

# Annual Operating Budget

2015-2016



ROUND ROCK TEXAS

[RoundRockTexas.gov](http://RoundRockTexas.gov)

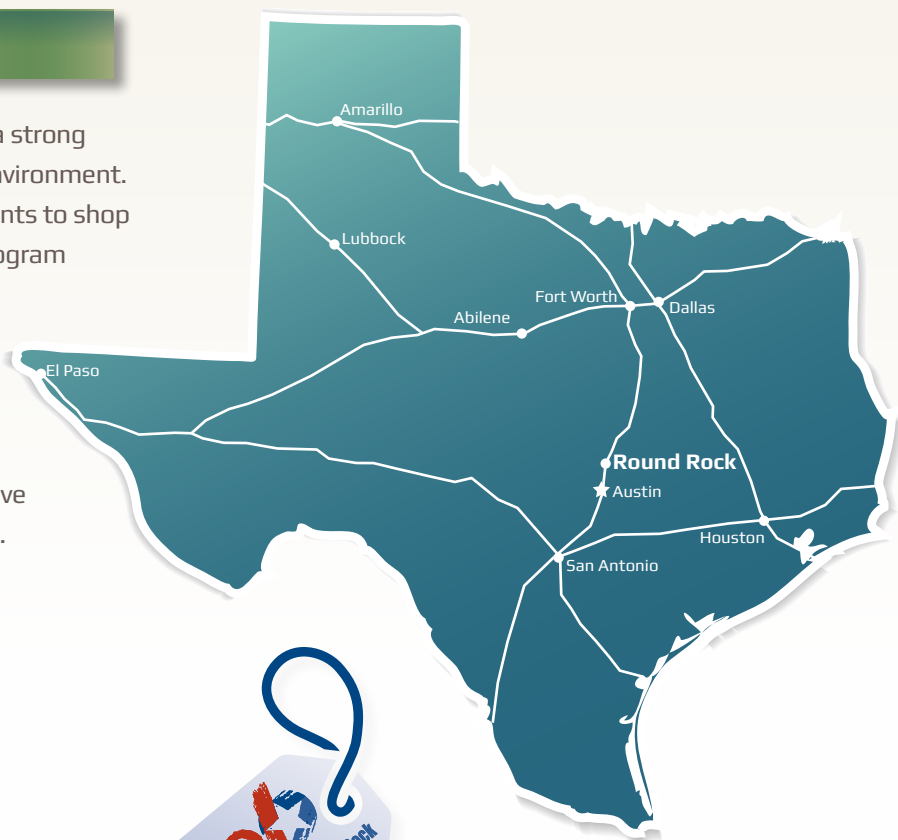
## History of Round Rock

### ...Our Story

Settlers began arriving in the area in the late 1830s and built Kenney Fort on the south side of Brushy Creek. In 1850, the original town, called Brushy, was established on the north side of the creek near the "round rock." This historic table-shaped rock still marks a Brushy Creek crossing of the famed Chisholm Trail. In 1854, Brushy was renamed Round Rock. The town served as a stop on the Chisholm Trail throughout the 1860s and the early 1870s. In 1876, the residents moved the town about one mile due east to take advantage of the newly constructed International and Great Northern Railroad line (later known as the Missouri Pacific) which bypassed the old town. Round Rock was officially incorporated in 1913. Today, the Old Town section still contains many historic structures and is the centerpiece of an evolving, historical, recreational and commercial area.

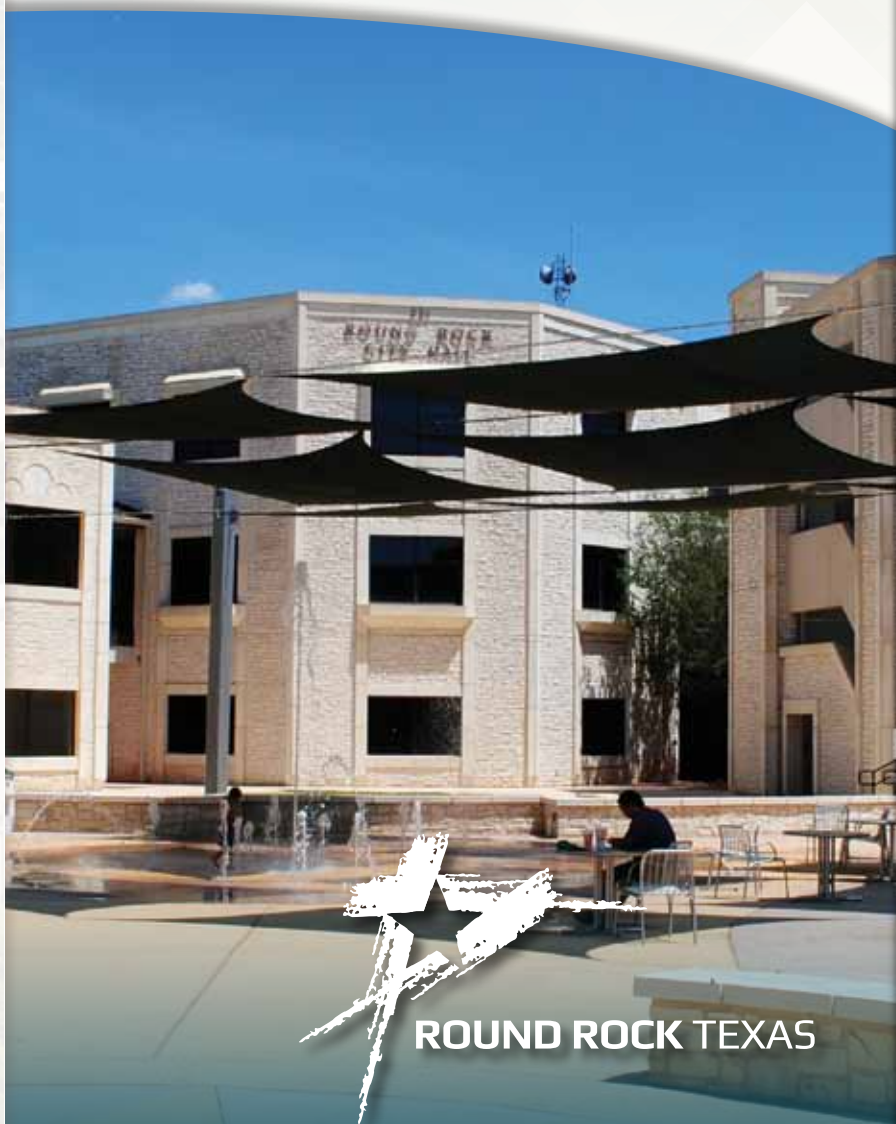
## Shop The Rock

Today, Round Rock is a vibrant City, with a strong community and thriving local business environment. We have an initiative to encourage residents to shop locally with our new "Shop The Rock" program developed by the City of Round Rock and the Round Rock Chamber of Commerce. Round Rock is a great place to shop year 'round with a plethora of dining venues, amazing shopping, retail centers and local businesses large and small. We've got it all...right here in Round Rock, Texas.



Welcome

2015-2016

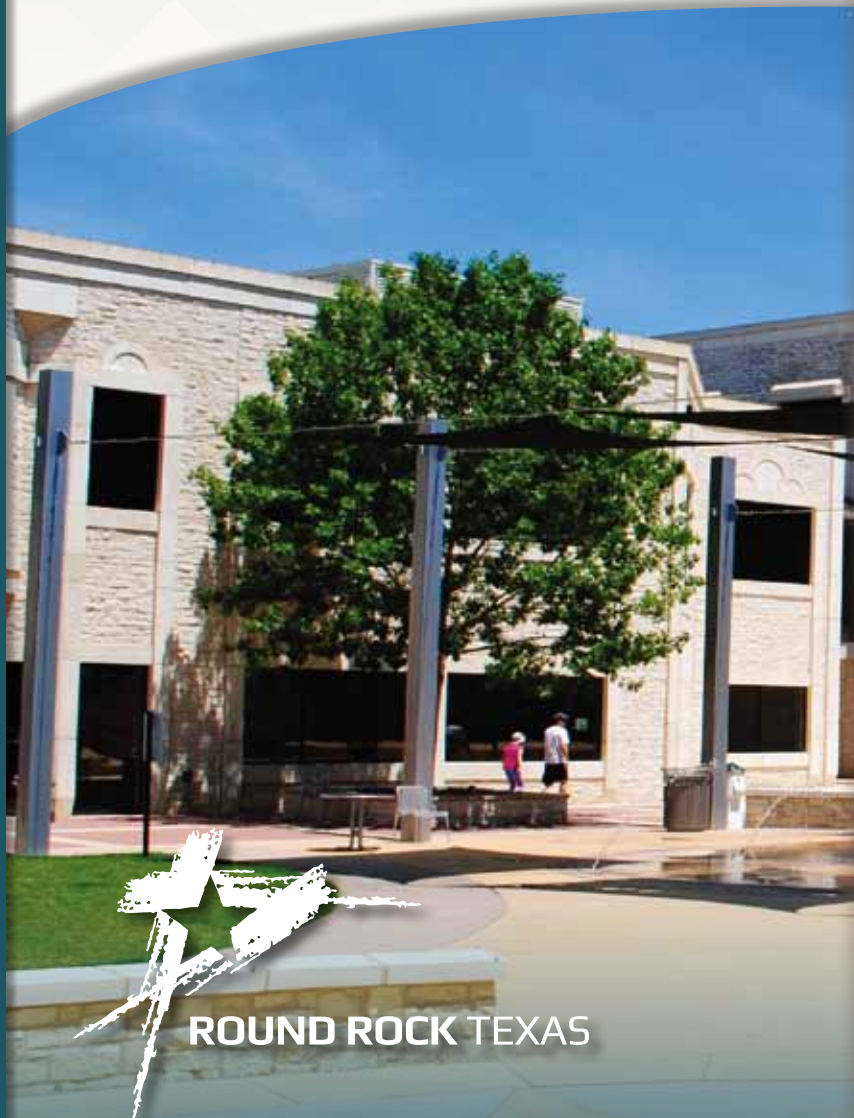


ROUND ROCK TEXAS



Welcome

2015-2016





**CITY OF ROUND ROCK ADOPTED BUDGET**  
FOR THE FISCAL YEAR  
OCTOBER 1, 2015 – SEPTEMBER 30, 2016

This budget will raise more revenue from property taxes than last year's budget by an amount of \$3,400,000, which is an 8.59 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$371,295.

On September 24, 2015, the following City Council members voted to adopt the fiscal year 2015-2016 proposed budget:

Mayor Alan McGraw	Will Peckham
Mayor Pro-tem George White	Writ Baese
Craig Morgan	Kris Whitfield
Frank Leffingwell	

The amounts above are based on the City's property tax rates calculated or adopted as follows:

Tax Rate	Adopted FY 2015-16	Adopted FY 2014-15
Property Tax Rate	0.41465	0.41465
Effective Rate	0.38453	0.38473
Effective M&O Tax Rate	0.24353	0.25793
Rollback Tax Rate	0.43598	0.44457
Debt Rate	0.16019	0.15182

The total amount of municipal debt obligations secured by property taxes for the City of Round Rock is \$188,605,509.

Due to the passage of S.B. No. 656, Section 102.007 of the Local Government Code was amended to require the above information on the cover page for a budget document. In compliance with the new requirements, the City of Round Rock is providing the above statements on this cover page of its budget.

# City of Round Rock Annual Budget

For the Fiscal Year  
OCTOBER 1, 2015 • SEPTEMBER 30, 2016

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## CITY LEADERSHIP

<b>ALAN MCGRAW</b>	Mayor
<b>GEORGE WHITE</b>	Mayor Pro-Tem Place 2

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<b>CRAIG MORGAN</b>	Council Member – Place 1
<b>FRANK LEFFINGWELL</b>	Council Member – Place 3
<b>WILL PECKHAM</b>	Council Member – Place 4
<b>WRIT BAESE</b>	Council Member – Place 5
<b>KRIS WHITFIELD</b>	Council Member – Place 6

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**LAURIE HADLEY** City Manager

<b>BRYAN WILLIAMS</b>	Assistant City Manager	<b>BROOKS BENNETT</b>	Assistant City Manager
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**SUSAN L. MORGAN** Chief Financial Officer

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Published in accordance with the City of Round Rock Home Rule Charter.







GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Round Rock  
Texas**

For the Fiscal Year Beginning

**October 1, 2014**

A handwritten signature in black ink, reading "Jeffrey R. Egan".

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Round Rock, Texas for its annual budget for the fiscal year beginning October 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for a period of one year only. We believe that our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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## How To Use This Document

This budget document is intended to give the reader a comprehensive view of funding for the City's day-to-day operations, scheduled capital improvement expenditures, and principal and interest payments for outstanding long-term debt and capital leases. The operations are organized into programs of service or operating departments to give the public a clear idea of how resources are allocated.

### **Budget Message**

This tab outlines the City's strategic and funding priorities for the proposed budget. This section includes an executive summary and detailed message from the City Manager regarding the City's priorities.

### **Strategic Plan Tab**

This section presents an overview of the City Council's adopted Strategic Plan for the City. The plan includes goals defined by objectives and short term actions required to achieve the City's long-range vision. City-wide measures are also included in this section.

### **City Profile Tab**

This tab presents an informative overview of Round Rock. A list of Council members, an organizational chart and a history of the City is provided along with charts and graphs illustrating historical trends for important operating influences such as building activity, sales tax collections, and taxable property values.

### **Budget Summaries Tab**

This tab includes a summary of the revenue and expenditures for each operating fund. Also illustrated is the effect this budget has on the fund balance or working capital for each fund.

### **Revenue Summaries Tab**

This section provides a summary of the revenue sources for the General Fund, Utility Fund, Drainage Fund and Debt Service Fund, including previous year comparisons. Reasons for changes in major revenue sources and major revenue trends are discussed in the budget message.

### **General Fund Tab**

This tab contains line item detail for all operating revenue and expenditures, including previous year comparisons. This section provides a program of service overview for each operating department outlining major business functions, key customers, and customer expectations and requirements. Additionally, staffing levels, strategic budgets, and expenditure summaries for each general fund department with prior year actual and future year comparisons are included.

### **Water / Wastewater Utility Fund Tab**

This tab contains line item detail for all operating revenue, including previous year comparisons. Reasons for changes in major revenue sources and major revenue trends are discussed in the budget message. This section provides a program of service overview for each operating department outlining major business functions, key customers, and customer expectations and requirements. Additionally, staffing levels, strategic budgets, and expenditure summaries for each general fund department with prior year actual and future year comparisons are included.

### **Drainage Fund Tab**

This tab contains line item detail for all operating revenue and expenditures, including previous year comparisons. This section outlines the major business functions, key customers, and customer expectations and requirements of the Drainage Fund program.

### **Special Revenue Funds Tabs**

This section contains line item detail for all operating revenue, including previous year comparisons for funds which account for specific revenue sources that are legally restricted for certain purposes. This section also includes expenditure summaries for each special revenue fund. The strategic budgets for the Hotel Occupancy Tax and Sports Venue funds are also included.



**Capital Projects Fund Tab**

Under this section current capital improvements are summarized. Capital improvements are major construction projects or improvements to the City's infrastructure and have a long useful life. Typically, the improvements are funded with borrowed funds (bonds, certificates of obligation, and capital leases), transfers from the operating fund, and, in the case of the utility system, capital recovery fees (impact fees).

**Debt Schedules Tab**

This tab provides details on outstanding debt, including its purpose, amount outstanding, and the annual principal and interest payments for all outstanding bonded debt and capital leases. This section also contains line item detail for the Interest & Sinking General Obligation Bonds fund and the Interest & Sinking Revenue Bonds fund revenues.

**Personnel Summary Tab**

This tab contains summary information on classification and compensation of City personnel. The personnel schedules contain all budgeted positions and correspond to the authorized personnel listings in each operating department.

**Financial Statistics Tab**

This section presents statistical data about the city in a multi-year format.

**Appendix Tab**

This section has copies of City ordinances including a copy of the Home Rule Charter. Additionally, it contains explanatory and supporting data which serves to enhance the reader's understanding of the budget process and information provided in the budget document.

## Budget Development Process

The City's budget is a complex document representing the culmination of months of preparation and discussion among the operating departments regarding the best ways to provide services to the community at the greatest value. This budget was developed consistent with the City's high performing philosophy which strives to simultaneously deliver high quality products and services, outstanding customer value and sound financial performance. City departments developed their draft strategic budget documents, initial operating requirements and program proposals and then worked together as a team to develop a budget proposal that fit within revenue expectations and key departmental goals.

As required by the City's Charter, the proposed budget is provided to the City Council by August 1. Concurrently, copies of the proposed budget are made available to the public on the City's website and on file at the local library. The City Council considers the proposed budget and provides public hearings where public input regarding the budget programs and financial impact is heard. Further communication with the public is provided via the community cable television system, the City's website, social media devices and the local newspapers. Presentations of the budget are provided in these media, along with summaries of fees and tax rate implications.

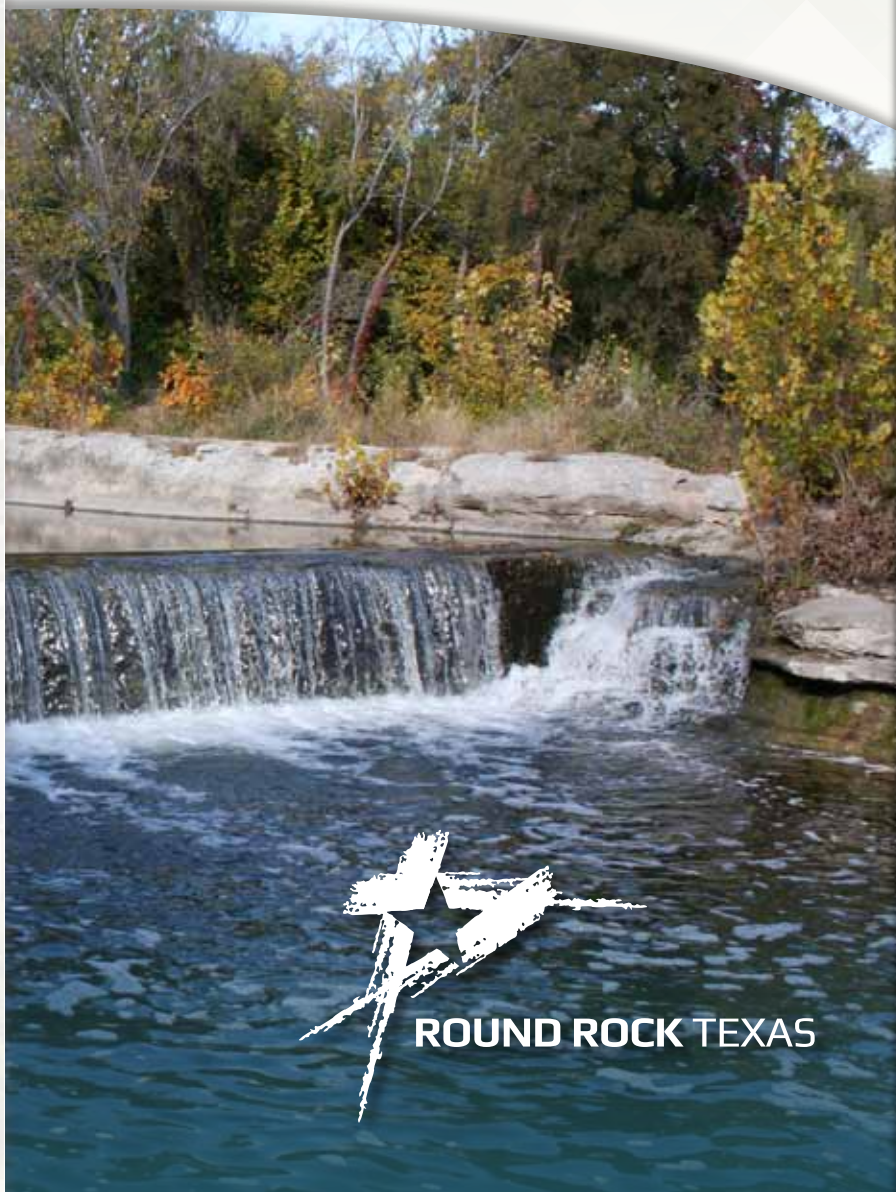
The budget is formally adopted by the City Council during two readings of enabling legislation at regularly scheduled Council meetings in September. The budget goes into effect on October 1.

## Budget Key Dates

FEBRUARY	City Council Work Session Budget Kickoff
MARCH-MAY	Departmental submission of budget documents
JUNE	Executive review of Proposed Budget
JULY	Tax roll certification by Chief Appraiser City Manager submits Proposed Budget to City Council
AUGUST	Publication of proposed tax rates
SEPTEMBER	Proposed Budget submitted and approved by City Council (2 readings)
OCTOBER	Budget becomes effective

# Budget Message

2015-2016



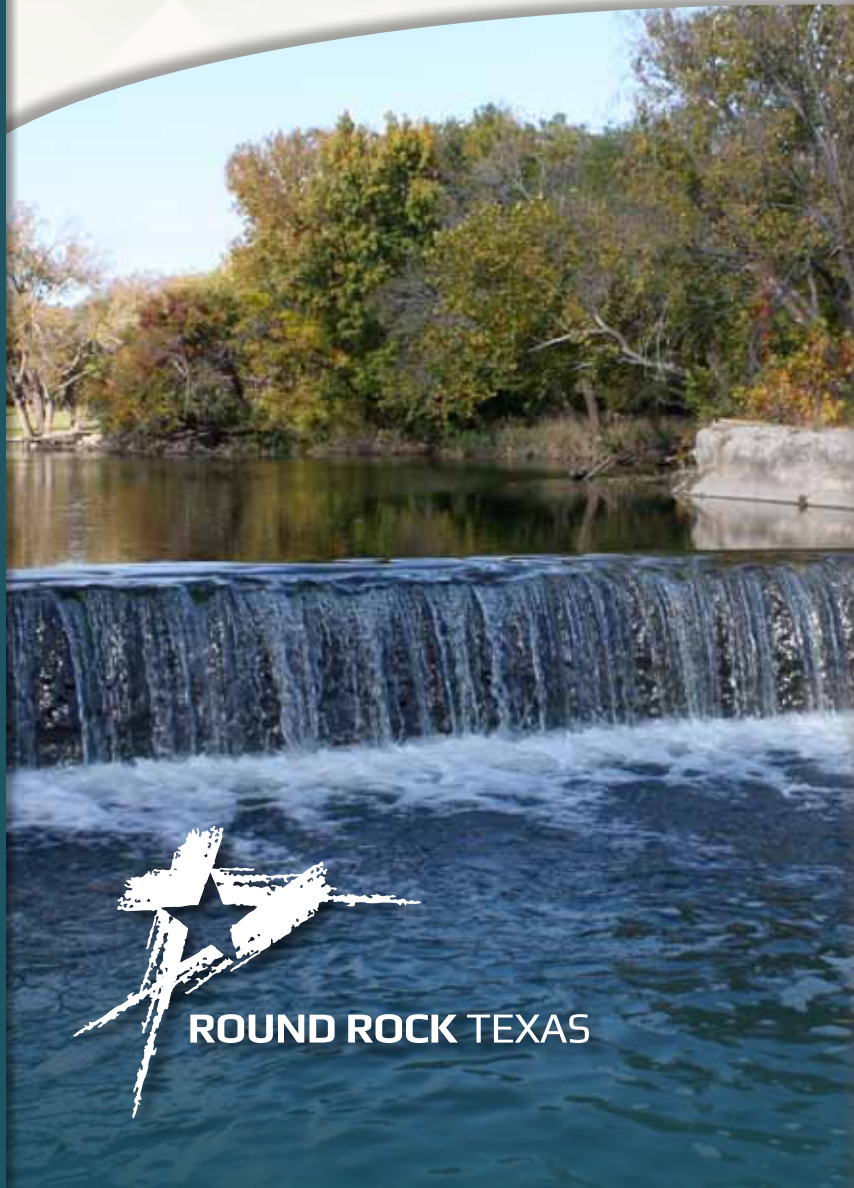


# Budget Message

2015-2016



ROUND ROCK TEXAS





## Budget Message

September 24, 2015

The Honorable Mayor, Mayor Pro-Tem and City Council  
City of Round Rock, Texas

We are pleased to present the 2015/16 Annual Operating Budget for the City of Round Rock. The discussions that led to the creation of this budget represent significant changes in how we focus City resources and how they are presented for Council consideration and deliberation.

Round Rock continues to be one of the fastest growing cities in the U.S. Indicators show that both the regional and Round Rock economies remain healthy in economic activity and continue to experience population growth. This growth has placed pressures on City resources, consequently, the City must respond to this increased demand for services. Two primary questions were addressed in the creation of this budget.

- Strategic Direction: Do the resources, projects and programs presented meet the near-term and long-term direction of Council and the community?
- Fiduciary Review: Does the review of general economic and growth trends, revenues, rates, expenditures, and reserves meet the high standards of fiscal stewardship the Council and community expect?

Presented herewith is the City Manager's adopted budget for fiscal year October 1, 2015 through September 30, 2016. The annual budget includes all City resources to meet Council's strategic plan and the six goals that guide that plan. The total adopted budget of \$311.7 million includes operations and capital infrastructure.

### Council Strategic Goals for 2015/16

At the February 2015 retreat, Council affirmed and prioritized six long-term goals for Round Rock:





## Budget Message

### New Approach for 2015/16

For the 2015/16 budget and 5 year capital planning, a new process and approach was added. The philosophy for this budget is to combine the strategic plan with the annual financial plan that includes both operations and capital improvements. The goal is to present one transparent message. This new approach continues the long-standing strategic planning and goal setting undertaken by the Council each February.

- New Linkage
  - Align budget with Council goals
  - Focus on outcomes
- New Process
  - Collaborative executive team review with City Manager
  - One-time funding allocated as part of the summer budget process
- New View
  - Full picture of all City resources and uses
  - Capital Improvements Program (CIP) overview

### 2015/16 Budget Drivers

During the creation of this adopted budget, the City Manager and Executive team focused on various budget drivers in the decision making process.

- Addressing Council strategic goals
- Meeting the demands of growth with additions to maintain service levels
  - Projected population growth – 105,405 to 113,968, or 8.1%
- Biennial citizen survey results
- Voter authorized G.O. debt to expand programs and services
- Transportation C.O.s to address roadway and traffic issues
- Debt payments for these new projects
- Competitive employee compensation & benefits
- Maintenance of parks, facilities and streets
- Compliance with financial policies

### Budget Overview by The Numbers

Priorities addressed in this budget are to provide adequate funding to maintain service levels in the midst of population growth and to meet the expectations of a larger community. The highlights of this budget are listed below to meet the growing needs of the City as a whole.

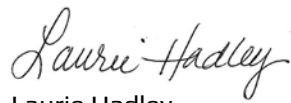
Total Adopted Budget for 2015/16	\$311.7 Million
- General Fund	\$97.4 Million (2.1% increase)
- Total CIP	\$136.8 Million
- All other	\$77.5 Million
Tax Rate – unchanged	\$0.41465
Total Taxable Valuation	\$10.5 Billion
Utility Fund	Wholesale rate increase in Oct 2015
	Retail rates up 2.6% in January 2016
New Staff	16.0 (General Fund13, Drainage 3)
Staffing adjustments	7.5 (Convert long-term temps to FTEs)
Fleet replacements	\$2.5 million in General Fund
	\$839,000 in Utilities
New Vehicles	2 – Drainage and Fire

### Conclusion

We believe the adopted budget reflects a fiscally responsible approach to improving the City's current infrastructure, and meets the current demands while maintaining the City's strong financial position. Attention has been given to preservation of the City's infrastructure and development of new service programs with an entrepreneurial spirit. This budget builds on the high customer satisfaction ratings and the prudent strategies implemented to diversify our economic base. We envision this adopted budget as a firm cornerstone in the City's future economic development and high quality community.

We wish to thank all of the departments and staff members who contributed effort, time, and team spirit in the development of this budget. Special thanks are extended to all members of the Finance Department who contributed to this document.

Sincerely,



Laurie Hadley  
City Manager



Bryan Williams  
Assistant City Manager



Brooks Bennett  
Assistant City Manager

### Budget Overview by Strategic Goals

Each February, Council reviews the City's successes and challenges and refines both the short term and long term strategic goals for the City. These goals set the direction for staff and financial resources and are the basis for this budget. Council sets the goals in priority order and gives staff direction. This budget addresses those goals. The program highlights included for 2015/16 are summarized by goal.

#### 1. Financially Sound City Providing High Value Service

Planning Technician (Temp to FTE conversion)	\$ 36,000
General Services (2 FTEs)	\$145,000
- Small Engine Mechanic	
- Facilities Maintenance Technician for PD	
- Upgrades and training	
Annual Facilities Repair & Replacement	\$750,000
Technology Internal Service Fund	\$750,000
Financial planning, policies & process	\$ 25,000
- Plus staff time and repurposed FTEs	
Employee Comp & Benefits	
- Health insurance – 10% increase expected	\$636,000
- Public safety steps	\$480,000
- Fire market salary adjustments	\$470,000
- Merit and market adjustments	funded in 14/15
Utility Billing Software	\$250,000



#### 2. City Infrastructure: Today and for Tomorrow



Water Infrastructure	\$ 8.3 million
Wastewater Infrastructure	\$ 9.3 million
Drainage Infrastructure	\$11.1 million
Roads/Streets Infrastructure	\$43.2 million
Utility Master Plan updates	in process
Transit Master Plan update	in process
NE Quadrant planning	staff efforts

## 3. "Sports Capital of Texas" for Tourism & Residents



Old Settlers Park Multipurpose Field Complex	\$ 27 million*
- National/Regional facility with/ 10 fields, tournament rooms & championship site	
Sports Center Family Pavilion	\$1,325,000
- Complete December 2015	
Golf Course	\$2,000,000
- Improvements	
- Operations/ownership evaluation	
Rock'N River Expansion (1 FTE)	
- Facility expansion	\$8.1 million*
- Staff & operations for Summer 2016	\$ 329,000
- New revenues estimated	\$ 450,000
Parks & Recreation – Rec Center Weekend Team	\$ 53,000
- 3.75 temporary to FTE adjustment	
Parks & Recreation staffing study implementation	\$ 400,000
Other Parks & Recreation Infrastructure (Trails, Softball, etc.)	\$ 15 million*



## 4. Great Community to Live



Fire Station Construction	\$ 9.9 million*
- Lisa Rae & Red Bud	
- In process, complete Oct. 2016	
Public Safety Training Facility	\$26.4 million
- In design, complete May 2018	
Regional Animal Shelter	\$ 300,000
- Design/construction documents – City's share	
Fire	
- Shift Battalion Chiefs (3 FTEs)	\$ 466,000
- Paramedic Advance Care Program	\$ 426,000
- 911 Automated Dispatching System	\$ 470,000
Police	
- 911 Call Takers (5 FTEs)	\$ 362,000
- Public safety radio replacement (multi-year)	\$ 400,000
- Body worn cameras	\$ 402,000
Library online services and materials	\$ 55,000

## 5. Authentic Downtown – Exciting & Community Destination



Downtown Branding - Right. At Home.	\$ 50,000
- Downtown signage and advertising	
Art Initiatives	\$ 10,000
San Saba Street completion	\$ 400,000
Downtown roadway project	\$16.8 million
- Complete by year end 2016	

## 6. Sustainable Neighborhoods – Old and New



Neighborhood programs	\$ 64,000
Annual Parks & Recreation Repair & Replacement	\$ 750,000
Transportation	\$ 225,000
On Call Paving Contract	\$ 250,000
Drainage Crew (3 FTEs)	\$ 204,000

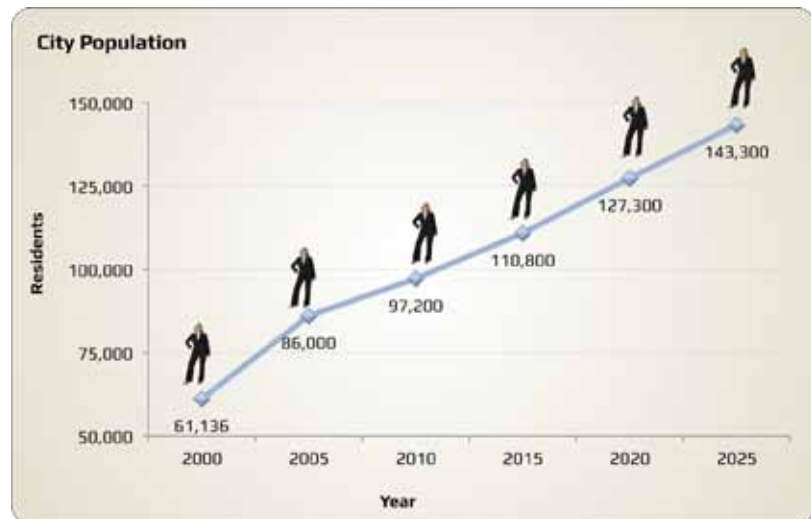
\*General Obligation bond projects authorized by voters in November 2013



## Economic Trends, Successes and Outlook

Round Rock continues to see strong population and business growth. As the largest city in Williamson County and part of the Austin Metropolitan Statistical Area (MSA), Round Rock is a key part of one of the fastest growing areas not just in Texas, but in the US. As Texas moves forward cautiously due to declining oil prices, the Central Texas area's geographic and economic distance from the oil industry has insulated it from any major impacts.

Unemployment continues to be well below the national average. The unemployment rate for the City is 3.2%, and remains lower than the Austin metro area rate of 3.3%, the statewide rate of 4.5% and the national rate of 4.8%. The Austin MSA has one of the lowest unemployment rates among the nation's 100 largest metro areas. Hiring continues to outpace the nation and job creation was led by professional and business services. Education and health sectors also saw an increase in jobs in the area.



Residential and commercial real estate activity in the City is continuing to grow. Residential permits are expected to grow from 327 single family units in 2014/15 to 686 units in 2015/16. After the 2008 downturn, much of the Round Rock area residential growth occurred just outside the city limits, primarily in Municipal Utility Districts (MUD). However, several new residential developments have opened within the incorporated city limits spurring significant residential growth.

	FY 2015 (units)	2016 (units)
Townhomes	154	361
Multi-Family	884	850
Single Family	327	686
*All in varying stages of permitting & construction	1,365	1,897

The City understands that diversification of Round Rock's economy is a key to financial stability. The local retail market place continues to thrive. The major destination retail hubs provide continued expansion and broaden Round Rock's economy. These include Round Rock Premium Outlets, which provides over 430,000 square feet of retail space containing 125 stores in an outdoor village setting and a movie theater. Adjacent to the outlets is a shopping center featuring IKEA along with other national and regional retailers. Bass Pro Outdoor World, LLC opened a 100,000 square foot facility in June 2015 and employs approximately 175 employees.

Round Rock also continues to see significant growth in the medical industry. Round Rock is home to several hospitals offering comprehensive healthcare services. In order to keep up with population growth, these providers have expanded their facilities and services making Round Rock a major healthcare destination.

## Budget Message

To complement the healthcare activities, Round Rock is home to several higher education facilities, many of which focus on healthcare disciplines. The City recognizes that a highly educated workforce is an important component of a well-rounded economic foundation. Several educational facilities such as: Texas A&M Health Science Center, Texas State University, Austin Community College and the Art Institute call Round Rock home.

The Texas Legislature passed a tuition revenue bond in the 84th legislative session. The passage of the \$48.6 million bond bill will allow Texas State University to expand its existing health professional buildings in Round Rock. It is the goal of Texas State to move its entire health professions department to the City. The new health professional building will include 107,000 square feet and will provide space for a 35 percent enrollment increase in health professions programs. The bond bill will not fund the total cost of construction, therefore the university will rely on philanthropic gifts, a \$5 million donation has already been received from the St. David's Foundation.

Additionally, the City Council has approved several economic development agreements in recent months. The resulting economic expansions have created new jobs, modernized work equipment and/or brought new services to Round Rock.

### Economic highlights include:

Bass Pro Outdoor World, LLC	Build a 100,000 sq. ft. building Opened June 2015 Employs 175 full/part time staff
Thermasol, subsidiary of D.M.A Enterprises	Develop a 27 acre upscale business park Locate World Headquarter to anchor business park Create 45 full time jobs
Insys Therapeutics	Employ 30 additional employees over four years
South Education – Texas, LLC	Employ 38 FTEs with an additional 17 over ten years 10 year lease of 45,000 sq. ft. campus
Houghton Mifflin Harcourt	100,000 sq. ft. Class A office space in La Frontera Create 270 full time jobs
Odyssey Technical Solutions, Inc	Purchase property and invest \$4m in improvements Transfer 48 full time jobs and create 7 new jobs
Airco Mechanical	400 jobs

The long standing partnership between the City and Round Rock Chamber of Commerce continues to attract new development to the City. The City will see new additions within the city limits in the next year.

Airco Mechanical, a commercial and residential heating, ventilation and air conditioning service provider will relocate its central Texas headquarters to Round Rock. The company will bring 400 new jobs and is investing millions of dollars in the rehabilitation of an existing facility in Round Rock. The new headquarters is revitalizing a 47,000 square foot vacant building located on the Interstate 35 frontage road.

Odyssey Technical Solutions, LLC which is currently located in the City's extraterritorial jurisdiction will be relocating their operations into a larger facility within the city limits of Round Rock. Odyssey is the leading repairer of equipment primarily used in the semiconductor manufacturing industry. They are investing \$5.4 million in land, building, and personal property and will move all current employees to the new location.

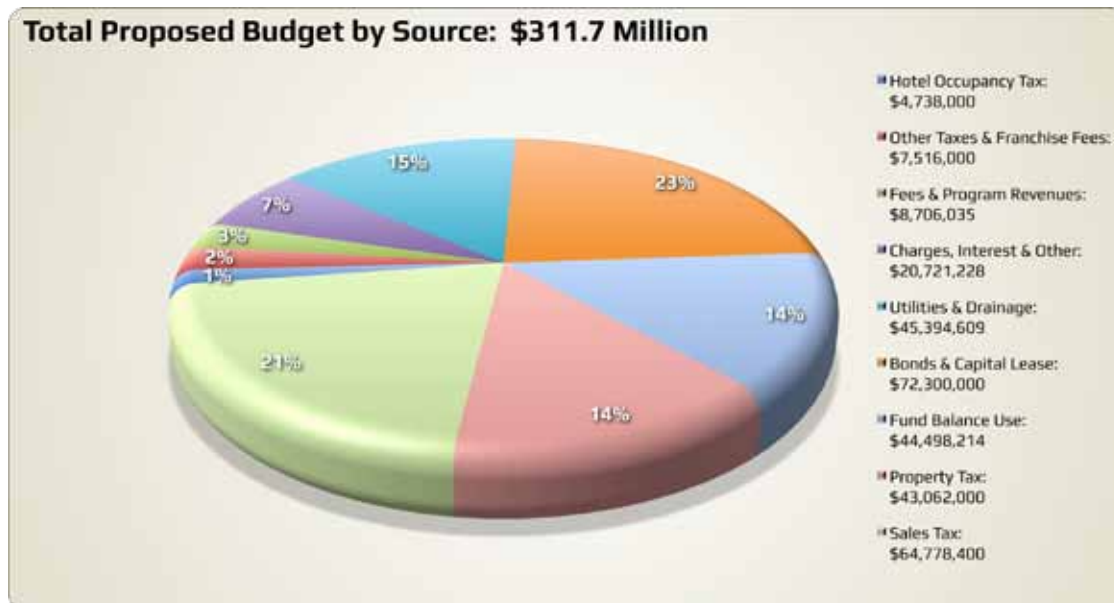
Houghton Mifflin Harcourt (HMH) is relocating its Texas regional office to Round Rock. HMH is a leading provider for pre-K-12 education content, services and cutting-edge technology solutions. The project will bring over 270 new jobs and will be the main tenant in a new 100,000 square foot Class A office building. The relocation is estimated to be complete in July 2016.

## Financial Review

The development of the budget is guided by the Council's strategic goals, prevailing economic conditions, and the continuing need to provide basic services for a growing population. Round Rock continues to be one of the fastest growing cities in the nation. Indicators show that both the regional and Round Rock economies remain healthy in economic activity and continue to experience population growth. This growth has placed pressures on City resources. Consequently, the City must respond to this increased demand for services. Two primary priorities addressed in this budget are: sufficient funding to adequately provide core operating services in the midst of population growth; and tailor City services to better meet the needs and expectations of a larger community.

## Revenue Assumptions

Revenue assumptions in general for the 2015/16 fiscal year are expected to follow the growth curve of job creation, population growth, retail sales, and housing starts. Fees for programs and services such as planning and recreation are reviewed every two years to evaluate cost recovery and competition within the Central Texas area. Other revenues, such as property and sales tax revenue, are forecast using specific calculations as discussed below.



## Property Tax Rate and Property Tax Revenue

To fund operations, such as police services, streets maintenance, fire protection, library services, parks and recreation, and debt service on outstanding debt, the City levies a tax on all taxable property.

	2014/15 Actual	2015/16 Adopted	Change
<b>Taxable Assessed Valuation</b>	\$9,634,156,426	\$10,492,085,922	8.91% increase
<b>Tax Rate per \$100 of valuation</b>	0.41465	0.41465	Unchanged
<b>Effective Tax Rate</b>	0.38473	0.38453	

The 2015/16 taxable assessed value is \$10.5B, which is an increase of 8.91%. The adopted budget maintains a tax rate \$0.41465 per \$100 of valuation. Under this budget, the adopted rate is above the effective rate of \$0.38453 per \$100 which results in a tax increase of 7.83%. An important Council top strategic goal – “Financially Sound City Providing High Value Services” is to continue reasonable tax rate increases to improve the revenue stability of the General Fund while maintaining a competitive, affordable community. Round Rock continues to have a property tax rate that is among the lowest of any medium-to-large cities in the state, including those cities with an additional ½ cent sales tax for property tax reduction.

### **Sales Tax Collections**

An underlying budgetary influence is that the City’s business model has approximately 20.8% of total revenues provided by sales tax. A half-cent component of the two-cent local sales tax rate exists for the sole purpose of reducing the property tax rate. The result is a heavy reliance upon the sales tax as a revenue source and reduced reliance upon the property tax. The sales tax is a less stable revenue source than the property tax, but provides more discretion to the taxpayer. Because of this revenue makeup, the City tends to carry higher fund balances, estimates sales tax revenue conservatively, and introduces new programs somewhat more cautiously until projected revenue levels are attained. The City is also more attentive to the health of its economy because of the reliance upon commerce to produce the sales tax.

The City’s economy is expected to generate approximately \$64.8 million in sales tax revenue for fiscal year 2016. This amount includes the ½% or \$16.3 million in additional sales and use tax for roads and economic development. The remaining 1 ½% is projected to generate \$48.5 million for general operations, property tax reduction and capital projects.

The sales tax revenue source is extremely important to the City in that it reduces property taxes and makes up approximately 50% of the General Fund revenue. The sales tax revenue is subject to economic cycles and discretionary buying characteristics of the consumer and, accordingly, must be monitored and projected carefully.

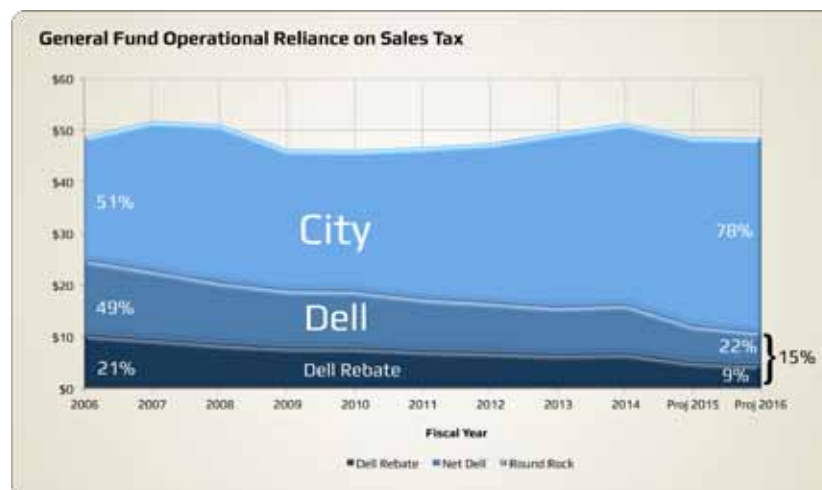
In addition to the influence of Dell, Inc. on the Round Rock economy, economic activity of the Round Rock Premium Outlets, Bass Pro Shops, IKEA, and the expansion of the medical and education sectors in the community, continue to strengthen and diversify our economic base.

## Dell, Inc. and Financial Management Policy

Dell, Inc. continues to be a vital part of the Round Rock economy with 4 of its 5 worldwide operating divisions headquartered in Round Rock. The company has shifted from primarily a computer manufacturer and seller to a global technology services provider. While this shift has led to declining sales tax revenues for the City from Dell, the high level jobs provided by the City's largest employer has continued to provide a strong local economy. In recognition of this business shift and in order to ensure long-term economic stability for the City, the City adopted a Financial Management Policy in 2009.

The policy was directed at reducing the General Fund's operational reliance on sales tax generated from Dell, Inc. The Policy's goal was to reduce operational reliance on Dell, Inc. sales tax to 20% of total sales tax collected by 2017. This 2015/16 budget achieves that goal. The City's General Fund reliance on net sales tax revenue from Dell, Inc. is 15% and is considered met with this budget.

- While the City has reduced its reliance on Dell receipts, the non-Dell portion has grown from \$23.8 million in 2006 to a budgeted \$37.8 million in 2016.
- Overall sales tax collections for the City have remained flat over the past ten years with \$48.7 million received in the General Fund in 2006 and \$48.5 million expected in 2016.
- The reduced reliance on both Dell and Sales Tax in general does make the City's finances less volatile for the future.

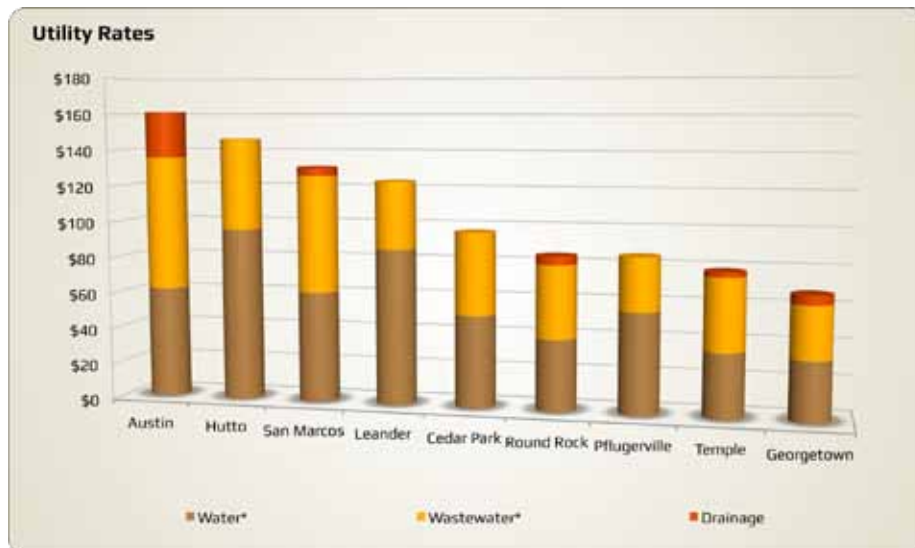


## Water/Wastewater Revenues

The Water and Wastewater Utility operations are funded primarily through user fees. The City's utility infrastructure and service delivery systems have been carefully planned and have sufficiently met demand for a growing customer base. Water sales are conservatively estimated using customer base projections, while at the same time taking into account changing weather conditions. Effective January 2016 residential customers will see an average increase of 2.1% for water and wastewater rates. Water conservation and drought contingency programs continue to help the City conserve existing water sources. Round Rock water and wastewater rates continue to be among the lowest in the area. Wholesale water rates will increase October 1, 2015. The City's wholesale customers make up approximately 15% of its revenues.

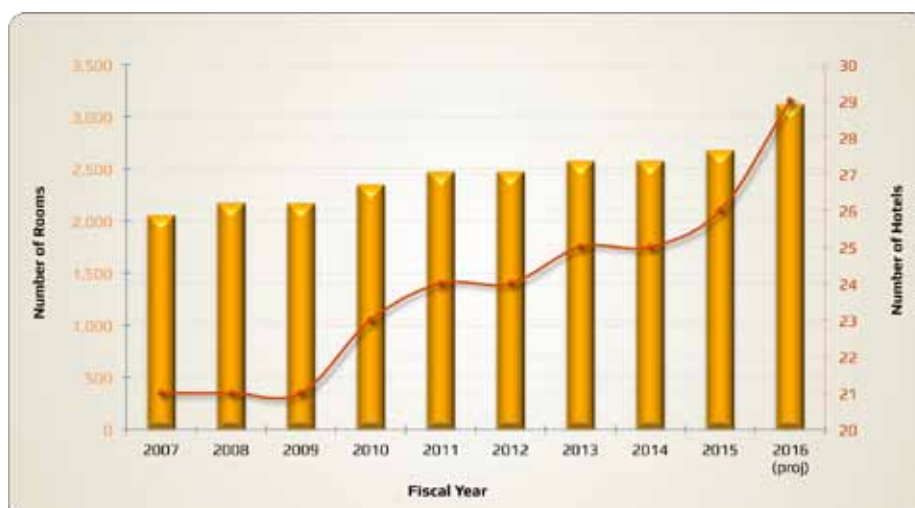
### Drainage Revenues

The Drainage Fund was established in 2011. It collects fees based on a property's impact to the City's drainage system. The drainage fee is \$4.75 per Equivalent Residential Unit (ERU) to fund maintenance, state and federal compliance costs, debt requirements and drainage CIP. There are no rate changes for drainage are being proposed for 2015/16 fiscal year.



### Hotel Occupancy & Sports Center Tax Revenues

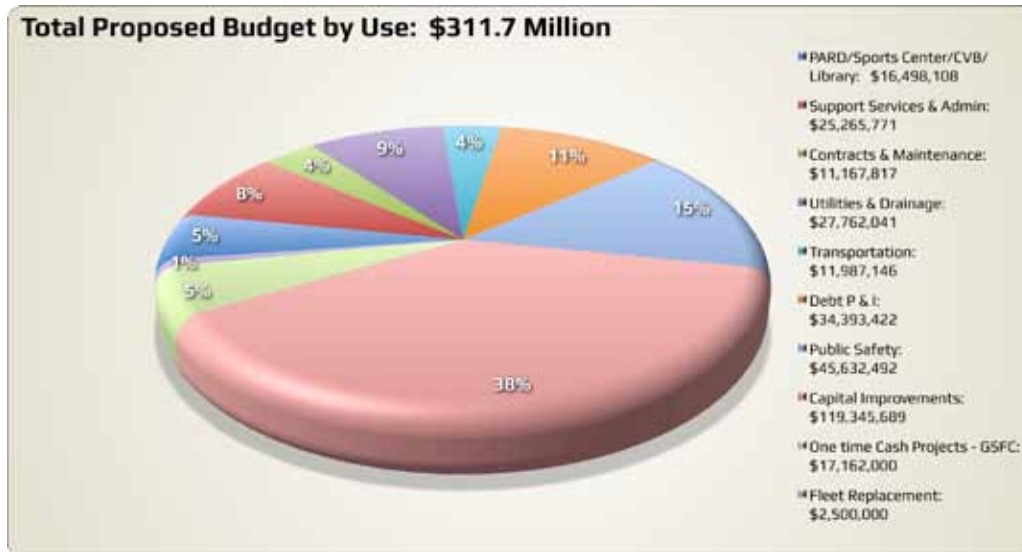
The local hotel/motel industry continues to be a particularly vibrant industry for Round Rock. Currently, 26 hotels with 2,711 rooms are open for business maintaining solid occupancy rates of 75.8%. There are three hotel developments that are in various stages of completion and by the end of fiscal year 2016, 438 new rooms will be added. This strong industry bodes well for the hotel occupancy tax collections which support local tourism events and debt service for the Dell Diamond/Convention Center, the home of the City's Triple A Baseball team, the Round Rock Express and the Sports Center, the City's 82,800 square foot, indoor sports venue opened in January 2014. With several area sports facilities in place and statewide events being planned, Round Rock continues its marketing strategy as the "Sports Capital of Texas." Tourism is an expanded component of the City's overall economic development strategy. The City's efforts were recently recognized by the Major League Baseball as the number one "Best Minor League Baseball Towns of 2015".





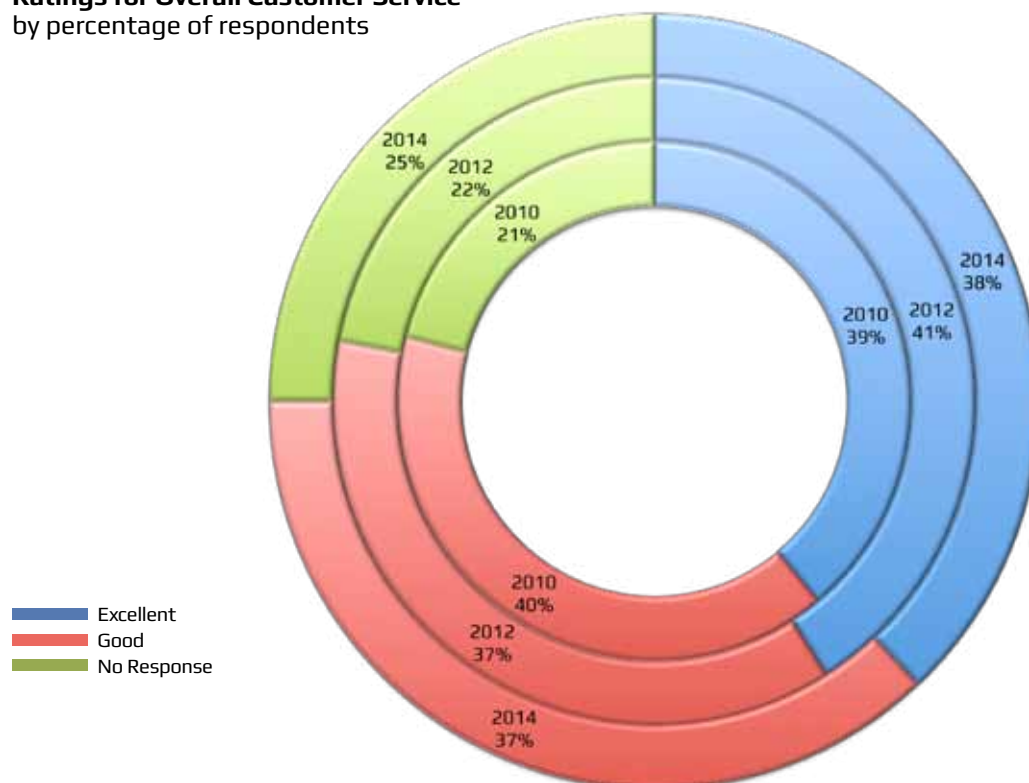
## Expenditure Review

Total budget for 2015/16 is \$311.7 million. This adopted budget includes operations, debt service and capital projects for the City as a whole. Operations total \$138.3 million, which is 44.4% of the total budget. Debt service is \$34.4 million and city wide capital improvement projects and equipment replacements total \$139 million.



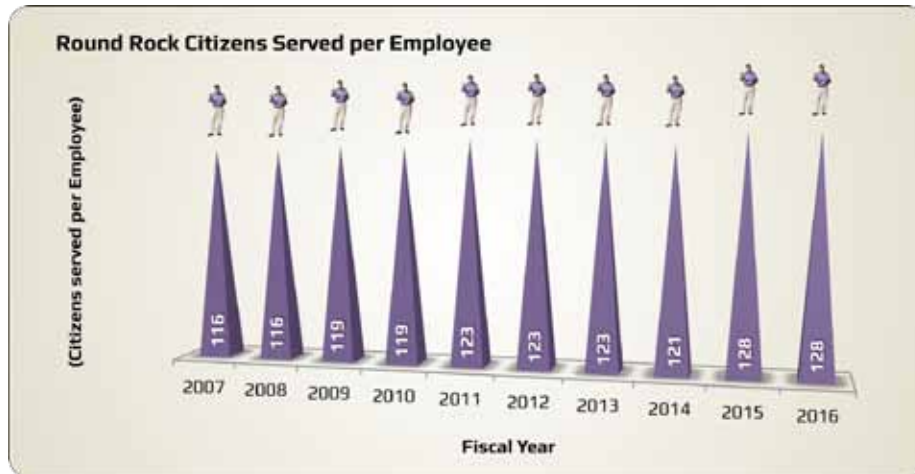
The City remains focused on high quality and efficient services. The high quality is measured using biennial citizen surveys to ensure staff and programs are meeting community needs and expectations.

## Ratings for Overall Customer Service by percentage of respondents



## Budget Message

One of many ways the City gauges its efficiency is to carefully monitor its citizen's pre employee ratios.



### Personnel

Priorities addressed in this budget are to provide adequate funding to maintain service levels in the midst of population growth and to meet the expectations of a larger community. In order to continue to meet the growing demand, this budget includes additions to citywide staffing levels.

The City supports a staff of 891.25 approved full-time equivalent employees (FTEs) allocated among the operating departments. This adopted budget includes a net increase of 23.5 FTEs over last year's total of 867.75.

New positions adopted in this budget for the upcoming year are presented below and additional details can be found in the operating department budgets.

Fund/Department	FTEs added	Position
<b>General Fund</b>		
Fire	3	Shift Battalion Chief
General Services – Fleet	1	Small Engine Mechanic
General Services – Maintenance	1	Maintenance Tech for Police
Parks & Recreation	1	Aquatics Personnel
Police	5	Call Takers
Transportation	2	Crack Fill & Concrete Crew
Temporary to FTE conversions	6.75	Various
<b>Drainage Fund</b>		
Drainage	3	Drainage Crew
<b>Water/Wastewater Fund</b>		
Temporary to FTE conversion	.75	Utility Billing Customer Svc
<b>TOTAL</b>	<b>23.5</b>	

### **Personnel Compensation**

The City understands the need to provide employees with competitive compensation rates. After the completion of a city-wide compensation analysis, salaries were adjusted to reflect current market wages. Merit and market adjustments for non-public safety employees were funded in 2014/15. This budget includes approximately \$950,000 for funding for public safety steps and fire market salary adjustments.

### **Texas Municipal Retirement System (TMRS)**

The City provides pension benefits for all of its full-time equivalents through the state-wide Texas Municipal Retirement System. Along with the employee contributions, the City has allocated approximately \$8.4 million in this adopted budget for funding of retirement benefits for employees. The City's funded ratio remains strong at 89.2%.

### **Self-Funded Health, Dental and Vision Plan**

The City provides a self-funded health, dental and vision plan which was originally created in 1993. The City updates the plan periodically to address the needs of its employees. By reviewing the marketplace and updating the plan design, the City has shown cost savings throughout the years. Total health plan funding is scheduled at \$7.6 million, this includes a City health clinic, free of charge to City employees and their covered dependents started in July 2014.

### **Educational Assistance**

In an effort to allow employees the advantage of further education, the City offers all full-time employees up to \$2,000 per year in educational assistance. This budget includes approximately \$57,000 for the upcoming year.

## **Program Highlights by Fund**

In addition to the personnel additions, other programs and funding were added to further enhance the services the departments provide. The following information shows additional operating funds approved by Council by fund.

### **General Fund**

- Administration – Art Initiatives, summer children's programming, elections and neighborhood services
- General Services – Enhancements to vehicle maintenance operations, staff development and auto registrations
- Library – Overtime and additional on-line service for patrons
- Parks & Recreation – Operating expenses and staffing for the Rock'N River expansion
- Transportation – Roadway lighting maintenance contract and traffic management center system upgrade

### **Type B Fund**

- Administration – Downtown initiative for economic development
- Transportation – On call paving contract

### **Water and Wastewater Fund**

- Water – Supplies for treatment plant and maintenance and additional staff training
- Wastewater – Training and development for staff
- Administration – Training and development for staff and the purchase of a plotter
- Utility Billing – Phase 1 implementation of a new customer information and billing system

### Citywide Programs

It is important to have practices established that help keep the resources and assets of the City well maintained. The following citywide programs provide the funding necessary to support this need. Program costs are charged directly to each fund.

#### Fleet and Equipment Replacement Program

Funding of \$2.5 million in the General Fund and \$839,000 in the Utility Fund is provided in this budget for the continuation of the fleet and equipment replacement program. The program has made significant changes to determine the needs of the departments. The age and mileage of the fleet and equipment are closely tracked to determine what needs to be replaced and what can be held back. As a result of this close evaluation of the fleet, only two vehicles are being added in 2015/16. The replacement in the 2015/16 make significant studies to reduce maintenance and costs.

#### Maintenance of City-Owned Buildings and Equipment

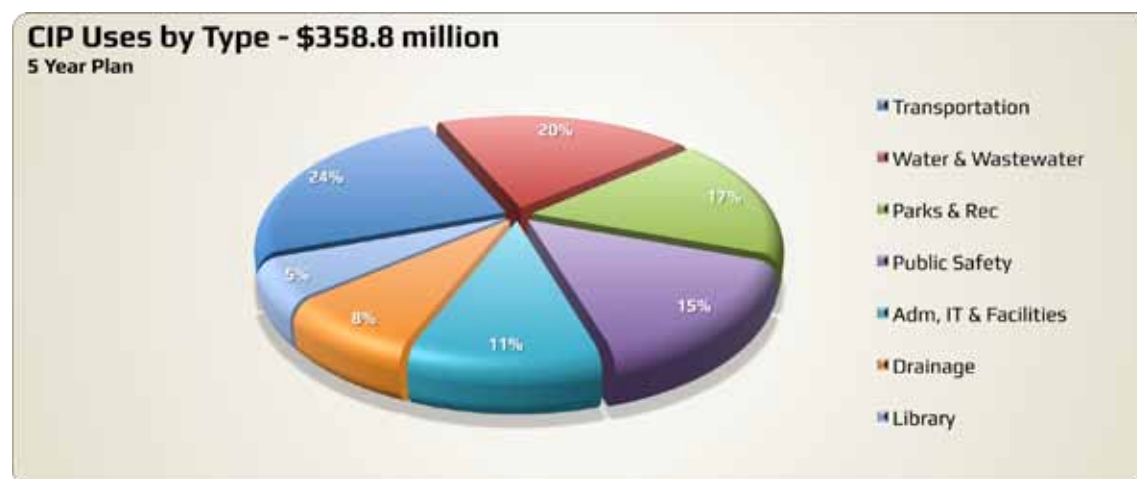
The City has a substantial investment in buildings and equipment. These funds are used for major repairs, replacements and minor renovations to the City's buildings. There are currently forty-six city buildings. The budget includes \$750,000 to maintain and repair those facilities, improve reliability and the City's fleet.

#### Information Technology Replacement Upgrade Programs

This budget provides \$750,000 in funding for the City's ongoing technology replacement program. The program focuses on all aspects of the technology needs of the City such as document imaging, software, hardware, fiber optics and cloud infrastructure.

### Capital Improvement Projects

Capital projects scheduled for the upcoming year have been funded by cash and various debt issues. The Capital Project Fund tab provides a detailed presentation of the General and Utility Capital Improvement projects and operational impacts for the next five years. The total of capital improvements projects for 2015/16 is \$136.5 million and is the 1st year of a 5 year program to enhance and expand the City's infrastructure. Included in this total, are projects from the 2013 voter authorized general obligation bond issue, transportation improvements and utility system expansion and improvements.



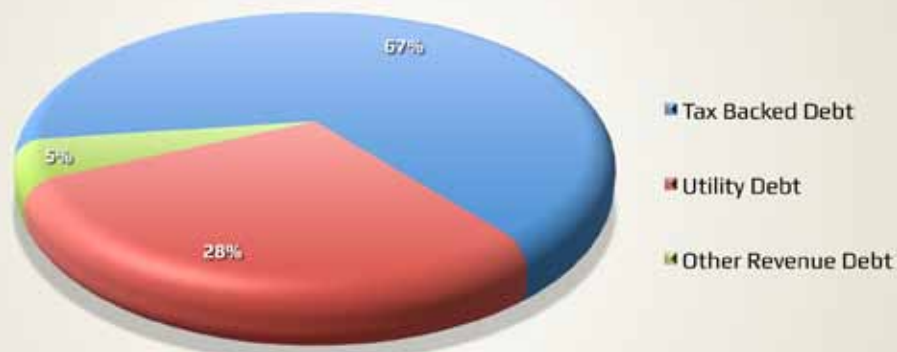
## Bonded Debt and Debt Service

City of Round Rock Credit Ratings	
Agency	Rating
General Obligation	
Standard & Poor's	AA+
Moody's	Aa1
4B	
Standard & Poor's	AA
Moody's	Aa3
Fitch	AA
Utility	
Standard & Poor's	AA
Moody's	Aa2
Hotel	
Standard & Poor's	A
Moody's	
Fitch	A+
BCRUA	
Standard & Poor's	AA-
Moody's	Aa3

This budget includes funding for scheduled debt service on maturing general obligation bonds, certificates of obligation, revenue bonds, and contractual obligations. The debt service component of the adopted property tax rate is sufficient to meet debt service obligations for the next fiscal year.

The debt service component of the property tax rate generates revenue to pay current maturities of all general obligation debt issues. The existing debt level combined with the scheduled current year activity will not have an adverse or limiting effect on the City's current or future operations. Substantial growth in the City's population not only requires infrastructure and capital improvements as described herein, but also must provide sufficient debt financing margins. A complete schedule of outstanding debt obligations, their purpose and related debt service is included under the Debt Schedules Tab of this document.

### Principal and Interest on Debt - 2016



### Budget Message Financial Policies

The City of Round Rock has an important responsibility to its citizens, taxpayers, ratepayers, and all customers to carefully account for public funds, to manage the City's finances wisely, and to plan for the adequate funding of services desired by the public. To facilitate this responsibility, certain financial policies have been developed and implemented. These policies, as itemized below, are adhered to within this budget plan.

#### **Fund Balance/Working Capital**

It is the policy of the City to maintain a General Fund balance equivalent to at least 33% of operating expenditures. Working capital in the Water/Wastewater Utility Fund, net of restricted assets/liabilities is also maintained at a similar level. This adopted budget adheres to these policies for these funds. The Interest & Sinking G.O. Bonds Fund maintains a fund balance in compliance with federal arbitrage regulations. Balances in excess of the above levels are earmarked for future uses or reduced to the target levels over an appropriate length of time.

#### **Financial Management Policy**

The City has developed a financial management policy directed at reducing the General Fund's operational reliance on sales tax generated from Dell, Inc. The policy's goal was to reduce operational reliance on Dell, Inc. sales tax to 20% of total sales tax collected by 2017. The 2015/16 budget achieves that goal by which reliance on net sales tax revenue from Dell, Inc. now 15% of total sales tax revenue.

#### **Debt Issuance Policy**

There is no direct debt limitation in the City Charter or under state law. The City operates under a Home Rule Charter (Article XI, Section 5, Texas Constitution), approved by the voters, that limits the maximum tax rate, for all City purposes to \$2.50 per \$100 assessed valuation. Administratively, the Attorney General of the State of Texas will permit allocation of \$1.50 of the \$2.50 maximum tax rate for general obligation debt service. The City's current debt tax rate is \$0.16019 / of the total \$0.41465, or only 10.7% of the Attorney General Limit. Certificates of obligation, revenue bonds, and various forms of contractual obligations may be issued by the City without voter approval, while general obligation bonds may be issued with voter authorization. The City has not established firm debt limitation policies beyond the tax rate limit mentioned above, as such policies could ultimately be detrimental to a rapidly growing community. However, prudence, need, affordability, and rating agency guidelines are always important factors in the decisions to borrow money for improvements to the City.

The Debt Schedules Tab section of this document indicates the amount of outstanding debt the City currently has as well as the current principal and interest payment requirements.

#### **Cash Management/Investments**

The City's cash management and investment policy emphasizes the goals of maintaining safety and liquidity. The primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. Each investment transaction shall seek to ensure first that capital losses are avoided, whether from securities defaults or erosion of market value. The investment portfolio will also remain sufficiently liquid to meet the cash flow requirements that might be reasonably anticipated. Liquidity is achieved by matching investment maturities with anticipated cash flow requirements, investing in securities with active secondary markets, and maintaining appropriate portfolio diversification.

#### **Receivables Policy**

All financial receivables of the City are accounted for, aged, and collected at the earliest opportunity. Water, wastewater, and garbage billings are due within sixteen days of the billing date. Property taxes are due by January 31 of each year. Delinquent receivables are processed expediently and collection agencies are utilized appropriately.



## Payables Policy

All payables for incurred expenses are accounted for, aged, and paid at the latest permissible time to maximize the City's investment earning capability. All applicable discounts are taken.

## Purchasing Policy

The City utilizes the competitive bidding process, the competitive quote process, intergovernmental cooperative buying, and other prudent purchasing methods to insure that the best value is obtained for products and services.

## Authorized Purchases Policy

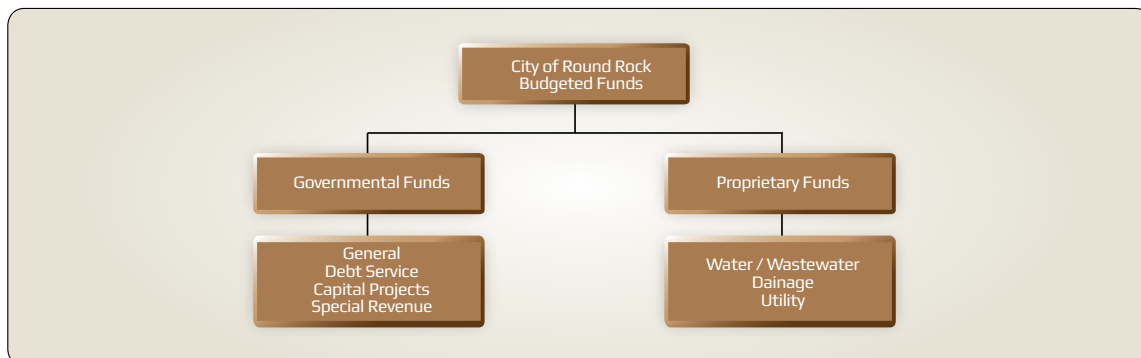
The 2015/16 adopted budget included an Authorized Purchases list that considered certain planned purchases as approved in advance by Council. This policy allows the City Manager to approve items as listed without going back to Council under certain conditions.

- Routine equipment and technology purchases as included in the budget and the budget list are considered approved by Council, unless:
  - o Item is \$200,000 or greater,
  - o Item contains a contract requiring the Mayor's signature;
  - o Purchase deviates from the original purchase as designated on the list;
  - o Cost exceeds the greater of 10% or \$10,000; or
  - o Council has designated that item (s) come back for approval
- Capital projects and funding agreements will be presented to Council

## Summary of the City Fund Accounting Structure

As depicted in the chart below, budgetary accounting for City financial activities is reflected within two major fund groups: Governmental funds and Proprietary funds. All funds described are governed by annual appropriations except for capital projects funds, as further discussed in this section.

### Round Rock Fund Structure



### Governmental Funds

The governmental funds are used to account for general government operations and include the General Fund, Debt Service funds, Special Revenue funds, and Capital Projects funds. The City utilizes a full-cost approach to budgeting all of its services, which results in limited inter-fund transfers.

#### General Fund

The General Fund is the Primary fund for core government services and is used to account for all resources not required to be accounted for in another fund and not otherwise devoted to specific activities. Most of the financial transactions for the City are reported in this fund. Only one General Fund exists and it finances the operations of basic City services such as police, fire, library, transportation, parks, recreation, municipal court, community planning/development/zoning, and administration. The services provided by the City are classified according to activity and presented as operating departments in the budget.

#### Debt Service Funds

This fund type is used to account for resources used to service the principal and interest on long-term debt such as general obligation bonds, revenue bonds, certificates of obligation and tax-exempt leases classified as debt.

#### Special Revenue Funds

This fund type is used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

#### Capital Projects Funds

Capital Projects funds are used to account for resources restricted for the acquisition or development of major capital equipment and structures. Financing sources are usually provided by transfers from other funds, bond issue proceeds or grants-in-aid. Capital projects are generally tracked on a project-length basis. That is, upon project authorization, the required financing is not appropriated on an annual basis (or any other period-length basis), but is approved at the outset of the project.

#### Proprietary Funds

Proprietary funds are used to account for the City's activities that are similar to commercial enterprise accounting. The City's pre funds consist of the Utility Fund for water and waste water and the Drainage Fund.

#### Water/Wastewater/Drainage Utility Fund

These funds account for water, wastewater, water reuse, and drainage utility operations that are financed on a cost of service bases through rates and user fees.

### Basis of Budgeting and Basis of Accounting

All fund structures and accounting standards of the City of Round Rock are in compliance with generally accepted accounting principles for local governments as prescribed by the Governmental Accounting Standards Board (GASB) and other recognized professional standards.

Governmental funds revenues and expenditures are recognized on the modified accrual basis. Modified accrual basis means that revenue is recognized in the accounting period in which it becomes available and measurable while expenditures are recognized in the accounting period in which the liability is incurred, if measurable. Because the appropriated budget is used as the basis for control and comparison of budgeted and actual amounts, the basis for preparing the budget is the same as the basis of accounting.

Proprietary fund revenues and expenses are recognized on the accrual basis. Revenues are recognized in the accounting period in which they are earned and become measurable while expenses are recognized in the period incurred, if measurable. The basis for preparing the budget is the same as the basis of accounting except for principal payments on long-term debt and capital outlay which are treated as budgeted expenses and depreciation which is not recognized as a budget expense.

### **Budget Amendment Process**

Development of a spending plan during periods of economic change can reveal difficulties in accurate forecasting. Accordingly, the budget amendment process is a very important tool. If community needs develop faster or in a different way than anticipated, then the budget amendment process would be used to provide a funding and spending plan for those needs.

Once the need for an amendment has been determined, the City Manager, Chief Financial Officer and department heads develop the additional funding needs for specific projects or programs. The funding recommendations are presented along with the spending requirements to the City Council for consideration. Amendments to the budget require two separate readings by the City Council prior to adoption.

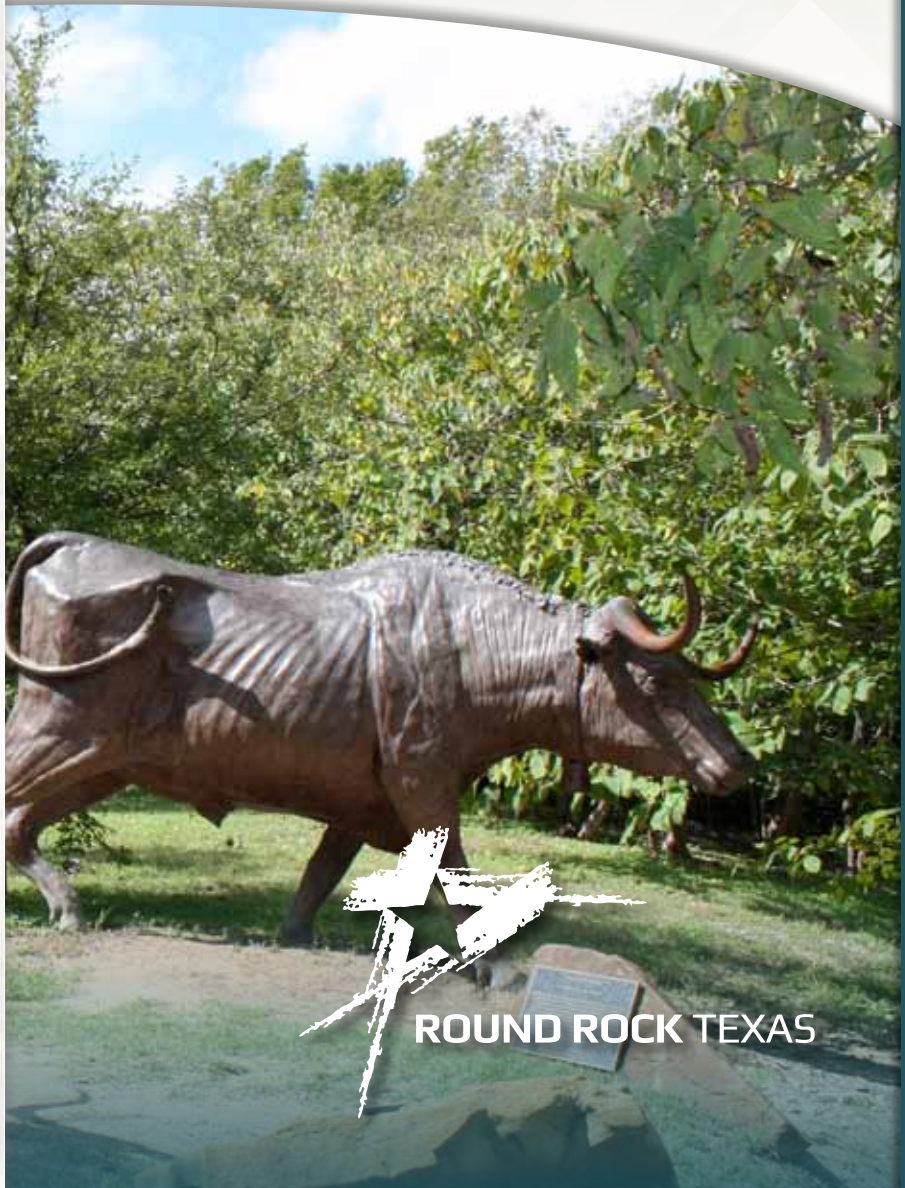
Budget amendments which increase the total expenditures of a particular fund are typically funded by growth related revenue, spending reductions in other areas, or from cash reserves.



# Strategic Plan

2015-2016

City of Round Rock Strategic Plan  
Strategic Plan Measures



ROUND ROCK TEXAS



# Strategic Plan

2015-2016



ROUND ROCK TEXAS





## Strategic Planning of the City

The City views its planning and operations in a strategic manner. This planning approach involves making assumptions about the community's needs for the next ten years. Planning for the Water/Wastewater Utility extends to twenty years for infrastructure needs and well beyond thirty years for water reserves. These needs are identified through citizen and customer surveys, open house forums, research into technological innovation, demographic trend analysis, and observation of other factors affecting the community.

The Round Rock City Council recently reviewed and updated the strategic plan which is designed to help achieve the City's long-range vision. Each year the Council will review the vision and recommit to a five year strategic plan. The Plan identifies the City's underlying principles on which decisions should be based and includes specific goals to be achieved. Each goal is further defined by a set of objectives and short term actions to be taken to achieve these associated goals.

The Plan was developed to reinforce long term planning for both day to day operations and capital projects. The City Council enlisted staff assistance via department directors in developing the plan. This team approach is critical to success as it allows staff to better understand the City Council's goals and vision for the City. In turn, staff can more successfully plan City projects and budgets to achieve the shared vision.

### 2013-2027 Goals

- Financially Sound City Providing High Value Services
- City Infrastructure Water: Today and for Tomorrow
- Great Community to Live
- "The Sports Capital of Texas" for Tourism and Residents
- Authentic Downtown – Exciting Community Destination
- Sustainable Neighborhoods – Old and New

### Performance Measurement

The City believes that it is important to not only plan for and provide adequate levels of quality service, but to also provide a means of measuring and reporting the results of our efforts. As more information is provided about how we are performing, the City Council, the public, the staff and others can determine the value of programs and opportunities for improvements.

This document attempts to provide basic measurement data regarding changes in funding for the various departments. The manner in which this measurement data is presented is a standard bar chart reflecting changes in costs and comparative expenditures per capita for the current and most recent fiscal years. The mission of every department incorporates a variety of complex operations, making it difficult to provide a single or even a few statistical measures. However, the per capita funding comparisons provide a broad view of changes in level of service for the departments.

With regard to the fiscal year ending on September 30, 2015, the City anticipates another solid performance in terms of financial condition and quality of service provided. Financial policies will be met and the City's strong financial position will be maintained. Substantial progress has been made toward goals set last year by the City and its departments and levels of service have continued to meet the demands of a growing community.

### Strategic Plan 2012 - 2027

In 2012, the City Council and City management reviewed and adopted a new multi-year strategic plan for the City. This new plan includes goals to be accomplished and guidelines to be followed to reach the vision for the City by 2027.

**The vision outlined for 2027 is for Round Rock to be:**

- A Family-Friendly Community that is Safe and Distinctive by Design
- The Sports Capital and Major Medical and Educational Destination
- An Authentic Downtown and choice of Great Neighborhoods

For each of these components of the vision, these are the Guiding Principles identified for each.

**A. Family-Friendly Community**

- Sense of community identity and pride
- Strong community events, festivals and activities
- Top quality schools and educational programs
- Strong presence of faith institutions
- Strong cultural arts: residents engaged or participating in programs and activities

**B. Safe**

- Recognition as the safest community in the U.S.A.
- No tolerance for criminal activities
- Low crime rate: Part I and Part II
- Timely response to emergency calls for service
- No visual blight – attractive and safe appearance

**C. Distinctive By Design**

- Distinctive gateways and entrances – “You know that you are entering Round Rock”
- City facilities and landscaping reflective of local character
- New developments and major buildings designed for attractiveness
- Preservation of Round Rock’s historic character
- Native water-wise landscaping in public and private areas

**D. The Sports Capital**

- Round Rock expanded brand as: “The Sports Capital”
- First class sports facilities and fields: state of the art and well-maintained
- Balance field facilities use: recreation, tournaments, tourism
- Multi-use fields and facilities for practice and games
- Attraction of regional and national tournaments

**E. Major Medical And Educational Destination**

- World class hospitals and medical facilities
- Medical research, biotech, and technology businesses
- Attraction of medical related businesses, including small scale trial manufacturing and medical tech manufacturing
- Technology incubator supporting opportunities to start and grow a business
- Expanded educational institutions: Austin Community College, Texas A & M Medical School, Texas State, Trade and Technical Educational Schools

**F. Authentic Downtown**

- Reputation as an exciting, “trendy” place to go and hang out
- Variety of entertainment venues and activities, restaurants, bars and live music
- Public trail access and use of Brushy Creek
- River walk with public spaces and commercial businesses
- Preservation of historic buildings and character

**G. Choice Of Great Neighborhoods**

- Range of housing choices: town homes, patio homes, upscale homes, and starter homes
- Easy access to open spaces, neighborhoods, recreation and leisure facilities and activities
- Well-maintained modernized housing stock
- High-end housing in executive neighborhoods
- Active home-owner associations and organizations for socializing and sharing responsibility for the neighborhood

Goals have been established and prioritized through 2018 with target areas assigned to department directors. These goals and objectives are reviewed annually to evaluate accomplishments and modify as necessary. This annual review will allow for changes to happen in a timely manner and as needed in order to ensure that they are still valid and meaningful.

Each of the target areas are classified by the actions required to accomplish the task, along with a priority level. The classifications are Policy and Management. Policy requires direction from the City Manager and/or City Council and might need department involvement for information. The Management classification requires action from the department level and will have a set deliverables.

## Strategic Plan Measures

### Policy Agenda - Top Priority Projects

Target Area	Action	Goal	Department	2015 Due Date	2015 Done	2016 Due Date	2016 Done
<b>City Financial Policies: Review</b>		Goal 1	Finance				
Milestones:	1. Develop outline for financial framework			7/15	✓		
	2. Council presentation: Comprehensive Fiscal & Budgetary Policy framework			8/15	✓		
	3. Develop financial policy document					4/16	
	4. Council Decision: Policy approval					4/16	
Status:	Financial framework has been delivered and is being used for the budget presentation. Outline of policy updates will be presented at the February 2016 Council retreat. Final adjustments and presentation planned for April 2016.						
<b>Gypsum Site Development Plan</b>		Goal 5	Planning				
Milestones:	1. Negotiate development agreement			Ongoing			
	2. Complete development agreement			Ongoing			
	3. Council Decision: Development Agreement, Re-zoning					2016	
Status:	The City Council directed staff to begin negotiations with Lovett for the construction of Urban Townhomes. The project is currently under design by the developer. Negotiations regarding the sale and PUD will commence once a site design layout has been formalized.						
<b>Property Tax Rate: Decision and Funding - COMPLETE</b>		Goal 1	City Manager's Office				
Milestones:	1. Prepare Report			6/15	✓		
	2. Council Decision: Direction			8/15	✓		
Status:	Adopted budget includes 8% over the effective rate but no change on the nominal rate. This will help cover new debt and additional program funding.						

## Strategic Plan Measures (cont.)

### Policy Agenda - Top Priority Projects

Target Area	Action	Goal	Department	2015 Due Date	2015 Done	2016 Due Date	2016 Done
<b>Comprehensive City Facilities Plan</b>		Goal 1	General Services				
Milestones:	1. Council Presentation: Facilities and City Owned Land			8/15	✓		
	2. Council Decision: Approval			8/15	✓		
	3. Finalize proposal for budget			8/15	✓		
	4. Council Budget Decision: FY 16			9/15	✓		
Status:	Delivered the final presentation to Council on August 13, 2015. Next step is to start Phase 1 on Luther Peterson.						
<b>Master Transit Study</b>		Goal 2	Transportation				
Milestones:	1. Prepare draft study			8/15	✓		
	2. Council Presentation: Direction			11/15	✓		
	3. Incorporate in Master Transportation Plan					TBD	
Status:	Presented to the Council on November 10th.						
<b>Economic Development Deals and Agreements</b>		Goal 4	City Manager's Office				
Milestones	1. Council Decision: Incentive Packages			Ongoing			
Status	ED Partnership and City staff are working together to review processes to ensure continued success. There are three economic development agreements that will soon be included on upcoming agendas for Council's review and action - Project Journey, Project Cool and Project Spinning.						
<b>Class "A" Office Development</b>		Goal 4	City Manager's Office				
Milestones:	1. Council Decision: Agreement			Ongoing			
Status:	City Council recently approved an agreement with Houghton Mifflin Harcourt Publishing Company in June 2015. There are two other opportunities for Class "A" Developments under review.						

## Strategic Plan Measures (cont.)

### Policy Agenda - High Priority Projects

Target Area	Action	Goal	Department	2015 Due Date	2015 Done	2016 Due Date	2016 Done
<b>City Service and Staffing: Direction and Funding - COMPLETE</b>		Goal 1	City Manager's Office				
Milestones:	1. Review department requests: short-term & long-term			5/15	✓		
	2. Prepare budget option: services & staffing			8/15	✓		
	3. Council budget decision: staffing & funding			9/15	✓		
Status:	Direction and funding were addressed in the 2015-2016 adopted budget.						
<b>Northeast Development Strategy and Actions</b>		Goal 4	U&ESD				
Milestones	1. Develop initial report					1/16	
	2. Identify parcels - Potential annexations and development agreements					1/16	
	3. Council Presentation: Report and next steps					2/16	
Status:	Met with Jonah SUD in July 2015 to discuss CCN issues and opportunities for the northeast quadrant. In September drafted and sent to Jonah for review an Interlocal Agreement for Joint Water Service Cooperation and Emergency Water Service between the City and Jonah.						
<b>Fire Station and Staff: Direction and Funding</b>		Goal 1	General Services/Fire				
Milestones:	1. Council Discussion: Westside Fire Station			6/15	✓		
	2. Council Decision: Direction for Westside Fire Station			8/15	✓		
	3. Council Budget Decision: Land Acquisition, Design, Construction			11/15	✓		
	4. Land acquisition			TBD			
	5. Initiate design			TBD			
Status:	Currently under environmental testing phase. General Services will start design in late 2016.						



## Strategic Plan Measures (cont.)

### Policy Agenda - High Priority Projects

Target Area	Action	Goal	Department	2015 Due Date	2015 Done	2016 Due Date	2016 Done
<b>New Business Incentives: Policy Direction Type B Funding Mechanism - COMPLETE</b>		Goal 4	City Manager				
Milestones:	1. Complete financial analysis of Type B			2015	✓		
	2. Prepare report			2015	✓		
	3. Council presentation and direction			9/15	✓		
Status:	The 5-year financial overview including the transportation and economic development components were presented as part of the Council workshop and is included in the adopted 2015-2016 budget.						
<b>Kenney Fort (Arterial "A" ) Next Steps and Funding</b>		Goal 2	Transportation				
Milestones	A. Section 4 - Joe DiMaggio to Old Settlers						
	1. Council Decision - Continue to move forward			6/15			
	2. Complete design					1/16	
	3. Council Decision: Land Acquisition & Condemnation					4/16	
	B. Sections 2 & 3 - Forest Creek to Toll 45						
	1. Work with County to begin survey work			12/15			
	2. Complete preliminary schematic/assessment					6/16	
	3. Council update - cost/funding					7/16	
Status:	Section 4 - Consultant working with PARD's design consultant. Section 2 & 3 - Working with the County for advanced funding options.						
<b>Rock Development Code</b>		Goal 6	Planning				
Milestones	1. Council Update			4/15	✓		
	2. Complete Code			12/15			
	3. Council Decision: Code Adoption					3/16	
Status:	Currently working with legal to review the draft document; public comment is anticipated to begin by year's end.						
<b>Wow Project</b>		Goal 3	City Manager's Office				
Milestones	1. Coordination with the Chamber			12/15			
	2. Council Direction					2/16	
Status:	Still in progress						

## Strategic Plan Measures (cont.)

### Management Agenda - Top Priority Projects

Target Area	Action	Goal	Department	2015 Due Date	2015 Done	2016 Due Date	2016 Done
<b>Long Term Financial Projections and Plan: Development</b>		Goal 1	Finance				
Milestones:	1. Gather financial information			Ongoing			
	2. Develop financial model/framework			Ongoing			
	3. Review with City Management			11/15	✓		
	4. Council Presentation: Financial Projection and Plan					2/16	
Status:	Analytic tool is being developed. 5-year capital requirements are gathered. 5-year outlook for Type B and HOT funds were presented with the 2015-2016 adopted budget.						
<b>Vehicle Fleet Replacement Policy and Plan: Direction and Funding</b>		Goal 1	General Services				
Milestones:	1. Prepare recommendation for FY 16			7/15	✓		
	2. Council Budget Decision			8/15	✓		
	3. Develop Vehicle Fleet Replacement Plan					1/16	
	4. Review with Executive Team					2/16	
	5. Incorporate in Budget Proposal for FY 17					8/16	
Status:	Council will review replacement list in November.						
<b>Transportation Master Plan: Update</b>		Goal 2	Transportation				
Milestones:	1. Define scope			6/15			
	3. Council Decision: Award Contract			8/15			
	4. Complete Update					6/16	
	5. Council Presentation: Plan update					6/16	
Status:	Meeting with proposed consulting firm in November/December to define scope. Also working with PARD on the trails plan to ensure work is not duplicated.						

## Strategic Plan Measures (cont.)

### Management Agenda - Top Priority Projects

Target Area	Action	Goal	Department	2015 Due Date	2015 Done	2016 Due Date	2016 Done
<b>Road / Utility Infrastructure Plan for Northeast Quadrant</b>		Goal 2	Transportation & Utilities				
Milestones:	1. Review current plan			9/15	✓		
	2. Prepare Comprehensive Preliminary Plan - Roads & Utilities			10/15	✓		
	3. Council Presentation/Decision: Preliminary Plan, Direction and Next Steps					1/16	
Status:	Water and Wastewater Master Plans for the entire City were updated in August 2015. Over the past several years, water, wastewater, and reuse water lines have been extended into the NE Quadrant.						
<b>Forest Creek Golf Club: Contract, Short Term Improvement</b>		Goal 2	City Manager's Office				
Milestones:	1. Hire Consultant for Golf Course Assessment			7/15	✓		
	2. Staff to review assessment			9/15	✓		
	3. Council Presentation: Present result of the assessment			11/15	✓		
	4. Council Direction: Preliminary Plan, Funding, and Next Steps			12/15			
Status:	Golf Convergence presented their report to the Council on November 12th. A project manager has been assigned to the project to move forward with the maintenance recommendations.						

## Strategic Plan Measures (cont.)

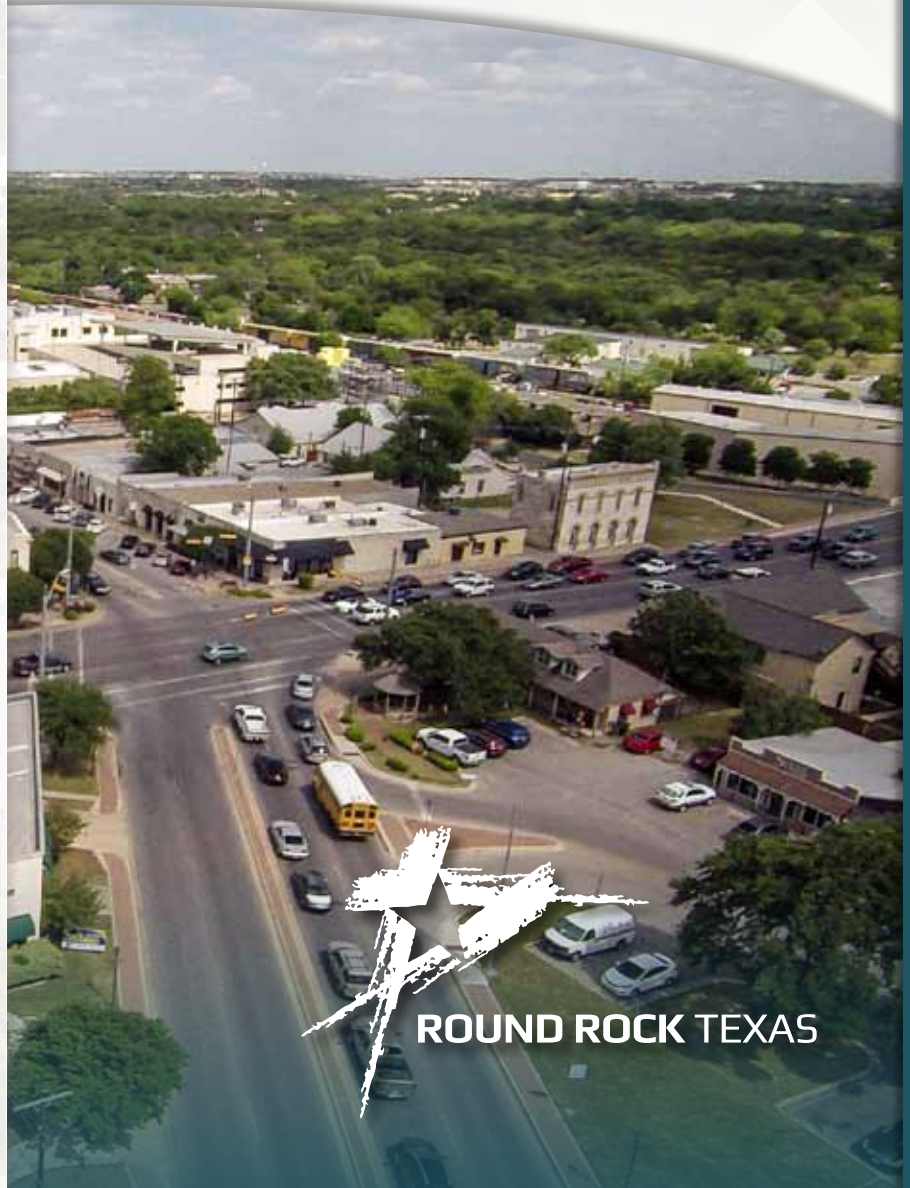
### Management Agenda - High Priority Projects

Target Area	Action	Goal	Department	2015 Due Date	2015 Done	2016 Due Date	2016 Done
<b>East Downtown Infrastructure Master Plan: Direction and Funding</b>		Goal 5	Transportation				
Milestones	1. Complete 60%			5/15	✓		
	2. Council Presentation: 60% completion			6/15	✓		
	3. Complete 100%			12/15			
	4. Council Decision: Projects and funding					1/16	
Status:	Public meetings are underway.						
<b>Utility Rates: Model and Structure (Water &amp; Wastewater) - COMPLETE</b>		Goal 1	Utilities				
Milestones:	1. Finalize report			4/15	✓		
	2. Council Decision: Rate Structure			4/15	✓		
Status:	In June 2015, Council adopted new wholesale water and wastewater rates that become effective October 2015.						
<b>Executive Homes: Zoning, Private Roads, Gated Direction</b>		Goal 6	Planning				
Milestones	1. Inventory potential			4/15	✓		
	2. Pursue potential developers (with Chamber of Commerce)			Ongoing			
Status:	Ongoing - Taylor Morrison proposal withdrawn; Chamber taking the lead with staff support from P&DS.						
<b>EMS Equipment: Direction and Funding - COMPLETE</b>		Goal 1	Fire				
Milestones	1. Collaborate with Williamson County Medical Director about fire department providing Advanced Life Support Care			2014	✓		
	2. Identify equipment needs			1/15	✓		
	3. Develop Budget Program Improvement			2/15	✓		
	4. Budget Presentation - Obtain Funding & Implement Program			10/15	✓		
Status:	Program will be addressed by City Council for budget improvement and if approved, staff will move forward with acquisition of equipment and training. Full implementation would be sometime in Spring 2016.						

# City Profile

2015-2016

Round Rock City Council  
City Organization Chart  
Location  
History of Round Rock  
City Highlights





# City Profile

2015-2016

This section provides an overview of the City of Round Rock, including the City's Organization Chart, Round Rock's location and history, and other informative statistics.



**ROUND ROCK TEXAS**



## City Profile Round Rock City Council



Craig Morgan  
Place 1



Alan McGraw  
Mayor



George White  
Place 2



Frank Leffingwell  
Place 3



Will Peckham  
Place 4



Writ Baese  
Place 5

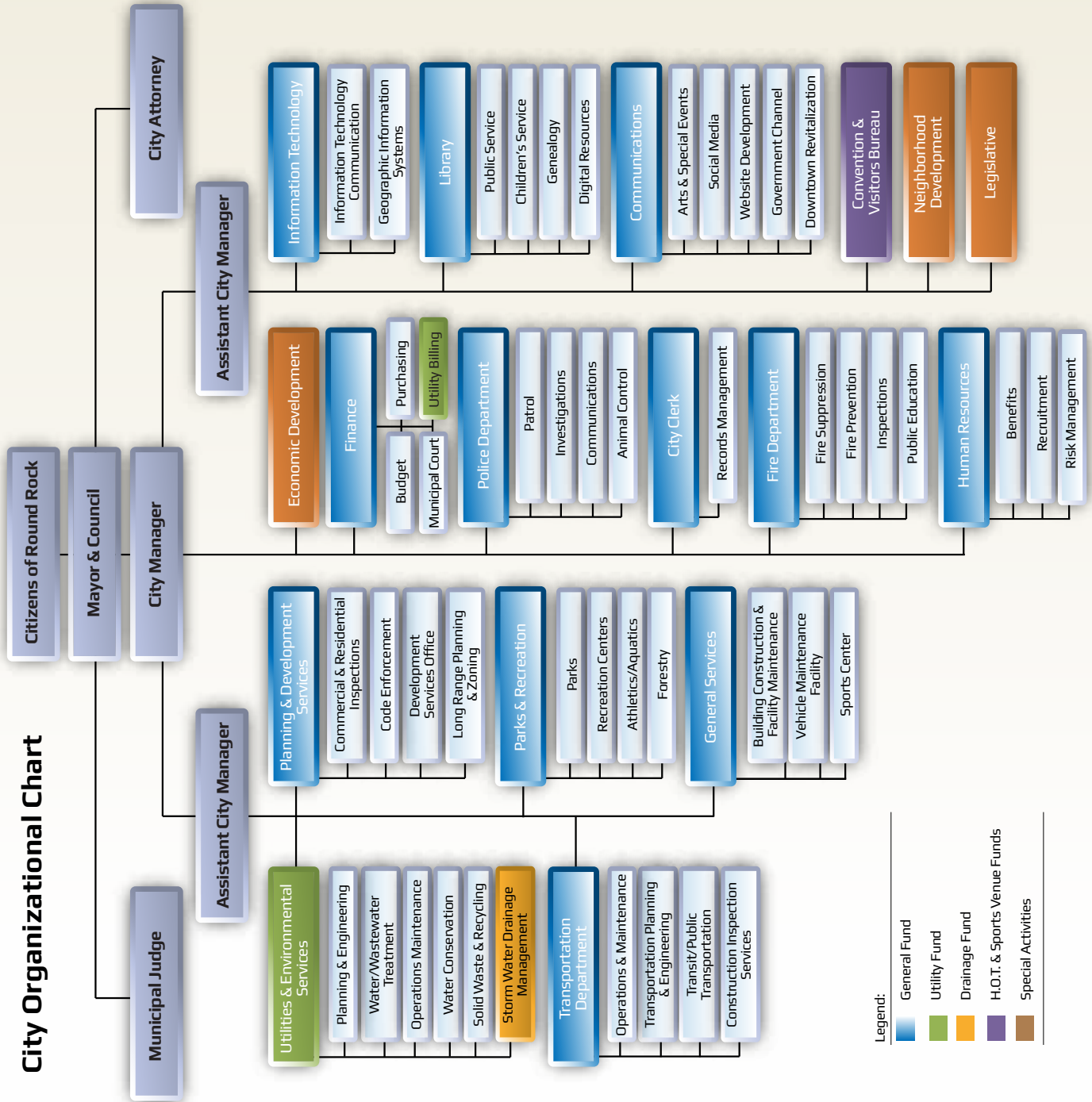


Round Rock  
City Council



Kris Whitfield  
Place 6

# City Organizational Chart

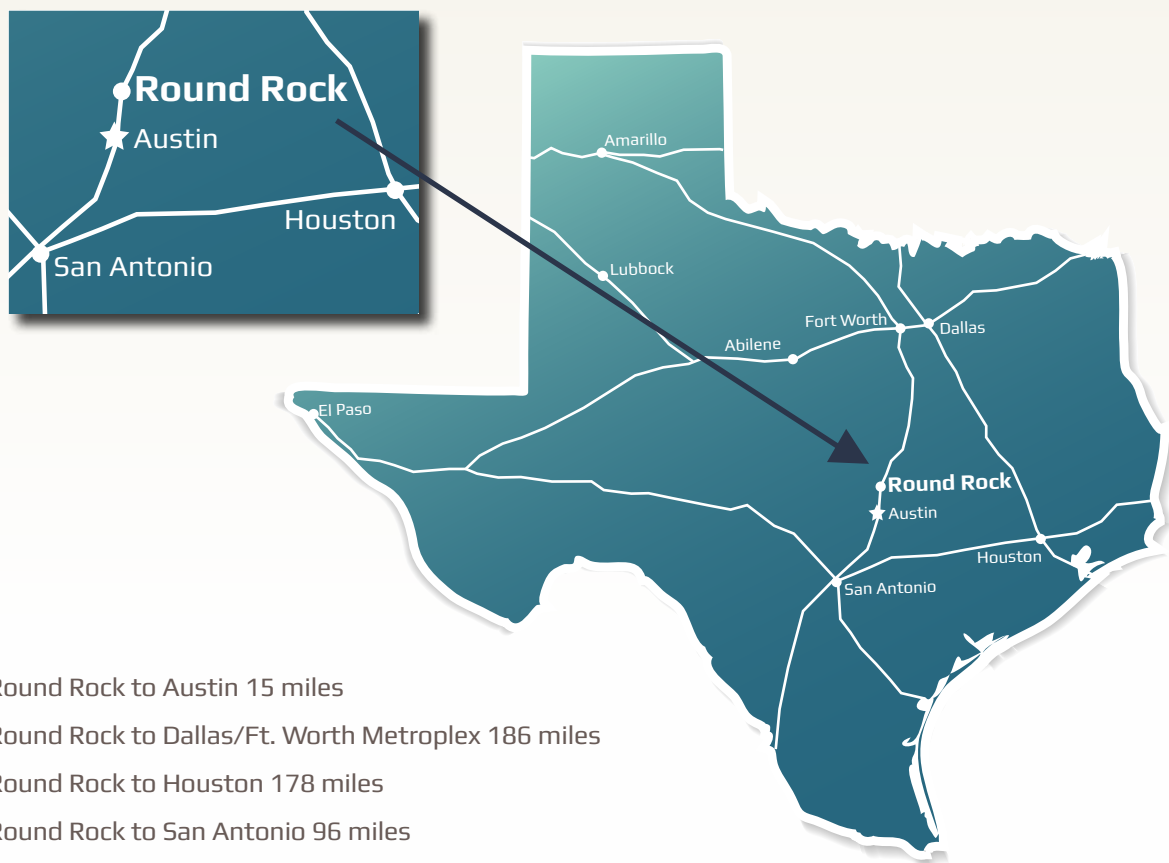


## Round Rock Location

Round Rock is located fifteen miles north of downtown Austin on Interstate Highway 35. This location places our city within three hours driving time of ninety percent of the population of the State of Texas. This population, of over twenty-six million people, provides an exceptional market for firms located in Round Rock.

Our location, within minutes of downtown Austin, provides ready access to the State Capitol; multiple colleges and universities including the University of Texas; several large hospitals and medical educational facilities; a long list of high tech industries including Dell; and a civilian work force of over 900,000 within the Austin MSA (source: [www.austinchamber.com](http://www.austinchamber.com)).

The Texas Hill Country and the Highland Lakes are within minutes, providing residents easy access to some of the best outdoor recreation in Texas.



Round Rock to Austin 15 miles

Round Rock to Dallas/Ft. Worth Metroplex 186 miles

Round Rock to Houston 178 miles

Round Rock to San Antonio 96 miles

## The History of Round Rock



Circa 1900 – Street Parade

For more than 150 years, Round Rock has been home to cowboys, famous outlaws, lawmen, entrepreneurs, businessmen, and Texas heroes. Today, Round Rock is a growing community which hosts retail malls, high tech companies, several hospitals and college campuses.



Native American Tribes

Round Rock was first home to many Native American tribes, followed by the Spanish Conquistadors and Friars. After Texas gained its independence and became a nation, American settlers began arriving in large

numbers. Even with the continued danger of Indian attack, and threat of invasion from Mexico, the population of the Round Rock/Brushy Creek area grew rapidly. In 1848, these settlers voted to form Williamson County out of the Milam District. The continuing influx of settlers led to the establishment of the "Brushy Creek" Post Office in 1851. When the U.S. Post Office requested a new name for this post office, Postmaster Thomas C. Oatts chose "Round Rock" in 1854 because of the landmark rock in the middle of Brushy Creek.



Kenney Fort - Collection Services

By the time of the Civil War, the population of the Round Rock area had increased to approximately 450 persons in more than twenty different

occupations. In January 1861, Williamson County voted against secession from the Union. Despite this reluctance to secede, 353 men from Williamson County served in the Confederate army, many from Round Rock.

In the years following the Civil War, from 1867 through the 1880s, Round Rock became a stop on the famed Chisholm Trail, as cowboys anxious to herd their longhorns to markets in Kansas drove their steers through Brushy Creek and past the round, table-topped rock which served as a signpost north. Railroads soon followed the cattle trails, and in 1876 the existing town moved about 1 mile east to take advantage of the newly constructed International and Great Northern Railroad line, and the "New" Round Rock was born.



Sam Bass

Today, the downtown still contains many historic structures and is the centerpiece of an evolving historical, cultural, recreational, and commercial area. In the late 1800s, Round Rock played host to many famous and infamous characters. These included outlaw Sam Bass, gunslinger John Wesley Hardin, Washington Anderson, one of the heroes of the battle of San Jacinto, Texas Rangers Ira Aten, Dudley Snyder Barker, Captain Fred Olson, and the famous frontiersman, soldier, hunter and entrepreneur, Captain Nelson Merrell. Anna Hurd Palm, for whom "Palm Valley" is named, typified the pioneer spirit of early settlers. Trapeze artist and female impersonator Vander 'Barbette' Broadway was singled out by Noel Coward as one of the greatest artists of the pre-depression era and was the toast of Parisian society during the 1920s and 30s.





Circa 1900 – Street Scene

Round Rock citizens first voted to incorporate in 1877, and in 1878, Mr. W.T. Smith served as the City's "Worthy Mayor." The City was incorporated in its present state in 1913, and Jack Jordan was elected the first Mayor. Serving as the first City Council Members were: John A. Nelson, Dr. W.G. Weber, E.J. Walsh, J. A. Jackson, W. A. Gannt, and A.K. Anderson. The newly formed City Government promptly began improving utilities, services and streets. Telephone service began operation in the early 1900s. In 1913, the first streetlights and speed limit signs (12 mph) were installed, and citizens voted for the incorporation of Common School District #19. Local fire protection, which had been first organized as a volunteer hose and hand pump company in 1884, received a boost from the 1913 City incorporation and used the additional tax revenue to purchase an engine and pump and chemical equipment in July of the same year. In 1918, the City granted a license to Mr. S. E. Bergstrom to operate an electric plant, which provided electricity to Round Rock until 1927, when the Texas Power and Light Co. assumed operations. Natural gas and City water were added in 1936. In 1938, the City constructed a \$90,000 citywide sewer system. The Round Rock Public Library, first organized in 1962 by the Ladies Home Demonstration Club, is now recognized as one of the premier libraries in the Central Texas area.

But national crises often intervened to slow the advance of progress. With the advent of World War II, more than 350 Round Rock men followed the example set by their fathers and grandfathers in the Spanish American War and World War I, and enlisted to fight. Citizens of Round Rock have fought in the Korean, Vietnam and Desert Storm wars and continue to serve in the armed services.

Even before the relocation of Dell to Round Rock, the City received national acclaim as a business friendly community producing quality products. At the 1904 St. Louis World's Fair, a broom made at the Round Rock Broom Company won a gold medal.

A barrel of lime produced at the Round Rock White Lime Plant was also judged superior and awarded a gold medal. Cheese produced at the Round Rock Cheese Factory won a second place silver medal at the National Dairy Show in Memphis, and in 1929 received a first place ribbon at the Texas State Fair.



Round Rock Cheese Factory

By 1936, the population had climbed to 1,173 and has continued to climb. The 1960 population was 2,458 and crept up to 2,811 by 1970. The decade of the 1970s marked the beginning of a surge in development in Round Rock. During this time, Round Rock out-paced the growth of all cities in the Austin Metropolitan Area, resulting in a 353 percent increase in total population for the decade.

By 1980, Round Rock had established itself as the largest city in Williamson County and a viable growth center within the flourishing Austin-Round Rock Metropolitan Area. At this time, the City had a total area of 5,007 acres. By 1990, due to an aggressive annexation campaign, the total area was 12,520 acres, an increase of 250 percent.

In the mid-90s, Round Rock led Williamson County in sales tax revenues due to the great surge in commercial and industrial activity. In 1994, Dell relocated its world headquarters from Austin to Round Rock. The expansion of the City's tax base resulted in a series of public works projects and additional public amenities such as the expansion of the water plant, an additional wastewater treatment plant, and the development of the 570-acre Old Settlers Park without an increase in the property tax rate.



DELL

In the late 1990's, voters overwhelmingly approved the use of hotel-motel tax revenue to fund a new minor league baseball stadium, the Dell Diamond

opened, and the Round Rock Express' inaugural season ended with a Texas League championship.

With the new millennium, things changed again for Round Rock. The City opened the Clay Madsen Recreation Center and HEB announced it would build its largest grocery store in Round Rock.



RR Premium Outlets



Scott & White



Texas State University

Continuing this rapid growth, IKEA opened in 2007 becoming the largest single retail store in Central Texas. Emerson Process Management relocated its international headquarters and technology center to Round Rock in 2012 and, most recently, Bass Pro Shops



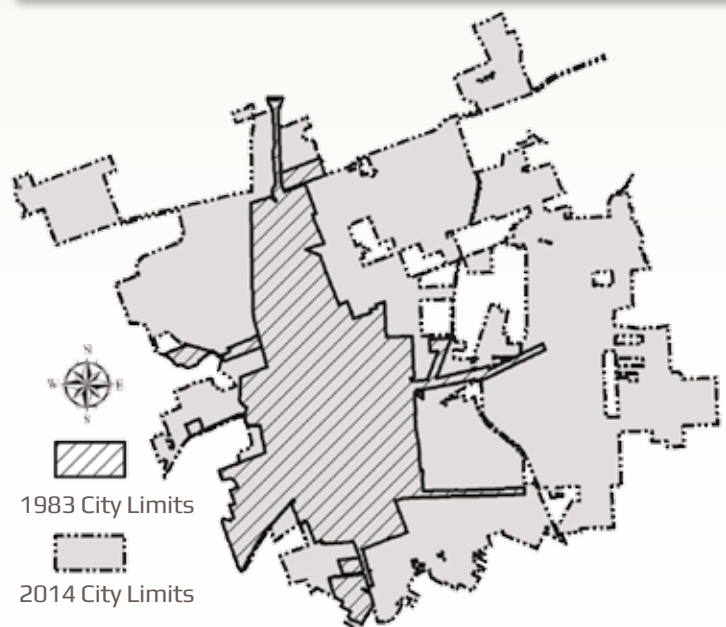
IKEA

opened a 104,000 square foot store just north of the Outlets.

Today, Round Rock is a progressive, growing community of 110,000, home to

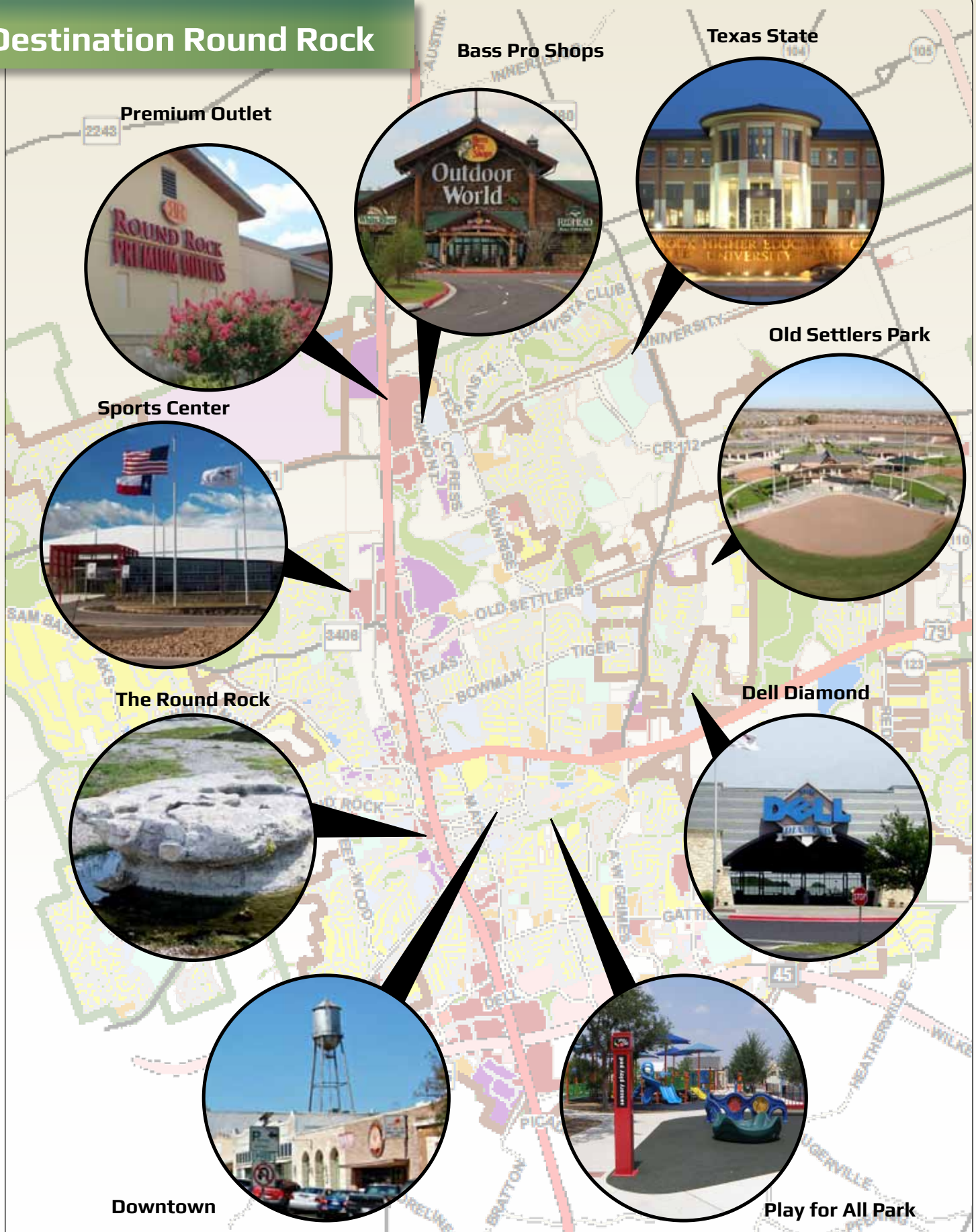
international industries, several large shopping centers, major medical facilities, several university complexes, a professional quality golf course, and a Triple A baseball team. City services continue to be recognized as among the best in the Central Texas area and one of the best values. The City continues to have a reputation for being one of the safest cities in the United States. With all the growth and change, Round Rock refuses to forget its roots. Its downtown historic district retains many of the buildings that stood at the turn of the last century. Annual events still celebrate and share the City's cultural heritage.

## Round Rock Growth





# Destination Round Rock



## City wins three national awards for communications



**The City of Round Rock took home three awards for communications and marketing Sept. 10 at the City-County Communications and Marketing Association (3CMA) annual conference in Atlanta.**

**2nd place** – TV and Video, Regularly Scheduled Programming (population up to 110,000), for Fire Department Public Safety Vignettes

**3rd place** – TV and Video, One-Time Special Programming (population 103,000 and up), for last year's Budget Video

**3rd place** – Printed Publications: Advertising, for the Convention and Visitors Bureau's Play Inside Campaign that promoted the Round Rock Sports Center

The Savvy Awards competition recognizes outstanding local government achievements in communications, public-sector marketing and citizen-government relationships. The Savvies salute skilled and effective city, county, agency or district professionals who have creatively planned and carried out successful innovations in communications and marketing. 3CMA accommodates local government organizations of all sizes and budget classes by judging entries in several different population groups.

3CMA is the leading organization for local governments that are innovating new and better ways of communicating with their citizens by viewing them as customers with important input into the kinds of services offered and how they are provided.

## Round Rock earns another affordability top ranking



**Round Rock has earned another distinction as being one of the most affordable places to live in the United States. The No. 3 ranking came from Nerdwallet, which distinguished between “cheap” and “affordable” by comparing income with cost of living.**

**In February, Round Rock topped the list for Livability.com’s 10 Best Affordable Places to Live in 2015.**

Round Rock has earned another distinction as being one of the most affordable places to live in the United States. The No. 3 ranking came from Nerdwallet, which distinguished between “cheap” and “affordable” by comparing income with cost of living.

The study looked at median household income, cost of living, housing, utilities, transportation, health care index, and goods and services.

To find the top places for affordability, NerdWallet investigated price variations to assess where a dollar stretches the furthest in the United States.

From Nerdwallet: “Not surprisingly, data on median income from the U.S. Census Bureau’s American Community Survey revealed that many of the cheapest places in the U.S. are also where residents earn the least. In our study, we make a distinction between ‘cheap’ and ‘affordable’ by comparing a place’s median income with its cost of living to find truly affordable places.”

### Key findings from the study:

- Wealthier places are more affordable. Despite a higher cost of living, the gains from a higher median income in wealthier places are more “than the increased cost of living there.
- Cost of living is clustered. Sure, there are outliers like New York City, New York, and Honolulu, Hawaii, where the cost of living is 122 percent and 74 percent above the U.S. average respectively, but the cost of living in most places is within a small range around the national average.
- Within a place, costs can be diverse. Just because a place is affordable in one category, such as groceries, doesn’t mean the same is true for housing or utilities. In Chapel Hill, N.C., the cost of utilities is 11 percent below the U.S. average, but groceries and housing are above the national average.

### The top 10 most affordable places are:

- 1 Plano, Texas
- 2 Edmond, Okla.
- 3 **Round Rock, Texas**
- 4 Juneau, Alaska
- 5 Midland, Texas
- 6 Hilton Head Island, S.C.
- 7 Scottsdale, Ariz.
- 8 Rio Rancho, N.M
- 9 Anchorage, Alaska
- 10 Tracy, Calif.

## Round Rock makes top 10 list of fastest growing economies



Some cities have the best of everything: the jobs, the schools, the museums, the nightlife, you name it. They know the recipe for attractiveness. Round Rock is one of those cities, according to a recent study of socioeconomic growth by WalletHub.

Report reviews range of indicators from population growth to increase in numbers of businesses.

In order to identify the cities that have expanded most rapidly in socioeconomic terms between 2008 and 2014, WalletHub compared 515 U.S. cities of varying sizes across 10 key metrics, ranging from population growth to unemployment rate decrease. Round Rock ranked No. 10 overall.

### Growth of Round Rock (1=Best; 257=Avg.)

- 9<sup>th</sup> Population Growth
- 38<sup>th</sup> Median Household Income Growth
- 7<sup>th</sup> Job Growth
- 34<sup>th</sup> Regional GDP Growth
- 84<sup>th</sup> Unemployment Rate Decrease
- 6<sup>th</sup> Growth in the Number of Businesses
- 86<sup>th</sup> Full-Time Jobs Increase
- 12<sup>th</sup> Working-Age Population Growth
- 10<sup>th</sup> Growth of Median House Prices

## Round Rock ranks among most caring suburbs in America



### List looks at Factors Like Crime Rate, Student-counselor Ratio

The City of Round Rock is the **8th most caring suburb in America**, according to the Movoto Real Estate Blog. The blog editors looked at the suburb's student-counselor ratio, crime rate, number of community services and mental health counselors and other criteria when putting together the list.

### Of Round Rock, the site says:

*"It's no real surprise that Round Rock made the cut; after all, it is a suburb of Austin, one of the most caring and all around awesome cities in the country. (Okay, I might be a little biased...)"*

*But seriously, this little city just outside of Austin shows almost as much love as its bigger neighbor. Not only does it have a student to counselor ratio of just 15 to 1, but it also — somewhat surprisingly— has some of the most carpooling residents in the country."*

## Round Rock Wins Two Awards at National Neighborhood Conference



*Joe Brehm, Neighborhood Services Coordinator, accepts an award from Tige Watts, president of Neighborhoods USA.*

**During the most recent Neighborhoods USA national conference in Houston in May, the City of Round Rock was well represented.**

**Tool Lending Center, Forest Creek HOA reclaimed water project are recognized.**

The City's Tool Lending Center and **Neighborhood Cleanup Program won Second Place in the Best Neighborhood Program Award Category.** In the Tool Lending Center's inaugural year it was deployed 20 times with over 800 volunteers contributing 3,300 hours of service to projects within Round Rock. Of the 20 deployments, six were neighborhood cleanups that included 3,173 homes. These cleanups resulted in 209 tons of garbage removed from neighborhoods and

volunteers worked on 72 homes of residents who had a genuine need because of age, disability or other special circumstances.

The **Forest Creek neighborhood** placed second in the Neighborhood of the Year category for their reclaimed water project. The Forest Creek HOA converted 90 percent of its community landscape irrigation from potable water to city-produced reclaimed/recycled water. The HOA had been consuming 16.6 million gallons a year of potable water for the community landscaping.

The completion of the project resulted in a reduction in demand for potable water by 15 million gallons per year. The City reduced its demand for potable water and the HOA estimates it will save approximately \$25,000 a year on water.





## National Association of Sports Commissions



*Nancy Yawn and Alan Bradley, center, accept the best marketing campaign award at the NASC conference. At left is Don Schumacher, NASC Executive Director. At right is Mike Anderson, Awards Committee Chair from Myrtle Beach CVB.*

## About the National Association of Sports Commissions

As the only trade association for the sports tourism industry, the National Association of Sports Commissions (NASC) is the most trusted resource for sports commissions, convention and visitors bureaus (CVBs), and sports event owners. The NASC is committed to the success of nearly 650 member organizations and 1,600 sports event professionals. Our promise is to deliver quality education, ample networking opportunities and exceptional event management and marketing know-how to our members – sports destinations, sports event owners, and suppliers to the industry – and to protect the integrity of the sports tourism industry.

## Sports Capital of Texas Campaign Earns National Award

The **National Association of Sports Commissions** (NASC), the governing body of the \$8.96 billion sports events industry, recently honored 11 individuals and organizations for their leadership and creativity in attracting and marketing sports events.

The **Round Rock Convention and Visitors Bureau** won Marketing Campaign of the Year, population under 250,000, for its “Play Inside” campaign.

The award winners were announced April 30 at the NASC annual conference in Milwaukee.



## Sports Capital of Texas lives up to its name



### Round Rock Ranks No. 1 Best Minor League Baseball Town

Financial technology company **SmartAsset** has determined the Best Minor League Baseball Towns of 2015, and — to no one's surprise locally — the Sports Capital of Texas takes the number one spot.

After posting more losses than wins in 2014, the Round Rock Express flipped the script in 2015 and fielded the top team in the American Southern division of the Pacific Coast League (PCL). In the process, the team's average attendance rose to 8,509, fifth highest in MiLB, equal to 85 percent of their stadium capacity.

The home team had fans in Round Rock smiling this summer, but they have plenty of other reasons to cheer. The city's unemployment rate is just 3.2 percent, eighth highest in our study. Likewise, while the city's median income is about \$70,000, annual housing costs average just \$15,264. That adds up to the eighth highest discretionary income of any Minor League Baseball town — more money to spend on baseball tickets.

Complete details on the study including full methodology and rankings can be found here: <https://smartasset.com/mortgage/best-minor-league-baseball-towns-2015>.

## City wins six national awards for communications



*From left, Will Hampton, Lt. Pete Wagner, Brian Ligon, and Lt. Mike Heard accept a Municipal Excellence Award for communications.*

**The Texas Municipal League selected Round Rock as a winner of a Municipal Excellence Award for the City's Fire Safety Videos: Rock Solid Safety Program. The City won in the Communications category for cities over 25,000 population.**

The award was presented at the TML annual conference on Wednesday, Sept. 23, in San Antonio.

Building on the momentum of the popular public safety educational videos titled **Talkin' Turkey and Talkin' Trees**, the Fire Department developed a new three-part series of videos that cover serious issues with an entertaining approach. The first, **Fire Extinguisher Pop Quiz**, features Lt. Mike Heard delivering an important public safety message with humor. The **Swift Water Safety** video capitalizes on the thrill and danger of a swift-water rescue to remind viewers why it is important to "Turn Around, Don't Drown." And the final piece, **Stop the Pop!**, tackles a subject every fire department addresses at least twice a year:

fireworks. The videos have proven to be a successful community outreach initiative that arm residents with the do's and don'ts of fire safety.

Lt. Heard, Lt. Pete Wagner, Multimedia Specialist Brian Ligon and Communications Director Will Hampton accepted the award.

The Municipal Excellence Awards recognize and encourage the achievements of Texas cities in meeting the challenges of municipal government. Innovative problem-solving, excellence in management, increasing citizen participation and reaching toward higher service levels are all daily occurrences in Texas cities and TML believes they deserve recognition. The awards program seeks out the best of these programs to honor.

**This is the ninth TML Municipal Excellence Award the City has won, dating back to 2000.**



The Texas Municipal League is a voluntary association of more than 1,140 Texas cities. Its primary objective is to serve the needs and advocate the interests of Texas cities. The City of Round Rock is a member of the Texas Municipal League.

## City named one of Austin's Healthiest Employers



*The City got fourth place in the Austin Business Journal's Healthiest Employers area competition. Accepting the award are, from left, City employees Valerie Francois, Saridon Chambless, Sherril Friedrich and Jay Light.*

### The City got fourth place in Austin Business Journal's Healthiest Employers area competition.

On April 9, the Human Resources Benefits Division was awarded fourth place in the Austin Business Journal's "Austin's Healthiest Employers" large employer competition. The large employer division had 40 employers selected out of approximately 4,000 employers in the area.

The City scored a 70.04 Healthiest Employers Index (HEI) compared with the national average of 49.23.

### The Healthiest Employer Index is determined using:

- Basis of funding for the employer health plan Affordability of rates
- Objectives of wellness programs
- Policies to support employee's health
- Communication of employee wellness programs

- Type of wellness programs
- Number employees completing health risk assessments
- Strategic planning of benefits plan design and wellness programs
- Effectiveness of on-site medical clinic
- Quality of targeted lifestyle programs and/or coaching opportunities
- Technology-based resources
- Health status metrics
- Quality of disease management programs
- Effectiveness of wellness programs
- Benchmarks used to rate the programs
- Cost of health plan and wellness programs
- Quality of wellness culture from top-to-bottom

### The top ten healthiest employers in the Austin area were:

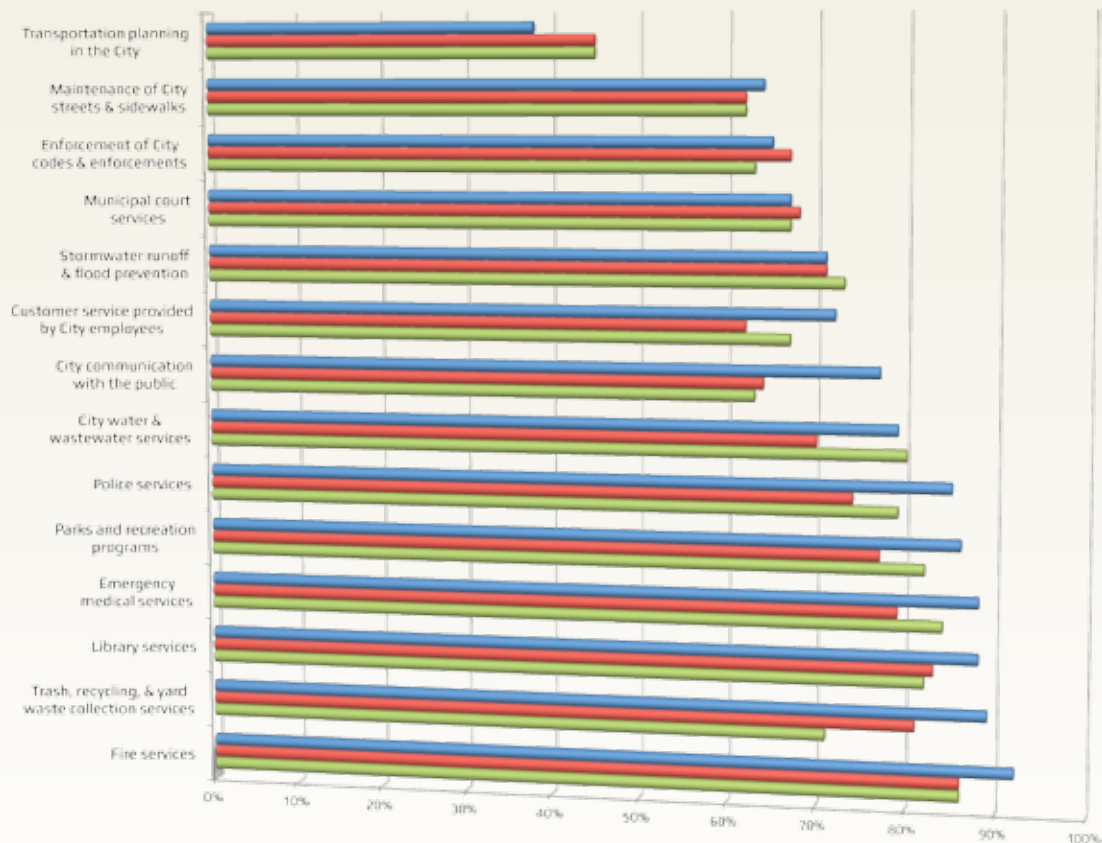
- 1 J.E. Dunn Construction
- 2 United Healthcare
- 3 Rackspace
- 4 **City of Round Rock**
- 5 Hewlett Packard
- 6 Aon
- 7 Arthur J. Gallagher & Co.
- 8 City of Austin
- 9 National Instruments
- 10 Seton Healthcare Family

Previously, the Benefits Division was the national runner-up for Exemplary Benefits Plans in the State and Local Governments Benefits Association in 2013.

## City Services Ratings Trends – 2010, 2012, 2014

**Ratings for City Services by Major Category**  
*by percentage of respondents*  
*(excluding don't know)*

■ Year 2010  
■ Year 2012  
■ Year 2014



The City of Round Rock believes that it is important to not only plan for and provide adequate levels of quality service, but to also provide a means of measuring and reporting the results of our efforts. When information is provided about how we are performing, the City Council, the public, the staff and others can determine the value of programs and opportunities for improvements. The city's Strategic Plan attempts to provide basic measurement data and establishes the City Council's goals and vision for the City.

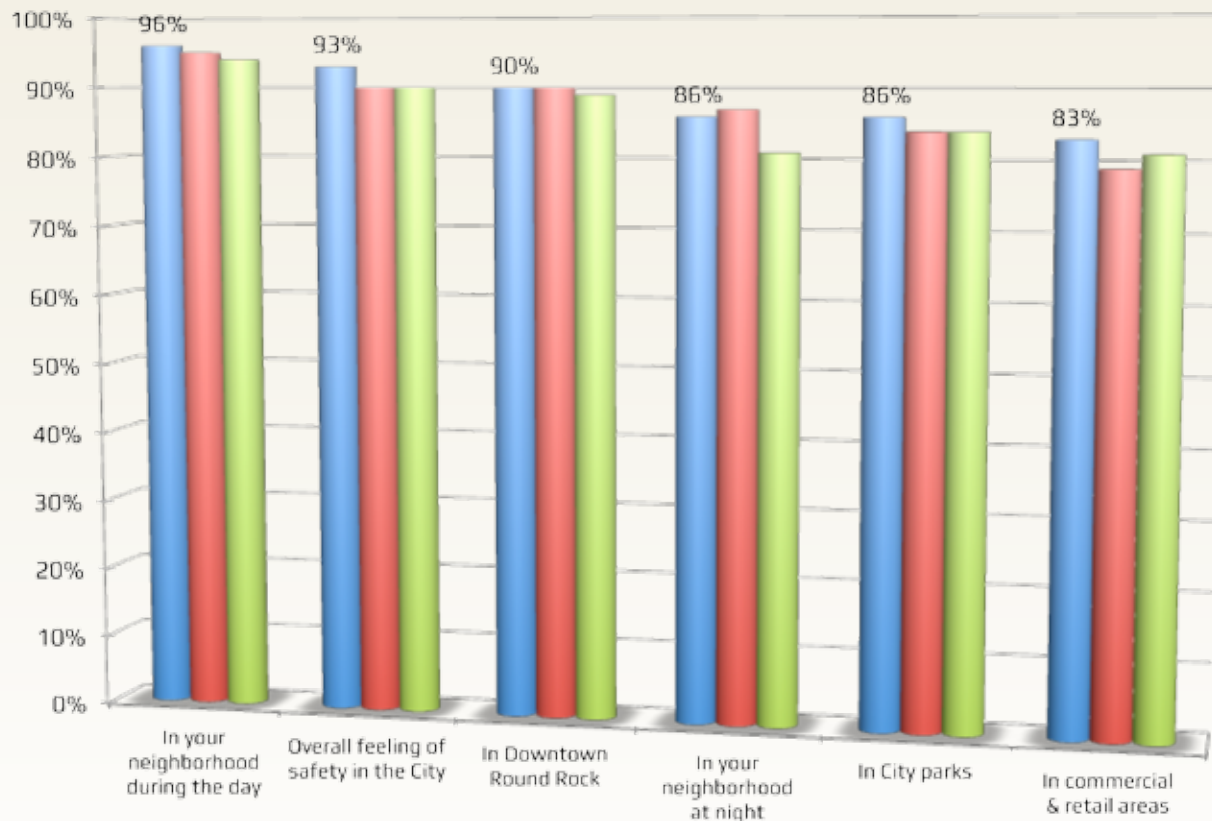
### Council Goals

1. Financially Sound City Providing High Value Services
2. City Infrastructure Water: Today and for Tomorrow
3. "The Sports Capital of Texas" for Tourism and Residents
4. Great Community to Live
5. Authentic Downtown – Exciting Community Destination
6. Sustainable Neighborhoods – Old and New

## Public Safety Ratings Trends – 2010, 2012, 2014

**Ratings for Public Safety**  
by percentage of respondents  
(excluding don't know)

Year 2010  
Year 2012  
Year 2014



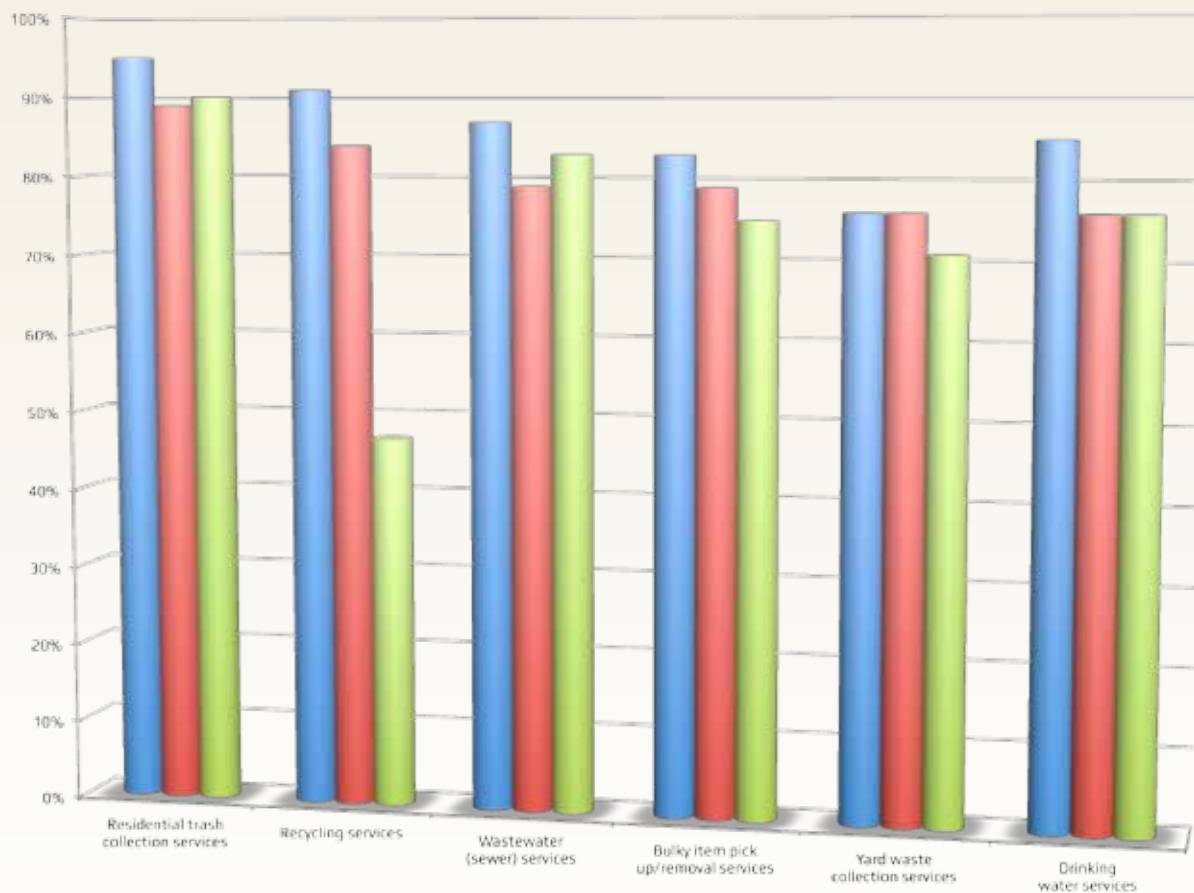
### Strategic Action Plans to address Public Safety:

- Fire Station and Staff: Direction and Funding – Westside Fire Station currently in environmental testing phase. General Services will start design in late 2016.
- EMS Equipment: Direction and Funding – Collaboration with Williamson County Medical Director for Round Rock Fire Department to provide Advanced Life Support Care. The program budget was approved by Council, staff will move forward with acquisition of equipment and training. Full implementation expected Spring 2016.

## Solid Waste/Utility Services Trends – 2010, 2012, 2014

**Ratings for Solid Waste/Utility Services**  
by percentage of respondents  
(excluding don't know)

■ Year 2010  
■ Year 2012  
■ Year 2014



### Strategic Action Plans to address Utility Services:

- Water/Wastewater Rate Model and Structure – Rate model is complete. Council adopted new wholesale water and wastewater rates that went into effect October 2015.
- Road/Utility Infrastructure Plan for NE Quadrant – Water/Wastewater Master Plans for the entire City were updated in August 2015. Over the past several years, water/wastewater and reuse lines have been extended into the NE Quadrant.



## Traffic Flow Trends - 2010, 2012, 2014

**How Residents Feel Traffic Flow in the City is Changing**  
*by percentage of respondents*

- Staying the same
- Getting better
- Don't Know
- Getting Worse



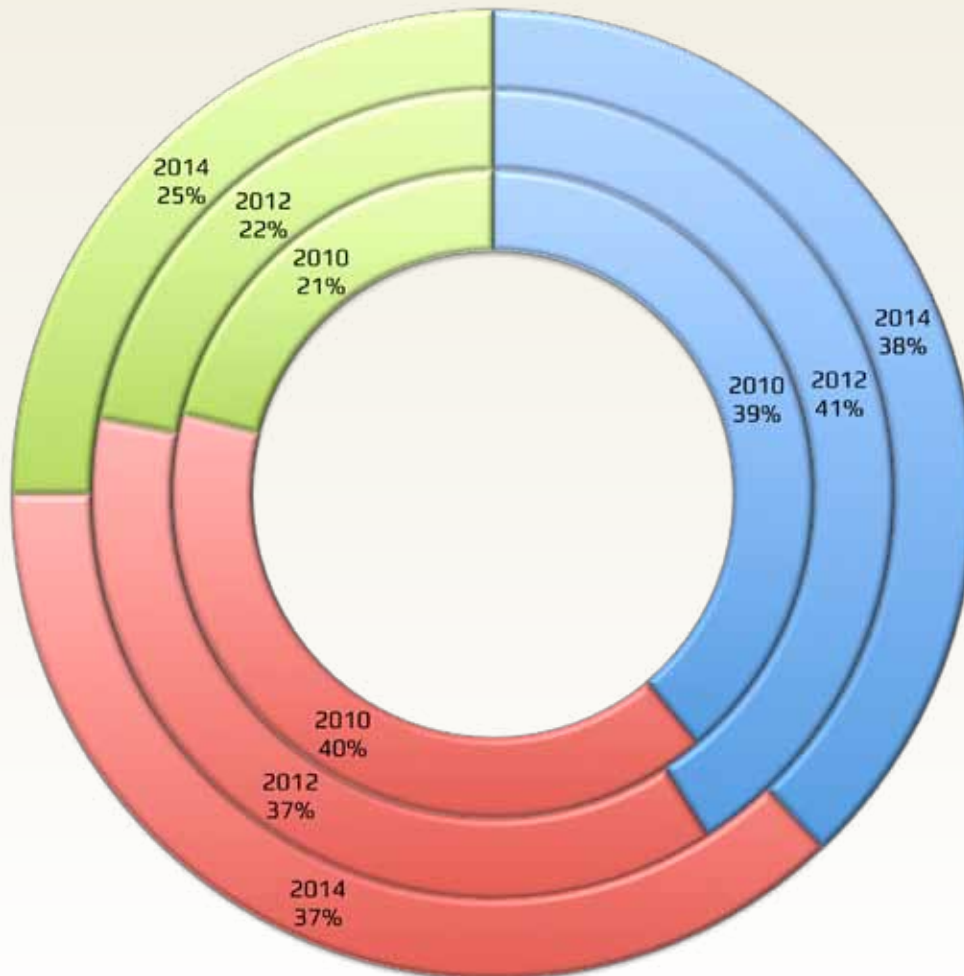
### Strategic Action Plans to address Transportation issues:

- Master Transit Study – The Transit Master Plan will be presented to Council in November 2015.
- East Downtown Infrastructure Master Plan: Direction and Funding – Public meetings are underway.
- Transportation Master Plan update – Meeting with proposed consulting firm in November/December to define scope of work. Working in conjunction with PARD on trails plan to ensure work is not duplicated.

## Customer Service Ratings Trends – 2010, 2012, 2014

**Ratings for Overall Customer Service**  
*by percentage of respondents*

■ Excellent  
■ Good  
■ No Response



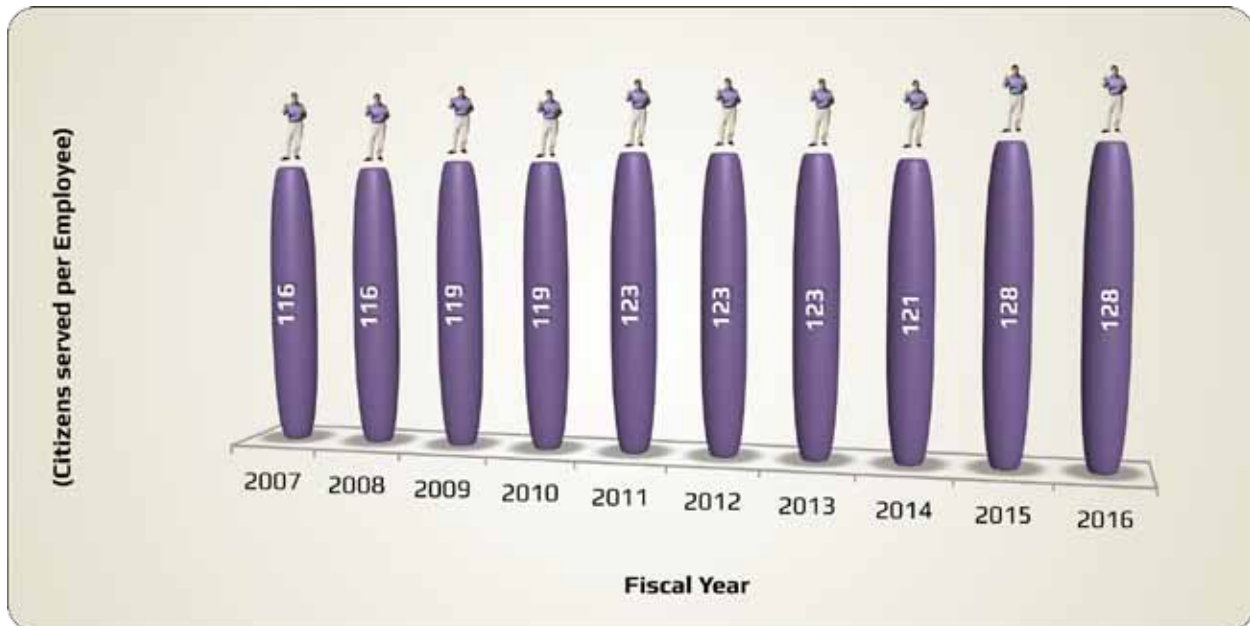
## City Population



Population trends, both historical and projected, are important indicators for determining service demands. Further analysis of the demographic profile of a community's population trend provides useful information in determining future service expectations.

Year	Population
2000	61,136
2005	86,000
2010	97,200
2015	110,800
2020	127,300
2025	143,300

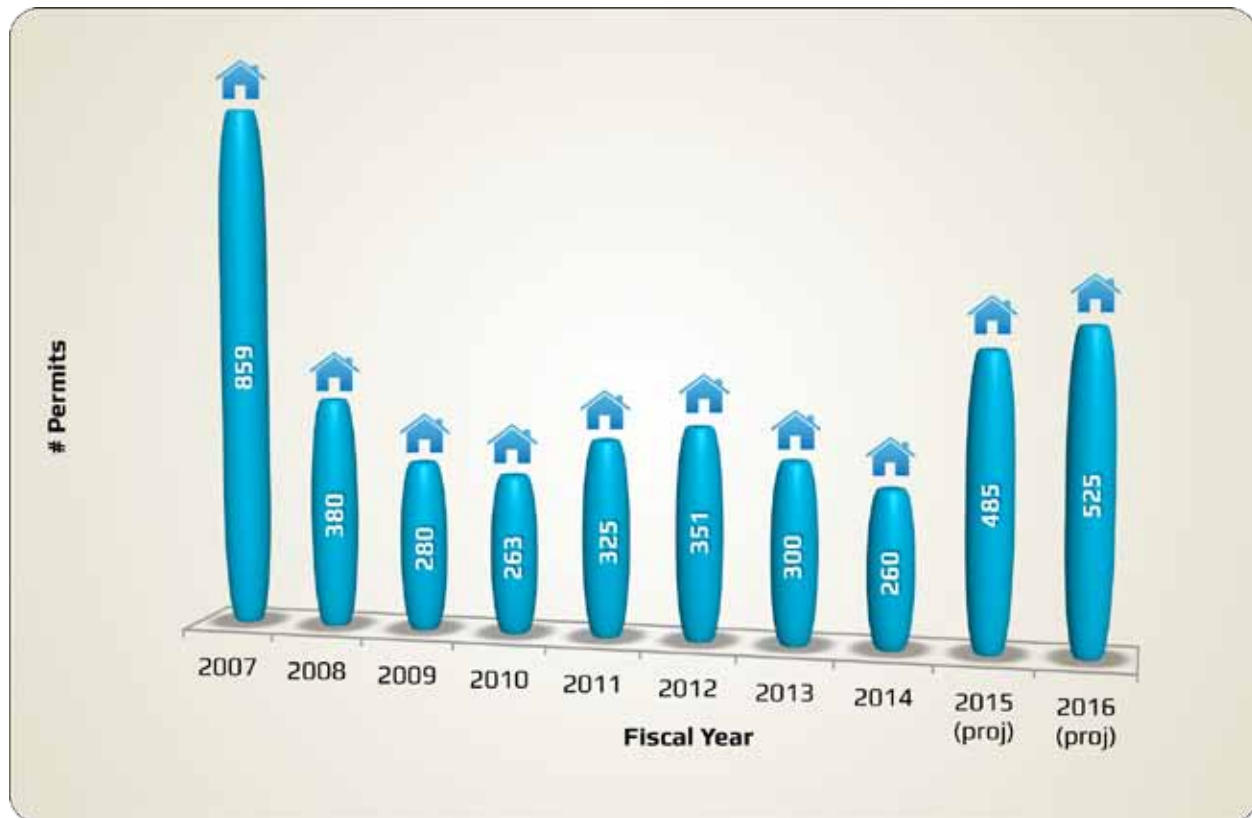
## Round Rock Citizens Served per Employee



Year	Population	Employees (FTEs)	Citizens served per Employee
2007	92,500	794.00	116
2008	96,200	831.00	116
2009	99,500	838.00	119
2010	99,887	839.00	119
2011	100,659	820.00	123
2012	101,702	826.00	123
2013	102,349	831.50	123
2014	103,107	853.25	121
2015	110,800	867.75	128
2016	113,968	891.25	128

Starting in 2010 the population counts reflect the 2010 Census.

## Single Family Residential Construction

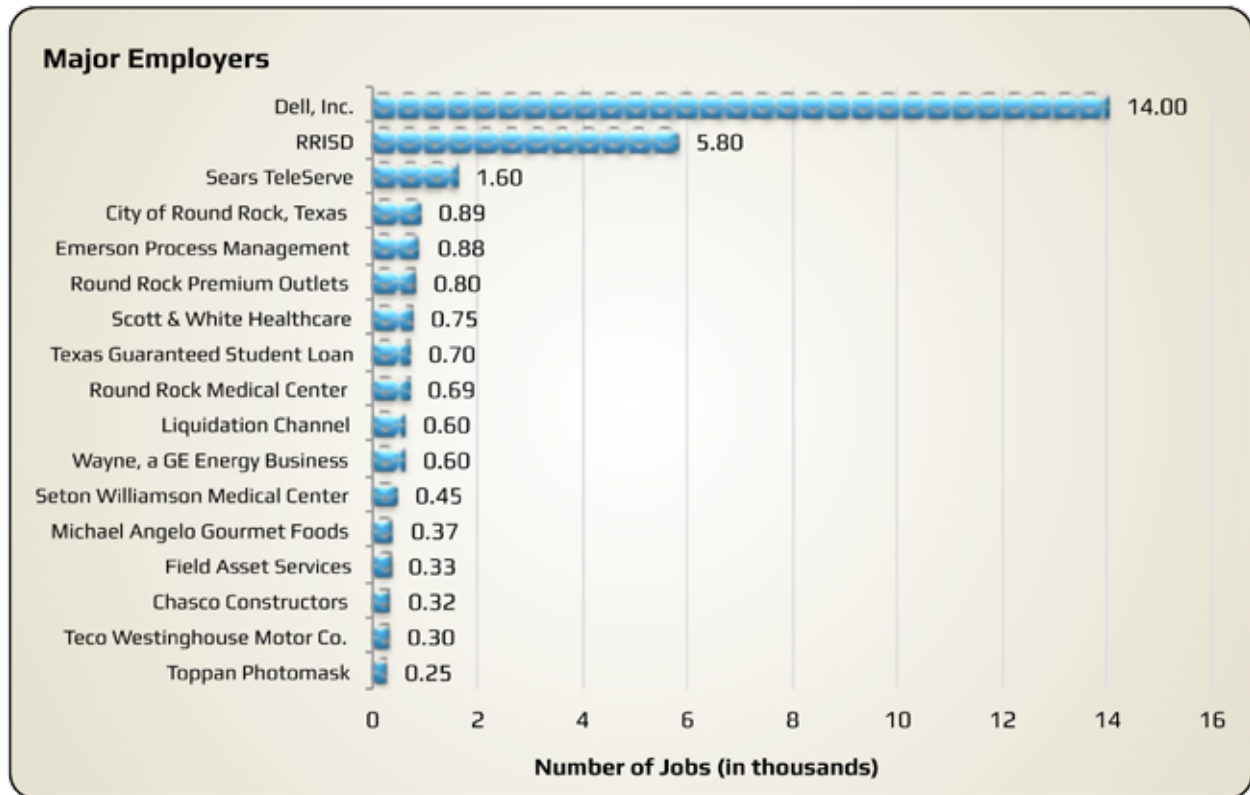


The graph above illustrates the number of single family residential building permits issued and anticipated to be issued by the City for the indicated fiscal years. This information is an indicator of current and future demand for City services. The City provides water and wastewater services to many outlying customers which are served on a wholesale basis.

Year	Residential Building Permits
2007	859
2008	380
2009	280
2010	263
2011	325
2012	351
2013	300
2014	260
2015 (proj)	485
2016 (proj)	525



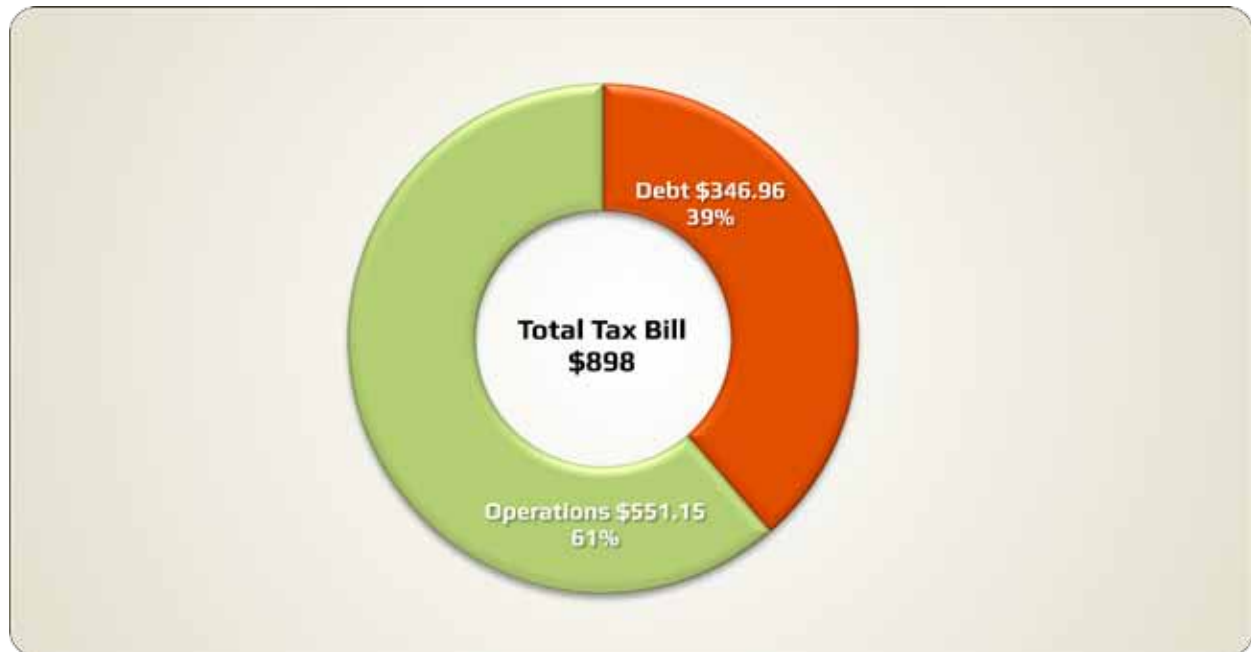
### Jobs in Round Rock



Specific information regarding the major employers in the community is provided by the above chart. The chart illustrates the importance of Dell, Inc. to the City's economy as well as the diversity of the companies making up our local economy.

Job creation in terms of basic jobs, those that import capital while exporting products or services, has been strong over the past year. Basic jobs, in turn, create non-basic jobs as expenditures and payroll are reinvested in the community. Therefore, because of the strength in basic job creation, non-basic job growth has been strong and is expected to continue.

## Tax Bill for \$216,594 Home



Last Year's Adopted Tax Rate	\$0.41465
------------------------------	-----------

This Year's Effective Tax Rate	\$0.38453
--------------------------------	-----------

This Year's Rollback Rate	\$0.43598
---------------------------	-----------

<b>This Year's Proposed Tax Rate</b>	<b>\$0.41465</b>
--------------------------------------	------------------

Maintenance & Operations Component	\$0.25446
Debt Service Component	\$0.16019

### Summary:

#### This year's tax bill for an average residential property:

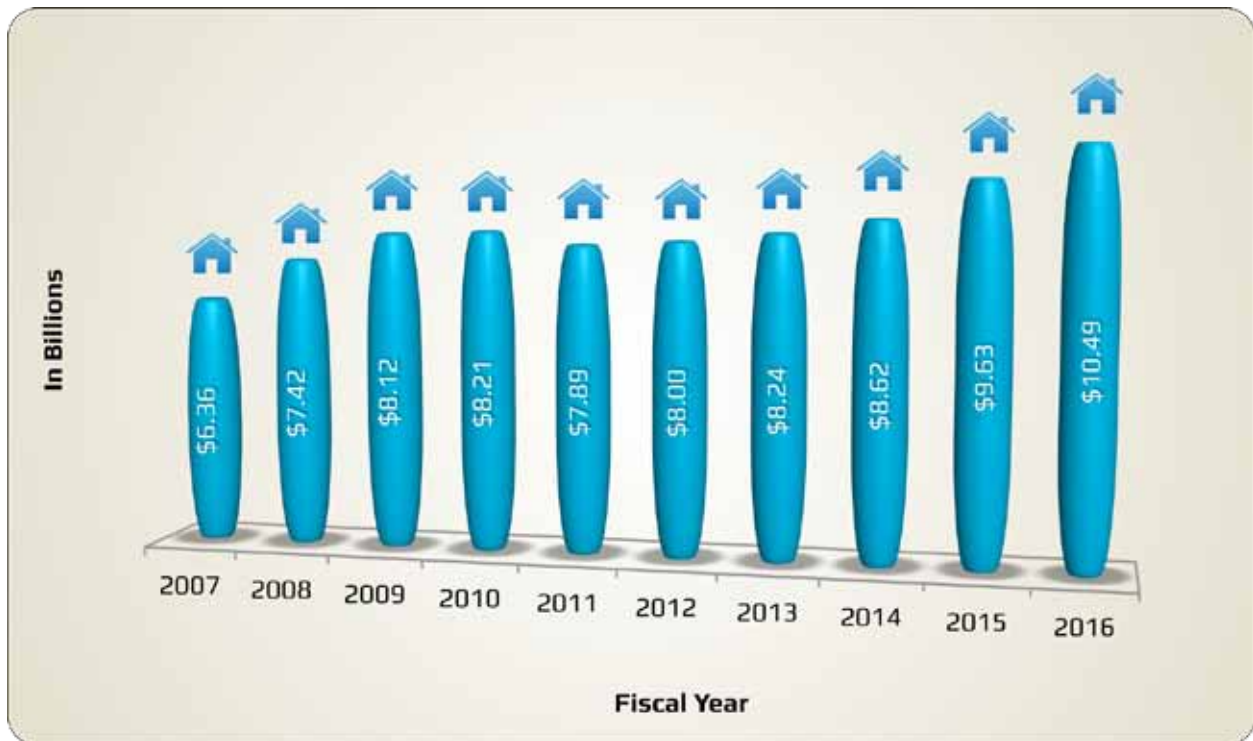
$$\$216,594 / \$100 \times \$0.41465 = \$898.11$$

#### Last year's tax bill for an average residential property:

$$\$198,578 / \$100 \times \$0.41465 = \$823.40$$

Source: Williamson and Travis Central Appraisal District

### Taxable Property Values (Multi-Year Trend)

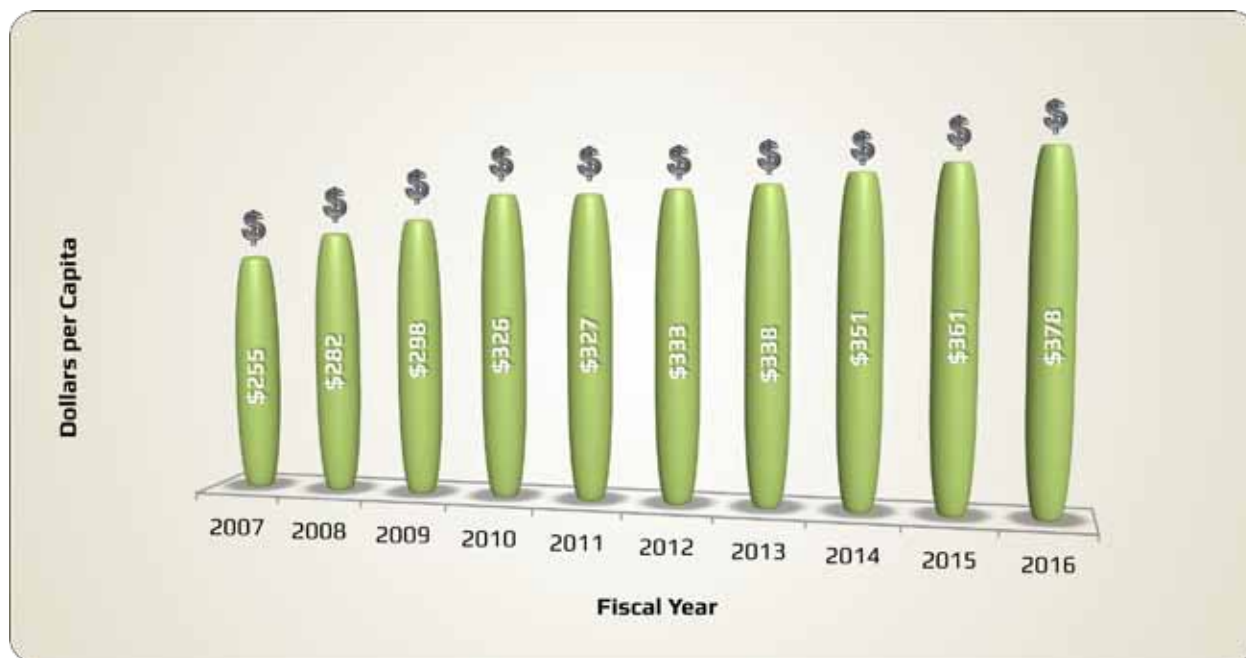


The property value comparison for several fiscal years indicates continued growth in property values. The certified tax roll indicates that values have increased steadily. The reflected values include new property added to the roll as of January 1 of each year.

Fiscal Year	Taxable Assessed Valuation	Fiscal Year	Taxable Assessed Valuation
2007	6,356,956,240	2012	8,004,285,176
2008	7,417,280,787	2013	8,238,144,748
2009	8,121,903,884	2014	8,624,749,167
2010	8,206,162,568	2015	9,634,156,426
2011	7,893,143,364	2016	10,492,086,922

Source: Travis & Williamson Central Appraisal Districts

## Property Tax per Capita



This chart indicates that taxes per capita had been increasing over the past 10 years, but it is important to understand the reason why. New properties added to the tax rolls are of a higher per capita value, indicating industrial and commercial property growth. This fact is also evidenced by the change in taxable assessed valuation illustrated below.

As a result of the recent regional economic conditions, we have seen an increase in overall property values for the last several fiscal years. FY 2016 set a record of \$10.49 billion dollars of taxable assessed valuation.

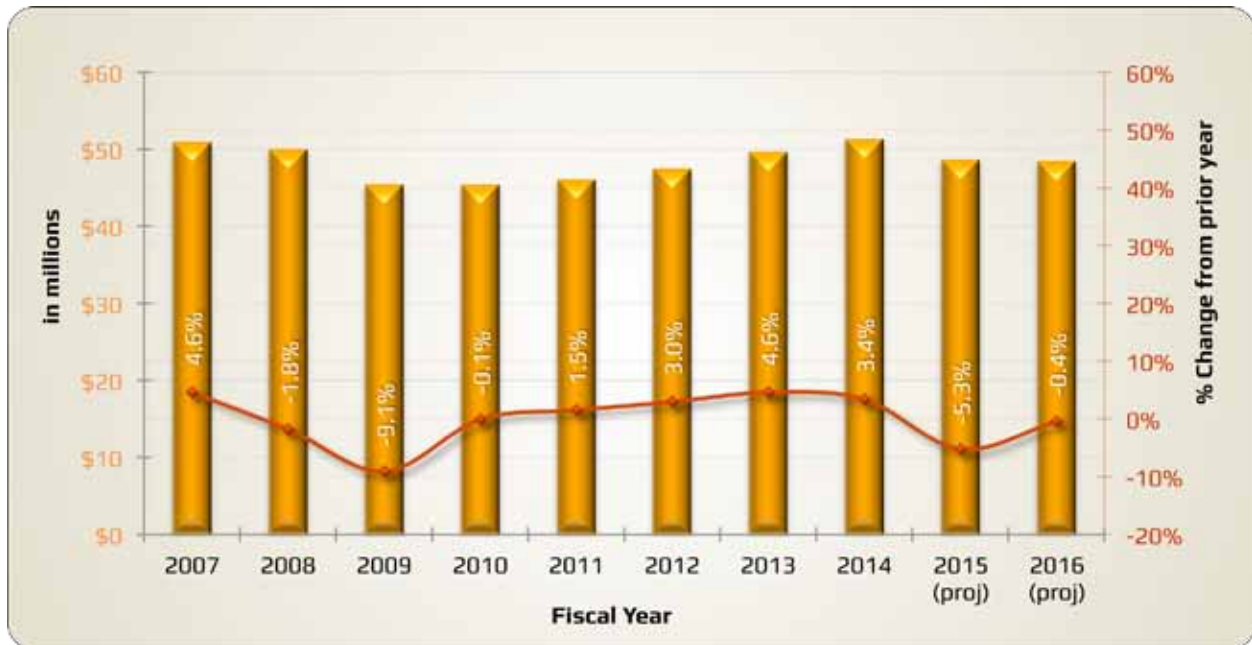
Fiscal Year	Taxable Assessed Valuation	Population	Property Tax Levy*	Taxes per Capita <sup>1</sup>
2007	6,356,956,240	92,500	23,587,486	255
2008	7,417,397,787	96,200	27,089,389	282
2009	8,121,902,884	99,500	29,662,814	298
2010	8,206,161,568	99,887	32,546,457	326
2011	7,893,143,364	100,659	32,936,508	327
2012	8,004,285,176	101,702	33,874,735	333
2013	8,238,143,748	102,349	34,629,318	338
2014	8,624,749,167	103,107	36,179,960	351
2015	9,634,156,426	110,800	39,948,030	361
2016	10,492,085,922	113,968	43,062,000	378

\* General Fund and Debt Service Fund

<sup>1</sup> Unadjusted for inflation

The population numbers starting in 2010 reflect the US Census

### Sales Tax Revenue Analysis



This chart illustrates growth characteristics in the City's commercial and economic bases. In 1988, voters authorized an additional 1/2 cent sales tax designation for the purpose of property tax reduction.

The data has been expressed in both actual dollars collected and as a percent change from the prior year.

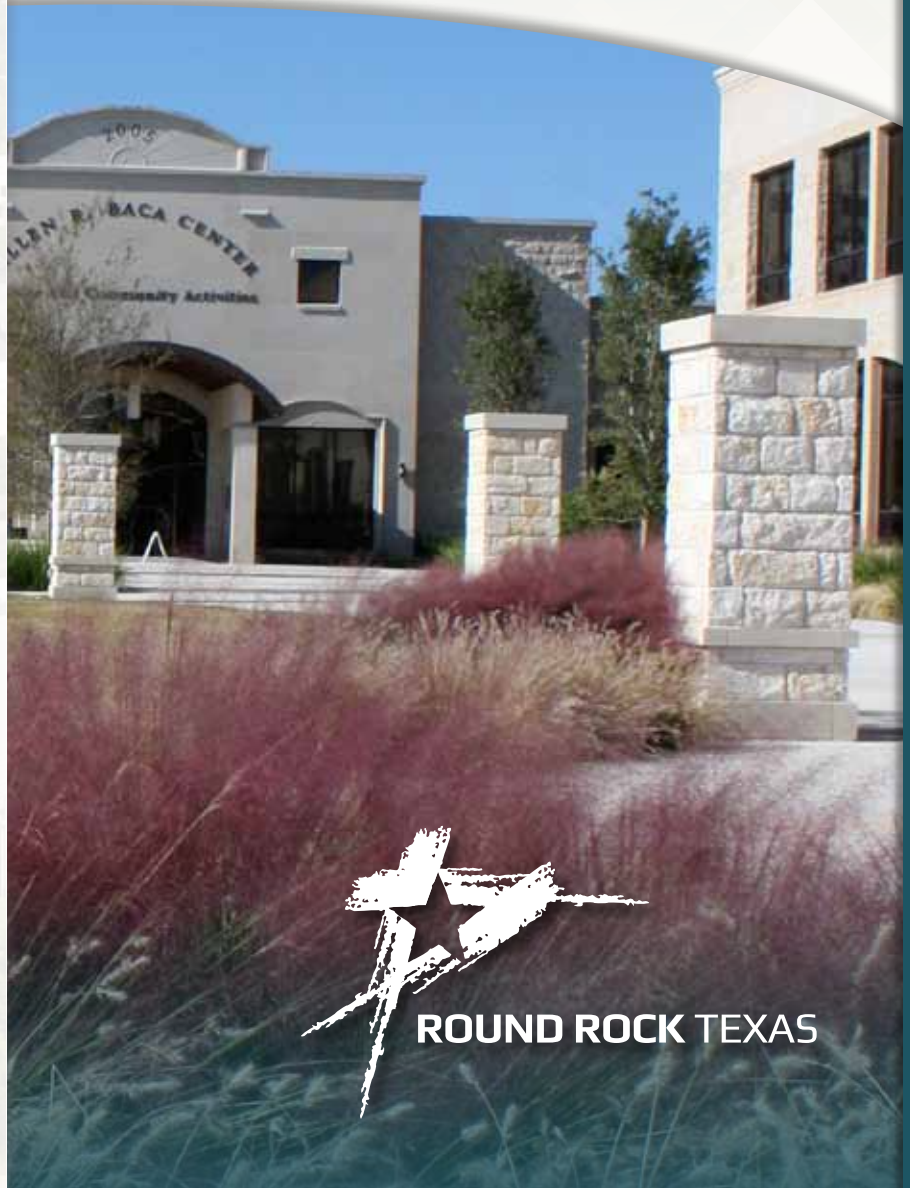
Year	Amount	Year	Amount
2007	50,935,139	2012	47,479,438
2008	50,014,578	2013	49,662,335
2009	45,450,314	2014	51,346,719
2010	45,420,616	2015 (proj)	48,650,000
2011	46,118,083	2016 (proj)	48,445,000



# Budget Summaries

2015-2016

Financial Summaries for All Funds  
Combined Expenditures by Category  
Proposed Source & Use Graphs



# Budget Summaries

2015-2016



**ROUND ROCK TEXAS**



### **Financial Summaries for All Funds**

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The following summary indicates the available fund balance and working capital after the City's current financial reserve policies are applied.

## Budget Summaries

### Financial Summaries for All Funds

	Total Budget	General Fund	General Capital Projects & Equipment	I & S GO Bond Debt Service Fund
<b>Estimated Fund Balance/</b>				
Working Capital 10/1/15	\$266,182,342	\$37,181,347	\$103,313,050	\$454,548
<b>Revenues &amp; Sources</b>				
Property Tax	43,062,000	26,500,000		16,562,000
Sales Tax	64,778,400	48,445,000		
Hotel Occupancy Tax	4,738,000			
Other Taxes & Franchise Fees	7,516,000	7,516,000		
Licenses, Permits & Fees	1,215,910	975,910		
Program Revenues	3,139,000	2,994,000		
Service Charges	2,154,125	1,428,000		
Fines & Forfeitures	2,197,000	1,954,000		
Capital Lease	2,500,000		2,500,000	
Water Service	23,908,869			
Sewer Service	18,127,254			
Drainage Service	3,358,486			
Investment, Donations & Other Misc.	12,441,228	4,034,260	2,437,733	324,000
Administrative Charges	4,030,000	3,630,000		
Impact Fees	4,250,000			
<b>Total Revenues</b>	<b>197,416,272</b>	<b>97,477,170</b>	<b>4,937,733</b>	<b>16,886,000</b>
<b>Expenses &amp; Uses</b>				
Public Safety	45,632,492	44,756,614		
Fiscal Support Services	11,758,187	10,609,337		
Transportation	11,987,146	9,355,256		
General Services	3,667,817	3,667,817		
Library	2,608,142	2,591,584		
PARD/Sports Center/CVB	13,889,966	10,605,768		
Support Services	16,977,584	15,811,855		
Water/Wastewater	25,543,470			
Drainage	2,218,571			
Debt Service	34,393,422			16,910,000
Administrative Charges	4,030,000			
Proposed Uses - General SFC	17,162,000		17,162,000	
Fleet Replacement	2,500,000		2,500,000	
Capital Improvement Projects	119,345,689		56,717,714	
<b>Total Expenses</b>	<b>311,714,486</b>	<b>97,398,231</b>	<b>76,379,714</b>	<b>16,910,000</b>
<b>Net Revenues/ Source (Uses)</b>	<b>(114,298,214)</b>	<b>78,939</b>	<b>(71,441,981)</b>	<b>(24,000)</b>
<b>Adjusted Ending Fund Balance/ Working Capital</b>	<b>151,884,128</b>	<b>37,260,286</b>	<b>31,871,069</b>	<b>430,548</b>
<b>Less Reservations</b>				
Contingency	51,578,300	30,162,631		
Concentration Risk Fund	7,000,000	7,000,000		
Bond Proceeds	28,253,716		27,720,966	
Debt Reserves	2,113,946			430,548
Restricted Funds	1,327,038			
Designations - Projects	22,532,285			
<b>Total Reservations</b>	<b>112,805,285</b>	<b>37,162,631</b>	<b>27,720,966</b>	<b>430,548</b>
<b>Available Ending Fund Balance/ Working Capital</b>	<b>39,078,843</b>	<b>97,655</b>	<b>4,150,103</b>	<b>-</b>



## Financial Summaries for All Funds

Water & Wastewater Utility Fund	Drainage Fund	Hotel Occupancy Tax Fund	Hotel Occupancy Tax Fund - Sports Center	Type B Fund	Special Revenue Funds
\$74,708,098	\$12,245,170	\$7,597,733	\$1,936,857	\$26,004,447	\$2,741,092
		3,708,000	1,030,000	16,333,400	
					240,000
					145,000
			726,125		243,000
23,908,869					
18,127,254					
1,334,500	3,358,486	8,000	53,000	300,000	569,735
	3,380,000		400,000		
4,250,000					
<b>47,620,623</b>	<b>6,738,486</b>	<b>3,716,000</b>	<b>2,209,125</b>	<b>16,633,400</b>	<b>1,197,735</b>
					875,878
1,148,850				2,631,890	
		1,397,955	1,611,449		16,558
					274,794
25,543,470					1,165,729
	2,218,571				
10,475,000	577,000	702,000	371,000	5,038,422	320,000
3,090,000	200,000	400,000		300,000	40,000
25,152,321	11,164,070	2,400,000		23,248,497	663,087
<b>65,409,641</b>	<b>14,159,641</b>	<b>4,899,955</b>	<b>1,982,449</b>	<b>31,218,809</b>	<b>3,356,046</b>
(17,789,018)	(7,421,155)	(1,183,955)	226,676	(14,585,409)	(2,158,311)
56,919,080	4,824,015	6,413,778	2,163,533	11,419,038	582,781
13,284,916	839,622	461,325	531,778	6,298,028	
	532,750				
309,781	573,617	800,000			
460,049		152,453	131,755		582,781
11,032,285		5,000,000	1,500,000	5,000,000	
<b>25,087,031</b>	<b>1,945,989</b>	<b>6,413,778</b>	<b>2,163,533</b>	<b>11,298,028</b>	<b>582,781</b>
<b>31,832,049</b>	<b>2,878,026</b>	-	-	<b>121,010</b>	-

## Budget Summaries

### Combined Expenditures by Category

Expenditures	Total Budget	General Fund	General Capital Projects & Equipment	I & S GO Bond	Water and Wastewater Utility Fund
Personnel Services	\$76,625,689	\$65,769,760			\$8,329,801
Contractual Services	27,194,003	12,296,404			13,695,172
Materials and Supplies	10,433,113	7,507,502			2,419,891
Other Services and Charges	17,896,721	11,067,565			6,288,456
Capital Outlay	111,271,151	757,000	76,379,714		17,111,321
Debt Service	33,235,000			16,910,000	14,475,000
Transfers	35,058,809				3,090,000
<b>Total Expenditures</b>	<b>\$311,714,486</b>	<b>\$97,398,231</b>	<b>\$76,379,714</b>	<b>\$16,910,000</b>	<b>\$65,409,641</b>

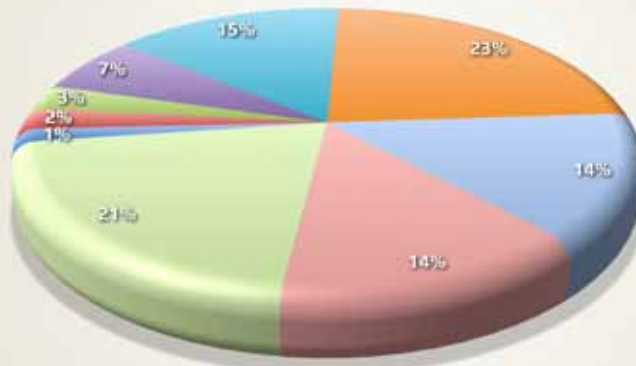


## Combined Expenditures by Category

Drainage Fund	Hotel Occupancy Tax Fund	Hotel Occupancy Tax Fund Sports Center	Type B Fund	Special Revenue Funds
\$1,447,841	\$293,338	\$784,949		
434,750	354,337	413,340		
209,880	20,780	275,060		
73,100	379,500	88,100		
11,217,070	2,400,000	50,000		3,356,046
777,000	702,000	371,000		
	750,000		31,218,809	
\$14,159,641	\$4,899,955	\$1,982,449	\$31,218,809	\$3,356,046

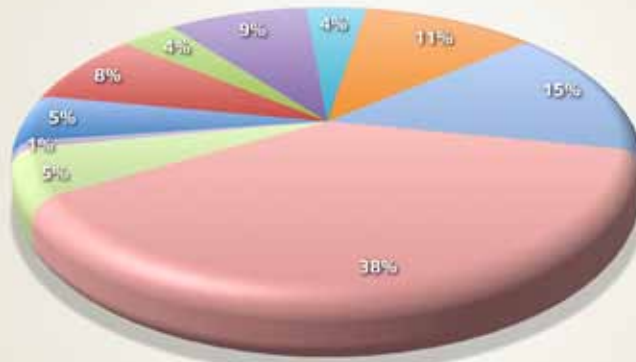
## Budget Summaries

### Total Proposed Budget by Source: \$311.7 Million



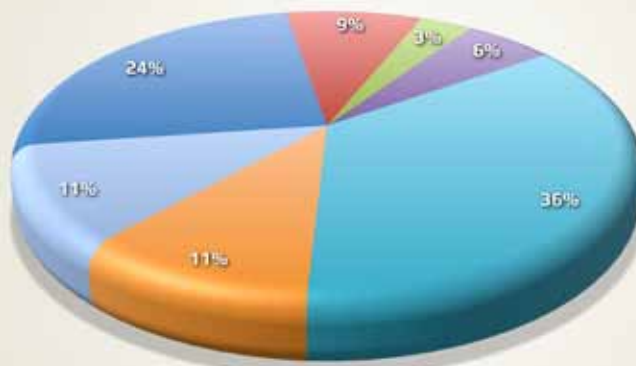
- Hotel Occupancy Tax: \$4,738,000
- Other Taxes & Franchise Fees: \$7,516,000
- Fees & Program Revenues: \$8,706,035
- Charges, Interest & Other: \$20,721,228
- Utilities & Drainage: \$45,394,609
- Bonds & Capital Lease: \$72,300,000
- Fund Balance Use: \$44,498,214
- Property Tax: \$43,062,000
- Sales Tax: \$64,778,400

### Total Proposed Budget by Use: \$311.7 Million



- PARD/Sports Center/CVB/Library: \$16,498,108
- Support Services & Admin: \$25,265,771
- Contracts & Maintenance: \$11,167,817
- Utilities & Drainage: \$27,762,041
- Transportation: \$11,987,146
- Debt P & I: \$34,393,422
- Public Safety: \$45,632,492
- Capital Improvements: \$119,345,689
- Proposed Uses - GSFC: \$17,162,000
- Fleet Replacement: \$2,500,000

### Combined Expenditures by Category: \$311.7 Million



- Personnel Services: \$76,625,689
- Contractual Services: \$27,194,003
- Materials and Supplies: \$10,433,113
- Other Services and Charges: \$17,896,721
- Capital Outlay: \$111,271,151
- Debt Service: \$33,235,000
- Transfers: \$35,058,809

# Revenue Summaries

2015-2016

## General Fund Revenue

- Highlights
- Summary
- Details

## Property Tax Rate Definitions

## Property Tax Summary & Analysis

## History of Taxable Property Value & Property Tax Rate

## Certified Taxable Assessed Valuation

## 10 Year Property/Sales Tax Analysis Graph

## General Fund Revenues Comparison

- Property Tax
- Sales Tax
- Other Revenues

## Utility Fund Revenue

- Highlights
- Summary
- Details

## Drainage Fund Revenue

- Highlights
- Summary

## 10 Year Utility Revenue History

## Other Revenues

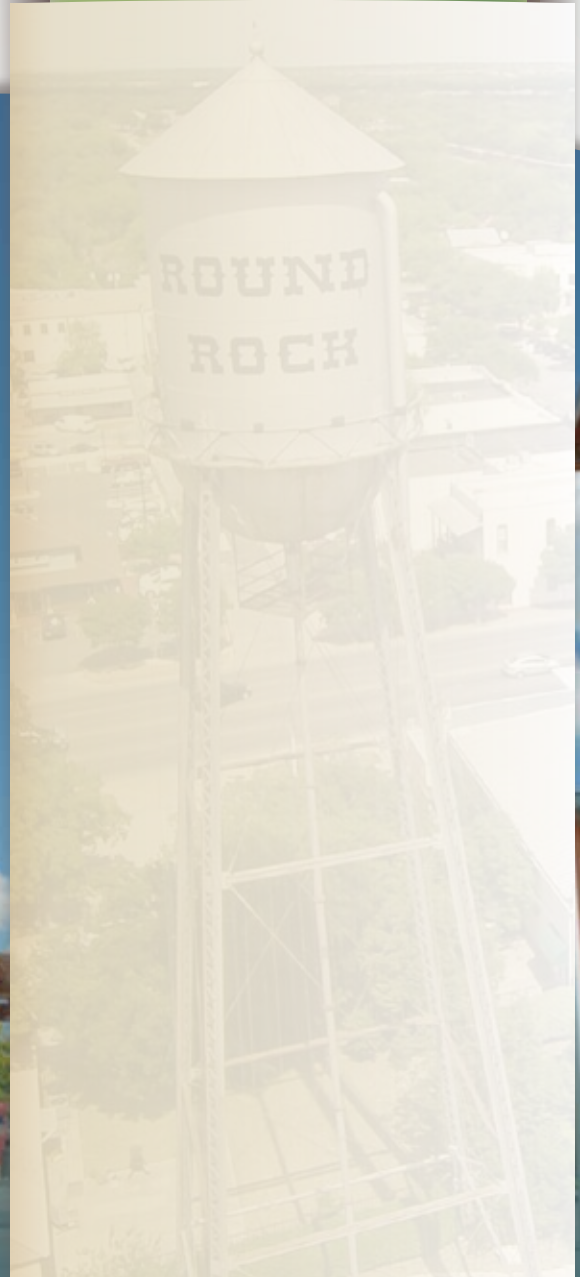
- Highlights
- Summary



**ROUND ROCK TEXAS**

# Revenue Summaries

2015-2016





## General Fund Revenue Highlights

- **Property Tax** – Revenues higher in FY 15/16 primarily due to the recommended rate and new program requests. Of the \$1.4 million increase, \$371,295 is a result of new properties added to tax roll.
- **Sales Tax** – Sales tax revenues reflect 1.5% of the 2.0% local option taxes collected by the City. Amounts are reported at gross with any rebates budgeted in Fiscal Support Services. Retail and other sectors continue to grow at a healthy 3% – 5%; however, declining sales tax receipts of a major sales tax contributor will result in lower overall revenues in the General Fund in FY 14/15 and FY 15/16.
- **Franchise Fees** – This revenue is derived from major public utilities operating within the City and is intended to reimburse the City for use of public streets and rights of way. The fee is generally computed as a percentage of gross receipts and the percentages vary among the franchises. Fees collected from electricity, gas, and telecommunications grow modestly with the general population growth. Since these fees are based on gross revenues, mild weather can reduce fees received from electric and gas providers.
- **Licenses/Building Permits/Inspections Fees** – Revenues from these categories are intended to cover the costs of general governmental services such as building inspection, plat recording and consultation, subdivision review, fire inspection for commercial construction and other various services. Large subdivisions or commercial site permits, that were reflected in FY 12/13 and 14/15, can create one time higher than average collections. Because these tend to be unpredictable, for budget purposes, average fee collections are used.
- **Fire Protections Fees** – In 2006, voters in the City of Round Rock extraterritorial jurisdiction (ETJ) voted to form Emergency Services District #9 (ESD) for the purpose of providing fire and medical emergency services to the ETJ. These are primarily revenues received from ESD #9 for providing fire services in that district.
- **Garbage Fees** – Residential garbage pickup services are provided to the citizens by Round Rock Refuse through an agreement with the City. Revenues reflect the net fee from Round Rock Refuse. Average residential customer pays \$17.61 per month with the City retaining \$3.38 or approximately 19.2% for billing and collection and account maintenance. That figure is reflected in the General Fund and is expected to increase consistently with the rate of growth.
- **Police Reimbursements** – This includes overtime reimbursements and the School Resource Officer reimbursements from RRISD. The reimbursements will increase substantially in FY 15/16 due to the SRO positions being fully staffed for the whole fiscal year.
- **Police Fines and Costs** – Revenue in this category is produced through the payment of citations, warrants and court costs. Revenues are generated due to continued focus on traffic law enforcement.
- **Recreation Fees** – The City owns and operates the Clay Madsen Recreation Center, the Allen R. Baca Senior and Community Activity Center and the Rock'N River aquatic center. These centers generate revenue through annual use fees and various programming fees. Revenues for FY 15/16 were reduced by \$120,000 for the waiver of out of city charges passed by Council in May 2015, and increased by \$450,000 for the expansion of the Rock'N River aquatic center.

## General Fund Revenue Summary

	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Property Tax	\$24,138,472	\$25,100,000	\$25,100,000	<b>\$26,500,000</b>	\$27,285,441
Sales Tax	51,346,719	49,400,000	48,650,000	<b>48,445,000</b>	49,305,400
Bingo/Mixed Drink Tax	477,606	28,000	468,000	<b>476,000</b>	516,000
Franchise Fees	6,694,566	6,175,000	6,858,839	<b>6,900,000</b>	7,000,000
Building Permits/Inspections	494,182	500,000	930,000	<b>648,000</b>	648,000
Other Permits	43,788	50,000	50,000	<b>45,000</b>	45,000
Garbage	1,314,845	1,325,000	1,325,000	<b>1,335,000</b>	1,325,000
Fire Protection Fees	1,544,772	1,380,000	1,750,000	<b>1,805,000</b>	1,805,000
Police Reimbursements	800,725	670,000	670,000	<b>1,372,570</b>	1,236,825
Recreation Fees	2,481,069	2,374,000	2,368,000	<b>2,735,000</b>	2,325,000
Library Fees	194,507	165,000	171,000	<b>129,000</b>	129,000
Filing/Other Fees	163,888	125,700	139,700	<b>135,500</b>	135,500
Fines & Costs	2,266,821	2,359,000	1,959,000	<b>1,858,000</b>	1,858,000
Rentals	168,697	161,000	176,512	<b>189,000</b>	189,000
Grants	325,477	145,515	167,515	<b>117,000</b>	117,000
Interest	203,406	301,000	301,000	<b>301,000</b>	301,000
Capital Lease Proceeds	727,699	850,000	1,500,000	-	-
Administrative Allocations	3,251,255	3,625,000	3,625,000	<b>3,665,000</b>	3,665,000
Other Revenues	1,540,073	708,200	831,200	<b>821,100</b>	821,100
<b>Total Revenues</b>	<b>\$98,178,568</b>	<b>\$95,442,415</b>	<b>\$97,040,766</b>	<b>\$97,477,170</b>	<b>\$98,707,266</b>



## General Fund Detail

	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Property Tax</b>					
Current Property Taxes	\$24,138,472	\$25,100,000	\$25,100,000	<b>\$26,500,000</b>	\$27,285,441
<b>Sales Tax</b>					
Sales Tax	51,346,719	49,400,000	48,650,000	<b>48,445,000</b>	49,305,400
<b>Bingo/Mixed Drink Tax</b>					
Mixed Drink Tax	442,126	-	440,000	<b>440,000</b>	480,000
Bingo Tax	35,480	28,000	28,000	<b>36,000</b>	36,000
Total Bingo/Mixed Drink Tax	477,606	28,000	468,000	<b>476,000</b>	516,000
<b>Franchise Fees</b>					
Franchise - Recycle Rebate Prog	12,796	5,000	5,000	<b>5,000</b>	5,000
Franchise - Gas	912,287	800,000	1,133,839	<b>1,100,000</b>	1,100,000
Franchise - Communications	625,100	650,000	650,000	<b>540,000</b>	540,000
Franchise - Electric	3,499,286	3,200,000	3,500,000	<b>3,500,000</b>	3,600,000
Franchise - Cablevision	1,175,816	1,100,000	1,100,000	<b>1,285,000</b>	1,285,000
Franchise - Garbage Collection	469,281	420,000	470,000	<b>470,000</b>	470,000
Total Franchise Fees	6,694,566	6,175,000	6,858,839	<b>6,900,000</b>	7,000,000
<b>Building Permits/Inspections</b>					
Building Permits	368,611	350,000	350,000	<b>430,000</b>	430,000
Building Reinspections	22,550	10,000	10,000	<b>5,000</b>	5,000
Structural Steel Inspections	4,976	20,000	20,000	<b>13,000</b>	13,000
Subdivision Development Fees	98,046	120,000	550,000	<b>200,000</b>	200,000
Total Building Permits/Inspections	494,182	500,000	930,000	<b>648,000</b>	648,000
<b>Other Permits</b>					
Beer & Liquor Licenses	24,430	30,000	30,000	<b>25,000</b>	25,000
Animal Control Licensing Fees	19,359	20,000	20,000	<b>20,000</b>	20,000
Total Other Permits	43,788	50,000	50,000	<b>45,000</b>	45,000
<b>Garbage</b>					
Garbage Services	1,188,490	1,200,000	1,200,000	<b>1,210,000</b>	1,200,000
Garbage Penalty	126,355	125,000	125,000	<b>125,000</b>	125,000
Total Garbage	1,314,845	1,325,000	1,325,000	<b>1,335,000</b>	1,325,000
<b>Fire Protection Fees</b>					
Fire Inspection Fees	146,521	100,000	120,000	<b>120,000</b>	120,000
Fire Protection/MUD Contract	1,317,917	1,200,000	1,550,000	<b>1,600,000</b>	1,600,000
Emergency Service Organization	80,334	80,000	80,000	<b>85,000</b>	85,000
Total Fire Protection Fees	1,544,772	1,380,000	1,750,000	<b>1,805,000</b>	1,805,000
<b>Police Reimbursements</b>					
RRISD Reimbursement	644,790	550,000	550,000	<b>1,192,570</b>	1,056,825
PD Special Events Reimbursements	155,935	120,000	120,000	<b>180,000</b>	180,000
Total Police Reimbursements	800,725	670,000	670,000	<b>1,372,570</b>	1,236,825

## General Fund Detail (cont.)

	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Recreation Fees</b>					
Swim Pool Agreements	67,493	58,000	58,000	<b>58,000</b>	58,000
Recreation Programs - Pool	52,751	56,000	56,000	<b>60,000</b>	60,000
Recreation Programs	33,998	10,000	10,000	<b>10,000</b>	10,000
Swimming Pool Receipts	384,210	450,000	424,000	<b>780,000</b>	330,000
Sports League Fees	328,336	360,000	360,000	<b>330,000</b>	330,000
Ball Field Lights	75,168	48,000	48,000	<b>65,000</b>	65,000
General Special Events Revenue	-	1,000	1,000	<b>1,000</b>	1,000
PARC Special Events	96,732	100,000	120,000	<b>115,000</b>	125,000
Recreation Programs	86,969	55,000	55,000	<b>60,000</b>	65,000
Recreation Programs - Seniors	58,137	60,000	60,000	<b>60,000</b>	65,000
Membership Fees	49,152	36,000	36,000	<b>41,000</b>	46,000
Recreation Programs - Pool	17,060	10,000	10,000	<b>15,000</b>	15,000
Recreation Programs	851,240	740,000	740,000	<b>750,000</b>	760,000
Membership Fees	379,823	390,000	390,000	<b>390,000</b>	395,000
Total Recreation Fees	2,481,069	2,374,000	2,368,000	<b>2,735,000</b>	2,325,000
<b>Library Fees</b>					
Library Fees - Non Resident	47,629	48,000	28,000	-	-
Library - Photocopy	24,103	22,000	22,000	<b>25,000</b>	25,000
Library Fines	89,603	94,000	94,000	<b>90,000</b>	90,000
Library Receipts	33,173	1,000	27,000	<b>14,000</b>	14,000
Total Library Fees	194,507	165,000	171,000	<b>129,000</b>	129,000
<b>Filing/Other Fees</b>					
Filing Fees	111,332	80,000	80,000	<b>80,000</b>	80,000
Annual Site Plan Fees	49,111	40,000	50,000	<b>50,000</b>	50,000
GIS Fees	3,345	5,000	9,000	<b>5,000</b>	5,000
Film Industry Fees	100	700	700	<b>500</b>	500
Total Filing/Other Fees	163,888	125,700	139,700	<b>135,500</b>	135,500
<b>Fines &amp; Costs</b>					
Police Department Fines	1,439,895	1,600,000	1,200,000	<b>1,100,000</b>	1,100,000
Red Light Camera Fines	816,907	750,000	750,000	<b>750,000</b>	750,000
Convenience Fees	10,019	9,000	9,000	<b>8,000</b>	8,000
Total Fines & Costs	2,266,821	2,359,000	1,959,000	<b>1,858,000</b>	1,858,000
<b>Rentals</b>					
Facility Rental - Parks/Rec	154,843	150,000	165,512	<b>175,000</b>	175,000
Meeting Room Revenue	13,854	11,000	11,000	<b>14,000</b>	14,000
Total Rentals	168,697	161,000	176,512	<b>189,000</b>	189,000
<b>Grants</b>					
Grant Proceeds	325,477	145,515	167,515	<b>117,000</b>	117,000
Total Grants	325,477	145,515	167,515	<b>117,000</b>	117,000
<b>Interest</b>					
Interest Income	203,406	301,000	301,000	<b>301,000</b>	301,000
Total Interest	203,406	301,000	301,000	<b>301,000</b>	301,000
<b>Capital Lease Proceeds</b>	727,699	850,000	1,500,000	-	-

## General Fund Detail (cont.)

	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Administrative Allocations</b>					
4B Corporation Reimbursement	266,000	300,000	300,000	<b>300,000</b>	300,000
Court Fund Reimbursement	54,472	35,000	35,000	<b>75,000</b>	75,000
Transfers In	2,930,783	3,290,000	3,290,000	<b>3,290,000</b>	3,290,000
Total Administrative Allocations	3,251,255	3,625,000	3,625,000	<b>3,665,000</b>	3,665,000
<b>Other Revenues</b>					
Delinquent Taxes	102,540	50,000	50,000	<b>50,000</b>	50,000
Penalty & Interest Del Taxes	10,017	20,000	20,000	<b>15,000</b>	15,000
Penalty & Interest Current Tax	79,080	55,000	55,000	<b>75,000</b>	75,000
Title Report Fees	5,000	-	-	<b>5,000</b>	5,000
Developer Landscape Fees	7,800	8,000	8,000	<b>10,000</b>	10,000
Sign Permit Fees	7,660	-	6,000	<b>24,810</b>	24,810
Easement Vacated Fees	300	-	-	<b>600</b>	600
Lot Clearing Services	58,182	30,000	35,000	<b>35,000</b>	35,000
Brush Hauling Revenue	4,177	3,000	3,000	<b>3,000</b>	3,000
PARD Brush Recycling Fees	51,885	70,000	70,000	<b>55,000</b>	55,000
Police Dept - Misc	22,313	15,000	15,000	<b>24,000</b>	24,000
Training Fees	6,576	-	-	-	-
Miscellaneous Revenue	182,015	125,000	152,000	<b>125,000</b>	125,000
Returned Check Fee	275	1,000	1,000	<b>1,000</b>	1,000
Advertising Revenue	5,000	-	6,000	<b>8,000</b>	8,000
Historic Preservation Proceeds	65	-	-	<b>120</b>	120
Donations/Contributions	9,225	1,000	1,000	<b>1,000</b>	1,000
Insurance Proceeds	123,826	40,000	90,000	<b>40,000</b>	40,000
Plat Reproductions	326	200	200	<b>320</b>	320
Street Cuts	900	-	-	-	-
Proceeds - Sale of Assets	120,572	40,000	40,000	<b>40,000</b>	40,000
FTA Reimbursement	252,074	200,000	200,000	<b>260,000</b>	260,000
Proceeds from Lawsuit	410,500	-	-	-	-
Hazmat Recovery Proceeds	953	-	-	<b>1,000</b>	1,000
Special Events Permits	2,283	-	-	<b>2,250</b>	2,250
Federal Program Income	290	-	-	-	-
Non-Grant Reimbursements	25,665	-	29,000	-	-
Recycling Revenue	50,573	50,000	50,000	<b>45,000</b>	45,000
Total Other Revenues	1,540,073	708,200	831,200	<b>821,100</b>	821,100
<b>TOTAL General Fund</b>	<b>\$98,178,568</b>	<b>\$95,442,415</b>	<b>\$97,040,766</b>	<b>\$97,477,170</b>	<b>\$98,707,266</b>

### Property Tax Rate Definitions

The total tax rate adopted annually by the City Council is used for General Fund operations and Debt service. Under state law, six separate tax rates are calculated by the City's tax assessor/collector.

#### **The Proposed Tax Rate**

This is the rate considered by the City Council for adoption and which is determined to be necessary to fund operations and pay principal and interest on outstanding debt (debt service).

#### **The Effective Tax Rate**

If adopted, this rate would provide the same amount of revenue collected last year from properties on the tax roll last year. This rate calculation requires the taxing entity to account for changes in the value of existing properties, but this rate calculation, however, is not affected by new properties.

#### **The Maintenance and Operations Rate**

This rate is one of two component rates that make up the total tax rate. Revenue generated by this rate is used to fund general operations of the City.

#### **The Debt Service Rate**

This rate is the second of two component rates that make up the total tax rate. This rate is set by law in an amount sufficient to generate enough revenue with which to pay the City's maturing general obligation debt.

#### **The Rollback Rate**

Under the Rollback Rate calculation, the Maintenance and Operations component exceeds the Maintenance and Operations component of the Effective Tax Rate by 8%. This rate is the rollback rate. An adopted tax increase beyond 8% is subject to being "rolled back" by the electorate to the rollback rate.

#### **Sales Tax Adjustment Rate**

A voter-authorized additional 1/2 cent sales tax generates revenue for the City's General Fund which, by law, must directly and proportionately reduce the property tax rate. This sales tax adjustment rate is calculated by the tax assessor as a reduction to the overall property tax rate.

## Property Tax Summary

### Tax Levies, Rates and Collections for Twenty-Three Years (Real & Personal Property)

YEAR			BASES AND RATE			TAXABLE VALUE	TAX LEVY
						\$	\$
1991	-	1992	100%	@	0.62479	864,708,918	5,402,615
1992	-	1993	100%	@	0.62459	913,079,155	5,703,001
1993	-	1994	100%	@	0.56924	1,090,306,343	6,206,479
1994	-	1995	100%	@	0.48896	1,380,376,965	6,749,505
1995	-	1996	100%	@	0.42635	1,673,266,815	7,133,973
1996	-	1997	100%	@	0.39880	1,961,647,818	7,823,051
1997	-	1998	100%	@	0.37707	2,314,286,302	8,726,410
1998	-	1999	100%	@	0.38500	2,540,922,164	9,782,550
1999	-	2000	100%	@	0.36295	2,965,017,390	10,761,531
2000	-	2001	100%	@	0.33031	3,678,007,528	12,148,827
2001	-	2002	100%	@	0.32207	4,446,753,347	14,321,659
2002	-	2003	100%	@	0.34220	4,978,982,250	17,038,077
2003	-	2004	100%	@	0.35715	5,071,176,374	18,349,189
2004	-	2005	100%	@	0.37972	5,251,484,692	19,940,938
2005	-	2006	100%	@	0.37105	5,667,029,945	21,027,515
2006	-	2007	100%	@	0.37105	6,356,956,240	23,587,486
2007	-	2008	100%	@	0.36522	7,417,279,787	27,089,389
2008	-	2009	100%	@	0.36522	8,121,902,884	29,662,814
2009	-	2010	100%	@	0.39661	8,206,161,568	32,546,457
2010	-	2011	100%	@	0.41728	7,893,143,364	32,936,509
2011	-	2012	100%	@	0.42321	8,004,285,176	33,874,935
2012	-	2013	100%	@	0.42035	8,238,143,748	34,629,318
2013	-	2014	100%	@	0.41949	8,624,749,167	36,179,960
2014	-	2015	100%	@	0.41465	9,634,156,426	39,948,030
2015	-	2016	100%	@	0.41465	10,492,085,922	43,505,434



## Property Tax Analysis – Fiscal Year 2015-16

Average Residential Property Value (2015-2016)	\$216,594
Last Year's Effective Tax Rate (*)	\$0.38473
Last Year's Rollback Tax Rate	\$0.44457
Last Year's Adopted Tax Rate	\$0.41465
This Year's Effective Tax Rate (*)	\$0.38453
This Year's Rollback Tax Rate	\$0.43598
This Year's Proposed Tax Rate	\$0.41465

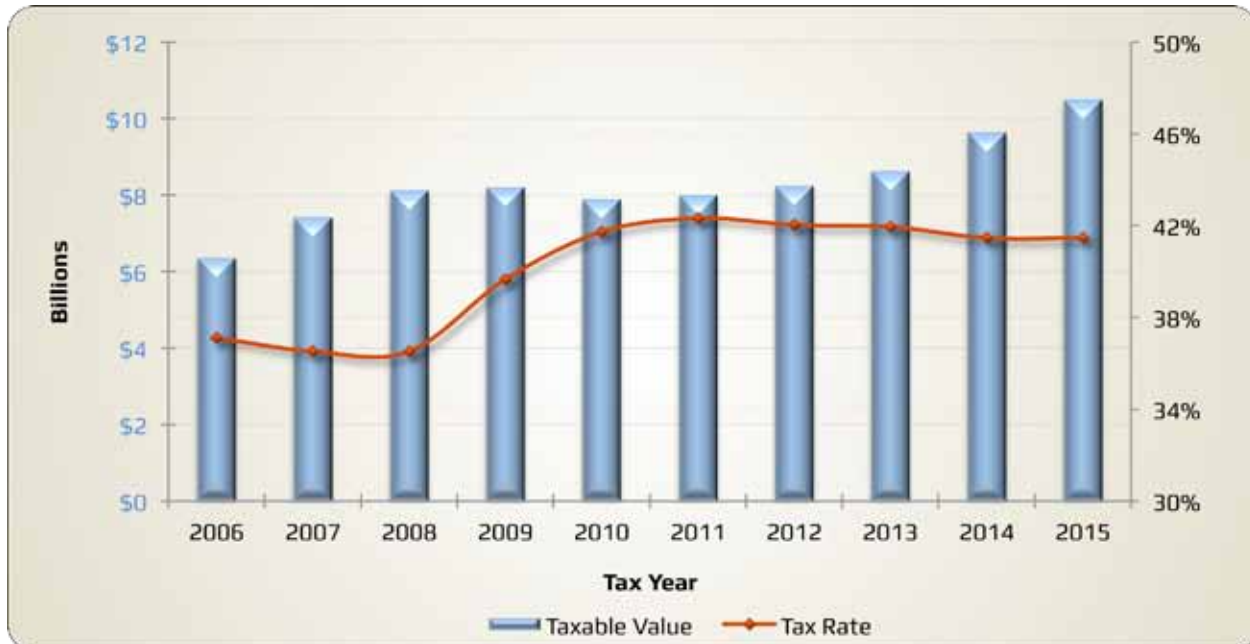
### Tax Levy:

	Maintenance & Operations	Debt	Total Rate & Levy
<b>Taxable Value</b>	\$10,492,085,922	\$10,492,085,922	\$10,492,085,922
<b>x Maint &amp; Operations Rate / 100</b>	0.25446		
<b>x Debt Rate / 100</b>		0.16019	0.41465
<b>Total Levy</b>	\$26,698,162	\$16,807,272	\$43,505,434
<b>x Collection Rate (rounded estimate)</b>	0.99	0.99	0.99
<b>= Estimated Tax Revenue</b>	\$26,431,180	\$16,639,200	\$43,070,380

(\*) All tax rate figures are net of the sales tax gain rate.

## History of Taxable Property Value & Property Tax Rate

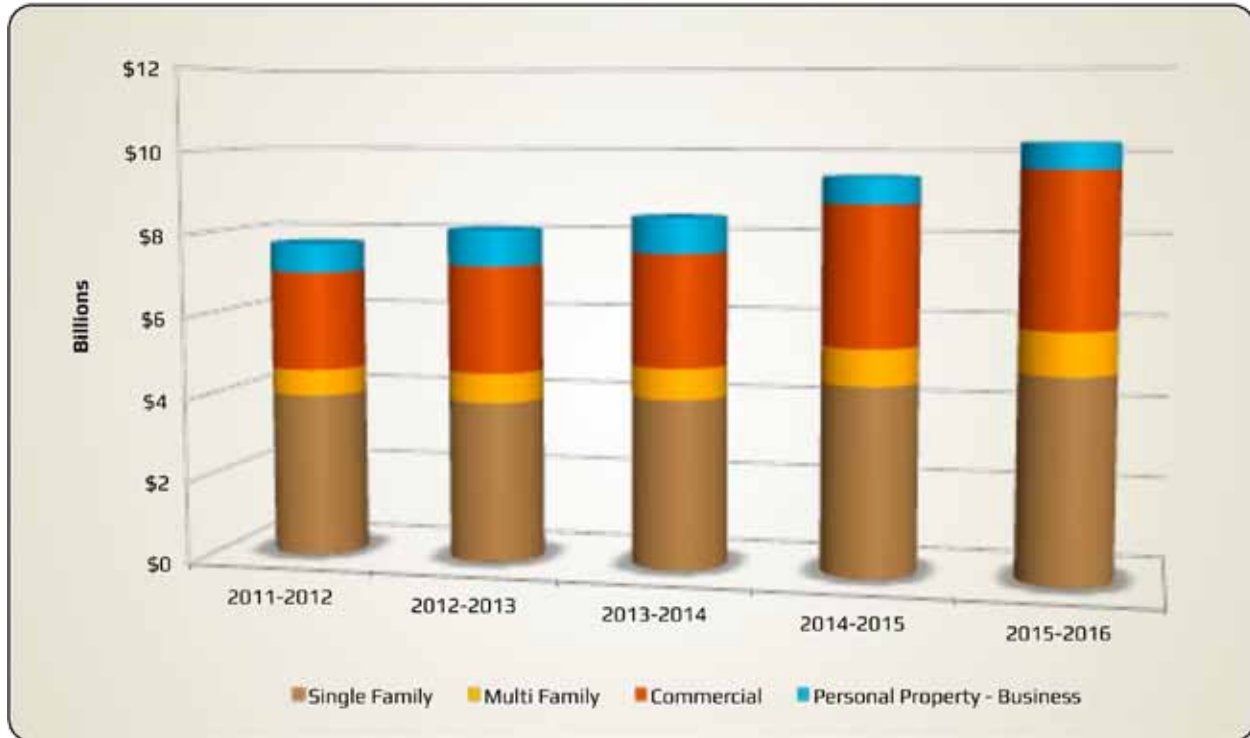
Tax Year



Tax Year	Taxable Value	Tax Rate
2006	\$6,356,956,240	0.37105
2007	7,417,279,787	0.36522
2008	8,121,902,884	0.36522
2009	8,206,161,568	0.39661
2010	7,893,143,364	0.41728
2011	8,004,285,176	0.42321
2012	8,238,143,748	0.42035
2013	8,624,749,167	0.41949
2014	9,634,156,426	0.41465
2015	10,492,085,922	0.41465

## Certified Taxable Assessed Valuation

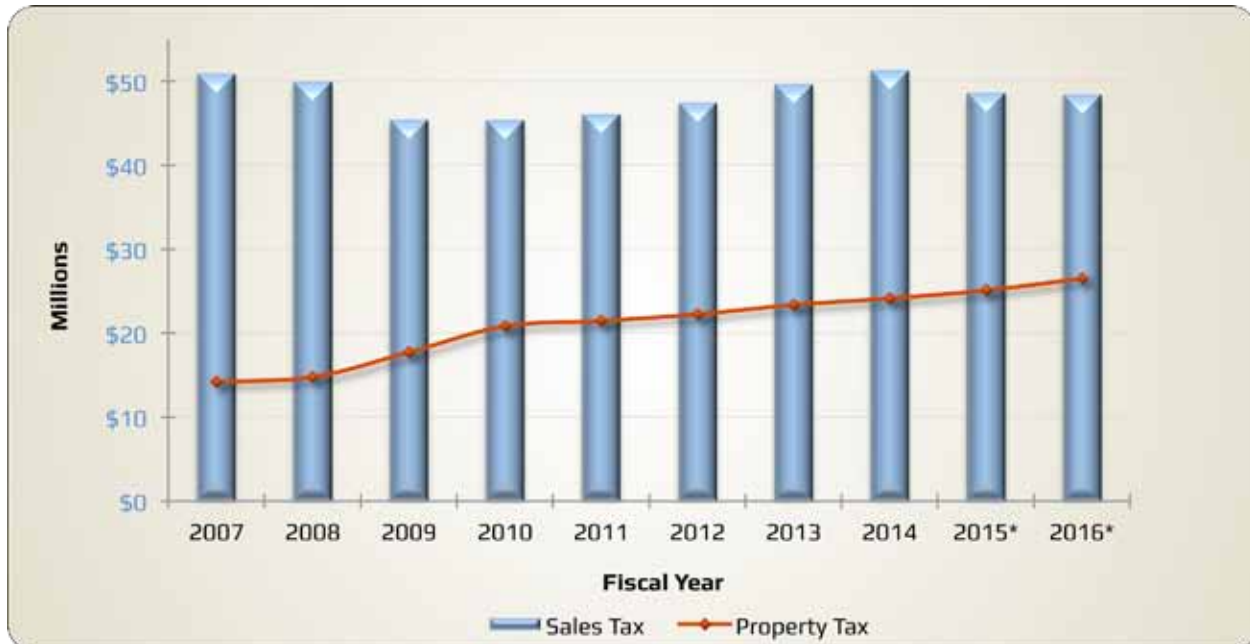
by Class of Property



Tax Year	2011	2012	2013	2014	2015
Fiscal Year	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Single Family	\$3,973,722,754	\$3,913,249,951	\$4,111,737,236	\$4,556,457,570	\$4,896,446,995
Multi Family	\$634,203,429	\$712,626,948	\$751,623,626	\$874,743,780	\$1,036,742,056
Total Residential	\$4,607,926,183	\$4,625,876,899	\$4,863,360,862	\$5,431,201,350	\$5,933,189,051
Commercial	\$2,411,542,899	\$2,608,101,321	\$2,735,922,464	\$3,377,983,098	\$3,706,097,433
Personal Property - Business	\$685,278,322	\$854,667,451	\$836,731,060	\$616,107,675	\$597,705,791
Assessed Valuation	\$7,704,747,404	\$8,088,645,671	\$8,436,014,386	\$9,425,292,123	\$10,236,992,275
60% of ARB	\$299,537,772	\$149,498,077	\$188,734,781	\$208,864,303	\$255,093,647
<b>Certified Tax Roll</b>	<b>\$8,004,285,176</b>	<b>\$8,238,143,748</b>	<b>\$8,624,749,167</b>	<b>\$9,634,156,426</b>	<b>\$10,492,085,922</b>
Annual Increase(Decrease)		2.92%	4.69%	11.70%	8.91%

## 10 Year Property / Sales Tax Analysis

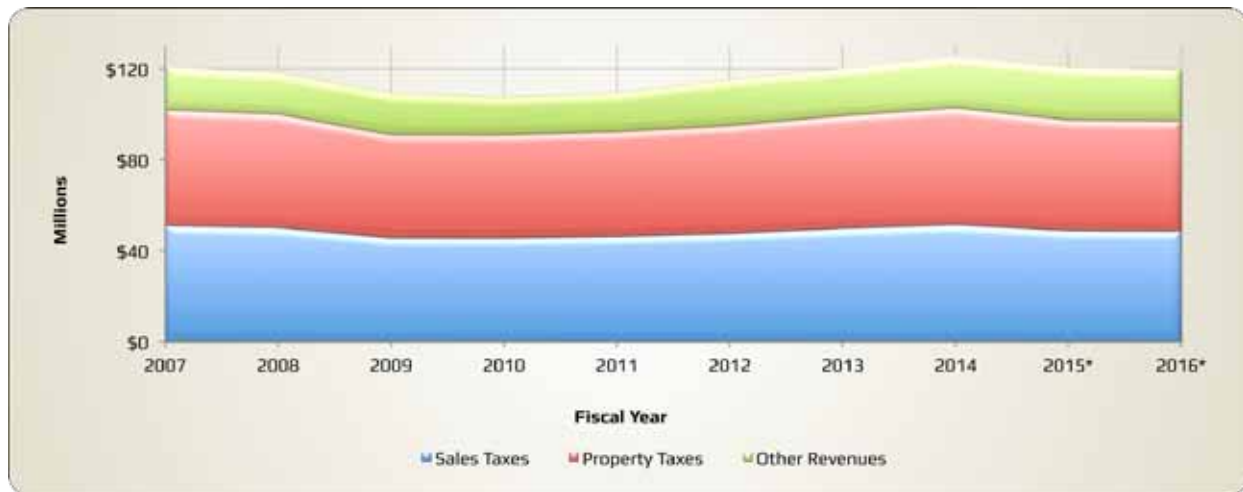
### General Fund



Year	Property Tax	Sales Tax
2007	\$14,195,119	\$50,935,139
2008	14,766,417	50,014,573
2009	17,714,701	45,450,314
2010	20,826,670	45,420,616
2011	21,457,249	46,118,083
2012	22,248,742	47,479,438
2013	23,363,403	49,662,335
2014	24,138,472	51,346,719
2015*	25,100,000	48,650,000
2016*	26,500,000	48,445,000

\* Projected

## General Fund Revenues



Year	Property Taxes	Sales Taxes <sup>1</sup>	Other Revenues <sup>2</sup>	Total Revenue
2007	14,195,119	50,935,139	18,904,087	84,034,345
2008	14,766,417	50,014,578	18,228,547	83,009,542
2009	17,714,701	45,450,314	18,319,287	81,484,302
2010	20,826,670	45,420,616	16,817,725	83,065,011
2011	21,457,249	46,118,083	17,138,173	84,713,505
2012	22,248,742	47,479,438	20,380,583	90,108,763
2013	23,363,403	49,662,335	20,742,787	93,768,525
2014	24,138,472	51,346,719	22,693,377	98,178,568
2015*	25,100,000	48,650,000	23,290,766	97,040,766
2016*	26,500,000	48,445,000	22,532,170	97,477,170

**Notes:**

\* Projected amounts

<sup>1</sup> Sales for 2007 thru 2011 reflect restated amounts for Dell payback to State Comptroller starting 2014 for a period of 4 years.

<sup>2</sup> Other revenues include: franchise, bingo tax, mixed drink tax, licenses, permits, fees, trash fees, Swimming pool fees, fines, forfeitures, intergovernmental, investment, and other. Prior to 2012, Transfers were not included in Other Revenues for reporting purposes.

## Utilities Fund Operations Revenue Highlights & Summary

Revenues	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Water & Related Services	\$22,032,335	\$21,980,000	\$21,980,000	<b>\$23,908,869</b>	\$25,249,036
Wastewater & Related Services	17,543,328	16,673,000	16,673,000	<b>18,127,254</b>	18,831,195
Pre-Treatment Surcharge	201,201	180,000	180,000	<b>180,000</b>	180,000
Interest	356,579	261,000	261,000	<b>261,000</b>	261,000
Other Revenues	974,874	661,000	661,000	<b>693,500</b>	693,500
Impact Fees	1,840,000	1,840,000	1,840,000	<b>1,840,000</b>	1,840,000
<b>Total Revenues</b>	<b>\$42,948,317</b>	<b>\$41,595,000</b>	<b>\$41,595,000</b>	<b>\$45,010,623</b>	<b>\$47,054,731</b>

- **Water and Wastewater Revenues** - These can vary greatly based on weather conditions. Customer growth has continued at a steady 1 – 2%; however the record setting wet winter and spring weather has reduced projections for FY 2014/15. Average consumption is used for projections.
- Completed Comprehensive Rate Study in FY 14/15
- **Rates** - Revenues include a 3% in city water customer increase in January 2016 and an 11.6% increase for wholesale water customers effective October 2015. Wastewater rate includes a 3% increase for retail customers effective January 2016.
- **Impact fees** – Water and wastewater fees are collected for all new residential and commercial connections to the City’s utility system. These fees are collected at the time of plat for each unit based on meter size and are designed to help offset the cost of serving new connections to the utility system. Impact Fee Study currently underway and reviewed every 3 years.
- **Water Conservation Revenue** – The City’s growing customer base and summer season drought conditions have periodically placed the utility system under a strain to deliver potable water and treatment of wastewater. A water conservation and drought contingency program has been established to conserve existing water sources and minimize the impact of water shortages. Round Rock will continue to expand the water conservation program, focusing on education and awareness that water is one of our most precious resources.
- **Industrial Pre-Treatment Surcharge** – This revenue is derived from a program mandated by the federal government and administered by the City. The program is intended to fund the monitoring and treatment of non-domestic (commercial and industrial) waste discharges.



## Utilities Fund Detail - Operations

Utilities Fund	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Water &amp; Related Services</b>					
Water Service	20,770,877	20,950,000	20,950,000	<b>22,415,755</b>	23,698,918
Water Conservation Revenue	935,084	700,000	700,000	<b>1,163,114</b>	1,220,118
Water Inspec & Meter Set Fee	35,200	30,000	30,000	<b>30,000</b>	30,000
Water Penalty	291,174	300,000	300,000	<b>300,000</b>	300,000
Total Water Related Services	22,032,335	21,980,000	21,980,000	<b>23,908,869</b>	25,249,036
<b>Wastewater &amp; Related Services</b>					
Sewer Service	15,818,373	14,900,000	14,900,000	<b>16,214,254</b>	16,918,195
Sewer Service-BCRWWS	1,448,309	1,500,000	1,500,000	<b>1,640,000</b>	1,640,000
Sewer Inspection Fee	33,700	30,000	30,000	<b>30,000</b>	30,000
Sewer Discharge Permits	2,925	3,000	3,000	<b>3,000</b>	3,000
Sewer Penalty	240,020	240,000	240,000	<b>240,000</b>	240,000
Total Wastewater & Related Services	17,543,328	16,673,000	16,673,000	<b>18,127,254</b>	18,831,195
<b>Pre-Treatment Surcharge</b>					
Industrial Pre-Treatment Surcharge	201,201	180,000	180,000	<b>180,000</b>	180,000
<b>Interest</b>					
Interest Income	356,579	261,000	261,000	<b>261,000</b>	261,000
Total Interest	356,579	261,000	261,000	<b>261,000</b>	261,000
<b>Other Revenues</b>					
Convenience Fees	167,680	160,000	160,000	<b>160,000</b>	160,000
Connection & Transfer Fee	154,000	130,000	130,000	<b>130,000</b>	130,000
Miscellaneous Revenue	387,135	155,000	155,000	<b>187,500</b>	187,500
Returned Check Fee	5,138	6,000	6,000	<b>6,000</b>	6,000
Reconnect Charges	181,576	170,000	170,000	<b>170,000</b>	170,000
Meters & Fittings Sales	79,345	40,000	40,000	<b>40,000</b>	40,000
Total Other Revenues	974,874	661,000	661,000	<b>693,500</b>	693,500
<b>Impact Fees</b>					
Transfer from Impact Fee Fund	1,840,000	1,840,000	1,840,000	<b>1,840,000</b>	1,840,000
Total Impact Fees	1,840,000	1,840,000	1,840,000	<b>1,840,000</b>	1,840,000
<b>TOTAL Utility Fund</b>	<b>\$42,948,317</b>	<b>\$41,595,000</b>	<b>\$41,595,000</b>	<b>\$45,010,623</b>	<b>\$47,054,731</b>

## Drainage Fund Revenue Highlights & Summary

<b>Drainage Fund</b>	<b>2013-14 Actual</b>	<b>2014-15 Operating Budget</b>	<b>2014-15 Projected Actual</b>	<b>2015-16 Adopted Budget</b>	<b>2016-17 Projected Budget</b>
<b>Drainage Utility Revenue</b>					
Drainage Fees - Residential	1,313,280	1,475,000	1,475,000	<b>1,590,339</b>	1,593,520
Drainage Fees - Commercial	1,451,930	1,650,000	1,650,000	<b>1,768,147</b>	1,785,829
Total Drainage Utility Revenue	2,765,210	3,125,000	3,125,000	<b>3,358,486</b>	3,379,349
<b>Miscellaneous Revenue</b>					
Interest Income	4	1,000	1,000	-	-
Developer Contributions	596,508	-	-	-	-
Insurance Proceeds	22,070	-	-	-	-
Intergovernmental Revenue	2,738,572	-	-	-	-
Total Miscellaneous Revenue	3,357,153	1,000	1,000	-	-
<b>TOTAL Drainage Fund</b>	<b>\$6,122,363</b>	<b>\$3,126,000</b>	<b>\$3,126,000</b>	<b>\$3,358,486</b>	<b>\$3,379,349</b>

- The Drainage Utility Fund was established in 2011. It collects fees based on a property's impact to the City's drainage system. Revenues provide stable funding for operations and maintenance of drainage infrastructure
- In 2014, the monthly drainage fee was increased from \$2.75 to \$4.75 per ERU to fund maintenance, state and federal compliance costs and the Drainage Capital improvement plan.

## Utility Revenues

### 10 Year History



Fiscal Year	Water	Wastewater	Drainage <sup>1</sup>	Other	Total
2007	15,943,984	12,268,834	-	4,182,302	32,395,120
2008	19,741,736	13,893,863	-	3,162,743	36,798,342
2009	22,094,416	14,747,810	-	3,591,041	40,433,267
2010	19,950,822	16,039,501	-	4,460,916	40,451,239
2011	25,798,094	17,422,981	1,788,251	4,435,621	49,444,947
2012	24,138,895	17,187,078	1,928,086	3,477,791	46,731,850
2013	23,696,347	18,000,984	1,945,232	3,021,057	46,663,620
2014	22,049,419	17,772,699	2,792,420	3,126,199	45,740,737
2015*	23,029,419	17,908,198	3,379,049	3,162,988	47,479,654
2016*	23,908,869	18,307,254	3,358,486	2,794,500	48,369,109

Notes:

<sup>1</sup> The Drainage Utility was established in 2011 with a rates adopted by Council.  
In March 2014, Council approved a rate increase of \$2.00 to issue debt for needed improvements to the system.

\* Projected amounts

## Other Revenues

### 10 Year History



Notes:

\* Projected amounts

### Other Revenues (cont.)

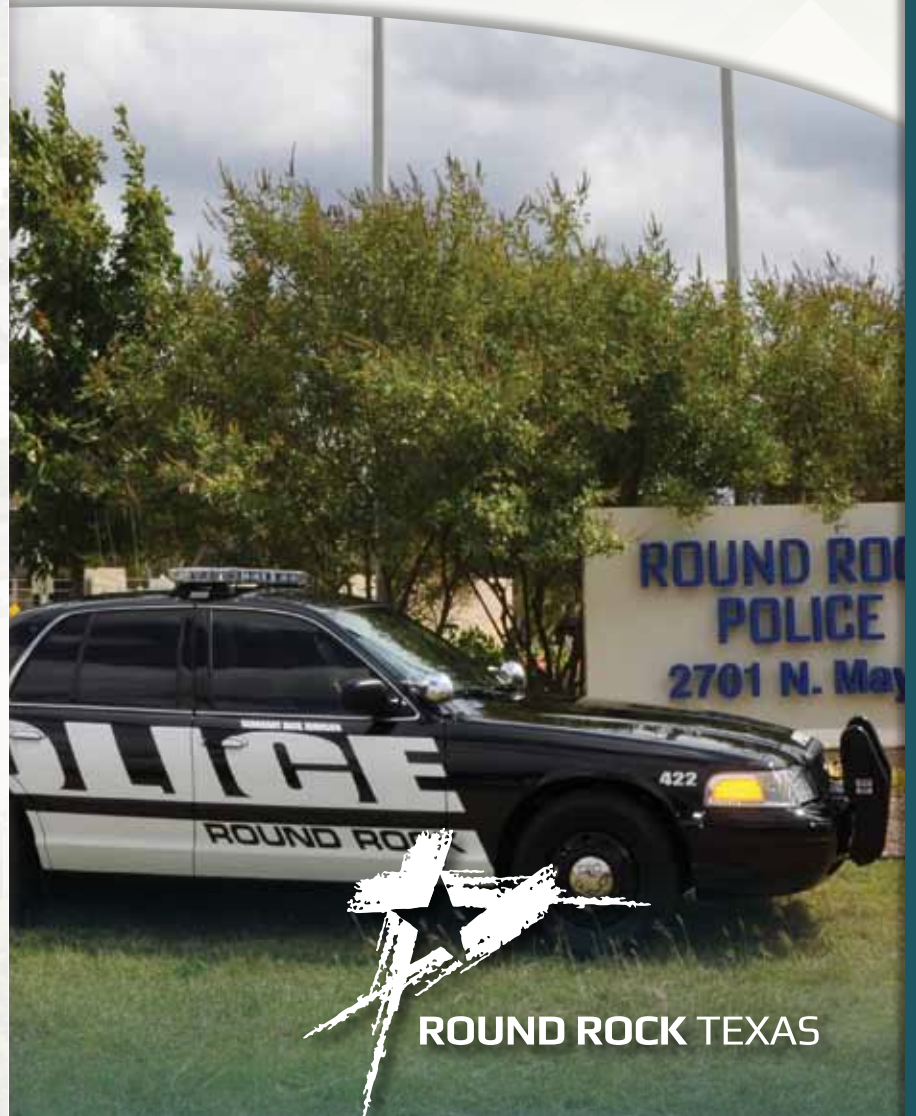
#### 10 Year History

- **Hotel & Occupancy Tax** – is a 7% tax on hotel stays that is used to promote the tourism and the convention and hotel industry.
- **Hotel & Occupancy Tax Sports Center** – is a 2% tax on hotel stays that is used to promote the Sports Center and the programming.
- **Transportation & Economic Development Corp. (Type B)** – is one-half cent of the City's sales tax on hotel stays that goes directly to fund transportation improvements and economic development projects in the City.
- **Other Special Revenues Funds** – account for specific resources that are restricted to expenditures based on the type of revenue collected.

# General Fund

2015-2016

General Fund Revenue & Expenditures  
Administration  
Finance  
Fire  
Fiscal Support Services  
General Services  
Human Resources  
Information Technology  
Legal Services  
Library  
Parks & Recreation  
Planning & Development Services  
Police  
Recycling  
Transportation



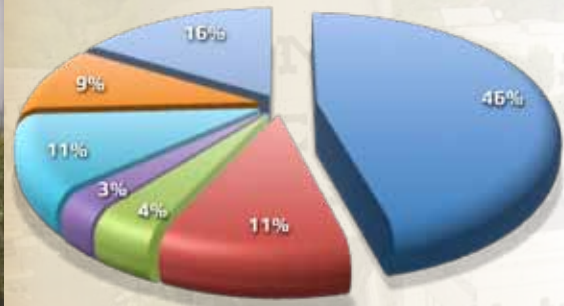
**ROUND ROCK TEXAS**



# General Fund

2015-2016

General Fund Expenses



- Public Safety
- Fiscal Support
- General Services
- Library
- PARD
- Transportation
- Support Services



ROUND ROCK TEXAS

## General Fund Summary of Revenue and Expenditures

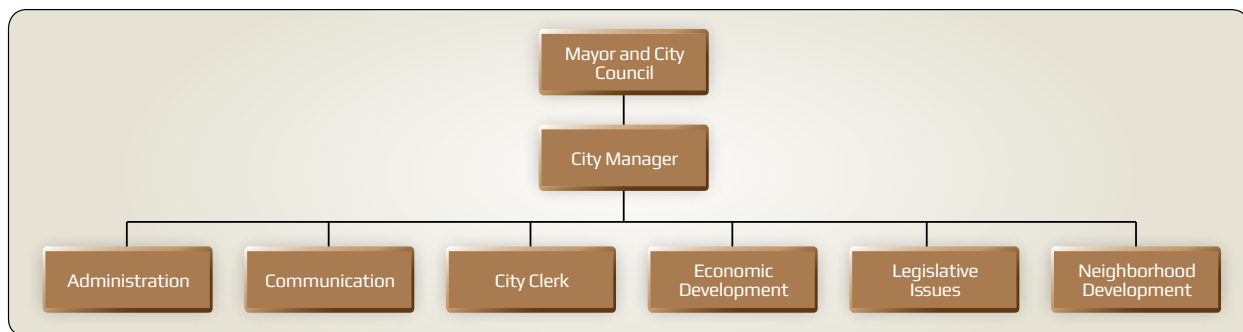
	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$38,979,868</b>	<b>\$39,123,636</b>	<b>\$39,124,671</b>	<b>\$37,181,347</b>	<b>\$37,260,286</b>
<b>Revenues</b>					
Property Tax	\$24,138,472	\$25,100,000	\$25,100,000	<b>\$26,500,000</b>	\$27,285,441
Sales Tax	51,346,719	49,400,000	48,650,000	<b>48,445,000</b>	49,305,400
Bingo/Mixed Drink Tax	477,606	28,000	468,000	<b>476,000</b>	516,000
Franchise Fees	6,694,566	6,175,000	6,858,839	<b>6,900,000</b>	7,000,000
Building Permits/Inspections	494,182	500,000	930,000	<b>648,000</b>	648,000
Other Permits	43,788	50,000	50,000	<b>45,000</b>	45,000
Garbage	1,314,845	1,325,000	1,325,000	<b>1,335,000</b>	1,325,000
Fire Protection Fees	1,544,772	1,380,000	1,750,000	<b>1,805,000</b>	1,805,000
Police Reimbursements	800,725	670,000	670,000	<b>1,372,570</b>	1,236,825
Recreation Fees	2,481,069	2,374,000	2,368,000	<b>2,735,000</b>	2,325,000
Library Fees	194,507	165,000	171,000	<b>129,000</b>	129,000
Filing/Other Fees	163,888	125,700	139,700	<b>135,500</b>	135,500
Fines & Costs	2,266,821	2,359,000	1,959,000	<b>1,858,000</b>	1,858,000
Rentals	168,697	161,000	176,512	<b>189,000</b>	189,000
Grants	325,477	145,515	167,515	<b>117,000</b>	117,000
Interest	203,406	301,000	301,000	<b>301,000</b>	301,000
Capital Lease Proceeds	727,699	850,000	1,500,000	-	-
Administrative Allocations	3,251,255	3,625,000	3,625,000	<b>3,665,000</b>	3,665,000
Other Revenues	1,540,073	708,200	831,200	<b>821,100</b>	821,100
<b>Total Revenues</b>	<b>\$98,178,568</b>	<b>\$95,442,415</b>	<b>\$97,040,766</b>	<b>\$97,477,170</b>	<b>\$98,707,266</b>
<b>Expenditures</b>					
Personnel Services	\$59,279,243	\$63,497,088	\$61,713,403	<b>\$65,769,760</b>	\$64,853,156
Contractual Services	9,204,464	12,296,850	12,393,337	<b>12,296,404</b>	12,271,154
Materials and Supplies	6,502,643	6,599,578	6,601,074	<b>7,507,502</b>	7,495,198
Other Services and Charges	11,008,857	11,348,760	10,835,663	<b>11,067,565</b>	11,983,569
Capital Outlay	1,692,213	1,699,104	1,690,613	<b>757,000</b>	611,000
<b>Total Expenditures</b>	<b>\$87,687,420</b>	<b>\$95,441,380</b>	<b>\$93,234,090</b>	<b>\$97,398,231</b>	<b>\$97,214,077</b>
<b>Net Change in Operations</b>	<b>\$10,491,148</b>	<b>\$1,035</b>	<b>\$3,806,676</b>	<b>\$78,939</b>	<b>\$1,493,189</b>
Less:					
Transfers	10,347,382		5,750,000		
Reservations	35,709,000	38,995,655	37,100,000	<b>37,162,631</b>	38,200,000
<b>Ending Fund Balance</b>	<b>\$3,414,634</b>	<b>\$129,016</b>	<b>\$81,347</b>	<b>\$97,655</b>	<b>\$553,475</b>

## Administration

The Administration Department consists of the Mayor and six Council members, and the office of the City Manager. These two bodies, working together, are responsible for the formulation and communication of public policy to meet community needs and assure orderly development in the City. In addition, the City Manager's Office provides for the general administration of a multi-million dollar municipal organization providing a full range of municipal services to over 100,000 customers.

**Vision:** Citizens and visitors experience Round Rock as the "City of Choice."

**Mission:** Our mission is to provide leadership and foster a culture of high performance, thereby delivering customer value and enhancing public confidence and satisfaction in Round Rock city government.



### Major Business Functions:

**Mayor and Council:** The Mayor and six Council members, acting as the elected representatives of the citizens of Round Rock, formulate public policy to meet community needs and assure orderly development in the City. The City Council appoints the City Manager, City Attorney, Municipal Court Judge and various citizen boards and commissions. The City Council's public policy activities include: adopting the City's annual budget and establishing general objectives; reviewing and adopting all ordinances and resolutions; and approving purchases and contracts as prescribed by City Charter and State Law. Focus has been placed on diversifying the City's economy to sustain the continued growth, rather than relying heavily on tax increases.

**Office of the City Manager:** The City Manager's Office handles the general administration of the City and executes the policies of the City Council. The City Manager is directly responsible to the Mayor and City Council. The City Manager is also responsible for presenting an annual budget to the City Council. As Chief Administrators, the City Manager and Assistant City Managers oversee the day-to-day operations of the City by coordinating all City department activities and functions.

**Communications:** The Communications division develops internal and external communications and citizen participation initiatives. Most media relations are handled through this division. Emphasis is placed on engaging citizens in an ongoing dialogue about City policies and programs, designed to instill an attitude of trust and understanding in local decision making. Transparency in government is achieved through use of all media types, including local access television, newsletters, social media and the City's website, keeping citizens apprised of public forums for citizen involvement. The department serves its internal customers through the monthly employee newsletter, blogs, and employee surveys. A new component of the Communication division includes the Arts & Special Events programs. The development of the Arts initiative involves the coordination with various local art & cultural organizations

to promote the vision of the Arts & Culture Master Plan. The Special Events program includes the proactive recruitment of special events such as concerts, street fairs, and other entertainment type of events.

**Office of the City Clerk:** The City Clerk is the Records Management Officer of the City. This entails attending and keeping the minutes for all City Council meetings; maintaining all official City records, including ordinances, resolutions, contracts, easements, and deeds; publishing and posting legal notices; responding to open records requests, monitoring the terms and attendance of all Boards and Commissions of the City; and coordinating municipal elections.

**Economic Development Partnership:** Under the Economic Development Partnership with the Chamber of Commerce, the City's economic priority is to promote business recruitment, retention and expansion as well as market the City of Round Rock. The City's managerial staff, together with the Chamber of Commerce, tourism committee, citizens, and representatives of local businesses, works to formulate and implement strategies and programs that promote economic development and diversify the economic base of the community.

**Legislative Issues:** The City Manager's office is also responsible for monitoring and researching any upcoming legislative issues that will affect the City.

**Neighborhood Development:** This program takes a proactive approach to neighborhood revitalization by building partnerships with citizens in neighborhoods that are in need of various repairs and improvements. The City's goal is to reduce crime rates, create City-citizen partnerships, become more involved with the community, and encourage citizens to maintain their property and build relationships with their neighbors.

#### **Key Customers:**

The Administration department has both internal and external customers. Internal customers include the City Council, department directors, and all City employees. Externally, the department responds to resident and non-resident concerns; tourists; current and prospective commercial/business entities; government units, including local, state and federal; and non-profit agencies.

#### **Customer Expectations and Requirements:**

All these customers require an open forum to participate and be heard; timely, accurate and courteous response to their requests for information; responsiveness to their concerns and issues; efficient and effective provision of City services; and a competent and professional approach to handling the affairs of the City.

#### **FY 2014-15 Highlights:**

- Assistant City Manager was promoted to the City Manager allowing for a smooth transition in leadership and she continues with meeting the goals established by the City Council.
- A new Assistant City Manager was also promoted from within the municipality bringing institutional knowledge and another smooth transition in Administration.
- A Chief Financial Officer was hired and this position is working alongside the City Manager and Assistant City Managers in order to assist with economic forecasting for the City as well as oversee the day to day operations of the Finance department.
- The hiring of the downtown manager helped in facilitating the communication between the City and downtown residents and businesses as the City continues to encourage the downtown area in becoming a more energetic destination.
- The City Council approved an economic agreement with Houghton Mifflin Harcourt Publishing Company creating 270 new jobs in Round Rock.

#### ***FY 2015-16 Overview and Significant Changes:***

- All department directors participated in several collaborative budget workshops outlining the financial needs for each department.
- Initiated a study of the Forest Creek Golf Course to assess the short-term and long-term concerns related to the management contract and the golf course improvements.
- An assessment of the fleet vehicles will be initiated this fiscal year ensuring that the replacement vehicles are managed appropriately and that the current vehicles are utilized efficiently.

#### ***New Programs for FY 2015-16:***

- Summer Children's Programming offering additional interactive programs for young children held in the Sharon Prete Plaza located in the Downtown area.
- Art Initiatives that will continue to energize artists and the community through workshops to educate artists on funding, board development and financial accountability.

#### ***FY 2016-17 Overview and Beyond:***

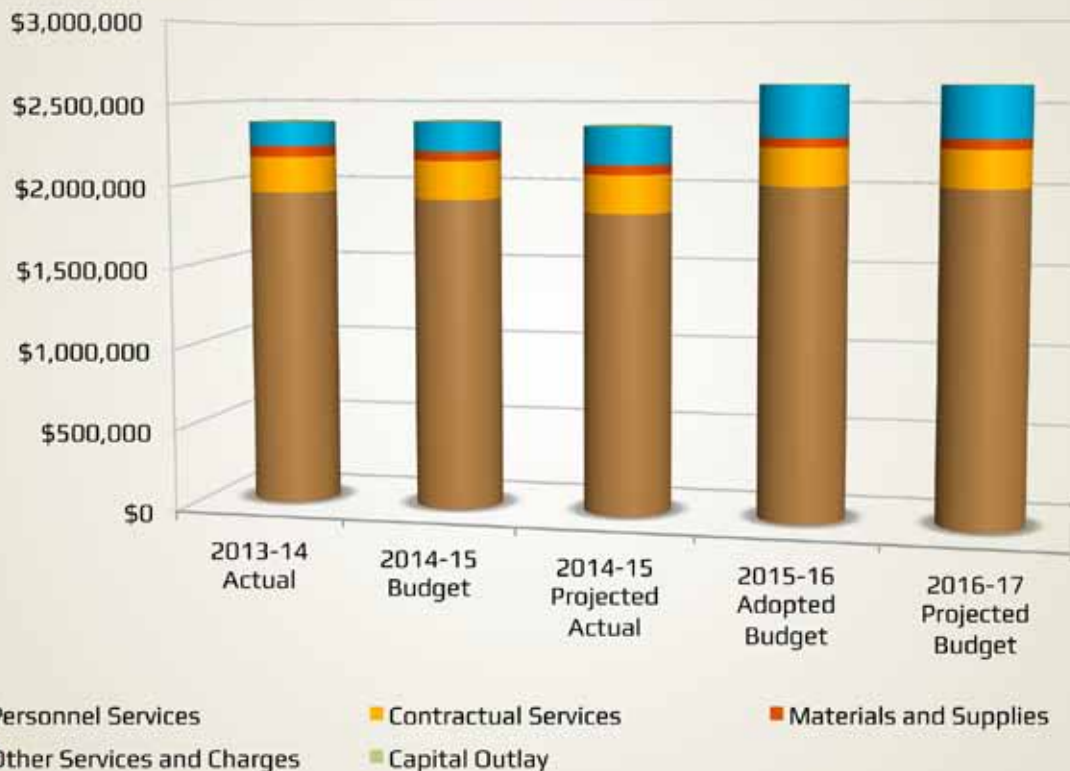
- City's continued involvement with Economic Development initiatives including the Chief Financial Officer becoming more involved with the recruitment process.
- Continue to actively manage the Long-Term Facility Plan to ensure the most efficient use of city facilities and property.



## Administration

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$1,947,659	\$1,916,935	\$1,844,834	<b>\$2,020,086</b>	\$2,020,086
Contractual Services	219,511	235,730	233,730	<b>229,100</b>	229,100
Materials and Supplies	69,712	58,023	59,523	<b>59,720</b>	59,720
Other Services and Charges	144,290	177,500	227,900	<b>309,950</b>	309,950
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$2,381,172</b>	<b>\$2,388,188</b>	<b>\$2,365,987</b>	<b>\$2,618,856</b>	<b>\$2,618,856</b>
<b>Expenditures per Capita:</b>	<b>\$23.09</b>	<b>\$22.66</b>	<b>\$22.45</b>	<b>\$22.98</b>	<b>\$22.35</b>

Administration - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Administration	2.7%	2.5%	2.5%	2.5%	2.7%	2.2%	2.1%	2.2%



### Administration

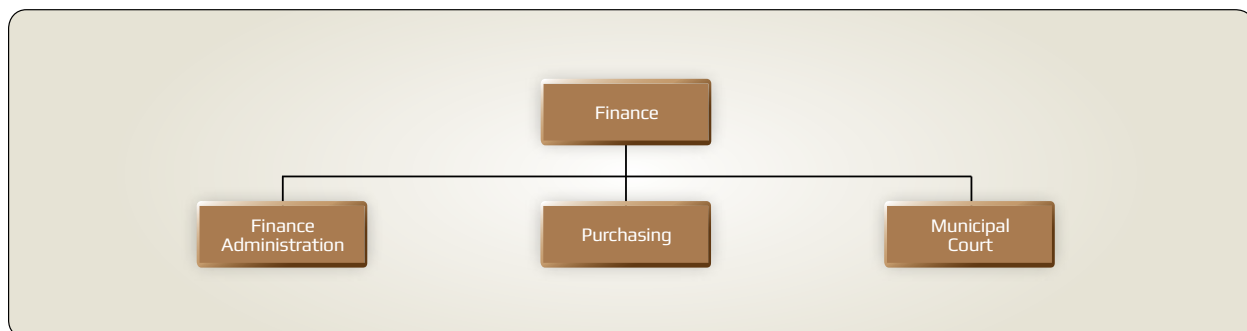
Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
City Manager	N/A	1	1	1	1.00	1.00	1.00
Assistant City Manager	EX	2	2	2	2.00	2.00	2.00
Deputy City Clerk	110	1	1	1	1.00	1.00	1.00
Communications Director	EX	1	1	1	1.00	1.00	1.00
City Clerk	EX	1	1	1	1.00	1.00	1.00
Administrative Tech	205	1	1	2	1.00	1.00	2.00
Assistant to the City Manager	112	1	1	1	1.00	1.00	1.00
Executive Administrative Assistant	107	2	2	2	2.00	2.00	2.00
Information Specialist	107	1	1	1	1.00	1.00	1.00
Marketing & Events Coordinator	110	1	1	1	1.00	1.00	1.00
Multi-Media Coordinator	214	1	1	1	1.00	1.00	1.00
Arts Director	110	1	1	1	1.00	1.00	1.00
Neighborhood Services Coordinator	110	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>15</b>	<b>15</b>	<b>16</b>	<b>15.00</b>	<b>15.00</b>	<b>16.00</b>

## Finance

Management responsibility for all of the City's financial activity is centralized in the Finance Department. The City Manager develops, oversees and communicates strategic financial planning and programs. The Chief Financial Officer is responsible for the City's financial policies, debt management and the day-to-day operations of the Finance Department and its program divisions. Major areas of responsibility include accounting, reporting, payroll, utility billing and collection, purchasing, budget operations, treasury management and municipal court operations. Other duties of the department include processing accounts payable transactions for all City programs, publishing the City's monthly, quarterly and annual financial statements, administering the City's cash management and investment program, coordinating the capital improvement program, invoicing miscellaneous receivables and maintaining all capital asset records. The Purchasing and Municipal Court also report to the Chief Financial Officer.

**Vision:** Provide leadership and direction to maintain the financial stability of the City and prepare for future growth.

**Mission:** The Finance Department is responsible for financial planning, policy development and administration of the City's financial activities.



### Major Business Functions:

**Finance Administration:** Responsible for financial planning for the organization, policy development, and deployment of financial policy.

**Accounting:** Responsible for maintaining the financial records of the City. This includes processing and recording all receipts and disbursements of City funds, recording the fixed assets of the City, reconciling City records with the City's depository bank and other agencies, performing the City's payroll function, reporting of financial information on City grants, assisting the City's external auditors during the annual audit, and reporting financial results to City management, departments, citizens, and other agencies as needed.

**Budget:** Responsible for producing the City's annual operating budget and providing various subsidiary budgets to management and City Council. It is also responsible for generating projections, monitoring of departmental budgets and proactively help departments identify ways to conserve budget dollars while maintaining operational service levels.

**Capital Projects:** Responsible for the financial planning and management of the City's capital improvement project funds. This involves working closely with various City departments and project managers to develop budgeting, cash flows, disbursements, monthly balancing and reporting of capital projects. This program is also tasked with coordinating the City's five-year Capital Improvement Project (CIP) Process and produces financial information to assist the City auditors, project managers, and others.

**Community Development:** Responsible for the development and management of neighborhood revitalization and economic development programs funded by Community Development Block

Grant (CDBG) funds. This office is responsible for ensuring compliance with federal regulations, developing, implementing, and monitoring CDBG funded programs, and reporting directly to the San Antonio HUD field office.

**Treasury:** Responsible for the cash management and investment of City funds. This includes the daily transferring and settling of the City's depository funds, investing excess funds, and reporting investments in accordance with the Texas Public Funds Investment Act and the City's Investment policy. This also includes maintaining working relationships with the City's depository bank(s), authorized broker/dealers, and the City's safekeeping agent. Finally, it includes making sure City funds are collateralized in accordance with the Texas Collateral Act for Public Funds and the City's Investment policy.

**Purchasing:** Responsible for the support of procurement requirements of all City departments. Utilizing centralized coordination of purchasing activities, the Department receives purchase requests from the various City departments and determines, with the assistance of the requesting department, the best method of procurement, including open market purchasing; informal bids; formal bids or proposals; cooperative purchasing; inter-local agreement purchasing, and procurement card purchases. In addition, includes the development, coordination and effective administration of all contractual activities within the City while ensuring contract compliance with local, state and federal statutes. Other duties of the business function include contract extensions, bid contract awards, inter-local agreements, change orders, budget amendments and agenda requests. Responsibilities include administration of multiple City programs, to include procurement cards, travel cards, office equipment rentals, uniform rental, coffee and vending.

**Municipal Court:** It is the first level of the judicial branch of government. The jurisdiction of Municipal Court is limited to criminal "Class C" misdemeanors and administrative proceedings related to animals and junked vehicles, all which must have occurred within the territorial limits of the City of Round Rock. It is responsible for coordinating the administrative functions of court support staff, prosecutors and judges. The Customer Service & Collections team assists defendants with disposition processing and collecting fines for the city and court costs for the state. The Court Coordination & Warrant Services team is responsible for preparing case files for pending court appearances; coordinating witnesses, translators, defendants, prosecutors, judges and the technical needs for impending cases; warrant preparation, issuance and tracking.

#### **Key Customers:**

The Finance department has both internal and external customers. Internal customers include the City Council, the City departments, and all City employees. External customers include; the citizens of Round Rock, various local, state and federal agencies, vendors used to provide goods and services to the City, defendants disposing of their citations, citizens called for jury service, and non-profit agencies.

#### **Customer Expectations and Requirements:**

All of these customers require accurate, timely, and professional reporting in accordance with legal and regulatory requirements. In addition, these customers require efficient processes; ethical business practices; professional courtesy; competence in all transactions; respectful and courteous assistance; responses for information; timely and accurate payments. Our external customers require a knowledgeable, professional and friendly staff to deliver information in a manner which they may understand.

#### **FY 2014-15 Highlights:**

- The first Chief Financial Officer from outside the City in thirty years was hired in 2015. This fresh perspective is important as the City grows and faces new challenges.
- Restructured the budget development process to include the levels of governance, executive and management teams. The budget process is now a comprehensive look

at all of the resources and commitments of City, not just focusing on operations but also the capital improvement programs and their impacts.

- Municipal Court completed projects to improve efficiencies and work flow. They implemented a document imaging system to move into a paper-lite environment, developed a plan to purchase additional e-ticket units, and began construction to enhance the area in the courtroom.
- Conducted an internal customer service survey and developed an action plan to address the top concerns of other departments that were identified in the survey. Staff has improved the Finance employee webpage to provide a centralized place to receive communications, forms, procedures and policies.
- The Community Development Block Grant (CDBG) program provided funding for local non-profit agencies and services including the Round Rock Area Serving Center Food Pantry and Housing Assistance Program, CASA of Williamson County, Round Rock Housing Authority and WBCO Meals on Wheels. Funding was also provided to conduct a neighborhood clean-up at Kensington and Windy Terrace, Habitat for Humanity for 5 minor home repairs and to Hope Alliance for shelter improvements.
- Developed a streamline contract administration process with closer coordination between contract manager, contract administrator, departments and vendors to ensure vendors meet contractual requirements.
- Improved department culture by creating Finance Foundations. The department as a whole development the foundations of transparency, leadership, respect, drive, quality and innovation. This exercise brought the individual employees together as a team to determine what was important in the workplace to those individuals. The Finance Foundations provides a structure for each finance employee to focus on and strive toward.

#### **FY 2015-16 Overview and Significant Changes:**

- Create five-year business analysis and planning models for all funds that incorporate Council goals and management strategies.
- Develop a comprehensive five-year General Fund model with a focus on the operational impacts of the bonds issues for the improvement and expansion of city facilities, park system and transportation improvements.
- Development of comprehensive Fiscal and Budget Policies that will formalize Council's goals, community vision and five-year business plan.
- The use of a business planning approach when making economic development incentive and major project decisions.
- Sales tax analysis and the development of geographical districts to monitor sales tax collections.
- Municipal Court will enhance the document imaging system by focusing on daily case flow processes and flow of cases in the courtroom.
- Develop a process for the dismissal of non-adjudicated cases that are older than 8 years.
- Upgrade Munis to the newest version available to use the latest tools and applications to improve workflow and create efficiencies.

#### **New Programs for FY 2015-16:**

Funds are included for a process review of the Finance Department to identify areas where process improvements would create efficiencies and provide enhanced customer service.

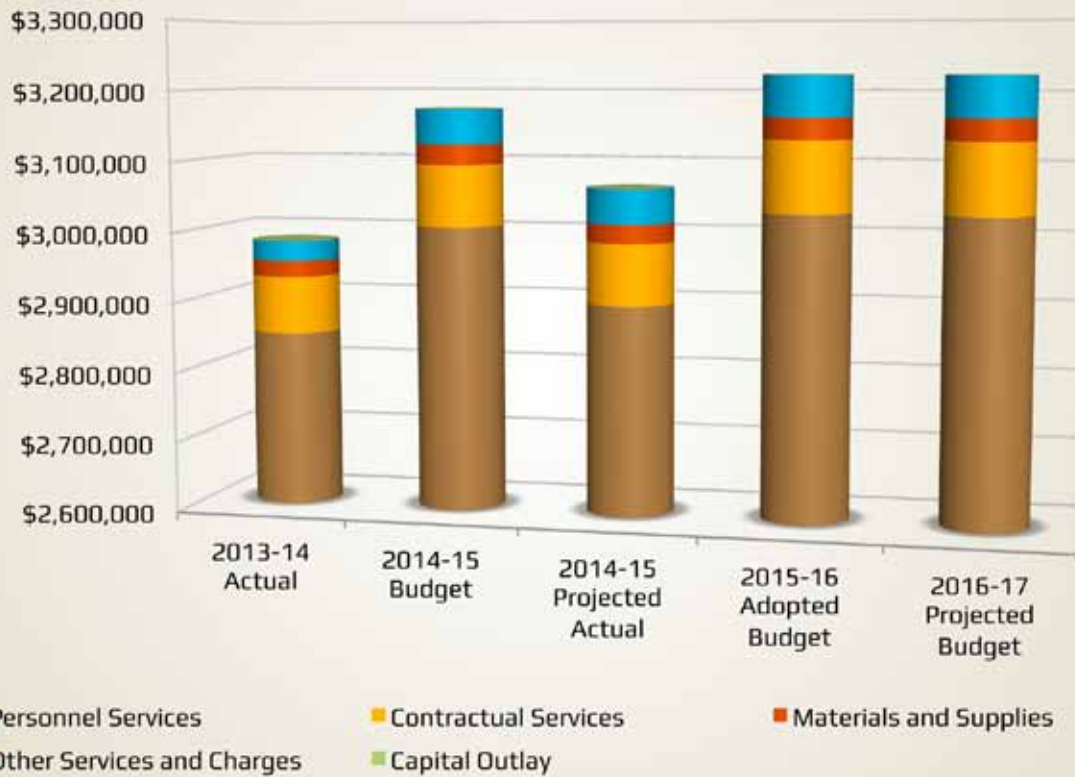
#### **FY 2016-17 Overview and Beyond:**

- Municipal Court will begin reviewing the requirements for the Office of Court Administrator's (OCA) mandated in-house collections programs for cities with population over 100,000.

### Finance

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$2,849,012	\$3,006,715	\$2,899,735	<b>\$3,032,009</b>	\$3,032,009
Contractual Services	82,351	88,558	87,730	<b>101,947</b>	101,947
Materials and Supplies	22,994	29,204	27,053	<b>31,159</b>	31,159
Other Services and Charges	28,319	49,791	49,791	<b>58,611</b>	58,611
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$2,982,676</b>	<b>\$3,174,268</b>	<b>\$3,064,309</b>	<b>\$3,223,726</b>	<b>\$3,223,726</b>
<b>Expenditures per Capita:</b>	<b>\$28.93</b>	<b>\$30.11</b>	<b>\$29.07</b>	<b>\$28.29</b>	<b>\$27.52</b>

Finance - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Finance	3.4%	3.3%	3.3%	3.3%	3.3%	5.9%	5.8%	5.5%

## Finance

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
CFO	EX	1	1	1	1.00	1.00	1.00
Controller	114	1	1	0	1.00	1.00	0.00
Deputy CFO	114	1	1	1	1.00	1.00	1.00
Accountant	105	1	1	1	1.00	1.00	1.00
Accountant - Senior	105	1	1	1	1.00	1.00	1.00
Accounting Manager	113	2	2	2	2.00	2.00	2.00
Accounting Supervisor	110	2	2	2	2.00	2.00	2.00
Accounting Technician	205	5	5	5	4.50	4.50	4.50
Administrative Assistant	208	1	1	1	1.00	1.00	1.00
Budget Technician	108	1	1	1	1.00	1.00	1.00
Budget Supervisor	112	1	1	1	1.00	1.00	1.00
Community Development Coordinator	109	1	1	1	1.00	1.00	1.00
Contract Specialist	108	1	1	1	1.00	1.00	1.00
Court Bailiff	207	2	2	2	1.25	1.25	1.25
Court Clerk Administrator	110	1	1	1	1.00	1.00	1.00
Deputy Court Clerk	207	7	7	7	6.25	6.25	6.25
Deputy Court Clerk Administrator	110	1	1	1	1.00	1.00	1.00
Deputy Court Clerk Coordinator	210	1	1	1	1.00	1.00	1.00
Payroll Coordinator	211	1	1	1	1.00	1.00	1.00
Payroll Technician	208	1	1	1	1.00	1.00	1.00
Purchaser	211	2	2	2	2.00	2.00	2.00
Purchasing Manager	113	1	1	1	1.00	1.00	1.00
Purchasing Technician	205	3	3	3	3.00	3.00	3.00
Senior Accounting Technician	207	3	3	3	3.00	3.00	3.00
Supervisor Municipal Court	110	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>43</b>	<b>43</b>	<b>42</b>	<b>41.00</b>	<b>41.00</b>	<b>40.00</b>



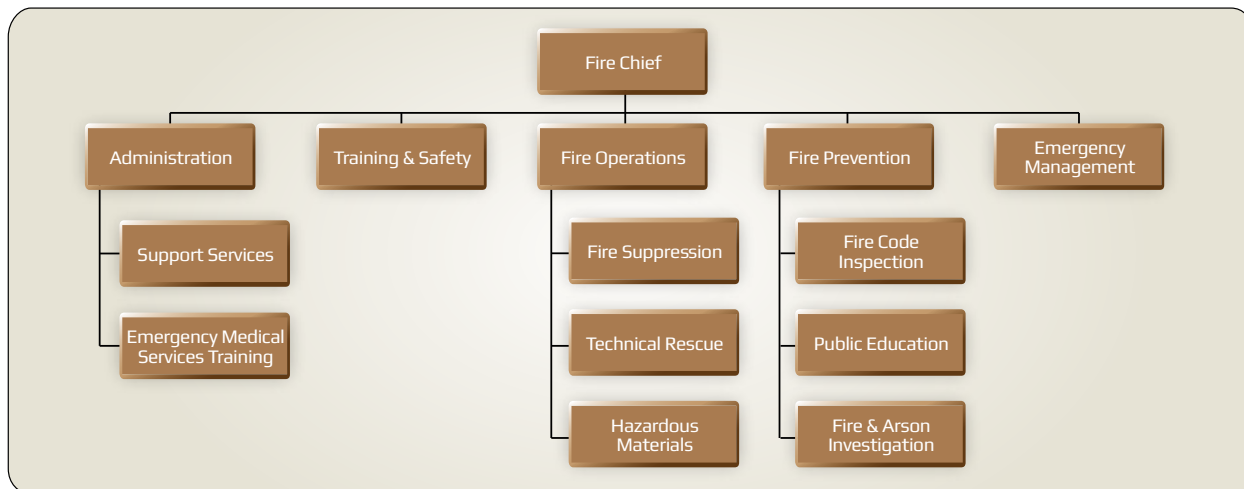


## Fire

The primary responsibility is to provide the emergency services required to meet the demands of a growing population. There is a constant, deliberate effort to provide our customers with the most current knowledge, methodology, and technology available, in the realms of fire and emergency services through our training and safety programs. The demands placed on personnel also necessitates the need for physical fitness and the most effective procedural training, in order for firefighters to perform to the best of their ability in crisis situations. Attention is also given to the maintenance of all fire apparatus and peripheral equipment, such as fire hydrants, so that all tools will function properly when needed.

**Vision:** The Round Rock Fire Department is a professional and dynamic department that will provide exceptional public safety through dedicated individuals.

**Mission:** Through a professional, well-trained, and safe work force, the members of the Round Rock Fire Department are committed to delivering the highest level of fire suppression, emergency medical, fire prevention, and disaster services, within the City's financial capability, for our rapidly changing residential, business, and corporate communities.



### Major Business Functions:

The Round Rock Fire Department, (RRFD), consists of five major business functions: Administration, Training and Safety, Fire Operations, Fire Prevention, and Emergency Management. The combination of these five major business functions is instrumental in the City's ability to provide excellent fire services to our citizens.

**Administration:** This division is responsible for the overall management and strategic planning of the fire department. In addition, this division is responsible for the professional development of our firefighters, recruiting functions, staffing, personnel management, payroll, strategic budget, information technology, software support, scheduling tours, and fire service demonstrations.

This division also functions to support Emergency Operations and Emergency Management when required, or as assigned by the Fire Chief. In addition, this division may assume command of any incident that exceeds the capabilities of the on duty staff, or any incident when requested by the on-duty Shift Commander, or when directed by the Fire Chief.

**Support Services Section,** is responsible for asset accountability, vehicle maintenance, new programs, contracts, facilities maintenance, long-range planning, procurement of fire equipment, office supplies, janitorial supplies, expenditure of funds, maintaining the required records for the National Firefighter Protection Association (NFPA), Texas Commission on Fire Protection (TCFP), and Insurance Services Office, Inc. (ISO).

**Emergency Medical Service Coordinator**, is responsible for the implementation of the First Responder Advanced Provider (FRAP) program. The coordinator ensures that the all uniformed personnel meet the requirements to maintain their Emergency Medical Technician certification, at the basic, intermediate, and paramedic levels and manages the City's Automatic External Defibrillator (AED) program.

**Training and Safety:** This division is responsible for the planning and coordinating fire service training, safety programs, development of policies and procedures for training, and firefighter safety. In addition, this division oversees the First Responder Advanced Provider (FRAP) program as well as providing continuing education for the Emergency Medical Technicians, (EMT). The division also functions as both the administrator and manager of the training records and certifications for the firefighters and EMTs. This division also works with the Texas Commission on Fire Protection and the Texas Department of State Health Services to maintain the certifications required for completing our mission goals. The division coordinates training with other departments and outside agencies, in order to provide excellent fire and emergency medical service to our citizens. This division has personnel that function as Safety Officers; using the guidelines set forth in National Firefighter Protection Association (NFPA) 1500, and manages the Firefighter Wellness and Fitness program in conjunction with the City's Human Resources Department.

**Fire Operations:** This division is responsible for fire suppression, first-in medical response calls, technical rescues, wildland firefighting, and hazardous materials response and containment. This is accomplished through ten staffed fire apparatuses that respond to a variety of emergent and non-emergent calls throughout the City of Round Rock and Emergency Services District No. 9. The division also has a number of specialty vehicles assigned that can be used to respond to and manage hazardous material, technical rescue, wildland firefighting, and other technical support functions.

**Fire Suppression Branch**, is responsible for all medical emergencies, structural, vehicle, brush/grass, dumpster, and other fires within the City of Round Rock and Williamson County Emergency Service District No. 9. This section also provides mutual aid to other communities surrounding the City. In addition, they provide medical assistance both emergency and non-emergency.

**Technical Rescue Branch**, this team is comprised of technical experts who respond to complex vehicle accidents, vehicle entrapments, water rescues, trench rescues, building collapses, and high/low angle rescues.

**Hazardous Materials Branch**, this team is comprised of hazardous material experts who specialize in detecting and containing known and unknown hazardous substances, in order to control or stabilize an incident.

**Fire Prevention:** This division is responsible for public education, plans reviews, permitting, fire safety inspections, and fire and arson investigations.

**Fire Safety Inspections Branch**, identifies and inspects all commercial businesses, new and existing. In addition, it ascertains those properties that should be inspected semi-annually and those qualifying for self-inspection programs. Due to the amount of new construction, and plans reviews, fire safety inspections are presently conducted primarily on new buildings, public schools, and for licensed facilities, such as child day care and nursing/health care facilities. Fire safety inspections are continued on a regular basis on all existing commercial businesses, multifamily residences, restaurants, and schools.

**Public Education Branch**, delivers fire and life safety information to the citizens of Round Rock. Currently, programs are delivered in local elementary schools, assisted living centers, festivals, and through many business family days. Pre-school and middle school programs are also being developed.

**Fire and Arson Investigation Branch**, is responsible for ensuring that all fires within the City of Round Rock are investigated as to the cause and origin. Fire personnel, certified as both arson investigators and Texas Peace Officers, are responsible for conducting criminal investigations on all incendiary and suspicious fires.

**Emergency Management:** The Emergency Management Coordinator and Director of Homeland Security are responsible for the day-to-day management of the city's overall emergency preparedness, as it relates to both natural and man-made threats; compliance with all state and federal laws and regulations related to the acceptance, management, and reporting of all Homeland Security Grants; and overall management of the Emergency Operation Center and its response and/or coordination activities. This division ensures that situational awareness for the incident is being conducted by the collection, evaluation, display, and dissemination of information about the emergency situation to help support the City's response operations. Information collection sources include, but are not limited to, emergency response organizations, media, neighboring jurisdictions, State and Federal governments, non-governmental groups (NGO), volunteer groups (including ARES), private sector businesses, and citizens.

**Key Customers:**

This department's primary responsibility is to provide emergency and non-emergency fire services and emergency medical care to our citizens. In addition, we provide emergency fire services and first responder emergency medical services to Williamson County Emergency Service District No. 9 and have mutual-aid and automatic-aid agreements with other communities surrounding the City.

**Customer Expectations and Requirements:**

Our citizens expect the department to use its resources wisely to provide efficient and effective emergency and non-emergency fire services and first responder emergency medical services to the community. The department bases its level of service on the Camry level of service, which was reviewed and supported by our citizens. We used citizen input, reports from a variety of consultants, and trend analysis as a guideline for the Strategic Planning process, Budget development; staffing, fire apparatuses, equipment, projecting future station needs and the placement of these stations. The department will continue to evaluate its operations to ensure the provided resources are used efficiently and meet the fire service demand for a growing population.

***FY 2014-15 Highlights:***

The fire department has updated its 5-Year Strategic Plan with input from the staff, strategic planning teams, International City/County Management Association (ICMA) report, two completed Management Advisory Group (MAG) reports completed in 2005 and 2010, ISO Public Protection Classification report of 2006, data analysis collected by members of the Round Rock Fire Department, and Round Rock GIS section. This plan outlines the future and current needs for staffing, fire apparatuses, equipment, fire stations, and best placement of these stations. The report is currently in the citizen review period, with final completion targeted in the fall of 2015. The department will continue to evaluate its operations and ensure that the provided resources are used efficiently to meet the fire service demand for a growing population.

- The Round Rock Fire Department was named First Responder of the Year at the Texas Department of State Health Services annual Emergency Medical Service (EMS) Conference in Fort Worth in November. The First Responder Award honors a first responder organization that demonstrated leadership in medical first response in patient care and training.
- Our Training Division successfully certified all suppression staff to the Swift Water Rescue Technician Level. This training enhances our ability to respond to swift water incidents and ensures the safety of the citizen and firefighter.

- Our Department has purchased a new Engine, which will be placed in service at Fire Station 2. It is capable of carrying additional tools and equipment needed for our Technical Rescue Team (TRT). This purchase will enhance the team's capability to more rapidly respond to the most common technical rescue events in a single vehicle. Previously the team had to respond in a separate vehicle for these types of incidents, often delaying their response. The TRT will maintain other assets (boats and trailers), which will allow it to respond to other technical events that require larger and more complex equipment.

#### ***FY 2015-16 Overview and Significant Changes:***

The department's focus in FY 2015-16 is to continue the building process of the three new fire stations, and the relocation of Station 3. This is accomplished through continued analysis of current and projected needs, based on GIS mapping information, population growth projections, and response time criteria for emergency medical calls and structure fires. This analysis is done in collaboration with the Development Services Office, the Transportation Department, and the General Services Department.

- Begin construction on the Joint Fire and Police Training Center. This Training Center will enhance our training by allowing for live burns, vehicle extrication, and ventilation drills more than once a year. It also allows for a place to train within the city limits, and keeps all of our resources local during regular training events.
- Procurement of land and construction of a fire station in the SE location. This will reduce response time to locations in this area. This will help us reach our goal of meeting the national standard of a six minute response time, allowing for faster service to the citizens of Round Rock.
- Begin construction process/design for the new Fire Station 3. The new station will be built to meet the departments, and our citizen's, current and future requirements. Fire Station 3 serves the southwest area of Round Rock and includes major business such as Dell, Home Depot, Lowes, Emerson, Wal-Mart, and the La Frontera Shopping Center.

#### ***New Programs for FY 2015-16:***

**Three Shift Battalion Chiefs:** This program will add three new shift Battalion Chief positions, so that each shift will have two on-duty Battalion Chiefs. This new program will enhance firefighter and citizen safety by providing added scene oversight and the ability to properly supervise dispersed resources across the city. The span of control for the Battalion Chief will be more manageable and current administrative duties will be shared between the two on-duty Battalion Chiefs. Additionally, this will improve the Battalion Chief's ability to train with the on-duty fire crews, which will assist in identifying areas of improvement needed to reduce firefighter injury, or potential death, related to fireground activities.

**Squad 3 to Engine 3:** This program adds an engine company to Station 3 with supporting personnel and equipment to address response needs and threats in that district. Fire Station 3 is located in the Southwest area of Round Rock, which is the department's busiest district. It is located near two major road ways, toll way 45 and highway 35. Due to the location of this district, current and projected call volume, the threats, which include Large Commercial structures, Multistory structures, and two major roadways (Toll 45 and Highway 35), a Quint and Engine are needed to fulfill its primary responsibility of providing fire and emergency services to our citizens.

**Administrative Assistant OEM/Command:** This program is to establish a position to support the Office of Emergency Management (OEM) to include OEM Coordinator and OEM Assistant Coordinator as well as the RFRD Executive Command Staff to include the Chief, Assistant Chief, and Executive Officer. This individual will assist with scheduling, research, preparing and proof reading various documents, and

other general administrative task, which are currently performed by the executive staff themselves.

**Fire Code Inspector:** This program will add a fire code inspector to the prevention division and the means to inspect all existing businesses occupancies annually reaching our target goal of 100%. The fire code inspection reduces the chances of a fire in new and existing businesses, providing a safe environment for our citizens. All personnel assigned to the Prevention Division have additional duties that include administrative, Arson Investigations, Juvenile Fire Setters Intervention, Public Education on Fire Safety and Fire Extinguisher Training.

**US Digital (Chatty Katy):** The purchase and installation of a 9-1-1 automated dispatching system will help reduce the amount of time between the dispatch center receiving a call and notifying the fire and ems units. This system, after being activated in the CAD system, will automatically alert the fire units and voice the incident information such as the type and location of call. This system will allow the 9-1-1 call taker to continue gathering information from the caller and also provide critical lifesaving instructions to the caller without having to stop to notify the fire units to respond to the incident. Once the 9-1-1 call has been processed, the tele-communicator will notify responding units of additional information and the severity of the call.

**Wildland Team Assignment Pay:** This program is to establish an assignment pay plan for one Wildland Team Supervisor, and twenty-nine firefighters who are also part of the Wildland Team. If approved Ordinance G-11-10-27-9B1 will be updated.

**Paramedic Advanced Provider Program:** This program will purchase eleven twelve-lead cardiac monitors and fourteen Mermaid Medi-Cool Medication coolers. This equipment is essential to allow personnel certified and the EMT-Intermediate level and EMT-Paramedic level to provide advanced skills and patient intervention as indicated below:

**Cardiac Monitors:** The purchase of eleven cardiac monitors will supplement the paramedic program and will move the department further towards the goal of providing an advanced life support response to time critical events such as heart attacks. It will also keep the department in line with the City's goal of having world class medical facilities by beginning that level of treatment to our first responders where most treatment for citizens begins.

**Apparatus Medication Coolers:** The purchase of fourteen Mermaid Medi-Cool Medication coolers for all our apparatus, will bring the department into compliance with the Texas Department State Health Service Administrative Code 157.11 (Guidelines for the storage of medications on EMS vehicles). The ruling (paraphrased) says that all medication should be stored to manufacturer's recommendations. Our current medications list their storage temperature as 77 °F (25°C) with extreme temperature variations of 59 - 86°F (15 - 30°C). Our current method of storage relies on ambient outside temperature which varies to extremes in the winter and summer.

**Firehouse Analytics Software:** The purchase and installation of Firehouse Analytics will allow our shift and division commanders immediate access to workplace data regarding statistical and performance measurements. This system will analyze our response and incident data to show if we are meeting our performance standards as expected. Currently, shift commanders have to either manually analyze their data or request the data to be analyzed and reported back by one of the few Firehouse programmers in the department. Depending on current workload, the report back could be weeks to months after the request.

**EOC Technology Upgrade:** EOC Technology Upgrade Program will provide funds for replacement of outdated equipment that is used for real-time monitoring and tracking of resources during emergency events, as well as for presentations and other audio visual operations of the EOC. It also will allow for the addition of twenty-five Wyse P-25 thin-client and twenty-five 22" flat screen monitors to be utilized during EOC activations. The Emergency Operations Center (EOC) is utilized during severe weather, other natural and man-made disasters, and any other incident that requires effective coordination of departments and resources. An upgrade is needed to be able to operate during an emergency and



provide the city with a working EOC. Also, a lack of computers in the EOC has been identified as a major issue that hampers efficient EOC start up and response. Each department has specific programs and applications such as CAD, GIS, and Munis that allow them to assist with coordination of the incident and gain situational awareness.

**Structural Collapse Kit:** This program is for the purchase of a Paratech 6ft. deployable Shoring set. This kit will give the fire department the ability to stabilize a wall on a structurally compromised building. The Round Rock Fire Department currently has no means to stabilize a wall on a structurally compromised building, nor does any other agency in Williamson County. The 6 ft. Deployable Raker Set creates a shoring system that can support almost any compromised walls or excavations.

**Medium Pressure High Lift Bags:** This program is to purchase two Paratech Medium Pressure High Lift Cushions. Medium Pressure Air Lift Systems are specially designed for fire service use, and are mainly intended for the rescue of trapped person(s), and a variety of operational situations encountered at road accidents, aircraft crashes, collapsed tunnels, or trenches. They conform better to the object being lifted and are good for use on curved and irregular surfaces. Their lifting height gives the greatest advantage, in that they can lift the rated capacity throughout their entire lifting range.

#### **FY 2016-17 Overview and Beyond:**

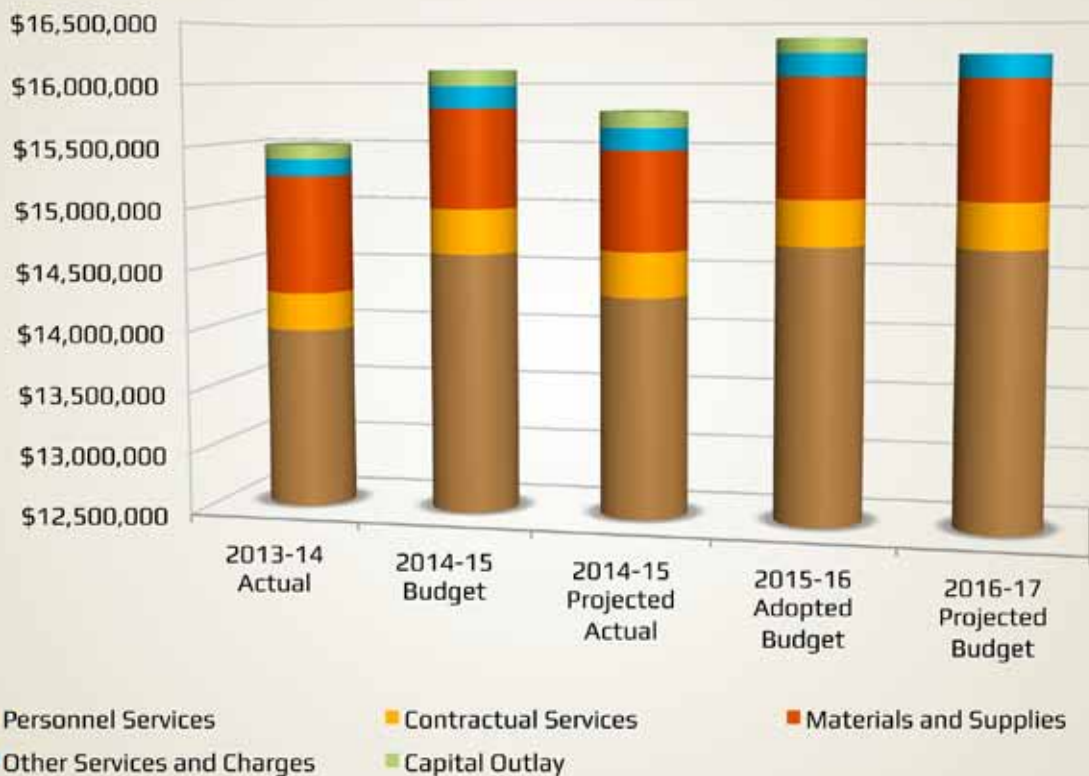
We have identified a course of action for future fire stations, station locations, type and number of apparatuses and what future staffing should be. This will ensure we meet the demands of a growing population and have the ability to provide our citizens the best fire service possible in the years to come.

- Continue the build out of the fire and police training facility.
- Build, staff, and equip Fire Stations 9, and Fire Station 10.
- Relocation of Fire Station 3 and remodel of Central Fire Station along, with the Public Works building at 2008 Enterprise Drive.

## Fire

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$13,968,428	\$14,623,983	\$14,300,912	<b>\$14,733,346</b>	\$14,733,346
Contractual Services	308,768	366,985	366,985	<b>371,445</b>	371,445
Materials and Supplies	969,943	819,988	813,798	<b>963,190</b>	956,390
Other Services and Charges	141,031	175,634	175,634	<b>183,134</b>	183,134
Capital Outlay	111,530	130,000	130,000	<b>116,000</b>	-
<b>Total Expenditures:</b>	<b>\$15,499,700</b>	<b>\$16,116,590</b>	<b>\$15,787,329</b>	<b>\$16,367,115</b>	<b>\$16,244,315</b>
<b>Expenditures per Capita:</b>	<b>\$150.33</b>	<b>\$152.90</b>	<b>\$149.78</b>	<b>\$143.61</b>	<b>\$138.65</b>

## Fire - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Fire	17.7%	16.9%	16.9%	16.9%	16.8%	19.7%	19.4%	19.2%

## Fire

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Fire Chief	EX	1	1	1	1.00	1.00	1.00
Assistant Fire Chief	EX	1	1	1	1.00	1.00	1.00
Administrative Assistant	208	1	1	1	1.00	1.00	1.00
Administrative Associate	206	2	2	2	2.00	2.00	2.00
Administrative Manager	111	1	1	1	1.00	1.00	1.00
Asst. Coord. Emergency Management	111	1	1	1	1.00	1.00	1.00
Battalion Chief	CSPS	3	3	6	3.00	3.00	6.00
Battalion Chief (Admin)	CSPS	1	1	1	1.00	1.00	1.00
Battalion Chief (Fire Marshall)	CSPS	1	1	1	1.00	1.00	1.00
Battalion Chief (Training)	CSPS	1	1	1	1.00	1.00	1.00
Driver Shift	CSPS	30	30	30	30.00	30.00	30.00
Emergency Mgmt Coordinator	113	1	1	1	1.00	1.00	1.00
Fire Captains Shift	CSPS	13	13	13	13.00	13.00	13.00
Fire Inspector Lieutenant	CSPS	3	3	3	3.00	3.00	3.00
Fire Lieutenant Shift	CSPS	17	17	17	17.00	17.00	17.00
Fire Prevention Captain	CSPS	1	1	1	1.00	1.00	1.00
Firefighter Shift	CSPS	54	54	54	54.00	54.00	54.00
In-Service Training Captain	CSPS	2	2	2	2.00	2.00	2.00
In-Service Training Driver	CSPS	1	1	1	1.00	1.00	1.00
Logistics Officer	210	2	2	2	2.00	2.00	2.00
<b>Total</b>		<b>137</b>	<b>137</b>	<b>140</b>	<b>137.00</b>	<b>137.00</b>	<b>140.00</b>

Note:

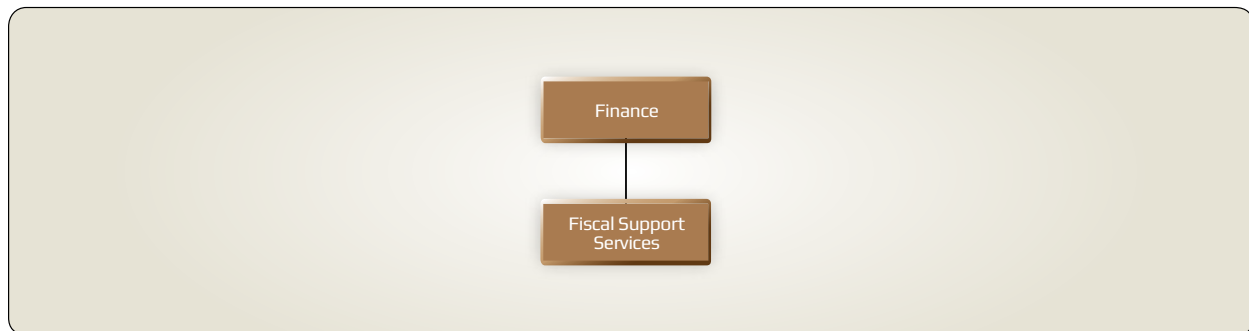
Civil Service Pay Structure (CSPS) - See Personnel Section

## Fiscal Support Services

The Fiscal Support Services section of the budget provides funding for general government expenditures that are not allocable to any specific department. Due to the general, strictly financial nature of the Department's charge, oversight of the Fiscal Support Services Department's activities is the responsibility of the City's Finance Department.

**Vision:** Provide leadership and direction to maintain the financial stability of the City and prepare for future growth.

**Mission:** The mission of the Fiscal Support Services Department is to provide general financial monitoring, oversight, and support to the City of Round Rock for all expenditures that are not allocable to any specific department.



### Major Business Functions:

**Fiscal Support Services:** is a support department for the General Fund. This purely fiscal responsibility center captures expenditures associated with non-allocable costs for general fund related items. Examples of expenditures include various utility and maintenance costs for City Hall and general fund departments' expenditure items such as taxes and insurance. This function also provides funding for economic development efforts and the economic development and revenue sharing agreement between the City, Dell Inc. and other entities (addressed in the Budget Message). Finally, funding is also provided for not-for-profit social service agencies, compensation consultants, legislative lobbying, and City participation in state and national organizations such as the Texas Municipal League and the National League of Cities.

### Key Customers:

The Fiscal Support Services' primary customers are the General Fund departments. External customers are the non-profit agencies and vendors related to economic development activities and various services the City funds.

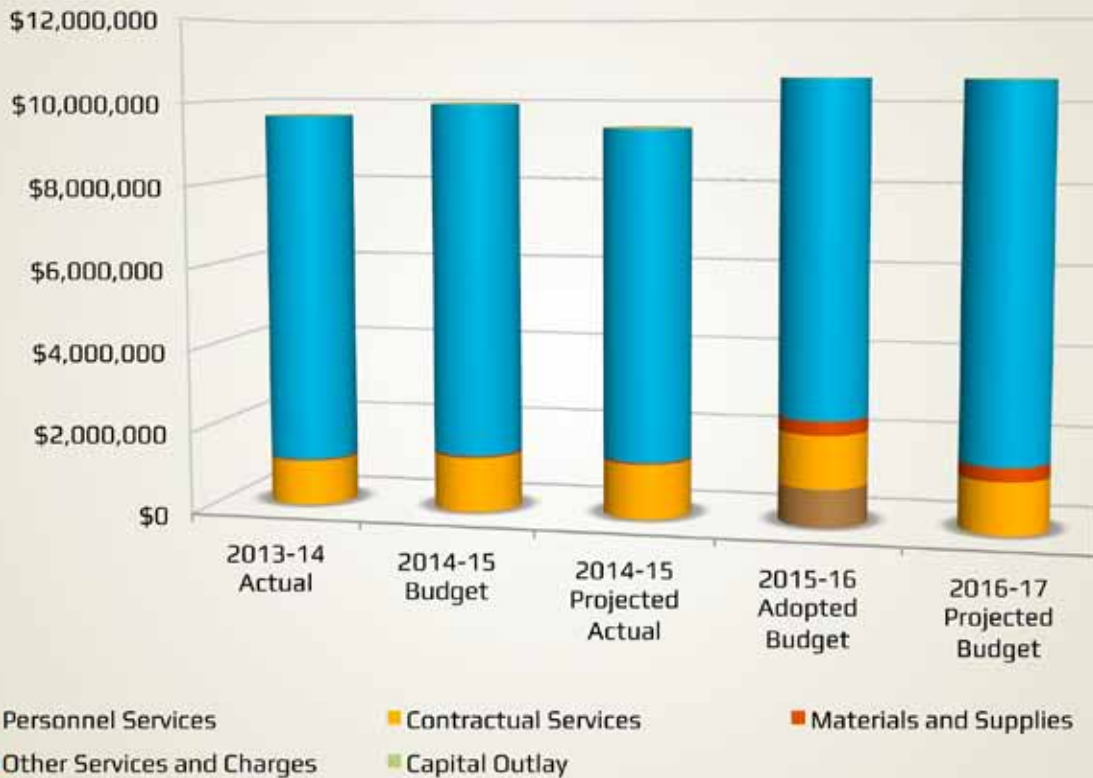
### Customer Expectations and Requirements:

Provide general financial monitoring, oversight and support to General Fund departments for all expenditures that are not allocable to any specific department. This department also responds to all administrative and departmental fiscal needs as necessary.

### Fiscal Support Services

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$-	\$-	\$-	<b>\$916,604</b>	\$-
Contractual Services	1,102,365	1,340,527	1,340,528	<b>1,288,344</b>	1,263,344
Materials and Supplies	34,410	45,500	45,500	<b>346,250</b>	346,250
Other Services and Charges	8,511,031	8,552,915	7,990,720	<b>8,040,139</b>	8,956,743
Capital Outlay	-	18,000	18,000	<b>18,000</b>	18,000
<b>Total Expenditures:</b>	<b>\$9,647,806</b>	<b>\$9,956,942</b>	<b>\$9,394,748</b>	<b>\$10,609,337</b>	<b>\$10,584,337</b>
<b>Expenditures per Capita:</b>	<b>\$93.57</b>	<b>\$94.46</b>	<b>\$89.13</b>	<b>\$93.09</b>	<b>\$90.34</b>

### Fiscal Support Services - Expenditures by Category



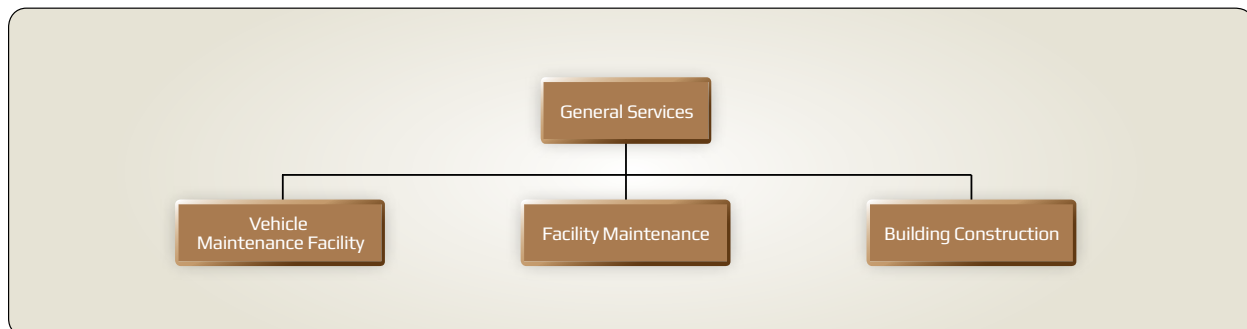
	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Fiscal Support	11.0%	10.4%	10.4%	10.4%	10.9%	0.0%	0.0%	0.0%

## General Services

General Services is responsible for overseeing the fleet operations, building construction and the repair and maintenance of the City facilities. The Vehicle Maintenance Facility provides maintenance and repair of the City's vehicle fleet and equipment. The Building Construction Division handles all remodels and new construction. Facility Maintenance is responsible for repairs, maintenance and custodial for all City buildings.

**Vision:** To be a leader and provide exceptional customer service.

**Mission:** To provide a quality and safe environment for our customers and employees and demonstrate world-class stewardship of our physical assets.



### Major Business Functions:

**Vehicle Maintenance Facility:** is dedicated to the highest quality of service through management, maintenance, repairs, and replacement of the City fleet and motorized equipment. This is accomplished by utilization of computer technology, with emphasis on professionalism, extensive monitoring, reporting and analysis of trends that are sensitive to vehicle and equipment needs to provide a cost effective response. Fleet Maintenance participates in fleet related educational and professional organizations to provide a safe and ready fleet. Fleet Maintenance is the prime initiator and coordinator for fleet procurement, specification preparation, inventory control, accountability, policies, and innovation.

**Facility Maintenance:** Facility Maintenance works with all City Departments to determine facility needs. The department manages the City's comprehensive preventative maintenance program including maintenance, repair and upgrades of facilities as well as oversees day to day cleaning of City buildings.

**Building Construction:** Building Construction is a three member team consisting of the Building Construction Manager, Building Construction Superintendent and Administrative Associate. Together this team manages the construction of all City Buildings, including; ground up, addition, and remodel projects. Depending on the needs of each project involvement can include; providing advice during land acquisition, defining scope of work, design team selection, management of the design team, bidding the project, selecting the General Contractor, managing the construction, and financial monitoring through the completion/Certificate of Occupancy. The team's goal is to work closely with legal, purchasing, facilities maintenance and the departments we are building for, to ensure a timely completion of each project while proving value to the community.



#### **Key Customers:**

The General Services group serves both internal and external customers. Internal customers include City employees and external customers include any person visiting a City facility.

#### **Customer Expectations and Requirements:**

Both our internal and external customers expect a professional level of customer service. Internal customers expect timely responses to their request and external customers expect professionalism in all their interactions with the City.

#### **FY 2014-15 Highlights:**

- Prototype for Fire stations-promoting continuity and City savings.
- Intermodal Ticket office construction complete.
- City wide Master plan Development.
- Developed life cycle model for all City Facilities.
- Hired all vacant mechanic positions.
- Inter local agreement with Williamson County to streamline two set one sticker program.
- Public Safety Training Architect selected and currently under design.

#### **FY 2015-16 Overview and Significant Changes:**

- Policy and Procedure manual development for each department.
- Contractor start up packet completed for building construction.
- Fire station Red Bud Construction.
- Fire station Lisa Rae Construction.
- Rock N' River phase 2 Construction.
- Central Fire Station Roof Replacement.

#### **New Programs for FY 2015-16:**

- Architect start up packet.
- McConico Building HVAC Unit Replacement /Emergency Management System Upgrade- 6 Units.
- CMRC – Update Energy Management System.

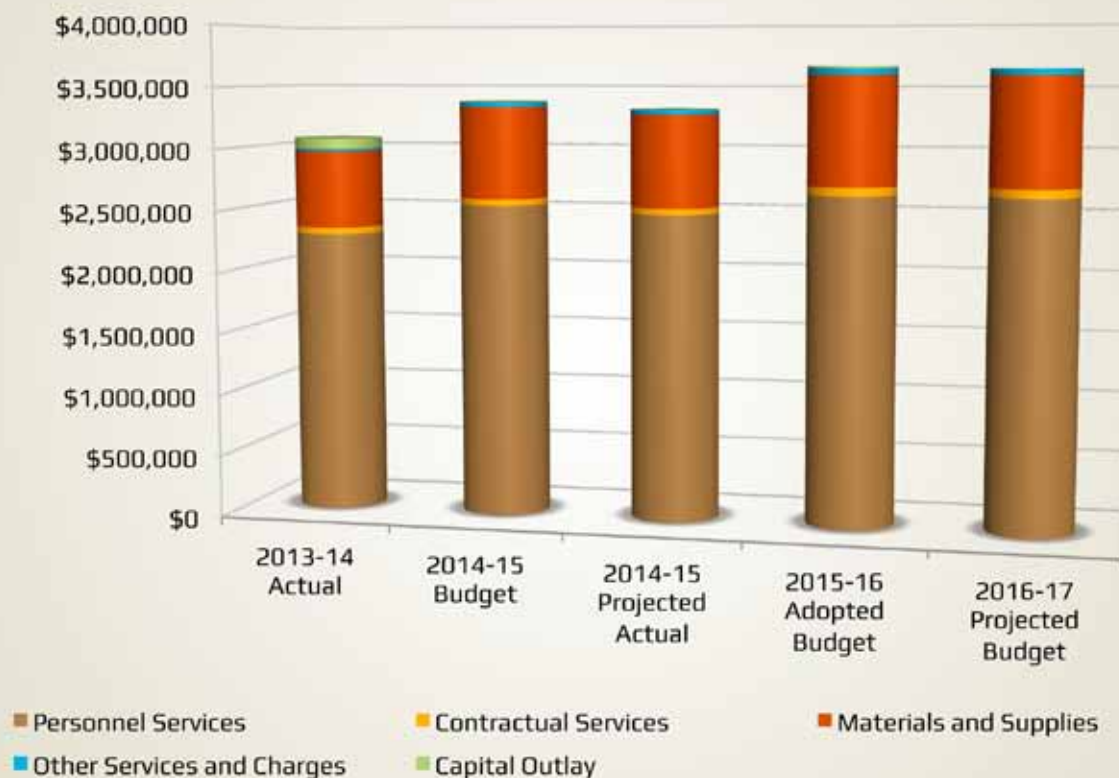
#### **FY 2016-17 Overview and Beyond:**

- Luther Peterson project.

## General Services

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$2,287,573	\$2,544,107	\$2,485,710	<b>\$2,652,587</b>	\$2,652,587
Contractual Services	54,419	51,283	51,283	<b>68,273</b>	68,023
Materials and Supplies	630,817	746,050	746,050	<b>879,186</b>	879,186
Other Services and Charges	20,790	37,771	37,771	<b>47,771</b>	47,771
Capital Outlay	83,398	-	-	<b>20,000</b>	-
<b>Total Expenditures:</b>	<b>\$3,076,997</b>	<b>\$3,379,211</b>	<b>\$3,320,814</b>	<b>\$3,667,817</b>	<b>\$3,647,567</b>
<b>Expenditures per Capita:</b>	<b>\$29.84</b>	<b>\$32.06</b>	<b>\$31.51</b>	<b>\$32.18</b>	<b>\$31.13</b>

General Services - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
General Services	3.5%	3.5%	3.5%	3.5%	3.8%	5.2%	5.4%	5.6%

## General Services

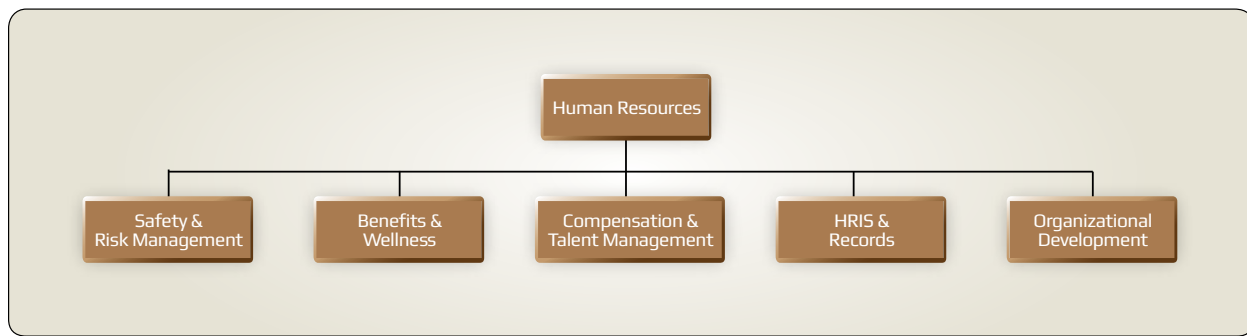
Authorized Personnel	Gde	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
General Services Director	EX	1	1	1	1.00	1.00	1.00
Administrative Associate	206	2	3	3	2.00	3.00	3.00
Administrative Assistant	208	1	1	1	1.00	1.00	1.00
Building Construction Manager	113	1	1	1	1.00	1.00	1.00
Custodian	203	9	9	9	7.50	7.50	7.50
Custodian Supervisor	211	1	1	1	1.00	1.00	1.00
Facility Maintenance Manager	113	1	1	1	1.00	1.00	1.00
Facility Maintenance Technician	206	5	5	6	5.00	5.00	6.00
Facility Superintendent	111	1	1	1	1.00	1.00	1.00
Fleet Operations Manager	113	1	1	1	1.00	1.00	1.00
Fleet Operations Supervisor	212	2	2	2	2.00	2.00	2.00
Mechanic	209	10	11	12	10.00	11.00	12.00
Parts Inventory Specialist	207	1	1	1	1.00	1.00	1.00
Parts Inventory Technician	206	0	0	0	0.00	0.00	0.00
Project Manager	107	1	1	1	1.00	1.00	1.00
Superintendent Fleet Operations	111	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>38</b>	<b>40</b>	<b>42</b>	<b>36.50</b>	<b>38.50</b>	<b>40.50</b>

## Human Resources

The Human Resources Department (HR) is responsible for providing direction and leadership in human resources matters that support our organization's success. Our focus is to provide the following HR major business functions: Safety and Risk Management, Benefits and Wellness, Compensation and Talent Management, managing the Human Resource Information System/Records, and Organizational Development.

**Vision:** To encourage and support a work/life balance for employees while maintaining a diverse, respectful, and safe work environment.

**Mission:** Attract, engage, and retain the best talent to provide quality service to the citizens of Round Rock.



### Major Business Functions:

HR is responsible for developing the organization's human resource capacity to meet its current and future operational objectives. The Human Resources Department's major business functions are:

**Safety and Risk Management:** The purpose of this program is to integrate and facilitate risk management thinking; occupational safety, and health practices into business planning and daily operations. Risk Management, in cooperation with management and department representatives; continues to develop organizational and operational skills to respond actively and creatively to challenges that would constitute risk exposure to the City's assets and resources.

**Benefits and Wellness:** The Human Resources staff recommend and administer the City's benefits and wellness program consistent with its philosophy that the program will be externally competitive and promote a healthy lifestyle. Staff recommend to City management changes to employee benefit programs based on market trends and identifies new wellness initiatives.

**Compensation and Talent Management:** Provides strategies and programs for recruiting, selecting, developing and retaining a workforce with the skills necessary to achieve City objectives. Human Resources staff provide departments with assistance on the job classification process; performance management program, and enhances manager and employee understanding of human resource related policies and practices. In addition, staff continue to work on the development of strategies related to the City's total rewards. This involves ensuring that the City's compensation and salary administration system is internally equitable and externally competitive as well as monitoring and revisiting benefit cost control strategies.

**Human Resource Information System (HRIS) and Records:** This functional area manages the integrated human resources systems. HRIS maintains employment related records such as personal data, job data, pay, benefits, taxes, and leave records for all City employees. Responsibility includes maintenance of employee personnel files and other associated HR files. Other services provided by HRIS include: maintaining benefit records for retirees with medical coverage; online Talent Management and performance management process, and the development and improvement of technology efficiencies, such as employee self-service (ESS).

**Organizational Development:** This function supports consultation, facilitation and training services that assist the organization and employees in improving performance. In addition, HR staff work closely with department management on interpretation and training related to federal, state, and local compliance. This focus also assists in diversity initiatives, workforce and succession planning, change management, team development and group dynamics, collaborative problem solving, and team building. Embedded in the system is the identification of employee development opportunity components tasked with enabling employees to maximize their career potential by providing job advancement, learning, training, development opportunities, and effective performance management practices. Staff provides management consultation and group facilitation services for business planning.

#### **Key Customers:**

The Human Resources Department serves both internal and external customers. Internal customers include the City of Round Rock employees and senior management. We also serve and support our external customers which are applicants, vendors, and citizen inquiries.

#### **Customer Expectations and Requirements:**

Both our internal and external customers expect a professional level of service and support. Our internal customers expect the Human Resources Department to deliver organizational leadership to support long term strategy and short term activities. Employees have the expectations that Human Resources staff will provide timely and accurate responses to their questions as well as provide guidance for following policies and procedures. When a citizen enters the office, we represent the City of Round Rock; the expectation is to be heard, understood, and to provide accurate, timely responses to questions.

#### **FY 2014-15 Highlights:**

- Rock Care, the employee health clinic, opened in May 2014.
- Organizational Development Trainer position created and supervisor training has begun.
- The Wellness Committee has been instrumental in providing new programs and classes for City employees. Some examples of the programs are: Farm to Work, Fitbit pilot program, stress management & personal safety class.
- Employee Performance Management (EPM) system for all employees has been developed and implemented.
- EPM supervisor and manager training has been completed.
- Developed and launched a Leadership Development Book Briefing for Senior Management Team.
- Implemented driver's license checks for City drivers to ensure compliance with City driving policy.
- Provided Defensive Driving Courses for City drivers.

**FY 2015-16 Overview and Significant Changes:**

- Enhancing services at RockCare by adding an additional staff person (hired July 2015) to allow dependents on the medical plan to utilize the clinic.
- Continue to broaden the wellness program to determine initiatives to assist with overall health and wellbeing of City employees. Evaluate hiring a wellness coordinator to assist wellness committee in their initiatives.
- Began employee training on City policies and procedures.

**New Programs for FY 2015-16:**

- Continuation and expansion of City wide employee training.
- Continue working with departments on staffing plan and retaining institutional knowledge through the use of the knowledge transfer process.

**FY 2016-17 Overview and Beyond:**

- Career Planning.
- Leadership Development Programs.



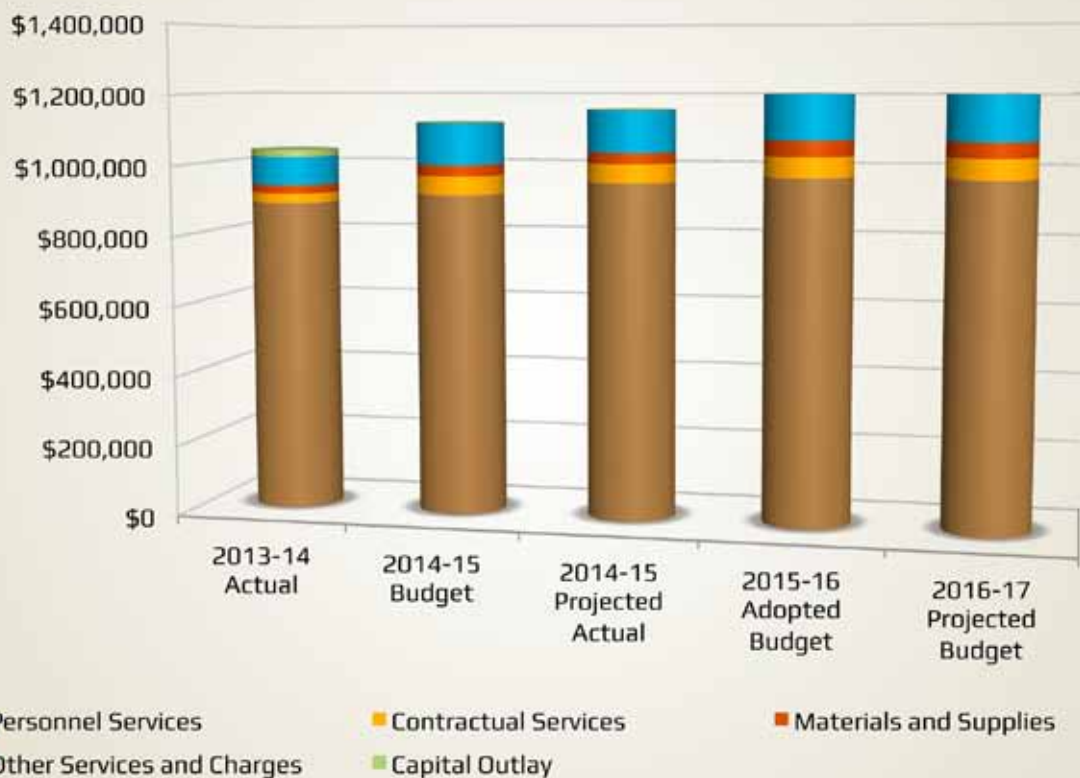
## General Fund

### Human Resources

#### Human Resources

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$888,577	\$916,759	\$955,420	<b>\$974,862</b>	\$974,862
Contractual Services	27,691	53,421	53,421	<b>58,481</b>	58,481
Materials and Supplies	23,735	31,149	31,149	<b>44,439</b>	44,439
Other Services and Charges	81,599	118,660	118,660	<b>126,900</b>	126,900
Capital Outlay	19,547	-	-	-	-
<b>Total Expenditures:</b>	<b>\$1,041,148</b>	<b>\$1,119,989</b>	<b>\$1,158,650</b>	<b>\$1,204,682</b>	<b>\$1,204,682</b>
<b>Expenditures per Capita:</b>	<b>\$10.10</b>	<b>\$10.63</b>	<b>\$10.99</b>	<b>\$10.57</b>	<b>\$10.28</b>

**Human Resources - Expenditures by Category**



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Human Resources	1.2%	1.2%	1.2%	1.2%	1.2%	1.5%	1.5%	1.6%

## Human Resources

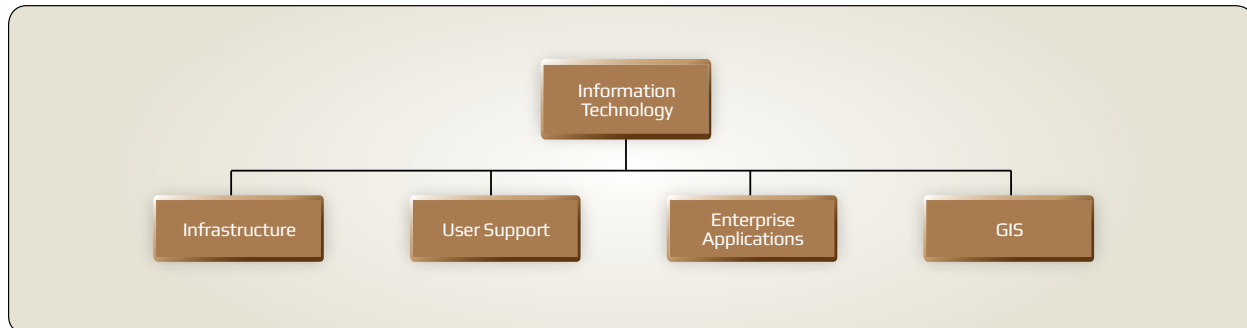
Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Human Resources Director	EX	1	1	1	1.00	1.00	1.00
Administrative Assistant	208	1	1	1	0.75	0.75	0.75
Human Resource Senior Generalist	110	2	2	2	2.00	2.00	2.00
Human Resources Assistant	206	1	1	2	1.00	1.00	2.00
Human Resources Generalist	107	2	2	2	2.00	2.00	2.00
Human Resources Specialist	211	2	2	2	2.00	2.00	2.00
Safety Coordinator	107	1	1	1	1.00	1.00	1.00
Safety/Risk Manager	112	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>11</b>	<b>11</b>	<b>12</b>	<b>10.75</b>	<b>10.75</b>	<b>11.75</b>



## Information Technology

The Information Technology Department's function is to maintain and support the hardware and software infrastructure within the City government; assist in procurement and training for all major software systems, and help guide all departments in forming plans for their future use of technology.

**Mission:** The IT Department's mission is to assist all City departments to become more productive through the use of technology, to safeguard relevant data, and to increase the sharing of important governmental information between City departments.



### Major Business Functions:

The City of Round Rock Information Technology Department consists of four programs:

**Infrastructure:** The major responsibilities of this program are the planning, implementation and management of data connectivity throughout the City government. Providing IP telephony, server virtualization, data storage, desktop virtualization, and network security.

**User Support:** A major function of the IT Department is managing day-to-day customer support issues and technology requests. The department maintains a database of current issues and needs, and deploys personnel to assist in these matters.

**Enterprise Applications:** The duties of this group consist of information systems and database support, assistance in project management, implementation planning and procurement of new systems. In addition, Web Technology Support responsibility falls in this area which is split between one IT staff member and the Communication Division of the Administration Department.

**GIS Support:** This group's duties include coordinating the use of GIS (Geographic Information Systems) and spatial data throughout the City. This group helps guide departments to take advantage of the power of location data in their everyday work.

### Key Customers:

The IT Department supports City technology hardware and software resources. In addition, we work with external agencies, including: RRISD, WCAD, BCRUA, Time Warner, and various hardware and software vendors to ensure that the City's technology requirements are fulfilled.

### Customer Expectations and Requirements:

The IT Department continues to address the need to develop ways of utilizing technology to enhance effectiveness and efficiency. Implementing smart technologies in appropriate ways should lead to quality customer service for those we serve.

#### ***FY 2014-15 Highlights:***

- Developed employee facing intranet site in-house. Branded EmployeeNet, this intranet site has enhanced our ability to communicate with staff and provided employees with a valuable resource for accessing a wealth of information that they may need on a daily basis.
- The new Roundrocktexas.gov was developed completely in-house with an emphasis on the ability to customize and create more interactive content for the citizens and businesses of the community. The site was developed on an open source platform that is highly flexible ensuring the city will be able to continually enhance the site using the latest web practices.
- Core routing and switching upgrades were performed at both of our datacenters. These upgrades have enhanced the speed and capability of the network while reducing the cabling complexity at both sites. They also ensure that both sites are prepared for the growth of the network moving into the future.
- Assisted City Clerk's office with the deployment of our first enterprise level document management system, Laserfiche. This phase of the project involved Administration, Human Resources and Municipal Court. The goal is to continue to deliver this solution to all of the other City departments with the need for a document management system and make this a single, easily searchable document repository.
- Cityworks fixed asset management and work order system is on schedule for completion in October 2015. This system will allow for better tracking of work processes and City assets. It will also make business data more accessible for planning and decision making.
- Continued expansion efforts of our public Wi-Fi network. RRTX\*WiFi is now accessible at the Play for All Abilities Park, the Raab House and Micki Krebsbach Pool.
- The City's email system was moved from internal servers to Microsoft Office 365. This cloud based service modernizes the City email system and brings many new features to City employees while minimizing the management impact on IT staff.
- Assisted the Transportation Department with the design and deployment of the traffic signal network and command center. Troubleshooting and programming of traffic signals as well as intersection camera monitoring can be done remotely from the center.
- The citywide security camera system is being upgraded to a more modern, IP based system. This system leverages the City's existing network infrastructure and provides high definition images, easily searchable recording, and the ability to monitor the system from smartphones and tablets.
- The Polycom video conferencing system that was primarily used by the Fire Department for daily briefings and in-station training was upgraded to a new, more modern system. This upgrade has allowed us to make this system available citywide while still meeting the needs of the Fire Department.
- The aging physical servers that run the Public Safety digital dispatch and records management system were upgraded and moved into our virtual server environment. This migration greatly improves the redundancy of this mission critical system.

**FY 2015-16 Overview and Significant Changes:**

- Continue expansion of the City's fiber optic network and public Wi-Fi.
- Assist the Finance Department in the selection and deployment of a new Utility Billing System.
- Assist the Parks Department in the selection and deployment of a new Parks Management System.
- Assist the Library in the selection and deployment of a new ILS (Integrated Library System).
- Upgrade the Trak-IT Land Management System to the latest version.
- Continue to work with communications on in-house web development.
- Emergency Operations Center technology and Audio/Visual upgrade.
- Begin 5 year edge network hardware replacement program.

**New Programs for FY 2015-16:**

No new programs.

**FY 2016-17 Overview and Beyond:**

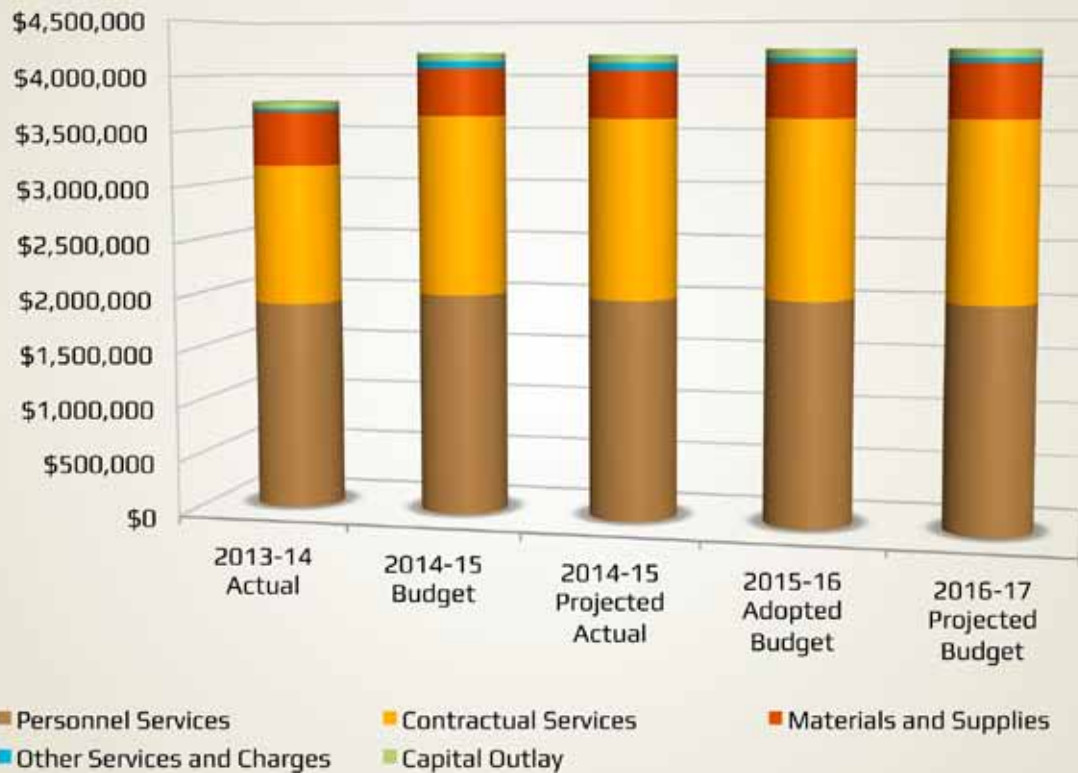
- Continued emphasis on mobile technology and applications tailored for mobile.
- Evaluate emerging "smart" facilities technology.
- Continue to expand fiber network and RRTX\*WiFi.
- Evolution of existing virtualization technologies and environments.
- Focus on implementing the smartest technologies to run our business.



### Information Technology

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$1,901,667	\$2,015,702	\$2,001,528	<b>\$2,032,417</b>	\$2,032,417
Contractual Services	1,273,479	1,624,085	1,624,085	<b>1,603,390</b>	1,603,390
Materials and Supplies	498,853	427,569	427,569	<b>486,856</b>	486,856
Other Services and Charges	26,812	62,580	62,580	<b>40,580</b>	40,580
Capital Outlay	60,152	75,000	75,000	<b>75,000</b>	75,000
<b>Total Expenditures:</b>	<b>\$3,760,964</b>	<b>\$4,204,936</b>	<b>\$4,190,762</b>	<b>\$4,238,243</b>	<b>\$4,238,243</b>
<b>Expenditures per Capita:</b>	<b>\$36.48</b>	<b>\$39.89</b>	<b>\$39.76</b>	<b>\$37.19</b>	<b>\$36.17</b>

### Information Technology - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Information Technology	4.3%	4.4%	4.5%	4.5%	4.4%	3.2%	3.1%	3.0%

## Information Technology

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Chief Information Officer	EX	1	1	1	1.00	1.00	1.00
Database Administrator	109	1	1	1	1.00	1.00	1.00
Enterprise Application Manager	112	1	1	1	1.00	1.00	1.00
GIS Analyst	107	2	2	2	2.00	2.00	2.00
GIS Coordinator	111	1	1	1	1.00	1.00	1.00
Information Technology Operations Officer	114	1	1	1	1.00	1.00	1.00
Computer Support Technician	210	4	4	4	4.00	4.00	4.00
Infrastructure Manager	113	1	1	1	1.00	1.00	1.00
Logistics Officer - IT	106	1	1	1	1.00	1.00	1.00
Network Administrator	109	2	2	2	2.00	2.00	2.00
Senior GIS Analyst	108	2	2	2	2.00	2.00	2.00
Systems Administrator	108	4	4	4	4.00	4.00	4.00
User Support Manager	111	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>22</b>	<b>22</b>	<b>22</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>



## Legal

The Legal Services Department consists of the appointed City Attorney, the special counsel for the Ethics Commission, and other outside attorneys retained from time to time to represent the City in specific matters. The City Attorney, Stephan L. Sheets of the law firm Sheets & Crossfield, PC, is assisted by five other attorneys and five legal assistants.

**Mission:** To provide competent professional and timely legal services at reasonable rates.



### Major Business Functions:

As set forth in the Round Rock City Charter, the City Attorney is generally responsible for all legal affairs and reports directly to City Council. The duties of the City Attorney include: providing legal advice to Council, boards, commissions, and City departments; prosecutorial duties in Municipal Court; real estate matters including acquisitions, dispositions, and trades; representing the City in all litigation; and preparation and review of all contracts, resolutions, ordinances, and items presented to Council and the City Manager. Other outside attorneys may be retained as warranted to represent the City in special matters.

### Key Customers:

Internal customers include the City Council and all City employees.

### Customer Expectations and Requirements:

The internal customers expect prompt, competent legal advice at reasonable rates.

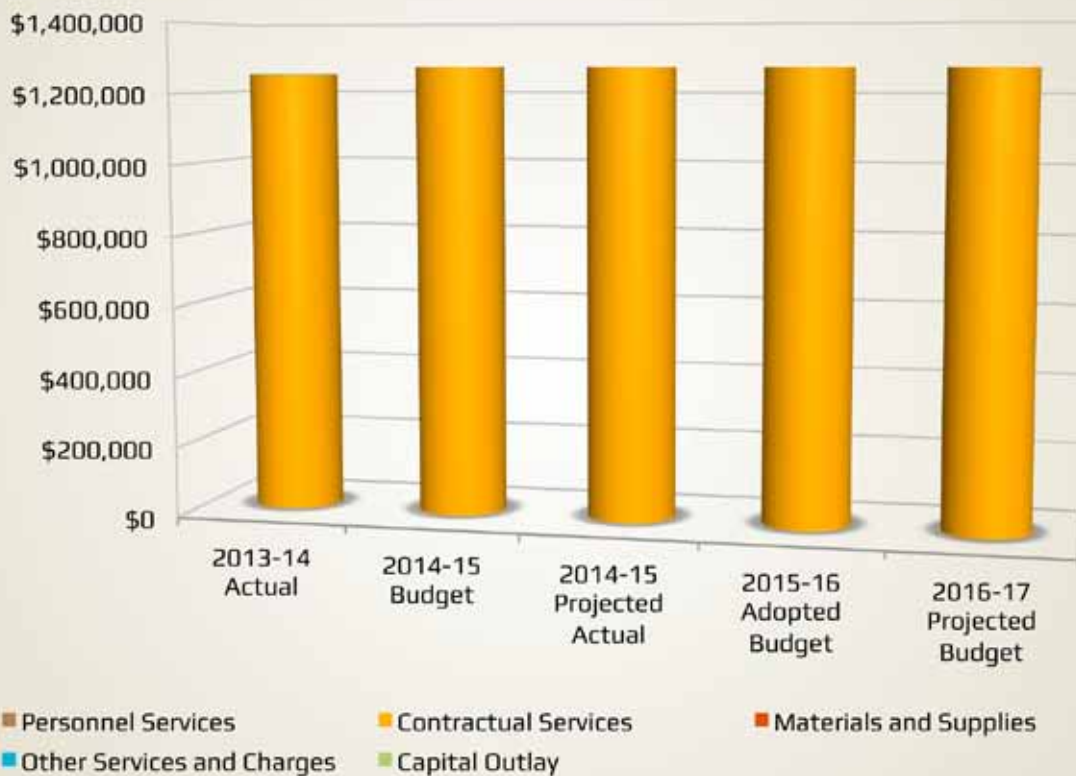
## General Fund

### Legal Services

#### Legal Services

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$-	\$-	\$-	\$-	\$-
Contractual Services	1,253,116	1,275,000	1,275,000	1,275,000	1,275,000
Materials and Supplies	-	-	-	-	-
Other Services and Charges	905	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$1,254,021</b>	<b>\$1,275,000</b>	<b>\$1,275,000</b>	<b>\$1,275,000</b>	<b>\$1,275,000</b>
<b>Expenditures per Capita:</b>	<b>\$12.16</b>	<b>\$12.10</b>	<b>\$11.19</b>	<b>\$10.88</b>	<b>\$10.88</b>

#### Legal Services - Expenditures by Category

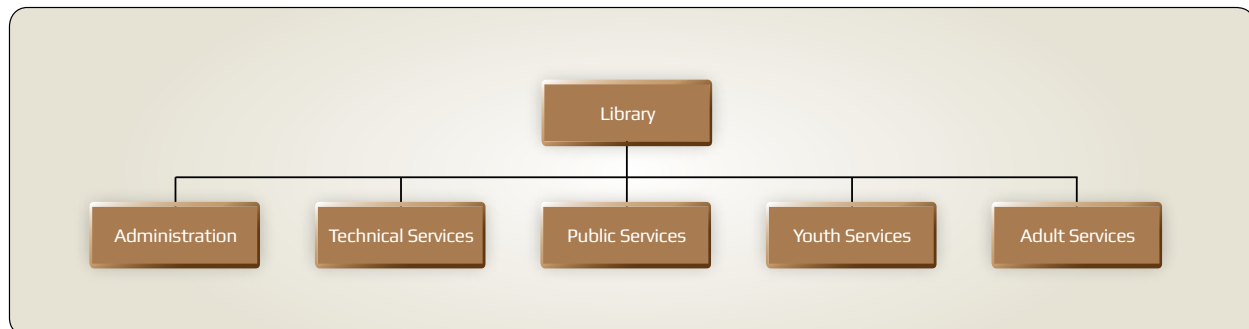


	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Legal Services	1.4%	1.3%	1.4%	1.4%	1.3%	0.0%	0.0%	0.0%

## Library

The Round Rock Public Library System provides our growing and diverse community a variety of exceptional programs and services. Our caring and knowledgeable staff maintains an attractive and dynamic environment in which to find information, enjoyment, and enrichment.

**Mission:** The Round Rock Public Library proudly serves its dynamic and growing community by providing high quality resources, services, and programs.



### Major Business Functions:

The Library Department consists of five core functions. Each division is also responsible for marketing and volunteers.

**Administration:** includes the director and an administrative assistant who provides library-wide support and manages the room reservation system.

**Technical Services:** includes acquisitions, materials processing services, cataloging and system administration. This division selects, orders, catalogs and physically processes materials for public use. System Administration oversees the Integrated Library Computer System.

**Public Services:** provides direct customer service in person, over the telephone and via the Internet. Public service staff members provide various levels of reference and circulation assistance. This division also selects material in all formats for the adult collections.

**Youth Services:** provides programs and direct customer service for children and families. This division also selects material in all formats for the newborn through high school level collections.

**Adult Services:** oversees the art gallery, community outreach programs involving partnerships with outside organizations, customer computer training, and programs targeting adult populations.



**Key Customers:**

The Library Department serves primarily external customers. These customers are residents, non-residents, and visitors to our community.

Internal customers include the City Council and all City employees.

**Customer Expectations and Requirements:**

There is an expectation that the building is safe, clean, and comfortable. Customers expect prompt, accurate, and courteous information and service.

***FY 2014-15 Highlights:***

- Conducted Impact Survey.
- Repealed Non-resident fees.
- Began preservation assessment of the historic and genealogy collections.
- Completed Phase One of the Small Business Resource Center.

***FY 2015-16 Overview and Significant Changes:***

- Integrated library system upgrade/replacement.
- Family Place Library Project.
- Phase Two of the Small Business Resource Center.

***New Programs for FY 2015-16:***

No new programs.

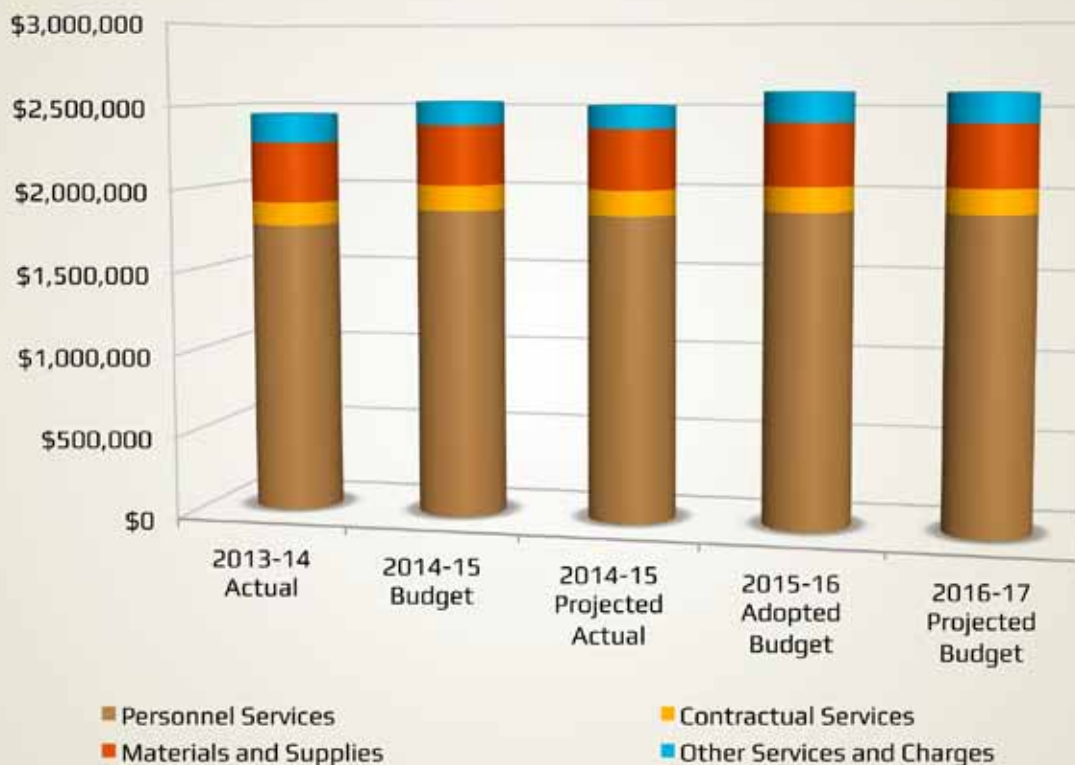
***FY 2016-17 Overview and Beyond:***

- Planning and design for bond projects.
- Enhance resource sharing (Interlibrary loan) program.
- Effectively serve the older community.
- Strengthen presence of virtual branch.

## Library

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$1,771,014	\$1,871,979	\$1,854,557	<b>\$1,892,410</b>	\$1,892,410
Contractual Services	138,715	154,195	154,195	<b>149,625</b>	149,625
Materials and Supplies	368,655	363,566	363,566	<b>374,216</b>	374,216
Other Services and Charges	170,522	135,533	135,533	<b>175,333</b>	175,333
<b>Total Expenditures:</b>	<b>\$2,448,906</b>	<b>\$2,525,273</b>	<b>\$2,507,851</b>	<b>\$2,591,584</b>	<b>\$2,591,584</b>
<b>Expenditures per Capita:</b>	<b>\$23.75</b>	<b>\$23.96</b>	<b>\$23.79</b>	<b>\$22.74</b>	<b>\$22.12</b>

Library - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Library	2.8%	2.6%	2.7%	2.7%	2.7%	4.4%	4.3%	4.2%

## Library

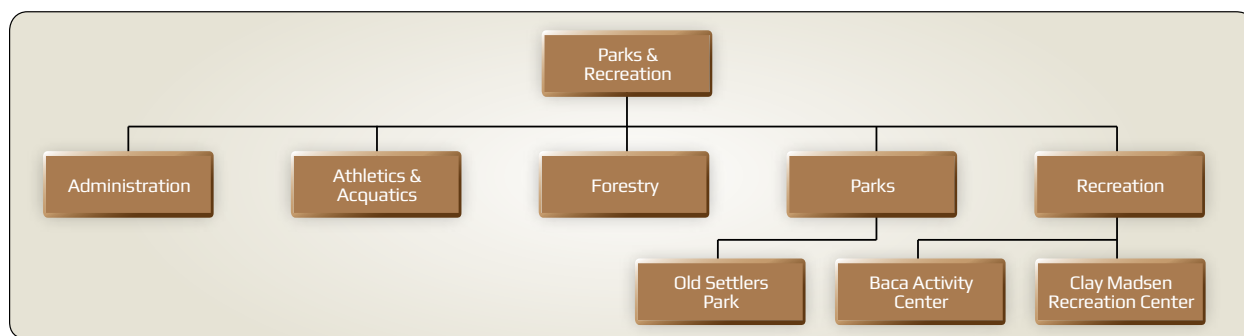
Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Library Director	EX	1	1	1	1.00	1.00	1.00
Administrative Associate	206	1	1	1	1.00	1.00	1.00
Librarian	106	10	10	10	8.75	8.75	8.75
Library Page	201	5	5	5	1.25	1.25	1.25
Library Assistant	204	15	15	15	12.50	12.50	12.50
Library Manager	112	2	2	2	2.00	2.00	2.00
Library Supervisor	110	3	3	3	3.00	3.00	3.00
Senior Library Manager	113	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>38</b>	<b>38</b>	<b>38</b>	<b>30.50</b>	<b>30.50</b>	<b>30.50</b>

## Parks and Recreation

The Parks and Recreation Department (PARD) is responsible for the acquisition, design, development, and maintenance of the park system; and the planting, conservation, and maintenance of trees. In addition, PARD is responsible for organized recreation programs, which include athletics, aquatics, instructional classes, special events and senior citizen activities. PARD also manages the Clay Madsen Recreation Center and the Allen R. Baca Senior/Activity Center.

**Vision:** Dedicating and empowering people to create positive and memorable experiences in their lives.

**Mission:** To provide an active, vibrant, and beautiful city with diversified and quality parks and a recreation system that produces economic, health, and social benefits for the entire community.



### Major Business Functions:

**Administration Division:** This division is responsible for a variety of specific functions such as strategic plan implementation, marketing, facility reservations, park planning, and development and community outreach through the Park Ranger Program. Other division personnel provide administrative support functions including customer service, program registration, record retention, data input, technology support, and additional support to other internal divisions.

**Athletics and Aquatics Division:** This division has two distinct functional areas. The first responsibility is the development and supervision of youth and adult athletic leagues, sport lessons, sport camps and athletic special events. The second responsibility includes aquatic programming and pool maintenance of the Rock'N River Family Aquatic Center, Micki Krebsbach Pool, Lake Creek Pool and Clay Madsen Indoor Pool. Programs include 'Learn to Swim' lessons for children and adults, Lifeguard Training, Water Safety Instructor classes, and recreational swimming for the general public.

**Forestry Division:** This division is responsible for the beautification, conservation, and preservation of Round Rock's urban landscape through comprehensive tree planting and management programs. Services include: tree planting events, tree care, maintenance of trees in parks and rights-of-way, brush recycling, mulch management, residential curbside brush pick-up, storm damage to trees clean up and removal, management and expansion of the tree nursery, tree inspections, memorial tree program, Arbor Day events, Christmas tree recycling, community education and review and enforcement of the City's Tree Protection and Preservation Ordinance (Tree Removal Permit portion) and relevant portions of the Landscape Ordinance.

**Parks Division:** This division is responsible for grounds maintenance, athletic field maintenance, chemical applications, irrigation systems, construction projects, horticulture, and playgrounds that fall

## General Fund

### *Parks and Recreation*

within the 2,002 acres of park land. An additional 277 acres of facilities, water tanks, and rights-of-way are also maintained. In addition, approximately 65 miles of corridor cleanup are maintained by this division. The Parks Division solicits and organizes volunteers such as community service personnel, as well as scouts and other groups to help accomplish divisional goals. The Parks Division provides support services for other activities within the department such as Christmas Family Night, Outlaw Trail, Texas Road Rash, and 4th of July Fireworks Celebration.

**Old Settlers Park:** This division was set up as a cost center within the Parks Division to better track the expenditures of events and maintenance of this 645 acre park. This alignment also gives us the ability to track expenses for supporting leagues, associations and the Sports Capital of Texas promotions.

**Recreation Division:** The Recreation Division, consisting of the Baca Activity and Clay Madsen Recreation Center (CMRC) is responsible for the development, implementation, and evaluation of recreation programs for all ages. This includes special events, instructional classes, and senior activities. Program development reflects the needs and desires of the community as expressed in surveys, suggestion boxes and focus groups.

**The Allen R. Baca Senior/Community Center:** this activity was set up as a cost center within the Recreation Division to better track revenues, expenses and cost recovery. The Baca Center is a senior and community facility committed to providing social, recreational, educational, and nutritional opportunities to persons 50 years of age and older in Round Rock and the surrounding communities. Programs are diverse in nature. Examples include instructional classes such as computer, art, fitness, finance, and foreign language; recreational programs including table games, club meetings, varied craft groups and dances; a fitness room, and special events. In addition, the center is available for community based groups, classes, and programs, as well as private rental opportunities.

**The Clay Madsen Recreation Center:** This division was set up as a cost center within the Recreation Division to better track revenues, expenses, and cost recovery. This is a membership-driven facility, committed to providing recreational and leisure opportunities to citizens of Round Rock and surrounding communities. The diversity of programs offered includes open gym play, tournaments, sports camps, after-school programs, instructional classes, adaptive activities, fitness and strength opportunities, and special events.

#### **Key Customers:**

The Parks and Recreation Department primarily serves external customers. These customers are residents of Round Rock, non-residents and visitors to our community.

#### **Customer Expectations and Requirements:**

Each customer segment has varying expectations for our department; however, the requirements are very similar. Each group expects responsive, respectful, and timely communication; high quality affordable programs and services; and effective and efficient use of City resources.

**FY 2014-15 Highlights:**

- Opening of the Brushy Creek Regional Trail Gap Project which added an approximate 2 mile section of the regional trail from the Sonoma Subdivision to AW Grimes Blvd. Completion of this critical trail gap provides bicycle/pedestrian connectivity from Redbud Lane to Lake Creek Park and the Clay Madsen Recreation Center.
- Completion of the Veterans Park Improvement Project and, in partnership with the Veterans Monument Committee (501c.3 organization), construction of a community Veteran's Monument honoring those who have served our country.
- PARD hosted and/or supported over 175 special events and tournaments in FY 14/15 which translates to almost half the year PARD was hosting or supporting an event.
- Continued design and land acquisition on a number of 2013 GO Bond Projects including OSP Multipurpose Field Complex, Heritage Trail East/West, Brushy Creek Trail – Veterans to Rabb, Lake Creek Trail – RR West to Centennial Plaza, and various neighborhood/community park Repair & Replacement Program Projects.
- Hosted 89 events/rentals at Rabb House and have another 21 reserved through the end of FY 14/15.

**FY 2015-16 Overview and Significant Changes:**

- Completion and adoption of the five year update of the department's strategic master plan, Game Plan 2020 (2015 Update).
- Opening of the Rock'N River Expansion Project nearly tripling the size of the facility and offering new recreation amenities for the community.
- Groundbreaking on several 2013 GO Bond Projects including Heritage Trail West, OSP Multipurpose Field Complex, Brushy Creek Trail – Veterans to Rabb, and various neighborhood/community park projects such as Round Rock West Park, Stella Park and Stark Park.
- Transition of two of the major special events, Christmas Family Night and July 4th Parade, from downtown to Old Settlers Park due to the downtown construction project.

**New Programs for FY 2015-16:**

- With the opening of the Rock'N River Expansion in 2016, the Department will add (1) FTE in the Aquatics Division, funding for additional seasonal lifeguards/attendants and funding for general operating expenses of the expansion.
- Additional funding to convert the CMRC Weekend Team from temporary to FTE (3.75) status.
- Additional funding to implement recommendations proposed in the PARD Organizational Personnel Plan currently underway with PROS Consulting.

**FY 2016-17 Overview and Beyond:**

- Completion and opening of several 2013 GO Bond Projects including the OSP Multipurpose Field Complex, Heritage Trail East, and Brush Creek Trail – Veterans to Rabb.
- Begin Play for All Park Expansion Project to include additional play pods and parking improvements.



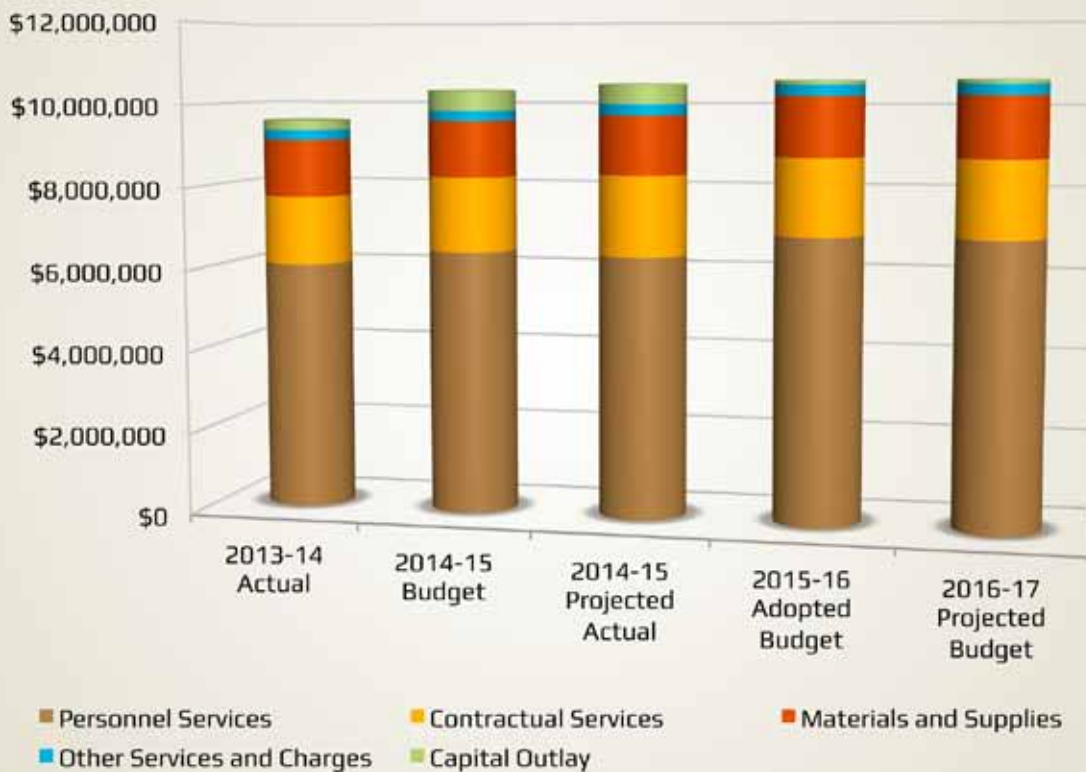
## General Fund

### Parks and Recreation

#### Parks and Recreation

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$6,052,984	\$6,415,498	\$6,371,095	<b>\$6,925,643</b>	\$6,925,643
Contractual Services	1,671,332	1,824,642	1,961,232	<b>1,866,818</b>	1,866,818
Materials and Supplies	1,392,685	1,365,706	1,430,401	<b>1,454,122</b>	1,482,618
Other Services and Charges	248,791	245,185	264,748	<b>262,185</b>	262,185
Capital Outlay	236,008	489,000	480,509	<b>97,000</b>	97,000
<b>Total Expenditures:</b>	<b>\$9,601,800</b>	<b>\$10,340,031</b>	<b>\$10,507,985</b>	<b>\$10,605,768</b>	<b>\$10,634,264</b>
<b>Expenditures per Capita:</b>	<b>\$93.12</b>	<b>\$98.10</b>	<b>\$99.69</b>	<b>\$93.06</b>	<b>\$90.77</b>

**Parks and Recreation - Expenditures by Category**



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Parks & Recreation Department	11.0%	10.8%	11.2%	11.2%	10.9%	13.1%	12.9%	13.2%

## Parks and Recreation

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
PARD Director	EX	1	1	1	1.00	1.00	1.00
Assistant PARD Director	114	1	1	1	1.00	1.00	1.00
Administrative Assistant	208	1	1	1	1.00	1.00	1.00
Administrative Technician	205	6	6	6	5.00	5.00	5.00
Arborist	211	1	1	1	1.00	1.00	1.00
Aquatics Manager	112	0	0	1	0.00	0.00	1.00
Athletics/Aquatics Manager	112	1	1	1	1.00	1.00	1.00
Athletics/Aquatics Programs Supv.	108	2	2	2	2.00	2.00	2.00
Brush Service Representative	204	3	3	3	3.00	3.00	3.00
Bus Driver	203	1	1	1	0.25	0.25	0.25
Business Systems Analyst	107	1	1	1	1.00	1.00	1.00
Forestry Crew Leader	209	1	1	1	1.00	1.00	1.00
Forestry Manager	112	1	1	1	1.00	1.00	1.00
Forestry Technician	205	3	3	3	3.00	3.00	3.00
Marketing Specialist II	109	1	1	1	1.00	1.00	1.00
Office Manager	206	2	2	2	2.00	2.00	2.00
Park Development Manager	112	1	1	1	1.00	1.00	1.00
Park Development Specialist	109	2	2	2	2.00	2.00	2.00
Park Ranger - Senior	212	1	1	1	1.00	1.00	1.00
Park Ranger	210	1	1	1	1.00	1.00	1.00
Parks Maintenance Crew Leader	209	7	7	7	7.00	7.00	7.00
Parks Maintenance Foreman	206	3	3	3	3.00	3.00	3.00
Parks Maintenance Worker	204	31	31	31	31.00	31.00	31.00
Parks Manager	112	1	1	1	1.00	1.00	1.00
Parks Supervisor - Const/Grounds	112	2	2	2	2.00	2.00	2.00
Rec Ctr Supervisor - Senior Ctr/CMRC	108	2	2	2	2.00	2.00	2.00
Recreation Assistant Shift Leader	201	3	3	7	2.25	2.25	4.75
Recreation Leader	207	15	15	15	6.50	6.50	6.50
Recreation Manager	112	1	1	1	1.00	1.00	1.00
Recreation Program Coordinator	108	4	4	4	4.00	4.00	4.00
Recreation Shift Leader	207	3	3	5	2.25	2.25	3.50
<b>Total</b>		<b>103</b>	<b>103</b>	<b>110</b>	<b>91.25</b>	<b>91.25</b>	<b>96.00</b>

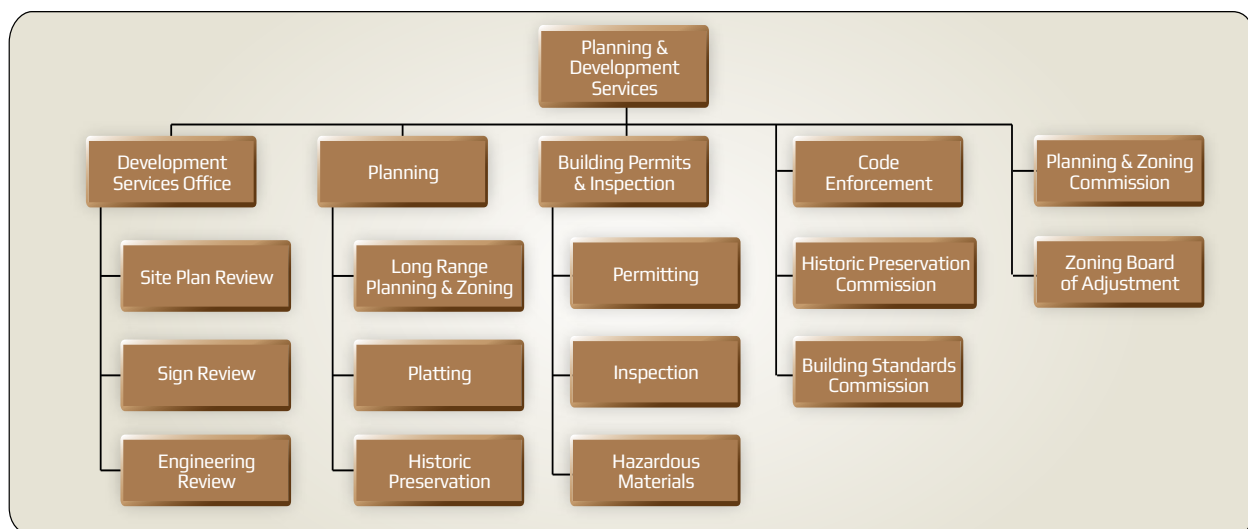


## Planning and Development Services

The Planning and Development Services Department is responsible for land use and neighborhood planning; administration of land development regulations; building permit review and inspections, and code enforcement for the City under the leadership of the Planning and Development Services Director.

**Vision:** Round Rock is a diverse, historic, and family-oriented community with a distinct identity as a desirable place to live, work and play. Residents, government and business are committed to working together to build a quality community.

**Mission:** to provide citizens and the business community with efficient, consistent, fair, and effective development review services, promote quality development and planning programs for the purpose of facilitating economic growth, and improving the building environment.



### Major Business Functions:

Prepare and maintain the City's General Plan – a policy document guiding the physical development within the City - to ensure logical, compatible and contiguous development of the City.

Review and revise zoning, subdivision and sign Codes to reflect General Plan and Strategic Plan goals as well as to address the changing needs of the community and innovative land use and zoning principles.

Review and process site plan, sign, zoning and platting applications to ensure they meet ordinance requirements and promote Strategic and General Plan goals.

Provide staff support to the Planning and Zoning Commission, Historic Preservation Commission and Zoning Board of Adjustment to ensure efficient and thorough review of development applications.

Prepare special area studies and programs to implement principals and goals identified in the Strategic Plan and General Plan.

Develop annexation criteria in cooperation with the utilities department to provide for future growth.

Prepare population projections and monitor demographic trends.

Review construction plans, issue building permits and perform inspections.

Assist with economic development and business recruitment.

Assist with downtown redevelopment.

#### **Departmental Program Summary:**

The Planning & Development Services Department consists of 4 general programs: Development Services; Planning; Code Enforcement; and Building Permits and Inspections. Each of these programs is funded by the City's General Fund.

**Development Services:** Leads the review of site plans, landscape plans, drainage plans, and utility and street plans associated with new development and platting.

**Planning:** Oversees the development and implementation of the City's General Plan, historic preservation ordinance, zoning and subdivision ordinances, and area plans. It is the lead facilitator of zoning, platting applications and annexation applications.

**Building Permits and Inspections:** Reviews construction plans, issues building permits, and performs building inspections during construction.

**Code Enforcement:** Investigates complaints and enforces ordinances related to illegal signs, zoning violations, weeds, trash and junk.

#### **Key Customers:**

Key customers include the citizens of Round Rock, City Council, the Planning and Zoning Commission, the Historic Preservation Commission, the Zoning Board of Adjustment, the City Manager and various City divisions/departments involved in the development process such as Utilities, Transportation and Parks. Customers also include the development community, design professionals, business owners, residents, contractors, persons needing information or assistance with City processes, and external agencies involved with planning or development regulations.

#### **Customer Expectations and Requirements:**

External customers expect prompt, accurate and courteous information and service. Business owners, developers and design professionals expect a positive and open minded attitude from staff to resolve design or code compliance issues as they arise. External customers also expect staff expertise regarding regulations and processes to ensure the staff fully understands their questions and needs. They require sufficient details of requirements to ensure that they are fully aware of City requirements to avoid unnecessary delays and costs as they navigate the development approval process. Residents of the City expect quality development, protection of property values and participation in key policy decisions.

Internal customers require prompt, accurate and courteous information as well as our understanding the purpose of their request to ensure the usefulness of the information required. Internal customers also require collaboration on projects that involve multiple departments.

***FY 2014-15 Highlights:***

- Code Enforcement was fully staffed and trained up for the year, which allowed the city to be divided into three sections for proactive patrols. The self-initiated cases are at about 70% of the case load in this fiscal year.
- The Planning and Development Services divisions maintained or exceeded site plan, plat, zoning, and sign review timeframes for all projects during a period of high activity not previously witnessed during this decade.
- Building Inspections facilitated six Multi-family projects, four Townhome projects, as well as worked closely with Planning to ensure the new homes being built in Warner Ranch, Forest Grove, and Viscaya comply with the heightened standards adopted by the City Council.
- The Department assisted or directly facilitated several successful or potential Economic Development projects such as Bass Pro, Benchmark Electronics, Thermasol, South University, and Pro Portion Foods. Upon project completion, the contractor/architecture firm representing Bass Pro remarked that Round Rock has the best Building Official and Inspections Division that he has worked with as he has built numerous Bass Pro projects throughout the country over the years.
- Planning negotiated several PUDs and PUD amendments to ensure quality design and materials as well as to foster quality single family residential development. Key PUDs included Kenney Fort (detached townhome), Chandler Oaks (mixed), Madsen Ranch (residential), University Village (townhome) and the GLO tract (residential). These projects effectively raised the standard for home building in Round Rock.
- Planning while working with IT developed an interactive development map that provides elected and appointed leaders, residents, developers, and staff with a comprehensive picture of all development occurring in the City.

***FY 2015-16 Overview and Significant Changes:***

- Completion of the Rock Development Code in consultation with the legal department. Public input and Council adoption anticipated during this timeframe.
- The Department continues to participate in the implementation of the City Council's strategic policies with a focus on the downtown redevelopment.
- Continue our work with the Chamber of Commerce in achieving successful Economic Development projects and thriving local businesses.
- Seek adoption of the Food Truck ordinance.

***New Programs for FY 2015-16:***

- The conversion of a temporary position in Development Services to a permanent Planning Technician to maintain current customer service levels.

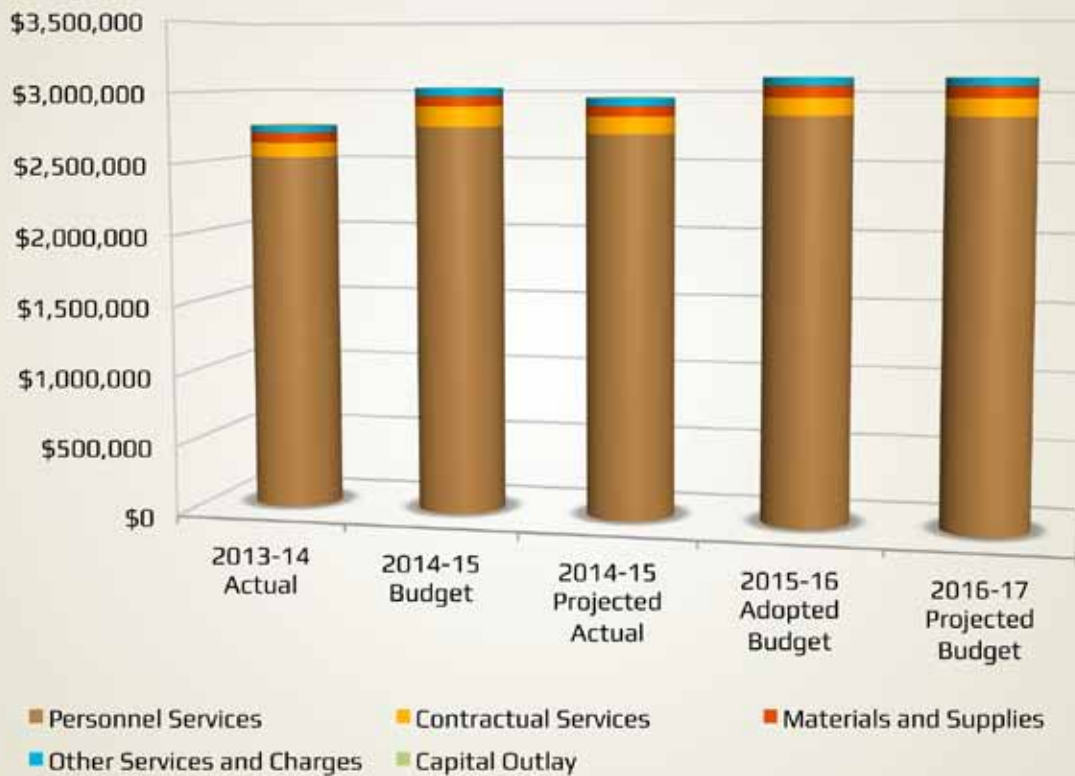
***FY 2016-17 Overview and Beyond:***

- Pursue further consolidation of the Planning, Development Services, and potentially the Building Inspections divisions to facilitate a single, comprehensive development counter.
- Play an instrumental role in downtown redevelopment and infrastructure planning and design.

### Planning & Development Services

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$2,536,257	\$2,760,781	\$2,715,232	<b>\$2,849,094</b>	\$2,849,094
Contractual Services	101,368	141,637	121,637	<b>121,600</b>	121,600
Materials and Supplies	77,140	73,963	73,963	<b>83,687</b>	83,687
Other Services and Charges	43,019	54,435	54,435	<b>54,435</b>	54,435
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$2,757,784</b>	<b>\$3,030,816</b>	<b>\$2,965,267</b>	<b>\$3,108,816</b>	<b>\$3,108,816</b>
<b>Expenditures per Capita:</b>	<b>\$26.75</b>	<b>\$28.75</b>	<b>\$28.13</b>	<b>\$27.28</b>	<b>\$26.53</b>

### Planning & Development - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Planning and Dev Srvs.	3.1%	3.2%	3.2%	3.2%	3.2%	4.8%	4.9%	4.9%



## Planning & Development Services

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Planning & Development Services Director	EX	1	1	1	1.00	1.00	1.00
Administrative Associate	206	1	1	1	1.00	1.00	1.00
Administrative Assistant	206	1	1	1	1.00	1.00	1.00
Building Inspector	210	1	2	2	1.00	2.00	2.00
Building Permits Technician	206	2	2	2	2.00	2.00	2.00
Chief Commercial Inspector	214	1	1	1	1.00	1.00	1.00
Chief Electrical Inspector	214	1	1	1	1.00	1.00	1.00
Chief Residential Inspector	214	1	1	1	1.00	1.00	1.00
Code Enforcement Manager	110	1	1	1	1.00	1.00	1.00
Code Enforcement Officer	208	2	2	2	2.00	2.00	2.00
Commercial Inspector	211	2	2	2	2.00	2.00	2.00
DSO Manager	113	1	1	1	1.00	1.00	1.00
Engineer - Staff	111	1	1	1	1.00	1.00	1.00
Engineering Associate	108	2	2	2	2.00	2.00	2.00
Manager - Inspection Services	113	1	1	1	1.00	1.00	1.00
Planner	108	1	1	1	1.00	1.00	1.00
Planning Manager	113	1	1	1	0.75	0.75	0.75
Planning Technician	206	4	4	5	4.00	4.00	5.00
Senior Building Inspector	202	3	3	3	3.00	3.00	3.00
Senior Code Enforcement Officer	211	1	1	1	1.00	1.00	1.00
Senior Planner	110	5	5	5	5.00	5.00	5.00
<b>Total</b>		<b>34</b>	<b>35</b>	<b>36</b>	<b>33.75</b>	<b>34.75</b>	<b>35.75</b>

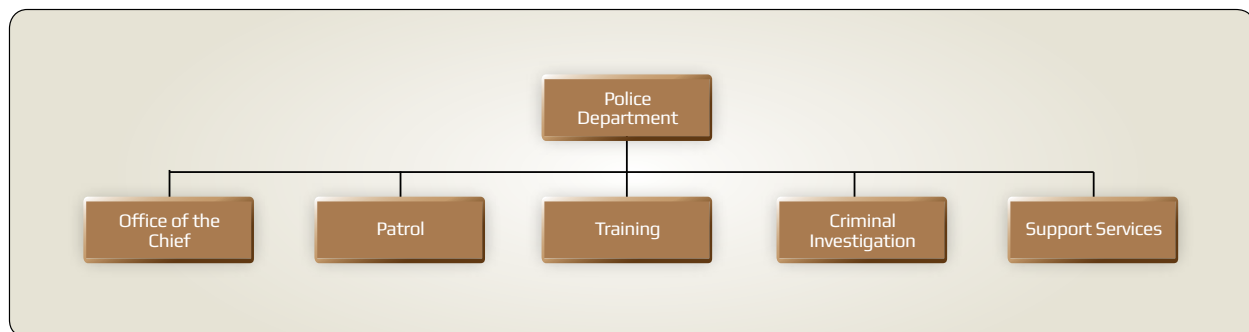


## Police

The Police Department provides public safety and enforces federal, state, and City laws and ordinances through proactive and responsive patrol of the City by state-commissioned peace officers. As its business model, the Department believes the best way to fight crime is to forge strategic partnerships that address quality-of-life issues before they become serious public safety or crime issues. The Department also is responsible for animal control; fire and police radio dispatch functions in the City limits; and maintaining the recruiting, training, crime victim, and support functions necessary to maintain a police force of the highest quality.

**Vision:** Effectively adapt to the challenges created by a rapidly growing community that is striving to maintain its low crime rate and high quality of life. Deliver policing that responds to the needs of the community and engages them to share in the responsibility of keeping Round Rock a great community.

**Mission:** The Round Rock Police Department, in alliance with our community, provides public safety and promotes a high quality of life.



### Major Business Functions:

**Office of the Chief:** The Office of the Chief determines departmental policies and ensures the complete discharge of all duties imposed by Texas State Law or City Ordinance. The office is responsible for the strategic direction, control, management, and direction of employees, as well as the Department's operation and administration. The Office of the Chief houses the Professional Standards Section, Planning and Policy Section, and volunteer coordinator. Professional Standards, through the internal affairs function, ensures the Department's integrity is maintained through an internal system where objectivity, fairness, and justice are assured by impartial investigation. Professional Standards also houses accreditation, community services, and public information functions. Planning and Policy performs budgeting, strategic planning, policy development, criminal intelligence, and research functions.

**Patrol Division:** The Patrol Division is responsible for law enforcement, public safety, and community policing functions within the City limits of Round Rock. The division is structured on a geographic "beat" basis, with individual officers responsible for an area of the City, sergeants responsible for their officers' areas, and continues up to the Chief of Police. A Traffic Unit addresses traffic issues throughout the City, and the School Resource Officer Unit is also housed in this division.

**Training Division:** Training houses the Department's training and recruiting functions, as well as the Animal Control Unit. Animal Control enforces local ordinances regarding the care and keeping of domestic animals in the City.

**Criminal Investigation Division:** This division is responsible for a variety of police services through investigative units focusing on crimes against persons, property crimes, narcotics, organized crime, criminal interdiction, and white collar crimes. In addition, this division houses evidence and crime scene functions.

**Support Services Division:** The Support Services Division provides the Department with technical and administrative support services related to communications, police records, volunteer programs, and victim assistance. This division ensures that 24-hour, two-way radio communications are conducted in compliance with federal regulations, handling emergency and other citizen requests for police and fire service, dispatching police/fire units as required or referring citizens to an appropriate service or agency.

The Police Department performs a wide variety of public safety and related functions. The Department performs activities that make officers available to citizens, enforce laws, deter crime, observe and address suspicious activity, and respond to calls for service. Officers investigate crimes, and specialized units address unusual crimes or incidents with technical expertise and training in those areas (SWAT, White Collar Crimes, Narcotics, etc.).

The Department operates a School Resource Officer Unit and Animal Control Unit. Other public safety-related functions include the City's 911 Public Safety Answering Point and ensuring traffic safety and flow. The Department corrects and reports public hazards, and provides radio dispatch service to police and fire. The Department makes arrests and transports suspects to jail; processes crime scenes and forensic evidence; receives and investigates complaints from the public; and maintains the capacity to manage large-scale incidents through regular training and exercise. In keeping with our mission, we perform many functions to help maintain a high quality of life for residents. The Department enforces laws and ordinances regarding public nuisances (e.g., parking in yards), addresses citizen traffic complaints, supports neighborhood efforts, and provides for geographic-based police patrol. Related functions include victim assistance and several community programs.

A major component of the Department's mission has to do with working in alliance with the community to address issues. The Department has established a formal Community Affairs group to enhance its approach to this part of its mission. The Department provides the public with information about crime and major incidents through presentations at meetings of local civic, neighborhood, and related organizations. A Citizen's Police Academy educates the public about policing and develops a source for volunteers. National Night Out and other events encourage positive police-community relations, as do our Blue Santa; Police Explorers; robbery prevention; Junior Police Academy; and Kutz4Kidz programs.

#### **Key Customers:**

The Police Department recognizes most citizens have little interaction with officers during the normal course of a given year. However, we provide professional police service not only to crime victims and witnesses but also suspects and arrestees. We serve the City's different neighborhoods, schools, civic organizations, and business groups. Motorists comprise another significant customer group, and we dedicate resources to deal with traffic-related issues. Within the city organization, we provide emergency dispatch services to the police and fire personnel, and police officers investigate fleet accidents for the Human Resources Department's risk management program.

#### **Customer Expectations and Requirements:**

The public expects the Police Department to provide quality community policing – addressing quality-of-life issues early enough so they do not evolve into public safety problems. For more than a decade, the City has been named among the safest cities in the country. When surveyed every two years, Round Rock citizens overwhelmingly rate police services as good or excellent. In addition, more than four-fifths of our residents surveyed over the years report they feel safe walking in their neighborhoods at night.

**FY 2014-15 Highlights:**

- Expansion of the School Resource Officer program to middle schools will be complete for the 2015-16 school year.
- Initiated a new Call-Taker program to begin pulling call-taking functions from Public Safety Communications Operators.
- Second year of the Junior Police Academy and Kutz4Kidz programs.
- Initiated a pilot program to deploy body-worn cameras for field personnel.

**FY 2015-16 Overview and Significant Changes:**

- The Department will go through a rigorous, on-site review to maintain its police accreditation, as it does every three years.
- Construction of the Public Safety Training Facility is slated to begin in the summer of 2016.
- Continue developing the body-worn camera program.

**New Programs for FY 2015-16:**

- Five additional Call-Takers to continue to fill out the program begun in 2014-15.
- The second year of multi-year plan to replace a discontinued product line of field radios.

**FY 2016-17 Overview and Beyond:**

- Completion and beginning operations at the Public Safety Training Facility.
- Implementation of the Department's body-worn camera program.
- Consider the purchase of a mobile surveillance tower to allow the Department to better monitor safety issues at large public events or conduct surveillance when specific crime types occur in an area.

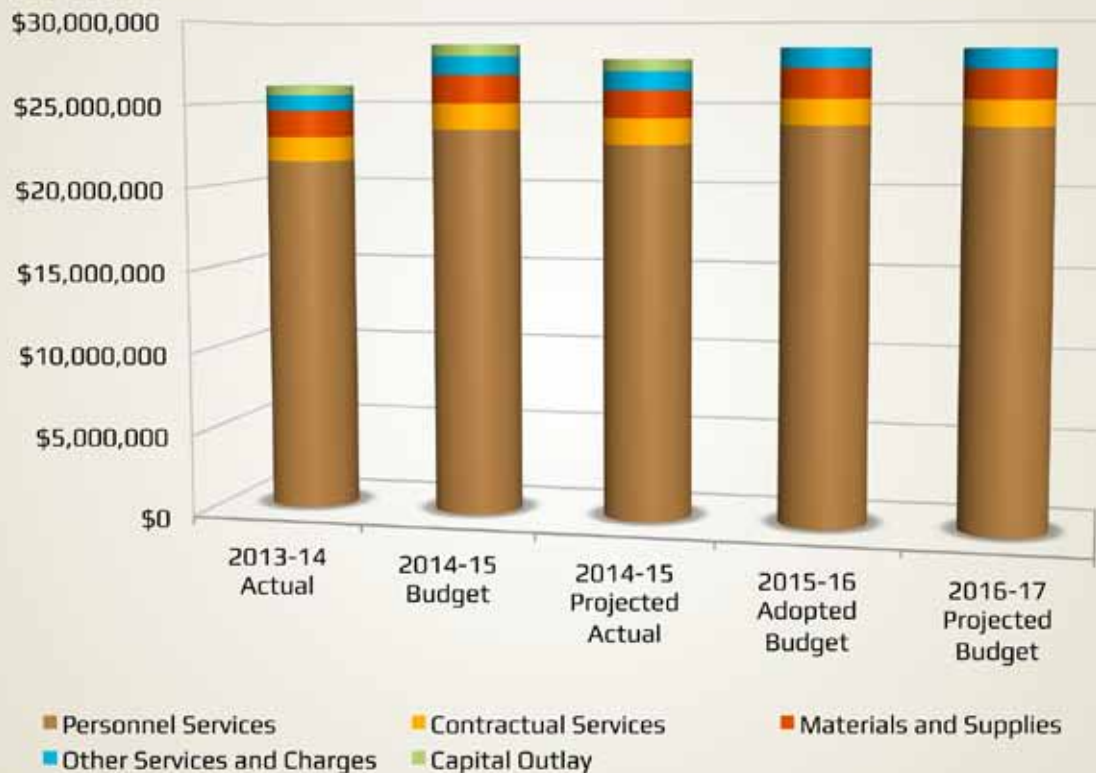
## General Fund

### Police

#### Police

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$21,510,363	\$23,493,083	\$22,684,482	<b>\$23,868,785</b>	\$23,868,785
Contractual Services	1,472,892	1,561,256	1,542,430	<b>1,543,421</b>	1,543,421
Materials and Supplies	1,617,799	1,728,833	1,672,907	<b>1,804,913</b>	1,770,913
Other Services and Charges	939,881	1,133,009	1,112,344	<b>1,162,380</b>	1,162,380
Capital	532,885	690,604	690,604	<b>10,000</b>	-
<b>Total Expenditures:</b>	<b>\$26,073,820</b>	<b>\$28,606,785</b>	<b>\$27,702,767</b>	<b>\$28,389,499</b>	<b>\$28,345,499</b>
<b>Expenditures per Capita:</b>	<b>\$252.88</b>	<b>\$271.40</b>	<b>\$262.82</b>	<b>\$249.10</b>	<b>\$241.94</b>

**Police - Expenditures by Category**



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Police	29.7%	30.0%	29.6%	29.6%	29.1%	32.1%	33.0%	32.9%

## Police

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Police Chief	EX	1	1	1	1.00	1.00	1.00
Assistant Police Chief	CSPS	1	1	2	1.00	1.00	2.00
Administrative Associate	206	10	10	10	10.00	10.00	10.00
Accreditation Manager	108	1	1	1	1.00	1.00	1.00
Administrative Assistant	208	1	1	1	1.00	1.00	1.00
Animal Control Officer	205	5	5	5	5.00	5.00	5.00
Animal Control Supervisor	213	1	1	1	1.00	1.00	1.00
Call Takers	206	0	3	8	0.00	3.00	8.00
Communications Training Officer	211	7	7	7	7.00	7.00	7.00
Crime Analyst	212	7	7	7	6.50	6.50	6.50
Crime Analyst & Stat Manager	111	1	1	1	1.00	1.00	1.00
Crime Scene Specialist	212	2	2	2	2.00	2.00	2.00
Evidence Control Supervisor	214	1	1	1	1.00	1.00	1.00
Evidence Technician	206	2	2	2	2.00	2.00	2.00
Law Enforcement Specialist	212	1	1	1	1.00	1.00	1.00
Law Enforcement Support Tech	207	5.5	5.5	5.5	4.00	4.00	4.00
Logistics Officer	210	2	2	2	2.00	2.00	2.00
Police Commander	CSPS	3	3	3	3.00	3.00	3.00
Police Lieutenant	CSPS	8	8	8	8.00	8.00	8.00
Police Officer	CSPS	118	125	125	118.00	125.00	125.00
Police Sergeant	CSPS	24	24	24	24.00	24.00	24.00
Police Support Div. Manager	113	1	1	1	1.00	1.00	1.00
Public Safety Communications Mgr	110	1	1	1	1.00	1.00	1.00
Public Safety Communications Oper	210	15	15	15	15.00	15.00	15.00
Public Safety Supervisor	213	4	4	4	4.00	4.00	4.00
Records Supervisor	211	1	1	1	1.00	1.00	1.00
Victims Advocate	209	1	1	1	1.00	1.00	1.00
Victims Assist. Coordinator	213	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>225.5</b>	<b>235.5</b>	<b>241.5</b>	<b>223.50</b>	<b>233.50</b>	<b>239.50</b>

Note:

Civil Service Pay Structure (CSPS) - See Personnel Section





## Recycling / Solid Waste Services

The Recycling/Solid Waste Services Division is responsible for both garbage collection and recycling services that are provided to the citizens of Round Rock. These functions are handled by personnel in two separate divisions. The Environmental Services Division oversees the recycling drop-off center and the four used oil drop-off locations. The division also manages the city's in-house recycling program.

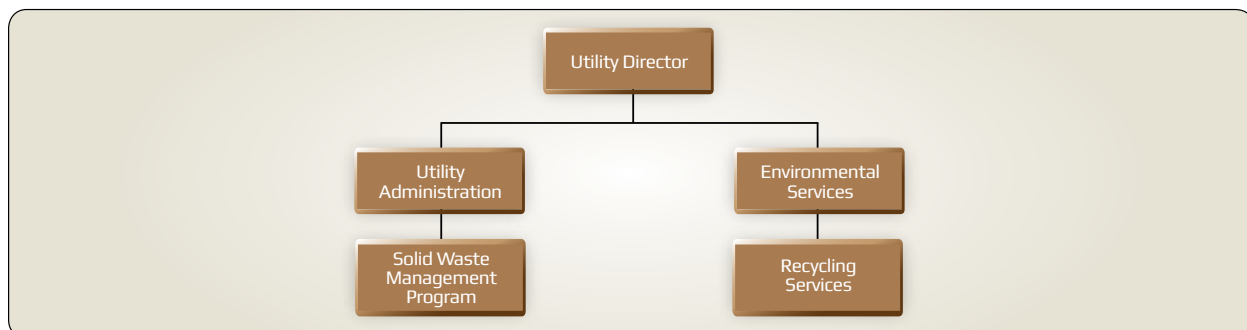
The Utility Administration Division oversees the solid waste management programs which include garbage collection and disposal by a third party contractor as well as the curbside recycling program. In addition, this division oversees the franchise agreements with the commercial haulers who collect garbage for all commercial properties in the City. Both divisions promote environmental awareness in order to increase recycling and reduce the amount of waste disposed of in the landfill.

**Vision:** Be the best at what we do.

**Mission:** Provide excellent service at the best value.

We will achieve our Vision and Mission by focusing on our five **Guiding Principles**:

- **Public Health, Safety, and the Environment** - ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.
- **Financial Strength** - strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.
- **Employee Success** - select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.
- **System Management** - proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.
- **Operational Excellence** - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Solid Waste Management Program:** Provides cost effective garbage collection and disposal services as well as curbside recycling services at a competitive price with low risk to the citizens. The curbside recycling program is structured so that when the commodity market is doing well, a recycling credit is applied to customers' monthly utility bills to help offset the increasing landfill costs. This program has been in effect since January 2011.

**Recycling Services:** Provides safe and responsible handling of recyclable commodities at the recycling drop-off center and the used oil drop-off locations. This program diverts recyclable materials from landfills, receiving streams, drinking water supplies and reduces the potential for illegal dumping. The City has operated the recycling drop-off center since 1990.

**Key Customers:**

The Recycling/Solid Waste Services Division's customers include all City Departments, all citizens of Round Rock and the surrounding community.

**Customer Expectations and Requirements:**

Recycling/Solid Waste Services customers expect frequent and convenient access to services and resource handling methods that are environmentally sound and cost conscious.

***FY 2014-15 Highlights:***

In FY 2014-15, the Recycling/Solid Waste Services Division focused on activities dedicated to enhancing the drop-off center services and exploring innovative markets for recycled materials. The recycling drop-off center compliments the City's comprehensive curbside recycling program.

- Expanded the Electronics Recycling Program to include in-house city electronics.
- Improved safety and appearances at the Recycling Drop-Off Center by replacing fence and pavement, as well as constructing an office/restroom building.
- Hosted attendees of the North American Hazardous Materials Management Association during their annual conference.

***FY 2015-16 Overview and Significant Changes:***

In FY 2015-16, the Recycling/Solid Waste Services Division continues to focus on pollution prevention activities, optimizing services and improving public outreach.

- Improving public outreach and awareness of city recycling and solid waste services.
- Partnering with the city's solid waste service provider to improve the collection of in-house recyclables at city facilities.
- Exploring new recycling markets and opportunities to expand services without increasing costs.

***New Programs for FY 2015-16:***

No new programs.

***FY 2016-17 Overview and Beyond:***

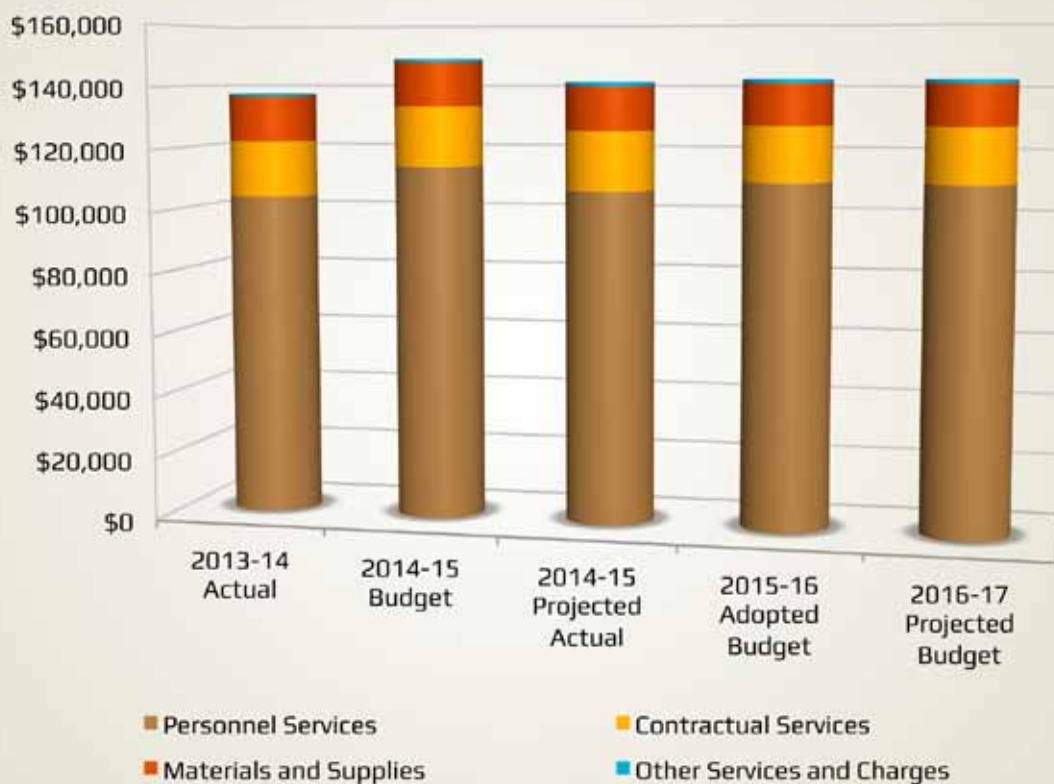
The Recycling/Solid Waste Services Division will concentrate on activities geared toward improving cost effectiveness and operational efficiencies.

- The division will evaluate the need for substantial facility improvements geared toward improving customer flow and material handling.
- In order to improve facility security, the division will consider adding motion sensitive lighting and/or cameras to the property.
- The division will continue to monitor recycling markets and review commodity contracts.

## Recycling Services

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$104,192	\$114,464	\$107,053	<b>\$110,434</b>	\$110,434
Contractual Services	17,989	19,260	19,260	<b>17,760</b>	17,760
Materials and Supplies	14,590	13,988	13,988	<b>13,088</b>	13,088
Other Services and Charges	686	1,250	1,250	<b>1,250</b>	1,250
<b>Total Expenditures:</b>	<b>\$137,457</b>	<b>\$148,962</b>	<b>\$141,551</b>	<b>\$142,532</b>	<b>\$142,532</b>
<b>Expenditures per Capita:</b>	<b>\$1.33</b>	<b>\$1.41</b>	<b>\$1.34</b>	<b>\$1.25</b>	<b>\$1.22</b>

### Recycling Services - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Recycling	0.2%	0.2%	0.2%	0.2%	0.1%	0.4%	0.4%	0.4%

**Recycling Services**

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Recycling Attendant	203	3	3	3	2.75	2.75	2.75
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>2.75</b>	<b>2.75</b>	<b>2.75</b>

## Transportation

The Transportation Department consists of eight divisions: Administration; Transit and Public Transportation; Planning and Engineering; CIP/Infrastructure Inspection; CIP Project Management; Traffic Signs and Signals; Street Maintenance; and Drainage Operations.

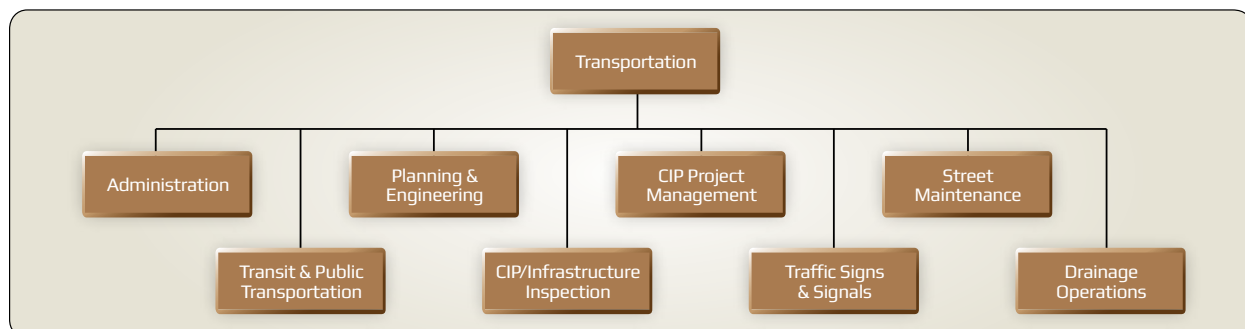
The Transportation Department is responsible for planning, building and maintaining the City's transportation infrastructure. In addition, the department oversees the City's Transit and Public Transportation activities. The Department also works extensively with regional partners for improved planning and project coordination.

**Vision:** The Department strives to be a premier organization that values innovation, trust, teamwork, professionalism, and regional cooperation.

We will:

- Accept the challenge of change and be committed to continually enhancing the safety, environment, quality of life and economic vitality of our community.
- Be accountable for our performance and our organization's success and be recognized for our achievements.
- Be committed to provide our employees a stable work environment with equal opportunity for learning and personal growth.
- Be respectful of each other, the internal and external customers we support.

**Mission:** Cost-effectively plan, build and maintain the City's transportation infrastructure and provide public transportation in a manner which meets the needs of the community and supports the safety and welfare of our citizens.



### Major Business Functions

The primary goal of the Transportation Department is to provide, and/or improve local and regional mobility. By effectively planning for and building the City's transportation system, at both the local and regional levels, staff provides citizens greater mobility, less congestion and promotes better air quality.

**Transportation Administration:** This division provides guidance, oversight and support to all transportation divisions. This includes proactively seeking solutions to current and future transportation needs community wide and providing up-to-date communications about projects and other activities to the public.

**Transit and Public Transportation:** This division is responsible for all planning, programming and implementation of the City's public transportation. This division provides oversight for the City's third-party contract; ensures compliance with all applicable local, state, and federal regulations

and requirements; and provides information to the public. It also includes managing the City's Disadvantaged Business Enterprise Program and the Title VI Program.

**Planning and Engineering:** This division is responsible for the planning and day-to-day management of the City's transportation system at the local and regional level. This includes planning and designing the City's Transportation network, specific projects, and systems that meet the increasing demands of the Round Rock community and Central Texas region.

**CIP/Infrastructure Inspection:** This division is responsible for ensuring the integrity of all newly constructed and improved infrastructure projects. The work includes inspections during construction and upon completion of construction for every project of the Transportation Department, the Utilities and Environmental Services Department, the Parks and Recreation Department, and all public facilities constructed as part of a private development. Reviewing and documenting all construction activity, including various testing for compliance.

**CIP/Project Management:** This division is responsible for each transportation project from beginning to end. Project Managers are involved in hiring consulting firms (engineers and architects) and contractors; reviewing designs and plans to ensure they meet local and state regulations; and completing the projects in a timely manner and on budget. Project Managers "own" a project assigned to them from start to finish. They are also involved in project planning, which may include working with other regional agencies and third party utilities for cooperation. They are responsible for a project's financial success.

**Traffic Signs and Signals:** This division is responsible for maintaining, inspecting and managing traffic signals; installing and maintaining school zone signals; and installing, inspecting, maintaining and managing traffic control signs and road markings. The division manages the Citywide Thermoplastic Striping contract. The division also manages some of the public street luminaires throughout the community. The division manages block party permit requests and assists City Administration and other city departments with internal and external special events, parades, races, etc.

**Street Maintenance:** This division is responsible for all street and right-of-way maintenance, including, annual street maintenance projects; repair of roadways, parking lots, and some hike and bike trails; maintenance and repair of city sidewalks and driveways; and mowing and maintaining all of the City's rights-of-ways.

**Drainage Operations and Maintenance:** This division is responsible for maintaining all City-owned storm water infrastructure including inlets, storm drains, channels and water quality ponds. This division is responsible for ensuring continued conveyance to avoid localized and regional flooding. This division is also responsible for continued maintenance of water quality infrastructure to ensure cleanliness of storm water draining to creeks and regulatory compliance.

#### **Key Customers:**

The Transportation Department serves both internal and external customers. Key customers include the citizens of Round Rock, the traveling public, business owners, developers, the City Council, the City Manager's office, other City departments, and local, state and federal government agencies.

#### **Customer Expectations and Requirements:**

External customers expect prompt, professional and accurate communications to their inquiries or requests. If the customer is asking for an explanation or clarification about a City process or regulation, the customer expects City staff to be knowledgeable about processes and regulations. The customer's expectation is to be treated with courtesy and respect by staff members and customers want their issue(s) responded to as efficiently as possible within a reasonable timeframe.

Internal customers/employees expect other staff members to provide timely and accurate responses to their questions in a professional manner. All staff should treat each other with courtesy and be respectful and mindful of each other's work.



It is a Department requirement that each staff member provide exceptional customer service to all customers. Another requirement of staff is to work collaboratively with our internal customers to better serve our external customers.

It is especially important for us to pursue a well maintained and functioning road network to support timely safety and engineering services to the community.

**FY 2014-15 Highlights:**

- We were able to continue our ambitious CIP program with bond funding for \$28 million of new projects.
- We went live with our initial remote locations for the traffic management program.
- We continued streamlining department functions to effectively serve the needs of the community.
- We worked with TxDOT to fund and start construction of the ramp reversal project.

**FY 2015-16 Overview and Significant Changes:**

- We broke ground on the largest Southwest Downtown project yet we were able to purchase some new equipment, allowing us to do more work with the same manpower.

**New Programs for FY 2015-16:**

- Addition of new personnel to meet the demands of the rapidly growing community.

**FY 2016-17 Overview and Beyond:**

- Continue successful implementation of projects.
- Maintain and update the 5-year plan, as necessary.
- Maintain and update the Master Transportation Plan, as needed.

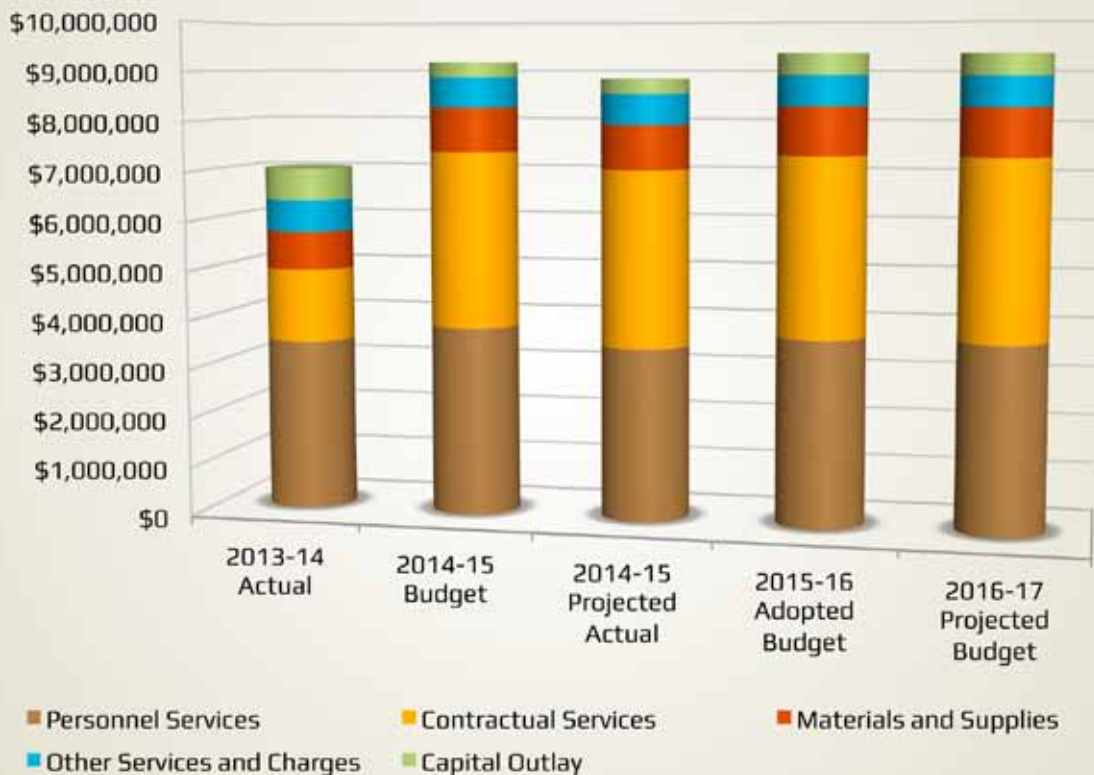
## General Fund

### Transportation

## Transportation

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$3,461,516	\$3,817,082	\$3,492,845	<b>\$3,761,483</b>	\$3,761,483
Contractual Services	1,480,468	3,560,271	3,561,821	<b>3,601,200</b>	3,601,200
Materials and Supplies	781,310	896,039	895,607	<b>967,276</b>	967,276
Other Services and Charges	651,181	604,497	604,297	<b>604,297</b>	604,297
Capital Outlay	648,694	296,500	296,500	<b>421,000</b>	421,000
<b>Total Expenditures:</b>	<b>\$7,023,169</b>	<b>\$9,174,389</b>	<b>\$8,851,070</b>	<b>\$9,355,256</b>	<b>\$9,355,256</b>
<b>Expenditures per Capita:</b>	<b>\$68.12</b>	<b>\$87.04</b>	<b>\$83.97</b>	<b>\$82.09</b>	<b>\$79.85</b>

### Transportation - Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Transportation	8.0%	9.6%	9.5%	9.5%	9.6%	7.5%	7.1%	7.4%

## Transportation

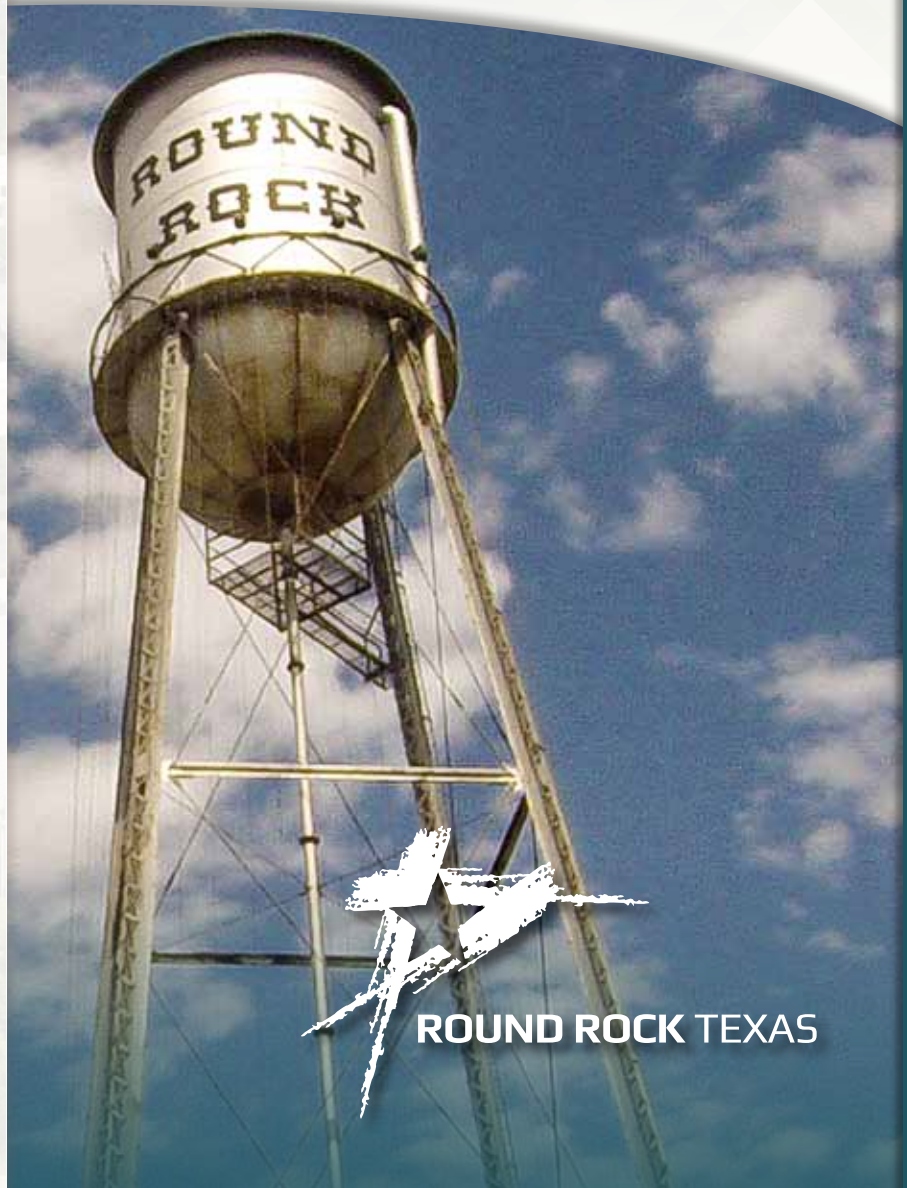
Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Transportation Services Director	EX	1	1	1	1.00	1.00	1.00
Assistant Transportation Director	114	1	1	1	1.00	1.00	1.00
Administrative Assistant	208	1	1	1	1.00	1.00	1.00
Administrative Associate	206	3	3	3	3.00	3.00	3.00
Chief Construction Inspector	112	1	1	1	1.00	1.00	1.00
City Engineer	114	1	0	0	1.00	0.00	0.00
Construction Inspector	210	5	5	5	5.00	5.00	5.00
Engineering Technician	207	1	1	1	1.00	1.00	1.00
Engineering Technician - Senior	210	1	0	0	1.00	0.00	0.00
Equipment Operator	206	15	15	15	15.00	15.00	15.00
Street Maintenance Worker	204	0	0	2	0.00	0.00	2.00
Operations Manager	113	1	1	1	1.00	1.00	1.00
Project Manager	107	1	1	1	1.00	1.00	1.00
Project Manager - Senior	110	2	2	2	2.00	2.00	2.00
Signs & Marketing Technician	206	3	3	5	3.00	3.00	5.00
Traffic Engineer	113	1	1	1	1.00	1.00	1.00
Traffic Signal Technician	205	1	1	1	1.00	1.00	1.00
Traffic Signal Technician - Senior	209	3	3	3	3.00	3.00	3.00
Transportation Crew Leader	211	5	5	5	5.00	5.00	5.00
Traffic Signal Supervisor	213	1	1	1	1.00	1.00	1.00
Transportation Planner	110	1	1	1	1.00	1.00	1.00
Transportation Superintendent	112	2	2	2	2.00	2.00	2.00
Transportation Supervisor	213	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>52</b>	<b>50</b>	<b>54</b>	<b>52.00</b>	<b>50.00</b>	<b>54.00</b>



# Water / Wastewater Utility Fund

2015-2016

Water/Wastewater Utility Fund  
Revenue & Expenditures  
Utility - Administration  
Utility - Billings & Collections  
Utility - Environmental Services  
Utility - Fiscal Support Services  
Wastewater Line Maintenance  
Wastewater Systems Support  
Wastewater Treatment Plant  
Water Line Maintenance  
Water Systems Support  
Water Treatment Plant

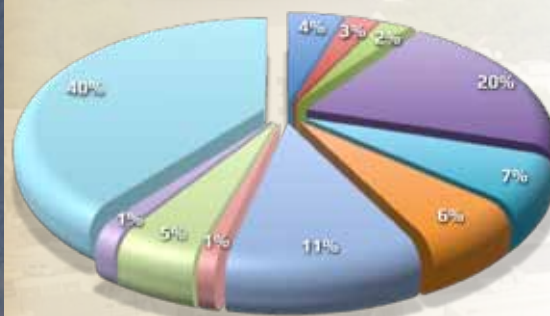




# Water / Wastewater Utility Fund

2015-2016

Utility Fund Expense



- Utility Billing
- Fiscal Support
- Utility Administration
- Water Treatment Plant
- Water System Support
- Water Line Maintenance
- Wastewater Treatment Plant
- Wastewater System Support
- Wastewater Line Maintenance
- Environmental Services
- Transfers



### Water / Wastewater Utility Fund Summary of Revenues and Expenditures:

	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$45,045,473</b>	<b>\$44,922,372</b>	<b>\$49,161,347</b>	<b>\$42,157,216</b>	<b>\$42,910,519</b>
<b>Revenues</b>					
Water & Related Services	\$22,032,335	\$21,980,000	\$21,980,000	<b>\$23,908,869</b>	\$25,249,036
Wastewater & Related Services	17,543,328	16,673,000	16,673,000	<b>18,127,254</b>	18,831,195
Pre-Treatment Surcharge	201,201	180,000	180,000	<b>180,000</b>	180,000
Interest	356,579	261,000	261,000	<b>261,000</b>	261,000
Other Revenues	974,874	661,000	661,000	<b>693,500</b>	693,500
Impact Fees	1,840,000	1,840,000	1,840,000	<b>1,840,000</b>	1,840,000
<b>Total Revenues</b>	<b>\$42,948,317</b>	<b>\$41,595,000</b>	<b>\$41,595,000</b>	<b>\$45,010,623</b>	<b>\$47,054,731</b>
<b>Expenditures</b>					
Personnel Services	\$7,231,205	\$8,323,201	\$7,945,920	<b>\$8,329,801</b>	\$8,329,801
Contractual Services	10,793,630	11,697,737	11,995,710	<b>13,695,172</b>	13,695,172
Materials and Supplies	1,805,363	2,259,233	2,287,495	<b>2,419,891</b>	2,419,891
Other Services and Charges	4,538,200	6,142,606	6,129,473	<b>6,288,456</b>	6,313,456
Capital Outlay	32,730	793,893	862,214	<b>284,000</b>	25,000
<b>Total Expenditures</b>	<b>\$24,401,128</b>	<b>\$29,216,670</b>	<b>\$29,220,812</b>	<b>\$31,017,320</b>	<b>\$30,783,320</b>
<b>Net Change in Operations</b>	<b>\$18,547,189</b>	<b>\$12,378,330</b>	<b>\$12,374,188</b>	<b>\$13,993,303</b>	<b>\$16,271,411</b>
Less:					
Transfers/Debt Service	14,431,316	12,378,318	19,378,318	<b>13,240,000</b>	13,190,000
Reservations	11,569,521	13,238,501	13,239,868	<b>13,284,916</b>	13,788,496
<b>Ending Fund Balance/Working Capital</b>	<b>\$37,591,825</b>	<b>\$31,683,883</b>	<b>\$28,917,348</b>	<b>\$29,625,603</b>	<b>\$32,203,434</b>



## Utilities Administration

The Utilities Administration Division consists of the Utility Director's office, Water/Wastewater System Planning/Engineering, and Water Conservation and is responsible for providing support and oversight to eight other divisions that include: Water Treatment Plant, Water Systems Support, Water Line Maintenance, Wastewater Line Maintenance, Wastewater Systems Support, Wastewater Treatment Plant, Environmental Services, and Solid Waste/Recycling Services.

**Vision:** Be the best at what we do.

**Mission:** Provide excellent service at the best value.

We will achieve our Vision and Mission by focusing on our five **Guiding Principles:**

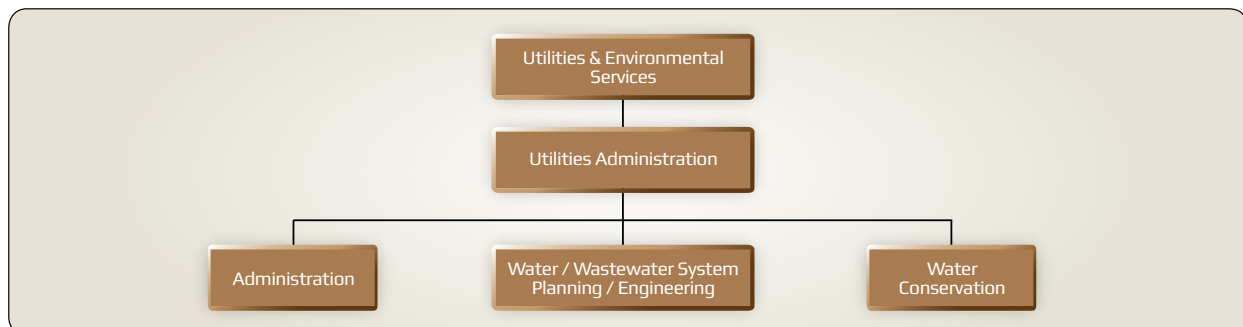
**Public Health, Safety, and the Environment** – ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.

**Financial Strength** – strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.

**Employee Success** - select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

**System Management** - proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

**Operational Excellence** - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Administration:** The Administration office oversees the Utilities & Environmental Services Department and is ultimately responsible for all of the functions of the department. Major functions of the Utilities Administration office include:

Ensure that the City provides an adequate, affordable and safe water supply. This includes master planning and construction of necessary infrastructure, securing future water rights to meet ultimate build-out needs, protecting the current water supply, forming regional partnerships, promoting and implementing water conservation, rehabilitating existing infrastructure, managing the system to maintain competitive rates, and complying with all state and federal regulations.

Maintain wastewater system to ensure proper waste disposal in order to protect public health and the environment. This includes participating in a regional wastewater collection and treatment system with neighboring cities, as well as planning, constructing and rehabilitating the City's wastewater collection system to maintain competitive rates and to ensure compliance with federal and state regulations.

Oversee the City's solid waste management program which includes garbage collection and disposal by a third party contractor, as well as the curbside recycling program. Promote environmental awareness in order to increase recycling and reduce the amount of waste disposed of in the landfill. See Recycling/Solid Waste Services Division.

**Water/Wastewater Planning/Engineering:** Responsible for overall master planning of the City's water, wastewater, and reuse water systems. Manages, inspects and coordinates all Water/Wastewater/Reuse Water Utility Capital Improvement Projects (CIP) including negotiating professional service contracts, providing general engineering support for other City Departments, and managing and coordinating the Utility GIS Mapping and Utility Systems Computer Modeling Programs.

**Water Conservation:** Directs water conservation program which includes; education, outreach, and public awareness to ensure that the City's water supply sources are protected and available to meet the water demands. Continue to promote water conservation opportunities through water-wise landscaping, rebate programs, irrigation system audits, and public speaking engagements. In addition, responsible for the design/implementation of the Automated Metering Infrastructure software program that is being developed to educate our customers on their water usage and trends.

#### **Key Customers:**

The Utilities Administration Division has internal as well as external customers. The internal customers include all City Departments. External customers include residents, businesses, homeowner associations, educational institutions, governmental and industrial facilities, non-profit organizations, and wholesale customers including Municipal Utility Districts (MUDs) within the City's Extraterritorial Jurisdiction (ETJ).

#### **Customer Expectations and Requirements:**

Customers expect clean, safe drinking water as well as proper wastewater and solid waste disposal at an affordable rate. Customers also expect accurate, timely and professional responses to their requests and/or inquiries.

#### **FY 2014-15 Highlights:**

- Completed an update of the Utility Rate Model, which included a water and wastewater rate increase for the City's wholesale customers.
- Completed the Water Distribution System Master Plan Update.
- Completed the Wastewater Collection System Master Plan Update.
- Completed Segment 3 Treated Water Line that will deliver Lake Travis water to the City.
- Completed a number of Capital Improvement Projects (CIP) that expanded the City's water, wastewater, and reuse water infrastructure systems.

#### **FY 2015-16 Overview and Significant Changes:**

- Expand the Water and Wastewater Certificate of Convenience and Necessity Service Areas.
- Complete the construction of Reuse Water Line, Phase 6 which will deliver reuse water to the Vizcaya Development and the Northeast part of Round Rock.
- Continue discussions/negotiations with the Brazos River Authority and Lower Colorado River Authority for solutions for the “No Net Loss” of Colorado River delivered to the Brazos Basin.
- Implement the City Works and Fixed Asset Management System.
- Continue to develop a utility infrastructure plan for the development of the Northeast Quadrant of Round Rock.
- Development of Water Conservation Landscape Regulations for residential developments.
- Complete the installation of Automated Metering Infrastructure system for reading water meters along with the development of the associated software program that will allow the City’s water customers to login to the system in order to view real time water usage and trends.
- Develop a Management and Employee Succession Plan.
- Complete update to the City’s Water and Wastewater Impact Fees.
- Continue to explore additional opportunities to expand the City’s recycling program in order to increase the diversion rate of waste from the landfill.
- Continue to design and construct CIPs to expand the City’s water, wastewater, and reuse water infrastructure systems.
- Continue to conduct rehabilitation of the existing water, wastewater, and reuse water systems.

#### **New Programs for FY 2015-16:**

No new programs.

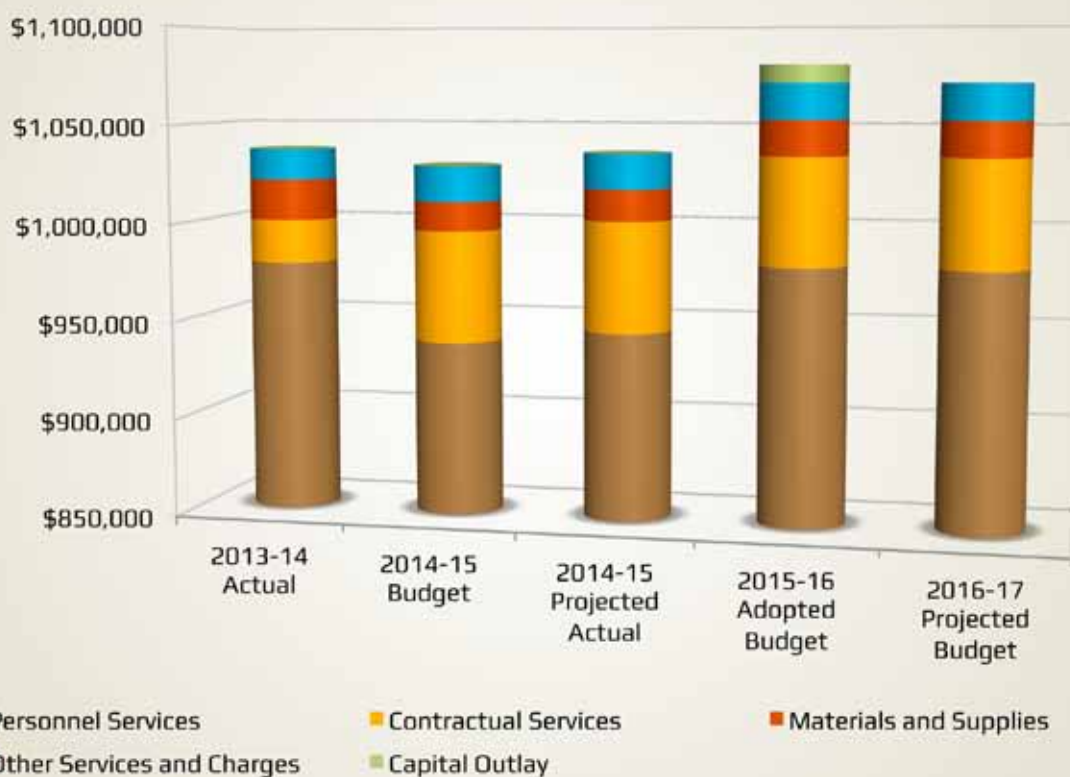
#### **FY 2016-17 Overview and Beyond:**

- Continue exploring Edwards Aquifer and Trinity Aquifer opportunities for additional water.
- Continue to expand the water conservation program.
- Continue to plan, design and construct Capital Improvement Projects that will expand the City’s water, wastewater, and reuse water infrastructure systems.
- Continue to conduct rehabilitation of the existing water, wastewater, and reuse water systems in order to maintain the integrity of the City’s assets.

## Utilities Administration

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$978,406	\$938,813	\$945,788	<b>\$980,603</b>	\$980,603
Contractual Services	22,212	57,216	56,415	<b>54,891</b>	54,891
Materials and Supplies	20,962	15,099	16,250	<b>18,029</b>	18,029
Other Services and Charges	15,666	18,150	17,800	<b>18,100</b>	18,100
Capital Outlay	-	-	-	<b>9,000</b>	-
<b>Total Expenditures:</b>	<b>\$1,037,246</b>	<b>\$1,029,278</b>	<b>\$1,036,253</b>	<b>\$1,080,623</b>	<b>\$1,071,623</b>
<b>Expenditures per Capita:</b>	<b>\$10.06</b>	<b>\$9.76</b>	<b>\$9.83</b>	<b>\$9.48</b>	<b>\$9.15</b>

### Utilities Administration - Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Utility Administration	2.7%	2.5%	2.5%	2.4%	2.4%	7.8%	8.5%	9.4%

### Utilities Administration

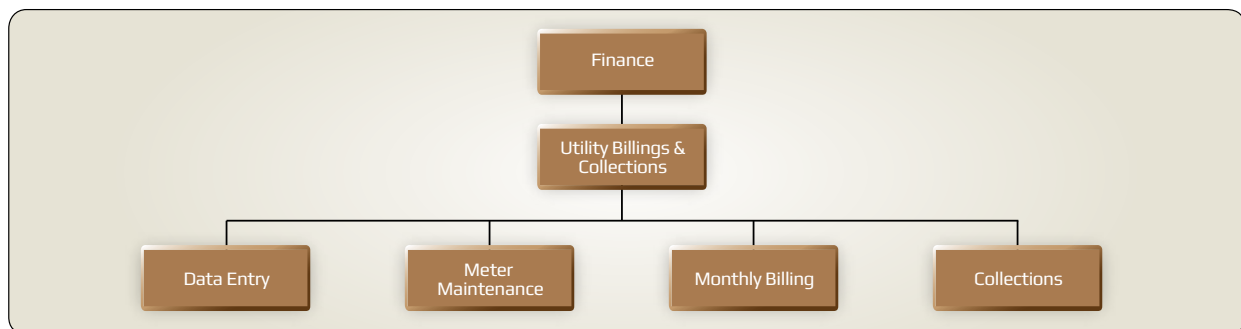
Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Director of Utilities	EX	1	1	1	1.00	1.00	1.00
Coord - Utility Services Marketing	212	1	1	1	1.00	1.00	1.00
Administrative Associate	206	1	1	1	1.00	1.00	1.00
GIS Analyst	107	2	2	2	2.00	2.00	2.00
Manager - Utility Engineering	113	1	1	1	1.00	1.00	1.00
Project Manager - Senior	111	2	2	2	2.00	2.00	2.00
Engineer Tech Sr	210	0	1	1	0.00	1.00	1.00
Utility Systems Analyst	210	0	0	1	0.00	0.00	1.00
Utility Engineer	112	1	1	1	1.00	1.00	1.00
Administrative Tech	206	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>10</b>	<b>11</b>	<b>12</b>	<b>10.00</b>	<b>11.00</b>	<b>12.00</b>

## Utility Billing and Collections

The Utility Billing Office handles the accounting, billing, and collection of all customer water, sewer, and garbage billings; connects and disconnects service; and provides assistance to customers.

**Vision:** To provide customers with accurate and timely billing information by utilizing the most efficient resources available.

**Mission:** To account for the accurate and precise recording of information gathered from the reading, billing and collecting of money for every meter within the City of Round Rock, and provide professional, courteous and superior customer service to all citizens of Round Rock.



### Major Business Functions:

The Round Rock Utility Billing Department consists of four major business functions that allow the department to merge together data and reading information, bill and collect revenue for the City of Round Rock on a monthly basis.

**Data Entry:** The utility billing office staff tracks all new meters in order to provide water service to new connections. The Building Inspections Division provides the information used for data entry to create new accounts in the City's main database. The office reviews existing accounts monthly for correct occupant billing information. The office depends upon our customers to inform us of any changes of occupancy.

**Meter Maintenance:** The Utility Systems Support staff maintains the integrity of the water meters on a daily basis. They provide information on new meter installation and replacement of meter changes to our office for the monthly billing. The Utility Billing staff works closely with Utility Systems Support staff to manage and meet monthly deadlines.

**Monthly Billing:** After reviewing, inputting and checking for accuracy on all the readings collected by the field staff the office staff calculates and invoices all customers within the database with a monthly billing.

**Collections:** The office staff collects current and past due monies owed to the City of Round Rock. The collections process occurs throughout the month to ensure that all accounts are collected in a timely manner.

#### **Key Customers:**

The Utility Billing Office deals mostly with external customers that we service on a daily basis. We interact with new customers who are moving to the City of Round Rock for the first time and existing customers whose needs vary from simple billing questions to more complex ones regarding service interruption. Our interaction with internal customers is most often regarding meter reading and other meter related functions.

#### **Customer Expectations and Requirements:**

All of our customers have the right to expect professional and courteous customer service from our customer service staff. The staff must comply with accurate information regarding policies and procedures that relate to the Utility Billing Office.

#### **FY 2014-15 Highlights:**

- Merging of meter reading field staff-This move was anticipated to occur in early 2015. It actually took place mid-2014 and has been in place for approximately a year. Two FTE's transferred from utility support and merged with the utility billing field staff. The transition has been fairly smooth and the staff is settling in to their new surroundings and work culture.
- Electronic applications-We have moved away from taking applications over the phone. The majority of the applications for new service are done electronically. This process has allowed for our new customers to fill out the documents and return to us at their convenience. This helps both the customer and the office staff to better manage their time. We offer electronic applications on the website or by phone.
- Change in office hours- Effective June 2015 the drive through hours were changed to 8-5 p.m. The need for the additional hour in the evening was no longer essential due to the updates in technology and payment options.
- Positive work culture- Our office has been participating in trainings sessions that promote cultivating a positive work environment. The work culture is displaying signs of transformation and our entire team is working towards the goals with positive attitudes.



**FY 2015-16 Overview and Significant Changes:**

- Projected completion of AMI meter installation-There was an unforeseen delay in the original project completion date which was scheduled for 2014. The new target date for the AMI meters is set for December 2015. The majority of the city will be fitted with AMI technology for registering consumption at the latest early spring 2016.
- Provide consumption history access to customers with portal software-With the new AMI technology our customer base will have access to track consumption usage in hourly increments, identify potential leaks, compare usage with area neighbors and receive alerts via email or text.
- Upgrade for current software-Incode 2015 is the latest upgrade version for our current software. We have requested to be placed in line for the upgrade which should take place late summer early fall.

**New Programs for FY 2015-16:**

- The conversion of a temporary part time position to a permanent part time position to maintain current customer service levels.

**FY 2016-17 Overview and Beyond:**

- Upgrade to new Utility Billing Software-We will continue researching options for new software in the coming year. It is our goal to have a preferred vendor by summer 2016.
- Continue excellence in customer service.
- Provide enhancements to field processes.

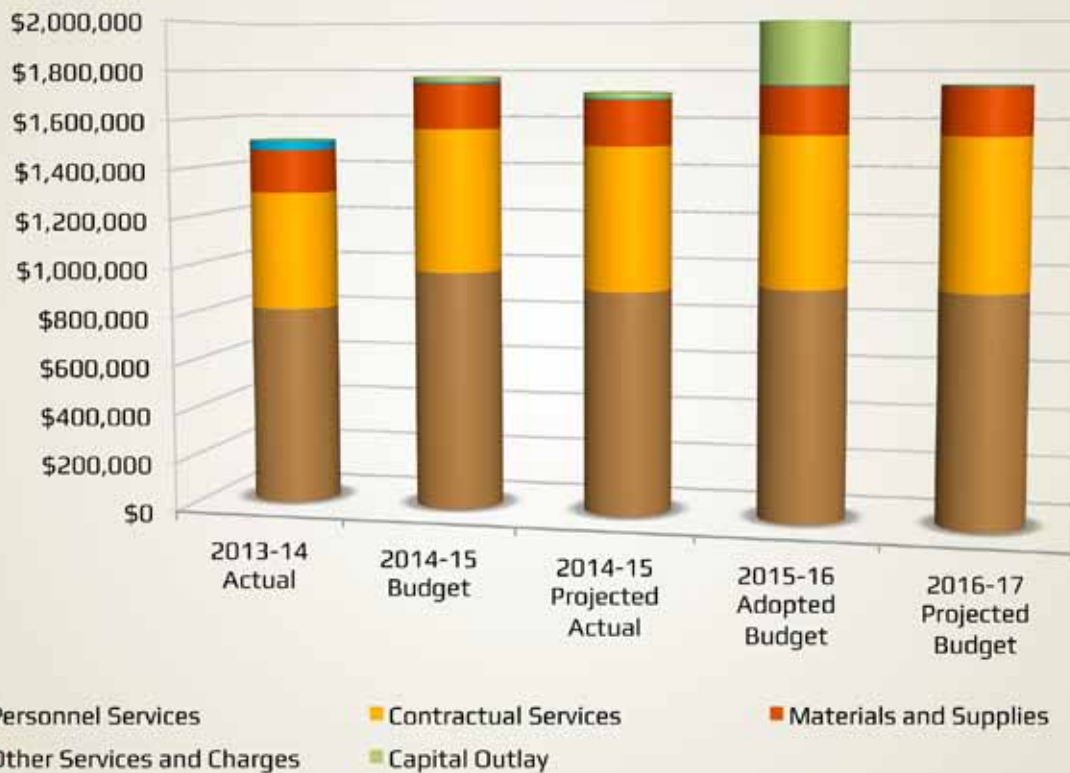
# Water / Wastewater Utility Fund

## Utility Billing & Collections

### Utility Billing & Collections

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$813,460	\$979,036	\$915,173	<b>\$938,231</b>	\$938,231
Contractual Services	482,662	584,590	584,590	<b>610,086</b>	610,086
Materials and Supplies	177,452	186,260	186,260	<b>191,645</b>	191,645
Other Services and Charges	37,528	4,700	4,700	<b>6,000</b>	6,000
Capital Outlay	-	22,000	22,000	<b>250,000</b>	-
<b>Total Expenditures:</b>	<b>\$1,511,103</b>	<b>\$1,776,586</b>	<b>\$1,712,723</b>	<b>\$1,995,962</b>	<b>\$1,745,962</b>
<b>Expenditures per Capita:</b>	<b>\$14.66</b>	<b>\$16.85</b>	<b>\$16.25</b>	<b>\$17.51</b>	<b>\$14.90</b>

Utility Billing & Collections - Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Utility Billing	3.90%	4.30%	4.10%	4.50%	4.00%	13.90%	13.80%	12.90%

### Utility Billing & Collections

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Accountant	105	1	1	1	1.00	1.00	1.00
Admin Technician	205	1	1	0	1.00	1.00	0.00
Coordinator-Customer Service	210	1	1	1	1.00	1.00	1.00
Customer Service Representative	205	10	10	10	9.25	9.25	9.00
Manager - Utility Billing	112	1	1	1	1.00	1.00	1.00
Supervisor - Meter Service	210	1	1	1	1.00	1.00	1.00
Meter Service Tech	210	3	3	3	2.50	2.50	2.50
Supervisor - Utility Billing	110	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>19</b>	<b>19</b>	<b>18</b>	<b>17.75</b>	<b>17.75</b>	<b>16.50</b>



## Utility Environmental Services

Environmental Services consists of three primary activities: Industrial Waste Pretreatment, Household Hazardous Waste Services and Laboratory Services. These activities are accomplished by implementing and encouraging pollution prevention activities, enforcing environmental regulations, and quantifying pollutant concentrations.

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**Mission:** Provide excellent service at the best value.

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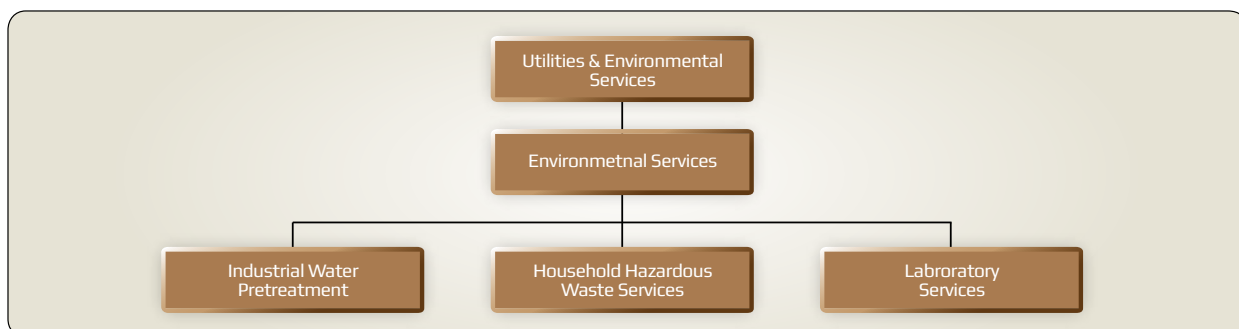
**Public Health, Safety, and the Environment** – ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.

**Financial Strength** – strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.

**Employee Success** – select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

**System Management** – proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

**Operational Excellence** – efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Industrial Waste Pretreatment:** Mandated by the Environmental Protection Agency (EPA) and the Texas Commission on Environmental Quality (TCEQ), this program is designed to protect the wastewater collection and treatment systems, public health, the environment, and public waterways from pollutant discharges. The pretreatment program includes permitting, inspecting, sampling, and testing of local businesses and industries to ensure compliance with applicable regulations.

**Household Hazardous Waste Services (HHW):** Provides safe and correct disposal of hazardous home chemicals and paint. This program helps divert hazardous materials from landfills, receiving streams, drinking water supplies and reduces the potential for illegal dumping. The City has conducted HHW services since 1996 and became a TCEQ approved permanent collection facility in December 2004.

**Laboratory Services:** Provides testing services to a variety of customers including: the City's water system, capital improvement projects and development projects, private citizens, and other municipalities. The laboratory has been certified since 1996 under the National Environmental Laboratory Accreditation Program (NELAP) which requires the highest standard of quality control.

#### **Key Customers:**

The laboratory supports the needs of several City Departments which include the TCEQ required samples for the water/wastewater utility, construction inspection, storm water program and other special project samples required by the City. The laboratory also assists external customers including private homeowners, contractors, local public water systems, real estate agencies and other entities requiring testing services.

The industrial pretreatment program customers include all non-domestic dischargers within the City and regulatory agencies such as the EPA and TCEQ. All individuals and/or businesses connected to the City's wastewater collection system are impacted by the program. Other customers include the Brazos River Authority and partner cities involved in the Brushy Creek Regional Wastewater System.

Customers of the HHW program include all Round Rock residents, Brushy Creek and Fern Bluff Municipal Utility Districts, and city employees. The recycling and reuse component is available to anyone.

#### **Customer Expectations and Requirements:**

Laboratory customers expect precise, accurate results in a short period of time with attention to quality control and data integrity at a cost competitive price.

Industrial Pretreatment customers expect clear communication, fair treatment when applying regulations, fast response and professional input regarding treatment design and processes.

Household Hazardous Waste customers expect frequent and convenient access to services and that the disposal methods chosen are environmentally and cost conscious.

#### **FY 2014-15 Highlights:**

In FY 2014-15, the Environmental Services Division focused on activities dedicated to enhancing the laboratory services, industrial waste pretreatment and household hazardous waste programs.

- Re-evaluated the existing local limits for the Regional Industrial Waste Pretreatment Program and submitted a substantial modification of the program to the TCEQ for approval.
- Expanded the HHW Program to include two additional Municipal Utility Districts.
- Passed an extensive regulatory audit of the Environmental Services Laboratory and retained the NELAP accreditation for two more years.

#### **FY 2015-16 Overview and Significant Changes:**

In FY 2015-16, the Environmental Services Division will continue to concentrate on pollution prevention activities. The division is focusing on the following significant activities.

- Implement the modified TCEQ Industrial Waste Pretreatment Program which includes more stringent limits on non-domestic wastewater discharges.
- Host a seminar for local businesses and industries promoting the Industrial Waste Pretreatment Program and celebrating its 25-year anniversary as an approved state program.
- Re-evaluate and potentially implement new service hours for monthly HHW collection events.
- Expand the HHW Program to include all Municipal Utility Districts within the City's ETJ.

**New Programs for FY 2015-16:**

No new programs.

**FY 2016-17 Overview and Beyond:**

The Environmental Services Division will concentrate on activities geared toward improving pollution prevention programs and laboratory testing services, as well as planning to meet the future needs of the community. The division will focus on the following tasks in FY 2016-17 and beyond:

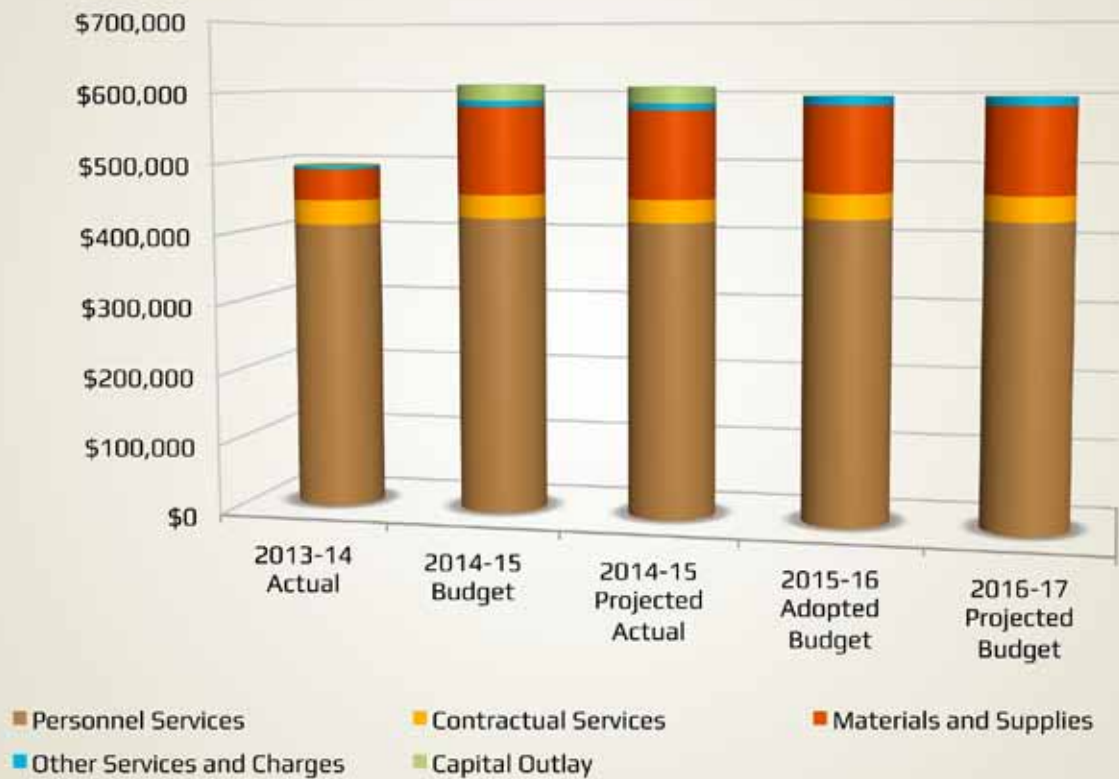
- Laboratory will maintain the NELAP accreditation for the production of reportable and defensible data.
- Continue to work with regional partners to develop and offer HHW disposal options to residents within our utility service area. This program will ensure proper disposal of household chemicals, reduce the risk of pollution to our water sources and be set up to financially support itself.
- Evaluate the need for expanding the laboratory facilities in order to accommodate more customers.



### Utility Environmental Services

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$410,023	\$422,952	\$420,103	<b>\$428,303</b>	\$428,303
Contractual Services	35,212	32,610	32,060	<b>35,300</b>	35,300
Materials and Supplies	44,573	124,850	125,100	<b>121,175</b>	121,175
Other Services and Charges	4,093	8,820	9,294	<b>11,870</b>	11,870
Capital Outlay	-	22,000	22,000	-	-
<b>Total Expenditures:</b>	<b>\$493,901</b>	<b>\$611,232</b>	<b>\$608,557</b>	<b>\$596,648</b>	<b>\$596,648</b>
<b>Expenditures per Capita:</b>	<b>\$4.79</b>	<b>\$5.80</b>	<b>\$5.77</b>	<b>\$5.24</b>	<b>\$5.09</b>

Utility Environmental Services- Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Environmental Services	1.30%	1.50%	1.50%	1.30%	1.40%	4.70%	4.70%	4.70%

## Utility Environmental Services

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Administrative Assistant	206	1	1	1	1.00	1.00	1.00
Environmental Services Supervisor	112	1	1	1	1.00	1.00	1.00
Lab Analyst	209	2	2	2	2.00	2.00	2.00
Pretreatment Compliance Specialist	212	1	1	1	1.00	1.00	1.00
Senior Lab Analyst	212	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

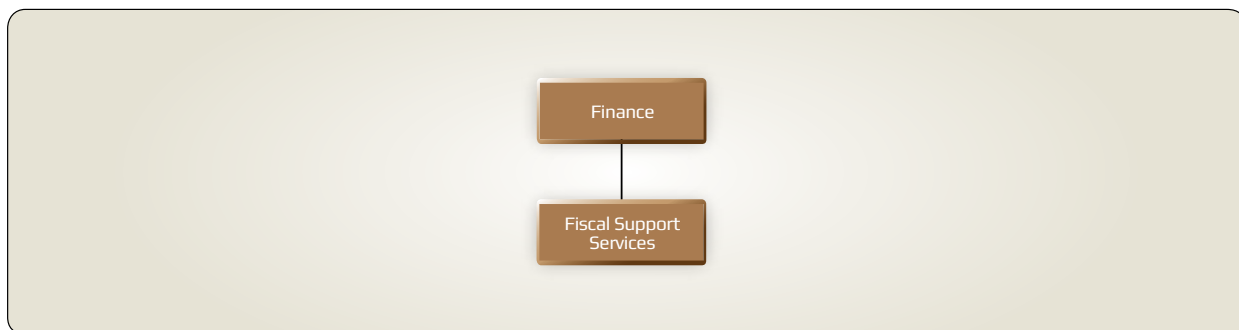


## Utility Fiscal Support Services

The Fiscal Support Services section of the budget provides funding for utility expenditures that are not allocable to any specific department. Due to the general, strictly financial nature of the Department's charge, oversight of the Fiscal Support Services Department's activities is the responsibility of the City's Utility Department.

**Vision:** Provide leadership and direction to maintain the financial stability of the City and prepare for future growth.

**Mission:** The mission of the Fiscal Support Services Department is to provide general financial monitoring, oversight, and support to the City of Round Rock for all expenditures that are not allocable to any specific department.



### Major Business Functions:

Fiscal Support Services is a support department in the utility fund of the City of Round Rock. This purely fiscal responsibility center captures expenditures associated with non-allocable costs for city utility operations related items. Examples of expenditures include various utility and maintenance costs for Utility administration offices and facilities.

### Key Customers:

The Fiscal Support Services' primary customers include City utility departments. External customers are the vendors related to maintenance activities and various services the City funds.

### Customer Expectations and Requirements:

Provide general financial monitoring, oversight and support to City utility departments for all expenditures that are not allocable to any specific department. This department also responds to all administrative and departmental fiscal needs as necessary.

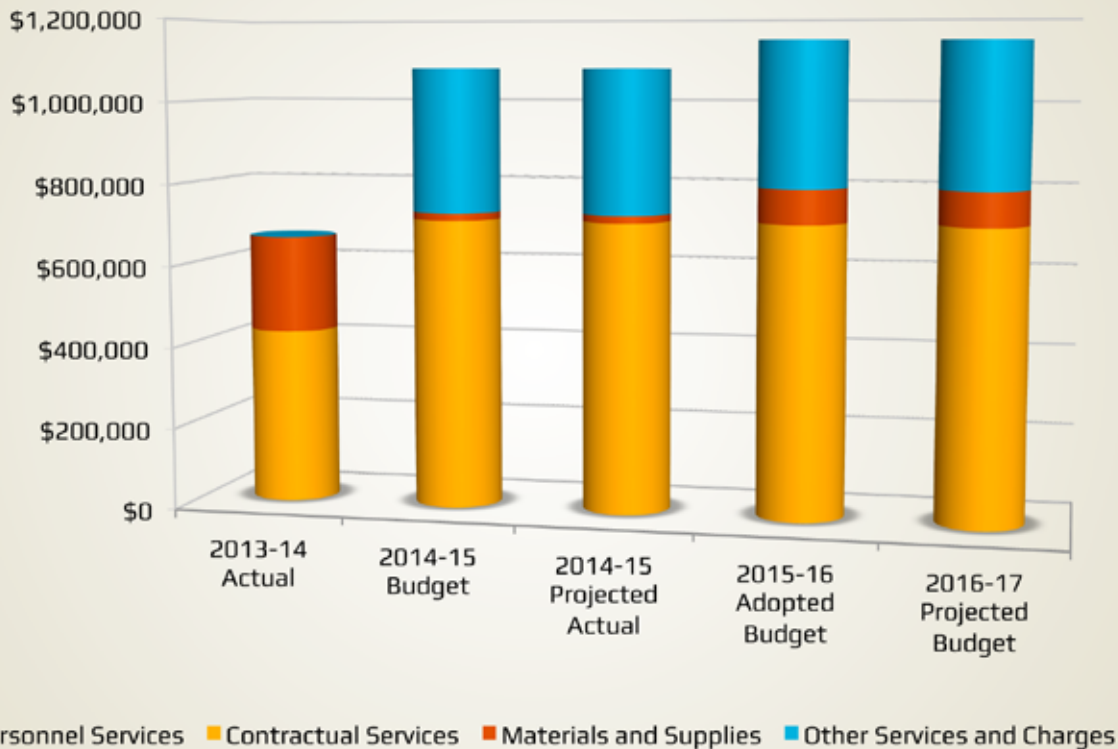
## Water / Wastewater Utility Fund

### Utility Fiscal Support Services

### Utility Fiscal Support Services

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$-	\$-	\$-	\$-	\$-
Contractual Services	427,786	710,200	710,200	712,950	712,950
Materials and Supplies	235,366	18,000	18,000	84,000	84,000
Other Services and Charges	-	351,600	351,600	351,900	351,900
<b>Total Expenditures:</b>	<b>\$663,152</b>	<b>\$1,079,800</b>	<b>\$1,079,800</b>	<b>\$1,148,850</b>	<b>\$1,148,850</b>
<b>Expenditures per Capita:</b>	<b>\$6.43</b>	<b>\$10.24</b>	<b>\$10.24</b>	<b>\$10.08</b>	<b>\$9.81</b>

### Utility Fiscal Support Services - Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Fiscal Support	1.70%	2.60%	2.60%	2.60%	2.60%	0.00%	0.00%	0.00%

## Wastewater Line Maintenance

The Wastewater Line Maintenance Division is responsible for the maintenance and repair of 8,869 manholes and 423 miles of wastewater lines in the City's Wastewater Collection System. Wastewater Line Maintenance is structured utilizing multiple three-man maintenance crews under the direction of the Wastewater Line Maintenance Superintendent reporting to the Utility Operations Manager, who reports to the Director of Utilities.

**Vision:** Be the best at what we do.

**Mission:** Provide excellent service at the best value.

We will achieve our Vision and Mission by focusing on our five **Guiding Principles:**

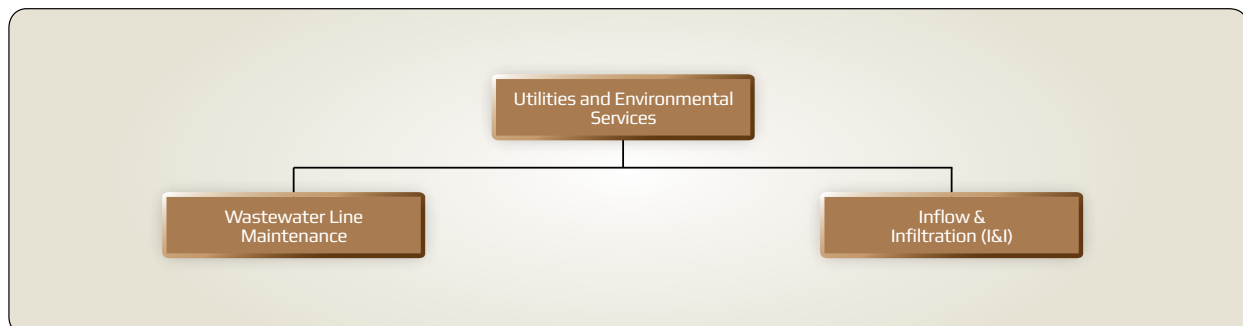
**Public Health, Safety, and the Environment** – ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.

**Financial Strength** – strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.

**Employee Success** - select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

**System Management** - proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

**Operational Excellence** - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Wastewater Line Maintenance:** This program operates 24 hours a day, 365 days a year with an evening shift crew who responds to after hour calls and makes emergency wastewater repairs. Field crews repair wastewater line breaks and service problems, as well as perform preventative maintenance and locates of existing utility lines as needed in accordance with State law, Texas Line Locate Bill, and "One Call".

**Inflow and Infiltration (I&I):** With the current inspection, correction and documentation requirements of the Texas Commission on Environmental Quality (TCEQ) Edwards Aquifer Rules (Chapter 213), the I&I division identifies and corrects inflow and infiltration into the City's Wastewater Collection System during rainy periods. This requires testing and certification of all wastewater facilities.

**Key Customers:**

Wastewater Line Maintenance has both internal and external customers. Internal customers include all City Departments. External customers include all Round Rock residents and businesses, contractors, wholesale customers within the City's ETJ, as well as local, state and federal government agencies.

**Customer Expectations and Requirements:**

All customers require a prompt and professional response to their concerns, issues and/or questions; efficient and effective preventative maintenance; and compliance with all State and Federal regulations.

**FY 2014-15 Highlights:**

In FY 2014-15, the Wastewater Line Maintenance division focused on the reduction of inflow and infiltration and established a proactive maintenance program for the wastewater collection system and reuse water distribution system.

- Successfully completed an Inspection and Correction Program, with the inclusion of two non-Edwards Aquifer basins.
- Successfully completed an In-house Repair Program, saving the city thousands of dollars that would normally be paid to a contractor.

**FY 2015-16 Overview and Significant Changes:**

Improving efficiencies, reducing costs and providing exceptional customer service is the Wastewater Line Maintenance focus for FY 2015-16.

- Update obsolete software and equipment with new innovative technology to promote operational excellence.
- Prepare for the implementation of City Works through diligent training, integrate IT Pipes software and continue to integrate technology by providing iPad's to each field crew in order to obtain real time data.
- Upon arrival of the new combination truck, this program will expand our current operational maintenance program.

**New Programs for FY 2015-16:**

No new programs.

**FY 2016-17 Overview and Beyond:**

In FY 2016-17 and the future, Wastewater Line Maintenance will concentrate on improving operational effectiveness, utilizing available technology and maintaining our aging infrastructure

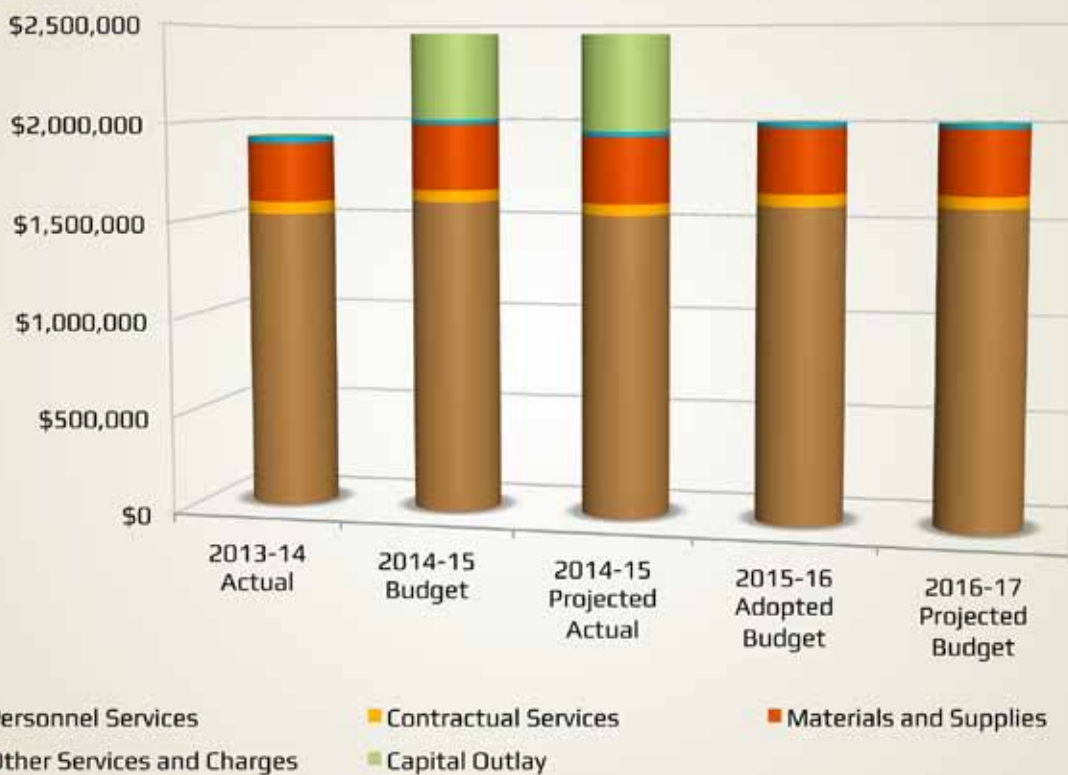
- Replace outdated CCTV equipment with the latest technology.
- Promote employees from within the organization through succession planning and cross training.
- Improve the effectiveness of the Cease the Grease Program by documenting grease related instances, identifying problem areas and notifying customers when grease is a problem in the area.



### Wastewater Line Maintenance

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$1,526,566	\$1,599,630	\$1,541,492	<b>\$1,597,883</b>	\$1,597,883
Contractual Services	62,837	57,927	57,927	<b>61,217</b>	61,217
Materials and Supplies	304,719	336,582	337,482	<b>327,157</b>	327,157
Other Services and Charges	29,988	21,170	24,804	<b>24,170</b>	24,170
Capital Outlay	-	434,842	484,419	-	-
<b>Total Expenditures:</b>	<b>\$1,924,109</b>	<b>\$2,450,151</b>	<b>\$2,446,124</b>	<b>\$2,010,427</b>	<b>\$2,010,427</b>
<b>Expenditures per Capita:</b>	<b>\$18.66</b>	<b>\$23.25</b>	<b>\$23.21</b>	<b>\$17.64</b>	<b>\$17.16</b>

### Wastewater Line Maintenance - Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Wastewater Line Maintenance	5.00%	5.90%	5.90%	4.50%	4.60%	20.40%	20.20%	20.40%

### Wastewater Line Maintenance

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Administrative Technician	205	1	1	1	1.00	1.00	1.00
Superintendent - Utility Services	112	1	1	1	1.00	1.00	1.00
Supervisor - Utility Services	213	2	2	2	2.00	2.00	2.00
Utility Services Crew Leader	210	8	8	8	8.00	8.00	8.00
Utility Services Technician	209	2	2	2	2.00	2.00	2.00
Utility Services Worker - Senior	209	5	5	5	5.00	5.00	5.00
Utility Worker	206	7	7	7	7.00	7.00	7.00
<b>Total</b>		<b>26</b>	<b>26</b>	<b>26</b>	<b>26.00</b>	<b>26.00</b>	<b>26.00</b>

## Wastewater Systems Support

The Wastewater Systems Support Division is responsible for the operation, maintenance and repair of the City's Wastewater Collection System Lift Stations and Reuse Water Treatment and Distribution System. Wastewater Systems Support is structured utilizing multiple water/wastewater maintenance crews. Reporting lines of authority and accountability are shown below.

**Vision:** Be the best at what we do.

**Mission:** Provide excellent service at the best value.

We will achieve our Vision and Mission by focusing on our five **Guiding Principles:**

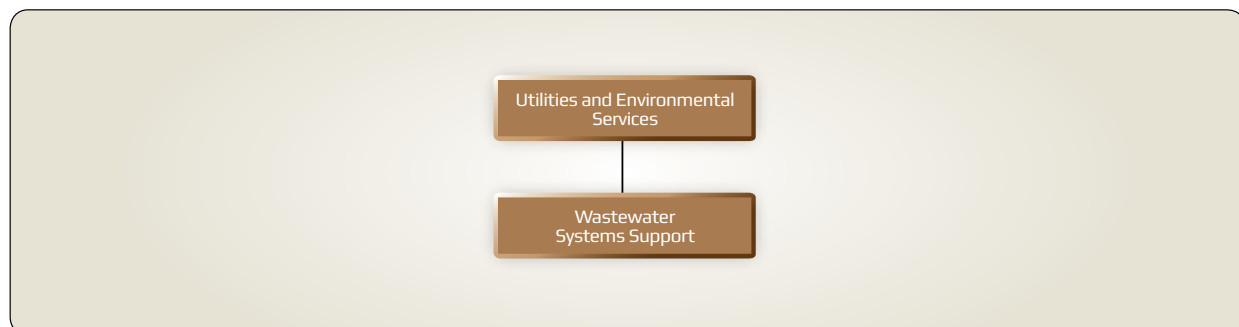
**Public Health, Safety, and the Environment** – ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.

**Financial Strength** – strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.

**Employee Success** - select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

**System Management** - proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

**Operational Excellence** - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Wastewater Systems Support:** This division maintains the mechanical and electrical equipment on the City's 13 lift stations and the Reuse Water Treatment and Distribution System. This responsibility is under the direction of the Utility Support Superintendent. The lift stations are used to pump wastewater because variations in topography do not allow for wastewater gravity flow. The lift station and reuse water system maintenance programs assure system reliability by performing daily inspections of the system's equipment. The responsibilities include the maintenance and repair of pumps, motors, electrical control systems, and various control devices at each lift station and the reuse water treatment and distribution equipment. In order to maximize the system's reliability, Wastewater Systems Support maintains an emergency response team that is on call 24 hours a day, 365 days a year.

**Key Customers:**

Our key customers include the residents and/or businesses that are located in areas of the City that require lift stations as well as those that require reuse water for irrigation.

**Customer Expectations and Requirements:**

Our customers expect their wastewater to be collected and properly treated as required by State Law to meet the public health and safety requirements; and our reuse water customers expect a reliable supply of reuse water for irrigation.

**FY 2014-15 Highlights:**

- Lift station check valve assemblies cleaned and painted.
- Completed improvements at Oak Bluff Lift Station to prevent motor control flooding.
- Newly constructed Reuse Water Elevated Storage Tank in operation.

**FY 2015-16 Overview and Significant Changes:**

- Design improvements to the Forest Creek Lift Station.
- Continue to expand reuse water customer service base.

**New Programs for FY 2015-16:**

No new programs.

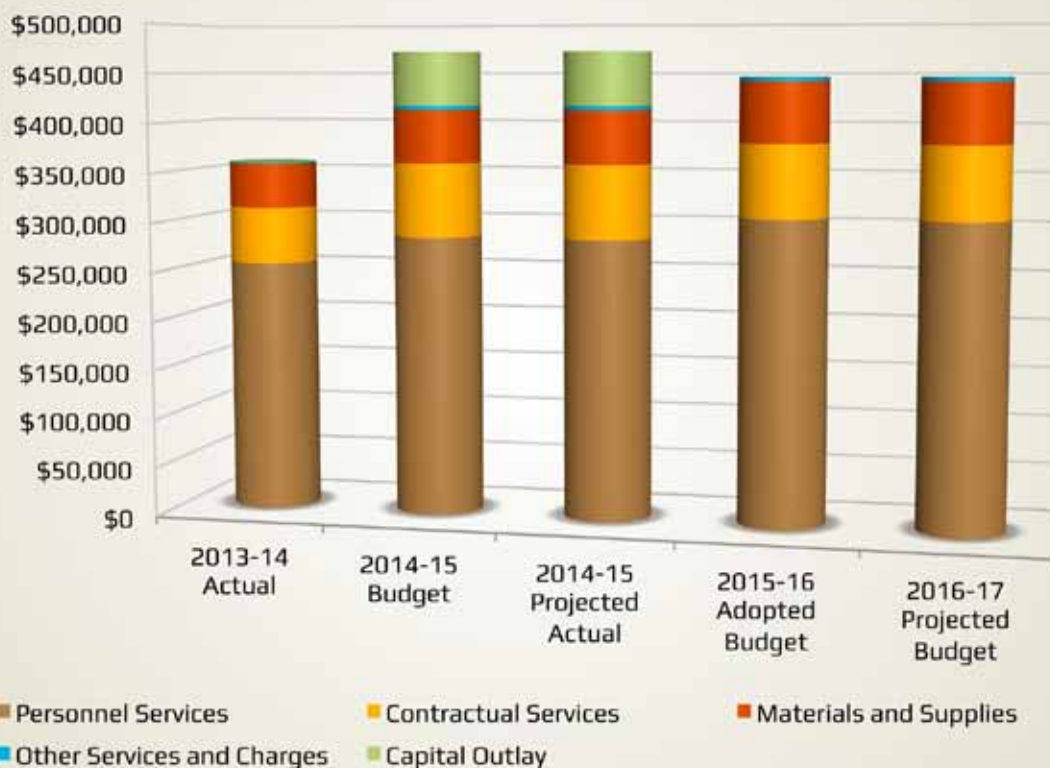
**FY 2016-17 Overview and Beyond:**

- Complete improvements to the Forest Creek Lift Station.
- Continue to expand reuse water customer service base on the northeast part of Round Rock.

### Wastewater Systems Support

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$255,312	\$284,523	\$284,638	<b>\$308,178</b>	\$308,178
Contractual Services	57,251	75,025	75,025	<b>73,862</b>	73,862
Materials and Supplies	44,978	54,027	54,027	<b>60,960</b>	60,960
Other Services and Charges	1,550	4,000	4,250	<b>4,250</b>	4,250
Capital Outlay	-	54,051	54,051	-	-
<b>Total Expenditures:</b>	<b>\$359,091</b>	<b>\$471,626</b>	<b>\$471,991</b>	<b>\$447,250</b>	<b>\$447,250</b>
<b>Expenditures per Capita:</b>	<b>\$3.48</b>	<b>\$4.47</b>	<b>\$4.48</b>	<b>\$3.92</b>	<b>\$3.82</b>

Wastewater System Support - Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Wastewater System Support	0.90%	1.10%	1.10%	1.00%	1.00%	3.10%	3.10%	3.10%

### Wastewater Systems Support

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Superintendent - Utility Services	EX	1	1	1	1.00	1.00	1.00
Supervisor - Utility System Mechanic	206	1	1	1	1.00	1.00	1.00
System Mechanic	208	2	2	2	2.00	2.00	2.00
<b>Total</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## Wastewater Treatment Plant

The primary activity of the Wastewater Treatment Plant Division is the treatment of residential, commercial and industrial wastewater to a level that meets or exceeds state and federal regulations. This is accomplished by using sophisticated equipment, advanced treatment technologies and state certified wastewater treatment plant operators provided by the Brazos River Authority.

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**Mission:** Provide excellent service at the best value.

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**Financial Strength** – strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.

**Employee Success** - select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

**System Management** - proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

**Operational Excellence** - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Wastewater Treatment Plant:** The Wastewater Treatment Plant's major function is to treat domestic and industrial sewerage. The operation is regional and includes customers from Williamson and Travis counties. Round Rock in partnership with the Cities of Austin and Cedar Park purchased the Wastewater Treatment Plant from the Lower Colorado River Authority (LCRA) in 2009. Since the transaction with the LCRA, the City of Leander has purchased capacity in the regional wastewater system. The Brazos River Authority continues to operate and maintain both of the regional Wastewater Treatment Plants. The regional partnership is known as the Brushy Creek Regional Wastewater System (BCRWWS).

### Key Customers:

The BCRWWS provides wastewater collection and treatment to the Cities of Round Rock, Austin, Cedar Park and Leander. The customers in the Round Rock service area include all residential, commercial and industrial properties, as well as Municipal Utility Districts.



#### **Customer Expectations and Requirements:**

All customers expect proper collection and treatment of wastewater according to local, state and federal requirements. The City will cost effectively operate and maintain the wastewater system infrastructure in order to ensure competitive rates to its customers.

#### **FY 2014-15 Highlights:**

- Completed West Treatment Plant rehabilitation project. Plant is rated to treat three million gallons per day.
- Initiated Treatment Plant Operations efficiency evaluation.

#### **FY 2015-16 Overview and Significant Changes:**

- Complete efficiency evaluation and begin enacting process improvements/changes associated with the recommendations.
- Conduct pilot study at the West Treatment Plant for phosphorous removal.

#### **New Programs for FY 2015-16:**

No new programs.

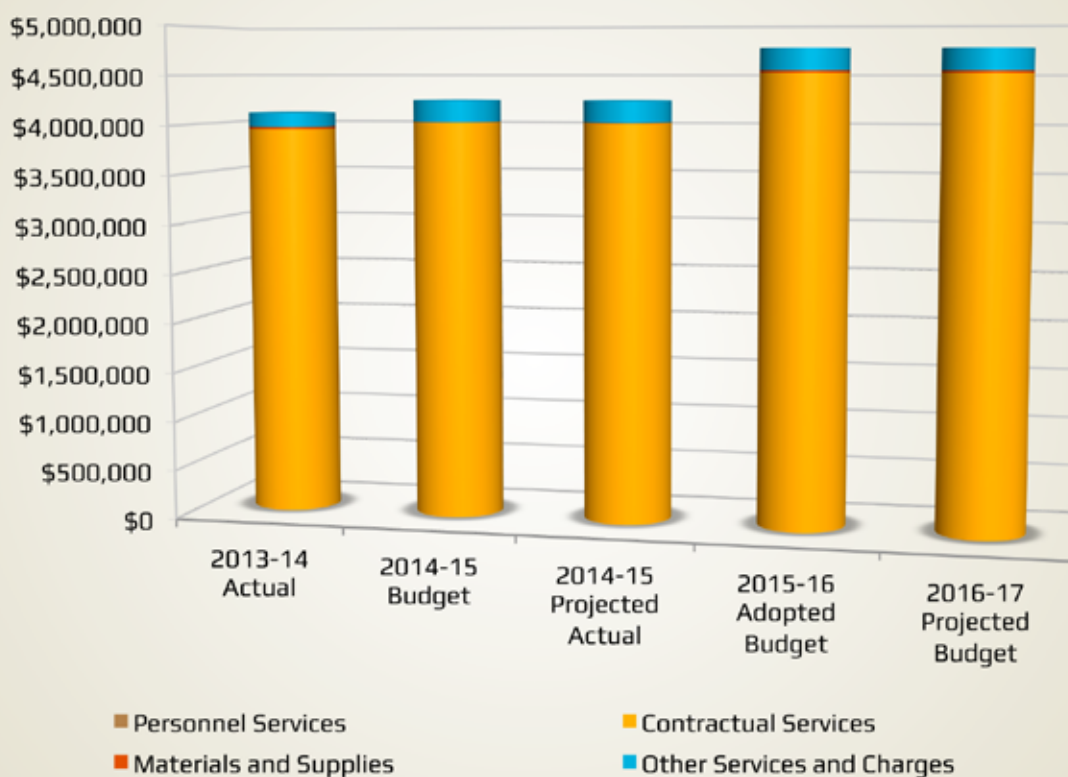
#### **FY 2016-17 Overview and Beyond:**

- Consider an East Wastewater Treatment Plant re-rate.

### Wastewater Treatment Plant

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$-	\$-	\$-	\$-	\$-
Contractual Services	3,950,645	4,029,010	4,029,010	<b>4,529,010</b>	4,529,010
Materials and Supplies	26,641	4,925	4,925	<b>24,925</b>	24,925
Other Services and Charges	138,984	215,000	215,000	<b>215,000</b>	215,000
<b>Total Expenditures:</b>	<b>\$4,116,271</b>	<b>\$4,248,935</b>	<b>\$4,248,935</b>	<b>\$4,768,935</b>	<b>\$4,768,935</b>
<b>Expenditures per Capita:</b>	<b>\$39.92</b>	<b>\$40.31</b>	<b>\$40.31</b>	<b>\$41.84</b>	<b>\$40.70</b>

### Wastewater Treatment Plant - Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Wastewater Treatment Plant	10.60%	10.20%	10.30%	10.80%	10.80%	0.00%	0.00%	0.00%



## Water Line Maintenance

The Water Line Maintenance Division maintains approximately 606 miles of waterlines, 14,190 valves and 5,904 fire hydrants in the City's water distribution system. Water Line Maintenance uses multiple three-man maintenance crews and a three-man night crew under the direction of a Water Line Maintenance Superintendent who reports to the Utility Manager who reports to the Utility Director.

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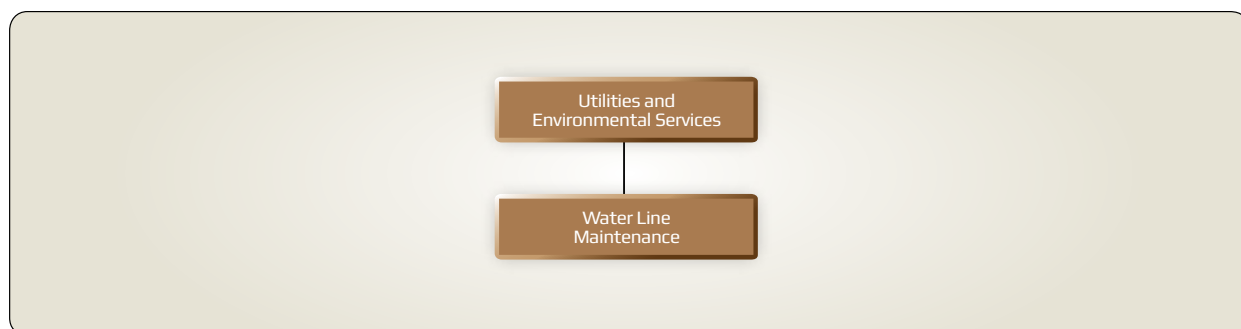
**Public Health, Safety, and the Environment** – ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.

**Financial Strength** – strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.

**Employee Success** – select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

**System Management** – proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

**Operational Excellence** – efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Water Line Maintenance:** This program operates 24 hours a day, 365 days a year ensuring that all residents living in Round Rock, as well as surrounding wholesale customers, have safe drinking water. Water Line Maintenance crews repair waterline breaks and service leaks, and flushes water mains in accordance with Texas Commission on Environmental Quality (TCEQ) regulations. Field crews also perform preventative maintenance on all valves and fire hydrants as well as provide water utility locations in accordance with State law, Texas Line Locate Bill, and "One Call". The division ensures that the water distribution system is maintained so that we continue to meet adequate pressure and fire protection demands. Water Line Maintenance has an evening shift crew who responds to after-hour calls and makes emergency water repairs. This is an essential service that provides more accessibility to the citizens as well as saves the City money that would be spent on overtime.

### Key Customers:

Water Line Maintenance has both internal and external customers. Internal customers include all City Departments. External customers include all Round Rock residents and businesses, contractors, wholesale customers within the City's ETJ, as well as local, state and federal government agencies.

#### **Customer Expectations and Requirements:**

All customers require a prompt and professional response to their concerns, issues and/or questions; efficient and effective preventative maintenance; and compliance with all State and Federal regulations.

#### **FY 2014-15 Highlights:**

In FY 2014- 15, the Water Line Maintenance division focused on minimizing system down time, improving operational efficiencies and proactive maintenance. Specifically, the division implemented several projects geared toward operational excellence.

- Performed a major emergency repair on the City's 30-inch raw waterline, saving the city approximately \$15,000. Since this repair was done in-house, the line was only out of service for 24 hours.
- Implemented a hydrant flushing system that meters all water used, dechlorinates and diffuses the water discharged, improving water accountability and protecting public property and the environment.
- Implemented a valve inspection and operation schedule on all critical waterlines in the water system to ensure that equipment remains fully functional at all times.

#### **FY 2015-16 Overview and Significant Changes:**

Improving efficiencies, reducing costs and providing exceptional customer service is the Water Line Maintenance focus for FY 2015-16. The division is concentrating on the following projects.

- Implementing the city's new asset and maintenance management system (City Works).
- Cross training employees in both water and wastewater fields to improve customer service, reduce labor costs and improve employee retention.
- Integrating technology into the field operations by issuing iPads and smart phones to work crews.

#### **New Programs for FY 2015-16:**

No new programs.

#### **FY 2016-17 Overview and Beyond:**

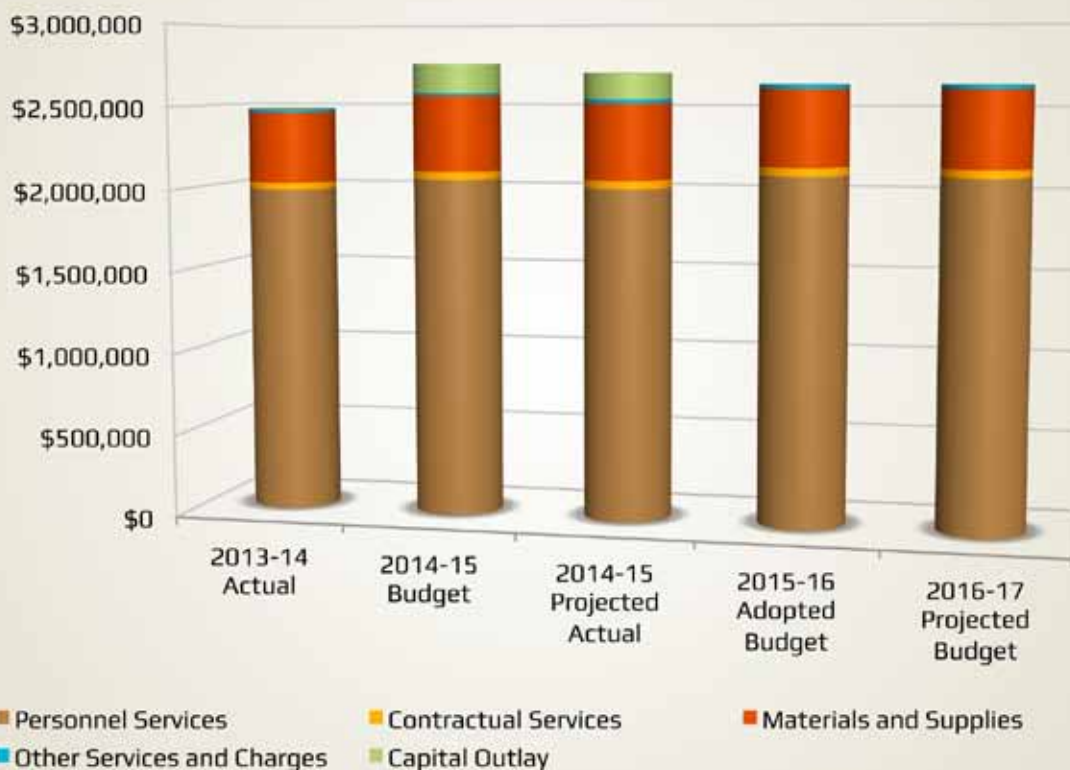
In FY 2016-17 and the future, the Water Line Maintenance division will concentrate on improving operational effectiveness, utilizing available technology and maintaining our aging infrastructure.

- The division will continue to improve our valve, hydrant and flushing programs by cross training, obtaining dual licensing for employees and certifications.
- The division will continue to update maps and provide hardware necessary for field personnel to have the ability to access utility maps at the job site.
- Water Line Maintenance will work with other divisions in the Utility to consolidate all field work units into one central service center.

### Water Line Maintenance

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$1,989,433	\$2,059,596	\$2,016,774	<b>\$2,101,760</b>	\$2,101,760
Contractual Services	40,056	47,654	47,978	<b>48,169</b>	48,169
Materials and Supplies	433,698	458,570	458,570	<b>462,560</b>	462,560
Other Services and Charges	18,648	17,366	25,225	<b>25,866</b>	25,866
Capital Outlay	-	176,000	155,329	-	-
<b>Total Expenditures:</b>	<b>\$2,481,835</b>	<b>\$2,759,186</b>	<b>\$2,703,876</b>	<b>\$2,638,355</b>	<b>\$2,638,355</b>
<b>Expenditures per Capita:</b>	<b>\$24.07</b>	<b>\$26.18</b>	<b>\$25.65</b>	<b>\$23.15</b>	<b>\$22.52</b>

### Water Line Maintenance - Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Water Line Maintenance	6.40%	6.60%	6.50%	6.00%	6.00%	25.00%	24.90%	25.10%

### Water Line Maintenance

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Administrative Associate	206	0	1	1	0.00	1.00	1.00
Manager - Utility Services	113	1	1	1	1.00	1.00	1.00
O & M Office Manager	210	1	0	0	1.00	0.00	0.00
Parts - Inventory Specialist	207	1	1	1	1.00	1.00	1.00
Superintendent - Utility Services	112	1	1	1	1.00	1.00	1.00
Supervisor - Utility Services	213	0	2	2	0.00	2.00	2.00
Utility Line Locator	203	1	0	0	1.00	0.00	0.00
Utility Service Worker	206	15	7	7	15.00	7.00	7.00
Utility Service Worker - Senior	209	0	9	9	0.00	9.00	9.00
Utility Services Crew Leader	210	9	9	9	9.00	9.00	9.00
Utility Services Technician	209	1	1	1	1.00	1.00	1.00
Water Line Maintenance Coordinator	206	2	0	0	2.00	0.00	0.00
<b>Total</b>		<b>32</b>	<b>32</b>	<b>32</b>	<b>32.00</b>	<b>32.00</b>	<b>32.00</b>



## Water Systems Support

The Water Systems Support Division is responsible for the operation, maintenance, accountability and repair of the City's water distribution system. Water Systems Support is structured utilizing multiple maintenance crews. Reporting lines of authority and accountability are shown below.

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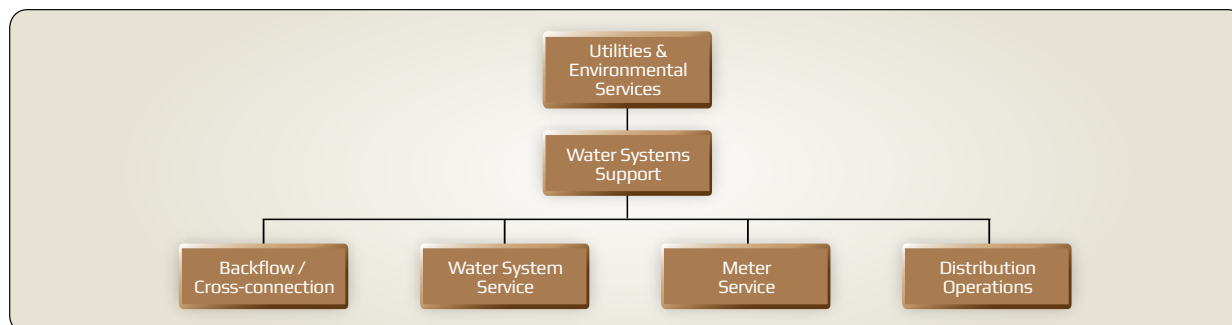
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**Operational Excellence** - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Water Systems Support consists of:** a) Backflow/Cross-Connection; b) Water System Service; c) Meter Service; and d) Water Distribution Operations. These components are under the direction of the Utility Support Superintendent. This division closely monitors, maintains, stores, and distributes safe drinking water to the citizens of Round Rock by ensuring the accurate amount of raw water is delivered to the Water Treatment Plant for processing and is properly distributed and accounted for within the system.

**Backflow/Cross-Connection:** Staff performs on-site inspections and monitors residential/commercial customers' data for required cross-connection device certifications ensuring compliance with state regulations and cross-connection policies outlined in the City's Code of Ordinances. This program helps protect drinking water from cross contamination ensuring the water is safe for consumption. The devices certification and notification data is managed by BSI Solutions, Inc.

**Water System Service:** Assures system reliability and safety through its Water System Equipment Maintenance Program by performing routine inspections of 53 water distribution control sites (i.e. wells, storage tanks, booster pump stations, etc.). Maintain and repair motors, pumps, electrical controls and pressure control valves in order to maximize the system's reliability. Water Systems Support maintains an emergency response team that is on call 24 hours a day, 365 days a year.

**Meter Service:** Ensures water use accountability and maximizes meter performance and accuracy by testing, repairing and replacing residential/commercial meters. This process allows personnel to oversee all of the new residential and commercial meter installations as well as all wholesale and temporary fire hydrant meter accounts.

**Water Distribution Operations:** Personnel monitor and operate the water distribution system to ensure storage tank levels are adequate for water system pressure and fire protection.

#### **Key Customers:**

The Water Systems Support Division's customers are both internal and external. Internal customers include all City Departments and the external customers include all citizens of Round Rock, business owners, wholesale customers, educational institutions, government entities, etc.

#### **Customer Expectations and Requirements:**

Our Customers expect clean, safe drinking water at their homes and/or businesses, and the availability of water for fire protection.

#### **FY 2014-15 Highlights:**

- Installed additional Water Distribution System Pressure Monitoring Points throughout the system.
- Established procedures for a Water Pump Station Power Usage Study to improve efficiency.
- Continued the installation of an Advanced Metering Infrastructure Project throughout the system. This project, upon completion in 2016, will enable all water customers to obtain real-time usage and water conservation information.
- Modified operations for the System Mechanics to a crew based format.
- Demolished N81 Standpipe and Barton Hill Storage Tanks.

#### **FY 2015-16 Overview and Significant Changes:**

- Conduct WTP High Service Pump Station improvements.
- Conduct Southeast Ground Pump Station improvements.
- Conduct Pressure Plane PRV's Vault improvements.

#### **New Programs for FY 2015-16:**

No new programs.

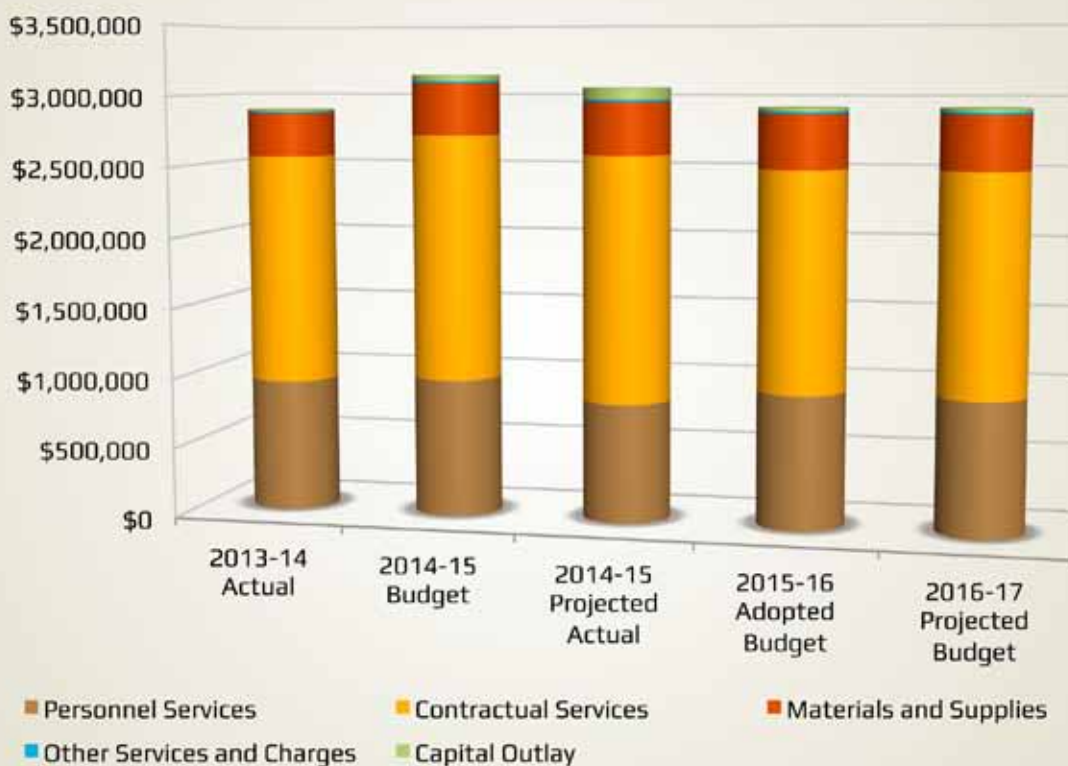
#### **FY 2016-17 Overview and Beyond:**

- S81 Elevated Tank Pump Station improvements for the 971 pressure plane.
- Raw Water Pump Motor Controls Improvements.
- Lake Creek Well Pump Station Improvements.

### Water Systems Support

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$937,060	\$979,630	\$846,487	<b>\$948,031</b>	\$948,031
Contractual Services	1,626,764	1,742,925	1,742,925	<b>1,553,295</b>	1,553,295
Materials and Supplies	311,330	366,735	372,446	<b>383,010</b>	383,010
Other Services and Charges	11,233	14,000	14,000	<b>16,500</b>	16,500
Capital Outlay	11,343	44,000	83,415	<b>25,000</b>	25,000
<b>Total Expenditures:</b>	<b>\$2,897,729</b>	<b>\$3,147,290</b>	<b>\$3,059,273</b>	<b>\$2,925,836</b>	<b>\$2,925,836</b>
<b>Expenditures per Capita:</b>	<b>\$28.10</b>	<b>\$29.86</b>	<b>\$29.02</b>	<b>\$25.67</b>	<b>\$24.97</b>

**Water Systems Support - Expenditures by Category**



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Water System Support	7.50%	7.60%	7.40%	6.60%	6.70%	13.30%	13.20%	12.50%

### Water Systems Support

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Administrative Technician	205	1	2	1	1.00	2.00	1.00
Meter Services Representative	206	3	2	2	3.00	2.00	2.00
Meter Services Representative - Sr	206	5	5	5	5.00	5.00	5.00
Systems Mechanic	207	5	3	3	5.00	3.00	3.00
Systems Mechanic Crew Leader	210	2	2	2	2.00	2.00	2.00
Systems Mechanic - Sr	209	0	2	2	0.00	2.00	2.00
Water Distribution Technician	210	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>17</b>	<b>17</b>	<b>16</b>	<b>17.00</b>	<b>17.00</b>	<b>16.00</b>

## Water Treatment Plant

The primary activity of the Water Treatment Plant Division is the treatment of surface water, ground water, and reuse water to a level that meets or exceeds state and federal regulations. This is accomplished by utilizing sophisticated equipment, innovative treatment technologies and state certified waterworks operators. The Water Treatment Plant is also responsible for the operations of the computer system used to monitor and control the treatment and distribution of water and the collection of wastewater.

**Vision:** Be the best at what we do.

**Mission:** Provide excellent service at the best value.

We will achieve our Vision and Mission by focusing on our five **Guiding Principles:**

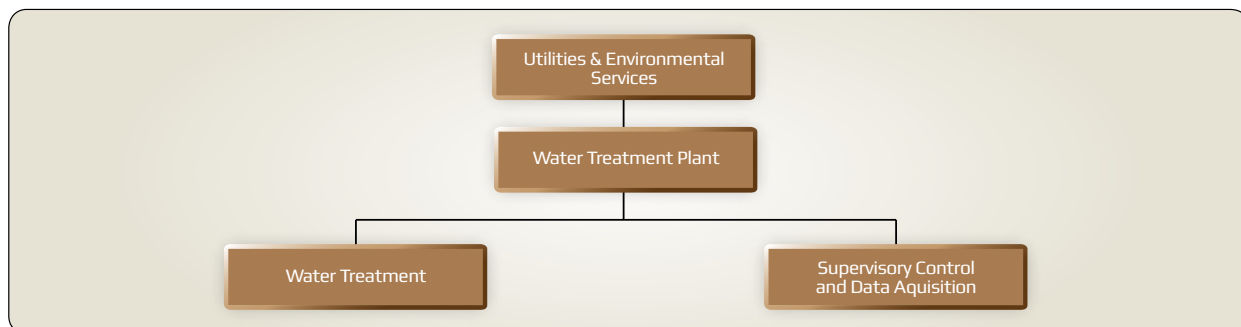
**Public Health, Safety, and the Environment** – ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.

**Financial Strength** – strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.

**Employee Success** - select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

**System Management** - proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

**Operational Excellence** - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Water Treatment:** This program is responsible for the treatment and distribution of surface water, ground water, and reuse water. The primary objective is to provide superior water quality, meeting or exceeding the applicable regulations, as efficiently as possible. This is accomplished by acquiring untreated raw water from Lake Georgetown, Stillhouse Hollow Lake, and the Edward's Aquifer, adding treatment chemicals, providing filtration and disinfection, and ensuring optimized storage of the treated water for immediate and/or later usage. The surface water treatment plant can treat 52 million gallons of water per day (mgd), the ground water treatment plant treats an average of 2.5 mgd, and the reuse water treatment plant can treat 6 mgd.

**Supervisory Control and Data Acquisition (SCADA):** The SCADA program maintains and operates the computerized automation system which controls plant operations, water distribution, reuse water treatment/distribution, and the wastewater lift stations. This system consists of field instruments, measuring devices, industrial computers, radios and human/machine interface devices. The SCADA system is a collection of devices that allow the operator to control and monitor equipment throughout the city. This automation optimizes operations, saves energy and improves the quality of service.

#### **Key Customers:**

The Water Treatment Plant Division's external customers include every home, office, commercial business, industry, municipal utility district, wholesale customer, regulatory agency and any other individual or entity that receives treated water from the City of Round Rock. Internal customers include all City Departments that use water for consumption, irrigation, recreation, fire protection and all other general water usage.

#### **Customer Expectations and Requirements:**

All customers expect a safe, superior quality product delivered with adequate pressure in a cost conscious manner. This level of service is demanded 24 hours a day, 365 days a year. The customer also expects the department to ensure that an adequate water supply is available for the future.

#### **FY 2014-15 Highlights:**

In FY 2014-15, the Water Treatment Plant focused on improving efficiencies, optimizing treatment systems and meeting new regulations. The division implemented several projects intended to achieve those goals.

- Installed new Remote Terminal Units with upgraded software and new radios at each remote water tank site and lift station for faster and improved data transmission.
- Began the second phase of monitoring for the Long-Term Two Enhanced Surface Water Treatment Rule to ensure that the source water is free of harmful protozoa.
- Was awarded Best Tasting Surface Water and Best Tasting Ground Water in Central Texas by the Texas Water Utilities Association.

#### **FY 2015-16 Overview and Significant Changes:**

Improving efficiencies, updating technology and meeting new regulatory requirements continue to dominate the Water Treatment Plant activities. In particular, the division is focusing on the following.

- Implementing the City's new asset management system and improving data tracking.
- Replacing the SCADA system components at water pumping stations and the ground water treatment site.
- Integrating elements of the SCADA system with the Utility's water model.

**New Programs for FY 2015-16:**

No new programs.

**FY 2016-17 Overview and Beyond:**

In the upcoming years, the Water Treatment Plant division will concentrate on activities geared toward maintaining and optimizing existing facilities as well as planning to meet the future needs of the City and its customers.

- The division will continue to improve and optimize operations using advancements in technology and treatment techniques.
- The water treatment plant will continue to monitor the impact of new regulations that may result in a need to alter treatment techniques.
- As portions of the surface water treatment facilities begin to age, the division will focus on preventive maintenance, facility rehabilitation and routine equipment replacement.



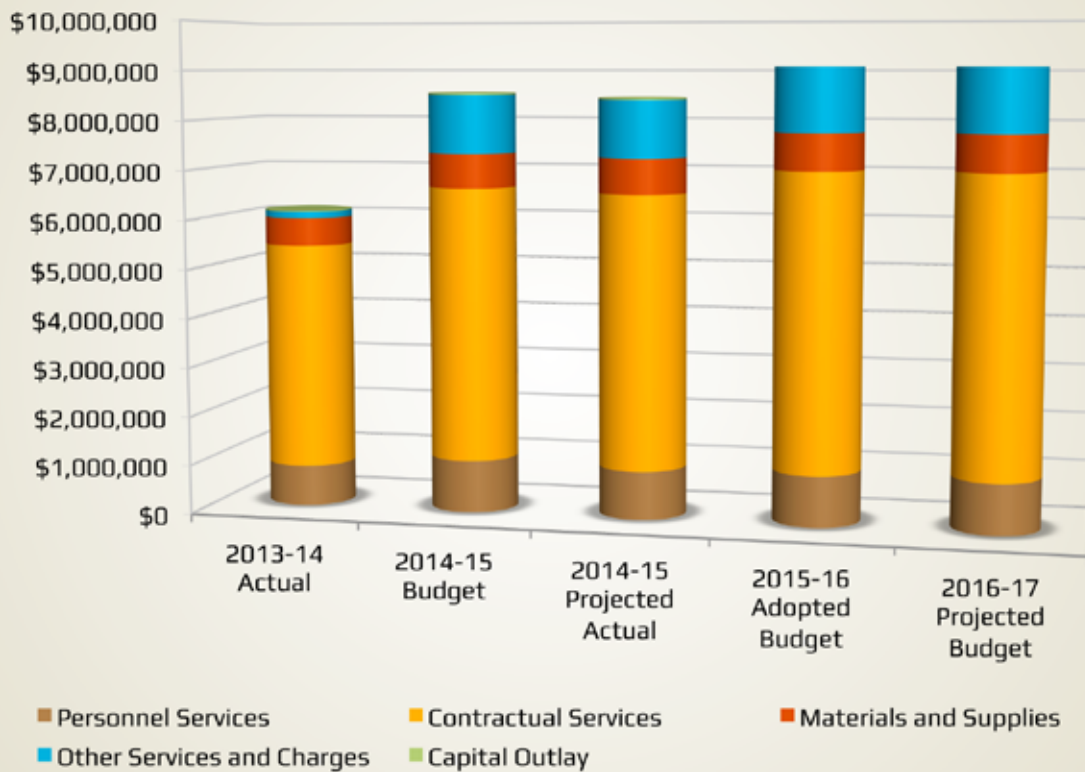
# Water / Wastewater Utility Fund

## Water Treatment Plant

### Water Treatment Plant

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$820,945	\$1,059,021	\$975,465	<b>\$1,026,812</b>	\$1,026,812
Contractual Services	4,588,206	5,570,580	5,569,580	<b>6,016,392</b>	6,016,392
Materials and Supplies	572,079	694,185	714,435	<b>746,430</b>	746,430
Other Services and Charges	133,224	1,187,800	1,162,800	<b>1,289,800</b>	1,289,800
<b>Capital Outlay</b>	<b>21,387</b>	<b>41,000</b>	<b>41,000</b>	-	-
<b>Total Expenditures:</b>	<b>\$6,135,841</b>	<b>\$8,552,586</b>	<b>\$8,463,280</b>	<b>\$9,079,434</b>	<b>\$9,079,434</b>
<b>Expenditures per Capita:</b>	<b>\$59.51</b>	<b>\$81.14</b>	<b>\$80.29</b>	<b>\$79.67</b>	<b>\$77.50</b>

### Water Treatment Plant - Expenditures by Category



	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Water Treatment Plant	15.80%	20.60%	20.50%	20.50%	20.60%	11.70%	11.70%	11.80%

## Water Treatment Plant

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Coordinator - Water Conservation	109	1	1	1	1.00	1.00	1.00
Manager - Utility Services	113	1	1	1	1.00	1.00	1.00
SCADA Technician	210	1	1	1	1.00	1.00	1.00
Supervisor - Water Plant	213	1	1	1	1.00	1.00	1.00
Utility Systems Integrator	111	1	1	1	1.00	1.00	1.00
Water Plant Operator	208	6	6	6	6.00	6.00	6.00
Water Plant Operator - Senior	209	4	4	4	4.00	4.00	4.00
<b>Total</b>		<b>15</b>	<b>15</b>	<b>15</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

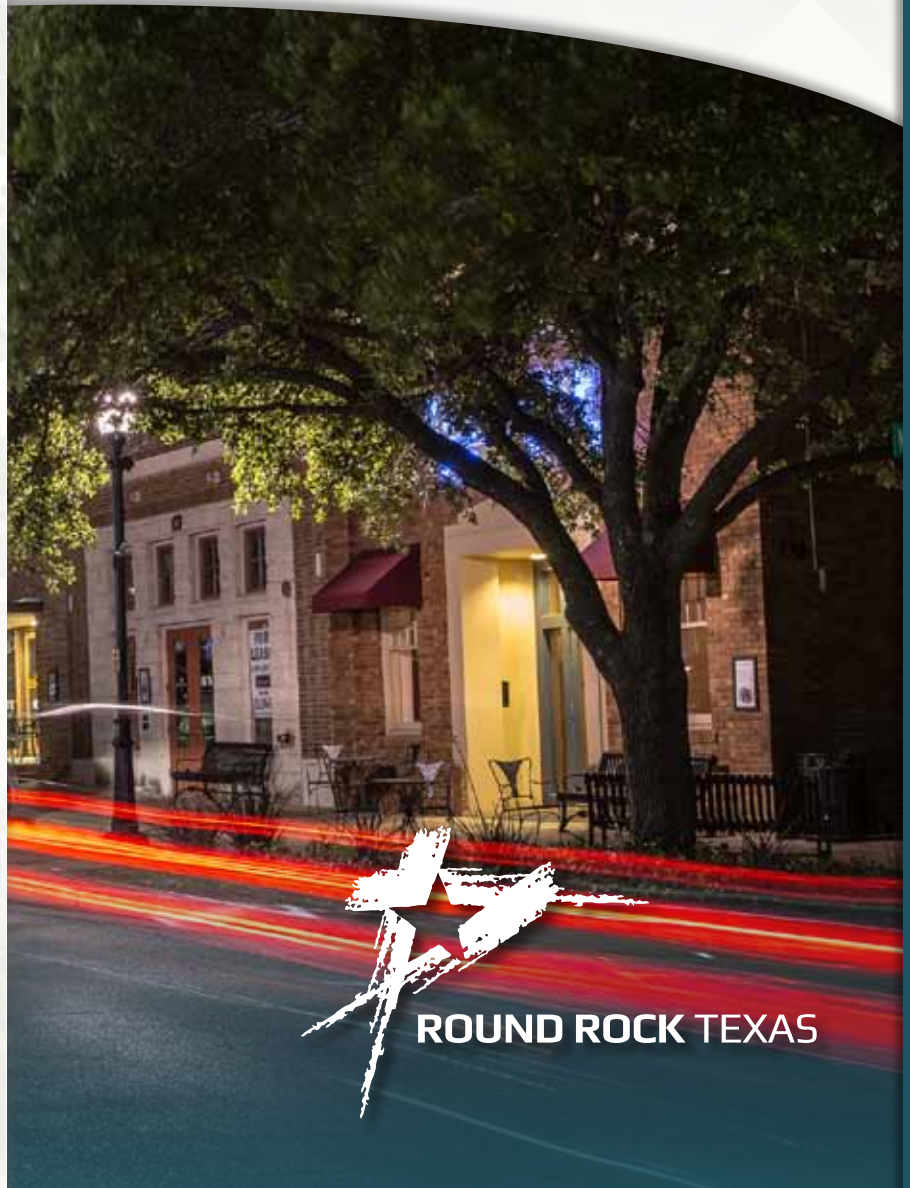


# Drainage Fund

2015-2016

Drainage Fund Revenue & Expenditures

ROUND  
ROCK



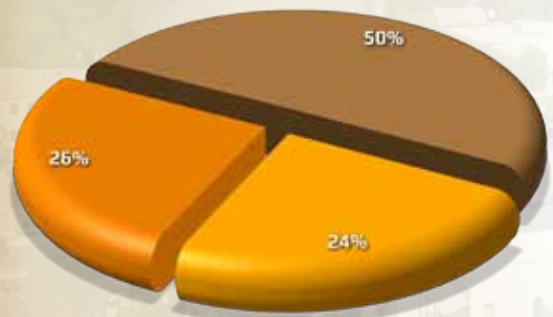
ROUND ROCK TEXAS



# Drainage Fund

2015-2016

Drainage Fund Expenses



- Engineering
- Operations
- Debt Service / Transfer



ROUND ROCK TEXAS





### **Drainage Fund - Program Description**

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This Fund administrates all aspects of the City's Storm Water Program including planning, engineering, programs, operations and maintenance associated with storm water drainage, floodplain management and water quality management. The Drainage Fund collects fees based on a property's impact to the City's drainage system.

## Drainage Fund

### Summary of Revenues & Expenditures

#### Summary of Revenue and Expenditures

	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$1,570,994</b>	<b>\$1,574,636</b>	<b>\$2,453,654</b>	<b>\$2,522,588</b>	<b>\$2,885,503</b>
<b>Revenues</b>					
Drainage Fees - Residential	\$1,318,416	\$1,475,000	\$1,575,000	<b>\$1,590,339</b>	\$1,593,520
Drainage Fees - Commercial	1,451,930	1,650,000	1,725,000	<b>1,768,147</b>	1,785,829
Miscellaneous	22,074	1,000	1,000	-	-
<b>Total Revenues</b>	<b>\$2,792,420</b>	<b>\$3,126,000</b>	<b>\$3,301,000</b>	<b>\$3,358,486</b>	<b>\$3,379,349</b>
<b>Expenditures</b>					
Personnel Services	\$1,146,712	\$1,159,439	\$1,416,176	<b>\$1,447,841</b>	\$1,447,841
Contractual Services	396,474	435,750	454,250	<b>434,750</b>	434,750
Materials and Supplies	152,724	193,540	193,040	<b>209,880</b>	209,880
Other Services and Charges	9,985	40,600	40,100	<b>73,100</b>	73,100
Capital Outlay	65,690	490,500	490,500	<b>53,000</b>	-
Transfers/Debt Service	138,175	638,000	638,000	<b>777,000</b>	774,000
<b>Total Expenditures</b>	<b>\$1,909,760</b>	<b>\$2,957,829</b>	<b>\$3,232,066</b>	<b>\$2,995,571</b>	<b>\$2,939,571</b>
<b>Net Change in Operations</b>	<b>\$882,660</b>	<b>\$168,171</b>	<b>\$68,934</b>	<b>\$362,915</b>	<b>\$439,778</b>
Less:					
Reservations	698,105	781,500	825,250	<b>839,622</b>	844,837
<b>Ending Fund Balance</b>	<b>\$1,755,549</b>	<b>\$961,307</b>	<b>\$1,697,338</b>	<b>\$2,045,881</b>	<b>\$2,480,444</b>



## Drainage Fund

The Drainage Utility funds all aspects of the Storm Water Program associated with storm water drainage, floodplain management and water quality management. The Storm Water Program Division is composed of three areas: Engineering Services, Capital Improvement Program, and Operation and Maintenance.

**Vision:** Be the best at what we do.

**Mission:** Provide excellent service at the best value.

We will achieve our Vision and Mission by focusing on our five **Guiding Principles:**

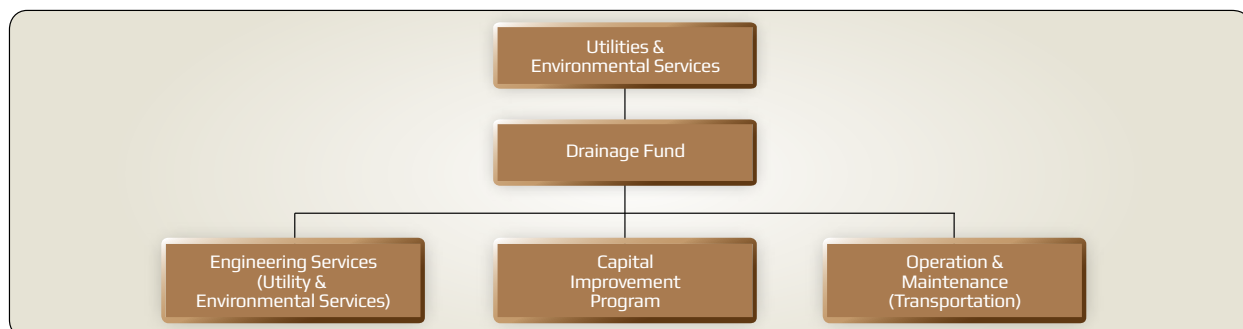
**Public Health, Safety, and the Environment** - ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.

**Financial Strength** - strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.

**Employee Success** - select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

**System Management** - proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

**Operational Excellence** - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.



### Major Business Functions:

**Engineering Services:** Administers the planning, engineering, and project management efforts for storm water activities in the City. Staff also provides technical engineering assistance to City Departments and the public regarding floodplain management, drainage, water quality, and associated natural resources issues.

The Engineering Services staff cultivates and maintains relationships encouraging cooperation and collaboration with local jurisdictions, state and federal entities to address regional storm water management and water quality compliance issues.

**Capital Improvement Program:** Responsible for the planning, design, and construction of capital improvement projects to rehabilitate and/or enhance storm water infrastructure. Funding for this program began in March 2014.

**Operation and Maintenance:** Responsible for maintaining all City-owned storm water infrastructure including inlets, storm drains, channels and water quality ponds. This area is also responsible for continued maintenance of water quality infrastructure to ensure cleanliness of storm water draining to creeks and regulatory compliance.

**Key Customers:**

The Storm Water Program staff serves both internal and external customers. Key customers include Round Rock citizens and residents, City Council, the City Manager's office, and other City Departments. Customers also include developers, business owners, local, state and federal agencies.

**Customer Expectations and Requirements:**

All customers require a prompt and professional response to their concerns, issues and/or questions regarding floodplain management, drainage, water quality, associated natural resources issues, and compliance with all State and Federal laws and regulations.

**FY 2014-15 Highlights:**

- The first capital improvement projects funded by the Drainage Revenue bonds were completed. Many more projects are in various stages of analysis, design, and construction.
- The City performed well in its first ever Texas Commission on Environmental Quality (TCEQ) audit of the Municipal Separate Storm Sewer System (MS4) permit and associated Storm Water Management Plan (SWMP).
- Completed Inter-Local Agreements with the Upper Brushy Creek WCID, outlining roles and responsibilities which is a first step toward the Lake Creek Watershed Flood Mitigation Projects.
- Received Texas Pollution Discharge Elimination System – MS4 Permit Renewal.

**FY 2015-16 Overview and Significant Changes:**

- Staff will initiate an effort to assess issues and prioritize street (aka front door) flooding projects. This is a complimentary effort to the Storm Water Master Plan which identified and prioritized creek (aka back door) flooding. The initial street drainage projects will be funded with savings from creek drainage projects.
- City staff will pursue additional funding partners and grants for the Dam 101 project which is a key component of the Lake Creek Flood Watershed Mitigation effort. Preliminary design of Dam 101 will also begin.
- Operations staff will begin utilizing a full vacuum truck (in lieu of a smaller trailer) which will greatly improve the efficiency and effectiveness of cleaning storm drain inlets and related infrastructure.

**New Programs for FY 2015-16:**

- New 3 man Drainage Crew.
- Equipment purchases.

**FY 2016-17 Overview and Beyond:**

- Evaluate and update the Regional Storm Water Management Program (aka regional detention) policies and fees as appropriate.
- Complete design for the Dam 101 project associated with the Lake Creek Watershed Flood Mitigation efforts.

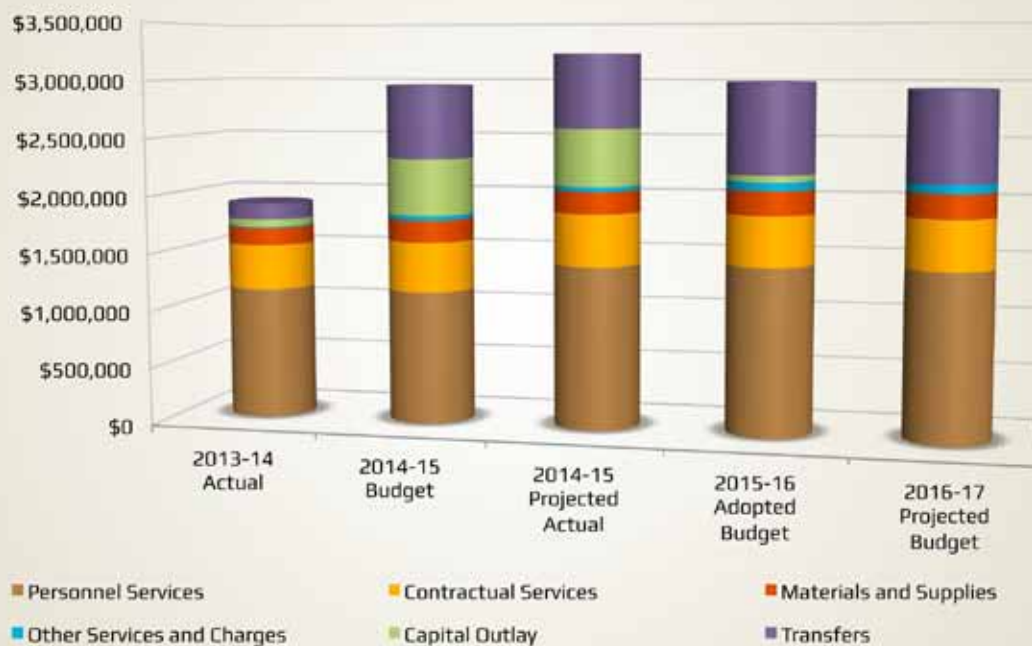
# Drainage Fund

## Drainage

### Drainage

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$1,146,712	\$1,159,439	\$1,416,176	<b>\$1,447,841</b>	\$1,447,841
Contractual Services	396,474	435,750	454,250	<b>434,750</b>	434,750
Materials and Supplies	152,724	193,540	193,040	<b>209,880</b>	209,880
Other Services and Charges	9,985	40,600	40,100	<b>73,100</b>	73,100
Capital Outlay	65,690	490,500	490,500	<b>53,000</b>	-
Transfers	138,175	638,000	638,000	<b>777,000</b>	774,000
<b>Total Expenditures:</b>	<b>\$1,909,760</b>	<b>\$2,957,829</b>	<b>\$3,232,066</b>	<b>\$2,995,571</b>	<b>\$2,939,571</b>
<b>Expenditures per Capita:</b>	<b>\$18.52</b>	<b>\$28.06</b>	<b>\$30.66</b>	<b>\$26.28</b>	<b>\$25.09</b>

Drainage Fund- Expenditures by Category



	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund		
	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget	2012-13 Actual	2014-15 Budget	2015-16 Adopted Budget
Drainage	18.00%	19.00%	22.00%	18.00%	19.00%	22.00%	2.10%	2.20%

## Drainage

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
City Engineer	114	0	1	1	0.00	1.00	1.00
Engineering Tech - Senior	210	1	1	1	1.00	1.00	1.00
Equipment Operator	206	5	5	6	5.00	5.00	6.00
Manager - Storm Water	113	1	1	1	1.00	1.00	1.00
Project Manager Senior	110	1	1	1	1.00	1.00	1.00
Storm Water Technician	207	1	1	1	1.00	1.00	1.00
Storm Water Technician - Senior	209	1	1	1	1.00	1.00	1.00
Street Maintenance Worker	204	3	3	4	3.00	3.00	4.00
Supervisor - Transportation	110	1	1	1	1.00	1.00	1.00
Transportation Crew Leader	211	4	4	5	4.00	4.00	5.00
<b>Total</b>		<b>18</b>	<b>19</b>	<b>22</b>	<b>18.00</b>	<b>19.00</b>	<b>22.00</b>



# Special Revenue Funds

2015-2016

Hotel Occupancy Tax – CVB/Tourism  
Revenue & Expenditures

Hotel Occupancy Tax – Sports Center  
Revenue & Expenditures

Special Revenue Funds Summary

Municipal Court Fund

Law Enforcement Fund

Tree Replacement Fund

Parks Improvement & Acquisitions Fund

Library Fund

Public, Educational and Governmental  
(PEG) Access Fund

Traffic Safety Fund



**ROUND ROCK TEXAS**



# Special Revenue Funds

2015-2016



ROUND ROCK TEXAS



### **Hotel Occupancy Tax Funds**

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The Hotel Occupancy Tax Fund is made up of two programs.

The Hotel Occupancy Tax rate of 7% is used to promote tourism and the convention and hotel industry. This includes the Convention and Visitor's Bureau (CVB) which administers and manages the City's tourism efforts and long-range tourism plans. This Hotel Occupancy Tax Fund budget includes funding for the CVB as well as continued funding for tourism events and debt service associated with the Dell Diamond/Convention Center complex.

In November 2011, the citizens voted to increase the Hotel Occupancy Tax rate by another 2% to support the Sports Center and the programming of the center. This is a multi-purpose facility that attracts overnight stays and generates tourism revenue for the City of Round Rock.

## Special Revenue Funds

### Summary of Revenue & Expenditures

#### HOT – CVB/Tourism

#### Summary of Revenues and Expenditures:

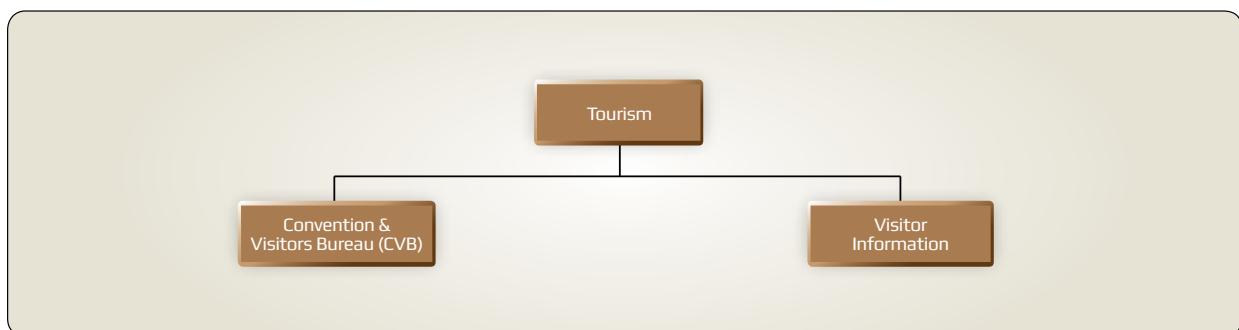
	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$8,842,132</b>	<b>\$8,975,070</b>	<b>\$9,474,204</b>	<b>\$7,597,733</b>	<b>\$6,413,778</b>
<b>Revenues</b>					
Hotel-Motel Occupancy Tax	\$3,613,515	\$3,200,000	\$3,600,000	<b>\$3,708,000</b>	\$3,856,320
Interest Income	1,910	20,000	20,000	<b>8,000</b>	8,000
<b>Total Revenues</b>	<b>\$3,615,426</b>	<b>\$3,220,000</b>	<b>\$3,605,000</b>	<b>\$3,716,000</b>	<b>\$3,864,320</b>
<b>Expenditures</b>					
Multi-Purpose Stadium/Convention Facility	\$1,615,771	\$1,153,250	\$1,153,250	<b>\$1,154,501</b>	\$1,170,821
Event & Tourism Funding	10,000	25,500	25,500	<b>25,500</b>	25,500
Convention & Visitors Bureau	656,181	727,438	768,418	<b>919,955</b>	919,955
<b>Total Expenditures</b>	<b>\$2,281,952</b>	<b>\$1,906,188</b>	<b>\$1,947,168</b>	<b>\$2,099,956</b>	<b>\$2,116,276</b>
<b>Net Change in Operations</b>	<b>\$1,333,474</b>	<b>\$1,313,812</b>	<b>\$1,657,832</b>	<b>\$1,616,044</b>	<b>\$1,748,044</b>
Less:					
Transfers	590,000	400,000	5,534,303	<b>2,800,000</b>	4,500,000
Reservations	1,076,356	1,610,000	6,207,935	<b>6,261,325</b>	3,566,381
<b>Ending Fund Balance</b>	<b>\$8,509,250</b>	<b>\$8,278,882</b>	<b>\$1,389,798</b>	<b>\$152,453</b>	<b>\$95,441</b>

## Convention & Visitors Bureau

The function of this department is to implement the City's long-term Tourism Plan and represent the City in all other functions related to tourism and the Convention and Visitors Bureau (CVB). The CVB is the designated sales and marketing department for the City of Round Rock (designated DMO- "Destination Marketing Organization"). The tourism department's mission aligns with the strategic plan by directly contributing to the economic vitality and enhancing the quality of life in Round Rock.

**Vision:** To help promote Round Rock as the City of choice for tourists and citizens.

**Mission:** To Promote Economic Diversity by Developing the Tourism Industry in Round Rock.



### Major Business Functions:

**Convention & Visitors Bureau:** The purpose of this program is to implement a pro-active, aggressive marketing and sales campaign for the City. The primary goal of this program is to increase occupancy at local lodging facilities and to increase tourism spending in Round Rock.

**Visitor Information:** The Convention and Visitors Bureau is responsible for providing brochures and maps upon request to local residents and out of town guests. The CVB is the sole City Department that is designated to respond to correspondence requests by distributing literature about Round Rock. Our goal is to promote Round Rock's attractions, sports facilities, lodging and dining businesses, and local retail establishments.

### Key Customers:

The Convention and Visitors Bureau has both internal and external customers. Internal customers include the City Council and all City employees. We also serve the citizens of Round Rock, visitors to Round Rock, organizations, participants, and spectators who come for events.

### Customer Expectations and Requirements:

Our customers expect a professional, results driven department that provides first-class representation of the City of Round Rock. Exceeding our customer's expectations will allow us to accomplish our mission of economic diversity and offer our visitors and citizens the best experience possible in the Sports Capital of Texas.

## Special Revenue Funds

### *Convention & Visitors Bureau*

#### **FY 2014-15 Highlights:**

The CVB continued to bring quality events to the City and encouraged these visitors to support local businesses. The CVB also continued the education of citizens on the benefits of tourism.

- Sports Events Magazine 2015 Readers Choice Award Winner.
- NASC 2015 Marketing Campaign of the Year.
- Updated and redesigned the Round Rock Visitor Guide.
- Hosted multiple new events including The Color Run, That Takes the Cake, The Biggest Loser Run Walk Series, and Triple Crown Sports SW Nationals.
- Awarded the National Collegiate Table Tennis Association 2016 National Championships.

#### **FY 2015-16 Overview and Significant Changes:**

- Continue marketing plan and public relations campaign and aggressively recruit tournaments and events to Round Rock.
- Continue to market and grow outdoor events.
- Continue to develop contacts to build clientele for the indoor Sports Center.

#### **New Programs for FY 2015-16:**

No new programs.

#### **FY 2016-17 Overview and Beyond:**

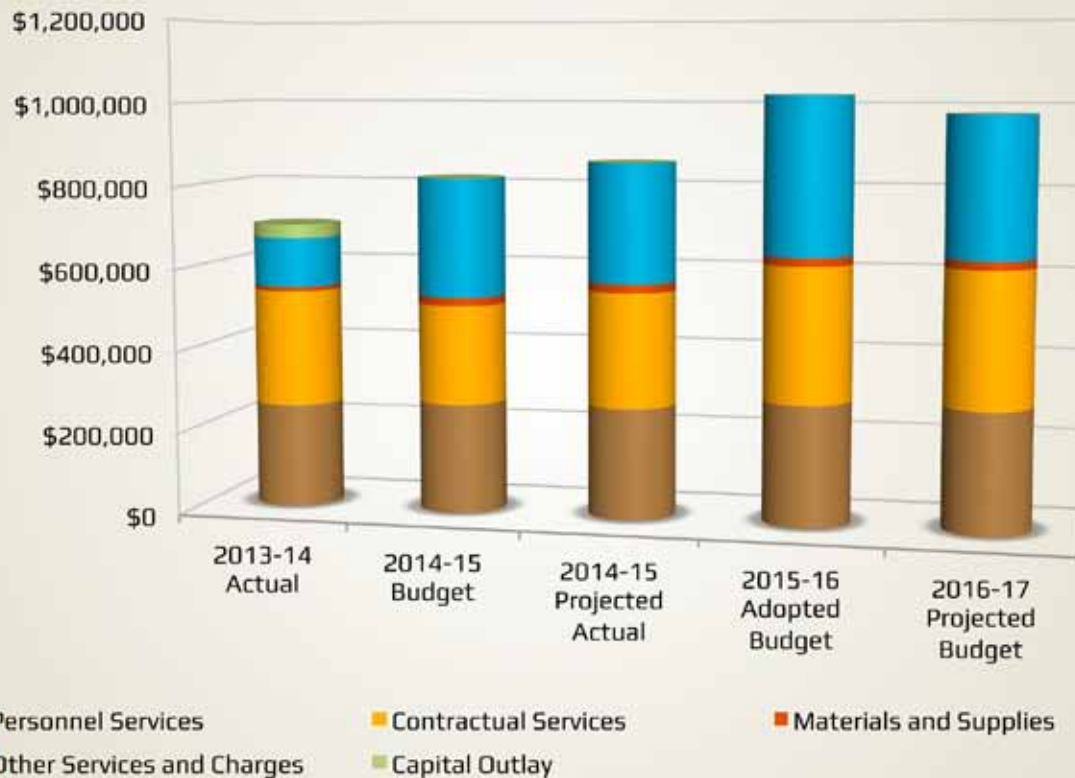
The CVB will continue to use sales and marketing efforts to find new ways to promote Round Rock.

- Continue to develop and grow relationships with sports events groups.
- Continue educating citizens on the benefit of tourism.
- Continue to be the designated City department for visitor's information.

## Convention & Visitors Bureau

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$252,889	\$267,337	\$271,351	<b>\$293,338</b>	\$293,338
Contractual Services	284,021	242,321	279,287	<b>328,837</b>	328,837
Materials and Supplies	11,001	20,780	20,780	<b>20,780</b>	20,780
Other Services and Charges	120,766	289,250	289,250	<b>379,500</b>	337,000
Capital Outlay	33,034	-	-	-	-
<b>Total Expenditures:</b>	<b>\$701,712</b>	<b>\$819,688</b>	<b>\$860,668</b>	<b>\$1,022,455</b>	<b>\$979,955</b>
<b>Expenditures per Capita:</b>	<b>\$6.81</b>	<b>\$7.78</b>	<b>\$8.17</b>	<b>\$8.97</b>	<b>\$8.36</b>

Convention & Visitors Bureau- Expenditures by Category



## Special Revenue Funds

### *Convention & Visitors Bureau*

#### Convention & Visitors Bureau

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Director CVB	EX	1	1	1	1.00	1.00	1.00
Administrative Assistant	208	1	1	1	1.00	1.00	1.00
Coordinator - Marketing and Events	110	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>





## Special Revenue Funds

### *Sports Center*

#### **HOT – Sports Center Summary of Revenues and Expenditures:**

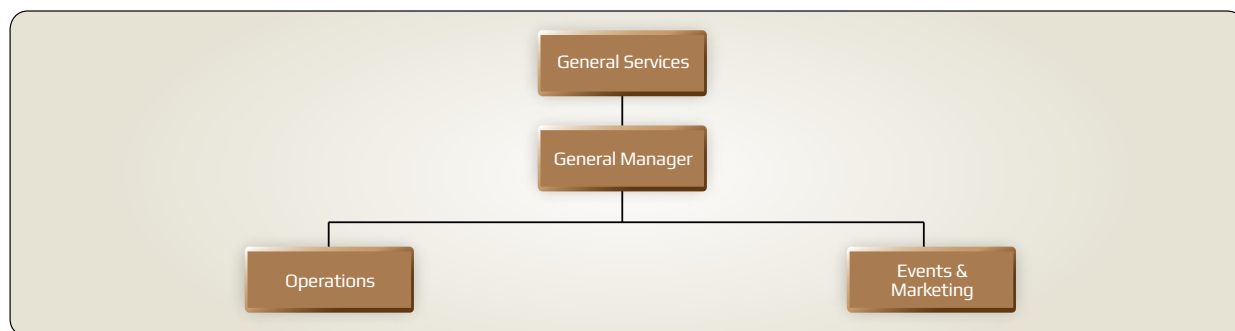
	2013-14 Actual	2014-15 Operating Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$706,950</b>	<b>\$716,505</b>	<b>\$1,588,159</b>	<b>\$1,936,857</b>	<b>\$2,163,533</b>
<b>Revenues</b>					
Hotel-Motel Occupancy Tax	\$1,032,692	\$925,000	\$1,000,000	<b>\$1,030,000</b>	\$1,085,000
Rental/Concessions	590,145	643,000	643,000	<b>659,285</b>	659,441
Interest Income/Donations	24,274	52,000	52,000	<b>53,000</b>	53,000
Event Revenue	22,883	72,180	72,180	<b>66,840</b>	66,840
Transfer In	590,000	400,000	400,000	<b>400,000</b>	400,000
<b>Total Revenues</b>	<b>\$2,259,995</b>	<b>\$2,092,180</b>	<b>\$2,167,180</b>	<b>\$2,209,125</b>	<b>\$2,264,281</b>
<b>Expenditures</b>					
Sports Center Operations	\$1,013,286	\$1,650,490	\$1,454,982	<b>\$1,611,449</b>	\$1,611,449
Debt Service	365,500	363,500	363,500	<b>371,000</b>	374,000
<b>Total Expenditures</b>	<b>\$1,378,786</b>	<b>\$2,013,990</b>	<b>\$1,818,482</b>	<b>\$1,982,449</b>	<b>\$1,985,449</b>
<b>Net Change in Operations</b>	<b>\$881,209</b>	<b>\$78,190</b>	<b>\$348,698</b>	<b>\$226,676</b>	<b>\$278,832</b>
Less:					
Reservations	334,384	209,218	1,480,144	<b>2,031,778</b>	2,334,876
<b>Ending Fund Balance</b>	<b>\$1,253,775</b>	<b>\$585,477</b>	<b>\$456,713</b>	<b>\$131,755</b>	<b>\$107,489</b>

## Sports Center

The Round Rock Sports Center (RRSC) is a world-class indoor sports facility. The facility hosts over 70,000 players and 120,000 spectators annually for tournaments, leagues, and club sports. Focused on national and regional sporting events, the RRSC provides a premier players environment with spectator comfort and family entertainment opportunities. The center features a multi-sport building, outdoor pavilion and plaza, and over 500 parking spots.

**Vision:** To help promote Round Rock Sports Center as a keystone to the sports tourism marketing program of Round Rock.

**Mission:** To Promote Economic Diversity by Developing the Tourism Industry in Round Rock.



### Major Business Functions:

**Operations:** This team is in charge of the overall operations of the center. This includes maintenance of the center and the supplies needed to operate. This team also coordinates all logistics for the tournaments and special events. Since the center is designed to support many different sports, this makes the operations a very diverse challenge.

**Events and Marketing:** This group provides the local programming within the facility as well as promotes the center itself and the variety of resources available. They are responsible for scheduling the many different groups and events that take place throughout the year. The center has sponsorships available through advertising within the center as well as potential building naming rights. All concessions are managed and promoted through this group.

### Key Customers:

The Sports Center has both internal and external customers. Internal customers include the City Council and all City employees. We also serve the citizens of Round Rock, visitors to Round Rock, organizations, participants, and spectators who come for events.

### Customer Expectations and Requirements:

Our customers expect a professional, results driven department that provides first-class representation of the City of Round Rock. Exceeding our customer's expectations would allow us to support the goal of Round Rock providing economic diversity and to offer our visitors and citizens the best experience possible.

## Special Revenue Funds

### *Sports Center*

#### **FY 2014-15 Highlights:**

- Exceeded all expectations on FY2014 Operational Budget by exceeding all financial goals in the first year of operation.
- Surpassed all tournament directors' expectations resulting in all directors requesting to return their events to the Sports Center in 2015.
- Redesigned front parking lot resulting in an additional 35 spaces.

#### **FY 2015-16 Overview and Significant Changes:**

- Expand programming options to attract high level boxing or mixed martial arts events.
- Obtain TABC alcohol sales permit for beer and wine sales during large scale events hosted at the Sports Center.
- Program and operate newly renovated "Building B" during weekend tournaments and for weekly rentals, leagues, and/or special events.

#### **New Programs for FY 2015-16:**

- Design, construct, and program first-class outdoor sand volleyball court facility in the south parking lot with additional parking and support structures.

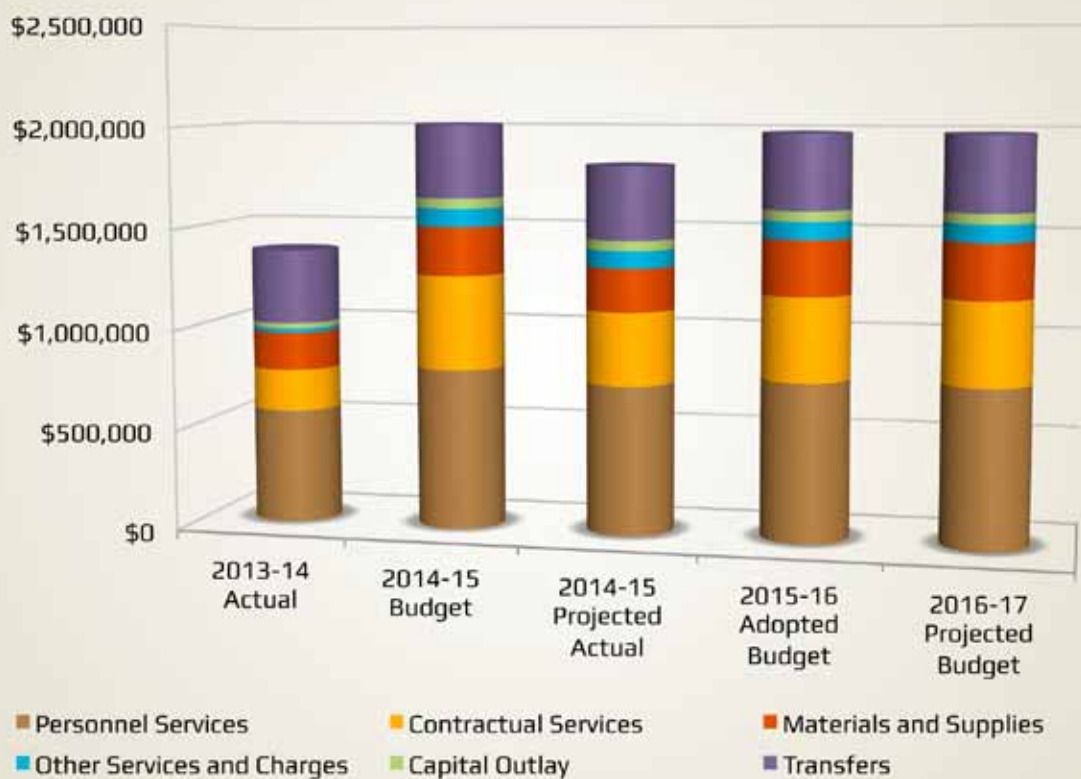
#### **FY 2016-17 Overview and Beyond:**

- Continue to provide routine maintenance and daily cleaning to maintain a first-class facility for the City.
- Start discussions and research in the possibility of a new "Sports Center 2" facility.

## Sports Center

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
Personnel Services	\$569,241	\$797,388	\$743,172	<b>\$784,949</b>	\$784,949
Contractual Services	207,100	468,875	361,420	<b>413,340</b>	413,340
Materials and Supplies	187,198	242,900	214,790	<b>275,060</b>	275,060
Other Services and Charges	21,437	91,327	85,600	<b>88,100</b>	88,100
Capital Outlay	28,310	50,000	50,000	<b>50,000</b>	50,000
Transfers	365,500	363,500	363,500	<b>371,000</b>	371,000
<b>Total Expenditures:</b>	<b>\$1,378,786</b>	<b>\$2,013,990</b>	<b>\$1,818,482</b>	<b>\$1,982,449</b>	<b>\$1,982,449</b>
<b>Expenditures per Capita:</b>	<b>\$13.37</b>	<b>\$19.11</b>	<b>\$17.25</b>	<b>\$17.39</b>	<b>\$16.92</b>

**Sports Center- Expenditures by Category**



**Note:** Fund established in FY2013

## Special Revenue Funds

### *Sports Center*

### Sports Center

Authorized Personnel	Grade	Positions			Full Time Equivalents		
		2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
Administrative Assistant	208	1	1	1	1.00	1.00	1.00
Assistant Operations Coordinator	108	1	1	1	1.00	1.00	1.00
Concessions Coordinator	104	1	1	1	1.00	1.00	1.00
Custodian P/T	203	4	4	2	2.00	2.00	2.00
Events Coordinator	110	1	1	1	1.00	1.00	1.00
Event & Marketing Assist	108	0	1	1	0.00	1.00	1.00
Maintenance Tech	206	1	1	1	1.00	1.00	1.00
Manager - Sports Center	113	1	1	1	1.00	1.00	1.00
Operations Coordinator	110	1	1	1	1.00	1.00	1.00
<b>Total</b>		<b>11</b>	<b>12</b>	<b>10</b>	<b>9.00</b>	<b>10.00</b>	<b>10.00</b>





## Special Revenue Funds

### *Special Revenue Funds Summary*

### Special Revenue Funds Summary

	Municipal Court Fund	Police (LE) Fund	Tree Replacement Fund	Golf Fund
<b>Estimated Fund Balance October 1, 2015</b>	<b>\$340,530</b>	<b>\$481,234</b>	<b>\$103,562</b>	<b>\$655,285</b>
<b>Revenues</b>				
Licenses, Permits & Fees				
Program Revenues	96,000		35,000	
Fines & Forfeitures	3,000	240,000		
Investment, Donations & Other Miscellaneous	150	50	1,100	365,275
Transfers				
<b>Total Revenues</b>	<b>99,150</b>	<b>240,050</b>	<b>36,100</b>	<b>365,275</b>
<b>Expenses</b>				
Public Safety		721,284		
Library				
PARD/Sports Center/CVB			139,662	
Support Services	399,680			
Debt Service				320,000
Administrative Allocation	40,000			
CIP - 5 year plans				117,779
<b>Total Expenses</b>	<b>439,680</b>	<b>721,284</b>	<b>139,662</b>	<b>437,779</b>
<b>Adjusted Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>582,781</b>
Restricted Funds				582,781
<b>Available Ending Fund Balance/Working Capital</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>

### Special Revenue Funds Summary (cont.)

Landscape Parks Impv & Acquisition Fund	Library Fund	PEG Fund	Traffic Safety	Total
\$316,340	\$13,548	\$675,999	\$154,594	\$2,741,092
		240,000		240,000
14,000				145,000
				243,000
200,100	3,010	50		569,735
214,100	3,010	240,050	-	1,197,735
			154,594	875,878
	16,558			16,558
135,132				274,794
		766,049		1,165,729
				320,000
				40,000
395,308		150,000		663,087
530,440	16,558	916,049	154,594	3,356,046
-	-	-	-	582,781
				582,781
\$-	\$-	\$-	\$-	\$-

### Municipal Court Fund

This fund accounts for fees collected on conviction of certain Municipal Court offenses and is intended to enhance the safety of children, provide the technology for processing court cases, create a security plan for the courtroom and establish a Juvenile Case Manager program.

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$429,379</b>	<b>\$450,174</b>	<b>\$365,871</b>	<b>\$340,530</b>	<b>\$-</b>
<b>Revenues</b>					
Child Safety Fines	\$2,733	\$3,000	\$3,200	<b>\$3,000</b>	\$3,000
Child Safety Finds Interest Income	2	25	52	<b>25</b>	25
Technology Fees	35,653	32,000	17,104	<b>32,000</b>	32,000
Technology Fees Interest Income	28	50	375	<b>50</b>	50
Security Fees	26,739	24,000	25,656	<b>24,000</b>	24,000
Security Fees Interest Income	6	25	120	<b>25</b>	25
Juvenile Case Manager Fees	23,968	40,000	41,700	<b>40,000</b>	40,000
JCM Fees Interest Income	-	-	42	<b>50</b>	50
<b>Total Revenues</b>	<b>\$89,129</b>	<b>\$99,100</b>	<b>\$88,249</b>	<b>\$99,150</b>	<b>\$99,150</b>
<b>Expenditures</b>					
Child Safety Fines	\$-	\$-	\$-	<b>\$29,203</b>	\$3,025
Technology Fees	25,965	26,550	7,510	<b>259,217</b>	32,050
Security Fees	31,672	35,400	35,000	<b>88,500</b>	24,025
Juvenile Case Manager - Transfer to GF	23,000	40,000	20,000	<b>62,760</b>	40,050
<b>Total Expenditures</b>	<b>\$80,637</b>	<b>\$101,950</b>	<b>\$62,510</b>	<b>\$439,680</b>	<b>\$99,150</b>
<b>Net Change in Operations</b>	<b>\$8,492</b>	<b>\$(2,850)</b>	<b>\$25,739</b>	<b>\$(340,530)</b>	<b>\$-</b>
<b>Ending Fund Balance</b>	<b>\$365,871</b>	<b>\$381,624</b>	<b>\$340,530</b>	<b>\$-</b>	<b>\$-</b>

## Law Enforcement Fund

This fund accounts for the forfeiture of contraband gained from the commission of criminal activity. Proceeds from fund are to be used for law enforcement purposes.

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$724,661</b>	<b>\$456,349</b>	<b>\$497,484</b>	<b>\$481,234</b>	<b>\$-</b>
<b>Revenues</b>					
Interest Income	\$47	\$-	\$1,000	<b>\$50</b>	\$50
Non-Grant Reimbursement	78	-	1,000	-	-
Proceeds - Sale of Assets	785	15,000	15,000	-	-
Insurance Proceeds	16,175	-	-	-	-
State & Local Funds	8,437	-	5,000	-	-
Federal Funds	103,302	-	350,000	<b>240,000</b>	240,000
<b>Total Revenues</b>	<b>\$128,824</b>	<b>\$15,000</b>	<b>\$372,000</b>	<b>\$240,050</b>	<b>\$240,050</b>
<b>Expenditures</b>					
Local	\$9,950	\$24,000	\$24,000	<b>\$24,000</b>	\$24,000
Federal	346,051	364,250	364,250	<b>697,284</b>	216,050
<b>Total Expenditures</b>	<b>\$356,001</b>	<b>\$388,250</b>	<b>\$388,250</b>	<b>\$721,284</b>	<b>\$240,050</b>
<b>Net Change in Operations</b>	<b>\$(227,177)</b>	<b>\$(373,250)</b>	<b>\$(16,250)</b>	<b>\$(481,234)</b>	<b>\$-</b>
<b>Ending Fund Balance</b>	<b>\$425,018</b>	<b>\$37,464</b>	<b>\$431,486</b>	<b>\$-</b>	<b>\$-</b>

### Tree Replacement Fund

This fund accounts for developer contributions used solely for the purpose of purchasing and planting trees in public rights-of-way, public parkland or any other City-owned property.

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$283,518</b>	<b>\$267,170</b>	<b>\$264,662</b>	<b>\$103,562</b>	<b>\$-</b>
<b>Revenues</b>					
Tree Replacement Fees	\$33,750	\$35,000	\$35,000	<b>\$35,000</b>	\$35,000
Donations/Contributions	6,000	1,000	1,000	<b>1,000</b>	1,000
Interest Income	24	100	100	<b>100</b>	100
<b>Total Revenues</b>	<b>\$39,774</b>	<b>\$36,100</b>	<b>\$36,100</b>	<b>\$36,100</b>	<b>\$36,100</b>
<b>Expenditures</b>					
Tree Replacement	\$58,630	\$197,200	\$197,200	<b>\$139,662</b>	\$36,100
<b>Total Expenditures</b>	<b>\$58,630</b>	<b>\$197,200</b>	<b>\$197,200</b>	<b>\$139,662</b>	<b>\$36,100</b>
<b>Net Change in Operations</b>	<b>\$(18,856)</b>	<b>\$(161,100)</b>	<b>\$(161,100)</b>	<b>\$(103,562)</b>	<b>\$-</b>
<b>Ending Fund Balance</b>	<b>\$236,310</b>	<b>\$79,353</b>	<b>\$77,096</b>	<b>\$-</b>	<b>\$-</b>

## Parks Improvement & Acquisitions Fund

This fund accounts for the collection and expenditure of fees from two specific parks and recreation related sources: sports league teams fees used for the improvement and maintenance of facilities and park development fees collected from developers of subdivisions who choose to provide cash in lieu of designating parkland. These funds are restricted based on guidelines provided in the subdivision ordinance.

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$289,197</b>	<b>\$301,372</b>	<b>\$302,240</b>	<b>\$316,340</b>	<b>\$-</b>
<b>Revenues</b>					
Sports League Fees	\$6,318	\$6,000	\$6,000	<b>\$6,000</b>	\$6,000
Interest Income	80	100	100	<b>100</b>	100
Donations/Contributions	-	90,467	156,543	<b>200,000</b>	75,000
Field Enhancements	6,645	8,000	8,000	<b>8,000</b>	8,000
<b>Total Revenues</b>	<b>\$13,043</b>	<b>\$104,567</b>	<b>\$170,643</b>	<b>\$214,100</b>	<b>\$89,100</b>
<b>Expenditures</b>					
Parkland Development	\$-	\$90,467	\$156,543	<b>\$530,440</b>	\$89,100
<b>Total Expenditures</b>	<b>\$-</b>	<b>\$90,467</b>	<b>\$156,543</b>	<b>\$530,440</b>	<b>\$89,100</b>
<b>Net Change in Operations</b>	<b>\$13,043</b>	<b>\$14,100</b>	<b>\$14,100</b>	<b>\$(316,340)</b>	<b>\$-</b>
<b>Ending Fund Balance</b>	<b>\$273,320</b>	<b>\$285,335</b>	<b>\$286,116</b>	<b>\$-</b>	<b>\$-</b>

### Library Fund

This fund accepts donations by patrons of the library for various books and videos to be purchased and housed in the Library.

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$10,530</b>	<b>\$13,132</b>	<b>\$12,438</b>	<b>\$13,548</b>	<b>\$-</b>
<b>Revenues</b>					
Interest Income	\$1	\$10	\$10	<b>\$10</b>	\$10
Library Donations	2,299	3,000	3,000	<b>3,000</b>	3,000
<b>Total Revenues</b>	<b>\$2,300</b>	<b>\$3,010</b>	<b>\$3,010</b>	<b>\$3,010</b>	<b>\$3,010</b>
<b>Expenditures</b>					
Books & Materials	\$392	\$2,400	\$1,900	<b>\$16,558</b>	\$3,010
<b>Total Expenditures</b>	<b>\$392</b>	<b>\$2,400</b>	<b>\$1,900</b>	<b>\$16,558</b>	<b>\$3,010</b>
<b>Net Change in Operations</b>	<b>\$1,908</b>	<b>\$610</b>	<b>\$1,110</b>	<b>\$(13,548)</b>	<b>\$-</b>
<b>Ending Fund Balance</b>	<b>\$11,385</b>	<b>\$12,429</b>	<b>\$12,304</b>	<b>\$-</b>	<b>\$-</b>



## Public, Educational, and Government Access (PEG) Fund

This fund accounts for cable franchise fees which are used for public, educational, and government access purposes consistent with state and federal law.

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	<b>\$826,282</b>	<b>\$666,337</b>	<b>\$684,199</b>	<b>\$675,999</b>	<b>\$-</b>
<b>Revenues</b>					
Interest Income	\$73	\$50	\$1,800	<b>\$50</b>	\$50
PEG Fees	235,164	240,000	240,000	<b>240,000</b>	240,000
<b>Total Revenues</b>	<b>\$235,237</b>	<b>\$240,050</b>	<b>\$241,800</b>	<b>\$240,050</b>	<b>\$240,050</b>
<b>Expenditures</b>					
PEG Expenses	\$377,320	\$250,000	\$250,000	<b>\$916,049</b>	\$240,050
<b>Total Expenditures</b>	<b>\$377,320</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$916,049</b>	<b>\$240,050</b>
<b>Net Change in Operations</b>	<b>\$(142,083)</b>	<b>\$(9,950)</b>	<b>\$(8,200)</b>	<b>\$(675,999)</b>	<b>\$-</b>
<b>Ending Fund Balance</b>	<b>\$615,779</b>	<b>\$590,748</b>	<b>\$608,399</b>	<b>\$-</b>	<b>\$-</b>

### Traffic Safety Fund

This fund accounts for amounts received to promote traffic safety programs.

	2013-14 Actual	2014-15 Budget	2014-15 Projected Actual	2015-16 Adopted Budget	2016-17 Projected Budget
<b>Beginning Fund Balance</b>	\$95,206	\$95,206	\$114,994	\$154,594	\$-
<b>Revenues</b>					
Interest Income	\$-	\$-	\$100	\$-	\$-
Transfer In	19,788	-	39,500	-	-
<b>Total Revenues</b>	\$19,788	\$-	\$39,600	\$-	\$-
<b>Expenditures</b>					
Operations	\$-	\$-	\$-	\$154,594	\$-
<b>Total Expenditures</b>	\$-	\$-	\$-	\$154,594	\$-
<b>Net Change in Operations</b>	<b>\$19,788</b>	<b>\$-</b>	<b>\$39,600</b>	<b>\$(154,594)</b>	<b>\$-</b>
<b>Ending Fund Balance</b>	<b>\$103,495</b>	<b>\$85,685</b>	<b>\$139,135</b>	<b>\$-</b>	<b>\$-</b>

# Capital Projects Funds

2015-2016

Capital Improvement Program  
(CIP) Description

CIP - Operational Impacts

Major CIP Projects 5 Year Summaries



**ROUND ROCK TEXAS**

# Capital Projects Funds

2015-2016



ROUND ROCK TEXAS





## Capital Improvement Funds Expenditures

### Capital Improvement Program (CIP)

The City of Round Rock has a capital plan separate from its annual operating budget which represents the funding plans for City construction and repair projects. A “capital project” is defined as the construction, reconstruction, acquisition, or installation of a physical public improvement with a value of \$50,000 or more and a useful life of at least five years. The City of Round Rock looks to the future for planning community growth and development and providing citizens with quality services and programs. With a growth rate recently ranked second-fastest in the nation, the City of Round Rock meets the challenges of growth by providing the needed capital improvements and infrastructure.

The City’s capital projects are paid for with self-funding - “pay as you go”, Type B sales tax or borrowed funds.

The projects funded are essential to the City’s future, reflecting how Round Rock will evolve in the coming years. Many of these projects have a significant impact on the City’s plan to stimulate growth in the local economy. These projects are “quality of life” improvements for the City as a whole.

### Planning

Master planning involves assessing the needs of the community through citizen and customer surveys, researching technological innovation, demographic trend analysis and observation of other factors affecting the community. This assessment also determines the needs of each City department for its area of responsibility and makes informed assumptions concerning the community’s general needs for an ultimate growth scenario. This assessment combined with the City Council’s direction, provides a foundation for master planning. Some of the planning documents include:

#### General Plan

- Transportation Master Plan
- Water Master Plan
- Wastewater Master Plan
- Parks and Open Space Plan
- Citywide Trails Master Plan

These planning documents are updated every ten years with a major amendment at the five year midpoint. Updates and amendments are presented to the Council and the public through formal hearings.

The City of Round Rock Strategic Plan contains goals that directly affect the planning and prioritization of capital projects:

- Great Community to Live
- “Sports Capital of Texas” for Tourism & Residents
- Authentic Downtown - Exciting & Community Destination
- City Infrastructure

## Capital Projects Funds

### *CIP Funds Expenditures*

#### Project Selection

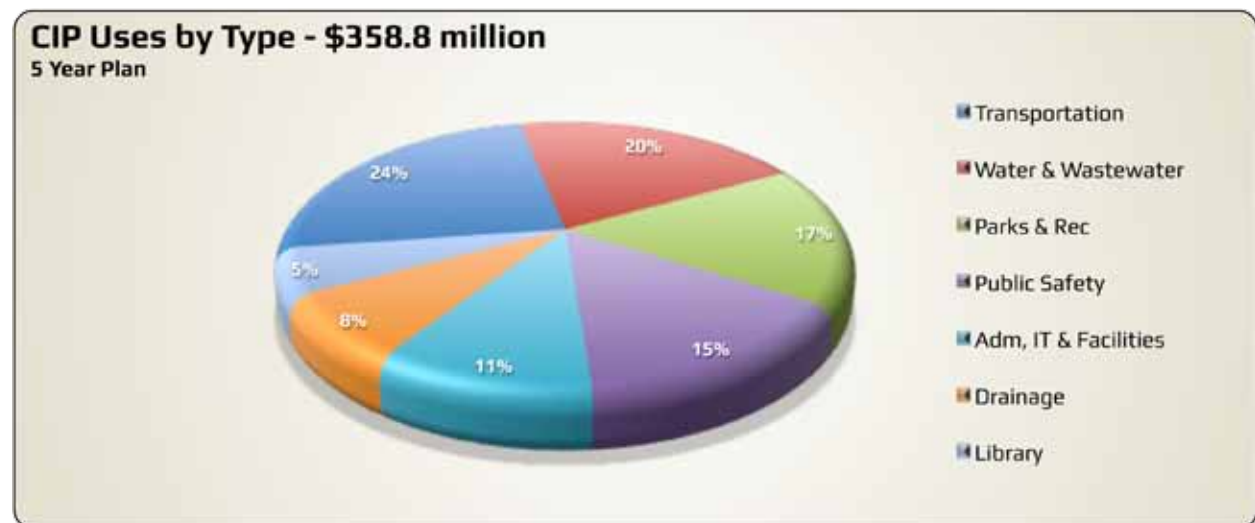
The master planning process and documents establish near term planning horizons for the initial ranking of Capital Improvement Projects. City staff determines the timing, cost, and priorities for each project to further refine ranking which is coordinated with the City Manager. This information is used to translate Council priorities into project priorities. Final priorities are approved by the City Council. In the case of a general obligation bond, project approval must be obtained from the voters.

One of the key elements in developing and coordinating capital projects is identifying the funding sources. This requires the review of potential internal and external funding sources, assessing the City's financial condition and the ability to service existing and new debt. The evaluation of the best source of funds needed for capital projects provides the foundation for the proposed project.

Using the prioritized list of needed improvements along with the assessment of sources and availability of funding, the capital improvement spending plan is prepared. The plan identifies the capital improvements that are programmed in the next fiscal year. The capital improvement spending plan is presented to Council for approval, and then used by City staff to execute projects.

The CIP project selections will vary from year to year due to changes in priority and needs of the City. With the annual review and planning process the five year road map evolves to meet those needs and priority changes.

The total 5 year CIP plan is \$358,847,236, allocated into categories as noted in the following chart.



**Project Management**

The City of Round Rock executes projects that meet the needs of the citizens within schedule and cost constraints. City staff uses a comprehensive method for managing projects which begins during the planning process and continues through project close out. Project management starts with establishing the project's; technical requirements, scope, cost estimate, scheduling and an annual operating cost estimate. Once a project has been executed City staff monitors at all levels for adjustments to scope, scheduling and cash flows. Cash flows determine the timing and size of project expenditures to assure the project's financial commitments.

Annual operating cost estimates and potential savings resulting from a capital project are developed during the planning process and used as an element in ranking project priority. Annual operating costs can include personnel, equipment, scheduled repairs, maintenance and utility usage. Annual savings can include a reduction in any of these costs. Future operating budgets will reflect these costs and savings in the year the budget is impacted.

**Multiyear Capital Improvement Program Project Summary**

CIP is a multiyear plan covering a minimum of five years that forecasts spending for all anticipated capital projects. The plan addresses repair and replacement of existing infrastructure, as well as the development or acquisition of new facilities, property, improvements, and capital equipment to accommodate future growth. As a planning tool, it enables the City to identify needed capital projects and coordinate facility financing, construction, operation, and scheduling. The CIP encompasses the following components.

**General Government** - These projects include; municipal facilities, parks and park improvements, sidewalks, landscaping, traffic signals, street, regional detention, drainage improvements, public safety capital equipment and facilities. Projects in this component are funded from resources such as property tax, sales tax, and the issuance of authorized bonds. Regional detention projects are primarily funded through developer fees.

**Transportation** - In August 1997, the Citizens of Round Rock authorized the adoption of an additional sales and use tax within the City at the rate of one-half of one percent, with the proceeds thereof to be used for arterial roadways and other related transportation system improvements. The Round Rock Transportation System Development Corporation (RRTSDC) and the City utilized the sales tax revenue to leverage other sources of funding and maximize the number of transportation projects in the City of Round Rock. In 2011, the citizens voted to approve expanding the use of funds for economic development while maintaining the transportation infrastructure efforts. As a result, the name of the corporation was changed to the Round Rock Economic Development and Transportation Corporation (RREDTC). This additional revenue is not part of the City's general operating budget but is budgeted and spent by a non-profit economic development corporation established expressly for the above purpose with the approval of the Round Rock City Council.

**Water and Wastewater Utility** - These projects are major water and wastewater repairs, replacements, and the development or acquisition of new facilities. Water and wastewater utility projects are funded from the sale of water and wastewater services, utility impact fees, and the issuance of revenue bonds.



## Capital Projects Funds

### CIP Operational Impacts

#### CIP Operational Impacts by Project

The City evaluates potential operating impacts as part of its annual CIP update process. For budgeting purposes, only those impacts that are material and readily identifiable and measurable are included in this analysis and used for long-term financial planning purposes.

PARKS AND RECREATION		2016	2017	2018	2019	2020	Total
OSP Multipurpose Field Complex	Contract Services	1,800	1,800	1,800	1,800	1,800	
	Equipment	169,050					
	Material & Supplies	75,200	75,200	75,200	75,200	75,200	
	Personnel	245,657	245,657	245,657	245,657	245,657	
	Other Services						
	<b>Total</b>	<b>491,707</b>	<b>322,657</b>	<b>322,657</b>	<b>322,657</b>	<b>322,657</b>	<b>1,782,335</b>
Rock 'N River Expansion	Contract Services	5,000	5,000	5,000	5,000	5,000	
	Equipment						
	Material & Supplies	84,000	84,000	84,000	84,000	84,000	
	Personnel	260,459	260,459	260,459	260,459	260,459	
	Other Services						
	<b>Total</b>	<b>349,459</b>	<b>349,459</b>	<b>349,459</b>	<b>349,459</b>	<b>349,459</b>	<b>1,747,295</b>
Heritage Trail	Contract Services	1,500	1,500	1,500	1,500	1,500	
	Equipment	44,600					
	Material & Supplies	5,000	5,000	5,000	5,000	5,000	
	Personnel	241,301	241,301	241,301	241,301	241,301	
	Other Services						
	<b>Total</b>	<b>292,401</b>	<b>247,801</b>	<b>247,801</b>	<b>247,801</b>	<b>247,801</b>	<b>1,283,605</b>
<b>TOTAL PARKS AND RECREATION</b>		<b>\$1,133,567</b>	<b>\$919,917</b>	<b>\$919,917</b>	<b>\$919,917</b>	<b>\$919,917</b>	<b>\$4,813,235</b>

## Capital Projects Funds

*CIP Operational Impacts*

LIBRARY		2016	2017	2018	2019	2020	Total
New Main Library Facility	Contract Services		168,868	168,868	168,868	168,868	
	Equipment						
	Material & Supplies		473,431	473,431	473,431	473,431	
	Personnel		407,425	407,425	407,425	407,425	
	Other Services		136,138	136,138	136,138	136,138	
<b>TOTAL LIBRARY DEPARTMENT</b>	<b>Total</b>	<b>\$-</b>	<b>\$1,185,862</b>	<b>\$1,185,862</b>	<b>\$1,185,862</b>	<b>\$1,185,862</b>	<b>\$4,743,448</b>

PUBLIC SAFETY		2016	2017	2018	2019	2020	Total
Public Safety Training Center	Contract Services			167,363	223,150	223,150	
	Equipment						
	Material & Supplies			53,400	71,200	71,200	
	Personnel			44,183	44,183	44,183	
	Other Services						
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>264,946</b>	<b>338,533</b>	<b>338,533</b>	<b>942,012</b>

SE Fire Station-Red Bud Lane	Contract Services		10,395	10,395	10,395	10,395	
	Equipment						
	Material & Supplies	51,575	98,006	51,575	51,575	51,575	
	Personnel						
	Other Services						
	<b>Total</b>	<b>51,575</b>	<b>108,401</b>	<b>61,970</b>	<b>61,970</b>	<b>61,970</b>	<b>345,886</b>

Fire Station 4 Relocation-Lisa Rae	Contract Services	10,395	10,395	10,395	10,395	10,395	
	Equipment						
	Material & Supplies	51,575	51,575	51,575	51,575	51,575	
	Personnel						
	Other Services						
	<b>Total</b>	<b>61,970</b>	<b>61,970</b>	<b>61,970</b>	<b>61,970</b>	<b>61,970</b>	<b>309,850</b>

## Capital Projects Funds

### CIP Operational Impacts

PUBLIC SAFETY CONTINUED		2016	2017	2018	2019	2020	Total
NW Fire Station- Water Tower	Contract Services						
	Equipment						
	Material & Supplies			242,423	67,489	67,489	
	Personnel			894,636	884,431	884,431	
	Other Services						
<b>Total</b>		-	-	1,137,059	951,920	951,920	3,040,899
<b>TOTAL PUBLIC SAFETY</b>		<b>\$113,545</b>	<b>\$170,371</b>	<b>\$1,525,945</b>	<b>\$1,414,393</b>	<b>\$1,414,393</b>	<b>\$4,638,647</b>

GENERAL SERVICES		2016	2017	2018	2019	2020	Total
Sports Complex- Building B	Contract Services	47,000	48,410	49,863	51,359	51,359	
	Equipment						
	Material & Supplies	48,000	30,000	30,900	31,827	31,827	
	Personnel	59,423	59,423	59,423	59,423	59,423	
	Other Services	10,000	10,300	10,609	10,927	10,927	
<b>TOTAL GENERAL SERVICES</b>		<b>\$164,423</b>	<b>\$148,133</b>	<b>\$150,795</b>	<b>\$153,536</b>	<b>\$153,536</b>	<b>\$770,423</b>

<b>TOTAL ALL DEPARTMENTS</b>		<b>\$1,411,535</b>	<b>\$2,424,283</b>	<b>\$3,782,519</b>	<b>\$3,673,708</b>	<b>\$3,673,708</b>	<b>\$14,965,753</b>
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## Administration

The City of Round Rock public golf course at Forest Creek requires periodic repairs, renovations and enhancements to continue as a quality course. The Williamson County Regional Animal Shelter is supported by three entities including Round Rock. The regional area continues to grow in population making a larger more effective shelter necessary for the increase in animal needs.

Projects	2016	2017	2018	2019	2020	Total
Forest Creek Golf Course Improvements	1,000,000					1,000,000
Forest Creek Golf Debt Buy Down	1,000,000					1,000,000
Williamson County Regional Animal Shelter	300,000	4,000,000				4,300,000
<b>Total</b>	<b>2,300,000</b>	<b>4,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,300,000</b>

Funding Sources	2016	2017	2018	2019	2020	Total
2007 GO Bonds	443,078					443,078
General Self Financed Construction	1,239,143	4,000,000				5,739,143
Golf Course Funding	117,779					117,779
<b>Total</b>	<b>1,800,000</b>	<b>4,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,300,000</b>



## Capital Projects Funds

### CIP Project Highlights

#### Library

A library study and master plan completed in July 2014 indicated the Library did not meet standards for adequate library space and parking. The expansion of the City's library system was approved in the 2014 GO Bond election to acquire property and construct either a branch or new main library. This will allow core services to adults, children and teens to expand along with additional technology and meeting/programs rooms.

Projects	2016	2017	2018	2019	2020	Total
New Main Library		1,750,000	17,098,390	1,050,000		19,898,390
<b>Total</b>	<b>-</b>	<b>1,750,000</b>	<b>17,098,390</b>	<b>1,050,000</b>	<b>-</b>	<b>19,898,390</b>

Funding Sources	2016	2017	2018	2019	2020	Total
2014 GO Bonds		1,500,000				1,500,000
Future GO Bond Issuance		250,000	17,098,390	1,050,000		18,398,390
<b>Total</b>	<b>-</b>	<b>1,750,000</b>	<b>17,098,390</b>	<b>1,050,000</b>	<b>-</b>	<b>19,898,390</b>



### Facility Maintenance

Facility Maintenance coordinates all the building maintenance throughout the City. The funds designated as internal service will be used for major repairs, replacements and renovations to the City's buildings. The need for public buildings increases as the population grows and the quality of life expectations increase. The City currently has forty six buildings.

Projects	2016	2017	2018	2019	2020	Total
Internal Services-All Departments	750,000	750,000	750,000	750,000	750,000	3,750,000
Facility Maintenance Software	80,000					80,000
45 Ft. Boom Lift and Trailer			105,000			105,000
Ford F550 Dually Truck			45,000			45,000
Tennant Floor Scrubber				12,000		12,000
<b>Total</b>	<b>830,000</b>	<b>750,000</b>	<b>900,000</b>	<b>762,000</b>	<b>750,000</b>	<b>3,992,000</b>
<b>Funding Sources</b>						
Capital Lease			150,000			150,000
General Self Financed Construction	830,000					830,000
Pay As You Go		750,000	750,000	750,000	750,000	3,000,000
TBD				12,000		12,000
<b>Total</b>	<b>830,000</b>	<b>750,000</b>	<b>900,000</b>	<b>762,000</b>	<b>750,000</b>	<b>3,992,000</b>

### Fleet Services

Fleet Services is responsible for the acquisition and maintenance of all City vehicles and equipment. Replacement vehicles are determined through a rigorous and well defined replacement process.

Projects	2016	2017	2018	2019	2020	Total
Vehicle & Equipment Replacements	3,339,000	4,205,619	2,824,188	3,693,588	3,107,105	17,169,500
<b>Total</b>	<b>3,339,000</b>	<b>4,205,619</b>	<b>2,824,188</b>	<b>3,693,588</b>	<b>3,107,105</b>	<b>17,169,500</b>
<b>Funding Sources</b>						
Capital Lease	2,500,000	3,215,830	2,243,230	2,027,315	1,504,823	11,491,198
Drainage Fund		304,199	33,335	650,029	546,412	1,533,975
Utility Fund	839,000	685,590	547,623	1,016,244	1,055,870	4,144,327
<b>Total</b>	<b>3,339,000</b>	<b>4,205,619</b>	<b>2,824,188</b>	<b>3,693,588</b>	<b>3,107,105</b>	<b>17,169,500</b>

### Information Technology

Information Technology covers the City for the reviewing, servicing and acquisition of new and updated technology. Some of the IT components will be document imaging, GIS consulting, software, networking, fiber optics, cloud infrastructure, datacenter improvements and communications such as Police and Fire dispatching.

Projects	2016	2017	2018	2019	2020	Total
Internal Services-All Departments	900,000	750,000	750,000	750,000	750,000	3,900,000
<b>Total</b>	<b>900,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>3,900,000</b>
<b>Funding Sources</b>						
General Self Financed Construction	750,000					750,000
Pay As You Go		750,000	750,000	750,000	750,000	3,000,000
PEG Fund	150,000					150,000
<b>Total</b>	<b>900,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>3,900,000</b>

## Capital Projects Funds

### CIP Project Highlights

## Public Safety

A strategic goal for the City of Round Rock is to be a "Best Community to Live". Public Safety infrastructure is a focus of this goal. The Public Safety Training Center is being designed to meet the current and future needs of the City's public safety departments. It is to be constructed on the 72 acre site on which Police headquarters is located. Some of the facility's components include a firearms range, simulated fires, various technical rescue situations and training classrooms. The City is planning to construct three new fire stations, relocate one station and renovate the central station. The Fire Department uses response times to emergency calls and population growth patterns when determining the placement of fire stations. Fire Stations and the Training Facility were approved in the 2014 bond election by the citizens who voted to ensure the City's current and future public safety.

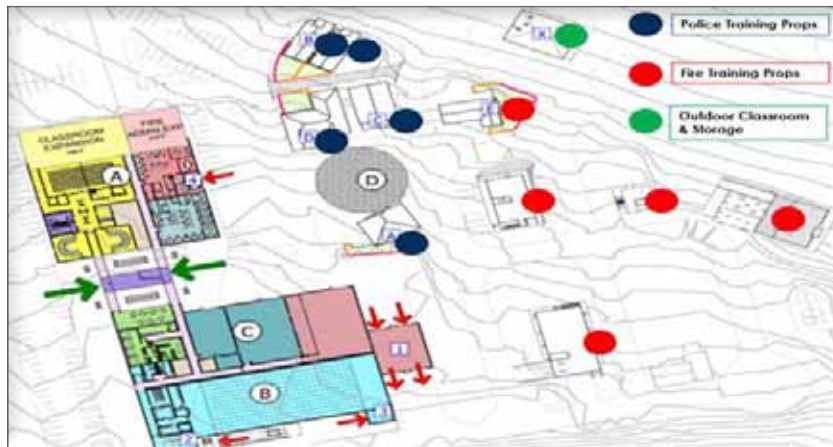
Projects	2016	2017	2018	2019	2020	Total
Public Safety Radio Replacements	400,549	400,549	400,549	400,549	405,984	2,008,180
Police Body Worn Cameras	402,000					402,000
Public Safety Training Center	9,983,461	14,973,603	1,410,000			26,367,064
SE Fire Station-Red Bud Lane	2,852,504					2,852,504
Fire Station 4 Relocation to Lisa Rae	2,781,367					2,781,367
911 Automated Dispatching System	469,207					469,207
Paramedic Advance Care Program	426,197					426,197
Fire Department AirHawk Upgrades	31,219	39,410	39,500			110,129
Mobile Surveillance Tower		160,000				160,000
Replace Ballistic Glass and Police BEAR		6,500			225,000	231,500
Fire Apparatus		1,285,000	1,300,000	750,000	760,000	4,095,000
NW Fire Station-Water Tower			1,905,000	2,783,625		4,688,625
NW Fire Station-Bradley Tract			5,291,080			5,291,080
Fire Hazmat Trailer			350,000			350,000
Replace Large Incident Response Command Vehicle				350,000		350,000
Replace Large Incident Tent System & Transport Vehicle					250,000	250,000
Fire Battalion Command Vehicle				75,000		75,000
Remodel Fire Station 3					2,375,000	2,375,000
<b>Total</b>	<b>17,346,504</b>	<b>16,865,062</b>	<b>10,696,129</b>	<b>4,359,174</b>	<b>4,015,984</b>	<b>53,282,853</b>





## Public Safety (cont.)

Funding Sources	2016	2017	2018	2019	2020	Total
2014 GO Bonds	12,035,112	6,316,539	405,000			18,756,651
Future GO Bond Issuance	3,582,220	8,657,064	2,910,000	2,783,625	2,375,000	20,307,909
General Self Finance Purchases	1,697,953	400,549	400,549	400,549	405,984	3,305,584
General Self Financed Construction			454,630			454,630
Other Governmental Entity Funds			350,000			350,000
Capital Lease		1,285,000	1,300,000	825,000	760,000	4,170,000
TBD	31,219	205,910	4,875,950	350,000	475,000	5,938,079
<b>Total</b>	<b>17,346,504</b>	<b>16,865,062</b>	<b>10,696,129</b>	<b>4,359,174</b>	<b>4,015,984</b>	<b>53,282,853</b>



## Capital Projects Funds

### CIP Project Highlights

## Parks and Recreation

Parks and Recreation Capital Projects develop an excellent system which demonstrates the City's commitment to offering a high quality of life for its residents. Recreation and cultural benefits include providing opportunities to increase frequency of exercise, relaxation and revitalization, community involvement, protecting and preserving green space. Improved standards of living will attract new business to the community. Hike and bike trails are moving from the traditional recreational use to a mode of alternative transportation. Developing more interconnected trails throughout Round Rock is a key strategy that provides greater mobility and contributes to clean air and increasing property values. Quality of life was demonstrated by citizens in their vote to approve \$56 million in General Obligation Bonds in 2014 for Parks and Recreation projects.

Projects	2016	2017	2018	2019	2020	Total
Adult Sports Complex	3,150,000	2,220,000				5,370,000
Brushy Creek Trail-Veterans Park to Rabb Park	1,178,461	203,000				1,381,461
Heritage Trail East and West	6,771,752	8,628,249				15,400,001
PARD Repair & Replace Annual Program	750,000	950,000	700,000	1,325,000	475,000	4,200,000
ADA Site and Park Improvements	669,750	15,000				684,750
Neighborhood Park Improvements	1,097,733		1,100,000		875,000	3,072,733
Bathing Beach	682,000					682,000
Park Trails	220,308.00					220,308
Indoor/Outdoor Multipurpose Building	165,000					165,000
Lake Creek Trail	499,975.00	1,400,025				1,900,000
OSP Multipurpose Field Complex	16,065,000	9,300,000				25,365,000
PARD Facility Improvements	220,000.00					220,000
Rock 'N River Expansion	3,049,357					3,049,357
Old Settlers Park Soccer Fields		3,000,000				3,000,000
Madsen & Krebsbach Pool Purchases		17,000	46,000	35,000		98,000
<b>Total</b>	<b>34,519,336</b>	<b>25,733,274</b>	<b>1,846,000</b>	<b>1,360,000</b>	<b>1,350,000</b>	<b>64,808,610</b>



## Parks and Recreation (cont.)

Funding Sources	2016	2017	2018	2019	2020	Total
2002 GO Bonds	165,000					165,000
2004 GO Bonds	90,000					90,000
2014 GO Bonds	27,599,295	13,246,274				40,845,569
CDBG HUD Entitlement Grants	237,733					237,733
Future GO Bond Issuance	950,000	2,220,000	1,100,000	-	875,000	5,145,000
General Self Financed Construction	1,682,000	4,000,000				5,682,000
Hotel Occupancy Tax Fund	1,200,000	5,300,000				6,500,000
Parks Improvement & Acquisition Fund	395,308					395,308
Pay As You Go		950,000	700,000	1,325,000	475,000	3,450,000
Sale of McNeil Park	2,200,000					2,200,000
TBD		17,000	46,000	35,000		98,000
<b>Total</b>	<b>34,519,336</b>	<b>25,733,274</b>	<b>1,846,000</b>	<b>1,360,000</b>	<b>1,350,000</b>	<b>64,808,610</b>



## Capital Projects Funds

### CIP Project Highlights

#### Transportation

Transportation Capital Projects identify and plan for future connectivity and mobility needs and options by constructing systems that support the development of major density centers. This supports the growth and expansion of business clusters of destination retail, supply chain, management, health care, higher education, construction, arts and culture and information technology. The transportation infrastructure is needed to make the City attractive to target businesses and strengthen economic development and diversity. These projects also improve the mobility of the citizens and responds to their needs while maintaining these requirements within scheduling and cost constraints. In 2014 the City approved \$28 million in certificates of obligation to address concerns captured in a citizen survey regarding traffic and transportation issues.

Projects	2016	2017	2018	2019	2020	Total
Arterial Improvements- Bottlenecks	675,000					675,000
Creek Bend Blvd.	6,599,358					6,599,358
FM3406	700,000					700,000
Major Arterial Maintenance	1,500,000					1,500,000
LaFrontera Streets Continuation	911,414					911,414
Downtown Improvements	350,000					350,000
Southwest Downtown 6-San Saba	400,000					400,000
Neighborhood Connectivity	300,000					300,000
Master Transportation Plan	500,000					500,000
Oakmont Extension	3,500,000					3,500,000
Projects to be Determined	5,000,000	6,800,000	4,500,000	9,000,000	9,000,000	34,300,000
University Blvd.	4,000,000	4,500,000	4,500,000			13,000,000
Gattis School Widening	2,795,290					2,795,290
Kenney Fort Blvd. Seg. 4	269,220					269,220
La Frontera Streets Continuation	1,827,337					1,827,337
RM 620 Road Improvements	341,116		1,822,958			2,164,074
Arterial Sidewalks	211,829					211,829
SE Downtown Improvements	155,871					155,871
Seton Parkway Phase 2	800,000					800,000
Southwest Downtown Phase 5	10,023,186	3,200,000				13,223,186
Traffic Signals	562,500					562,500
Railroad Quiet Zones	1,745,477					1,745,477
<b>Total</b>	<b>43,167,598</b>	<b>14,500,000</b>	<b>10,822,958</b>	<b>9,000,000</b>	<b>9,000,000</b>	<b>86,490,556</b>



## Transportation (cont.)

Funding Sources	2016	2017	2018	2019	2020	Total
2002 GO Bonds	769,220					769,220
2014 Transportation CO Bonds	18,749,881	3,200,000				21,949,881
General Self Financed Construction	400,000					400,000
RR Trans & Eco Dev Corp	23,248,497	11,300,000	10,822,958	9,000,000	9,000,000	63,371,455
<b>Total</b>	<b>43,167,598</b>	<b>14,500,000</b>	<b>10,822,958</b>	<b>9,000,000</b>	<b>9,000,000</b>	<b>86,490,556</b>



## Capital Projects Funds

### CIP Project Highlights

#### Drainage & Storm Water

Drainage and Storm Water Capital Improvements are projects designed to rehabilitate and/or enhance storm water infrastructure in order to mitigate potential flooding issues and protect life and property. Projects range in size and complexity and are prioritized first by those having the greatest impact in protecting life and enhancing safety and second by those that can most cost-effectively make the most impact. In addition to drainage utility fees and issuance of revenue bonds for funding, the City has partnered with the Upper Brushy Creek Water Control and Improvement District in funding the large regional Dam 101 project and to assist in obtaining potential grant funds.

Projects	2016	2017	2018	2019	2020	Total
Chisholm Valley-Purple Sage Drive Culvert	420,000					420,000
Dove Creek Drainage Improvements	350,000					350,000
Dry Branch Tributaries	1,520,000					1,520,000
The Woods-Oak Hollow	66,000					66,000
Old Settlers @ Dam 14 Tributary	300,000					300,000
Eagle Ridge - Lakeside	375,000					375,000
Chisholm Valley - Yucca Drive	1,754,000					1,754,000
Kensington & Windy Park Drainage Improvements	1,207,000					1,207,000
Sonoma 2013C	456,870					456,870
Future Street Drainage Projects	665,200	250,000				915,200
Brushy Slopes	800,000	200,000				1,000,000
Dam 101	3,250,000	1,750,000	5,000,000	10,000,000		20,000,000
<b>Total</b>	<b>11,164,070</b>	<b>2,200,000</b>	<b>5,000,000</b>	<b>10,000,000</b>	<b>-</b>	<b>28,364,070</b>

## Drainage & Storm Water (cont.)

Funding Sources	2016	2017	2018	2019	2020	Total
2014 Drainage Revenue Bonds	5,740,070	450,000				6,190,070
Federal/State/Local Grant Funds				4,500,000		4,500,000
Future Drainage Revenue Bonds			2,500,000	5,500,000		8,000,000
Other Governmental Entity Funds	3,250,000	1,750,000	2,500,000			7,500,000
Regional Detention Fund	2,174,000					2,174,000
<b>Total</b>	<b>11,164,070</b>	<b>2,200,000</b>	<b>5,000,000</b>	<b>10,000,000</b>	<b>-</b>	<b>28,364,070</b>





## Capital Projects Funds

### CIP Project Highlights

#### Water & Wastewater Utility

Utility Capital Improvements are projects designed to improve, strengthen, or increase the City's utility system to provide the level of service required by our citizens and businesses. Expanding the utility services is necessary to accommodate the City's current and future growth. Major renovations and repairs to the existing system keeps the water system running efficiently and reduces future wastewater treatment cost by preventing ground water seeping into collector lines. The projects are funded through water and wastewater sales, impact fees, and issuance of revenue bonds.

Projects	2016	2017	2018	2019	2020	Total
AMR Phase 7- Fixed Network	1,500,000					1,500,000
Arterial H 16" Waterline	200,000					200,000
Chandler Creek 2 Wastewater Improvements	427,585					427,585
Various Ground & Elevated Tank Rehabs	250,000					250,000
SE & McNeil GST Pump Improvements	697,000					697,000
WTP High Service Pump Station Improvements	791,000					791,000
FM 1460 Waterline	650,000					650,000
South Creek 18" Waterline	675,000					675,000
Brushy Creek 2 WW Line	562,617					562,617
Chandler Creek 3 WW Line	762,474					762,474
Lake Creek 2/3 WW Interceptor	3,411,700					3,411,700
2013/14 WW Collection System Rehab	3,538,236					3,538,236
RTU Install & Enhancement Phase 3	549,487					549,487
Groundwater Filtration/Lake Creek Ph 1 & 2	1,659,000	4,331,000				5,990,000
Palm Valley 890pp 2MG EST Phase 1	300,000	300,000				600,000
Double Creek 16" Waterline	1,150,000	950,000				2,100,000
2014/15 WW Collection Inspection	244,010	90,000				334,010
WW Collection Inspection & Rehab Program	195,212	1,904,070	1,765,392			3,864,674
Future Waterline Improvements		2,653,600	7,250,000	6,200,000		16,103,600

## Water & Wastewater Utility (cont.)

Projects	2016	2017	2018	2019	2020	Total
Future Waterline Improvements		2,653,600	7,250,000	6,200,000		16,103,600
Future Wastewater Improvements		3,619,095		11,677,920		15,297,015
BCRUA Phase 2 Deep Water Intake					10,000,000	10,000,000
East WWTP Re-Rate Improvements					3,659,000	3,659,000
<b>Total</b>	<b>17,563,321</b>	<b>13,847,765</b>	<b>9,015,392</b>	<b>17,877,920</b>	<b>13,659,000</b>	<b>71,963,398</b>

Funding Sources	2016	2017	2018	2019	2020	Total
Other Governmental Entity Funds	1,000,000					1,000,000
Self-Finance Wastewater & Impact Fees	7,966,834	5,613,165	1,765,392	11,677,920	2,998,916	30,022,227
Self-Finance Water & Impact Fees	8,596,487	8,234,600	7,250,000	6,200,000		30,281,087
Future BCRUA Revenue Bonds					10,000,000	10,000,000
Regional Wastewater System Partners					660,084	660,084
<b>Total</b>	<b>17,563,321</b>	<b>13,847,765</b>	<b>9,015,392</b>	<b>17,877,920</b>	<b>13,659,000</b>	<b>71,963,398</b>





# Debt Schedules

2015-2016

## Debt Issuance Policy

## Schedule of Bonded Debt by Purpose

### Debt Schedules

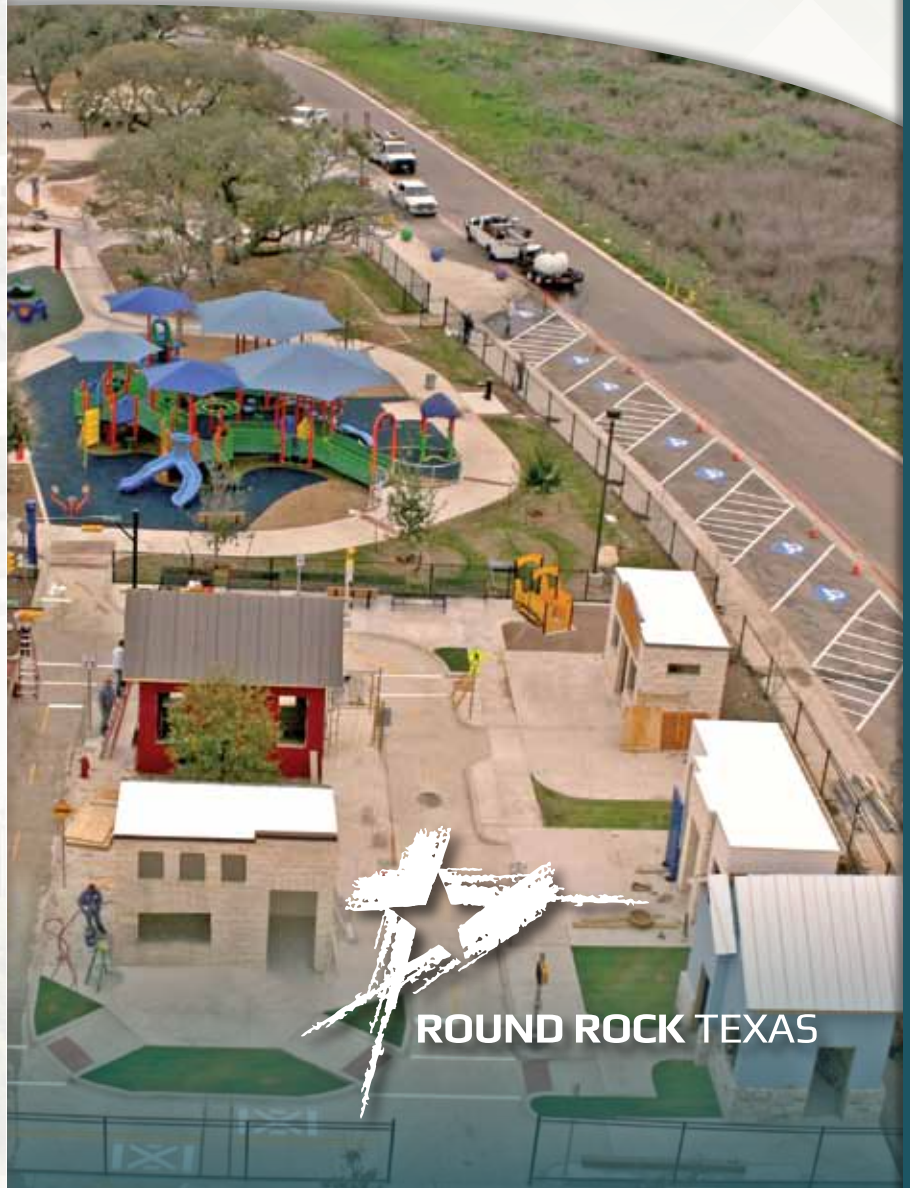
- General Obligation Debt Service
- Hotel Occupancy Tax (HOT) Revenue Bonds
- Round Rock Transportation and Economic Development Corporation (Type B)
- Utility Revenue Bonds Debt Service
- Drainage System Revenue Bonds

### Outstanding Debt by Source

### Amortization by Type

- General Obligation Debt
- Round Rock Transportation and Economic Development Corporation (Type B) Debt
- Hotel Occupancy Tax (HOT) Debt
- Utility & Water/Wastewater Debt Service
- Drainage Debt

### Bond Issuances & Authorizations



**ROUND ROCK TEXAS**



# Debt Schedules

2015-2016



ROUND ROCK TEXAS





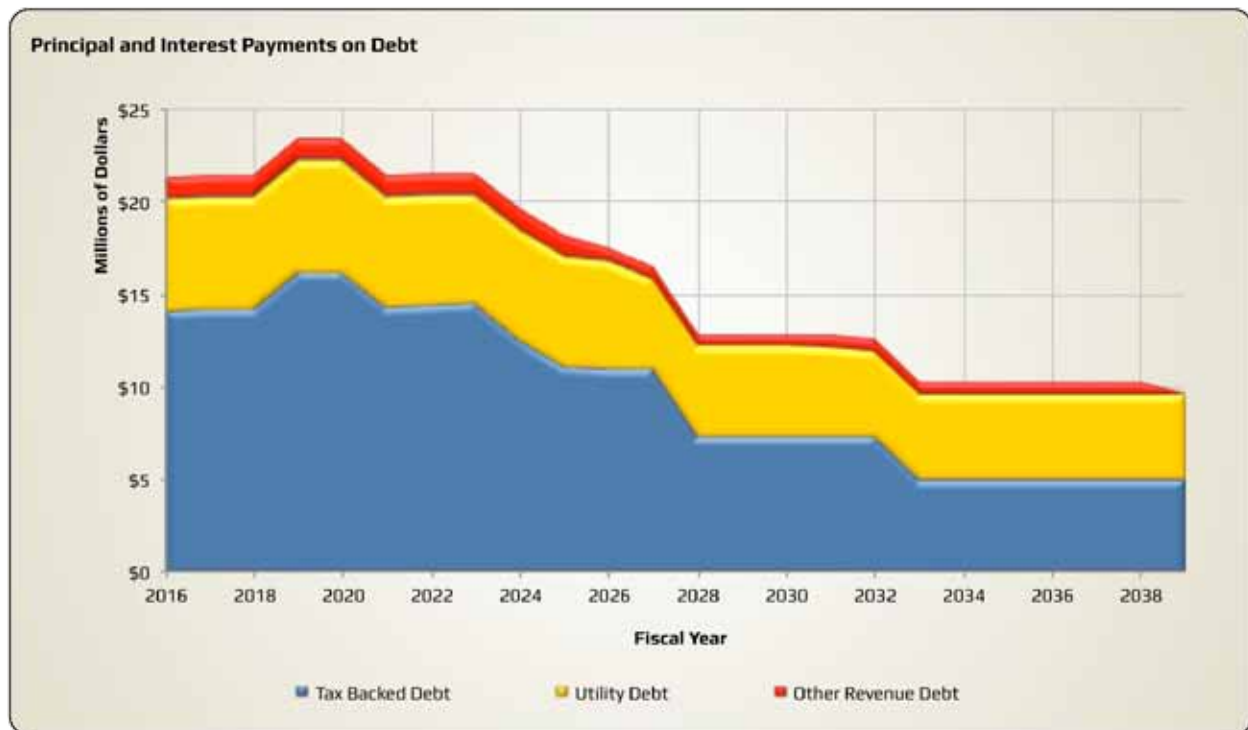
### Debt Schedules

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To provide for the scheduled retirement of the City's Bonded and other long-term debt.

### Debt Issuance Policy:

There is no direct debt limitation in the City Charter or under state law. The City operates under a Home Rule Charter (Article XI, Section 5, Texas Constitution), approved by the voters, that limits the maximum tax rate, for all City purposes to \$2.50 per \$100 assessed valuation. Administratively, the Attorney General of the State of Texas will permit allocation of \$1.50 of the \$2.50 maximum tax rate for general obligation debt service. Assuming the maximum tax rate for debt service of \$1.50 on the January 1, 2015, assessed valuation of \$10,492,085,922 at 95% collection, tax revenue of \$149,512,224 would be produced. This revenue could service the debt on \$1,786,728,268 issued as 20-year serial bonds at 5.50% (with level debt service payment). However, from a practical point of view, although the City may have additional capacity to issue bonded debt; many other factors must be considered prior to a debt issuance. Certificates of obligation, revenue bonds, and various forms of contractual obligations may be issued by the City without voter approval, while general obligation bonds may be issued with voter authorization. The City has not established firm debt limitation policies beyond the tax rate limit mentioned above, as such policies could ultimately be detrimental to a rapidly growing community. However, prudence, need, affordability, and rating agency guidelines are always important factors in the decisions to borrow money for improvements to the City.







## Purpose of Bonds Issued

ISSUE	AMOUNT ISSUED	ENGINEERING & DEV. SERVICES	POLICE
2015 G.O. Refunding Bonds	\$32,465,000	---	---
2015 Sales Tax Refunding Bonds	10,930,000	---	---
2014 Comb. Tax/Rev C.O.	27,270,000	---	---
2014 Utility (Drainage) Rev. Bonds	8,000,000	---	---
2014A G.O. Refunding Bonds	10,465,000	---	---
2014 G.O. Bonds	66,885,000	---	Training Facilities
2013 G.O. Refunding Bonds	8,615,000	---	---
2012 HOT Revenue Bonds	7,715,000	---	---
2011A Sales Tax Refunding Bonds	10,650,000	---	---
2011 G.O. Refunding Bonds	19,580,000	Streets, Bridges and Sidewalks	Construct, Improve Facilities
2010 G.O. Refunding Bonds	18,575,000	Streets, Bridges, Sidewalks/Building Expansion	Construct, Improve Facilities
2009 Utility System Revenue Bonds	78,785,000	---	---
2009 Contract Revenue Bonds (BCRUA)	65,870,000	---	---
2008 State Infrastructure Loan	16,000,000	---	---
2007 Comb. Tax/Rev C.O.	14,915,000	---	---
2007 G.O. & Refunding Bonds	44,770,000	Streets, Bridges and Sidewalks	---
2007 HOT Rev. Refunding Bonds	8,920,000	---	---
2006 State Infrastructure Loan	7,000,000	---	---
2006 Utility System Revenue Bonds	12,000,000	---	---
Capital Leases - existing	2,450,000	---	---

## Purpose of Bonds Issued (cont.)

FIRE	PARKS	LIBRARY	WATER/ WASTEWATER	OTHER
---	---	---	---	Partial Refund
---	---	---	---	Partial Refund
---	---	---	---	Transportation Improvements
---	---	---	---	Drainage Improvements
---	---	---	---	Partial Refund
Construct, Improve Facilities	Park Improvements	Library Facilities	---	---
---	---	---	---	Partial Refund
---	---	---	---	Multi-purpose Sports Facility
---	---	---	---	---
Construct, Improve Facilities	---	---	---	Partial Refund
Construct, Improve Facilities	---	---	---	Partial Refund
---	---	---	Regional Wastewater System	---
---	---	---	---	---
---	---	---	---	---
---	Park Improvements	---	---	---
Engine Replacement	Recreation Center	---	---	Municipal Complex/ Partial Refunding
---	---	---	---	Convention Ctr.
---	---	---	---	---
---	---	---	Regional Water Project	---
---	---	---	---	Equipment & Vehicles

## Schedule of General Obligation Debt Service

Fiscal Year 2015-2016

ISSUE	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued (Net of Refunding)	10/1/15 Amount O/S (Net of Refunding)
2015 G.O. Refunding Bonds	4.00 - 5.00	15-Jan-15	15-Aug-32	\$32,465,000	\$32,465,000
2014 Comb. Tax/Rev C.O.	2.00 - 5.00	18-Dec-14	15-Aug-39	27,270,000	27,270,000
2014A G.O. Refunding Bonds	2.00 - 5.00	20-May-14	15-Aug-21	10,465,000	8,795,000
2014 G.O. Bonds	3.00 - 5.00	6-Mar-14	15-Aug-39	66,885,000*	66,885,000
2013 G.O. Refunding Bonds	0.50 - 2.00	21-May-13	15-Aug-24	8,615,000	6,755,000
2011 G.O. Refunding Bonds	2.00 - 5.00	15-Nov-11	15-Aug-27	19,580,000	15,340,000
2010 G.O. Refunding Bonds	2.00 - 4.00	15-Aug-10	15-Aug-27	18,575,000	16,645,000
2007 Comb. Tax/Rev C.O.	4.00 - 4.63	1-Jul-07	15-Aug-27	14,915,000	2,405,000
2007 G.O. & Refunding Bonds	4.00 - 5.00	1-Jul-07	15-Aug-32	44,770,000	8,040,000
Capital Leases - existing	Var.	Var.	Var.	2,450,000	1,505,509
Capital Leases - future	Var.	Var.	Var.	2,500,000	2,500,000
<b>TOTAL</b>				<b>\$248,490,000</b>	<b>\$188,605,509</b>

\*Note: Due to favorable interest rates at the time of issuance, the first set of 2013 Voter Authorized G.O. bonds was issued at a premium, therefore the face value was \$66,885,000. The total authorization used on this issue was \$71,000,000.

## Schedule of Hotel Occupancy Tax (HOT) Revenue Bonds

Fiscal Year 2015-2016

ISSUE	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued (Net of Refunding)	10/1/15 Amount O/S (Net of Refunding)
Hotel Occupancy Tax Rev.					
Bonds Series 2012 (Sports Center)	2.00 - 4.00	28-Feb-12	1-Dec-37	\$7,715,000	\$7,495,000
Hotel Occupancy Tax Rev.					
Refunding Bonds Series 2007	4.00 - 4.50	15-Jan-07	1-Dec-24	8,920,000	5,730,000
<b>TOTAL</b>				<b>\$16,635,000</b>	<b>\$13,225,000</b>

## Schedule of Round Rock Transportation and Economic Development Corp Debt Service

Fiscal Year 2015-2016

ISSUE	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued (Net of Refunding)	10/1/15 Amount O/S (Net of Refunding)
2011A Sales Tax Refunding Bonds	1.25	20-Sep-11	15-Aug-16	\$10,650,000	\$990,000
2015 Sales Tax Refunding Bonds	1.56	20-May-15	15-Aug-21	10,930,000	10,930,000
2006 State Infrastructure Loan	4.00	5-Jan-06	5-Jan-21	7,000,000	3,337,466
2008 State Infrastructure Loan	4.20	20-Mar-08	20-Mar-23	16,000,000	9,744,157
<b>TOTAL</b>				<b>\$44,580,000</b>	<b>\$25,001,623</b>

## Schedule of Utility Revenue Bonds Debt Service

Fiscal Year 2015-2016

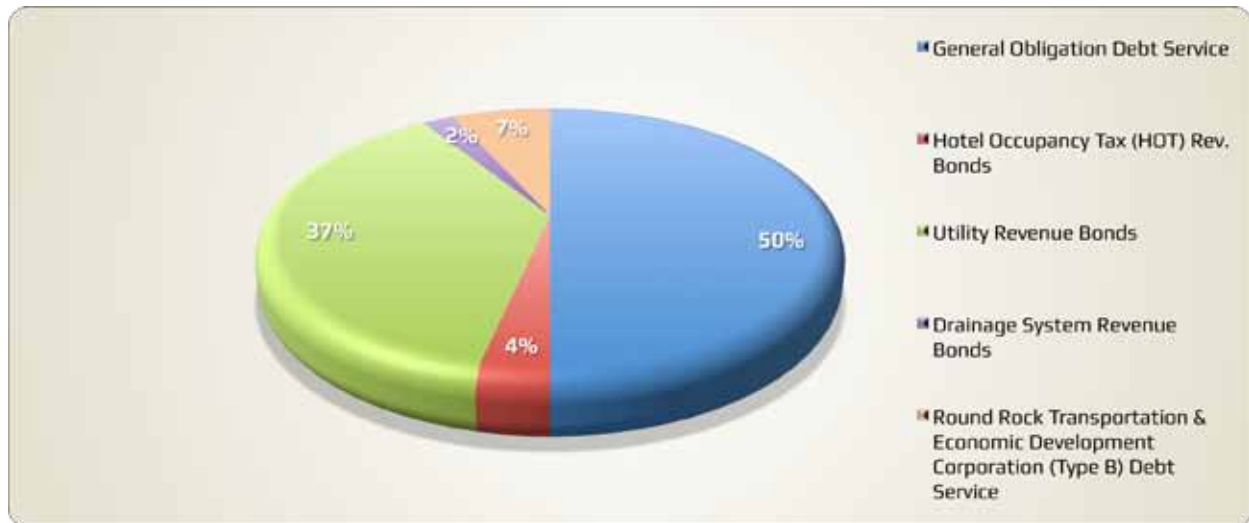
ISSUE	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued (Net of Refunding)	10/1/15 Amount O/S (Net of Refunding)
2009 Utility System Revenue Bonds (BCRWW5)	2.00 - 5.00	8-Dec-09	1-Aug-39	\$78,785,000	\$70,090,000
2006 Utility System Revenue Bonds (Stillhouse)	2.20 - 2.95	various	1-Aug-26	12,000,000	8,035,000
2009 Contract Revenue Bonds (BCRUA)	3.10 - 5.08	23-Jun-09	1-Aug-38	65,870,000	60,855,000
<b>TOTAL</b>				<b>\$156,655,000</b>	<b>\$138,980,000</b>

## Schedule of Drainage System Revenue Bonds

Fiscal Year 2015-2016

ISSUE	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued (Net of Refunding)	10/1/15 Amount O/S (Net of Refunding)
Utility System Revenue Bonds Series 2014	2.00 - 4.00	29-May-14	1-Aug-34	\$8,000,000	\$8,000,000
<b>TOTAL</b>				<b>\$8,000,000</b>	<b>\$8,000,000</b>

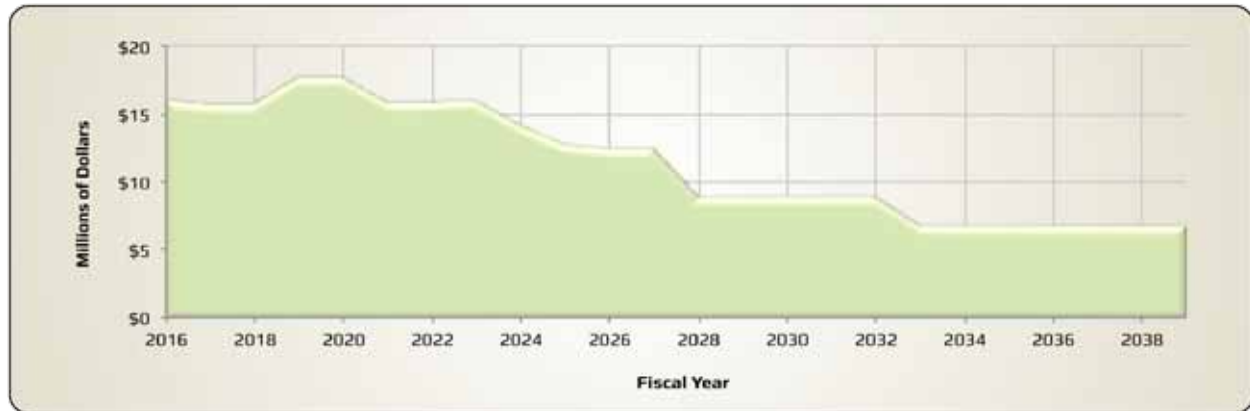
### Outstanding Debt by Source



General Obligation Debt Service	\$184,600,000	50%
Hotel Occupancy Tax (HOT) Revenue Bonds	\$12,635,000	4%
Utility Revenue Bonds	\$138,980,000	37%
Drainage System Revenue Bonds	\$8,000,000	2%
Round Rock Transportation & Economic Development Corporation (Type B) Debt Service	\$25,001,623	7%
<b>Total</b>	<b>\$369,216,623</b>	<b>100%</b>

## Ad Valorem Tax-Supported Debt Payments

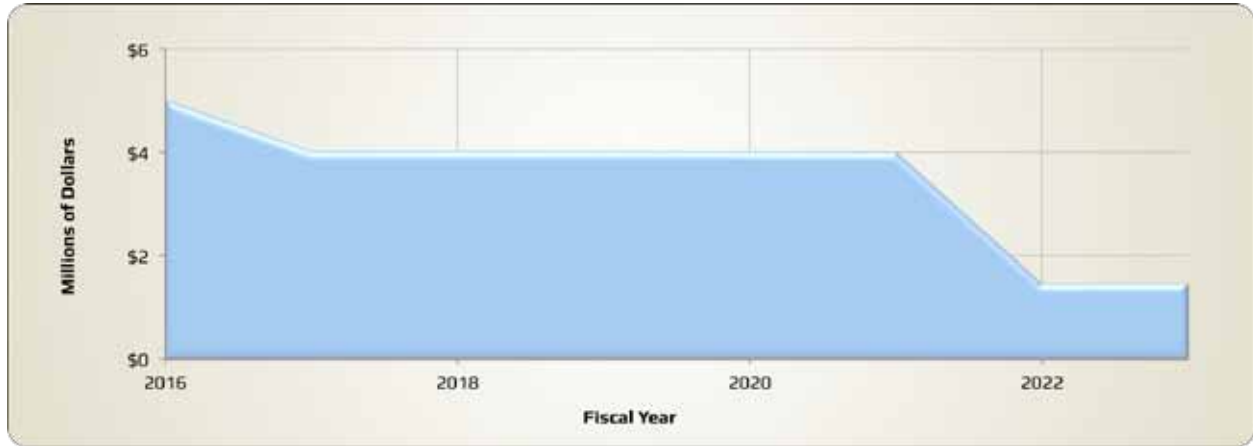
### General Obligation Debt Payments



Year Ending September 30	Outstanding Beginning of Year	Interest	Principal	Total Requirements
2016	184,600,000	8,392,676	7,520,000	15,912,676
2017	177,080,000	7,453,625	8,245,000	15,698,625
2018	168,835,000	7,142,458	8,560,000	15,702,458
2019	160,275,000	6,846,293	10,850,000	17,696,293
2020	149,425,000	6,439,163	11,260,000	17,699,163
2021	138,165,000	5,956,818	9,785,000	15,741,818
2022	128,380,000	5,551,324	10,295,000	15,846,324
2023	118,085,000	5,092,330	10,885,000	15,977,330
2024	107,200,000	4,614,161	9,455,000	14,069,161
2025	97,745,000	4,176,230	8,470,000	12,646,230
2026	89,275,000	3,848,049	8,605,000	12,453,049
2027	80,670,000	3,502,124	8,955,000	12,457,124
2028	71,715,000	3,092,696	5,755,000	8,847,696
2029	65,960,000	2,842,536	5,990,000	8,832,536
2030	59,970,000	2,581,756	6,260,000	8,841,756
2031	53,710,000	2,306,669	6,530,000	8,836,669
2032	47,180,000	2,008,269	6,830,000	8,838,269
2033	40,350,000	1,696,019	5,070,000	6,766,019
2034	35,280,000	1,456,219	5,310,000	6,766,219
2035	29,970,000	1,249,163	5,515,000	6,764,163
2036	24,455,000	1,019,406	5,745,000	6,764,406
2037	18,710,000	780,019	5,985,000	6,765,019
2038	12,725,000	530,563	6,235,000	6,765,563
2039	6,490,000	270,644	6,490,000	6,760,644
		<b>\$88,849,207</b>	<b>\$184,600,000</b>	<b>\$273,449,207</b>

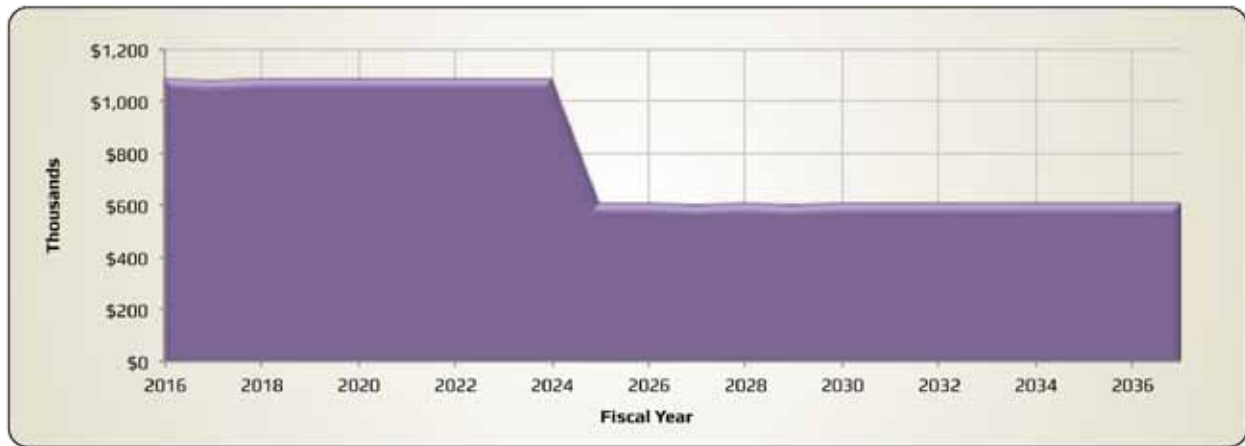


### Round Rock Transportation and Economic Development Corporation (Type B) Debt Payments



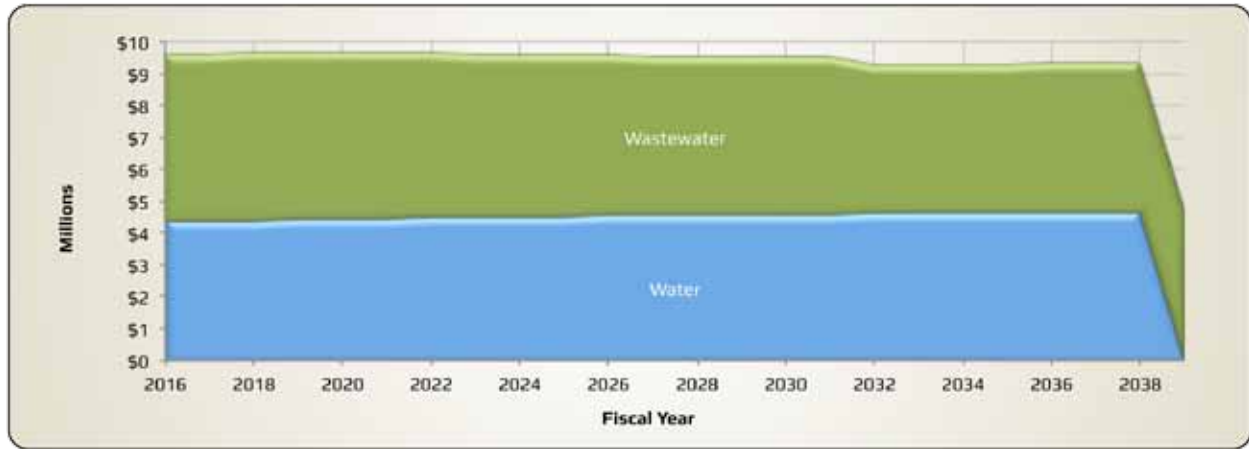
Year Ending September 30	Outstanding Beginning of Year	Interest	Principal	Total Requirements
2016	25,001,624	725,636	4,294,237	5,019,873
2017	20,707,387	621,692	3,398,507	4,020,199
2018	17,308,880	526,995	3,495,435	4,022,430
2019	13,813,445	429,062	3,595,133	4,024,195
2020	10,218,312	327,777	3,687,714	4,015,491
2021	6,530,598	223,176	3,786,172	4,009,348
2022	2,744,426	115,266	1,343,989	1,459,255
2023	1,400,436	58,818	1,400,436	1,459,254
		<b>\$3,028,422</b>	<b>\$25,001,623</b>	<b>\$28,030,045</b>

## Hotel Occupancy Tax (HOT) Debt Payments



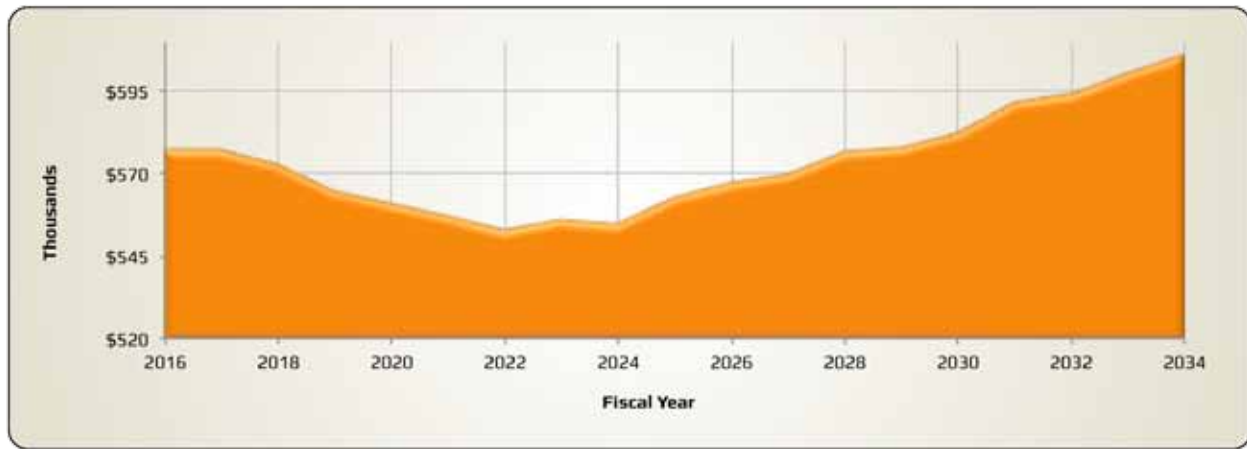
Year Ending September 30	Outstanding Beginning of Year	Interest	Principal	Total Requirements
2016	12,635,000	471,766	615,000	1,086,766
2017	12,020,000	449,666	635,000	1,084,666
2018	11,385,000	426,666	660,000	1,086,666
2019	10,725,000	402,766	685,000	1,087,766
2020	10,040,000	377,273	710,000	1,087,273
2021	9,330,000	348,723	740,000	1,088,723
2022	8,590,000	318,960	770,000	1,088,960
2023	7,820,000	287,670	800,000	1,087,670
2024	7,020,000	254,430	835,000	1,089,430
2025	6,185,000	219,030	390,000	609,030
2026	5,795,000	207,330	400,000	607,330
2027	5,395,000	195,330	410,000	605,330
2028	4,985,000	183,030	425,000	608,030
2029	4,560,000	170,280	435,000	605,280
2030	4,125,000	157,230	450,000	607,230
2031	3,675,000	143,280	465,000	608,280
2032	3,210,000	128,400	485,000	613,400
2033	2,725,000	109,000	500,000	609,000
2034	2,225,000	89,000	525,000	614,000
2035	1,700,000	68,000	545,000	613,000
2036	1,155,000	46,200	565,000	611,200
2037	590,000	23,600	590,000	613,600
		<b>\$5,077,630</b>	<b>\$12,635,000</b>	<b>\$17,712,630</b>

## Utility Debt Service Water and Wastewater Debt Service



Year Ending September 30	Lake Georgetown Raw Water	BCRUA Water	Total Water Debt	BCRWWS Wastewater	Total Utility Debt
2016	862,898	4,319,457	5,182,355	5,240,525	10,422,880
2017	861,578	4,347,375	5,208,953	5,229,325	10,438,278
2018	859,548	4,369,815	5,229,363	5,225,300	10,454,663
2019	861,793	4,397,107	5,258,900	5,219,100	10,478,000
2020	858,163	4,417,666	5,275,829	5,208,850	10,484,679
2021	858,775	4,441,924	5,300,699	5,198,850	10,499,549
2022	858,838	4,459,533	5,318,371	5,191,850	10,510,221
2023	862,978	4,475,651	5,338,629	5,081,450	10,420,079
2024	861,033	4,494,788	5,355,821	5,076,650	10,432,471
2025	858,123	4,506,805	5,364,928	5,073,250	10,438,178
2026	859,633	4,521,676	5,381,309	5,070,500	10,451,809
2027	-	4,534,196	4,534,196	4,956,500	9,490,696
2028	-	4,544,421	4,544,421	4,956,500	9,500,921
2029	-	4,556,735	4,556,735	4,954,750	9,511,485
2030	-	4,561,739	4,561,739	4,961,000	9,522,739
2031	-	4,564,415	4,564,415	4,924,500	9,488,915
2032	-	4,574,510	4,574,510	4,682,000	9,256,510
2033	-	4,576,266	4,576,266	4,678,500	9,254,766
2034	-	4,584,682	4,584,682	4,677,250	9,261,932
2035	-	4,592,929	4,592,929	4,677,750	9,270,679
2036	-	4,596,517	4,596,517	4,679,500	9,276,017
2037	-	4,605,190	4,605,190	4,677,000	9,282,190
2038	-	4,613,188	4,613,188	4,680,000	9,293,188
2039	-	-	-	4,677,750	4,677,750
	<b>\$9,463,360</b>	<b>\$103,656,585</b>	<b>\$113,119,945</b>	<b>\$118,998,650</b>	<b>\$232,118,595</b>

## Drainage Debt Payments



Year Ending September 30	Outstanding Beginning of Year	Interest	Principal	Total Requirements
2016	8,000,000	261,781	315,000	576,781
2017	7,685,000	252,331	325,000	577,331
2018	7,360,000	242,581	330,000	572,581
2019	7,030,000	229,381	335,000	564,381
2020	6,695,000	215,981	345,000	560,981
2021	6,350,000	202,181	355,000	557,181
2022	5,995,000	187,981	365,000	552,981
2023	5,630,000	180,681	375,000	555,681
2024	5,255,000	169,431	385,000	554,431
2025	4,870,000	157,882	405,000	562,882
2026	4,465,000	147,250	420,000	567,250
2027	4,045,000	134,650	435,000	569,650
2028	3,610,000	121,600	455,000	576,600
2029	3,155,000	107,382	470,000	577,382
2030	2,685,000	92,106	490,000	582,106
2031	2,195,000	76,182	515,000	591,182
2032	1,680,000	58,800	535,000	593,800
2033	1,145,000	40,075	560,000	600,075
2034	585,000	20,475	585,000	605,475
		<b>\$2,898,731</b>	<b>\$8,000,000</b>	<b>\$10,898,731</b>

### Authorized General Obligation Debt:

#### Bond Issuances & Authorizations

#### General Obligation Bonds (GO's):

These general obligation bonds were authorized by a vote of the citizens of Round Rock in November 2013. They are used only to fund capital assets of the general government and are not to be used to fund operating needs of the City. The full faith and credit of the City as well as the City's ad valorem taxing authority back general obligation bonds. Conditions for issuance of general obligation debt include:

- When the project will have a significant impact on the tax rate;
- When the project may be controversial even though it is routine in nature; or
- When the project falls outside the normal bounds of projects the City has typically done.

		2014 1st Issuance Actual	2018 2nd Issuance Projected	2020 3rd Issuance Projected	Total
General Obligation Bonds					
Proposition 1	Fire Facilities	7,000,000	7,125,000	2,375,000	16,500,000
Proposition 2	Parks & Recreation	46,225,000	4,400,000	5,875,000	56,500,000
Proposition 3	Library	1,500,000	18,400,000	3,300,000	23,200,000
Proposition 4	Public Safety Training	16,300,000	11,100,000	-	27,400,000
<b>Total</b>		<b>\$71,025,000</b>	<b>\$41,025,000</b>	<b>\$11,550,000</b>	<b>\$123,600,000</b>

# Personnel Summary

2015-2016

Authorized Personnel by Fund  
Pay & Classification by Range  
Pay & Classification - Public Safety

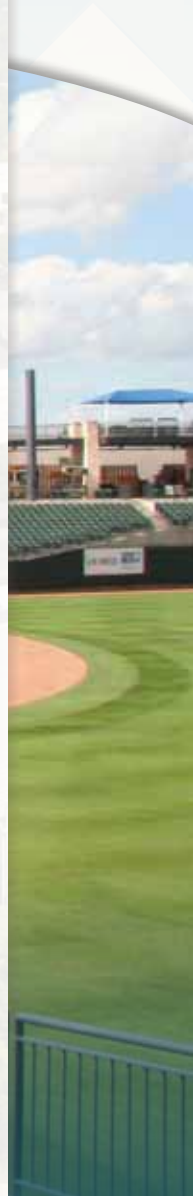
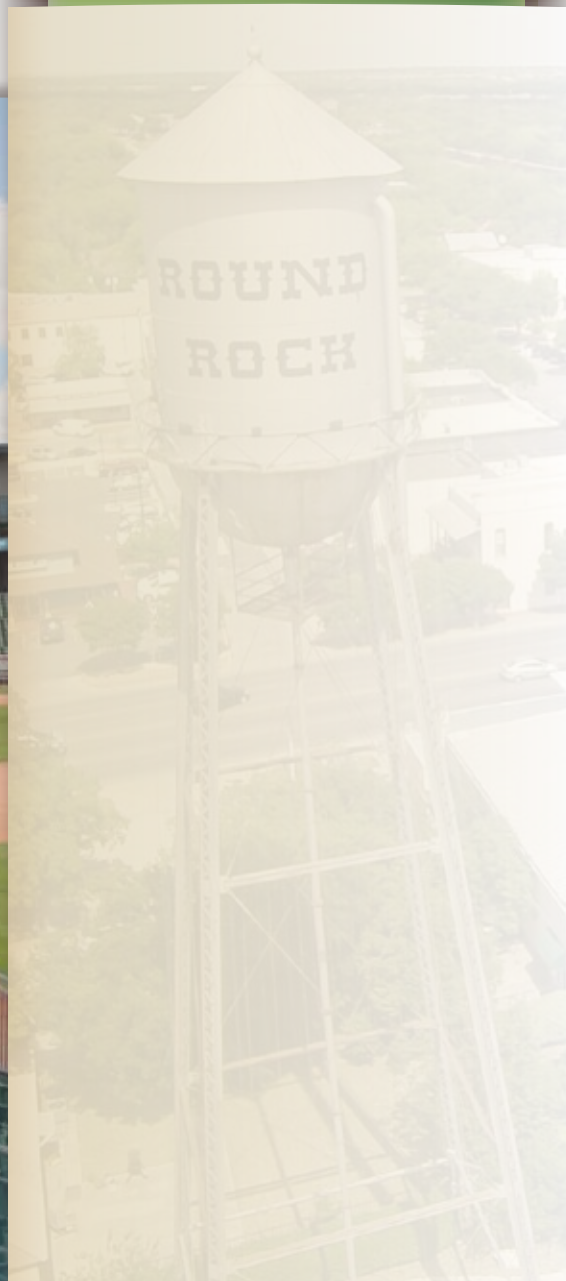


**ROUND ROCK TEXAS**



# Personnel Summary

2015-2016





## Authorized Personnel

	Positions			Full Time Equivalents		
	2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
<b>General Fund</b>						
Administration	15	15	16	15.00	15.00	16.00
Finance	43	43	42	41.00	41.00	40.00
Fire	137	137	140	137.00	137.00	140.00
Fiscal Support Services	0	0	0	0.00	0.00	0.00
General Services	38	40	42	36.50	38.50	40.50
Human Resources	11	11	12	10.75	10.75	11.75
Information Technology	22	22	22	22.00	22.00	22.00
Legal Services	0	0	0	0.00	0.00	0.00
Library	38	38	38	30.50	30.50	30.50
Parks & Recreation	103	103	110	91.25	91.25	96.00
Planning & Development Services	34	35	36	33.75	34.75	35.75
Police	225.5	235.5	241.5	223.50	233.50	239.50
Recycling Services	3	3	3	2.75	2.75	2.75
Transportation	52	50	54	52.00	50.00	54.00
<b>Total</b>	<b>721.5</b>	<b>732.5</b>	<b>756.5</b>	<b>696.00</b>	<b>707.00</b>	<b>728.75</b>

FTE change from FY15 to FY16: 21.75

	Positions			Full Time Equivalents		
	2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
<b>Drainage Fund</b>						
Drainage	18	19	22	18.00	19.00	22.00
<b>Total</b>	<b>18</b>	<b>19</b>	<b>22</b>	<b>18.00</b>	<b>19.00</b>	<b>22.00</b>

FTE change from FY15 to FY16: 3.0

## Personnel Summary

### Authorized Personnel by Fund

#### Authorized Personnel

	Positions			Full Time Equivalents		
	2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
<b>Utility Fund</b>						
Utilities - Administration	10	11	12	10.00	11.00	12.00
Utilities - Billings & Collections	19	19	18	17.75	17.75	16.50
Utilities - Environmental Services	6	6	6	6.00	6.00	6.00
Utilities - Transfers/Debt Service	0	0	0	0.00	0.00	0.00
Wastewater Line Maintenance	26	26	26	26.00	26.00	26.00
Wastewater Systems Support	4	4	4	4.00	4.00	4.00
Wastewater Treatment Plant	0	0	0	0.00	0.00	0.00
Water Line Maintenance	32	32	32	32.00	32.00	32.00
Water Systems Support	17	17	16	17.00	17.00	16.00
Water Treatment Plant	15	15	15	15.00	15.00	15.00
<b>Total</b>	<b>129</b>	<b>130</b>	<b>129</b>	<b>127.75</b>	<b>128.75</b>	<b>127.50</b>

FTE change from FY15 to FY16: -1.25

	Positions			Full Time Equivalents		
	2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
<b>HOT Funds</b>						
Convention & Visitors Bureau	3	3	3	3.00	3.00	3.00
Sports Venue	11	12	10	9.00	10.00	10.00
<b>Total</b>	<b>14</b>	<b>15</b>	<b>13</b>	<b>12.00</b>	<b>13.00</b>	<b>13.00</b>

FTE change from FY15 to FY16: 0

	Positions			Full Time Equivalents		
	2013-14 Actual	2014-15 Adopted	2015-16 Adopted	2013-14 Actual	2014-15 Adopted	2015-16 Adopted
<b>Authorized Personnel Summary</b>						
General Fund	721.5	732.5	756.5	696.00	707.00	728.75
Drainage Fund	18	19	22	18.00	19.00	22.00
Utility Fund	129	130	129	127.75	128.75	127.50
Hotel Occupancy Tax Fund	14	15	13	12.00	13.00	13.00
<b>Total</b>	<b>882.5</b>	<b>896.5</b>	<b>920.5</b>	<b>853.75</b>	<b>867.75</b>	<b>891.25</b>

FTE change from FY15 to FY16: 23.50

## Grade & Pay

Grade	Pay Cycle	Pay Range	
		Min	Max
Executive			
EX	Annual	\$70,000	\$205,920
Exempt			
104	Annual	\$36,198	\$54,298
105	Annual	\$38,008	\$57,012
106	Annual	\$39,909	\$59,863
107	Annual	\$42,303	\$63,455
108	Annual	\$44,841	\$67,262
109	Annual	\$47,532	\$71,298
110	Annual	\$50,384	\$75,576
111	Annual	\$53,407	\$80,110
112	Annual	\$57,145	\$85,718
113	Annual	\$64,003	\$96,004
114	Annual	\$75,523	\$113,285
Non-Exempt			
201	Annual	\$22,880	\$34,320
202	Annual	\$23,795	\$35,693
203	Annual	\$24,747	\$37,121
204	Annual	\$25,737	\$38,605
205	Annual	\$27,024	\$40,536
206	Annual	\$28,375	\$42,562
207	Annual	\$29,794	\$44,690
208	Annual	\$31,283	\$46,925
209	Annual	\$33,160	\$49,741
210	Annual	\$35,150	\$52,725
211	Annual	\$37,610	\$56,416
212	Annual	\$40,619	\$60,929
213	Annual	\$44,275	\$66,413
214	Annual	\$48,260	\$72,390

## Personnel Summary

### *Pay & Classification - Public Safety*

#### City Service Pay Structure

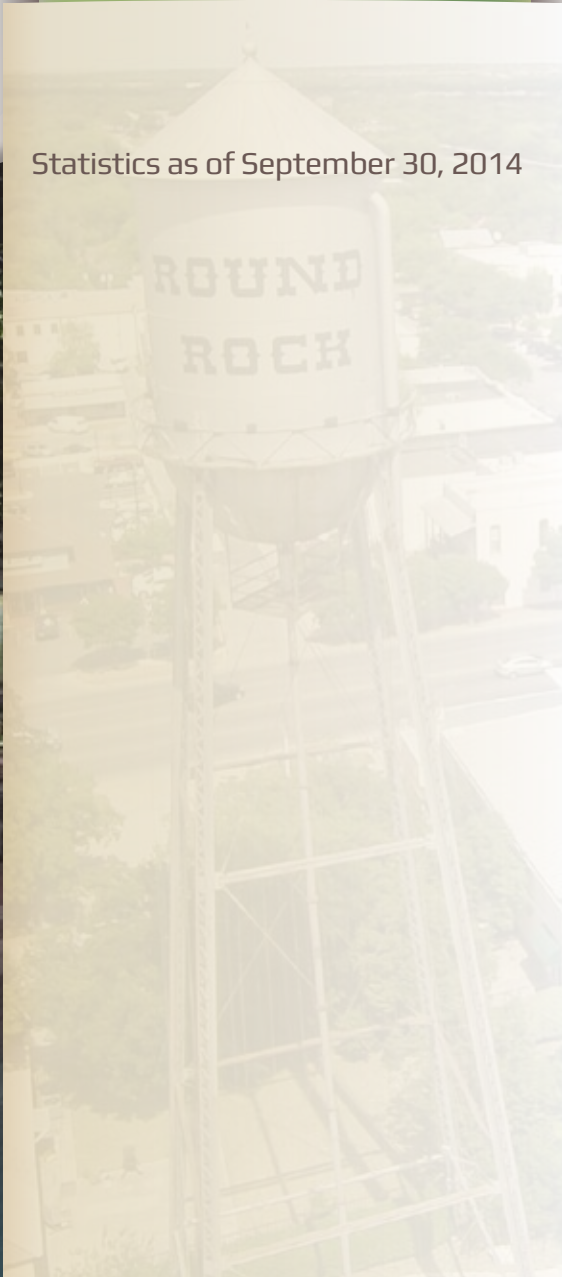
Police Department	Pay Range	
	Min	Max
Officer	\$49,595	\$73,813
Sergeant	\$69,341	\$88,397
Lieutenant	\$84,415	\$102,127
Commander	\$96,831	\$118,037
<b>Fire Department</b>		
Firefighter	\$47,205	\$67,799
Driver	\$58,058	\$74,953
Lieutenant	\$67,263	\$82,851
Captain	\$77,333	\$92,471
Battalion Chief	\$88,938	\$103,219

Shift Firefighters are annualized at 2912 hours.  
Non-shift Firefighters are annualized at 2080 hours.

# Financial Statistics

2015-2016

Statistics as of September 30, 2014





# Financial Statistics

2015-2016



**ROUND ROCK TEXAS**





## Financial Statistics

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## Financial Statistics

### *Fund Balances of Governmental Funds*

## Fund Balances of Governmental Funds

### Last Ten Fiscal Years

(Modified Accrual Basis of Accounting)

	2005	2006	2007	2008
Nonspendable-				
Inventories, prepaids and other	\$100,000	-	-	-
Restricted for-				
Debt service	2,600,354	3,200,508	3,058,395	3,431,063
Authorized construction	80,318,821	72,754,038	116,277,182	104,541,402
Hotel-motel tax	3,131,203	4,153,604	5,191,941	6,368,822
Public safety	520,145	697,587	564,391	521,354
Community development	19,181	19,181	19,181	-
Committed to-				
Authorized construction	23,915,700	29,813,838	32,755,858	34,543,559
Drainage	-	-	-	-
Public education	-	-	-	-
Landscape improvements	33,128	66,802	388,111	788,440
Annexation fees	1,007,685	60,335	62,340	158,190
Library	14,551	14,269	14,815	15,164
Unassigned	31,890,713	35,628,308	36,689,422	36,415,765
Total governmental funds	<u>\$143,551,481</u>	<u>\$146,408,470</u>	<u>\$195,021,636</u>	<u>\$186,783,759</u>

2009	2010	2011	2012	2013	2014
-	-	\$288,758	\$321,044	\$375,087	\$397,271
2,887,281	1,944,761	2,238,270	2,301,340	2,415,427	2,278,062
90,000,407	88,064,514	88,021,123	81,424,206	43,630,036	106,539,802
7,005,856	7,314,509	8,114,729	8,927,441	9,549,082	11,173,765
497,243	862,273	1,024,405	937,105	1,249,246	1,050,349
-	-	-	-	-	-
31,250,099	33,739,591	35,731,396	35,645,374	31,856,334	26,570,024
-	-	573,809	1,179,777	1,570,994	-
-	-	862,066	872,484	826,282	684,199
574,093	571,705	542,779	248,771	283,518	264,662
158,886	158,990	39,163	39,190	39,211	-
14,302	11,176	11,239	6,625	10,530	12,438
36,785,055	36,857,155	36,238,854	36,912,381	38,604,781	38,726,365
\$169,173,222	\$169,524,674	\$173,686,591	\$168,815,738	\$130,410,528	\$187,696,937

## Financial Statistics

### *Taxable Sales by Category*

## Taxable Sales by Category

### Last Ten Calendar Years

Year	Retail Trade	Wholesale Trade	Services	Manufacturing	Utilities
2005	\$1,022,046,302	\$1,164,889,028	\$271,930,962	\$ 23,056,605	\$13,835,732
2006	1,204,017,407	1,286,347,769	284,232,565	20,117,751	15,736,435
2007	1,145,110,919	1,591,303,790	304,759,747	27,335,653	18,904,449
2008	1,169,341,432	1,437,462,827	331,204,107	20,237,658	16,645,969
2009	1,103,261,058	1,228,096,597	323,957,885	18,637,403	16,313,752
2010	1,076,705,717	1,364,186,925	331,286,488	20,916,060	17,788,882
2011	1,105,890,841	1,364,773,284	345,856,874	20,631,380	20,631,380
2012	1,223,316,405	1,191,461,753	380,227,320	18,545,355	26,448,906
2013	1,395,609,347	1,185,606,648	404,494,748	20,223,143	29,352,089
2014	1,529,221,667	1,118,802,621	434,765,636	19,026,573	34,382,247
	\$11,974,521,095	\$12,932,931,242	\$3,412,716,332	\$208,727,581	\$210,039,841

Source: Texas Comptroller of Public Accounts

<b>Construction</b>	<b>Finance, Insurance</b>	<b>Other</b>	<b>Total</b>	<b>Sales Tax Rate</b>	<b>Sales Tax Rate</b>	<b>Overlapping</b>
\$26,144,588	\$1,323,272	\$180,746,146	\$2,703,972,635	2.0%	6.25%	8.25%
26,619,939	1,410,360	62,544,068	2,901,026,294	2.0%	6.25%	8.25%
43,424,237	1,782,201	-	3,132,620,996	2.0%	6.25%	8.25%
43,124,472	1,674,015	-	3,019,690,480	2.0%	6.25%	8.25%
30,415,221	2,198,134	-	2,722,880,050	2.0%	6.25%	8.25%
46,025,144	2,114,837	-	2,859,024,053	2.0%	6.25%	8.25%
61,424,806	2,996,141	-	2,922,204,706	2.0%	6.25%	8.25%
69,836,183	2,841,380	-	2,912,677,302	2.0%	6.25%	8.25%
88,781,193	2,370,265	-	3,126,437,433	2.0%	6.25%	8.25%
95,014,684	2,497,918	-	3,233,711,346	2.0%	6.25%	8.25%
<u>\$530,810,467</u>	<u>\$21,208,523</u>	<u>\$243,290,214</u>	<u>\$29,534,245,295</u>			

## Financial Statistics

### Hotel Tax Payers

#### Hotel Taxpayers

September 30, 2014

(by Total Collections)

Taxpayer	Hotel Motel Occupancy Tax	Hotel Motel Occupancy Venue Tax	Total Collections Year Ended Sept. 30, 2014	Number of Rooms	% of Total Collections
Austin Marriott North	\$699,648	\$199,899	\$899,547	295	19.4%
Homewood Suites	321,127	91,751	412,878	115	8.9%
Hilton Garden Inn	225,243	64,355	289,598	122	6.2%
Hampton Inn	223,289	63,797	287,086	93	6.2%
Residence Inn	184,843	52,812	237,655	96	5.1%
Holiday Inn	170,115	48,604	218,719	124	4.7%
Courtyard by Marriott	166,655	47,616	214,271	113	4.6%
Springhill Suites	157,394	44,970	202,364	104	4.4%
Holiday Inn Express	132,140	37,754	169,894	91	3.7%
La Quinta Inn	131,836	37,668	169,504	116	3.6%
Wingate Inn	122,798	35,085	157,883	100	3.4%
Baymont Inn	117,513	33,575	151,088	86	3.3%
Staybridge Suites	113,577	32,450	146,027	81	3.1%
Red Roof Inn	107,348	30,671	138,019	100	3.0%
Sleep Inn	101,754	30,073	131,827	74	2.8%
Microtel Inn & Suites	101,745	28,331	130,076	100	2.8%
Best Western Executive Inn	86,414	24,689	111,103	69	2.4%
Comfort Suites	75,246	21,499	96,745	63	2.1%
Round Rock Inn	70,691	20,197	90,888	62	1.9%
Candlewood Suites	67,526	19,293	86,819	98	1.9%
Country Inn & Suites	67,101	19,172	86,273	63	1.9%
Extended Stay America # 6197	54,926	15,693	70,619	104	1.5%
Extended Stay America #6030	45,980	13,137	59,117	138	1.3%
Days Inn & Suites	43,946	12,556	56,502	48	1.2%
Value Place	24,660	7,046	31,706	121	0.6%
	\$3,613,515	\$1,032,693	\$4,646,208	2,576	100.0%

**Hotel Occupancy Tax Collection History By Quarter****Last Ten Fiscal Years**

<b>Fiscal Year Ended 9-30</b>	<b>1st Quarter Oct. – Dec.</b>	<b>2nd Quarter Jan. – Mar.</b>	<b>3rd Quarter Apr. – June</b>	<b>4th Quarter July – Sept.</b>	<b>Total</b>
	\$	\$	\$	\$	\$
2005	448,789	401,171	476,219	578,870	1,905,049
2006	521,640	459,601	578,711	708,667	2,268,619
2007	594,826	695,452	729,813	818,598	2,838,689
2008	669,345	749,897	806,813	713,297	2,939,352
2009	609,608	589,006	640,846	554,685	2,394,145
2010	504,062	582,719	661,356	543,189	2,291,326
2011	684,430	678,090	716,629	604,897	2,684,046
2012	610,280	835,331	1,004,705	802,227	3,252,543
2013	964,181	1,091,350	1,152,982	932,407	4,140,920
2014	1,071,926	1,217,483	1,271,649	1,085,150	4,646,208

### Demographic and Economic Statistics

#### Last Ten Fiscal Years

Fiscal Year	Population <sup>1</sup>	Personal Income	Per Capita Income <sup>2</sup>	Median Age <sup>3</sup>	School Enrollment <sup>4</sup>	Unemployment Rate <sup>3</sup>
		\$	\$			%
2005	86,000	2,423,308,000	28,178	30.5	37,909	3.7
2006	89,800	2,581,211,200	28,744	30.6	39,112	3.3
2007	92,500	2,686,755,000	29,046	31.0	40,342	3.5
2008	96,200	2,831,069,800	29,429	31.2	41,489	4.2
2009	99,500	2,971,866,000	29,868	31.2	41,867	6.4
2010	100,800	3,066,033,600	30,417	31.4	42,683	6.2
2011	101,500	3,122,749,000	30,766	31.6	44,331	6.1
2012	102,515	3,190,164,285	31,119	32.0	45,000	5.9
2013	104,900	3,301,727,500	31,475	32.0	45,361	5.0
2014	108,050	3,439,879,800	31,836	31.7	45,924	4.2

#### Sources:

<sup>1</sup> Planning Department, City of Round Rock

<sup>2</sup> Texas Workforce Commission; data is for Williamson County, which is representative of the City; data for City not available.

<sup>3</sup> Round Rock Chamber of Commerce

<sup>4</sup> Round Rock Independent School District



## Principal Employers

Current Year and Nine Years Ago

Name of Employer	2014			2005		
	Employees	Rank	% of Total City Employment	Employees	Rank	% of Total City Employment
Dell, Inc.	13,000	1	22.93	9,500	1	20.95
Round Rock Independent School District	5,800	2	10.23	4,700	2	10.35
Sears TeleServe	1,500	3	2.65	1,450	3	3.20
City of Round Rock, Texas	830	4	1.46	738	4	1.63
Emerson Process Management	750	5	1.32			
Scott & White University Medical Campus	750	5	1.32			
Texas Guaranteed Student Loan	700	7	1.23	617	8	1.36
Round Rock Medical Center	690	8	1.22	685	6	1.51
Seton Williamson Medical Center	450	9	0.79			
Dresser Wayne, Inc.	450	9	0.79	700	5	1.54
Farmer's Insurance				650	7	1.42
Michel Angelo's Gourmet Foods				600	9	1.32
TECO/Westinghouse				450	10	0.99
	24,920		43.95	20,090		44.27

Source: Round Rock Chamber of Commerce

### Top Ten Water Customers

September 30, 2014

Name of Customer	Type of Business	Water Consumption in Gallons	% of Total Water Consumption in Gallons
Fern Bluff Municipal Utility District	Municipal Utility District	287,977,000	5.068 %
Williamson County Municipal Utility District #11	Municipal Utility District	195,161,500	3.435
Williamson County Municipal Utility District #10	Municipal Utility District	163,291,700	2.874
Vista Oaks Municipal Utility District	Municipal Utility District	116,447,000	2.049
Chandler Creek Municipal Utility District	Municipal Utility District	115,811,900	2.038
Paloma Lake Municipal Utility District #1	Municipal Utility District	76,317,900	1.343
Dell, Inc.	Electronic Equipment	75,979,000	1.337
Round Rock Independent School District	Public Schools	73,683,300	1.297
Michael Angelo's	Food Production	60,463,000	1.064
Walsh Ranch Municipal Utility District	Municipal Utility District	50,002,100	0.880
		<u>\$1,215,134,400</u>	<u>21.385 %</u>

Source: City of Round Rock Finance Department



# Financial Statistics

## Operating Indicators

### Operating Indicators Last Ten Fiscal Years

Function	2006	2007	2008	2009
<b>Police-</b>				
Arrests	4,013	3,754	3,749	3,908
Accident reports	1,907	1,990	1,997	1,646
Index crimes reported	2,072	2,512	2,449	2,960
Crimes per thousand residents	22.80	27.90	30.10	30.30
Officers per thousand of population	1.50	1.46	1.52	1.52
<b>Fire-</b>				
Incident volume	6,430	7,463	7,690	8,000
Priority calls answered	4,977	4,592	5,656	5,800
Non-emergency calls answered	1,453	2,871	2,034	2,200
Priority calls-response less than 6 minutes	73%	73%	64%	65%
<b>Public Works-</b>				
<b>Street-</b>				
Street resurfacing (lane miles)	124	130	135	137
Potholes repaired annually	4,000	4,000	4,000	4,000
Signals maintained	52	57	59	59
<b>Shop-</b>				
Work orders	4,118	5,418	5,618	6,330
Number of departments served	18	18	19	19
<b>Culture and Recreation-</b>				
<b>Library-</b>				
Number of items circulated	671,816	725,370	762,926	780,000
Number of card holders	42,792	44,820	49,829	51,000
Number of library visits	302,900	306,000	311,000	310,000
<b>Parks &amp; Recreation-</b>				
Total park acres maintained	1,547	1,610	1,610	1,757
Number of athletic fields maintained	38	38	38	43
Number of trees planted	843	500	818	877
Number of recreation enrollees	372,998	371,201	402,548	401,000
<b>Water-</b>				
New connections	1,549	1,181	572	254
Line maintenance work orders	4,242	4,400	4,400	4,226
Average monthly consumption	553,600,000	432,101,000	552,610,000	589,159,550
<b>Sewer-</b>				
Average monthly treatment	303,103,333	298,038,200	296,208,875	301,433,205
Line feet reviewed for infiltration & inflow	181,316	152,515	161,291	156,934

Source: City of Round Rock Finance Department

2010	2011	2012	2013	2014	2015
4,328	4,521	6,715	6,182	5,773	4,600
1,877	2,747	4,485	4,845	6,383	2,249
3,154	3,154	2,777	2,632	2,338	2,329
31.30	31.30	27.10	25.10	21.70	22.00
1.48	1.48	1.49	1.46	1.42	1.53
8,500	8,141	8,350	8,749	9,027	9,928
6,000	5,916	3,475	3,728	3,713	2,780
2,500	2,225	4,875	5,021	5,314	7,148
65%	65%	60%	60%	63%	55.83%
137	45	60	80	80	40
4,000	4,000	4,000	4,000	4,000	1,500
59	68	76	79	83	84
6,930	4,609	5,336	4,447	4,178	4,399
19	19	19	19	19	19
810,000	854,000	903,219	940,135	975,291	972,094
53,000	59,000	55,336	81,620	74,192	99,822
320,000	292,000	294,768	323,384	309,167	388,625
1,780	1,935	2,035	2,035	2,045	2,045
45	46	49	49	49	49
350	345	558	163	165	110
401,000	420,000	420,000	487,455	490,704	577,140
356	335	313	442	360	402
4,044	3,185	3,279	5,500	6,734	3,317
466,096,342	655,615,475	560,281,041	549,154,150	491,936,100	505,251,158
327,351,600	475,482,100	457,967,400	409,000,000	394,000,000	385,611,068
114,176	317,789	361,784	377,783	459,128	187,464

### Capital Asset Statistics

#### Last Ten Fiscal Years

	2006	2007	2008	2009
<b>Function:</b>				
<b>Police-</b>				
Number of stations	1	1	1	1
Number of units	142	186	189	195
<b>Fire-</b>				
Number of stations	6	6	7	7
Number of fire trucks	10	11	11	14
<b>Public Works-</b>				
<b>Street-</b>				
Lane miles	997	1,036	1,124	1,124
Drainage miles	92	92	100	100
Number of street lights	4,796	5,034	5,075	5,103
Number of traffic signals	52	57	59	59
<b>Shop-</b>				
Repair facilities	1	1	1	1
Number of bays	19	19	19	19
<b>Culture and Recreation-</b>				
<b>Library-</b>				
Number of library books	133,111	147,000	180,397	185,000
Number of library facilities	1	1	1	1
<b>Parks &amp; Recreation-</b>				
Total park acres	1,547	1,610	1,610	1,855
Number of athletic fields	38	38	38	44
Number of parks	52	53	53	60
Number of tennis courts	23	23	23	23
Number of pools	5	5	5	5
<b>Water-</b>				
Number of miles of water lines	458	481	487	503
Pumping stations	14	14	14	15
Tanks	18	18	18	19
Treatment capacity (millions of gallons/day)	48	48	48	48
<b>Sewer-</b>				
Number of miles of sewer mains	365	376	392	400
Wastewater lift stations	11	11	12	12

Source: City of Round Rock Finance Department

2010	2011	2012	2013	2014	2015
------	------	------	------	------	------

1	1	1	1	1	1
199	199	199	201	229	240

7	7	7	7	7	7
15	16	16	16	14	16

1,137	1,200	1,200	1,250	1,250	1,250
100	100	100	150	150	150
5,104	5,119	5,312	6,000	6,800	5,400
59	68	76	79	83	84

1	1	1	1	1	1
19	19	19	19	19	19

185,000	183,000	195,000	150,211	154,278	156,277
1	1	1	1	1	1

2,119	2,274	2,035	2,035	2,035	2,035
46	47	49	49	49	49
84	85	62	62	62	62
23	23	23	23	25	25
5	4	4	4	4	4

591	584	585	587	601	608
15	15	15	14	14	15
20	20	20	20	20	22
52	52	52	52	52	52

417	422	422	424	432	424
12	12	12	12	12	12





# Appendix

2015-2016

Budget Calendar  
Home Rule Charter  
Ordinances  
Glossary  
Acronyms



**ROUND ROCK TEXAS**



# Appendix

2015-2016



ROUND ROCK TEXAS



**Budget Calendar 2015**

**2015**

JANUARY 2015						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

FEBRUARY 2015						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2015						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2015						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2015						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JUNE 2015						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY 2015						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2015						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

SEPTEMBER 2015						
S	M	T	W	T	F	S
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2015						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2015						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2015						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Jan – Feb	Develop Budget Materials
Feb	Budget Materials Distributed
Mar 16	MUNIS Budget Projections, Capital & Scheduled Line Items Entered New Program Forms Distributed
Apr 6	MUNIS Level 2 – released to Departments
Apr 17	MUNIS Level 2 Closed
Apr 27	New Program Requests Due MUNIS Level 3 Opened
May 1	MUNIS Level 3 Closed
May	Executive Review & Balancing
Jun 15	Strategic Budget Templates Distributed
Jun 26	Strategic Budgets Returned
Jul	City Council Review Meetings
Jul 22	Council Retreat Proposed Operating Budget Submitted Proposed Tax Rate Submitted
Sept 10	1st Vote on Budget & Tax Rate
Sept 17	Special Public Hearing on Proposed Tax Rate
Sept 24	2nd Vote on Budget & Tax Rate
Oct 1	Adopted Budget & Tax Rate are Effective

**Home Rule Charter****ARTICLE 8****FINANCIAL ADMINISTRATION****SECTION 8.01 FISCAL YEAR**

The fiscal year of the City shall begin on the first day of each October and end on the last day of September of the succeeding year. All funds collected by the City during any fiscal year, including both current and delinquent revenues, shall belong to such fiscal year and, except for funds derived to pay interest and create a sinking fund on the bonded indebtedness of the City, may be applied to the payment of expenses incurred during such fiscal year, except as provided in this Charter. Any revenues uncollected at the end of any fiscal year, and any unencumbered funds actually on hand, shall become resources of the next succeeding fiscal year.

**SECTION 8.02 PUBLIC RECORD**

Copies of the budget adopted shall be public records and shall be made available to the public for inspection upon request.

**SECTION 8.03 ANNUAL BUDGET**

(a) Content.

The budget shall provide a complete financial plan of all City funds and activities and, except as required by law or this Charter, shall be in such form as the City Manager deems desirable or the City Council may require. A budget message explaining the budget both in fiscal terms and in terms of the work programs shall be submitted with the budget. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes, from the current year in financial policies, expenditures, and revenues, with reasons for such changes. It shall also summarize the City's debt position and include such other material as the City Manager deems desirable. The budget shall begin with a clear general summary of its contents and shall show in detail all estimated income, indicating the proposed property tax levy, and all proposed expenditures, including debt service, for the ensuing fiscal year. The proposed budget expenditures shall not exceed the total of estimated income. The budget shall be so arranged as to show comparative figures for actual and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year, compared to the estimate for the budgeted year. It shall include in separate sections:

- (1) an itemized estimate of the expense of conducting each department, division, and office;



## Home Rule Charter

- (2) reasons for proposed increases or decreases of such items of expenditure compared with the current fiscal year;
  - (3) a separate schedule for each department, indicating tasks to be accomplished by the department during the year, and additional desirable tasks to be accomplished, if possible;
  - (4) a statement of the total probable income of the City from taxes for the period covered by the estimate;
  - (5) tax levies, rates, and collections for the preceding five years;
  - (6) an itemization of all anticipated revenue from sources other than the tax levy;
  - (7) the amount required for interest on the City's debts, for sinking fund and for maturing serial bonds;
  - (8) the total amount of outstanding City debts, with a schedule of maturities on bond issue;
  - (9) anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the City and the proposed method of its disposition (subsidiary budgets for each such utility giving detailed income and expenditure information shall be attached as appendices to the budget);
  - (10) a Capital Improvement Program, which may be revised and extended each year to indicate capital improvements pending or in process of construction or acquisition, and shall include the following items:
    - i. a summary of proposed programs;
    - ii. a list of all capital improvements which are proposed to be undertaken during the five (5) fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;
    - iii. cost estimates, method of financing and recommended time schedules for each such improvement; and
    - iv. the estimated annual cost of operating and maintaining the facilities to be constructed or acquired; and
  - (11) such other information as may be required by the City Council.
- (b) Submission.

On or before the first day of August of each year, the City Manager shall submit to the City Council a proposed budget and an accompanying message. The City Council shall review the proposed budget and revise same as deemed appropriate prior to general circulation for public hearing.

### Home Rule Charter

(c) Public Notice and Hearing.

The City Council shall post in the City Hall a general summary of the proposed budget and a notice stating:

- (1) the times and places where copies of the message and budget are available for inspection by the public; and
- (2) the time and place, not less than two (2) weeks after such publication, for a public hearing on the budget.

(d) Amendment Before Adoption.

After the hearing, the City Council may adopt the budget with or without amendment. In amending the budget, it may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt service or for estimated cash deficit, provided that no amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior years.

(e) Adoption.

The budget shall be finally adopted not later than the final day of the last month of the fiscal year. Adoption of the budget shall constitute a levy of the property tax therein proposed. Should the City Council take no final action on or prior to such day the budget, as submitted, together with its proposed tax levy, shall be deemed to have been finally adopted by the City Council. No budget shall be adopted or appropriations made unless the total of estimated revenues, income and funds available shall be equal to or in excess of such budget or appropriations, except as otherwise provided in this Article.

(Charter amendment approved by voters January 20, 1996; May 10, 2008)

#### SECTION 8.04 ADMINISTRATION OF BUDGET

(a) Payments and Obligations Prohibited.

No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the City Manager or designee first certifies that there is a sufficient unencumbered balance in such allotment or appropriations and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal. Such action shall be the cause for removal of any officer who knowingly authorized or made such payment or incurred such obligations, and such officer shall also be liable to the City for any amount so paid. However, this prohibition shall not be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by



**Home Rule Charter**

the issuance of bonds, time warrants, certificates of indebtedness, or certificates of obligation, or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is made or approved by ordinance.

(b) **Financial Reports.**

The City Manager shall submit to the City Council at least quarterly the financial condition of the City by budget item, budget estimate versus accruals for the fiscal year to date. The financial records of the City will be maintained on an accrual basis to support this type of financial management.

(Charter amendment approved by voters January 20, 1996; May 6, 2000)

**SECTION 8.05            EMERGENCY APPROPRIATIONS**

At any time in any fiscal year, the City Council may, pursuant to this section, make emergency appropriations to meet a pressing need for public expenditure, for other than regular or recurring requirements, to protect the public health, safety or welfare. Such appropriation shall be by ordinance adopted by the favorable votes of five (5) or more of the City Council members qualified and serving, and shall be made only upon recommendation of the City Manager. The total amount of all emergency appropriations made in any fiscal year shall not exceed the amount allowed by state law.

(Charter amendment approved by voters January 20, 1996)

**SECTION 8.06            BORROWING TO MEET EMERGENCY APPROPRIATIONS**

In the absence of unappropriated available revenues or other funds to meet emergency appropriations provided for under the preceding Section 8.05, the City Council may by resolution, authorize the borrowing of money to meet such deficit as provided by law.

(Charter amendment approved by voters January 20, 1996)

**SECTION 8.07            BORROWING IN ANTICIPATION OF PROPERTY TAXES**

In any fiscal year, in anticipation of the collection of the ad valorem property tax for such year, whether levied or to be levied in such year, the City Council may by resolution authorize the borrowing of money, not to exceed in any fiscal year an amount equal to ten percent (10%) of the budget for that fiscal year. Such borrowing shall be by the issuance of negotiable notes of the City, each of which shall be designated, "Tax Anticipation Note for the Year \_\_\_\_" (stating the tax year). Such notes shall mature and be payable not later than the end of the fiscal year in which issued.

(Charter amendment approved by voters January 20, 1996)

### Home Rule Charter

#### **SECTION 8.08          DEPOSITORY**

All monies received by any person, department or agency of the City for or in connection with affairs of the City shall be deposited promptly in the City depository or depositories, which shall be designated by the City Council in accordance with such regulations and subject to such requirements as to security for deposits and interest thereon as may be established by ordinance. All checks, vouchers, or warrants for the withdrawal of money from the City depositories shall be signed by the Mayor or City Manager and countersigned by an authorized designee, as approved by City Council ordinance. Provided, that the City Council, under such regulations and limitations as it may prescribe, may by ordinance authorized the use of machine-imprinted facsimile signatures of said Mayor and City Manager and authorized designee on such checks, vouchers and warrants.

(Charter amendment approved by voters January 20, 1996; May 15, 2004)

#### **SECTION 8.09          PURCHASE PROCEDURE**

All purchases made and contracts executed by the City shall be pursuant to a requisition from the head of the office, department or agency whose appropriation will be charged and no contract order shall be binding upon the City unless the City Manager certifies that there is to the credit of such office, department or agency a sufficient unencumbered appropriation and allotment balance to pay for the supplies, materials, equipment or contractual services for which the contract or order is to be issued.

(Charter amendment approved by voters November 6, 1979; April 5, 1986)

#### **SECTION 8.10          INDEPENDENT AUDIT**

At the close of each fiscal year, and at such other times as it may be deemed necessary, the Council shall cause an independent audit to be made of all accounts of the City by a certified public accountant. The certified public accountant so selected shall have no personal interest, directly or indirectly, in the financial affairs of the City or any of its officers. Upon completion of the audit, a copy of the audited annual financial report shall be placed in the public library and placed on file in the City Secretary's office as public record.

(Charter amendment approved by voters January 20, 1996; May 15, 2004; May 10, 2008)

**Budget****ORDINANCE NO. O-2015-2819**

**AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF ROUND ROCK, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016, DIRECTING THE CITY CLERK TO FILE A TRUE COPY OF THE BUDGET WITH THE COUNTY CLERKS OF WILLIAMSON AND TRAVIS COUNTIES, TEXAS.**

**WHEREAS**, the City Manager of the City of Round Rock, Texas, has heretofore submitted, in accordance with the state law and the City's Charter, a budget for said City, for the fiscal year beginning October 1, 2015, and ending September 30, 2016; and

**WHEREAS**, proper and timely notice that a public hearing on such budget would be held on September 10, 2015 was given and made in accordance with the law and within the time limits set forth by law; and

**WHEREAS**, such public hearing was held in accordance with law on September 10, 2015, prior to final adoption of this ordinance; Now Therefore

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS, THAT:**

The budget submitted by the City Manager for the fiscal year beginning October 1, 2015 and ending September 30, 2016, as summarized in Exhibit "A" attached hereto, is hereby in all things approved and adopted and it shall be effective as of October 1, 2015. Budgeted items included in Exhibit "B" attached hereto, are considered approved for procurement purposes in accordance with §2-326 of the City Code, except as noted in the policy statement in Exhibit "B".

In accordance with §102.008(a)(1), Local Government Code, the Director of Finance is directed to file with the City Clerk a true copy of the final budget as adopted by the City Council, and the City Clerk is directed to certify as a true copy said budget and file it with this ordinance in the official records of the City.

### Budget

In accordance with §102.008(a)(2)(A), Local Government Code, the City Clerk is directed to ensure that a copy of the budget, including the cover page, is posted on the City's website.

In accordance with §102.008(a)(2)(B), Local Government Code, the City Clerk is directed to ensure that the record vote described by §102.007 (d)(2), Local Government Code is posted on the City's website at least until the first anniversary of the date this ordinance is adopted.

In accordance with §102.009(d), Local Government Code, the City Clerk is directed to file a certified copy of this ordinance along with a true copy of the budget with the County Clerk of Williamson County and the County Clerk of Travis County.

The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

**READ and APPROVED** on first reading this the 10<sup>th</sup> day of September, 2015.

**READ, APPROVED and ADOPTED** on second reading this the 24<sup>th</sup> day of September, 2015.



ALAN MCGRAW, Mayor  
City of Round Rock, Texas

ATTEST:



SARA L. WHITE, City Clerk

## Tax Levy

## ORDINANCE NO. O-2015-2823

AN ORDINANCE LEVYING TAXES FOR THE MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF ROUND ROCK, TEXAS, AND PROVIDING FOR THE INTEREST AND SINKING FUND FOR THE YEAR 2015.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS:

## I.

That there is hereby levied and there shall be collected for the maintenance and operation of the municipal government of the City of Round Rock, Texas, for the year 2015 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 41.465 cents on each One Hundred Dollars (\$100.00) valuation of property. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.49 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$10.93.

That there is hereby levied and there shall be collected for the City of Round Rock, Texas, to provide for Interest and Sinking Funds for the year 2015 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 16.039 cents on each One Hundred Dollars (\$100.00) valuation of property.

## SUMMARY

Maintenance and operation of the Municipal Government	25.446 cents
Interest and Sinking	16.019 cents
Total Tax per \$100.00 of valuation	41.465 cents

### Tax Levy

That the City Clerk shall ensure that the City's home page of its internet website shall include the following statement: "THE CITY OF ROUND ROCK ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.49 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$10.93."

#### II.

All monies collected under this ordinance for the specific items herein named, be and the same are hereby appropriated and set apart for the specific purpose indicated in each item and that the Assessor and Collector of Taxes, and the City Chief Financial Officer shall keep these accounts so as to readily and distinctly show the amount collected, the amounts expended and the amount on hand at any time, belonging to such funds. All receipts for the City not specifically apportioned by this ordinance are hereby made payable to the General Fund of the City.

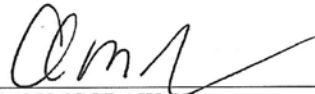
The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

**READ and APPROVED** on first reading this the 10<sup>th</sup> day of September, 2015.



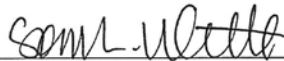
## Tax Levy

READ, APPROVED and ADOPTED on second reading this the 24<sup>th</sup> day of  
September, 2015.



ALAN MCGRAW, Mayor  
City of Round Rock, Texas

ATTEST:



SARA L. WHITE, City Clerk



### Water / Sewer Utility Rates

ORDINANCE NO. G-13-05-09-F2

AN ORDINANCE AMENDING CHAPTER 44, SECTIONS 44-29 AND 44-30, CODE OF ORDINANCES (2010 EDITION), CITY OF ROUND ROCK, TEXAS, REGARDING WATER AND SEWER RATES; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK,

TEXAS:

#### I.

That Chapter 44, Section 44-29(f)(4), Code of Ordinances (2010 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

#### Sec. 44-29. Water.

(f) *Water rates for retail customers.*

(4) *Volume rates for nonpeak billing periods.* For water consumed during nonpeak billing periods, each customer shall pay a volume rate of ~~\$2.35~~ in the amount set forth below per 1,000 gallons or fraction thereof consumed during such billing period.

Charge Effective before January 1, 20105	Charge Effective January 1, 2015	Charge Effective January 1, 2016
\$2.35	\$2.42	\$2.49

#### II.

That Chapter 44, Section 44-29(f)(7), Code of Ordinances (2010 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

#### Sec. 44-29. Water.

(f) *Water rates for retail customers.*

(7) *Monthly service charge.* Except as provided below, in addition to the above volume rates, each customer shall pay a monthly water service charge pursuant to the following schedule regardless of the amount of water used:

Meter Size in inches	Monthly Service Charge Effective Until January 1, 20105	Monthly Service Charge Effective January 1, 2015	Monthly Service Charge Effective January 1, 2016
5/8	\$13.84	\$14.26	\$14.69
3/4	\$19.28	\$19.86	\$20.46

## Water / Sewer Utility Rates

1	1	\$30.45	\$31.36	\$32.30
2	1 1/2	\$58.34	\$60.09	\$61.89
3	2	\$91.81	\$94.56	\$97.40
4	3	\$169.92	\$175.02	\$180.27
5	4	\$281.51	\$289.96	\$298.66
6	6	\$877.65	\$903.98	\$931.10
7	8	\$1,534.03	\$1,580.05	\$1,627.45
8	10	\$2,409.19	\$2,481.47	\$2,555.91
	12	\$2,956.17	\$3,044.86	\$3,136.21

## III.

That Chapter 44, Section 44-30(a)(1) and (2), Code of Ordinances (2010 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

**Sec. 44-30. Sewer.**

(a) *Sewer rates for retail customers inside the city limits.* The rate schedule for retail customers of the city's sanitary sewer system shall be hereinafter set forth.

- (1) *Volume rates.* The sewer volume rate for retail customers shall be \$3.23 in an amount set forth below per 1,000 gallons of water used for all users.;

Charge Effective Until January 1, 2010	Charge Effective January 1, 2015	Charge Effective January 1, 2016
\$3.23	\$3.29	\$3.39

Meter Size	Monthly Service Charge Effective Until January 1, 2010	Monthly Service Charge Effective January 1, 2015	Monthly Service Charge Effective January 1, 2016
5/8"	\$12.63	\$12.88	\$13.27
3/4"	\$16.48	\$16.81	\$17.31
1"	\$23.63	\$24.10	\$24.82
1 1/2"	\$43.08	\$43.94	\$45.26
2"	\$66.43	\$67.76	\$69.79
3"	\$120.89	\$123.31	\$127.01
4"	\$198.70	\$202.67	\$208.75
6"	\$585.64	\$597.35	\$615.27
8"	\$1,021.96	\$1,042.40	\$1,073.67
10"	\$1,603.71	\$1,635.78	\$1,684.85

## Water / Sewer Utility Rates

12"	\$1,967.29	\$2,006.64	\$2,066.84
-----	------------	------------	------------

2) *Monthly service charge.* Except as provided below, in addition to the foregoing rates, each customer shall also pay a monthly sewer service charge pursuant to the following schedule, regardless of the amount of water used:

**IV.**

**A.** All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

**B.** The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.

C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

READ and APPROVED on first reading this the 25<sup>TH</sup> day of APRIL, 2013.

READ, APPROVED and ADOPTED on second reading this the 9<sup>th</sup> day of May, 2013.

~~ALAN MCGRAW, Mayor~~  
City of Round Rock, Texas  
Kris Whitfield, Mayor Pro-tem

ATTEST:  
  
 \_\_\_\_\_  
 SARA L. WHITE, City Clerk

## Glossary

**Accrual Basis** – A method of accounting that recognizes the financial effect of events, and interfund activities when they occur, regardless of the timing of related cash flows.

**Ad Valorem Tax** – A tax levied on the assessed value of real property (also known as “property taxes”).

**Amortize** – To provide for the gradual extinguishment of (as a mortgage) usually by contribution to a sinking fund at the time of each periodic payment.

**Appropriation** – a specific amount of money authorized by City Council to make expenditures and incur obligations for specific purposes, frequently used interchangeably with “expenditures”.

**Assessed Valuation** - A valuation set upon real estate or other property by a government as a basis for levying taxes. (Note: Property values are established by the Williamson County Appraisal District).

**Asset** - A probable future economic benefit obtained or controlled by a particular entity as a result of past transactions or events. A current asset is cash or readily convertible into cash within a one-year time frame.

**Benchmark** - A comparison of performances across many organizations in order to better understand one’s own performance.

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

**Bonded Debt** - The portion of indebtedness represented by outstanding bonds.

**Budget** - A plan of financial operation specifying expenditures to be incurred for a given period to accomplish specific goals, and the proposed means of financing them.

**Budget Calendar** – The schedule of key dates or milestones which the City follows in preparation, adoption, and administration of the budget.

**Budget Year** – From October 1st through September 30th, this is the same as the fiscal year.

**Capital Improvement Program** – A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years. Examples include land, improvements to land, easements, buildings, building improvements and infrastructure.

**Capitalized Lease Proceeds** - Financing obtained through a three to five year leasing program for durable equipment and rolling stock.

**Capital Outlay** - Expenditures which result in the acquisition of or addition to fixed assets.

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

**Capital Recovery Fee** - see Impact Fee

**Community Development Block Grant (CDBG)** – Federal HUD entitlement funds to meet a variety of needs of low income citizens including housing, infrastructure, equipment, facilities and public services.

**Certificate of Obligation (C.O.)** - A form of general obligation debt.

## Appendix

### *Glossary*

**Certified Tax Roll** - A list of all taxable properties, values and exemptions in the City. This roll is established by the Williamson County Appraisal District.

**Comprehensive Annual Financial Report** - The annual financial report prepared by the City of Round Rock covering all financial activities and audited by an independent certified public accountant.

**Convention and Visitor's Bureau (CVB)** - The designated sales and marketing department for the City.

**Debt Service** - The payment of principal and interest on borrowed funds.

**Debt Service Fund** - A fund established to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

**Delinquent Taxes** - Taxes remaining unpaid on and after the date due.

**Dell Sales Tax** - Economic development agreement entitles Dell to 41.67% rebate of the 1.5% - expires 2043

**Demand** - Reflects the scope of a program in terms of population or user activity.

**Department** - A logical division or classification of activities within the City (e.g. Police Department, Water Treatment Plant Department, etc.).

**Depreciation** - The decrease in value of physical assets due to use and the passage of time.

**Destination Marketing Organization (DMO)** - A resource used by the CVB to enhance the "Sports Capital of Texas" marketing program for the City.

**Division** - A logical subset of the city department used to help manage expenditures by activity.

**Effectiveness** - A program performance indicator that measures the quality of the program outputs.

**Efficiency** - A program performance indicator that measures the accomplishments of program goals and objectives in an economical manner.

**Encumbrance** - Commitments related to unperformed (executory) contracts for goods or services.

**Enterprise Fund** - A fund used to account for operations financed and operated in a manner similar to private business enterprises in that they are self-supported by user fees. These funds use full accrual accounting.

**Executive Pay** - This is the pay structure established for the City Management and City Director level positions.

**Exempt Pay** - This is the City's pay structure for positions that are not paid by the hour. These positions also do not have overtime compensation.

**Expenditure** - The actual outflow of funds paid for an asset obtained or goods and services obtained.

**Expense** - A charge incurred in an accounting period, whether actually paid in that accounting period or not.

**Filing Fee** - A processing and review fee charge when any map (or plat) is tender to the planning department.

**Fiscal** - Pertaining to finances in general

**Fiscal Year** - A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**Fixed Assets** - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

**Franchise** - A special privilege granted by a government permitting the continuing use of public property and rights-of-way, such as city streets.

**Full Faith and Credit** - A pledge of the general taxing power of the City to repay debt obligations. This term is typically used in reference to general obligation bonds.

**Full-time Equivalent (FTE)** - A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal employees into hours worked by full-time employees. Full-time employees work 2080 hours annually. A part-time employee working 1040 hours annually represents a .5 FTE.

**Fund** - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein. Funds are usually established to account for activities of a certain type.

**Fund Balance** - The excess of assets over liabilities in a governmental fund.

**Gap Analysis** - A technique for determining the steps to be taken in moving from a current state to a desired future-state. Also called need-gap analysis, needs analysis, and needs assessment.

**GAAP** - Generally Accepted Accounting Principles.

**General Fund** - The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as police and fire protection, parks and recreation, library services, street maintenance and general administration.

**General Obligation Bonds** - Bonds for the payment of which the full faith and credit of the City is pledged.

**GIS (Geographical Information System) Fees** - A fee intended to defray costs of adding plats to the City's electronic mapping system.

**Goals** - Generalized statements of where an organization desires to be at some future time with regard to certain operating elements (e.g. financial condition, service levels provided, etc.)

**Governmental Fund** - It refers to the General Fund, all Special Revenue Funds and Debt Service Funds.

**Grant** - Contributions or gifts of cash or other assets from another government to be used for a specific purpose, activity or facility.

**HOT** - Hotel Occupancy Tax - 7% of room rental

- Limited by state law to specific tourism promotion purposes
- Typically termed as "heads in beds" programs

**I&S G.O. Bond Fund** - Interest and Sinking General Obligation Bond Fund (See also Debt Service Fund).

**Impact Fee** - A fee assessed to new water and wastewater service connections. Fees are to be used for specific water and wastewater system improvements and are accounted for in the Water/Wastewater Utility Impact Fee account group.

**Income** - Funds available for expenditure during a fiscal year.

## Appendix

### *Glossary*

**Infrastructure** - Substructure or underlying foundation of the City (e.g. streets, utility lines, water and wastewater treatment facilities, etc.)

**Inputs** - A program performance indicator that measures the amount of resources expended or consumed by the program in the delivery of service during the fiscal year.

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

**LaserFiche** - A document management system.

**Liability** - Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events. Current liabilities are expected to require the use of cash within a one-year time frame.

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

**Line Item Budget** - A budget that itemizes each expenditure category (personnel, supplies, contract services, capital outlay, etc.) separately, along with the dollar amount budgeted for each specified category.

**Long-Term Debt** - Any un-matured debt that is not a fund liability with a maturity of more than one year.

**Modified Accrual Basis** - The basis of accounting in which revenues are recognized in the accounting period in which they become measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

**Non-exempt Pay** - This is the City's pay structure for positions that are paid by the hour. These positions are eligible for overtime pay after working eight hours a day which would reflect a week's total hours above 40.

**Objectives** - Specific, measurable targets set in relation to goals.

**Operating Budget** - Plans of current, day-to-day expenditures and the proposed means of financing them.

**Outputs** - These are program performance indicators that measure the quantity of work performed by the program. These are units of service delivered by the program to its customers. Sometimes this is called workload.

**Performance Budget** - A budget that focuses upon activities rather than line item expenditures. Work load and unit cost data are collected in order to assess efficiency of services.

**Policy** - A plan, course of action, or guiding principle, designed to set parameters for decisions and actions.

**Program** - A logical division or classification of activities within the City or within a Department. See also Department.

**Property Tax** - Taxes that are levied on both real and personal property according to the property's valuation and tax rate.

**Public Works** - A combination of city departments organized to support the City Strategic Plan by sharing resources to improve efficiencies of common tasks.



**Reserve** – An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**Re-use Water** – Water that has been treated from the wastewater treatment plant which meets TCEQ requirements to be used in limited ways rather than potable water.

**Revenue** - Funds received as income. It includes such items as tax payments, fees from specific services, fines, interest income, franchise fees, etc.

**Revenue Bond** - Bonds whose principal and interest are payable exclusively from user fees (e.g. Water and Wastewater utility rates).

**Repair and Replacement Fund** - A utility fund established for major wastewater system improvements. Funding originated through the conveyance of a portion of the City's regional wastewater plant to the City of Austin.

**Risk Management** – An organized effort to protect the City's assets against loss, utilizing the most economical methods.

**RRTEDC –**

- Round Rock Transportation and Economic Development Corporation
- Type B Sales Tax entity – 0.5% of sales tax

**Sales Tax** - Levied on applicable sales of goods and services at the rate of 8.25 percent in Round Rock. The City receives revenue from the sales tax at the rate of 1.5 percent. The Round Rock Transportation System Corp. receives 0.5 percent. Revenue from the remaining portion of the rate is collected by the state.

- 1.0% - General uses – goes to General Fund
- 0.5% - Property tax reduction – goes to General Fund
- 0.5% - Economic Development / Transportation – goes to Type B fund

**Self-Financed Construction Fund** – A fund used to allocate cash funding for projects rather than issuing debt. The fund's sources are year-end transfers from the respective fund.

- Cash balances to fund major CIP and Repair & Maintenance of facilities, parks and internal services
- These funds support the City's pay-as-you-go philosophy
- City has typically used conservative revenue projections to create excess sales tax revenues from prior years to cash fund projects and maintenance that might otherwise be debt financed or deferred
- Both the General Fund and Utilities strategically manage cash available to fund current and future projects
- GSFC – General Self Financed Construction, from excess General Fund Revenues or unspent General Fund budget
- UFSC – Utility Self Financed Construction, from excess water and wastewater revenues or unspent utility budget

**Special Revenue Fund** - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes (e.g. Hotel/Motel Special Revenue Funds, Drainage Fund, Law Enforcement Fund, Library Fund, Municipal Court Fund, Parks Improvement and Acquisition Fund, PEG Fund, Tree Replacement Fund).

**Strategic Budget** – A budget that is closely linked to the City's Strategic Plan and Departmental Goals, Objectives, and Performance Measures. Strategic Budgeting is the process that the City of Round Rock utilizes to link the City's Strategic Plan and individual Departmental strategy and performance to the City's Budget.

**Strategic Plan** - A collectively supported vision of the City's future including observations regarding the potential effects of various operating decisions.

**Subdivision Development Fee** - A fee related to the inspection of subdivision improvements equating to 1.5 percent of the actual total construction costs.

**Tax Base** - The total value of all real and personal property in the City as of January 1st of each year, as certified by the Appraisal Review Board.

**Tax Levy** - The total amount of taxes imposed by the City on taxable property, as determined by the Williamson Central Appraisal District.

**Tax Rate** - The amount of tax stated in terms of a unit of the tax base (e.g. cents per hundred dollars valuation).

**Travis Central Appraisal District** - Established under state law and granted responsibility for discovering and listing all taxable property, appraising that property at market/production value, processing taxpayer applications for exemptions, and submitting the appraised values and exemptions to each taxing unit. This listing becomes the Certified Tax Roll for the taxing unit.

**Utility Fund** - See Water/Wastewater Utility Fund.

**Venue** -

- Separately voted HOT tax of 2% of room rental
- Dedicated to Sports Center

**Water/Wastewater Utility Fund** - A governmental accounting fund better known as an enterprise fund or proprietary fund in which the services provided are financed and operated similarly to those of a private business. The rates for these services are established to insure that revenues are adequate to meet all necessary expenditures.

**Williamson Central Appraisal District** - Established under state law and granted responsibility for discovering and listing all taxable property, appraising that property at market/production value, processing taxpayer applications for exemptions, and submitting the appraised values and exemptions to each taxing unit. This listing becomes the Certified Tax Roll for the taxing unit.

**Working Capital** - The excess of current assets over current liabilities.

## Acronyms

### List of Acronyms

ADA	Americans with Disability Act
AED	Automatic External Defibrillator
ALS	Advanced Life Support
ARRA	American Recovery and Reinvestment Act
ASE	Automotive Service Excellent
BCRUA	Brushy Creek Regional Utility Authority
BCRWWS	Brushy Creek Regional Waste Water System
BCFM	General Services – Building Construction & Facility Maintenance
BLS	Basic Life Support
BMP	Best Management Practice
BRA	Brazos River Authority
CAFR	Comprehensive Annual Financial Report
CAMPO	Capital Area Metropolitan Planning Organization
CARTS	Capital Area Rural Transit System
CDBG	Community Development Block Grant
CID	Criminal Investigations Division
CIP	Capital Improvement Program
CMRC	Clay Madsen Recreation Center
CO's	Certificate of Obligations Debt
CSR	Customer Service Representative
CTRMA	Central Texas Regional Mobility Authority
CTTS	Central Texas Turnpike Authority
DRC	Development Review Committee
EDPOC	Economic Development Partnership Operations Committee
EMT	Emergency Medical Technician
EPA	Environmental Protection Agency
ESD	Emergency Service District
ETJ	Extraterritorial Jurisdiction
FEMA	Federal Emergency Management Agency
FRAP	First Responder Advanced Provider
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographical Information Systems
GO's	General Obligations Debt
GPS	Global Positioning Satellite
GSFC	General Self-Financed Construction
HMCF	Hotel / Motel Construction Fund
HMRB	Hotel / Motel Revenue Bonds
H.O.T.	Hotel Occupancy Tax Fund
H.O.T S&CV	Hotel Occupancy Sports & Community Venue Fund
HPC	Historic Preservation Commission
HPO	High Performance Organization
HRMS	Human Resources Management System
I & I	Inflow & Infiltration
I & S	Interest & Sinking Bonds
ILS	Integrated Library System
ISO	Insurance Services Office, Inc.
ITC	Information Technology & Communication
LCRA	Lower Colorado River Authority

## Appendix

### *Acronyms*

LUE	Living Unit Equivalent
MGD	Million Gallons per Day
MS4	Municipal Separate Storm Sewer System
MUD	Municipal Utility District
NELAC	National Environmental Laboratory Accreditation Conference
NFPA	National Firefighter Protection Association
NPDES	National Pollutant Discharge Elimination System
NRMSIR's	Nationally Recognized Municipal Securities Information Repositories
O & M	Operations & Maintenance
OCA	Office of Court Administration
P & Z	Planning and Zoning Commission
PARD	Parks and Recreation Department
PEG	Public, Educational, Governmental Access
PMA	Preventive Maintenance Basic
PMC	Preventive Maintenance Complete
PUD's	Planned Unit Developments
ROW	Right-of-Way
RREDTC	Round Rock Economic Development & Transportation Corporation
RRHEC	Round Rock Higher Education Center
RRISD	Round Rock Independent School District
SALT	Seniors and Law Enforcement Together
SCADA	Supervisory Control and Data Acquisition
SDWA	Safe Drinking Water Act
SEC	Securities and Exchange Commission
TAP	Telephone Assurance Program
TCAD	Travis Central Appraisal District
TCEQ	Texas Commission on Environmental Quality
TML	Texas Municipal League
TPDES	Texas Pollutant Discharge Elimination System
TRANS	Round Rock Economic Development & Transportation Corporation
TWDB	Texas Water Development Board
TxDOT	Texas Department of Transportation
UCF	Utility Construction Fund
VMF	General Services – Vehicle Maintenance Facility
VoIP	Voice over Internet Protocol
WCID	Water Control & Improvement District
WCAD	Williamson Central Appraisal District
WiFi	Wireless Fidelity
WMSON	Williamson County
ZBA	Zoning Board of Appeals





# Annual Operating Budget

2015-2016

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