

June 5, 2008

**2.
Citizens Comments**

**3.
Consent Agenda**

**4.
Parks and Recreation Master Plan**



NOTICE OF MEETING OF THE BOARD OF DIRECTORS OF BRUSHY CREEK MUNICIPAL UTILITY DISTRICT

June 5, 2008

A special meeting of the Board of Directors of Brushy Creek Municipal Utility District will be held on the 5th day of June 2008 at 7:00 p.m., in the District's office, 16318 Great Oaks Drive, Brushy Creek Subdivision, Round Rock, Texas, to consider, act, and approve expenditures on the following matters:

1. Call to order, roll call, establish quorum, and pledge of allegiance.
2. Citizens' Comments (limited to 3 minutes).
3. Consent Agenda - (All items on the consent agenda will be approved with one motion. A Board member or the General Manager may remove an item for discussion and separate action).
 - a. Adopt Resolution approving amendments to fiscal year budget.
 - b. Approve purchase of utility billing software.
 - c. Approve purchase of Water Treatment Facility pre-treatment chemicals.
 - d. Approve background check procedures.
4. Discussion and possible action concerning Parks and Recreation Master Plan.
5. Adjournment

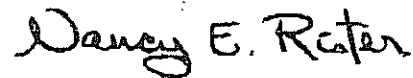
Adjourn meeting. Action. Time.

Dated this 30th day of May 2008
Brushy Creek Municipal Utility District


Tom Clark, General Manager

ORIGINAL FILED
BUT NOT COMPARED

2:50 PM
MAY 30 2008


Nancy E. Rater

County Clerk, Williamson Co. TX


The Board of Directors may go into Executive Session if necessary, pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act, on any of the above matters. No final action, decision or vote will be taken on any subject or matter in Executive Session. Please note that this notice supplants the District's previous policy of specifically identifying those agenda items that would be discussed in Executive Session.

The District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Margie Anthes at 512-255-7871 for further information.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Board of Directors of Brushy Creek Municipal Utility District, is a true and correct copy of said Notice: that a true and correct copy of said notice was posted at a place convenient and readily accessible to the general public at all times, in its administrative office at 16318 Great Oaks Drive that said Notice was posted on May 30, 2008 at 2:30 p.m., and that a true and correct copy of

said Notice was furnished to the County Clerk of Williamson County, the only county in which Brushy Creek Municipal Utility District is located.

Brushy Creek Municipal Utility District



Margie Anthes, Assistant Deputy Secretary

**Board Packet
June 5, 2008**

**Executive Summary
Agenda Item 3.a.**

Adopt Resolution approving budget adjustments

BACKGROUND:

Staff is requesting the Board approve budget adjustments for items that staff have determined are critical for continuing operations. Agenda item 3.b. (approve purchase of utility billing software) and 3.c. (approve purchase of Water Treatment Facility pretreatment chemicals) specify the details of the critical items.

The attached documents reflect the adjustment to the Budget for the Water Treatment Facility, adding \$77,000 to the Capital line item and a \$77,000 transfer from retained earnings. The second budget reflects an increase in the Software line item in the Administration Budget. The Summary budget reflects the impact of both adjustments to the General Fund Budget.

FINANCIAL:

We are requesting that retained earnings from the General Fund be used to fund the equipment and chemicals at the Water Treatment Facility. We anticipate that Water revenue will exceed budget by more than \$100,000 if consumption continues at the same pace as it has in the first half of the year. These excess funds would cover the additional cost of the Utility Billing software.

LEGAL:

Legal has not reviewed the documents.

RESOURCE:

Mike Petter, Jesse Kennis

COMMITTEE PARTICIPATION:

The Finance Committee and Technology Committees have reviewed the recommendation for the Utility Billing software and support Staff's recommendation. At its May 22nd meeting, the Board requested that Staff present a budget adjustment for the Water Treatment Facility.

RECOMMENDATION:

Staff recommends that the Board:
Adopt the Resolution Approving Budget Adjustments

ATTACHMENTS:

Amended Budget for the Water Treatment Facility
Amended Budget for Administration
Amended Budget for General Fund
Resolution Approving Amendments to the District's 2007-2008 Fiscal Year Budget

Brushy Creek Municipal Utility District
 Operating Budget
 Fiscal Year: 2008
 Cost Center: Admin

Object Code	Account	Approved Budget		Adjusted Budget 2008	FY2008 Actual	Quarterly Variance		Annual Variance	
		2008	Adjustments			Variance %	Variance \$	Variance %	Variance \$
4100	Other Tax Income		0		0				
4101	Property Tax Income	1,614,821	(0)	1,614,821	1,611,178	102%	28,654	99.77%	(3,643)
4102	Delinquent Property Tax Income	18,167	0	18,167	5,305	30%	(12,539)	29.20%	(12,862)
4103	Defined Area O&M Tax	188,516	0	188,516	191,745	107%	12,654	101.71%	3,229
	Cornerwood		0	0	0	#DIV/0!	0	#DIV/0!	0
4110	Plan Review Income	3,000	0	3,000	900	40%	(1,350)	30.00%	(2,100)
4112	Inspection Fees	45,000	0	45,000	68,401	203%	34,651	152.00%	23,401
4120	Bond Revenue		0	0	0	#DIV/0!	0	#DIV/0!	0
4130	Builders Fees		0	0	0	#DIV/0!	0	#DIV/0!	0
4201	Water Service		0	0	0	#DIV/0!	0	#DIV/0!	0
4202	CRF - Water		0	0	0	#DIV/0!	0	#DIV/0!	0
4203	WW Service		0	0	0	#DIV/0!	0	#DIV/0!	0
4204	CRF - WW		0	0	0	#DIV/0!	0	#DIV/0!	0
4211	Water Connection		0	0	0	#DIV/0!	0	#DIV/0!	0
4213	WW Connections		0	0	0	#DIV/0!	0	#DIV/0!	0
4220	New Connection Fees	10,800	0	10,800	2,500	31%	(5,600)	23.15%	(8,300)
4230	Garbage Services		0	0	0	#DIV/0!	0	#DIV/0!	0
4240	Williamson County Park		0	0	0	#DIV/0!	0	#DIV/0!	0
4301	TCEQ Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4401	Service Charges	40,000	0	40,000	38,611	129%	8,611	96.53%	(1,390)
4402	Donations		0	0	0	#DIV/0!	0	#DIV/0!	0
4403	Late Charges	80,000	0	80,000	54,353	91%	(5,647)	67.94%	(25,647)
4405	Interest Income	420,000	0	420,000	197,939	62%	(123,623)	47.13%	(222,061)
4500	Other Income	50,000	0	50,000	8,085	16%	(41,915)	16.17%	(41,915)
	Contract Program		0	0	0	#DIV/0!	0	#DIV/0!	0
4501	Rental Income	31,015	0	31,015	15,785	68%	(7,477)	50.89%	(15,231)
4510	Instruction / Lesson Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4515	Camp Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4519	New Memberships		0	0	0	#DIV/0!	0	#DIV/0!	0
4520	Memberships		0	0	0	#DIV/0!	0	#DIV/0!	0
4521	Season Passes		0	0	0	#DIV/0!	0	#DIV/0!	0
4522	Day Passes		0	0	0	#DIV/0!	0	#DIV/0!	0
4523	Teams / Leagues		0	0	0	#DIV/0!	0	#DIV/0!	0
4524	Senior Programs		0	0	0	#DIV/0!	0	#DIV/0!	0
4525	Child Programs / Child Play		0	0	0	#DIV/0!	0	#DIV/0!	0
4550	Management Fees		0	0	0	#DIV/0!	0	#DIV/0!	0
	TOTAL REVENUE	2,501,319	1	2,501,320	2,194,802	95%	(113,581)	87.75%	(306,518)
5010	Salary	473,036	1,875	474,911	222,306	64%	(124,970)	46.81%	(252,604)
5011	Merit Salary	17,739	70	17,809	(330)	-3%	(13,353)	-1.86%	(18,140)
5012	Overtime	14,943	0	14,943	6,912	62%	(4,296)	46.25%	(8,031)
	Total Payroll	505,718	1,945	507,663	228,887	62%	(142,619)	45.09%	(278,775)
5020	FICA / Medicare	45,628	3,575	49,203	15,749	47%	(17,747)	32.01%	(33,454)
5030	Health	54,176	(3,065)	51,111	17,103	44%	(22,014)	33.46%	(34,008)
5031	Vision Insurance		0	0	602	#DIV/0!	602	#DIV/0!	602
5032	Dental		0	0	1,577	#DIV/0!	1,577	#DIV/0!	1,577
5034	Life		0	0	834	#DIV/0!	834	#DIV/0!	834
5035	Disability Insurance		0	0	2,455	#DIV/0!	2,455	#DIV/0!	2,455
5040	Workers Compensation		0	0	4,251	#DIV/0!	4,251	#DIV/0!	4,251
5050	Unemployment Insurance		0	0	(371)	#DIV/0!	(371)	#DIV/0!	(371)
5055	State Unemployment Tax		0	0	0	#DIV/0!	0	#DIV/0!	0
5060	Other Benefits		0	0	0	#DIV/0!	0	#DIV/0!	0
5070	Retirement		0	0	10,742	#DIV/0!	10,742	#DIV/0!	10,742
	Total Benefits	99,804	510	100,314	52,942	73%	(19,670)	52.78%	(47,371)
5201	Airfare	750	0	750	0	0%	(750)	0.00%	(750)
5202	Lodging & Food	6,000	0	6,000	0	0%	(4,500)	0.00%	(6,000)
5203	Lodging Tax		0	0	0	#DIV/0!	0	#DIV/0!	0
5204	Cab Fare / local transportation		0	0	0	#DIV/0!	0	#DIV/0!	0
5205	Parking	180	0	180	5	4%	(130)	2.78%	(175)
5206	Owned Vehicle Expenses		0	0	0	#DIV/0!	0	#DIV/0!	0
5207	Mileage	600	0	600	698	155%	248	116.29%	98
	Total Travel	7,530	0	7,530	703	12%	(5,132)	9.33%	(6,827)
5900	Capital Equipment	196,000	0	196,000	40,573	21%	(155,428)	20.70%	(155,428)
6010	Contractual-Legal		0	0	0	#DIV/0!	0	#DIV/0!	0
6011	Contractual Legal - Open Records		0	0	0	#DIV/0!	0	#DIV/0!	0
6020	Contractual/Accounting		0	0	0	#DIV/0!	0	#DIV/0!	0
6025	Contractual/Auditing		0	0	0	#DIV/0!	0	#DIV/0!	0
6030	Contractual/ Trainers- Instructors	2,400	0	2,400	500	28%	(1,300)	20.83%	(1,900)
6040	Contractual/Network maint/dev.		0	0	579	#DIV/0!	579	#DIV/0!	579
6045	Contractual/Website		0	0	858	#DIV/0!	858	#DIV/0!	858
6050	Contractual/Publications Layou		0	0	0	#DIV/0!	0	#DIV/0!	0
6055	Security		0	0	0	#DIV/0!	0	#DIV/0!	0
6060	Appraisal Fees		0	0	625	#DIV/0!	625	#DIV/0!	625
6065	Depository Contract	18,000	0	18,000	13,474	100%	(26)	74.86%	(4,526)
6070	Maintenance Contracts	4,800	0	4,800	5,410	150%	1,810	112.71%	610
6073	Management Fees		0	0	0	#DIV/0!	0	#DIV/0!	0
6075	Outside Contract Labor		0	0	0	#DIV/0!	0	#DIV/0!	0

6078	Plumbing Inspections	40,500	0	40,500	29,950	99%	(425)	73.95%	(10,550)
6079	Engineering Fees	45,000	0	45,000	0	0%	(33,750)	0.00%	(45,000)
6080	Contractual/Contract Labor	48,000	(3,700)	44,300	16,824	50%	(16,676)	37.98%	(27,476)
	Total Contractual	158,700	(3,700)	155,000	68,220	59%	(48,305)	44.01%	(86,780)
6105	Minor Equipment	9,700	0	9,700	2,939	30%	(6,761)	30.30%	(6,761)
6110	General Office Supplies	23,600	(750)	22,850	9,087	54%	(7,863)	39.77%	(13,763)
6115	Materials & Supplies	10,300	0	10,300	1,814	24%	(5,686)	17.61%	(8,486)
6120	Chemicals	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6121	Lab Supplies	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6122	Uniforms	1,400	0	1,400	201	14%	(1,199)	14.36%	(1,199)
6124	Fuel / Oil	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6130	Furniture	5,600	0	5,600	763	16%	(4,037)	13.63%	(4,837)
6135	Major Equipment	0	0	0	4,770	#DIV/0!	4,770	#DIV/0!	4,770
6140	Computer Supplies	2,050	0	2,050	1,688	82%	(362)	82.34%	(362)
6145	Software	20,000	65,000	85,000	15,740	19%	(69,260)	18.52%	(69,260)
6148	Copier/Laser Printer Supplies	0	0	0	460	#DIV/0!	460	#DIV/0!	460
6150	Program refreshments/Business	7,750	0	7,750	4,232	63%	(2,493)	54.61%	(3,518)
	League Expenses	0	0	0	0	#DIV/0!	0	#DIV/0!	0
	Program Expenses	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6153	Water Purchases	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6154	Water Meters	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6155	Building Materials	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6156	Pipes and Components	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6157	New Installs	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6160	Training Materials	3,640	0	3,640	0	0%	(2,730)	0.00%	(3,640)
6180	T-Shirts/Pins/Etc.	0	0	0	0	#DIV/0!	0	#DIV/0!	0
	Total Supplies	84,040	64,250	148,290	41,694	30%	(95,161)	28.12%	(106,596)
6210	Rent Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6212	Building Maintenance	400	0	400	0	0%	(300)	0.00%	(400)
6213	Rental Property Mntnce	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6215	Facility Rent Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6216	Equipment Rent Expense	14,000	0	14,000	8,013	76%	(2,487)	57.23%	(5,987)
6220	Postage Expense	13,200	0	13,200	2,711	27%	(7,189)	20.54%	(10,489)
6222	Express Mail/Parcel	0	0	0	328	#DIV/0!	328	#DIV/0!	328
6224	Shipping	0	0	0	65	#DIV/0!	65	#DIV/0!	65
6250	RR Refuse Garbage Service	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6300	Telephone Expense	10,800	0	10,800	6,610	82%	(1,490)	61.20%	(4,190)
6302	LD/expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6304	Pager / Cell Phone	0	0	0	2,092	#DIV/0!	2,092	#DIV/0!	2,092
6305	Utility Bill Expenses	500	0	500	72	14%	(428)	14.40%	(428)
6310	Fees/Dues/Subscription Expense	12,300	(1,000)	11,300	3,017	34%	(5,883)	26.70%	(8,283)
6311	TCEQ Regulatory Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6312	WW Capacity Charges	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6314	Professional Development Fees	6,450	0	6,450	1,818	36%	(3,232)	28.19%	(4,632)
6320	Repair/Mtc/Warranty Expense	2,800	0	2,800	1,345	64%	(755)	48.04%	(1,455)
6322	Printing Expense	10,480	0	10,480	4,193	53%	(3,787)	40.01%	(6,287)
6324	Advertising	0	0	0	204	#DIV/0!	204	#DIV/0!	204
6325	Recruiting Expense	6,000	0	6,000	0	0%	(4,500)	0.00%	(6,000)
6326	Medical Expenses	0	0	0	256	#DIV/0!	256	#DIV/0!	256
6400	Utilities Expense	12,000	0	12,000	6,783	75%	(2,217)	56.52%	(5,217)
6401	Donations	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6405	Bonus awards	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6410	Taxes Expense	0	0	0	15	#DIV/0!	15	#DIV/0!	15
6415	Auto Insurance	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6416	Professional Liability Insurance	72,000	0	72,000	31,554	58%	(22,446)	43.83%	(40,446)
6418	Other Insurance	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6420	Interest Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6425	Contingencies	0	0	0	846	#DIV/0!	846	#DIV/0!	846
6430	Streetlights	85,000	0	85,000	42,543	67%	(21,207)	50.05%	(42,457)
6450	Community Activities	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6461	Fiscal Agent Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6462	Principal - 1996 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6463	Principal - 1997 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6464	Principal - 2001 Taxable	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6465	Principal - 2001 New Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6466	Principal - 2003 Tax & Rev Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6467	TWDB Bonds Principal	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6470	Interest - 1996 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6471	Interest - 1997 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6472	Interest - 2001 taxable	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6473	Interest - 2001 New Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6474	Interest - 2003 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6475	Interest - 2004 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6476	Interest - 2005 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6477	TWDB Bonds Interest	0	0	0	0	#DIV/0!	0	#DIV/0!	0
	Total Other Expenses	245,930	(1,000)	244,930	112,464	61%	(72,116)	45.92%	(132,466)
	Total Expenses	1,297,722	62,004	1,359,726	545,484	50%	(538,431)	40.12%	(814,243)
	Transfer From -	101,000	0	101,000	0	0%	(101,000)	0.00%	(101,000)
	Transfer To	188,516	0	188,516	0	0%	(188,516)	0.00%	(188,516)
	Revenue in Excess of Expenses	1,116,081	(62,003)	1,054,078	1,649,319	145%	512,366	156.47%	595,241

Brushy Creek Municipal Utility District
Operating Budget
Fiscal Year: 2008
Cost Center: General Fund

Object Code	Account	Approved Budget		Adjusted Budget	Year-to-Date FY2008 Actual	Quarterly Variance		Annual Variance	
		2008	Adjustments			2008	Variance %	Variance \$	Variance %
4100	Other Tax Income	0	0	0	0				
4101	Property Tax Income	1,614,821	(0)	1,614,821	1,611,178	102%	28,654	99.77%	(3,643)
4102	Delinquent Property Tax Income	18,167	0	18,167	5,305	30%	(12,539)	29.20%	(12,862)
4103	Defined Area O&M Tax	188,516	0	188,516	191,745	107%	12,654	101.71%	3,229
	Cornerwood	0	0	0	0	#DIV/0!	0	#DIV/0!	0
4110	Plan Review Income	3,000	0	3,000	900	40%	(1,350)	30.00%	(2,100)
4112	Inspection Fees	45,000	0	45,000	68,401	203%	34,651	152.00%	23,401
4120	Bond Revenue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
4130	Builders Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
4201	Water Service	2,284,806	0	2,284,806	1,086,385	73%	(399,621)	47.55%	(1,198,421)
4202	CRF - Water	0	0	0	0	#DIV/0!	0	#DIV/0!	0
4203	WW Service	1,393,272	0	1,393,272	692,057	66%	(352,897)	49.67%	(701,215)
4204	CRF - WW	0	0	0	0	#DIV/0!	0	#DIV/0!	0
4211	Water Connection	13,500	0	13,500	2,280	23%	(7,845)	16.89%	(11,220)
4213	WW Connections	13,500	0	13,500	2,070	20%	(8,055)	15.33%	(11,430)
4220	New Connection Fees	10,800	0	10,800	2,500	31%	(5,600)	23.15%	(8,300)
4230	Garbage Services	712,800	0	712,800	361,626	68%	(172,074)	50.73%	(351,174)
4240	Williamson County Park	39,300	0	39,300	15,343	56%	(11,957)	39.04%	(23,957)
4301	TCEQ Income	0	0	0	0	#DIV/0!	0	#DIV/0!	0
4401	Service Charges	40,000	0	40,000	38,611	129%	8,611	96.53%	(1,390)
4402	Donations	0	0	0	38,000	#DIV/0!	38,000	#DIV/0!	38,000
4403	Late Charges	80,000	0	80,000	54,353	91%	(5,647)	67.94%	(25,647)
4405	Interest Income	420,000	0	420,000	197,939	62%	(123,623)	47.13%	(222,061)
4500	Other Income	70,720	0	70,720	11,659	17%	(58,881)	16.49%	(59,061)
	Contract Program	149,300	0	149,300	29,932	23%	(101,568)	20.05%	(119,368)
4501	Rental Income	126,715	0	126,715	59,710	61%	(37,627)	47.12%	(67,006)
4510	Instruction / Lesson Income	36,140	0	36,140	21,274	71%	(8,791)	58.87%	(14,866)
4515	Camp Income	74,686	0	74,686	0	0%	(63,401)	0.00%	(74,686)
4519	New Memberships	8,228	0	8,228	5,493	88%	(735)	66.76%	(2,735)
4520	Memberships	312,760	0	312,760	138,648	59%	(95,922)	44.33%	(174,112)
4521	Season Passes	53,560	0	53,560	2,985	7%	(37,185)	5.57%	(50,575)
4522	Day Passes	19,400	0	19,400	3,998	34%	(7,802)	20.61%	(15,402)
4523	Teams / Leagues	103,307	0	103,307	131,191	176%	56,644	126.99%	27,884
4524	Senior Programs	180	0	180	0	0%	(135)	0.00%	(180)
4525	Child Programs / Child Play	3,820	0	3,820	1,564	55%	(1,301)	40.94%	(2,256)
4550	Management Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
	TOTAL REVENUE	7,836,298	1	7,836,299	4,775,148	78%	(1,335,341)	60.94%	(3,061,151)
5010	Salary	1,850,714	16,875	1,867,588	830,708	61%	(528,426)	44.48%	(1,036,880)
5011	Merit Salary	108,851	(1,534)	107,317	(1,223)	-2%	(81,778)	-1.14%	(108,540)
5012	Overtime	63,807	(1)	63,806	38,800	81%	(9,054)	60.81%	(25,005)
	Total Payroll	2,023,372	15,340	2,038,711	868,285	58%	(619,258)	42.59%	(1,170,425)
5020	FICA / Medicare	178,258	15,518	193,776	65,003	50%	(65,987)	33.55%	(128,772)
5030	Health	274,057	(10,554)	263,503	79,146	40%	(121,137)	30.04%	(184,357)
5031	Vision Insurance	0	0	0	2,468	#DIV/0!	2,468	#DIV/0!	2,468
5032	Dental	0	0	0	6,806	#DIV/0!	6,806	#DIV/0!	6,806
5034	Life	0	0	0	2,868	#DIV/0!	2,868	#DIV/0!	2,868
5035	Disability Insurance	0	0	0	7,989	#DIV/0!	7,989	#DIV/0!	7,989
5040	Workers Compensation	0	0	0	14,361	#DIV/0!	14,361	#DIV/0!	14,361
5050	Unemployment Insurance	0	0	0	3,017	#DIV/0!	3,017	#DIV/0!	3,017
5055	State Unemployment Tax	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5060	Other Benefits	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5070	Retirement	0	0	0	40,106	#DIV/0!	40,106	#DIV/0!	40,106
	Total Benefits	452,315	4,964	457,279	221,765	67%	(109,509)	48.50%	(235,514)
5201	Airfare	3,350	0	3,350	0	0%	(3,350)	0.00%	(3,350)
5202	Lodging & Food	14,100	0	14,100	1,752	16%	(9,348)	12.43%	(12,348)
5203	Lodging Tax	100	0	100	0	0%	(75)	0.00%	(100)
5204	Cab Fare / local transportation	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5205	Parking	180	0	180	5	4%	(130)	2.78%	(175)
5206	Owned Vehicle Expenses	13,850	0	13,850	25,002	238%	14,477	180.52%	11,152
5207	Mileage	13,560	0	13,560	1,693	17%	(8,187)	12.49%	(11,867)
	Total Travel	45,140	0	45,140	28,452	81%	(6,613)	63.03%	(16,688)
5900	Capital Equipment	1,243,000	119,000	1,362,000	95,933	8%	(1,147,068)	7.04%	(1,266,068)
6010	Contractual-Legal	112,000	0	112,000	86,638	103%	2,638	77.36%	(25,362)
6011	Contractual Legal - Open Records	8,000	0	8,000	3,000	50%	(3,000)	37.50%	(5,000)
6020	Contractual/Accounting	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6025	Contractual/Auditing	25,000	0	25,000	25,000	100%	0	100.00%	0
6030	Contractual/ Trainers- Instructors	3,660	10,000	13,660	15,608	510%	12,548	114.26%	1,948
6040	Contractual/Network maint/dev.	23,338	0	23,338	5,299	28%	(13,487)	22.71%	(18,039)
6045	Contractual/Website	0	0	0	1,023	#DIV/0!	1,023	#DIV/0!	1,023
6050	Contractual/Publications Layou	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6055	Security	63,000	0	63,000	32,041	68%	(15,209)	50.86%	(30,959)
6060	Appraisal Fees	0	0	0	625	#DIV/0!	625	#DIV/0!	625
6065	Depository Contract	36,000	0	36,000	21,094	78%	(5,906)	58.59%	(14,906)
6070	Maintenance Contracts	226,300	0	226,300	103,699	61%	(66,026)	45.82%	(122,601)
6073	Management Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6075	Outside Contract Labor	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6078	Plumbing Inspections	40,500	0	40,500	29,950	99%	(425)	73.95%	(10,550)
6079	Engineering Fees	45,000	0	45,000	1,043	3%	(32,707)	2.32%	(43,957)
6080	Contractual/Contract Labor	380,700	(6,700)	374,000	138,384	42%	(190,176)	37.00%	(235,616)
	Total Contractual	963,498	3,300	966,798	463,403	60%	(310,103)	47.93%	(503,395)
6105	Minor Equipment	55,980	0	55,980	24,377	50%	(24,643)	43.55%	(31,603)
6110	General Office Supplies	36,500	(2,050)	34,450	12,226	46%	(14,429)	35.49%	(22,224)

Brushy Creek Municipal Utility District
 Operating Budget
 Fiscal Year: 2008
 Cost Center: General Fund

Object Code	Account	Approved Budget		Adjusted Budget	Year-to-Date FY2008 Actual	Quarterly Variance		Annual Variance	
		2008	Adjustments			2008	Actual	Variance %	Variance \$
6115	Materials & Supplies	213,120	(200)	212,920	70,101	40%	(104,659)	32.92%	(142,819)
6120	Chemicals	154,400	0	154,400	49,721	45%	(59,579)	32.20%	(104,679)
6121	Lab Supplies	8,800	0	8,800	3,802	58%	(2,798)	43.20%	(4,998)
6122	Uniforms	14,150	0	14,150	6,886	49%	(7,189)	48.66%	(7,264)
6124	Fuel / Oil	26,200	0	26,200	16,038	82%	(3,612)	61.21%	(10,162)
6130	Furniture	85,250	0	85,250	37,203	44%	(46,647)	43.64%	(48,047)
6135	Major Equipment	8,000	0	8,000	18,169	260%	11,169	227.11%	10,169
6140	Computer Supplies	19,170	0	19,170	3,631	20%	(14,859)	18.94%	(15,539)
6145	Software	21,300	65,000	86,300	15,907	18%	(70,393)	18.43%	(70,393)
6148	Copier/Laser Printer Supplies	4,100	0	4,100	460	13%	(3,090)	11.22%	(3,640)
6150	Program refreshments/Business	13,700	0	13,700	7,365	63%	(4,260)	53.76%	(6,335)
	League Expenses	57,771	0	57,771	71,262	163%	27,591	123.35%	13,491
	Program Expenses	93,560	0	93,560	17,702	27%	(48,543)	18.92%	(75,858)
6153	Water Purchases	421,083	0	421,083	92,168	63%	(54,457)	21.89%	(328,916)
6154	Water Meters	45,000	0	45,000	9,576	28%	(24,174)	21.28%	(35,424)
6155	Building Materials	1,500	0	1,500	0	0%	(1,125)	0.00%	(1,500)
6156	Pipes and Components	32,000	0	32,000	4,764	20%	(18,736)	14.89%	(27,236)
6157	New Installs	2,000	0	2,000	0	0%	(1,500)	0.00%	(2,000)
6160	Training Materials	5,090	0	5,090	0	0%	(3,730)	0.00%	(5,090)
6180	T-Shirts/Pins/Etc.	6,930	0	6,930	0	0%	(6,235)	0.00%	(6,930)
	Total Supplies	1,325,604	62,750	1,388,354	461,359	49%	(475,897)	33.23%	(926,996)
6210	Rent Expense	2,100	0	2,100	490	45%	(610)	23.33%	(1,610)
6212	Building Maintenance	10,850	0	10,850	6,696	82%	(1,454)	61.72%	(4,154)
6213	Rental Property Mntnce	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6215	Facility Rent Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6216	Equipment Rent Expense	24,800	0	24,800	14,168	75%	(4,682)	57.13%	(10,632)
6220	Postage Expense	36,760	0	36,760	14,010	49%	(14,310)	38.11%	(22,750)
6222	Express Mail/Parcel	0	0	0	360	#DIV/0!	360	#DIV/0!	360
6224	Shipping	0	0	0	609	#DIV/0!	609	#DIV/0!	609
6250	RR Refuse Garbage Service	585,000	0	585,000	297,685	68%	(138,815)	50.89%	(287,315)
6300	Telephone Expense	21,300	0	21,300	12,682	79%	(3,293)	59.54%	(8,618)
6302	LD/expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6304	Pager / Cell Phone	11,900	0	11,900	8,753	98%	(172)	73.55%	(3,147)
6305	Utility Bill Expenses	18,500	0	18,500	8,349	60%	(5,651)	45.13%	(10,151)
6310	Fees/Dues/Subscription Expense	20,400	1,000	21,400	14,059	95%	(741)	65.70%	(7,341)
6311	TCEQ Regulatory Fees	13,800	0	13,800	7,823	76%	(2,527)	56.69%	(5,977)
6312	WW Capacity Charges	1,146,628	0	1,146,628	573,318	67%	(286,653)	50.00%	(573,310)
6314	Professional Development Fees	12,850	0	12,850	6,121	82%	(1,329)	47.63%	(6,729)
6320	Repair/Mtc/Warranty Expense	146,800	265,000	411,800	101,070	85%	(17,780)	24.54%	(310,730)
6322	Printing Expense	32,440	(2,050)	30,390	10,074	45%	(12,476)	33.15%	(20,316)
6324	Advertising	3,900	0	3,900	2,030	65%	(1,070)	52.05%	(1,870)
6325	Recruiting Expense	13,000	0	13,000	0	0%	(9,750)	0.00%	(13,000)
6326	Medical Expenses	0	0	0	256	#DIV/0!	256	#DIV/0!	256
6400	Utilities Expense	444,800	0	444,800	211,234	62%	(127,366)	47.49%	(233,566)
6401	Donations	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6405	Bonus awards	2,100	0	2,100	0	0%	(900)	0.00%	(2,100)
6410	Taxes Expense	0	0	0	15	#DIV/0!	15	#DIV/0!	15
6415	Auto Insurance	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6416	Professional Liability Insurance	72,000	0	72,000	31,554	58%	(22,446)	43.83%	(40,446)
6418	Other Insurance	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6420	Interest Expense	0	0	0	52	#DIV/0!	52	#DIV/0!	52
6425	Contingencies	83,680	0	83,680	28,114	47%	(31,886)	33.60%	(55,566)
6430	Streetlights	85,000	0	85,000	42,543	67%	(21,207)	50.05%	(42,457)
6450	Community Activities	21,000	0	21,000	10,765	67%	(5,235)	51.26%	(10,235)
6461	Fiscal Agent Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6462	Principal - 1996 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6463	Principal - 1997 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6464	Principal - 2001 Taxable	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6465	Principal - 2001 New Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6466	Principal - 2003 Tax & Rev Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6467	TWDB Bonds Principal	55,000	0	55,000	0	0%	(55,000)	0.00%	(55,000)
6470	Interest - 1996 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6471	Interest - 1997 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6472	Interest - 2001 taxable	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6473	Interest - 2001 New Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6474	Interest - 2003 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6475	Interest - 2004 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6476	Interest - 2005 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6477	TWDB Bonds Interest	42,550	0	42,550	21,275	50%	(21,275)	50.00%	(21,275)
	Total Other Expenses	2,907,158	263,950	3,171,108	1,424,105	64%	(785,336)	44.91%	(1,747,003)
	Total Expenses	8,960,087	469,303	9,429,390	3,563,302	51%	(3,453,783)	37.79%	(5,866,088)
	Transfer From -	1,400,720	384,000	1,784,720	0	0%	(1,006,000)	0.00%	(1,784,720)
	Transfer To	276,936	0	276,936	0	0%	(276,936)	0.00%	(276,936)
	Revenue in Excess of Expenses	(5)	(85,303)	(85,307)	1,211,846	-683%	1,389,378	-1420.57%	1,297,153

Brushy Creek Municipal Utility District
 Operating Budget
 Fiscal Year: 2008
 Cost Center: WTP

Object Code	Account	Approved Budget		Adjusted Budget	FY2008 Actual	Quarterly Variance		Annual Variance	
		2008	Adjustments			2008	Variance %	Variance \$	Variance %
4100	REVENUE								
4100	Other Tax Income		0	0	0				
4101	Property Tax Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4102	Delinquent Property Tax Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4103	Defined Area O&M Tax		0	0	0	#DIV/0!	0	#DIV/0!	0
	Cornerwood		0	0	0	#DIV/0!	0	#DIV/0!	0
4110	Plan Review Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4112	Inspection Fees		0	0	0	#DIV/0!	0	#DIV/0!	0
4120	Bond Revenue		0	0	0	#DIV/0!	0	#DIV/0!	0
4130	Builders Fees		0	0	0	#DIV/0!	0	#DIV/0!	0
4201	Water Service		0	0	0	#DIV/0!	0	#DIV/0!	0
4202	CRF - Water		0	0	0	#DIV/0!	0	#DIV/0!	0
4203	WW Service		0	0	0	#DIV/0!	0	#DIV/0!	0
4204	CRF - WW		0	0	0	#DIV/0!	0	#DIV/0!	0
4211	Water Connection		0	0	0	#DIV/0!	0	#DIV/0!	0
4213	WW Connections		0	0	0	#DIV/0!	0	#DIV/0!	0
4220	New Connection Fees		0	0	0	#DIV/0!	0	#DIV/0!	0
4230	Garbage Services		0	0	0	#DIV/0!	0	#DIV/0!	0
4240	Williamson County Park		0	0	0	#DIV/0!	0	#DIV/0!	0
4301	TCEQ Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4401	Service Charges		0	0	0	#DIV/0!	0	#DIV/0!	0
4402	Donations		0	0	0	#DIV/0!	0	#DIV/0!	0
4403	Late Charges		0	0	0	#DIV/0!	0	#DIV/0!	0
4405	Interest Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4500	Other Income		0	0	0	#DIV/0!	0	#DIV/0!	0
	Contract Program		0	0	0	#DIV/0!	0	#DIV/0!	0
4501	Rental Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4510	Instruction / Lesson Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4515	Camp Income		0	0	0	#DIV/0!	0	#DIV/0!	0
4519	New Memberships		0	0	0	#DIV/0!	0	#DIV/0!	0
4520	Memberships		0	0	0	#DIV/0!	0	#DIV/0!	0
4521	Season Passes		0	0	0	#DIV/0!	0	#DIV/0!	0
4522	Day Passes		0	0	0	#DIV/0!	0	#DIV/0!	0
4523	Teams / Leagues		0	0	0	#DIV/0!	0	#DIV/0!	0
4524	Senior Programs		0	0	0	#DIV/0!	0	#DIV/0!	0
4525	Child Programs / Child Play		0	0	0	#DIV/0!	0	#DIV/0!	0
4550	Management Fees		0	0	0	#DIV/0!	0	#DIV/0!	0
	TOTAL REVENUE	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5010	Salary	139,708	(0)	139,708	69,732	67%	(35,049)	49.91%	(69,976)
5011	Merit Salary	5,239	0	5,239	(13)	0%	(3,942)	-0.24%	(5,252)
5012	Overtime	8,678	(1)	8,678	5,496	84%	(1,012)	63.34%	(3,181)
	Total Payroll	153,625	(1)	153,624	75,215	65%	(40,003)	48.96%	(78,409)
5020	FICA / Medicare	13,874	0	13,874	5,754	55%	(4,651)	41.48%	(8,120)
5030	Health	24,191	0	24,191	7,736	43%	(10,408)	31.98%	(16,456)
5031	Vision Insurance	0	0	0	316	#DIV/0!	316	#DIV/0!	316
5032	Dental	0	0	0	945	#DIV/0!	945	#DIV/0!	945
5034	Life	0	0	0	285	#DIV/0!	285	#DIV/0!	285
5035	Disability Insurance	0	0	0	762	#DIV/0!	762	#DIV/0!	762
5040	Workers Compensation	0	0	0	1,052	#DIV/0!	1,052	#DIV/0!	1,052
5050	Unemployment Insurance	0	0	0	297	#DIV/0!	297	#DIV/0!	297
5055	State Unemployment Tax	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5060	Other Benefits	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5070	Retirement	0	0	0	3,509	#DIV/0!	3,509	#DIV/0!	3,509
	Total Benefits	38,065	0	38,065	20,656	72%	(7,893)	54.26%	(17,409)
5201	Airfare	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5202	Lodging	500	0	500	0	0%	(500)	0.00%	(500)
5203	Lodging Tax	100	0	100	0	0%	(75)	0.00%	(100)
5204	Cab Fare / local transportation	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5205	Parking	0	0	0	0	#DIV/0!	0	#DIV/0!	0
5206	Owned Vehicle Expenses	1,350	0	1,350	858	75%	(292)	63.56%	(492)
5207	Mileage	2,100	0	2,100	0	0%	(1,575)	0.00%	(2,100)
	Total Travel	4,050	0	4,050	858	26%	(2,442)	21.19%	(3,192)
5900	Capital Equipment	0	119,000	119,000	12,953	#DIV/0!	12,953	10.88%	(106,047)
6010	Contractual-Legal	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6011	Contractual Legal - Open Records	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6020	Contractual/Accounting	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6025	Contractual/Auditing	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6030	Contractual/ Trainers- Instructors	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6040	Contractual/Network maint/dev.	13,338	0	13,338	2,225	20%	(9,061)	16.68%	(11,113)
6045	Contractual/Website	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6050	Contractual/Publications Layout	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6055	Security	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6060	Appraisal Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6065	Depository Contract	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6070	Maintenance Contracts	6,000	0	6,000	0	0%	(4,500)	0.00%	(6,000)
6073	Management Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6075	Outside Contract Labor	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6078	Plumbing Inspections	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6079	Engineering Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6080	Contractual/Contract Labor	2,700	0	2,700	2,098	78%	(602)	77.70%	(602)
	Total Contractual	22,038	0	22,038	4,323	23%	(14,163)	19.62%	(17,715)
6105	Minor Equipment	4,000	0	4,000	1,274	34%	(2,526)	31.86%	(2,726)

6110	General Office Supplies	700	0	700	112	21%	(413)	16.00%	(588)
6115	Materials & Supplies	3,000	0	3,000	2,507	111%	257	83.58%	(493)
6120	Chemicals	100,600	0	100,600	37,478	50%	(37,972)	37.25%	(63,122)
6121	Lab Supplies	8,000	0	8,000	3,802	63%	(2,198)	47.53%	(4,198)
6122	Uniforms	1,850	0	1,850	763	41%	(1,087)	41.24%	(1,087)
6124	Fuel / Oil	6,200	0	6,200	2,285	49%	(2,365)	36.85%	(3,915)
6130	Furniture	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6135	Major Equipment	4,000	0	4,000	0	0%	(4,000)	0.00%	(4,000)
6140	Computer Supplies	8,500	0	8,500	800	9%	(7,700)	9.41%	(7,700)
6145	Software	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6148	Copier/Laser Printer Supplies	2,300	0	2,300	0	0%	(2,200)	0.00%	(2,300)
6150	Program refreshments/Business League Expenses	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6153	Program Expenses	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6153	Water Purchases	421,083	0	421,083	92,168	63%	(54,457)	21.89%	(328,916)
6154	Water Meters	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6155	Building Materials	500	0	500	0	0%	(375)	0.00%	(500)
6156	Pipes and Components	3,000	0	3,000	713	32%	(1,537)	23.77%	(2,287)
6157	New Installs	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6160	Training Materials	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6180	T-Shirts/Pins/Etc.	0	0	0	0	#DIV/0!	0	#DIV/0!	0
	Total Supplies	563,733	0	563,733	141,902	55%	(116,573)	25.17%	(421,831)
6210	Rent Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6212	Building Maintenance	4,000	0	4,000	371	12%	(2,629)	9.28%	(3,629)
6213	Rental Property Mntnce	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6215	Facility Rent Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6216	Equipment Rent Expense	1,000	0	1,000	1,075	108%	75	107.50%	75
6220	Postage Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6222	Express Mail/Parcel	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6224	Shipping	0	0	0	45	#DIV/0!	45	#DIV/0!	45
6250	RR Refuse Garbage Service	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6300	Telephone Expense	1,800	0	1,800	1,057	78%	(293)	58.72%	(743)
6302	LD/expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6304	Pager / Cell Phone	5,400	0	5,400	1,716	42%	(2,334)	31.78%	(3,684)
6305	Utility Bill Expenses	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6310	Fees/Dues/Subscription Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6311	TCEQ Regulatory Fees	800	0	800	2,644	441%	2,044	330.50%	1,844
6312	WW Capacity Charges	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6314	Professional Development Fees	0	0	0	535	#DIV/0!	535	#DIV/0!	535
6320	Repair/Mtc/Warranty Expense	20,000	0	20,000	5,271	35%	(9,729)	26.36%	(14,729)
6322	Printing Expense	0	0	0	48	#DIV/0!	48	#DIV/0!	48
6324	Advertising	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6325	Recruiting Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6326	Medical Expenses	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6400	Utilities Expense	186,000	0	186,000	83,998	60%	(55,502)	45.16%	(102,002)
6401	Donations	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6405	Bonus awards	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6410	Taxes Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6415	Auto Insurance	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6416	Professional Liability Insurance	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6418	Other Insurance	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6420	Interest Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6425	Bad Debt Expense	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6430	Streetlights	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6450	Community Activities	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6461	Fiscal Agent Fees	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6462	Principal - 1996 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6463	Principal - 1997 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6464	Principal - 2001 Taxable	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6465	Principal - 2001 New Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6466	Principal - 2003 Tax & Rev Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6467	TWDB Bonds Principal	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6470	Interest - 1996 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6471	Interest - 1997 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6472	Interest - 2001 taxable	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6473	Interest - 2001 New Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6474	Interest - 2003 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6475	Interest - 2004 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6476	Interest - 2005 Issue	0	0	0	0	#DIV/0!	0	#DIV/0!	0
6477	TWDB Bonds Interest	0	0	0	0	#DIV/0!	0	#DIV/0!	0
	Total Other Expenses	219,000	0	219,000	96,760	59%	(67,740)	44.18%	(122,240)
	Total Expenses	1,000,511	118,999	1,119,510	352,667	60%	(235,861)	31.50%	(766,843)
	Transfer From -	0	119,000	119,000	0	#DIV/0!	0	0.00%	(119,000)
	Transfer To	0	0	0	0	#DIV/0!	0	#DIV/0!	0
	Revenue in Excess of Expenses	(1,000,511)	1	(1,000,510)	(352,667)	60%	235,861	35.25%	647,843

RESOLUTION NO. 060508-___

**A RESOLUTION APPROVING AMENDMENTS TO THE DISTRICT'S 2007-2008
FISCAL YEAR BUDGET**

Brushy Creek Municipal Utility District (the "District") is a conservation and reclamation district, a body corporate and politic and governmental agency of the State of Texas, created under Article XVI, Sec. 59 of the Texas Constitution by order of the Texas Water Commission, now the Texas Commission on Environmental Quality ("TCEQ"), and the District operates under Chapters 49 and 54 of the Texas Water Code, as amended;

WHEREAS, Title 30, Section 293.97(b), Texas Administrative Code, provides that any amendments to a fiscal year budget shall be passed and approved by a resolution of the governing board and shall be made a part of the governing board minutes; and

WHEREAS, the Board of Directors of the District desires to adopt budget amendments for the 2007-2008 fiscal year in an open, public meeting, proper notice of which has been given as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF BRUSHY CREEK MUNICIPAL UTILITY DISTRICT THAT:

Section 1. The Board of Directors hereby approves amendments to the District's 2007-2008 fiscal year budget in the form attached hereto.

Section 2. A copy of this resolution and the amended fiscal year budget approved hereby shall be attached to the meeting minutes of the Board's June 5, 2008 meeting.

Section 3. The President and Secretary of the Board are hereby authorized and directed to execute this Resolution. After this Resolution is executed, an original Resolution shall be filed in the permanent records of the District.

PASSED AND APPROVED this 5th day of June, 2008.

President, Board of Directors

ATTEST:

Secretary, Board of Directors

**Board Packet
June 5, 2008**

**Executive Summary
Agenda Item 3.b.
Approve purchase of Utility Billing Software**

BACKGROUND:

The District purchased Asyst utility billing software approximately 5 years ago. The software is an Access based system. When accounting was internalized in September of 2006, it was quickly identified that there were problems with the software, both technically and operationally. The two clerical Staff who were operating the system had no training, no instructional manuals, and received little support from the vendor.

The vendor sent updates daily that regularly caused the system to crash because of customization to the District's version. The system was set up with no internal controls and offered very few features to enhance customer service. The decision was made to postpone purchasing new software until the IT Manager was hired for two reasons, we wanted to be sure that a capable IT person was not able to salvage the system, or, if we chose to purchase a new system, we wanted a person that had the expertise to recommend the proper system.

Within a few months of being hired, Jeff Grettler determined that the system could not be salvaged. We immediately began a search for new software. The search was narrowed to three vendors, CTW, Encode, and CUSI. Through multiple sight visits and demonstrations, staff has determined that the CUSI software best met the needs of the District for several reasons including; responsiveness of the organization, user friendliness of the application, enhanced customer service attributes, security levels, and an integration module for the MIP accounting software.

During the May 19 billing, the system crashed again due to the size of the database. Asyst responded that the database was reaching critical stage due the number of accounts in the system.

FINANCIAL:

The total amount of the requested budget adjustment is \$65,000.00

LEGAL:

Legal has been sent the contract template but has not had an opportunity to review.

RESOURCE:

Mike Petter

RECOMMENDATION:

Staff is recommending funding the utility billing software in the current year's budget. If approved, staff will pursue the purchase of software from CUSI pending legal review of the contract.

COMMITTEE PARTICIPATION: The Finance Committee and Technology Committee support Staff's recommendation.

ATTACHMENTS:

Adjustment Request for Utility Billing

Brushy Creek Municipal Utility District

Request for Budget Adjustment

Cost Center:

Administration

Line Item Budget impact:

6145 Software Current Budget	\$20,000
Proposed Budget	<u>\$85,000</u>
Adjustment	\$65,000

Source of Funding:

Water revenue is expected to exceed budget by \$100,000.

Reason For Adjustment:

Staff is requesting the purchase of new utility billing software due to the limitations and weaknesses of the current software. The current software is an ACCESS based system. The size of the District's database has exceeded the capacity of the current system which crashes on a regular basis. The system requires daily updates that regularly corrupt our information.

Why the adjustment is critical:

The Asyst software has become unstable and is unable to accurately account for transactions for utility billing. There is no ability to secure levels of transactions among the staff that use the software.

Benefits to the District:

Staff has reviewed three software products to date and we anticipate that replacement software would save approximately 40 staff hours each month at a minimum. The internal controls would be strengthened as would the report capabilities.

Responsible Department Manager:

Mike Petter

Jeff Grettler

Committee Participation:

The Finance and Technology committee supports moving forward with the purchase.

When and How will the expenditure be made:

Staff has solicited proposals from three vendors and is prepared to make a recommendation upon review of the contract by legal. The recommended software is CUSI.

**Board Packet
June 5, 2008**

**Executive Summary
Agenda Item 3.c.**

Approve purchase of Water Treatment Facility pre-treatment chemicals

BACKGROUND: The TCEQ has given the District approval to construct additional chemical feed systems to utilize potassium permanganate and aluminum Chlorhydrate. The use of the chemicals optimizes the plant treatment and reduces the frequency of cleaning the membranes. Staff wants to proceed with the use of these chemicals immediately to ensure adequate treatment capacity during the summer demand. Staff consulted with Joe Jenkins from CH2M Hill and developed a temporary feed system to allow for the immediate addition of the chemicals. This will allow for further planning for the permanent installation that will be included in the FY09 budget.

FINANCIAL:

Initially the staff was requesting a budget adjustment for the Water Treatment Facility, adding \$77,000 to the Capital line item and a \$77,000 transfer from retained earnings.

After further discussion staff has determined that temporary measures can be taken to begin using the new chemicals and the permanent facilities can be included in the FY 09 budget.

LEGAL:

Legal has not reviewed the request.

RESOURCE:

Jesse Kennis

COMMITTEE PARTICIPATION:

At its May 22nd meeting, the Board requested that Staff present a budget adjustment for the Water Treatment Facility.

RECOMMENDATION:

Approve purchase of pre-treatment chemicals for the Water Treatment Facility

ATTACHMENTS:

Adjustment Request for pre-treatment chemicals

Brushy Creek Municipal Utility District

Request for Budget Adjustment

Cost Center:

525 Water Treatment Facility

Line Item Budget:

525-1000-5900 Water Treatment Facility Capital	\$42,000	Current Budget
	\$	Proposed Budget
	\$	Requested Adjustment

Source of Funding:

General Fund Retained Earnings

Reason For Adjustment

A pretreatment and oxidation chemical system is necessary now to continue to operate the WTF.

Why the adjustment is critical

The high organic loading from the decant basin and the raw water are fouling the membranes and severely diminishing the plant capacity. This is an operational emergency and the board needs to take action ASAP.

Benefits to the District

Allows the WTF to operate to provide water to the customers. Failure to take corrective action will cause the facility to fail to provide adequate water and require the emergency interconnect with Round Rock to be activated.

Responsible Department Manager

Jesse L. Kennis II

Committee Participation:

The Water and Wastewater committee was briefed on the subject on 19 MAY 08. The finance committee has not been briefed.

When and How will the expenditure be made:

Upon order, Staff will procure the necessary equipment, and chemicals to construct the enclosure for the potassium permanganate facilities, clean out the ferric tank and begin using it for ACH feed. The expenditure will be made immediately. The purchase will be made under the emergency purchase procedures.

**Board Packet
June 5, 2008**

**Executive Summary
Agenda Item 3.d.**

Discussion and possible action concerning background checks

BACKGROUND:

The District had a policy that required background checks on all potential employees and required the Recreation Department to perform background checks on volunteers (primarily identified as coaches). In April of 2007, the District identified some weaknesses in the procedures and the tools used for the background checks. The process was consolidated in Human Resources and new, more in-depth tools were used for the checks. The background check was expanded to include all volunteers, contractors, and potential employees.

As this new process was implemented, it became clear that further clarification was needed to incorporate all aspects of the District's activities including the relationships with partner organizations.

Since the last Board meeting, Staff and Judy Osborn have reviewed multiple other entities' policies, including many private and parochial school districts. Staff believes the attached policy best meets the needs of the District with the chart of unallowable offenses as a guide.

FINANCIAL:

The District will spend approximately \$20,000 on background checks this fiscal year.

RESOURCE:

Mike Petter, Judy Osborn

LEGAL:

The memorandum from Judy Osborn is attached.

RECOMMENDATION:

Staff recommends approval of this policy and related chart.

COMMITTEE PARTICIPATION:

The Finance Committee supports Staff recommendations

ATTACHMENT:

Memorandum from Judy Osborn (Attorney/Client Privilege)
Background Check Policy
Chart of Unallowable offenses

Brushy Creek Municipal Utility District

Policy for completing criminal background checks

Applicability

All applicants, employees, non-employee instructors, vendors, and volunteers for the Brushy Creek Municipal Utility District ages 16 and over will be subject to criminal background checks prior to performing services for the District in accordance with the terms of this policy. Background checks will also be performed on current employees on an annual basis.

Exemptions

Vendors' employees and volunteers (including Directors and committee members) are exempt from background checks unless they exert direct influence over children by virtue of continuous interaction or supervision (excluding events to which the public is invited, such as festivals).

General Procedures

Prior to an individual offering services to the District (whether as a new employee, non-employee instructor, or volunteer), Human Resources must secure a written consent to conduct a background check, verify that a background check has been completed, and confirm that no information was identified that would prohibit the individual from offering services to the District. Consent documents will be maintained in the Human Resources office in a confidential file. The same procedures apply to current employees at such time as their annual background check is conducted.

Applicants and Employees

After an applicant has been offered a position with the District, he or she will be required to sign a consent permitting the District to complete the appropriate background check for their position. The District is responsible for the cost of all applicant and employee background checks. Background checks will be completed annually for all existing staff during the month in which their performance evaluation is due.

Individual Instructors

Non-employee instructors must reimburse the District its actual cost to conduct a background check. This expense will be deducted from the initial payments due to the instructor.

Vendors

The District will require a signed agreement that the vendor has obtained a satisfactory background check of all of its employees who are subject to this policy. Background checks will be completed annually as a requirement of the contract renewal process.

Volunteers (including Referees and Officials)

Background checks will be required of all volunteers, referees and officials who are subject to this policy, at the District's expense.

Impermissible Offenses

Prior to disqualification, the District will evaluate an individual's background check results based on the relationship of the offense to the individual's position, the individual's age at the time of the offense, the nature and seriousness of the offense, the recency of the offense, and other relevant factors. *District staff will apply their best judgment to determine eligibility of an applicant, employee, non-employee instructor, or volunteer, using the attached matrix as a general guideline. Vendors required to obtain satisfactory background checks will likewise apply their best judgment in determining eligibility on their employees to work for the District, also using the attached matrix as a guideline. All decisions shall be based on the District's interest in providing a safe environment for those who use its property or services.*

Can a person be hired/continue employment if an occurrence of one of the following infractions appears on the criminal background check?								
Convictions and	STAFF						VOLUNTEER	CONTRACTOR
	Deferred Adjudication ONLY	at-hire		at-hire		at-hire		
	Drivers	Annual	Supervisors	Annual	All	Annual		
In past 3 years								
DUI/DWI	no	no	discretion	discretion	yes	yes	yes	yes
Other driving infractions	discretion	discretion	yes	yes	yes	yes	yes	yes
Theft	no	no	no	no	no	no	no	no
Crime against children	no	no	no	no	no	no	no	no
Violence	no	no	no	no	discretion	discretion	discretion	discretion
3 to 7 years history								
DUI/DWI	no		yes		yes		yes	yes
Other driving infractions	yes		yes		yes		yes	yes
Theft	no		no		discretion		no	no
Crime against children	no		no		no		no	no
Violence	no		discretion		discretion		discretion	discretion
Over 7 years								
DUI/DWI	yes		yes		yes		yes	yes
Other driving infractions	yes		yes		yes		yes	yes
Theft	discretion		discretion		discretion		discretion	discretion
Crime against children	no		no		no		no	no
Violence	discretion		discretion		discretion		discretion	discretion

**Board Packet
June 5, 2008**

**Executive Summary
Agenda Item 4
Discussion and action concerning Parks and Recreation Master Plan**

BACKGROUND: At a previous meeting, the Board requested Jacobs Carter Burgess prepare an interim draft report for the Parks Master Plan. At the May 8 Board meeting, the Board was provided a copy of the draft interim report for review prior to formal discussion during the May 22nd Board meeting. Because of the considerable amount of time required to review the draft document, Director Tullos requested that a Special Board meeting be scheduled to review and discuss the report. Staff has requested a representative from Carter Burgess attend the meeting.

FINANCIAL: N/A

RESOURCE: Rebecca Tullos

LEGAL: Not consulted

RECOMMENDATION: Staff will carry out the direction of the Board.

COMMITTEE PARTICIPATION: None

ATTACHMENT: The Board was previously provided a copy of the draft report.