































































**APPENDIX B  
City Of Greenville  
Cost Allocation**

**Cost Allocated Fund Breakdown**

<b>Allocated From Fund</b>	<b>Amount</b>
101	2,302,429
501	1,775,071
505	189,005
703	37,587
901	1,355,098
905	233,894
<b>Total</b>	<b>\$5,893,084</b>

<b>Allocated To Fund</b>	<b>Amount</b>
101	2,289,272
601	946,333
602	229,725
604	775,532
901	1,652,222
<b>Total</b>	<b>\$5,893,084</b>

## APPENDIX C City of Greenville At a Glance

The City of Greenville, comprised of 33.05 square miles, is home to approximately 27,200 residents, and is the County Seat for Hunt County. Named after General Thomas Jefferson Green, Greenville is the center of commerce and recreation to over 79,000 county residents. The City's convenient location, 45 miles northeast of Dallas along Interstate 30, makes Greenville an attractive growth site for future developments. The proximity to Dallas/Fort Worth area airports allows the city-owned municipal airport to provide convenient transportation for both commercial and industrial clients.

The City of Greenville; was established in 1846 on a 640-acre site donated by McQuinney Howell Wright, initially incorporated in 1852, reincorporated in 1874 as a "Home Rule" municipality and the City Charter, under which it is presently governed, was adopted in 1953. City services include public safety, public works, recreation and community development. The City also maintains a water & sewer system and airport. The growing and changing options that make Greenville such an excellent choice to live, work, dine, recreated and play can be explored on the City's website [www.ci.greenville.tx.us](http://www.ci.greenville.tx.us) and related links.



**City of Greenville**  
**Demographic and Economic Statistics**

<b>Year</b>	<b>Estimated Population</b>	<b>Enrollment in Greenville Schools</b>	<b>Unemployment Rate</b>
2003	24,400	5,261	6.9%
2004	24,600	5,173	5.5%
2005	25,250	5,236	5.6%
2006	25,700	5,091	4.6%
2007	26,350	4,968	4.9%
2008	26,600	5,083	5.4%
2009	26,600	4,969	8.3%
2010	25,557	4,847	8.2%
2011	25,676	4,919	8.1%
2012	26,030	5,148	6.1%

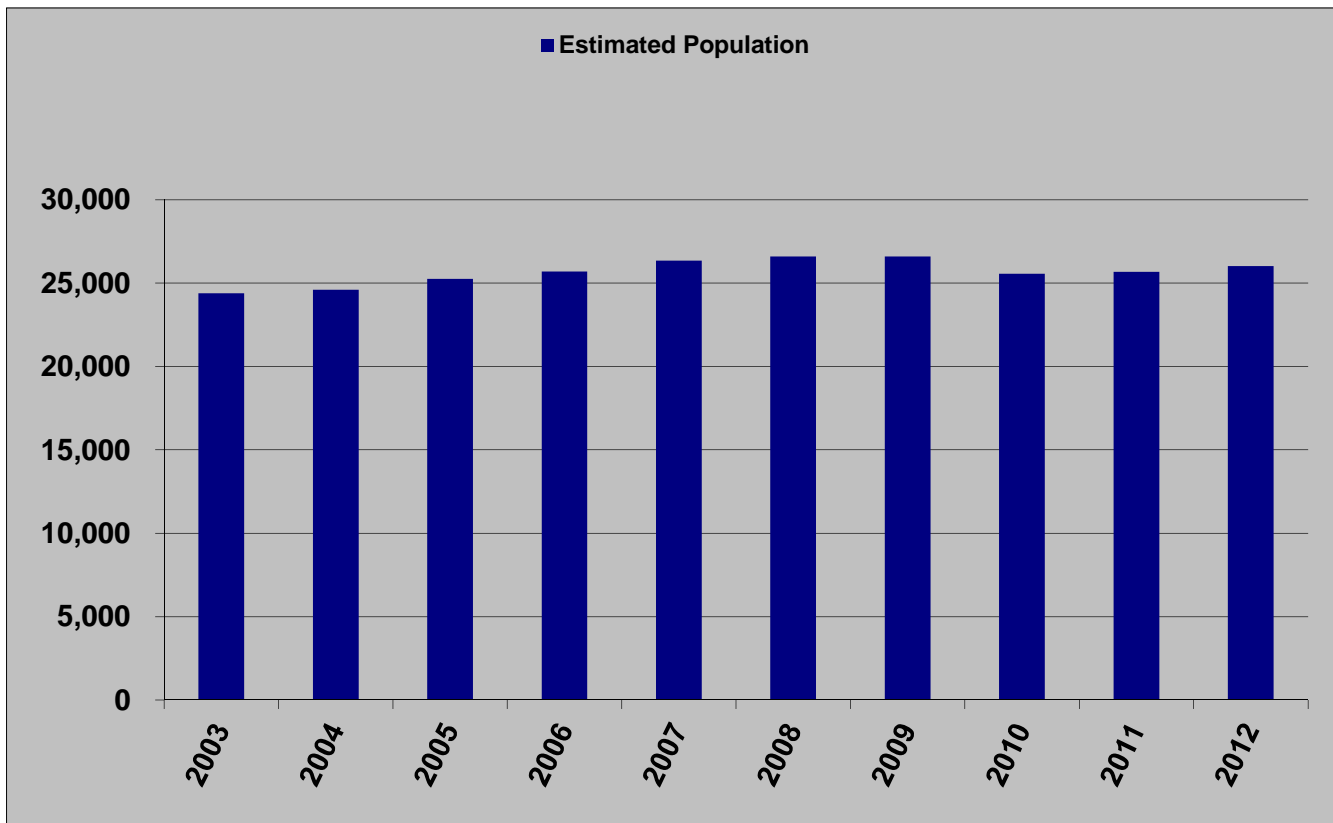
**Sources:**

NCTCOG

2010 Census

Greenville Independent School District, Private & Charter Schools

Texas Workforce Commission - [www.dfwjobs.com](http://www.dfwjobs.com)



**City of Greenville, Texas  
Community Statistical Data**

	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Police Protection</b>					
Number of Police Stations	1	1	1	1	1
Number of Police Officers	52	52	53	53	53
Gun Ranges	0	0	0	0	1
Number of Violations (Offences)	6,657	6,122	5,838	5,382	5,334
<b>Fire Protection</b>					
Number of Fire Stations	4	4	4	4	4
Number of Fire Fighters	49	49	51	51	51
Number of Fire runs	155	165	175	298	258
Number of EMS runs	1,530	1,706	1,680	2,217	2,083
<b>Development Services</b>					
Streets paved (miles)	252	252	252	252	252
Street Lights (number of)	2,590	2,582	2,605	2,605	2,605
Building Permits Issued <sup>a</sup>	192	175	175	219	225
<b>Cultural and Recreational</b>					
Libraries	1	1	1	1	1
Volumes in Collection <sup>b</sup>	66,129	69,895	71,342	72,966	71,841
Museums	1	1	1	1	1
Theaters	1	1	1	1	1
<b>Parks and Recreation</b>					
Parks (acres)	242	242	242	242	242
Playgrounds	9	9	9	9	9
Swimming Pools (outdoor)	1	1	1	1	1
Splash Pads	0	0	0	0	1
Recreation Centers	1	1	1	1	1
Senior Center	1	1	1	1	1
Tennis Courts	10	10	10	10	10
Soccer Fields	9	9	9	9	9
Softball/baseball fields	9	9	9	9	9
Golf Course	1	1	1	1	1
Rounds of Golf	8,286	8,110	6,864	8,467	10,809
Basketball courts	5	5	5	5	5
Inline hockey rink	1	1	1	1	1
Miniature golf course	1	1	0	0	0
Bowling Alley	1	1	1	1	1
Roller skating rink	1	1	1	1	1
<b>Water and Sewer</b>					
Number of Water Consumers	8,914	8,994	9,028	9,111	9,062
Avg Daily Water Consumption (gallons)	3,560,000	3,590,000	3,800,000	3,862,112	3,842,979
Water Mains (miles)	165	190	205	205	205
Sanitary Sewers (miles)	190	185	185	185	185
<b>Sanitation</b>					
Recyclables Collected (tons)	N/A	442	620	663	632
Solid Waste Collected (tons)	40,328	37,161	36,293	32,496	34,200

**Source: City Departments**

<sup>a</sup>Includes residential, commercial, and miscellaneous (e.g. pools, fences) permits.

<sup>b</sup>Include books and media.



**City of Greenville, Texas**  
**Greenville's Top Ten**

**Top 10 Principal Property Tax Payers**

<b>Taxpayer</b>	<b>Taxable Assessed Value</b>	<b>Nature of Business</b>	<b>Percentage of Total City Taxable Assessed Value</b>
L-3 Communications Integrated Systems LP	\$ 147,981,900	Aircraft Overhaul & Electronics	10.18%
Newell Rubbermaid INC	58,345,840	Manufacturing	4.01%
Cytec Engineering Materials	36,629,456	Manufacturing	2.52%
Wal-Mart - Greenville	16,623,170	Retail	1.14%
Lowe's Home Centers INC	12,470,920	Retail	0.86%
Masonite Corporation	12,361,240	Manufacturing	0.85%
HD Development Properties LP -Home Depot	11,501,960	Retail	0.79%
Weatherford Artificial Lift	10,139,650	Manufacturing	0.70%
Rock-Tenn Company	8,837,413	Manufacturing	0.61%
Case New Holland America (CNH) LLC	5,520,640	Distribution Warehouse	0.38%
<b>Total</b>	<b>\$ 320,412,189</b>		<b>22.04%</b>

Total Assessed Valuation \$ 1,453,602,702

**Source:** Hunt County Appraisal District

**Top 10 Principal Employers**

<b>Employer</b>	<b>Employees</b>	<b>Nature of Business</b>	<b>Percentage of Total City Employment</b>
L-3 Communications	5,000	Aircraft Overhaul & Electronics	42.72%
Hunt Regional Medical Center	900	Hospital	7.69%
Greenville ISD	825	Public Schools	7.05%
Newell/Rubbermaid	650	Manufacturing	5.55%
McKesson	500	Medical Billing	4.27%
Hunt County	402	Governmental	3.44%
Wal-Mart Supercenter	365	Retail	3.12%
Cytec	350	Manufacturing	2.99%
City of Greenville	289	Governmental	2.47%
Weatherford Artificial Lift	225	Manufacturing	1.92%
<b>Total</b>	<b>9,506</b>		<b>81.23%</b>

Total Labor Force 11,703

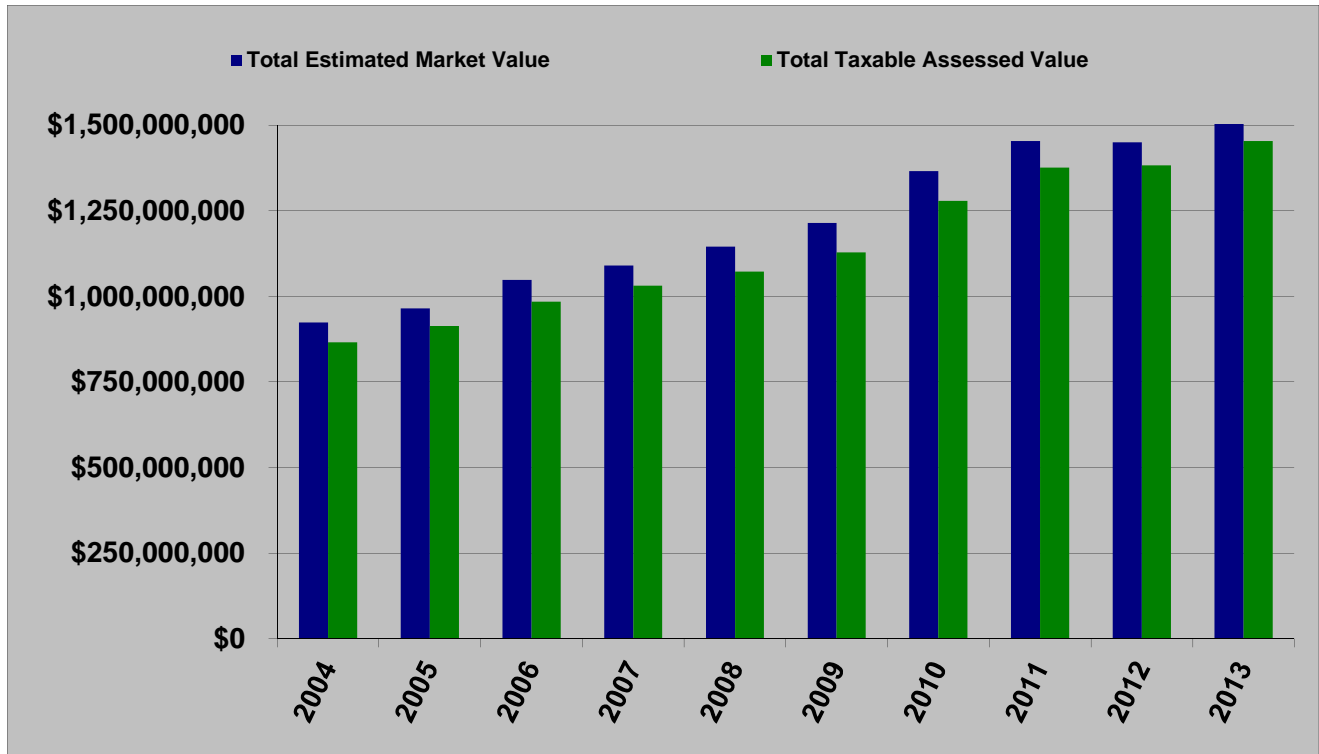
**Source:** Chamber of Commerce

**City of Greenville, Texas**  
**Market Value Versus Taxable Assessed Value**

<b>Fiscal Year</b>	<b>Real Property</b>	<b>Personal Property</b>	<b>Total Estimated Market Value</b>	<b>Less: Tax-Exempt Property</b>	<b>Total Taxable Assessed Value</b>	<b>Total Taxable Assessed Value Inc / (Dec)</b>
2004	\$ 654,682,454	\$ 269,038,244	\$ 923,720,698	\$ 58,010,272	\$ 865,710,426	6.9%
2005	\$ 702,430,577	\$ 261,970,202	\$ 964,400,779	\$ 51,301,548	\$ 913,099,231	5.5%
2006	\$ 765,196,917	\$ 283,024,125	\$ 1,048,221,042	\$ 63,707,683	\$ 984,513,359	7.8%
2007	\$ 800,553,024	\$ 289,582,650	\$ 1,090,135,674	\$ 58,513,765	\$ 1,031,621,909	4.8%
2008	\$ 854,550,615	\$ 290,644,720	\$ 1,145,195,335	\$ 73,287,574	\$ 1,071,907,761	3.9%
2009	\$ 968,004,088	\$ 246,422,138	\$ 1,214,426,226	\$ 86,097,443	\$ 1,128,328,783	5.3%
2010	\$ 1,038,849,063	\$ 325,949,441	\$ 1,365,674,958	\$ 86,732,550	\$ 1,278,942,408	13.3%
2011	\$ 1,053,297,453	\$ 400,519,179	\$ 1,453,816,632	\$ 78,195,467	\$ 1,375,621,165	7.6%
2012	\$ 1,054,702,571	\$ 390,831,344	\$ 1,450,013,405	\$ 67,960,705	\$ 1,382,052,700	0.5%
2013	\$ 1,057,355,500	\$ 452,610,119	\$ 1,515,512,859	\$ 61,910,157	\$ 1,453,602,702	5.2%

**Source:**

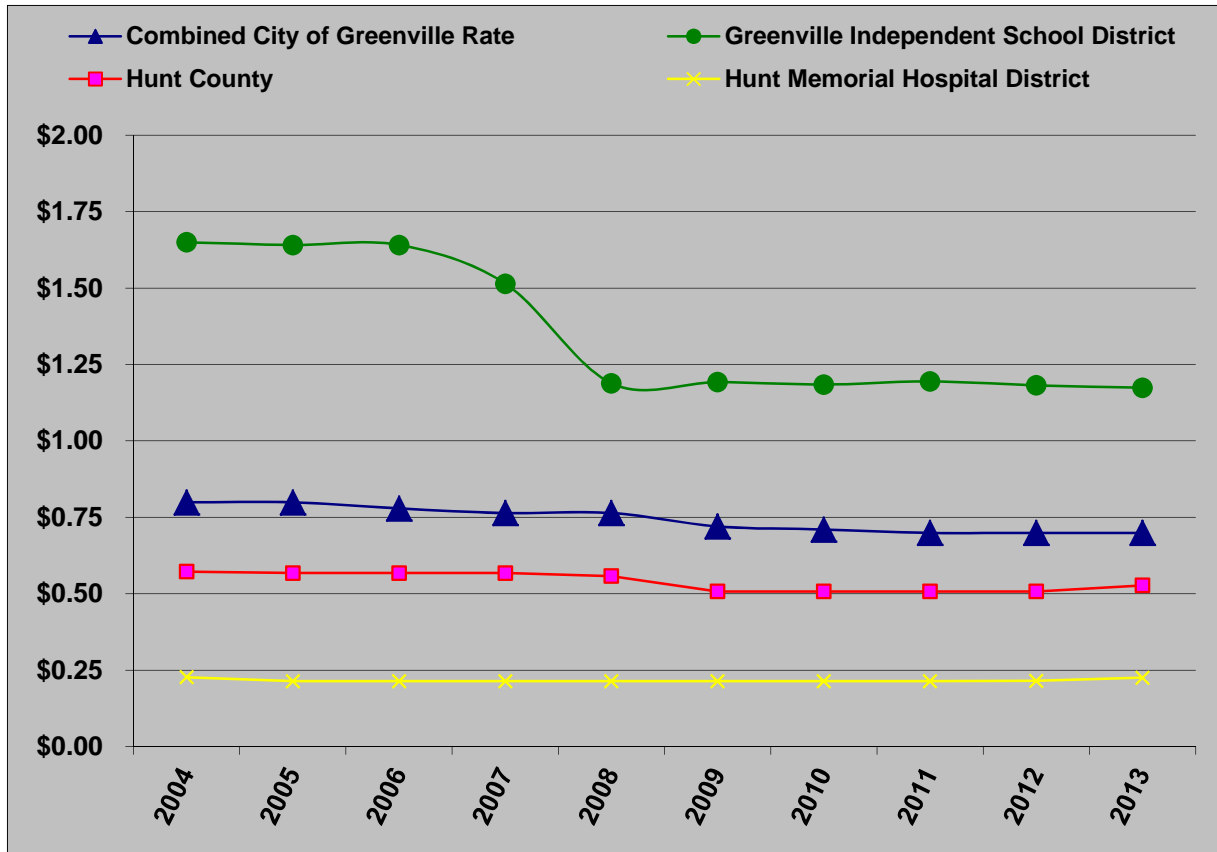
(1) Hunt County Appraisal District certified taxable values as reported to the State Comptroller of Public Accounts



**City of Greenville, Texas**  
**Property Tax Rates - Direct and Overlapping (per \$100 of assessed value)**

Fiscal Year	Maintenance & Operating Rate	Interest & Sinking Rate	Combined City of Greenville Rate	Overlapping		
				Greenville Independent School District	Hunt County	Hunt Memorial Hospital District
2004	0.5320	0.2672	0.7992	1.650000	0.572500	0.226700
2005	0.5630	0.2360	0.7990	1.641000	0.567500	0.213900
2006	0.5488	0.2302	0.7790	1.641000	0.567500	0.213900
2007	0.5486	0.2155	0.7640	1.514380	0.567534	0.213866
2008	0.5470	0.2170	0.7640	1.188410	0.557534	0.213866
2009	0.5217	0.1983	0.7200	1.192500	0.507534	0.213866
2010	0.5096	0.2004	0.7100	1.184400	0.507534	0.213866
2011	0.5028	0.1962	0.6990	1.194800	0.507534	0.213866
2012	0.5109	0.1881	0.6990	1.181640	0.507534	0.214959
2013	0.5155	0.1835	0.6990	1.173700	0.527534	0.225000

Source: Hunt County Appraisal District



**APPENDIX D  
CITY OF GREENVILLE  
APPROVED STAFFING**

	Full Time Positions				Part Time Positions			
	2010-11	2011-12	Chg	2012-13	2010-11	2011-12	Chg	2012-13
<b>General Fund 101</b>								
<b>City Secretary 0502</b>								
City Secretary	1	1	0	1	0	0	0	0
Deputy City Secretary	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Municipal Court 0506</b>								
Municipal Court Judge (PT)	0	0	0	0	1	1	0	1
Associate Municipal Judge (PT)	0	0	0	0	1	1	0	1
Bailiff/Warrant Officer	0	0	0	0	0	0	0	0
Court Administrator	1	1	0	1	0	0	0	0
Municipal Court Clerk	2	2	0	2	0	0	0	0
Deputy Court Clerk (PT)	0	0	0	0	1	1	0	1
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>
<b>City Manager 0510</b>								
City Manager	1	1	0	1	0	0	0	0
Assistant City Manager	1	1	0	1	0	0	0	0
Community Relations Manager	1	1	0	1	0	0	0	0
Executive Secretary	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Library 0512</b>								
Library Director	1	1	0	1	0	0	0	0
Professional Librarian	1	1	0	1	0	0	0	0
Librarian	0	1	-1	0	0	0	0	0
Circulation Supervisor	1	1	0	1	0	0	0	0
Circulation Assistant PT	0	0	0	0	3	3	0	3
Cataloger	1	1	0	1	0	0	0	0
Reference Associate	1	1	0	1	0	0	0	0
Reference Associate PT	0	0	0	0	3	3	0	3
Page (Temporary PT)	0	0	0	0	1	1	1	2
Summer Help (Temporary PT)	0	0	0	0	1	1	-1	0
<b>Total Employees</b>	<b>5</b>	<b>6</b>	<b>-1</b>	<b>5</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>8</b>
<b>Main Street 0513</b>								
Main Street Manager	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**APPENDIX D  
CITY OF GREENVILLE  
APPROVED STAFFING**

	Full Time Positions				Part Time Positions			
	2010-11	2011-12	Chg	2012-13	2010-11	2011-12	Chg	2012-13
<b>Human Resources 0701</b>								
Human Resources Director	1	1	0	1	0	0	0	0
Human Resources Generalist	1	1	0	1	0	0	0	0
Benefits Clerk	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Finance 1001</b>								
Finance Director	1	1	0	1	0	0	0	0
Assistant Director	1	1	0	1	0	0	0	0
Accountant – Budget Analyst	1	1	0	1	0	0	0	0
Accountant – Fiscal Officer	0	0	0	0	0	0	0	0
Accounting Technician	3	3	0	3	0	0	0	0
Accounting Clerk	1	1	0	1	0	0	0	0
Purchasing Agent	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Police Administration 1201</b>								
Chief of Police	1	1	0	1	0	0	0	0
Police Sergeant	1	1	0	1	0	0	0	0
Executive Secretary	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Police CID 1202</b>								
Police Lieutenant	1	1	0	1	0	0	0	0
Police Sergeant	0	1	0	1	0	0	0	0
Police Officer	8	8	0	8	0	0	0	0
<b>Total Employees</b>	<b>9</b>	<b>10</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Police Patrol 1203</b>								
Asst Chief of Police	1	1	0	1	0	0	0	0
Police Lieutenant	3	2	0	2	0	0	0	0
Police Corporal	0	0	4	4	0	0	0	0
Police Sergeant	5	4	1	5	0	0	0	0
Administrative Secretary	0.5	0.5	0	0.5	0	0	0	0
Police Officer	31	32	-5	27	0	0	0	0
Community Svc Officer	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>41.5</b>	<b>40.5</b>	<b>0</b>	<b>40.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**APPENDIX D  
CITY OF GREENVILLE  
APPROVED STAFFING**

	Full Time Positions				Part Time Positions			
	2010-11	2011-12	Chg	2012-13	2010-11	2011-12	Chg	2012-13
<b>Police Support Services 1206</b>								
Police Lieutenant	0	1	0	1	0	0	0	0
Police Sergeant	1	0	0	0	0	0	0	0
Administrative Secretary	0.5	0.5	0	0.5	0	0	0	0
Communications Supervisor	1	1	0	1	0	0	0	0
Communications Operator	11	11	0	11	0	0	0	0
Crime Analyst/Planner	1	1	0	1	0	0	0	0
Personnel Training Analyst	1	1	0	1	0	0	0	0
Property/Evidence Clerk	1	1	0	1	0	0	0	0
Records Supervisor	1	1	0	1	0	0	0	0
Records Clerk	2	2	0	2	0	0	0	0
<b>Total Employees</b>	<b>19.5</b>	<b>19.5</b>	<b>0</b>	<b>19.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Animal Control 1210</b>								
Animal Control Supervisor	1	1	0	1	0	0	0	0
Animal Control Officer	2	2	0	2	0	0	0	0
Animal Control Attendant	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire Administration 1301</b>								
Fire Chief	1	1	0	1	0	0	0	0
Deputy Fire Chief	1	1	0	1	0	0	0	0
Executive Secretary	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire Suppression 1302</b>								
Battalion Chief	3	3	0	3	0	0	0	0
Lieutenant	12	12	0	12	0	0	0	0
Engineer	12	12	0	12	0	0	0	0
Firefighter	21	21	0	21	0	0	0	0
<b>Total Employees</b>	<b>48</b>	<b>48</b>	<b>0</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire Prevention 1303</b>								
Assistant Chief/Fire Marshal	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Planning &amp; Zoning 1401</b>								
Planner	1	1	0	1	0	0	0	0
Executive Secretary	1	1	0	1	0	0	0	0
Secretary	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**APPENDIX D  
CITY OF GREENVILLE  
APPROVED STAFFING**

	Full Time Positions				Part Time Positions			
	2010-11	2011-12	Chg	2012-13	2010-11	2011-12	Chg	2012-13
<b>Code Enforcement 1402</b>								
Code Enforcement Manager	1	1	0	1	0	0	0	0
Sanitarian	1	1	0	1	0	0	0	0
Building Inspector	1	1	0	1	0	0	0	0
Code Enforcement Officer	2	2	1	3	0	0	0	0
<b>Total Employees</b>	<b>5</b>	<b>5</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Abatement Mowing 1404</b>								
Sr Parks Maintenance Worker	1	1	0	1	0	0	0	0
Parks Extra Help (PT)	0	0	0	0	7	7	0	7
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>7</b>
<b>Public Works Administration 1501</b>								
Director of Public Works	1	1	0	1	0	0	0	0
Executive Secretary	1	1	0	1	0	0	0	0
Public Works Clerk	0	0	0	0	0	0	0	0
<b>Total Employees</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Streets 1502</b>								
Street Superintendent	1	1	0	1	0	0	0	0
Street Foreman	1	1	0	1	0	0	0	0
Sr. Heavy Equipment Operator	2	0	2	2	0	0	0	0
Concrete Finisher	1	0	2	2	0	0	0	0
Heavy Equipment Operator	3	4	-1	3	0	0	0	0
Concrete Specialist	1	0	0	0	0	0	0	0
Street Maintenance Worker	3	6	-3	3	0	0	0	0
<b>Total Employees</b>	<b>12</b>	<b>12</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Traffic 1502</b>								
Traffic Foreman	1	1	0	1	0	0	0	0
Technician	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Engineering 1504</b>								
Engineering Superintendent	1	1	0	1	0	0	0	0
Construction Inspector	2	2	-1	1	0	0	0	0
Engineering Technician	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>4</b>	<b>4</b>	<b>-1</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**APPENDIX D  
CITY OF GREENVILLE  
APPROVED STAFFING**

	Full Time Positions				Part Time Positions			
	2010-11	2011-12	Chg	2012-13	2010-11	2011-12	Chg	2012-13
<b>Parks &amp; Recreation 1602</b>								
Director of Parks & Recreation	1	1	0	1	0	0	0	0
Parks Superintendent	1	1	0	1	0	0	0	0
Sr Parks Maintenance Wrkr	0	0	2	2	0	0	0	0
Parks Maintenance Worker	7	6	-2	4	0	0	0	0
Sports Park Crew Leader	1	1	0	1	0	0	0	0
Recreation Coordinator	1	1	0	1	0	0	0	0
Parks Extra Help (PT)	0	0	0	0	6	5	0	5
Recreation Manager	1	1	0	1	0	0	0	0
Recreation Attendant (PT)	0	0	0	0	1	1	0	1
Summer Help (PTT) (Pool)	0	0	0	0	19	22	0	22
Parks Foreman	1	1	0	1	0	0	0	0
Cemetery Maintenance Worker	1	1	0	1	0	0	0	0
Recreation Clerk/ Special Events	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>15</b>	<b>14</b>	<b>0</b>	<b>14</b>	<b>26</b>	<b>28</b>	<b>0</b>	<b>28</b>
<b>Total General Fund Positions</b>	<b>199</b>	<b>199</b>	<b>-1</b>	<b>198</b>	<b>44</b>	<b>46</b>	<b>0</b>	<b>46</b>
<b>Water/Wastewater Utilities Fund 501</b>								
<b>Utility Administration 2005</b>								
Administrative Secretary	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Water Treatment 2010</b>								
Water Plant Superintendent	1	1	0	1	0	0	0	0
Water Plant Operator	7	7	0	7	0	0	0	0
Summer Help (PTT)	0	0	0	0	0	1	0	1
<b>Total Employees</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Water Distribution 2011</b>								
Water Distribution Superintendent	0.5	0.5	0	0.5	0	0	0	0
Utility Foreman	1	1	0	1	0	0	0	0
Utility Crew Leader	4	4	0	4	0	0	0	0
Water Service Tech	3	2	0	2	0	0	0	0
Utility Worker	4	5	0	5	0	0	0	0
<b>Total Employees</b>	<b>12.5</b>	<b>12.5</b>	<b>0</b>	<b>12.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**APPENDIX D  
CITY OF GREENVILLE  
APPROVED STAFFING**

	Full Time Positions				Part Time Positions			
	2010-11	2011-12	Chg	2012-13	2010-11	2011-12	Chg	2012-13
<b>Wastewater Collection 2020</b>								
Water Distribution Superintendent	0.5	0.5	0	0.5	0	0	0	0
Utility Foreman	1	1	0	1	0	0	0	0
Utility Crew Leader	3	3	0	3	0	0	0	0
Utility Worker	6	6	0	6	0	0	0	0
Utility Clerk	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>11.5</b>	<b>11.5</b>	<b>0</b>	<b>11.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Wastewater Treatment 2021</b>								
Superintendent	1	1	0	1	0	0	0	0
Wastewater Plant Foreman	1	1	0	1	0	0	0	0
Technical Services Coordinator	1	1	0	1	0	0	0	0
Wastewater Operator "B"	3	6	0	6	0	0	0	0
Wastewater Operator "C"	4	1	0	1	0	0	0	0
Wastewater Laboratory Tech	2	2	0	2	0	0	0	0
Wastewater Instrument Tech	2	2	0	2	0	0	0	0
<b>Total Employees</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Wtr/Wstwtr Utilities Fund Positions</b>	<b>47</b>	<b>47</b>	<b>0</b>	<b>47</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Airport Fund 502</b>								
<b>Airport 3001</b>								
Manager	0	0	0	0	1	1	0	1
<b>Total Employees</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Total Airport Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Golf Course Fund 504</b>								
<b>Golf Course 1604</b>								
Golf Course Supervisor	1	1	0	1	0	0	0	0
Part Time Regular	0	0	0	0	2	2	0	2
Part Time Temporary	0	0	0	0	2	2	0	2
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>
<b>Total Golf Course Fund</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>
<b>Exchange Building Fund 211</b>								
<b>Exchange Building 1014</b>								
Building Maintenance Technician	0.5	0.5	0	0.5	0	0	0	0
Custodial Worker	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>1.5</b>	<b>1.5</b>	<b>0</b>	<b>1.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Exchange Building Fund</b>	<b>1.5</b>	<b>1.5</b>	<b>0</b>	<b>1.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**APPENDIX D  
CITY OF GREENVILLE  
APPROVED STAFFING**

	Full Time Positions				Part Time Positions			
	2010-11	2011-12	Chg	2012-13	2010-11	2011-12	Chg	2012-13
<b>Venue Management Fund 250</b>								
<b>Venue Management 0514</b>								
Venue Manager	0	1	0	1	0	2	0	2
<b>Total Employees</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>Total Venue management Fund</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>Community Oriented Policing Services Grant Fund</b>								
<b>Community Oriented Policing Services</b>								
Patrol Officer	2	2	0	2	0	0	0	0
<b>Total Employees</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Com Oriented Policing Svcs Fund</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Central Service Fund 601</b>								
<b>Facility Maintenance 1011</b>								
Central Services Superintendent	0.5	0.5	0	0.5	0	0	0	0
Administrative Clerk	0	0	0	0	1	1	0	1
Building Maintenance Technician	1.5	1.5	0	1.5	0	0	0	0
Custodial Workers	5	5	0	5	2	0	0	0
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Fleet Maintenance 1009</b>								
Central Services Superintendent	0.5	0.5	0	0.5	0	0	0	0
Fleet Foreman	0	0	1	1	0	0	0	0
Lead Tech	1	1	-1	0	0	0	0	0
Auto Mechanic	2	2	0	2	0	0	0	0
Support Technician	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>4.5</b>	<b>4.5</b>	<b>0</b>	<b>4.5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Central Service Fund</b>	<b>11.5</b>	<b>11.5</b>	<b>0</b>	<b>11.5</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>

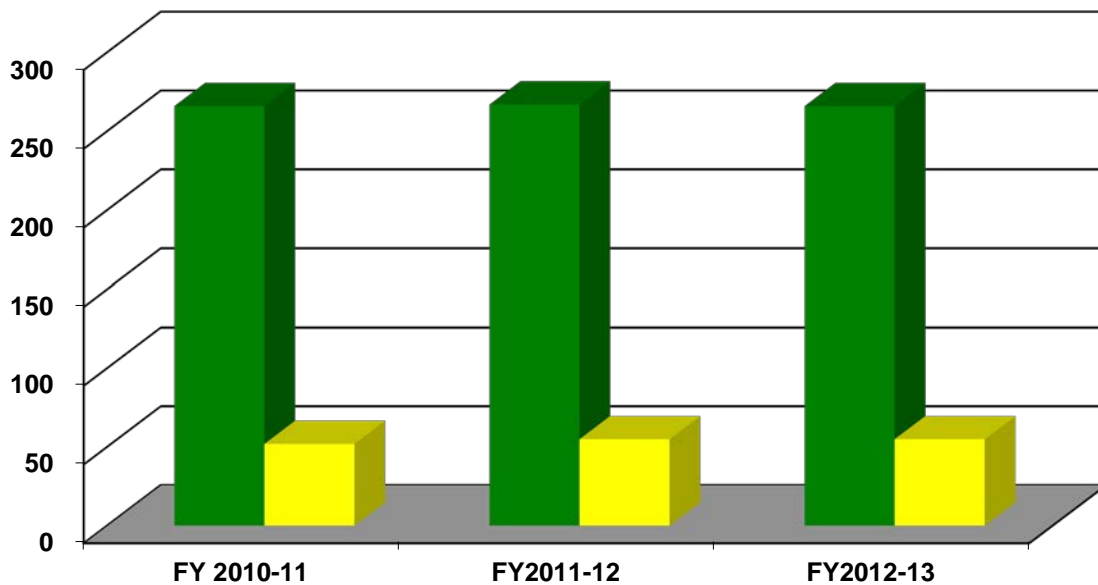
## APPENDIX D CITY OF GREENVILLE APPROVED STAFFING

	Full Time Positions				Part Time Positions			
	2010-11	2011-12	Chg	2012-13	2010-11	2011-12	Chg	2012-13
<b>MIS Fund 604</b>								
<b>Information Technology 1010</b>								
Information Systems Manager	1	1	0	1	0	0	0	0
IT Network Specialist	2	2	0	2	0	0	0	0
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Geographic Information System 1012</b>								
GIS Technician	1	1	0	1	0	0	0	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total MIS Fund</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total City Wide</b>	<b>266</b>	<b>267</b>	<b>-1</b>	<b>266</b>	<b>52</b>	<b>55</b>	<b>0</b>	<b>55</b>

### Authorized Employees

■ Full Time

■ Part Time



**APPENDIX E  
CITY OF GREENVILLE  
PAY PLAN**

**CIVILIAN PAY PLAN**

**FY 2012-13**

Grade		Salary Range			FLSA	Job Code	Title
		Min	Mid	Max			
3	Annual	15,080	17,060	19,040	N	1903	Golf Course Extra Help
	Monthly	1,257	1,422	1,587	N	2310	Library Page
	Hourly	7.250	8.202	9.154	N	1904	Pro Shop Assistant
					N	1918	Parks Extra Help
					N	1919	Cemetery Extra Help
					N	1907	Sr. Lifeguard
					N	1908	Lifeguards
					N	1909	Pool Cashiers
8	Annual	20,559	24,671	28,782	N	1924	Recreation Attendant
	Monthly	1,713	2,056	2,399	N	1906	Assistant Swimming Pool Supervisor
	Hourly	9.884	11.861	13.838			
9	Annual	21,951	26,341	30,731	N	2307	Circulation Assistant/FT/PT
	Monthly	1,829	2,195	2,561	N	1214	Custodian I
	Hourly	10.554	12.664	14.775			
10	Annual	23,342	28,010	32,679	N	1512	Animal Control Attendant
	Monthly	1,945	2,334	2,723	N	1913	Cemetery Maintenance Worker
	Hourly	11.222	13.467	15.711	N	1923	Civic Center Custodian
					N	1524	Code Enforcement/Permit Clerk
					N	1213	Custodian II
					N	1916	Parks Maintenance Worker
					N	1921	Recreation Clerk
					N	2015	Street Maintenance Worker
					N	2061	Water Utility Clerk
					N	2312	Central Services Admin Clerk
				N	2312	Central Services Admin Clerk	
11	Annual	24,734	29,680	34,627	N	2058	Utility Worker I, Distribution
	Monthly	2,061	2,473	2,886	N	2055	Utility Worker I, WW
	Hourly	11.891	14.269	16.647	E	1905	Swimming Pool Supervisor
					E	1900	Venue Manager
					N	1244	Fleet Maintenance Trainee
12	Annual	26,125	31,351	36,577	N	1205	Accounting Technician
	Monthly	2,177	2,613	3,048	N	2014	Concrete Finisher
	Hourly	12.560	15.073	17.585	N	2013	Heavy Equipment Operator
					N	2035	Wastewater Plant Operator Trainee
					N	2045	Water Plant Operator Trainee

**APPENDIX E  
CITY OF GREENVILLE  
PAY PLAN**

**CIVILIAN PAY PLAN** **FY 2012-13**

Grade		Salary Range			FLSA	Job Code	Title	
		Min	Mid	Max				
13	Annual	27,518	33,021	38,524	N	1833	Administrative Secretary, Police Adm	
	Monthly	2,293	2,752	3,210	N	2052	Administrative Secretary, Service Ctr.	
	Hourly		13.230	15.875	18.521	N	1845	Administrative Secretary, Police CID
						N	1207	Accounting Technician (Accts Payable/PR)
						N	1917	Sports Park Crew Leader
						N	1915	Sr. Parks Maintenance Worker
						N	1841	Police Records Clerk
						N	2017	Traffic Maintenance Technician
						N	2060	Utility Worker II, WW
14	Annual	28,908	34,691	40,473	N	1211	Building Maintenance Technician	
	Monthly	2,409	2,891	3,373	N	1511	Animal Control Officer	
	Hourly	13.898	16.678	19.458	N	2012	Sr. Heavy Equipment Operator	
					N	1403	Deputy Court Clerk	
15	Annual	30,300	36,360	42,420	N	1603	Benefits Clerk	
	Monthly	2,525	3,030	3,535	N	2305	Cataloger	
	Hourly	14.567	17.481	20.394	N	2059	Utility Serviceman	
					N	1242	Fleet Maintenance Technician I	
					N	1401	Municipal Court Clerk I	
					N	2044	Water Plant Operator C (Entry Rate \$15.00)	
					N	2034	Wastewater Plant Operator C	
					N	1851	Communication Operator I	
16	Annual	31,691	38,030	44,369	N	2312	Children Library Associate	
	Monthly	2,641	3,169	3,697	N	1852	Communication Operator II	
	Hourly	15.236	18.284	21.331	N	1502	Executive Secretary, Com. Develop.	
					N	1832	Executive Secretary, Police	
					N	2002	Executive Secretary, Public Works	
					N	1702	Executive Secretary, Fire	
					N	1137	Executive Secretary, City Mgr	
					N	1844	Property Evidence Technician	
					N	2309	Library Reference Associate	
					N	2016	Traffic Maintenance Foreman	
					N	2054	Utility Crew Leader, Collection	
					N	2057	Utility Crew Leader, Distribution	
					N	2036	Wastewater Lab Technician	
					N	1109	Deputy City Secretary	
					N	1405	Municipal Court Clerk II	

**APPENDIX E  
CITY OF GREENVILLE  
PAY PLAN**

**CIVILIAN PAY PLAN** **FY 2012-13**

Grade		Salary Range			FLSA	Job Code	Title
		Min	Mid	Max			
17	Annual	33,084	39,701	46,317	N	1853	Communication Operator III
	Monthly	2,757	3,308	3,860	N	1402	Court Administrator
	Hourly	15.906	19.087	22.268	N	2306	Library Circulation Supervisor
					N	1911	Parks & Cemetery Foreman
					N	1840	Police Records Supervisor
					E	1922	Recreation Specialist
					N	2011	Street Foreman
					N	2043	Water Plant Operator B
					N	2033	Wastewater Plant Operator B
					N	1243	Fleet Maintenance Foreman
18	Annual	34,475	41,370	48,265	N	2042	Lead Water Plant Operator B
	Monthly	2,873	3,448	4,022	N	1541	GIS Technician
	Hourly	16.575	19.890	23.204	N	2038	Wastewater Plant Instrument Tech
19	Annual	35,867	43,041	50,214	N	1842	Crime Analyst/Planner
	Monthly	2,989	3,587	4,185	N	1902	Golf Course Supervisor
	Hourly	17.244	20.693	24.141	N	2302	Librarian, Children
20	Annual	37,259	44,711	52,163	N	1532	Construction Inspector
	Monthly	3,105	3,726	4,347	N	1531	Engineering Technician
	Hourly	17.913	21.496	25.078	E	1602	Human Resource Generalist
					E	1843	Personnel/Training Analyst, Police
					N	2053	Utility Foreman, Collection
N	2056	Utility Foreman, Distribution					
21	Annual	38,651	46,381	54,111	N	1523	Building Inspector
	Monthly	3,221	3,865	4,509	N	1522	Code Enforcement Officer
	Hourly	18.582	22.299	26.015	E	1230	Purchasing Agent
					N	2037	Technical Services Coordinator
					N	2032	Wastewater Plant Foreman
N	1510	Animal Control Supervisor					
22	Annual	40,043	48,051	56,059	E	1521	Professional Sanitarian
	Monthly	3,337	4,004	4,672	E	1854	Recreation Coordinator
	Hourly	19.251	23.101	26.952	E		
23	Annual	41,433	49,720	58,007	E	1106	Airport Manager
	Monthly	3,453	4,143	4,834	E	2313	Professional Librarian
	Hourly	19.920	23.904	27.888	E	1203	Accountant-Fiscal Officer
					E	1204	Accountant-Budget Analyst
					E	1850	Communications Supervisor

**APPENDIX E  
CITY OF GREENVILLE  
PAY PLAN**

**CIVILIAN PAY PLAN** **FY 2012-13**

Grade		Salary Range			FLSA	Job Code	Title
		Min	Mid	Max			
24	Annual	42,826	51,391	59,956	E	1105	Main Street Manager
	Monthly	3,569	4,283	4,996			
	Hourly	20.589	24.707	28.825			
25	Annual	44,217	53,061	61,904	N	1373	Information Tech Network Specialist
	Monthly	3,685	4,422	5,159			
	Hourly	21.258	25.510	29.761			
26	Annual	45,610	54,732	63,855	E	1525	Planner
	Monthly	3,801	4,561	5,321			
	Hourly	21.928	26.314	30.699			
27	Annual	47,001	56,401	65,800	E	1102	Community Relations Manager
	Monthly	3,917	4,700	5,483			
	Hourly	22.596	27.116	31.635			
28	Annual	48,393	58,072	67,750	E	1920	Recreation Manager
	Monthly	4,033	4,839	5,646			
	Hourly	23.266	27.919	32.572			
29	Annual	49,785	59,741	69,697	E	2041	Water Plant Superintendent
	Monthly	4,149	4,978	5,808			
	Hourly	23.935	28.722	33.508			
32	Annual	53,959	63,403	72,848	E	1530	Engineering Superintendent
	Monthly	4,497	5,284	6,071			
	Hourly	25.942	30.482	35.023			
33	Annual	55,350	66,420	77,490	E	1372	Information Technology Manager
	Monthly	4,612	5,535	6,458			
	Hourly	26.611	31.933	37.255			
34	Annual	56,892	68,274	79,656	E	1520	Code Enforcement Manager
	Monthly	4,741	5,690	6,638			
	Hourly	27.352	32.824	38.296			
46	Annual	72,061	88,888	105,714	E	1901	Parks and Recreation Director
	Monthly	6,005	7,407	8,810			
	Hourly	34.645	42.734	50.824			
	Annual				E	1601	Human Resource Director
	Monthly						
	Hourly						
	Annual				E	2301	Library Director
	Monthly						
	Hourly						

**APPENDIX E  
CITY OF GREENVILLE  
PAY PLAN**

**CIVILIAN PAY PLAN** **FY 2012-13**

Grade		Salary Range			FLSA	Job Code	Title
		Min	Mid	Max			
47	Annual	74,835	90,561	106,287			
	Monthly	6,236	7,547	8,857			
	Hourly	35.978	43.539	51.099			
51	Annual	80,401	96,481	112,561	E	1701	Fire Chief
	Monthly	6,700	8,040	9,380			
	Hourly	38.654	46.385	54.116			
52	Annual	81,793	98,151	114,509	E	1831	Police Chief
	Monthly	6,816	8,179	9,542	E	1201	Admin Services/Finance Director
	Hourly	39.323	47.188	55.053			
53	Annual	83,184	99,822	116,459			
	Monthly	6,932	8,318	9,705			
	Hourly	39.992	47.991	55.990			
55	Annual	85,968	103,162	120,356	E	2001	Director of Public Works
	Monthly	7,164	8,597	10,030			
	Hourly	41.331	49.597	57.863			
56	Annual	87,361	104,833	122,304			
	Monthly	7,280	8,736	10,192			
	Hourly	42.001	50.400	58.800			
57	Annual	88,846	106,615	124,383	E	1501	Assistant City Manager
	Monthly	7,404	8,885	10,365			
	Hourly	42.714	51.257	59.800			



**APPENDIX E  
CITY OF GREENVILLE  
PAY PLAN**

**FIRE PAY PLAN**

**FY 2012-13**

<b>Position</b>	<b>Grade/Step</b>	<b>Hourly</b>	<b>Monthly</b>	<b>Annual</b>
Firefighter Probationary	510	14.549	3,531	42,367
Firefighter Basic	512/12 Months	15.274	3,706	44,477
Firefighter Basic	512/24 Months	16.034	3,891	46,691
Firefighter Basic	512/36 Months	16.834	4,085	49,020
Firefighter Basic	512/48 Months	17.676	4,289	51,473
Engineer Basic	516	18.851	4,574	54,893
Engineer Basic	516/12 Months	19.794	4,803	57,639
Lt. Basic	517	20.975	5,090	61,079
Lt. Basic	517/12 Months	22.021	5,344	64,126
Batt. Chief Basic	520	23.201	5,630	67,561
Batt. Chief Basic	520/12 Months	24.359	5,911	70,933
Asst. Chief/Fire Marshall Basic	521	35.810	6,207	74,485
Asst. Chief/Fire Marshall Basic	512/12 Months	37.600	6,517	78,207
Deputy Chief Basic	522	39.479	6,843	82,117
Deputy Chief Basic	522/12 Months	41.454	7,185	86,224

Note: For shift personnel: Hourly Rate x 2,912 hrs = Annual Rate  
Annual Rate / 12 = Monthly Rate

<b>Certification Pay</b>	<b>Monthly</b>
Intermediate	80.00
Advanced	160.00
Master	240.00

**APPENDIX E  
CITY OF GREENVILLE  
PAY PLAN**

**POLICE PAY PLAN**

**FY 2012-13**

<b>Position</b>	<b>Grade/Step</b>	<b>Hourly</b>	<b>Monthly</b>	<b>Annual</b>
Officer Basic	413	20.901	3,623	43,474
Officer Basic	6-Months	21.923	3,800	45,600
Officer Basic	18-Months	23.144	4,012	48,140
Officer Basic	30-Months	24.294	4,211	50,532
Officer Basic	48-Months	25.508	4,421	53,057
Officer Basic	60-Months	26.783	4,642	55,708
Officer Basic	72-Months	28.125	4,875	58,499
Corporal Intermediate		29.529	5,118	61,421
Sgt. Intermediate	416	31.004	5,374	64,489
Sgt. Intermediate	12-Months	32.554	5,643	67,713
Lt. Intermediate	418	34.181	5,925	71,097
Lt. Intermediate	12-Months	35.890	6,221	74,652
Lt. Intermediate	24-Months	37.685	6,532	78,385
Assistant Chief	900	43.054	7,463	89,553
Assistant Chief	12-Months	45.206	7,836	94,029
<b><u>Certification Pay</u></b>	<b><u>Monthly</u></b>			
Intermediate	\$50			
Advanced	\$100			
Master	\$150			

## **APPENDIX F CITY OF GREENVILLE BUDGET GLOSSARY**

This budget glossary has been included to help the reader better understand terminology unique to public finance.

**Accounting System** - Records and procedures which are used to record classify and report information on the financial status and operations of an entity.

**Accretion of Discount** - Periodic straight-line increases in the book or carrying value of a security so the amount of the purchase price discount below face value is completely eliminated by the time the bond matures or by the call date, if applicable.

**Accrual Basis of Accounting** - A basis of accounting in which revenues are recognized in the accounting period in which they are earned and expenses are recognized in the accounting period in which they are incurred.

**Accrued Interest** - The accumulated interest due on a bond as of the last interest payment made by the issuer.

**Admin. Asst.** - Administrative Assistant

**AO** - Administrative Order

**Adopted Budget** - The budget that is approved by the City Council. The adopted budget is authorized by ordinance.

**Ad Valorem** - In proportion to value. A basis for levy of taxes on property.

**Ad Valorem Tax** - A tax based on the value of real and personal property commonly called property tax.

**Agency** - A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSAs) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of federal agency is the Government National Mortgage Association (GNMA). An example of an FSA is the Federal National Mortgage Association (FNMA).

**Allot** - To divide an appropriation into amounts, which may be encumbered or expended during an allotment period.

**Amended Budget** - The adopted budget plus any budget amendments.

**Amortization** - The systematic reduction of the amount owed on a debt issue through periodic payments of principal.

**Annualize** - Taking changes that occurred mid-year and calculating their costs for a full year, for the purpose of preparing an annual budget.

**Appraised Value (Assessed Valuation)** - The market value of real and personal property located in the City as of January 1 each year, as determined by the Hunt County Appraisal District.

**Appropriation** - An authorization made by the City Council which permits the City to incur obligations and to make expenditures.

**Appropriation Ordinance** - The official enactment by the City Council establishing the legal authority for City officials to obligate and expend resources.

**Asked** - The price at which securities are offered.

**Assessed Valuation** - A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the Hunt County Appraisal District.)

**Assets** - Resources owned or held which have a monetary value.

**Attrition** - A method of achieving a reduction in personnel by not refilling the positions vacated through resignation, reassignment, transfer, retirement, or means other than layoffs.

**Audit** - A comprehensive review of the manner in which the government's resources were actually utilized.

**Authorized Positions** - Staff positions that are authorized in the adopted budget.

**Available (Undesignated) Fund Balance** - This refers to the funds remaining from the prior year, which are available for appropriation and expenditure in the current year.

**Average Life** - The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

**Balanced Budget** - A balanced budget occurs when the total sum of money a government collects in a year is equal to the amount it spends on goods, services, and debt interest.

**Barbell Maturity Strategy** - A maturity pattern within a portfolio in which maturities of the assets in the portfolio are concentrated in both the short and long ends of the maturity spectrum.

**Base Budget** - The on-going expense of continuing the existing service levels.

**Basis Point** - A unit of measurement used in the valuation of fixed-income securities equal to 1/100 of a percent of yield. E.g., "1/4" of 1 percent is equal to 25 basis points.

**Basis of Accounting** - The methodology used to determine when revenues and expenses and their impact on related assets and liabilities are recognized in the accounts and reported in the City's financial statements.

**Benchmark** - A comparative base for performance evaluation. A benchmark can be a broad-based bond index, a customized bond index, or a specific objective.

**Bid** - The indicated price at which a buyer is willing to purchase a security or commodity.

**Bond** - A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date in the future, called the maturity date, together with periodic interest at a specified rate.

**Bond Equivalent Yield** - Used to compare yields available from discounted securities that pay interest at maturity with yields available from securities that pay interest semi-annually.

**Bonded Debt** - Portion of indebtedness represented by outstanding bonds.

**Bond Ordinance** - An ordinance or resolution authorizing a bond issue.

**Bond Refinancing** - The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

**Book Entry Securities** - Stocks, bonds, other securities, and some certificates of deposit that are purchased, sold, and held as electronic computer entries on the records of a central holder. These securities are not available for purchase in physical form; buyers get a receipt or confirmation as evidence of ownership.

**Book Value** - The value at which a security is carried on the inventory lists or other financial records of an investor. The book value may differ significantly from the security's current value in the market.

**Broker** - A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

**Budget** - An annual plan of financial operation embodying an estimate of proposed expenditures for a given period and the estimated means of financing them. The approved budget is authorized by ordinance and thus specifies the legal spending limits for the fiscal year.

**Budget Adjustment** - A procedure, established by the City Charter, used to revise a budget amount after the budget has been adopted by City Council.

**Budget Calendar** - The schedule of key dates which the City follows in the preparation and adoption of the budget.

**Budget Document** - The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council.

**Budget Message** - The opening section of the budget which provides the City Council and the public with a summary of the most important aspects of the budget, changes from previous years, and views and recommendations of the City Manager.

**Budget Ordinance** - The official enactment, by City Council, to legally authorize City Staff to obligate and expend the resources of the City.

**Budget Year** - The fiscal year of the City which begins October 1 and ends September 30.

**Budgeted Amount** - An authorization made by the City Council that legally authorizes City staff to obligate and expend the resources of the City.

**Budgetary Control** - The control or management of a government or enterprise fund in accordance with an approved budget to keep expenditures within the limitations of available appropriations of revenue.

**Callable Bond** - A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specified conditions.

**Call Price** - The price at which an issuer may redeem a bond prior to maturity. The price is usually at a slight premium to the bond's original issue price to compensate the holder for loss of income and ownership.

**Call Risk** - The risk to a bondholder that a bond may be redeemed prior to maturity.

**Capital Budget** - A plan of proposed capital outlays and the means of financing them.

**Capital Improvements Program (CIP)** - A long-range plan for providing the capital outlays necessary to insure that adequate services are provided to the residents of the City. The plan includes improvements to, or the acquisition of, structural improvements and major equipment purchases.

**Capital Projects Fund** - A fund created to account for financial resources to be used for the acquisition and/or the construction of major capital facilities or equipment.

**Capital Outlays** - Expenditures for items which have a useful life in excess of one year and a purchase cost of at least \$5,000. Included in this category is the cost of land, buildings, permanent improvements, machinery, large tools, rolling and stationary equipment.

**Cash Accounting** - The basis of accounting in which transactions are recorded when cash is either received or disbursed.

**Cash Sale/Purchase** - A transaction which calls for delivery and payment of securities on the same day that the transaction is initiated.

**CDBG** - An acronym for Community Development Block Grant which is an annual federal grant.

**Central Service Fund** - An internal service fund established by the City to account for the financing of services provided to other departments.

**Certificate of Deposit (CD)** - A time deposit with a specific maturity evidenced by a certificate. Large-denomination CDs are typically negotiable.

**Certificates of Obligation (CO's)** - Tax-supported bonds that are similar to general obligation bonds and can be issued after meeting strict publication requirements and with final approval of the City Council.

**CID** - Criminal Investigation Department

**CIP** - Capital Improvement Program

**City Charter** - The document that establishes the City as an incorporated political subdivision (municipal government) in accordance with the statutes of the State of Texas. The charter provides the form, roles and powers of the municipal government that is the City of Greenville.

**COG** - City of Greenville

**COLA** - Cost of Living Adjustment

**Collateralization** - Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

**Collateralized Mortgage Obligation (CMO)** - A type of mortgage-backed security created by dividing the rights to receive the principal and interest cash flows from an underlying pool of mortgages in separate classes or tiers.

**Combined Summary Statement** - A summary of two or more funds presented on a single page that includes a total of the funds presented.

**Commercial Paper** - An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

**Component Unit** - Legally separate organization for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the nature and significance of their relationship with a primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

**Commercial Paper** - An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

**Comprehensive Annual Financial Report (CAFR)** - The official annual report for the City of Greenville. It includes combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance related legal and contractual provision, extensive introductory material, and a detailed statistical section.

**Confirmation** - The document used to state in writing the terms of the trade which had previously been agreed to verbally.

**Contingency** - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**Contractual Services** - Operational expenses related to professional or technical services and other outside organizations.

**Convexity** - A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

**Cost Allocation** - A method of assigning indirect, general, and administrative costs to activities, functions, or outputs.

**Council Place** - A territorial division of a city, for administrative purposes. There are six (6) council places or districts in Greenville.

**Coupon Rate** - The annual rate of interest received by an investor from the issuer of certain types of fixed-income securities. Also known as the "interest rate."

**Credit Quality** - The measurement of the financial strength of a bond issuer. This measurement helps an investor to understand an issuer's ability to make timely interest payments and repay the loan principal upon maturity. Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

**Credit Risk** - The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

**Current Taxes** - Taxes levied and due within one year.

**Current Yield (Current Return)** - A yield calculation determined by dividing the annual interest received on a security by the current market price of that security.

**CUSIP Number** - A nine-digit number established by the Committee on Uniform Securities Identification Procedures that is used to identify publicly traded securities. Each publicly traded security receives a unique CUSIP number when the security is issued.

**Custody** - The service of an organization, usually a financial institution, of holding (and reporting) a customer's securities for safekeeping. The financial institution is known as the custodian.

**Dealer** - A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

**Debenture** - A bond secured only by the general credit of the issuer.

**Debt Service** - The City's obligation to pay principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

**Debt Service Fund** - Fund used to account for the payment of principal and interest on general obligation long-term debt.

**Delinquent Taxes** - Taxes which remain unpaid after the date on which a penalty for nonpayment is attached. Property tax statements are mailed in October and become delinquent if unpaid after January 31.

**Delivery Versus Payment (DVP)** - There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (also called free). Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is the delivery of securities with an exchange of a signed receipt for the securities.

**Department** - A major administrative organizational unit of the City, which indicates overall management responsibility of one or more activities.

**Deficit** - The excess of expenditures over revenues during an accounting period.

**Depository Trust Company (DTC)** - An organization that holds physical certificates for stocks and bonds and issues receipts to owners. Securities held by DTC are immobilized so that they can be traded on a book entry basis.

**Depreciation** - The process of estimating and recording the expired useful life of a fixed asset which is used to distribute its cost over its useful life.

**Derivative Security** - Financial instrument created from, or whose value depends upon, one or more underlying assets or indexes of asset values.

**Discount** - The amount by which the par value of a security exceeds the price paid for the security.

**Disbursement** - The payment for goods and/or services by cash or check.

**Distinguished Budget Presentation Award** - A voluntary program administered by the Government Finance Officers Association to encourage governments to publish well organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

**Diversification** - A process of investing assets among a range of security types by sector, maturity, and quality rating.

**Division** - A specific functional area within a City department.

**Duration** - A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

**Economic Cycle (Business Cycle)** - As the economy moves through the business cycle, interest rates tend to follow the levels of production, output, and consumption – rising as the economy expands and moves out of recession and declining after the economy peaks, contracts, and heads once again into recession.

**EDC** - Economic Development Corporation

**Effective Maturity** - The average maturity of a bond, given the potential for early call. For a non-callable bond, the final maturity date serves as the effective maturity. For a callable bond, the effective maturity is



bounded by the first call date and the final maturity date; the position within this continuum is a function of the call price, the current market price, and the reinvestment rate assumed.

**Effective Tax Rate** - A rate which generates the same amount of revenues from property which is taxed in both years.

**EMS** - Emergency Management Services

**Encumbrances** - Obligation in the form of purchase orders and contracts which are chargeable to an appropriation and for which a part of the appropriation is reserved because the goods or services have been received. When paid, the encumbrance is liquidated.

**Enterprise Fund** - A fund established to account for operations that are financed and operated in a manner similar to private business enterprise where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

**EOC** - Emergency Operations Center

**EPA** - Environmental Protection Agency

**Estimated Revenue** - The amount of revenues projected to be collected during the fiscal year.

**Expenditures** - Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

**Expenses** - A decrease in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**FTE** - Full time equivalent

**Face Value** - The principal amount due and payable to a bondholder at maturity; par value. Also, the amount on which coupon interest is computed.

**Fail** - The event of a securities purchase or sale transaction not settling as intended by the parties.

**Fair Value** - The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

**Federal Credit Agencies** - Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g. S&Ls, small business firms, students, farmers, farm cooperatives, and exporters.

**Federal Deposit Insurance Corporation (FDIC)** - A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

**Federal Farm Credit Banks (FFCB)** - A government-sponsored corporation that was created in 1916 and is a nationwide system of banks and associations providing mortgage loans, credit, and related services to farmers, rural homeowners, and agricultural and rural cooperatives. The banks and associations are cooperatively owned, directly or indirectly, by their respective borrowers. The Federal Farm Credit System is supervised by the Farm Credit Administration, an independent agency of the U.S. Government. (See Government Sponsored Enterprises).

**Federal Funds (Fed Funds)** - Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis

through the Federal Reserve banking system. Fed funds are considered to be immediately available funds.

**Federal Funds Rate** - Interest rate charged by one institution lending federal funds to the other.

**Federal Home Loan Banks (FHLB)** - The institutions that regulate and lend to savings and loan organizations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-à-vis member commercial banks.

**Federal Home Loan Mortgage Corporation (FHLMC or “Freddie Mac”)** - A government-sponsored corporation that was created in July 1970, by the enactment of Title III of the Emergency Home Finance Act of 1970. Freddie Mac was established to help maintain the availability of mortgage credit for residential housing, primarily through developing and maintaining an active, nationwide secondary market in conventional residential mortgages. (See Government Sponsored Enterprises).

**Federal National Mortgage Association (FNMA)** - FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**Federal Open Market Committee (FOMC)** - Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

**Federal Reserve System** - The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

**FEMA** - Federal Emergency Management Administration

**Fixed Asset** - Assets of a long-term character, which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, furniture, and other equipment.

**Fixed-Income Security** - A financial instrument promising a fixed amount of periodic income over a specified future time span.

**Franchise** - A special privilege granted by a government permitting the continued private use of public property such as city streets.

**Franchise Fee** - A fee paid for the use of City streets, alleys and property. Services requiring franchise include electricity, natural gas, cable television, sanitation, taxi cab, water and wastewater.

**Fringe Benefits** - Contributions made by the City to meet commitments or obligations for employee fringe benefits. Included are the City's share of costs for Social Security, pension, medical, and life insurance plans.

**FTE** - Full-Time Equivalent

**Full Faith and Credit** - A pledge of the general taxing power of a government to repay debt obligations (the term is typically used in reference to bonds).

**Fund** - An accounting entity with a separate self balancing set of accounts which comprise its assets, liabilities, fund balance, revenues, and expenditures.

**Fund Balance** - The assets of a fund less liabilities, as determined at the end of each fiscal year. Any reservations of fund balance are deducted to result in an "unreserved fund balance".

**FY** - Fiscal Year - A 12-month period to which the annual operating budget applies. (The City of Greenville has established October 1 through September 30 as its fiscal year.)

**GAAP** - Generally accepted accounting principles as determined through common practice or as promulgated by accounting standard setting bodies.

**GASB** - Governmental Accounting Standards Board

**GEUS** - Acronym for Greenville Electric and Cable Utility System

**GFOA** - Government Financial Officers Association. A professional association of government finance officers dedicated to the sound management of government financial resources.

**GIS** - Geographic Information Systems. A computer system which transforms geographically-referenced data into maps and other geographic relationship information. Also a City division responsible for maintaining the City's GIS information.

**GISD** - Greenville Independent School District

**General Fund** - The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, park and recreation, libraries, public works, and general administration.

**GO's** - General Obligation Bonds - Bonds that finance public projects such as streets, municipal facilities, and park improvements. The repayment of these bonds are backed by full faith and credit of the issuing government This type of bond requires voter approval.

**Government National Mortgage Association (GNMA or Ginnie Mae)** - Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA or FMHM mortgages. The term pass through is often used to describe Ginnie Maes.

**Government-Sponsored Enterprises (GSE's)** - Payment of principal and interest on securities issued by these corporations is not guaranteed explicitly by the U.S. Government, however, most investors consider these securities to carry an implicit U.S. Government guarantee. The debt is fully guaranteed by the issuing corporations. GSE's include: Farm Credit System, Federal Home Loan Bank System, Federal Home Loan Mortgage Corporation, Federal National Mortgage Association, Student Loan Marketing Association, and the Tennessee Valley Authority.

**Government Securities** - An obligation of the U.S. Government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, and Bonds."

**Governmental Funds** - Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

**Grant** - A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from the state and federal governments.

**HCAD** - Hunt County Appraisal District - An entity established by the State of Texas to insure uniform property appraisals for all taxing entities in Hunt County.

**HR** - Human Resources

**H/VAC** - Heating Venting & Air Conditioning

**Infrastructure** - Roads, bridges, streets, sidewalks, curbs, gutters, drainage systems, lighting systems, water lines, wastewater lines and other improvements that are installed for the common good.

**Instrumentalities** - See Government-Sponsored Enterprises.

**Interest Rate** - See "Coupon Rate."

**Interest Rate Risk** - The risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value

**Intergovernmental Revenue** - Revenues received from federal, state, and other local government sources in the form of grants, shared revenues, and payments-in-lieu of taxes.

**Internal Controls** - An internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognized the 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points: **Control of collusion** - Collusion is a situation where two or more employees are working in conjunction to defraud their employer. **Separation of transaction authority from accounting and record keeping** - By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved. **Custodial safekeeping** - Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.

**Internal Service Fund** - Fund used to account for the financing of goods or services provided by a designated division to other divisions of the City on a cost-reimbursement basis.

**Inventory** - A detailed listing of property currently held by the City or GEUS.

**Inverted Yield Curve** - A chart formation that illustrates long-term securities having lower yields than short-term securities. This configuration usually occurs during periods of high inflation coupled with low levels of confidence in the economy and a restrictive monetary policy.

**Investment-Grade Obligations** - An investment instrument suitable for purchase by institutional investors under the prudent person rule. Investment-grade is restricted to those obligations rated BBB or higher by a rating agency.

**Investments** - Securities purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

**JAG** - Justice Assistance Grant

**KGB** - Keep Greenville Beautiful

**Laddered Maturity Strategy** - A maturity pattern within a portfolio in which maturities of the assets in the portfolio are equally spaced. Over time, the shortening of the remaining lives of the assets provides a steady source of liquidity or cash flow. Given a normal yield curve with a positive slope this passive strategy provides the benefit of being able to take advantage of the higher, longer-term yields without sacrificing safety or liquidity.

**Lapsing Appropriation** - An appropriation made for a certain period of time, generally for the budget year. At the end of the specified period, any unencumbered balance lapses or ends, unless otherwise provided by law.

**Levy** - To impose taxes, special assessments, or service charges for the support of City activities.

**LF** - Linear Feet

**Liabilities** - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

**Line-Item Budget** - A budget that lists each expenditure item separate along with the dollar amount budgeted for each specific account number.

**Liquidity** - A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**Liquidity Risk** - The risk that an investment will be difficult to sell at a fair market price in a timely fashion.

**Local Government Investment Pool (LGIP)** - An investment by local governments in which their money is pooled as a method for managing local funds.

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

**MIS** - Management Information Systems

**Mark-to-Market** - The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

**Market Risk** - The risk that the value of a security will rise or decline as a result of changes in market conditions.

**Market Value** - Current market price of a security.

**Master Repurchase Agreement** - To protect investors, many public investors will request that repurchase agreements be preceded by a master repurchase agreement between the investor and the financial institution or dealer. The master agreement should define the nature of the transaction, identify the relationship between the parties, establish normal practices regarding ownership and custody of the collateral securities during the term of the investment, provide remedies in the case of default by either party and clarify issues of ownership. The master repurchase agreement protects the investor by eliminating the uncertainty of ownership and hence, allowing investors to liquidate collateral if a bank or dealer defaults during the term of the agreement.

**Maturity** - The date on which payment of a financial obligation is due. The final stated maturity is the date on which the issuer must retire a bond and pay the face value to the bondholder. See "Weighted Average Maturity."

**MGD** - Million Gallons per day

**Modified Accrual Accounting** - A basis of accounting where expenditures are accrued, but revenues are recorded when “measurable” or available for expenditure.

**Money Market** - The market in which short-term debt instruments (bills, commercial paper, bankers’ acceptances, etc.) are issued and traded.

**Money Market Instrument** - Generally, a short-term debt instrument that is purchased from a broker, dealer, or bank. Sometimes the term “money market” with “short term”, defines an instrument with no more than 12 months remaining from the purchase date until the maturity date. Sometimes the term “money market” is used more restrictively to mean only those instruments that have active secondary markets.

**Money Market Mutual Fund** - Mutual funds that invest solely in money market instruments.

**Mortgage-Backed Securities (MBS)** - Securities composed of, or collateralized by, loans that are themselves collateralized by liens on real property.

**Mutual Fund** - An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. Mutual funds are regulated by the Investment Company Act of 1940.

**National Association of Securities Dealers (NASD)** - A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

**Net Asset Value** - The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund’s assets which includes securities, cash, and any accrued earnings, subtracting this from the fund’s liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund’s portfolio.

**No Load Mutual Fund** - A mutual fund which does not levy a sales charge on the purchase of its shares.

**Nominal Yield** - The stated rate of interest that a bond pays its current owner, based on par value of the security. It is also known as the “coupon,” “coupon rate,” or “interest rate.”

**Non-Dept** - Non-Departmental - Department to budget expenses that benefit the fund as a whole rather than a particular department within a fund.

**NCTCOG** - North Central Texas Council of Governments

**Object of Expenditure** - An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.

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

**Offer** - An indicated price at which market participants are willing to sell a security or commodity. Also referred to as the “ask price.”

**Open Market Operations** - Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume

of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

**Operating Budget** - A financial plan outlining estimated revenues and expenditures and other information for a specified period (usually a fiscal year). The "proposed budget" is the financial plan presented by the City Manager for consideration by the City Council, and the "adopted budget" is the financial plan ultimately approved and authorized by the City Council.

**Operating Expenses** - Proprietary fund expenses that are directly related to the fund's primary service activities.

**Operating Income** - The excess of proprietary fund operating revenues over operating expenses.

**Operating Revenue** - Proprietary fund revenues that are directly related to the fund's primary service activities.

**Opportunity Cost** - The cost of pursuing one course of action measured in terms of the foregone return that could have been earned on an alternative course of action that was not undertaken.

**Open Market Operations** - Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

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

**OSHA** - Occupational Safety and Health Association

**Par** - Face value or principal value of a bond, typically \$1,000 per bond.

**Pay-as-you-go Basis** - A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

**Payment-In-Lieu of Taxes (PILOT)** - An agreement, generally made by a tax exempt entity that receives City services, to pay a specified sum of money to the City. Both the Water Utilities Fund and GEUS make payments-in-lieu of taxes to the City's General Fund.

**PD** - Police Department

**Performance Measure** - Data collected to determine how effective or efficient a program is in achieving its objectives.

**Personal Services** - Expenditures for salaries, wages, and fringe benefits of a government's employees.

**Personal Property** - Property classified by the State Property Tax Board including non-business vehicles, utilities, businesses and other tangible and intangible personal properties.

**Personal Services** - Costs related to compensating employees, including salaries, wages, insurance payroll taxes and retirement contributions.

**PFIA** - Public Funds Investment Act











**V/ER** - Vehicle/Equipment Replacement

**Volatility** - A degree of fluctuation in the price and valuation of securities.

**Volatility Risk Rating** - A rating system to clearly indicate the level of volatility and other non-credit risks associated with securities and certain bond funds. The ratings for bond funds range from those that have extremely low sensitivity to changing market conditions and offer the greatest stability of the return ("aaa" by S&P; "V-1" by Fitch) to those that are highly sensitive with currently identifiable market volatility risk ("ccc" by S&P; "V-10" by Fitch).

**W & S** - Water & Sewer

**Weighted Average Maturity (WAM)** - The average maturity of all the securities that comprise a portfolio. According to SEC rule 2A-7, the WAM for SEC registered money market mutual funds may not exceed 90 days and no one security may have a maturity that exceeds 397 days.

**When Issued (WI)** - A conditional transaction in which an authorized new security has not been issued. All "when issued" transactions are settled when the actual security is issued.

**Working Capital** - Budgeted working capital is calculated as a funds current assets less the current liabilities and outstanding encumbrances. The term is used to indicate unencumbered fund balances in enterprise funds such as the Utility, Golf Course, Airport and Sanitation funds.

**Work Program** - A plan of work proposed to be done during a particular period by the government in carrying out its assigned activities.

**WWTP** - Waste Water Treatment Plant

**Yield** - The rate of annual income return on an investment, expressed as a percentage. (a) Income Yield is obtained by dividing the current dollar income by the current market price of the security. (b) Net Yield or Yield to Maturity is the current income yield minus any premium about par or plus any discount from par n purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

**Yield-to-call (YTC)** - The rate of return an investor earns from a bond assuming the bond is redeemed (called) prior to its nominal maturity date. Yield Curve-A graphic representation that depicts the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity. A normal yield curve may be alternatively referred to a positive yield curve.

**Yield-to-maturity (YTM)** - The rate of return yielded by a debt security held to maturity when both interest payments and the investor's potential capital gain or loss are included in the calculation of return.

**Zero-Coupon Securities** - Security that is issued at a discount and makes no periodic interest payments. The rate of return consists of a gradual accretion of the principal of the security and is payable at par upon maturity.