

FY2025-2026 Proposed Annual Budget									
IT EXPENDITURES		FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 ACTUAL	FY 2024-25 ADOPTED	Y-T-D ACTUAL AS OF 03/31/2025	% OF BUDGET	BUDGET BALANCE	FY 2025-2026 PROJECTED
PERSONNEL									
10-5700-50-50010	SALARIES	135,128	192,604	242,868	253,473	129,508	51.09	123,965	269,579
10-5700-50-50050	OVERTIME	852	2,802	2,875	1,220	2,889	236.85	(1,669)	1,314
10-5700-50-50075	LONGEVITY PAY	900	400	700	1,100	500	45.45	600	1,400
10-5700-50-50200	EMPLOYER PAID TAXES	9,786	14,507	17,511	19,568	9,726	49.70	9,842	20,830
10-5700-50-50255	WORKERS' COMPENSATION	192	222	379	1,049	482	45.92	567	1,116
10-5700-50-50325	HEALTH INSURANCE	14,248	21,691	28,160	25,042	13,895	55.49	11,147	28,037
10-5700-50-50410	EMPLOYER RETIREMENT CO	11,601	16,344	20,064	19,907	10,478	52.64	9,429	19,217
10-5700-50-50520	EMPLOYEE EDUCATION	1,415	3,026	4,529	4,500	-	-	4,500	2,000
TOTAL PERSONNEL		174,122	251,597	317,087	325,858	167,478	51.40	158,381	343,493
OPERATING									
10-5700-51-51335	INSURANCE-PROPERTY, CAS	-	-	324	-	190	-	(190)	400
10-5700-51-51338	INSURANCE LIABILITY	-	-	736	-	639	-	(639)	1,280
10-5700-51-51485	OTHER EXPENSES	15	379	1,325	500	1,739	347.81	(1,239)	2,500
10-5700-51-51625	POSTAGE/DELIVERY	-	-	-	100	-	-	100	100
10-5700-51-51635	PROFESSIONAL/MEMBERSHIP	430	314	649	3,800	725	19.08	3,075	3,800
10-5700-51-51746	SUPPLIES-OFFICES	2,128	3,564	2,114	6,000	944	15.73	5,056	6,000
10-5700-51-51769	INTERNET SERVICE	92,599	96,629	45,591	150,000	85,509	57.01	64,491	175,000
10-5700-51-51770	TELEPHONE COMMUNICATION	7,405	9,749	35,328	7,000	26,035	371.93	(19,035)	38,000
10-5700-51-51775	WIRELESS COMMUNICATION	118,367	108,223	147,191	125,000	58,543	46.83	66,457	120,000
10-5700-51-51780	TRAVEL	240	2,287	-	6,000	903	-	5,097	5,000
10-5700-51-52340	VEHICLE FUEL & OIL	-	-	36	-	69	-	(69)	200
TOTAL OPERATING		221,183	221,145	233,294	298,400	175,296	58.75	123,104	352,280
REPAIRS & MAINTENANCE									
10-5700-52-52000	COMPUTER R & M	232	16	-	-	-	-	-	-
10-5700-52-52011	BUILDING SECURITY	4,282	6,595	9,833	15,000	7,439	49.60	2,393	84,000
10-5700-52-52320	VEH REPAIRS & MAINTENA	-	-	-	-	15	-	(15)	100
TOTAL REPAIRS & MAINTENANCE		4,514	6,611	9,833	15,000	7,454	49.69	7,546	84,100
CONTRACTED SERVICES									
10-5700-54-51440	LEGAL FEES	-	-	745	5,000	54	1.08	4,946	500
10-5700-54-51501	IT CONSULTING SERVICES	7,475	8,654	1,890	29,629	4,087	13.79	25,542	25,000
10-5700-54-52005	EMERGENCY NOTIFICATION	4,371	4,371	4,520	4,371	-	-	4,371	4,000
10-5700-54-52240	SOFTWARE ANNUAL FEES	205,935	266,274	297,614	400,000	167,412	41.85	232,588	425,000
TOTAL CONTRACTED SERVICES		217,781	279,299	304,768	439,000	171,553	39.08	267,447	454,500
DEBT PAYMENTS									
10-5700-57-52310	VEHICLE LEASE EXPENSE	-	-	6,157	-	3,289	-	(3,289)	6,577
TOTAL DEBT PAYMENTS		-	-	6,157	-	3,289	-	(3,289)	6,577
CAPITAL OUTLAY <\$5K									
10-5700-57-52200	COMPUTER EQUIPMENT	72,394	51,019	52,795	50,000	49,175	98.35	825	100,000
TOTAL CAPITAL OUTLAY<\$5K		72,394	51,019	52,795	50,000	49,175	98.35	825	100,000
CAPITAL OUTLAY >\$5K									
10-5700-58-52200	COMPUTER EQUIPMENT	16,794	30,205	120,821	115,000	83,902	72.96	31,098	150,000
TOTAL CAPITAL OUTLAY>5K		16,794	30,205	120,821	115,000	83,902	72.96	31,098	150,000
TOTAL IT EXPENDITURES		706,788	839,874	1,044,755	1,243,258	658,146	52.94	585,113	1,490,951

FY2025-2026 Proposed Annual Budget

		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	Y-T-D ACTUAL	% OF	BUDGET	FY 2025-2026
FINANCE EXPENDITURES		ACTUAL	ACTUAL	ACTUAL	ADOPTED	AS OF 03/31/2025	BUDGET	BALANCE	PROJECTED
PERSONNEL									
10-5150-50-50010	SALARIES	413,800	451,273	372,824	698,081	252,731	36.20	445,350	788,359
10-5150-50-50050	OVERTIME	1,180	1,492	3,124	4,413	3,357	76.06	1,056	4,564
10-5150-50-50075	LONGEVITY	4,100	4,300	3,000	3,800	2,800	73.68	1,000	4,200
10-5150-50-50200	EMPLOYER PAID TAXES	30,806	33,929	25,079	54,031	18,996	35.16	35,036	60,854
10-5150-50-50255	WORKERS' COMPENSATION	430	486	2,945	13,399	3,383	25.24	10,017	16,152
10-5150-50-50325	HEALTH INSURANCE	43,474	57,953	58,609	83,473	37,851	45.35	45,622	102,802
10-5150-50-50410	EMPLOYER RETIREMENT CO	35,533	38,930	30,872	54,967	20,360	37.04	34,607	53,207
10-5150-50-50520	EMPLOYEE EDUCATION	773	1,411	1,913	5,000	10,423	208.46	(5,423)	5,000
TOTAL PERSONNEL		530,095	589,774	498,365	917,165	349,900	38.15	567,265	1,035,138
OPERATING									
10-5150-51-51010	ADVER/POSTING/PUBLIC HEARING	2,665	326	5,549	4,500	-	-	4,500	4,500
10-5150-51-51011	PRE-EMPLOYMENT SCREEN	3	-	3	100	1	1.00	99	100
10-5150-51-51042	CREDIT CARD MERCHANT SVCS	150,256	178,952	171,321	75,000	79,339	105.79	(4,339)	160,000
10-5150-51-51080	CASH SHORT & OVER	(692)	206	195	100	-	-	100	100
10-5150-51-51335	INSURANCE-PROPERTY, CA	2,563	2,875	1,955	3,300	761	23.05	2,539	3,300
10-5150-51-51338	INSURANCE LIABILITY	83	80	1,509	1,000	1,524	152.37	(524)	3,000
10-5150-51-51480	MEETING EXPENSES	287	562	-	500	-	-	500	500
10-5150-51-51485	OTHER EXPENSES	492	705	1,590	1,250	144	11.56	1,106	1,250
10-5150-51-51602	PENALTIES & INTEREST	-	-	-	600	-	-	600	600
10-5150-51-51603	PERIODICALS AND PUBLIC	-	681	704	1,000	-	-	1,000	1,000
10-5150-51-51625	POSTAGE/DELIVERY	68,023	81,492	81,975	50,000	41,117	82.23	8,883	50,000
10-5150-51-51635	PROFESSIONAL & MEMBERS	-	179	199	240	55	22.92	185	240
10-5150-51-51746	SUPPLIES-OFFICE	4,429	2,825	10,393	3,500	1,131	32.31	2,369	3,500
10-5150-51-51780	TRAVEL	1,279	876	494	5,000	4,053	81.06	947	5,000
10-5150-51-52110	OFFICE EQUIPMENT LEASE	5,405	3,814	4,497	3,600	2,720	75.56	880	3,600
10-5150-51-52340	VEHICLE FUEL & OIL	4,854	3,226	4,009	4,500	2,432	54.04	2,068	4,500
TOTAL OPERATING		239,647	276,799	284,393	154,190	133,277	86.44	20,913	241,190
REPAIRS & MAINTENANCE									
10-5150-52-52320	VEHICLE REPAIRS & MAINT	1,060	11,371	7,589	5,000	(5,009)	(100.18)	10,009	5,000
TOTAL REPAIRS & MAINTENANCE		1,060	11,371	7,589	5,000	(5,009)	(100.18)	10,009	5,000
CONTRACTED SERVICES									
10-5150-54-51000	ACCOUNTING & AUDITING	43,469	43,752	18,855	55,000	23,500	42.73	31,500	60,000
10-5150-54-51315	PAYROLL SERVICE	9,930	-	40,963	6,000	17,615	293.59	(11,615)	6,000
10-5150-54-51440	LEGAL FEES	5,700	885	1,020	6,500	1,111	17.08	5,390	6,500
10-5150-54-51590	DOCUMENT STORAGE	1,121	1,641	1,539	1,800	509	28.29	1,291	1,800
TOTAL CONTRACTED SERVICES		60,220	46,278	62,376	69,300	42,735	61.67	26,565	74,300
DEBT PAYMENTS									
10-5150-55-52310	VEHICLE LEASE EXPENSE	-	5,052	24,195	25,000	12,097	48.39	12,903	24,195
TOTAL DEBT PAYMENTS		-	5,052	24,195	25,000	12,097	48.39	12,903	24,195
TOTAL FINANCE EXPENDITURES		831,022	929,272	876,918	1,170,655	533,000	45.53	637,655	1,379,823

1 new request - Meter Tech Supervisor



Debt Service Obligations
2025 AV Tax Year

BUDGET
FY 2025-2026

CITY OF MANOR DEBT OBLIGATIONS				
	Purpose	Maturity	Amount of Issue	Outstanding as of Oct 1, 2025
2012 Series GO Refunding	2001,2004 GO, & 2004 CO	2026	3,510,000.00	65,000.00
2012 Certificate of Obligation	City Hall, PD Bldg., & PW Bldg	2027	1,835,000.00	285,000.00
2015 Series GO Refunding	2007 GO & 2007 CO	2027	4,750,000.00	1,045,000.00
2016 Series CO Bond	W/WW Expansion & Streets	2031	18,000,000.00	10,880,000.00
2021 CO Bond	W/WW Expansion	2036	6,360,000.00	4,825,000.00
2022 Tax Note	W/WW Expansion	2029	10,000,000.00	5,945,000.00
2023 Series Certificate of Obligations	W/WW Exp, P&R, Streets	2042	36,245,000.00	35,745,000.00
2024 Series Certificate of Obligations	Infrastructure, Econ.Dev	2042	15,000,000.00	15,000,000.00
Totals			95,700,000.00	73,790,000.00

Fiscal Year Oct 1, 2025 to Sept 30, 2026			
Principal Due	Interest Due	Fees	Total
65,000.00	1,657.50	150.00	66,807.50
140,000.00	7,096.50		147,096.50
515,000.00	23,930.50		538,930.50
1,200,000.00	249,152.00	635.00	1,449,787.00
395,000.00	84,920.00		479,920.00
1,420,000.00	176,566.50		1,596,566.50
500,000.00	1,787,250.00		2,287,250.00
100,000.00	806,763.00		906,763.00
4,335,000.00	3,137,336.00	785.00	7,473,121.00

LESS YEAR END BALANCE FORWARD: 0.00

ADJUSTED FY 25-26 DEBT SERVICE = 7,473,121.00

FY 24-25 DEBT SERVICE \$ 7,580,234.00

ANNUAL DEBT PAYMENTS

Series	Maturity	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30	FY30-31	FY31-32	FY32-33	FY33-34	FY34-35	FY35-36	FY36-37	FY37-38	FY38-39	FY39-40	FY40-41	FY41-42
2012 Series GO Refunding	2026	63,338	66,808																
2012 Certificate of Obligation	2027	150,583	147,097	148,611															
2015 Series GO Refunding	2027	535,381	538,931	542,137															
2016 Series CO Bond	2031	1,446,580	1,449,787	1,512,307	2,207,766	2,216,623	2,224,220	2,230,557											
2021 CO Bond	2036	481,784	479,920	482,968	480,840	483,624	486,232	488,664	485,920	488,088	490,080	491,896	493,536						
2022 Tax Note	2029	1,597,553	1,596,567	1,599,393	1,595,882	1,601,184													
2023 Certificate of Obligations	2042	2,312,250	2,287,250	2,262,250	2,237,250	2,212,250	1,862,250	1,853,500	3,789,750	3,783,750	3,787,750	3,786,000	3,783,500	4,270,000	4,275,750	4,278,250	4,277,250	4,277,500	4,273,500
2024 Certificate of Obligations	2042	992,767	906,763	901,603	896,433	891,423	1,351,453	1,353,429	1,648,144	1,655,856	1,655,351	1,656,948	1,660,032	1,669,042	1,663,460	1,664,118	1,665,016	1,661,342	1,663,200
Total Annual Payments		7,580,234	7,473,121	7,449,268	7,418,171	7,405,103	5,924,155	5,926,150	5,923,814	5,927,694	5,933,181	5,934,844	5,937,068	5,939,042	5,939,210	5,942,368	5,942,266	5,938,842	5,936,700



POLICE DEPARTMENT INCENTIVES REQUEST

<u>\$350 cap per employee</u>	350
59 employees	59
	20,650 monthly
	247,800 annually

<u>Field Training Officer \$50</u>	
10 employees	500 monthly
	6,000 annually

<u>Differential \$1.25</u>	
Per shift 1 officer	15
16 officers eligible	240
7 shifts per pay period	1,680
26 pay periods	43,680 annually

<u>Call Out increase \$30</u>	
Per employee per day	30
546 shifts	16,380

<u>Fitness</u>	
\$50 per employee	2,950 monthly
59 employees	35,400 annually

SubTotal	349,260
PR Taxes 7.65%	26,718
W/C	16,380
TMRS 7%	24,448
TOTAL	416,807



CITY OF MANOR POSITIONS

	<u>CURRENT</u>	<u>VACANCIES</u>	<u>REQUESTS</u>	<u>TOTAL</u>
COUNCIL	7			7
ADMINISTRATION	3	1	1	5
FINANCE	8	2.5	1	11.5
STREETS	8		2	10
DEVELOPMENT SERVICES	8	2	2	12
PARKS	9	1	3	13
MUNICIPAL COURT	3	1		4
POLICE	49	3	7	59
INFORMATION TECH	3			3
ECONOMIC DEVELOPMENT	1			1
HUMAN RESOURCES	2		1	3
PUBLIC WORKS	6			6
WATER	8	1	2.5	11.5
WASTERWATER	5.5	3	1	9.5
STORMWATER	1	1		2
TOTALS	121.5	15.5	20.5	157.5

VACANCIES

ADMINISTRATION	Admin.Assistant (1)
FINANCE	Purchasing Coord (1) Meter Tech (1) Custodian (.5)
DEVELOPMENT SERVICES	Assist.Director (1) Planner (1)
PARKS	Parks Foreman (1)
MUNICIPAL COURT	Deputy Court Clerk (1)
POLICE	Police Officer (2) Animal Control (1)
WATER	Utility Crewman (1)
WASTERWATER	W/WW Operator (2) Utility Crewman (1)
STORMWATER	MS4 Inspector (1)

REQUESTS

ADMINISTRATION	Mrktg & Comm. Coord (1)
FINANCE	Meter Tech Supervisor (1)
STREETS	Streets Crewman (2)
DEVELOPMENT SERVICES	Assist. Bldg Official (1) Admin.Assistant (1)
PARKS	Comm. Engag. Coord. (1) Parks Crewman (2)
POLICE	Commander (2) Sergeant (1) Detective (1) Police Officers (3)
HUMAN RESOURCES	HR Coordinator (1)
WATER	Crewman (2) Seasonal (.5)
WASTERWATER	W/WW Operator (1)