	2	1	1	0	1	5	1		1	2	2	20	+11%	
	2010	0	0	3	2	5	6	3	5	2		4	6	4	40	+100%	
	2011	3	2	4	2	2	4	0	1	0		1	1	2	22	-45%	
	2012	2	1	6	0	0	1	1	0	3		18	14	2	22		
												-22%					
DENTON	2007	69	59	88	95	57	40	104	74	51		78	47	34	796	-16%	
	2008	39	78	43	74	50	52	46	40	73		50	22	26	593	-26%	
	2009	9	20	17	28	24	41	47	31	30		31	22	31	331	-44%	
	2010	32	42	46	36	21	32	30	28	20		23	18	16	344	+4%	
	2011	15	23	25	18	17	27	25	22	30		26	17	20	265	-23%	
	2012	16	34	27	20	35	21	15	42	20		202	230	20	265		
												+14%					
SANGER	2007	9	3	4	5	7	4	1	7	4		4	0	6	54	-60%	
	2008	2	6	3	0	7	3	1	2	1		4	1	1	31	-43%	
	2009	4	1	1	6	2	1	3	2	1		7	1	3	32	+3%	
	2010	1	0	3	1	1	0	0	2	0		1	0	0	9	-72%	
	2011	0	1	2	3	1	0	0	0	1		0	0	2	10	+11%	
	2012	0	3	8	9	7	8	15	7	17		8	74	2	10		
												+825%					
PRINCETON	2007	20	7	27	13	23	6	15	13	16		4	3	2	149	-55%	
	2008	14	16	4	8	4	5	9	8	3		4	3	1	79	-47%	
	2009	5	6	3	3	7	5	7	7	9		8	15	8	83	+5%	
	2010	9	4	15	5	17	11	10	9	2		1	7	4	94	+13%	
	2011	6	4	9	1	9	4	4	4	3		3	5	12	64	-32%	
	2012	7	8	13	14	16	15	3	9	7		44	92	3	64		
												+109%					
HWY 380 CORRIDOR REPORTED QUARTLEY	2007			172			226		171					106	675	-44%	
	2008			131			201		122					66	520	-23%	
	2009			60			89		122					101	372	-28%	
	2010			145			97		76					68	386	+4%	
	2011			62			113		98					74	347	-10%	
	2012			77			213		0					273	290		
												+6%					
COMBINED ANNUAL TOTAL OF THE CITIES ON THIS PAGE																	
	YEAR															PERMITS	%CHANGE
	2008															1724	-37%
	2009															1241	-28%
	2010															838	-32%
	2011															873	+4%

* YEAR TO YEAR (2011 - 2012)

**** TOTALS BY JOB CODE ****

JOB CODE	TOTAL COMPLETED	TOTAL OUTSTANDING	TOTAL NEW	TOTAL PENDING	TOTAL VOID
SWAP - METER SWAP	130	11	0	0	42
CCR - CUSTOMER REQ RE-READ	108	0	0	0	5
ON - TURN ON SERVICE	282	0	0	0	5
OFF - TURN OFF SERVICE	271	0	0	0	20
ODORS - SEWER ODORS	4	1	0	0	0
PW - PUBLIC WORKS	68	2	0	0	3
MISC - MISCELLANEOUS	156	8	0	0	8
WATER - WATER LEAK	153	13	0	0	2
SEWER - SEWER STOPPED UP	92	3	0	0	0
WQ - WATER QUALITY	17	0	0	0	0
LOC - LOCATE	41	2	0	0	0
OCC - READ AND LEAVE ON	253	0	0	0	0
IESI - GARBAGE MISCELLANEOUS	505	0	1	0	6
SIGN - INSTALL, REPLACE OR RE	5	1	0	0	0
INSP - METER INSPECTION	2	0	0	0	0
POTHO - POTHOLE REPAIR	28	8	0	0	0
PRESS - LOW WATER PRESSURE	11	0	0	0	0
BSNM - BUILDER SET NEW METER	85	0	0	0	2
RPAIR - REPAIR WORK SITE	8	0	0	0	0
LIGHT - STREET LIGHT OUT	18	1	1	0	0
PTM - PULL & TEST METER	2	0	0	0	2
LEAK - CHECK FOR LEAK	45	0	0	0	4
SVCG - SERVICE CHANGE	17	0	0	0	0
R-R - RE-READ	12	0	0	0	0
PUMP - PUMP STATION MAINTENCE	1	0	0	0	0
SIGNS - STREET SIGN DOWN/MISSI	12	4	0	0	0
MET L - METER LEAK	19	0	0	0	0
MAN - MANHOLE OVERFLOW	2	0	0	0	0
STREE - STREET REPAIRS	18	3	0	0	0
ALLEY - ALLEY REPAIR	1	0	0	0	0
MAINT - GENERAL MAINTENCE	17	2	0	0	0
DRAIN - DRAINAGE REPAIR	15	1	0	0	1
BRUSH - BRUSH-TREE IN ROW	5	0	0	0	0
MOW - MOW AND/OR WEED EAT	7	0	0	0	0
S LIN - SERVICE LINE	1	0	0	0	0
HYDRA - FIRE HYDRANT	4	1	0	0	0
MAIN - WATER MAIN BREAK	4	0	0	0	0
TRASH - GARBAGE MISCELLANEOUS	144	0	0	0	0
SET - CUSTOMER - SET NEW MET	1	0	0	0	0
CUT - CUTOFF	1	0	0	0	0
TOTAL ALL CODES	2,565	61	2	0	100



PROJECT FORECAST AND TRACKING

The City Council provides direction as to the goals and expectations they have for the City throughout the year. The Staff has prepared the following information on the projects that have been presented by the Council as direction and goals for the City. Included are projects that presented themselves as situations that will need to be addressed in the near future.

The budgets that are represented are in most cases developed from actual estimates, similar projects or estimates provided by the City's engineering firm.

The intent of this section is to insure that the Staff is working on the right priorities and in the direction consistent with the goals of the City Council. This section also is intended to provide the City Council with current information on projects that have arose or will arise, that will have a financial impact to the City's budget.

This section also serves as a tool for long term planning and prioritizing for fund allocation as the funds become available. This report will also allow the City Council and staff to develop a strategy when applying for grants and other sources of funding.

Derek Borg

Derek Borg

City Manager

City of Princeton

Project Forecast thru 9-30-2017

Updated 12-10-2012 for end of year, **UN-AUDITED**

Project Description	Priority	Estimated Cost	Current Funding	Project #	Funding Source
Infrastructure					
Sewer					
Hazelwood sewer line reconstruction	High	\$ 44,000.00	Not funded	CIP-S1002	Grant applied for
Force Main reconstruction on College Street	High	\$ 59,040.00	\$ (49,000.00)	CIP-S1003	FY 2012-2013 Budget, general Fund
Manhole Rehab (10) locations	Low	\$ 45,000.00	Not funded	CIP-S1004	
Sewer Main lowering in alley behind Police Department	Low	\$ 35,000.00	Not funded	CIP-S1005	
Sewer line rehab First and Gant to Willow	Low	\$ 100,000.00	Not funded	CIP-S1006	
Sewer line rehab Abbot addition, Dalton and College	Low	\$ 35,000.00	Not funded	CIP-S1007	
Manhole abandonment at the 6th street lift station	High	\$ 8,500.00	Not funded	CIP-S1008	
Lift station at 6th Street, pump replacement and shelter cover	High	\$ 20,000.00	Not funded	CIP-S1009	Grant applied for
Lift station at College Street, pump replacement and shelter cover	High	\$ 20,000.00	Not funded	CIP-S1010	Grant applied for
Access to the lift station on 6th Street, fencing and approach	High	\$ 30,000.00	Not funded	CIP-S1011	
Relocate the sewer line from the park, line runs through the storm drains in the creek	High	not estimated	Not funded	CIP-S1012	
Water					
Gant Street water line at McLain, replacement	High	\$ 15,000.00	Not funded	CIP-W1015	
Willow Lane water line, Master plan, Prior to road reconstruction	High	Combined project CIP-R1026	\$ (400,000.00)	CIP-W1016	Water Development Board

Lower the Tickey Creek water line	High	\$ 60,000.00	\$ (60,000.00)	CIP-W1017	Water Development Board
College and 3rd St. water line including paving	High	\$ 730,000.00	\$ (340,000.00)	CIP-W1018	Water Development Board
FM 75 water line replacement south of CR 461	Med	\$ 75,000.00	Not funded	CIP-W1019	
Monte Carlo pump station tank refurbishment	Complete	\$ 49,000.00	Completed	CIP-W1020	Water Development Board
Water meter replacement	Low		Not funded	CIP-W1021	
Storm Water					
8th Street storm inlet Protection	High	\$ 20,000.00	Partially Paid	CIP-R10	General Fund
Streets					
Boundary road reconstruction CR 456, CR 408, CR 400, CR 492	Med	\$ 119,204.00	\$ (119,204.00)	CIP-R1024	2007 Collin County Bond program
Hazelwood Street in Princeton	Complete	\$ 213,410.00	Completed	CIP-R1025	2007 Collin County Bond program
Willow Lane road reconstruction (combined project)	High	\$ 946,000.00	Not funded	CIP-R1026	Partial funding may be available in the GTUA projects, Water Development Board
Monte Carlo Road widening	High	\$ 2,300,000.00	\$ (2,300,000.00)	CIP-R01	2007 Collin County Bond program
City street Reconstruction Project, Allenwood, 3rd Street, Bonniview, Harrelson, Cherry, Oak Street, 1st Street and others	High	\$ 1,000,000.00	Not funded	CIP-R1028	
Greenfield Acres road reconstruction	High	\$ 345,000.00	Not funded	CIP-R1029	
Second Street turn lane at Princeton Dr.	High	\$ 350,000.00	\$ (350,000.00)	CIP-R1030	(RTR) Regional Toll Revenue
Bormann Road reconstruction	High	\$ 85,000.00	Not funded	CIP-R1031	

Crack sealing program		High	\$ 25,000.00	Budgeted	CIP-R1032	FY 2012-2013 Partial Funding, General Fund
Bridge construction on Monte Carlo		Low	\$ 800,000.00	\$ (800,000.00)	CIP-R1033	(RTR) Regional Toll Revenue
Beatification						
Enhancement walls at 2nd and 4th Street		High	\$ 72,000.00	\$ (72,000.00)	CIP-P1036	CDC and the EDC
City street lights on Monte Carlo		High	\$ 45,000.00	\$ (45,000.00)	CIP-P1037	Texas New Mexico Power
Parks						
Ballpark grading and ground cover		Low	\$ 15,000.00	Not funded	CIP-P1040	
Park including downtown Parking at old downtown		Med	\$ 150,000.00	\$ (100,000.00)	CIP-P1041	Partially Funded by CDC
Bridge or walk path for the Disk Golf Course		Low	\$ 60,000.00	Not funded	CIP-P1042	
Buildings						
Library Building at 4th and McKinney		High	\$ 385,000.00	\$ (385,000.00)	CIP-B03	Private donation, EDC and CDC
Public works building on CR461		Low	\$ 600,000.00	Not funded	CIP-B1046	
Fire Station #2 on Monte Carlo		Low	\$ 1,250,000.00	Not funded	CIP-B1047	
Departments						
Administration						
Update the website, provide for maintenance		Med	\$ 10,000.00	Not funded	CIP-D1052	Grant applied for
Development						
Update Incode permitting software		Low	\$ 12,000.00	Not funded	CIP-D1055	
Police Department						

Digital radios	High	\$ 50,000.00	Not funded	CIP-D1058	Some radios were provided from the fire department, when their radios were replaced from FEMA
Fire Department					
Areal apparatus	Med	\$ 750,000.00	Not funded	CIP-D1061	
Emergency Management					
Early warning siren	High	\$ 40,000.00	\$ (40,000.00)	CIP-D1064	FY 2012-2013 Budget, general Fund
Library					
Furniture for the new library	Med	\$ 50,000.00	\$ (50,000.00)	CIP-D1067	Tocker Grant
Finance					
No Projects					
Utility Billing					
New software to read smart meters	Low	\$ 9,000.00	Not funded	CIP-D1073	
Public Works					
Chip seal machine	High	\$ 15,000.00	\$ (15,000.00)	CIP-D1076	FY 2012-2013 Budget, general fund
Cement mixer	High	\$ 3,000.00	Not funded	CIP-D1077	
Projected expenditures thru 2017		\$ 11,045,154.00	\$ (5,125,204.00)		

Available CIP funds for Streets only	9/30/2012	\$ (447,000.00)	(Estimated) based on the completion of Monte Carlo	City Capitol Projects Fund, Dedicated primarily to the thoroughfare projects
Available CIP funds for Water projects approved by WDB only	9/30/2012	\$ (13,000.00)	(Estimated) on the outcome of the project bids, WDB	Water Development Board
Available CIP funds for sewer and water projects	9/30/2012	\$ (63,804.00)	Bank balance 9/30/12	2007 Certificate of Obligation Water and Sewer
Total Current Available Funding		\$ (5,649,008.00)		
Projected Need thru FY2017		\$ 11,045,154.00		
Additional Funding Needed		\$ 5,396,146.00		



Project Tracking Report

Project priority: High **Project Number:** CIP-S1002 **Project Status:** On Hold

Project Title: Hazelwood Sewer Line Reconstruction

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Un Assigned

Project Budget: \$44,000

Funding Source: Project not funded, The project has been submitted for the funding from a community Block Grant. (USDA)

Project Description

The reconstruction of the sewer line located on the North side of the North residences on Hazelwood St. East of 4th St. became necessary after a sewer backup was detected early in 2011. The project consists of engineering and construction to replace a section of several hundred ft. of sewer line that has failed and the reconstruction of one possibly two manholes. This condition currently requires regular maintenance to keep it flowing. The project was estimated; however the cost can only be determined through the bidding process. The project has been submitted as part of a Community Block Grant.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-S1003 **Project Status:** Engineering

Project Title: Force Main Reconstruction at the College St. Lift Station

Project Start Date: Undetermined **Projected Completion:** Feb, 2013

Proposed Start Date: December 2012 **Project Leader:** Jack Wilson

Project Budget: \$59,040

Funding Source: Project Funded through the FY 2012-2013 Budget

Project Description

The reconstruction of the Sewer Force Main Sewer line at the College St. Lift Station became necessary in April 2012 when the bank gave way that was supporting the 6" force main that transports sewer from the lift station on College Ave. to the North of Bronner and Dye St. The line has been temporarily shored up and requires continual inspection to assure the line stays intact. The line is susceptible to failure at any time. The project has been designed and the project will be let to the qualified contractor. The project should be completed in January 2013.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design									100%			
Bid and Award												100%
Construction												

Budget Status

Expended to Date: \$10,040 from 2011-2012 budget

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Med **Project Number:** CIP-S1004 **Project Status:** On Time

Project Title: Rehab 10 Manholes in the older area

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: \$45,000

Funding Source: Project Not Funded

Project Description

There are at least 10 manholes identified that were originally built of brick. These manholes are contributing to the overall infiltration of ground and rain water into the waste water system. This has an overall effect on the gallons that the City sends to NTMW for sewer treatment. The manholes for the most part can be fitted with liners in order to avoid any extensive street replacement. The project has been budgeted from other similar projects however the only way to determine the cost is to solicit estimates from qualified contractors.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Low **Project Number:** CIP-S1005 **Project Status:** Design

Project Title: Lower sewer line in alley between McKinney and Main

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: \$35,000

Funding Source: Project Not Funded

Project Description

The sewer main located behind the Main St. buildings is too close to the surface and does not provide for the proper drainage. The line is an old clay line. The line from the old City Hall, now Police Station, flows uphill to the sewer, causing occasional backups. This will need to be addressed prior to the alley being reconditioned and resurfaced for proper drainage.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Low **Project Number:** CIP-S1007 **Project Status:** None

Project Title: Sewer line replacement Dalton and College

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: \$35,000

Funding Source: Project Not Funded

Project Description

The project consists of replacing the sewer line in the Abbot addition that services Dalton and College St. The line has several low sections that result in backups. The line must be constantly maintained taking away from other important projects. The project is currently on hold until funding can be arranged.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-S1008 **Project Status:**
 Grant applied for(USDA)

Project Title: Abandon the manhole at the lift station on 6th St.

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: \$8,500

Funding Source: Project Not Funded, Grant applied for (USDA) block grant program

Project Description

The Sewer Lift Station located on the East side of 6th St. has a manhole located in the creek just to the North of the lift station. The manhole was originally made of brick and recently has failed, causing a large amount of ground water and water from the creek to infiltrate the lift station. The additional water, during rains, over run the pumps and the pumps are not able to keep up with the extra demand. The manhole will be abandoned and the sewer lines relocated directly to the lift station. This will eliminate future problems regarding infiltration.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High

Project Number: CIP-S1009

Project Status:
Applied for grant

Project Title: Replace the pumps at the lift station on 6th St.

Project Start Date: Undetermined

Projected Completion: Undetermined

Proposed Start Date:

Project Leader: Jack Wilson

Project Budget: \$20,000 estimated

Funding Source: Project Not Funded

Project Description

The Sewer Lift Station located on the East side of 6th St. has two pumps that are approximately 25 years old. These pumps have over lived their lifespan and have been rebuilt several times. The efficiency of these pumps has greatly diminished from their original installation. The condition of these pumps is such that a failure could come at any time. The technology and efficiency of lift pumps has come a long way since these pumps were new. The starting mechanism alone will save the City money in the long run, reducing the start up demand load. The pumps will fail if not replaced; a proactive approach is the best way to prevent an emergency. A grant has been applied for from the USDA Block grant program.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High

Project Number: CIP-S1010

Project Status:
Grant applied for

Project Title: Replace the pumps at the lift station on College St.

Project Start Date: Undetermined

Projected Completion: Undetermined

Proposed Start Date:

Project Leader: Jack Wilson

Project Budget: \$20,000 estimated

Funding Source: Project Not Funded

Project Description

The Sewer Lift Station located on the North side of College St. has two pumps that are approximately 25 years old. These pumps have over lived their lifespan and have been rebuilt several times. The efficiency of these pumps has greatly diminished from their original installation. The condition of these pumps is such that a failure could come at any time. The technology and efficiency of lift pumps has come a long way since these pumps were new. The starting mechanism alone will save the City money in the long run, reducing the start up demand load. The pumps will fail if not replaced; a proactive approach is the best way to prevent an emergency. A grant has been applied for from the USDA block grant program.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-S1011 **Project Status:** None

Project Title: Provide access and protected area for the 6th St. lift station

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: \$30,000

Funding Source: Project Not Funded

Project Description

The Sewer Lift Station located on the East side of 6th St. has no means of access that does not require the City personnel to cross private property. The lift station is located near the flow of a creek and the Public Works workmen must park on private property and walk in to the service the system. Recently the property owners have raised issues with the constant requirement that the access is needed. This system must be maintained on a regular basis and should be protected from unauthorized entry. The project consists of designing an access from FM1377 and constructing drainage around the station. The project would also include fencing and gravel base for vehicle parking.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$5,584.77

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-S1012 **Project Status:** None

Project Title: Sewer relocate, park road culverts.

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: Not Estimated

Funding Source: Project Not Funded

Project Description

The sewer line at the Ball Park road must be relocated from within the drainage culverts that are under the road. The line was placed through the culverts and now is impeding the flow of water through the culverts. The debris has wedged itself against the piping, and will most likely fail without notice. The Public Works department has put this on regular watch in order to detect a failure.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-W1015 **Project Status:** On Hold

Project Title: Gant St. water line at McLain, Replacement

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: \$15,000 Estimated

Funding Source: Not Funded

Project Description

The project involves approximately 300 lf, of 8" water line. The existing water line has several repairs and is believed to be the cause of some rusty colored water that the residents are experiencing on Gant St. The area has very low water flow from the fire hydrant at McLain and Gant. This project could be done in conjunction with the FM75 water line replacement, and would provide the loop that is part of the overall water plan for the City.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-W1016 **Project Status:** Design

Project Title: Willow Lane water line

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Pat Hamilton

Project Budget: \$466,000 estimated (combined project with CIP-R1026)

Funding Source: Water Development Board

Project Description

The project involves approximately 3000 ft. water line and related hydrants and valves. The project also includes the reconstruction of Willow Lane from N. 6th St. continuing west to FM75. The project has been designed under a previous contract involving other city streets, and an estimate was prepared by Morris Engineers. The project involves coordination with the construction of a new water line that is part of the City's master water plan. This project is combined with CIP- R1026. The Water Development Board has approved this project for design and construction. The design is complete and will be let for bid in December.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												100%
Bid and Award												
Construction												

Budget Status

Expended to Date: \$15,500 GTUA reimbursable

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-W1017 **Project Status:** Engineering

Project Title: Lower the water line at Tickey Creek at the Bridge at Princeton Dr.

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: \$60,000

Funding Source: Project Funded by the Water Development Board

Project Description

The water line located over Tickey Creek at the bridge has had some failures over the years and is currently susceptible to damage from debris flowing down the creek. The water line is being replaced as a proactive measure to avoid an emergency shutdown of the water system that feeds the West end of town. The project will lower the water line and increase the size for the expected growth in the future. This is part of the latest projects funded by the Water Development Board and included in the 3rd St. water line project. This will go to bid as soon as the 3rd St. project design is completed.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design			50%									
Bid and Award												
Construction												

Budget Status

Expended to Date: \$1,143.29 GTUA reimbursable

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-W1018 **Project Status:** Design

Project Title: Replace water line, College and 3rd St.

Project Start Date: August, 2012 **Projected Completion:** FY 2013

Proposed Start Date: Feb, 2013 **Project Leader:** Jack Wilson

Project Budget: \$400,000 estimated

Funding Source: Water Development Board

Project Description

The project involves the design and installation of a new water line extending from 4th St. West, continuing to 1st St. on College St. The project also includes the design and construction of a new water line from College St continuing South on 3rd St. to Main. This is part of the overall master water plan of the City and will also provide adequate water for fire protection in the downtown area. The Project was approved by the Water Development Board as of May 2012, and the design phase is almost complete.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												75%
Bid and Award												
Construction												

Budget Status

Expended to Date: \$1,143.29 GTUA reimbursable

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Med **Project Number:** CIP-W1019 **Project Status:** None

Project Title: Replace water line, FM 75, South of CR461.

Project Start Date: Undetermined **Projected Completion:**

Proposed Start Date: Undetermined **Project Leader:** Jack Wilson

Project Budget: \$75,000

Funding Source: Not Funded

Project Description

The project involves the design and installation of a new water line extending from CR 461 continuing south to Gant St. on FM 75. The existing line is an old iron line and has several repairs. This is part of the overall master water plan of the City and will also provide adequate water for fire protection in this area. The line has had several leaks this year and may become high priority.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-W1020 **Project Status:** Complete

Project Title: Refurbish ground storage tank, Monte Carlo Pump Station

Project Start Date: June,2012 **Projected Completion:** Nov, 2012

Proposed Start Date: June 10,2012 **Project Leader:** Jack Wilson

Project Budget: \$49,000

Funding Source: Water Development Board

Project Description

The project involves the design and installation of new interior supports and new lining for the Monte Carlo ground storage tank. The tank suffered some structural failure in September, 2011. The project was proposed to the Water Development Board and was approved for refurbishment. The project is now complete and the system is back on line.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design								100%				
Bid and Award								100%				
Construction												100%

Budget Status

Expended to Date: \$49,000 WDB

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Low **Project Number:** CIP-W1021 **Project Status:** Research

Project Title: Water meter replacement, smart meters, software

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: Not yet determined

Funding Source: Not Funded

Project Description

The project involves the replacement of the Master Meter Brand water meters that are currently installed in the system. The existing meters are costing the City considerable amount of money in the replacement and service of these meters. The staff is working with Public Works to determine the problem with the meters. The meters will stop reading and require the Public Works Staff to manually read several hundred each month. They also fail to read at low flows contributing to water loss. There are several new advanced meters that have no moving parts and have a very accurate read and high dependability. Adding another meter to the existing billing system must be seamless. This project is only in the research phase.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-R10 **Project Status:** Design

Project Title: Install inlet protection 8th St.

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Jack Wilson

Project Budget: \$20,000.00

Funding Source: Project Not Funded

Project Description

The project includes design and installation of protection from dangerous flowing water into the storm inlet at the end of Eighth St. The inlet currently does not have any protection that would prevent a person entering the storm pipe.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Ma y	Jun	Jul	Aug	Sep
Design							100%					
Bid and Award												
Construction												

Budget Status

Expended to Date: \$12,000 Approx.

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Medium **Project Number:** CIP-R1024 **Project Status:** Construction

Project Title: Boundary road reconstruction, CR456, CR408, CR400, CR492

Project Start Date: June,2012 **Projected Completion:** Undetermined

Proposed Start Date: June 10,2012 **Project Leader:** Pat Hamilton

Project Budget: \$119,204

Funding Source: Collin County Bond Program

Project Description

The project involves the reconstruction of the boundary roads that share responsibility with the County. The roads consist of CR400, CR408, CR492, and CR456. This project also shares some cost with the reconstruction of Hazelwood St. The project will be constructed through the Collin County Public Works Department. The funding was made available through the Collin County Commissioners Court, in order to allow Cities to be able to fund their portion of the reconstruction. The Hazelwood, CR 456 part of this project is complete and the CR 408 section has been started and the other work will be scheduled over the next year upon the County schedule.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design								100%				
Bid and Award								100%				
Construction												50%

Budget Status

Expended to Date: 2007 Collin County Bond Reduction allocation.

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-R1025 **Project Status:** Complete

Project Title: Hazelwood road reconstruction

Project Start Date: June,2012 **Projected Completion:** Nov, 2012

Proposed Start Date: June 10,2012 **Project Leader:** Pat Hamilton

Project Budget: \$213,410

Funding Source: Collin County Bond Program

Project Description

The project involves the reconstruction of Hazelwood St. The road consists of a portion of CR 456 that will also be reconstructed at the same time. The project will be constructed through the Collin County Public Works Department. The funding was made available through the Collin County Commissioners Court, in order to allow Cities to be able to fund their portion of the reconstruction of boundary roads. The Hazelwood section is complete.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design								100%				
Bid and Award								100%				
Construction												100%

Budget Status

Expended to Date: Collin county Bond allocation

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High

Project Number: R1026

Project Status: On Hold

Project Title: Willow Lane road reconstruction

Project Start Date: Undetermined

Projected Completion: Undetermined

Proposed Start Date:

Project Leader: Un Assigned

Project Budget: \$946,000 estimated, combined project with CIP-W1016

Funding Source: Project not funded

Project Description

The reconstruction of Willow Lane includes approximately 3000 lf of water line, required fire hydrants and associated valves. There are a number of domestic water service lines that will be relocated during the project. The paving includes approximately 3000 lf of paving 27' in width. The paving is currently designed with lay down curb and asphalt paving surface. The project will eliminate most of the local flooding issues associated with the failed curb and gutter. The existing road is beyond repair due to the condition of the curb and gutter. There are currently no fire hydrants for fire protection on Willow Lane.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design								100%				
Bid and Award												
Construction												

Budget Status

Expended to Date: \$56,500 previous contract

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-R01 **Project Status:** On Time

Project Title: Monte Carlo Road Construction Phase 2

Project Start Date: January 2012 **Projected Completion:** November 2012

Proposed Start Date: **Project Leader:** Derek Borg

Project Budget: \$2,300,000.00

Funding Source: 2007 Collin County Bond Program

Project Description

The City determined that Monte Carlo road should be expanded in order to carry traffic from the North region of the City out to highway 380. This would also serve as a thoroughfare for the traffic that flows from the northern part of Collin County. The expansion will reduce the amount of traffic that flows through the older residential portion of the City. The Monte Carlo road expansion is currently in the second phase of construction. The project required land acquisition in order to achieve the required width for the four lanes. The project consists of 5,800 LF of 2-lane divided concrete roadway with curb and gutter, the future westbound lanes, extending from FM 75 to the point of connection of Phase 1. Included in the project are the underground storm drain system, sidewalks and 6100 LF of waterline. The project is nearing completion.

Project Schedule:	2011			2012								
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design			100%									
Bid and Award				100%								
Construction												90%

Budget Status

Expended to Date: \$2,100,175.79

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-R1028 **Project Status:** On Hold

Project Title: City street reconstruction

Project Start Date: Undetermined **Projected Completion:**

Proposed Start Date: **Project Leader:** Pat Hamilton

Project Budget: \$1,000,000

Funding Source: Not Funded

Project Description

The project consists of the reconstruction of most the interior streets within the older sections of the City. The streets have been a major concern over the years and are in desperate need of reconstruction. The Staff is continuing to look for ways to fund this project. The City Public Works Department continues to patch holes until the street can be reconstructed.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-R1029 **Project Status:** On Hold

Project Title: Greenfield Acres street reconstruction

Project Start Date: Undetermined **Projected Completion:**

Proposed Start Date: **Project Leader:** Pat Hamilton

Project Budget: \$345,000 estimated

Funding Source: Not Funded

Project Description

The project consists of the reconstruction of all the streets within Greenfield Acres. The streets have been a major concern over the years and are in desperate need of reconstruction. The existing streets are a 2 layer chip seal and the base is in poor condition. The Staff is continuing to look for ways to fund this project. The City Public Works Department continues to patch holes until the street can be reconstructed. The streets were graded and the base was reconstructed on a portion of the streets during FY 2012 under the general budget. No sealing was able to be done.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High

Project Number: CIP-R1030

Project Status: On Hold

Project Title: Second St. turn lane

Project Start Date: Undetermined

Projected Completion:

Proposed Start Date:

Project Leader: Freese and Nichols

Project Budget: \$350,000

Funding Source: Project has been accepted within the **Regional Toll Revenue program (RTR)** and may be subsidized by the Collin county Bond Program.

Project Description

The project consists of the construction of a significant portion of Second St. to be reconstructed in order for a southbound turn lane to be installed at the intersection of Second St. and Princeton Dr. The project will include some drainage and signal light modification. The preliminary design has been submitted to Collin County Engineering and has been considered as a possible addition to the Collin County Bond Program. The decision can be made to proceed following the completion of the Monte Carlo Phase 2 project. The project is on the list for RTR funds for FY 2012-2013. Design can start upon final approval.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Low **Project Number:** CIP-R1031 **Project Status:** On Hold

Project Title: Borman Road Reconstruction

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Pat Hamilton

Project Budget: \$85,000

Funding Source: Not Funded

Project Description

The project involves the replacement and reconstruction of Borman Rd., the section of roadway between CR 456 and HWY 380. The road is currently a two lane asphalt road with ditch drainage on each side. The road is failing near the edges and near the intersection at CR456. The project is on hold until funding can be found.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-R1032 **Project Status:** Partial implementation

Project Title: Crack Sealing Program, equipment and annual funding

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Street supervisor

Project Budget: \$25,000

Funding Source: Partially Budgeted for FY 2012-2013

Project Description

The project involves the annual funding of a sealing program to seal the cracks in the streets. It is the industry standard to seal the cracks that develop each year in the streets. This prevents the water from entering the cracks and soaking into the compacted base under the roadway. If the cracks are not sealed, the moisture will expand the compacted base and cause the road to heave and fail. This failure eventually leads to broken streets and potholes. The Staff is researching the purchase of a seal machine, in order to more closely define the project.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0
Additional Expenditures to Date: None
Period Ending: 9-30-2012
Date Reported: 12-10-12



Project Tracking Report

Project priority: Low **Project Number:** CIP-R1033 **Project Status:** On Hold

Project Title: Bridge construction on Monte Carlo, and related paving

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Pat Hamilton

Project Budget: \$800,000 Estimated

Funding Source: 50% Funded, Considered as part of the Collin County Thoroughfare projects.

Project Description

The project involves the replacement and reconstruction of the bridge and related paving on Monte Carlo Blvd. The project is considered as part of the Collin County thoroughfare plan. The project could affect the truck traffic that is routed through the center of town through TXDOT. Currently TXDOT routes all oversized loads that are heading North up FM1377. If the bridge on Monte Carlo Dr. was reconstructed, this could become the alternate route for TXDOT. The City has experienced several oversized load emergencies in the downtown area, resulting in down transformers and power lines. Monte Carlo is already designated as the City truck route; however the bridge should be reconstructed to handle the large loads. This would also complete the intersection at FM75 and Monte Carlo. The funding for this project has been added to the funding priorities from the regional Transportation Revenues for 2013. We are waiting on further approval.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-P1036 **Project Status:** Construction

Project Title: 380 Enhancement walls 2nd and 4th

Project Start Date: Undetermined **Projected Completion:** December 2013

Proposed Start Date: **Project Leader:** Pat Hamilton

Project Budget: \$72,000

Funding Source: Shared funding through the CDC and the EDC

Project Description

The project consists of the construction of 8 separate decorative landscape walls and fencing located at the intersections of Second St. and Hwy 380 and Fourth St. and Hwy 380. The walls have been designed and approved through CDC,EDC and the City Council. The project also includes some related sidewalk paving in the same areas. The project is now almost complete and was completely funded by the CDC and EDC.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												75%

Budget Status

Expended to Date: \$27,421.50

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-P1037 **Project Status:** Research

Project Title: City boulevard lights on Monte Carlo Blvd.

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: September, 2012 **Project Leader:** Pat Hamilton

Project Budget: \$45,000 estimated

Funding Source: Collin County Bond Funds, and TNPC can be tapped for this expense.

Project Description

The project involves installing boulevard lighting from Hwy 380 continuing East on Monte Carlo Blvd. to FM75, Longneck Rd. on the East. This lighting is necessary in order for traffic to see crossovers and driveway entrances. Monte Carlo now has been widened and improved to a thoroughfare and requires lighting to provide safety. The Texas New Mexico Power Co. will provide these boulevard lights to the City at no cost of installation; however the Staff will be researching the best option, whether to purchase the lighting and have it installed, or to have TNMPC do the project. The long term cost of power may offset the cost of installation. The Staff has determined that Collin County Bond funds are available for use on this expense.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												100%
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-P1040 **Project Status:** On Hold

Project Title: City ballpark grading and groundcover

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** John Alexander

Project Budget: \$15,000

Funding Source: Not Funded

Project Description

The project involves related grading and the placement of good topsoil in the areas that do not provide the proper soil for the vegetation. The project also includes the related grading in order to maintain proper drainage and eliminate ponding of water. Sodding or seeding will be necessary to prevent erosion. This cost does not include the required upgrades to the irrigation system in order to maintain the grass and fields in the future. The project is currently on hold waiting funding.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Med **Project Number:** CIP-P1041 **Project Status:** Design

Project Title: Park and Parking Downtown

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Undetermined

Project Budget: \$150,000

Funding Source: 100,000 was budgeted from the CDC for FY 2012-2013

Project Description

The project consists of design, grading and related paving to construct parking and a small extension to the Memorial Park on Main St. The property for this project is currently owned by a local business man that has committed to donating this property to the City, provided that the City will construct additional parking for the businesses downtown. This project was presented to the Economic Development Corporation and the Community Development Corporation with a preliminary design. The owner was also presented with the preliminary design. The property has been surveyed in preparation for the donation and the Staff is currently working on the finalization of the donation with the owner. The project will be considered for funding from the EDC and the CDC.

Project Schedule:	2011			2012								
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												50%
Bid and Award												
Construction												

Budget Status

Expended to Date: \$3,250 Approx. CDC Funds

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Low **Project Number:** CIP-P1042 **Project Status:** Design

Project Title: Bridge and walk path for Disk Golf Course

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Undetermined

Project Budget: \$60,000

Funding Source: Not Funded

Project Description

The project consists of design, grading and related paving to construct a bridge and walk path for the disk golf course located at the ballpark. The community Development Corporation funded the improvements along with some grant funding. This included a new concession stand, paving, lighting and several other improvements. The intent was to apply for a grant to complete the bridge and related work in order for players to cross the creek. The grant was not applied for, leaving the disk golf course incomplete. The project is on hold until the required funding is secured.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: High **Project Number:** CIP-B03 **Project Status:** On Time

Project Title: Construction new library

Project Start Date: May 2012 **Projected Completion:** January 2013

Proposed Start Date: **Project Leader:** Derek Borg, Ken Smith

Project Budget: \$385,000.00

Funding Source: Private Donation and Funding by the economic Development Corporation, the Community Development Corporation has also dedicated funds for this project.

Project Description

The City was approached with a considerable donation from a private citizen looking to donate funding for a new library. The staff developed a conceptual plan in order for the donor to see what could be constructed on the City owned property, formally the Police department building. This is located at the corner of McKinney St. and Fourth St. The project will incorporate the existing building into the construction. The Staff worked with Ken Smith of KRS Design Group along with the donor to develop a final plan. The construction is nearly complete and the library should open in January. The funding of the structure is in place and the Staff has received the approval of funding from the Tocker Foundation for the furniture for project.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design						100 %						
Bid and Award												100%
Construction												80%

Budget Status

Expended to Date: \$173,803.40

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Low **Project Number:** CIP-B1046 **Project Status:** None

Project Title: New Public Work Building

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Undetermined

Project Budget: \$600,000

Funding Source: Not Funded

Project Description

The project consists of engineering, design, grading and related paving and construction to construct a new Public Works building that meets the current building codes. The property is currently owned by the City on CR461 near the new elevated water tower. The project is currently on hold until the required funding can be secured.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design												
Bid and Award												
Construction												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Project Tracking Report

Project priority: Low **Project Number:** CIP-B1047 **Project Status:** Design

Project Title: Fire Station No. 2

Project Start Date: Undetermined **Projected Completion:** Undetermined

Proposed Start Date: **Project Leader:** Undetermined

Project Budget: \$1,250,000 Estimated

Funding Source: Not Funded, Partial design funded for FY 2012-2013

Project Description

The project consists of engineering, design, grading and related paving and construction to construct Fire Station No. 2 on Monte Carlo Blvd. The land has been purchased for the new station and some preliminary designs have been presented to the City Council. The funding for this new station has not been secured at this time. The implementation of this new station will allow improved response to the citizens on the west side of town. The station will reduce the City's ISO rating and result in a reduction in the rates that our citizens pay for insurance. As the City expands the fire service must expand accordingly, if not the citizens will ultimately pay more for home owners insurance.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Design						10%						
Bid and Award												
Construction												

Budget Status

Expended to Date: \$500

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department: Administration **Project Number:** CIP-D1052 **Project Status:** Research

Project Title: Update website and provide maintenance

Project Start Date: Undetermined **Projected Completion:** Undetermined

Project Priority: Medium **Project Leader:** Lesia Thornhill

Project Budget: \$10,000 Estimated

Funding Source: Not Funded

Project Description

The project consists of redevelopment of the City's website and to provide ongoing web maintenance. The Staff has been given direction to research the cost of this project due to the developments in the appearance of City websites and the ease of use. The Staff is currently researching the best options for upgrades. The project has been partially addressed and the website is being updated; however the total upgrade will need to be budgeted in the future. Recently the Staff applied for a grant for this upgrade and is in the running for award.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research						50%						
Bid/Estimating												
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department: Development **Project Number:** CIP-D1055 **Project Status:** Research

Project Title: Upgrade the software for inspection and permitting

Project Start Date: Undetermined **Projected Completion:** Undetermined

Project Priority: Low **Project Leader:** Not Assigned

Project Budget: \$12,000 Estimated

Funding Source: Not Funded

Project Description

The project consists of integrating the permitting process with the inspection process through handheld computers so the field inspectors can view the status of inspections and field notes. This process is used throughout the industry and provides a check and balance between the permitting department and the inspector. The project currently is low priority; however as the City grows the system will become more useful in making the department efficient.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research												
Bid/Estimating												
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department: Police Dept. **Project Number:** CIP-D1058 **Project Status:** Research

Project Title: Purchase and program digital portable radios

Project Start Date: Undetermined **Projected Completion:** Undetermined

Project Priority: High **Project Leader:** James Waters

Project Budget: \$50,000 Estimated

Funding Source: Not Funded

Project Description

The project consists of purchasing and programming new digital portable radios for the officers. The Police Department cannot communicate with the neighboring departments that have converted to the digital system. The Collin Count dispatch is converting to the digital system and has given the agencies until 2015 to convert; however the importance of communication between departments is critical in emergencies. The Staff is researching funding or grants for this need.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research						50%						
Bid/Estimating												
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department: Fire Dept. **Project Number:** CIP-D1061 **Project Status:** Research

Project Title: Arial Apparatus

Project Start Date: Undetermined **Projected Completion:** Undetermined

Project Priority: Medium **Project Leader:** Mike Woody

Project Budget: \$750,000 Estimated

Funding Source: Not Funded, Grant Applied For from FEMA for assistance 90/10, 2012 AFG

Project Description

The project consists of purchasing an Arial Apparatus. The project is supported by the need for large elevated master streams required to battle fire in large buildings. The ISD has several buildings that don't have fire sprinklers, and were built prior to the requirement. These large buildings present high risk to firefighters when involved in fire. The Fire Department currently does not have the resources to extinguish a large volume of fire in one of these buildings, without an aerial apparatus. The Insurance Service Office recommendation, in order to achieve proper credit for the best ISO rating, requires an aerial apparatus when a City has 5 or more buildings requiring a 3500 GPM fire flow or more. This project is not an immediate priority, and may be combined with the Fire Station No. 2 project.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research						50%						
Bid/Estimating												
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department:

Emergency Management

Project Number: CIP-D1064

Project Status: Research

Project Title: Early Warning Siren

Project Start Date: Undetermined

Projected Completion: Undetermined

Project Priority: High

Project Leader: Derek Borg

Project Budget: \$40,000 Estimated

Funding Source: Budgeted for FY 2012-2013

Project Description

The project consists of purchasing and installing an early warning siren for severe weather emergencies. The City does not currently have a warning device for the citizens. The City does provide a call system to warn citizens; however you must be signed up for the program and have your phone with you. Sirens have been used throughout the nation, and have become relied upon for early warning. The staff is continuing to research the best products, and has been approved for funding in the FY2012-2013 budget.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research												75%
Bid/Estimating												
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department: Library **Project Number:** CIP-D1067 **Project Status:** Grant

Project Title: Library Furniture

Project Start Date: Sept, 2012 **Projected Completion:** January 2013

Project Priority: Medium **Project Leader:** Cathy Dunkel

Project Budget: \$50,000 Estimated

Funding Source: Funded as of 11-20-2012 (Tocker Foundation, Grant)

Project Description

The project consists of purchasing the needed furniture and related millwork for the new library that is currently under construction. The Staff applied for a grant to fund this expense and was awarded in November. The Community Development Corporation has also dedicated some funds to complete the project.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research						100%						
Bid/Estimating						100%						
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department: Utility Billing **Project Number:** CIP-D1073 **Project Status:** Research

Project Title: Utility billing software

Project Start Date: Undetermined **Projected Completion:** Undetermined

Project Priority: Low **Project Leader:** Tommy Mapp/Clifine Fisher

Project Budget: \$9,000 Estimated

Funding Source: Not Funded

Project Description

The project consists of purchasing additional software and installation for the Utility Billing department. This project will be necessary if the Public Works department implements another brand of water meter. The current water meters are Master Meters, the Public Works department spends a considerable amount of time manually reading several hundred meters each month. Many meters have yet to be changed from the manual read to the radio read type due to the fact that the Master Meters are giving the department trouble. This is a result of the failure of the radio read device attached to the meters. The Staff is currently researching the options to resolve this problem. This is currently a low priority; however if the department adds a different brand meter, a new system must be implemented.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research						50%						
Bid/Estimating												
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department: Public Works **Project Number:** CIP-D1076 **Project Status:** Research

Project Title: Chip Seal Machine

Project Start Date: Undetermined **Projected Completion:** Undetermined

Project Priority: High **Project Leader:** Street Supervisor

Project Budget: \$15,000 Estimated

Funding Source: Proposed and budgeted for FY 2012-2013

Project Description

The project consists of purchasing a chip sealing machine in order to facilitate street repairs on a small scale throughout the city. The Street department currently only has a pothole machine. Given the condition of the streets in town, the proper equipment is necessary to repair large sections of street. The pothole truck does not offer the flexibility of a chip seal machine. A chip seal machine can be used to apply a two layer chip seal equivalent to the county roads. The machine can also be used to apply crack seal in the areas that the road has developed cracks that allow water to penetrate the sub base. The project is considered a high priority due to the need for crack sealing and street repair.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research						50%						
Bid/Estimating												
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12



Department Project Tracking Report

Department: Public Works **Project Number:** CIP-D1077 **Project Status:** Research

Project Title: Cement Mixer

Project Start Date: Undetermined **Projected Completion:** Undetermined

Project Priority: High **Project Leader:** Street Supervisor

Project Budget: \$3,000 Estimated

Funding Source: Not Funded

Project Description

The project consists of purchasing a towable cement mixer. The Public Works department along with the street department has several small concrete jobs that require a small amount of concrete. Several water line repairs require a concrete block poured in order to hold the placement. All valve stacks require a 24"x 24" concrete pad poured around them as well as fire hydrants. Curb patches, street patches, drainage repairs, and there are several other uses for small amounts of concrete. Currently the department must call for ready mix from a plant or hand mix with a shovel. This is a very inefficient way to place concrete. For a very small investment the department would be able to increase productivity, and address several projects that have been put off due to the expense of ready mix concrete.

Project Schedule:	2011						2012					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Research						100%						
Bid/Estimating												
Purchase/implement												

Budget Status

Expended to Date: \$0

Additional Expenditures to Date: None

Period Ending: 9-30-2012

Date Reported: 12-10-12