

FY2025-2026 Proposed Annual Budget									
COUNCIL 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									
10-5175-50-50010	SALARIES	-	-	-	222,000	76,161	-	145,839	222,000
10-5175-50-50200	EMPLOYER PAID TAXES	-	-	-	16,983	5,150	-	11,833	16,983
10-5175-50-50255	WORKERS' COMPENSATION	-	-	-	955	-	-	955	955
10-5175-50-50521	COUNCIL EDUCATION	-	-	-	21,000	4,705	-	16,295	21,000
TOTAL PERSONNEL		-	-	-	260,938	86,017	-	174,921	260,938
OPERATING									
10-5175-51-51018	COMMUNITY PROGRAMS	-	-	-	300,000	8,013	-	291,987	300,000
10-5175-51-51160	ELECTION EXPENSES	-	-	-	20,000	6,912	-	13,088	25,000
10-5175-51-51480	MEETING EXPENSES	-	-	-	7,500	4,167	-	3,333	8,000
10-5175-51-51635	PROFESSIONAL & MEMBERSHIPS	-	-	-	-	10,757	-	(10,757)	20,000
10-5175-51-51746	SUPPLIES-OFFICE	-	-	-	500	-	-	500	500
10-5175-51-51790	COUNCIL TRAVEL	-	-	-	25,000	9,090	-	15,910	25,000
TOTAL OPERATING		-	-	-	353,000	38,940	-	314,060	378,500
TOTAL COUNCIL EXPENSES		-	-	-	613,938	124,957	-	488,981	639,438

FY2025-2026 Proposed Annual Budget

ADMINISTRATION 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									
10-5100-50-50010	SALARIES	209,421	287,563	445,851	438,435	193,288	44.09	245,147	531,896
10-5100-50-50050	OVERTIME	589	-	-	1,092	-	-	1,092	1,693
10-5100-50-50075	LONGEVITY	1,000	700	1,000	1,200	900	75.00	300	1,900
10-5100-50-50200	EMPLOYER PAID TAXES	15,560	22,406	30,608	33,716	12,016	35.64	21,700	41,539
10-5100-50-50255	WORKERS' COMPENSATION	156	168	1,236	1,807	490	27.12	1,317	2,196
10-5100-50-50325	HEALTH INSURANCE	24,481	31,040	35,363	41,396	17,867	43.16	23,529	55,776
10-5100-50-50335	HEALTH ASSISTANCE	-	-	6,498	4,500	750	16.67	3,750	4,500
10-5100-50-50410	EMPLOYER RETIREMENT CO	18,234	24,693	26,829	34,883	18,713	53.64	16,171	38,322
10-5100-50-50520	EMPLOYEE EDUCATION	2,703	4,588	3,743	7,000	3,674	52.49	3,326	7,000
10-5100-50-50521	COUNCIL EDUCATION	21,866	10,659	17,097	-	-	-	-	-
10-5100-50-50650	VEHICLE ALLOWANCE	4,098	7,200	11,261	7,500	3,600	48.00	3,900	7,500
TOTAL PERSONNEL		298,109	389,016	579,486	571,529	251,297	43.97	320,232	692,322
OPERATING									
10-5100-51-51010	ADVER/NOTIFICATION/PUBLIC HEA	22,429	9,933	8,560	14,500	5,433	37.47	9,067	14,500
10-5100-51-51011	PRE-EMPLO SCREENING	67	1	1	50	-	-	50	50
10-5100-51-51012	ADMIN RENT	5,517	5,510	6,500	6,000	3,050	50.83	2,950	6,000
10-5100-51-51018	COMMUNITY PROGRAMS	-	94,396	38,818	-	-	-	-	-
10-5100-51-51040	BAD DEBTS	-	-	124,495	-	-	-	-	-
10-5100-51-51043	CITY EVENTS	15,595	10,907	1,087	-	-	-	-	-
10-5100-51-51044	AUTHORIZE.NET FEES	151	330	360	210	228	108.57	(18)	400
10-5100-51-51160	ELECTION EXPENSES	47,690	20,792	24,618	-	37	-	(37)	-
10-5100-51-51335	INSURANCE-PROPERTY, CA	990	1,106	6,739	8,000	4,109	51.36	3,891	8,000
10-5100-51-51338	INSURANCE LIABILITY	-	424	813	180	2,238	1,243.16	(2,058)	180
10-5100-51-51480	MEETING EXPENSES	8,491	6,578	9,077	3,000	1,377	45.88	1,624	3,000
10-5100-51-51485	OTHER EXPENSES	79,783	437,528	(201,747)	45,000	10,617	23.59	34,383	45,000
10-5100-51-51602	PENALTIES & INTEREST	-	-	70	150	-	-	150	150
10-5100-51-51603	PERIODICALS AND PUBLIC	422	81	1,750	200	-	-	200	200
10-5100-51-51625	POSTAGE/DELIVERY	652	622	259	500	81	16.21	419	500
10-5100-51-51634	EDC BEAUTIFICATION	10,500	-	-	-	-	-	-	-
10-5100-51-51635	PROFESSIONAL & MEMBERS	15,395	18,214	10,137	9,500	4,483	47.19	5,017	9,500
10-5100-51-51746	SUPPLIES-OFFICE	10,607	4,180	5,055	7,562	4,476	59.20	3,086	7,562
10-5100-51-51747	COVID 19 SUPPLIES	8,670	1,420	-	-	-	-	-	-
10-5100-51-51780	STAFF TRAVEL	6,999	6,366	5,285	5,000	2,784	55.68	2,216	5,000
10-5100-51-51790	COUNCIL TRAVEL	-	-	1,316	-	-	-	-	-
10-5100-51-51813	UTILITIES-ELECTRIC BLU	12,007	11,947	12,674	11,522	5,601	48.61	5,921	11,522
10-5100-51-51817	UTILITIES-NATURAL GAS	1,273	1,420	1,477	1,626	1,025	63.03	601	1,626
10-5100-51-52110	OFFICE EQUIPMENT LEASE	6,296	4,705	5,025	5,500	3,014	54.80	2,486	6,000
10-5100-51-52340	VEHICLE FUEL & OIL	-	-	353	-	555	-	(555)	1,000

1 new request - Marketing & Communication Coordinator

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
DEVELOPMENT SERVICES EXPENDITURES		ACTUAL	ACTUAL	ACTUAL	ADOPTED	AS OF 03/31/2025	BUDGET	BALANCE	PROJECTED
PERSONNEL									
10-5300-50-50010	SALARIES	370,194	499,182	578,862	746,129	278,692	37.35	467,437	952,760
10-5300-50-50050	OVERTIME	211	249	657	5,468	1,796	32.85	3,672	6,392
10-5300-50-50075	LONGEVITY	2,300	3,100	3,700	4,700	3,200	68.09	1,500	4,100
10-5300-50-50200	EMPLOYER PAID TAXES	27,013	36,875	42,541	57,857	20,524	35.47	37,333	73,689
10-5300-50-50255	WORKERS' COMPENSATION	443	500	4,291	4,617	1,697	36.76	2,920	5,963
10-5300-50-50325	HEALTH INSURANCE	35,075	57,528	74,789	83,473	35,329	42.32	48,145	112,148
10-5300-50-50410	EMPLOYER RETIREMENT CO	31,531	42,085	47,736	58,859	22,196	37.71	36,662	67,982
10-5300-50-50520	EMPLOYEE EDUCATION	1,910	3,445	6,983	4,600	1,505	32.72	3,095	4,600
TOTAL PERSONNEL		468,677	642,965	759,559	965,702	364,940	37.79	600,763	1,227,633
OPERATING									
10-5300-51-51011	PRE-EMPLOYMENT SCREENING	63	5	1	100	111	111.00	(11)	100
10-5300-51-51042	CREDIT CARD MERCHANT	68,237	56,259	116,411	66,500	69,547	104.58	(3,047)	76,000
10-5300-51-51330	BLDG INSPECTION FEES	52,240	50,630	30,753	75,000	8,440	11.25	66,560	75,000
10-5300-51-51331	SUB DIV & INSP. FEES	6,744	-	-	10,000	-	-	10,000	10,000
10-5300-51-51332	OVERPAYMENT/REFUNDS	15,984	7,618	103	-	100	-	(100)	-
10-5300-51-51335	INSURANCE-PROPERTY, CA	1,248	1,407	1,911	1,500	1,141	76.05	359	2,000
10-5300-51-51338	INSURANCE LIABILITY	689	619	2,929	1,500	2,303	153.53	(803)	2,000
10-5300-51-51485	OTHER EXPENSES	5,069	16,607	802	5,000	639	12.77	4,361	5,000
10-5300-51-51603	POSTING & NOTIFICATION	5,184	12,997	2,890	15,000	1,937	12.91	13,063	15,000
10-5300-51-51610	PERMITS & LICENSES	-	-	55	-	-	-	-	-
10-5300-51-51611	TRAVIS CO RECORDATION FEES	-	1,000	2,000	2,500	-	-	2,500	2,500
10-5300-51-51625	POSTAGE/DELIVERY	1,049	2,460	1,181	1,500	388	25.83	1,112	1,500
10-5300-51-51635	PROF/MEMBERSHIP DUES	940	1,973	2,109	2,000	1,178	58.90	822	2,000
10-5300-51-51746	SUPPLIES-OFFICE	2,557	6,034	4,940	4,000	2,725	68.12	1,275	4,000
10-5300-51-51780	TRAVEL	1,925	-	4,551	7,000	710	10.15	6,290	7,000
10-5300-51-51800	UNIFORMS & ACCESSORIES	184	73	830	1,500	1,245	82.99	255	1,500
10-5300-51-52110	OFFICE EQUIP LEASES	-	-	2,746	1,000	2,461	246.09	(1,461)	2,500
10-5300-51-52340	VEHICLE FUEL & OIL	7,505	5,929	6,807	10,000	2,720	27.20	7,280	8,000
TOTAL OPERATING		169,618	163,611	181,018	204,100	95,644	46.86	108,456	214,100
REPAIRS & MAINTENANCE									
10-5300-52-52320	VEHICLE REPAIRS & MAIN	1,216	12,562	1,978	4,000	178	4.45	3,822	4,000
TOTAL REPAIRS & MAINTENANCE		1,216	12,562	1,978	4,000	178	4.45	3,822	4,000
CONTRACTED SERVICES									
10-5300-54-51165	ENG/PLANNING SERVICES	285,348	328,778	362,036	250,000	203,261	81.30	46,739	325,000
10-5300-54-51166	FEE SCHEDULE STUDY	4,420	17,480	-	-	-	-	-	-
10-5300-54-51440	LEGAL FEES	65,515	62,963	52,678	60,000	70,705	117.84	(10,705)	100,000
10-5300-54-51450	COMPREHENSIVE PLANNING SVC	-	135,000	-	130,000	-	-	130,000	130,000
10-5300-54-52240	SOFTWARE ANNUAL FEES	-	-	-	-	8,700	-	(8,700)	25,000
TOTAL CONTRACTED SERVICES		355,283	544,221	414,713	440,000	282,666	64.24	157,334	580,000
DEBT PAYMENTS									
10-5300-55-52310	VEHICLE LEASE EXPENSE	6,458	11,676	44,090	28,500	25,306	88.79	3,194	44,498
TOTAL DEBT PAYMENTS		6,458	11,676	44,090	28,500	25,306	88.79	3,194	44,498
TOTAL DEVELOPMENT SERVICES EXPENDITURES		1,001,252	1,375,035	1,401,358	1,642,302	768,734	46.81	873,568	2,070,231

2 new requests-Assistant Building Official and Administrative Assistant



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



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	50	2	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	122.5	14.5	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 (1) 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)



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