



Annual Operating Budget

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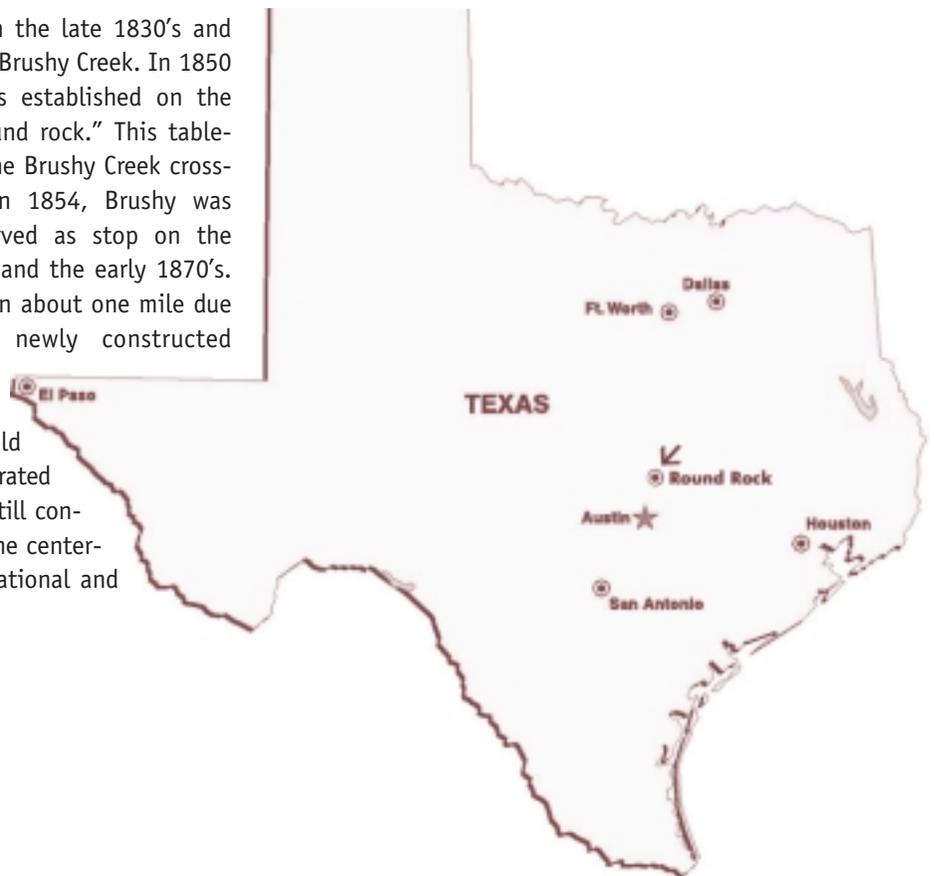


ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

ROUND ROCK

...Our Story

Settlers began arriving in the area in the late 1830's 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 table-shaped rock outcropping still marks the Brushy Creek crossing of the famed Chisholm Trail. In 1854, Brushy was renamed Round Rock. The town served as stop on the Chisholm Trail throughout the 1860's and the early 1870's. 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 know 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.



City of Round Rock Annual Budget

Nyle Maxwell - Mayor

Tom Nielson - Mayor Pro-Tem

Alan McGraw - Councilman

Carrie Pitt - Councilwoman

Scot Knight - Councilman

Isabel Gallahan - Councilwoman

Gary Coe - Councilman

Robert L. Bennett, Jr. - City Manager

Jim Nuse - Assistant City Manager

David Kautz - Chief Financial Officer

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

**For the Fiscal Year October 1,
2002- September 30, 2003**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Round Rock
Texas**

For the Fiscal Year Beginning
October 1, 2001

Arnold A. Brewer
President

Jeffrey R. Egan
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Round Rock, Texas for its annual budget for the fiscal year beginning October 1, 2001. 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 the period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

Bob Bennett

This book is dedicated to retiring City Manager Bob Bennett, who has been an inspiration throughout his twenty-five years of public service to the City of Round Rock. Bob has worked tirelessly for the citizens of Round Rock; his tenure saw the arrival of Dell Computer and the Round Rock Express minor league baseball team. Round Rock has a prosperous economy, beautiful parks, clean, inexpensive drinking water, safe neighborhoods, and relaxed, yet dynamic charm that attracts both new businesses and residents alike – all attributable to Bob’s guiding influence.



Thank you, Bob, for the many good years, and may you prosper as Round Rock has prospered under your leadership.



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Budget Message

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

September 26, 2002

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

Dear Mayor Maxwell, Mayor Pro-Tem Nielson and Members of the Council:

Presented herewith is the adopted operating budget for fiscal year October 1, 2002 through September 30, 2003. This document contains a spending plan and revenue estimates for the General Fund, the Debt Service Funds, the Water/Wastewater Utility Fund and Special Revenue Funds.

The total operating budget is \$85,690,359, a 4.4% increase over the 2001-2002 revised budget. This figure includes \$52,723,248 for the General Fund, \$9,800,898 for the Debt Service Funds and \$23,166,213 for the Water/Wastewater Utility Fund.

A spending plan and revenue estimates are provided for Special Revenue Funds as follows: \$995,000 for the Hotel Occupancy Tax Fund, \$28,581 for the Law Enforcement Fund, \$5,273 for the Ron Sproull Memorial Endowment Fund and \$137,000 for the Municipal Court Fund.

Following the City's Strategic Plan (provided below), population projections, departmental operating plans and specific guidelines issued by the City Manager, the operating departments developed the basic spending plan contained in this document. The spending plan provides funding for basic services, critical needs, equipment replacement, facility upgrades and expanded programs as discussed on the following pages.

The City's operating departments have continued the development of two-year budgets this year in an effort to identify the impact of current year programs and commitments on the future. The second year budget is not formally adopted in the budget process but is presented as an aid to decision making. The second year presentation (2003-2004 projected budget) reflects only the extended cost of the programs and operating commitments that are adopted for 2002-2003.

As a result of the City Council's community development efforts and the region's strong economy, this budget plan provides improved service levels while maintaining a low property tax rate. An increase is approved for the property tax rate while water and wastewater utility rates will remain the same. The adopted property tax rate and utility rates are fully discussed later in this message.

As illustrated in the Budget Summary section (please see the **Budget Summaries Tab**), this budget plan adheres to the City's financial policies and preserves the City's strong financial position while providing excellent levels of service.

Document Organization and Presentation

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.

The **City Profile 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.

The **Budget Summaries Tab** includes a summary of the budgeted revenue and expenditures for each operating fund mentioned above. Also illustrated is the effect this budget has on the fund balance or working capital for each fund.

The **Revenue Estimates 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 later in this budget message. The Footnotes section of the **Appendix Tab** also has brief information about individual revenue line items.

The **General Fund Expenditures Tab** provides a program of services for each operating department with prior year actual and future year projected comparisons. Additionally, an organizational chart is provided for each department along with highlights of prior year accomplishments and significant changes planned for the upcoming year. Measures of input, efficiency, effectiveness and staffing levels are also provided, along with key departmental goals. A similar presentation is provided for the Water/Wastewater Utility operations under the **Water/Wastewater Utility Fund Expenditures Tab**.

The **Debt Service Funds Expenditures Tab** provides a summary of the annual principal and interest payments for all outstanding bonded debt and capital leases.

Current capital improvements are summarized behind the **Capital Projects Funds Expenditures Tab**. 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 operating funds and, in the case of the utility system, capital recovery fees.

The **Special Revenue Funds Expenditures Tab** provides a detailed spending plan for funds which account for proceeds of specific revenue sources that are legally restricted for certain purposes.

The **Bonded Debt Schedules Tab** provides details on the outstanding bonded debt including its purpose, amount outstanding and a payment schedule.

The **Tax Information & Levy Tab** provides a calculation of the City property tax rate along with a historical presentation of the property tax rate.

The **Personnel Schedules Tab** contains summary information and detailed classification and compensation of City personnel. The Personnel Schedules contain all budgeted positions and correspond to Authorized Personnel listings in each operating department.

The **Capital Outlay Detail Tab** provides a listing of all major capital purchases planned for acquisition in the General and Utility Funds. These items are, for the most part, heavy equipment, and are listed in detail because they are expensive and long-lasting.

The **Statistical Section Tab** provides various City statistical information for the fiscal year ended September 30, 2001.

Finally, the **Appendix Tab** contains explanatory and supporting data, which serves to enhance the public's understanding of the budget process and information provided in the budget document.

Strategic Planning and the Mission of the City

The City views its planning and operations in a *strategic* manner. This type of planning environment encompasses making assumptions about the community's general needs for the next three to five 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, research into technological innovation, demographic trend analysis and observation of other factors affecting the community. Once compiled, the assessment of needs is combined with the City Council and staff view of the City's business purpose in order to articulate a vision statement. The vision statement summarizes both the fundamental purpose and the fundamental nature of our organization. Goals for the City and its operating departments are then developed in relation to the City's Strategic Plan and provide a common view of where efforts and resources are to be directed and where we wish to be over the next few years. The City's vision and goals developed within the Strategic Plan are listed below and, correspondingly, objectives and the related budgetary requirements for meeting these goals have been developed by each operating department. Objectives are more specific targets set for each goal and will be developed within each operating department budget section.

In addition to assisting with the development of the City's Strategic Plan, each Department is responsible for developing a "Strategic Budget." Strategic Budgeting is the process that the City will follow to link the City's Strategic Plan and individual departmental strategy and performance to the City's budget. The link between the City's budget and the key departmental goals is thereby ensured.

Vision Statement for the City

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 more viable community.

Strategic Goals for the City of Round Rock, Fiscal Year 2002-2003

- Goal 1** Round Rock will plan and facilitate the City's transportation system to enable traffic flow and personal mobility at the local and regional level.
- Goal 2** Round Rock will develop clear avenues of communication with citizens.
- Goal 3** Round Rock will provide efficient utility services and drainage systems with future land use needs in mind. Utility service extension policies will be coordinated with the City's financial capacity.
- Goal 4** Round Rock will expand and diversify its economic base to provide greater employment opportunities, access to a broader range of goods and services, and an increased non-residential tax base to lessen the tax burden on homeowners.
- Goal 5** Round Rock will strengthen policies and programs that preserve neighborhood integrity. Round Rock will establish and adhere to strong development standards to reduce future maintenance costs.

-
- Goal 6** Round Rock will protect and enhance its historic areas.
 - Goal 7** Round Rock will emphasize its role as a strong residential community and a major employer in the Central Texas region by strengthening and enhancing the City's identity and visual appearance.
 - Goal 8** Round Rock will encourage cooperation and collaboration with local governments and institutions.
 - Goal 9** Round Rock will continue to acquire and maintain open space for parks, greenbelts, and recreational facilities using existing natural features whenever possible.
 - Goal 10** Round Rock will reaffirm its commitment to diverse housing opportunities.
 - Goal 11** Round Rock will accommodate the social and community services needed by our expanding population.
 - Goal 12** Round Rock will provide facilities to meet the needs of both residents and City employees.

Budget Priorities and Changes in Funding

The development of the budget for the 2002-2003 fiscal year is guided by the above described vision and strategic goals and, additionally, by the continuing need to provide basic and improved services in a fast-growing region. Two priorities are addressed in this budget and those are to provide sufficient funding to adequately provide core operating services in the midst of rapid population growth and, secondly, to tailor City services to better meet the needs and expectations of a larger community.

This year, the budget is influenced by a unique combination of a general economic downturn and continued population growth. Consequently, while the City must respond to lower sales tax operating revenue, demand for services from a growing population remains strong. Generally, because of the need to meet the demands of a larger daytime population created by steady job growth, a growing commercial/industrial sector and a larger residential population, operating requirements have increased in virtually every department. These requirements are reflected in the department funding requests.

While, as mentioned above, population growth has been a factor in the City's operations and budget development, the speed of the growth has also influenced this budget plan. Williamson County, in which Round Rock is the largest city, has recently been named the fastest growing county in the State of Texas. These facts create substantial demands on City services and infrastructure which must be met within a narrow time frame. Consequently, operating departments reflect changes in funding from the prior year to meet these expected demands.

An underlying budgetary influence is the City's business model. More than one-half of the General Fund revenue is provided by the 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, estimate sales tax revenue conservatively and introduce new programs somewhat more cautiously until projected revenue levels are established. The City is also more attentive to the health of its economy because of the reliance upon commerce to produce the sales tax. These issues are discussed more fully in the following pages.

Budget Development Process

The approved budget is a complex document and represents 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. Specifically, the process begins March 1 of each year with a policy discussion between the City Manager and the Chief Financial Officer. Soon thereafter, budget files and workbooks are provided to the operating departments along with development guidelines and revenue expectations. The departments develop their draft strategic budget documents, initial operating requirements and program proposals and then work together as a team to develop a budget proposal that fits within revenue expectations and key departmental goals.

As required by the City's Charter, the proposed budget is to be provided to the City Council by August 1. Concurrently, copies of the proposed budget and the City's Strategic Budget are made available to the public and placed 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 and the local newspapers. Presentations of the budget are provided in these media along with summaries of fee changes 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. The enabling legislation (in the form of a City Ordinance) is provided in the **Appendix Tab** of this document. Also located in the Appendix Tab is a schedule of events outlining the budget process for the current year.

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, where improvements could be made or where resources might be better applied.

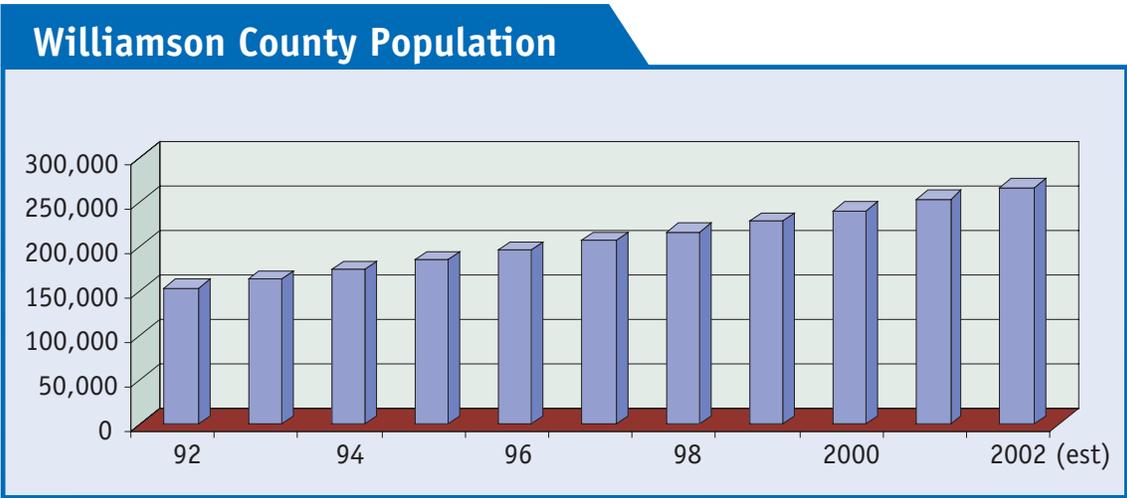
This document attempts to provide basic measurement data regarding changes in funding for the various departments. The manner in which this measurement data is presented is a standard bar chart that illustrates changes in costs or funding. The mission of every department incorporates a variety of complex 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 prior fiscal year ending on September 30, though affected by a slowing economy, the City anticipates another outstanding performance in terms of financial condition and quality of service provided. Population growth, residential housing construction, commercial construction and increased motor vehicle traffic have been the prevailing conditions in the past budget year and these same conditions are expected to continue into the future but at a slower pace than previously experienced.

Although original revenue expectations will not be met, through prudent spending plans, expenditures will be adequately funded and within revised estimates. Financial policies will be met and the City's strong cash 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.

Economic Outlook and Revenue Projections for Fiscal Year 2002-2003

In considering this spending plan, it is important to keep in mind the fact that Round Rock is located within Williamson County, which is one of the fastest growing counties in the nation. In March 2001, the 2000 census data was released and indicated that Round Rock, with a population listed at 61,136 had nearly doubled in size during the previous decade. Furthermore, the population growth was evidence that Round Rock was the fastest growing community when compared to cities that had at least 30,000 people in the 1990 census. Another way of looking at the information is that Round Rock grew by almost 100% since 1990. Correspondingly, Williamson County, in which Round Rock is the largest city, grew by 79% over this period of time. The County was also one of five counties statewide responsible for 80% of all net migration into Texas for this period. In concert with these local growth statistics, Austin ranked fifth among the fastest-growing U.S. cities for this time period. Many of the issues Round Rock faces are *regional* issues such as population growth, traffic concerns, road construction and water/wastewater availability. The chart below illustrates the population growth for Williamson County for the past several years.



The budget reflects the expectation of continued growth in single family housing starts in and around the City. Building activity is expected to remain strong, fueled by in-migration to the community while job creation will moderate from levels of the past few years, a fact borne out by recent labor reductions by Dell Computer and other employers as discussed below. Information regarding current employment levels of major local companies is provided by the chart below. Job creation in terms of *basic jobs*, those that import capital while exporting products or services, has been very strong over the past several years. However, recent downturns in the technology markets have reduced employment demand for specific sectors. In spite of job reductions, the unemployment rate for the City and the region remains lower than the state and national figures. These facts are important in understanding the resulting influences on the City's revenue projections, levels of service required and resulting spending plans.

Jobs in Round Rock (major employers)



Job growth is the primary factor that influences population growth in and around the community. Other factors such as the desire to live near the place of work and quality of life attract new residents. The chart below projects the changes in population for the City.

City of Round Rock Population Projections

Year	Population	Year	Population
1993	36,140	1999	53,860
1994	39,455	2000	61,136
1995	41,360	2001	66,495
1996	43,895	2002	71,275
1997	46,485	2003	75,000
1998	49,990	2007 (est)	92,850

A growing population directly influences the housing industry and, ultimately, the property tax base. As indicated by the chart below, a significant trend in the number of housing starts has prevailed for the past several years and is expected to continue into the near future.

Residential Building Permits

Year	In-City	Out of City (Served by City)	Total	Monthly Average
1993	732	493	1225	102
1994	743	352	1095	91
1995	866	340	1206	101
1996	817	597	1414	118
1997	815	510	1325	110
1998	1235	657	1892	158
1999	1457	706	2163	180
2000	1442	281	1723	144
2001	961	402	1363	114
2002	992	409	1401	117
2003 (Projected)	1040	500	1540	128
2004 (Projected)	1092	525	1617	135

Commercial and industrial construction activity has been strong for the past several years and therefore, a good supply of commercial office space is now available.

Revenue Assumptions

Revenue assumptions for the ensuing fiscal year are expected to follow the growth curve of job creation, population growth and housing starts. Revenue growth estimates, in general, are predicted to grow by 3 percent. Some specific revenues, such as property tax revenue and sales tax revenue, are forecast using different assumptions or specific calculations as discussed below. Detail figures for the following revenue sources are found at the **Revenue Estimates Tab** section of this document.

The Property Tax Rate and Property Tax Revenue

The total value of all taxable property as rendered by the Williamson County Appraisal District is shown in the chart below. The figures indicate that the property values increased substantially this year, reflecting particularly heavy demand last year for residential housing. The certified tax roll as provided by the Appraisal District indicates the following:

	Adopted for 2002	Adopted for 2003
Total Taxable Value	\$4,446,753,347	\$4,978,982,250
Tax Rate	32.207 Cents/\$100	34.220 Cents/\$100

A calculation of the tax rate levy is provided in the **Tax Information and Levy Tab** section of this document.

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. This budget plan requires a tax rate of 34.220 cents per \$100 of property value, compared to a rate of 32.207 cents per \$100 last year. Under the approved budget, using certified tax valuation information, property taxes would increase. The property tax increase is necessary because of growth in operating costs and reduced sales tax reliance along with new debt service requirements associated with the recently issued General Obligation Bonds. The City of Round Rock has a property tax rate that is among the lowest of any medium to large city in the state, including those cities with an additional 1/2 cent sales tax for property tax reduction. Increasing the property tax rate to the adopted level does not change the City's low tax rate ranking.

In summary, the tax levy funds general operations and debt service, of which examples include,

- a) a consistent level of service in light of a growing population and increased operating expenses;
- b) debt service (principal and interest payments on debt);
- c) new police department personnel and programs;
- d) the continuing street maintenance program;
- e) fleet and equipment replacement;
- f) additional parks and recreation and library programs;
- g) public works program.

While attention regarding the property tax rate is usually centered on the cost to the taxpayer, it is also important to note the technical aspects of setting the tax rate. Under state law, six separate tax rates are calculated by the City's tax assessor/collector.

1. 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.

2. 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.

3. 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.

4. The Rollback Rate

Under the Rollback Rate calculation, the Maintenance and Operations component exceeds the Maintenance and Operation 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.

5. 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).

6. 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.

A summary of the tax rate calculation is provided in the **Tax Information and Levy Tab** section of this budget.

Sales Tax Collections

The City's economy is expected to generate \$30,000,000 in sales tax revenue in fiscal year FY 2001-2002. This figure is slightly below the prior year due to a slowing in retail sales caused by a downturn in the technology sector. For 2002-2003, the budget is \$30,000,000 for sales tax revenue. It is believed that a prudent measure would be to use any collections above this estimate for capital improvement programs as approved by the City Council. Funding these programs in this manner should reduce borrowing requirements, thereby lessening future tax rate increases.

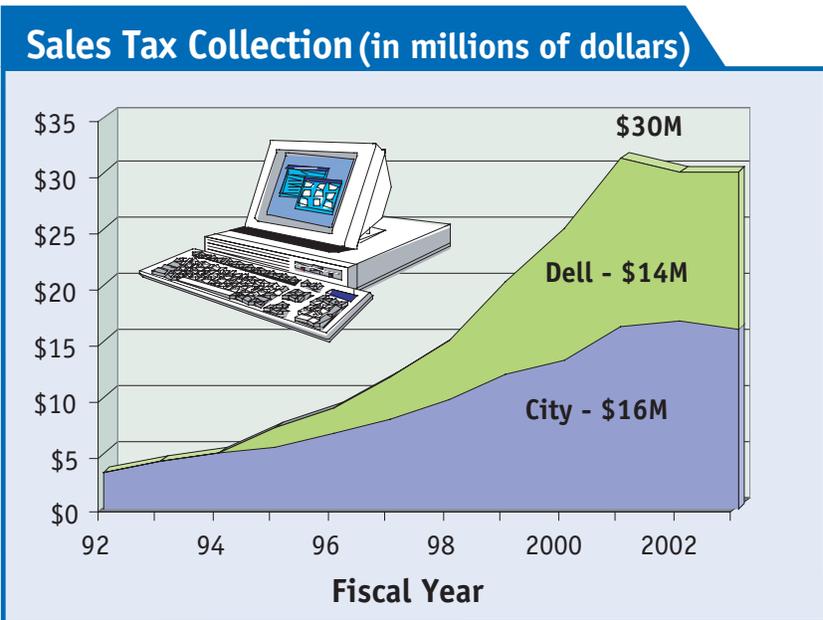
La Frontera, a commercial and retail development west of Interstate 35 along FM 1325, will provide a substantial retail sales activity for the new fiscal year as it enters its third full year of operation.

The sales tax revenue source is extremely important to the City in that it reduces property taxes and makes up approximately 57% of the general revenue. Of this figure, 47% of the sales taxes are generated directly by a single company, Dell Computer. A graphic illustration of the City's sales tax revenue performance is shown in the **City Profile Tab** section following this letter. The sales tax as a revenue figure is subject to economic cycles and discretionary buying characteristics of the consumer and, accordingly, must be monitored carefully.

Economic Development Agreement with Dell Computer

This budget continues to reflect activity of a multi-year economic development agreement between the City and Dell Computer Corporation. The City and Dell Computer, a Fortune 500 company and one of the largest computer manufacturers in the world, have developed a revenue sharing agreement whereby sales tax generated by taxable computer sales within the state are shared by the Company and the City.

Sales generated from the Dell Round Rock operations are expected to produce over \$14 million next year in local sales tax revenue. The City shares a portion of the proceeds with the Company and the remainder of the funds are used toward citywide property tax rate reduction and general expenses. The chart to the right shows the relative impact of sales taxes paid by Dell Computer on the City's total sales tax receipts. Budgetary details of the agreement are reflected in the Sales Tax Revenue line item and the Economic Development section of the General Services Department.



An Additional Sales and Use Tax For Transportation System Improvements

In August of 1997, voters 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 streets, roads, drainage and other related transportation system improvements, including the payment of maintenance and operating expenses associated with such authorized projects. The additional sales and use tax became effective January 1, 1998. The additional revenue is not part of the general operating budget but is budgeted and spent by a non-profit industrial development corporation established expressly for the above purposes with the approval of the City Council. Some of the funds under this purpose will be matched with State funds for improvements benefiting the City and maintained by the State of Texas. Other projects will be constructed and maintained by the City. Future operating budgets will reflect the maintenance impact of these completed projects. All sales tax figures presented or discussed as benefiting the General Fund are *net of* (i.e., exclude) the additional sales and use tax for transportation system improvements.

Franchise Fee Revenue

Franchise fee revenue represents a significant portion of the City's general revenue. Franchise fee 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 applicable to ONCOR Electric (electric utility), TXU Gas (gas utility), Southwestern Bell Telephone, Time Warner Cable (cable television), other telecommunications and cable providers and all commercial garbage haulers. The fee is generally computed as a percent of gross receipts and the percentages vary among the franchisees. The franchise fee revenue growth is expected to reflect population and commercial development growth rates.

Licenses, Permits and 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 and other various services. No significant changes are expected for these revenue categories.

Garbage Fees

Residential garbage pickup services are provided to the citizens of Round Rock by Round Rock Refuse through an agreement with the City of Round Rock. The City retains 20% of the monthly pickup fee for billing and collection and maintenance. That figure is reflected in this revenue section and is expected to increase consistently with the rate of growth. No increases are anticipated at this time for the Garbage Fees.

Fire Protection Fees

Fire Protection Fees are collected from the Chandler Creek Municipal Utility District and the Vista Oaks Municipal Utility District (MUDs) under a contractual arrangement with the City. The fees are intended to offset the costs of providing fire service to the MUDs and are expected to follow the residential growth rate.

Police Department Fines and Costs

Revenue in this category is produced through the payment of citations, warrants and court costs. The citations issued by the Police Department are processed through and collected or adjudicated by the Municipal Court. These revenues are projected to have slight growth over last year due to increased activity. As discussed in the Police Department program highlights, the department is expending significant resources on Community Oriented Policing (COP), which focuses on identifying root causes of crime rather than symptoms. Police officers in COP become more engaged in problem-solving rather than traditional law enforcement approaches like traffic enforcement.

Recreation Program Fees and Recreation Center Fees

The City owns and operates the Clay Madsen Recreation Center, a full service athletic and recreation facility. The center generates significant revenue through annual use fees and various programming fees. These fees help to partially offset the costs of operating the center.

Capitalized Lease Proceeds and the Lease/Purchase Program

The City acquires a significant portion of its durable, operating equipment through a tax-exempt lease/purchase program. The equipment is budgeted at \$600,000 for 2002-2003 and is purchased by the City and financed over a period of three years by a qualified leasing company. The program enables the City to take advantage of low cost tax-exempt financing. The lease/purchase program financing is recorded in the General Fund through the account "Capitalized Lease Proceeds". Servicing of the lease payments is recorded in the Debt Service Fund. Funding for the lease payments is calculated in the debt component of the tax rate.

Utility Fund Transfer

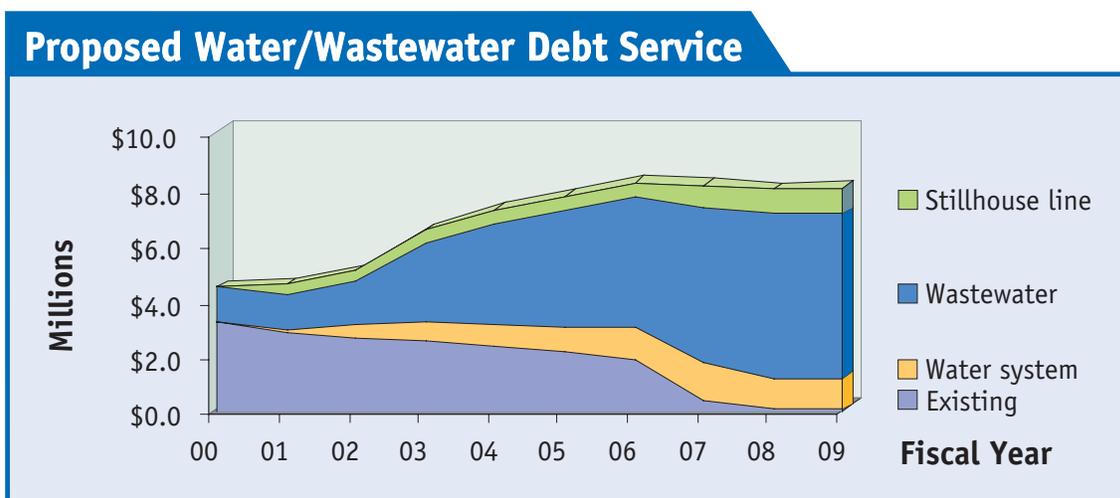
The transfer from the Utility Fund to the General Fund has been increased by \$240,000 to \$1,400,000 to cover the increased level of services provided by the General Fund, and represents approximately 6% of the Utility Fund's revenues. The transfer is designed to reimburse the General Fund for services that fund provides to the Utility Fund such as office space, financial services, administrative services, engineering services, infrastructure repair, data processing services and various other services and benefits.

Water/Wastewater Utility Rates and Revenue

The Water and Wastewater Utility operations are funded primarily through user fees. The City's growing customer base and recent past summer seasons have placed the City's water utility system under a substantial test as the combined effects of increased population and drought conditions continued to set new records for the delivery of potable water and treatment of wastewater. However, the City's utility infrastructure and service delivery systems have been carefully planned and have sufficiently met demand.

To continue to meet the projected service demands of existing and new customers, the Water and Wastewater Utility System faces a significant capital improvement program. This program is discussed more fully in the Water/Wastewater Capital Improvements Section of this message and in the **Capital Projects Tab** of this document.

To summarize, however, the capital program requires expenditures of \$44.1 million from 2000 to 2004 for water system improvements. For this same time period, wastewater improvements constructed by the City and the Lower Colorado River Authority/Brazos River Authority Alliance (LCRA/BRA) for benefit of the City will require \$33.5 million. The combined capital program for this time period totals \$77.6 million and is to be funded through utility rates, impact fees and funds borrowed by the LCRA and BRA. The borrowed funds will be repaid as contractual obligations over time from the water and wastewater user fees and impact fees (discussed below). The graph shown below illustrates the multi-year growth in cost to service the existing and proposed debt issuances.



A two-phase rate increase was completed two years ago and no rate increases for water or wastewater services are planned for the upcoming budget year. Round Rock water and wastewater rates continue to be among the lowest in the region. The City will conduct a rate study in early 2003 to assess rate adequacy and outlook.

Growth in the customer base is factored into the projected water sales of \$13,453,000. The City provides treated water to a variety of retail and wholesale customers (those defined as metered connections). For fiscal year 2001-2002, the customer base increased to 23,924 and gallons of water sold are expected to reach 4.75 billion. The number of utility customers is projected at 24,970 and water sales are projected to reach 4.93 billion gallons for next fiscal year.

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.

Water/Wastewater Impact Fees

Water and wastewater impact fees are collected for all new residential and commercial connections to the City's utility. Currently, the fees are \$2,910 per LUE (living unit equivalent) for water, and \$1,059 per LUE for wastewater. These fees are designed to help offset the cost of serving new connections to the utility system and, under the authority by which these fees are collected, the fees are restricted in their use. Specifically, impact fees the City collects are set aside for designated utility projects and may also be used toward current debt service on existing facilities which serve new connections.

Personnel and Compensation

Personnel

The City currently supports a staff of 638.50 full-time equivalent (FTE) employees allocated among the operating departments. This current employment level will be increased by 16.25 full time equivalent positions in this adopted budget.

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

Department	FTE*	Position Classifications
Library	1.25	Library Aide
Police	5	Police Officers
Parks & Recreation	2	Forestry Technician
Water Utility	1	Operator Trainee
Water Utility	1	Systems Analyst
Wastewater Utility	4	Line Crew
Utility Billings & Collections	1	Systems Administrator
Utility Billings & Collections	1	Accounting Technician
Total	16.25	

*Full Time Equivalent

Personnel Compensation

This budget allocates approximately \$700,000 of current payroll for employee performance based compensation increases to be implemented later in the year.

New and Existing Program Highlights

This section provides highlights of programs contained in this budget. For new programs, specific details can be found in the documentation provided for each operating department. New programs are generally defined as a change to a current service level, such as additional police officers, or a specific, new activity such as the Public Works traffic calming program.

Facilities Construction and Office Space

A new Municipal Office Complex, which will house the Municipal Court and Parks and Recreation departments, and which is funded by the recent issuance of Certificates of Obligation, is in the construction stage. No operating costs were incurred for the facility in 2001-2002, and the 2003 fiscal year will see minimal utility and maintenance costs. All City departments are experiencing crowded conditions, however, and this budget provides approximately \$139,000 in continued funding for leased office space for the Planning Department.

Vehicle and Equipment Maintenance Facility Operations

In 2001-2002, the City expanded the vehicle and equipment maintenance facility to address the increasing number of City-owned vehicles. The 2002-2003 budget contains funding for shop equipment that will be utilized to safely support large vehicles such as fire and dump trucks during routine maintenance.

Street Maintenance Program

This program was formalized several years ago, funded with general government funds, and provides a seal coat overlay on streets on a scheduled priority list. The program is a response to the growing traffic activity in the community and is designed to achieve the maximum physical and economic life out of the City's residential streets. The program is continued this year and is partially financed through the commercial garbage franchise fee. In this budget total funding for the program is included at \$1,210,000, a \$260,000 increase over the previous year.

Equipment Replacement Program

The City has progressed in the design and implementation of an equipment replacement program. In 1993, the first year of an ongoing replacement program, the equipment replacement standards were developed. Funding is included in this 2002-2003 budget plan for continuation of the program. Equipment designated for replacement meets replacement criteria of a) old age, b) high mileage and c) cumulative repair costs in excess of the equipment market value. Maintaining the schedule of replacement is instrumental in moderating the City's overall fleet maintenance costs. Equipment funding is contained within the capital outlay section of each operating department.

Maintenance of City-Owned Buildings

The City has a substantial investment in buildings, plant and equipment. This budget provides additional funding for the repair and preventive maintenance of these facilities. We expect that the activity in this area will preserve the City's investment in property and will keep long-term maintenance costs moderate.

The Public Works Department initiated a city-wide janitorial and facilities maintenance program in 2001-2002 to provide additional personnel to maintain City properties. Fiscal year 2003 provides full-year costs for a daytime crew to augment the existing janitorial contract and help keep facilities clean and maintained on an around-the-clock basis.

Agency Requests

Funding requests from non-profit organizations and agencies, which serve citizens of the community in various ways, are included in this budget at levels equal to the prior year. These various agencies provide very important services to the community and the City has enlisted the help of the local United Way to help determine funding priorities. Current funding for the agencies is contained in the General Services section of the document.

Economic Development Funding

In accordance with an economic development funding agreement between the City and the Chamber of Commerce, this budget continues to provide \$50,000 in annual funding to the Chamber of Commerce. These funds are utilized by the Chamber for programs that assist in the recruitment and retention of industry and commerce.

Police Services

As indicated above, the Police Department budget includes approximately \$535,000 for five police officers. Addition of the five new officers would effectively maintain a ratio of at least 1.40 police officers to 1,000 population.

Also, 2002-2003 should see the implementation phase of the Computer Aided Dispatch (CAD), Records Management and Mobile Data Computer Terminal system which will allow wireless transfer of license and criminal record information, accident and other reports between the police station and officers in the field. Funding for the CAD system was provided in the FY 2000-2001 and FY 2001-2002 budgets.

Fire Services

No new program funding is included for the Fire Department for 2002-2003. In fiscal year 2001-2002, six new firefighter positions were funded to staff the newly purchased ladder truck.

Parks and Recreation Activity

The City Urban Forestry program is a continuing focus in each year's budget, with funding included in this year's budget for two additional forestry technicians. These positions would be responsible for tree planting and tree care in the City's parks and on public property.

Library Services

The expansion of the library building was completed in July 1999. The expanded library now consists of 40,000 square feet on two floors. The new building contains 93,000 volumes, a large meeting room that can accommodate up to 300 people, and audio/video and teleconferencing capabilities. While this new facility has been in full operation for a while now, funding for an additional position is included in this budget to meet the growing use of the facility. Specifically, a new library aide position is being added and an existing library aide position will be expanded from part to full-time.

Human Resources

The City currently employs a staff of 638.50 full-time equivalent employees in a great number of diverse jobs. As the employee base has expanded, the complexities associated with providing a comprehensive personnel management system, compensation system and benefits package have also increased.

This year, the Human Resources Department will continue to focus on organizational learning and development opportunities for City personnel as it strives to ensure that all City employees have access to technical, job specific, professional, and personal development training. No new programs are included for fiscal year 2002-2003.

Self-Funded Health, Dental and Vision Plan

In December 1993, the City developed a self-funded health and dental plan, and four years ago added vision care, as a response to previously substandard service and excessive price increases from insurers. Costs of providing plan coverage have increased substantially over the past several years. In the most recent two years, heavy utilization of the plan is resulting in unusually high medical claims payments. Health plan funding is scheduled at approximately \$3.6 million for the next fiscal year. The City is planning to survey the provider market place in the near future to determine if a better, more cost effective plan design is available.

Building Inspections

The City issues approximately 1,450 residential building permits and numerous commercial building permits each year and performs inspection services for this construction. No additional funding is included in this budget for new inspector positions.

Public Works

The Public Works Department is comprised of several major programs, including streets maintenance, drainage and right of way maintenance, building and construction inspection, engineering, transportation and vehicle repair shop. During the last two fiscal years, several positions were added to these various departments to accommodate the rapid growth of the City. Funds are scheduled this year for traffic calming devices in response to reports of excessive speeding on neighborhood streets.

Information Technology Services

Although no new program funding is included for information technology services in the 2002-2003 budget, it includes the full-year effect of the network technician added in the 2001-2002 budget with primary responsibility to the Police Department's new Computer Aided dispatch and mobile computers systems.

Purchasing Services

Funding was included in the 2001-2002 budget for an additional buyer in the Purchasing Department. The additional buyer will be responsible for assisting some of the larger departments in evaluating purchase requests, locating vendors, and generating purchase orders. Assigning this dedicated buyer to specific departments will allow the buyer to understand and support the needs of those departments while also making purchases consistent with appropriate procurement policies. The full-year cost of this position will be assumed in the 2002-2003 budget.

Administration

One of the biggest challenges faced by the City is the expansion and diversification of its economic base. Implemented in 2001-2002, the Economic Development Plan will be continued in 2002-2003 and includes business recruitment efforts, printing, publications, and trade show sponsorship aimed at attracting new businesses to Round Rock.

Other Programs

Each operating department budget contains details about all planned spending and programs.

Water/Wastewater Utility System Operations

Water System

As mentioned in the Water/Wastewater Utility Revenue section above, the City continues to see significant growth in its residential and commercial utility customer base. The adopted budget expenditures are largely driven by the needs of a growing industrial and residential customer base as well as aging utility plants and lines. New expenditures are necessitated by the water treatment plant operations and water transmission lines maintenance. The treatment plant treats surface water transported to the City via a pipeline from Lake Georgetown. The budget for the fiscal year provides funding for a water plant operator trainee to handle growing workload for treatment plant operations. Technology and accounting support services positions are added as well. Additionally, cost increases are expected in pumping costs, materials and supplies.

Completion in 2003 of the pipeline from Lake Stillhouse to Lake Georgetown at a construction cost of \$16,000,000 (the City's share in this joint user project) will enable the transporting of this water to the City. The City along with the Brazos River Authority, the City of Georgetown and Jonah Water Supply are constructing this 30 mile pipeline as a joint effort. When this line is operable, substantial operating costs will be incurred for purchasing the water, pumping it through the pipeline system and treating it.

Reserve Water

The recent development of a contract between Round Rock and the City of Austin provides an emergency water supply to the City of Round Rock if and when needed. The budgeted cost of this Austin supply for the upcoming year is \$250,000 but will be incurred only in the event of a drought emergency or to help manage the City's reliance on Lake Georgetown. The City has also increased its water supply reserves from Lake Stillhouse from 8,134 acre feet to 18,134 acre feet. Additionally, the City has contracted for 10,000 acre feet of additional reserves from the LCRA through the BRA. This budget also contains funding for an additional 4,500 acre feet of reserve water. The new reserves are expected to provide adequate water capacity beyond the year 2030 and the costs are reflected in the operating budget.

Wastewater System

Like the water system mentioned above, the wastewater system costs are reflective of expansions required to meet the needs of a larger, growing population. Of particular significance this year, the wastewater treatment plant budget reflects a continuation of facilities construction and operation by the LCRA/BRA Alliance. Five years ago the City sold its wastewater treatment plants to the Alliance. The Alliance operates and expands the plants as necessary to accommodate a *regional* treatment concept which currently includes the cities of Round Rock, Austin, and Cedar Park. The Fern Bluff and Brushy Creek Municipal Utility Districts are also customers of this regional system.

Costs for wastewater treatment are expected to increase each year as illustrated in the financial proforma developed by the Alliance. These costs reflect the significant capital construction costs and increased debt incurred by the Alliance to finance plant acquisition and expansion. However, while growth in the City's customer base and the recent addition of new regional customers, such as the City of Austin, are expected to help the City meet these costs, they will be closely monitored to assess their impact on future utility rates.

While the City has transferred its wastewater plant and major collector operations to the Alliance, the City still maintains responsibility for wastewater lines maintenance. Funding is included in this budget for additional personnel to meet the growing workload.

General Capital Improvement Projects

Capital projects scheduled for the upcoming year have been funded by cash and the issuance of \$5,185,000 in Certificates of Obligation, Series 1997, \$8,905,000 in General Obligation Bonds, Series 1998, \$2,550,000 Certificates of Obligation, Series 1998 and \$10,750,000 in Certificates of Obligation, Series 2000. In November 2001, voters authorized the issuance of \$89,800,000 in general obligation bonds. In May 2002, a portion of this authorization, \$35,000,000 in General Obligation Bonds, Series 2002 were issued. The balance of the authorization will be issued in future years. The projects scheduled under this voted authorization along with current projects in process are listed under the **Capital Projects Tab** section of this document.

The City has developed a computer technology plan which provides a systematic method to more fully automate all departments over the next few years. The City's computer automation goal is to provide a fully networked, client/server environment. Such a network will mitigate the need for large, separate mainframe systems by providing interconnected modular component systems. As systems become fully interconnected and integrated the system users will be able to share and transfer data with greater speed, improving the efficiency of the departments tremendously. The City computerization upgrades also enable fully functional access to the Internet. This access places the City in a position of being able to readily communicate via the Internet with commercial enterprises and institutions. The budget contains funding for this on-going plan. The equipment and software expenditures are included in the capital outlay section of each department.

Another project of great significance, the implementation of an upgrade of the financial accounting, payroll, human resources management and utility billing computer systems, was concluded in the 2000-2001 fiscal year with the exception of certain planned upgrades and enhancements. These systems require highly skilled technical people to manage them and the Information Technology staff is very capable of managing the day to day operations of the system. However, professional programmers and database managers are utilized frequently for specialized services. Funding for operating these systems and managing the new database technology continue to be included in the operating budget.

Water/Wastewater Capital Improvements

In order to keep pace with a growing population, regulatory requirements and infrastructure replacement needs, the next several years see the continuation of significant plant and infrastructure expansions and improvements to the water and wastewater systems. Scheduled improvements to the water and wastewater systems are listed in the **Capital Projects Tab** section of the document. The scheduled improvements which are listed plus facilities constructed by the LCRA/BRA Alliance for benefit of the City total \$77.6 million for the years 2000 to 2004. Out of this figure approximately \$37 million is scheduled for the ensuing fiscal year. Construction is underway on another 20 mgd (million gallons per day) water treatment plant expansion and should be completed by summer 2004. Financing for the current and future years is to be provided primarily by operating funds, capital recovery (impact) fees, and funds borrowed through the issuance of revenue bonds.

Bonded Debt and Debt Service

This budget includes funding for scheduled debt service on maturing general obligation bonds, certificates of obligation, revenue bonds and contractual obligations. The debt service portion of the property tax rate component is sufficient to meet debt service obligations for the next fiscal year. New debt service requirements for the fiscal year are provided for the General Obligation and Refunding Bonds, Series 2002 and the equipment lease/purchase program. The debt service component of the property tax rate (discussed under the Property Tax Rate section of this letter) 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 and tax base not only require infrastructure and capital improvements as described herein but also provide sufficient debt financing margins. A complete schedule of outstanding debt obligations, their purpose and related debt service is included under the **Bonded Debt Schedules Tab** of this document.

The City benefits substantially in reduced interest costs resulting from recently affirmed bond ratings by Moody's Investors Service of Aa3, and Standard & Poor's of AA-.

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.

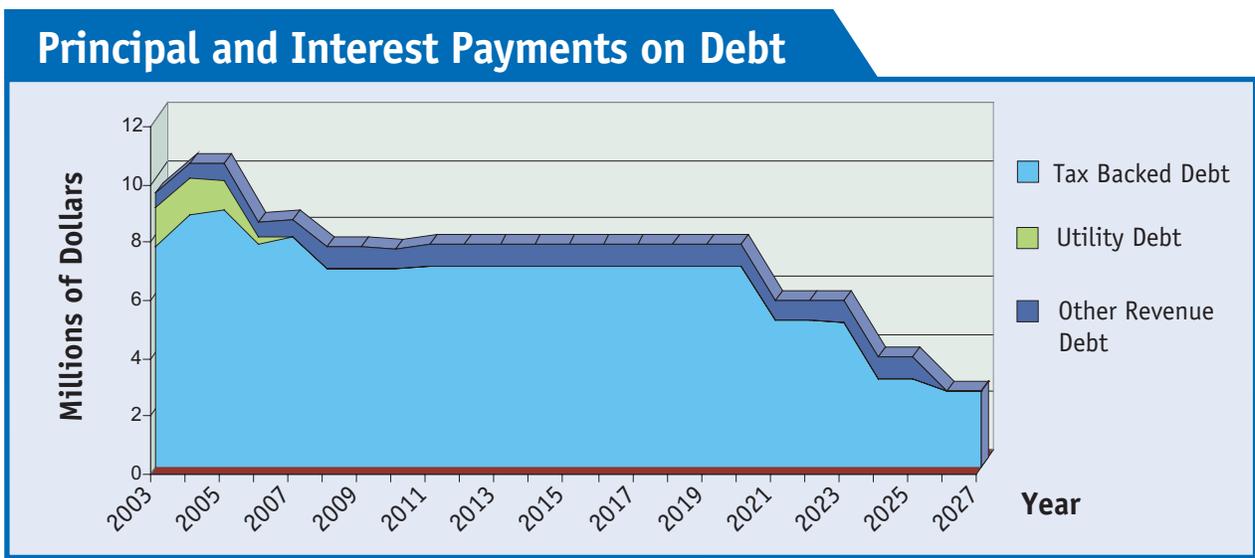
Fund Balance/Working Capital

It is the policy of the City to maintain a General Fund balance equivalent to at least three months of operations. Working capital in the Water/Wastewater Utility Fund, net of restricted assets/liabilities is also maintained at a minimum of three months of operations. This 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.

With the advent of the Dell Computer economic development agreement, the City set aside first year sales tax collections attributable to Dell Computer sales as a hedge against future year cyclical downturns. This action had the effect of increasing the General Fund balance beyond the level discussed above and is included in the operating budget considerations.

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, 2002, certified assessed valuation of \$4,978,982,250 at 95% collection, tax revenue of \$70,950,497 would be produced. This revenue could service the debt on \$847,885,577 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 those 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 graph above indicates the long-term direct debt principal and interest obligations that are scheduled through the bond maturity dates. The Bonded Debt Schedules 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 they result 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 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 ensure that the best value is obtained for products and services.

Summary of the City Fund Accounting Structure

The budgetary accounting for City financial activities is reflected within two major fund groups: Governmental funds and Proprietary funds.

Governmental Funds

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

General Fund

The General Fund is the most important of the funds 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, Public Works, 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.

Capital Projects Funds

Capital Projects funds are typically 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 approved on an annual basis (or any other period-length basis) but is approved at the outset of the project. Therefore, the capital projects included in the **Capital Projects Tab** section of this document are presented as a memorandum to the reader.

Proprietary Funds

Proprietary funds are used to account for the City's activities that are similar to commercial enterprise accounting.

Water/Wastewater Utility Fund

This proprietary fund accounts for water and wastewater operations that are financed through rates and user fees.

Operations and activities accounted for in the funds discussed above are further organized into departments. Examples of departments include the Police Department, the Fire Department, the Public Works Department, the Water Treatment Plant and the Finance Department.

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 rapid growth and economic expansion 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 Director of Finance and department heads develop the additional funding needs for specific projects or programs. The City Manager and Chief Financial Officer then develop funding alternatives. The funding recommendations are then 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.

Outlook for the Future

This budget communicates a tremendous amount of financial information. However, it is the staff's desire to continue the transformation of this traditional line-item budget into a more programmatic budget: a budget that clearly addresses the various programs of the City and their effectiveness. Towards this end, the City initiated Strategic Budgeting in 2000-2001, a constantly evolving process that will continue to define and shape the budget for 2002-2003 and beyond.

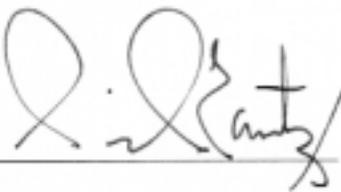
In closing, we believe this budget provides the traditional level of quality service the citizens of Round Rock expect. Attention has also been given to preservation of the City's infrastructure and development of new service programs with an entrepreneurial spirit. The City's economic outlook for next year is bright and we envision this budget plan as a firm cornerstone in the City's future economic development. The complete budget document is also available on the City's website at www.ci.round-rock.tx.us.

Finally, we wish to thank all of the departments and staff members who contributed effort, time, creative wit and team spirit in the development of this plan. Special thanks are extended to members of the Finance Department who contributed to this document: Bill White, Cindy Demers, Becky Martinez, Jerry Galloway, Lynn Olsen, Howard Baker, Noelle Jones, Elaine Wilson, Debbie Hunt, Judy Morris, Anne Keneipp, Terry Gizelbach, Robbie Sorrell, Dodi Lilja, Becca Ramsey, Joyce Banner, Ann Morrow, Carolyn Brooks, Brenda Fuller, Karen D'Amato, Linda Borden, Sandi Talbert and Sherri Monroe.

Sincerely,



Robert L. Bennett, Jr., AICP
City Manager



David Kautz, CGFO
Chief Financial Officer

City Profile

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.



CITY PROFILE

City Profile

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.



Nyle Maxwell
Mayor



Round Rock City Council



Tom Nielson
Mayor Pro-Tem



Alan McGraw
Councilmember
Place 2



Carrie Pitt
Councilmember
Place 3



Scot Knight
Councilmember
Place 4



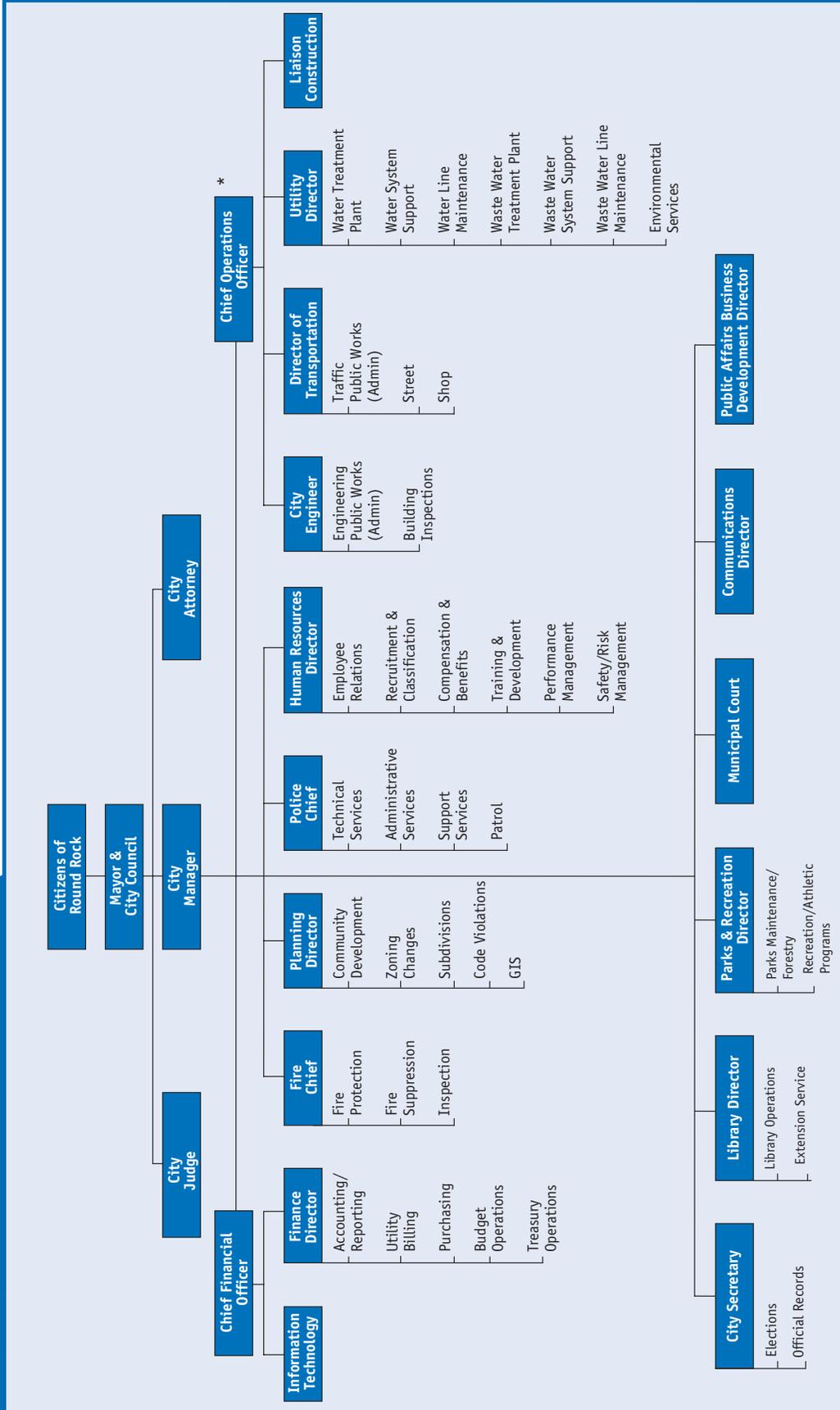
Isabel Gallahan
Councilmember
Place 5



Gary Coe
Councilmember
Place 6



City Organization Chart



* Chief Operations Officer is also Assistant City Manager

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 fifteen 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, University of Texas, a long list of high tech industries, and a civilian work force of over 400,000 well educated and productive individuals.

Our location, within minutes of the Texas Hill Country and the Highland Lakes, provides residents easy access to some of the best outdoor recreation in Texas.

- Round Rock to Austin 16 miles
- Round Rock to Dallas 186 miles
- Round Rock to Houston 178 miles
- Round Rock to San Antonio 96 miles



The History of Round Rock

"I woke up one morning on the old Chisolm Trail, Rope in my hand and a cow by the tail, Feet in the stirrups and seat in the saddle I hung and rattled with them Long Horn Cattle..."

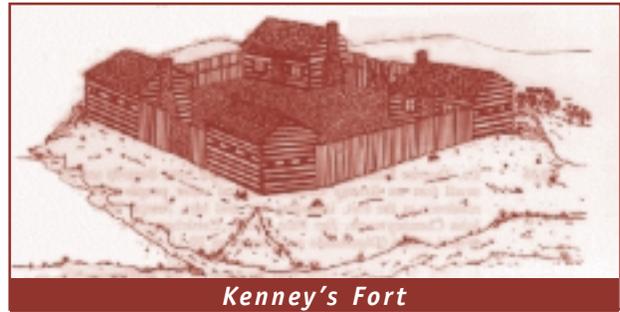
(Trail Driving Song, 1870s)

In the 150 years since its "birth," cowboys, famous outlaws, lawmen, entrepreneurs, businessmen and Texas heroes have all called Round Rock home. But the story of the City named after the round, table-topped limestone rock in the middle of Brushy Creek begins long before the advent of recorded history.

In 1982, the skeletal remains of "Leanderthal Lilly," which scientists believe to be 10,500 years old and date to the Pleistocene Period, were discovered just west of Round Rock. Archeological evidence likewise provides proof that Tonkawas, Lipan Apaches, Comanches, and the Tawakonis of Caddoan stock hunted and gathered in Round Rock long before the arrival of White Settlers. Other Indian tribes known to have frequented the area include the Mayeyes, Ojuanes, Kiowas, and Choctaw. Although none of these tribes actually settled in Round Rock, their presence in the area led to numerous clashes with the White Settlers who began arriving in the 1830's.

The first recorded mention of the Round Rock area can be traced to the Spanish Ramon-St. Denis expedition of 1716, which was organized in Saltillo, Mexico to visit missions in East Texas. On May 26th, crossing into what is now Williamson County, the expedition killed their first buffalo and pitched camp near Round Rock at what they called the "Arroyo de las Benditas Animas," or Creek of the Blessed Souls--or Bushy Creek as it is now known.

Permanent settlement of Round Rock did not occur until the arrival of Dr. Thomas Kenney in 1839, who, recognizing the need for protection from Indians, constructed "Kenney's Fort" between Brushy Creek and Spring Branch. In a rare booklet recounting reminiscences of her life in the fort, Mary Jane Kenney Lee, daughter of Dr. Kenney, relates:



"The fort was a square picketed one with round and split saplings, higher than the eaves of the cabin, of which there were four - one in each corner - with space between each cabin. There were two large gates, on the west side, the other on the east - the latter one was hung on a large burr oak tree. Large covered wagons could pass in through these gates. In the center was a court or patio where grew a number of hackberry trees. I have often seen thirty and forty Indians in that court eating food which Dr. Kenney had prepared for them. He was unusually kind to them. The fort was never molested or a horse stolen from it by Indians. The cabins were built of elm and hackberry logs faced on the inside {and} chinked and daubed, with port holes in each."

Kenney's Fort went on to achieve statewide prominence during the "Archives War" of 1842. 26 men, sympathizers with Sam Houston's plans to move the Capital to the City of Houston, plundered the Republic of Texas' archives from their official repository in Austin. 68 Austinites rode in pursuit, hauling the City's cannon behind them. They surrounded the "Houston Party" at Kenney's Fort in the middle of a "Texas Blizzard", and retook the Archives the next morning, preserving Austin as the Capital of the Republic, and later the State.

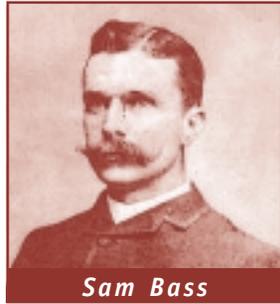
Despite the danger of Indian attack outside the fort, which occurred regularly throughout the 1840s, and threat of invasion from Mexico, settlers in the Round Rock/Brushy Creek area continued to increase in number, and in 1848 voted to form a new County out of the Milam District. The new County was named Williamson in honor of Judge Robert McAlpin Williamson. Affectionately known as "Three-Legged Willie" due to a childhood injury that left him crippled and in need of a wooden peg to supplement his withered leg, the Judge was a powerful orator and participant in the battle of San Jacinto.

The continuing influx of settlers led to the establishment of the "Brushy Creek" Post Office in 1851, which, at the urging of Postmaster Thomas C. Oatts, was renamed "Round Rock" in 1854.

By the time of the Civil War, the population of the Round Rock area had increased to approximately 450 persons in over twenty different occupations, including an attorney, two blacksmiths, a Texas Ranger, fifty farmers, one schoolteacher, and two preachers. In January 1861, Williamson County was one of three Texas counties that voted against succession from the Union. Despite their reluctance to succeed--and in many recorded instances an aversion to slavery--353 men from Williamson County were known to have served in the Confederate army. Their absence marked an increase in Indian attacks, which led to the deaths of twenty-four persons during the years 1861-1865.

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 long-horns to markets in Abilene, 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 one mile east to take advantage of the newly constructed International and Great Northern Railroad line, and the "New" Round Rock was born. Today, the "Old Town" section of the "New Town" still contains many historic structures and is the centerpiece of an evolving historical, cultural, recreational, and commercial area.

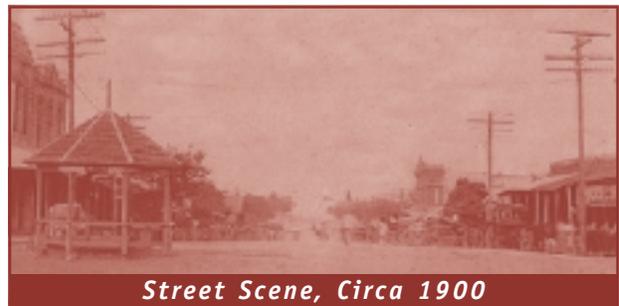
Known throughout the state as a progressive center of learning and religion as evidenced by the then presence of the Greenwood Masonic Institute, the Round Rock Institute, and numerous churches of all denominations, the City still attracted its share of "undesirables." In 1878, the famous outlaw Sam Bass was mortally wounded in a shootout with town deputies while attempting to rob a local bank. John Wesley Hardin, known as the "fastest gun in the west," was an 1870 graduate of the Greenwood Masonic Institute. And Mrs. Mable Smith's son "Soapy," went on from Round Rock to become the "greatest con man in Alaska" during the Klondike Gold Rush of 1898.



But Round Rock has had its share of luminaries as well. Washington Anderson, one of the heroes of the battle of San Jacinto, called Round Rock home, as did 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 who

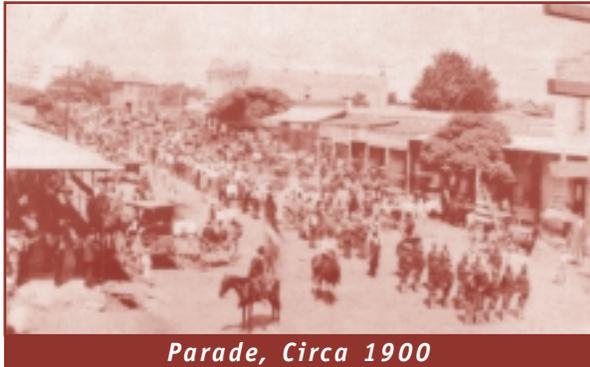
braved Indians, disease, and deprivation to carve out a home on the frontier. Entertainer Vander Barquette Broadway was singled out by Noel Coward as one of the greatest artists of the pre-depression era, and was the toast of Parisian society during the 1920s and 30s.

Infused with the same energy driving its more distinguished sons and daughters, Round Rock citizens first voted to incorporate the "New Town" 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 of the new-formed government. 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 company 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.



Parade, Circa 1900

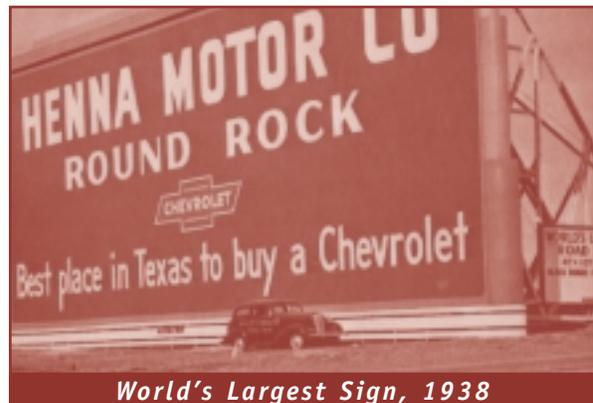
But national crises often intervened to slow the advance of progress. With the advent of World War II, more than 350 Round Rock men followed the example set by their fathers and grandfathers in the Spanish American War and World War I, and enlisted to fight. Citizens of Round Rock likewise fought in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

But not even the intervention of war could keep Round Rock down for long. Even before the relocation of Dell Computer to Round Rock, city industry received national acclaim as a business friendly community producing quality products. A broom made at the Round Rock Broom Company (est. 1876) won a gold medal at the 1904 Saint Louis World's Fair. A barrel of lime produced at the Round Rock White Lime Plant was also judged superior at the Worlds Fair, and it too was awarded a gold medal. Cheese produced at the Round Rock Cheese Factory (est. 1928) 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.

This Round Rock spirit of "can do" spurred economic growth--particularly in "high tech" industry—which in turn generated tremendous population growth in Round Rock during the 1990s, a trend that continues today. In 1992, Round Rock population was estimated at 33,769. For 2003, it is projected that 75,000 people will call

Round Rock home. Driven by the relocation of Dell Computer to Round Rock in 1996, the City's economy has likewise boomed, rising from a City budget of approximately \$23 million in FY 1992 to a proposed operating budget of approximately \$85.7 million in FY 2003.

Today, Round Rock is a booming, progressive community, home to international industry, one of the largest shopping malls in Texas, a professional quality golf course, and a minor league baseball team, the Round Rock Express. Nine of its thirty-one schools in the district have received Blue Ribbon Awards from the U.S. Department of Education. City services are recognized as among the best (and the best value) in the Central Texas area. And yet, Round Rock refuses to forget its roots. With 22 acres of parkland for every 1000 persons, it maintains the feel of the wide open spaces that once typified the Texas landscape. Its downtown historic district retains many of the buildings that stood at the turn of the last century. And annual events such as Fiesta Amistad and Frontier Days still celebrate the City's cultural heritage. But...as they say here in Round Rock..."the best, Y'all, is yet to come!"

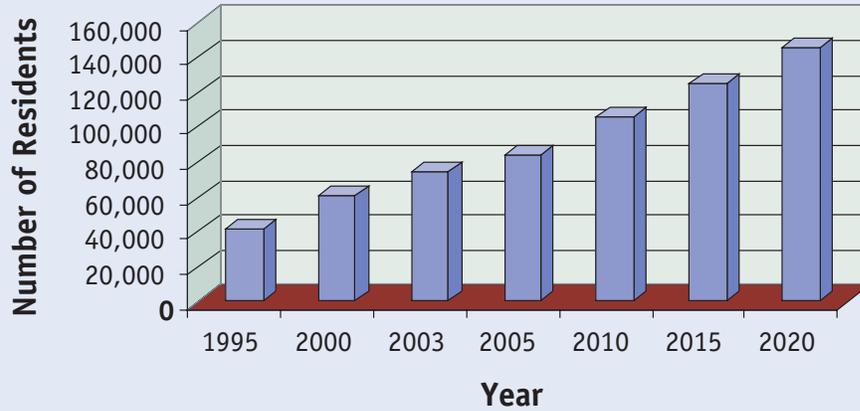


World's Largest Sign, 1938



City Population

Multi-Year Trend

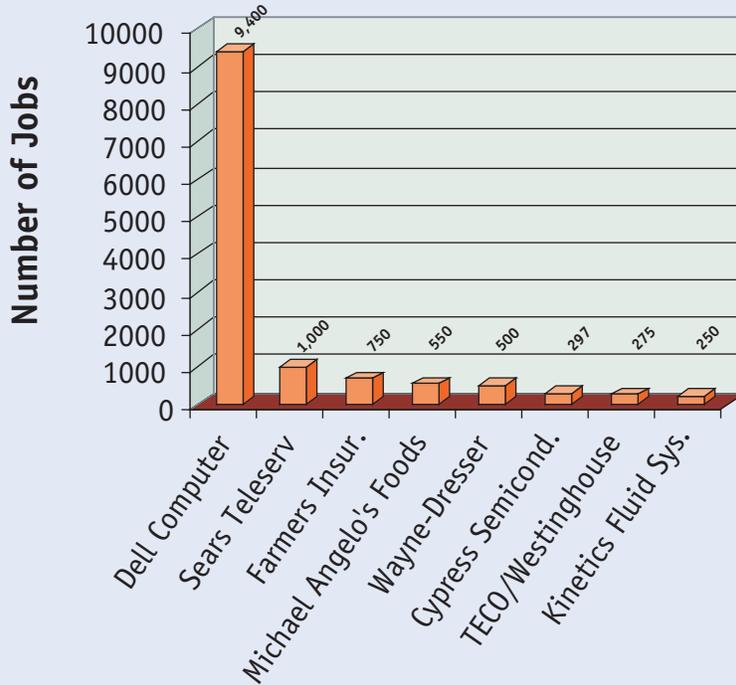


Population trends, both historical and projected, are important indicators for determining service demands. Further analysis of the demographic profile of a community's population trend provides useful information in determining customer service expectations.

Year	Population
1995	41,360
2000	61,136
2003	75,000
2005	84,200
2010	105,900
2015	125,120
2020	145,050

Jobs in Round Rock

Major Employers

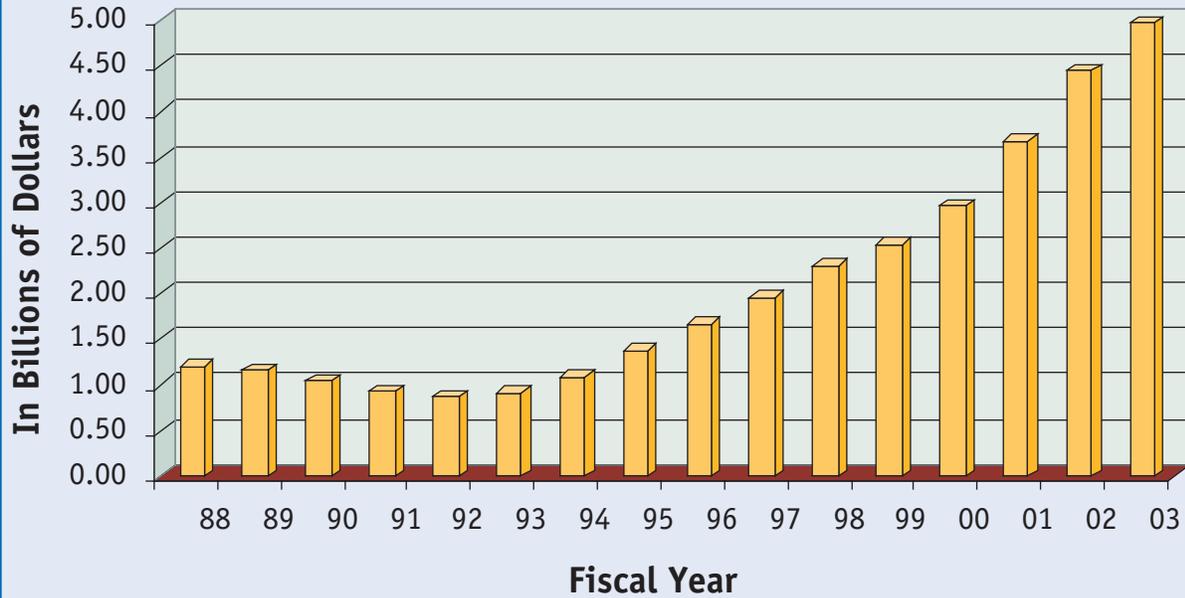


Specific information regarding the major employers in the community is provided by the above chart. The chart illustrates the importance of Dell Computer to the City's economy as well as the diversity of companies making up our local economy.

Job creation in terms of basic jobs, those that import capital while exporting products or services, has been very strong and while moderating from previous levels is expected to strengthen in the foreseeable future. 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.

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
1988	\$ 1,208,589,028	1996	\$ 1,673,266,815
1989	1,164,006,657	1997	1,961,647,818
1990	1,052,509,796	1998	2,314,286,302
1991	934,207,091	1999	2,540,922,164
1992	864,708,917	2000	2,965,017,390
1993	913,079,155	2001	3,678,007,528
1994	1,090,306,343	2002	4,446,753,347
1995	1,380,376,965	2003	4,978,982,250

Tax Bill for \$153,783 Home

Split into Tax Rate Components



Last Year's Adopted Tax Rate	\$0.322070
This Year's Effective Tax Rate	\$0.309940
This Year's Rollback Rate	\$0.364780
This Year's Adopted Tax Rate	\$0.342200
Maintenance & Operations Component	\$0.194150
Debt Service Component	\$0.148050

Summary:

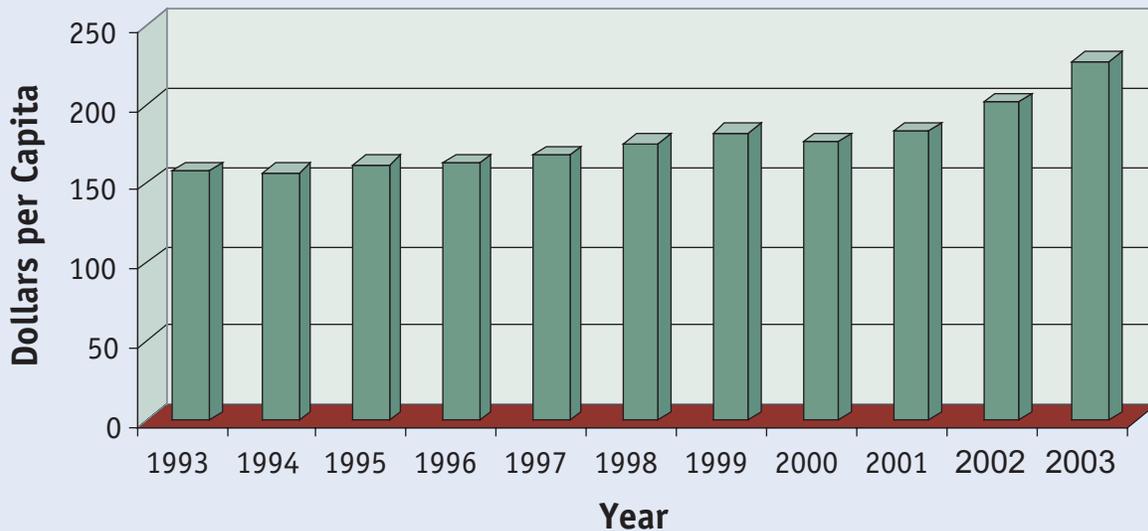
This year's tax bill for an average residential property:
 $\$153,783 / \$100 \times \$0.342200 = \526.25

Last year's tax bill for an average residential property:
 $\$141,408 / \$100 \times \$0.3221 = \455.43

Source: Williamson County Appraisal District

Property Taxes per Capita

Multi-Year Comparison



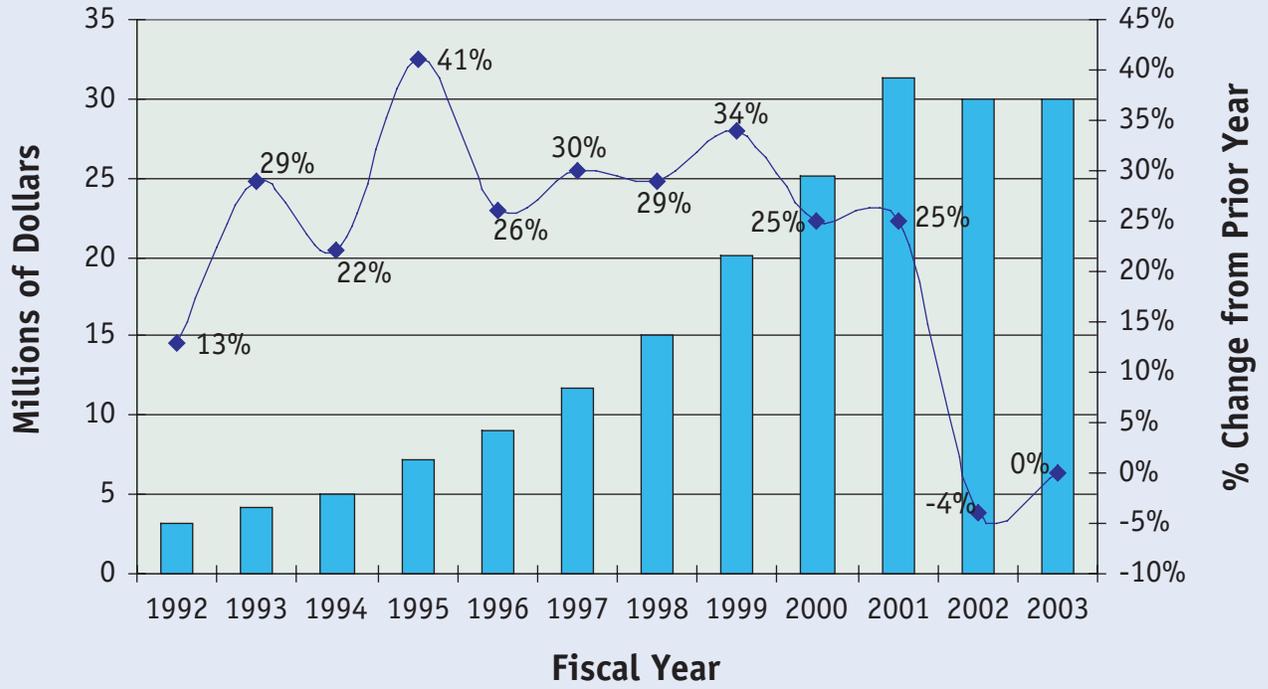
This chart indicates that taxes per capita are increasing, but it is important to understand the reason why. New properties added to the tax rolls are of a significantly higher per capita value, indicating industrial and commercial property growth. This fact is also evidenced by the change in taxable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

Fiscal Year	Taxable Assessed Valuation	Population	Property Tax Levy*	Tax Per Capita ¹
1993	913,079,155	36,140	5,703,001	158
1994	1,090,306,343	39,455	6,206,479	157
1995	1,380,376,965	41,360	6,749,505	163
1996	1,673,266,815	43,895	7,133,973	163
1997	1,961,647,818	46,485	7,823,051	168
1998	2,314,286,302	49,900	8,726,410	175
1999	2,540,922,164	53,860	9,782,550	182
2000	2,965,017,390	61,136	10,761,531	176
2001	3,678,007,528	66,495	12,148,827	183
2002	4,446,753,347	71,275	14,321,659	201
2003	4,978,982,250	75,000	17,038,077	227

* General Fund and Debt Service Fund

¹ Unadjusted for inflation

Sales Tax Revenue Analysis



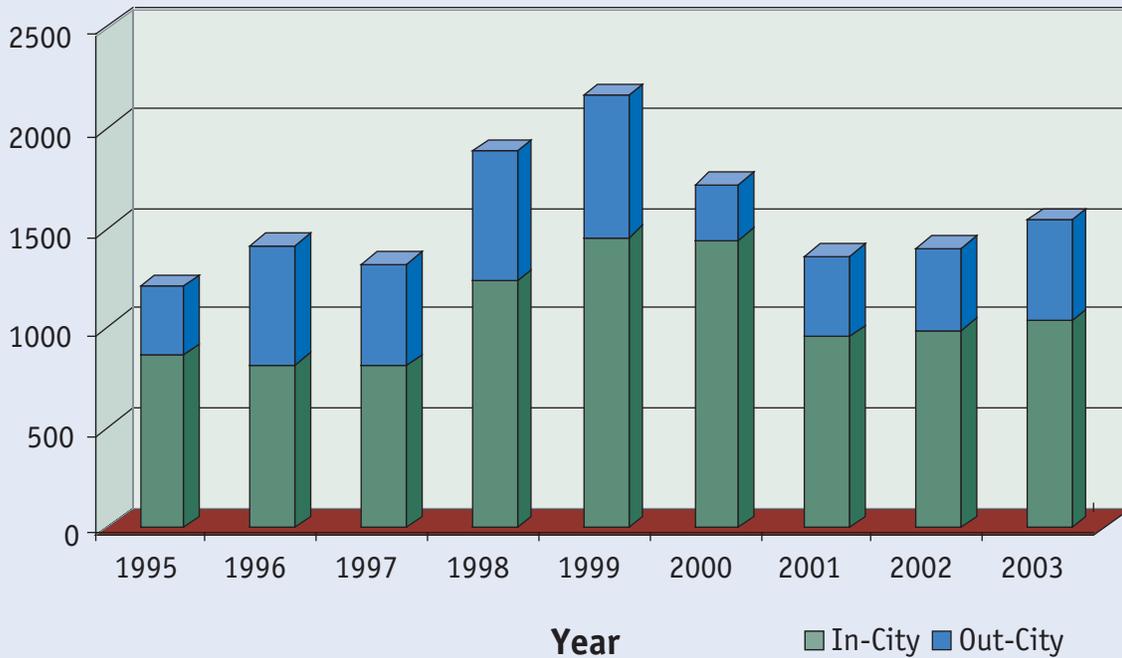
This chart illustrates growth characteristics in the City's commercial and economic bases. In 1988, voters authorized an additional 1/2 cent sales tax designation for the purpose of property tax reduction.

The data has been expressed in both actual dollars collected and as a percent change from the prior year and reflects a slight decrease in the projected revenue for Fiscal Year 2003 due to the recent economic downturn.

Year	Amount	Year	Amount
1992	\$3,231,220	1998	\$15,038,239
1993	4,159,852	1999	20,166,740
1994	5,069,127	2000	25,142,236
1995	7,144,296	2001	31,369,798
1996	8,974,450	2002	30,043,138
1997	11,689,671	2003 (Est.)	30,000,000

Building Permits Issued

Single Family Residential Construction

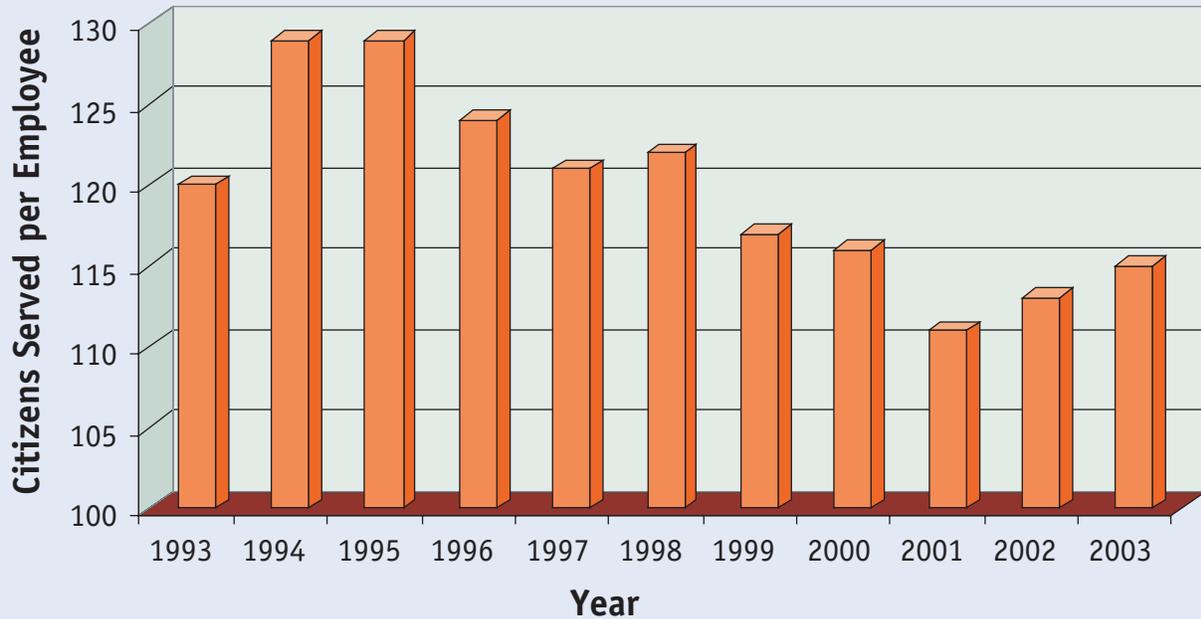


The graph above illustrates the number of single family residential building permits issued and anticipated to be issued by the City for the indicated fiscal years. This information is an excellent indicator of current and future demand for City services. Outside City permits are pertinent because the City provides these areas with water and wastewater service.

Year	In-City	Out-City
1993	732	493
1994	743	352
1995	866	340
1996	817	597
1997	815	510
1998	1235	657
1999	1457	706
2000	1442	281
2001	961	402
2002	992	409
2003 (proj.)	1040	500

Round Rock Citizens Served

National Average = 1 Employee to 100 Citizens



Year	Population	Employee (FTEs)	Citizens served per Employee
1993	36,140	302	120
1994	39,455	307	129
1995	41,360	340	129
1996	43,895	354	124
1997	46,485	384	121
1998	49,990	411	122
1999	53,860	462	117
2000	61,136	525	116
2001	66,495	597	111
2002	71,275	639	112
2003	75,000	655	115

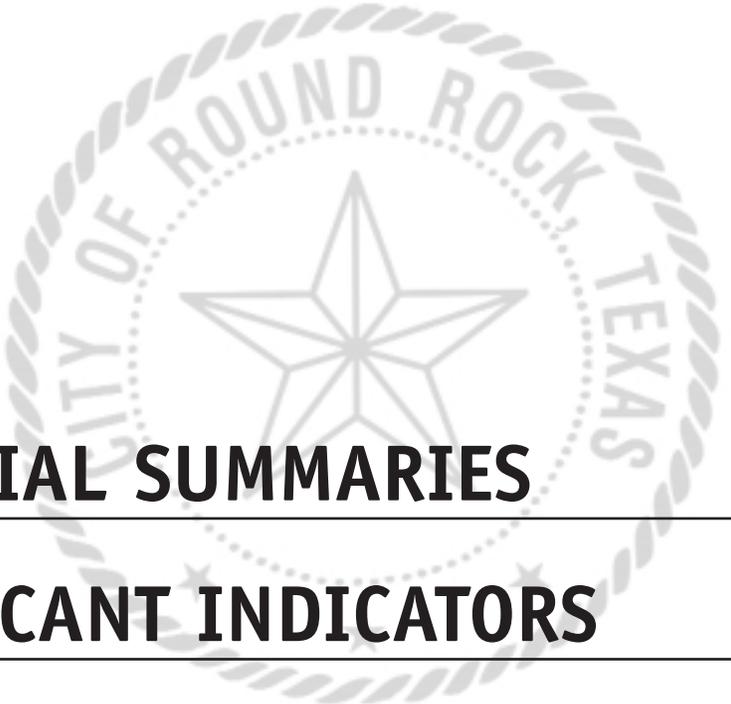
Budget Summaries

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Budget Summaries



ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

The seal of the City of Round Rock, Texas, is a circular emblem. It features a five-pointed star in the center, surrounded by a wreath. The words "CITY OF ROUND ROCK, TEXAS" are inscribed around the perimeter of the seal.

FINANCIAL SUMMARIES

SIGNIFICANT INDICATORS

PROPERTY TAX & DEBT SUMMARY

REVENUE & EXPENDITURE GRAPHICS



Financial Summaries for All Funds

The Financial Summaries for All Funds section presents a summary of budgeted operations and activities for the ensuing fiscal year. The summary indicates the projected beginning fund balance or working capital balance for the fiscal year. The effect of the budget estimated revenues and expenditures for the fiscal year is illustrated in the projection of ending fund balance or working capital. Some funds such as capital projects and special revenue record activity on a project length basis as opposed to annual appropriation. In these cases, revenues and expenditures for the fiscal year have been estimated.

	Projected Beginning Fund Balance/ Working Capital 10/01/02	Budgeted Revenue and Financing Sources 2002-2003	Budgeted Expenditures and Financing Uses 2002-2003	Budgeted Ending Fund Balance/ Working Capital 09/30/03
General Fund	\$22,342,876	\$52,739,036	(\$52,723,248)	\$22,358,664
I&S G.O. Bond Fund	728,336	8,209,655	(8,404,540)	533,451
I&S Revenue Bond Fund	1,024,408	1,439,000	(1,396,358)	1,067,050
Water & Wastewater Utility Fund	30,845,427	23,172,700	(23,166,213)	30,851,914
Utility Repair & Replacement	573,202	2,000	(575,202)	0
Utility Impact Fees	11,265,107	4,490,000	(9,812,500)	5,942,607
Hotel Occupancy Tax Fund	2,161,076	1,450,000	(995,000)	2,616,076
Law Enforcement Fund	60,789	11,165	(28,581)	43,373
Ron Sproull Memorial Endowment Fund	132,480	1,500	(5,273)	128,707
Municipal Court Fund	104,207	62,350	(137,000)	29,557
Total Fund Balance/ Working Capital	\$69,237,908	\$91,577,406	(\$97,243,915)	\$63,571,399

Financial Summaries for All Funds

The following summary indicates the available fund balance and working capital after the City's current financial reserve policies are applied. Please see the budget message for operating reserve policies that have been established. Some capital project and special revenue funds record activity on a project length basis and are not subject to annual appropriation. Additionally, interfund transfers are itemized to enable the reader to develop a true sense of revenue and expenditures. Interfund transfers are accounting transfers which reimburse or charge for services the funds provide or receive from other funds.

	General Fund	I&S GO Bonds Fund	I&S Revenue Bonds Fund	Water & Wastewater Utility Fund
Estimated Fund Balance/ Working Capital 10/01/02	\$22,342,876	\$728,336	\$1,024,408	\$30,845,427
Less Reserves *1	(19,048,672)	0	0	(8,339,837)
Estimated Revenue (FY 2002-2003)	50,989,036	7,370,600	20,000	23,172,700
Interfund Transfers	1,750,000	839,055	1,419,000	(3,218,000)
Total Funds Available	56,033,240	8,937,991	2,463,408	42,460,290
Budgeted Expenditures	(52,723,248)	(8,404,540)	(1,396,358)	(19,948,213)
Estimated Fund Balance/ Working Capital 9/30/03	\$3,309,992	\$533,451	\$1,067,050	\$22,512,077 *2

*1 Reserves are established in accordance with operating reserve policies.

*2 Funds are designated for capital improvements and debt service for the Utility System. See Capital Project Funds Tab.

*3 Reflects transfer of \$440,055 from the golf course operator for debt service and transfer of \$350,000 from a construction fund to General Fund.

Financial Summaries for All Funds (cont.)

Utility Repair & Replacement	Utility Impact Fees	Hotel Occupancy Tax Fund	Law Enforcement Fund	Ron Sproull Memorial Endowment Fund	Municipal Court Fund	Total For All Funds
\$573,202	\$11,265,107	\$2,161,076	\$60,789	\$132,480	\$104,207	\$69,237,908
0	0	(1,341,186)	(40,485)	(102,000)	(21,985)	(28,894,165)
2,000	4,490,000	1,450,000	11,165	1,500	62,350	87,569,351
0	0	0	0	0	0	790,055 *3
575,202	15,755,107	2,269,890	31,469	31,980	144,572	128,703,149
(575,202)	(9,812,500)	(995,000)	(28,581)	(5,273)	(137,000)	(94,025,915)
\$0 *2	\$5,942,607 *2	\$1,274,890	\$2,888	\$26,707	\$7,572	\$34,677,234



Budget Summary

The summaries on the following pages are provided on an individual basis and, in addition to summarizing revenue and expenditures, illustrate the resulting net change in operations (revenue less expenditures). Furthermore, the summaries provide comparative revenue and expenditure data for the previous two fiscal years. Two-year projected data is presented for all funds except the non-operating funds: Hotel Occupancy Tax Fund, Law Enforcement Fund, Ron Sproull Memorial Endowment Fund, and Municipal Court Fund.

2002-2003 Budget Summary

General Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Revenue & Financing Sources	\$ 51,392,669	\$ 52,205,386	\$ 51,006,855	\$ 52,739,036	\$ 54,658,930
Expenditures					
Personnel Services	23,513,031	29,329,721	28,357,484	31,768,074	32,280,062
Contractual Services	5,389,443	6,455,812	5,918,690	6,881,364	7,467,233
Materials and Supplies	2,699,198	3,497,823	3,048,906	3,596,168	3,676,228
Other Services and Charges	8,115,368	8,956,252	7,471,712	8,861,033	9,385,357
Economic Development	50,000	50,000	50,000	50,000	50,000
Capital Outlay	5,915,754	3,327,550	4,202,841	1,566,609	2,509,962
Transfers	3,538,000	0	1,800,000	0	0
Total Expenditures	49,220,794	51,617,158	50,849,633	52,723,248	55,368,842
Net Change in Operations	\$2,171,875	\$588,228	\$157,222	\$15,788	\$(709,912)

2002-2003 Budget Summary

Interest & Sinking G. O. Bonds Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Revenue & Financing Sources	\$ 8,187,305	\$ 7,680,055	\$ 7,680,055	\$ 8,209,655	\$ 9,429,055
Expenditures					
Other Services and Charges	8,040,100	7,953,085	7,953,085	8,404,540	9,484,117
Total Expenditures	8,040,100	7,953,085	7,953,085	8,404,540	9,484,117
Net Change in Operations	\$ 147,205	\$ (273,030)	\$ (273,030)	\$ (194,885)	\$ (55,062)

2002-2003 Budget Summary

Interest & Sinking Revenue Bonds Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Revenue & Financing Sources	\$ 1,641,842	\$ 1,616,000	\$ 1,616,000	\$ 1,439,000	\$ 1,326,000
Expenditures					
Other Services and Charges	1,576,697	1,587,635	1,587,635	1,396,358	1,284,175
Total Expenditures	1,576,697	1,587,635	1,587,635	1,396,358	1,284,175
Net Change in Operations	\$ 65,145	\$ 28,365	\$ 28,365	\$ 42,642	\$ 41,825

2002-2003 Budget Summary

Water/Wastewater Utility Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Revenue & Financing Sources	\$ 23,358,971	\$ 22,906,700	\$ 22,906,700	\$ 23,172,700	\$ 24,224,700
Expenditures					
Personnel Services	3,620,918	4,687,202	4,635,115	5,355,312	5,508,201
Contractual Services	5,792,324	8,447,498	8,349,493	9,623,992	10,748,603
Materials and Supplies	1,401,435	1,669,258	1,718,947	1,757,216	1,963,937
Other Services and Charges	876,297	393,775	1,052,155	1,761,679	1,842,155
Capital Outlay	550,571	801,365	893,790	449,014	395,035
Debt Service/Transfers	5,574,563	5,745,632	5,070,632	4,219,000	4,366,000
Total Expenditures	17,816,108	21,744,730	21,720,132	23,166,213	24,823,931
Net Change in Operations	\$ 5,542,863	\$ 1,161,970	\$ 1,186,568	\$ 6,487	\$ (599,231)

2002-2003 Budget Summary

Utility Repair & Replacement Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Revenue and Financing Sources	\$ 13,008	\$ 2,000	\$ 2,000	\$ 2,000	\$ 0
Expenditures					
Capital Projects	362,553	66,283	66,283	575,202	0
Total Expenditures	362,553	66,283	66,283	575,202	0
Net Change in Operations	\$ (349,545)	\$ (64,283)	\$ (64,283)	\$ (573,202)	\$ 0

2002-2003 Budget Summary

Utility Impact Fees

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Revenue and Financing Sources	\$ 8,816,786	\$ 4,040,000	\$ 4,040,000	\$ 4,490,000	\$ 4,490,000
Expenditures					
Capital Projects	5,812,500	9,162,500	9,162,500	9,812,500	5,302,500
Total Expenditures	5,812,500	9,162,500	9,162,500	9,812,500	5,302,500
Net Change in Operations	\$ 3,004,286	\$ (5,122,500)	\$ (5,122,500)	\$ (5,322,500)	\$ (812,500)

2002-2003 Budget Summary

Hotel Occupancy Tax Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Revenue and Financing Sources	\$ 1,738,207	\$ 1,355,000	\$ 1,355,000	\$ 1,450,000
Expenditures				
Multi-Purpose Stadium/Convention Facility	1,119,429	690,590	690,590	735,000
Outlaw Trail	14,288	0	0	0
Sportsfest	6,896	0	0	0
Program Support	58,014	77,800	77,800	72,300
Arts Support	25,700	27,600	27,600	27,490
Tourism Support	132,748	144,600	144,600	152,210
Contingency - Mid Year Events	3,811	10,000	10,000	0
Museum Support	10,000	10,000	10,000	8,000
Total Expenditures	1,370,886	960,590	960,590	995,000
Net Change in Operations	\$ 367,321	\$ 394,410	\$ 394,410	\$ 455,000

2002-2003 Budget Summary

Law Enforcement Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Revenue and Financing Sources	\$ 19,520	\$ 21,500	\$ 21,500	\$ 11,165
Expenditures				
Local	0	17,494	17,494	15,000
State	0	0	0	0
Federal	8,243	141,190	141,190	13,581
Total Expenditures	8,243	158,684	158,684	28,581
Net Change in Operations	\$ 11,277	\$ (137,184)	\$ (137,184)	\$ (17,416)

2002-2003 Budget Summary

Ron Sproull Memorial Endowment Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Revenue and Financing Sources	\$ 5,565	\$ 2,750	\$ 2,750	\$ 1,500
Expenditures				
Round Rock Memorial Park	8,957	9,705	9,705	5,273
Old Settler's Park at Palm Valley	0	0	0	0
Veterans Park	0	0	0	0
Total Expenditures	8,957	9,705	9,705	5,273
Net Change in Operations	\$ (3,392)	\$ (6,955)	\$ (6,955)	\$ (3,773)

2002-2003 Budget Summary

Municipal Court Fund

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Revenue and Financing Sources	\$ 32,427	\$ 29,746	\$ 29,746	\$ 62,350
Expenditures				
Child Safety Fines	0	5,593	5,593	10,000
Technology Fees	0	33,902	33,902	71,000
Security Fees	0	26,273	26,273	56,000
Total Expenditures	0	65,768	65,768	137,000
Net Change in Operations	\$ 32,427	\$ (36,022)	\$ (36,022)	\$ (74,650)

Property Tax and Debt Summary

City of Round Rock Analysis of Debt Issuance September 2002

Current Tax Base \$4,978,982,250
(Total taxable value of all property, net of exemptions)

Adopted City Tax Rate 34.220 Cents per \$100 valuation

Operations Tax Rate	19.415 Cents
Debt Service Tax Rate (G.O.)	<u>14.805 Cents</u>
Total Tax Rate	34.220 Cents

Average Residential Property Value \$153,783

GENERAL OBLIGATION BONDS CURRENTLY OUTSTANDING:

General Obligation Debt	\$92,640,000
Less: Self - Supporting G.O. System Debt (Utility Related)	<u>(2,321,980)</u>
Net General Obligation Debt	<u><u>\$90,318,020</u></u>

Maturities through the year 2025

REVENUE BONDS CURRENTLY OUTSTANDING:

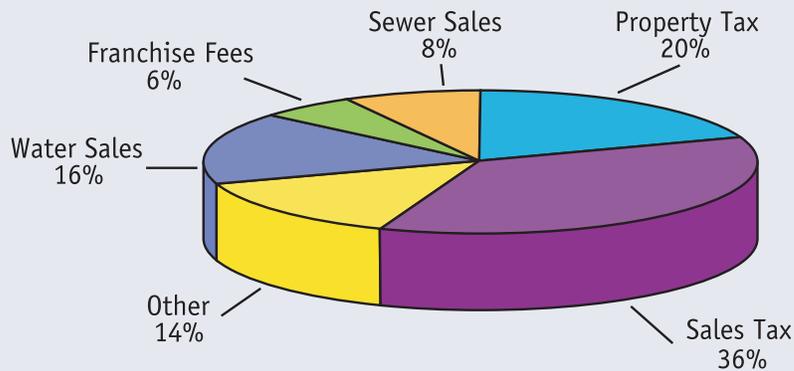
Revenue Debt (Waterworks and Sewer Utility System)	\$3,660,000
Add: Self - Supporting G.O. Debt (Utility Related)	<u>2,321,980</u>
Net Revenue Debt (Waterworks and Sewer Utility System)	5,981,980
Revenue Debt (Hotel Occupancy Tax)	<u>8,605,000</u>
Total	<u><u>\$14,586,980</u></u>

Maturities through the year 2025

TOTAL OUTSTANDING DEBT \$104,905,000

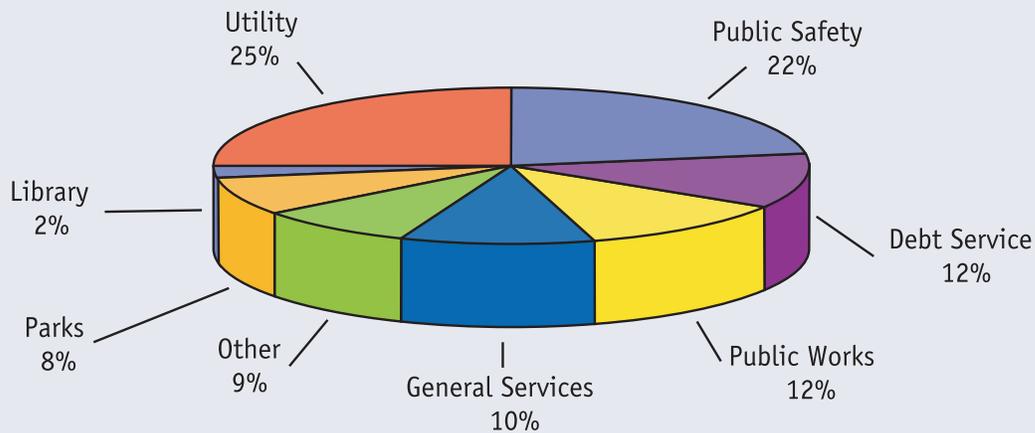
All Revenue by Source

(Combined General, Debt Service and Utility Funds)



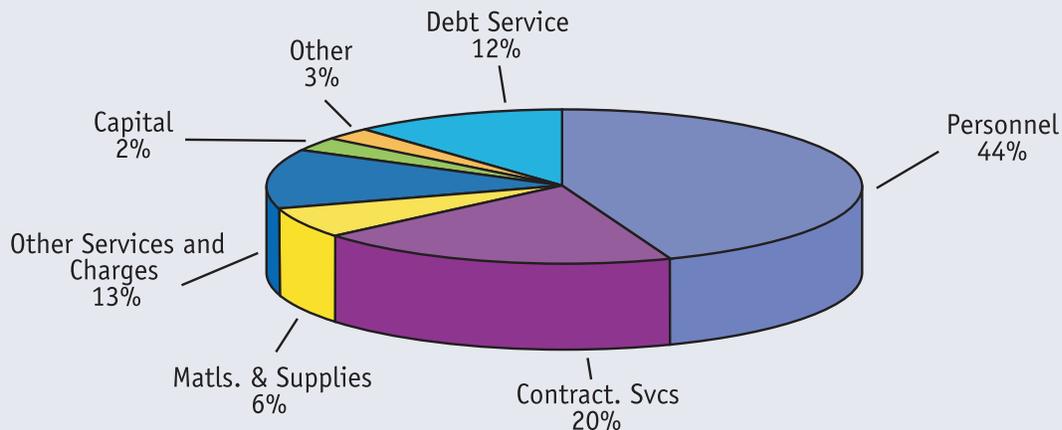
Uses of Operating Funds

(Combined General, Debt Service and Utility Funds)



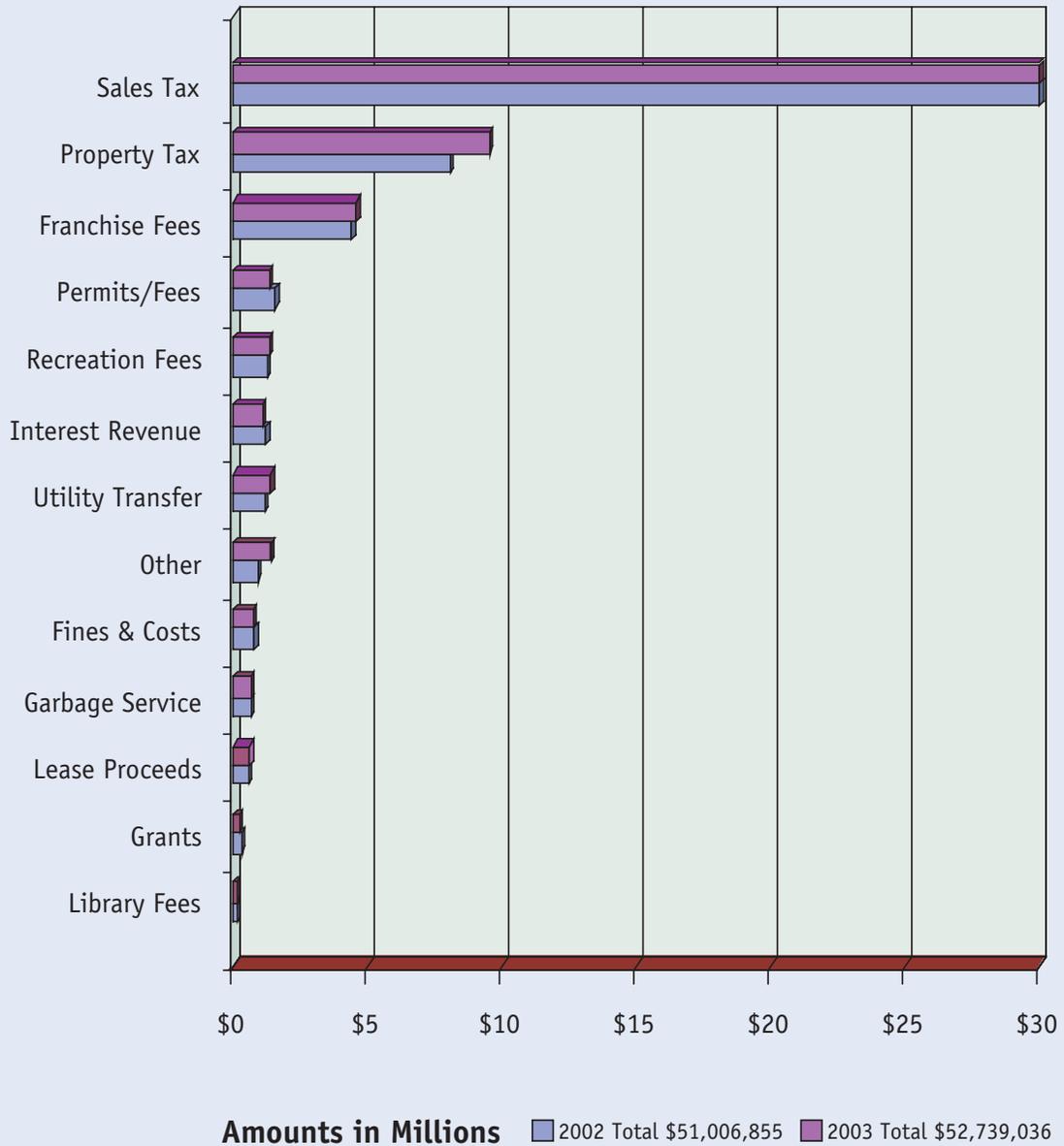
Uses of Operating Funds by Category

(Combined General, Debt Service and Utility Funds)



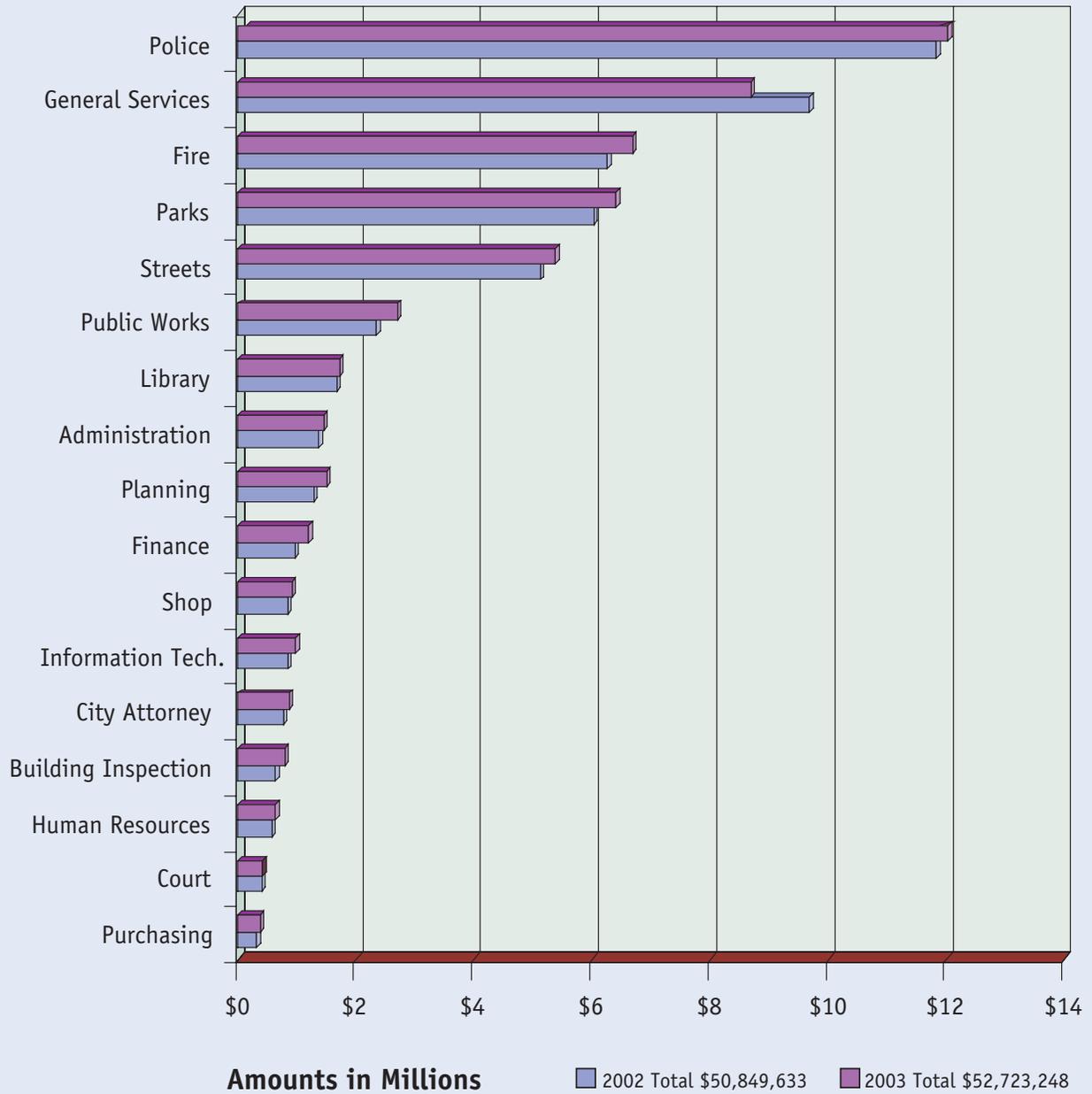
General Fund Revenues

2003 Adopted Compared to 2002 Revised Budgets



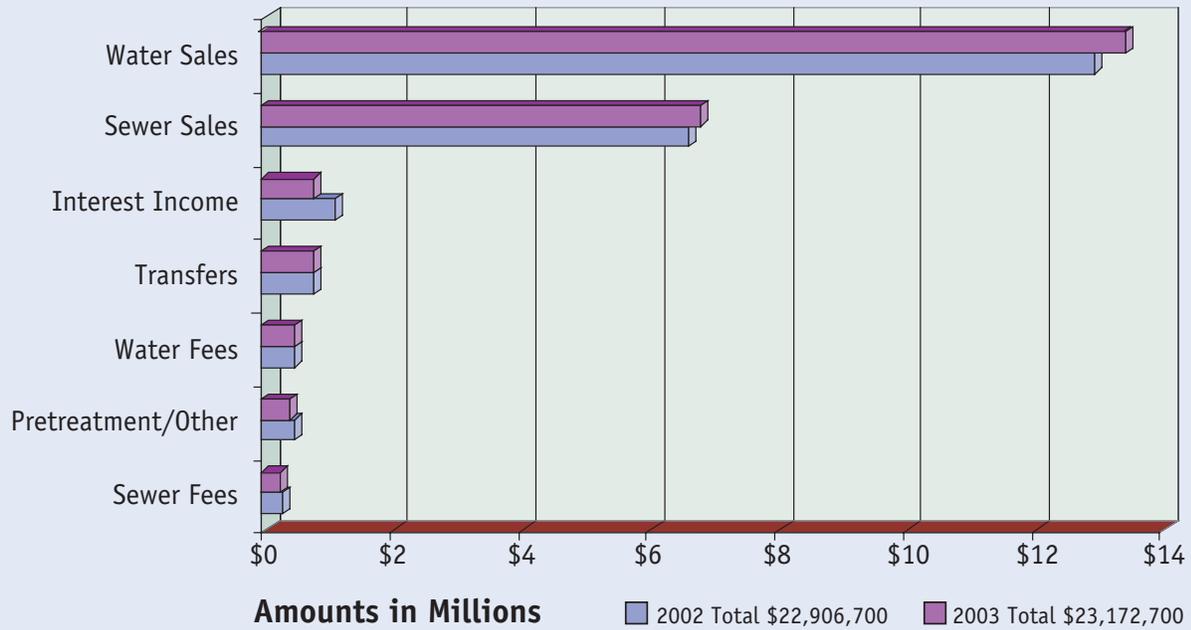
General Fund Expenditures

2003 Adopted Compared to 2002 Revised Budgets



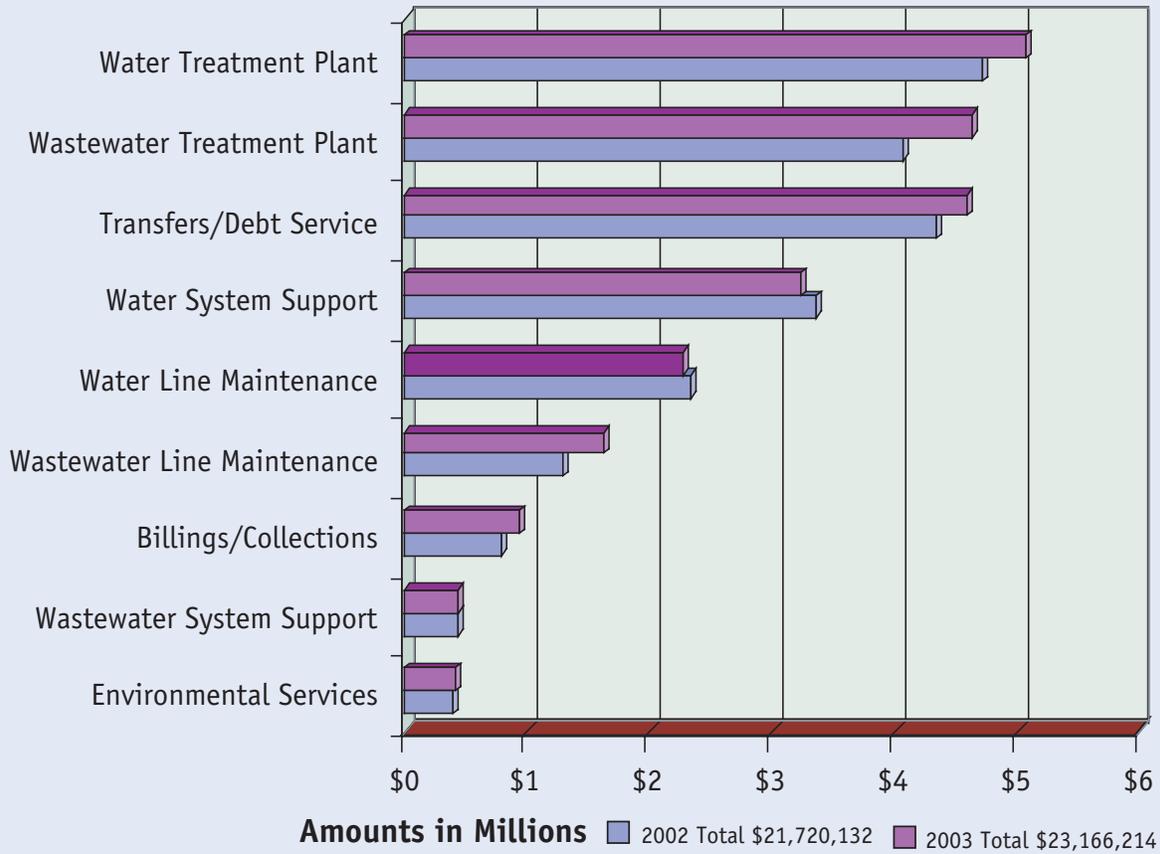
Utility Fund Revenues

2003 Adopted Compared to 2002 Revised Budgets



Utility Fund Expenditures

2003 Adopted Compared to 2002 Revised Budgets





Revenue Estimates

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

The seal of the City of Round Rock, Texas, is a circular emblem. It features a five-pointed star in the center, surrounded by a wreath. The words "CITY OF ROUND ROCK, TEXAS" are inscribed around the perimeter of the seal.

GENERAL FUND

DEBT SERVICE FUNDS

WATER/WASTEWATER UTILITY FUND

SPECIAL REVENUE FUNDS

REVENUE ESTIMATES

Revenue Estimates

This section reflects revenue projections for fiscal year 2002-2003. It represents a projected growth (in general) of approximately three-percent. Some specific revenues, such as property tax revenue and sales tax revenue are forecast using different assumptions or specific calculations. Detailed descriptions of the methods used to project specific revenue trends and underlying economic assumptions can be found in the budget message. Additional information regarding changes in individual revenue items can be found in the footnotes section of the appendix.

General Fund Revenues

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Property Taxes						
4110	Current Property Taxes	\$5,891,169	\$7,807,406	\$7,983,406	\$9,476,906	\$10,500,000
4111	Delinquent Taxes	139,728	45,000	45,000	45,000	45,000
4112	Penalty & Interest - Delinquent Taxes	47,812	10,000	10,000	10,000	10,000
4113	Penalty & Interest - Current Taxes	29,616	20,000	20,000	20,000	20,000
		6,108,325	7,882,406	8,058,406	9,551,906	10,575,000
Sales Tax						
4120	Sales Tax	31,369,798	31,677,080	30,000,000	30,000,000	31,000,000
		31,369,798	31,677,080	30,000,000	30,000,000	31,000,000
Bingo/Mixed Drink Tax						
4122	Mixed Drink Tax	159,815	150,000	159,000	160,000	160,000
4124	Bingo Tax	21,842	22,000	22,000	22,000	22,000
		181,657	172,000	181,000	182,000	182,000
Franchise Fees						
4115	Franchise - TXU Gas	195,800	207,000	289,000	300,000	310,000
4116	Franchise - Telecommunications	561,165	590,000	575,000	585,000	608,000
4117	Franchise - TU Electric	2,403,203	2,296,000	2,796,000	2,900,000	3,000,000
4118	Franchise - Cablevision	455,947	475,000	484,000	525,000	550,000
4119	Garbage Collection Franchise	263,181	265,000	265,000	265,000	273,000
		3,879,296	3,833,000	4,409,000	4,575,000	4,741,000
Building Permits/Inspections						
4214	Building Permits	441,368	525,000	400,000	400,000	400,000
4216	Building Re-inspections	232,741	240,000	150,000	175,000	175,000
4225	Subdivision Development Fee	615,116	225,000	538,000	225,000	225,000
4226	Developer Landscape Fee	0	6,000	0	6,000	6,000
4410	Structural Steel Inspections	0	18,000	0	18,000	18,000
		1,289,225	1,014,000	1,088,000	824,000	824,000
Other Permits						
4212	Beer & Liquor License	515	800	800	600	600
4218	Electrical License/Code Book	32,425	30,000	30,000	30,000	30,000
		32,940	30,800	30,800	30,600	30,600

General Fund Revenues (Continued)

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Garbage/Fire Protection Fees						
4302	Garbage Services	\$506,287	\$504,000	\$524,000	\$550,000	\$575,000
4306	Garbage Penalty	67,743	60,000	60,000	67,000	67,000
4617	Fire Protection Svce. - MUD Contract	183,014	165,000	205,000	210,000	220,000
		757,044	729,000	789,000	827,000	862,000
Recreation Fees						
4401	Swim Pool Agreements	40,364	27,000	40,000	40,000	40,000
4402	Recreation Programs - Pool	40,568	44,000	55,000	50,000	50,000
4403	Recreation Programs	334,032	379,600	404,600	410,000	420,000
4404	Swim Pool Receipts	85,139	87,000	87,000	95,000	95,000
4405	Sports League Fees	172,786	230,000	200,000	230,000	230,000
4406	Ballfield Lights	29,037	26,000	26,000	30,000	30,000
4409	Recreation Programs - Seniors	14,459	19,000	31,000	25,000	25,000
4413	Recreation Center Memberships	384,893	378,000	433,000	497,900	500,000
		1,101,278	1,190,600	1,276,600	1,377,900	1,390,000
Library Fees						
4221	Library Fees-Non Residential	47,805	45,000	45,000	46,000	46,000
4411	Library - Photocopy	12,674	13,000	13,000	14,000	14,000
4515	Library Fines	42,177	38,000	43,000	45,000	48,000
4516	Lost Book Charges	4,656	4,300	4,300	4,600	4,800
4517	Library Miscellaneous Receipts	1,180	1,000	1,000	1,180	1,180
		108,492	101,300	106,300	110,780	113,980
Filing/Other Fees						
4217	Filing Fees	264,187	350,000	200,000	250,000	250,000
4224	GIS Fees	35,444	0	15,000	18,000	18,000
4626	Subscription/Agenda Lists	443	425	425	400	400
4637	Reproductions - Plats	4,159	4,500	4,500	4,000	4,000
		304,233	354,925	219,925	272,400	272,400
Fines & Costs						
4511	Police Dept. Fines & Costs	699,093	700,000	800,000	750,000	780,000
		699,093	700,000	800,000	750,000	780,000

General Fund Revenues (Continued)

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Rentals						
4304	Rental Income - Other Governments	\$0	\$0	\$0	\$0	\$0
4408	Facility Rental - Parks/Rec	24,180	27,000	35,000	27,000	27,000
4412	Library Meeting Room	13,868	14,000	14,000	15,000	15,000
		38,048	41,000	49,000	42,000	42,000
Grants						
4682	State Grant - Victim Assistance	3,412	31,973	31,973	27,500	25,000
4685	Federal Grant - COPS FAST	132,579	53,000	62,000	75,000	75,000
4692	Federal Grant - CAD Modules	0	500,000	0	0	0
4688	State Grant - Drug Free Schools	6,330	0	0	0	0
4689	Federal Grant - Training	20,716	20,000	25,000	25,000	0
4623	State Grant Reimbursable	24,325	22,000	22,000	22,000	22,000
4683	State Grant- Training	8,944	7,500	7,500	8,000	8,000
4690	Park Grant	5,000	5,000	10,000	0	0
4691	TIF Grant	18,858	0	48,166	0	0
4695	Grant - Texas Historical Commission	0	5,000	5,000	5,000	5,000
4679	CDBG Reimbursement	56,388	59,650	59,650	55,000	55,000
4663	Miscellaneous	12,753	6,000	25,383	5,000	10,000
		289,305	710,123	296,672	222,500	200,000
Interest						
4610	Interest Income	2,109,253	1,450,000	1,200,000	1,100,000	1,100,000
4612	Increase/Decrease in Fair Value	446,129	200	200	200	200
		2,555,382	1,450,200	1,200,200	1,100,200	1,100,200
Capital Lease Proceeds						
4616	Capitalized Lease Proceeds	1,000,000	675,000	575,000	600,000	625,000
		1,000,000	675,000	575,000	600,000	625,000
Transfers						
7200	Transfer from Utility Fund	1,160,000	1,160,000	1,160,000	1,400,000	1,400,000
7550	Transfer from Construction Fund	0	0	0	350,000	0
		1,160,000	1,160,000	1,160,000	1,750,000	1,400,000

General Fund Revenues (Continued)

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Other Revenues						
4308	Brush Recycling Revenue	\$0	\$15,000	\$70,000	\$50,000	\$50,000
4407	Police Dept. - Miscellaneous	16,036	38,900	23,900	20,000	20,000
4615	Miscellaneous Revenue	93,317	40,202	30,202	30,000	30,000
4625	Outlaw Trail/Sportsfest	429	0	12,000	11,250	11,250
4628	Contributions	201,500	0	225,000	0	0
4636	Insurance Proceeds	18,167	5,000	5,000	5,000	5,000
4638	Street Cuts	1,250	4,000	0	2,000	2,000
4639	Proceeds - Sale of Assets	28,300	31,500	30,500	31,000	31,000
4660	4B Corporation Reimbursement	0	158,850	158,850	159,000	159,000
4664	Camera Operator Reimbursement	596	500	500	500	500
4670	RRISD Reimbursement	130,175	167,000	187,000	190,000	188,000
4672	Recycling Revenue	13,040	12,000	8,000	12,000	12,000
4301	Lot Clearing Services	9,283	7,000	7,000	7,000	7,000
4305	Brush Hauling Revenue	6,460	4,000	9,000	5,000	5,000
		518,553	483,952	766,952	522,750	520,750
Total General Fund Revenue		\$51,392,669	\$52,205,386	\$51,006,855	\$52,739,036	\$54,658,930

Debt Service Revenues

I & S General Obligation Bonds Fund

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
4110	Current Property Taxes	\$6,344,999	\$6,162,000	\$6,162,000	\$7,230,600	\$8,193,000
4111	Delinquent Taxes	166,222	40,000	40,000	40,000	40,000
4112	Penalty & Interest - Delinquent Taxes	57,511	13,000	13,000	13,000	13,000
4113	Penalty & Interest - Current Taxes	32,456	25,000	25,000	25,000	25,000
4610	Interest Income	142,887	90,000	90,000	62,000	62,000
7200	Transfer from Utility Fund	1,003,175	910,000	910,000	399,000	656,000
7855	Transfer from Golf Course	440,055	440,055	440,055	440,055	440,055
Total Revenue		\$8,187,305	\$7,680,055	\$7,680,055	\$8,209,655	\$9,429,055

I & S Revenue Bonds Fund

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
4610	Interest Income	\$44,758	\$28,000	\$28,000	\$20,000	\$20,000
7200	Transfer from Utility Fund	1,597,084	1,588,000	1,588,000	1,419,000	1,306,000
Total Revenue		\$1,641,842	\$1,616,000	\$1,616,000	\$1,439,000	\$1,326,000

Water/Wastewater Utility Fund Revenues

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Water & Related Services						
4444	Connection & Transfer Fee	\$76,690	\$66,000	\$66,000	\$70,000	\$72,000
4801	Water Service	12,311,259	12,958,000	12,958,000	13,453,000	14,200,000
4805	Water Insp. & Meter Setting Fee	148,800	180,000	180,000	150,000	155,000
4807	Water Penalty	317,547	280,000	280,000	300,000	300,000
4831	Reconnect Charges	24,245	18,000	18,000	20,000	20,000
4833	Meters and Fittings Sales	121,115	140,000	140,000	75,000	75,000
		12,999,656	13,642,000	13,642,000	14,068,000	14,822,000
Sewer & Related Services						
4821	Sewer Service	6,459,974	6,640,000	6,640,000	6,832,000	7,150,000
4825	Sewer Inspection Fee	146,000	175,000	175,000	150,000	155,000
4826	Sewer Discharge Permits	4,600	7,000	7,000	5,000	5,000
4827	Sewer Penalty	149,922	140,000	140,000	150,000	150,000
		6,760,496	6,962,000	6,962,000	7,137,000	7,460,000
Pre-Treatment Surcharge						
4443	Industrial Pre-Treatment Surcharge	312,371	220,000	220,000	200,000	220,000
		312,371	220,000	220,000	200,000	220,000
Interest						
4610	Interest Income	1,754,223	1,148,000	1,148,000	825,000	775,000
4612	Increase/Decrease in Fair Value	381,210	200	200	200	200
		2,135,433	1,148,200	1,148,200	825,200	775,200
Other Revenues						
4615	Miscellaneous Revenue	193,008	109,000	109,000	115,000	120,000
4619	Returned Check Fees	6,312	3,000	3,000	5,000	5,000
4629	Gain/Loss on Sale of Assets	21,195	10,000	10,000	10,000	10,000
4636	Insurance Proceeds	0	0	0	0	0
7250	Transfer from Wastewater Impact Fees	812,500	812,500	812,500	812,500	812,500
7270	Transfer from Reserve Fund	118,000	0	0	0	0
		1,151,015	934,500	934,500	942,500	947,500
Total Utility Fund Revenue		\$23,358,971	\$22,906,700	\$22,906,700	\$23,172,700	\$24,224,700

Utility Repair & Replacement Fund Revenues

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
4610	Interest Income	\$13,008	\$2,000	\$2,000	\$2,000	\$0
7250	Transfer from Water Impact Fees	0	0	0	0	0
Total Utility Repair & Replacement Revenue		\$13,008	\$2,000	\$2,000	\$2,000	\$0

Utility Impact Fee Fund Revenues

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
4610	Interest Income	\$384,854	\$100,000	\$100,000	\$100,000	\$100,000
4802	Water Impact Fees	3,610,479	1,900,000	1,900,000	2,250,000	2,250,000
4808	Commercial Water Impact Fees	1,817,306	500,000	500,000	500,000	500,000
4822	Sewer Impact Fees	1,918,281	1,200,000	1,200,000	1,300,000	1,300,000
4828	Commercial Sewer Impact Fees	1,085,866	340,000	340,000	340,000	340,000
Total Utility Impact Fee Revenue		\$8,816,786	\$4,040,000	\$4,040,000	\$4,490,000	\$4,490,000

Hotel Occupancy Tax Fund Revenues

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
4123	Occupancy Tax	\$1,354,429	\$1,325,000	\$1,325,000	\$1,400,000
4610	Interest Income	59,159	30,000	30,000	50,000
4628	Contributions	11,687	0	0	0
7594	Transfer from Conv. Ctr.	312,932	0	0	0
Total Hotel Revenues		\$1,738,207	\$1,355,000	\$1,355,000	\$1,450,000

Law Enforcement Fund Revenues

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
4610	Interest Income - State & Local	\$982	\$0	\$0	\$507
4611	Interest Income - Federal	1,469	0	0	658
4654	State & Local Seizure Income	0	1,500	1,500	4,000
4665	Federal Seizure Income	17,069	20,000	20,000	6,000
Total Law Enforcement Fund Revenues		\$19,520	\$21,500	\$21,500	\$11,165

Ron Sproull Memorial Endowment Fund Revenues

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
4610	Interest Income	\$5,565	\$2,750	\$2,750	\$1,500
Total Ron Sproull Endowment Revenues		\$5,565	\$2,750	\$2,750	\$1,500

Municipal Court Fund Revenues

Acct #	Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
4519	Child Safety Fines	\$612	\$1,000	\$1,000	\$6,000
4509	Technology Fees	17,734	15,000	15,000	30,000
4510	Security Fees	13,373	12,000	12,000	24,000
4610	Interest Income	708	1,746	1,746	2,350
Total Municipal Court Fund Revenues		\$32,427	\$29,746	\$29,746	\$62,350

General Fund Expenditures

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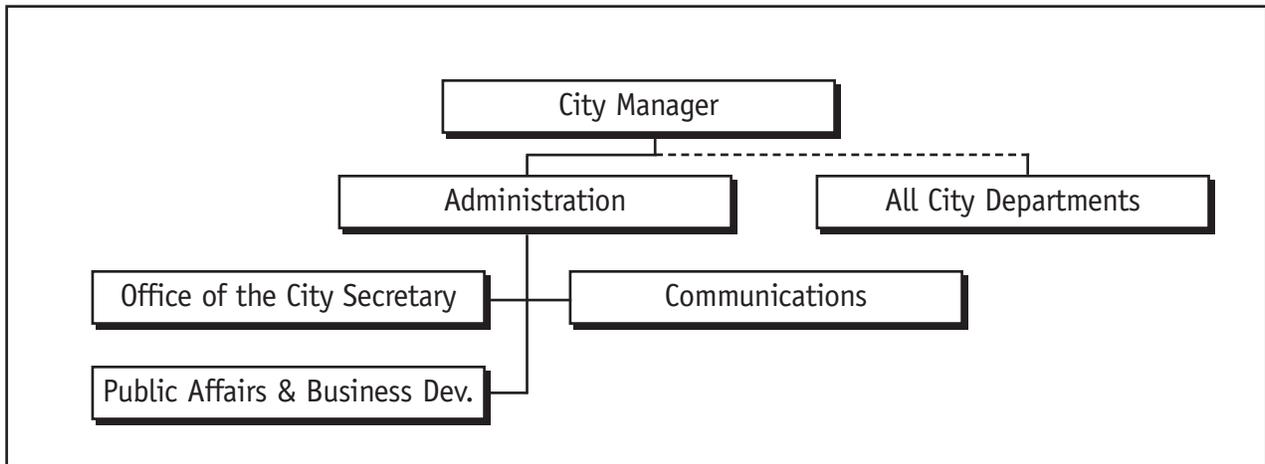


ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

Administration Department

The Administration Department consists of the Mayor and six Council members, and the office of the City Manager. Together, these two bodies 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 the City.

Mission: To set policy and give overall leadership to the organization.



Departmental Program Summary:

The Round Rock Administration Department consists of five programs described below.

Programs:

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 is responsible for appointing the City Manager, City Attorney, Municipal Court Judge, and various citizen boards and commissions. In its policy-making role, major activities of the City Council are: adopting an annual budget that includes general objectives for the City program activities and service levels, reviewing and adopting all ordinances and resolutions, approving purchases and contracts as prescribed by the City Charter and State Law.

Office of the City Manager: The City Manager provides the general administration of the City while executing

the policies and objectives formulated by the City Council. As the Chief Administrator, the City Manager is directly responsible to the Mayor and City Council. His primary charge is the day-to-day operation of the City through the coordination of all City Department activities and functions.

Office of the City Secretary: The City Secretary takes and maintains the minutes of all Council meetings, is the Chief Election Official of the City, is responsible for legal advertising, and posts official notices.

Communications: The Communications Director is primarily responsible for developing internal and external communications and citizen participation initiatives. Among the Communication Director’s responsibilities is the production of the bi-weekly “City Beat” news ad in the Round Rock Leader and Austin American Statesman; development of the monthly “News Flash” newsletter inserted in Utility Bills; programming for the City’s Government Access Channel; maintenance of the City’s website; production of the “Round Rock News” e-newsletter; and oversight of media relations.

Administration

Public Affairs, Business Development: The Director of Public Affairs and Business Development works on marketing campaigns and public relations programs, researches legislative and regulatory issues, engages in intergovernmental relations, acts as a liaison between the Chamber of Commerce and other community organizations, and performs other special projects. In addition, this position is responsible for the coordination and implementation of the economic development plan; works with economic development allies; and is a liaison to existing businesses.

FY 2001-2002 Highlights:

All City departments are being managed toward the accomplishment of the strategic goals and objectives addressed in the Strategic Plan. The City will continue to implement this city-wide planning and measurement system that is tied to the budget process. The City Manager's office is committed to this method of accountability and performance and expects to continue to refine and institutionalize this area.

The City continues to actively address the Strategic Plan Goal that states that the City will "develop clear avenues of communication with Citizens." The "Take 5 Round Rock" newsmagazine on Channel 10 elicits frequent popular feedback from area citizens. The "Round Rock News" e-newsletter, implemented in FY 2002, has grown to more than 800 subscribers. In addition, the Mayor and City Council have opened an office at the Robert G. and Helen Griffith Public Library giving more opportunity for citizen's to meet and visit with the Mayor and Council.

The Public Affairs, Business Development area began implementation of the multi-year economic development plan designed to attract new business and diversify Round Rock's economic base. Key areas of implementation included designing a new brand for the City, developing marketing materials and designing and producing an economic development website. The new brand for the City was designed and rolled out and is being utilized by the Council and City departments. In addition, marketing and public relations materials have been created and are being distributed.

FY 2002-2003 Overview and Significant Changes:

The continued challenge this coming year will be the provision of management oversight to area growth. Even in the midst of a nation-wide economic slow-down, area growth is expected to continue, resulting in more management time being spent in growth related areas such as water, traffic, parks, economic development, planning, etc. Additionally, the City will continue its efforts to expand and diversify its economic base by the ongoing implementation of the economic development plan. Currently, a significant percentage of the City's General Fund revenue is derived from Dell Computer Corporation.

In addition, the City has a substantial number of capital improvement projects scheduled for the next five to eight years. The City Manager's Office will continue to monitor and support the program in order to ensure its overall success.

New Programs for FY 2002-2003:

The Administration Department is proposing no new programs for FY 2002-2003.

Departmental Goals:

- Continue to improve the quality and accountability of all City operations through performance measurement and customer surveys.
- Refine program (strategic) budgeting.
- Continue efforts toward employee involvement.
- Intensify the City's strong commitment to economic development.
- Continue to develop the government access channel and website to facilitate better citizen communication.
- Encourage the development and integration of GIS (Geographical Information System) into City use.
- Continue management supervision of new capital construction projects.
- Continue management oversight of development processes, both public and private.
- Continue implementation of a communication plan and process, for internal and external audiences.
- Continue implementation of the Transportation Plan for the City.
- Implement the General Plan and Strategic Plan for the City.

Administration

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Total City Operating Expenditures	\$76,653,699	\$82,110,485	\$85,690,359
City Population	66,495	71,275	75,000
Taxable Property Base	\$3,678,007,528	\$4,446,753,347	\$4,978,982,250
Elections	3	2	3
Input			
Dept. Operating Expenditures	\$940,996	\$1,366,944	\$1,453,457
No. of Depart. Employees (FTE)	8	10	10
Efficiency			
Expenditures as a % of General Fund	1.91%	2.68%	2.76%
Authorized Personnel as a % of General Fund Personnel	1.56%	1.83%	1.80%
Effectiveness			
Expressed as the results of customer satisfaction surveys for all City operating departments (% Good to Excellent)			
- Building Inspections	90%	91%	93%
- Planning and Community Development	Excellent	Excellent	Excellent
- Police Department	87%	85%	85%
- Finance Department	Excellent	Excellent	Excellent
- Fire Department	98%	99%	99%
- Parks and Recreation	88%	91%	92%
- Human Resources	In Development	Very Good	Excellent
- Library (Biennial Survey)	97%	NA	96%
- Street Department	95%	95%	95%
- City Shop	92%	95%	95%
- Water Utility	97%	97%	97%
- Wastewater Utility	90%	95%	95%
Composite Average	93%	94%	94%

Summary of Key Departmental Goals

Key Goal 1:

Round Rock will expand and diversify its economic base to provide greater employment opportunities, access to a broader range of goods and services, and an increased non-residential tax base to lessen tax burden on homeowners.

Objective A:

Identify and recruit new businesses by continuing to strengthen and build relationships with brokers, developers, site selection consultants, and the regional ally network through individual contacts by: (a) serving as co-chair of the Austin-San Antonio Corridor Council economic development committee; (b) attending quarterly Central Texas economic development professionals meetings; (c) attending trade shows; (d) producing and distributing mail campaigns, print advertisements, and media; and, (e) and participating in Austin Chamber of Commerce economic development marketing mission trips.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Attend eight Economic Development meetings monthly, host two luncheons annually, and two trade shows/sponsor trade association events annually	NA	NA	NA	8/2/2	8/2/2
Participate in two targeted mission marketing trips annually	NA	NA	NA	2	2
Produce and distribute two direct mail campaigns annually	NA	NA	NA	2	2
Develop and implement a print advertising and media placement campaign	NA	NA	NA	NA	X
Complete packet for distribution by 9/30/03	NA	NA	NA	NA	X

Trend: Delivery date dependent upon Budget availability & Council/Commission action. The first four measures are new for 02-03.

Objective B:

Generate leads that indicate interest in relocating to, expanding in, or starting a new business in the City of Round Rock that expands and encourages economic diversity.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of leads generated (New Measure)	NA	NA	NA	TBD	TBD

Trend: This is a new measure. Forecast data will be determined by FY 2003-2004 based on data gathered in FY 2002-2003.

Key Goal 2:

Continue to improve the quality and accountability of all City operations through performance measurement and customer surveys.

Objective A:

Maintain a composite average customer satisfaction rating for all City Departments combined of 90% or higher.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Percentage of customers satisfied	93%	92%	93%	94%	94%

Administration

Summary of Key Departmental Goals (Cont.)

Key Goal 3:
Round Rock will develop clear lines of communication with its citizens.

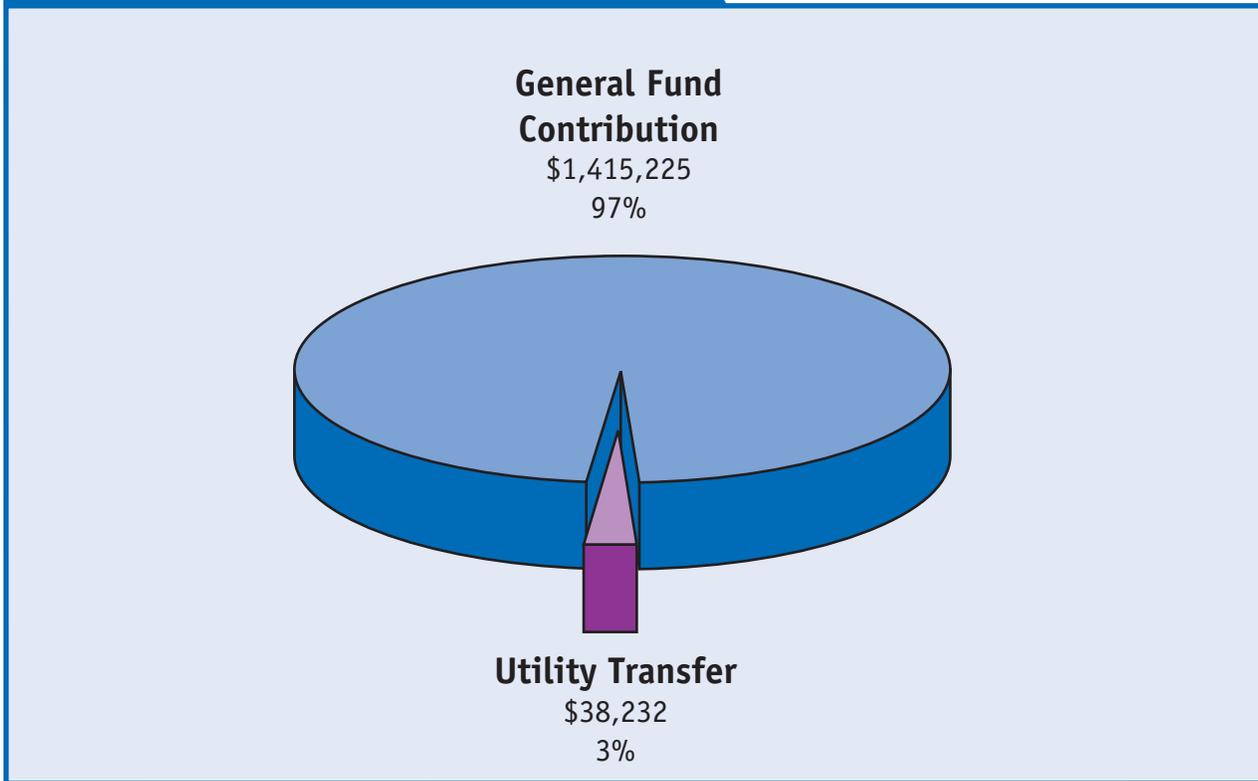
Objective A:
Engage citizens in an ongoing dialogue about City policies and programs designed to instill an attitude of trust and understanding in local decision making, as measured by response rate on City Survey.

Objective B:
Use new types of media, including local access television and the City’s internet website, to keep citizens apprised of public hearings and other forums for citizen involvement, as measured by response rate on City Survey.

Objective C:
Quickly respond to citizen complaints and suggestions, as measured by response on City Survey.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% say informed (Objective A), Good to Excellent	45.3%	60%	59%	65%	70%
Source of information: % Channel 10/ City web page (Objective B)	19% / 44.5%	35% / 50%	21% /50%	40% / 55%	50% / 60%
% say City listened and responded	45.3%	50%	54%	55%	60%
Source of information: Utility Bill Insert	51%	55%	62%	62%	62%

**Funding Sources for 2002-2003
Budget Expenditures of \$1,453,457**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01	01-02	02-03	00-01	01-02	02-03
	Actual	Revised	Approved	Actual	Revised	Approved
City Manager	1	1	1	1.00	1.00	1.00
Assistant City Manager/Secretary	1	0	0	1.00	0.00	0.00
Assistant to City Secretary	0	1	1	0.00	1.00	1.00
Communications Director	1	1	1	1.00	1.00	1.00
City Secretary	1	1	1	1.00	1.00	1.00
Staff Assistant	1	1	1	1.00	1.00	1.00
Administrative Technician III	1	1	1	1.00	1.00	1.00
Director of Public Affairs	1	1	1	1.00	1.00	1.00
Information Specialist	1	1	1	1.00	1.00	1.00
Executive Administrative Assistant	0	1	1	0.00	1.00	1.00
Assistant to City Manager	0	1	1	0.00	1.00	1.00
Total	8	10	10	8.00	10.00	10.00

Note: Assistant City Manager duties have been assumed by the Chief Operations Officer who is paid out of Public Works.

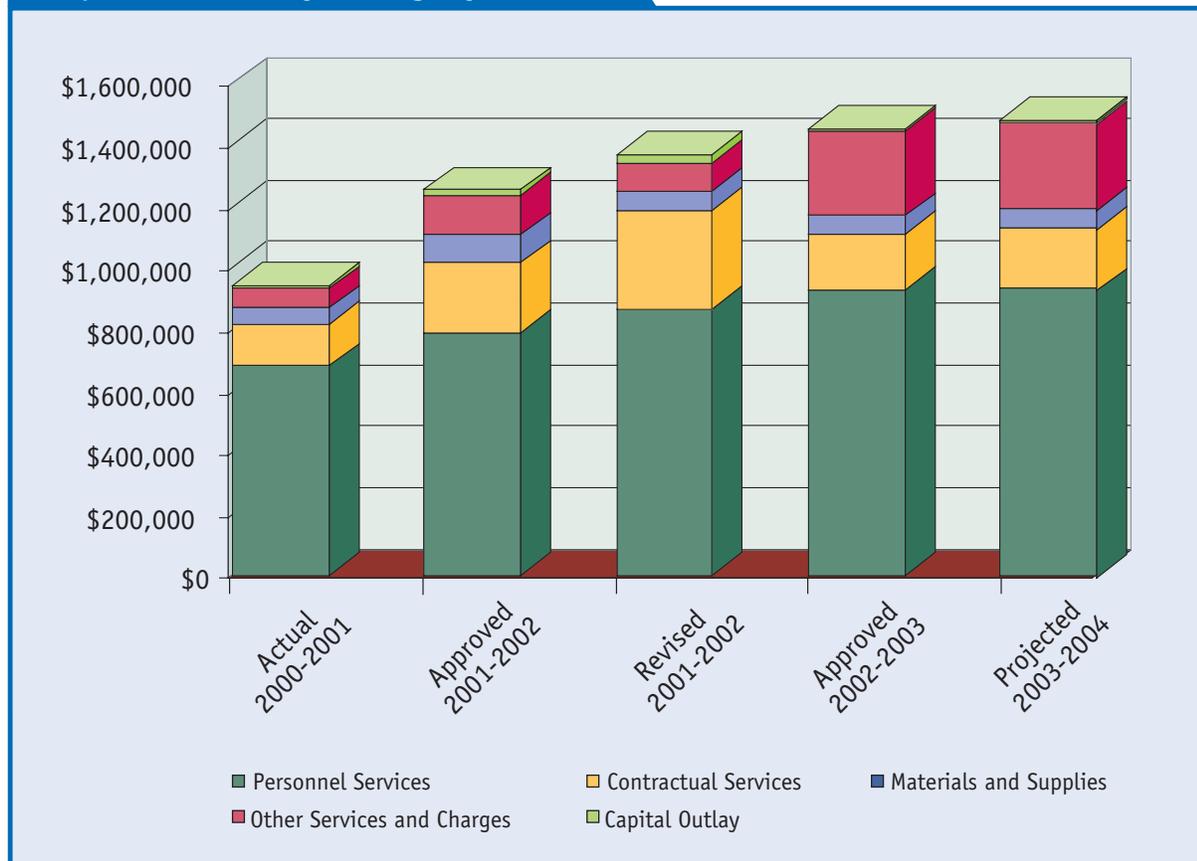
Administration

Administration Department

Summary of Expenditures

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$680,833	\$788,367	\$866,863	\$927,457	\$932,850
Contractual Services	135,853	228,000	322,081	183,500	198,000
Materials and Supplies	52,203	91,000	61,798	59,500	62,000
Other Services and Charges	63,760	129,000	90,680	275,000	280,000
Capital Outlay	8,347	18,500	25,522	8,000	10,000
Total Expenditures:	\$940,996	\$1,254,867	\$1,366,944	\$1,453,457	\$1,482,850
Expenditures per Capita:	\$14.15	\$17.61	\$19.18	\$19.38	\$18.57

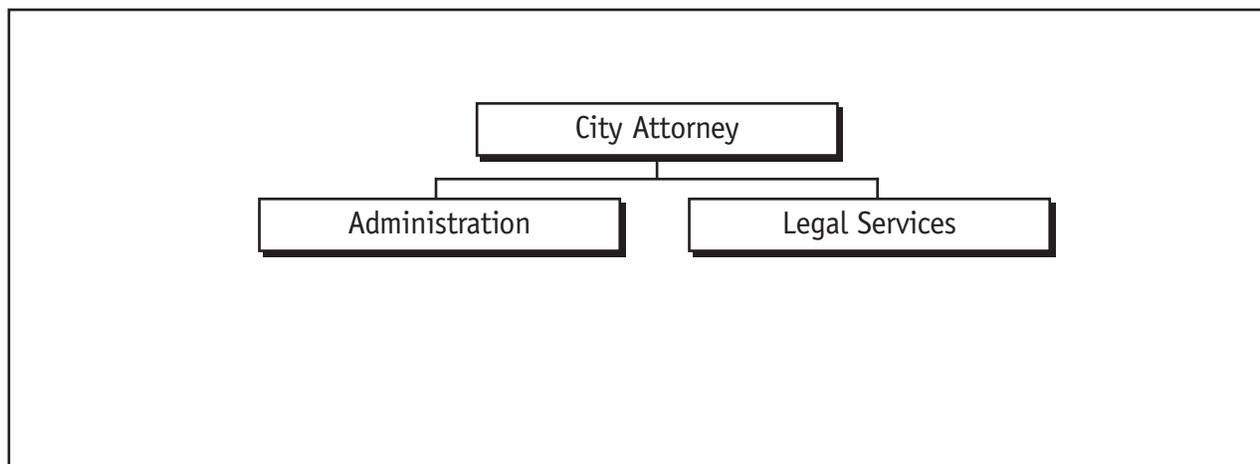
Expenditures by Category



Legal Services Department

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 up to six other attorneys, two legal assistants, and five clerical employees.

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



Departmental Program Summary:

The Round Rock Legal Services Department consists of a single program described below.

Programs:

Office of the City Attorney: 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. The special Ethics Commission counsel is responsible for advising the Ethics Commission as needed. Other outside attorneys may be retained from time to time to represent the City in special matters. The Legal Services Department also has assumed responsibility for updating the City Code with newly adopted ordinances.

FY 2001-2002 Highlights:

During the past year, the Legal Services Department devoted significant effort to the following areas:

- Negotiating with the Lower Colorado River Authority, Brazos River Authority, City of Cedar Park and the City of Austin regarding regional both water and waste water issues.
- Assisting with bidding and contract negotiations on several construction projects.
- Assisting with the acquisition of rights-of-way for major road projects, including the Highway 79 expansion, SH 45, A.W. Grimes Boulevard, Double Creek Drive, S. Mays extension, County Road 122, Gattis School Road, Chisholm Trail, and C.R. 113.
- Providing legal consultation to the Round Rock Transportation Development Corporation.
- Providing legal consultation regarding a comprehensive rewrite of the Zoning Ordinance.

Legal

- Negotiating for the purchase of numerous tracts of land for future parks and other municipal purposes.
- Assisting with legal issues related to recruiting new employers and development.
- Assisting Administration and Council with legal issues related to a disciplinary policy for police officers.
- Assisting with revising the personnel policy.
- Assisting with issues related to a higher education facility.
- Supervising outside counsel regarding numerous litigation matters.
- During the past year the Legal Services Department devoted a significant amount of time and effort prosecuting bench and jury trials in Municipal Court. As the City grows and hires additional police officers, this trend is expected to continue. The Legal Services Department prepared updates of the Code of Ordinances during this past year. The Legal Services Department continued to have a representative at each Planning and Zoning Commission meeting and Development Review Board meeting to give advice and counsel to the commissioners.

FY 2002-2003 Overview & Significant Changes:

During this fiscal year, Legal Services will continue to devote significant time and effort to resolving regional water and wastewater issues, resolving pending litigation, the acquisition of rights-of-way for major transportation projects, and other growth-related and transportation issues. It is also anticipated that significant time and effort will be devoted to contractual issues related to construction projects, particularly those involving transportation related issues. It is anticipated that significant time and effort will be devoted to dealing with civil service related issues.

During the past year Legal Services hired an additional attorney to help with the acquisition of rights-of-way for transportation improvements. Legal Services will hire additional attorneys and support staff as needed to keep up with the growing demand for City legal services.

New Programs for FY 2002-2003:

The Legal Department is proposing no new programs for FY 02-03.

Departmental Goals:

- To provide competent, professional, and timely legal advice to the City Council, administration, and department directors.
- To attend all City Council, Planning & Zoning, and Development Review Board meetings; further, and as needed, at board and commission meetings and other meetings providing legal advice on actions and procedures.
- To represent the City in all claims made by and against it.
- To prosecute all complaints, traffic tickets, code enforcement violations, and other offenses filed in Municipal Court.
- To represent the City in all contract and real estate matters, including eminent domain.
- To draft and review all legislation and legal documents as needed.
- To keep informed of changes in laws regarding personnel matters. Advise and train department heads and supervisors of proper hiring and firing practices.
- To keep informed of changes in all laws regarding municipalities including environmental, planning, zoning, juvenile crime, etc.
- To keep the City Code updated on an annual basis.
- To assist all other departments in achieving their goals.
- To obtain road rights-of-way in a timely manner.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
City Population	66,495	71,275	75,000
Input			
Workload in Hours:			
General Fund			
Non-Litigation	4,074	4,744	5,000
Litigation	576	575	575
Municipal Court	685	700	700
Transportation	1,721	1,585	1,600
Utility Fund			
Non-Litigation	677	785	800
Litigation	140	25	100
Total Hours	7,873	8,414	8,775
Efficiency			
Expenditures as a % of General Fund	1.24%	1.50%	1.65%
Expenditures per Capita	\$9.16	\$10.68	\$11.59

Legal

Summary of Key Departmental Goals

Key Goal 1:

To provide competent, professional and timely legal advice to the City Council, Administration, and Department Directors.

Objective A:

To achieve at least a 90% approval rating on an annual customer survey.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Achieve 90% approval rating	NA	90%	95%	95%	99%

Trend: Survey initiated in May 2002.

Key Goal 2:

To obtain road rights-of-way in a timely manner.

Objective A:

To obtain a possession agreement or title within six months.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Percentage obtained within six months	NA	70%	70%	80%	90%

Key Goal 3:

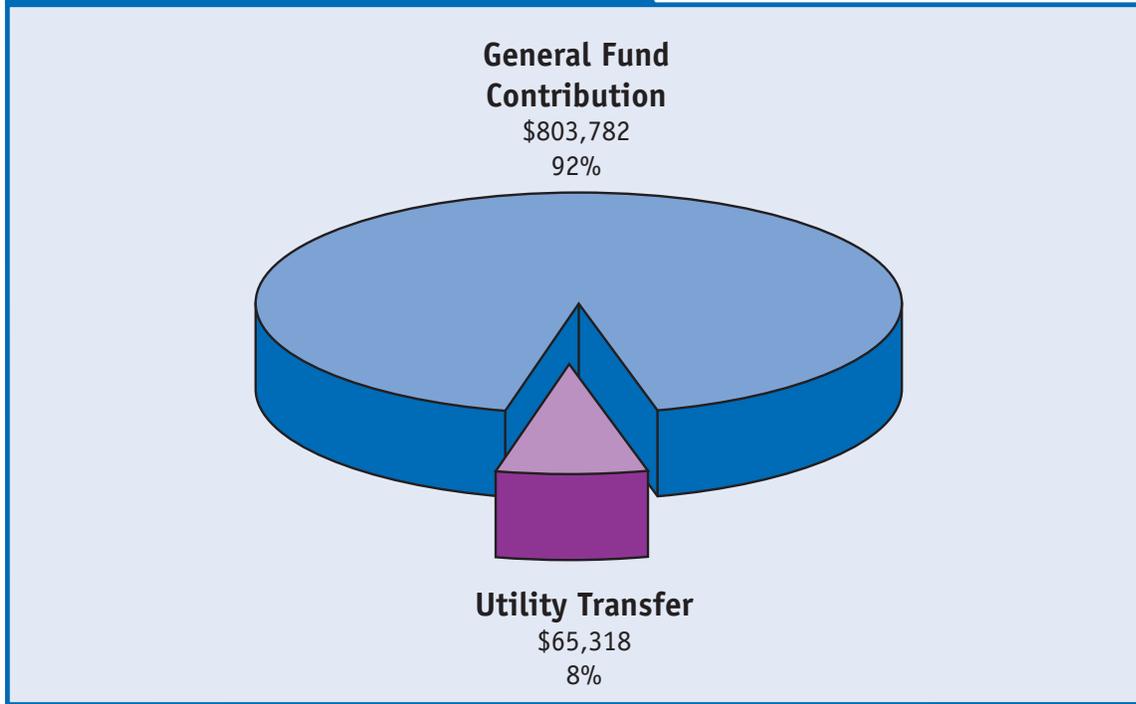
To keep informed of changes in laws regarding municipalities.

Objective A:

Each attorney will attend 15 hours per year of continuing legal education related to municipalities.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Attend 15 hours of C.L.E. per attorney	4/4	4/4	7/7	7/7	7/7

**Funding Sources for 2002-2003
Budget Expenditures of \$869,100**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01	01-02	02-03	00-01	01-02	02-03
	Actual	Revised	Approved	Actual	Revised	Approved
None	0	0	0	0.00	0.00	0.00

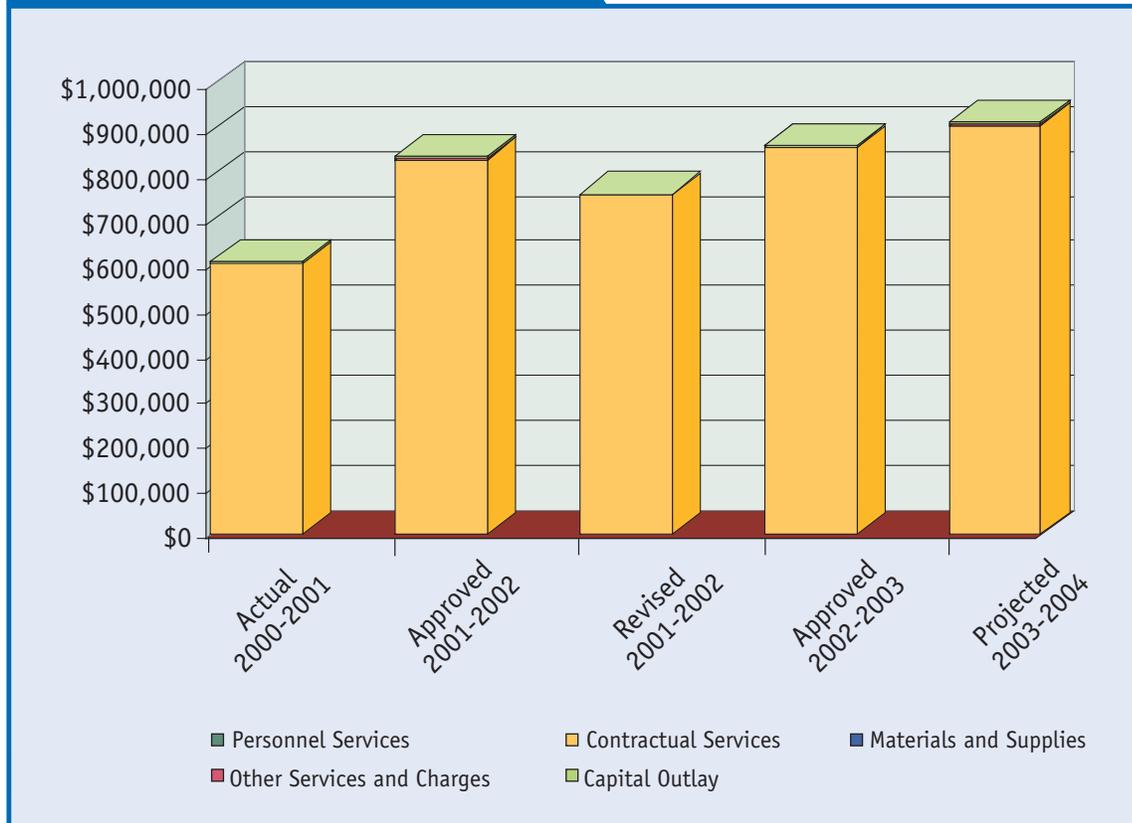
Legal

Legal Department

Summary of Expenditures

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	606,827	837,700	758,063	863,200	914,990
Materials and Supplies	0	0	0	0	0
Other Services and Charges	0	3,180	0	3,300	3,500
Capital Outlay	2,049	2,500	3,491	2,600	2,750
Total Expenditures:	\$608,876	\$843,380	\$761,554	\$869,100	\$921,240
Expenditures per Capita:	\$9.16	\$11.83	\$10.68	\$11.59	\$11.54

Expenditures by Category

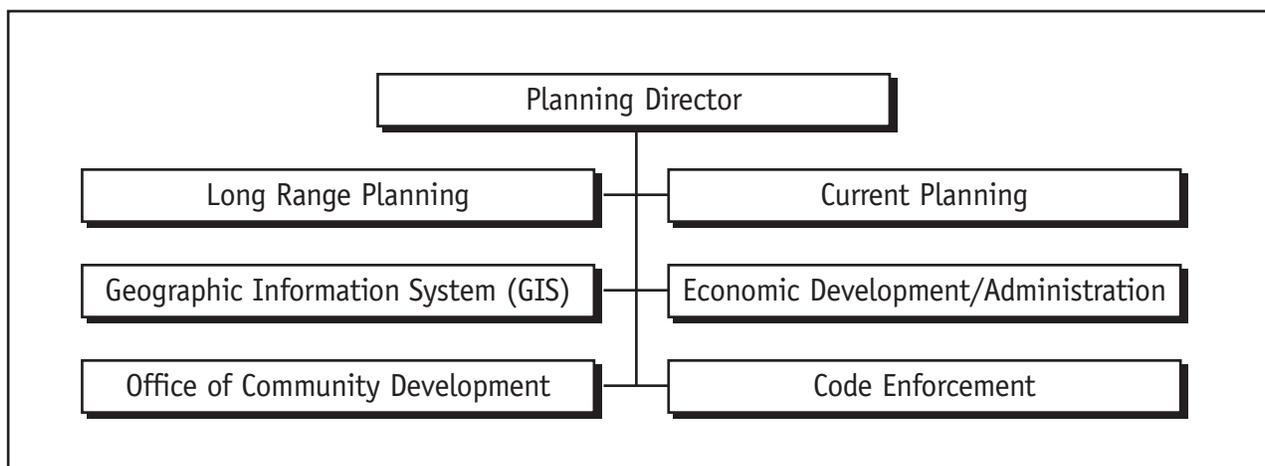


Planning & Community Development Department

The Planning and Community Development Department (P&CD) is a full-service professional planning organization under the leadership of the Director of Planning.

Mission: To provide the citizens and business community with efficient, consistent, fair, and effective development standards and planning

programs for the purpose of protecting environmental resources, encouraging citizen participation and ongoing communication, promoting efficient infrastructure expansion and developing quality development standards to maintain and improve the quality of life in the community.



Departmental Program Summary:

P & CD consists of two cost centers and six programs, the programs are described in detail below.

Programs:

Long Range Planning: oversees the development & implementation of the General Plan, neighborhood plans, historic preservation, annexation plans, census updates and periodic revisions of subdivision, zoning, and other development ordinances.

Current Planning: reviews and processes all development plans. Staff also prepares and conducts meetings with the Planning and Zoning Commission (P&Z), Historic Preservation Commission (HPC), Zoning Board of Appeal (ZBA) and the Development Review Committee.

Geographic Information System (GIS): is responsible for data collection, analysis, and dispersal of information relating to the City's base map. GIS is also responsible for maintaining the 911 Master Street Addressing Guide (MSAG), and for the citywide coordination and assistance of GIS efforts.

Economic Development/Administration: assists in long range planning for economic expansion, working closely with other departments, the Chamber of Commerce, and area businesses. This program provides assistance as needed to ensure the relocation and/or expansion of business and industry, grant assistance to other City departments, and drafting of tax abatement agreements.

Planning

Office of Community Development: is responsible for the administration of the Community Development Block Grant (CDBG) awarded by the Department of Housing and Urban Development for neighborhood revitalization and economic development programs. Included in this program is the development of a five-year Consolidated Plan and Annual Action Plans that delineate specific grant projects.

Code Enforcement (CE): is responsible for answering and enforcing any complaints due to violations of City Code. Generally, these violations include illegal signs, zoning violations, and weedy lots. CE also communicates with neighborhood groups to insure that code violations are resolved and assists other City Departments in property identification.

FY 2001-2002 Highlights:

The Planning Department's completed project activity during Fiscal Year 2001-2002 included: new Zoning Ordinance; new Landscape Ordinance; Annexation Agreements; annexation of areas required to rationalize City boundaries; completion of citywide air photo program; completion of proportionality study for arterial roadway cost sharing; Lake Creek Neighborhood Plan; web based GIS public access; Community Development Block Grant program implementation of Annual Action Plan; Re-adoption of Commercial/Industrial/Residential Tax Abatement Criteria; Code Enforcement Education; Historic Design Guidelines; Customer Survey; neighborhood plan implementation; GIS Implementation Plan, Economic analysis of Retail Capacity, and the Community Needs Survey. Implementations of projects underway and significantly complete include the Subdivision Ordinance revision and Addressing System Improvements.

FY 2002-2003 Overview & Significant Changes:

New Programs for FY 2002-2003:

Code Enforcement: This program would fund the removal of illegal signs in public rights-of-way.

Departmental Goals:

- Review and update major development ordinances to meet current community needs and streamline procedures to improve public services.
- Encourage the development of a viable community by providing decent and affordable housing, a suitable living environment, and expanded economic opportunities for persons of low to moderate income.
- Provide efficient and effective processing of development applications.
- Provide for the orderly, economic expansion of the City of Round Rock.
- Develop processes to improve citizen communication and community input.
- Develop an effective geographic information systems plan to improve coordination, and assemble data through networking with City departments and outside agencies.
- Promote economic development compatible with City of Round Rock goals.
- Provide fair, efficient, and courteous code enforcement.
- Update procedures and development packets to increase efficiency, accountability, and improve customer service.
- Prepare development or redevelopment area plans for portions of the City where exceptional opportunity for economic expansion exists.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
City Population	66,495	71,275	75,000
Population Growth Rate	8.8%	7.2%	5.2%
Total Number of Dwelling Units	22,929	24,735	26,257
Acres of Commercially Zoned Property	1,956	2,100	2,700
Undeveloped Residential Lots	2,270	2,000	1,500
Input			
Operating Expenditures	\$1,300,632	\$1,278,067	\$1,502,710
Number of Positions	20	20	20
Long Range Planning Hours	6,500	8,077	8,077
Current Planning Hours	9,360	10,207 (90)	10,207 (90)
Geographic Information System	4,160	5,062	5,062
Economic Development/Admin	3,080	2,704	2,704
Code Enforcement	4,160	7,800	7,800
Community Development	2,600	2,600	2,600
Note: () indicates hours outside of a normal 8-5 workday			
Output			
Number of Plats Reviewed	156	184	165
Number of Zoning Applications	23	7	10
Number of ZBA Applications	15	11	12
Number of Historic Preservation Applications	13	69	11
Work Sessions	4	12	12
Number of New Development Plans Reviewed	93	100	100
Efficiency			
Planning Expenditures as a % of General Fund	2.6%	2.5%	2.9%
Authorized Personnel as a % of General Fund FTE	3.9%	3.7%	3.6%
Planning Expenditures per Capita	\$19.56	\$17.93	\$20.04
Effectiveness			
Average Number of Days to Review & Process Subdivision Plats	28	28	28
Average Number of Days to Review & Process Zonings	75	75	75
Average Number of Days to Review & Process PUDs	180	150	150
% of Projects/Plans Completed on Schedule	95%	95%	95%
Survey Yes/No (3 surveys 1998)	Yes	Yes	Yes
Customer Satisfaction Rating (Good to Excellent)	Excellent	Excellent	Excellent

Planning

Summary of Key Departmental Goals

Key Goal 1:

Review and update major development ordinances to meet current community needs and streamline procedures to improve service to the public.

Objective A:

Review and revise development ordinances and regulations to preserve, protect, and improve neighborhood integrity.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Adopt new Subdivision Ordinance	25%	80%	80%	80%	100%
Revise and adopt Zoning Ordinance	NA	50%	50%	100%	NA
Revise and adopt Landscape Ordinance	NA	NA	NA	100%	NA
Adopt new historic guidelines	NA	NA	NA	100%	NA
Revise and adopt new Sign Ordinance	NA	NA	NA	NA	100%
Develop building design standards	NA	NA	NA	100%	NA
Update procedures	NA	NA	NA	50%	100%
Revise development packet	NA	NA	NA	50%	100%

Trend: Improving development standards is resulting in more quality development practices in the private sector. New fence standards adjacent to arterial roadways have significantly improved the visual appearance of new neighborhoods. Fences in older areas of town are characterized by poor quality and inconsistent construction. New neighborhoods are required to provide comprehensive, quality fencing that requires less maintenance. New zoning & landscape ordinances improve development standards, compatibility, and streetscape. Regulation of signs on buildings improves City image.

Objective B:

Review and revise development ordinances and regulations to acquire comprehensively planned parks and greenbelts utilizing natural features wherever possible.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Adopt new Subdivision Ordinance	25%	80%	80%	80%	100%
GIS Implementation Plan	NA	NA	NA	100%	NA
Adopt revised Parks chapter to General Plan	NA	NA	NA	75%	100%
Prepare Downtown West End redevelopment plan	NA	NA	NA	NA	100%
Adopt revised Transportation Chapter to General Plan	NA	NA	NA	NA	100%

Trend: Improving the preservation and protection of environmental resources best suited for parkland development as evidenced by the preservation of riparian corridors for the development of comprehensive trail systems.

Summary of Key Departmental Goals - Cont.

Key Goal 2:

Encourage the development of a viable community by providing decent and affordable housing, a suitable living environment, and expanded economic opportunities for persons of low and moderate income.

Objective A:

Continue the home ownership assistance program for low-to-moderate income citizens.

Objective B:

Develop partnership to develop affordable housing.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Adopt new Subdivision Ordinance	5%	80%	80%	80%	100%
CDBG 5-Year Consolidated Plan	NA	NA	NA	100%	100%
Affordable Housing Plan	NA	20%	NA	100%	100%
Identify redevelopment areas to accommodate affordable housing	NA	NA	NA	NA	100%

Trend: An increasing number of low-to-moderate income persons have benefited from the block grant program in the areas of housing and economic opportunities.

Key Goal 3:

Provide efficient and effective processing of development applications.

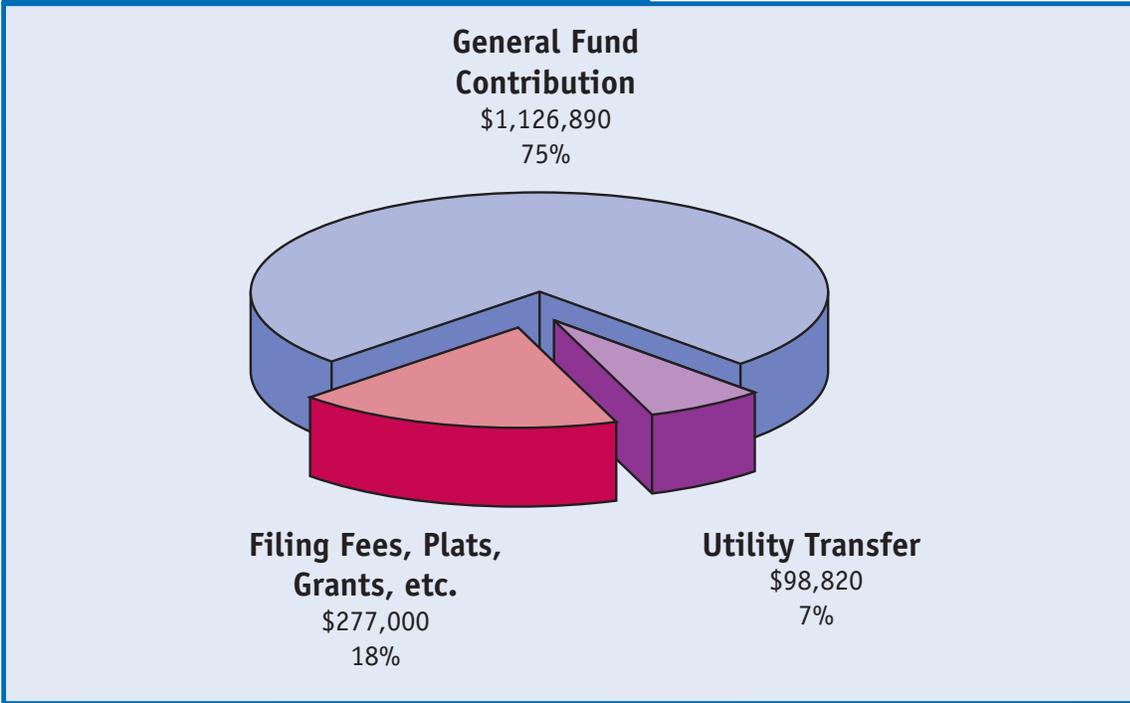
Objective A:

Improve development processes to maximize efficiency and user friendliness to the public.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Development tracking system implementation for planning department development process	NA	NA	NA	0%	100%
Update and streamline development packet	NA	NA	NA	100%	NA
Number of plats reviewed	187	250	216	225	250
Number of zoning applications	25	30	24	35	40
Number of ZBA applications	13	15	15	20	20
Number of HPC applications	14	14	8	12	12
Number of new development plans reviewed	84	90	58	90	110

Trend: The ongoing review of development processes is resulting in improved accountability and better service to the public. Also the new Zoning Ordinance provisions provide for more administrative approvals and interdepartmental coordination of site plan processing.

**Funding Sources for 2002-2003
Budget Expenditures of \$1,502,710**

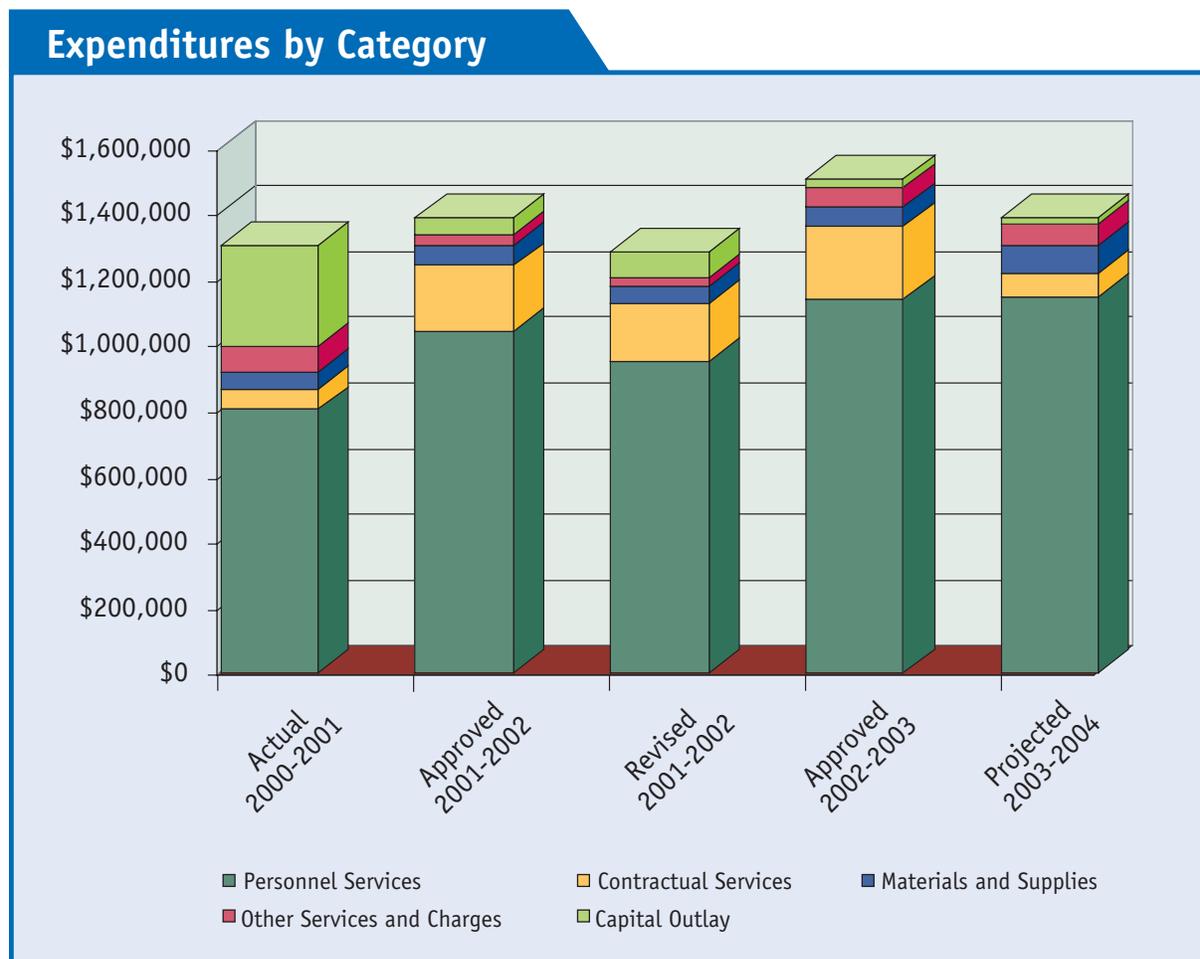


Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Planning & Community Dev. Director	1	1	1	1.00	1.00	1.00
Assistant Director	1	1	1	1.00	1.00	1.00
Graphic Info. Systems Coordinator	0	0	1	0.00	0.00	1.00
Senior Planner	3	3	4	3.00	3.00	3.75
Planner	1	1	0	1.00	1.00	0.00
Community Development Coordinator	1	1	1	1.00	1.00	1.00
Geographic Info. Systems Analyst	1	1	2	1.00	1.00	2.00
Zoning Enforcement Officer	2	2	1	2.00	2.00	1.00
Senior Code Enforcement Officer	1	1	1	1.00	1.00	1.00
Code Enforcement Officer	1	1	1	1.00	1.00	1.00
Planning Technician	2	2	2	2.00	2.00	2.00
Office Manager	1	1	1	1.00	1.00	1.00
Administrative Technician III	2	2	2	2.00	2.00	2.00
Intern	3	3	2	1.75	1.75	1.00
Total	20	20	20	18.75	18.75	18.75

Planning & Community Development Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$800,173	\$1,040,702	\$948,123	\$1,136,315	\$1,142,403
Contractual Services	61,796	197,360	177,126	219,715	70,370
Materials and Supplies	51,939	60,680	48,880	62,080	84,480
Other Services and Charges	78,007	35,800	30,297	56,400	66,100
Capital Outlay	308,717	49,500	73,641	28,200	19,800
Total Expenditures:	\$1,300,632	\$1,384,042	\$1,278,067	\$1,502,710	\$1,383,153
Expenditures per Capita:	\$19.56	\$19.42	\$17.93	\$20.04	\$17.32

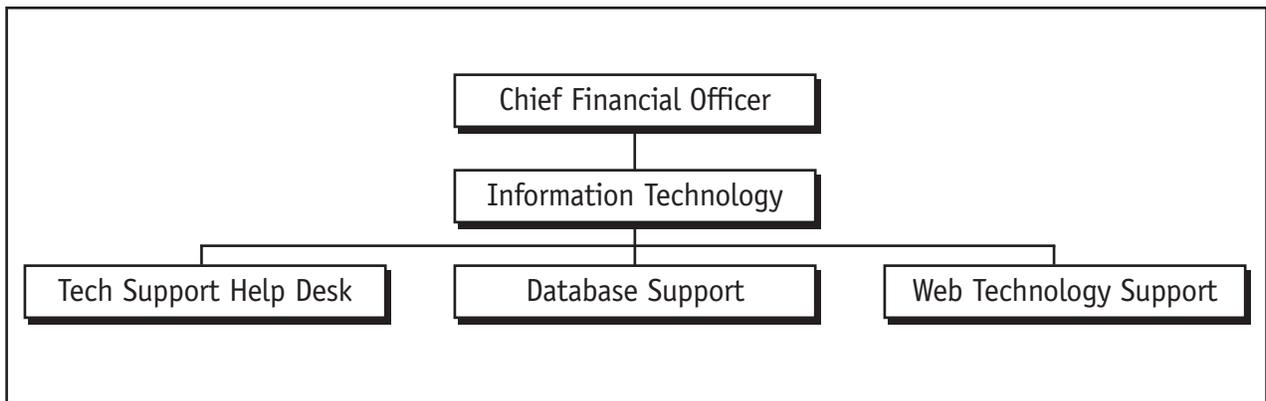




Information Technology Department

The Information, Technology and Communications Department's (ITC) main functions are to maintain and support the hardware and software infrastructure within the City government. We assist in procurement and training for all major software systems. The Department helps to guide all departments in forming plans for their future use of technology.

Mission: The ITC 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.



Departmental Program Summary:

The Round Rock Information Technology Department consists of three programs described below.

Programs:

Tech Support Help Desk: The largest function of the ITC department is managing day-to-day help, maintenance, and procurement calls. The department maintains a database of current issues and needs, and deploys personnel as needed to assist in these matters.

Database Support: Database support is currently the primary duty of a single position, though the entire ITC team assists this position. The Peoplesoft (finance) and Highline (HR) Oracle databases are the primary areas of support and maintenance.

Web Technology Support: Web Technology support is currently the primary duty of a single position, though this position is assisted by the entire ITC team as well as a member of the Communication Director's staff. Responsibility in this area is split between the public access website and all internal Intranets.

FY 2001-2002 Highlights:

During FY 2001-2002, the Information Technology Department worked on the following projects:

- Wireless LAN implementation for new Planning and Streets facilities.
- Citywide needs analysis for website development.
- Infrastructure study and upgrade for public website hosting.
- Development and implementation of quality assured web-publishing procedures.
- Development and deployment of various citizen input forms on public website.
- Assist in the Parks & Recreation Department's (PARD) database upgrade.
- Implement the wireless access point pilot project for the City Hall building.

Information Technology

- Implement the intranet portal system.
- Implement the electronic document management system.
- Facilitate New Police/Fire Dispatch and Records Management System – currently in the contract and implementation stage.
- Implement MS Project/Project Central at PARD.

FY 2002-2003 Overview & Significant Changes:

For FY 2002-2003, the Information Technology Department plans to complete the following projects:

- Upgrade Police and PARD domains from a 10 to 100 megabit transfer rate.
- Expand wireless access point project to all major City buildings.
- Expand wireless LAN to include the Water Plant.
- Continue with the server replacement project.
- Network/server redundancy program.
- Implement the new Police/Fire Dispatch and Records Management system.
- Upgrade PeopleSoft system from version 7.5 to 8.4.
- Upgrade Highline system from version 3.03c to 3.04.
- Upgrade Oracle databases from version 7.3 to 8i.
- Expand intranet portal system.
- Expand electronic document management system.
- Implement PARD E-commerce project.
- Implement purchasing vendor input form system for public website.

New Programs for FY 2002-2003:

ITC is proposing no new programs for FY 02-03.

Departmental Goals:

- Increase efficiency and safety for public safety personnel through use of modern standard technology.
- Increase and improve City web presence in the public arena.
- Increase ITC Help Desk productivity and decrease total response time.
- Continue to develop City Tech Plan, display up to date plan on Intranet.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Large Scale Systems	39	40	42
Personal Computers	369	440	490
Local Area Networks (LAN)	7	7	7
Total City Employees	611	654	671
Input			
Operating Expenditures	\$710,088	\$834,931	\$979,724
Information Tech. Personnel	11	12	12
Hours Available	22,880	24,960	24,960
Output			
Help Call Distribution /			
Total Clients / Total Servers			
Administration	5.8%/ 14 / 0	6% / 16 / 0	6.5%/ 17 / 0
Finance	9.6%/ 21 / 3	10% / 22 / 3	10%/ 24 / 4
Fire Department	6.8%/ 24 / 2	7% / 26 / 2	7.5%/ 28 / 2
Human Resources	4.6%/ 7 / 1	5% / 8 / 1	4.8%/ 9 / 1
ITC	10.7%/ 9 / 8	9% / 11 / 9	9.5%/ 13 / 10
Library	10.9%/ 62 / 6	11% / 72 / 6	11%/ 80 / 6
Municipal Court	5.4%/ 9 / 1	4% / 9 / 1	4.5%/ 10 / 1
PARD	8.5%/ 29 / 3	7% / 31 / 3	7.5%/ 45 / 4
Planning	7.6%/ 19 / 3	9% / 21 / 3	8% / 24 / 4
Police Department	16.5%/ 79 / 6	22% / 136 / 7	19.5%/ 150 / 9
Public Works	8.9%/ 56 / 5	6% / 60 / 6	7% / 65 / 8
Utility Billing	4.7%/ 10 / 1	4% / 10 / 1	4.2%/ 11 / 1
Efficiency			
Information Tech. Expenditures as a % of General Fund	1.44%	1.64%	1.86%
Information Tech. Expenditures / Total Servers + Clients	1,740	1,739	1,842
Information Tech. Expenditures / Total City Employees	1,162	1,275	1,458
Effectiveness			
Avg. Days to close Help Calls:			
All Calls	1.90	1.60	1.55
Critical Priority	1.15	1.05	1.03
Serious Priority	1.67	1.65	1.60
Low Priority	2.23	2.15	2.10
Procurement Call	1.76	1.75	1.70

Information Technology

Summary of Key Departmental Goals

Key Goal 1:

Increase efficiency and safety for Public Safety personnel through use of modern standard technology.

Objective A:

Successfully procure and implement new Police/Dispatch system, including wireless connectivity to mobile stations within police cars.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Total Police Department systems	73	79	79	136	155
Mobile Stations	0	0	0	50	60
Police Department Help Desk activity	17%	14.9%	16.5%	22%	18%

Key Goal 2:

Increase and improve City web presence in the public arena.

Objective A:

Redevelop public website using professional standards.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Total sessions served per month avg.	48,000	58,000	60,000	70,000	85,000
Total page view hits per month avg.	101,500	124,000	125,000	120,000	135,000
Total webpages available	750	1,044	750	750	900

Key Goal 3:

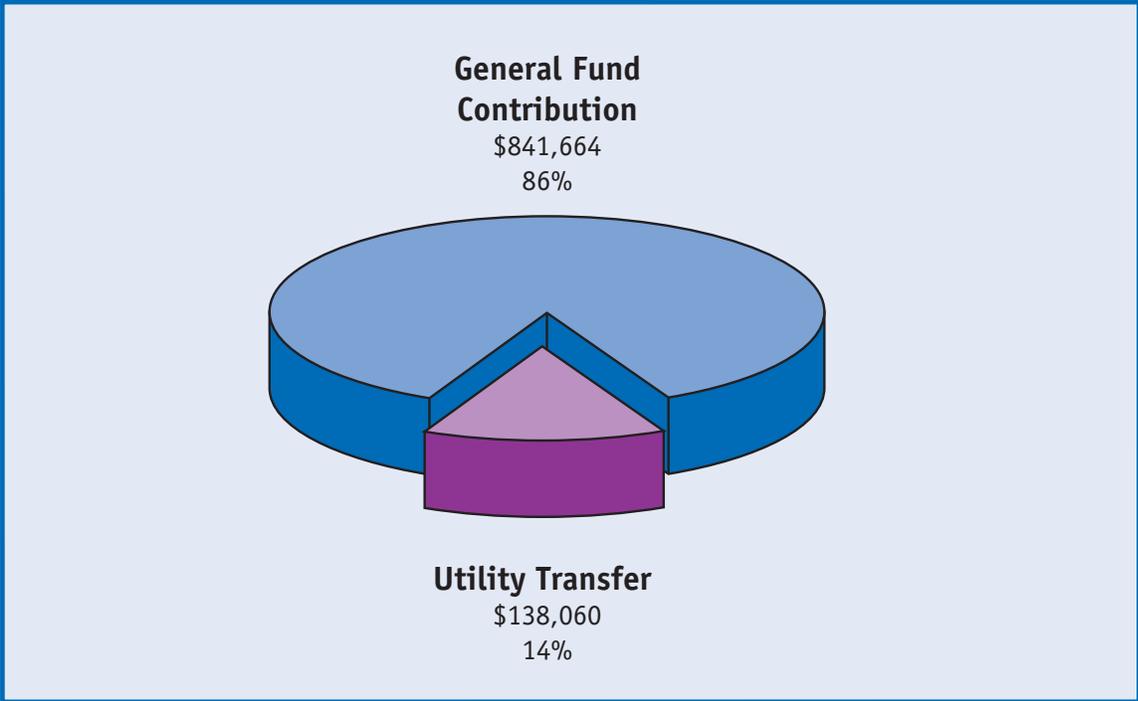
Increase ITC Help Desk productivity and decrease total response times.

Objective A:

Absorb the expected 20% increase in Help Desk activity and decrease average response time by 15%.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Avg. days to close Serious Priority call	2.47	1.76	1.67	1.65	1.55
Avg. days to close all calls	2.65	1.94	1.90	1.60	1.55
Avg. days to close Critical Priority call	2.07	1.12	1.15	1.05	1.03
Avg. days to close Low Priority call	2.65	2.29	2.23	2.15	2.05
Avg. days to close Procurement call	2.89	1.76	1.76	1.75	1.70

**Funding Sources for 2002-2003
Budget Expenditures of \$979,724**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Information Systems Manager	1	1	1	1.00	1.00	1.00
Technology Coordinator	1	1	1	1.00	1.00	1.00
Systems Support Technician	1	1	1	1.00	1.00	1.00
Systems Administrator	1	1	1	1.00	1.00	1.00
System Support Specialist	1	1	1	1.00	1.00	1.00
Network Administrator	4	5	5	4.00	5.00	5.00
Network Technician	1	1	1	1.00	1.00	1.00
Web Technology Specialist	1	1	1	1.00	1.00	1.00
Total	11	12	12	11.00	12.00	12.00

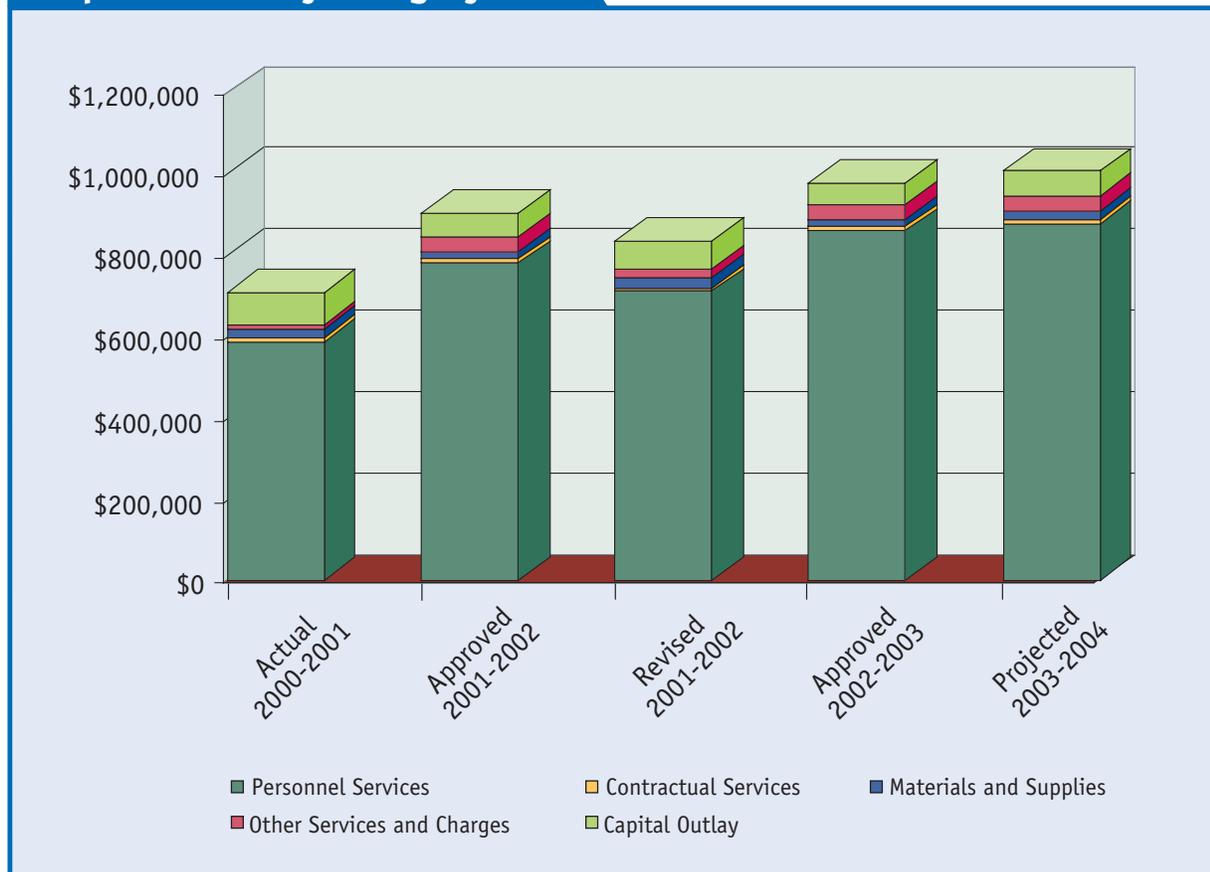
Information Technology

Information Technology & Communications Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$586,167	\$780,069	\$710,962	\$859,119	\$876,740
Contractual Services	10,167	10,575	9,515	10,575	11,635
Materials and Supplies	22,505	19,420	24,537	18,420	20,400
Other Services and Charges	10,735	35,110	21,478	35,110	38,625
Capital Outlay	80,514	57,000	68,439	56,500	60,000
Total Expenditures:	\$710,088	\$902,174	\$834,931	\$979,724	\$1,007,400
Expenditures per Capita:	\$10.68	\$12.66	\$11.71	\$13.06	\$12.62

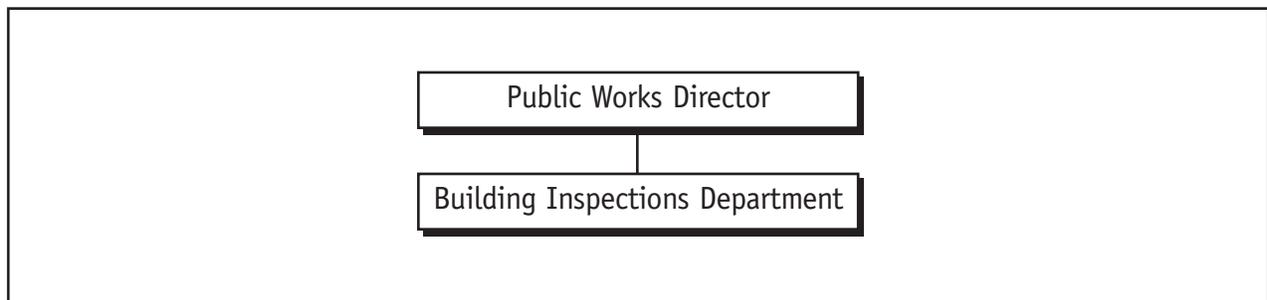
Expenditures by Category



Building Inspections Department

Building Inspections (BI) is responsible for the enforcement of all building construction codes adopted by the City Council as well as enforcement of the zoning ordinances. The enforcement of these codes and ordinances ensures the health, safety, and general welfare of its citizens. BI continues to provide next day inspection services despite heavy demand. Through customer surveys, BI makes every effort to ensure that excellent service is being provided to the homebuyer or building occupant and the building community. BI strives for a 5-7 day review period for homes and two-week review period for commercial construction.

Mission: Provide oversight of public and private structures to ensure public health and safety through enforcement of appropriate building codes



Departmental Program Summary:

BI consists of one cost center with three programs discussed below.

Programs:

Commercial: Responsible for inspections, paperwork, and related duties for commercial projects.

Residential: Responsible for inspections, paperwork, and related duties for residential projects.

Administrative: Administrative staff answers the phones, handles internal/external paperwork, and provides customer service to citizens.

FY 2001-2002 Highlights:

Overall departmental efficiency increased during FY 2002, which allowed BI to keep up with the demand. For example, in 2001-2002, the department began the implementation of a new tracking program, a process that took

longer than expected due to a record setting year. Still, the new system has already proven beneficial, especially in its ability to record information and track the progress of applications. In addition, checks and balances were imposed upon the filing systems, which increased the ability to track jobs in progress, and monitor the collection of re-inspection and impact fees. Due to these improvements, the attitude and perception that BI is accessible to customers has improved.

FY 2002-2003 Overview & Significant Changes:

For FY 2002-2003, BI will continue to improve the development-tracking program. BI is currently installing new permitting software that should be fully functional in FY 2003. This new system will result in a total revamp of permitting procedures. BI is also working on creating a single form permit application. BI will continue to provide quality service in a timely, professional manner with an increased emphasis on certification training and professional development of current personnel.

Building Inspections

New Programs for FY 2002-2003:

BI is proposing no new programs for FY 02-03.

Departmental Goals:

- Ensure customers receive quality service in a timely manner.
- Maintain accurate information system for files and data management that provides easy and effective tracking for internal and external customers.
- Guarantee professional workforce that provides state-of-the-industry inspection services.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Applications For Building Permits	3,219	3,120	3,590
Input			
Operating Expenditures	\$643,493	\$627,160	\$786,920
Number of Full Time Equivalents (FTE)	14	14	14
Total Employee Hours	29,120	29,120	29,120
Output			
Single-Family Permits	1,363	1,250	1,400
Duplex Permits	0	0	10
Multi-Family Permits	4	3	4
Commercial Permits	51	57	65
Industrial Permits	5	10	11
Other (electrical, plumbing, mechanical, signs, etc.)	1,796	1,800	2,100
Efficiency			
Cost per Inspection	\$18.75	\$20.50	\$18.00
Time per Inspection	45 min	1.5 hr	1 hr
Effectiveness			
Average Inspections per Day	90	85	110
Overall Effectiveness Rating (Good to Excellent)	90%	91%	Target: 93%

Building Inspections

Summary of Key Departmental Goals

Key Goal 1:

Ensure that customers receive quality service in a timely manner.

Objective A: Provide information and guidance in a professional, efficient fashion

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Conduct customer satisfaction survey (Target 90% good to excellent)	90%	91%	91%	93%	93%

Objective B: Provide inspections within 24 hours of customer request.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Maintain 95% responsiveness rating	No data	97%	95%	100%	95%

Key Goal 2:

Maintain accurate information system for files and data management that provides easy and effective tracking for internal and external customers.

Objective A: Implement development tracking of daily inspection activities for private development projects.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Maintain 90% accuracy rating on daily tracking report	No data	No data	No data	90%	93%

Key Goal 3:

Guarantee a professional workforce that provides state-of-the-industry inspection services.

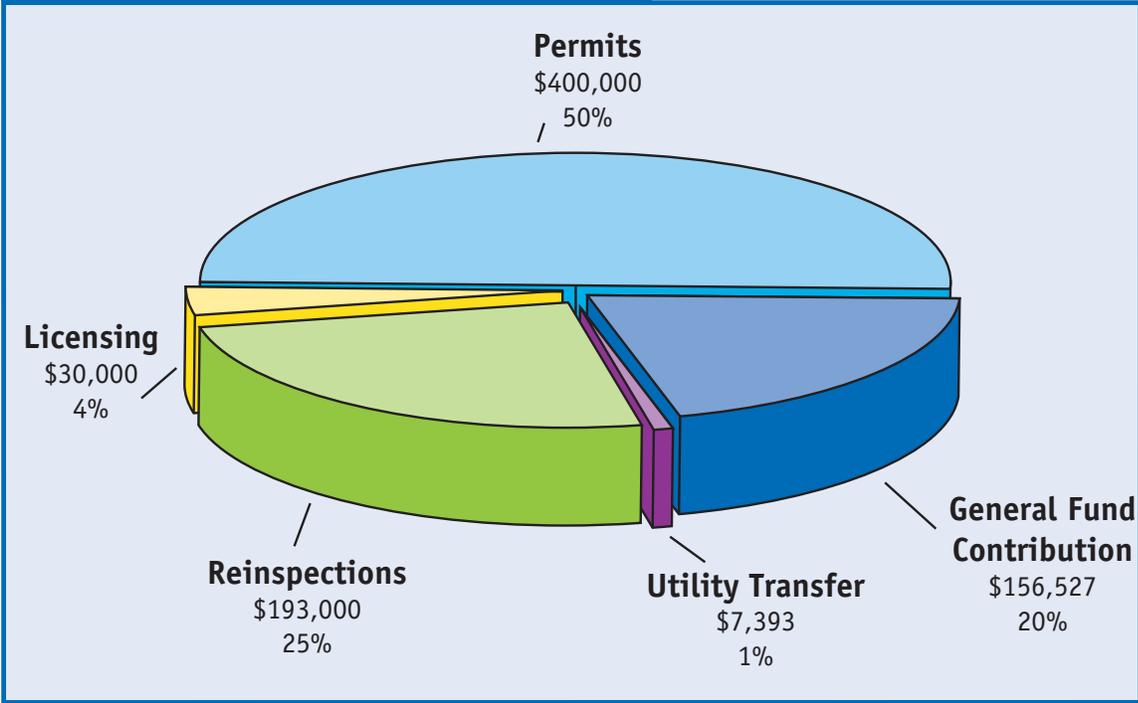
Objective A: Train and educate personnel in state-required and code-related certification programs.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
All inspectors obtain two certifications per year	N/A	N/A	N/A	100%	100%

Objective B: Train and educate personnel in professional development courses.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Attend six hours of professional training	No data	No data	No data	100%	100%

**Funding Sources for 2002-2003
Budget Expenditures of \$786,920**



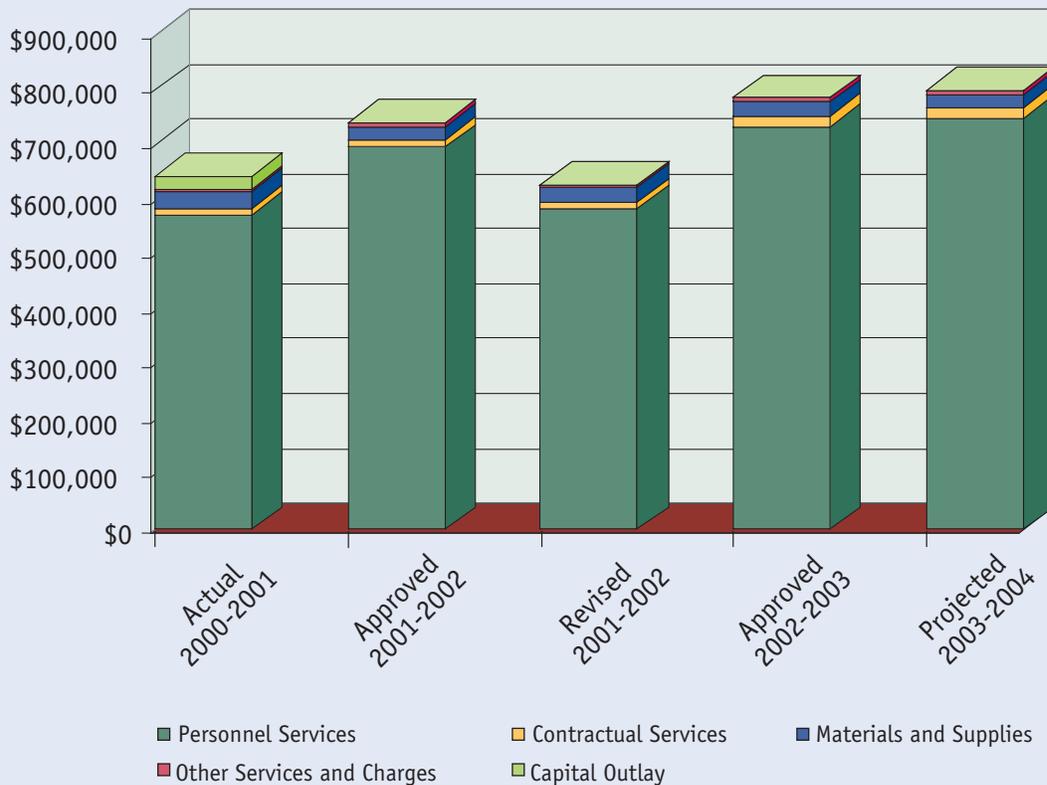
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Chief Building Official	1	1	1	1.00	1.00	1.00
Chief Electrical Inspector	1	1	1	1.00	1.00	1.00
Senior Building Inspector	2	2	2	3.00	3.00	3.00
Chief Commercial Inspector	1	1	1	1.00	1.00	1.00
Chief Residential Inspector	1	1	1	1.00	1.00	1.00
Building Inspector	5	5	5	4.00	4.00	4.00
Administrative Technician II	2	2	2	2.00	2.00	2.00
Building Permits Technician	1	1	1	1.00	1.00	1.00
Total	14	14	14	14.00	14.00	14.00

Building Inspections

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$573,422	\$696,991	\$584,137	\$734,870	\$750,024
Contractual Services	10,449	13,000	13,738	18,000	17,500
Materials and Supplies	31,323	22,800	25,125	25,300	24,800
Other Services and Charges	4,043	8,750	4,160	8,750	8,750
Capital Outlay	24,256	0	0	0	0
Total Expenditures:	\$643,493	\$741,541	\$627,160	\$786,920	\$801,074
Expenditures per Capita:	\$9.68	\$10.40	\$8.80	\$10.49	\$10.03

Expenditures by Category



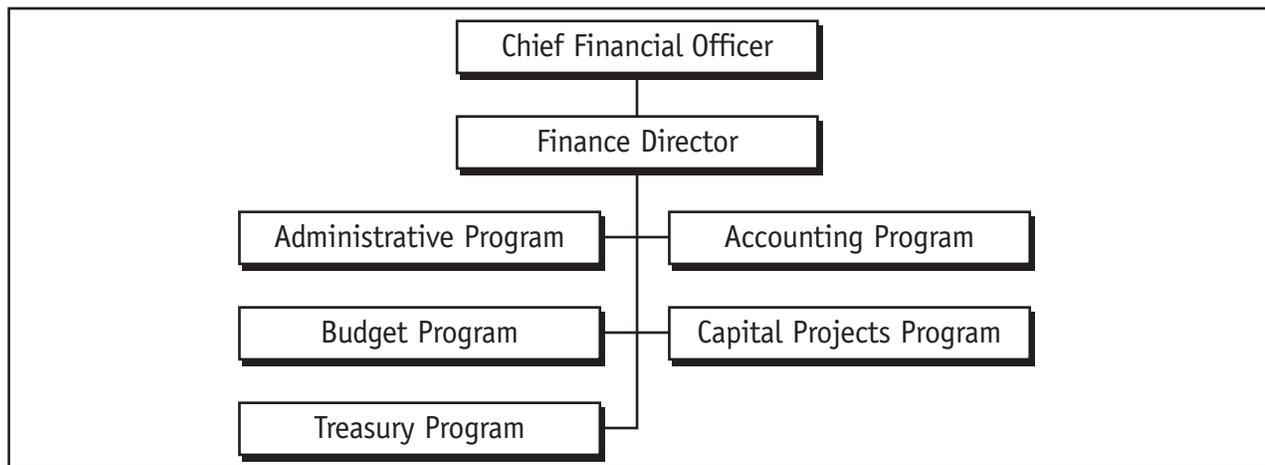
Finance Department

Management responsibility for all of the City's financial activity is centralized in the Finance Department. The Chief Financial Officer (CFO) reports directly to the City Manager and develops, oversees and communicates strategic financial planning and programs. The CFO oversees Information Technology, is involved with the financial aspects of economic development planning, and serves as the primary financial liaison to the City Manager, City Council and the public.

Major areas of responsibility include accounting, reporting, payroll, utility billing and collection, purchasing, budget operations, and treasury management. 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 Director of Finance is responsible for the City's financial policies, debt management and the day-to-day operations of the Finance Department and its program

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



Departmental Program Summary:

The Finance Department consists of five programs and the Information Technology, Purchasing, and Utility Billing and Collection Departments. Finance's programs are described in detail below and in each related section of the budget document.

Programs:

Administration Program: This program's responsibility involves financial planning for the organization, policy development, and deployment of financial policy.

Accounting Program: This program is 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, processing 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.

Finance

Budget Program: Budget is responsible for producing, monitoring, revising, and reporting on the City's annual Operating Budget and various subsidiary budgets. It is responsible for coordinating the annual budget and budget revision process to ensure the timely presentation of budget information to management and City Council, assisting with revenue and expenditure projections, monitoring the operating budgets for City Departments, and reviewing budget requests for accuracy, appropriateness, and justification of requested allocations. It is also responsible for the annual Strategic Budgeting process, which assists Departments in determining priorities as they relate to the City's Budget, and acts in a review capacity to assure accuracy and appropriateness.

Capital Projects Program: This program is 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 assists in coordinating the prioritization and funding of projects and managing project changes and their financial implications. This program verifies all construction and engineering invoices to prepare them for disbursement. This involves maintaining close working relationships with other City departments, project managers, and various outside vendors. This program is also tasked with coordinating the City's 5-year Capital Improvement Project (CIP) Process and produces financial information to assist the City auditors, project managers, and others.

Treasury Program: Treasury is 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.

FY 2001-2002 Highlights:

This year, the City established the new position of Chief Financial Officer, responding to the needs of a larger, highly complex City organization.

The Finance Department continued to receive the Distinguished Budget Presentation and the Certificate of Achievement for Excellence in Financial Reporting awards for its most recent documents submitted to the Government Finance Officers Association. These awards indicate that the financial documents have met certain rigorous nationally recognized accounting and reporting standards.

The Accounting Program implemented internal financial reporting on the City's Intranet, providing City departments with more timely daily and monthly financial reports. The Accounting Program also completed a major upgrade of the payroll information system and implemented team training in the payroll area to provide more efficient processing of the City's payroll. Document imaging was initiated to more efficiently store accounts payable documentation.

The Budget Program began the "Strategic Budgeting" Process in March, 2001 to link departmental performance and employee key results areas (KRAs) to the Budget as part of the City's ongoing performance measurement efforts. This effort was further refined in FY 2002. Budget processes were reviewed and changed to give Departments more time to develop their Strategic Budgets and New Program worksheets. In addition, the existing budget worksheets were improved to allow easier data entry. Capital outlay sheets were made available online via the intranet, allowing Departments to have up to the minute information concerning the purchasing status of all approved departmental capital outlay. Reactions from the Departments to all budget-related changes were very favorable. The Budget Analyst I position came online in June 2002. It is anticipated that the addition of this position will enhance productivity and provide an increased level of customer service to the Departments. Services from the local United Way were again enlisted successfully to assist in the review and allocation of social service agency funding.

FY 2001-2002 Highlights: (Cont.)

The Budget office also assumed primary responsibility for the creation of the City's "Bond" book, an informational manual provided to Bond rating agencies.

The Capital Projects program began developing the comprehensive 5-year CIP plan. One of the first benefits of this initiative was the information provided to the 2001 General Obligation Bond Task Force for use in developing bond election recommendations to the City Council.

The Treasury Program completed the Request for Application (RFA) for Depository Services and has implemented the transition to the new Depository Bank. Implementation takes approximately four to six (4-6) weeks.

FY 2002-2003 Overview & Significant Changes:

The Finance Department will continue to focus on long-term financial planning initiatives in 2003 to ensure the continued success of the City. There are several issues that will have a significant impact on the City's finance department. These include:

- Preparation for implementation of Governmental Accounting Standards Board (GASB) 34. This is a new governmental financial reporting model that will change the City's annual financial reporting. The City is required to adopt the new model in FY 2003.
- Manage the financial requirements of a \$300 million Capital Improvement Project Program. Additionally, the department will continue developing the 5-year CIP program. This formal process develops and communicates to the Council and the community a comprehensive listing of all general, utility and transportation capital projects planned for the next 5-6 years.

- Continue refining and updating the City's utility rate model. The rate model is an excellent planning tool to analyze water/wastewater financial trends and plan for utility rate updates.
- The Budget program will continue its efforts to refine the Strategic Budget Process and, the Budget Process in general. Included in this initiative will be the implementation of an automated Budget database that will be accessed on the web, a development that should simplify the preparation of the Budget. In addition, New Program worksheets and Departmental Strategic Budgets will be made available for modification online via the City's intranet, a process which should make the forms easier to complete and reduce formatting and calculation errors.
- The department will continue to improve financial records processing time and improve on-line access to the records by operating departments with the successful installation of a new financial software release.

New Programs for FY 2002-2003:

There are no new programs proposed for FY 2002-2003.

Finance

Departmental Goals:

- Institute payroll rotation program to provide efficiencies in the payroll process.
- Improve efficiency of monthly financial reporting to the other departments.
- Continue/complete rotation and training of Accounting Technician I personnel.
- Complete implementation of the document imaging of accounts payable.
- Coordinate the annual budget/budget revision processes to ensure the timely presentation of budget information to management and City Council.
- Refine annual budget/budget revision processes to ensure the timely presentation of budget information to management and City Council.
- Implement investment portfolio software package to provide automation and enhancement of portfolio reporting.
- Implement more electronic funds transfer payments to provide better cash forecasting of disbursements.
- Continue to develop a comprehensive 5-year CIP Program that includes the three major components; Utility, General and Transportation.
- Create consistency, efficiency, and correctness in project budgeting and processing CIP payments.
- Complete training of technician position within the Capital Projects program.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Total City Operating Expenditures	\$76,653,699	\$82,110,485	\$85,690,359
Total City Employees	611	654	671
City Population	66,495	71,275	75,000
Taxable Property Base	\$3,678,007,528	\$4,446,753,347	\$4,978,982,250
Input			
Dept. Operating Expenditures	\$816,726	\$960,722	\$1,198,331
No. of Department Employees	13	16	16
Output			
Payroll Checks Issued	15,671	17,075	18,475
# of Vouchers Processed	17,665	18,435	19,200
Audits	3	3	3
Interim Financial Reports	24	24	24
# of Journal Entries Processed	1,254	1,250	1,300
# of Deposits Processed	1,981	2,225	2,500
Average Value of Investments	131,218,000	165,000,000	175,000,000
Efficiency			
Finance Expenditures as a % of General Fund	1.66%	1.89%	2.27%
Auth. Personnel as a % of General Fund Personnel	2.53%	2.93%	2.88%
Effectiveness			
Interest Rate on Investments as Compared to Market	5.38%	2.95%	3.25%
	4.52%	1.80%	2.88%
Compliance with Financial Policies	Yes	Yes	Yes
General Obligation Bond Rating	AA-	AA-	AA-
Customer Satisfaction Survey (% Good to Excellent)	Excellent	Excellent	Excellent

Summary of Key Departmental Goals

Key Goal 1:

Improve efficiency of monthly financial reporting to the other departments.

Objective A:

Provide expenditure and revenue reports no later than the 21st of the following month.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Consistent availability of monthly financial reports by 21st of month following close	No	Yes	Yes	Yes	Yes
Monthly reports available on the City's Intranet	No	Yes	Yes	Yes	Yes

Objective B:

Provide more electronic reports to improve efficiency in getting information to departments.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Daily Reports available on the City's Intranet	Yes	Yes	Yes	Yes	Yes

Key Goal 2:

Coordinate the annual budget/budget revision processes to ensure the timely presentation of budget information to management and the City Council.

Objective A:

Develop and submit the Proposed Operating Budget by July 16 (August 1 in 00-01) of each year.

Objective B:

Develop the published annual Operating Budget for distribution no later than December 31 of each year.

Objective C:

Finalize the mid-year and year-end budget revisions by the date specified by the Director of Finance.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Budget turned in by July 22 (Aug 1)	Yes	Yes	Yes	Yes	Yes
Distribute Operating Budget by December 31st	Yes	Yes	Yes	Yes	Yes
Meet Finance Director's deadlines for budget revisions	Yes	Yes	Yes	Yes	Yes

Summary of Key Departmental Goals - Cont.

Key Goal 3:

To create a comprehensive 5-year CIP Program that includes the three major components: utility, general and transportation.

Objective A:

To create a CIP Document using new technology ((web pages, Geographic Information System (GIS) mapping)).

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
5-Year CIP financial plan available on the City's web site	NA	Yes	No	Yes	Yes

Trend: Getting the CIP document on the website was overtaken by the preparation and process of putting together a General Obligation Bond package. For a more comprehensive CIP, the bond projects needed to be identified, authorized, and added to the CIP.

Key Goal 4:

Implement investment portfolio software package.

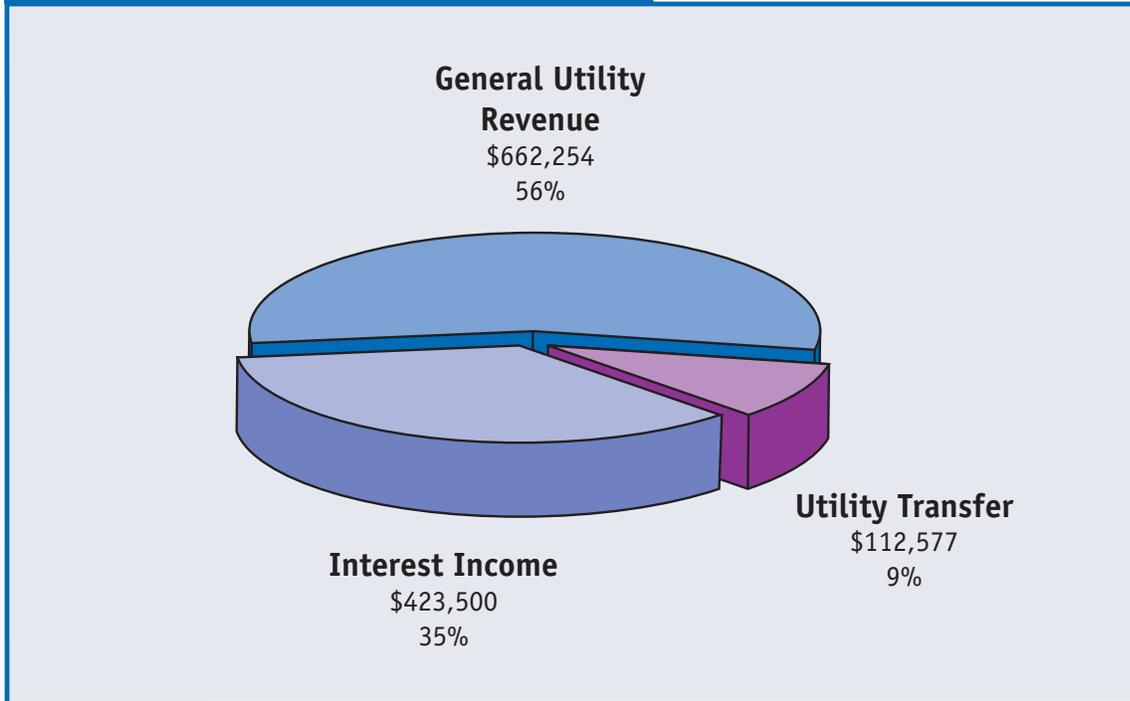
Objective A:

Provide automation to investment tracking and reporting.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Average value of investments (in millions)	\$109,100	\$122,000	\$131,218	\$165,000	\$175,000
Number of investments tracked/reported	61	75	70	80	95

Trend: Investment portfolio continues to grow in numbers and dollars. Need to provide automation to enhance reporting capabilities, provide time for more analysis of portfolio, and provide more timely reports.

**Funding Sources for 2002-2003
Budget Expenditures of \$1,198,331**



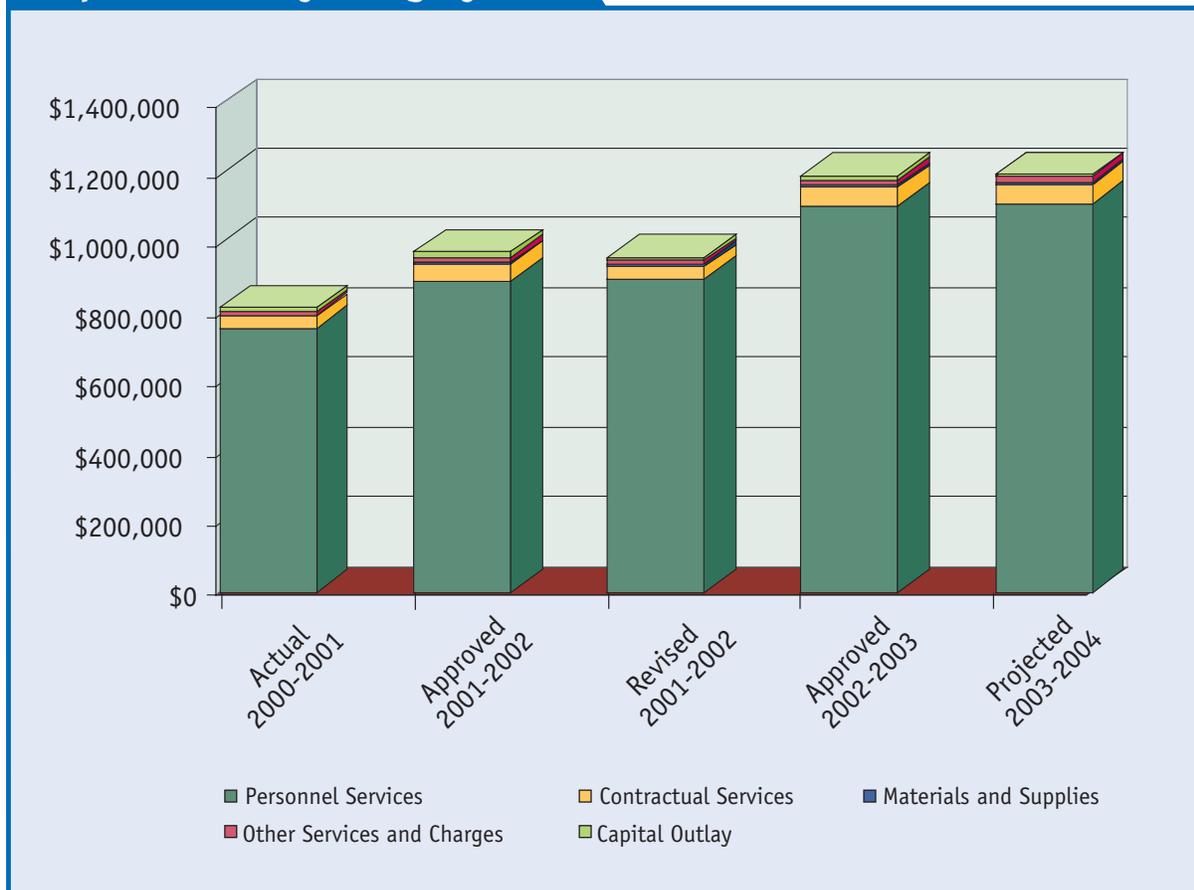
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Chief Financial Officer	0	1	1	0.00	1.00	1.00
Finance Director	1	1	1	1.00	1.00	1.00
Controller	1	1	1	1.00	1.00	1.00
Finance Programs Manager	1	1	1	1.00	1.00	1.00
Accounting Supervisor	1	1	1	1.00	1.00	1.00
Treasury & Finance Supervisor	0	1	1	0.00	1.00	1.00
Budget Supervisor	1	1	1	1.00	1.00	1.00
Accountant	1	1	1	1.00	1.00	1.00
Accounting Technician II	3	3	3	3.00	3.00	3.00
Budget Analyst I	0	1	1	0.00	1.00	1.00
Payroll Technician	1	1	1	1.00	1.00	1.00
Accounting Technician I	3	3	3	3.00	3.00	3.00
Total	13	16	16	13.00	16.00	16.00

Finance Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$758,666	\$892,243	\$900,210	\$1,110,958	\$1,117,402
Contractual Services	33,974	49,650	34,523	52,150	55,150
Materials and Supplies	3,794	4,923	10,708	5,423	6,900
Other Services and Charges	7,875	15,500	8,133	15,500	15,500
Capital Outlay	12,417	14,775	7,148	14,300	5,200
Total Expenditures:	\$816,726	\$977,091	\$960,722	\$1,198,331	\$1,200,152
Expenditures per Capita:	\$12.28	\$13.71	\$13.48	\$15.98	\$15.03

Expenditures by Category

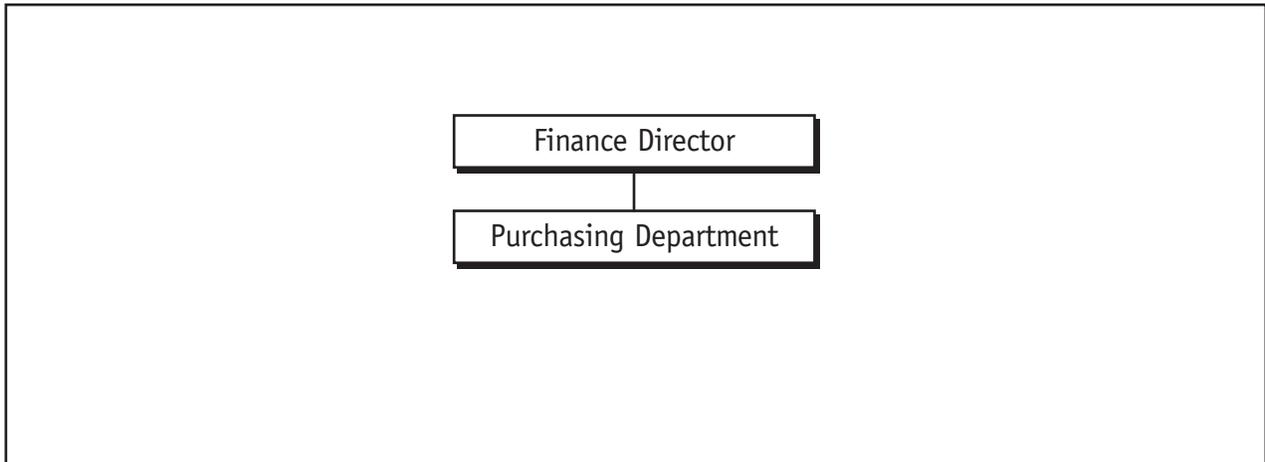




Purchasing Department

The function of the Purchasing Department is to support the procurement requirements of all City Departments. Requirements include supplies, materials, equipment, and services.

Mission Statement: The Purchasing Department's mission is to procure and/or assist in the procurement needs of the Departments through centralized coordination of purchasing activities. To provide uniform, economic, and timely purchasing practices legally mandated by federal, state and local statutes, City Charter, City Ordinances, and budgetary authority.



Departmental Program Summary:

The Round Rock Purchasing Department consists of a single program described in detail below.

Programs:

Purchasing: 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, and procurement card purchases.

Centralized coordination of purchasing encourages cost savings through bulk purchases and consolidated purchases as well as compliance with various purchasing legal requirements. Centralization also allows all departments to take advantage of the Purchasing Department's market research, supplier recruitment, bidding expertise, specification development, contract negotiations, and resourcefulness

Additional functions include, but are not limited to:

- Administration of telecommunications (wire & wireless).
- Audit billing of all telecommunication vendors.
- Administration of the procurement card program.
- Audit procurement cardholder statements.
- Assist in resolving delivery and billing issues.
- Assist in new vendor maintenance for 1099 reports.
- Administration of the pager program.
- Audit billing for pager service vendor.
- Verify that capital procurements are authorized in current FY budget.
- Provide assistance for janitorial services and building repairs.
- Monitoring Electric Deregulation Contract.
- Provide assistance for City Hall Security.
- Administer annual contracts.

Purchasing

FY 2001-2002 Highlights:

Highlights for fiscal year 2002 include:

- Continued to reduce the turnaround time for issuance of purchase orders (POs).
- Continued to improve the documentation supporting purchase orders.
- Continued to reduce the number of check requests.
- Joined additional Cooperative Purchasing Organizations.
- Implemented the email response system from Vendor and Departments for Pro-card maintenance requests.
- Secured an upgrade to the Pro-card software enabling the distribution of biweekly statements by e-mail.
- Updated Procurement Policies and Procedures to reflect current changes in General Purchasing guidelines.
- Updated Pro-card Manual to reflect current changes in Policies and Procedures.
- Completed first phase of citywide security system, including keyless entry.
- Continued to secure more annual contracts for supplies and materials.

FY 2002-2003 Overview & Significant Changes:

During FY 2002-2003, the Department will continue to increase its ability to support City departments by:

- Working with other departments to resolve facility maintenance issues for all City departments, including janitorial and asset management.

New Programs for FY 2002-2003:

The Purchasing Department is proposing no new programs for FY 02-03.

Departmental Goals:

- Obtain more on-line vendors.
- Provide accounts payable with the ability to eliminate data entry of Pro-card charges.
- Continue to secure more annual contracts.
- Post bids on the Internet.
- Post purchasing guidelines on the intranet.
- Upload the pro-card procedures on the intranet.
- Upload pro-card Maintenance and New Card Forms on the intranet.
- Increase support to City departments.
- Continue implementation of a citywide security system, including keyless entry.
- Develop an on-line vendors list.
- Continue the formal training of the purchasing staff.
- Encourage prior planning of procurements.
- Continue to review and research E-procurement.
- Decrease the time it takes to produce a purchase order from a purchase request.
- Increase the involvement in contract review and improvement.
- Increase cooperative purchasing opportunities.
- Implement Purchasing Policies and Procedures Question and Answer sessions by Purchasing Staff for all City Departments through scheduling with the Human Resource Department.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Operating Departments Served	24	24	24
Input			
Operating Expenditures	\$246,261	\$312,531	\$372,685
No. of Department Personnel	6	7	7
Output			
No. of Purchase Orders Processed	3,196	2,800	3,100
Value	\$9,511,106	\$7,000,000	\$8,000,000
No. of Purchase Orders (P.O.'s) Issued Over \$500 Value	1,957	1,700	2,100
Value	\$9,212,126	\$5,500,000	\$6,000,000
No. of P.O.'s Issued Under \$500 Value	1,239	1,000	1,200
Value	\$298,980	\$300,000	\$400,000
No. of Cooperative P.O.'s Issued Value	45	40	40
Value	\$2,110,370	\$1,600,000	\$1,000,000
No. of Blanket P.O.'s Issued Value	128	125	130
Value	\$965,542	\$1,000,000	\$1,000,000
No. of Specifications Written	30	10	25
No. of Pro-Card Purchases Value	11,031	12,000	12,750
Value	\$1,308,780	\$1,400,000	\$1,450,000
Efficiency			
Purchasing Expenditures as a % of General Fund	.50%	.61%	.71%
Authorized Personnel as a % of General Fund Personnel	1.17%	1.28%	1.26%
Effectiveness			
Average Time to Issue Purchase Order (Hours)	12	12	9

Purchasing

Summary of Key Departmental Goals

Key Goal 1:

Continue to secure more annual contracts.

Objective A:

Increase number by 10%.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of annual contracts	N/A	N/A	16	20	22
Number of blanket orders	69	70	128	125	130

Trend: Force reduction in the number of purchase orders issued. The percentage increase will become smaller in future years.

Key Goal 2:

Continue the formal training of the Purchasing Staff.

Objective A:

Offer every staff person at least 16 hours of training.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Total number of training hours	N/A	N/A	66	100	120

Key Goal 3:

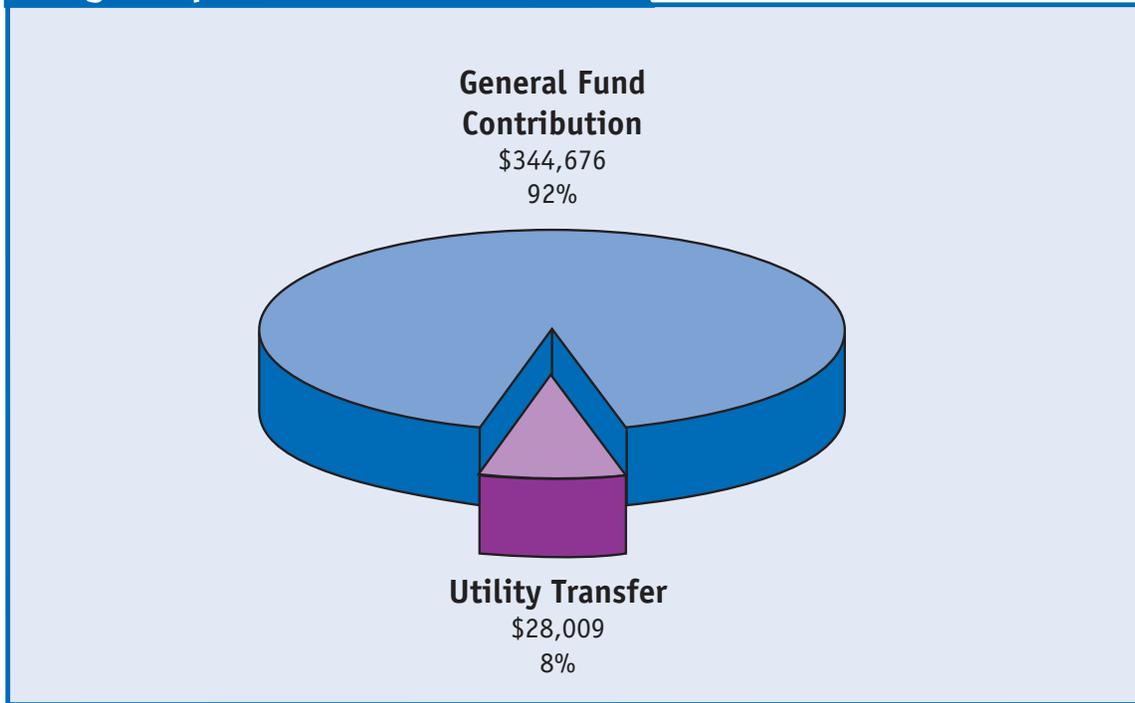
Develop an online vendor's list.

Objective A:

Place vendor list on Intranet.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of vendors on list	N/A	N/A	N/A	250	350

**Funding Sources for 2002-2003
Budget Expenditures of \$372,685**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Purchasing Agent	1	1	1	1.00	1.00	1.00
Purchaser	1	1	1	1.00	1.00	1.00
Purchasing Assistant	1	1	1	1.00	1.00	1.00
Purchasing Technician	1	1	1	1.00	1.00	1.00
Buyer	2	3	3	2.00	3.00	3.00
Total	6	7	7	6.00	7.00	7.00

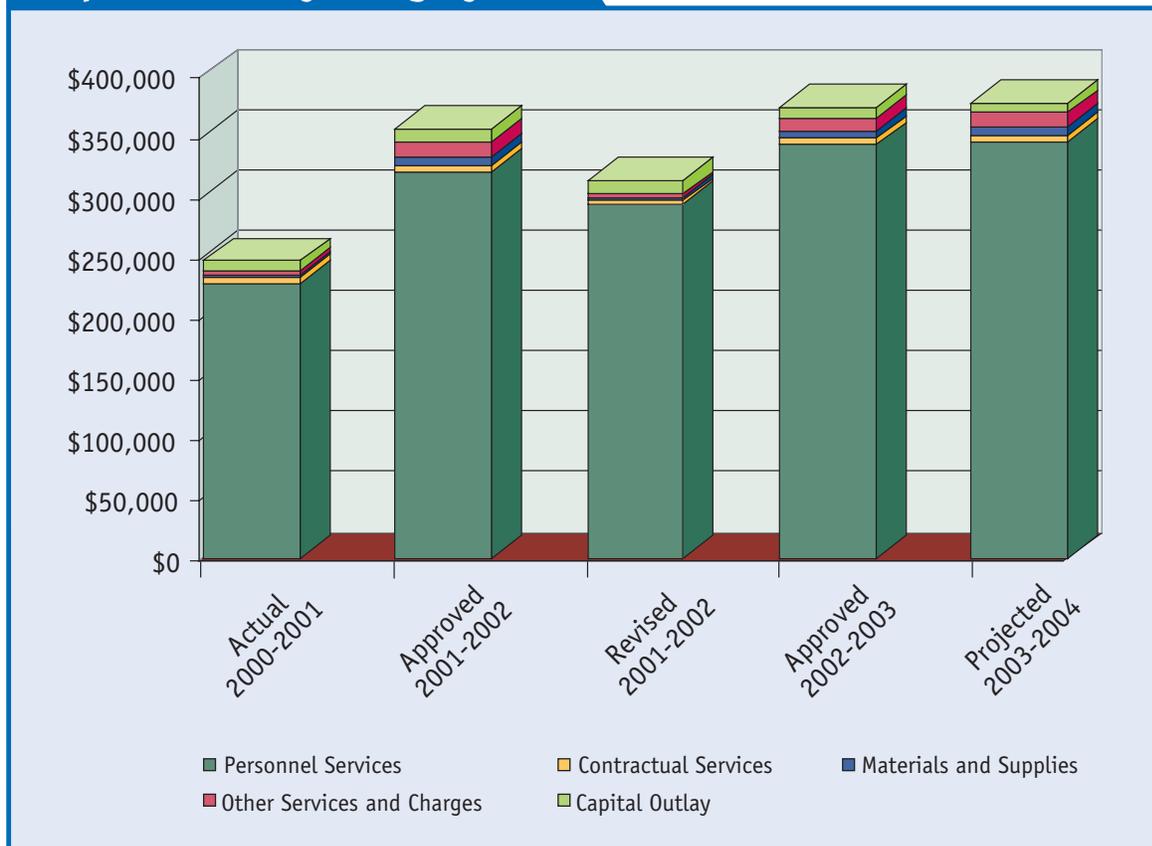
Purchasing

Purchasing Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$227,311	\$319,364	\$292,787	\$342,335	\$344,292
Contractual Services	5,881	6,200	3,168	5,150	6,400
Materials and Supplies	1,571	6,800	3,124	6,500	6,250
Other Services and Charges	2,857	12,250	2,479	10,000	11,750
Capital Outlay	8,641	11,170	10,973	8,700	7,800
Total Expenditures:	\$246,261	\$355,784	\$312,531	\$372,685	\$376,492
Expenditures per Capita:	\$3.70	\$4.99	\$4.38	\$4.97	\$4.71

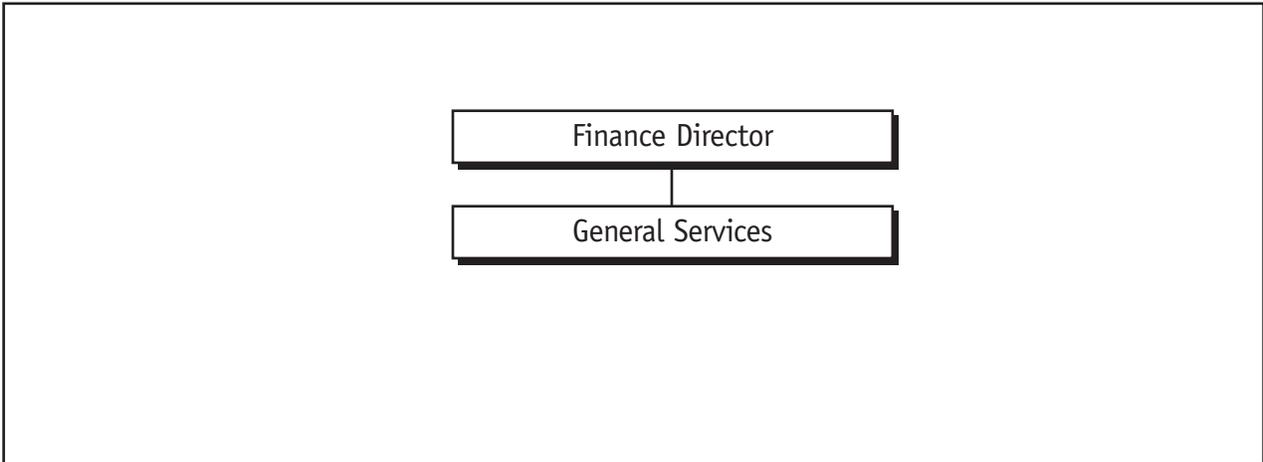
Expenditures by Category



General Services Department

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

Mission: The mission of the General 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.



Departmental Program Summary:

The General Services Department consists of a single program described below.

Programs:

General Services: Expenditures associated with the General Services Department include power and light, central computing systems maintenance, computer database maintenance, City Hall building maintenance, building supplies, building repairs, copier maintenance, taxable property appraisal and valuation, tax assessment and collection expense, general liability insurance and others. This section of the budget also provides funding for economic development efforts and the economic development and revenue sharing agreement between the City and Dell Computer (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.

FY 2001-2002 Highlights:

Although some expenditures increased in FY 2002 as discussed below, the overall reduction in budgeted costs is a direct result of FY 2000-2001's one-time expenditures. Those one-time expenditures included purchase of land for expansion, municipal building improvements, Police mobile data terminals for the Computer Aided Dispatch program, public transportation study, and various other projects as approved by the City Council.

Included in the total budget for FY 2002 was funding for the Dell Computer economic development agreement. Reflecting the decreased sales tax collections by Dell Computer, the amount of revenue shared with Dell correspondingly decreased. Please see the Budget Message for a complete discussion of this program.

General Services

FY 2001-2002 Highlights: (Cont.)

Fiscal year 2002 saw the first year of the Sears revenue sharing agreement, which shares a portion of sales tax realized from the sale of Sears Teleserve merchandise online. Funding also continued at \$50,000 for the Chamber of Commerce pursuant to the economic development agreement between the City and the Chamber. Through this agreement, the Chamber provides assistance to the City in business retention and recruitment. Also included in the FY 2002 budget was continued funding for the City's legislative lobbying efforts, software system consulting at \$15,000, and personnel market analysis consulting for \$33,000.

In order to assure equity and standardize distribution of social service funding to not-for-profit social service agencies, efforts continued to link the review of agency applications for funding with the existing United Way agency review process. Volunteer teams, under United Way's supervision, reviewed agency applications and made site visits. Subsequent team recommendations regarding funding were then presented to a final review board composed of City Council members, United Way personnel, City-staff volunteers, and Round Rock citizens. The review board then made recommendations for FY 2001-2002 funding in the amount of \$200,000, which was approved by City Council.

FY 2002-2003 Overview and Significant Changes:

For FY 2003, the Dell economic development agreement amount is expected to decrease due to a softening in the technology industry. Estimates of the revenue sharing with Dell in FY 2003 are budgeted at \$6,000,000. (Please reference the Budget Message for a complete discussion of this program.) The Sears revenue sharing agreement, which shares a portion of local sales tax realized from online product sales, is expected to increase to \$150,000, reflecting the first full year of the agreement. Funding will also continue at the current level of \$50,000 for the Chamber of Commerce pursuant to the economic development agreement between the City and the Chamber. Through this agreement, the Chamber provides assistance to the City in business retention and recruitment. In addition, the General Services Department will provide funding for consulting services

associated with the implementation of the new government financial reporting model as promulgated by the Governmental Accounting Standards Board (GASB) Statement Number 34. Funding for a job-creation economic development agreement with DPT, Inc., is included in this section at an estimated \$25,000. Reflecting a new legislative lobbyist agreement, funding is included at \$75,000. Finally, as mentioned in the FY 2002 highlights, FY 2003 will be the second year utilizing the new joint United Way/City Social Service funding recommendations.

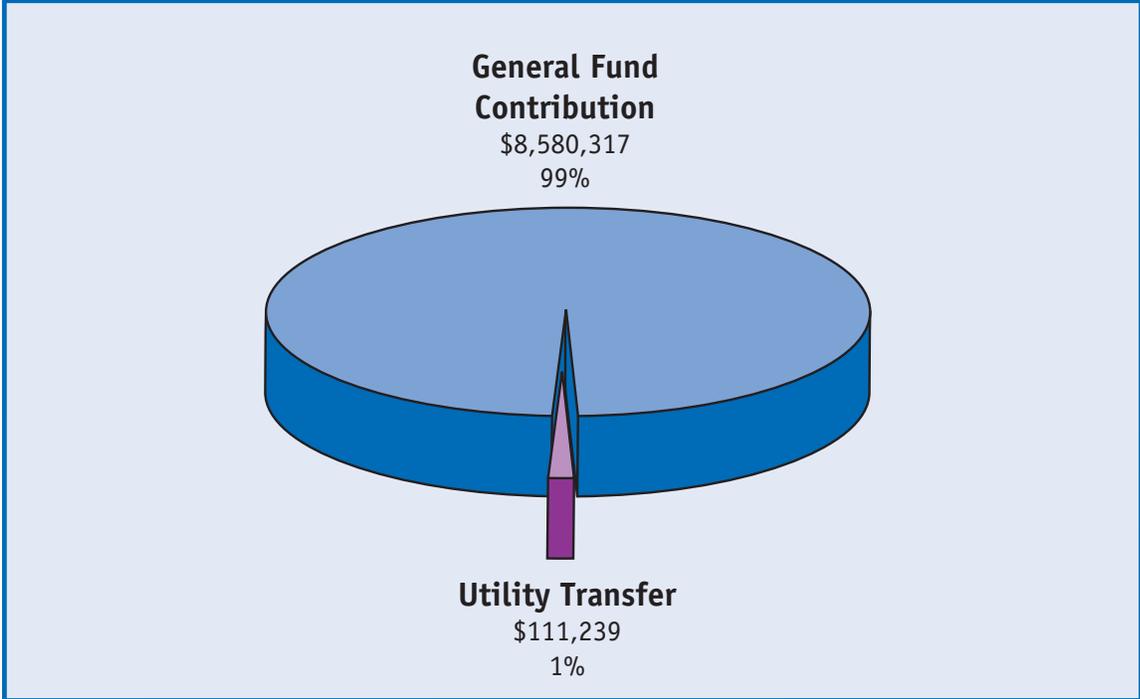
New Programs for FY 2002-2003:

The General Services Department is proposing no new programs for FY 02-03.

Departmental Goals:

- Provide general financial monitoring, oversight, and support to the City of Round Rock for all expenditures that are not allocable to any specific department.
- Provide funding for the E-Commerce Consulting Program.
- Respond to all administrative and departmental fiscal needs as needed.
- Assign the Janitorial/Maintenance Program to a permanent location.
- Implement new social service recommendations.
- Support economic development programs.
- Implement new financial reporting model effective fiscal year ending September 30, 2003.

**Funding Sources for 2002-2003
Budget Expenditures of \$8,691,556**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
None	0	0	0	0.00	0.00	0.00

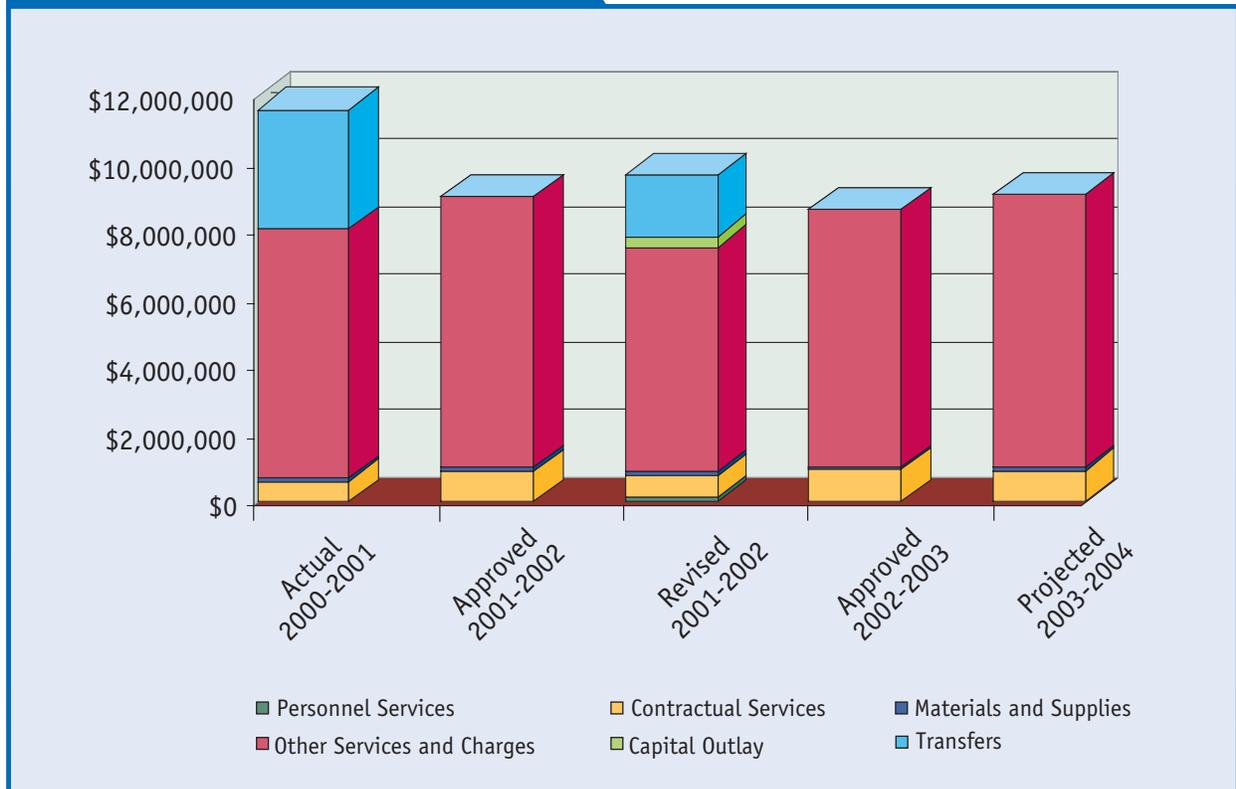
General Services

General Services Department

Summary of Expenditures:

	2000-2001 Actual Budget	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$0	\$0	\$150,000	\$0	\$0
Contractual Services	621,633	926,950	650,663	955,500	938,300
Materials and Supplies	88,081	97,000	95,250	99,000	102,000
Other Services and Charges	7,376,016	8,013,004	6,658,194	7,619,056	8,075,156
Capital Outlay	2,400	18,000	317,452	18,000	18,000
Transfers	3,538,000	0	1,800,000	0	0
Total Expenditures:	\$11,626,130	\$9,054,954	\$9,671,559	\$8,691,556	\$9,133,456
Expenditures per Capita:	\$174.84	\$127.04	\$135.69	\$115.89	\$114.38

Expenditures by Category

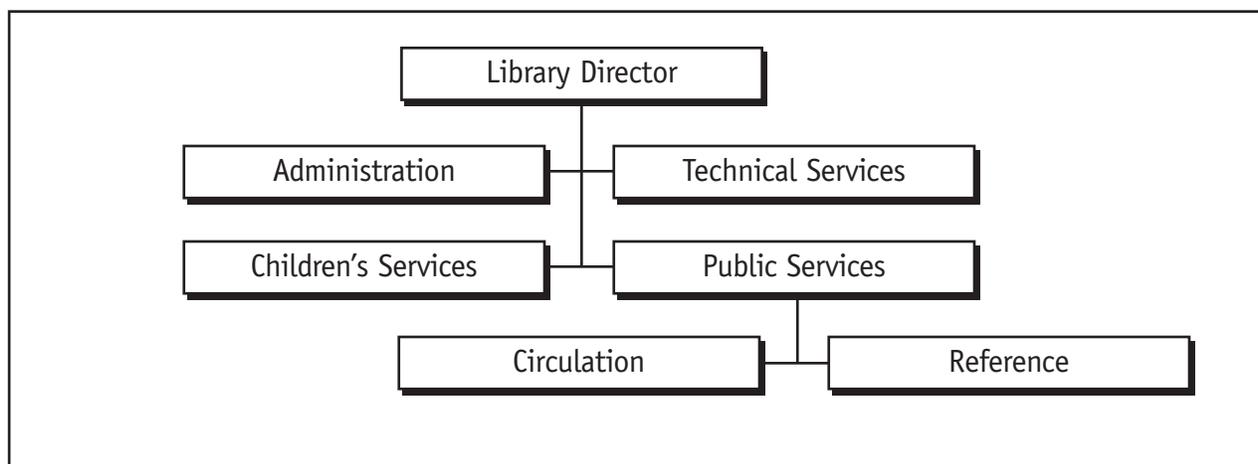


Library Department

The vision of the Round Rock Public Library is to provide our growing and diverse community with a variety of exceptional programs and services. The Library's caring and knowledgeable staff maintains an attractive and dynamic environment in which to find information, enjoyment, and enrichment.

Mission: Recognizing that the Round Rock Public System is a gateway to the community, our mission is to provide the highest quality educational,

informational, recreational, and cultural resources and services to a diverse population. We are committed to giving individuals, families, and businesses an opportunity to expand their knowledge, encourage personal growth, and enhance the quality of life in our dynamic and changing community. The library offers a broad and relevant collection to promote lifelong reading and learning using current technology to increase access to information resources.



Departmental Program Summary:

The Library Department consists of five programs described below.

Programs:

Administration: This program consists of the director, an administrative assistant who provides library-wide support and manages the room reservation system, the building maintenance staff person, and an IT staff member on “permanent loan” from the IT department.

Technical Services: This program consists of the library software application administration, adult materials selection librarian, cataloging, book/multi-media processing, and repair.

Public Services: Consists of two sub components. The first component, Children’s Services, provides specific programs targeting the 18 month old through middle school age level group, though there is a desire to expand the program to include teen level and newborn through 18 month age groups. The second component, Reference, is responsible for assisting customers with complex research, reader’s advisory, access to computers and databases, searching for books and other pieces of information and educating the public on all library resources.

Circulation: Circulation performs those functions normally associated with “checking out” materials—signing up new users, checking out resources, following up on late books and delinquent fines.

Library

FY 2001-2002 Highlights:

For FY 2002, the Library accomplished the following:

- The Library completed the indexing of Round Rock Leader obituaries through 2000 and began the development of the local history and genealogy collection.
- 16 Internet stations were added through what may be one of the last Telecommunications Infrastructure Fund (TIF) grants. The grant funds were used to improve filtering of children's stations and online computer check out, and to provide handicapped patrons with a fully accessible workstation. Finally, Remote Patron Access went online this year, allowing customers to access library databases from home.
- The Library restyled the adult book club, which now is staff coordinated.
- The CD Music and DVD collection was initiated in fiscal year 2001-2002 and is now available to the public.
- The e-book program initiated in fiscal year 2000-2001 was expanded to accommodate increased readership.
- Through an agreement with Time-Warner, the Library's public Internet stations are now utilizing Roadrunner Online. Participation in this agreement will save the City approximately \$25,000 per year in service costs.
- The Library received a non-competitive grant of approximately \$9,400 in mid-2002. The staff used the funding to introduce pilot collections targeting "underserved" populations. The grant also funded the annual cost of a software lease to expedite the cataloging of audiovisual material.
- The Library replaced donated children's computers with new computers, improving workflow and speed in this high demand area.
- The Library was named "Best Library" in the 2002 Austin Family "Reader's Poll," for "best places in Austin and the surrounding area."

FY 2002-2003 Overview & Significant Changes:

For FY 2003, the Library will hire the Library Aide position that was originally budgeted in fiscal year 2002 though delayed due to the economic downturn. This position will expedite the processing of new and existing library materials to shelf ready condition. Based on the assumption that the Texas economy will remain flat for the near future, there are no other significant changes planned for FY 2002-2003 beyond the new program discussed below.

New Programs for FY 2002-2003:

Circulation Library Aides: This program will fund the addition of one full-time (40 hours per week) position and add an additional 10 hours per week to a current part-time (30 hours a week) position – thus creating two full-time positions for the Library. The circulation division, which has not seen an increase in staff since 1998, has increased since October on an average of 15%, on top of a 7% per annum growth. Due to growth, better coverage is needed, and more time is required to shelve books and material. The primary function of these staff members will be to provide these services.

Departmental Goals:

- Maintain the property including grounds, buildings, etc.
- Meet or exceed Texas Library Association standards.
- Encourage diversity in hiring.
- Maintain adequate equipment, software, and related services to meet staff and public needs.
- Continue to develop existing and/or institute new collections.
- Continue to develop existing services and/or institute new services to meet user needs.
- Review existing processes to evaluate effectiveness.
- Offer appropriate staff training.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Operating Expenditures	\$1,400,823	\$1,665,708	\$1,721,411
Library Expenditures as a % of General Fund	2.85%	3.28%	3.26%
Number of Positions	30	31	32
Auth. Personnel as a % of General Fund Personnel	5.85%	5.67%	5.77%
Number of Volunteer Hours	6,610	6,400	6,200
Output			
Number of Items Circulated	435,632	500,977	574,000
Number of Card Holders	35,637	39,000	41,000
Number of Items in the Library	115,853	120,000	128,000
Number of Reference Requests	24,650	25,883	26,000
Number of Program Attendees	24,091	26,020	28,100
Number of Items Added to Collection	14,406	15,000	15,000
Number of Items added to newly funded collections (CD-ROM, DVD)	250	250	250
Number of Items Withdrawn From Collection	8,853	9,000	10,000
Number of Library Visits	285,176	313,694	330,000
Efficiency			
Library Expenditures per Capita	\$21.07	\$23.37	\$22.95
Effectiveness			
% Increase in Circulation	13%	15%	13%
% Increase in Number of Patrons	19%	15%	10%
% Increase in Reference Questions Answered	-3%	5%	5%
% Increase in Program Attendance	8%	7%	8%
% of City Residents Registered as Card Holders	54%	55%	55%
Number of Books Checked Out per Capita	6.55	7.03	7.65
Customer service satisfaction level of good/excellent (biennial in-house survey)	97%	NA	97%
Library services/quality level of good/excellent (biennial in-house survey)	97%	NA	96%

Library

Summary of Key Departmental Goals

Key Goal 1:

Identify location, timeline, and anticipated costs for branch library.

Objective A: The library will investigate the feasibility of a branch library as part of a high school campus.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Participate in Round Rock Independent School District Charettes related to the fifth high school	NA	NA	NA	X	NA
Hold focus group on branch location, needs, and function	NA	NA	NA	NA	5/03
Based on data from focus group, suggest appropriate area for land acquisition	NA	NA	NA	NA	5/04
Contract architectural services for concept design (2004-2005)	NA	NA	NA	NA	NA

Trend: The library is already behind in developing a branch library. Many cities throughout the state have a branch library when the City is between 60,000 and 75,000 population. Survey responses show the majority of the library's current users want a branch library.

Key Goal 2:

Continue to develop existing and/or institute new collections.

Objective A: Improve the quality of the circulating collections. The collections include all book, electronic, and audiovisual materials. Increases are dependent upon the funding beyond 10% per annum that the library has historically received. This section also includes the elimination of books that are dated or irreparable.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Increase the number of volumes added to the library annually, especially in providing multiple copies, to both the non-fiction and audio-video collections	8%	8%	8%	5%	8%
Improve the quality of the collection by withdrawing 1/10th of the collection annually	5%	5%	7%	10%	10%
Overall satisfaction rate of the circulating adult collection	NA	80%	87.26%	NA	90%

Trend: The goals for FY 2001-2002 were slightly less due to the current economic conditions. Due to this situation, growth will be flat in 2002-2003, though there will be another spike in 2003-2004 assuming the economy has stabilized. Regardless, in the most recent biennial customer survey, the adult collection and all multimedia collections were ranked very low relative to all other collections in the library. While we have been increasing the budget annually, we have not taken into account the twin aspect of rapid population growth, the cost of living, and the need to replace sections of our aging collection. In some areas, 30% of the collection has been withdrawn primarily due to irrelevancy or wear.

Summary of Key Departmental Goals - Cont.

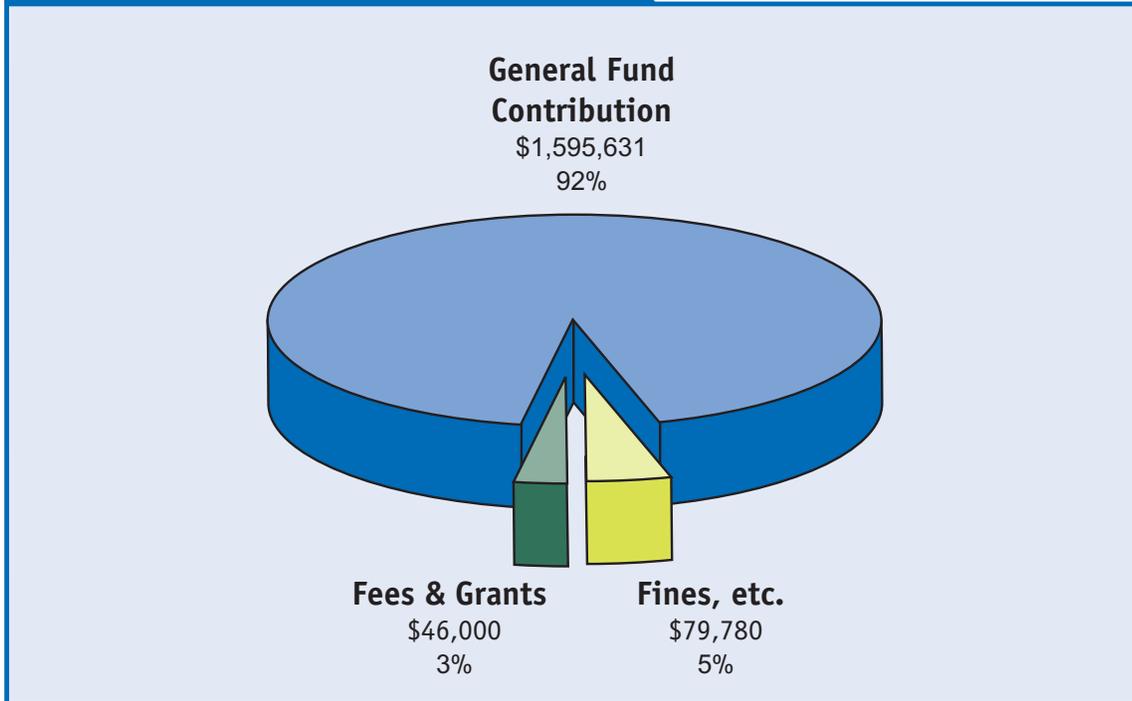
Objective B:

Preserve historical collection.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Improve the genealogy collection	NA	X	X	X	Increase 5%
Increase participants in genealogy classes	NA	X	X	X	Increase classes from one to two per month
Increase number of people using collection (registered users)	NA	X	X	X	Increase from 20 to 30 per month
Identify and institute a process for preserving local history materials	NA	Did not meet original goal date of this year	Did not meet original goal date of this year	Did not meet tasks originally slated for this period	Identify methodology & equipment needed. Should implement in following year

Trend: The genealogy program saw a new part-time librarian in FY 2001 with additional funding for genealogical resources in FY 01-02. We are currently reviewing program definition, collection, space issues, and preservation and indexing methodologies. A plan will be created by 2002/2003, which will establish needs, goals, and methods for the preservation of the Library's and Williamson County Historical Society's collections.

**Funding Sources for 2002-2003
Budget Expenditures of \$1,721,411**

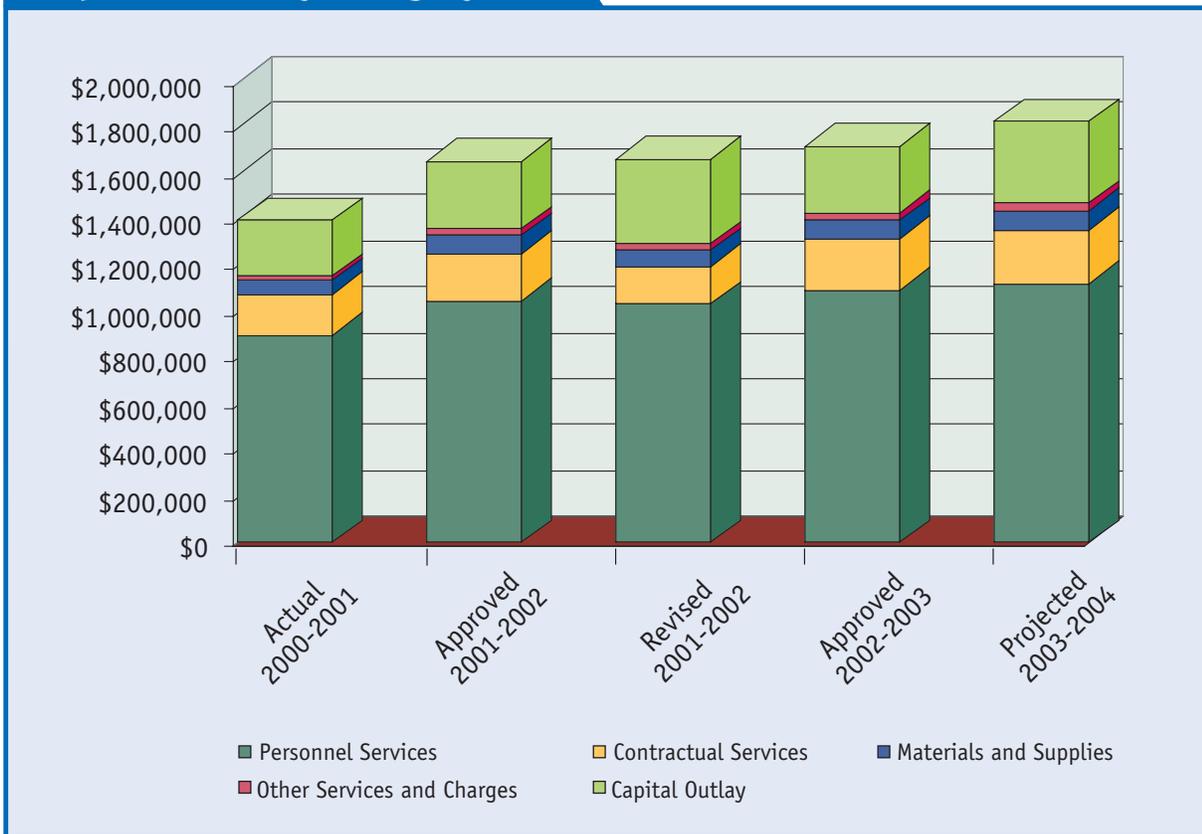


Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Library Director	1	1	1	1.00	1.00	1.00
Public Services Manager	1	1	1	1.00	1.00	1.00
Librarian II/Children and Reference	1	1	1	1.00	1.00	1.00
Librarian II/Library Software Admin.	1	1	1	1.00	1.00	1.00
Librarian I	3	3	3	3.00	3.00	3.00
Librarian I - Part Time	3	3	3	1.50	1.50	1.50
Library Supervisor	1	1	1	1.00	1.00	1.00
Library Technician III	2	3	3	3.00	3.00	3.00
Library Technician II	3	2	2	2.00	2.00	2.00
Library Technician II - Part Time	2	2	2	0.88	0.88	0.88
Library Technician I	2	2	2	2.00	2.00	2.00
Library Technician I - Part Time	6	6	6	2.25	2.25	2.25
Library Aide	0	0	1	0.00	0.00	1.00
Senior Library Aide	1	2	3	1.00	2.00	3.00
Senior Library Aide - Part Time	1	1	0	0.75	0.75	0.00
Administrative Technician III	1	1	1	1.00	1.00	1.00
General Services Custodian	1	1	1	1.00	1.00	1.00
Total	30	31	32	23.38	24.38	25.63

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$903,274	\$1,049,948	\$1,035,424	\$1,096,907	\$1,124,139
Contractual Services	175,714	206,210	167,625	224,452	236,960
Materials and Supplies	61,708	77,694	69,547	80,993	83,560
Other Services and Charges	18,983	29,720	27,313	30,500	31,036
Capital Outlay	241,144	295,482	365,799	288,559	356,365
Total Expenditures:	\$1,400,823	\$1,659,054	\$1,665,708	\$1,721,411	\$1,832,060
Expenditures per Capita:	\$21.07	\$23.28	\$23.37	\$22.95	\$22.94

Expenditures by Category



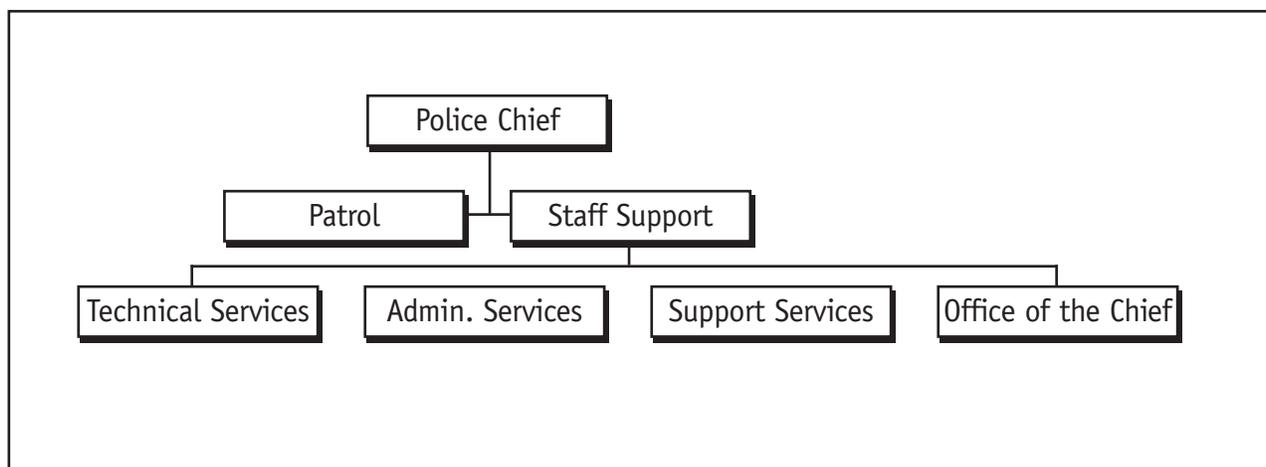


Police Department

The Police Department is responsible for the provision of public safety as well as enforcement of federal, state, and city laws and ordinances through proactive and responsive patrol of the City by state-commissioned peace officers. The Department helps the City maintain a high quality of life by working with neighborhoods and other organized groups of residents to resolve quality-of-life problems. The Department is also responsible for animal control and emergency (fire and police) radio dispatch functions in the City limits, as well as maintaining

the recruiting, training, crime victim, and support functions necessary to maintain a police force of the highest quality.

Mission: In alliance with our community, the members of the Round Rock Police Department provide public safety and promote a high quality of life.



Departmental Program Summary:

The Round Rock Police Department consists of two programs, which are described below.

Programs:

Patrol: 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 being responsible for an area of the City; sergeants being responsible for the areas under their officers’ care, lieutenants responsible for their sergeants’ areas, and on up to the Chief of Police. The Special Weapons and Tactics Team, Gang Response and Intervention Patrol, K-9 Unit, and School Resource Officer program are also based on this structure. Two new task forces have been established to proactively address general concerns and traffic issues.

The Animal Control Unit enforces local ordinances regarding the care and keeping of domestic animals in the City. The Unit investigates nuisances, animal bites, animal abuse complaints, and it provides public education regarding animal control. The Unit also impounds and quarantines animals when appropriate.

Staff Support: Staff Support is comprised of the following programs:

The Office of the Chief: This program 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 control, management, and direction of all officers and employees, as well as the Department’s administration and operation. The Office of the Chief houses the Internal Affairs Detail and the Planning and Research Unit. The Internal Affairs Detail ensures that the Department’s integrity is maintained through an internal

Police

Programs: (Cont.)

system where objectivity, fairness, and justice are assured by impartial investigation and review of all allegations of member misconduct and accusations against the department. The Planning and Research Unit prepares and monitors the Department's budget and performs a variety of analytical functions, including performance measurement/improvement, strategic planning, policy development, and statistical research.

Support Services: Support Services is responsible for the administration of a variety of police services, including the Major Crimes Unit, Detectives Detail, and Community Programs. The Major Crimes Unit investigates crimes against persons, high-technology-related crimes, and narcotics-related crimes as well as handling the Department's criminalistic and victims services functions.

This program administers several community programs intended to develop a strong relationship between the Department and the community such as: Citizens Police Academy and its alumni association; Juvenile Community Committee; Seniors and Law Enforcement Together (SALT); Telephone Assurance Program (TAP); Blue Santa Program; Round Rock Community Network; and various volunteer programs.

Technical Services: Technical Services provides the Department with a number of technical support services related to communications, police records, and evidence and property. The division is responsible for radio operations – ensuring that 24-hour, two-way radio communications are conducted in compliance with federal rules and regulations. This unit is responsible for receiving and screening 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 Technical Services Division also is responsible for the control, maintenance, review, retrieval and dissemination of most police records, as well as the storage and processing of all evidence and property that comes into the Department.

Administrative Services: Administrative Services provides the Department's police training and recruiting functions and facilities management. The division is responsible for the Department's long-term facilities plan and oversees the Department's participation in a Williamson County Firearms Training Facility.

FY 2001-2002 Highlights:

During fiscal year 2002, the Department hired and trained four new officers in order to maintain an appropriate officer to population ratio. In addition, four new call-taker positions were added to assist the overloaded radio dispatch program. The addition of these new positions is reflective of the Department's attempts to keep pace with rapid City growth and address specific issues of concern to residents.

The Department also selected a vendor for its two-year process to replace the department computer-aided radio dispatch and records management systems. When completed in fiscal year 2003, officers will be able to send and receive data from the field without dispatcher assistance, and police and fire dispatchers will be able to monitor patrol and fire truck locations in real time to improve dispatch efficiency.

Other departmental highlights during fiscal year 2001-2002 include voter approval of a bond issue that authorizes the construction of a new police headquarters building.

FY 2002-2003 Overview and Significant Changes:

During fiscal year 2003, the Department will continue to place an emphasis on maintaining staff levels that support its commitment to the Community Policing approach to law enforcement. Continuing Community Policing in Round Rock requires not only additional police officers but more civilian staff as well. Additional civilian staff will free commissioned officers from administrative responsibilities so they may focus more specifically on police functions.

In addition, the Department will:

- Complete the implementation of its computer-aided dispatch and records system replacement program.
- Continue along its police accreditation path.
- Continue to plan the future construction of a new Police Headquarters Building.

New Programs for FY 2002-2003:

Additional Police Officers: This program will fund five additional police officers and associated equipment.

Departmental Goals:

- Maintain a safe environment for all citizens and aggressively address criminal activity by developing partnerships throughout the community.
- Strengthen ties between the community and police.
- Ensure facilities and equipment meets the needs of employees and residents with attention to maintenance, modernization, and expansion.
- Continue the Community Policing Program.
- Respond to the City's growth.
- Integrate proactively with other departments/agencies.
- Maintain a low crime rate.
- Maintain/improve community relations and support.
- Manage traffic issues in a growing community.
- Maintain a well-trained, professional police force.

Police

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
City Population	66,495	71,275	75,000
Calls for Police Service	68,502	72,000	77,000
Index Crimes Reported	2,061	2,100	2,200
Crimes per 1,000 residents	30.9	29.5	29.3
Input			
Operating Expenditures	\$10,245,281	\$11,825,886	\$12,029,002
Man-Hours Applied	246,840	302,640	320,320
Officers per Thousand Population	1.50	1.49	1.51
Output			
Traffic accidents requiring a report	2,675	3,000	3,250
Traffic accidents per 1,000 population	37.6	42.2	43.3
Average Response Time to Emergency Calls	5.2 min.	7.0 min.	7.0 min.
% Clearance Rate for Part I Offenses	38.5%	42%	42%
% Recovery Rate for Stolen Property	18.5%	32%	32%
Efficiency			
Man-Hours per Call for Service Report	3.6	4.2	4.2
Cost per Call for Service	\$149.56	\$171.54	\$146.73
Police Expenditures per Capita	\$154.08	\$165.92	\$160.39
Effectiveness			
Overall satisfaction with the Police Department rated as excellent or good	86.8%	85.0%	85.0%
Police services received rated as excellent or good	85.5%	85.0%	85.0%
Percent of citizens who feel safe or fairly safe walking in their neighborhoods at night	85.7%	85.0%	85.0%

Summary of Key Departmental Goals

Key Goal 1:

Maintain a safe environment for all citizens and aggressively address criminal activity throughout the City by developing partnerships throughout the community. Maintain a low crime rate. Integrate proactively with other departments/agencies. Respond to the City's growth.

Objective A:

Maintain police and support staff equipment and personnel levels consistent with the demand for services produced by a growing City population.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Calls for Police Service	57,566	67,100	68,502	72,000	77,000
Emergency Response Time (minutes)	5.9	7.0	5.2	7.0	7.0
Commissioned peace officers per 1,000 population	1.52	1.50	1.50	1.49	1.51
Crimes per 1,000 (from Uniform Crime Reports)	20.2	18.0	30.9	29.5	29.3
Crimes indexed to the state average for cities of a similar size (100 = average for that year)	32.0	32.0	46.9	45.0	42.0

Trend: Calls for police service have been increasing at a rapid rate during the past several years. This increasing demand for police services has occurred while the number of officers per thousand residents has declined as population growth outpaced officer hiring. With the City population expected to reach 75,000 residents in calendar 2003, the City would need 133 officers to achieve the 1.78 officers-per-1,000-residents goal it previously has stated. As the City grows, we should expect a continuing need to hire officers to maintain an adequate ratio of officers to citizens and address increased calls for service. Also, in 2000-2001, UCR crime statistics rose as a result of the Department reporting theft cases that previously were not classified as thefts. This change increased both the crimes per 1,000 residents and the crime index indicators.

Objective B:

Address specific areas of the City and specific crimes proactively.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% Citizens feel "safe" or "fairly safe" in their neighborhoods at night	83.5%	84.0%	85.7%	85.0%	85.0%

Trend: For the past several years, Round Rock has maintained one of the lowest crime rates in Texas for cities with a population between 50,000 and 100,000. The Department has established a Traffic Issues Task Force and a General Assignments Task Force to address traffic and other specific problems across the City. This strategic objective will be phased out in the next budget year (though the indicator will be retained) as it is being folded into normal operations.

Police

Summary of Key Departmental Goals - Cont.

Key Goal 2: Engage citizens in an ongoing dialogue about City policies and programs designed to instill an attitude of trust and understanding in local decision making. Strengthen ties between the community and police. Maintain/improve community relations and support.

Objective A: Establish and operate a Bike Patrol Unit to strengthen police-community ties.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of Bike Patrol activities	NA	10	6	13	17

Trend: This program was begun in fiscal year 2000-2001, and the number of activities did not reach forecasted levels due to a calls-for-service volume that reached 125 percent of the forecast for the year. As officers are added to the force, we can expect Bike Patrol activity to increase. This objective is being folded into normal department operations and will cease being a strategic objective in fiscal year 2002-2003.

Objective B: Maintain and improve the Department's web site.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of web site visits	NA	1,000	19,393	12,000	12,000

Trend: The "Actual 00/01" number of visits is an estimate based on a shorter period, and it should be realized that the terrorist attacks of September 11, 2001, likely had an impact on the number of site visits. The Department did make a number of significant improvements to the web site during 2000-2001. This objective will be phased out in the next budget year, as it is being folded into normal operations.

Objective C: Get the public more involved through problem-solving activities, neighborhood associations, and marketing efforts.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of neighborhood associations & related activities participated in	NA	NA	59	75	85

Trend: Department officers are building a better way to track this information, as police managers feel they have not captured all of the activities in which officers participated.

Key Goal 3: Continue the Community Policing Program.

Objective A: Continue to emphasize problem-solving approach to law enforcement.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Overall satisfaction with department rated as "excellent" or "good"	82.1%	85.0%	86.8%	85.0%	85.0%
Police services received rated as "excellent" or "good"	86.4%	85.0%	85.5%	85.0%	85.0%

Trend: Customer survey was implemented in fiscal year 1999/2000. During the two years of data available, overall satisfaction rose slightly, while the perception of police services received fell slightly.

Summary of Key Departmental Goals - Cont.

Objective B: Develop a “Citywide Cleanup Day” event to clean up areas of Round Rock, which have quality-of-life issue.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Implement “Cleanup Day”	NA	NA	No	No	NA

Trend: Upon further investigation by the Department, it was determined that the City’s existing cleanup efforts were sufficient so efforts were targeted at specific areas which would be a more effective use of manpower. This objective will be cycled out in the subsequent year.

Objective C: Continue working with neighborhood associations to resolve neighborhood issues.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Overall satisfaction with department rated as “excellent” or “good”	82.1%	85.0%	86.8%	85.0%	85.0%

Trend: Customer survey was implemented in 1999/2000. Overall satisfaction with the Department rose slightly during the time period available.

Key Goal 4:

Establish partnerships between the City, local businesses, and social service providers to address social service need.

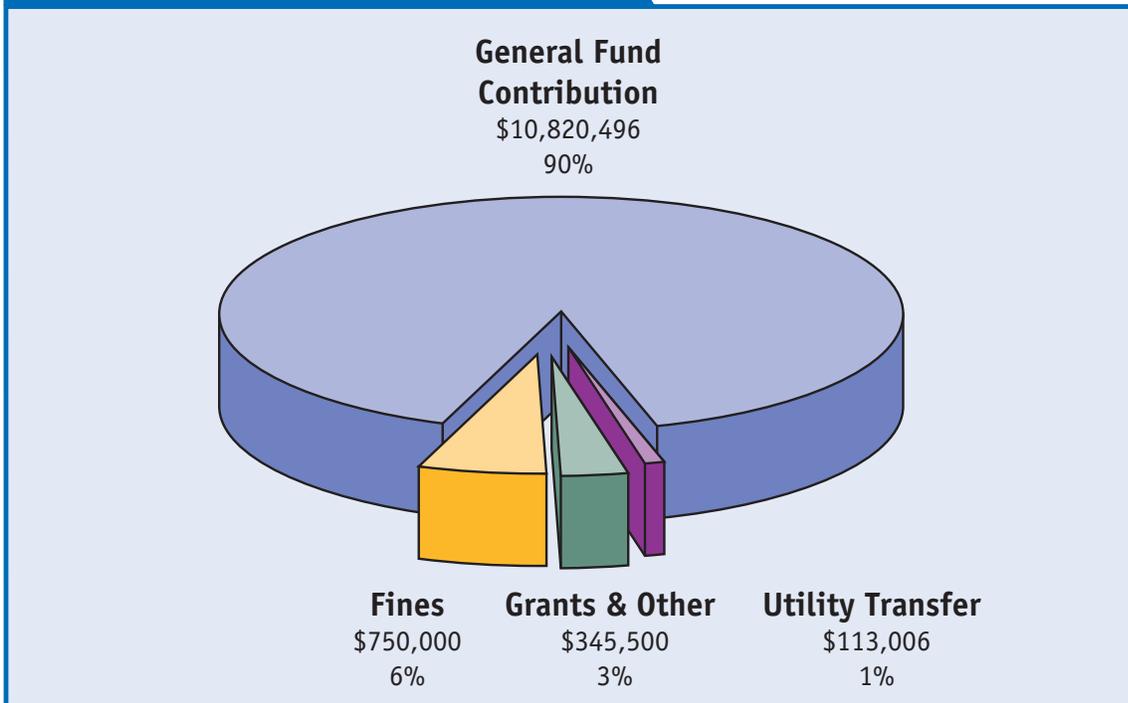
Objective A: Increase participation in community programs.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Volunteer hours of service	3,610	3,750	4,539	4,000	4,300
Citizens Police Academy enrollment	22	28	30	42	42
Families served by Blue Santa program	218	241	368	300	320
Number served by the TAP program	22	26	22	24	24
Neighborhood participation in National Night Out	11	13	20	21	22

Trend: Participation in community programs generally has been growing. Volunteer service rose sharply, as did participation in the Blue Santa program and National Night Out event. It is anticipated that this objective will cycle out in the next budget year as it is folded into normal Department operations.

Police

Funding Sources for 2002-2003 Budget Expenditures of \$12,029,002

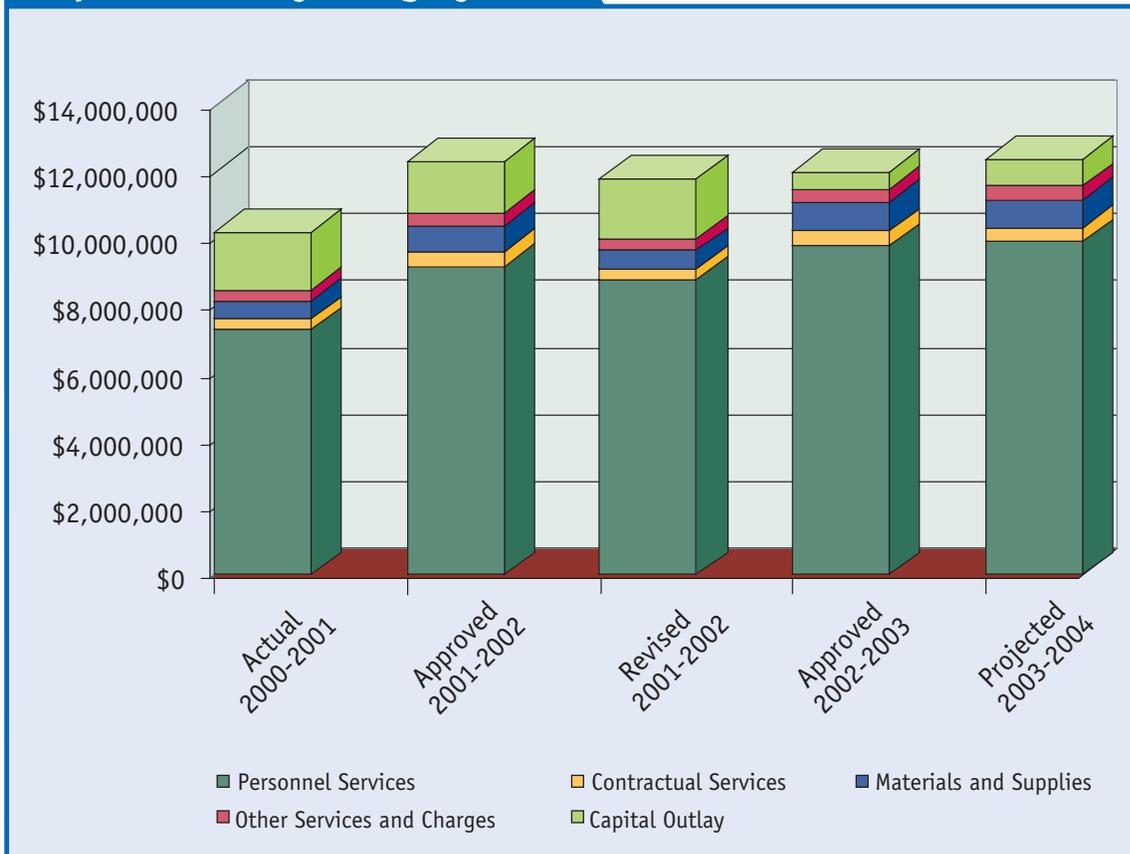


Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Police Chief	1	1	1	1.00	1.00	1.00
Police Captain	4	3	3	4.00	3.00	3.00
Police Lieutenant	5	5	5	5.00	5.00	5.00
Senior Police Sergeant/Sergeant	26	26	26	26.00	26.00	26.00
Victims Assist. Counselor F/T & P/T	1	3	3	0.50	2.00	2.00
Crime Scene Specialist	1	1	1	1.00	1.00	1.00
Police Officer I/II	64	72	77	64.00	72.00	77.00
Communication Supervisor	1	1	1	1.00	1.00	1.00
Management Analyst	1	1	1	1.00	1.00	1.00
Administrative Technician III	4	4	3	4.00	4.00	3.00
Senior Communication Operator	3	3	4	3.00	3.00	4.00
Evidence Technician	1	1	1	1.00	1.00	1.00
Records Supervisor	1	1	1	1.00	1.00	1.00
Communication Operator	13	13	16	13.00	13.00	16.00
Logistics Officer	0	0	1	0.00	0.00	1.00
Project Specialist	0	0	1	0.00	0.00	1.00
Call Taker	0	4	0	0.00	4.00	0.00
Senior Animal Control Officer	1	1	1	1.00	1.00	1.00
Administrative Technician I-II	1	1	1	1.00	1.00	1.00
Records Technician	3	3	3	3.00	3.00	3.00
Warrant Clerk	1	1	0	1.00	1.00	0.00
Animal Control Officer	4	4	4	4.00	4.00	4.00
Receptionist	1	1	1	1.00	1.00	1.00
Total	137	150	155	136.50	149.00	154.00

Summary of Expenditures:

	2000-2001 Actual Budget	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$7,313,223	\$9,204,954	\$8,846,788	\$9,821,462	\$9,951,714
Contractual Services	336,172	456,175	316,794	448,644	421,981
Materials and Supplies	557,622	775,465	524,564	865,984	830,729
Other Services and Charges	324,168	381,708	356,772	411,512	418,675
Capital Outlay	1,714,096	1,532,273	1,780,968	481,400	795,257
Total Expenditures:	\$10,245,281	\$12,350,575	\$11,825,886	\$12,029,002	\$12,418,356
Expenditures per Capita:	\$154.08	\$173.28	\$165.92	\$160.39	\$155.52

Expenditures by Category



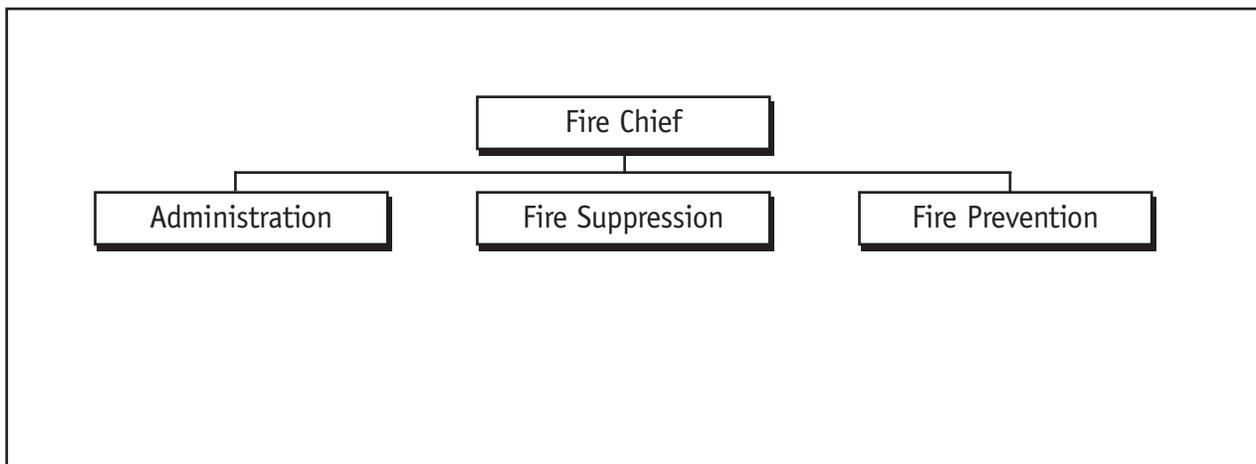


Fire Department

The Round Rock Fire Department’s primary activity is to provide the emergency services that are 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 both realms of fire suppression and fire prevention. The demands placed on personnel also necessitate 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.

Mission: The mission of the Round Rock Fire Department is to minimize the loss of life and property through aggressive delivery of: Public Education, Fire Suppression, Fire Prevention, Rescue, and Emergency Medical Services through highly trained and well-equipped fire personnel in the most cost effective manner while assuring the safety of our team.

Vision: The Round Rock Fire Department is an innovative leader committed to providing a compassionate helping hand to those in need.



Departmental Program Summary:

The Round Rock Fire Department consists of three programs described below.

Programs:

Administration: The Administration Division is responsible for personnel payroll, asset accountability, vehicle maintenance, new programs committee, contracts, recruiting functions, firefighter training, facilities management, long range planning, procurement of equipment, office and janitorial supplies. The areas in this division are divided into logistics, training and administration. The division is also responsible for all staffing and operations of the department. The support system includes a Deputy Fire Chief, Battalion Chief Administrator, Office Manager, Fire Logistics Officer, two Administrative Technicians, Training Officer, Training

Specialist and Information Administrator. This division is also involved with all City departments and is responsible for coordinating any functions or services with surrounding communities.

Fire Suppression: The five fire stations are primarily responsible for fire suppression for all structural, vehicle, grass, dumpster, and other fires requiring fire suppression within the City of Round Rock. The stations also provide fire suppression to other communities surrounding the City of Round Rock and gas line stand by when required. In addition, it is the responsibility of the stations to provide medical assistance at private homes, businesses, special events, vehicle accidents, etc; both emergency and non-emergency in nature. The stations also respond to vehicle accident entrapment, water rescues, high/low angle rescues, car unlock services when a child is involved, dead body recovery and disasters.

Fire

Programs: (Cont.)

Finally, the stations provide a number of public services such as removing animals from trees, hazardous material fluid clean-ups, carbon monoxide detection, bee removal, smoke detector battery exchange, assistance during festivals, softball tournaments, Easter egg hunt, Fourth of July, bicycle races, and long distance runs. For fire suppression personnel there are three shifts and each station is manned 24 hours a day, seven days a week. At a minimum, there is a Lieutenant, Driver and Firefighter on duty at each station, with a Battalion Chief on duty at Central. Additional personnel, including a Lieutenant, Driver and Firefighter will be based at Central to man the new aerial platform truck.

Fire Prevention: The Fire Prevention Division is responsible for public education, fire safety inspections, fire and arson investigations, and for emergency management for the City of Round Rock. **Public Education:** The Public Education program delivers fire and life safety information to the citizens of Round Rock. Currently, programs are delivered in local elementary schools, festivals and through many business family days. Pre-school and middle school programs are also being developed. **Fire Safety Inspections:** Due to the amount of new construction, at present fire safety inspections are conducted primarily on new buildings, public schools, and for licensed facilities, such as child day care and nursing/health care facilities. Fire suppression personnel are currently being trained to be certified as Fire Inspectors and will conduct fire safety Inspections on existing commercial buildings.

Fire and Arson Investigations: The Fire Prevention Division is also responsible for the investigation of all fires within the City of Round Rock as to cause and origin. Fire personnel certified as both Arson Investigators and Texas Peace Officers are responsible for conducting criminal investigations on those fires found to be incendiary in nature.

Emergency Management: The City's emergency management program ensures that the City has the ability to respond quickly and efficiently to emergencies, regardless of type. By ordinance, the City's Fire Marshall has been appointed to serve as the Coordinator of the program.

FY 2001-2002 Highlights:

During FY 2001-2002, the Department hired and trained six new Firefighters and one Administrative Technician in an effort to maintain an appropriate staffing level, keep pace with the City's growth, and address specific issues of concern to City residents. Due to the aggressive efforts of our Recruitment Team, 89 applicants applied for the seven open Firefighter slots. In addition, personnel were trained to operate the new Aerial Platform Truck. Eventually, it is planned that this truck be crewed full time.

Other departmental achievements include:

- The approved replacement of two older Seagrave Engines and the Command Vehicle.
- The review and modification of departmental hiring practices to bring procedures into accordance with Civil Service regulations.
- The implementation of "live fire training."
- The implementation of an in-house immunization and tuberculosis program.
- The creation of a Driver/Operator Academy.
- The achievement of an "excellent" rating in the Public Education Program.
- An "excellent" ratings grade in Fire Department response times by customer survey.

FY 2002-2003 Overview and Significant Changes:

During the upcoming fiscal year, the Department will place a continued emphasis on maintaining appropriate staffing levels.

In addition, the Department will:

- Replace the 1981 and 1986 Seagrave pumper trucks, thereby reducing maintenance costs incurred by the department.
- Replace Station #2 with a newly constructed facility in the Municipal Office Campus.
- Promote three Drivers to Lieutenant and three Firefighters to Drivers.
- Provide facility and computer upgrades to meet the needs of computer aided dispatch, record management system, and the geographical information system.
- Expand public education on fire prevention.
- Establish a partnership between the department, local businesses, and social services providers to address social services.

New Programs for FY 2002-2003:

The Fire Department is proposing no new programs for FY 02-03.

Departmental Goals:

- Meet the 6-minute response time and respond to emergencies in a timely, efficient manner.
- Maintain and recruit a well-trained, diverse, and competitive workforce, and deliver a high level of department performance.
- Maintain effective communication with all fire personnel to ensure an awareness of all current and future policies.
- Respond to non-emergency requests for assistance in a timely manner.
- Maintain up to date technology and equipment to meet the City's current and future needs.
- Maintain a safe environment for all citizens by developing partnerships with the community.
- Maintain a healthy and safe workforce.
- Engage citizens in ongoing dialogue to strengthen ties between firefighters and the community.
- Meet ISO (Insurance Services Office) standards and reduce the cost of fire insurance for property owners.

Fire

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Incident Volume (emergency and non-emergency calls)	5,109	6,500	7,020
Input			
Operating Expenditures	\$5,656,930	\$6,256,865	\$6,677,004
Number of Personnel	76	82	82
Output			
Priority Calls Answered	3,236	4,050	4,414
Non-Emergency Calls Answered	1,873	2,450	2,621
Efficiency			
Fire Expenditures per Capita	\$85.07	\$87.78	\$89.03
Effectiveness			
Priority Calls With Response Time Less Than 6 Minutes	82%	85%	85%
Fire Loss per \$1,000 Valuation	\$0.19	\$0.18	\$0.18
Customer Service Rating (Good to Excellent)	98%	99%	99%
Public Education Evaluation Rating (Good to Excellent)	99%	99%	99 %

Summary of Key Departmental Goals

Key Goal 1: Respond to an emergency scene in a timely manner.

Objective A: Have a response time of 6 minutes or less.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of response calls within 6 minutes or less	83.5%	85%	82%	85%	85%
% of response good to excellent	N/A	N/A	N/A	98%	98%
Fire loss per \$1,000 valuation	N/A	N/A	N/A	\$0.18	\$0.18

Trend: Objectives A and B will be tracked by station with the new Firehouse software 5.0.

Key Goal 2: Assure effective communication with all fire personnel

Objective A: Disseminate information to the department through staff meetings, shift meetings, etc.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of those surveyed report good communication throughout department on internal survey	N/A	90%	88%	90%	90%

Key Goal 3: Response to non-emergency requests for assistance.

Objective A: Provide non-emergency services as requested.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
# of non-emergency services requests that are responded to	N/A	N/A	N/A	TBD	TBD
Number of hours spent in non-emergency services	N/A	N/A	N/A	TBD	TBD

Trend: This information will be tracked with the new Firehouse software 5.0. This software will be purchased in FY 2001-2002. After an initial period of use, forecasted numbers will be developed.

Key Goal 4: Maintain a well-trained workforce.

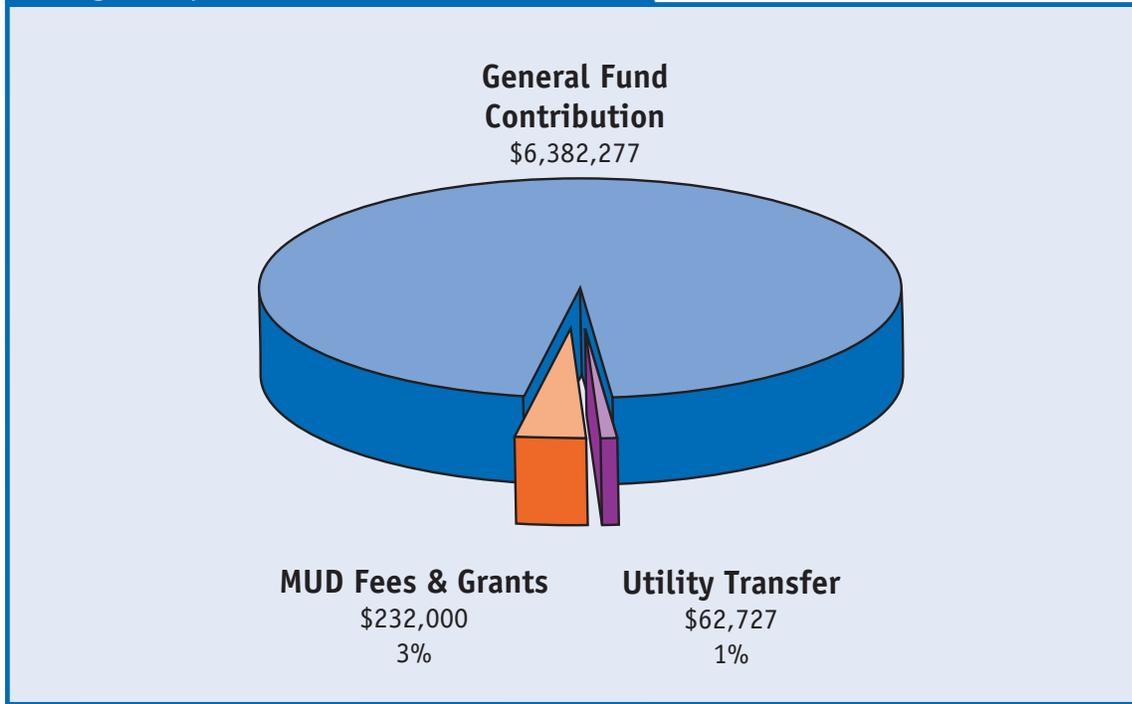
Objective A: Company training at fire stations 20 hours per member per month.

Objective B: Provide an additional 16 hours of training per year for officer development.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Meet or exceed company training of 20 hours per month	N/A	N/A	N/A	100%	100%
Officers with 16 hours of additional training	N/A	N/A	N/A	100%	100%

Trend: Objective A and B are the ISO standards and will be tracked starting FY 2002.

**Funding Sources for 2002-2003
Budget Expenditures of \$6,677,004**

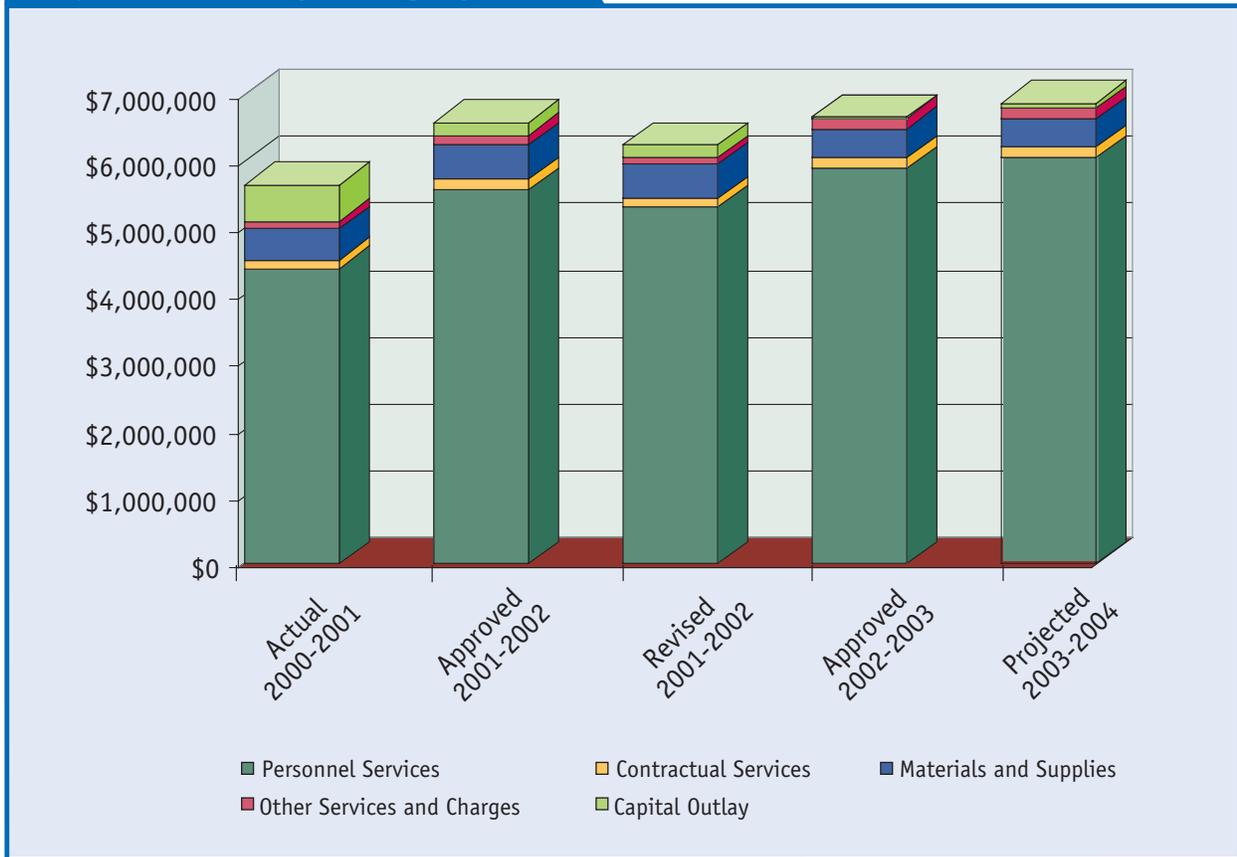


Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Fire Chief	1	1	1	1.00	1.00	1.00
Deputy Fire Chief	1	1	1	1.00	1.00	1.00
Fire Marshall	1	1	1	1.00	1.00	1.00
Battalion Chief	4	4	4	4.00	4.00	4.00
Fire Captain	0	0	0	0.00	0.00	0.00
Fire Logistics Officer	1	1	1	1.00	1.00	1.00
Fire Training Officer/Specialist	2	2	2	2.00	2.00	2.00
Fire Prevention Specialist	1	1	1	1.00	1.00	1.00
Fire Lieutenant	15	18	18	15.00	18.00	18.00
Fire Inspector/Safety Inspector	2	2	2	2.00	2.00	2.00
Driver	18	18	18	18.00	18.00	18.00
Firefighter	27	30	30	27.00	30.00	30.00
Office Manager	1	1	1	1.00	1.00	1.00
Administrative Technician I-II	2	2	2	2.00	2.00	2.00
Total	76	82	82	76.00	82.00	82.00

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$4,410,886	\$5,580,178	\$5,331,805	\$5,911,604	\$6,065,173
Contractual Services	127,021	169,332	119,025	152,500	164,750
Materials and Supplies	471,269	506,681	514,285	439,300	417,900
Other Services and Charges	110,990	144,480	104,755	150,500	151,000
Capital Outlay	536,764	193,100	186,995	23,100	84,500
Total Expenditures:	\$5,656,930	\$6,593,771	\$6,256,865	\$6,677,004	\$6,883,323
Expenditures per Capita:	\$85.07	\$92.51	\$87.78	\$89.03	\$86.20

Expenditures by Category

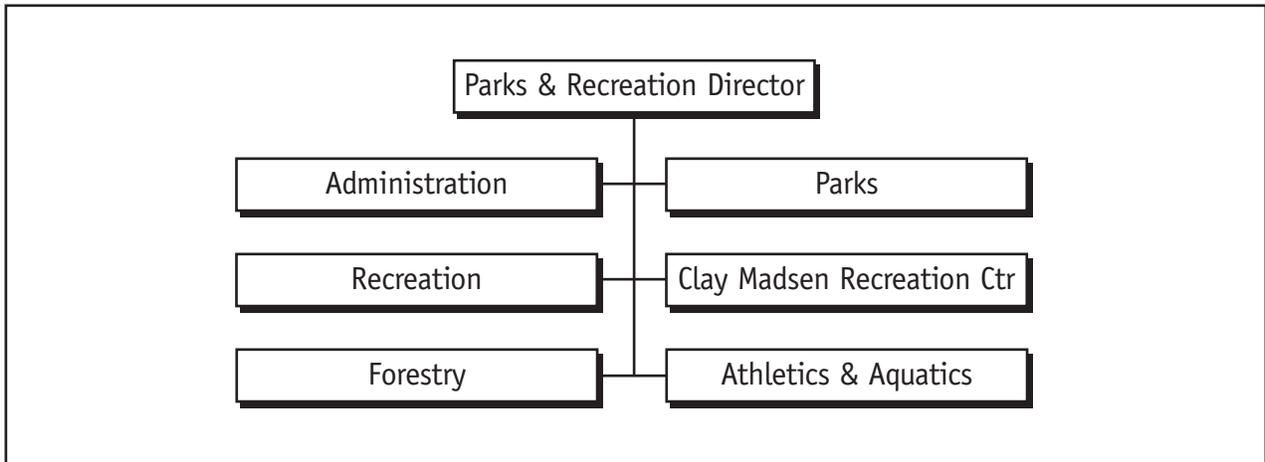




Parks & Recreation Department

The Parks and Recreation Department (PAR) is responsible for the acquisition, design, development, and maintenance of the park system, as well as organized recreation programs which include: athletics, aquatics, instructional classes, special events, senior citizen activities, and the Clay Madsen Recreation Center.

Mission: The Round Rock Parks and Recreation Department's mission is to enhance our customer's quality of life through diversified leisure opportunities. This is accomplished through acquisition, preservation, development, and management of parkland, recreational facilities, and recreation programs.



Departmental Program Summary:

PAR consists of six programs described below.

Programs:

Administration: The Administration Division is responsible for a variety of administrative functions which includes PAR information distribution, program registration, facility reservations, park planning, and support to other divisions and departments.

Parks: The Parks Division is responsible for the operation and maintenance of the park system. Responsibilities include ground maintenance, chemical application, irrigation repair, construction, facility and playground maintenance. Volunteers augment the work force, adding great value by maximizing human capital. In addition, Parks provides support services for other divisions and departments within the City.

Forestry: The Forestry Division is responsible for tree planting and maintenance, and the brush-recycling program. Forestry highlights include Christmas Tree recycling,

the tree nursery program, planting programs such as Arbor Day, community outreach programs, code enforcement, and tree surveys.

Recreation: The Recreation Division 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. This division is also responsible for the Summertime Express Bus Service. Program cost recovery is generated through activity fees and/or sponsorships.

Athletics and Aquatics: Athletics and Aquatics is responsible for youth and adult athletic leagues and programs. Athletics programs include adult: softball, football, basketball and volleyball; as well as youth: basketball, kickball, and roller hockey. The Aquatics program operates, maintains and develops programs for all indoor and outdoor pools. Programs may include special events, instructional classes, and recreational swims.

Parks & Recreation

Programs: (cont.)

Clay Madsen Recreation Center (CMRC): The Clay Madsen Recreation Center manages daily operations and maintenance of the facility as well as the development, implementation, and evaluation of recreation programs. Activities consist of the after school program, aerobics and fitness classes, athletic programs, instructional classes, and adaptive programs. The CMRC is membership driven and the staff is responsible for building a strong membership base of all ages.

FY 2001-2002 Highlights

- Reorganized the department to improve service delivery.
- Constructed approximately 3 miles of trail in the Old Settlers Park at Palm Valley (OSPV).
- Completed Meadowlake Park (phase I).
- Transferred curbside brush pick-up from the Streets Department to Forestry.
- Developed a Park Amenities Standardization Program.
- Planted 274 trees in 5 parks.
- Developed a Tree Nursery with the aid of a Texas Forest Service Grant.
- Developed a tree ordinance.
- Logged 968 program man-hours through community service restitution volunteers.
- Expanded the Summertime Express bus program, and increased ridership by 50%.
- Provided services to 170,246 users at the Clay Madsen Recreation Center.
- Increased participation in the Senior Center by 48%.
- Purchased a new bus for use by the Senior Center.

- The Aquatics Supervisor obtained certification to train lifeguards and developed a number of new pool special events.
- Added kickball and volleyball as a youth sport for girls.
- Received recognition for the Clay Madsen Center as the best recreation center in the 2002 Austin Family "Reader's Poll for the best places in Austin."
- Completed landscape projects, including the: Senior Center, Cemetery, Kinningham Park, OSPV Rabb Playground, and inside CMRC.

FY 2002-2003 Overview and Significant Changes:

In 2002-2003, PARD will focus on park system restoration programs, including the development of individual park plans, playground replacement, tree plantings, and the beautification of both downtown and major corridors. Customer service and satisfaction is a departmental priority, and to ensure continued satisfaction, PARD is planning to improve after school program bus service, and purchase new Krebsbach Pool heaters. PARD will also move into new office space at the Municipal Office Complex now under construction.

New Programs for FY 2002-2003:

Beautification in key areas: Including corridors, Main Street, & parks. This program will incorporate the use of volunteer services to assist with the clean up of strategic areas.

Heaters for Krebsbach Pool: Replace worn out heaters to minimize downtime, which adversely affects competitive swim programs.

Urban Forestry Program: Two additional employees will improve service at the Recycling Center and will allow ongoing programs to progress in a timely manner.

Departmental Goals:

- Develop clear avenues of communication and engage citizens in an ongoing dialogue regarding parks programs.
- Improve communications between City of Round Rock and Round Rock Independent School District officials to coordinate land use, transportation, and facility-siting plans.
- Address Park Development Guide priorities to include programs related to the development of hike & bike trails, neighborhood parks, community parks, preserves, and natural areas.
- Adequately staff the department and train all employees.
- Continue to evaluate and improve the level of service provided to our customers.
- Make technology upgrades.
- PARD will continue to acquire property and develop facilities to match the diverse needs of the community, utilizing a variety of funding methods (donations, grants, partnerships, general obligation bonds, etc.) to finance acquisition and construction projects.
- Develop general obligation bond projects.
- Develop and implement a land acquisition plan and address department-wide space limitations.
- PARD will provide a framework for orderly and consistent planning, and the design and development of the park system. This plan must have a strong component related to infrastructure maintenance to minimize deterioration of our capital investment.
- Improve water conservation by implementing “reuse” water, and other innovative water management strategies.
- Reinvest in parks-related infrastructure of the City’s older areas and enhance Round Rock’s historic districts to preserve their identity.
- Increase cooperation with neighboring communities to facilitate a coordinated planning approach to regional recreation issues.
- Continue to develop forestry outreach programs.
- Develop and implement a plan to upgrade all adult and youth sports fields and continue the playground replacement program.
- Continue to diversify its recreation programming to meet the express needs of our diverse populations. When possible and practical, we will contract for services, in addition to training and expanding staff skills.
- Improve transportation for camp and after school programs.
- Increase promotional opportunities while securing partnerships for PARD activities.
- Develop and maintain beautification in key areas such as downtown and along existing corridors.
- Provide a higher level of security at CMRC.
- Provide the public and city staff with clean, well-maintained facilities.
- Expand programs currently provided by the Athletics and Aquatics Division.
- Improve and upgrade the Aquatic Facilities.

Parks & Recreation

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Square Miles in Round Rock	26	29	30
City Population	66,495	71,275	75,000
Total Park Acres	1,173	1,456	1,600
Total Number of Parks	57	60	67
Acres Scheduled to Mow	18,736	19,000	20,000
Number of Recreational Facilities	3	4	4
Input			
PARD Expenditures	\$5,678,071	\$6,016,334	\$6,404,482
PARD Employees	83	85	87
Mowing Expenditures	\$494,106	\$758,214	\$712,430
Mowing full-time Equivalents	13.5	13.5	15.0
Recreation Expenditures	\$1,955,723	\$2,358,738	\$2,518,429
Recreation full-time Equivalents	23	23	25
Output			
Number of Work Orders	6,236	9,200	10,000
Number of Parks Man Hours	44,981	64,000	70,000
% of Parkland Developed	44%	52%	52%
Actual Acres Mowed	20,034	19,000	20,000
Number of Recreation Programs	2,089	2,200	2,200
Number of Recreation Enrollees	255,670	260,000	260,000
Efficiency			
Expenditures per Park Acre	\$1,808	\$1,960	\$1,746
Parks Acres per FTE	27.33	24.73	31.58
Cost per Acre Mowed	\$421	\$639	\$600
Acres Mowed per FTE	1,484	1,556	1,692
Average Cost per Recreation Program	\$936	\$1,072	\$1,030
Average Cost per Recreation Enrollee	\$7.65	\$9.08	\$8.72
Effectiveness			
% of Parks Projects Completed as Scheduled	70%	90%	90%
% of Mowing Completed	88%	80%	80%
% Cost Recovery – Recreation	57%	70%	75%
% of Programs Meeting Set Participation Levels	74%	85%	90%
Customer Satisfaction Survey (% Good to Excellent)			
Parks	88%	90%	90%
Recreation	93%	93%	93%
Administration	84%	89%	94%

Summary of Key Departmental Goals

Key Goal 1: PARD will provide consistent planning and development of the parks and recreation system following the park development guide and the City’s strategic plan.

Objective A: Playground addition, renovation or replacement.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Design and assist with the construction supervision of three playgrounds per year	*N/A	*N/A	*N/A	*N/A	100%

Trend: After a thorough evaluation of our playground inventory, it was determined that approximately 75% of our playgrounds need various levels of renovation or replacement. By considering workload, budget, and other factors it was determined that three playgrounds per year is the appropriate scope and time frame for this work.

Key Goal 2: Improve timeliness of park development projects from planning to construction.

Objective A: Schedule planning, design and construction projects within a time frame.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Percent of projects on target					
Planning	25%	50%	80%	100%	100%
Design	100%	50%	90%	100%	100%
Construction	75%	55%	85%	100%	100%
Construction	N/A	Yes	Yes	Yes	Yes

Trend: Comprehensive planning and the timely execution of park planning projects helps set the tone for the future growth & development of our park system. In the near future, many of our existing and future parkland acres are projected to have some level of development. Over the last few years the infancy, past staffing levels, and construction related problems has made it difficult keep up with the schedules of the planning, design and construction of park projects. With the approved increase in staffing and the improved foundation of park planning, the timeliness of park planning projects will be improved in the upcoming years.

Key Goal 3: Develop and maintain beautification in key areas.

Objective A: Implement downtown beautification plan.

Objective B: Develop and maintain corridors cleanup program.

Objective C: Maintain park cleanup program.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Corridors: litter pick ups/year	0	0	12	16	16
Downtown: litter pickups/year	104	104	104	104	104
Parks: regular litter pickup	Daily	Daily	Daily	Daily	Daily

Trend: The trend in the City of Round Rock has been to move towards beautifying areas that are already under the responsibility of the City or department. Corridor clean up has become a shared task where Public Works is responsible for the mowing and PARD is responsible for litter control. The department plans to make use of volunteer forces to assist in addressing beautification and its importance upon the image of the community.

Parks & Recreation

Summary of Key Departmental Goals - Cont.

Key Goal 4: Continue to evaluate and improve the level of service provided to our customers by the Recreation Division.

Objective A: Survey customers.

Objective B: Increase sponsorships and partnerships.

Objective C: Maintain a safe and clean facility.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Program survey results are above average or better	90%	90%	89%	90%	90%
Recover program cost	N/A	N/A	N/A	60%	75%
Monitor customer complaints	N/A	N/A	N/A	Yes	Yes
Follow weekly maintenance schedule	N/A	N/A	N/A	Yes	Yes

Trend: Surveys tell us what we are doing right and what we are doing wrong. Fundraising, sponsorships/partnerships will help us to recover program costs.

Key Goal 5: Continue to evaluate and improve the level of service provided to customers of the Clay Madsen Recreation Center.

Objective A: Survey customers.

Objective B: Adequately staff and train all positions.

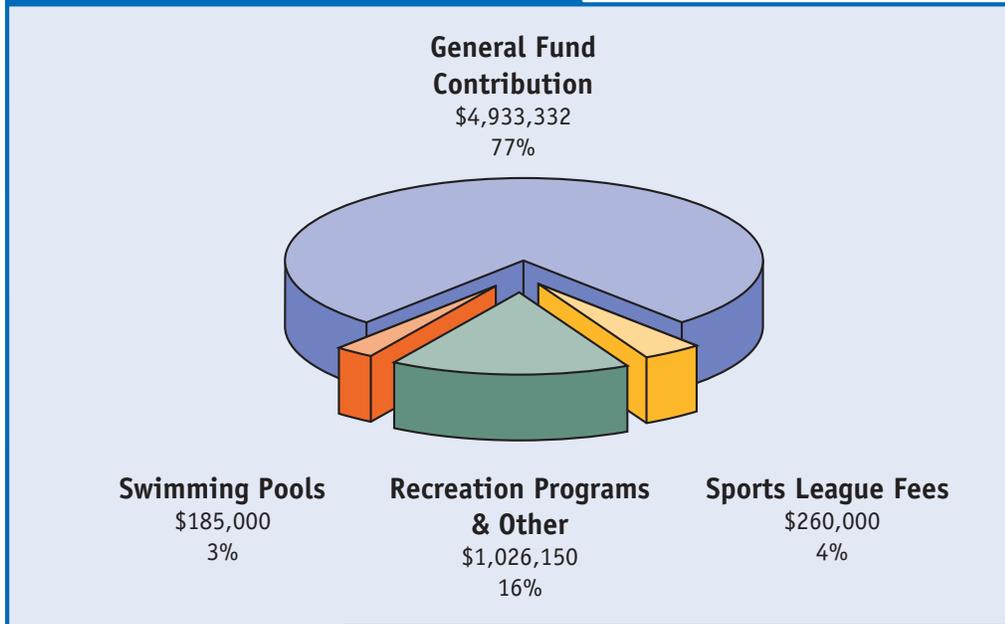
Objective C: Utilize sponsorships/partnerships to promote our programs and provide scholarships opportunities to patrons.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Membership survey results are above average or better	N/A	80%	N/A	85%	90%
Program survey results are above average or better	N/A	85%	93%	93%	93%
*Percentage of positions versus openings	N/A	85%	N/A	N/A	N/A
Maintain a 75% Cost Recovery	N/A	N/A	59%	70%	75%
Provide 12 hours of training for full-time employees (FTE) and 6 hours of training for part-time employees (PTE)	N/E	N/E	N/E	12 hrs/FTE 6 hrs /PTE	12 hrs/FTE 6 hrs /PTE

Trend: Surveys tell us what we are doing right and what we are doing wrong. Better training provides a more stable work environment thus enhancing the overall quality of the facility and services.

*No longer tracking as staff vacancy is no longer an issue.

**Funding Sources for 2002-2003
Budget Expenditures of \$6,404,482**



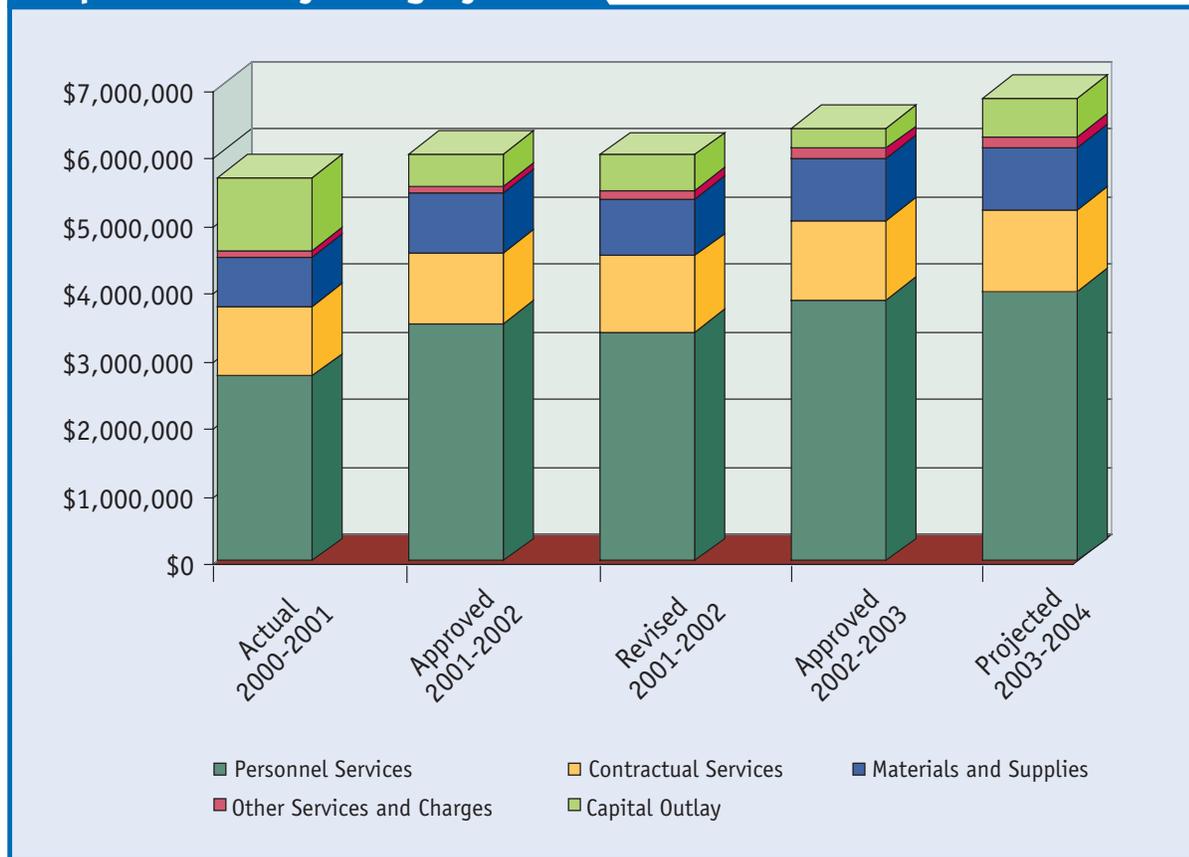
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Parks and Recreation Director	1	1	1	1.00	1.00	1.00
Parks and Recreation Assistant Director	1	1	1	1.00	1.00	1.00
Parks Manager	1	1	1	1.00	1.00	1.00
Recreation Manager	1	1	1	1.00	1.00	1.00
Parks Planner	1	1	1	1.00	1.00	1.00
Parks Designer	1	1	1	1.00	1.00	1.00
Recreation Programmer	1	1	0	1.00	1.00	0.00
Athletic/Aquatics Manager	2	2	1	2.00	2.00	1.00
Marketing Specialist	0	0	1	0.00	0.00	1.00
Forestry Manager	1	1	1	1.00	1.00	1.00
Parks Supervisor	3	3	3	3.00	3.00	3.00
Office Manager	2	2	2	2.00	2.00	2.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
General Maintenance Crew Leader/Foreman	2	2	2	2.00	2.00	2.00
Groundskeeper Crew Leader	3	3	4	3.00	3.00	4.00
Parks Specialist I/II	8	8	8	8.00	8.00	8.00
Aquatic/Athletic Supervisor	2	2	2	2.00	2.00	2.00
Forestry Foreman	0	0	1	0.00	0.00	1.00
Forestry Technician	2	2	3	2.00	2.00	3.00
Brush Service Representative	2	2	2	2.00	2.00	2.00
Construction/Maint. Worker I/II	9	9	9	9.00	9.00	9.00
Groundskeeper I/II	14	16	15	14.00	16.00	15.00
Irrigation Crew Leader	1	1	1	1.00	1.00	1.00
Irrigation Technician I/II	3	3	3	3.00	3.00	3.00
Administrative Technician I/II	4	4	4	4.00	4.00	4.00
Recreation Center Supervisor	2	2	2	2.00	2.00	2.00
Recreation Program Coordinator	2	2	3	2.00	2.00	3.00
Recreation Facility Shift Leaders	2	2	2	2.00	2.00	2.00
Recreation Facility Leaders - Full Time	2	2	2	2.00	2.00	2.00
Recreation Facility Leaders - Part Time	6	6	6	3.13	3.13	3.13
General Services Custodian - Full Time	1	1	1	1.00	1.00	1.00
General Services Custodian - Part Time	2	2	2	1.25	1.25	1.25
Total	83	85	87	79.38	81.38	83.38

Parks & Recreation

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$2,741,695	\$3,513,825	\$3,387,491	\$3,868,049	\$3,984,708
Contractual Services	1,025,134	1,043,977	1,130,397	1,173,898	1,212,587
Materials and Supplies	736,279	894,670	837,478	915,095	928,688
Other Services and Charges	88,385	88,600	130,250	148,090	158,200
Capital Outlay	1,086,578	495,050	530,718	299,350	567,390
Total Expenditures:	\$5,678,071	\$6,036,122	\$6,016,334	\$6,404,482	\$6,851,573
Expenditures per Capita:	\$85.39	\$84.69	\$84.41	\$85.39	\$85.81

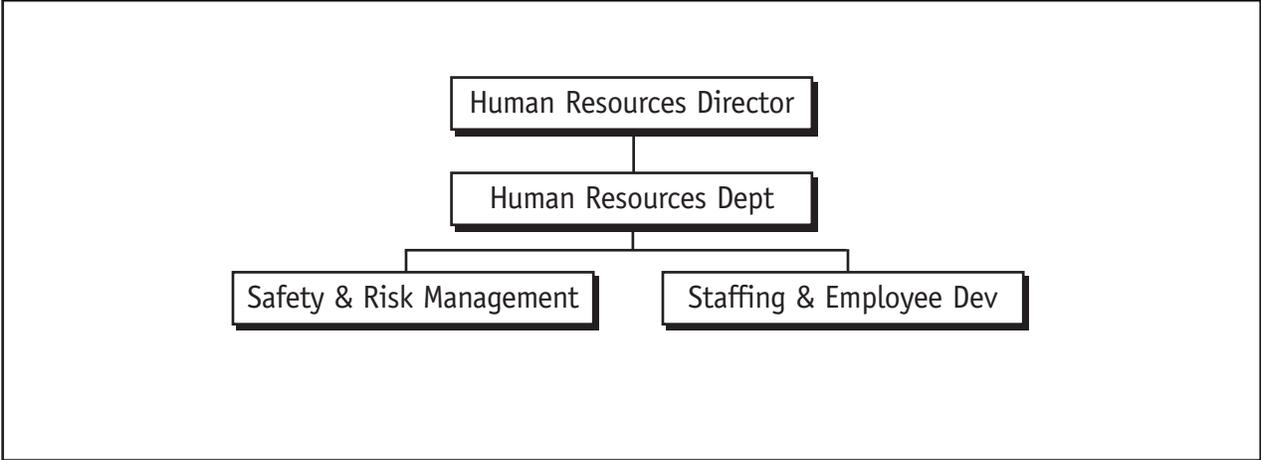
Expenditures by Category



Human Resources Department

The Human Resources Department (HRD) is responsible for providing direction and leadership in human resource matters. HRD performs activities and functions relating to human resource administration, employee relations, staffing and classifications, compensation and benefits, organizational learning and development, job specific training, risk management and health, safety, and environmental issues.

Mission: To attract and retain a qualified, and diverse workforce for a long-term venture through positive human resources influences and practices in support of the City’s mission.



Departmental Program Summary:

HRD consists of a single program with three components described below:

Programs:

Human Resources: HRD’s human resources is responsible for developing the organization’s human resource capacity to meet its current and future operational and organizational objectives. Towards this end, Human Resources must ensure that all programs, policies, and procedures comply with adopted human resource practices as well as Federal, State and local laws.

Staffing and Employee Development: HRD’s staffing function is committed to ensuring that a sufficient pool of talented employees is available to perform the functions of City government, as well as ensuring that compensation and benefits are competitive with other employers. Staffing and Employee Development must

also ensure equal hiring and promotional opportunity for applicants and employees. The employee development component is responsible for enabling employees to maximize their career potential by providing job advancement, learning, training, development opportunities, and effective performance management practices.

HRD advises management by gathering facts, diagnosing problems, proposing solutions, and offering objective assistance and guidance on employee-related issues and concerns.

Safety and Risk Management: Safety and Risk Management integrates and facilitates risk management thinking and practices into business planning and daily operations. The Safety/ Risk Manager, in cooperation with management and department representatives, continues to develop organizational and operational skills in order to respond actively and creatively to challenges that would constitute risk exposure to the City’s assets and resources.

Human Resources

FY 2001-2002 Highlights:

- The first formal Employee Survey was developed and distributed to all City employees. The survey included 50 questions that addressed all areas of Human Resources. Most employees completed the survey online, although a paper form of the survey was also available. At 347 surveys returned (or greater than 50% of the City's workforce), response to the survey was tremendous.
- Due to skyrocketing health care costs and results from the employee survey that validated concerns regarding the health plan, the City has secured Watson & Wyatt World Wide as its agent. Watson & Wyatt will assist the City in obtaining request for proposals for Third Party Administrators, Fully Insured Plans, Network Providers and Stop Loss Carriers. HRD will continue to explore all options available within the benefits arena.
- The Department coordinated and conducted its annual benefits fair to promote the health and well being of City employees. Educational sessions covering City-offered benefits finance, health, and physical fitness were also provided. Over 350 employees participated in the event.
- The Department developed, organized, coordinated, and conducted organizational learning and development opportunities. A full range of topics were offered that appealed to all levels of employees. Primary focus was placed on technical and supervisory level training in an effort to bring all employees to the same level of competency.
- The addition of the New Employee Orientation program was critical to the success of the new Training & Development initiatives. This program supplements the current Benefits Orientation and includes a newly developed introductory video as well as a City tour.
- The health, safety, and environment programs increased focus on worker protection, and, on the reduction of risk, costs, and the number of exposures. During the previous fiscal year, a three-year experience comparison was conducted which showed a decrease in the number of property-related exposures and liability claims, and an increase in the ability to manage a large number of claims case files internally.
- The Police and Fire Department's Safety and Well-Being Program (with expanded program enhancements) is an ongoing initiative with full participation and many documented successes.
- The second annual Health, Safety, and Environment (HSE) Awareness Week was held during the first week of July 2001. Over 400 employees attended various informative sessions that were offered throughout the week.
- The City obtained the professional services of the Workers Assistance Program to provide assistance to City employees. Educational sessions were provided to employees and supervisors covering the various benefits available through Employee Assistance Program (EAP) programs. The program was well received by all participants.
- The City fully implemented the Civil Service, Section 143, Texas Local Government Code for the Fire Department. The first Civil Service test was conducted on November 17, 2001, for entry-level positions.
- In coordination with the Public Works and Parks and Recreation Departments, Safety and Risk Management continued to facilitate heavy equipment/earth moving machines training and certification classes.
- The HSE Coordinator's safety inspections training and designation was completed.

FY 2002-2003 Overview and Significant Changes:

- The Department will continue to focus on organizational learning and development opportunities for City personnel as it strives to ensure that all City employees have access to technical, job-specific, professional, and personal development training.
 - The Department will continue to explore and provide educational and awareness opportunities by conducting City benefit fairs, and health, safety, and environmental Citywide workshops.
 - The Department will encourage other departments within the City to utilize family friendly benefits, including flex time, compressed work week schedules, EAP programs, PARD employee benefits, Library benefits, etc.
- Maintain properly classified positions, organizational specific job specifications, internal salary equity, and compliance with FLSA and ADA statutes.
 - Monitor, evaluate and enhance the Performance Management Process system to ensure that it reflects the City's commitment to "Success of the Organization," and promote the continued development of employees.
 - Respond to and/or investigate charges of discrimination received from internal sources and/or Texas Commission on Human Rights and/or Equal Employment Opportunity Commission (EEOC).
 - Ensure that all employees have an opportunity to learn and to grow by offering a wide variety of organizational learning and development opportunities.

New Programs for FY 2002-2003:

HRD is proposing no new programs for FY 02-03.

Departmental Goals:

- Provide timely and efficient customer service activities regarding employment, classification, job audits, and public information requests.
 - Ensure compliance with Federal, State and local human resource management policies and regulations.
 - Ensure benefits and salaries are competitive with the market through research and survey studies in order to retain and recruit a qualified and diverse workforce.
 - Provide direction for ensuring the organization's compliance with health, safety, and environmental laws and applicable practices related to safe practices in the work place.
 - Provide consultation to supervisors and employees; review and work to resolve employee relation's issues.
- Continue to promote the educational assistance program in an effort to educate all employees on the benefits of this program.
 - Protect the City's assets/resources by minimizing the internal/external exposures and associated risks.
 - Minimize exposure to workers' compensation losses and reduce the number of accidents and incidents.
 - Provide a reasonably safe and healthful environment for employees and the public. Accommodate a family oriented work schedule with an effort to minimize the risk of pollution exposures to health and the environment.
 - Minimize interruptions of services provided to our internal and external customers.
 - Develop and implement new citywide programs and initiatives.

Human Resources

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Number of Budgeted Positions	611	655	672
Number of Seasonal Positions	121	185	152
Input			
Operating Expenditures	\$444,695	\$568,539	\$636,952
Number of Positions	8	8	8
Output			
Number of job postings processed	174	165	155
Number of applications received	3,529	4,200	4,500
Number of personnel actions audited and processed	2,608	3,600	4,000
Number of benefit changes audited and entered	4,064	4,500	5,000
Number of chargeable Workers Compensation claims	97	90	85
Number of formal training sessions	62	120	125
Number of formal training hours conducted	316	720	750
Number of Field Observations and HSE audits.	10	20	25
Number/hours conducting investigations and claims processing.	400Hrs/120	450 Hrs./130	500 Hrs./140
Efficiency			
Number of positions filled	312	350	400
Number of New Hires – Regular	127	170	185
Number of New Hires – Seasonal/Temporary	95	120	150
Employees as a % of General Fund Employees	1.56%	1.46%	1.44%
Effectiveness			
Percent of employee and team performance appraisals conducted on a timely basis	95%	95%	95%
Percent Performance Appraisals audited	95%	95%	95%
Turnover Rate	19%	12%	12%
Rate of Favorable Unemployment Claims	95%	95%	100%
Reduction in frequency & severity accidents & incidents.	15%	13%	13%
Reduction in number of exposures to worker's compensation losses	30%	30%	35%
Customer Satisfaction Rating	NA	Very Good	Excellent

Summary of Key Departmental Goals

Key Goal 1:

To protect the City's assets and resources by minimizing the internal and external exposures and associated risks.

Objective A:

Continue to provide direction and assistance to all departments to facilitate the review and revision of their accident prevention plan effectiveness.

Objective B:

Continue to monitor the maintenance, revision, and effectiveness of the Round Rock Police Department and Round Rock Fire Department Safety and Well Being Program in an effort to reduce lost time and insurance related costs and improve the quality of physical fitness.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of monitoring and consultations	22	25	28	30	32
Monitored improvement in the overall health and fitness level	10%	12%	12%	13%	15%

Key Goal 2:

To ensure the City's compensation practices and benefits are competitive with the market and related industry.

Objective A:

Continue to conduct labor market salaries surveys.

Objective B:

Continue ongoing evaluation of the stop loss carrier and the new TPA provided services and Network Providers regarding the customer service satisfaction and processing of claims.

Objective C:

Explore all options available concerning health insurance coverage (fully insured plans, TPA Administrators, network providers, and Stop Loss carriers) by utilizing professional consultation services.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
A: Internal and external surveys	10-14	10-14	20-25	20-25	20-25
Ongoing job audits	NA	NA	10	25	25
Market study	NA	December	December	NA	September
B. Employee reported issues	NA	NA	240	180	75
C. Request for Proposal for Network Providers, Insurance Carriers, Stop Loss Carriers & TPA	NA	August 2000	NA	August 2002	N/A

Human Resources

Summary of Key Departmental Goals (Cont.)

Key Goal 3:

Enable employees to maximize their career potential by providing a variety of training and development opportunities that are of interest to all employees and are of business necessity.

Objective A:

Develop, coordinate, and/or conduct at least 120 organizational learning and development seminars for all City employees. This will ensure that all employees have the opportunity to attend 40 hours of training.

(a) Provide training seminars to all employees that address technical, job specific, professional, and personal development.

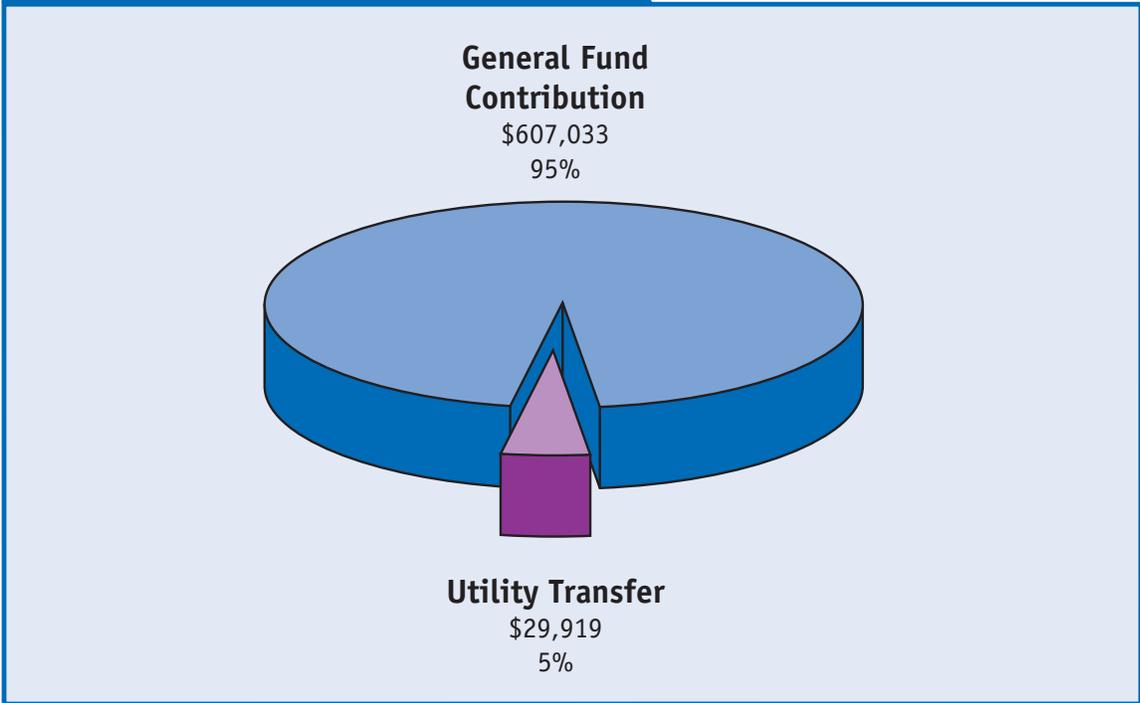
(b) Continue to provide all employees training seminars targeted toward their health and benefit to include financial, health, and fitness seminars. As well as continue to provide updates within the health and benefit arena.

(c) Facilitate and provide training targeted specifically to critical areas such as heavy equipment and earth moving machines safe operations.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Conduct in-house training programs	15	20	62	120	125
Training hours conducted	N/A	N/A	316	720	750

Trend: Training hours increased due to addition of a HR Specialist position.

**Funding Sources for 2002-2003
Budget Expenditures of \$636,952**



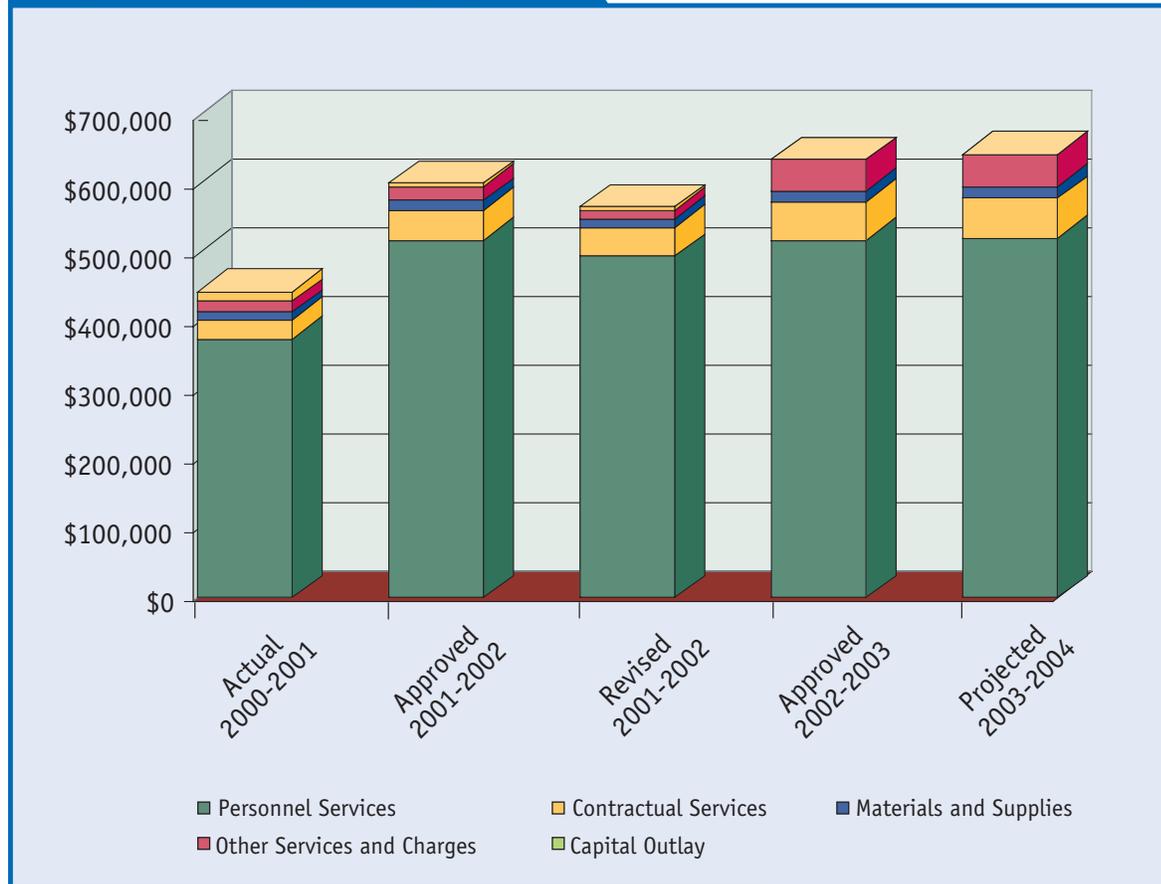
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Human Resources Director	1	1	1	1.00	1.00	1.00
Human Resources Benefits Mgr.	1	1	1	1.00	1.00	1.00
Safety/Risk Manager	1	1	1	1.00	1.00	1.00
Safety/Risk Technician	1	1	1	1.00	1.00	1.00
Human Resources Generalist	1	1	1	1.00	1.00	1.00
Human Resources Specialist	1	1	1	1.00	1.00	1.00
Human Resources Assistant	1	1	1	1.00	1.00	1.00
Human Resources Assistant - P/T	1	1	1	0.50	0.50	0.50
Total	8	8	8	7.50	7.50	7.50

Human Resources

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$377,000	\$519,637	\$497,147	\$520,922	\$523,784
Contractual Services	27,904	44,585	42,286	54,580	57,580
Materials and Supplies	11,204	14,000	10,997	15,600	16,300
Other Services and Charges	15,092	19,100	14,109	45,850	47,000
Capital Outlay	13,495	5,200	4,000	0	0
Total Expenditures:	\$444,695	\$602,522	\$568,539	\$636,952	\$644,664
Expenditures per Capita:	\$6.69	\$8.45	\$7.98	\$8.49	\$8.07

Expenditures by Category

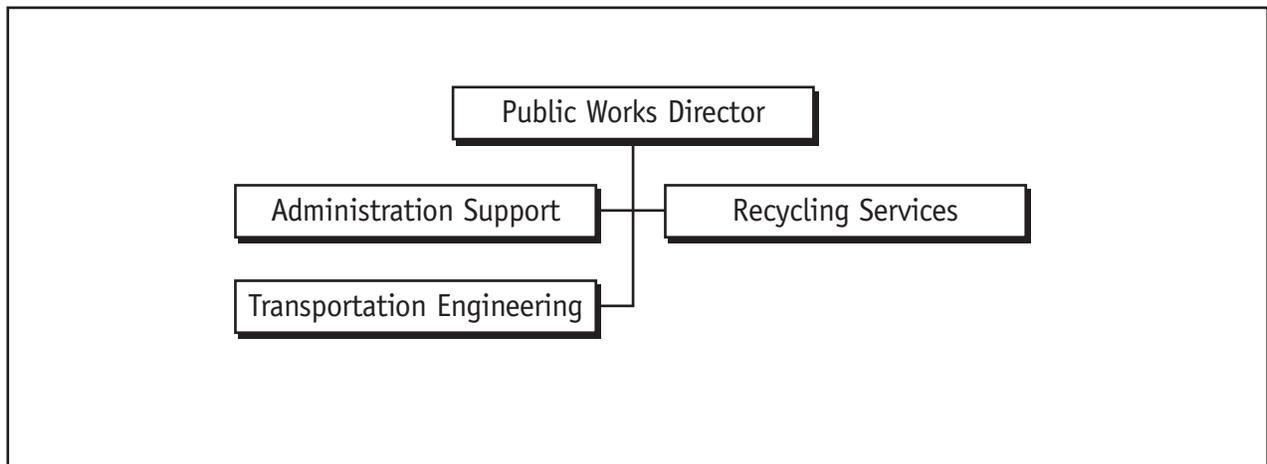


Public Works Department

Public Works strives to enhance quality of life by ensuring safe, efficient and cost-effective maintenance, rehabilitation, and expansion of City infrastructure. Engineering and Administration’s (E/A) focus is to ensure high quality additions and improvements are built by the private sector and by the City through a comprehensive approach to planning, construction, and inspection. E/A's efforts to provide a viable community for our customers extends beyond City limits with regional coordination efforts in both transportation and utility master plans and projects. E/A is also responsible for the administration and operation of the

public services provided by the following cost centers: Water Treatment, Water Line Maintenance, Water System Support, Wastewater Line Maintenance, Wastewater System Support, Streets, Building Inspections, City Shop/Vehicle Maintenance and Environmental Services.

Mission: Enhance the quality of life by ensuring safe, efficient and cost-effective maintenance, rehabilitation and expansion of City infrastructure.



Departmental Program Summary:

The Public Works E/A Department consists of the three programs described below:

Programs:

Administration Support: Administration Support encompasses managerial and administrative activities for Public Works and is responsible for providing leadership and support to all Public Works programs and to other City departments. Administration Support serves as an information hub for both internal and external customers, handling such items as project status reports, payroll information, open records requests, and customer service requests.

Transportation Engineering: Transportation Engineering is tasked with planning, constructing and operating the City’s transportation system to enable traffic flow and

personal mobility at the local and regional level. The Transportation Master Plan addresses mobility issues and lays out a road network that will efficiently move traffic as the area continues to grow. The Traffic Calming Program provides the guiding principles for addressing many of the concerns that arise at the residential customer level. At the regional level, solutions are sought through coordination with Capital Area Metropolitan Planning Organization (CAMPO), Texas Department of Transportation (TXDOT), Texas Transit Authority (TTA), Williamson and Travis Counties, and area municipalities.

Municipal Engineering, a subpart of Transportation Engineering, is responsible for development review and construction inspection ensuring orderly extension of utility and street systems. Municipal Engineering handles the majority of general CIP planning, design, and project management for all departments in the City. This area is also responsible for archiving infrastructure plans and creating comprehensive utility maps.

Public Works

Programs: (cont.)

Recycling Services: Recycling Services consists of a single drop off recycling center, four oil-recycling stations, and an in-house City recycling office. The collection of hazardous home chemicals is also incorporated into this program. Recycling centers are open to the public seven days a week.

FY 2001-2002 Highlights:

- The communication and tracking of the Transportation Capital Improvements Plan (TCIP) and Capital Improvement Project (CIP) status was improved through the installation of comprehensive management software. The efficiency and accessibility of archive data was improved by scanning record drawings and storing files electronically.
- The coordination and implementation of the G. O. Bond Projects were assumed by Engineering and Administration.
- Public Works Administration collaborated with the Information and Technology Department to develop an on-line service request website. The website allows citizens to request services such as non-emergency water leaks, streetlight outages, drainage maintenance, potholes, etc.
- Administration Support split organizationally into two teams: Customer Service Support and Construction Management Support Team. In addition to existing duties, these two teams were tasked with working together to provide comprehensive and specialized information to the public, City Council, and other departments.
- Engineering and Construction Inspection's assistance with field guidance and coordination was critical to the success of several large construction projects, including the continuation of the La Frontera Retail development and such time restricted projects as the SH 45 utility relocations and RRISD elementary school number 27 and middle school number 9.

- Construction began on SH45, the FM 1325 turnarounds, the South Mays extension, and A.W. Grimes Boulevard. Design began on portions of Arterial A, Double Creek Drive and the Forest Creek Drive extension. Construction was completed on Greenlawn Boulevard extension and the first phase of the US 79 improvements.
- Construction began on the High Country and South 81 elevated storage tanks and continued on the Chandler Creek interceptors that will take the existing Meadows of Chandler Creek lift station off-line. Design began on East transmission waterline, Phase 5 of the Water Treatment Plant, and the Westinghouse wastewater line. Construction was completed on Phase 4 of Water Treatment Plant, the Chisholm Valley elevated water storage tank, and improvements to the lake intake pump station.

FY 2002-2003 Overview and Significant Changes:

- Municipal Engineering will continue its focus into the three functional areas of development: review and technical services, CIP project management, and construction inspection.
- Administration Support will continue to provide efficient service to both internal and external customers with project management and customer requests.
- Transportation Engineering will provide a comprehensive approach to planning, building and maintaining the City's transportation network in accordance with the approved Transportation Master Plan, integrating street maintenance responsibilities with traffic management, and planning responsibilities.

New Programs for FY 2002-2003:

Traffic Calming Program: This program provides the guiding principles for addressing many of the concerns that arise at the resident customer level.

Departmental Goals:

The City Strategic Plan identifies the guiding goals for the Public Works service areas as follows:

- Plan and facilitate the City's transportation system to enable traffic flow and personal mobility at the local and regional level.
- Develop clear avenues of communications with citizens.
- Provide efficient utility services with future land use needs in mind. Utility service extension policies will be coordinated with the City's financial capacity.
- Strengthen policies and programs that preserve neighborhood integrity. Round Rock will establish and adhere to strong development standards to reduce future maintenance costs.
- Protect and enhance Round Rock's historic areas.
- Emphasize Round Rock's role as a strong residential community and a major employer in the Central Texas region, by strengthening and enhancing the City's identity and visual appearance.
- Encourage cooperation and collaboration with and between local governments and institutions.
- Provide facilities to meet the needs of both residents and City employees.

Public Works

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
City Population	66,495	71,275	75,000
Private Development Projects	105	115	130
Capital Improvement Projects	27	35	45
Input			
Operating Expenditures	\$2,038,667	\$2,347,715	\$2,696,527
Number of Personnel	37	42	42
Total Employee Hours	68,640	74,880	85,280
Output			
Plat Reviews	235	250	275
Construction Plans Reviewed	144	150	175
Water/Wastewater (W/WW) Work Orders Processed	4,630	5,500	6,000
Capital Value Addition/Dollars	\$34,421,102	\$37,500,000	\$40,000,000
Road and street improvements value in \$	\$22,541,780	\$26,198,843	\$30,677,400
Utility CIP Improvements value in \$	\$12,541,781	\$20,000,000	\$20,000,000
CIP Improvements value in \$	\$5,039,050	\$24,708,915	\$35,027,075
Efficiency			
Department Expenditures per Capita	\$30.66	\$32.94	\$35.95
W/WW Work Order Processed per Day	18	22	23
Road and street improvements value in \$	\$9,464,576	\$15,699,486	\$11,424,028
CIP Improvements value in \$	\$425,219	\$748,755	\$796,069
Effectiveness			
Customer Satisfaction Survey	100%	100%	100%
Construction Projects Inspected/ Accepted	105	150	200
Capital Value Addition/Hour Inspection	\$2,750	\$3,790	\$3,790

Summary of Key Departmental Goals

Key Goal 1:

Develop clear avenues of communication with citizens.

Objective A:

Promptly and courteously respond to resident requests for service.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Water/Wastewater (W/WW) work orders processed	5,533	6,000	4,630	5,500	6,000
W/WW work orders processed/day	22	23	18	22	23
Customer Satisfaction Survey (%)	100	100	100	100	100

Key Goal 2:

Provide efficient utility services with future land uses in mind and service extensions will be coordinated with the City's financial capacity.

Objective A:

Improve, maintain, and expand service as necessary in a cost-effective way without compromising service to existing customers.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Utility CIP in \$	23,000,000	36,000,000	12,541,780	20,000,000	20,000,000
Capital value addition \$	17,872,282	40,000,000	34,421,102	37,500,000	40,000,000
W/WW work orders processed	5,533	6,000	4,630	5,500	6,000
Customer Satisfaction Survey (%)	100	100	100	100	100

Key Goal 3:

Strengthen policies and programs that preserve neighborhood integrity and reduce future maintenance costs.

Objective A:

Efficiently provide development oversight and reinvest in infrastructure in the City's older areas.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Plats reviewed	196	200	235	250	275
Construction plans reviewed	140	150	144	150	175
Construction plans accepted (New)	NA	NA	105	115	130
CIP improvements value in \$	11,055,711	24,708,915	5,039,050	35,027,075	42,032,490
Construction projects inspected	105	150	105	150	200
Capital value addition/ hour inspection	2,750	3,790	2,750	3,790	3,790

Public Works

Summary of Key Departmental Goals (Cont.)

Key Goal 4:

Plan and implement the City's transportation projects and system.

Objective A:

Efficiently provide strategic planning and engineering support for local, state, and regional projects.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Road and street improvements	\$42,590,595	\$70,647,690	\$22,541,780	\$26,198,843	\$30,677,400
Road and street improvements value	\$9,464,576	\$15,699,486	\$9,464,576	\$15,699,486	\$11,424,028

Key Goal 5:

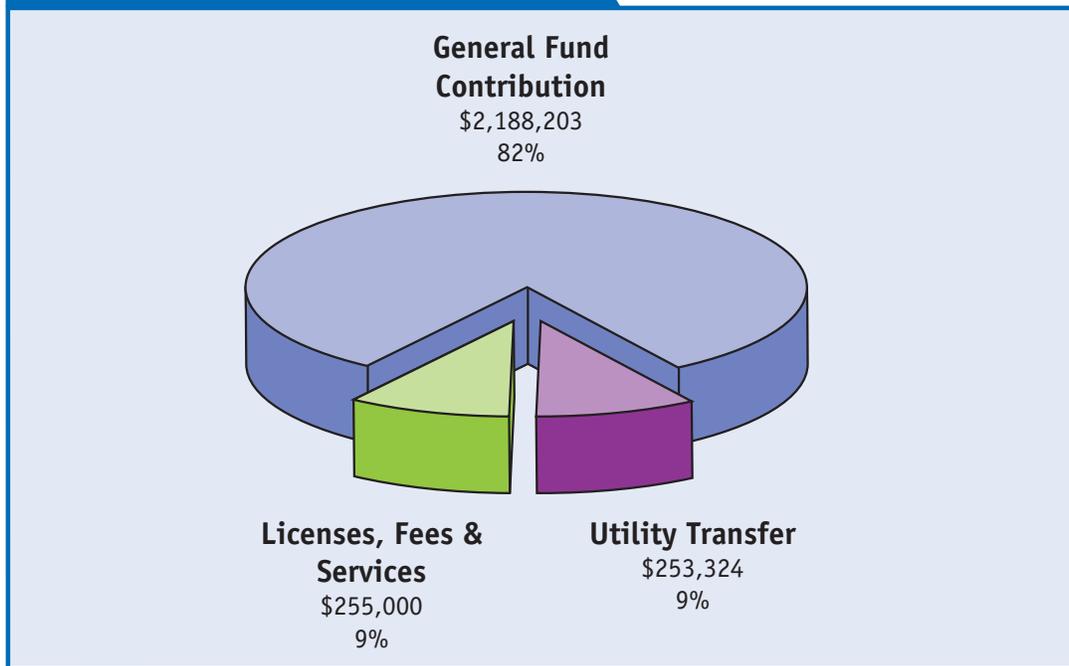
Improve recycling services.

Objective A:

Improve Recycling Services by more than 5%.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Pounds of materials processed	820,490	850,000	867,300	900,000	900,000
Gallons of materials processed	18,030	18,500	18,610	19,000	19,500
Number of customers/day	ND	50	50	50	55
Commodities Accepted	12	12	14	13	13

**Funding Sources for 2002-2003
Budget Expenditures of \$2,696,527**



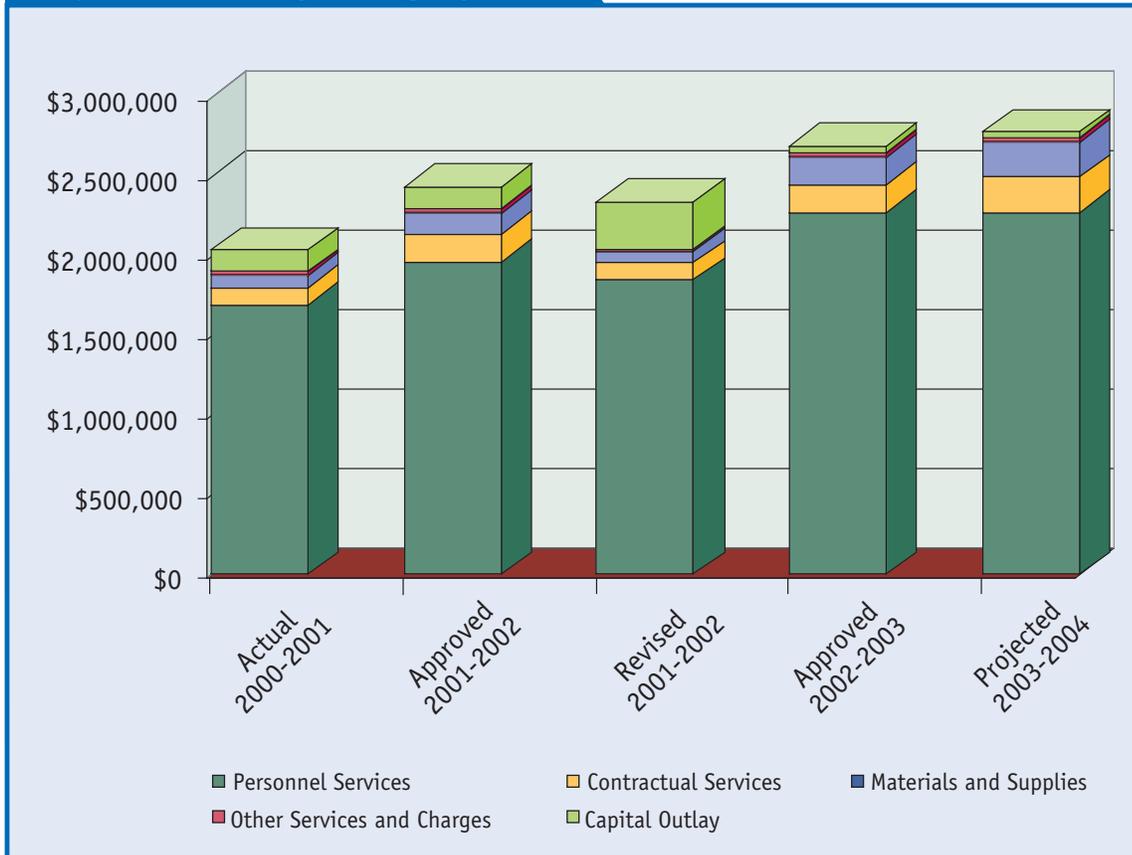
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Chief of Operations/Assistant						
City Manager	1	1	1	1.00	1.00	1.00
Traffic Services Director	1	1	1	1.00	1.00	1.00
City Engineer	1	1	1	1.00	1.00	1.00
Liaison Construction Manager	1	1	1	1.00	1.00	1.00
Senior Engineer	1	1	1	1.00	1.00	1.00
Chief Utility Division Engineer	1	0	0	1.00	0.00	0.00
Chief Construction Inspector	1	1	1	1.00	1.00	1.00
Senior Construction/ Construction Inspector	5	6	5	5.00	6.00	5.00
Chief Design Technician	1	1	1	1.00	1.00	1.00
Engineering Assistant/Engineering Aide	3	2	3	3.00	2.00	3.00
Construction Management Coordinator	1	1	1	1.00	1.00	1.00
Traffic Engineering Technician	1	1	1	1.00	1.00	1.00
Geographic Info. Systems Tech./Analyst	2	2	2	2.00	2.00	2.00
Office Manager	1	1	1	1.00	1.00	1.00
Engineering Technician	3	3	2	3.00	3.00	2.00
Administrative Technician II/III	5	6	6	5.00	6.00	6.00
Recycling Center Representative	3	3	3	2.38	2.38	2.38
Traffic Engineering Associate	1	1	1	1.00	1.00	1.00
Intern (GIS & Engineering) - Part Time	2	2	3	0.50	0.50	1.50
Traffic Operations Supervisor	1	1	1	1.00	1.00	1.00
Engineer	0	1	1	0.00	1.00	1.00
Developmental Services Manager	1	1	1	1.00	1.00	1.00
Bond Project Manager	0	1	1	0.00	1.00	1.00
General Services Custodian	0	3	3	0.00	3.00	3.00
Total	37	42	42	34.88	39.88	39.88

Public Works

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$1,697,024	\$1,970,918	\$1,849,736	\$2,278,444	\$2,277,574
Contractual Services	104,365	174,920	108,452	174,650	221,130
Materials and Supplies	88,077	135,600	76,419	174,083	222,071
Other Services and Charges	16,586	25,750	14,287	28,950	31,450
Capital Outlay	132,615	136,500	298,821	40,400	31,500
Total Expenditures:	\$2,038,667	\$2,443,688	\$2,347,715	\$2,696,527	\$2,783,725
Expenditures per Capita:	\$30.66	\$34.29	\$32.94	\$35.95	\$34.86

Expenditures by Category



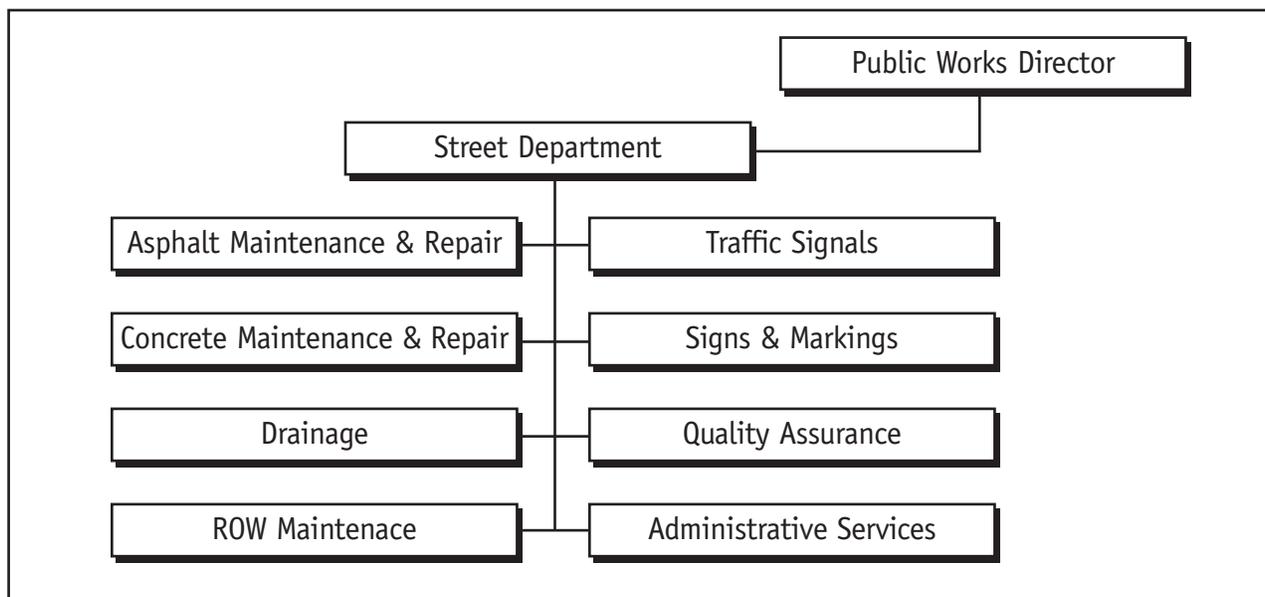
Street Department

The Street Department is responsible for the maintenance and repair of all City streets and rights-of-way (ROW). Duties include:

- Repairing damage caused by water breaks.
- Repairing cracked sealing & potholes.
- Providing the annual seal coat and overlay program.
- Installing newly required traffic control signs and striping plus replace and maintain existing signage.
- Maintaining drainage for streets and right of way (ROW).
- Mowing ROWs, drainage channels and detention ponds.
- Continuing the City street sweeping program.
- Assisting the Deepwood Recycle Center.

- Responding to special City projects on an as needed basis.
- Assisting with emergency situations by barricading, sandbagging, and removing and repairing storm damage.
- Maintaining all City of Round Rock owned traffic signals and flashers.
- Maintaining all City of Round Rock owned school zones.
- Maintaining all Texas Department of Transportation (TXDOT) traffic signals and flashers.
- Maintaining all TXDOT school zones.

Mission: Ensure optimum performance of City's transportation and drainage utility systems with continuous improvements and maintenance.



Departmental Program Summary:

The Street Department is comprised of a single program with multiple components. These are described below:

Programs:

The Street and Drainage program consists of the following teams:

Asphalt Maintenance/Repair: Asphalt Maintenance/Repair is responsible for maintaining City roadways and sidewalks, maintaining stock materials for street/utility materials storage bays, and repairs from water breaks.

Concrete Maintenance and Repairs: This program is responsible for maintaining City sidewalks, driveways and approaches; City ADA ramps; maintaining curbs and gutters and concrete repairs from water breaks.

Drainage: Drainage is responsible for maintaining drainage channels, flow lines for creeks, above ground drainage systems, maintenance and repair of storm sewer lines, storm sewer utility locates for "One Call", inspection for storm sewer lines, inlet boxes, drainage culverts, and low water crossings.

Street

Programs (cont.)

ROW Maintenance: ROW Maintenance is responsible not only for chemical and pesticide applications, but also for maintaining City ROW including roadside mowing of medians, overflow channels, detention ponds, creek beds, and unimproved ROW.

Traffic Signals: Traffic Signals is responsible for maintaining, inspecting, and managing traffic signals; operating the intelligent traffic system; installing and maintaining school zone signals; and, managing the school zone management system.

Signs and Markings: This program is responsible for installing, inspecting, maintaining and managing traffic control signs; and, the application of paint, stencils, or thermal plastic stop bars, lane lines, crosswalks, and road markings.

Quality Assurance: Quality Assurance is responsible for inspecting storm sewer lines, inlet boxes, drainage culverts and low water crossings; coordinating and inspecting street special projects; and, performing storm sewer utility locates for other City divisions and "One Call".

Administration Services: Administration Services provides indirect support to street division staff, including time keeping; inventory management; record keeping; and the coordination of training and orientation--and directly supports the superintendent, work order tracking, and office management.

FY 2001-2002 Highlights:

- Coordinated with Public Works, Waterline Maintenance, I&I, and Transportation Divisions to centralize Public Work's work order system.
- Expanded the Equipment Training and Certification Program to allow expansion and application to all City departments.
- Utilized herbicide applications in drainage areas and roadsides with inhibitor to slow growth and save labor costs associated with a more frequent mowing schedule.
- Eliminated the ROW new program to save on labor and associated costs.
- Improved the Signs and Marking Program to meet Manual in Uniform Traffic Control Devices (MUTCD) standards.
- Worked with Police and Fire Departments in monitoring and addressing traffic issues.
- Assisted Police and Fire Departments with accidents, severe weather, and special events.
- Coordinated with Texas Department of Transportation (TXDOT) for traffic signal issues and events.
- Assumed responsibility for TXDOT Traffic Signals and Flashers in Round Rock City limits.
- Assumed responsibility for TXDOT school zones in Round Rock City limits.
- Managed open concrete repairs from water breaks and implemented regular City concrete repairs from failures other than water breaks into schedule.
- Continued implementation of the intelligent traffic system to monitor City maintained traffic signals.
- Continued street maintenance repair improvements.
- Responded to special City projects and assisted other departments.
- Continued City Street sweeping program.
- Continued City pavement marking program.
- Provided Annual Street seal coat and overlay program.
- Implemented School Zone Centralization System for flashing beacons.

FY 2002-2003 Overview and Significant Changes:

- Evaluate and improve the Equipment Training and Certification Program.
 - Assist Police and Fire Departments with accidents, severe weather, and special events.
 - Work with Police and Fire Departments in monitoring and addressing traffic issues.
 - Continue implementation of the Intelligent Traffic System to monitor City maintained traffic.
 - Respond to special City projects and assist other departments.
 - Evaluate and improve the City Street Sweeping Program.
 - Evaluate and improve the City's Pavement Marking Program.
 - Continue annual street seal coat and overlay.
 - Evaluate and improve herbicide applications in drainage areas and roadsides.
 - Work with Public Works, Water Line Maintenance, Inflow & Infiltration, Transportation, Purchasing, and Finance Divisions to expand and improve Public Works work order system.
 - Develop and implement the Storm Sewer Management and Inspection Program in accordance with regulations.
 - Assist the Transportation Engineer to develop and implement the City's flashing crosswalk guidelines.
 - Work with the Fire Department to ensure emergency preemption at all City traffic signals, and to develop and install flashing "Fire Truck Exiting" signage at all fire stations to provide safe exiting and return of fire engines to and from emergencies.
- Evaluate and improve the Signs and Marking Program to continue to meet MUTCD requirements.
 - Evaluate, monitor and improve all Street Department responsibilities.

New Programs for FY 2002-2003:

No new programs are requested for FY 02-03.

Departmental Goals:

- Maintain and operate the City's transportation systems.
- Ensure that municipal utilities are sized to accommodate future development without compromising service to existing customers.
- Continually improve and maintain utility systems.

Street

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Miles of Paved Streets	215	220	220
Miles of Drainage Ways	90	92	92
Number of Signalized Flashers	28	30	36
Number of Signalized Intersections	34	55	60
Input			
Operating Expenditures	\$5,428,189	\$5,113,360	\$5,369,424
Number of Personnel (FTEs)	49	49	49
Street Repairs - Material & Labor	\$495,613	\$495,613	\$495,613
Drainage ROW - Material & Labor	\$298,877	\$298,830	\$300,000
Mowing ROW - Material & Labor	\$339,490	\$339,490	\$339,490
Signs And Striping - Material & Labor	\$153,315	\$215,240	\$235,240
Signals - Material & Labor	\$113,670	\$286,170	\$301,170
Output			
Man Hours to Maintain Streets	20,042	22,000	23,040
Man Hours to Maintain Mowing ROW	18,861	19,733	19,733
Man Hours to Maintain Drainage ROW	16,419	18,100	19,100
Man Hours to Maintain Signs & Striping	8,320	12,480	12,480
Man Hours to Maintain Signals	8,320	10,400	12,480
Seal Coat Program	\$1,146,831	\$1,200,116	\$1,210,000
Efficiency			
Street Repairs - Cost per Mile	\$2,305	\$2,252	\$2,252
Drainage ROW - Cost per Mile	\$3,320	\$3,248	\$3,261
Mowing ROW - Cost Per Mile	\$1,580	\$1,543	\$1,543
Signs & Striping - Cost Per Mile	\$713	\$1,300	\$1,368
Effectiveness			
Customer Satisfaction Rating (Good to Excellent)	95%	95%	95%

Summary of Key Departmental Goals

Key Goal 1:

Maintain and operate the City's transportation systems.

Objective A:

Plan and manage street and rights-of-way (ROW) maintenance.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Upgrade 15% of City streets annually	15%	15%	15%	15%	15%
Cost per mile: asphalt repairs	\$1,725	\$2,000	\$2,750	\$2,500	\$3,000
Cost per mile: ROW mowing	\$1,182	\$1,200	\$1,200	\$1,300	\$1,400
Number of miles crack sealed	ND	ND	50	50	75
Number of pot holes repaired annually	ND	ND	2,500	2,500	3,000

Objective B:

Manage and improve City's traffic control measures.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Cost per pedestrian crosswalk	ND	\$15,000	\$15,000	\$15,000	\$15,000
Cost per mile: signs	\$267	\$634	\$1,266	\$2,600	\$2,700
Cost per mile: pavement markings	\$267	\$574	\$1,158	\$2,600	\$2,700
Cost per intersection: traffic signals	\$8,000	\$8,000	\$12,000	\$12,000	\$12,000
Cost per school zone	\$30,000	\$50,000	\$55,000	\$55,000	\$60,000
Enhance traffic signal coordination	0%	50%	50%	60%	75%

Objective C:

Develop and Maintain information database for City transportation systems.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Implement "Work Director" software	NA	20%	40%	60%	80%
Implement pavement mgmt program	25%	50%	50%	75%	80%
Implement sign mgmt program	25%	50%	50%	75%	75%
Implement signals program	\$125,000	\$225,000	\$225,000	\$225,000	\$225,000
Integrate traffic systems with PW	0%	5%	25%	50%	60%

Summary of Key Departmental Goals (Cont.)

Key Goal 2:

Ensure that municipal utility drainage systems are sized to accommodate future development without compromising service to existing customers.

Objective A:

Develop and implement an in-house utility drainage, inventory and management system model for City drainage systems.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Purchase storm water management software	NA	NA	0	\$15,000	\$5,000
Identify all city drainage systems	NA	NA	5%	50%	75%
Integrate with PW project central	NA	10%	15%	75%	95%

Key Goal 3:

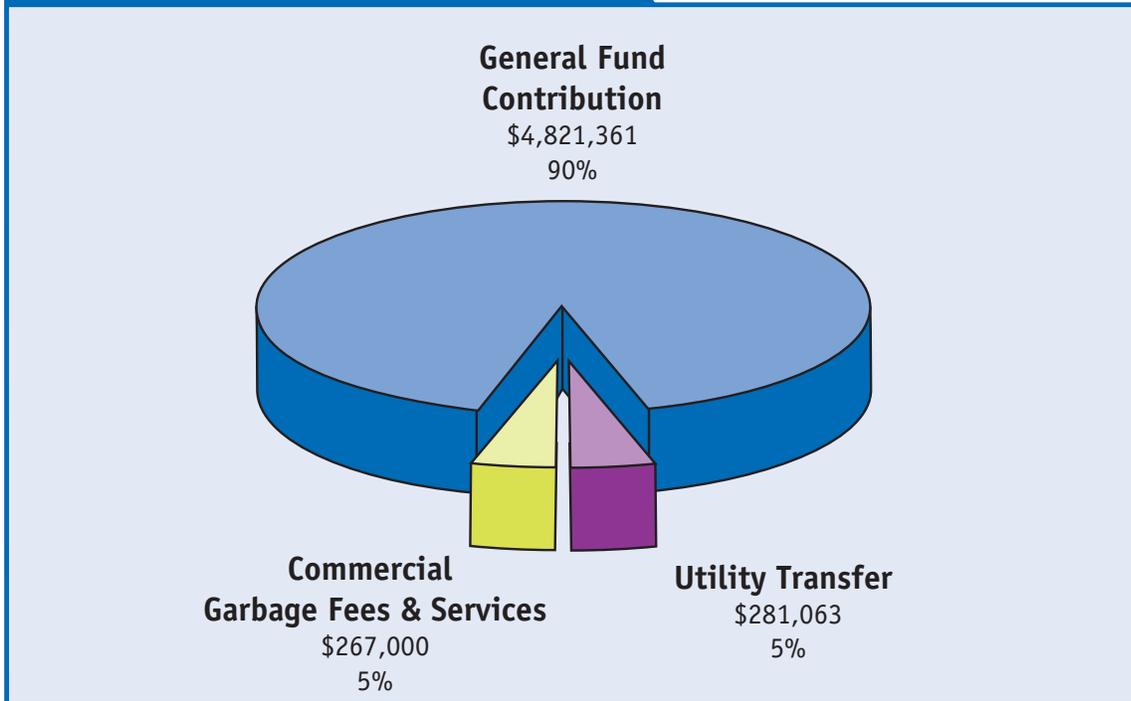
Continually improve and maintain utility drainage systems.

Objective A:

Develop and Implement an in-house Drainage ROW Management System.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Purchase ROW management software	NA	\$5,000	\$5,000	\$15,000	\$15,000
Develop, implement and maintain ROW management program	50%	60%	60%	75%	85%

**Funding Sources for 2002-2003
Budget Expenditures of \$5,369,424**



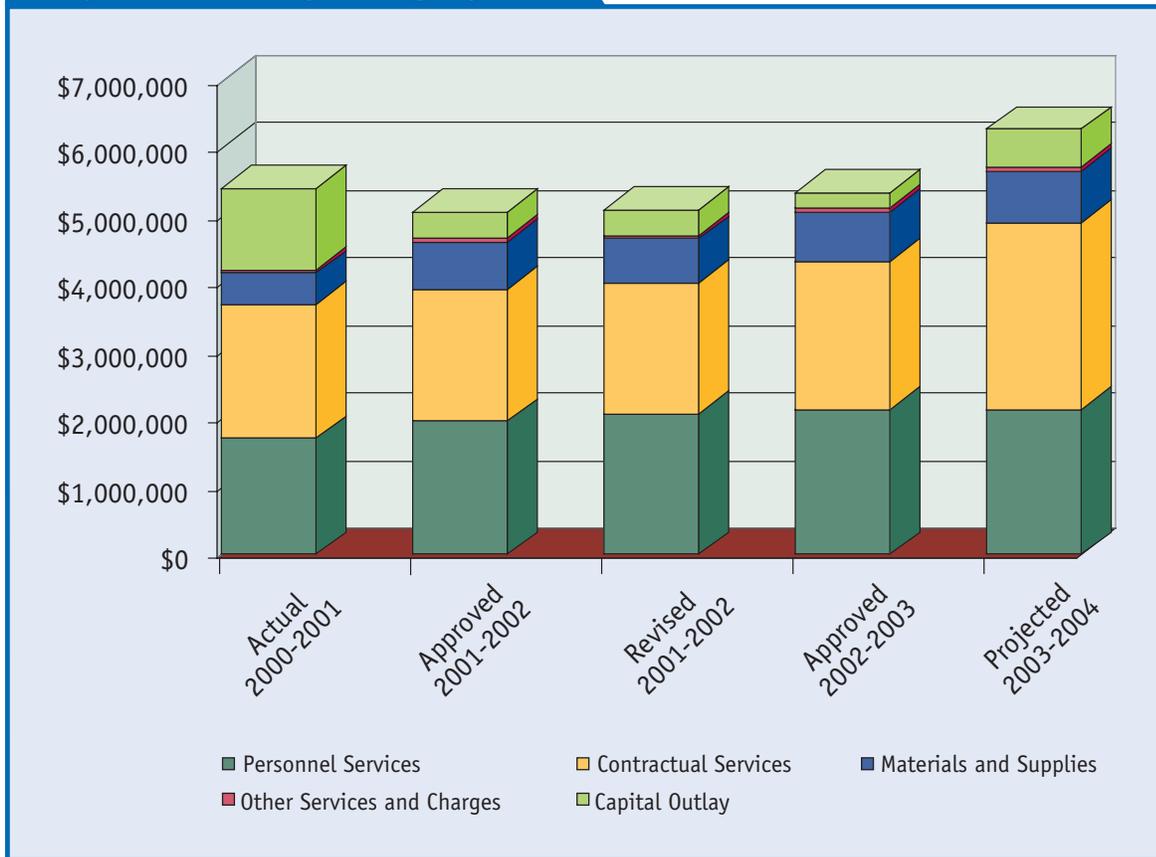
Authorized Personnel	Positions			Full Time Equivalents		
	00-01	01-02	02-03	00-01	01-02	02-03
	Actual	Revised	Approved	Actual	Revised	Approved
Public Works Operations Manager	1	1	1	1.00	1.00	1.00
Street & Drainage Superintendent	1	1	1	1.00	1.00	1.00
Street Supervisor	5	5	5	5.00	5.00	5.00
Street Foreman	0	0	4	0.00	0.00	4.00
Traffic Signal Technician II/III	4	4	4	4.00	4.00	4.00
Traffic Signal Technician I	0	0	0	0.00	0.00	0.00
Sign & Maintenance Technicians	11	11	3	11.00	11.00	3.00
Maintenance/Equipment Worker I-III	25	25	27	25.00	25.00	27.00
Street Quality Assurance	0	0	2	0.00	0.00	2.00
Administrative Technician II/III	2	2	2	2.00	2.00	2.00
Total	49	49	49	49.00	49.00	49.00

Street

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$1,715,344	\$1,979,002	\$2,082,672	\$2,142,724	\$2,157,860
Contractual Services	1,989,155	1,945,500	1,932,039	2,199,700	2,754,750
Materials and Supplies	463,375	712,200	666,901	740,500	762,250
Other Services and Charges	38,820	46,000	51,682	57,500	72,500
Capital Outlay	1,221,495	388,500	380,066	229,000	551,400
Total Expenditures:	\$5,428,189	\$5,071,202	\$5,113,360	\$5,369,424	\$6,298,760
Expenditures per Capita:	\$81.63	\$71.15	\$71.74	\$71.59	\$78.88

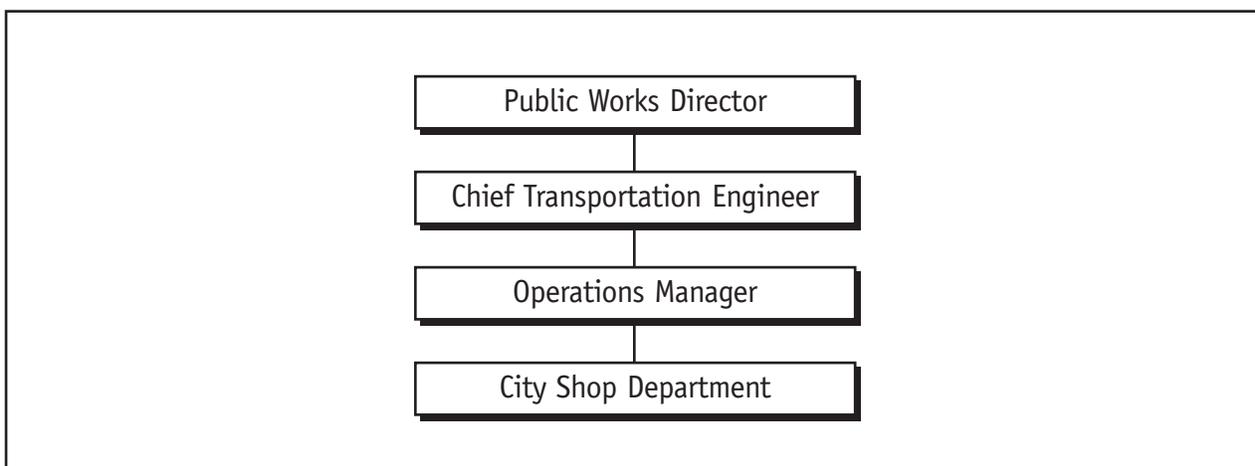
Expenditures by Category



City Shop Department (Vehicle Maint. Facility)

The City Shop Department (Vehicle Maintenance Facility) provides general support to City Departments by performing maintenance and repair for the vehicle fleet and small equipment.

Mission: Maintain and repair City vehicles and equipment in a cost effective and timely manner.



Departmental Program Summary:

City Shop consists of a single program with four components. These are described below.

Programs:

Vehicle Maintenance Facility is comprised of four teams:

Heavy Truck and Equipment Team: This team is responsible for the repair and maintenance of heavy trucks and equipment.

Light Truck and Passenger Car Team: This team is responsible for the repair and maintenance of light trucks and passenger cars.

Small Engine Team: The Small Engine Team is responsible for the repair and maintenance of small engines.

Parts Inventory Team: The Parts Inventory Team inventories parts and orders new parts.

FY 2001-2002 Highlights:

The expansion of the Vehicle Maintenance Facility was completed in FY 2002. As part of the expansion, the existing small engine shop was enlarged to meet increased demand. In addition, a new area was created to maintain and repair heavy equipment (including fire and dump trucks), reducing the need to send expensive repairs to off-site contractors.

Vehicle Maintenance hired a new parts technician, who is being utilized to pick-up and deliver vehicle parts. This position is also responsible for the restocking and updating of shop inventory.

FY 01-02 also saw the introduction of the Fleet-max system, Fleet Vision. Installation of Fleet Vision software has enabled Vehicle Maintenance to record and track extensive data concerning vehicle repair and replacement.

City Shop

FY 2002-2003 Overview and Significant Changes:

The implementation of the Fleet Vision Software has significantly increased the timely dissemination of information regarding vehicles being replaced in next year's budget. The use of the new software ensures that vehicles remain in the fleet until they meet the requirements for replacement. The software also provides Shop with the ability to determine which vehicles meet established pool criteria. This in turn will allow Shop to maintain a small number of pool vehicles that can be made available to other departments on an as-needed basis.

New Programs for FY 2002-2003:

Shop equipment: This program will fund the purchase of a transmission jack, stands, and a four-post truck lift. The new equipment will be used to raise large vehicles, including dump and fire trucks, for routine maintenance and repairs. The program will also purchase a rotary lift for elevating light and medium duty vehicles.

Departmental Goals:

- Ensure City facilities and equipment meets the needs of City employees and City residents with attention to maintenance, modernization, and expansion.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Vehicle Maintenance for Police, Fire, Public Works and Parks and Recreation Departments	13 Departments	13 Departments	14 Departments
Input			
Operating Expenditures	\$1,094,711	\$841,307	\$917,180
Number of Personnel	14	14	14
Output			
Police Department Work Orders	760	800	800
Fire Department Work Orders	300	350	400
Public Works Work Orders	1,300	1,400	1,500
Parks and Recreation Work Orders	600	700	800
Efficiency			
Cost per Work Order			
Police Department	\$170	\$200	\$300
Fire Department	\$400	\$400	\$500
Public Works	\$125	\$175	\$175
Parks and Recreation	\$120	\$150	\$200
Effectiveness			
Customer Satisfaction Rating (Good to Excellent)	92%	95%	95%

Summary of Key Departmental Goals

Key Goal 1:

Provide safe and operational vehicles and equipment in a cost-effective and timely manner.

Objective A:

To insure all Vehicle and Equipment repairs are performed in an accurate and timely manner.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
80% repairs in 3 days or less	55%	70%	50%	80%	70%
40% repairs in 8 hours or less	15%	30%	50%	40%	30%

Objective B:

Insure all line mechanics are provided with 100% current repair manuals and current City fleet data.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
100% current repair manuals/ Software at annual inventory	60%	80%	80%	100%	100%
Maintain 95% accuracy on vehicle maintenance reports	85%	90%	90%	95%	98%

Objective C:

Insure all Vehicle Maintenance Fleet (VMF) personnel are trained to level required by job description. Obtain training for specialty equipment that the City acquires. Retain qualified personnel to service the fleet.

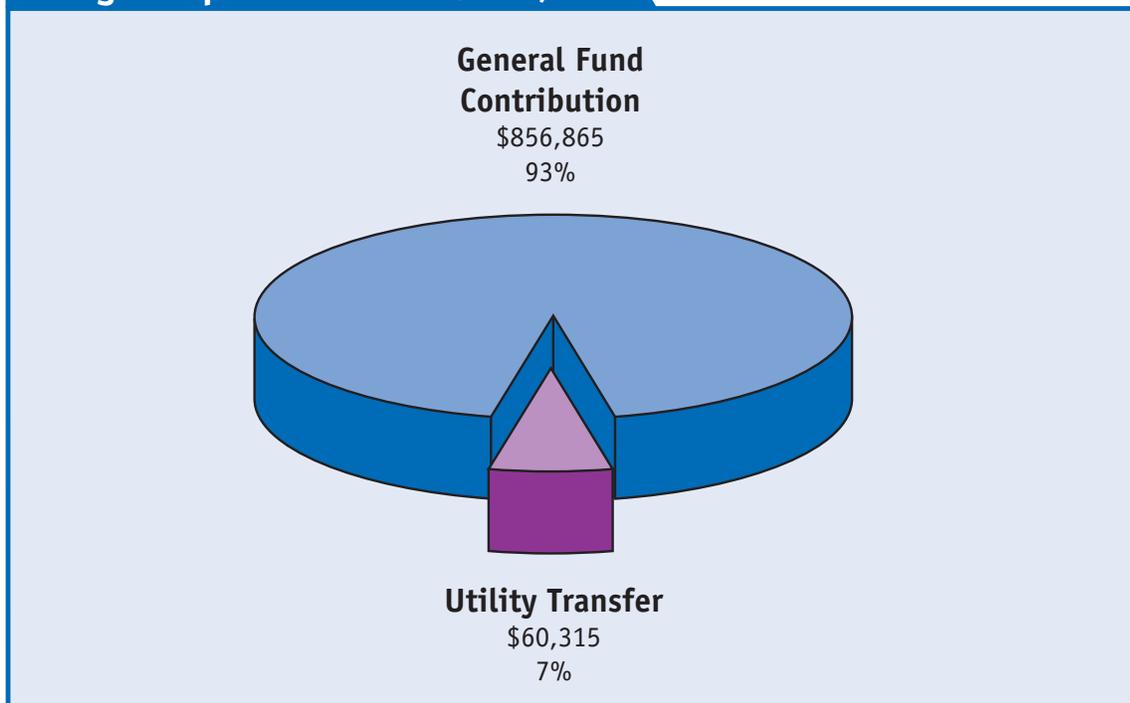
Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Acquire and maintain a minimum of 90% of all pertinent ASE, IMSA, and NFFA certifications	N/A	N/A	50%	50%	90%
Maintain retention rate of 90% of qualified personnel	N/A	N/A	90%	90%	90%

Objective D:

Ensure excellent customer satisfaction on all maintenance and repair services.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Achieve 95% customer rating of excellent on surveys	92%	95%	92%	95%	95%

**Funding Sources for 2002-2003
Budget Expenditures of \$917,180**



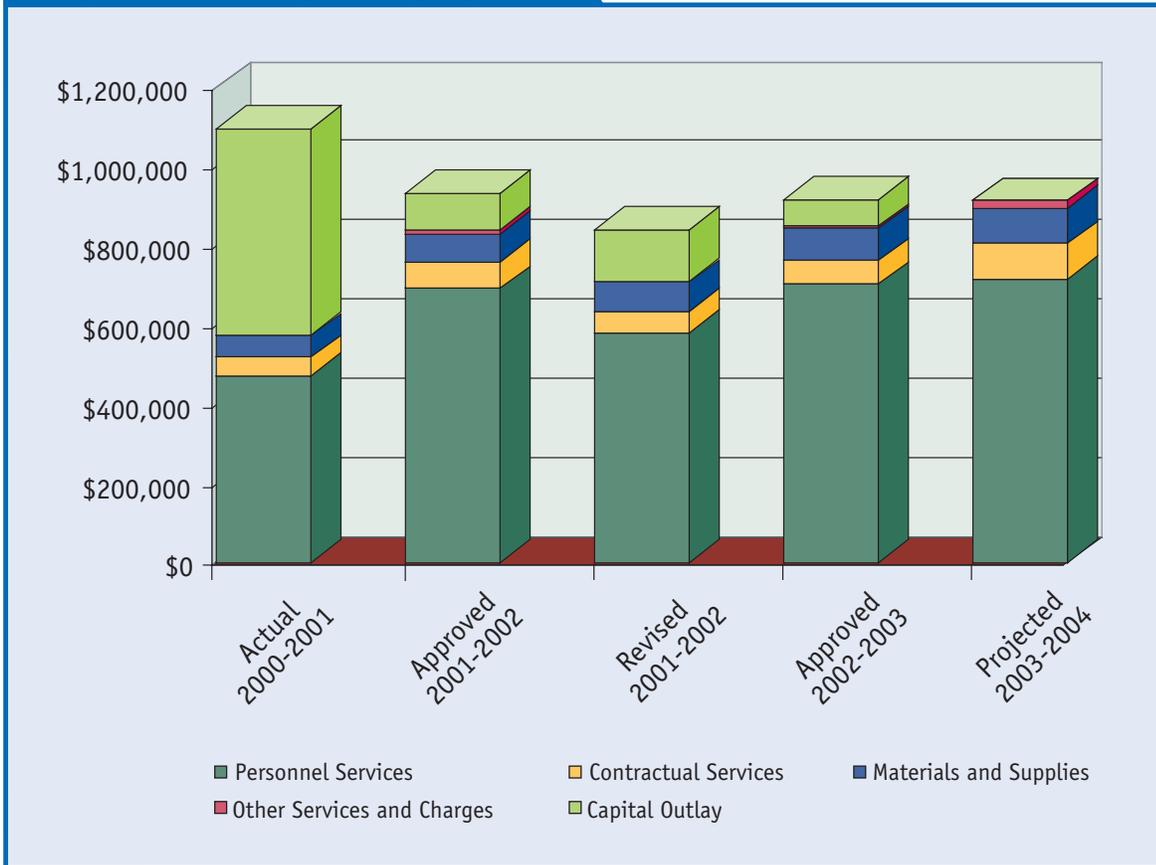
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Shop Superintendent	1	1	1	1.00	1.00	1.00
Mechanic III	4	4	4	4.00	4.00	4.00
Mechanic II	4	4	5	4.00	4.00	5.00
Mechanic I	2	2	1	2.00	2.00	1.00
Parts Inventory Specialist	1	1	1	1.00	1.00	1.00
Parts Inventory Technician	1	1	1	1.00	1.00	1.00
Administrative Technician II	1	1	1	1.00	1.00	1.00
Total	14	14	14	14.00	14.00	14.00

City Shop

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$471,669	\$691,952	\$581,794	\$703,890	\$716,324
Contractual Services	46,806	67,750	53,478	59,000	90,000
Materials and Supplies	53,872	70,390	72,477	80,290	88,800
Other Services and Charges	1,952	12,000	3,289	7,500	18,500
Capital Outlay	520,412	90,000	130,269	66,500	0
Total Expenditures:	\$1,094,711	\$932,092	\$841,307	\$917,180	\$913,624
Expenditures per Capita:	\$16.46	\$13.08	\$11.80	\$12.23	\$11.44

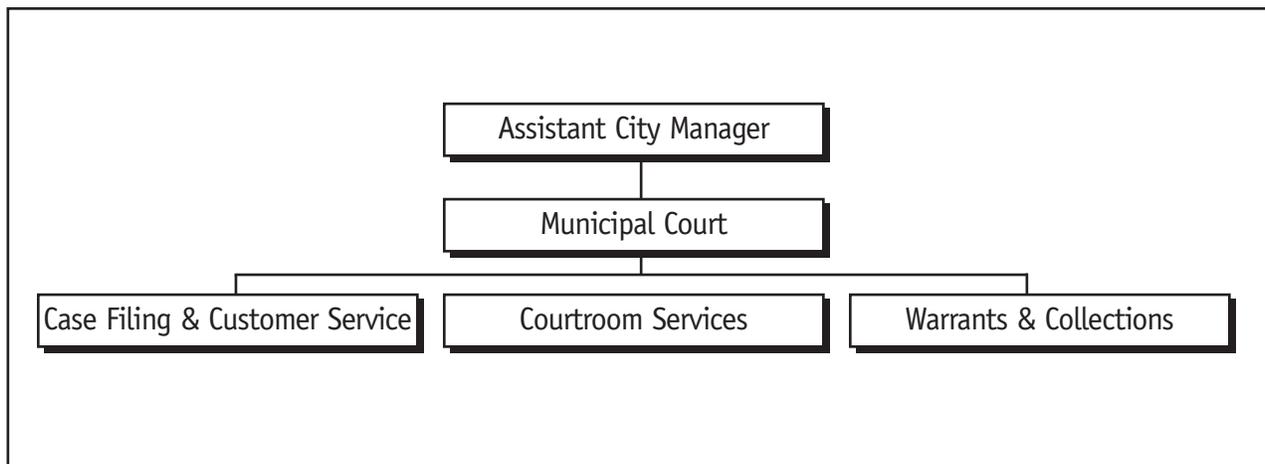
Expenditures by Category



Municipal Court Department

Municipal Court is the first level of the judicial branch of government. The jurisdiction of the Municipal Court includes Class C misdemeanors occurring within the territorial limits of the City of Round Rock. The charges processed by Municipal Court are filed by county peace officers, state peace officers, parks and wildlife officials, citizens, and a variety of City employees, including but not limited to police, fire, code enforcement and animal control.

Mission: The Code of Judicial Conduct predetermines the mission of Municipal Court. The Court and all support personnel shall provide equal and impartial justice under the law. Each case shall be processed efficiently and without delay or unnecessary expense.



Departmental Program Summary:

The Round Rock Municipal Court Department consists of a single program divided into three components. They are described below:

Programs:

Case Filing & Customer Service: This component receives and enters all charges filed, assists customers with payments or information leading to the final disposition of their case(s), and processes all case paperwork up to final disposition. They collect statistical data and report dispositions to required agencies.

Court Room Services: Court Room Services is responsible for preparing all case files for court. These employees coordinate & schedule witnesses, translators, defendants, prosecutors and judges for pending cases.

Warrants and Collections: This component is responsible for the preparation and activation of arrest warrants, reporting unpaid traffic fines to the Department of Public Safety, courtesy notices, and the collection of delinquent payments. This area is also responsible for warrant clearance and maintaining accurate and updated warrant records.

FY 2001-2002 Highlights:

In FY 2001-2002, the Police Department eliminated the local jail facility and began processing all prisoners through Williamson County Jail. This resulted in the elimination of the “Magistration” component and remaining duties have been absorbed by staff in other areas. As the number of arrests impact the County Jail, some new processes and responsibilities are inevitable. Evaluation and planning for those issues are currently underway.

Municipal Court

FY 2001-2002 Highlights (Cont):

Municipal Court has continued to improve its online home page by adding new forms and updated information. The new "Warrant Round Up" program is in the second year with even greater success and more area participants. Courtroom automation continues to be evaluated in preparation for the physical relocation to the new Municipal Office Complex currently under construction.

Municipal Court has used several community service workers during the year to assist in projects and anticipates the extensive use of this program for the next several years. The need for disposition by community service for defendants is very high and is expected to rise. Legislators have shown a trend in requiring community service as a penalty for certain misdemeanor offenses. It is expected that this will become common place in the development of new law.

A pre-notification letter encouraging offenders to make disposition of outstanding charges before default was implemented mid year. Staff will continue to evaluate the effectiveness of this new process. Personal credit cards have been added as a payment option for defendants who owe fines as a result of convictions.

A bailiff has been present in the courtroom during all sessions beginning in February 2002. This has allowed the Court to meet our goal of ensuring a feeling of safety for all parties during court sessions. Additional training as well as new procedures will be developed through the remainder of the year.

A procedure pamphlet is now provided to court attendants in both Spanish and English to communicate court processes to defendants and other court participants. The Spanish pamphlet was developed by a Round Rock Deputy Court Clerk and will be adopted and shared with the Texas Municipal Court Training Center.

Audit practices, as suggested by the Office of Court Administration, have been tested with the intent to maintain a high level of public confidence in the integrity of the application of fines and costs.

On July 6, 2002, three deputy clerks passed their Level 1 Court Clerk Certification Test. In addition, the Municipal Court Clerk achieved a Level II Certification. The Court

Clerk Certification Test is an extensive, specialized course that also requires many training hours to complete.

FY 2002-2003 Overview and Significant Changes:

For FY 2002-2003, Municipal Court anticipates the following changes:

- The use of community service and volunteer workers to achieve departmental goals.
- The Associate Judge will begin performing courtroom duties on a regular basis.
- Charges against youth defendants will demand extra judicial attention as well as staff time.
- A new program for document imaging and records management is expected to decrease the need for storage, and increase efficiency in the evaluation of a case history.

New Programs for FY 2002-2003:

Laser Printer: Municipal Court is purchasing a new laser printer to help alleviate customer wait time.

Departmental Goals:

- Limit past due fines by maintaining effective methods for fine collections.
- Communicate applicable fines, fees and processes to customers.
- Ensure the feeling of safety and security of all persons during court sessions.
- Maintain relationship with Youth / Juvenile officials countywide to ensure required penalty enhancements are applied.
- Maintain a continuous audit process enhancing public confidence in the ethics and security related to the application of fines, fees and costs.
- Focus on streamlining processes.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Enforcement Demands:			
Class "C" Misdemeanors filed	1,232	1,000	1,200
Non Parking Violations Filed	6,719	9,000	11,000
Parking Violations Filed	415	600	600
Ordinance Violations Filed	435	500	500
Search Warrants	7	12	20
Felony/County Warrants	261	365	400
Defense Demands:			
Cases Handled by Court Staff	15,700	19,200	18,000
Judge Trials	1,970	1,500	1,800
Jury Trials	16	40	40
Youth Hearings	800	850	1,000
Input			
Operating Expenditures	\$340,222	\$400,451	\$416,782
Number of Personnel (FTE)	7	7	7
Number of Judges (FTE)	0.5	0.5	0.5
Hours in Court per month	435	400	400
Output			
Collections:			
City Fines & Costs Collected	\$711,587	\$900,000	\$1,100,000
State Costs Collected	\$266,468	\$350,000	\$400,000
Dispositions:			
Fines Paid Before Trial	3,385	4,200	4,800
Compliance Dismissals	835	850	850
Dismissals by Deferral with Sanctions	1,127	1,200	1,300
Cases Appealed	7	10	10
Dismissals by Motion	321	325	325
Class C Warrants Issued	3,273	2,500	2,500
Efficiency			
Number Hearings to Judge/Clerk	3,076	4,000	4,000
Number of Customers per Clerk	2,616	3,200	3,200
Effectiveness			
% Cases to Warrants	37%	22%	10%
% Cases Disposed	63%	78%	90%

Municipal Court

Summary of Key Departmental Goals

Key Goal 1:

Limit past due fines by maintaining effective methods for fine collections.

Objective A:

Evaluate, add and adjust collection processes with assistance from a variety of agencies.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of cases cleared before Warrant	79%	85%	67%	85%	95%
% of cases disposed within 30 days of final judgment.	ND	ND	39%	53%	75%
% of fines paid within 90 days of final judgment	ND	ND	23%	30%	15%

Trend: No designated warrant officer; legislation providing several different types of extensions to pay; higher fines and costs causing courts to develop timely payments.

Key Goal 2:

Communicate appropriate fines, fees and processes to customers.

Objective A:

Improve communication with customers through home page and printed materials.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
# of refund checks issued	30	10	50	50	60
# of subsequent contacts required to finalize transaction	ND	ND	ND	150	150

Trend: More variables enacted by legislature creating confusion among defendants, changes in court costs due to last minute legislation that was not anticipated. This measure is still in developmental stages.

Key Goal 3:

Ensure the safety and security of all person during court.

Objective A:

Provide a bailiff and other security techniques to improve feeling of safety.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
# of sessions with Bailiff	43	43	43	43	90
# of sessions without a Bailiff	99	85	85	40	5
# of calls for service to Police for assistance related to court customer	1	3	2	5	1

Trend: As case dispositions become more complex and fines and costs increase, the court experiences more frequent need for police for assistance. Availability of multiple data records identifies wanted persons.

Summary of Key Departmental Goals (Cont.)

Key Goal 4:

Ensure required penalty enhancements be applied to youth cases.

Objective A:

Maintain relationship with youth officials countywide.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
# of mandatory transfers of Youth cases to JV Court (County)	1	10	2	20	20
# of optional Transfers of Youth cases to JV Court (County)	0	3	1	5	5

Trend: New law requires a judge to transfer the case in certain instances and may dictate Municipal Courts take jurisdiction over new offenses previously handled by the JP which may impact the forecast.

Key Goal 5:

Enhance public confidence in the ethics and security related to the application of Municipal Court fines and costs.

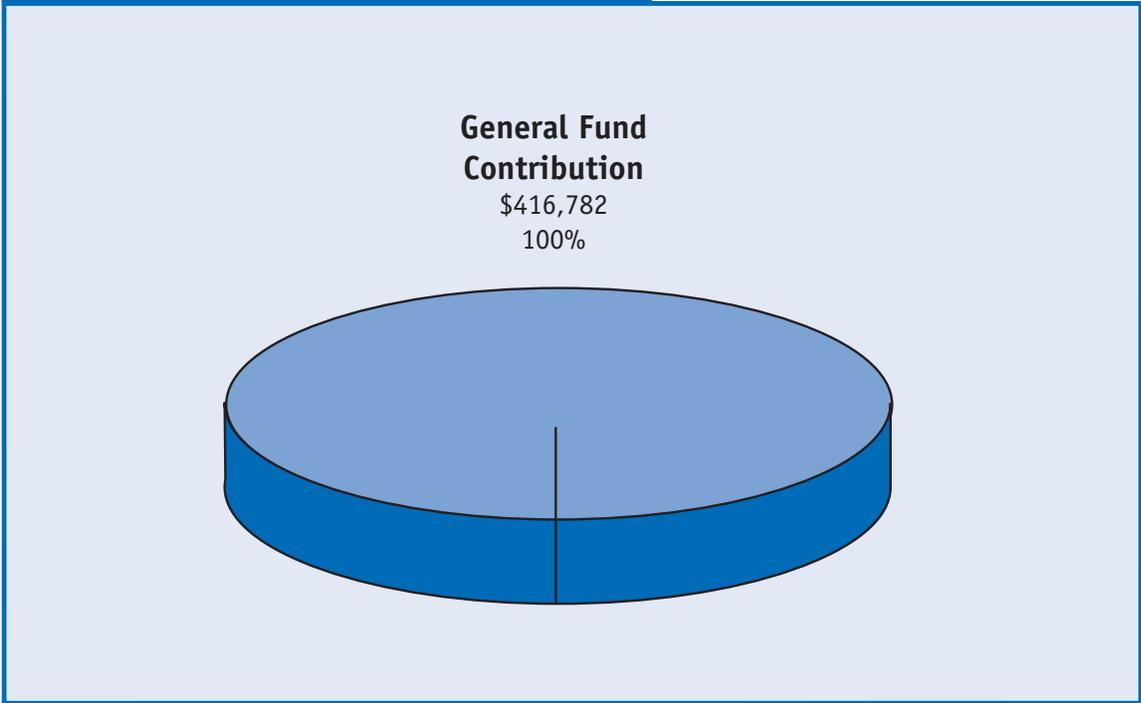
Objective A:

Maintain a continuous audit process in the clerk's office utilizing periodic customer contact and random verifications of payments.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of errors in cash or payment audits	ND	TBD	ND	TBD	TBD
% of payments misapplied by staff error	ND	TBD	ND	TBD	TBD
# of case audits performed	ND	TBD	ND	TBD	TBD

Trend: Efforts began in 01-02 to develop a means of tracking this information. Expect data for 02-03 projections.

**Funding Sources for 2002-2003
Budget Expenditures of \$416,782**

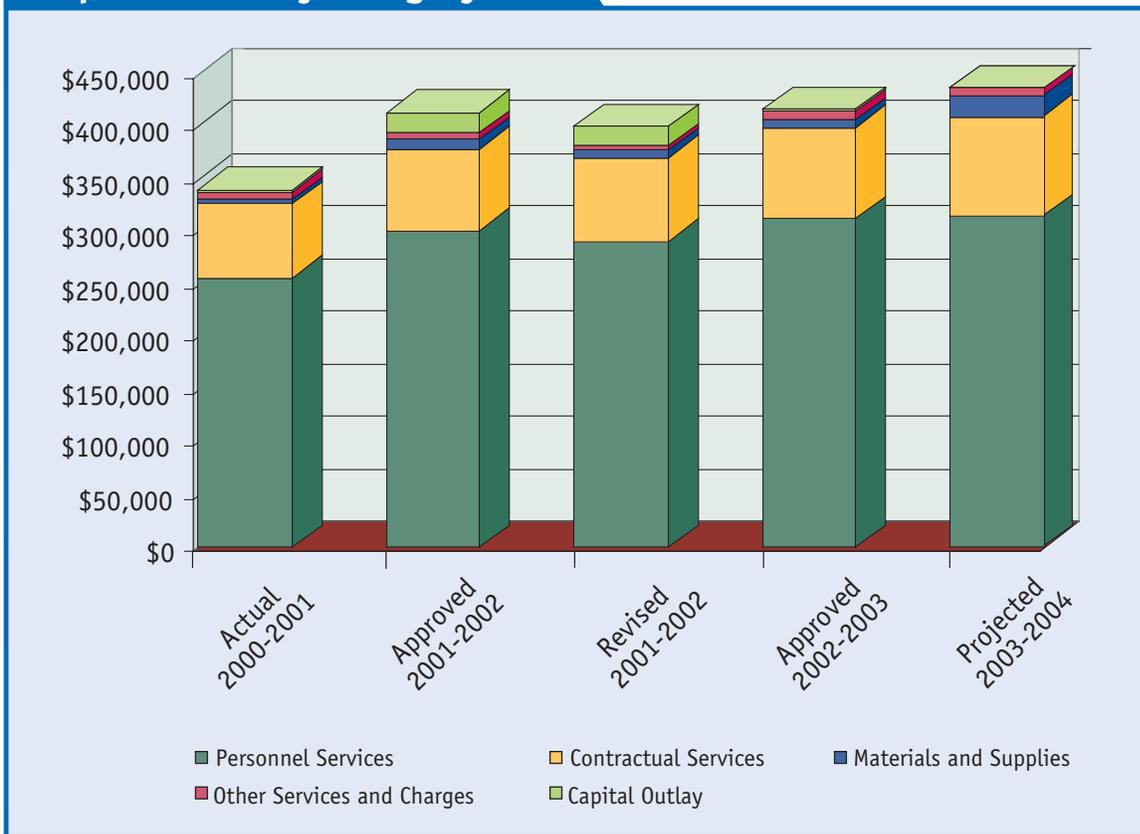


Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Court Clerk	1	1	1	1.00	1.00	1.00
Senior Deputy Clerk	1	1	1	1.00	1.00	1.00
Deputy Clerk II	2	2	2	2.00	2.00	2.00
Deputy Clerk	3	3	3	3.00	3.00	3.00
Total	7	7	7	7.00	7.00	7.00

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$256,341	\$301,571	\$291,545	\$313,017	\$315,077
Contractual Services	70,592	77,928	79,717	86,150	95,150
Materials and Supplies	4,376	8,500	6,816	8,100	19,100
Other Services and Charges	7,099	6,300	3,834	7,515	7,615
Capital Outlay	1,814	20,000	18,539	2,000	0
Total Expenditures:	\$340,222	\$414,299	\$400,451	\$416,782	\$436,942
Expenditures per Capita:	\$5.12	\$5.81	\$5.62	\$5.56	\$5.47

Expenditures by Category





Debt Service Funds Expenditures

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

Interest & Sinking - G.O. Bonds Program Description

To provide for the scheduled retirement of the City's Bonded and other long term debt. See also the Bonded Debt Section of this budget.

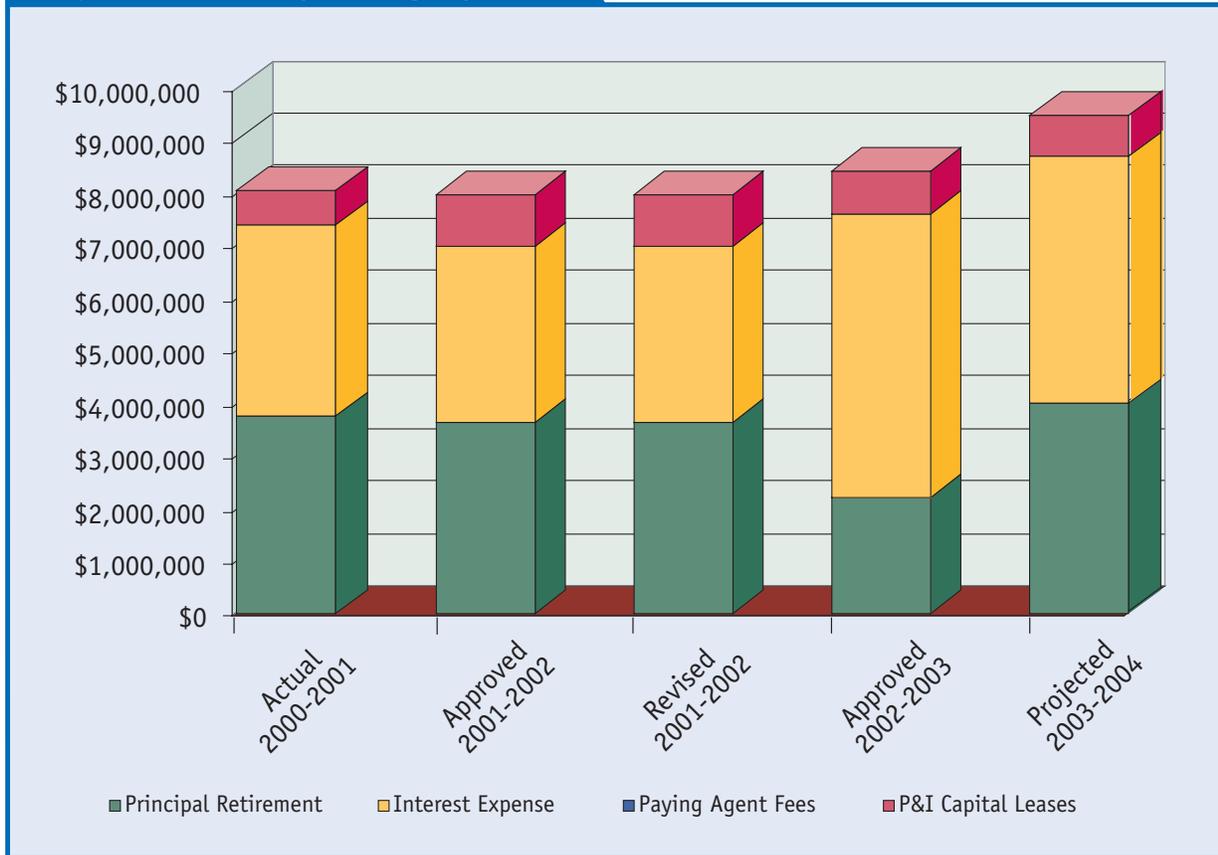
G.O. Bonds

Interest & Sinking G.O. Bonds Debt Service Fund

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Principal Retirement	\$3,742,000	\$3,637,000	\$3,637,000	\$2,208,000	\$4,018,000
Interest Expense	3,642,190	3,347,500	3,347,500	5,377,587	4,666,328
Paying Agent Fees	6,143	9,000	9,000	9,000	9,000
P&I Capital Leases	649,767	959,585	959,585	809,953	790,789
Total Expenditures:	\$8,040,100	\$7,953,085	\$7,953,085	\$8,404,540	\$9,484,117
Expenditures per Capita:	\$120.91	\$111.58	\$111.58	\$112.06	\$118.77

Expenditures by Category



Interest & Sinking - Revenue Bonds Program Description

To provide for the scheduled retirement of the City's Bonded and other long term debt. See also the Bonded Debt Section of this budget.

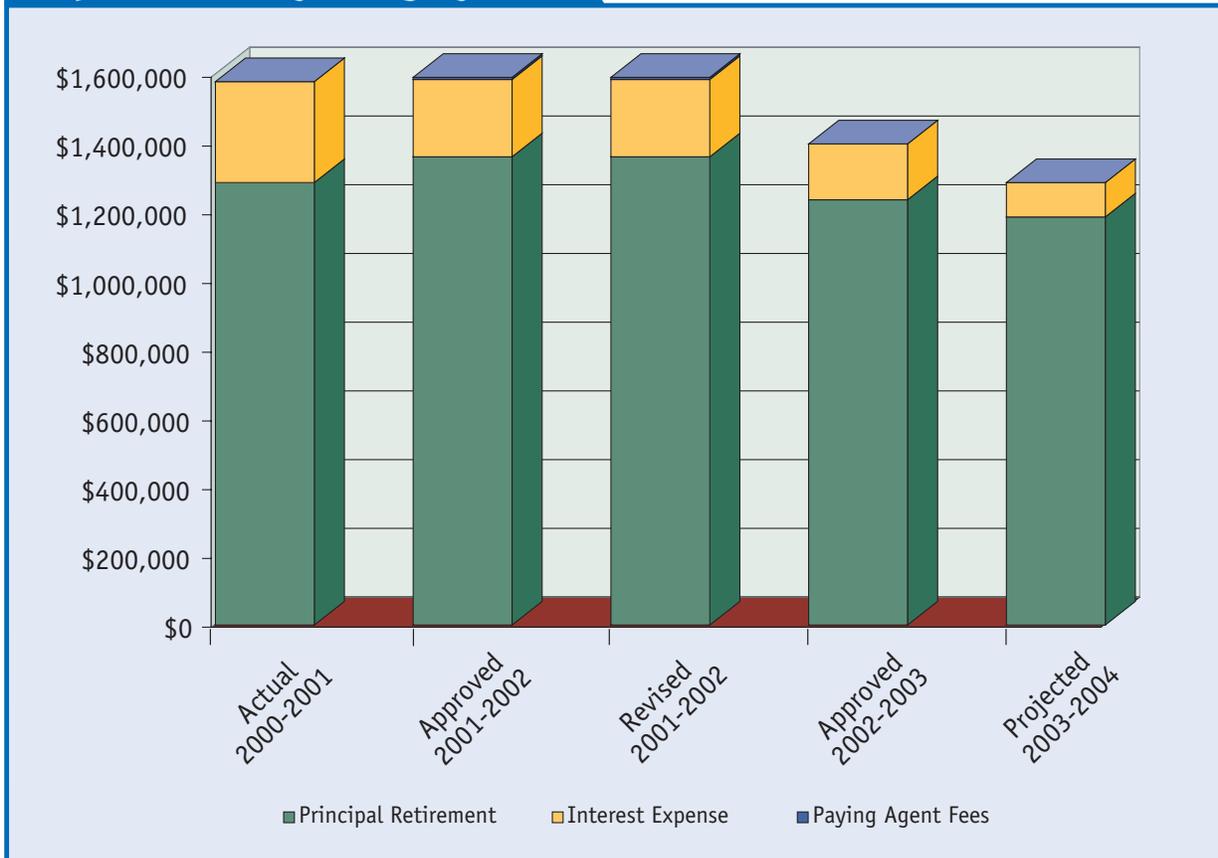
Revenue Bonds

Interest & Sinking Revenue Bonds Debt Service Fund

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Principal Retirement	\$1,285,000	\$1,360,000	\$1,360,000	\$1,235,000	\$1,185,000
Interest Expense	290,210	223,835	223,835	157,358	94,975
Paying Agent Fees	1,487	3,800	3,800	4,000	4,200
Total Expenditures:	\$1,576,697	\$1,587,635	\$1,587,635	\$1,396,358	\$1,284,175
Expenditures per Capita:	\$23.71	\$22.27	\$22.27	\$18.62	\$16.08

Expenditures by Category



Water / Wastewater Utility Fund Expenditures

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.



WATER/ WASTEWATER

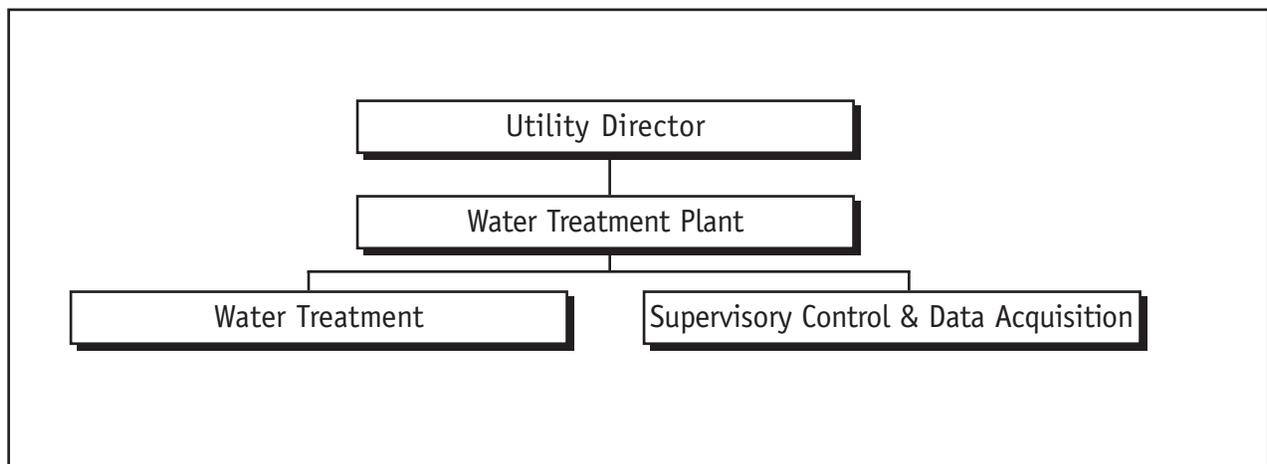
UTILITY FUND EXPENDITURES



Water Treatment Plant Department

The primary activity of the Water Treatment Plant Department is the treatment of surface and ground water sources to a level that meets or exceeds state and federal regulations. This is accomplished by utilizing sophisticated equipment and treatment technologies and state certified waterworks operators. The Water Treatment Plant is also responsible for the operation of the computer system used to monitor and control the treatment and distribution of water and collection of wastewater.

Mission: Provide the highest quality, best tasting drinking water of sufficient quantity, volume and pressure for domestic use and fire protection.



Departmental Program Summary:

The Water Treatment Plant consists of a single program divided into two components described in detail below:

Programs:

Water Treatment Plant: This program consists of the following areas:

Water Treatment: The water treatment component is responsible for treating and distributing surface and ground water. The surface water treatment plant is designed to treat 34 million gallons of water per day. The ground water treatment plant is capable of treating up to 9 million gallons of water per day.

Supervisory Control and Data Acquisition (SCADA):

The SCADA component is responsible for maintaining the computerized automation system, which controls plant operation, water distribution, and wastewater lift stations. This system consists of field instruments and measuring devices, radio telemetry units, programmable logic controllers and human/machine interface devices. The SCADA system is essentially a collection of programmed controlling devices that allow the operator to control and monitor equipment at remote locations. This automation allows operations to be more efficient.

Water Treatment Plant

FY 2001-2002 Highlights:

- Phase V construction expanding the Water Treatment Facility broke ground during fiscal year 2001-2002. Benefits provided by the Phase V expansion include: an additional 24 million gallons per day of treatment capacity; renovation of existing facilities for solids handling; and, a new chlorine feed facility.
- Facility security was increased through the installation of security cameras and motion detecting equipment.

FY 2002-2003 Overview and Significant Changes:

The most significant change planned for the upcoming fiscal year includes the construction of the aforementioned Phase V Water Treatment Facility. New programs to be implemented are discussed below.

New Programs for FY 2002- 2003:

Water Treatment Operator Trainee: This program will fund the addition of a 1.0 FTE Operator Trainee position. This position will perform duties not requiring a license, allowing for better use of licensed personnel.

Digital Scopemeter: This program will fund the purchase of an electrical tool for troubleshooting power equipment.

Raw Water: This program will purchase an additional 4,500-acre feet of raw water for next 50 years.

Departmental Goals:

The City's Strategic Plan identifies the following goals, objectives and actions of the Water Treatment Plant as follows:

- Round Rock will provide efficient utility services with future land use needs in mind. Utility service extension policies will be coordinated with the City's financial capacity.

The Water Treatment Plant Department's Operational Plan also identifies the following goals as guides for strategic planning:

- Provide surface and groundwater treatment in compliance with all rules and regulations.
- Improve system automation and data management.
- Maintain public education and awareness regarding the quality of the water and conservation issues.
- Continue to develop and empower employees.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Number of Water Connections	20,069	21,833	23,625
Gallons of Raw Water Pumped	4,259,870,000	5,197,040,000	6,340,390,000
Service Population	80,000	90,000	95,000
Raw Water Quality (TU)	5.3	4.8	5.0
Input			
Operating Expenditures (\$)	\$3,906,239	\$4,712,450	\$5,059,259
Raw Water Costs (\$)	604,000	622,800	650,000
Electrical Costs (\$)	131,162	120,000	130,000
Chemical Costs (\$)	125,754	195,000	195,000
Maintenance Costs (\$)	40,901	47,000	50,000
Number of Authorized Personnel	13	15	17
Output			
Gallons of Water Treated	3,919,330,000	4,389,640,000	4,916,400,000
Tons of Sludge Produced	222	250	275
Efficiency			
Cost per 1,000 Gallons Treated			
Chemical Cost per 1,000 (\$)	.003	.003	.003
Electrical Cost per 1,000 (\$)	.003	.003	.003
Production Efficiency			
Pumped H2O : Treated H2O	97%	97%	97%
Effectiveness			
Number of TNRC Violations	1	0	0

Water Treatment Plant

Summary of Key Departmental Goals

Key Goal 1:

Continuously improve surface and ground water treatment.

Objective A:

Meet or exceed Safe Drinking Water Act (SDWA) standards.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Treated water quality (NTU)	.09	.07	.07	.1	.1
Number of treatment violations	1	0	1	0	0

Objective B:

Improve operational and production efficiency.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Pollutant removal rate	98.3%	98%	98%	98%	98%
Chemical feed rate	ND	800	807	810	810
Electrical consumption (new measure)	ND	TBD	TBD	TBD	TBD

Objective C:

Improve facilities maintenance.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of mechanical failures	ND	10	5	10	10
System downtime (hours)	ND	24	12	24	24

Objective D:

Provide watershed protection.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Raw water quality (NTU)	5.28	5	5.1	5	5

Key Goal 2:

Improve system automation and data management.

Objective A:

Monitor and control water and wastewater systems.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of sites monitored	38	35	35	35	35
Site poll percentage	93%	98%	98%	98%	98%

Summary of Key Departmental Goals

Objective B:

Improve system efficiency.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Treated and delivered water costs (per thousand gallons)	ND	TBD	\$2.91	\$3.00	\$3.10
Number of mechanical failures	ND	10	7	10	10

Objective C:

Conduct quality control and reporting activities.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number and type of reports generated	0	8	8	8	8

Key Goal 3:

Provide public education and awareness.

Objective A:

Improve water conservation awareness.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of consumers reached	ND	50,000	66,980	58,000	60,000
Reduction in peak day production	ND	2%	3.4%	3%	5%

Objective B:

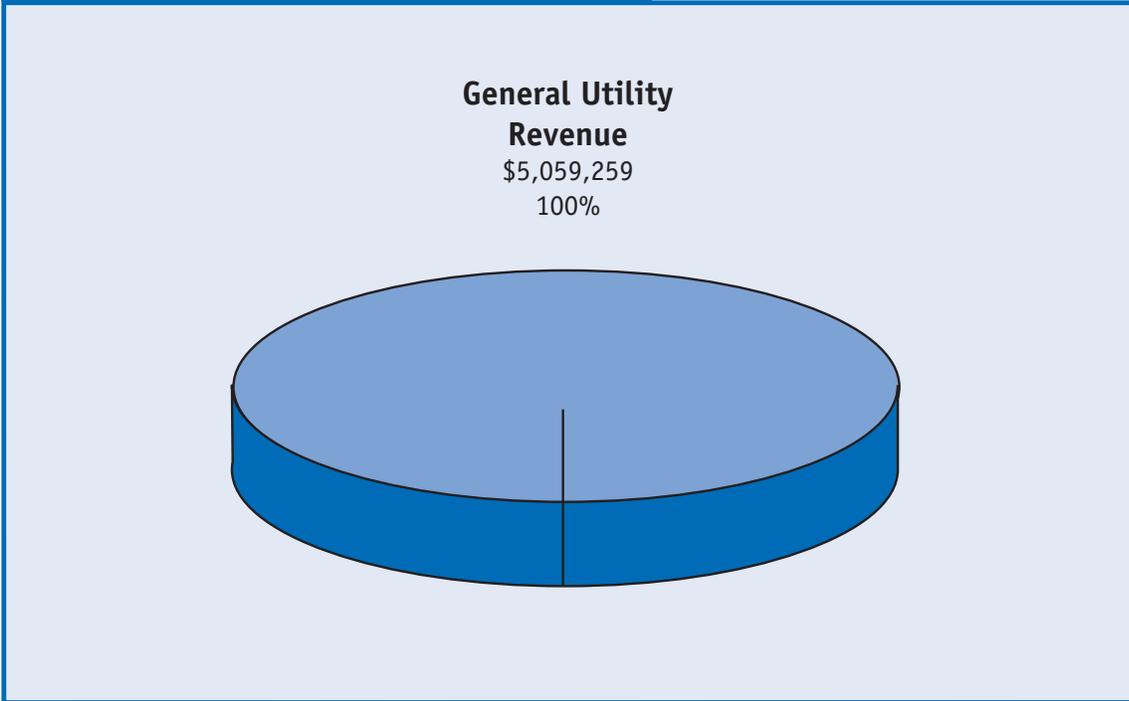
Improve consumer confidence in the drinking water system.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of consumers reached	28,000	30,000	21,398	31,000	32,000
Number and type of customer complaints	ND	TBD	TBD	TBD	TBD

Trend: Will be initiated in 02/03; data will be projected based on findings.

Water Treatment Plant

Funding Sources for 2002-2003 Budget Expenditures of \$5,059,259



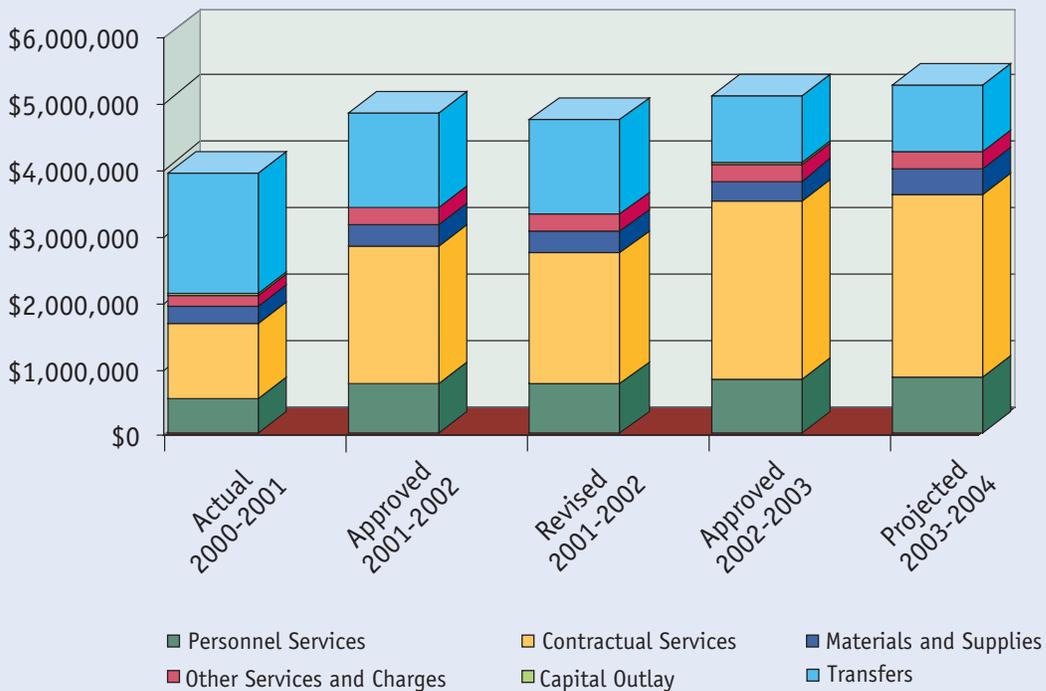
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Environmental Resources Manager	1	1	1	1.00	1.00	1.00
Water Plant Supervisor	1	1	1	1.00	1.00	1.00
SCADA Technician	1	1	1	1.00	1.00	1.00
Water Plant Operator II	3	4	3	3.00	4.00	3.00
Water Plant Operator I - F/T&P/T	5	5	6	5.00	5.00	5.00
Systems Integrator	1	1	1	1.00	1.00	1.00
Electrician	0	1	1	0.00	1.00	1.00
Technician	0	0	1	0.00	0.00	1.00
Senior Plant Operator	1	1	1	1.00	1.00	1.00
Water Plant Operator Trainee	0	0	1	0.00	0.00	1.00
Total	13	15	17	13.00	15.00	16.00

Water Treatment Plant Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$525,560	\$742,469	\$742,469	\$798,569	\$830,133
Contractual Services	1,127,623	2,069,429	1,952,902	2,687,790	2,745,940
Materials and Supplies	263,255	310,720	350,507	303,800	393,920
Other Services and Charges	160,849	254,000	235,740	255,000	266,000
Capital Outlay	14,648	18,200	18,200	14,100	0
Transfers	1,814,304	1,412,632	1,412,632	1,000,000	1,000,000
Total Expenditures:	\$3,906,239	\$4,807,450	\$4,712,450	\$5,059,259	\$5,235,993
Expenditures per Capita:	\$58.74	\$67.45	\$66.12	\$67.46	\$65.57

Expenditures by Category

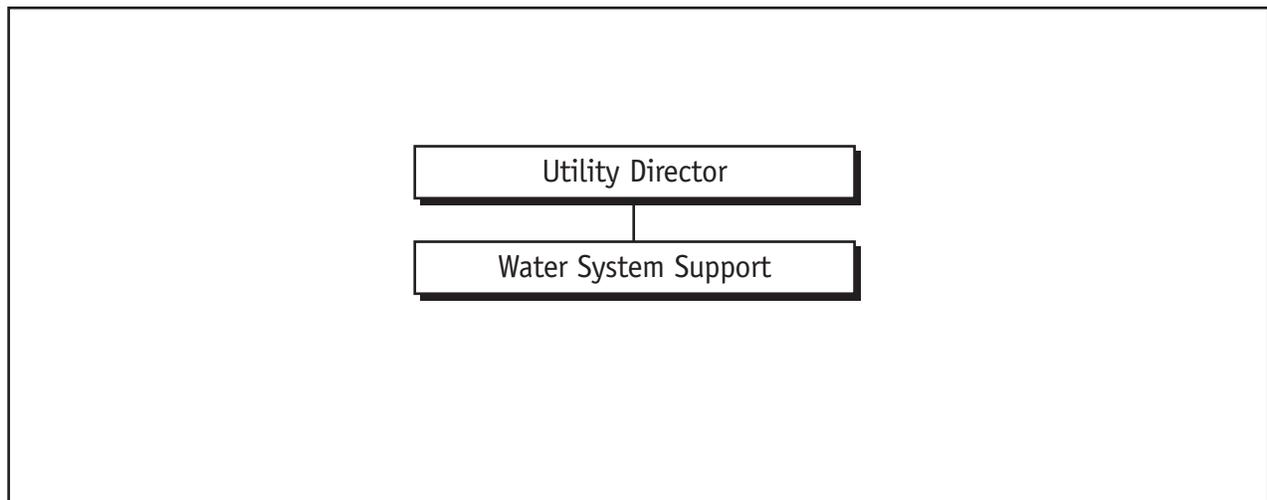




Water System Support Department

The Water System Support Department is responsible for the operation, maintenance, and repair of the City's water distribution system. Responsibilities are discharged through the utilization of multiple maintenance crews. Reporting lines of authority and accountability are shown below.

Mission: Provide customers with safe, adequate, reliable, and high quality water services.



Departmental Program Summary:

The Water System Support Department consists of a single program with two components described below:

Programs:

Water System Support: Water System Support consists of: a) Pump Maintenance and b) Meter Maintenance. Both components are under the direction of the Utility Support Supervisor.

Water System Support assures system reliability through its Pump & Valve Maintenance component by performing routine inspections of twenty-seven water distribution control sites (i.e. wells, tanks, booster pump stations, pressure reducing valves, etc.). Maintenance and repairs are performed on motors, pumps, electrical control valves (i.e. valves, control panels, starters, etc.), and pressure valves. Also, in order to maximize the system's reliabil-

ity, Water System Support maintains an emergency response team that is on call twenty-four hours, three hundred sixty-five days per year. Water System Support assures water use accountability through its Meter Inspection and Maintenance component.

FY 2001-2002 Highlights:

During fiscal year 2001-2002, the City continued with the successful polybutylene water pipe replacement program. This program reduces the number of system water leaks, which in turn cut maintenance work orders per mile by half. The City added three 1.3 MG (million gallon) elevated water distribution tanks to the system (i.e. Chisholm Valley Tank, High Country Tank, and South 81 Tank). Significant improvements to the City's Lake Georgetown Pump Station were made by adding an emergency generator, three 6 million gallon daily (MGD) pumps, a control building, lighting, heating, venting and air conditioning (HVAC), and associated equipment.

Water System Support

Pressure Reducing Valves have been installed in the water distribution system to control water pressures and flow.

The Water Service program is located in Water System Support. The Capital Improvement Specialist and Utility Division Engineer positions were added to Water System Support. FY 2001-2002 also saw the transfer of meter readers from Wastewater System Support to Water System Support, along with the funding necessary to support these positions.

Due to the slowing economy, Public Works delayed both the advent of the bulk meter testing/repair program and the standardization of all new system meters. Instead, programmatic emphasis was placed on providing our customers with more efficient water delivery and water accountability. Towards this end, Water System Support implemented the water and wastewater first response crew program to reduce response time to customer service calls, quickly diagnose problems, and recommend the necessary corrective action.

FY 2002-2003 Overview and Significant Changes:

During FY 2002-2003, Utility staff will actively participate in long-range water and wastewater service strategies with the Lower Colorado River Authority (LCRA), Brazos River Authority (BRA) and other area utility providers. The City will actively work to maintain, upgrade, improve reliability, and expand our utility systems to better service customers now and in the future. The City is also developing an in-house, dynamic, integrated, and comprehensive Water Distribution System Computer Model, which will be a major step in providing the City with efficient and adequate system expansions. Water System Support personnel will continue to receive ongoing training to ensure that all certifications and licenses are current and meet all State (Texas Natural Resource Conservation Commission—TNRCC)/Federal requirements. Most personnel have current licenses for the ever-changing state licensing requirements.

New Programs for FY 2002-2003:

Utility Systems Analyst: This program will enhance efforts to develop and maintain an adequate and efficient water/wastewater system and ensure that Public Works personnel certifications and licenses meet all State and Federal regulations. One full time (1.0 FTE) employee will be added.

Departmental Goals:

- Develop and maintain a comprehensive, integrated in-house water distribution system computer model, system inventory, maps, and management system to ensure efficient and adequate system expansions.
- Ensure citizens receive quality service in a timely manner.
- Maintain a reliable and efficient water distribution system while meeting all Environmental Protection Agency (EPA), TNRCC and Safe Drinking Water Act regulations.
- Ensure efficient water distribution and accountability.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Pumping Stations	14	15	15
Tanks	21	21	22
Active Meters	18,000	19,500	24,500
Buildings Maintained	24	25	33
Telemetry Sites	26	26	26
Input			
Operating Expenditures	\$2,216,082	\$3,351,606	\$3,221,875
Number of Employees	11	20	21
Output			
Meters Installed	1,800	1,925	2,150
Meters Rebuilt	100	125	150
Meter Change-Outs	2,200	2,300	2,400
Emergency Call-Outs	80	85	95
Efficiency			
Expenditures as % of Utility Fund	12.44%	15.43%	13.91%
Effectiveness			
% Emergency Response Within 1 Hour	98%	98%	98%

Water System Support

Summary of Key Departmental Goals

Key Goal 1:

Develop and maintain a comprehensive, integrated in-house water distribution system-modeling program, including system inventory, mapping and management system to ensure efficient and adequate system expansions.

Objective A:

Put in place a "Utility Systems Analyst" to develop, implement and maintain our in-house water distribution system model and analyze and manage system operations and upgrades.

Objective B:

Purchase a computer and modeling software to develop in-house system model.

Objective C:

Integrate water distribution system computer model into our GIS and SCADA systems.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of water system modeled	0	0	0	20%	50%
Analyst hired/software purchased	0	0	50%	50%	100%

Key Goal 2:

Ensure citizens receive quality service in a timely manner.

Objective A:

Maintain an adequate and experienced work force to meet quality service delivery needs.

Objective B:

Acquire and maintain adequate equipment and supplies to meet quality service delivery needs.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Open positions/retention rate/new hires	ND	ND	95%	100%	100%
Miles of waterlines added to system/% of system	ND	5%	5%	10%	5%
Number of work orders	580	638	622	700	770
Average response time/average time to complete	.5	.5	.5	.5	.5

Key Goal 3:

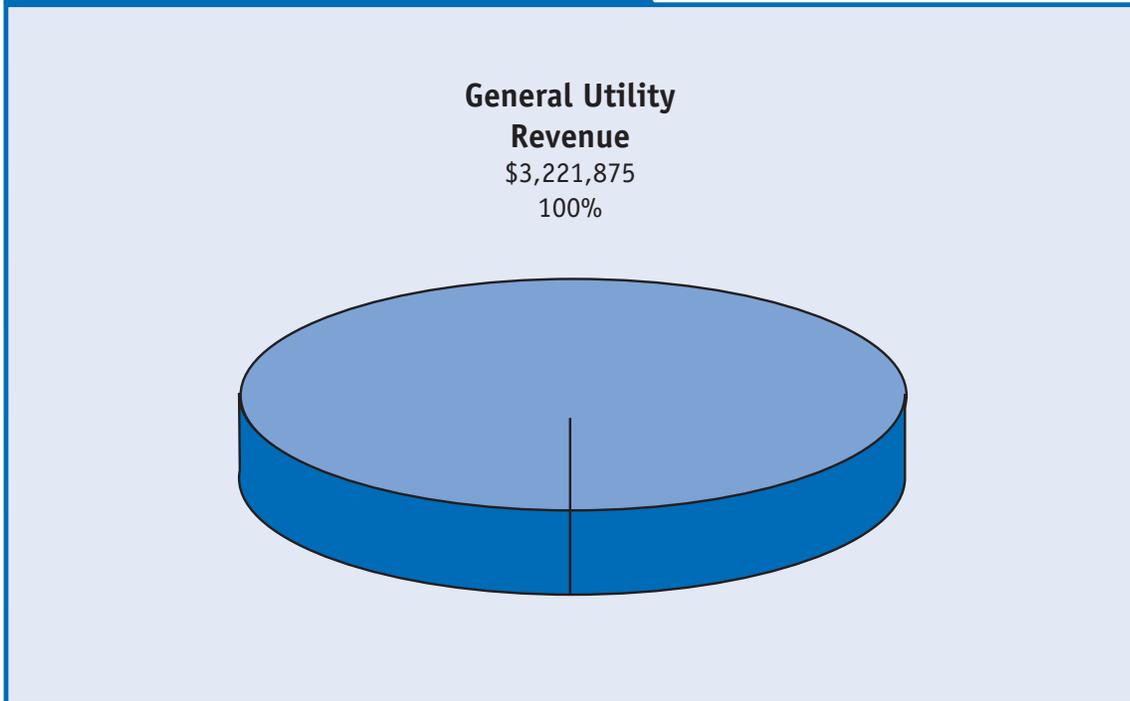
Ensure the efficient distribution and accountability of our water resources.

Objective A:

Actively participate to create long-range water service strategies with the Lower Colorado River Authority, Brazos River Authority and other area municipalities in order to provide customers with efficient and reliable service.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of water accounted for	ND	90%	92%	95%	95%
% of City's total electric bill	ND	60%	60%	60%	55%

**Funding Sources for 2002-2003
Budget Expenditures of \$3,221,875**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Utility Division Engineer	0	1	1	0.00	1.00	1.00
Utility Capital Impr. Program Specialist	0	1	1	0.00	1.00	1.00
Meter Shop Supervisor	1	1	1	1.00	1.00	1.00
Senior System Mechanic	1	1	1	1.00	1.00	1.00
Water Service Representative	1	4	4	1.00	4.00	4.00
Senior Meter Maintenance Technician	1	1	1	1.00	1.00	1.00
Water Service Supervisor	0	0	1	0.00	0.00	1.00
Senior Water Service Representative	0	2	1	0.00	2.00	1.00
Facility Maintenance Coordinator	1	1	1	1.00	1.00	1.00
System Mechanic	3	3	3	3.00	3.00	3.00
Meter Maintenance Technician	1	3	3	1.00	3.00	3.00
Backflow Prevention/Meter Technician	1	1	1	1.00	1.00	1.00
Utility Support Electrician I	1	1	1	1.00	1.00	1.00
Utility Systems Analyst	0	0	1	0.00	0.00	1.00
Total	11	20	21	11.00	20.00	21.00

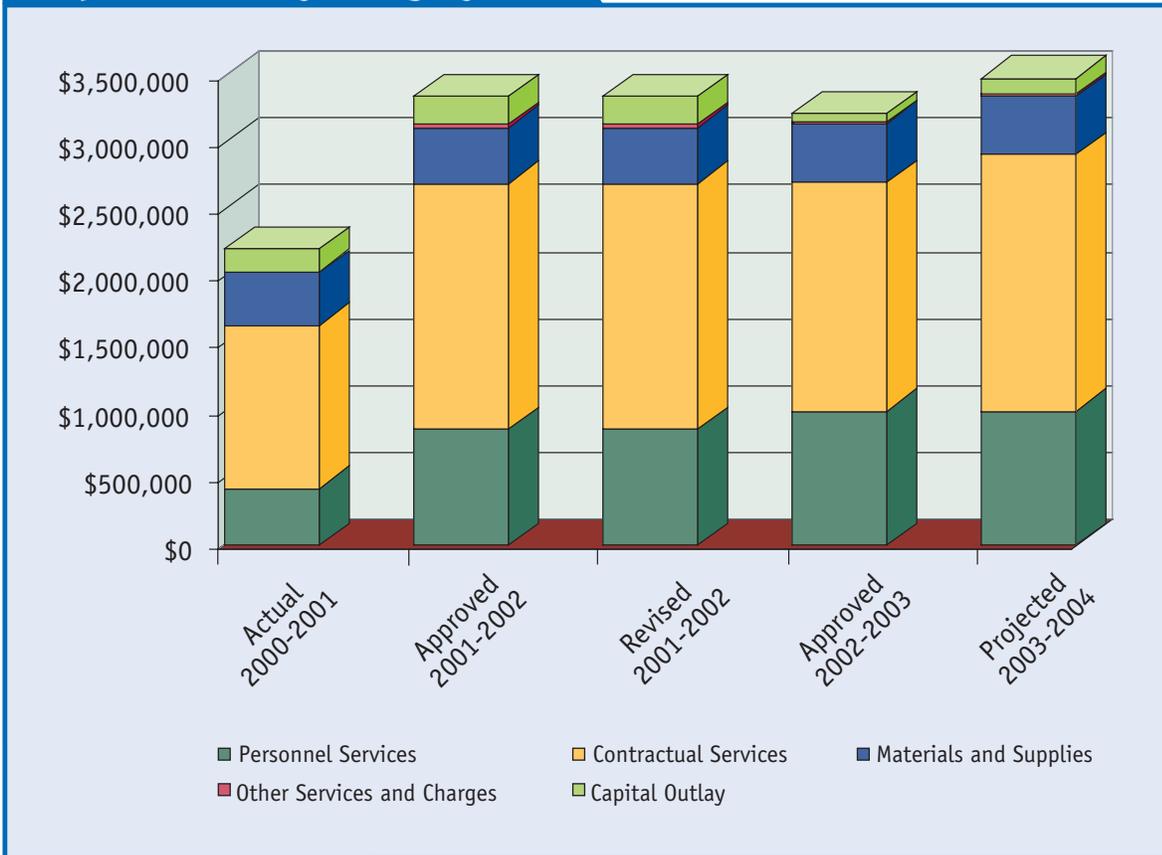
Water System Support

Water System Support Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Service	\$427,580	\$866,773	\$866,773	\$1,002,874	\$1,008,170
Contractual Services	1,217,104	1,836,530	1,836,530	1,709,750	1,915,600
Materials and Supplies	392,860	415,200	420,501	436,150	432,150
Other Services and Charges	5,250	22,800	22,800	13,001	16,600
Capital Outlay	173,288	210,303	205,002	60,100	116,600
Total Expenditures:	\$2,216,082	\$3,351,606	\$3,351,606	\$3,221,875	\$3,489,120
Expenditures per Capita:	\$33.33	\$47.02	\$47.02	\$42.96	\$43.70

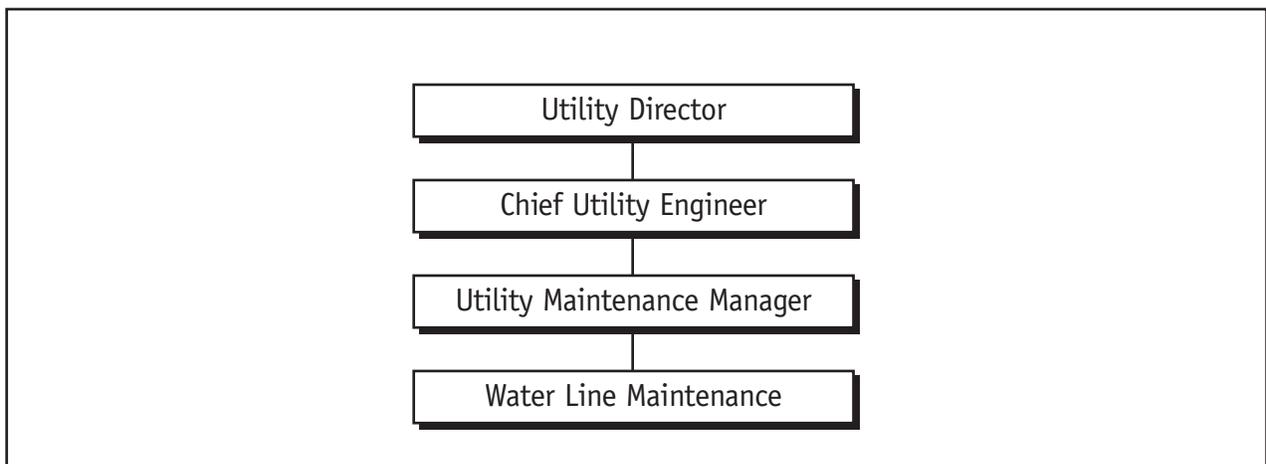
Expenditures by Category



Water Line Maintenance Department

The Water Line Maintenance Department is responsible for the maintenance and repair of the City's water distribution system. Water Line Maintenance is structured utilizing multiple three-man maintenance crews under the direction of a Water Line Maintenance Supervisor, who reports to the Utility Maintenance Manager, who reports to the Chief Utility Engineer, all of whom report to the Utility Director.

Mission: Provide all our customers with safe, adequate, reliable, and high quality water services.



Departmental Program Summary:

The Water Line Maintenance Department consists of a single program described below:

Programs:

Water Line Maintenance: This program operates on a twenty-four hours per day, three hundred sixty-five days per year schedule. Water Line Maintenance Crews are dispatched on a continuous basis to repair line breaks and correct service problems. This program also performs preventative maintenance on existing water utility locations in accordance to State law, Texas Line Locate Bill, and "One Call".

This program reduced the number of water leaks on the system, which in turn cut maintenance work orders per mile by half. The City added three 1.25MG (million gallon) elevated water distribution tanks to the system (i.e. Chisholm Valley Tank, High Country Tank and South 81 Tank). Significant improvements to the City's Lake Georgetown Pump Station were made by adding an emergency generator, three 6 million gallon daily (MGD) pumps, a control building, lighting, heating, venting, and air-conditioning (HVAC) and associated equipment. Further, the City developed an in-house dynamic, integrated and comprehensive water distribution system computer model.

FY 2001-2002 Highlights:

During this fiscal year the City continued with the successful polybutylene water pipe replacement program.

Water Line Maintenance

FY 2002-2003 Overview and Significant Changes:

Utility staff will actively participate in long-range water service strategies with the Lower Colorado River Authority (LCRA), Brazos River Authority (BRA), and other area utility providers. The City will actively work to maintain, upgrade, improve reliability, and expand utility systems to better service customers now and in the future. Water Line Maintenance (WLM) will continue the development of an in-house dynamic, integrated and comprehensive water distribution system computer model. WLM will also concentrate on developing and updating valve, tank, and water system pressure plain maps. Utility staff will actively work at obtaining all required water certifications. The City previously contracted with an independent water systems consultant, JBS, to update the 1996 water audit. This water audit, planned for FY 02-03, will determine the amount of water loss through our system due to leaks, metering, and other causes. JBS will provide a final report with results, conclusions, and prioritized recommendations.

New Programs for FY 2002-2003:

Cold Weather Gear: This program will purchase of cold weather gear to protect field personnel working in inclement weather.

Departmental Goals:

- Develop and maintain a comprehensive, integrated in-house water distribution system-modeling program, including system inventory, mapping, and management to ensure efficient and adequate system expansions.
- Ensure citizens receive quality service in a timely manner.
- Maintain a highly reliable and efficient water distribution system while meeting all Environmental Protection Agency (EPA) and Safe Drinking Water Act regulations.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Number of Customers/ Connections	21,833	22,172	24,172
Number Miles of Water Lines	299	350	400
Input			
Operating Expenditures	\$1,813,119	\$2,329,390	\$2,277,669
Number of Crews-8, 3-man crews, 1, 2-man crews	9	9	9
Output			
Work Orders - Water	5,113	5,500	6,000
Work Orders - Sewer	74	81	50
Efficiency			
Expenditures per Work Order - Water	\$354.61	\$428.98	\$379.61
Effectiveness			
% Emergency Response Within 30 Minutes	100%	100%	100%
Work Orders by Crew - Year	576	620	672
Average Work Order per Crew per Day	2.3	2.5	2.7
Work Order per Mile - Water	17.1	15.8	15.0
Work Order per Mile - Sewer	2.8	3.0	5.0
Customer Satisfaction Rating	97%	97%	97%
Excellent	56%	65%	75%
Good	41%	32%	22%

Water Line Maintenance

Summary of Key Departmental Goals

Key Goal 1:

Ensure citizens receive quality service in a timely manner.

Objective A:

Maintain an adequate and experienced work force to meet quality service delivery needs.

Objective B:

Acquire and maintain adequate equipment and supplies to meet quality service delivery needs.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of responses under 1 hour	ND	100%	100%	100%	100%
% of personnel certified	ND	20%	18%	40%	80%
Preventative maintenance and capital outlay	ND	10%	10%	50%	75%

Key Goal 2:

Maintain a highly reliable and efficient Water Distribution System while meeting all Environmental Protection Agency and Safe Drinking Water Act regulations.

Objective A:

Maintain an adequate and experienced work force to meet quality service delivery needs.

Objective B:

Acquire and maintain adequate equipment and supplies to meet quality service delivery needs.

Objective C:

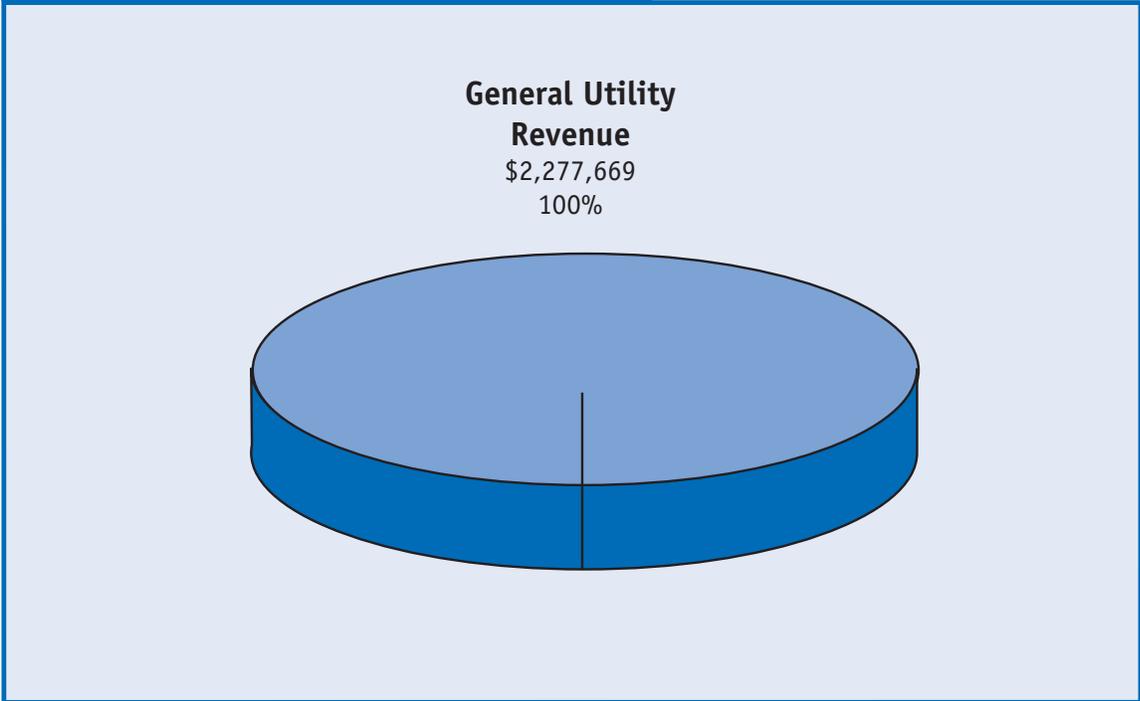
Integrate water distribution system computer model with our GIS and SCADA systems.

Objective D:

Perform annual evaluation of system’s compliance with applicable EPA and TNRCC rules.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of responses under 1 hour	100%	100%	100%	100%	100%
% of personnel certified	ND	20%	18%	40%	60%

**Funding Sources for 2002-2003
Budget Expenditures of \$2,277,669**



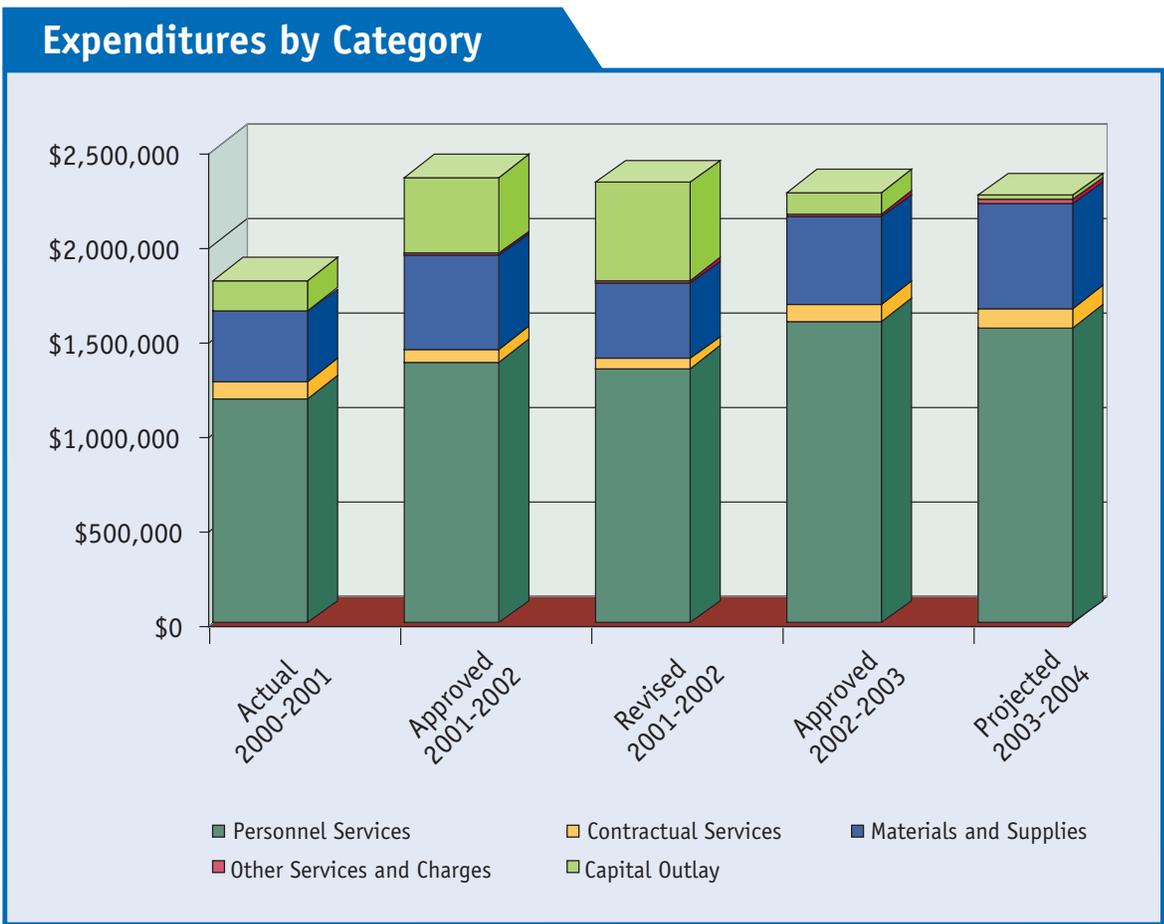
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Utility Director	0	1	1	0.00	1.00	1.00
Utility Maintenance Manager	1	1	1	1.00	1.00	1.00
Utility Crew Leader	9	9	9	9.00	9.00	9.00
Utility Worker II	9	9	3	9.00	9.00	3.00
Utility Worker I	9	9	7	9.00	9.00	7.00
Utility Worker Trainee	0	0	8	0.00	0.00	8.00
Special Projects Inspector	1	1	1	1.00	1.00	1.00
Utility Supervisor	2	2	2	2.00	2.00	2.00
Total	31	32	32	31.00	32.00	32.00

Water Line Maintenance

Water Line Maintenance Department

Summary of Expenditures:

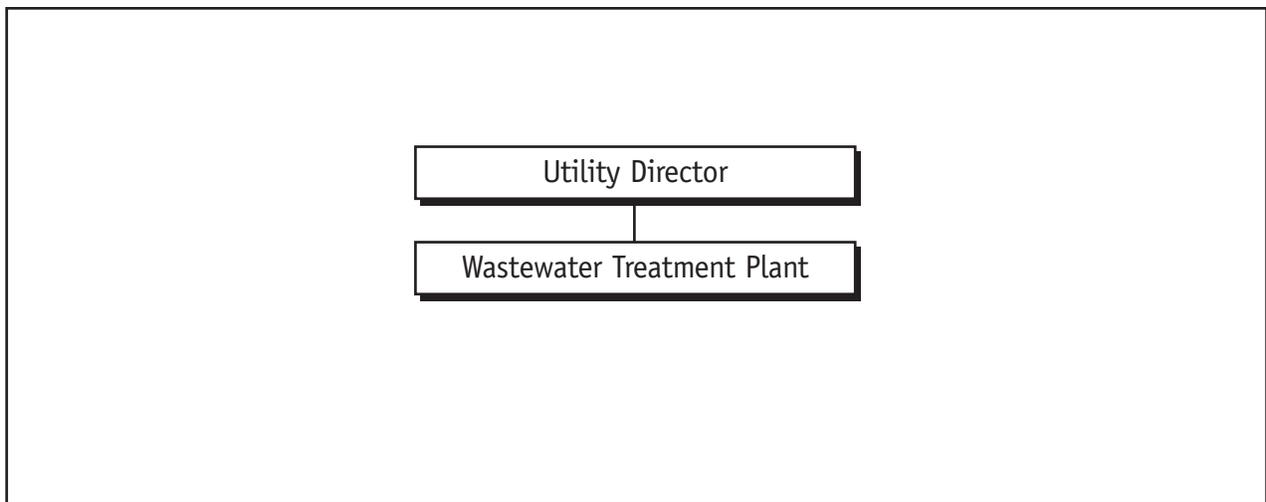
	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$1,184,342	\$1,379,640	\$1,348,151	\$1,597,065	\$1,565,204
Contractual Services	97,296	70,950	51,444	87,000	101,271
Materials and Supplies	366,238	492,158	395,822	461,440	546,917
Other Services and Charges	3,573	13,250	13,890	18,250	24,250
Capital Outlay	161,670	403,392	520,083	113,914	23,735
Total Expenditures:	\$1,813,119	\$2,359,390	\$2,329,390	\$2,277,669	\$2,261,377
Expenditures per Capita:	\$27.27	\$33.10	\$32.68	\$30.37	\$28.32



Wastewater Treatment Plant Department

The primary activity of the Wastewater Treatment Plant Department is the treatment of residential, commercial and industrial wastewater to a level that meets or exceeds state and federal regulations. This is accomplished by utilizing sophisticated equipment, advanced treatment technologies and State certified wastewater treatment plant operators provided by the Lower Colorado River Authority (LCRA)/Brazos River Authority Alliance (BRA).

Mission: Provide the highest quality treated effluent for irrigation, utility, recreation, aquatic habitat and future drinking water uses.



Departmental Program Summary:

The Wastewater Treatment Plant is a single program described in detail below:

Programs:

Wastewater Treatment Plant: The Wastewater Treatment Plant’s major function is to provide for treatment of domestic sewerage. The operation is regional and includes customers from Williamson and Travis counties. Round Rock purchases wastewater treatment from the Lower Colorado River Authority/Brazos River Authority Alliance, who owns, operate, and control the Wastewater Treatment Plant.

It should be noted that this operation has been conveyed to the Lower Colorado River Authority.

New Programs for FY 2002-2003:

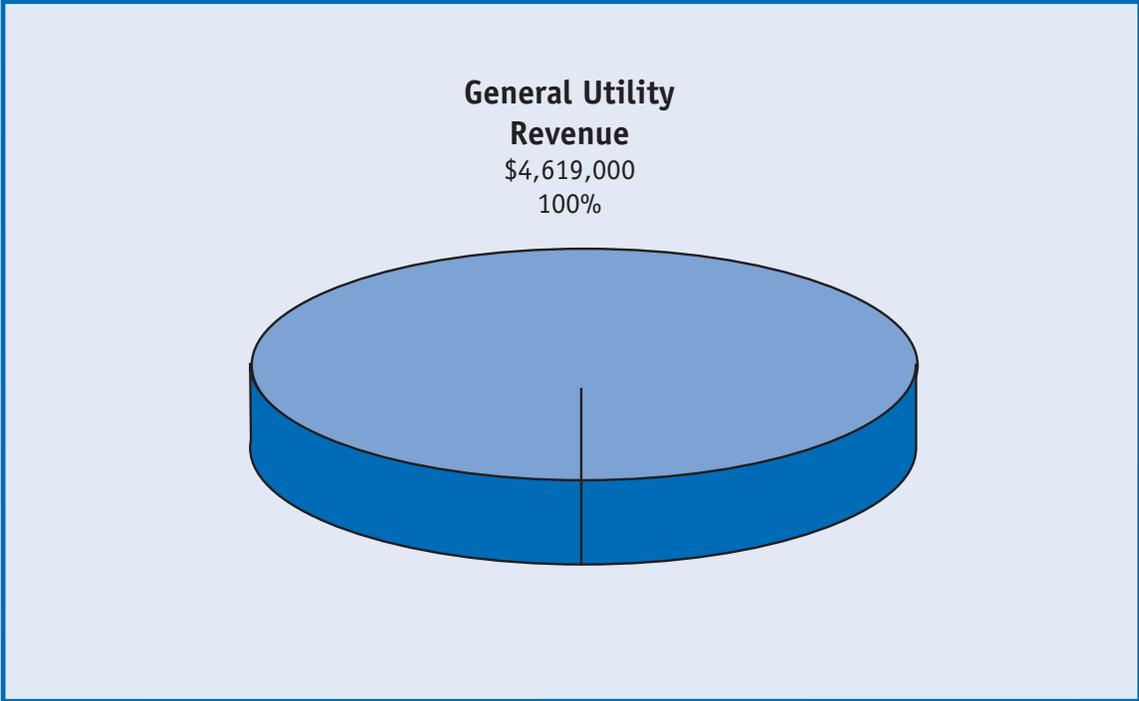
The Wastewater Treatment Plant Department is proposing no new programs for FY 02-03.

Wastewater Treatment Plant

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Total Amount of Wastewater Treated (In Millions of Gallons/Day)	3,152.63	3,399.29	3,637.24
Raw BOD (Biochemical Oxygen Demand)	176	180	185
Raw TSS (total suspended solids)	226	230	231
Raw Ammonia	23.0	22.6	23.0
Input			
Contractual Costs	\$3,075,513	\$4,069,734	\$4,619,000
Output			
Effluent BOD	1.90	1.89	1.83
Effluent TSS	3.00	3.14	2.67
Effluent Ammonia	0.29	0.35	0.35
Efficiency			
Removal Efficiency			
BOD	99.0%	98.9%	99.0%
TSS	98.7%	98.7%	98.9%
Ammonia	98.8%	98.5%	98.5%
Effectiveness			
Number of Excursions	0	0	0

**Funding Sources for 2002-2003
Budget Expenditures of \$4,619,000**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
None	0	0	0	0.00	0.00	0.00

- This operation has been conveyed to the Lower Colorado River Authority. Please see the Budget Message for additional information regarding this conveyance.

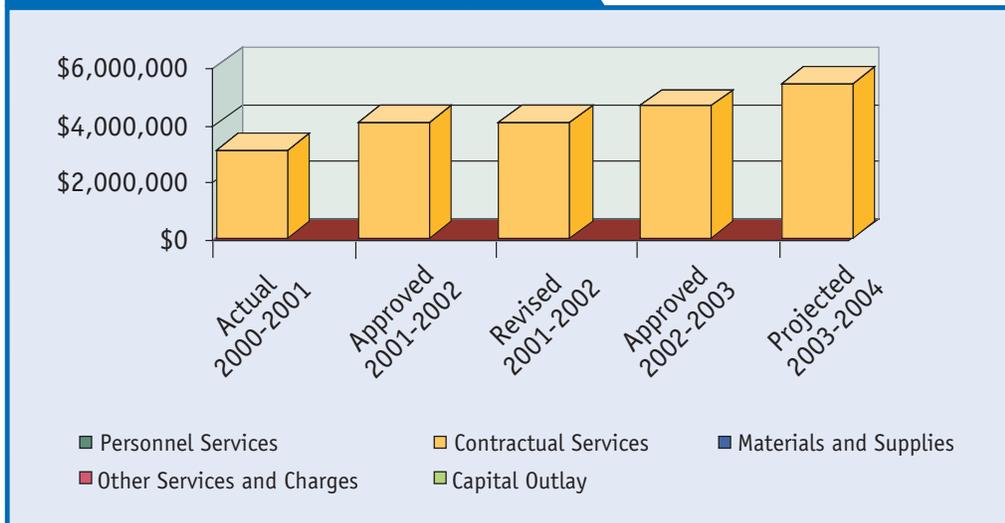
Wastewater Treatment Plant

Wastewater Treatment Plant Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	3,075,513	4,069,734	4,069,734	4,619,000	5,407,000
Materials and Supplies	0	0	0	0	0
Other Services and Charges	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$3,075,513	\$4,069,734	\$4,069,734	\$4,619,000	\$5,407,000
Expenditures per Capita:	\$46.25	\$57.10	\$57.10	\$61.59	\$67.71

Expenditures by Category



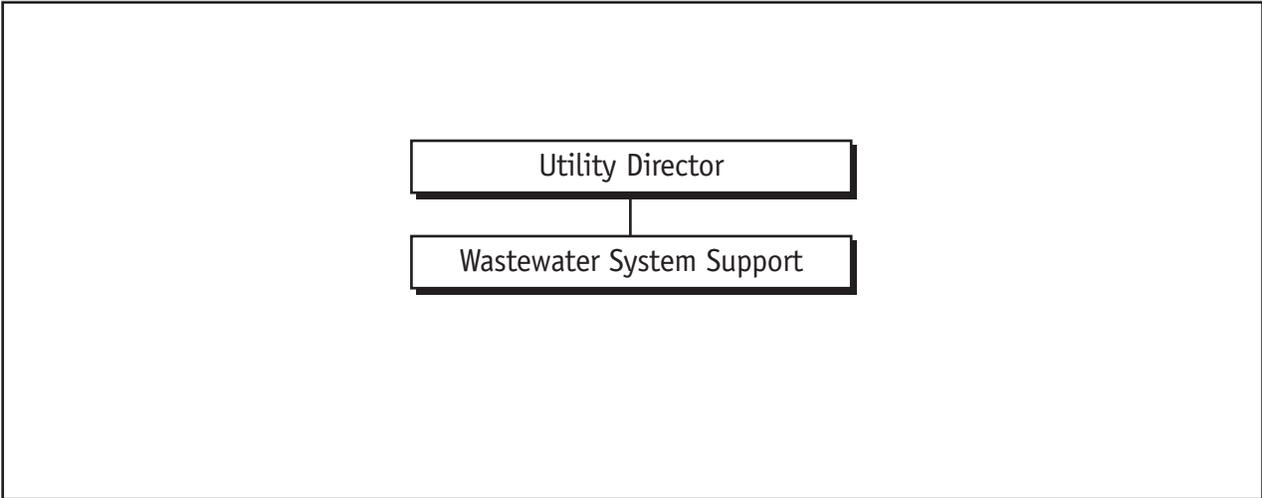
Detail of Contractual Services with the LCRA	Program Costs	
	2002-2003	2003-2004
Operations & Maintenance Component	\$2,040,000	\$1,969,000
Capital Component	2,433,000	3,292,000
Other	146,000	146,000
Total	\$4,619,000	\$5,407,000

- This operation has been conveyed to the Lower Colorado River Authority (LCRA), and the scheduled use of cash acquired from this conveyance has been completed. The use of Wastewater Impact Fees continues to help offset the costs of serving new connections. Please see the Budget Message for additional information regarding this conveyance and the use of wastewater impact fees.

Wastewater System Support Department

The Wastewater System Support Department is responsible for the operation, maintenance and repair of the City’s wastewater collection system. Wastewater System Support is structured utilizing multiple maintenance crews. Reporting lines of authority and accountability are shown below.

Mission: Provide all of our customers with safe, adequate, reliable, and high quality wastewater services.



Departmental Program Summary:

The Wastewater System Support Department consists of a single program, which is described below:

Programs:

Wastewater System Support Cost Center: This department manages the Pump Maintenance Program and is under the direction of the Utility Support Supervisor. The Pump Maintenance Program assures system reliability by performing routine inspections of the System’s thirteen wastewater lift stations. These routine inspections include the maintenance and repair of pumps, motors, electrical control systems and various control devices at each lift station. In order to maximize the system’s reliability the Wastewater System Support Cost Center maintains an emergency response team that is on call twenty-four hours a day, three hundred sixty-five days per year.

FY 2001-2002 Highlights:

Through the regional wastewater system being constructed by the Lower Colorado River Authority (LCRA), the City is actively working to reduce the number of lift stations on our wastewater collection system. Lance Haven, a centrally located lift station, was removed from the downtown area. The Utility Division also began coordination with LCRA to eliminate four additional lift stations and an above ground wastewater line by 2002.

Wastewater System Support

FY 2002-2003 Overview and Significant Changes:

The City will actively work to maintain, upgrade, improve reliability, and expand our utility systems to better serve our customers now and into the future. This will be accomplished in part through the implementation of a multi-year program to upgrade our existing wastewater collection system. (This program is described in more detail in the "Wastewater Line Maintenance" section.) Further, the responsibility for meter reading will be moved from Wastewater Systems Support to the Water Systems Support Department with the transfer of the five existing positions and all associated funding. The move will decrease Wastewater System Support's operating budget and budgeted FTEs.

Utility staff will actively participate in long-range wastewater service strategies with LCRA, Brazos River Authority (BRA) and other area utility providers. Wastewater System Support Personnel will continue to receive ongoing training to ensure that all certifications and licenses are current and meet all State (Texas Natural Resource Conservation Commission—TNRCC)/Federal requirements. Most personnel have current licenses for the ever-changing state licensing requirements.

New Programs for FY 2002-2003:

Wastewater System Support is proposing no new programs for FY 02-03.

Departmental Goals:

- Show continual improvement and implementation of our wastewater systems inflow and infiltration (I&I) reduction program to ensure the protection of our natural resources.
- Develop and maintain an in-house wastewater-modeling program, including system inventory, mapping, and management system to ensure efficient and adequate system expansions.
- Ensure our wastewater system is reliable and in compliance with all applicable Environmental Protection Agency (EPA) and TNRCC regulations.
- Fully and efficiently utilize the regional wastewater system to enhance the reliability of our wastewater collection system.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Wastewater Lift Stations	17	17	13
Telemetry System (Sites)	17	17	13
Input			
Operating Budget	\$500,617	\$429,754	\$434,252
Number of Full-Time Personnel	9	4	4
Number of Water Service Reps.*	0	5	0
Output			
Maintenance on Wastewater Lift Stations	17	17	13
Maintenance on Telemetry System	14	17	13
Number of Emergency Call Outs	40	55	60
Number of Meters Read Annually*	206,000	216,000	NA
Efficiency			
Yearly Cost per Site Maintained	\$10,500	\$10,767	\$11,250
Meters Read Annually per Reader*	29,428	30,888	NA
Effectiveness			
% Emergency Calls Responded To Within 1 Hour	100	98	98
Meter Reader Error Rate*	NA	NA	NA

* Meter Readers moved to Water System Support for FY 01-02

Wastewater System Support

Summary of Key Departmental Goals

Key Goal 1:

Continual improvement and implementation of our wastewater systems inflow and infiltration (I&I) reduction program to ensure the protection of our natural resources.

Objective A:

Establish an I&I Office to coordinate and maintain our I&I reduction program in order to comply with applicable EPA regulations and TNRCC's Edwards Aquifer Rules.

Objective B:

Establish an additional camera crew in order to comply with TNRCC's Edwards Aquifer Rules.

Objective C:

Implement RJN Group's recommendations for I&I reduction through line and manhole repair, replacement, and rehabilitation.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Miles of wastewater line videotaped per year/% of system	20%	20%	20%	40%	60%
Miles of wastewater lines rehabilitated (% of system)	10%	10%	40%	30%	30%
% of manholes inspected per year	10%	10%	20%	30%	30%
% of manholes rehabilitated	10%	10%	20%	30%	30%

Key Goal 2:

Ensure that our wastewater collection system and lift stations are safe and reliable.

Objective A:

Coordinate our GIS with our SCADA system to locate and track collection and pumping.

Objective B:

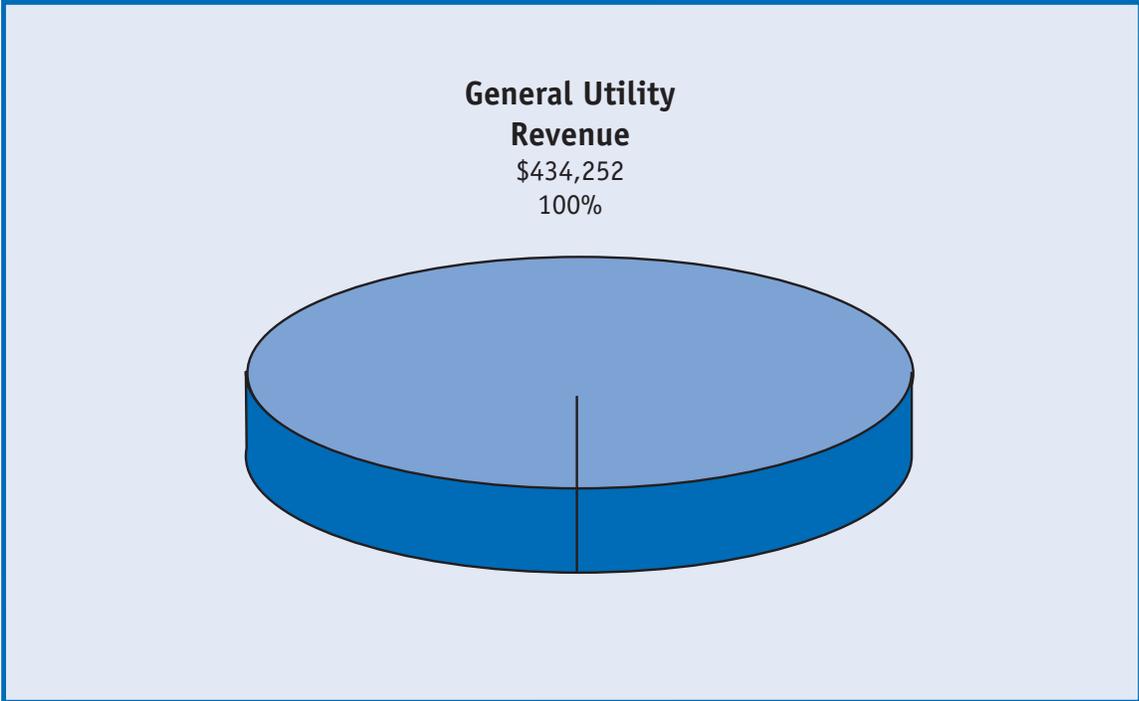
Maintain lift stations to ensure 100% operational capability.

Objective C:

Coordinate collection and pumping with the regional collection system.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% of system modeled	-	0	0	50%	100%
Number of lift stations taken off-line	-	2	2	3	4
Miles of wastewater line connected directly to regional wastewater line	-	10	10	10	50

**Funding Sources for 2002-2003
Budget Expenditures of \$434,252**



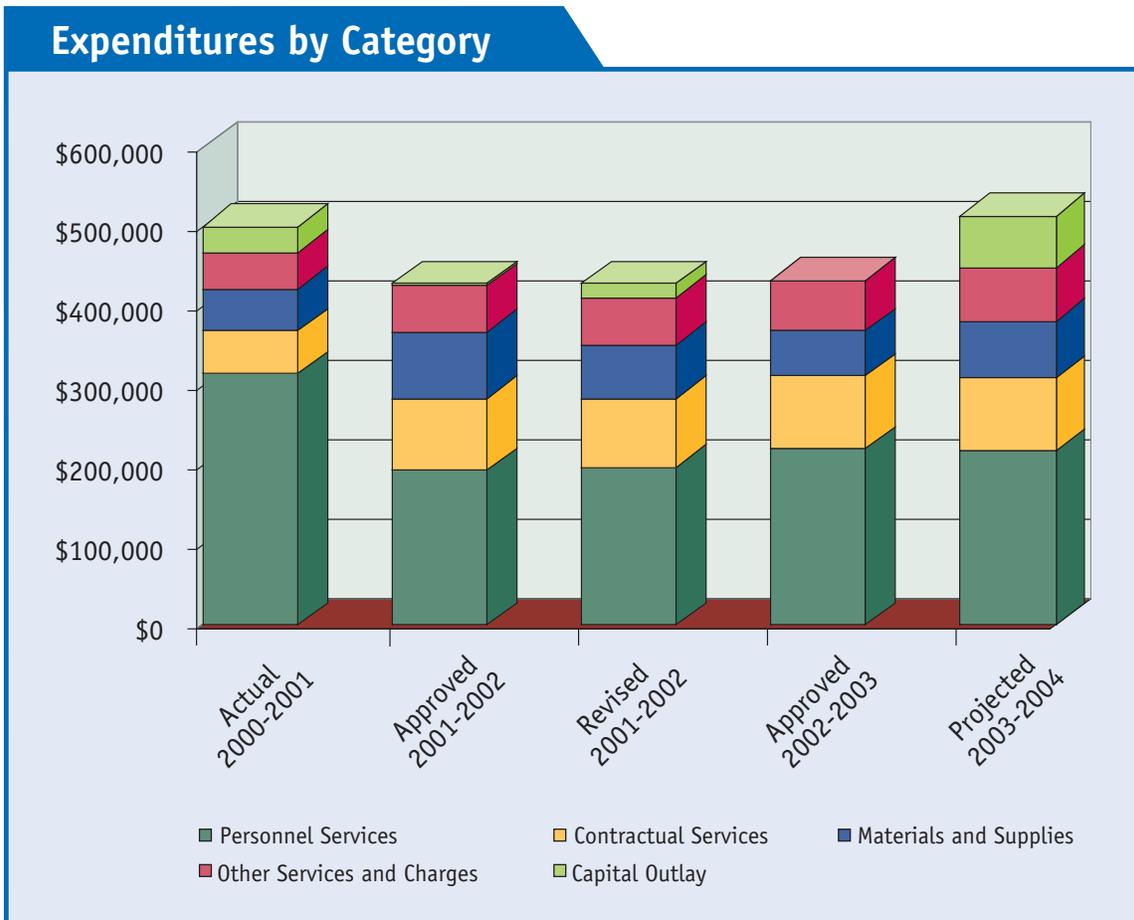
Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Utility Support Supervisor	1	1	1	1.00	1.00	1.00
Utility Electrician Supervisor	0	0	1	0.00	0.00	1.00
Utility Support Electrician II	1	1	0	1.00	1.00	0.00
Senior System Mechanic	1	1	0	1.00	1.00	0.00
System Mechanic Supervisor	0	0	1	0.00	0.00	1.00
Electronics Specialist	1	1	1	1.00	1.00	1.00
Electrician Assistant	1	0	0	1.00	0.00	0.00
Water Service Representative	2	0	0	2.00	0.00	0.00
Senior Water Service Representative	2	0	0	2.00	0.00	0.00
Total	9	4	4	9.00	4.00	4.00

Wastewater System Support

Wastewater System Support Department

Summary of Expenditures:

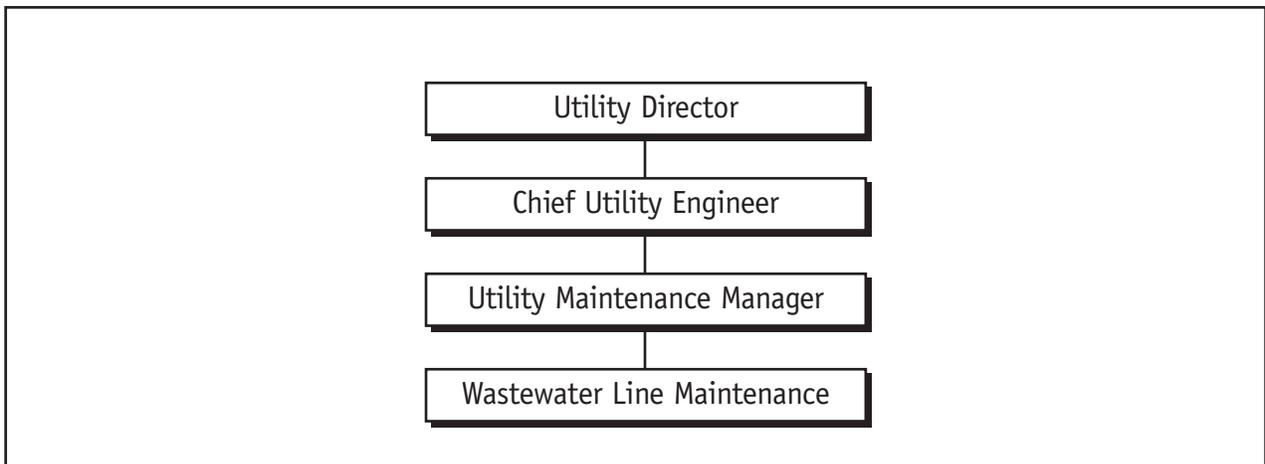
	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$316,021	\$195,269	\$199,269	\$222,202	\$219,334
Contractual Services	53,798	89,550	85,550	91,550	91,550
Materials and Supplies	52,459	83,460	67,840	56,500	71,550
Other Services and Charges	45,745	58,975	58,975	64,000	67,000
Capital Outlay	32,594	2,500	18,120	0	64,500
Total Expenditures:	\$500,617	\$429,754	\$429,754	\$434,252	\$513,934
Expenditures per Capita:	\$7.53	\$6.03	\$6.03	\$5.79	\$6.44



Wastewater Line Maintenance Department

The Wastewater Line Maintenance Department is responsible for the maintenance and repair of 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 Supervisor who reports to the Utility Maintenance Manager who reports to the Chief Utility Engineer, and all of whom report to the Utility Director.

Mission: Provide all of our customers with safe, adequate, reliable, and high quality wastewater services.



Departmental Program Summary:

The Wastewater Line Maintenance Department consists of one program described below:

Programs:

Wastewater Line Maintenance: Wastewater Line Maintenance Crews are dispatched on a continuous basis to repair line breaks and remedy service problems. This program operates on a twenty-four hour a day, three hundred sixty-five days per year schedule. With the current inspection, correction and documentation requirements of the Texas Natural Resource Conservation Commission's (TNRCC) Edwards Aquifer Rules (Chapter 213), the Wastewater Line Maintenance Cost Center has a major responsibility for identifying and correcting inflow and infiltration (I&I) into the City's wastewater collection system. This responsibility requires videotaping all wastewater lines and inspecting each manhole in

the system every five years. Wastewater Line Maintenance also performs preventative maintenance and existing water utility locates in accordance to the Texas Line Locate Bill, "ONE CALL".

FY 2001-2002 Highlights:

Through the regional wastewater system being constructed by the Lower Colorado River Authority (LCRA), the City is actively working to reduce the number of lift stations on our wastewater collection system. Lance Haven, a centrally located lift station, was removed from the Downtown area. The Utility Division also began coordination with LCRA to eliminate four additional lift stations and an above ground wastewater line by 2002.

Wastewater Line Maintenance

FY 2001-2002 Highlights: (cont.)

In 1998, the City contracted with the RJN Group, Inc. to perform a multi-year comprehensive sanitary sewer investigation. The purpose of the investigation was to evaluate I&I sources and develop a plan to correct any I&I sources found as required under TNRCC's Edwards Aquifer Rules (Chapter 213). In Phase II of RJN Group's investigation, detailed inspections were done within three of the 37 wastewater system sub-drainage basins. In RJN Group's Phase I Report, these three basins had the greatest rate of I&I into the system. Consequently, the City again contracted with the RJN Group, Inc. to design and develop construction plans to correct the I&I sources found within the three wastewater sub-drainage basins identified. The continuing scope of this project will be to repair existing leaks, replace 8,000 linear feet of failing wastewater lines, and rehabilitating 305 wastewater manholes. It should be noted that our wastewater collection system consists of 37 wastewater sub-drainage basins, over one million linear feet of lines and 3,714 wastewater manholes.

Also in FY 01-02, an Administrative Technician was hired to support Wastewater Line Maintenance.

FY 2002-2003 Overview and Significant Changes:

Wastewater Line Maintenance will emphasize forming and staffing our I&I program, our five-year collection system inspection program as mandated by the TNRCC, and our initiative to develop an in-house wastewater systems model. Utility staff will actively participate in long-range wastewater service strategies with the LCRA, Brazos River Authority (BRA), and other area utility providers. The City will actively work to maintain, upgrade, and improve reliability and expand our utility systems to better service customers now and into the future.

New Programs for FY 2002-2003:

Wastewater Line Inspection Crew: This program will fund a 3/4-ton utility truck, and a new crew leader and utility technician to man the new camera truck.

Cold Weather Gear: This program will fund the purchase of cold weather gear to provide Wastewater personnel with comfort and protection against inclement weather.

First Response Crew Leader: This program will fund the hire of one full-time crew leader who will: help the City comply with TNRCC's five-year inspection and correction documentation rule; provide information for the City's Wastewater Model; and provide information for the Global Positioning System (GPS) mapping and locating system.

Departmental Goals:

- Develop and maintain a comprehensive, integrated in-house wastewater distribution system-modeling program, including system inventory, mapping, and management to ensure efficient and adequate system expansions.
- Ensure citizens receive quality service in a timely manner.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Miles of Sewer Mains	220	225	235
Input			
Operating Expenditures	\$1,047,343	\$1,289,885	\$1,627,857
Number of Employees	19	20	23
Number of Hours Worked	38,760	40,800	46,920
Output			
Feet of Line Investigated –TV	35,000	52,000	59,872
Mainline	18,000	26,000	26,000
Laterals	12,000	24,000	24,000
Efficiency			
Expenditures as a % of Utility Fund Expenditures	5.88%	5.94%	7.03%
Effectiveness			
Located Number Gallons per Minute	3,000	4,500	6,000
Repaired Number of Gallons per Minute	2,400	4,500	6,000
Manholes Repaired	50	80	120
Line Stoppages Worked	535	600	650
% Customer Satisfaction Rating (Good to Excellent)	90%	95%	95%

Wastewater Line Maintenance

Summary of Key Departmental Goals

Key Goal 1:

Continual improvement and implementation of our wastewater systems inflow and infiltration (I&I) reduction program to ensure the protection of our natural resources.

Objective A:

Establish an I&I Office to coordinate and maintain our I&I reduction program documents in order to comply with applicable EPA regulations and TNRCC's Edwards Aquifer Rules.

Objective B:

Establish an additional camera crew to comply with TNRCC's Edwards Aquifer Rules.

Objective C:

Implement RJN Group's recommendations for I&I reduction through line and manhole repair, replacement, and rehabilitation.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Miles of WWL videotaped / % system	ND	20%	20%	40%	60%
Miles of WWL added to System / % increase to system	ND	5%	5%	5%	5%
Miles of WWL repaired or replaced / % of system	25%	40%	40%	50%	60%
Number of manholes rehab. / % system	10%	20%	20%	30%	40%

Key Goal 2:

Ensure that our wastewater system is reliable and is in compliance with all applicable Environmental Protection Agency and TNRCC regulations.

Objective A:

Maintain an adequate and experienced work force to meet quality service delivery needs.

Objective B:

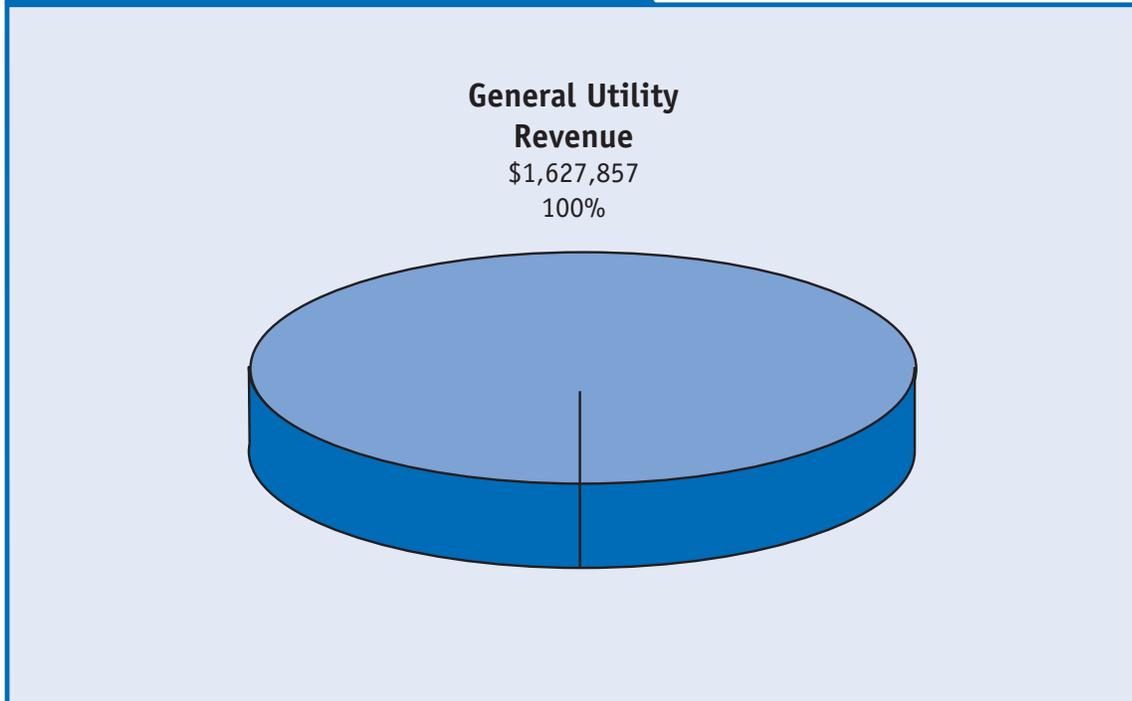
Acquire and maintain adequate equipment and supplies to meet quality service delivery needs.

Objective C:

Perform an annual evaluation of system's compliance with applicable TNRCC rules.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Open positions/turn over/new hires	ND	TBD	TBD	TBD	TBD
Number of work orders	877	964	1,000	1,060	1,106
Average response time /average time to complete	15 minutes/ 12 hours				

**Funding Sources for 2002-2003
Budget Expenditures of \$1,627,857**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Utility Supervisor	1	1	1	1.00	1.00	1.00
Administrative Technician I-III	0	1	1	0.00	1.00	1.00
W/WW Maintenance Inspector	2	2	2	2.00	2.00	2.00
Utility Crew Leader I&I	2	2	3	2.00	2.00	3.00
Utility Crew Leader	3	3	4	3.00	3.00	4.00
Utility Worker I & I Operations Tech.	1	1	1	1.00	1.00	1.00
Utility Worker II I&I	2	2	1	2.00	2.00	1.00
Utility Worker II	4	4	1	4.00	4.00	1.00
Utility Worker I I&I	2	2	2	2.00	2.00	2.00
Utility Worker I	2	2	5	2.00	2.00	5.00
Utility Worker Trainee	0	0	1	0.00	0.00	1.00
Utility Technician II I&I	0	0	1	0.00	0.00	1.00
Total	19	20	23	19.00	20.00	23.00

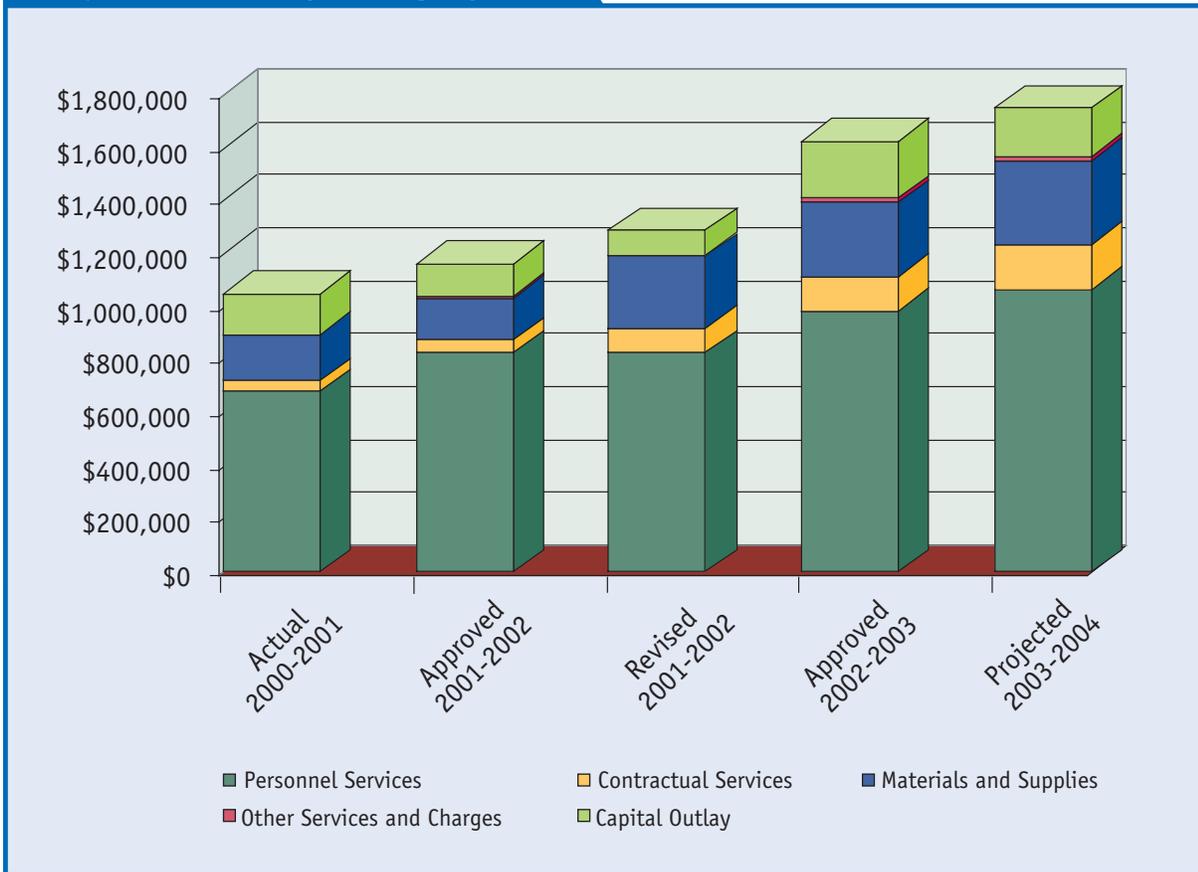
Wastewater Line Maintenance

Wastewater Line Maintenance Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$680,887	\$826,970	\$826,970	\$985,081	\$1,064,674
Contractual Services	40,669	48,795	90,823	129,100	174,067
Materials and Supplies	173,542	158,670	273,727	280,876	312,450
Other Services and Charges	3,134	6,000	7,000	15,500	15,500
Capital Outlay	149,111	124,450	91,365	217,300	184,200
Total Expenditures:	\$1,047,343	\$1,164,885	\$1,289,885	\$1,627,857	\$1,750,891
Expenditures per Capita:	\$15.75	\$16.34	\$18.10	\$21.70	\$21.93

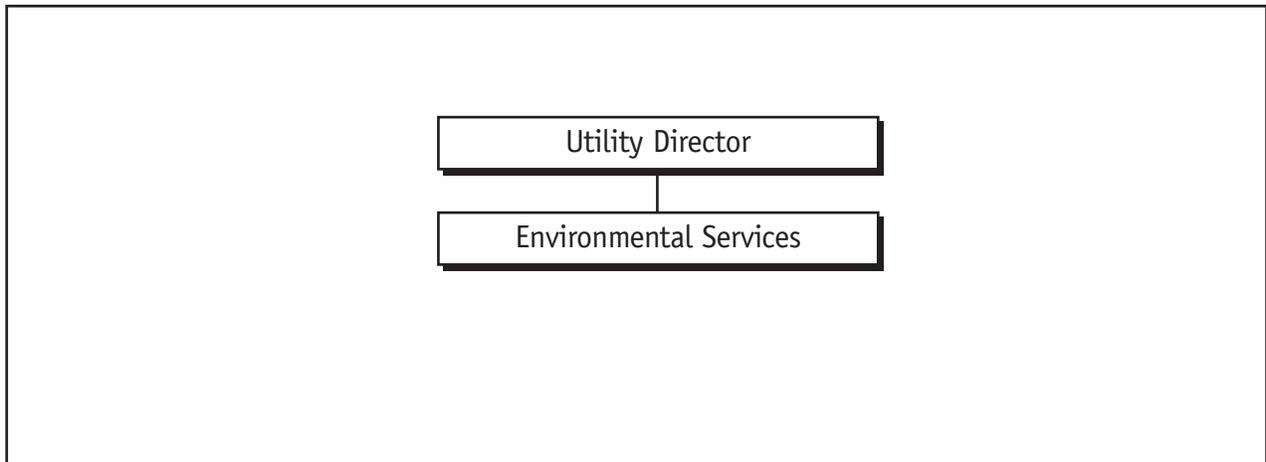
Expenditures by Category



Environmental Services Department

Environmental Services consists of several primary activities: Industrial Waste Pretreatment, Recycling Services, and Analytical Services. These activities are accomplished through implementing and encouraging pollution prevention activities, enforcing environmental regulations, and quantifying pollutant concentrations.

Mission: To provide resource preservation, conservation, and protection through the implementation and enforcement of environmental regulations and stewardship.



Departmental Program Summary:

As depicted above, the Environmental Services Department consists of one program, which is described below:

Programs:

The Environmental Services Department consists of three primary areas: Industrial Waste Pretreatment, Recycling Services, and Analytical Services.

Industrial Waste Pretreatment: is mandated by the Environmental Protection Agency (EPA) and the Texas Natural Resource Conservation Commission (TNRCC). The component is designed to protect the wastewater collection and treatment systems, public health, environment, and public waterways from the adverse impact of pollutant discharge. The pretreatment program includes permitting, inspecting, sampling, and testing of local businesses and industries to ensure compliance with applicable regulations.

Recycling Services: consists of a single drop off recycling center, four oil-recycling stations, and an in-house City recycling office. The collection of hazardous home chemicals is also incorporated in this program. Recycling centers are open to the public seven days a week.

Analytical Services: provides testing services to a variety of customers. These include the City Water Treatment and Construction Inspections Departments, citizen inquiries, and municipal accounts. The laboratory has been certified by the Texas Department of Health since 1996 and maintains the highest standard of quality control. Analytical Services is responsible for generating data required to recover waste treatment costs passed on by the Brazos River Authority (BRA).

Environmental Services

FY 2001-2002 Highlights:

- The Industrial Waste Pretreatment program achieved 90% compliance by all industrial and commercial businesses.
- The Industrial Waste Pretreatment program successfully prosecuted an industry not in compliance. The industry was found guilty of 57 violations, fined \$40,250 and was required to spend another \$250,000 for additional waste treatment equipment.
- The Analytical Services increased its municipal water lab accounts to 18.
- The Recycling Services program began collecting aluminum and plastic within City offices.
- The Environmental Services Division held two paint collections and one home chemical collection.

FY 2002-2003 Overview and Significant Changes:

The Environmental Services Division will address the need for proper home chemical disposal by expanding the services currently offered to citizens. In the upcoming budget, the division is proposing a new program to encourage routine collections of hazardous home chemicals.

New Programs for FY 2002-2003

Environmental Collection Center: This program will require the purchase of a portable chemical storage building(s), two metal dump bins, and two portable carports.

Administrative Technician: This program will add one FTE who will perform administrative duties for the Analytic Services, Industrial Pretreatment, and Environmental Collection activities.

Departmental Goals:

The Environmental Services Operational Plan identifies the following goals:

- Provide analytical testing services to internal and external customers.
- Provide resource management including solid waste and waterways.
- Conduct pollution prevention activities.
- Continue to develop and empower employees.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Number of Municipal Accounts	8	18	25
Daily Recycling Customers	ND	50	55
Input			
Operating Expenditures	\$226,517	\$403,084	\$420,367
Number of Employees	4	5	6
Output			
Number of Inspections	331	400	450
Bacteriological Samples	2,277	3,000	3,200
Industrial/Commercial Samples	662	700	750
Special Samples	238	250	250
Tons of Material Processed	511	525	550
Laboratory Efficiency			
Cost per Water Sample	\$13.12	\$13.20	\$13.25
Cost per Wastewater Sample	\$61.45	\$61.30	\$61.20
Pretreatment Efficiency			
Cost per Sampling Event	\$70.67	\$70.75	\$71.25
Cost per ton of material recycled	\$167.51	\$162.43	\$153.09
Effectiveness			
% Error of Results	7%	5%	5%
% of Users in Compliance	95%	95%	95%
Tons of Material Diverted	410	450	450

Environmental Services

Summary of Key Departmental Goals

Key Goal 1:

Provide analytical testing services to internal and external customers.

Objective A:

Perform water and wastewater tests.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of water tests	1,724	1,800	2,277	2,400	2,500
Number of wastewater tests	319	500	662	700	750

Objective B:

Increase contract testing services.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number of contracts/customers	0	11	8	18	25

Objective C:

Improve internal quality control.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Percent error of results	12%	5%	5%	5%	5%
Spike recovery	ND	90%	92%	90%	90%

Key Goal 2:

Provide resource management including solid waste and waterways.

Objective A:

Improve household hazardous waste management.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02*	Forecast 02/03*
Tons of material disposed or recycled	25	50	50.92	10	11
Number of participants	873	775	767	300	400

* Indicates City of Round Rock participants only.

Objective B:

Improve waste diversion efforts.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Tons of material diverted from the landfill	ND	60	410	450	450

Summary of Key Departmental Goals (Cont.)

Key Goal 3:

Conduct pollution prevention activities.

Objective A:

Conduct the industrial waste pre-treatment program.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Number and type of users	120	140	140	150	150
Number of citations issued	40	42	74	10	10

Objective B:

Protect surface and ground water sources.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Raw water quality (NTU)	5.28	5	6	5	5

Objective C:

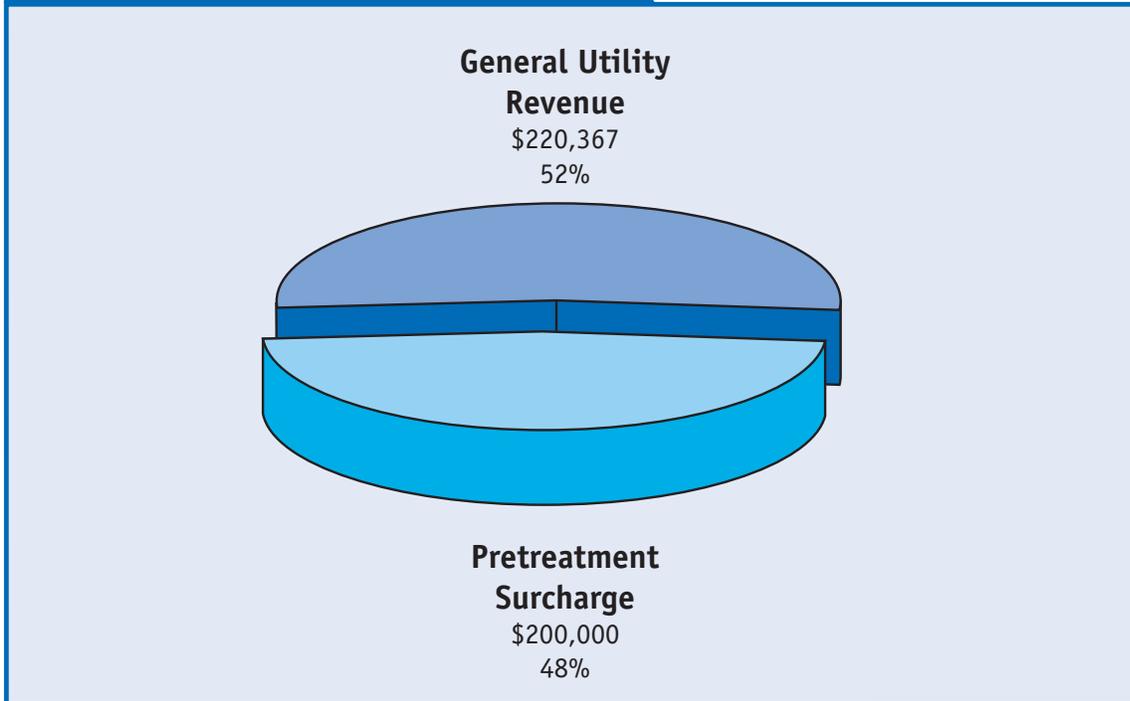
Reduce waste concentrations entering the WWTP and collection system.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
WWTP influent quality	ND	ND	ND	ND	ND
Number of collection system problems	ND	20	55	55	55

Trend: Increase due mostly to number of restaurants added to the system.

Environmental Services

Funding Sources for 2002-2003 Budget Expenditures of \$420,367

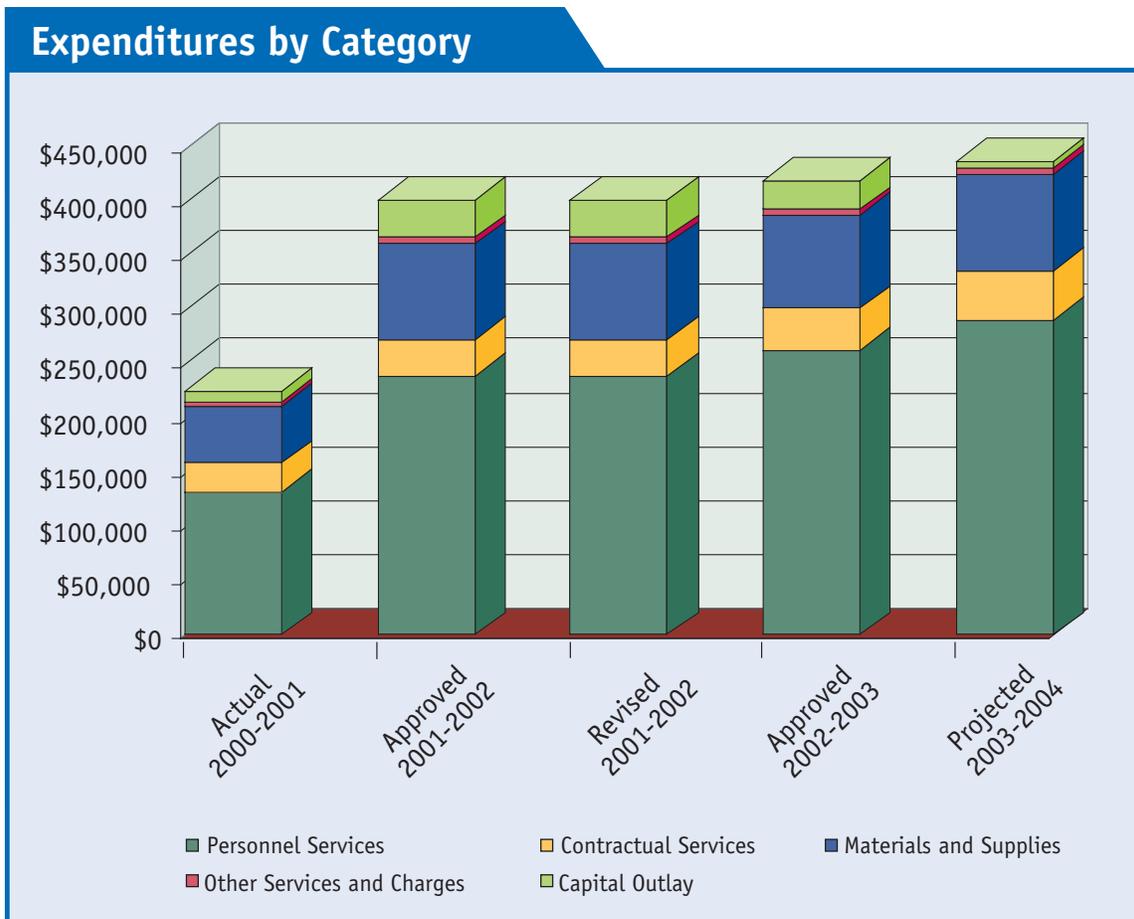


Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Environmental Laboratory Analyst	1	2	2	1.00	2.00	2.00
Environmental Quality Specialist	1	1	1	1.00	1.00	1.00
Environmental Services Supervisor	1	1	1	1.00	1.00	1.00
Field Laboratory Technician	1	1	1	1.00	1.00	1.00
Administrative Technician II	0	0	1	0.00	0.00	1.00
Total	4	5	6	4.00	5.00	6.00

Environmental Services Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$131,922	\$239,254	\$239,254	\$263,167	\$291,514
Contractual Services	27,588	34,860	34,860	39,700	46,000
Materials and Supplies	52,344	88,200	88,200	85,750	90,100
Other Services and Charges	3,735	5,750	5,750	5,750	5,750
Capital Outlay	10,928	35,020	35,020	26,000	6,000
Total Expenditures:	\$226,517	\$403,084	\$403,084	\$420,367	\$439,364
Expenditures per Capita:	\$3.41	\$5.66	\$5.66	\$5.60	\$5.50

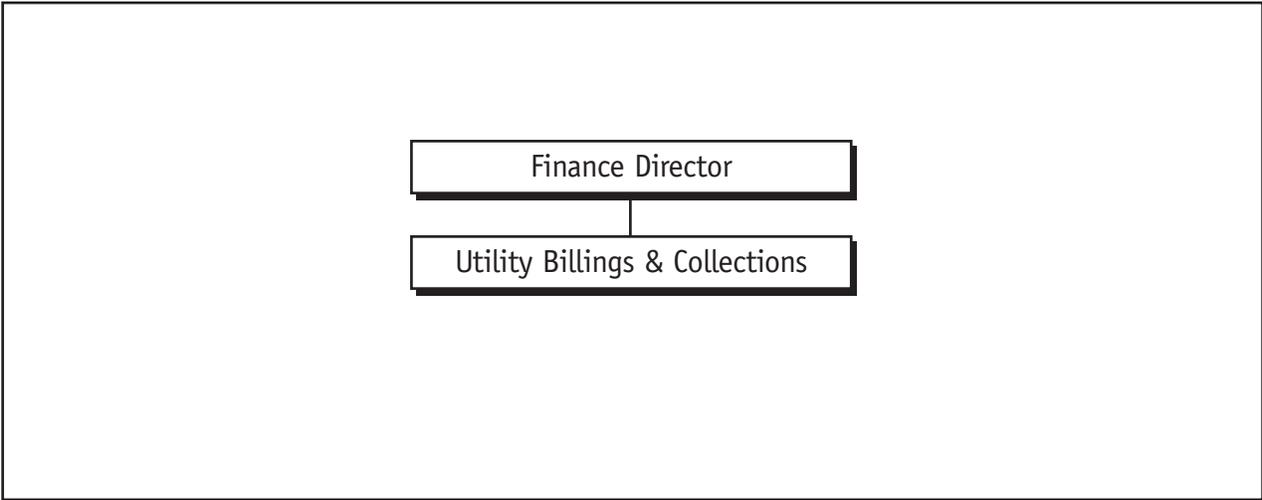




Utility Billings and Collections Department

The Utility Billing Office handles a multitude of customer related activities including the accounting, billing, and collection of all customer water, sewer, and garbage billings; establishment of new service and/or service disconnects; and, customer assistance to include home visits upon request.

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 for all citizens of Round Rock.



Departmental Program Summary:

The Round Rock Utility Billings and Collections Department consists of a single program divided into the following components:

Programs:

Data Entry: The Data Entry office must stay abreast of all new meters set in the ground in order to provide water service to new connections. This information is gathered through collaborating with the Water System Support Department and Building Inspections Department, and an account is subsequently set up in the City’s main database. For existing meters, it is necessary to have the correct occupant information for billing purposes. This information is reviewed on a monthly basis, and we are dependent on our customers to inform us of any changes of occupancy.

Meter Reading: Water System Support staff is responsible for meter reading. The Utility Billing staff works closely with Water System Support staff to insure the reading schedule is adhered to and all deadlines for meter reading are met.

Monthly Billing: This office has primary responsibility for insuring that all monthly billings are properly calculated and invoiced in a timely manner.

Collection: The office is responsible for the collection of current and past due monies owed to the City of Round Rock. The collection process occurs throughout the month, which ensures that accounts are collected in a timely manner.

Utility Billings and Collections

FY 2001-2002 Highlights:

Round Rock's customer base increased by approximately 1,600 accounts in FY 2001; however, during the first quarter of FY 2002 the increase in the City's customer base slowed significantly. As a result, during the last several months the utility staff has been challenged by a major increase in customers adversely impacted by the economy, many of who are unable to keep their balances current. The utility office continues to negotiate with this segment of our customer base while making every effort to adhere to policy collection guidelines. Our staff is dedicated to providing superior customer service while maintaining a positive and healthy attitude.

In January 2002, a program was initiated giving customers the ability to pay their bills via credit card. Due to the newness of the program, the total impact this service will have on the City is yet to be realized. Conversely, our direct debit program continued to grow and the City currently has over 1,100 customers utilizing this service.

FY 2002-2003 Overview and Significant Changes:

Utility Billing's system software should be upgraded prior to the end of fiscal year 2003. The software company utilized by the City, INCODE, has been perfecting a windows based version of their software, which was released in September 2001. Though few, some problems requiring attention were encountered during visits to the different sites that have migrated to the new version. Originally, Utility Billings intended to switch to the new version in fiscal year 2002, but the upgrade will be delayed until these minor problems are resolved. This new software will enable the office to streamline daily processes even further.

New Programs for FY 2002-2003

System Administrator: This program adds one FTE with database skills in the City Hall ITC division.

Accountant II: A new Accountant II position is proposed for FY 2002-2003 to assist with the overall financial management of the Utility System.

Work Stations: This program will include the purchase of individual work stations to help improve privacy, lower noise levels, and improve efficiency by reducing distractions.

Departmental Goals:

- To assist with the review of the upcoming utility rate study.
- To review and implement an upgrade to the billing system.
- To continue to research and provide additional alternative payment options for customers.
- To achieve a higher level of customer service satisfaction and excellence.
- To stay abreast of technology updates for department related activities.
- To increase the level of experience within the department and build stronger team unity.
- To migrate towards new technology for permanent record keeping.
- Establish a higher priority for delinquent account field collection.
- Encourage ongoing training for all customer service representatives.
- Continue to pursue the physical relocation of the meter readers to their own area when the mechanics of the transfer are in place.

Summary of Key Measurement Indicators

Measurement Indicators	Actual 2000-2001	Estimated 2001-2002	Projected 2002-2003
Demand			
Customer Base	21,686	23,186	24,686
Input			
Operating Expenditures	\$633,978	\$801,228	\$929,757
Number of Customer Service Representatives	10.625	10.625	12.625
Output			
Number of Work Orders Processed	15,666	15,700	16,000
Number of Payments Collected	234,101	240,000	245,000
Total Dollars Collected	\$22,732,904	\$22,700,000	\$23,000,000
Efficiency			
Utility Billing Expenditures as a % of Utility Fund	3.56%	3.69%	4.01%
Effectiveness			
Data Entry Error Rate	15	15	15

Utility Billings and Collections

Summary of Key Departmental Goals

Key Goal 1: Provide professional and courteous service to all our citizens; new as well as existing customers.

Objective A: Implement an annual survey to measure customer satisfaction.

Objective B: Obtain an 85% or higher satisfaction rate.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Annual Survey implemented by 7/1/02	N/A	N/A	N/A	7/01/02	N/A
% of Customers satisfied	N/A	N/A	N/A	80%	85%

Trend: Customer satisfaction is expected to increase 5%.

Key Goal 2:

Disseminate accurate and helpful information to our customers.

Objective A: To give our customers correct information regarding their account status as measured by their response on the annual customer survey.

Objective B: Provide Customer Service Representatives with internal (in-house) and external (outside) training to improve customer service and assure that accurate information is disseminated.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
% satisfied with information received measured via Customer Survey	N/A	85%	*	85%	85%
No. hours internal training provided	N/A	8	8	8	8
No. hours external training provided	N/A	8	8	8	8

Trend: Occasional complaints due to CSR not having the experience needed to relay correct information.

* Customer survey was sent out in July of 2002.

Key Goal 3: Streamline new account process by offering on-line application to customers.

Objective A: Implement program by 7/01/03 and provide options for new customer service requests.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Program Implemented by 7/01/03	N/A	N/A	N/A	N/A	7/01/03
Volume of customers who submit	N/A	TBD	TBD	TBD	TBD

Trend: Computer-aged people request additional services. Program not to go online until 7/01/03. Will forecast volume of customers who submit as soon as program is initiated and trend data is gathered.

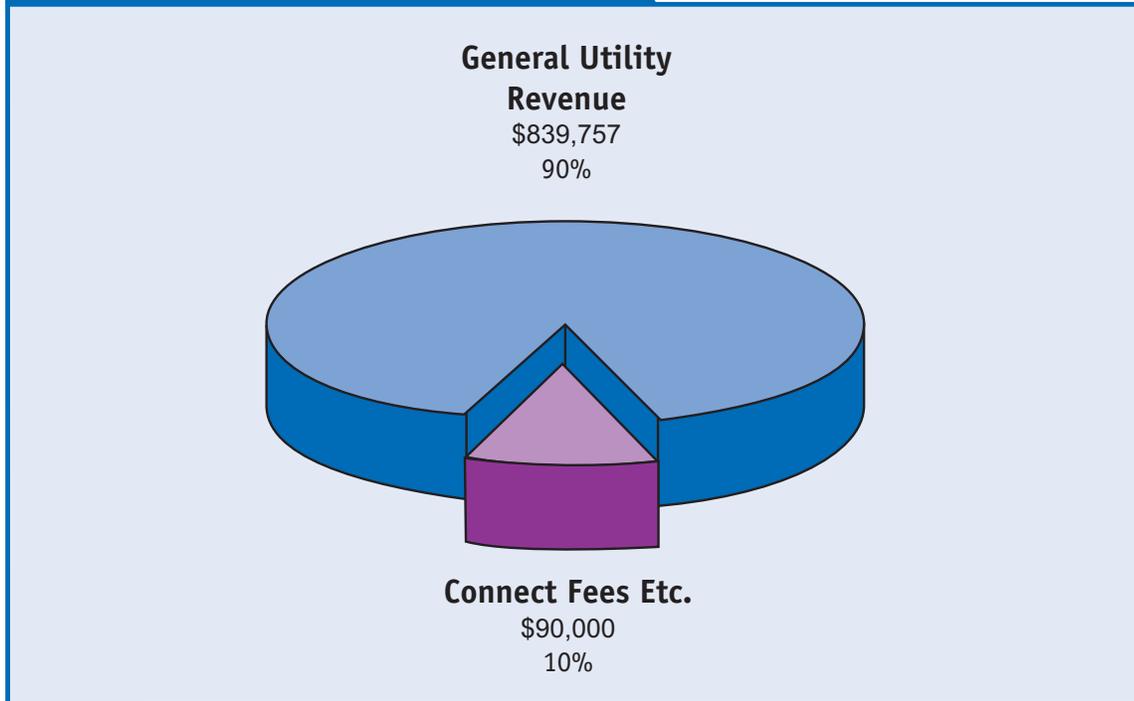
Key Goal 4: Offer additional payment options to customers who request them.

Objective A: Complete a study by 4/01/02 that determines the feasibility of allowing customers to pay by credit/debit card and possibly on-line.

Measure	Actual 99/00	Forecast 00/01	Actual 00/01	Forecast 01/02	Forecast 02/03
Feasibility study completed by 7/01/02/No. of cust. pay on-line	N/A	N/A	N/A	100	200

Trend: Larger portion of customers are requesting additional payment options.

**Funding Sources for 2002-2003
Budget Expenditures of \$929,757**



Authorized Personnel	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Utility Office Manager	1	1	1	1.00	1.00	1.00
Utility Billing Supervisor	1	1	1	1.00	1.00	1.00
Senior Customer Service Representative	1	1	1	1.00	1.00	1.00
Accounting Technician II	0	0	1	0.00	0.00	1.00
Customer Service Representative	5	5	5	5.00	5.00	5.00
Receptionist	1	1	1	1.00	1.00	1.00
Customer Service Representative - P/T	1	1	1	0.63	0.63	0.63
Field Services Coordinator	1	1	1	1.00	1.00	1.00
Systems Administrator	0	0	1	0.00	0.00	1.00
Total	11	11	13	10.63	10.63	12.63

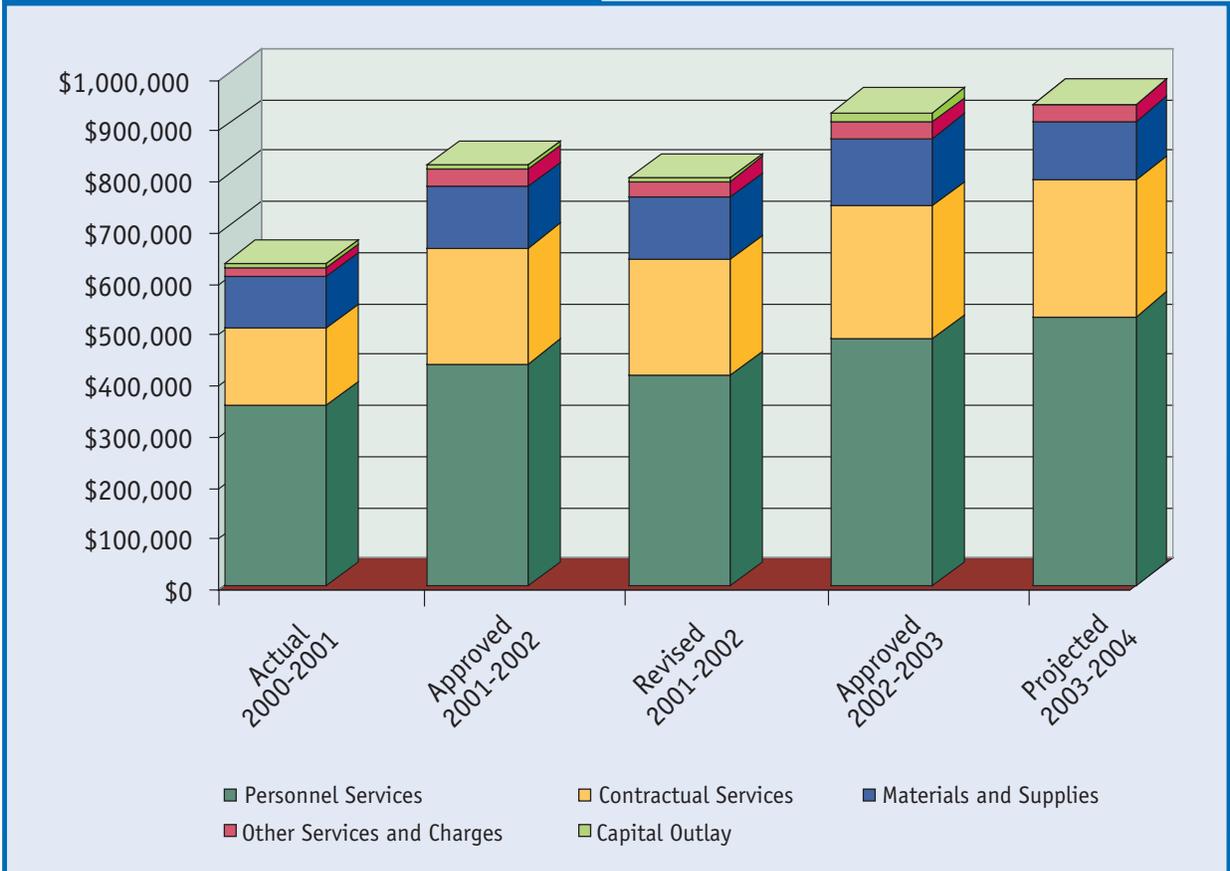
Utility Billings and Collections

Utility Billings & Collections Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$354,606	\$436,827	\$412,228	\$486,355	\$529,173
Contractual Services	152,733	227,650	227,650	260,102	267,175
Materials and Supplies	100,737	120,850	122,350	132,700	116,850
Other Services and Charges	17,570	33,000	33,000	33,000	33,000
Capital Outlay	8,332	7,500	6,000	17,600	0
Total Expenditures:	\$633,978	\$825,827	\$801,228	\$929,757	\$946,198
Expenditures per Capita:	\$9.53	\$11.59	\$11.24	\$12.40	\$11.85

Expenditures by Category



Utility Debt Service & Transfers Program Description

To provide for the scheduled retirement of the City's Bonded and other long-term debt. See also the Bonded Debt Section of this budget.

Utility Debt Service

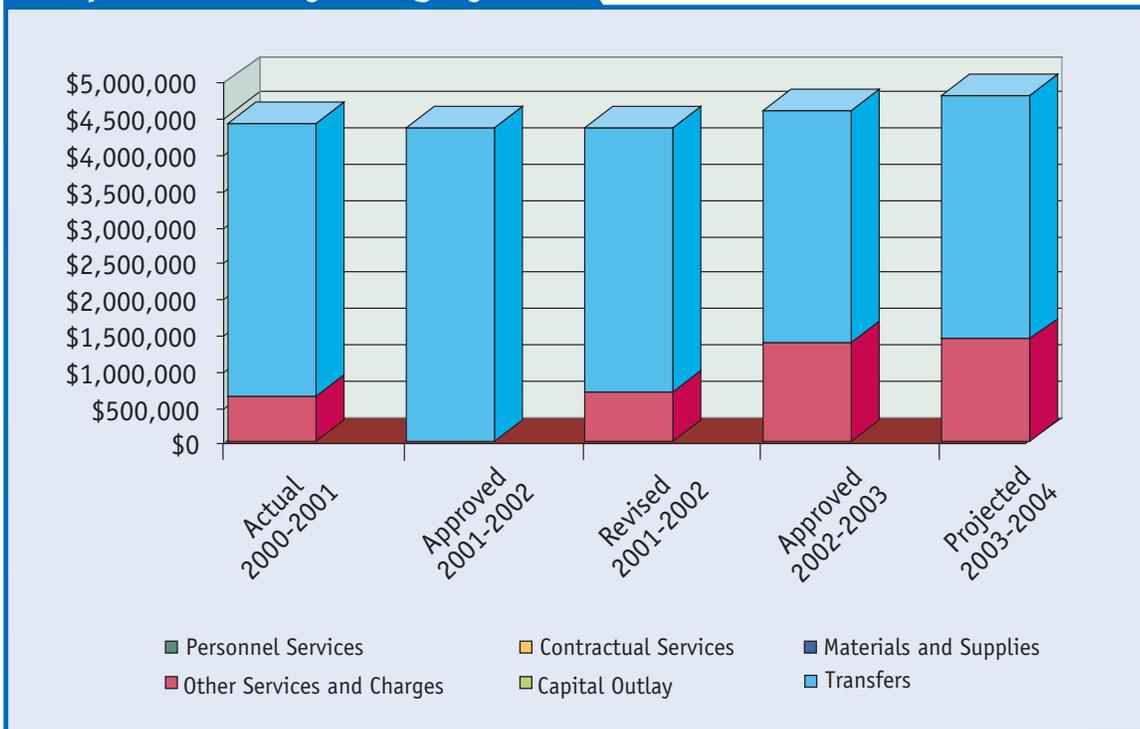
Utility Debt Service & Transfers Department

Summary of Expenditures:

	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget	2003-2004 Projected Budget
Personnel Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Materials and Supplies	0	0	0	0	0
Other Services and Charges	636,441	0	675,000	1,357,178	1,414,055
Capital Outlay	0	0	0	0	0
Transfers	3,760,259	4,333,000	3,658,000	3,219,000	3,366,000
Total Expenditures:	\$4,396,700	\$4,333,000	\$4,333,000	\$4,576,178	\$4,780,055

Note: The Expenditures per Capita detail is not shown for this department as the majority of the expenditures are transfers and support other operating expenditures.

Expenditures by Category





Capital Projects Funds Expenditures

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Capital Projects Funds
Expenditures



ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

Capital Projects Expenditures

The following schedules provide the status of various projects currently underway or expected to be started during the fiscal year. The projects are organized by type and include funding sources and the effects on the current operating budget. Major construction or development projects may span multiple fiscal years and correspondingly, are not budgeted annually. General authority for project expenditures is obtained upon the issuance of bonds or establishment of other fund sources.

Capital Projects Expenditures

The Capital Improvement Project (CIP) Process

The following paragraphs outline the basic CIP process in Round Rock.

1. **Defining eligible projects.** The first step in the CIP process is the definition of eligible projects. ICMA indicates that a common definition is "new or expanded physical facilities that are relatively large in size, expensive, and permanent. Some common examples include streets and expressways, public libraries, water and sewer lines, and park and recreation facilities." (International City Management Association, The Practice of Local Government Planning. Second Edition, 1988, p.450)

Round Rock uses a general definition for eligible projects as items generally costing greater than \$50,000, provides a fixed asset or equipment and has a life span of at least five years.

Project identification information typically includes the following data:

- * Project number;
- * Project name and location;
- * Project type;
- * Budget status;
- * Funds available;
- * Date last reviewed and updated;
- * Project description;
- * Estimated timing for design and construction;
- * Cost allocation (design, ROW/land acquisition, construction, equipment, materials, utility relocations, furnishings, land betterment, and other costs);
- * Remarks; and,
- * Project location map.

2. **Developing a priority ranking system.** Each department produces a list of the various needs for their area of responsibility. These lists are compiled by the Planning Department and each Department Head is assisted in determining the timing and priorities for each individual project. The overall CIP is then reviewed with the City Manager to aid in translating Council priorities into departmental priorities.
3. **Developing and coordinating potential funding sources, and assessment of City's capacity to service additional debt.** An integral part of any CIP is the assessment of the financial condition of the City, its ability to service existing and additional debt, and identification of potential sources of revenue to pay for needed additional capital improvements. Usually this assessment is prepared by the Director of Finance and should provide the foundation for the proposed CIP.
4. **Preparing the Spending Plan.** Based upon the prioritized list of needed improvements and the assessment of sources and availability of funding, the next step in the process is the preparation of the CIP spending plan. The plan identifies the facilities that are programmed (to be constructed) in the next fiscal year. Upon preparation, the CIP spending plan is presented to the government body for ratification, and becomes the official and legal policy of the City.
5. Financial information reflected in this section of the budget document represents the culmination of the CIP whereby funding that has been established and the project(s) are scheduled for activation.

General Government

Funding Source

Tax exempt lease financing
 General government resources
 2000 Certificates of Obligation
 2002 General Obligation Bonds

	Total Project Cost	Expended through 9/30/02	2002-2003 Estimated Expenditures	2003-2004 Estimated Expenditures
General Government				
Municipal Complex Phase One	\$6,036,522	\$3,084,771	\$2,951,751	\$-
City Maintenance Office & Warehouse	516,738	513,897	2,841	-
City Vehicle Maintenance Yardsite	702,438	655,788	46,650	-
Public Works Building Expansion	700,000	855	699,145	-
SW Downtown Area Infrastructure*	6,045,000	-	1,521,000	3,244,000
Financial System Upgrade	200,000	-	200,000	-
Municipal Complex Phase Two*	11,845,000	-	-	-
Totals	\$26,045,698	\$4,255,311	\$5,421,387	\$3,244,000

*Project requires funding beyond 2003-2004.

Project Summary and Budgetary Impact

- These projects address a rapidly increasing need for public service facilities as the City's population grows and quality of life expectations increase. City staff will grow with these expectations. A new municipal complex will provide the unique and specific requirements of a city building. Phase One will consist of a new facility for Municipal Court, Planning and Parks and Recreation. The building which has been named G.W. McConico Building is expected to be completed in the spring of 2003. Operating costs for the facility will primarily consist of utilities, maintenance and insurance in the approximate amount of \$60,000 per year. Phase Two components are the construction of a new city hall building, parking lot and a campus green.

Capital Projects Expenditures

General Government - Cont.

- The Public Works building expansion will allow for the additional space needed for services that are intrinsic in the operation of the City. Operating costs will be increases to utilities, maintenance and insurance, and will be approximately \$25,000 annually. The Vehicle Maintenance and Yardsite Facility is undergoing renovation to both the building and the yard to more efficiently accommodate growing personnel and equipment needs. The Maintenance Office and Warehouse will provide housing for the maintenance department as well as provide warehouse storage for the City.
- The southwest downtown area infrastructure improvements were identified through the planning, design and citizen participation process for the Municipal Complex. Components of the project consist of street, sidewalk, drainage and streetscape improvements. These will also include improvement to the water and wastewater utilities and a water pollution abatement system that includes a regional water pollution abatement pond and necessary flow control structures. Annual operating costs would be for increases to maintenance and utility services estimated at \$15,000.
- The financial system upgrade will be installed over the current fiscal year. The upgrade will be web-based and will provide greater operational efficiency and should have no increase in the established operating costs to the department.

Street & Drainage Improvements

Funding Source

- 1998 General Obligation Bonds
- 1997 Certificates of Obligation
- TXDOT reimbursements
- General government resources
- Williamson County participation
- 2002 General Obligation Bonds

	Total Project Cost	Expended through 9/30/02	2002-2003 Estimated Expenditures	2003-2004 Estimated Expenditures
Streets				
Ray Berglund Streets	\$949,830	\$54,505	\$500,000	\$395,325
Chisholm Trail North	1,079,412	407,077	672,335	-
CR122	950,000	225,669	724,331	-
Seal Coat Program FY2001	1,146,000	1,042,754	103,246	-
Seal Coat Program FY2002	1,198,850	-	1,198,850	-
Gattis Schl. Rd. Intersection & Safety	2,910,000	-	1,431,375	1,478,625
Creekbend Drive*	5,175,000	-	348,000	880,000
Chisholm Trail Reconstruction*	6,160,000	-	697,250	832,750
Chisholm Parkway Extension*	1,300,000	-	450,000	-
Sam Bass Rd. (Meadows to IH35)*	3,820,000	-	647,308	387,692
Downtown Streets-Phase One*	2,190,000	-	355,000	1,816,300
Various Round Rock West Streets	1,775,000	-	224,000	1,551,000
Austin and Liberty Avenue*	3,895,000	-	-	-
Eggers Acres-Dennis Dr.*	1,570,000	-	-	-
Ledbetter St.	280,000	-	280,000	-
Totals	\$34,399,092	\$1,730,005	\$7,631,695	\$7,341,692

* Project requires funding beyond 2003-2004.

Capital Projects Expenditures

Street & Drainage Improvements

Project Summary and Budgetary Impact

- Various residential and arterial streets will be resurfaced or completely rebuilt this year as indicated in the above itemization. These projects will greatly improve and enhance mobility, decrease congestion, as well as provide better road safety and better access to key areas. Adjusting underground utilities and drainage will be incorporated into many of these projects. The operating budget impact from these street upgrades is not exactly quantifiable. However, the operating budget for street maintenance reflects expected maintenance cost savings for the newly surfaced streets and reflects the additional costs associated with a growing community's road and street system.

Public Works Improvements

Sidewalks, Landscapes, Traffic Signals and Drainage Improvements

Funding Source

- General government resources
- 2000 Certificates of Obligation
- 1997 Certificates of Obligation
- 2002 General Obligation Bonds

	Total Project Cost	Expended through 9/30/02	2002-2003 Estimated Expenditures	2003-2004 Estimated Expenditures
Sidewalks, Landscapes, Signals				
Mays St. Sidewalks	\$100,000	\$23,481	\$76,519	\$-
Downtown Sidewalks	752,744	569,317	183,427	-
1998 Citywide Sidewalk Program	261,000	233,613	27,387	-
Citywide Sidewalks- 2002 Phase 1	1,000,000	-	500,000	500,000
Forest Creek Safety & Sidewalks	250,000	-	45,000	205,000
CR 122 Sidewalks*	1,010,000	-	-	-
Corridor Enhancements 2002-Ph.1*	500,000	-	160,000	60,000
Corridor Enhancements 1999-2000	100,000	5,110	94,890	-
Parking, Traffic, & Signage-A*	4,000,000	-	2,031,500	-
Traffic Signals-Variou Locations*	1,290,000	-	59,000	372,000
Public Transportation Study	186,000	124,163	61,837	-
Totals	\$9,449,744	\$955,684	\$3,239,560	\$1,137,000
Drainage Improvements				
Southcreek Channel Improvements	\$1,780,000	\$-	\$228,139	\$1,551,861
Bowman Road Drainage*	1,499,999	-	-	-
Messick Loop-Hanlac Trail Channel *	640,000	-	-	-
Totals	\$3,919,999	\$-	\$228,139	\$1,551,861

* Project requires funding beyond 2003-2004.

Capital Projects Expenditures

Public Works Improvements

Project Summary and Budgetary Impact

- Sidewalks are needed along streets for better customer access to schools, parks and commercial areas. This is important for streets and roads without improved shoulder sections and where the safety of pedestrians is a concern. Areas throughout the City have been targeted for new sidewalks and sidewalk improvements. Operating costs of these projects are expected to be minimal and covered in the normal course of duties for the operating departments.
- Corridor Enhancement is to establish a program to improve strategic view corridors along specified City streets that intersect state highway system roads. The intended improvements will be fencing, signage and landscaping. The annual operating cost is not known at this time but is estimated at \$10,000 per year once all the areas are complete. These improvements are scheduled to occur between 2002 and 2006.
- Downtown Parking will consist of three connected underground parking facilities to accommodate the Municipal Office Complex, Campus Green and the downtown areas. Traffic control, pedestrian paths and crossings along with directional and informational signs will increase the ability to safely find and park near downtown destinations at any time. An annual operating cost of the three parking structures is estimated at \$30,000.
- Traffic signals will be installed at up to ten various locations within the City. This will provide increased safety of the citizens at busy intersections and decrease congestion. The City has a traffic light maintenance program in the operating budget and the addition of signals should be absorbed under this program.
- The Public Transportation Study is continuing with research on the growing need for public transportation options. A master plan outlining transit option timetables, potential cost, legal issues and funding alternatives will be developed.
- Drainage and channel improvements are necessary due to overgrowth and erosion, which inhibit safe access for maintenance. Improvements will correct the safety concerns as well as eliminating high maintenance costs.

Public Safety Improvements

Funding Source

Tax exempt lease financing
 General government resources
 2000 Certificates of Obligation
 2002 General Obligation Bonds

	Total Project Cost	Expended through 9/30/02	2002-2003 Estimated Expenditures	2003-2004 Estimated Expenditures
Public Safety				
Computer Aided Dispatch/Records	\$1,891,225	\$238,561	\$1,652,664	\$-
Fire Engine Replacement Program	830,146	47,619	782,527	-
Fire Engine Replacement Program*	410,000	-	-	-
Fire Engine Replacement Program*	420,000	-	-	-
Fire Sta. Number Two Replacement	1,625,000	-	1,625,000	-
New Police Department Building*	6,570,000	-	1,900,000	65,000
Fire Station Number Six	2,269,854	-	1,200,000	1,069,854
Totals	\$14,016,225	\$286,180	\$7,160,191	\$1,134,854

* Project requires funding beyond 2003-2004.

Project Summary and Budgetary Impact

- Computer Aided Dispatch and Records Management systems are being updated using CDPD which allows for auto-vehicle locators, laptops in patrol cars, and mobile display terminals in fire trucks using wireless data transfer. This project will create a mapping system tied into the city's existing ArcView mapping system for use by officers and firefighters in the field. The new system will ensure the police/fire radio system will accommodate the city's growth and the program will provide increased functionality for officers in the field as well as for administrators tracking the department's performance. Licensing and hardware will have a budgetary impact of approximately \$60,000 starting in FY2003 and will continue each year after that.

Capital Projects Expenditures

Public Safety Improvements - Cont.

- The Fire Engine Replacement program will span over three phases from 2002 to 2006. This program is to ensure that the older fire engines are replaced with new apparatus when they reach aging capacity. The City has four engines that in the next four years will reach their 20 year usage. The first phase will include two new engines and each additional phase contains one engine each.
- Fire Station Number Two Replacement will allow for the demolition of our current aging facility and replace it with a new one, which will accommodate existing personnel and equipment more comfortably and safely. The station will remain in the central downtown location. Building maintenance and repair costs will decrease with the completion of the new building.
- The current three police buildings are deteriorating and were not originally designed as police facilities. Based on community and police department current and anticipated growth, it is estimated that the police department will require a new facility that will meet the needs of the City's growing population as well as the housing of necessary equipment. This project will come on in two phases. The first phase is design and land acquisition and will take place in FY2002-2003. The second phase will be the construction of the building estimated to start in 2004. Operations would not be impacted until 2004-2005.
- Fire Station Number Six is necessary to disperse station resources and reduce response times to emergencies. Population and emergency calls have increased in the northeast section of the City prompting this new construction. Construction is estimated to start in 2003 and be completed in approximately twelve months. Staffing and operating the station will have a significant budgetary impact on the City beginning in fiscal year 2005.

Park Development

Funding Source

General government resources
 2000 Certificates of Obligation
 Williamson County Grant for Trails
 2002 General Obligation Bonds

	Total Project Cost	Expended through 9/30/02	2002-2003 Estimated Expenditures	2003-2004 Estimated Expenditures
Parks and Recreation				
High Country Tank Park	\$150,000	\$-	\$150,000	\$-
City Wide Trails	790,000	639,311	150,689	-
Chisholm Trail Statuary	148,000	74,013	73,987	-
Parkland Purchase	1,525,000	1,244	1,523,756	-
Water Re-use at Old Settlers	764,000	-	764,000	-
Senior Citizens Center	4,630,000	16,160	2,025,000	2,588,840
City Trail System-A*	685,000	-	-	-
Old Settlers Park-Ballfields*	1,000,000	-	-	-
Old Settlers Park-New Pool*	1,800,000	-	-	-
Old Settlers Park-Soccer Fields	220,000	-	220,000	-
Old Settlers Park Improvements	970,000	59,755	835,245	75,000
New Recreation Center*	7,000,000	-	-	-
Totals	\$19,682,000	\$790,483	\$5,742,677	\$2,663,840
Community/ Neighborhood Parks				
Bowman Park	\$97,000	\$-	\$97,000	\$-
Playground Replacement	45,000	-	45,000	-
Buck Egger Park	150,000	-	150,000	-
St. Williams Loop	18,000	-	18,000	-
Bradford/Greenlawn*	525,000	-	-	-
Totals	\$835,000	\$-	\$310,000	\$-

* Project requires funding beyond 2003-2004.

Capital Projects Expenditures

Park Development

Project Summary and Budgetary Impact

- The High Country Tank site will accommodate a small neighborhood park which will include playground equipment, trails and landscaping. Expected operating costs are as follows:

Budget Category	Annual Operating Cost FY2003	Annual Operating Cost FY2004
Personnel Costs	\$3,000	\$3,500
Contractual Services	1,000	1,000
Materials and Supplies	1,000	1,000
Other Services and Charges	250	250
Capital Outlay	750	750

- City-wide Park Trail development will encourage walking and biking in the community and support local and regional transportation systems. The expenditures provide for the design and construction of 2 miles of park trails at Old Settlers Park at Palm Valley. Williamson County has also been a cost participant. Maintenance costs are expected to be minimal. Approved by the citizens in the 2002 GO Bond election, funds have been designated for additional development of new trails and trail improvements which are scheduled to start in 2006 and will have minimal operating impact when completed.
- The Chisholm Trail Statuary project is a joint effort between the City and the Chamber of Commerce to illustrate a life-sized old west cattle drive. The City has paid for the land and is currently developing the site. No budgetary impact is expected.
- The scheduled park land purchase includes a tract of land adjacent to the Old Settler's Park. This land, when acquired, would become part of the Old Settler's Park and would be developed in the future according to the Park Master Plan. No operating expenditures are to be incurred in the next several years.
- Water re-use at Old Settler's Park will approximate 1 million gallons per day when fully operational in the year 2003. The only anticipated cost associated with this reclaimed water use is in pumping and electrical costs.

Park Development - Cont.

- A new Senior Citizen Center will be designed and developed to house the expanding various programs for senior citizens. The City's current senior center has felt the growth of the City and its facility is quickly being outgrown. The planned new facility, which will start construction in 2003, is now part of the Municipal Office Complex and Campus Green in downtown Round Rock. Operational increases in maintenance and utilities for the department will occur when the building is completed and occupied. Annual operating cost for the new center is estimated at \$416,000 and should begin in FY2005.
- Voters approved a new Recreation Center for the City in the 2002 GO Bond Election and it is scheduled to be constructed on the west side of Round Rock. The Clay Madsen Recreation Center on Gattis School Road was opened in July 2000 and has been met with an overwhelming response in memberships. A second center will allow members to utilize both centers and their various programs with more ease. This project is scheduled to start in 2006 and the department will not see any operational impact until completion.
- Improvements to Old Settler's Park will include new ballfields, soccer fields, football lighting, playground, maintenance facility, parking lots and a leisure pool. These projects are a continuation of building out the park to provide more diversified programs and recreations facilities. This build out will be done in two phases. Phase one is scheduled to start in 2003 and completed in 2004. Phase two, which includes the leisure pool, is estimated to start in 2004. These projects will require additional maintenance crews and operating costs, as they are completed and begin operation.

Budget Category	Annual Operating Cost FY2003	Annual Operating Cost FY2004
Personnel Costs	\$0	\$15,000
Contractual Services	\$0	\$10,000
Materials and Supplies	\$0	\$2,000
Capital Outlay	\$0	\$3,000

- Improvements to neighborhood parks such as Bowman and Buck Egger are upgrades or betterments to existing facilities and will have no significant impact on the operating budget. Playground replacements will provide safe, usable and more attractive sites and should provide relief to maintenance costs in the operating budget.

Capital Projects Expenditures

Water Systems Improvements

Funding Source

Utility Impact Fees

Utility Repair and Replacement

Operating reserves & future tax exempt borrowings designated for water system improvements

	Total Project Cost	Expended through 9/30/02	2002-2003 Estimated Expenditures	2003-2004 Estimated Expenditures
Water Systems Improvements				
Water System Improvements	\$5,863,200	\$5,599,624	\$263,576	\$0
West Line, Tank and Standpipe*	3,600,000	0	-	0
12" Waterline at Hotel Ctr.& Chisholm	200,000	51,007	148,993	0
Water Distribution Model Upgrade	200,000	138,426	61,574	0
Barton Hill Elevated Water Tank	3,000,000	118,425	1,881,575	1,000,000
E. Water Transmission Line-Phs. One	3,133,871	309,501	2,824,370	0
E. Water Transmission Line-Phs. Two	3,986,100	32,114	1,734,586	2,219,400
Groundwater Filtration *	8,000,000	0	500,000	5,500,000
High Country Pressure Valve	138,650	129,461	9,189	0
Main Well Site Improvements	2,152,130	1,656,851	495,279	0
Water Tanks Rehabilitation	1,500,000	15,985	1,484,015	0
Raw Water Pump Station Upgrade *	2,500,000	0	0	500,000
South Creek Pressure Improvements	186,390	33,210	153,180	0
20 MGD Water Plant Expansion *	18,580,168	1,800,316	10,862,279	4,000,000
Two 30" Raw Water Lines-DB Woods	230,000	0	230,000	0
Downtown Waterlines	70,000	0	70,000	0
Deerfoot Drive 8" Waterline	65,740	0	65,740	0
2003 Water Distribution Plan	180,000	0	180,000	0
Utility Bill Computer System Upgrade	80,000	0	80,000	0
Totals	\$53,666,249	\$9,884,920	\$21,044,356	\$13,219,400

- Project requires funding beyond 2003-2004.

Water Systems Improvements

Project Summary and Budgetary Impact

- Water system lines, storage improvements and system improvements are ongoing capital repairs or betterments. The projects listed above, unless otherwise noted below, will have small effect on the overall system operations in that they will require periodic maintenance. However, this maintenance cost is not a specific incremental cost but is expected to be handled by existing crews and equipment. Operating and maintenance expenses will grow over time as the customer base and utility system expand.
- Water Treatment Plant Expansion-Phase V is starting construction and is expected to bring the water plant capacity an additional 20 mgd. This expansion is due to be completed by the summer of 2004. Included in this project will be a high service pump expansion and a new chlorine storage and feed facilities. Upon completion of this expansion phase, future year operating costs are expected to increase as indicated below:

Budget Category	Annual Operating Cost FY2003	Annual Operating Cost FY2004 and beyond
Personnel Costs	\$0	\$75,000
Contractual Services	\$0	45,000
Materials and Supplies	\$0	35,000
Other Services and Charges	\$0	18,000
Capital Outlay	\$0	26,000

- The utility billing computer system has been completed and provides greater computing capabilities and efficiencies to the City meter reading, billing and collection system. Fiscal 2003 and future capital costs include application upgrades, data base management services and a migration to windows-based technology. The operating costs of the new system and upgrades include maintenance and licensing costs for an annual cost of approximately \$60,000.

Capital Projects Expenditures

Water Systems Improvements - Cont.

- Water storage improvements in the form of storage tank painting are conducted every ten to fifteen years along with frequent inspections. No budgetary impact is expected.
- A Water Distribution Plan will analyze the current water system utilizing the water distribution computer model. The analysis will be based on projected growth rates and the plan will show recommendations for necessary water system improvements over the next 10 years and over the next 20 years. A master plan of this type needs to be reviewed approximately every five years.
- Groundwater filtration is a potential Environmental Protection Agency and state regulatory requirement for the City's water well system and is in the research phase at this time. The filtration would provide a higher level of treatment for existing wells.
- The East and West water pipeline improvements provide major water transmission capability to growing sectors of the City. No specific operating cost impact is anticipated with operation of these lines.
- Barton Hills Water Tank will be constructed for adequate storage, pumping and distribution of water to the east side of the City's water service area. The Barton Hills area was identified in an engineering report for the north-south transmission line.

Wastewater Systems Improvements

Funding Source

- Utility Impact Fees
- Utility Repair & Replacement Funds
- Operating reserves & tax exempt borrowings designated for wastewater system improvements
- Contractual Obligations with the Lower Colorado River Authority

	Total Project Cost	Expended through 9/30/02	2002-2003 Estimated Expenditures	2003-2004 Estimated Expenditures
Wastewater Systems Improvements				
Westinghouse Wastewater Line	\$1,341,300	\$154,625	\$1,186,675	\$-
WTP Offsite Wastewater Line	402,600	-	402,600	-
SSES-Basin Inspection & Repairs	2,221,864	1,542,600	679,265	-
Chandler Creek Interceptor	4,550,000	-	4,550,000	-
10" WW Line at 620 & Briarwood	100,000	-	100,000	-
Wastewater Basin Inspection 01-02	371,573	147,335	224,238	-
Basin Inspection and Repairs 02-03	1,815,645	-	1,033,004	782,640
Basin Inspection and Repairs 03-04	4,720,677	-	215,997	4,504,680
Basin Inspection and Repairs 04-05*	3,925,817	-	-	718,015
Basin Inspection and Repairs 05-06*	3,971,232	-	-	-
Wastewater Lines(Regional System)	1,349,768	1,349,768	-	-
West Wastewater Treatment Plant Rehab	864,200	422,000	-	442,200
Wastewater Tunnel	15,055,096	7,527,548	7,527,548	-
Totals	\$40,689,772	\$11,143,876	\$15,919,327	\$6,447,535

*Project requires funding beyond 2003-2004.

Project Summary and Budgetary Impact

- Wastewater system lines improvements are line extensions to serve a growing customer base, ongoing capital repairs or betterments. The projects listed above will have small effect on the overall system operations in that they will require periodic maintenance. However, this maintenance cost is not a specific incremental cost but is expected to be handled by existing crews and equipment.

Capital Projects Expenditures

Wastewater Systems Improvements

- The sanitary sewer engineering study will identify infiltration of water into the sanitary sewer system. While the study itself will have no operating costs, the resulting identified repair needs will require capital costs as the repairs are scheduled. No significant operating costs will be incurred as a result of the line improvements. Completed repairs will provide significant treatment cost reductions in the future by preventing ground water (inflow) from seeping into collector lines. It is estimated that each 1,000 gallons per day of prevented inflow will save \$1,200 per year in plant expansion and treatment costs. There will be continued inspections and repairs of the City's basins and lines that are under the Edwards Aquifer Recharge Zone Protection Program. All wastewater collection systems must be inspected and repaired as necessary every five years. Repairs during the first five years will be the most extensive but as the program begins the second five years there will be a significant reduction in the cost of the repairs.
- The Chandler Creek Interceptor is a wastewater line project, which will route wastewater to the regional wastewater plant from the northeastern section of the City, thus eliminating an existing lift station, which requires pumps to operate. The interceptor system uses gravity to provide the downward flow needed which requires much less maintenance than a lift station system. Annual savings should be in the \$10,000 range initially.
- The Brushy Creek Regional Wastewater System capital expenditures include line extensions constructed by the Brazos River Authority/Lower Colorado River Authority Alliance on behalf of the system customers. The lines identified as the Wastewater Lines (Regional System), West Wastewater Treatment Plant Rehab, and Wastewater Tunnel will be financed by the Alliance through the issuance of revenue bonds repaid by the customers. Operating costs will be minimal for line maintenance in the early years and will be partially offset by growth in the customer base.

Budget Category	Annual Operating Cost	Annual Operating Cost
	FY2003	FY2004
Personnel Costs	\$0	\$0
Contractual Services	55,000	78,000
Materials and Supplies	0	0
Other Services and Charges	0	0
Capital Outlay	0	0

Transportation Capital Improvement Plan

Funding Source

- Sales Tax-Economic Development
- State Infrastructure Bank Loan
- 2001 RR Transportation Corp. Sales Tax Revenue Bonds
- Williamson County
- Developer Contribution

	Total Project Cost	Expended through 9/30/02	2002-2003 Estimated Expenditures	2003-2004 Estimated Expenditures
Transportation				
Arterial A	\$650,000	\$225,422	\$424,578	\$-
Forest Creek	4,408,060	1,362,004	2,194,848	851,208
Double Creek Drive	2,500,000	-	-	2,500,000
AW Grimes Blvd.	21,365,945	12,786,081	8,061,180	518,684
Arterial C	800,000	-	200,000	600,000
CR113	5,606,500	839,613	2,522,908	2,243,979
FM 1460	600,000	512,153	87,847	-
Greenlawn Extension	3,825,000	3,628,188	196,812	-
Greenlawn Interchange*	5,000,000	-	-	-
Hagler-Bailly Study	350,000	333,293	16,707	-
IH35 Turnarounds	3,650,000	3,333,269	316,731	-
Prime Strategies-Consulting SH45	100,000	52,327	47,673	-
RM620	2,500,000	-	-	2,500,000
Regional Mobility Authority Study	75,000	50,000	25,000	-
SH45	35,850,000	24,622,576	11,227,424	-
South Mays Street Improvements	4,580,000	4,121,777	458,223	-
Traffic Signals	800,000	94,052	705,948	-
Traffic Modeling-Citywide	75,000	46,748	28,252	-
Traffic Signal Coordination	100,000	22,242	77,758	-
US79-from CR195 to CR 110	2,550,000	2,222,184	327,816	-
US79-From FM1460 to CR195	4,160,000	1,174,032	2,985,968	-
Transportation Consulting	200,000	42,647	157,353	-
IH35 Area Improvements	100,000	-	100,000	-
Totals	\$99,845,505	\$55,468,608	\$30,163,026	\$9,213,871

* Project requires funding beyond 2003-2004.

Capital Projects Expenditures

Transportation Capital Improvement Plan

- The Transportation Capital Improvement Plan (TCIP) is not part of the operating budget, nor are the expenditures funded by general operating revenue. The expenditures and construction projects on this page are funded by a one-half percent additional sales tax collected for the purpose of transportation and road improvements. As the projects are completed they become part of the City's road maintenance program unless they remain under the state maintenance program.

This revenue source is discussed completely in the budget message at the front of this document. These projects have no specific current impact on the operating budget. Many years hence, the streets will require basic City maintenance and will be incorporated into the annual operating budget.

Special Revenue Funds Expenditures

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

The seal of the City of Round Rock, Texas, is a circular emblem. It features a five-pointed star in the center, surrounded by a wreath. The words "CITY OF ROUND ROCK, TEXAS" are inscribed around the perimeter of the seal.

HOTEL OCCUPANCY TAX FUND

LAW ENFORCEMENT FUND

RON SPROULL ENDOWMENT FUND

MUNICIPAL COURT FUND

EXPENDITURES

Hotel Occupancy Tax Fund

Hotel Occupancy Tax Fund Program Description

This fund accounts for the levy and use of the hotel - motel bed tax. Proceeds from this tax are to be used toward tourism, community events, cultural enhancements and promotion of the City.

Hotel Occupancy Tax Fund

Summary of Expenditures:

Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Unallocated				
Contingency	\$3,811	\$10,000	\$10,000	\$0
Sub - Total	3,811	10,000	10,000	0
Multi-Purpose Stadium/Convention Facility				
Transfer to Revenue Fund at Trustee Bank	844,429	589,090	589,090	602,990
Property Insurance	25,000	26,500	26,500	30,000
Contingency and Trustee Fees	0	25,000	25,000	25,000
Capital Repair at Trustee Bank	250,000	50,000	50,000	77,010
Sub - Total	1,119,429	690,590	690,590	735,000
Tourism Events				
Accordion Kings	5,000	0	0	0
Central Texas Antique Fair	0	0	0	10,000
Chisholm Trail Fine Arts Festival	8,000	0	0	0
Bluegrass Music Festival	4,000	6,000	6,000	4,000
Quilt Round Up	0	0	0	10,000
Cowboy Christmas Ball	10,000	8,000	8,000	8,000
Daffodil Days	905	1,500	1,500	1,500
Fiesta Amistad	10,000	8,000	8,000	8,000
Frontier Days Advertising	9,000	10,000	10,000	8,000
Old Settlers Reunion	2,500	2,500	2,500	2,500
Outlaw Trail 100	14,288	0	0	0
Parks & Recreation Convention Marketing	0	0	0	10,000
Pony Natl. Girls Softball Tourney	0	10,000	10,000	6,500
RR Pan Am Golf Association	2,309	0	0	0
RR Quilt & Cloth Doll Show	2,500	3,000	3,000	0
Sportsfest	6,896	0	0	0
Sunrise Kiwanis Club Basketball	3,800	3,800	3,800	3,800
Contingency	0	25,000	25,000	0
Sub - Total	79,198	77,800	77,800	72,300

Hotel Occupancy Tax Fund

Hotel Occupancy Tax Fund (Continued)

Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Arts Support				
Choir	10,000	10,000	10,000	10,000
Contingency	0	4,000	4,000	0
Sam Bass Theater	8,500	8,300	8,300	9,500
Ballet Folklorico	7,200	5,300	5,300	7,990
Sub - Total	25,700	27,600	27,600	27,490
Tourism Support				
Chamber of Commerce	79,804	85,000	85,000	86,900
Event Advertising	52,944	48,500	48,500	65,000
Unallocated	0	11,100	11,100	310
Sub - Total	132,748	144,600	144,600	152,210
Museum Support				
Palm House Museum	10,000	10,000	10,000	8,000
Sub - Total	10,000	10,000	10,000	8,000
Fund Total	\$1,370,886	\$960,590	\$960,590	\$995,000

Law Enforcement Fund Program Description

This fund accounts for the forfeiture of contraband gained from the commission of criminal activity. Proceeds from this fund are to be used for law enforcement purposes.

Law Enforcement Fund

Law Enforcement Fund

Summary of Expenditures:

Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Local				
Travel & Training	\$0	\$0	\$0	\$0
Training Facility	0	15,994	15,994	0
Audio/Visual Equipment	0	0	0	0
Computer Equipment	0	1,500	1,500	15,000
Construction	0	0	0	0
Sub - Total	0	17,494	17,494	15,000
State				
Travel & Training	0	0	0	0
Training Facility	0	0	0	0
Audio/Visual Equipment	0	0	0	0
Computer Equipment	0	0	0	0
Construction	0	0	0	0
Sub - Total	0	0	0	0
Federal				
Travel & Training	0	0	0	0
Training Facility	0	125,006	125,006	0
Machinery & Equipment	0	6,184	6,184	0
Audio/Visual Equipment	0	7,000	7,000	0
Construction	0	0	0	0
Computer Equipment	8,243	3,000	3,000	13,581
Sub - Total	8,243	141,190	141,190	13,581
Fund Total	\$8,243	\$158,684	\$158,684	\$28,581

**Ron Sproull Memorial
Endowment Fund
Program Description**

This fund is an endowment created to provide improvements to the park system in the City.

Ron Sproull Memorial Endowment Fund

Ron Sproull Memorial Endowment Fund

Summary of Expenditures:

Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Round Rock Memorial Park				
Contingency	\$0	\$0	\$0	\$0
Irrigation Repairs	0	1,000	1,000	0
Mowing Services	8,957	5,657	5,657	5,273
Landscaping	0	2,000	2,000	0
Electrical System Repairs	0	500	500	0
Lighting	0	548	548	0
Sub - Total	8,957	9,705	9,705	5,273
Old Spanish Trail at Palm Valley				
Trail Repairs	0	0	0	0
Veterans Park				
Tree Lighting	0	0	0	0
Fund Total	\$8,957	\$9,705	\$9,705	\$5,273

Municipal Court Fund Program Description

This fund accounts for fees collected on conviction of certain Municipal Court offenses and is intended to enhance the safety of children, provide technology for processing court cases, and create a security plan for the courtroom.

Municipal Court Fund

Municipal Court Fund

Summary of Expenditures:

Account Title	2000-2001 Actual	2001-2002 Approved Budget	2001-2002 Revised Budget	2002-2003 Approved Budget
Child Safety Fines				
North Mays Crosswalk Upgrade	\$0	\$5,593	\$5,593	\$10,000
Sub - Total	0	5,593	5,593	10,000
Technology Fees				
Auto Cite Program Hardware	0	20,000	20,000	45,000
Auto Cite Program Software	0	4,000	4,000	10,000
Training Expenses/Maintenance	0	9,902	9,902	16,000
Sub - Total	0	33,902	33,902	71,000
Security Fees				
Security Services	0	20,000	20,000	45,000
Equipment/Supplies	0	6,273	6,273	11,000
Sub - Total	0	26,273	26,273	56,000
Fund Total	\$0	\$65,768	\$65,768	\$137,000

Bonded Debt Schedules

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

The seal of the City of Round Rock, Texas, is a circular emblem. It features a five-pointed star in the center, surrounded by a wreath. The words "CITY OF ROUND ROCK" are written in an arc above the star, and "TEXAS" is written in an arc below it. The entire seal is rendered in a light gray color.

GENERAL OBLIGATION

AND UTILITY FUND

BONDED DEBT SCHEDULES

General Obligation and Bond Debt Schedules

Purpose of Bonds Issued

ISSUE	AMOUNT ISSUED	PUBLIC WORKS	POLICE
2002 G.O. & Refunding Bonds	\$45,465,000	Streets, Bridges, Sidewalks, Bldg Expansion	Facilities
2000 Comb. Tax/Rev C.O.	10,750,000	Hwy. Right of Way/Street Impr.	---
1999 Hotel Occupancy Tax Rev. Bonds	8,605,000	---	---
1998 G. O. Bonds	8,905,000	Streets, Drainage, Mtce. Facility	---
1998 Comb. Tax/Rev C.O.	2,550,000	---	---
1997 G.O. Refunding Bonds	5,300,000	---	---
1997 Comb. Tax/Rev C.O.	5,185,000	Road Improvements/Extensions	Expansion
1996 G.O. & Refunding Bonds	13,125,000	Street/Traffic Light Impr.	Building Impr.
^{1*} 1995 Comb. Tax/Rev C.O.	7,940,000	Maintenance Yd./Impr.	---
1975 G.O. Bonds	330,000	Street/Shop Improv.	Improvements
1975 Certificates of Obligation	69,000	Street/Shop Improv.	Improvements
WW&SS Revenue Bonds, 1987	2,910,000	---	---
WW&SS Refunding Bonds, 1992	4,035,000	---	---
WW&SS Refunding Bonds, 1995	7,220,000	---	---

^{1*} The 1997 G. O. Refunding Bonds were issued to refund a portion of these outstanding Certificates of Obligation and General Obligation Bonds.

General Obligation and Bond Debt Schedules

FIRE	PARKS	LIBRARY	WATER/ WASTEWATER	OTHER
Facilities	---	---	---	Municipal Complex, Partial Refunding
Ladder Truck	Park Land	---	---	Municipal Complex
---	---	---	---	Convention Ctr.
Trucks, New Station	Parks Improvements	---	---	---
---	Recreation Center	---	---	---
---	---	---	---	Partial Refund
---	---	---	---	---
Building Impr.	Rec. Center & Drnge.	Expansion	---	---
Pumper Truck	---	---	---	Golf Course
Improvements	---	---	---	---
Improvements	---	---	---	---
---	---	---	Improvements	---
---	---	---	---	Refund O/S Bonds
---	---	---	---	Refund O/S Bonds

General Obligation and Bond Debt Schedules

Schedule of General Obligation Debt Service

Fiscal Year 2002-2003

ISSUE	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued	10/1/02 Amount O/S (Net of Refunding)
2002 G.O. & Refunding Bonds	3.25 - 5.50	1-May-02	15-Aug-27	\$45,465,000	\$45,465,000
2000 Comb. Tax/Rev C.O.	5.00-6.25	15-May-00	15-Aug-20	10,750,000	10,650,000
1998 G.O. Bonds	4.80-6.75	1-Jul-98	15-Aug-23	8,905,000	8,730,000
1998 Comb. Tax/Rev C.O.	4.40-6.40	1-Jul-98	15-Aug-18	2,550,000	2,290,000
1997 G.O. Refunding Bonds	4.10-5.38	15-Nov-97	1-Aug-25	5,300,000	5,060,000
1997 Comb. Tax/Rev C.O.	5.25-6.50	15-Apr-97	15-Aug-17	5,185,000	4,755,000
1996 G.O. & Refunding Bonds	4.50 - 5.80	15-Aug-96	15-Aug-21	13,125,000	12,535,000
^{1*} 1995 Comb. Tax/Rev C.O.	4.60 - 6.25	15-Mar-95	15-Aug-25	4,145,000	3,095,000
1975 G.O. Bonds	5.0	1-Aug-75	1-Aug-04	330,000	45,000
1975 Certificates of Obligation	5.0	1-Aug-75	1-Aug-07	69,000	15,000
Capital Leases	Var.	Var.	Var.	3,633,453	1,486,617
TOTAL				\$99,457,453	\$94,126,617

^{1*} The 1997 G. O. Refunding Bonds were issued to refund a portion of these outstanding Certificates of Obligation and General Obligation Bonds.

General Obligation and Bond Debt Schedules

Schedule of General Obligation Debt Service

Fiscal Year 2002-2003

ISSUE	2002-2003 Principal	2002-2003 Interest	Total Principal & Interest
2002 G.O. & Refunding Bonds	\$1,265,000	\$2,763,023	\$4,028,023 #
2000 Comb. Tax/Rev C.O.	100,000	629,315	729,315
1998 G.O. Bonds	45,000	457,408	502,408
1998 Comb. Tax/Rev C.O.	100,000	114,055	214,055
1997 G.O. Refunding Bonds	25,000	260,809	285,809 ##
1997 Comb. Tax/Rev C.O.	240,000	262,448	502,448
1996 G.O. & Refunding Bonds	210,000	708,354	918,354
1995 Comb. Tax/Rev C.O.	195,000	179,175	374,175 ##
1975 G.O. Bonds	25,000	2,250	27,250
1975 Certificates of Obligation	3,000	750	3,750
Capital Leases	746,023	63,930	809,953
TOTAL	\$2,954,023	\$5,441,517	8,395,540
		# Less amount funded by UTILITY FUND	(398,013)
		## Less self-supporting GOLF FUND	(440,055)
		Add paying agent fees	9,000
		Total to be paid from PROPERTY TAXES	\$7,566,472

General Obligation and Bond Debt Schedules

Schedule of Revenue Bonds Debt Service

Fiscal Year 2002-2003

Issue	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued	10/1/02 Amount Outstanding
WW&SS Refunding Bonds Series 1995	3.85 - 5.10	15-Jul-95	1-Feb-05	\$7,220,000	\$2,510,000
1* WW&SS Refunding Bonds Series 1992	3.50 - 5.80	1-Jan-92	1-Feb-04	4,035,000	625,000
1* WW&SS Rev Bonds, Series 1987	5.30	1-Feb-87	1-Aug-06	1,535,000	525,000
TOTAL				\$12,790,000	\$3,660,000

1* The 1995 WW&SS Refunding Bonds were issued to refund a portion of these outstanding WW & SS Refunding Bonds.

Schedule of Hotel Occupancy Tax (H.O.T.) Revenue Bonds

Fiscal Year 2002-2003

Issue	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued	10/1/02 Amount Outstanding
Hotel Occupancy Tax Rev. Bonds Series 1999	3.85 - 5.10	15-Mar-99	1-Dec-24	\$8,605,000	\$8,605,000

General Obligation and Bond Debt Schedules

Schedule of Revenue Bonds Debt Service

Fiscal Year 2002-2003

Issue	2002-2003 Principal	2002-2003 Interest	Total Principal & Interest
WW&SS Refunding Bonds Series 1995	\$ 875,000	\$ 103,903	\$ 978,903
WW&SS Refunding Bonds Series 1992	360,000	25,630	385,630
WW&SS Rev Bonds, Series 1987	0	27,825	27,825
	<u>\$ 1,235,000</u>	<u>\$ 157,358</u>	<u>\$ 1,392,358</u>
		Add self-supporting UTILITY FUND debt (from G.O. schedule)	398,013
		Add paying agent fees	4,000
			<u>\$ 1,794,371</u>

Schedule of Hotel Occupancy Tax (H.O.T.) Revenue Bonds

Fiscal Year 2002-2003

Issue	2002-2003 Principal	2002-2003 Interest	Total Principal & Interest
Hotel Occupancy Tax Rev. Bonds Series 1999	\$ 25,000	\$ 493,615	\$ 518,615

General Obligation and Bond Debt Schedules

2002-2003 General Obligation Bonds Payment Schedule

02-03	Leases	1975 C.O.	1975 G.O.	1995 Tax/Rev C.O. (##)	1996 G.O. & Refunding	1997 Tax/Rev C.O.
Oct P						
I						
Nov P						
I						
Dec P						
I				89,588		
Jan P						
I						
Feb P						
I		375	1,125		354,177	131,224
Mar P	373,011					
I	31,965					
Apr P						
I						
May P						
I						
Jun P				195,000		
I				89,587		
Jul P						
I						
Aug P		3,000	25,000		210,000	240,000
I		375	1,125		354,177	131,224
Sep P	373,012					
I	31,965					
Total	809,953	3,750	27,250	374,175	918,354	502,448

	Leases	G.O. Debt	Utility Supported Debt	Golf Supported Debt	Total
Total Payments - December	\$	13,390		76,198	89,588
Total Payments - February		2,770,904	58,667	79,286	2,908,857
Total Payments - March	404,976				404,976
Total Payments - June		151,605		132,982	284,587
Total Payments - August		3,811,620	339,346	151,589	4,302,555
Total Payments - September	404,977				404,977
Total - All Payments	\$ 809,953	6,747,519	398,013	440,055	8,395,540

General Obligation and Bond Debt Schedules

2002-2003 General Obligation Bonds Payment Schedule

02-03	1997 G.O. Refunding (##)	1998 Tax/Rev C.O.	1998 G.O.	2000 Tax/Rev C.O.	2002 G.O. & Refunding (#)
Oct P					
I					
Nov P					
I					
Dec P					
I					
Jan P					
I					
Feb P					
I	130,405	57,028	228,704	314,658	1,691,161
Mar P					
I					
Apr P					
I					
May P					
I					
Jun P					
I					
Jul P					
I					
Aug P	25,000	100,000	45,000	100,000	1,265,000
I	130,404	57,027	228,704	314,657	1,071,862
Sep P					
I					
Total	285,809	214,055	502,408	729,315	4,028,023

(#) Includes self-supporting utility debt.

(##) Includes golf-supported debt.

General Obligation and Bond Debt Schedules

2002-2003 Revenue Bonds Payment Schedule

02-03	1987 WW&SS Rev. Bonds	1992 WW&SS Refunding	1995 WW&SS Refunding	1999 H.O.T. Rev. Bonds
Oct P				
I				
Nov P				
I				
Dec P				25,000
I				247,120
Jan P				
I				
Feb P		360,000	875,000	
I	13,913	17,945	62,670	
Mar P				
I				
Apr P				
I				
May P				
I				
Jun P				246,495
I				
Jul P				
I				
Aug P				
I	13,912	7,685	41,233	
Sep P				
I				
Total	27,825	385,630	978,903	518,615

		Utility Supported Debt	H.O.T. Rev. Supported Debt	Total
Total Payments - December	\$		272,120	272,120
Total Payments - February		1,329,528		1,329,528
Total Payments - June			246,495	246,495
Total Payments - August		62,830		62,830
Total - All Payments	\$	1,392,358	518,615	1,910,973

Tax Information and Levy

2 0 0 2 - 2 0 0 3



ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

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

YEAR	BASES AND RATE	TAXABLE VALUE	TAX LEVY
1980 - 1981	100% @ 0.77000	173,893,000	1,338,980
1981 - 1982	100% @ 0.48800	336,194,000	1,640,630
1982 - 1983	100% @ 0.57060	353,857,000	2,019,108
1983 - 1984	100% @ 0.57060	388,724,000	2,218,059
1984 - 1985	100% @ 0.57060	461,785,000	2,634,945
1985 - 1986	100% @ 0.39850	1,045,495,000	4,166,298
1986 - 1987	100% @ 0.42690	1,170,066,000	4,995,012
1987 - 1988	100% @ 0.42500	1,208,589,000	5,136,503
1988 - 1989	100% @ 0.42000	1,164,006,000	4,888,825
1989 - 1990	100% @ 0.48365	1,052,509,000	5,090,460
1990 - 1991	100% @ 0.54911	934,207,000	5,129,824
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

Property Tax

Property Tax Analysis Fiscal Year 2002-2003

Average Residential Property Value (2002-2003)	\$153,783
Last Year's Effective Tax Rate (*)	\$0.301032
Last Year's Rollback Tax Rate	\$0.337339
Last Year's Adopted Tax Rate	\$0.322070
This Year's Effective Tax Rate	\$0.309940
This Year's Rollback Tax Rate	\$0.364780
This Year's Adopted Tax Rate	\$0.342200

Tax Levy:

	Maintenance & Operations	Debt	Total Rate & Levy
Taxable Value	\$4,978,982,250	\$4,978,982,250	\$4,978,982,250
x Maint & Operations Rate / 100	0.194150		
x Debt Rate / 100		0.148050	0.342200
Total Levy	\$9,666,694	\$7,371,383	\$17,038,077
x Collection Rate (rounded estimate)	0.98	0.98	0.98
= Estimated Tax Revenue	\$9,476,906	\$7,230,600	\$16,707,506

(*) All tax rate figures are net of the sales tax gain rate (discussed in the budget message)

Personnel Schedules

2 0 0 2 - 2 0 0 3



ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

**Authorized Personnel
General Fund**

Department - ID#	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Administration - 12	8	10	10	8.00	10.00	10.00
Legal Services - 13	0	0	0	0.00	0.00	0.00
Planning & Community Development - 14	20	20	20	18.75	18.75	18.75
Information Technology - 15	11	12	12	11.00	12.00	12.00
Building Inspections - 16	14	14	14	14.00	14.00	14.00
Finance - 17	13	16	16	13.00	16.00	16.00
Purchasing - 18	6	7	7	6.00	7.00	7.00
General Services - 19	0	0	0	0.00	0.00	0.00
Library - 20	30	31	32	23.38	24.38	25.63
Police - 21	137	150	155	136.50	149.00	154.00
Fire - 22	76	82	82	76.00	82.00	82.00
Parks & Recreation - 23	83	85	87	79.38	81.38	83.38
Human Resources - 24	8	8	8	7.50	7.50	7.50
Public Works - 25	37	42	42	34.88	39.88	39.88
Streets - 26	49	49	49	49.00	49.00	49.00
City Shop - 28	14	14	14	14.00	14.00	14.00
Municipal Court - 29	7	7	7	7.00	7.00	7.00
Total	513	547	555	498.38	531.88	540.13

Authorized Personnel

Authorized Personnel Utility Fund

Department - ID#	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Water Treatment Plant - 41	13	15	17	13.00	15.00	16.00
Water Systems Support - 42	11	20	21	11.00	20.00	21.00
Water Line Maintenance - 43	31	32	32	31.00	32.00	32.00
Wastewater Treatment Plant - 61	0	0	0	0.00	0.00	0.00
Wastewater Systems Support - 62	9	4	4	9.00	4.00	4.00
Wastewater Lines Maintenance - 63	19	20	23	19.00	20.00	23.00
Environmental Services - 64	4	5	6	4.00	5.00	6.00
Utility Billings & Collections - 81	11	11	13	10.63	10.63	12.63
Total	98	107	116	97.63	106.63	114.63

	Positions			Full Time Equivalents		
	00-01 Actual	01-02 Revised	02-03 Approved	00-01 Actual	01-02 Revised	02-03 Approved
Grand Total General Fund & Utility Fund	611	654	671	596.00	638.50	654.75

Authorized Personnel Salary Range

Personnel Salary Range Placement Table October 1, 2002

CLASSIFICATION	RANGE
Accountant I10
Accountant II12
Accounting Supervisor13
Accounting Technician I6
Accounting Technician II8
Administrative Assistant I8
Administrative Technician I4
Administrative Technician II5
Administrative Technician III7
Animal Control Officer5
Aquatic Programs Supervisor10
Assistant City Secretary11
Assistant Director Planning & Community Development16
Assistant Parks & Recreation Director16
Assistant to the City Manager16
Athletic/Aquatic Manager13
Athletic Programs Supervisor10
Backflow Prevention Technician6
Brush Service Representative5
Budget Analyst11
Budget Supervisor13
Building Inspector9
Building Permit Technician7
Buyer9
Chief Building Official14
Chief Commercial Inspector12
Chief Construction Inspector12
Chief Design Technician12
Chief Electrical Inspector11
Chief Engineer16
Chief Financial Officer20
Chief of Operations20
Chief Residential Inspector12
Chief Traffic Engineer16
Chief Utility Engineer15
City Engineer17
City Manager21
City Secretary12
Code Enforcement Officer9
Communications Director15
Communications Operator8
Communications Supervisor10
Community Development Coordinator10
Controller16
Construction/Maintenance Crew Leader7

Authorized Personnel Salary Range

Personnel Salary Range Placement Table October 1, 2002

CLASSIFICATION (cont.)	RANGE
Construction Inspector	.9
Construction/Maintenance Foreman	.8
Construction/Maintenance Worker I	.4
Construction/Maintenance Worker II	.5
Court Administrator	.13
Crime Scene Specialist	.11
Customer Service Representative 1	.5
Customer Service Representative II	.6
Deputy Clerk I	.6
Deputy Clerk II	.7
Developmental Services Manager	.14
Electronic Specialist	.11
Engineer	.13
Engineering Aide	.8
Engineering Assistant	.10
Engineering Associate	.12
Engineering Technician	.8
Environmental Lab Analyst	.9
Environmental Quality Specialist I	.8
Environmental Resources Manager	.14
Environmental Services Supervisor	.12
Equipment Operator I	.5
Equipment Operator II	.6
Equipment Operator III	.7
Evidence Technician	.8
Executive Administrative Assistant	.11
Facility Maintenance Coordinator	.7
Facility Controls Electrician	.8
Field Laboratory Technician	.6
Field Service Coordinator	.7
Finance Director	.17
Finance Services Manager	.15
Fire Chief	.18
Forestry Foreman	.8
Forestry Manager	.13
Forestry Technician	.5
General Services Custodian	.5
GIS Analyst	.12
GIS Coordinator	.14
GIS Technician	.8
Groundskeeper Crewleader	.7
Groundskeeper I	.4
Groundskeeper II	.5
Human Resource Assistant	.6
Human Resource Benefit Manager	.12

Personnel Salary Range Placement Table
October 1, 2002

CLASSIFICATION (cont.)	RANGE
Human Resource Director18
Human Resources Generalist11
Information Technology/Communications Manager15
Information Specialist10
Intern2
Irrigation Technician II5
Irrigation Technician I4
Liaison Construction Manager15
Librarian10
Librarian II11
Library Director18
Library Services Manager12
Library Supervisor9
Library Technician I5
Library Technician II6
Library Technician III7
Logistics Officer - Fire/Police Department10
Management Analyst13
Marketing Specialist - Parks & Recreation10
Mechanic I6
Mechanic II9
Mechanic III10
Meter Maintenance Technician6
Meter Shop Supervisor10
Network Administrator I10
Network Administrator II12
Network Technician8
Office Manager8
Operations Technician - Inflow & Infiltration8
Parks & Recreation Director18
Parks Manager13
Parks Designer11
Parks Planner13
Parks Specialist Crew Leader8
Parks Specialist I6
Parks Specialist II7
Parks Supervisor9
Parts Inventory Specialist9
Parts Inventory Technician5
Patrol Projects Specialist9
Payroll Specialist9
Planner10
Planning & Community Development Director18
Planning Technician8
Police Chief19

Authorized Personnel Salary Range

Personnel Salary Range Placement Table October 1, 2002

CLASSIFICATION (cont.)	RANGE
Project Specialist	.9
Property Coordinator	.12
Public Affairs/Business Development Director	.15
Public Works Operation Manager	.14
Purchaser	.10
Purchasing Agent	.14
Purchasing Assistant	.8
Purchasing Technician	.5
Public Works Office Manager	.9
Quality Assurance Specialist	.9
Receptionist	.4
Records Supervisor	.8
Records Technician	.5
Recreation Center Supervisor	.10
Recreation Leader	.4
Recreation Manager	.13
Recreation Program Coordinator	.9
Recreation Shift Leader	.5
Recycling Center Attendant	.3
Report Taker	.6
Safety & Risk Manager	.15
Safety & Risk Technician	.9
Supervisory Control and Data Application Coordinator	.10
Supervisory Control and Data Application Technician	.9
Senior Animal Control Officer	.7
Senior Building Inspector	.11
Senior Code Enforcement Officer	.10
Senior Communications Operator	.9
Senior Construction Inspector	.11
Senior Customer Service Representative	.7
Senior Deputy Clerk	.9
Senior Engineer	.14
Senior Library Aide	.4
Senior Meter Maintenance Technician	.7
Senior Planner	.12
Senior System Mechanic	.8
Senior Water Plant Operator	.10
Senior Water Service Representative	.5
Shop Superintendent	.12
Signs & Markings Foreman	.8
Signs & Markings Technician I	.5
Signs & Markings Technician II	.6
Signs & Markings Technician III	.7
Staff Assistant	.10
Street Superintendent	.13

Personnel Salary Range Placement Table
October 1, 2002

CLASSIFICATION (cont.)	RANGE
Street Foreman8
Street Maintenance Worker I4
Street Maintenance Worker II5
Street Supervisor9
System Mechanic7
System Mechanic Supervisor9
System Support Specialist I9
System Support Specialist II10
System Support Specialist III11
System Support Technician8
Systems Administrator12
Technical Coordinator14
Traffic Engineer13
Traffic Engineering Associate12
Traffic Engineering Technician8
Traffic Operations Supervisor12
Traffic Signal Technician III8
Traffic Signal Technician I6
Traffic Signal Technician II7
Transportation Services Director17
Treasury & Finance Supervisor13
Utilities Director17
Utility Billing Supervisor8
Utility Construction Improvement Project Construction Specialist11
Utility Crew Leader7
Utility Line Locator8
Utility Office Manager12
Utility Superintendent12
Utility Supervisor10
Utility Supply Specialist7
Utility Supply Supervisor10
Utility Support Electrician I8
Utility Support Electrician II9
Utility Support Electrician Supervisor10
Utility Support Supervisor11
Utility Support Systems Supervisor10
Utility Systems Integrator13
Utility Worker I5
Utility Worker II6
Utility Worker Trainee4
Utility Operations Manager13
Vocational Occupation Education Intern (V.O.E.)2
Victims Services Advocate8
Victims Services Coordinator11
Water Plant Operator II9

Authorized Personnel Salary Range

Personnel Salary Range Placement Table

October 1, 2002

CLASSIFICATION (cont.)	RANGE
Water Plant Operator I7
Water Plant Supervisor11
Water Service Representative4
Water Service Supervisor8
Web Site Administrator11
Zoning Enforcement Officer10

Authorized Personnel Salary Range

Personnel Salary Range Placement Table October 1, 2002

PAY RANGE 2	\$14,772 - \$21,566
Intern Vocational Occupation Education Intern (V.O.E.)	
PAY RANGE 3	\$16,128 - \$23,787
Recycling Center Attendant	
PAY RANGE 4	\$17,674 - \$26,209
Administrative Technician I Construction/Maintenance Worker I Groundskeeper I Irrigation Technician I Receptionist Recreation Leader Senior Library Aide Street Maintenance Worker I Utility Worker Trainee Water Service Representative	
PAY RANGE 5	\$19,350 - \$28,878
Administrative Technician II Animal Control Officer Brush Service Representative Construction/Maintenance Worker II Customer Service Representative 1 Equipment Operator I Forestry Technician General Services Custodian Groundskeeper II Irrigation Technician II Library Technician I Parts Inventory Technician Purchasing Technician Records Technician Recreation Shift Leader Senior Water Service Representative	

Authorized Personnel Salary Range

Personnel Salary Range Placement Table

October 1, 2002

PAY RANGE 5 (cont.)	\$19,350- \$28,878
Signs & Markings Technician I Street Maintenance Worker II Utility Worker I	
PAY RANGE 6	\$21,204 - \$31,819
Accounting Technician I Backflow Prevention Technician Customer Service Representative II Deputy Clerk I Equipment Operator II Field Laboratory Technician Human Resource Assistant Library Technician II Mechanic I Meter Maintenance Technician Parks Specialist I Report Taker Signs & Markings Technician II Traffic Signal Technician I Utility Worker II	
PAY RANGE 7	\$23,234 - \$35,059
Administrative Technician III Building Permit Technician Construction/Maintenance Crew Leader Deputy Clerk II Equipment Operator III Facility Maintenance Coordinator Field Service Coordinator Groundskeeper Crewleader Library Technician III Parks Specialist II Senior Animal Control Officer Senior Customer Service Representative Senior Meter Maintenance Technician Signs & Markings Technician III System Mechanic Traffic Signal Technician II	

Personnel Salary Range Placement Table
October 1, 2002

PAY RANGE 7 (cont.)	\$23,234 - \$35,059
Utility Crew Leader Utility Supply Specialist Water Plant Operator I	
PAY RANGE 8	\$25,462 - \$38,631
Accounting Technician II Administrative Assistant I Communications Operator Construction/Maintenance Foreman Engineering Aide Engineering Technician Environmental Quality Specialist I Evidence Technician Facility Controls Electrician Forestry Foreman GIS Technician Network Technician Office Manager Operations Technician - Inflow & Infiltration Parks Specialist Crew Leader Planning Technician Purchasing Assistant Records Supervisor Senior System Mechanic Signs & Markings Foreman Street Foreman System Support Technician Traffic Engineering Technician Traffic Signal Technician III Utility Billing Supervisor Utility Line Locator Utility Support Electrician I Victims Services Advocate Water Service Supervisor	
PAY RANGE 9	\$27,890 - \$42,566
Building Inspector Buyer	

Authorized Personnel Salary Range

Personnel Salary Range Placement Table October 1, 2002

PAY RANGE 9 (cont.)**\$27,890 - \$42,566**

Code Enforcement Officer
Construction Inspector
Environmental Lab Analyst
Library Supervisor
Mechanic II
Parks Supervisor
Parts Inventory Specialist
Patrol Projects Specialist
Payroll Specialist
Project Specialist
Public Works Office Manager
Quality Assurance Specialist
Recreation Program Coordinator
Safety & Risk Technician
Senior Communications Operator
Senior Deputy Clerk
Street Supervisor
Supervisory Control and Data Application Technician
System Mechanic Supervisor
System Support Specialist I
Utility Support Electrician II
Water Plant Operator II

PAY RANGE 10**\$30,537 - \$46,905**

Accountant I
Aquatic Programs Supervisor
Athletic Programs Supervisor
Communications Supervisor
Community Development Coordinator
Engineering Assistant
Information Specialist
Librarian
Logistics Officer - Fire/Police Department
Marketing Specialist - Parks & Recreation
Mechanic III
Meter Shop Supervisor
Network Administrator I
Planner
Purchaser
Recreation Center Supervisor

Personnel Salary Range Placement Table
October 1, 2002

PAY RANGE 10 (cont.)

\$30,537 - \$46,905

Senior Code Enforcement Officer
Senior Water Plant Operator
Staff Assistant
Supervisory Control and Data Application Coordinator
System Support Specialist II
Utility Supervisor
Utility Supply Supervisor
Utility Support Electrician Supervisor
Utility Support Systems Supervisor
Zoning Enforcement Officer

PAY RANGE 11

\$33,427 - \$51,684

Assistant City Secretary
Budget Analyst
Chief Electrical Inspector
Crime Scene Specialist
Electronic Specialist
Executive Administrative Assistant
Human Resources Generalist
Librarian II
Parks Designer
Senior Building Inspector
Senior Construction Inspector
System Support Specialist III
Utility Construction Improvement Project Construction Specialist
Utility Support Supervisor
Victims Services Coordinator
Water Plant Supervisor
Web Site Administrator

PAY RANGE 12

\$36,627 - \$56,954

Accountant II
Chief Commercial Inspector
Chief Construction Inspector
Chief Design Technician
Chief Residential Inspector
City Secretary
Engineering Associate

Authorized Personnel Salary Range

Personnel Salary Range Placement Table

October 1, 2002

PAY RANGE 12 (cont.)

\$36,627 - \$56,954

Environmental Services Supervisor
GIS Analyst
Human Resource Benefit Manager
Library Services Manager
Network Administrator II
Property Coordinator
Senior Planner
Shop Superintendent
Systems Administrator
Traffic Engineering Associate
Traffic Operations Supervisor
Utility Office Manager
Utility Superintendent

PAY RANGE 13

\$41,041 - \$64,229

Accounting Supervisor
Athletic/Aquatic Manager
Budget Supervisor
Court Administrator
Engineer
Forestry Manager
Management Analyst
Parks Manager
Parks Planner
Recreation Manager
Street Superintendent
Traffic Engineer
Treasury & Finance Supervisor
Utility Operations Manager
Utility Systems Integrator

PAY RANGE 14

\$45,983 - \$72,436

Chief Building Official
Developmental Services Manager
Environmental Resources Manager
GIS Coordinator
Public Works Operation Manager
Purchasing Agent

Authorized Personnel Salary Range

Personnel Salary Range Placement Table October 1, 2002

PAY RANGE 14 (cont.)	\$45,983 - \$72,436
Senior Engineer Technical Coordinator	
PAY RANGE 15	\$51,543 - \$81,697
Chief Utility Engineer Communications Director Finance Services Manager Information Technology/Communications Manager Liaison Construction Manager Public Affairs/Business Development Director Safety & Risk Manager	
PAY RANGE 16	\$59,023 - \$94,185
Assistant Director Planning & Community Development Assistant Parks & Recreation Director Assistant to the City Manager Chief Engineer Chief Traffic Engineer Controller	
PAY RANGE 17	\$67,870 - \$108,588
City Engineer Finance Director Transportation Services Director Utilities Director	
PAY RANGE 18	\$77,049 - \$125,584
Fire Chief Human Resource Director Library Director Parks & Recreation Director Planning & Community Development Director	

Authorized Personnel Salary Range

Personnel Salary Range Placement Table

October 1, 2002

PAY RANGE 19	\$87,928 - \$145,091
Police Chief	
PAY RANGE 20	\$101,122 - \$166,851
Chief Financial Officer	
Chief of Operations	
PAY RANGE 21	\$116,290 - \$191,879
City Manager	

**Public Safety Personnel Pay and Classification Scale
Tenure-Based Progression**

October 1, 2002

POLICE DEPARTMENT

Police Officer	\$35,000 - \$52,090
Police Sergeant	\$48,705 - \$62,095
Police Lieutenant	\$59,025 - \$71,411
Police Captain	\$67,398 - \$82,158

FIRE DEPARTMENT

Firefighter	\$31,200 - \$49,702
Driver	\$42,306 - \$53,940
Lieutenant	\$47,099 - \$58,255
Captain	\$52,921 - \$63,498
Battalion Chief	\$60,008 - \$72,235
Deputy Chief	\$79,000 - \$95,096



Capital Outlay Detail

2 0 0 2 - 2 0 0 3

Capital Outlay Detail



ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

Capital Outlay Itemization

General Fund

<u>Department</u>	<u>Description of Item</u>	<u>2002-2003 Approved</u>
Administration	Computers/printers	\$8,000
Total -Administration		\$8,000
Legal	Law library	\$2,600
Total - Legal		\$2,600
Planning & Community Development		
	OCE' 7055-1 roll copier	\$10,500
	3 NT Workstations	4,200
	Auto computer-aided design software	3,500
	Arc Info software	8,000
	Arc View software	2,000
Total - Planning and Community Development		\$28,200
Information Technology		
	Large scale production server	\$25,000
	Primary domain controller	7,500
	Two high-speed client computers	5,500
	Two mid-speed client computers	4,500
	Network analysis system	14,000
Total - Information Technology		\$56,500

Capital Outlay

Capital Outlay Itemization

General Fund

<u>Department</u>	<u>Description of Item</u>	<u>2002-2003 Approved</u>
Finance		
	New LaserJet printer	\$1,600
	New computers	4,000
	Licensing for new computers	1,200
	Portfolio software	7,500
	Total - Finance	\$14,300
Purchasing		
	Microcomputer	\$7,500
	Software	1,200
	Total - Purchasing	\$8,700
General Services		
	Air conditioner condensing units	\$18,000
	Total - General Services	\$18,000
Library		
	Computers	\$20,500
	Books/library materials	600
	Books/library materials	46,730
	Books/library materials	46,459
	Journals/subscriptions	420
	Journals/subscriptions	7,620
	Journals/subscriptions	2,500
	Audio/visual materials	40,470
	Audio/visual materials	19,000
	Law library	8,500
	Software license to XP or server 2000	2,000
	Software license to XP or server 2000	760
	Non-fiction books & materials	53,000

Capital Outlay Itemization

General Fund

Department	Description of Item	2002-2003 Approved
Library (cont.)	Reference books & materials	40,000
Total - Library		\$288,559
Police	Animal control cages	\$15,200
	Handheld radios	25,200
	Marked police vehicles	200,000
	Marked police vehicle	44,000
	Animal Control Vehicle	40,500
	Desktop computer	6,000
	Existing network router	3,000
	Desktop computer	14,000
	Software	600
	Software	900
Total - Police		\$481,400
Fire	Radios	\$9,600
	Digital video camera	3,000
	Digital video camera	3,000
	Laptop computer	4,000
	Desktop computer	3,500
Total - Fire		\$23,100

Capital Outlay

Capital Outlay Itemization

General Fund

<u>Department</u>	<u>Description of Item</u>	<u>2002-2003 Approved</u>
Parks and Recreation		
	Rhino mower	\$5,000
	Front-mounted 72" mowers	25,600
	Trailer	4,000
	Central Irrigation	30,000
	Fence for ballfields	35,000
	Drinking fountains	5,000
	Heavy-duty brush hauling trailer	10,000
	Riding mower Series 455	25,000
	Riding mower Series 325	25,000
	Raypac pool heater	16,000
	Pool heater	20,000
	one-ton pickup, crew cab, dually, diesel,	33,500
	RW Burner	250
	Auto computer-aided design license	3,000
	Trails, tennis court improvements, and row bollards	62,000
Total - Parks and Recreation		\$299,350
Public Works		
	Modular partitions for engineering/GIS technician	\$15,000
	Replacing portable building	10,000
	Computer	3,000
	Auto computer-aided design upgrade and license	6,600
	Arcview license	3,000
	Administrative support software	600
	Auto computer-aided design upgrade and license	2,200
Total - Public Works		\$40,400

Capital Outlay Itemization

General Fund

Department	Description of Item	2002-2003 Approved
Street		
	Air compressor	\$3,500
	Toro 72" mower	15,000
	Vehicle radios	5,000
	Computer	4,500
	Desktop computer	4,500
	Computer	4,500
	School zone signals	40,000
	Synchronization materials	82,000
	Flashers	30,000
	ACTRA control system improvement	40,000
Total - Street		\$229,000
City Shop		
	Jacks - Hydraulic	3,000
	Hydraulic lift	6,000
	Shop equipment	\$55,000
	Desktop computer	2,500
Total - City Shop		\$66,500
Municipal Court		
	Laser printer	\$2,000
Total - Municipal Court		\$2,000
Total - General Fund Capital Outlay		\$1,566,609

Capital Outlay

Capital Outlay Itemization

Utility Fund

<u>Department</u>	<u>Description of Item</u>	<u>2002-2003 Approved</u>
Water Treatment Plant		
	Industrial scopemeter	\$3,100
	Programmable logic controller	6,000
	Variable frequency drive	5,000
	Total - Water Treatment Plant	\$14,100
Water System Support		
	Commercial meters	\$60,100
	Total - Water System Support	\$60,100
Water Line Maintenance		
	1 1/2-ton crewcab utility bed	\$97,116
	Computer	2,500
	B & W printer/copier	10,448
	Computer software	3,850
	Total - Water Line Maintenance	\$113,914

Capital Outlay Itemization

Utility Fund

Department	Description of Item	2002-2003 Approved
Wastewater Line Maintenance		
	Replacement-Flow isolation plugs	\$1,400
	Camera truck	184,200
	3/4-Ton utility truck	31,700
Total -Wastewater Line Maintenance		\$217,300
Environmental Services		
	Chemical storage building	\$20,000
	One-yard storage bin	2,000
	Carport	2,000
	Computer	2,000
Total - Environmental Services		\$26,000
Utility Billings		
	Computers	\$10,000
	Client computer	2,000
	Test server	3,000
	Computer	2,000
	Licensing	600
Total - Utility Billings		\$17,600
Total Utility Fund Capital Outlay		\$449,014

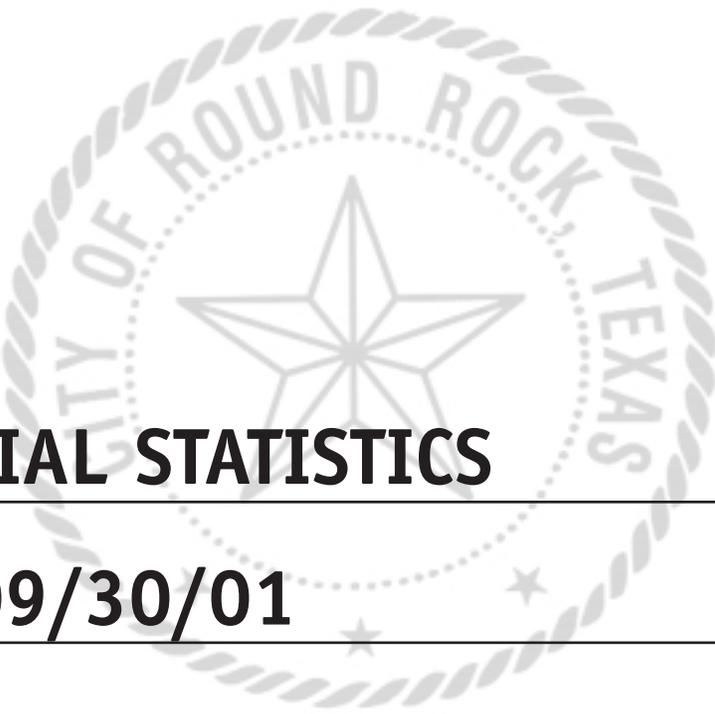


Statistical Section

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.



FINANCIAL STATISTICS

AS OF 09/30/01

Financial Statistics

GENERAL REVENUES BY SOURCE (1) LAST TEN YEARS

Fiscal Year Ended 9-30	Taxes and Franchise	Licenses and Permits	Charges For Services	Fines and Forfeitures
1992	\$9,599,595	\$266,380	\$501,081	\$405,803
1993	11,073,091	387,776	629,454	520,159
1994	12,906,140	583,935	765,287	634,140
1995	15,769,609	576,718	951,760	523,931
1996	18,133,838	539,241	1,210,486	661,483
1997	21,801,655	515,852	1,318,516	660,196
1998	29,617,637	669,622	1,611,370	898,496
1999	39,598,214	743,791	1,609,133	879,865
2000	47,424,826	970,656	2,268,857	729,172
2001	58,333,682	799,550	3,010,382	834,185
	\$264,258,287	\$6,053,521	\$13,876,326	\$6,747,430

(1) -Above data are for General, Special Revenue and Debt Service Funds.

GENERAL REVENUES BY SOURCE (1)
LAST TEN YEARS

Special Assessments	Intergovernmental	Hotel Occupancy Tax	Investment and Other	Total
\$ 14,795	\$3,604	\$122,537	\$532,835	\$11,446,630
46,815	-	143,709	845,520	13,646,524
23,191	665,717	170,400	524,657	16,273,467
38,698	655,063	204,555	891,362	19,611,696
27,972	144,645	235,565	938,688	21,891,918
26,846	196,305	339,592	1,415,145	26,274,107
267,416	88,713	434,356	1,524,701	35,112,311
28,177	294,221	616,483	1,951,468	45,721,352
2,041	647,445	1,017,826	2,980,466	56,041,289
1,021	1,185,810	1,354,429	4,193,627	69,712,686
\$476,972	\$3,881,523	\$4,639,452	\$15,798,469	\$315,731,980



**GENERAL EXPENDITURES BY FUNCTION
LAST TEN YEARS**

Fiscal Year Ended 9-30	General Government	Public Safety	Public Works	Culture and Recreation	Debt Service	Total
1992	\$2,051,992	\$3,538,469	\$1,587,165	\$1,479,549	\$5,295,038	\$13,952,213
1993	2,131,053	4,411,114	1,919,195	1,794,884	5,177,495	15,433,741
1994	2,622,214	4,641,358	2,519,249*	1,994,240	5,434,609	17,211,670
1995	3,485,279	5,875,865	2,794,420*	2,324,229	5,453,764	19,933,557
1996	3,925,200	6,803,488	2,579,777*	2,637,704	6,519,963	22,466,132
1997	5,577,920	8,047,235	2,999,461*	3,190,056	7,210,759	27,025,431
1998	6,440,010	9,583,146	3,559,959*	3,312,479	7,287,282	30,182,876
1999	8,897,742	10,958,903	4,035,009	4,070,940	7,589,040	35,551,634
2000	11,979,536	12,698,746	5,234,245	5,164,311	7,895,740	42,972,578
2001	14,675,517	15,074,503	6,240,934	7,223,780	10,034,421	53,249,155
	\$61,786,463	\$81,632,827	\$33,469,414	\$33,192,172	\$67,898,111	\$277,978,987

Note - Above data are for General, Special Revenue and Debt Service Funds.

* - The capital project expenditures in the Special Revenue Funds are included in Public Works.

Financial Statistics

PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN YEARS

Fiscal Year	Total Tax Levy	Current Tax Collections	Percent of Levy Collected
	\$	\$	%
1992	5,399,266	5,306,816	98.29
1993	5,711,379	5,642,941	98.80
1994	6,137,825	6,127,354	99.83
1995	6,904,316	6,837,807	99.04
1996	7,295,538	7,188,878	98.54
1997	7,883,421	7,809,238	99.06
1998	8,692,342	8,601,905	98.96
1999	9,888,321	9,790,084	99.01
2000	10,804,487	10,686,138	98.90
2001	12,296,243	12,181,034	99.06

PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN YEARS

Delinquent Tax Collections	Total Tax Collections	Percent of Total Tax Collection to Tax Levy
\$	\$	%
81,587	5,388,403	99.80
105,298	5,748,239	100.65
107,983	6,235,337	101.59
76,971	6,914,778	100.15
87,561	7,276,439	99.74
73,884	7,883,122	100.00
82,119	8,684,024	99.90
92,895	9,882,979	99.95
122,565	10,808,703	100.04
361,469	12,542,503	102.00

Financial Statistics

ASSESSED VALUE OF TAXABLE PROPERTY LAST TEN YEARS

Fiscal Year	Gross Assessed Value			Total
	Assessment Ratio	Real Property	Personal Property	
	%	\$	\$	\$
1992	100	752,796,616	163,183,997	915,980,613
1993	100	779,644,065	191,916,766	971,560,831
1994	100	930,285,202	205,884,908	1,136,170,110
1995	100	1,287,341,887	200,850,567	1,488,192,454
1996	100	1,496,294,910	311,336,059	1,807,630,969
1997	100	1,759,724,187	358,435,090	2,118,159,277
1998	100	2,077,547,602	428,959,755	2,506,507,357
1999	100	2,306,196,524	486,851,223	2,793,047,747
2000	100	2,670,155,112	504,988,781	3,175,143,893
2001	100	3,270,519,641	712,609,336	3,983,128,977

Source: Round Rock Independent School District Tax Office

**ASSESSED VALUE OF TAXABLE PROPERTY
LAST TEN YEARS**

Reductions to Gross Assessed Value Property Tax Exemptions				Total Taxable Assessed Valuation
Over 65	Disabled & Deceased Veterans	Freeport, Property, Redevelopment, Agricultural and Other		
\$	\$	\$	\$	
8,259,961	340,000	43,207,657		864,172,995
8,611,757	334,500	48,194,038		914,420,536
9,138,754	368,000	48,414,229		1,078,249,127
14,321,816	611,470	61,218,008		1,412,041,160
15,660,868	657,500	80,063,271		1,711,249,330
16,917,414	2,097,500	122,358,756		1,976,785,607
18,437,050	2,340,000	180,388,498		2,305,341,809
19,897,723	2,526,000	202,228,959		2,568,395,065
21,604,689	2,735,000	173,951,536		2,976,852,668
23,737,949	2,990,000	233,763,660		3,722,637,368

Financial Statistics

PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS PER \$100 OF ASSESSED VALUE LAST TEN YEARS

Fiscal Year	City	Round Rock Independent School District	Williamson County	Total
	\$	\$	\$	\$
1992	0.6248	1.5600	.2979	2.4827
1993	0.6246	1.7981	.3666	2.7893
1994	0.5692	1.5738	.3656	2.5086
1995	0.4889	1.4246	.3542	2.2677
1996	0.4264	1.6209	.3378	2.3851
1997	0.3988	1.6300	.2712	2.3000
1998	0.3770	1.6396	.2960	2.3126
1999	0.3850	1.7575	.2990	2.4415
2000	0.3629	1.7111	.2995	2.3735
2001	0.3303	1.7086	.3477	2.3866

Source: Williamson County Tax Office

**RATIO OF NET GENERAL BONDED DEBT
TO ASSESSED VALUE AND NET BONDED DEBT PER CAPITA
LAST TEN YEARS**

Fiscal Year Ended 9-30	(1) Population	Net Assessed Value (in thousands)	(2) Gross Bonded Debt	Amount Available in Debt Service Fund	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
		\$	\$	\$	\$	%	\$
1992	32,135	864,173	38,738,400	839,939	37,898,461	4.39	1,179.35
1993	36,140	914,421	40,931,100	655,282	40,275,818	4.40	1,114.44
1994	40,665	1,078,249	38,261,000	718,117	37,542,883	3.48	923.22
1995	42,880	1,412,041	43,069,000 ⁽²⁾	1,223,787	41,845,213	2.96	975.87
1996	45,355	1,711,249	51,967,000 ⁽²⁾	1,482,719	50,484,281	2.95	1,113.09
1997	47,760	1,976,786	53,435,000 ⁽²⁾	1,161,951	52,273,049	2.64	1,094.49
1998	50,905	2,305,342	61,628,000 ⁽²⁾	1,083,021	60,544,979	2.63	1,189.37
1999	56,030	2,568,395	57,861,000 ⁽²⁾	1,876,382	55,984,618	2.18	999.19
2000	60,340	2,976,853	65,004,000 ⁽²⁾	1,471,892	63,532,108	2.13	1,052.90
2001	68,835	3,722,637	61,262,000 ⁽²⁾	2,132,743	59,129,257	1.59	859.00

Note: Includes Certificates of Obligation and General Obligation Bonds.

⁽¹⁾ Source: Planning Department, City of Round Rock

⁽²⁾ Gross bonded debt includes self-supporting debt funded by enterprise funds. Gross self-supporting debt totaled \$ 8,866,265 at September 30, 2001.

Financial Statistics

COMPUTATION OF LEGAL DEBT MARGIN SEPTEMBER 30, 2001

Total assessed value			\$3,722,637,368
Debt limit - Maximum serviceable at permitted allocation of \$1.50 per \$100 of assessed value			\$ 667,304,112
Amount of debt applicable to debt limit:			
Total General Obligation Debt		\$61,262,000	
Less: Amount available in Debt Service Fund	\$ 2,132,743		
Amounts considered self-supporting	8,866,265		
Other deductions allowed by law:			
Special Assessment Bonds	-		
Total deductions		10,999,008	
Total amount of debt applicable to debt limit			50,262,992
Legal debt margin			\$ 617,041,120

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 voters in August, 1977, 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 January 1, 2000, assessed valuation of \$3,722,637,368 at 100% collection, tax revenue of \$55,839,561 would be produced. This revenue could service the debt on \$667,304,112 issued as 20-year serial bonds at 5.50% (with level debt service payment).

COMPUTATION OF DIRECT AND OVERLAPPING DEBT
SEPTEMBER 30, 2001

Name of Governmental Unit	Total General Debt Outstanding	Percentage Applicable to City of Round Rock	Amount Applicable to City of Round Rock
		%	
City of Round Rock	\$ 61,262,000*	100.00	\$ 61,262,000
Round Rock Independent School District	431,408,529**	28.68	123,727,966
Williamson County	232,515,288*	19.50	45,340,481
Georgetown ISD	77,524,996**	.03	23,257
Travis County	335,829,851*	.46	1,544,817
Total	\$ 1,138,540,664		\$231,898,521

*Gross Debt as of 9-30-01

**Gross Debt as of 8-31-01

Source: City of Round Rock Finance Department and Texas Municipal Reports

Financial Statistics

RATIO OF ANNUAL DEBT SERVICE EXPENDITURES FOR GENERAL BONDED DEBT TO TOTAL GENERAL EXPENDITURES LAST TEN YEARS

Fiscal Year Ended 9-30	Principal	Interest and Fiscal Charges	Total Debt Service	(1) Total General Expenditures	Ratio of Debt Service to Total General Expenditures
	\$	\$	\$	\$	%
1992	2,406,823	2,888,215	5,295,038	13,952,213	37.9
1993	2,516,320	2,661,175	5,177,495	15,433,741	33.5
1994	2,670,100	2,764,509	5,434,609	17,211,670	31.6
1995	3,340,728	2,113,036	5,453,764	19,933,557	27.4
1996	3,965,152	2,554,811	6,519,963	22,466,132	29.0
1997	4,351,757	2,859,002	7,210,759	27,025,431	26.7
1998	4,244,493	3,042,789	7,287,282	30,182,876	24.1
1999	4,268,300	3,320,740	7,589,040	35,551,634	21.3
2000	4,156,328	3,140,833	7,297,161 ⁽²⁾	42,972,578	17.0
2001	4,331,667	3,708,433	8,040,100 ⁽²⁾	53,249,155	15.1

⁽¹⁾ Includes General, Special Revenue, and Debt Service Funds.

⁽²⁾ Total debt service for general bonded debt does not include self-supporting Hotel Tax Revenue Bond and State Infrastructure Loan payments, which totaled \$1,994,321 for fiscal year ended September 30, 2001.

**CITY OF ROUND ROCK, TEXAS
SCHEDULE OF REVENUE BOND COVERAGE
LAST TEN YEARS**

Fiscal Year Ended 9-30	(1) Gross Revenue	(2) Direct Operating Expenses	Net Revenue Available For Debt Service	Debt Service Requirements Principal and Interest	Revenue Bond Coverage
	\$	\$	\$	\$	
1992	8,418,539	3,381,180	5,037,359	1,828,792	2.75
1993	9,499,723	3,775,429	5,724,294	1,843,129	3.11
1994	11,351,716	4,442,056	6,909,660	1,813,470	3.81
1995	12,842,219	5,324,255	7,517,964	1,739,222	4.32
1996	14,621,577	5,595,285	9,026,292	1,779,260	5.07
1997	16,649,651 ⁽³⁾	8,015,148	8,634,503	1,745,528	4.95
1998	18,031,066	8,632,306	9,398,760	1,751,339	5.37
1999	19,065,800	8,762,007	10,303,793	1,745,175	5.90
2000	23,867,459	10,561,505	13,305,954	1,765,565	7.54
2001	24,333,346	12,645,648	11,687,698	1,575,210	7.42

⁽¹⁾ Water and Sewer Fund operating and non-operating revenues.

⁽²⁾ Water and Sewer Fund operating expenses, excluding depreciation.

⁽³⁾ Excludes lawsuit settlement proceeds of \$6,120,000.

Financial Statistics

CITY OF ROUND ROCK, TEXAS DEMOGRAPHIC STATISTICS LAST TEN YEARS

Fiscal Year	(1) Population	(2) Per Capita Income	(3) School Enrollment	(4) Unemployment Rate
		\$		%
1992	32,135	14,747	21,847	3.4
1993	36,140	14,934	22,911	3.2
1994	40,665	17,146	23,951	1.8
1995	42,880	18,273	24,971	2.4
1996	45,355	19,053	26,107	1.8
1997	47,760	20,737	27,223	2.2
1998	50,905	21,929	28,455	1.9
1999	56,030	23,453	30,100	1.6
2000	60,340	26,149	31,572	1.4
2001	68,835	28,552	32,652	3.4

Sources: (1) Planning Department, City of Round Rock.

(2) Texas Workforce Commission; data is for Williamson County, which is representative of the City; data for City not available.

(3) Round Rock Independent School District.

(4) Texas Workforce Commission; data is for the City of Round Rock.

**CITY OF ROUND ROCK, TEXAS
PRINCIPAL TAXPAYERS
SEPTEMBER 30, 2001**

Name of Taxpayer	Type of Business	Net Assessed Valuation	% of Total Net Assessed Valuation
Dell Computer Holdings, LP	Electronic Equipment	\$201,745,463	5.419%
Dell Computer Corp.	Electronic Equipment	53,076,511	1.426
DuPont Photomask, Inc.	Chemicals	49,095,901	1.319
Limestone Ranch, LLP	Property Management	33,536,000	0.901
Micron Semiconductor Products	Electronic Components Manufacturer	28,523,075	0.766
Cypress Semiconductor	Electronic Components Manufacturer	27,488,189	0.738
Texas Utilities Electric	Electric Utility	26,960,795	0.724
Security Capital	Property Management	25,131,306	0.675
Benj. E. Sherman & Sons	Property Management	23,890,733	0.642
Sysco Food Services, Inc.	Food Service	21,704,151	0.583
		\$491,152,124	13.193%

Financial Statistics

CITY OF ROUND ROCK, TEXAS HOTEL TAXPAYERS SEPTEMBER 30, 2001

Taxpayer	Total Collections Year Ended September 30, 2001	Number of Rooms
La Quinta Inn	\$ 140,583	116
Courtyard by Marriott	171,154	113
Red Roof Inn	90,623	107
Baymont Inn	92,738	93
Best Western Executive Inn	81,659	67
Rodeway Inn & Suites	41,719	49
Ramada Inn Limited	37,304	62
Extended Stay America	58,391	138
Wingate Inn	103,821	101
Pinnacle Suites	1,272	27
Residence Inn	161,380	96
Hilton Garden Inn	164,234	122
Comfort Suites	67,061	62
Springhill Suites	98,516	104
Hampton Inn	12,635	93
Staybridge Suites	10,582	81
Austin Marriott North	20,757	295
	\$1,354,429	1,726

**CITY OF ROUND ROCK, TEXAS
HOTEL OCCUPANCY TAX COLLECTION HISTORY BY QUARTER
LAST TEN YEARS**

Fiscal Year Ended 9-30	1st Quarter Oct. – Dec.	2nd Quarter Jan. – Mar.	3rd Quarter Apr. – June	4th Quarter July – Sept.	Total
	\$	\$	\$	\$	\$
1992	30,147	27,288	30,857	34,245	122,537
1993	33,930	31,575	35,376	42,828	143,709
1994	42,025	39,596	40,531	48,247	170,399
1995	50,325	45,553	51,511	57,165	204,554
1996	58,008	59,915	45,806	71,836	235,565
1997	60,820	76,515	89,230	113,027	339,592
1998	102,162	99,392	101,966	130,835	434,355
1999	121,858	134,096	163,087	197,442	616,483
2000	219,642	215,824	255,911	326,448	1,017,825
2001	323,789	308,735	333,479	388,426	1,354,429

Financial Statistics

CITY OF ROUND ROCK, TEXAS MISCELLANEOUS STATISTICS SEPTEMBER 30, 2001

Established (1)	1850
Date of Incorporation	1913
Form of Government	Council - Manager
Area	27 Square miles

Fire Protection (2) -	
Number of stations	5
Number of firefighters	73 Salaried 35 Volunteer

Police protection (2) -	
Number of stations	1
Number of police officers	100

Municipal Water Department (2) -	
Number of consumers	20,800
Average monthly consumption	385,000,000 Gallons

Residential, Commercial, Industrial Building Permits (2)	1,419
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Recreation and Culture (2) -	
Number of parks	60
Number of libraries	1
Number of library volumes	115,853 (approx.)

Employees (2)	547
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(1) Source: Round Rock Chamber of Commerce

(2) Source: City of Round Rock

Appendix

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ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

City of Round Rock, Texas Operating Budget Calendar Fiscal Year 2002-2003

Month	Day	Activity
February	18-	Meetings with departments to begin Strategic Budgeting process
March	4	
March	25	Draft Strategic Budgets, Draft New Programs due from Departments
April	8	Draft Strategic Budgets/New Programs returned to Dept for revision Personnel sheets given to Dept for Updating
	8	Finance begins development of budget worksheets and computer files
	15	Finance Department conducts budget orientation Finance begins revenue projection process Budget worksheets/computer files provided to departments
	15-22	Meeting with departments to discuss FY 01-02 Budget Checklists
May	1	Final Strategic Budget/New Programs due from Departments Updated Personnel Spreadsheets due from departments
May	15	Budget worksheets/computer files due from departments
June	14	Draft budget available for development by budget team
	17	Draft (second) budget document to City Manager and Budget Team Meetings of the Budget Team to develop spending plan
July	22	City Manager's Budget submitted to City Council
July	25	Tax roll certification by Chief Appraiser (official date)
Mid-August	--	Publication of Tax Rates (Effective, Rollback)
September	12	Council budget meeting (1st Reading of the Budget) Televised town hall meeting on the proposed budget Public hearing on the budget
	26	Council budget meeting (2nd Reading of the Budget) Public hearing on the budget Adopt budget Adopt tax rate
October	1	Budget becomes effective

The months of July, August and September see dozens of meetings, workshops, public hearings and town meetings regarding the budget

Home Rule

HOME RULE CHARTER FOR THE CITY OF ROUND ROCK, TEXAS

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 manager deems desirable or the 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 manager deems desirable. The budget shall begin with a clear general summary of its contents; 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 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.
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. As 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 issues.
9. Such other information as may be required by the Council.
10. 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.
11. A Capital 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:
 - a. A summary of proposed programs.
 - b. A list of all capital improvements which are proposed to be undertaken during the five fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements.
 - c. Cost estimates, method of financing and recommended time schedules for each such improvements; and
 - d. The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

Home Rule

B. SUBMISSION

On or before the first day of August each year, the manager shall submit to the Council a proposed budget and an accompanying message. The Council shall review the proposed budget and revise as deemed appropriate prior to general circulation for public hearing.

C. PUBLIC NOTICE AND HEARING

The Council shall post in the City Hall and publish in the official newspaper a general summary of their 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 weeks after such publications, for a public hearing on the budget.

D. AMENDMENT BEFORE ADOPTION

After the hearing, the 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 twenty-seventh 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 Council take no final action 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 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.

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 manager or his 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 he shall also be liable to the City for any amount so paid. However, this prohibition shall not be construed to prevent the making for authorizing of payments or making of contracts for capital improvements to be financed wholly or partially by 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 Manager shall submit to the Council at its first formal meeting each month the financial condition of the City by budget item, budget estimate versus accruals for the preceding month and 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.

ORDINANCE NO. G-02-09-26-10B1

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF ROUND ROCK, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2002, AND ENDING SEPTEMBER 30, 2003, DIRECTING THE CITY SECRETARY TO FILE A TRUE COPY OF THE BUDGET WITH THE COUNTY CLERK OF WILLIAMSON COUNTY, 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, 2002, and ending September 30, 2003, and

WHEREAS, proper and timely notice that public hearings on such budget would be held on September 12, 2002, and September 26, 2002, was given and made in accordance with the law and within the time limits set forth by law; and

WHEREAS, such public hearings were held in accordance with law on September 12, 2002, and September 26, 2002, prior to final adoption of this ordinance; Now Therefore

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ROUND ROCK, TEXAS, THAT:

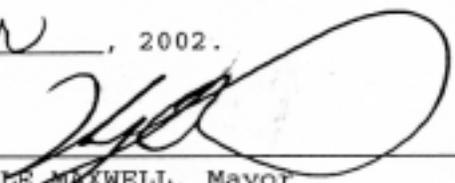
The attached budget for the fiscal year beginning October 1, 2002 and ending September 30, 2003, is hereby in all things approved and adopted and it shall be effective as of October 1, 2002.

The City Secretary is directed to file a certified copy of this ordinance along with a true copy of the attached budget with the County Clerk of Williamson County, Texas.

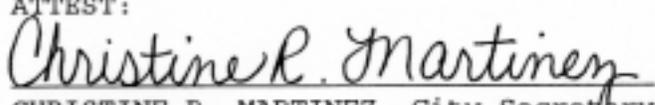
The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were 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 12 day of September, 2002.

READ, APPROVED and ADOPTED on second reading this the 26 day of September, 2002.



NYLE MAXWELL, Mayor
City of Round Rock, Texas

ATTEST:

CHRISTINE R. MARTINEZ, City Secretary

ORDINANCE NO. G-02-09-26-10B2

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 2002.

BE IT ORDAINED BY THE 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 2002 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 19.415 cents on each One Hundred Dollars (\$100.00) valuation of property.

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 2002 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 14.805 cents on each One Hundred Dollars (\$100.00) valuation of property.

SUMMARY

Maintenance and operation of the Municipal Government	19.415 cents
Interest and Sinking	<u>14.805</u> cents
Total Tax per \$100.00 of valuation	34.220 cents

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 Finance Director 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 12 day of September, 2002.

READ, APPROVED and ADOPTED on second reading this the 26 day of September, 2002.


NYLE MAXWELL, Mayor
City of Round Rock, Texas

ATTEST:


CHRISTINE R. MARTINEZ, City Secretary

ORDINANCE NO. G-99-09-23-9A3

AN ORDINANCE AMENDING CHAPTER 10, SECTIONS 10.201 AND 10.202, CODE OF ORDINANCES (1995 EDITION), CITY OF ROUND ROCK, TEXAS, ADOPTING WATER AND WASTEWATER UTILITY RATES; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ROUND ROCK, TEXAS, THAT:

I.

That Chapter 10, Section 10.201(5), Code of Ordinances (1995 Edition), City of Round Rock is hereby amended to read as follows:

(5) Water Rates for Retail Customers

(a) Except as provided in paragraph (c) below, the following schedule of monthly rates or charges for retail commercial and residential services furnished by the city's water system shall be and such is hereby adopted and established as follows:

(i) Rates

1. The water rate for retail customers shall be \$1.76 per 1,000 gallons of water used by all customers.
2. Effective January 1, 2000, the water rate for retail customers shall be \$1.84 per 1,000 gallons of water used by all customers.
3. Effective January 1, 2001, the water rate for retail customers shall be \$1.91 per 1,000 gallons of water used by all customers.

(ii) Monthly Charge

Except as provided below, in addition to the foregoing rates, each user shall also pay a monthly water service charge pursuant to the following schedule regardless of the amount of water used.

<u>Meter Size Base Serving Customer</u>	<u>Current</u>	<u>Effective January 1, 2000</u>	<u>Effective January 1, 2001</u>
5/8"	\$10.45	\$10.95	\$11.60
3/4"	14.18	15.25	16.33
1"	21.63	23.85	25.78
1 1/2"	40.25	45.35	49.40
2"	62.60	71.15	77.75
3"	114.75	131.35	143.90
4"	189.25	217.35	238.40
6"	599.00	690.35	758.15
8"	1,046.00	1,206.35	1,325.15
10"	1,642.00	1,894.35	2,081.15
12"	2,014.50	2,324.35	2,553.65

II.

That Chapter 10, Section 10.201(6), Code of Ordinances (1995 Edition), City of Round Rock is hereby amended to read as follows:

(6) Water Rates and Permit Fees for Bulk Users

<u>Number of Gallons Used Per 30 Day Period</u>	<u>Rates</u>	<u>30 Day Permit</u>
20,000 gallons or less	\$5.75 plus \$1.55 per 1,000 gallons	\$10.00
	Effective January 1, 2000, \$5.75 plus \$1.84 per 1,000 gallons	
	Effective January 1, 2001, \$5.75 plus \$1.91 per 1,000 gallons	
20,001 gallons to 75,000	\$31.75 plus \$1.55 per 1,000 gallons used exceeding 20,000 gallons	\$25.00
	Effective January 1, 2000, \$31.75 plus \$1.84 per 1,000 gallons used exceeding 20,000 gallons	
	Effective January 1, 2001, \$31.75 plus \$1.91 per 1,000 gallons used exceeding 20,000 gallons	

Ordinance

75,001 gallons or more	\$117.80 plus \$1.55 per 1,000 gallons used exceeding 75,000 gallons	\$50.00
---------------------------	--	---------

Effective January 1, 2000,
\$117.80 plus \$1.84 per
1,000 gallons used exceeding
75,000 gallons

Effective January 1, 2001,
\$117.80 plus \$1.91 per
1,000 gallons used exceeding
75,000 gallons

III.

That Chapter 10, Section 10.202(1), Code of Ordinances (1995 Edition), City of Round Rock is hereby amended to read as follows:

(1) Sewer Rates for Retail Customers

(a) Inside City Limits:

The rate schedule for retail customers of the city's sanitary sewer system shall be hereinafter set forth.

(i) Rates

1. The sewer rate for retail customers shall be \$1.73 per 1,000 gallons of water used by all customers.
2. Effective January 1, 2000, the sewer rate for retail customers shall be \$1.81 per 1,000 gallons of water used by all customers.
3. Effective January 1, 2001, the sewer rate for retail customers shall be \$1.89 per 1,000 gallons of water used by all customers.

(ii) Monthly Charge

Except as provided below, in addition to the foregoing rates, each user shall also pay a monthly sewer service charge pursuant to the following schedule regardless of the amount of water used.

<u>Meter Size Base Serving Customer</u>	<u>Current</u>	<u>Effective January 1, 2000</u>	<u>Effective January 1, 2001</u>
5/8"	\$ 7.85	\$ 8.20	\$ 8.60
3/4"	10.28	10.80	11.40
1"	15.13	16.00	17.00
1 1/2"	27.25	29.00	31.00
2"	41.80	44.60	47.80
3"	75.75	81.00	87.00
4"	124.25	133.00	143.00
6"	391.00	419.00	451.00
8"	682.00	731.00	787.00
10"	1,070.00	1,147.00	1,235.00
12"	1,312.50	1,407.00	1,515.00

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, and the Act.

Alternative 1.

By motion duly made, seconded and passed with an affirmative vote of all the Council members present, the requirement for reading this ordinance on two separate days was dispensed with.

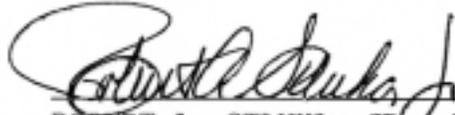
Ordinance

READ, PASSED, and ADOPTED on first reading this _____ day
of _____, 1999.

Alternative 2.

READ and APPROVED on first reading this the 9th day of
September, 1999.

READ, APPROVED and ADOPTED on second reading this the
23rd day of September, 1999.



ROBERT A. STLUKA, JR., Mayor
City of Round Rock, Texas

ATTEST:



JOANNE LAND, City Secretary

Footnotes for Revenues

This section reflects changes greater than \$5,000 from Revised Budget 2001-2002 to the indicated operating funds' revenue accounts. Actual amounts are located in the Revenue Estimates section of this document. Please see the Budget Message for details on major revenue sources and underlying economic assumptions

General Fund Revenues

Revenue

Account

Number Explanation of changes from the prior year

Property Taxes

4110 Reflects growth in property values, new construction, and increased property tax rate

Franchise Fees

4115 Reflects increased customer base for this utility provider

4116 Reflects increased customer base for this utility provider

4117 Reflects increased customer base for this utility provider

4118 Reflects increased customer base for this utility provider

Building Permits/Inspections

4216 Reflects estimated building activity

4225 Reflects estimated reduction in new major subdivision growth

4226 Reflects first full year of new fee

4410 Reflects estimated building activity

Garbage/Fire Protection Fees

4302 Reflects growth in the customer base

4306 Reflects growth in the customer base

Recreation Fees

4403 Reflects increased number of participants and expansion of programs

4404 Reflects increased number of participants

4405 Reflects increased number of participants

4409 Reflects estimated program activity

4413 Reflects estimated membership increase at the recreation center

Footnotes

General Fund Revenues (cont.)

Filing/Other Fees

4217 Reflects estimated building activity

Fines & Costs

4511 Reflects estimated activity

Rentals

4408 Reflects estimated activity

Grants

4685 Reflects scheduled increase in grant activity

4690 Reduction due to one-time funding agreement in prior year

4691 Reduction due to expiration of prior year funding agreement

4663 Reflects expiration of miscellaneous grants

Interest

4610 Reflects decline in interest rates

Capital Lease Proceeds

4616 Reflects scheduled items financed through capital lease program

Transfers

7200 Reflects reimbursement for general fund services

7550 Reflects one-time transfer for capital expenditure

Other Revenues

4308 Reflects estimated program activity

4628 Reduction due to one-time contribution in prior year

I&S General Obligation Bonds Fund Revenues

Revenue

Account

Number Explanation of changes from the prior year

- 4110** Reflects requirements of scheduled debt service and the corresponding property tax levy
4610 Reflects scheduled decrease in cash available for investing and lower interest rates
7200 Reflects reduction of scheduled debt service requirements

I&S Revenue Bonds Fund Revenues

Revenue

Account

Number Explanation of changes from the prior year

- 4610** Reflects scheduled decreases in cash available for investing and lower interest rates
7200 Reflects reduction of scheduled debt service requirements

Water/Wastewater Utility Fund Revenues

Revenue

Account

Number Explanation of changes from the prior year

Water & Related Services

- 4801** Reflects growth in customer base; consumption
4805 Reflects estimated activity
4807 Reflects growth in customer base
4833 Reflects estimated activity

Sewer & Related Services

- 4821** Reflects growth in customer base; sewer activity
4825 Reflects estimated activity
4827 Reflects growth in customer base; sewer activity

Footnotes

Water/Wastewater Utility Fund Revenues (cont.)

Pre-Treatment Surcharge

4443 Reflects estimated activity

Interest

4610 Reduction reflects declining market rates and scheduled funding of capital expenditures

Other Revenues

4615 Reflects estimated activity

Utility Impact Fee Fund Revenues

Revenue

Account

Number Explanation of changes from the prior year

4802 Reflects estimated activity

4822 Reflects estimated activity

Hotel Occupancy Tax Revenues

Revenue

Account

Number Explanation of changes from the prior year

4123 Reflects growth in number of rooms available and increased activity

4610 Reflects increase in funds available for investing

Law Enforcement Fund Revenues

Revenue

Account

Number Explanation of changes from the prior year

4665 Reflects estimated activity

Municipal Court Fund Revenues

Revenue

Account

Number Explanation of changes from the prior year

4509 Reflects first full year of increased activity

4510 Reflects first full year of increased activity

GLOSSARY OF TERMS

Accrual Basis - The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

Ad Valorem Tax - See Property Tax.

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.

Bench Mark - A comparison of performances across many organizations in order to better understand one's own performance.

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

Bonded Debt - That 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.

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

Certificate of Obligation (C.O.) - A form of general obligation debt.

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.

Current Taxes - Taxes levied for and due in the current budget period.

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.

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.).

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.

Expenditure - The actual outflow of funds paid for an asset obtained or goods and services obtained.

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.

Glossary

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.

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.

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 Fees (Geographical Information System) - 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.)

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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 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 Rate - The amount of tax stated in terms of a unit of the tax base (e.g. cents per hundred dollars valuation).

Utility Fund - See Water/Wastewater Utility Fund

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 County 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



Finance Department Staff (Accounting & Budget)

David Kautz, CGFO – CFO

Bill White, CGFO - Director

Jerry Galloway CPA – Controller

Becky Martinez Payroll Specialist

Noelle Jones CPA – Finance Programs Manager

Joyce Banner Accounting Technician II

Elaine Wilson CCM – Treasury & Finance Supervisor

Judy Morris Accounting Technician II

Terry Gizelbach MPA – Budget Supervisor

Anne Keneipp Accounting Technician II

Robbie Sorrell CPA – Budget Analyst I

Karen D’Amato Accounting Technician I

Debbie Hunt Accounting Supervisor

Becca Ramsey Accounting Technician I

Lynn Olsen Accountant II

Dodi Lilja Accounting Technician I

