

# Annual Operating Budget



2006-2007



**ROUND ROCK, TEXAS**  
PURPOSE. PASSION. PROSPERITY.



# Round Rock

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## ...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 a 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

For the Fiscal Year  
OCTOBER 1, 2006 • SEPTEMBER 30, 2007

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## CITY LEADERSHIP:

**NYLE MAXWELL** *Mayor*  
**ALAN McGRAW** *Mayor Pro-Tem*

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**RUFUS HONEYCUTT** *Council Member*  
**JOE CLIFFORD** *Council Member*  
**SCOTT RHODE** *Council Member*  
**CARLOS T. SALINAS** *Council Member*  
**TED WILLIAMSON** *Council Member*

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**JAMES R. NUSE** *City Manager*  
**DAVID KAUTZ** *Assistant City Manager/Chief Financial Officer*

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

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**ROUND ROCK, TEXAS**  
**PURPOSE. PASSION. PROSPERITY.**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Round Rock  
Texas**

For the Fiscal Year Beginning

**October 1, 2005**

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Round Rock, Texas for its annual budget for the fiscal year beginning October 1, 2005. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe that our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



**City of Round Rock  
2006-2007 Operating Budget**

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## Budget Message





## Budget Message



September 28, 2006

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

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

Presented herewith is the City Manager's adopted operating budget for fiscal year October 1, 2006 through September 30, 2007. This document contains spending plans 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 \$119,155,568, this figure includes \$78,858,648 for the General Fund, \$11,661,155 for the Debt Service Funds and \$28,635,765 for the Water/Wastewater Utility Fund.

Spending plans and revenue estimates are provided for Special Revenue Funds with expenditures as follows: \$2,250,000 for the Hotel Occupancy Tax Fund, \$435,495 for the Law Enforcement Fund, \$50,000 for the Parks Improvement & Acquisition Fund, \$117,495 for the Municipal Court Fund, and \$4,000 for the Library 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 (2007-2008 projected budget) reflects only the extended cost of the programs and operating commitments, which are adopted for 2006-2007.

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, location 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 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. Generally, measures of demand, input, output, 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 an operating fund 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 **Debt Schedules Tab** provides details on outstanding debt including its purpose, amount outstanding and a payment schedule.

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

The **Personnel Schedule 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, Utility and Hotel Occupancy Tax Funds.

The **Financial Statistics Tab** provides various City statistical information for the fiscal year ended September 30, 2005.

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 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 ten years. Planning for the Water/Wastewater Utility extends to twenty years for infrastructure needs and well beyond thirty years for water reserves. These needs are identified through citizen and customer surveys, open house forums, research into technological innovation, demographic trend analysis and observation of other factors affecting the community. 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. The Round Rock City Council has articulated six strategic priorities providing City departments with direction for developing departmental planning priorities. The City's Strategic Plan was then revised to reflect the goals as set forth by the Council. 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, the related budgetary requirements for meeting these goals have been developed by each operating department.

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 the City follows to link the City's Strategic Plan and individual departmental strategy and performance, to the budget.

### **10-Year Operational Plan**

In the fall of 2005, the City conducted a 10-year operational analysis to determine the resources required to fund operations in future years. This analysis was conducted due in large part to continuing trends in population growth and increased funding pressures. This is especially evident in the cost trends experienced in the public safety sector for the City and the region as a whole. These factors impact resources available for all City services.

The analysis consisted of projecting operational costs for a 10-year period incorporating the financial needs of the City's departments based on the current strategic priorities. Revenues available for operations were projected utilizing anticipated growth trends and existing financial policies. Once the financial information was compiled, public input was solicited. The goal was to develop informed consent from the public on service levels for long-term financial planning.

The focus of the exercise was on the seven (7) general fund core services, all competing for limited resources: library services, maintain order & enforce laws, provide fire response, provide emergency medical response, provide open space/park facilities, provide recreational facilities/activities, and provide urban infrastructure.

Through a series of open house forums and on-line input, approximately 600 citizens participated in the process. The results of the analysis found:

- a) The City should stay the course on levels of service;
- b) a preference for increased levels of service in public safety and maintenance of urban infrastructure;
- c) a preference for user fees to pay for services and;
- d) the City should continue to operate efficiently and aggressively implement cost controls.

The 10-Year Operational Plan is and will be utilized as an important planning tool both in this and future budgets.

### **Vision Statement for the City**

Round Rock is a diverse, historic, and family-oriented community with a distinct identity as a great city in which to live, work and play. In providing a high quality of life, our City is progressive, committed to democratic ideas and concerned with the impact of today's decisions on future generations. Residents, government, and business are committed to working together to build a more vibrant community.

### Strategic Goals for the City of Round Rock, Fiscal Year 2006-2007

- Goal 1** Round Rock will retain and expand the economic base, diversify the local economy, provide greater employment opportunities and provide access to a broader range of goods and services for residents and non-residents.
- Goal 2** Round Rock will review the General Plan with emphasis on the northeast quadrant of the City to provide for educational, business, residential and retail uses.
- Goal 3** Round Rock will improve the image and appearance of the community.
- Goal 4** Round Rock will plan and facilitate the City's transportation systems, at the local and regional level, to improve traffic flow and personal mobility.
- Goal 5** Round Rock will plan and implement effective and efficient services within the City's financial capacity to meet the needs of residents, customers and employees.
- Goal 6** Round Rock will communicate openly and effectively with its citizens, employees, the media, public and private organizations and visitors.

### Budget Priorities and Changes in Funding

The development of the budget for the 2006-2007 fiscal year is guided by the above described vision and strategic goals, prevailing economic conditions and, additionally, by the continuing need to provide basic and improved services for a growing population. Two primary 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.

Generally, because of the need to meet the demands of a larger day time population created by steady job growth, a growing commercial/industrial sector and a larger residential population, operating requirements have increased. 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. For the past several years, Williamson County, in which Round Rock is the largest city, has been one of the fastest growing counties 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 as more than 63% of General Fund revenue is provided by sales tax. A half-cent component of the two-cent local sales tax rate exists for the sole purpose of reducing the property tax rate. The result is a heavy reliance upon the sales tax as a revenue source and reduced reliance upon the property tax. The sales tax is a less stable revenue source than the property tax but provides more discretion to the taxpayer. Because of this revenue makeup, the City tends to carry higher fund balances, 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 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. This budget was developed consistent with the City's high performing organizational (HPO) philosophy which strives to simultaneously deliver high product and service quality, outstanding "customer value" and sound financial performance. Specifically, the process this year began with a City Council work session to discuss fiscal policy and economic outlook. The City Manager, Assistant City Manager/Chief Financial Officer and Finance Director met to refine operating guidelines and soon thereafter budget files and workbooks were provided to the operating departments. In addition, the FY 2006-2007 adopted budget was developed under guidelines established by the City's new Financial Management Policy adopted by the City Council in March of 2005. Specifically, the policy is designed to manage the City's growing operational reliance on sales tax generated by a single taxpayer. The policy is discussed in detail in the Sales Tax Collection section of this letter. Under these guidelines, City departments developed their draft strategic budget documents, initial operating requirements and program proposals and then worked together as a team to develop a budget proposal that fit within revenue expectations and key departmental goals.

As required by the City's Charter, the proposed budget is 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.

## Budget Key Dates

<b>February</b>	City Council Work Session Budget Kickoff
<b>March-May</b>	Departmental submission of budget documents
<b>June</b>	Executive review of Proposed Budget
<b>July</b>	City Manager submits Proposed Budget to City Council Tax roll certification by chief appraiser
<b>August</b>	Publication of proposed tax rates
<b>September</b>	Proposed Budget submitted and approved by City Council (2 readings)
<b>October</b>	FY 2006-2007 budget becomes effective

### 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 reflecting changes in costs and comparative expenditures per capita for the current and most recent fiscal years. The mission of every department incorporates a variety of complex operations making it difficult to provide a single or even a few statistical measures. However, the per capita funding comparisons provide a broad view of changes in level of service for the departments.

With regard to the prior fiscal year ending on September 30, the City anticipates another solid performance in terms of financial condition and quality of service provided. Financial policies will be met and the City's strong 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.

Population growth, residential housing construction and increased motor vehicle traffic have been the prevailing conditions in the current budget year and these same conditions are expected to continue into the future but at an overall slower pace than previously experienced.

### Trend Analysis

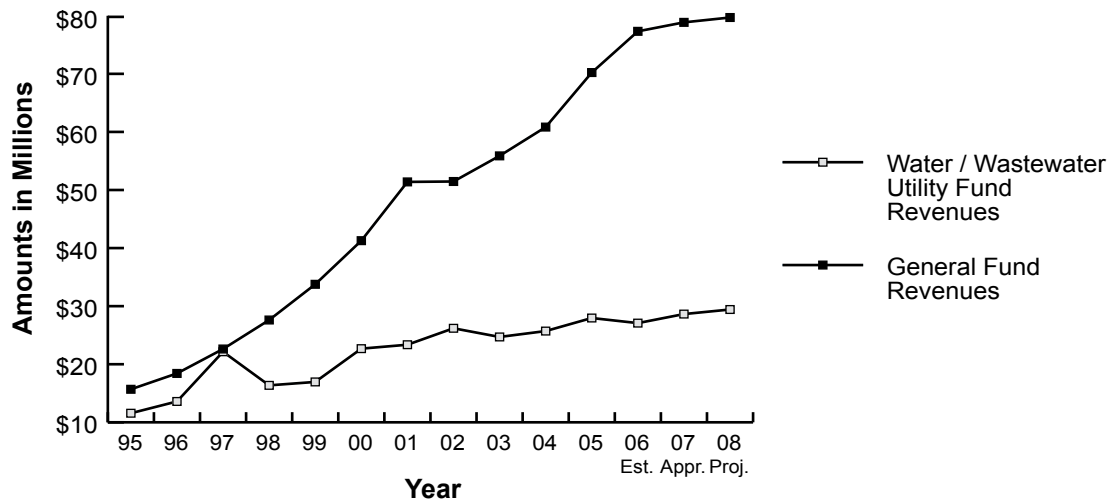
The City of Round Rock utilizes a conservative strategy when projecting revenues and expenditures. Revenue and expenditure patterns are closely monitored so that adjustments to spending patterns can be implemented, if needed. The City considers many influences as presented throughout this document along with trend analysis to develop and manage the budget as the year progresses.

#### Revenue Trends

The City utilizes a fiscally conservative strategy when projecting revenues, as can be seen in the graph showing more modest levels of growth than actual historical amounts. Residential and commercial growth along with economic expectations, are primary drivers in estimating revenues. For the past decade, Round Rock has enjoyed a relatively stable upward revenue trend. This trend has been caused primarily by growth in sales tax revenues for the General Fund and increase in customer base for the Water/Wastewater Utility Fund.



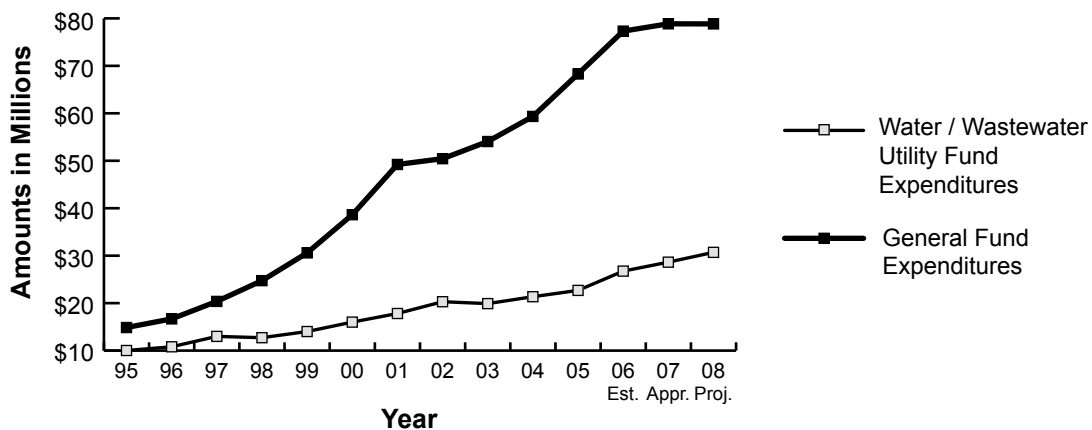
### General Fund & Water / Wastewater Utility Fund Revenues



#### Expenditure Trends

Expenditure trends are projected using prior years' spending patterns along with assessing the impact of current year influences, such as, departmental objectives as they relate to the City's strategic goals. Once again, in this year's approved budget, we have applied the same fiscally conservative strategy that allows us to modify spending, if needed.

### General Fund & Water / Wastewater Utility Fund Expenditures

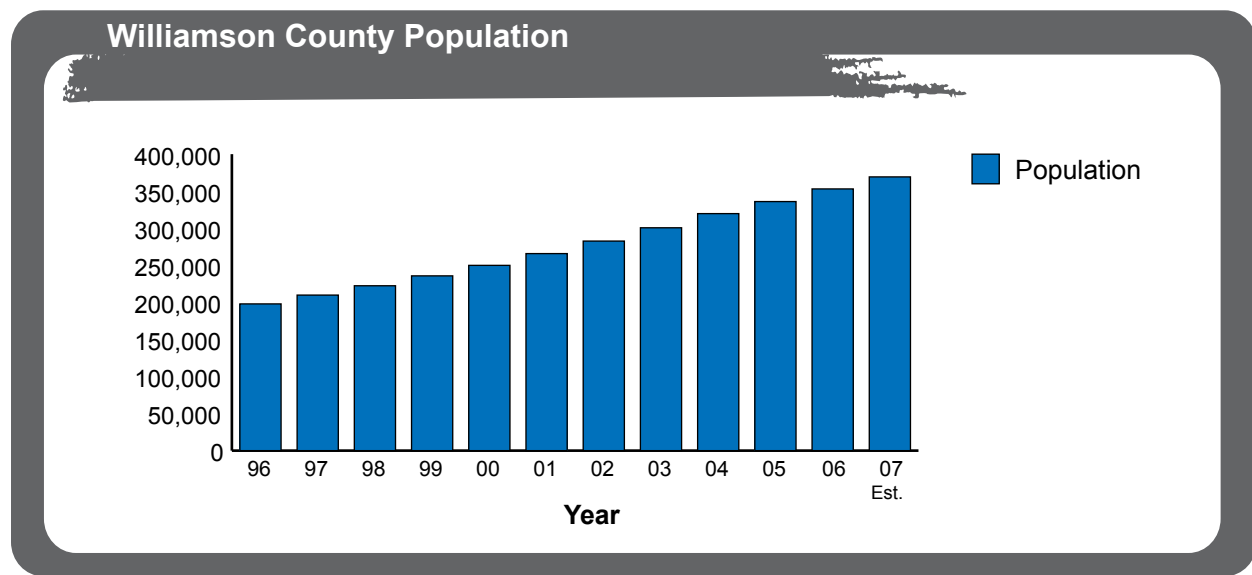


Note: FY 03 and FY 05 Water / Wastewater Utility Fund Expenditures exclude one-time \$23 million and \$12.3 million transfers to Construction Fund, respectively.

### Economic Outlook and Revenue Projections for Fiscal Year 2006-2007

Current economic indicators show that regional economic growth continues to improve and Round Rock remains fairly strong in population and economic growth.

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% from 1990 to 2000. 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.



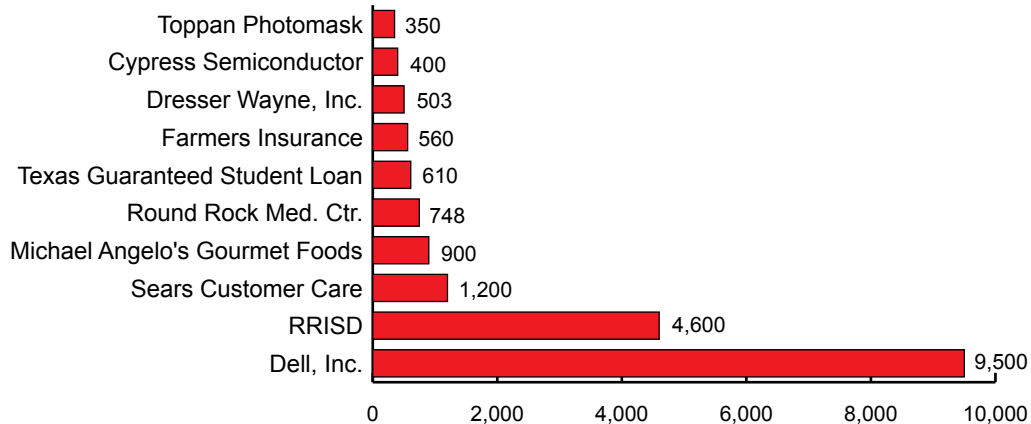
The budget reflects the expectation of continued growth in and around the City. Building activity is expected to remain strong, fueled by continued in-migration to the community while job creation will also continue its healthy growth trends. Information regarding current employment levels of major local 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. Round Rock continues to see a healthy trend in single-family building permits issued with 1,403 permits issued in 2006 and an estimated 1,460 by the end of fiscal 2007. The current unemployment rate in Round Rock is 3.3% and remains lower than the Austin metro and statewide rates of 3.8% and 4.7%, respectively.

Recent economic activity includes the opening of Round Rock Premium Outlets in August 2006. The outlet center has over 430,000 sq. ft. of retail space, and a movie theater. Swedish furniture maker IKEA is scheduled to open its third Texas store in the fall of 2006. Round Rock is also seeing significant expansion in the health care industry. Round Rock Medical Center, which is part of the St. David's network and a full service hospital, has embarked on a \$58 million expansion project responding to the needs of the growing community. The first phase, a new three-story tower opened in spring 2006. This expansion when complete, will almost double the size of the current facility to 312,000 square feet. Scott & White will expand its operations by developing an \$81 million Scott & White University Medical Campus. This

complex will include a 76-bed hospital, clinic and diagnostic center which are scheduled to open in 2007. Additionally, the Round Rock Higher Education Center completed the first building of its new campus site in northeast Round Rock and began offering classes in the fall of 2005. Another recent growth related expansion includes a new 2 million square foot planned mixed use development along SH 45 at the southwest corner of La Frontera. The majority of the project will be office space but will also include some retail and multi-family. The mixed use development will aid in job growth and accommodate spin off expansions related to the recent Dell expansion (500 engineering jobs) and business growth in general. These facts are important in understanding the resulting influences on the City's revenue projections, levels of service required and resulting spending plans for the coming fiscal year.

### 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
1997	46,485	2003	75,402
1998	49,990	2004	79,850
1999	53,860	2005	84,200
2000	61,136	2006	88,500
2001	66,495	2007	90,100
2002	71,275	2011 (est.)	103,300

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. It is important to note that Round Rock's extra-territorial jurisdiction (ETJ) contains over 9,000 acres of undeveloped property which will influence the demand for City services into the future.

## Residential Building Permits

Year	In-City	Out of City (Served by City)	Total	Monthly Average
1997	815	510	1,325	110
1998	1,235	657	1,892	158
1999	1,457	706	2,163	180
2000	1,442	1,018	2,460	205
2001	961	761	1,722	143
2002	992	409	1,401	117
2003	1,317	37	1,354	113
2004	1,260	57	1,317	110
2005	1,278	54	1,332	111
2006	1,403	0	1,403	117
2007 (projected)	1,260	200	1,460	122

## Revenue Assumptions

Revenue assumptions in general for the ensuing fiscal year are expected to follow the growth curve of job creation, population growth, retail sales activity and housing starts. Other revenues, such as property tax revenue and sales tax revenue, are forecast using specific calculations as discussed below. Detailed 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 Central Appraisal District is shown in the chart below. The fiscal year 2007 value is 12.2% above the prior year value and again continues to reflect the rebounding economy. The tax roll as provided by the Appraisal District indicates the following:

	Adopted for FY 2006	Adopted for FY 2007
Total Taxable Value	\$5,667,029,945	\$6,356,956,240
Tax Rate	<b>37.105 Cents/\$100</b>	<b>37.105 Cents/\$100</b>

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 adopts a tax rate of 37.105 cents per \$100 of property value, which was the same rate as last year. Under this approved budget, the adopted tax rate is above the effective tax rate of 35.618 cents per \$100 of property value, which results in a tax increase. This increase is due to the growth in operating costs and reduced sales tax reliance reflecting the City's operational and long-term financial plan. 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 ½ 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) additional police department personnel;
- c) partial year funding of new fire station;
- d) enhancement of the street maintenance program;
- e) debt service (principal and interest payments on debt);
- f) economic development;
- g) parks improvement projects
- h) full year funding for the parks and recreation senior activity center;
- i) fleet and equipment replacement;
- j) storm sewer management 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 generated over \$64.9 million in sales tax revenue for fiscal year 2005-2006. This amount includes the 1/2% or \$16.2 million in additional sales and use tax for transportation improvements as described below. The remaining 1 1/2% generated over \$48.7 million for general operations, property tax reduction and capital projects. This figure is 10.1% above the original budget and 11.9% above the prior year actual collections. For 2006-2007, the budget is \$49,800,000 in sales tax revenue for operations, property tax reduction and capital projects.

## Budget Message

The sales tax revenue source is extremely important to the City in that it reduces property taxes and makes up approximately 63% of the general revenue. A graphic illustration of the City's sales tax revenue performance is shown in the City Profile Tab section following this letter. Sales tax is subject to economic cycles and discretionary buying characteristics of the consumer and, accordingly, must be monitored carefully.

### Financial Management Policy

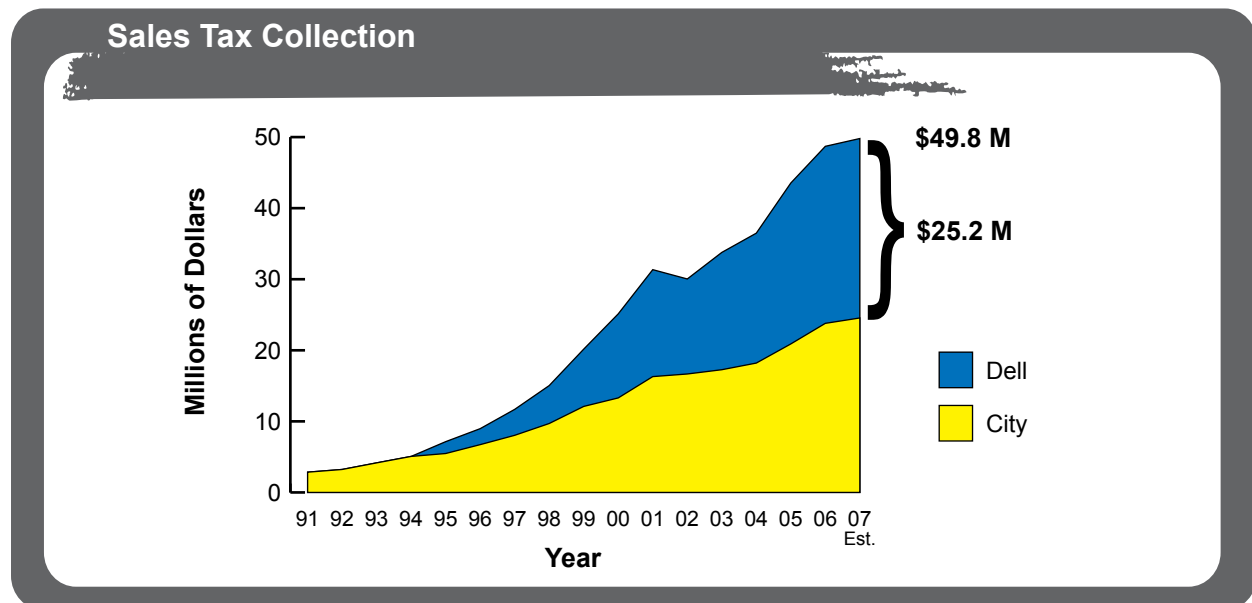
Because of the significant reliance on sales tax, the City has developed a financial management policy directed at reducing the General Fund's operational reliance on sales tax generated from Dell, Inc. The policy is designed to provide a consistent, long-term approach for the fiscal management of the City's operating funds to balance revenue requirements with the service needs of a growing population. Specifically, the policy is intended to help the City avoid the risk of a combined high property tax rate and a high reliance on sales tax. The policy is designed to better manage the continued operational reliance on sales tax generated from Dell by limiting the amount of Dell sales tax used to fund continuing general operations. The policy states that Dell must remain 50% or less of total sales tax revenue used for operations and that the estimated growth in sales tax collections from Dell must be at least 1% below the estimated growth of sales tax from all other sources. Amounts collected beyond the set operational limitation are set aside for two objectives: (1) to fund capital improvements and/or one-time expenditures as approved by the City Council to minimize the need to borrow additional funds and/or; (2) to retire existing general debt. In the long-term, this policy is expected to help manage the City's property tax rate as well as maintain financial flexibility.

The FY 2006-2007 adopted budget is in compliance with the City's financial management policy. The amount of sales tax generated by Dell budgeted for operations is 49% of the total amount of sales tax used for operations. The remainder of estimated Dell sales tax is designated for the City's Capital Improvement Program (CIP).

### Economic Development Agreement with Dell, Inc.

This budget continues to reflect activity of a multi-year economic development agreement between the City and Dell. The City and Dell, 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 \$25.2 million next year in local sales tax revenue. The City shares a portion of the proceeds with the Company and the remainder is used toward citywide property tax rate reduction, general expenses and capital improvements. The chart below shows the relative impact of sales taxes paid by Dell 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.



**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 City's 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. The Corporation's activities are included in the City's audited financial statements as a blended component unit. 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 TXU Electric (electric utility), ATMOS Energy (gas utility), AT&T (telecommunications), Time Warner Cable (cable television), other telecommunications and cable providers and all commercial garbage haulers. The fee is generally computed as a percentage 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 anticipated for these revenue sources. This budget also contains estimates for site plan fees to assist in recovering costs associated with the development review process.

**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 account maintenance. That figure is reflected in this revenue section and is expected increase consistently with the rate of growth. No increases in garbage rates are anticipated at this time.

**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.

**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. Although the Police Department continues to expend significant resources on Community Oriented Policing (COP), which focuses on identifying root causes of crime rather than symptoms, traffic law enforcement continues to be a priority and revenues will be closely monitored.

**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. Fees are estimated by anticipating membership activity and recreation program usage.

**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 \$750,000 for FY2006-2007 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

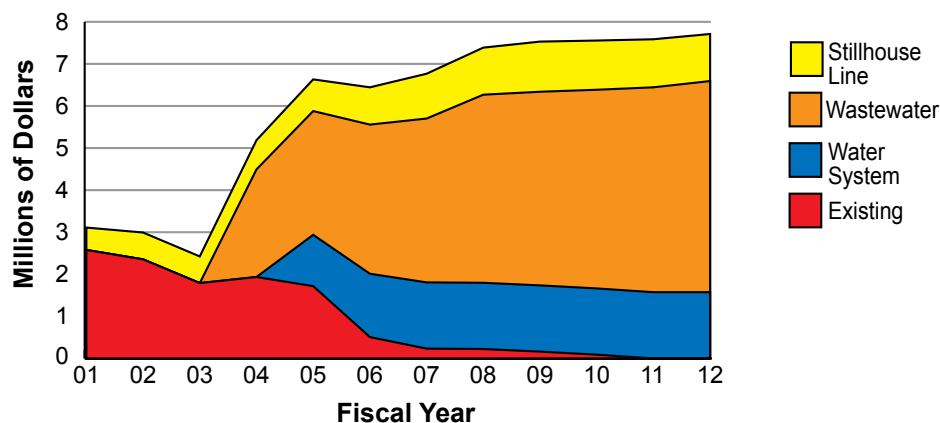
The transfer from the Utility Fund to the General Fund is \$1,690,000 and represents approximately 5.9% of the Utility Fund’s revenues. The transfer is designed to reimburse the General Fund for services that fund provides to the Utility Fund such as office space, financial services, administrative services, engineering services, infrastructure repair, information technology 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 effects of increased population 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 Funds Expenditures Tab** of this document. To summarize, the capital program requires expenditures of approximately \$79.9 million from 2000 to 2007 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 \$29.4 million. The combined capital program for this time period totals \$109.3 million and is to be funded through utility rates, impact fees and funds borrowed by the City and the Alliance. The borrowed funds will be repaid 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.

### Proposed Water / Wastewater Debt Service



The City recently completed an update to its comprehensive utility rate study. Findings from the study indicated the water/wastewater utility to be in good financial health. However, in order to fund the capital improvement program and to meet increasing system demand and operational cost pressures, multiple-year rate increases will be necessary. This budget includes a 3% utility rate increase effective in January 2007. Even with the rate increases, Round Rock water and wastewater rates continue to be among the lowest in the region.

Growth in the customer base and the rate adjustment discussed above has been factored into the projected water sales of \$15,602,933. The City provides treated water to a variety of retail and wholesale customers (those defined as metered connections). For the fiscal year 2005-2006, the customer base increased to 29,168 and gallons of water sold are expected to reach 6.0 billion, largely due to dry weather conditions. The number of utility customers is projected at 30,400 and water sales are projected at 5.1 billion gallons for next fiscal year. Water sales are conservatively estimated using customer base projections, while at the same time taking into account normal weather conditions. The number of utility customers is projected at 30,400 and water sales are projected at 5.1 billion gallons for next fiscal year. Water sales are conservatively estimated using customer base projections, while at the same time taking into account adverse weather conditions.

### 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 \$4,296 per LUE (living unit equivalent) for water, and \$1,306 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 767.75 full-time equivalent employees allocated among the operating departments. This current employment level will be increased by 22.5 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
Information Technology	1	Applications Specialist
Finance	1	Admin Tech III
Library	.5	Children's Library Aide
Police	4	Police Officers
	0	Asst. Police Chief**
	2	Support Staff
	1	Telecommunications Supervisor
	1	Public Safety Officer
Fire	8	Firefighters
	1	Administrative Tech-Training
Human Resources	1	Human Resources Assistant
Eng & Dev Services	1	Public Works Programs Administrator
Water Systems Support	1	Meter Reader
Total	22.5	

\*Full Time Equivalent

\*\*Reclassified positions

### Personnel Compensation

This budget allocates approximately \$895,000 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, or a specific new activity.

#### General Debt Service

In addition to funding the current principal and interest payments due on the City's outstanding general obligation debt, the approved debt service budget contains funding for the early retirement of approximately \$1.5 million in outstanding callable bonds. With the implementation of the financial management policy and strong economic conditions, the City has the opportunity to redeem some higher interest bearing outstanding bonds. This strategy, along with the City's 10-year planning process assists in the management of the City's long-term financial outlook. The anticipated interest savings generated from the early redemption of the principal is expected to be approximately \$950,000 and the average coupon rate of the maturities to be redeemed is about 6.1%.

#### Economic Development Funding

With economic development identified as the City's top strategic priority, the City and the Round Rock Chamber of Commerce recently partnered to update the City's economic development plan. In accordance with this increased strategic emphasis on economic development, the economic development agreement between the City and the Chamber of Commerce was also updated and enhanced. This budget includes funding of \$480,000 to the Chamber of Commerce for economic development. These funds will be leveraged with the Chamber of Commerce Momentum funding to create a public/private partnership for economic development priorities.

#### Police Services

The Police Department budget includes funding for four new police officers and four civilian positions. As part of the Police Department's strategic plan and the City's 10-year planning process, "civilianizing" areas of the police department is a key strategy to ensure police officers remain proactive in their policing efforts. This new program will add two new patrol officers, one detective and one training & recruiting officer. Also included is the reclassification of a patrol officer to an Assistant Police Chief position. The Assistant Police Chief will provide additional operational support to the Police department. Four civilian positions, one telecommunications supervisor, one public safety officer and two support staff positions, have been added to reduce administrative time for patrol officers. These new programs will allow the department to continue to meet the needs of our growing community. The addition of the new officers effectively maintains a ratio of 1.50 police officers per 1,000 population.

#### Fire Services

In 2005, the City contracted with Management Advisory Group (MAG), a nationally recognized fire service consulting firm, to perform a comprehensive review of the City's fire service. The results of this study identified several areas of focus to improve overall fire service to the community. The eight new firefighters will staff new station #7, to replace the current temporary facility. Station #7 is anticipated to open in late summer of 2007. This budget represents implementation of the City's fire strategic plan to ensure fire services are available to the growing community while managing the long-term fiscal impact.

#### Engineering & Development Services

A Public Works Programs Administrator position will be added to provide overall guidance and leadership to the public works departments. This position will focus on strategic planning initiatives for all public works departments and project management activities for City projects.

#### 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 \$3,000,510 a \$1,085,510 increase over the previous year. In a continuing effort to better proactively manage this program, this budget funds a new pavement management software system. This system provides the City with a tool for accurately identifying roadway overlay based on pavement condition rather than assuming that every roadway needs resurfacing every eight years. This was a cost saving measure identified in the 10-year planning process.



**Parks Improvement Projects**

Included in this budget is funding for improvement projects at the Old Settler's Park. The improvements include additional parking at the Rock'n River facility, a baseball practice facility and funding for the design of a new sports complex.

**Equipment Replacement Program**

The City has progressed in the design and implementation of an equipment replacement program. Funding is included in this 2006-2007 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. Funding for new vehicle maintenance software is also included, this will provide more accurate preventive maintenance scheduling and vehicle replacements.

**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 maintenance of City 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 as well as provide energy management cost savings.

**Agency Requests**

Funding requests from non-profit organizations and agencies, which serve citizens of the community in various ways, are included in this budget. These various agencies provide very important services to the community and the City contracts with the local United Way to help determine funding priorities and provide regular monitoring of agency performance. Current funding for the agencies is contained in the General Services section of the document.

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

The City provides a self-funded health, dental and vision plan. This plan was created in 1993 in response to previously substandard services and excessive price increases from insurers. Costs of providing plan coverage have increased substantially over the past several years. However, after reviewing the marketplace and updating the plan design, the City selected another network provider and administrator for the health insurance program. While still early in the new plan year, results of this change are indicating substantial cost savings over past years. This budget reflects reduced per employee funding compared to the previous fiscal year. Total health plan funding is scheduled at \$6.1 million for the next fiscal year.

**Storm Sewer Management Program**

Funding for the development of a City plan to meet the Environmental Protection Agency's (EPA) National Pollution Discharge Elimination System program is included in the adopted budget. Under the Plan, cities are required to minimize discharge of pollutants in areas of new and significant redevelopment. Eventually, it is anticipated that these requirements will lead to the implementation of a drainage utility for the City.

**Specialized Transit Services**

Historically, the City has utilized the services of the Capital Area Rural Transportation System (CARTS) to provide specialized transit services for the community. Specifically, CARTS provides transportation for the elderly and handicapped in Round Rock on a demand-response basis. Funding for CARTS services has been a combination of federal funding, state funding and minimal rider fees. As a result of the 2000 census, Round Rock was reclassified from a rural area to part of the Austin urbanized area. This reclassification resulted in the elimination of funding to CARTS for Round Rock's transit service needs and a redirection of the funding to Austin's Capital Metro system. In 2005, the City entered into an agreement with Capital Metro to access Section 5307 federal funding for its existing CARTS service in Round Rock until a long-term transportation plan can be developed and implemented. Funding for this service will be partially reimbursed through Section 5307 federal funds.

**Information Technology**

In order to maintain and enhance current service standards, this department will be adding an applications specialist position to assist the Public Works departments. Several new software programs for the Public Works departments are included in this budget. This position will focus on assisting the department with technical and functional application development and support for the new software applications.

This budget also continues to provide funding for the City's ongoing computer replacement program. 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 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. This budget contains funding for this on-going plan. The equipment and software expenditures are included in the capital outlay section of each department.

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 continues to be included in the adopted operating budget.

### **Other New Program Highlights**

The adopted budget also includes funding for some departmental support positions as follows:

The Finance Department will be adding an administrative position to assist the department with various administrative duties.

The Human Resources Department will add an additional support position to assist with risk management activities, healthcare claims and resolution of insurance carrier concerns.

The Library will be adding a part-time Children's Library Aid to assist in maintaining the productivity of the department.

Included in the Utility Fund is an additional FTE for a meter reader in the Water Systems Support Department. This position is needed to maintain current services levels within a growing community.

### **Other Programs**

Each operating department budget contains information 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 increase in water costs and additional water supply reserves as described below. Additionally, cost increases are expected in pumping costs, materials and supplies.

The Brazos River Authority has constructed a 30 mile pipeline from Lake Stillhouse to Lake Georgetown for the benefit of the City of Round Rock, City of Georgetown and Jonah Water Special Utility District. The Brazos River Authority owns, operates and maintains the water line. This budget continues to include capital and operating costs associated with this regional water line.

### **Reserve Water**

The water contract between Round Rock and the City of Austin that provides an emergency water supply to the City of Round Rock if needed was recently updated. Water supply costs 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 water supply reserves of 18,134 acre feet from Lake Stillhouse. Additionally, the City has an opportunity to increase its reserves from 11,444 acre feet to 20,928 acre feet of additional reserves from the LCRA (Lower Colorado River Authority) through the BRA (Brazos River Authority). The additional reserves are expected to provide adequate water capacity beyond the year 2040 and the increased costs are reflected in the adopted 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. Nine 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. This responsibility includes maintaining and rehabilitating the City's wastewater lines in compliance with Texas Commission on Environmental Quality (TCEQ) Edwards Aquifer Regulations.

## General Capital Improvement Projects

Capital projects scheduled for the upcoming year have been funded by cash and various debt issues as detailed in the **Capital Projects Funds Expenditures Tab** section of this document. 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 was issued and in August 2004, \$20,000,000 in additional General Obligation Bonds, Series 2004 was issued. The balance, \$34,800,000 of the authorization is expected to be issued in the spring of 2007. The projects scheduled under this voted authorization along with current projects in process are listed under the **Capital Projects Funds Expenditures Tab** section of this document.

## 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 Funds Expenditures 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 \$109.3 million for the years 2000 to 2007. Out of this figure \$40.9 million is scheduled for the ensuing fiscal year. In fiscal year 2004, the City completed a significant 24 mgd (million gallons per day) water treatment plant expansion. Additionally, the City is discussing a regional water project that will provide treated water from Lake Travis to the cities of Round Rock, Leander and Cedar Park. This regional approach is expected to provide significant cost savings for the construction as well as economies of scale for the ongoing operations as one plant will be constructed to serve all three communities. The first phase of this project is expected to be completed by 2009 and future financial requirements of this project are incorporated in the City's utility rate planning model.

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 adopted property tax rate component is sufficient to meet debt service obligations for the next fiscal year. 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 requires infrastructure and capital improvements as described herein but also must provide sufficient debt financing margins. A complete schedule of outstanding debt obligations, their purpose and related debt service is included under the **Debt Schedules Tab** of this document.

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-.

### Hotel Occupancy Tax Fund

The local hotel/motel industry continues to be a particularly vibrant industry for Round Rock. In 1996, the City had 2 hotels with a total of 181 rooms. At the end of September 2006, 21 hotels with 2,057 rooms were open for business maintaining solid occupancy rates. This strong industry bodes well for the hotel occupancy tax collections which support local tourism events and debt service for the Dell Diamond/Convention Center complex. To ensure continued development and success of Round Rock's tourism industry, the City and the Chamber of Commerce engaged a tourism consultant to provide a long-range tourism plan for Round Rock. The plan recommends special emphasis on sporting events resulting in new growth in the industry. With several area sports facilities in place and statewide events being planned, Round Rock has developed a marketing strategy as the "Sports Capital of Texas". Tourism is expected to become an expanded component of the City's overall economic development strategy.

To that end, the long-range tourism plan recommended the creation of a Convention and Visitor's Bureau (CVB) to administer and manage the City's tourism efforts and long-range tourism plan. The Hotel Occupancy Tax Fund budget includes funding for the CVB as well as continued funding for tourism events and debt service associated with Dell Diamond/Convention Center complex.

### 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 adopted budget adheres to these policies for these funds. The Interest & Sinking G.O. Bonds Fund maintains a fund balance in compliance with federal arbitrage regulations. Balances in excess of the above levels are earmarked for future uses or reduced to the target levels over an appropriate length of time.

With the advent of the Dell economic development agreement, the City set aside first year sales tax collections attributable to Dell 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.

#### Financial Management Policy

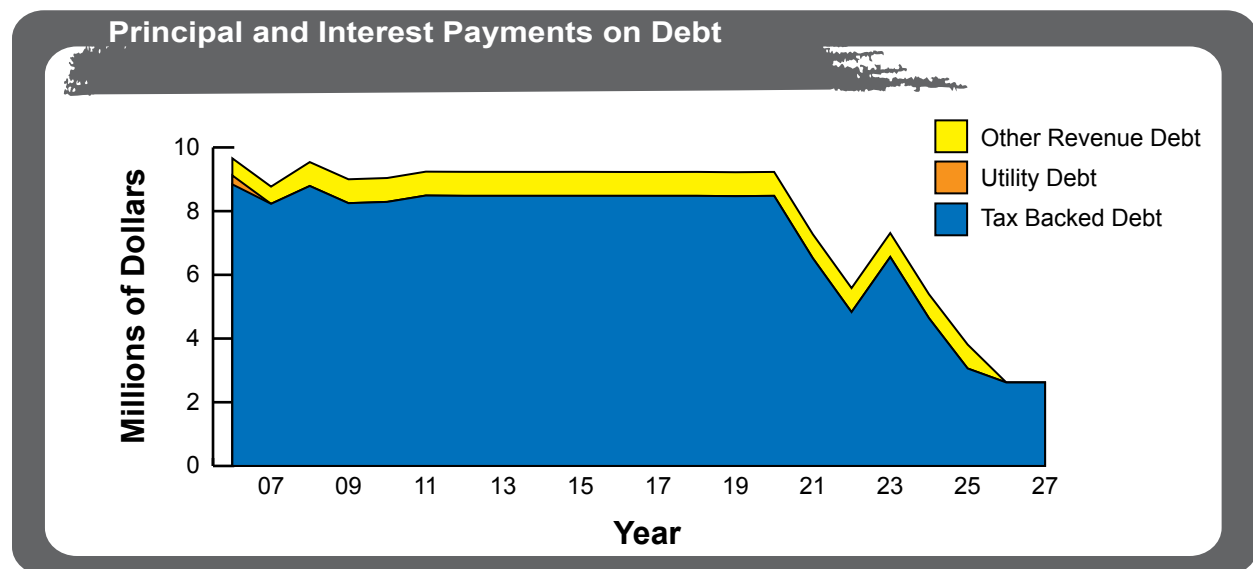
The City has developed a financial management policy directed at reducing the General Fund's operational reliance on sales tax generated from Dell as detailed in the sales tax collections section of this letter.

#### 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, 2006, certified assessed valuation of \$6,356,956,240 at 95% collection, tax revenue of \$90,586,626 would be produced. This revenue could service the debt on \$1,082,544,834 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 below indicates the long-term direct debt principal and interest obligations that are scheduled through the bond maturity dates.



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

### Cash Management/Investments

The City's cash management and investment policy emphasizes the goals of maintaining safety and liquidity. The primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. Each investment transaction shall seek to ensure first that capital losses are avoided, whether 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.

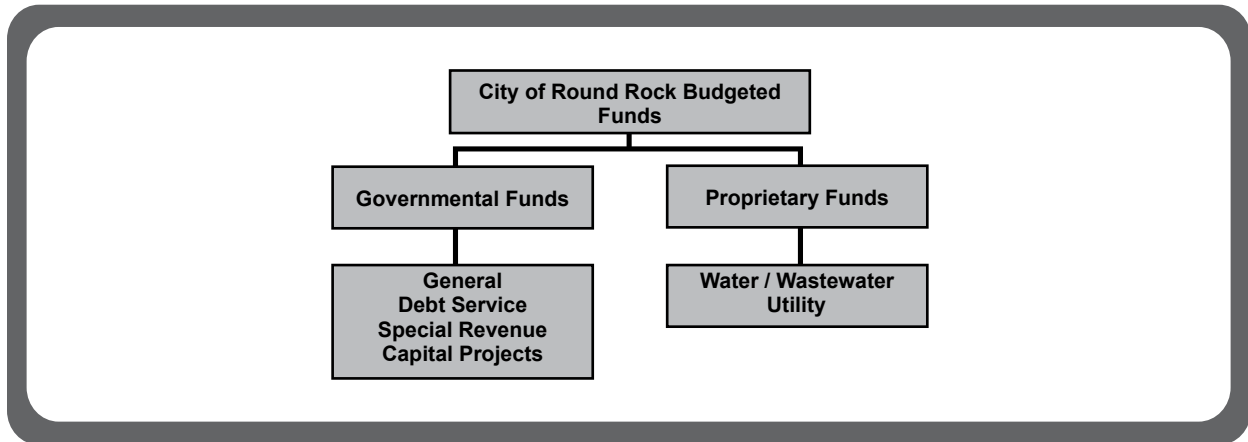
### Purchasing Policy

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

Summary of the City Fund Accounting Structure

### Summary of the City Fund Accounting Structure

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



#### Governmental Funds

The governmental funds are used to account for general government operations and include the General Fund, Debt Service funds, Special Revenue funds and Capital Projects funds. The City utilizes a full-cost approach to budgeting all of its services, which results in 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, Transportation, Parks, Recreation, Municipal Court, Community Planning/Development/Zoning and Administration. The services provided by the City are classified according to activity and presented as operating departments in the budget.

#### Debt Service Funds

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

#### Special Revenue Funds

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

#### Capital Projects Funds

Capital Projects funds are 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 appropriated 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 Funds Expenditures 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 Water Treatment Plant Department 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 economic change can reveal difficulties in accurate forecasting. Accordingly, the budget amendment process is a very important tool. If community needs develop faster or in a different way than anticipated, then the budget amendment process would be used to provide a funding and spending plan for those needs.

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

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



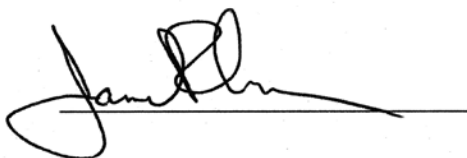
### Outlook for the Future

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 2006-2007 and beyond.

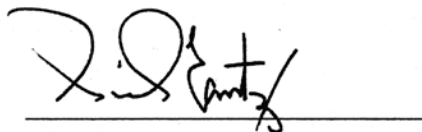
In closing, we believe this budget provides the traditional level of quality service the citizens of Round Rock expect. Attention has also been given to preservation of the City's infrastructure and development of new service programs with an entrepreneurial spirit. The City's economic outlook for next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

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: Cindy Demers, Cheryl Delaney, Becky Martinez, Jerry Galloway, Lynn Olsen, Howard Baker, Randy Barker, Ric Bowden, Noelle Jones, Elaine Wilson, Sherri Crone, Judy Morris, Anne Keneipp, Christi McAllister, Michel Weaver, Becca Ramsey, Robbie Sorrell, Dodi Lilja, Margaret Stevens, Carolyn Brooks, Brenda Fuller, Margie Howard, Karen D'Amato, Linda Borden, Cindy Savary, and Sandi Talbert.

Sincerely,

A handwritten signature in black ink, appearing to read "James R. Nuse", written over a horizontal line.

James R. Nuse, P.E.  
City Manager

A handwritten signature in black ink, appearing to read "David Kautz", written over a horizontal line.

David Kautz, CGFO  
Assistant City Manager / Chief Financial Officer



## City Profile

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





## 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.







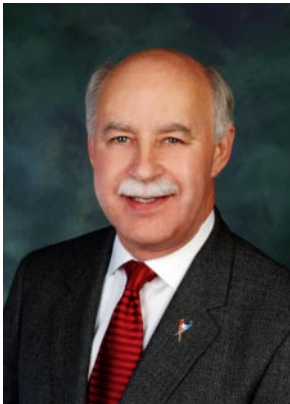
Rufus Honeycutt  
*Place 1*



Nyle Maxwell  
*Mayor*



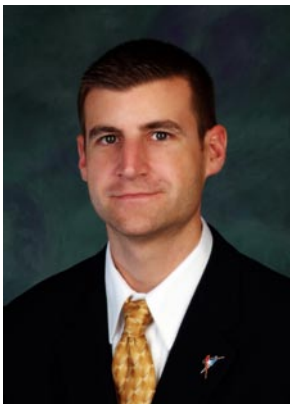
Alan McGraw  
Mayor Pro-Tem  
*Place 2*



Joe Clifford  
*Place 3*



Carlos T. Salinas  
*Place 4*



Scott Rhode  
*Place 5*

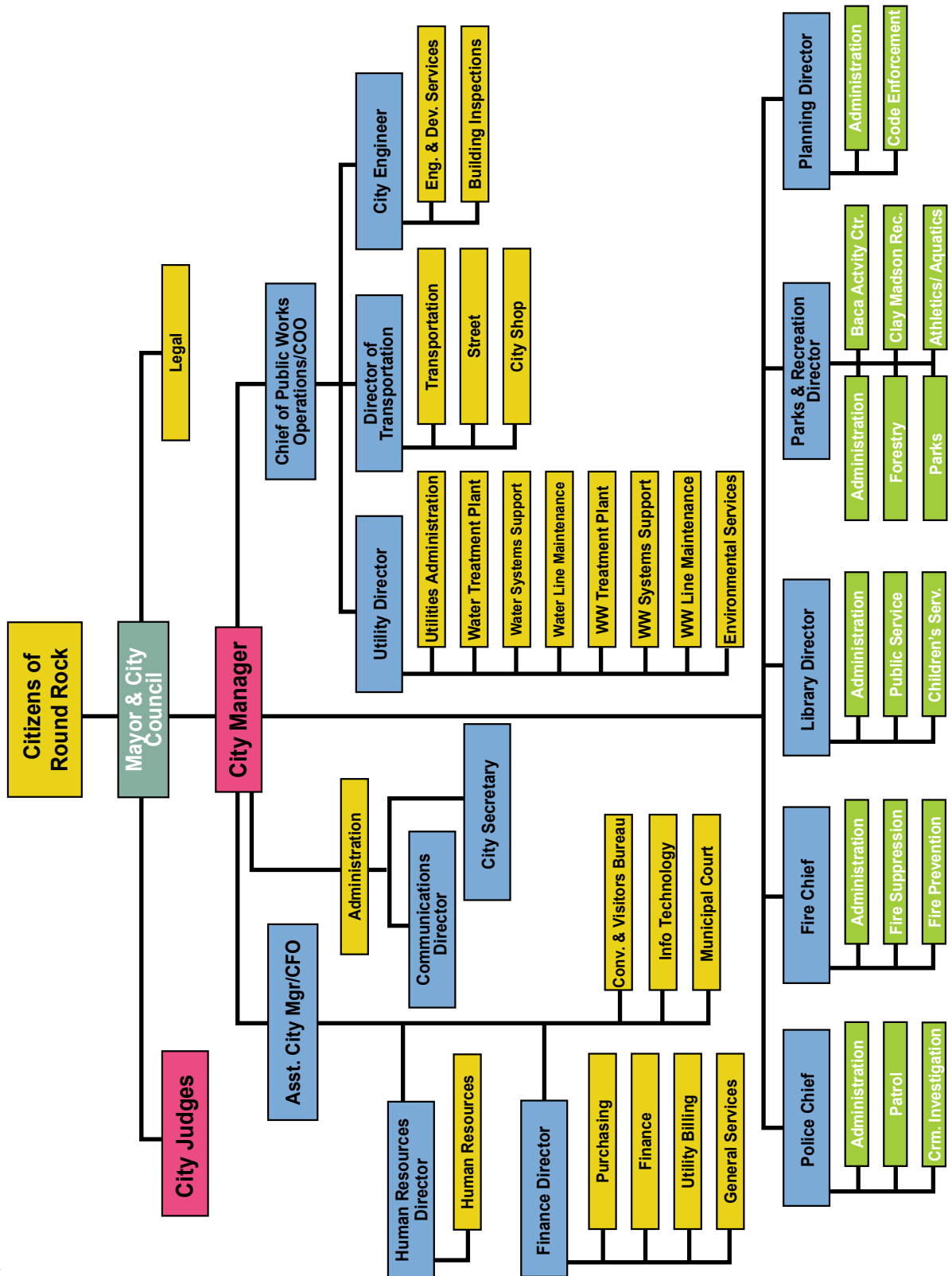
# Round Rock City Council



Ted Williamson  
*Place 6*



# City Organization Chart



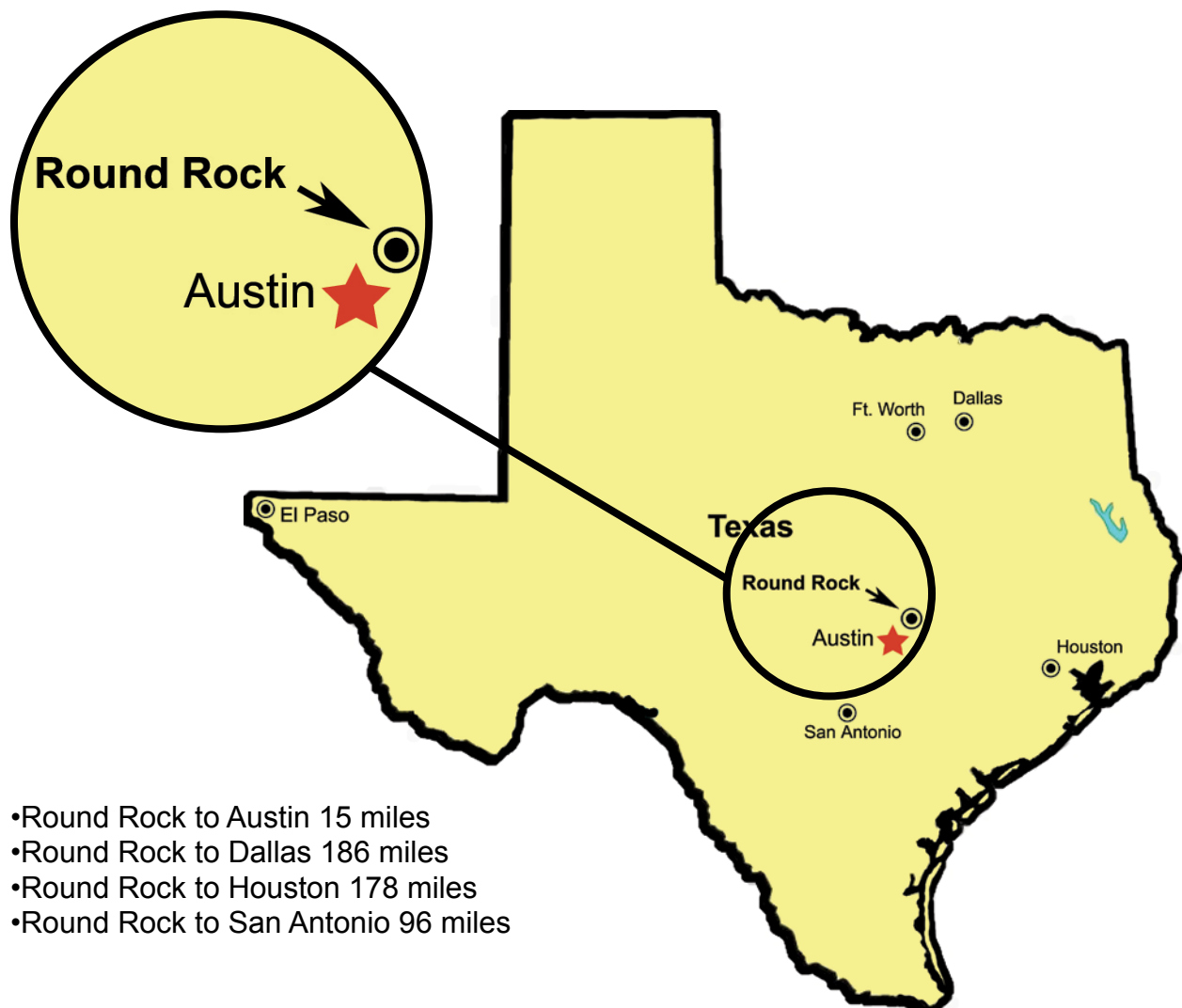


## LOCATION

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.

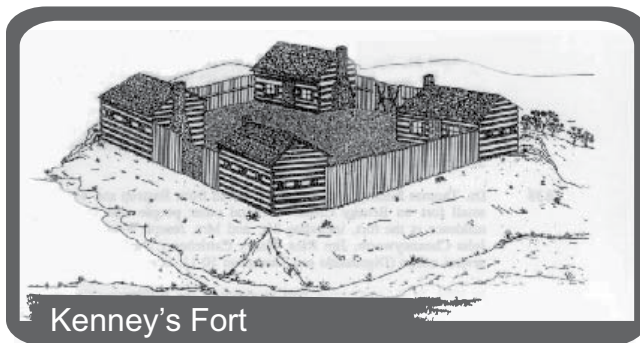
Our location, within minutes of the Texas Hill Country and the Highland Lakes, provides residents easy access to some of the best outdoor recreation in Texas.



## The History of Round Rock

*"I woke up one morning on the old Chisholm 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.

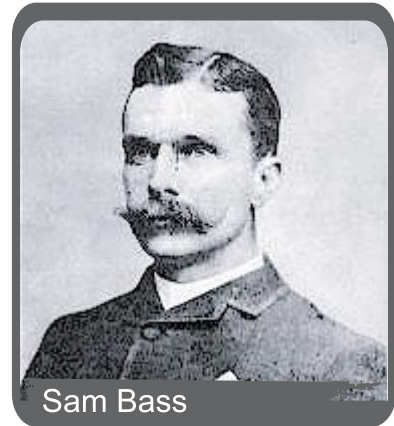
The first recorded mention of the Round Rock area can be traced to the Spanish Ramon-St. Denis expedition of 1716, which was organized in Saltillo, Mexico to visit missions in East Texas. On May 26<sup>th</sup>, crossing into what is now Williamson County, the expedition killed their first buffalo and 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:

## City Profile

### History of Round Rock

“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.”



Sam Bass

Kenney's Fort went on to achieve statewide prominence during the “Archives War” of 1842. Twenty-six men, sympathizers with Sam Houston's plans to move the Capitol to the City of Houston, plundered the Republic of Texas' archives from their official repository in Austin. Sixty-eight 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 Capitol 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.



Street Scene, Circa 1900

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 school teacher, 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 longhorns to markets in Abilene and 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's 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.

Parade, Circa 1900

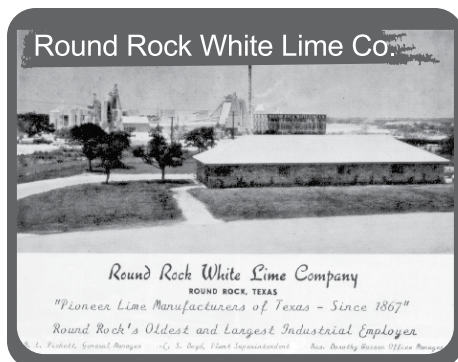


## City Profile

### History of Round Rock

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.



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 wars.

But not even the intervention of war could keep Round Rock down for long. Even before the relocation of Dell 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 World’s 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.



World's Largest Sign. 1938

Round Rock is a booming, progressive community, home to international industry, a professional quality golf course, and a minor league baseball team, the Round Rock Express. 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. Its downtown historic district retains many of the buildings that stood at the turn of the last century. And annual events still celebrate the City's cultural heritage. But...as they say here in Round Rock...“the best, Y'all, is yet to come!”



**ROUND ROCK, TEXAS**  
PURPOSE. PASSION. PROSPERITY.

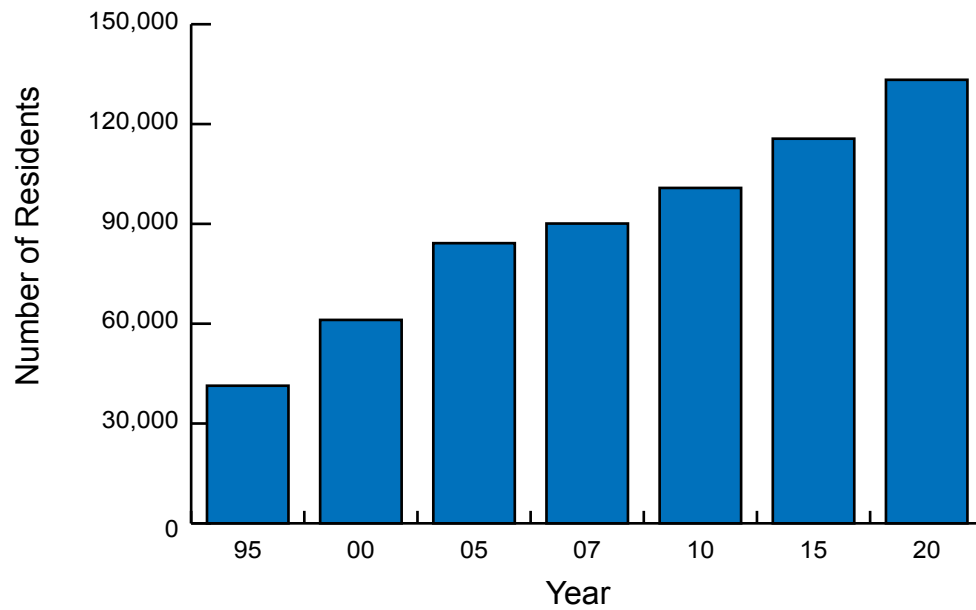


## City Profile

### City Highlights

#### City Population

Multi-year Trend

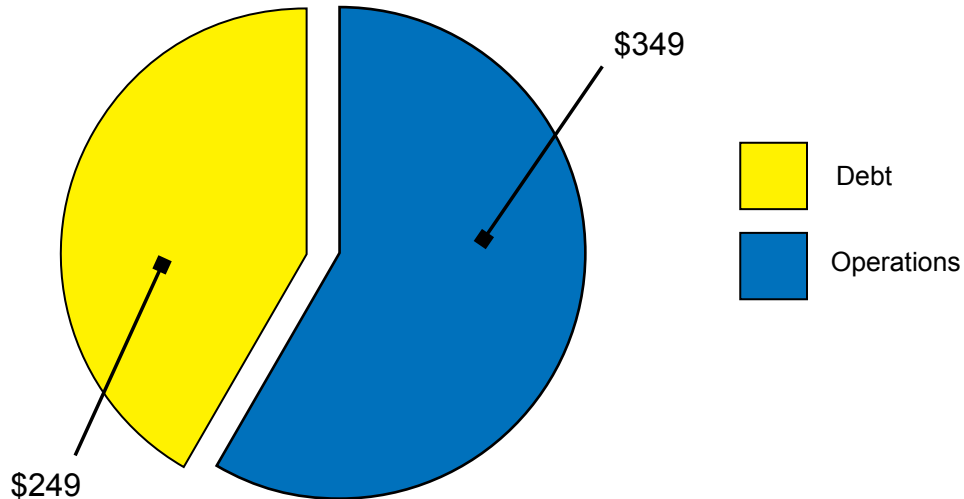


Population trends, both historical and projected, are important indicators for determining service demands. Further analysis of the demographic profile of a community's population trend provides useful information in determining customer service expectations.

Year	Population
1995	41,360
2000	61,136
2005	84,200
2007	90,100
2010	100,800
2015	115,600
2020	133,300

**Tax Bill For \$161,277 Home**

Total Tax Bill: \$598



Last Year's Adopted Tax Rate	\$0.37105
This Year's Effective Tax Rate	\$0.35618
This Year's Rollback Rate	\$0.40374
<b>This Year's Adopted Tax Rate</b>	<b>\$0.37105</b>

Maintenance & Operations Component	\$0.21635
Debt Service Component	\$0.15470

## Summary:

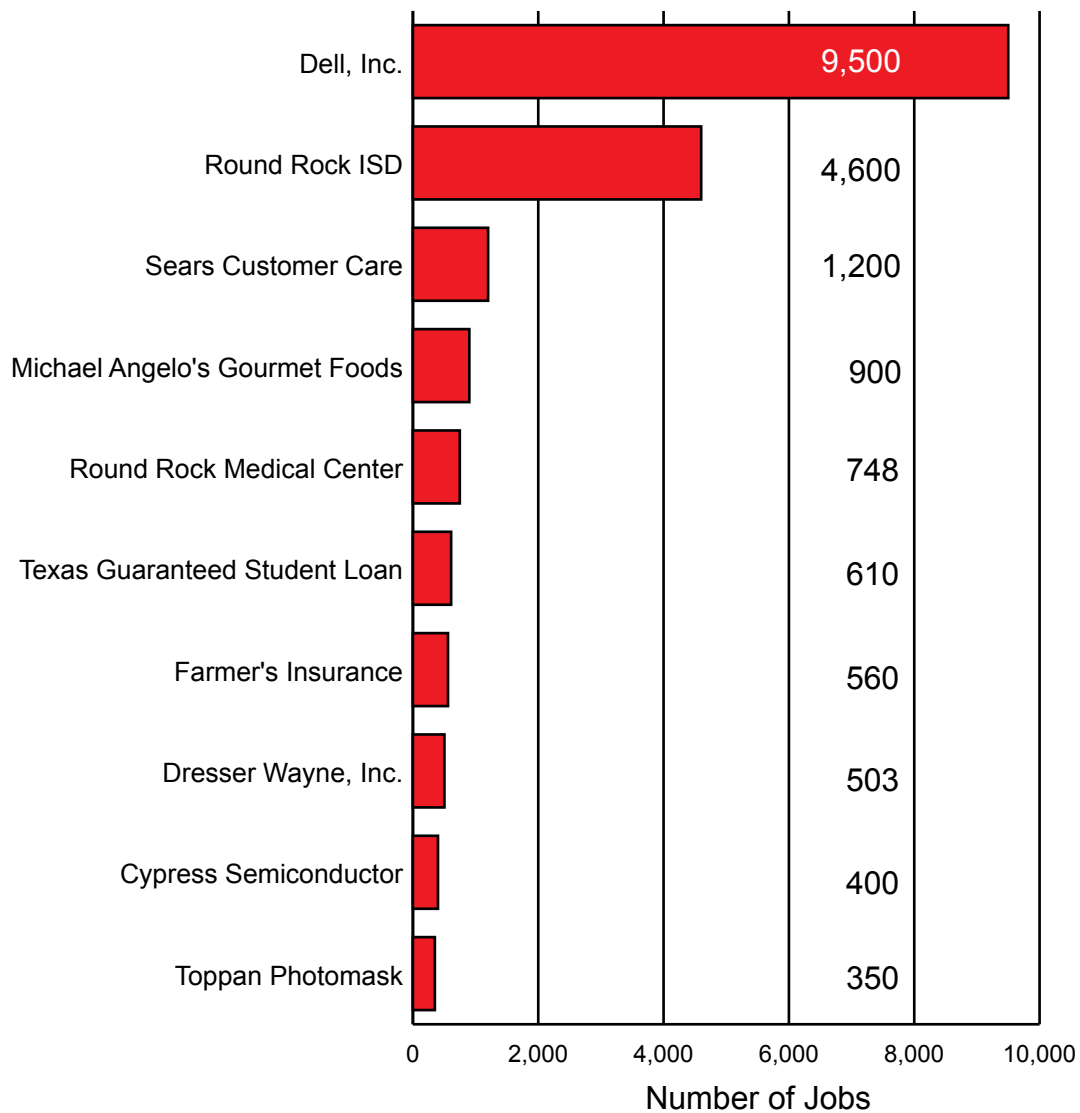
**This year's tax bill for an average residential property:**  
 $\$161,277 / \$100 \times \$0.37105 = \$598.42$

**Last year's tax bill for an average residential property:**  
 $\$154,265 / \$100 \times \$0.37105 = \$572.40$

Source: Williamson Central Appraisal District

### Jobs in Round Rock

#### Major Employers

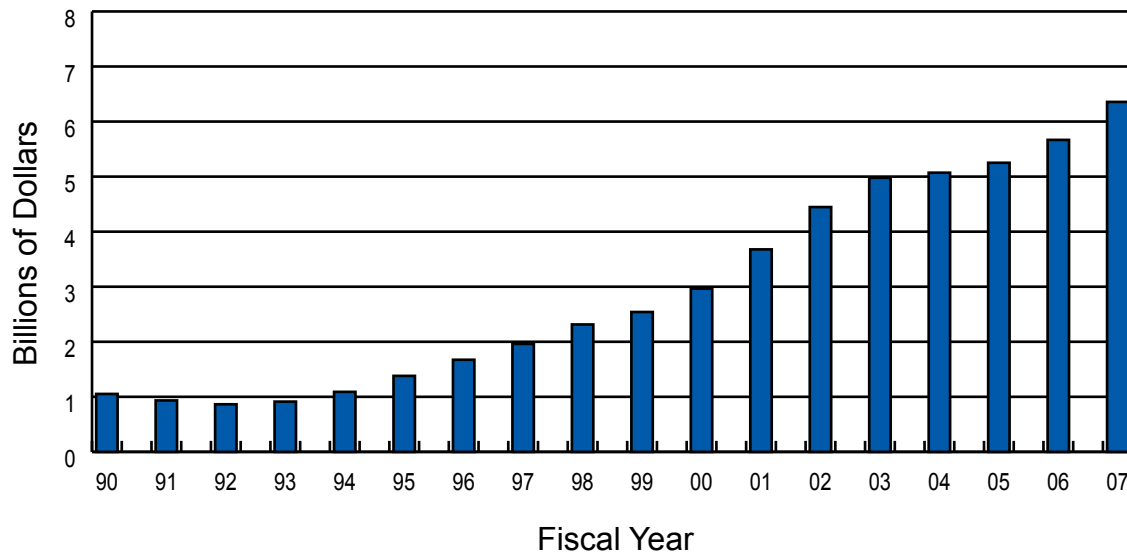


Specific information regarding the major employers in the community is provided by the above chart. The chart illustrates the importance of Dell Inc. to the City's economy as well as the diversity of the companies making up our local economy.

Job creation in terms of basic jobs, those that import capital while exporting products or services, has been very strong and 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.

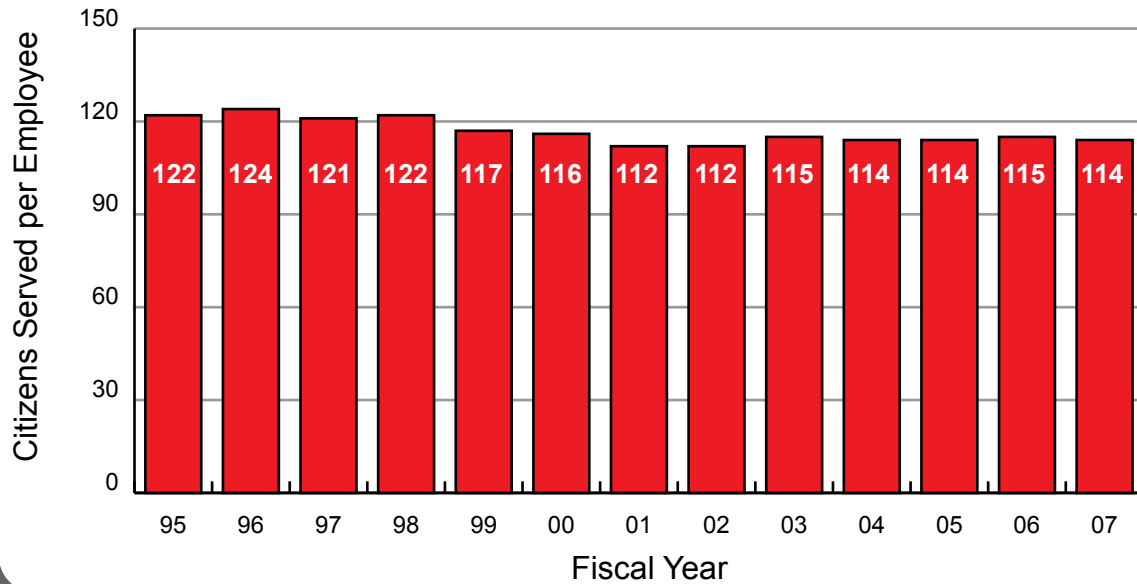
Fiscal Year	Taxable Assessed Valuation	Fiscal Year	Taxable Assessed Valuation
1990	\$1,052,509,000	1999	\$2,540,922,164
1991	934,207,000	2000	2,965,017,390
1992	864,708,918	2001	3,678,007,528
1993	913,079,155	2002	4,446,753,347
1994	1,090,306,343	2003	4,978,982,250
1995	1,380,376,965	2004	5,071,176,374
1996	1,673,266,815	2005	5,251,484,692
1997	1,961,647,818	2006	5,667,029,945
1998	2,314,286,302	2007	6,356,956,240

## City Profile

City Highlights

### Round Rock Citizens Served

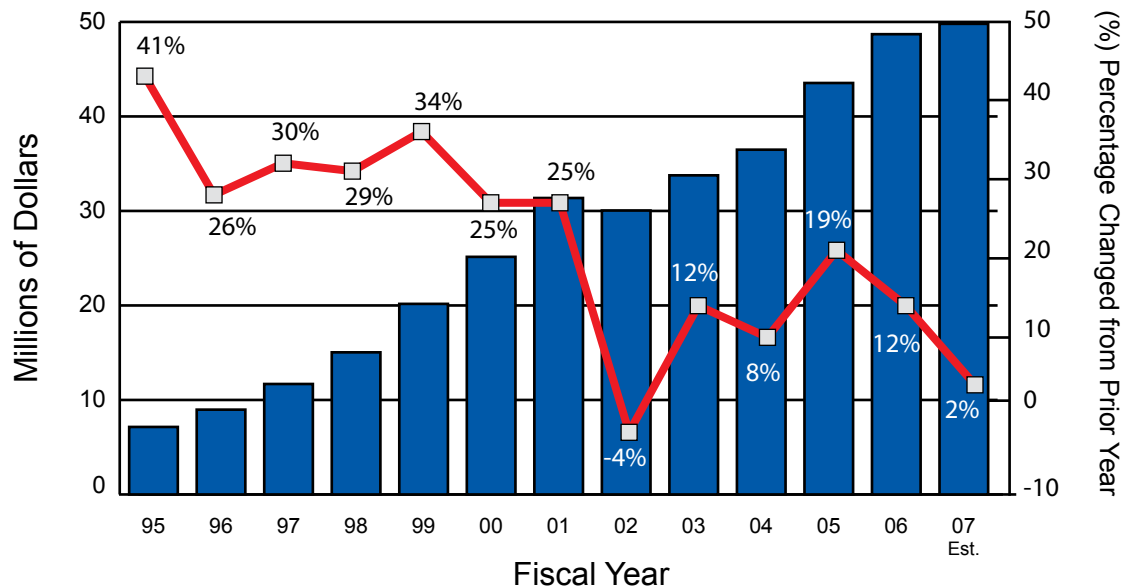
National Average= 1 Employee to 100 Citizens



Fiscal Year	Population	Employees (FTEs)	Citizens Served Per Employee
1995	41,360	340	122
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	596	112
2002	71,275	639	112
2003	75,402	655	115
2004	79,850	703	114
2005	84,200	738	114
2006	88,500	768	115
2007	90,100	790	114

## Sales Tax Revenue Analysis

Multi-Year Comparison



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.

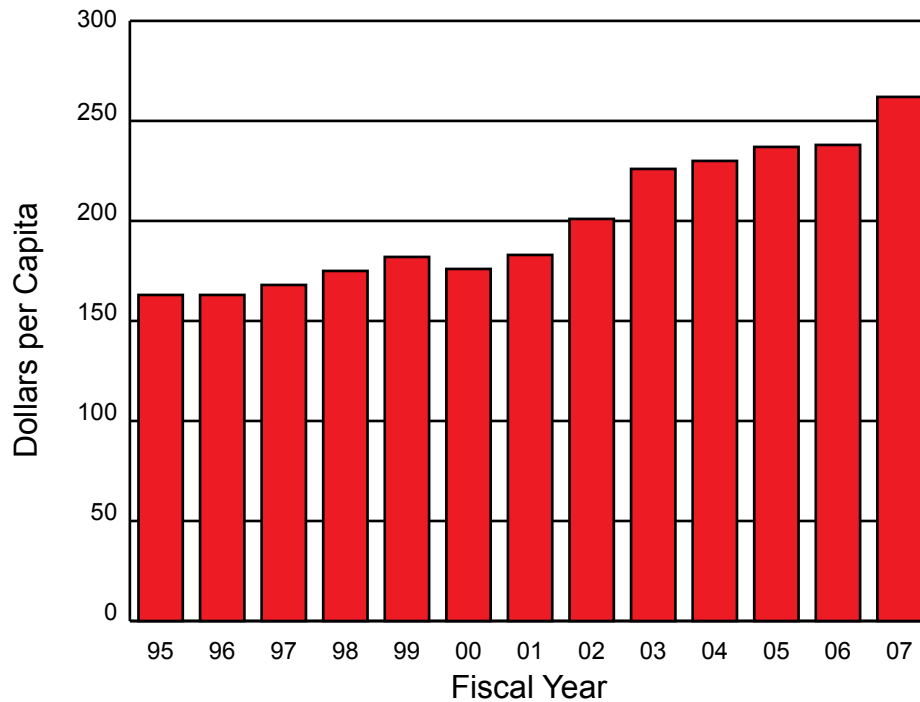
The data has been expressed in both actual dollars collected and as a percent change from the prior year and reflects significant increases in the projected revenue due to the strong local economic growth.

Fiscal Year	Amount	Fiscal Year	Amount
1995	\$7,144,296	2002	\$30,043,138
1996	8,974,296	2003	33,767,748
1997	11,689,671	2004	36,482,227
1998	15,038,239	2004	43,539,387
1999	20,166,740	2006	48,701,773
2000	25,142,236	2007	49,800,000
2001	31,369,798		



### Property Taxes per Capita

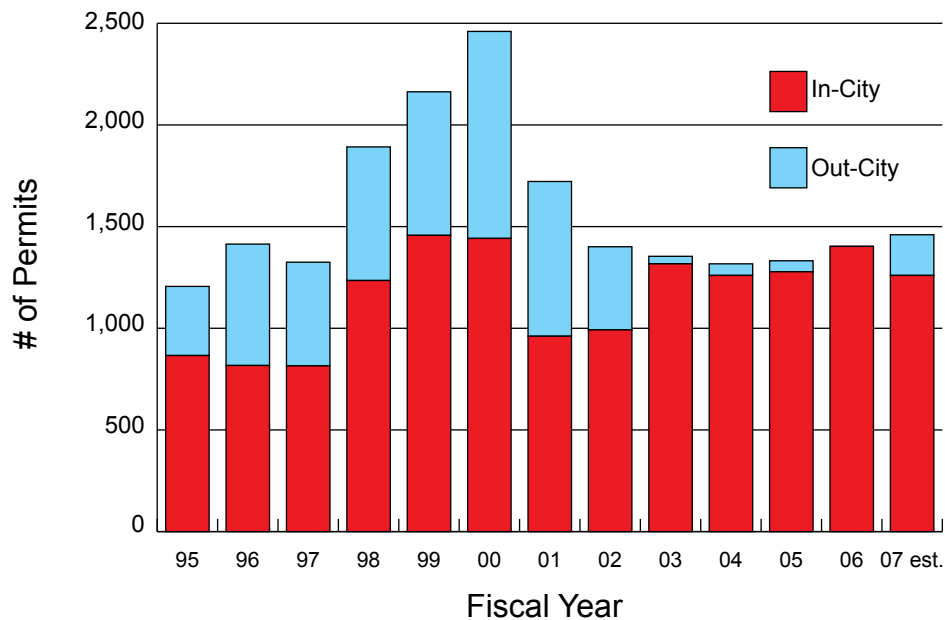
Multi-Year Comparison



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*	Taxes per Capita <sup>1</sup>
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	49,990	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	75,402	17,038,077	226
2004	5,071,176,374	79,850	18,349,189	230
2005	5,251,484,692	84,200	19,940,938	237
2006	5,667,029,945	88,500	21,027,515	238
2007	6,356,956,240	90,100	23,587,486	262

\* General Fund and Debt Service Fund <sup>1</sup> Unadjusted for inflation

**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.

Fiscal Year	In-City	Out-City
1995	866	340
1996	817	597
1997	815	510
1998	1,235	657
1999	1,457	706
2000	1,442	1,018
2001	961	761
2002	992	409
2003	1,317	37
2004	1,260	57
2005	1,278	54
2006	1,403	0
2007 (proj.)	1,260	200





## Budget Summaries

### Financial Summaries for All Budget Summaries

- Combined Financial Summaries
- General Fund
- Interest & Sinking G.O. Bonds Fund
- Interest & Sinking Revenue Bonds Fund
- Water / Wastewater Utility Fund
- Utility Impact Fees Fund
- Hotel Occupancy Tax Fund
- Law Enforcement Fund
- Parks Improvement & Acquisition Fund
- Municipal Court Fund
- Library Fund

### Revenue & Expenditure Graphs



## Budget Summaries





## 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. Information related to these subjects can be found in the Capital Projects Funds Expenditures and Revenue Estimates sections.

	<b>Projected Beginning Fund Balance/ Working Capital 10/1/2006</b>	<b>Budgeted Revenue &amp; Financing Sources 2006-2007</b>	<b>Budgeted Expenditures &amp; Financing Uses 2006-2007</b>	<b>Budgeted Ending Fund Balance/ Working Capital 9/30/2007</b>
General Fund	\$28,718,848	\$78,864,000	(\$78,858,648)	\$28,724,200
I&S G.O. Bonds Fund	1,374,775	10,541,000	(11,661,155)	254,620
I&S Revenue Bonds Fund	7,100	0	0	7,100
Water & Wastewater Utility Fund	10,545,774	28,636,433	(28,635,765)	10,546,442
Utility Impact Fees Fund	10,242,522	6,750,000	(11,800,000)	5,192,522
Hotel Occupancy Tax Fund	2,838,468	2,250,000	(2,250,000)	2,838,468
Law Enforcement Fund	488,989	187,725	(435,495)	241,219
Parks Improvement & Acquisition Fund	65,046	71,000	(50,000)	86,046
Municipal Court Fund	185,321	81,576	(117,495)	149,402
Library Fund	13,393	1,300	(4,000)	10,693
<b>Total Fund Balance/ Working Capital</b>	<b>\$54,480,236</b>	<b>\$127,383,034</b>	<b>(\$133,812,558)</b>	<b>\$48,050,712</b>



## Budget Summaries

Financial Summaries for All Funds

### 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	Utility Impact Fees Fund
Estimated Fund Balance/ Working Capital 10/01/06	\$28,718,848	\$1,374,775	\$7,100	\$10,545,774	\$10,242,522
Less Reserves *1	(27,673,354)	0	0	(10,308,875)	0
Estimated Revenue (FY 2006-2007)	77,174,000	10,010,000	0	28,636,433	6,750,000
Interfund Transfers	1,690,000	531,000	0	(1,926,000)	0
Total Funds Available	79,909,494	11,915,775	7,100	26,947,332	16,992,522
Budgeted Expenditures	(78,858,648)	(11,661,155)	0	(26,709,765)	(11,800,000)
Estimated Fund Balance/ Working Capital 9/30/07	\$1,050,846	\$254,620	\$7,100	\$237,567	\$5,192,522 *2
Estimated percentage change in fund balance/ working capital	0.02%	(81.48%)	0.00%	0.01%	(49.30%)

Explanation of changes in fund balance/working capital greater than 10%:

**I&S GO Bonds Fund** - 81% decline reflects an annual scheduled use of available fund balance.

**Utility Impact Fees Fund** - 49% decline reflects the funding of designated utility capital projects.

**Law Enforcement Fund** - 51% decrease reflects annual scheduled use of available fund balance.

**Parks Improvement & Acquisition Fund** - 32% increase reflects annual scheduled resources in excess of uses.

**Municipal Court Fund** - 19% decline due to budgeted increase in safety and technology expenditures.

**Library Fund** - 20% decline due to budgeted purchase of library books and videos.

\*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 Projects Funds Expenditures Tab.

\*3 Reflects transfer of \$295,000 from the golf course operator for debt service.

**Financial Summaries for All Funds (cont.)**

<b>Hotel Occupancy Tax Fund</b>	<b>Law Enforcement Fund</b>	<b>Parks Improvement &amp; Acquisition Fund</b>	<b>Municipal Court Fund</b>	<b>Library Fund</b>	<b>Total For All Funds</b>
\$2,838,468	\$488,989	\$65,046	\$185,321	\$13,393	\$54,480,236
(1,000,000)	(48,000)	(30,751)	(81,576)	(10,000)	(39,152,556)
2,250,000	187,725	71,000	81,576	1,300	125,162,034
0	0	0	0	0	295,000 *3
4,088,468	628,714	105,295	185,321	4,693	140,784,714
(2,250,000)	(435,495)	(50,000)	(117,495)	(4,000)	(131,886,558)
\$1,838,468	\$193,219	\$55,295	\$67,826	\$693	\$8,898,156
0.00%	(50.67%)	32.28%	(19.38%)	(20.16%)	(11.80%)



## Budget Summaries

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The summaries on the following pages are provided on both a combined and individual basis and, in addition to summarizing revenue and expenditures, the individual summaries illustrate the resulting net change in operations. Furthermore, the individual 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, Parks Improvement & Acquisition Fund, Municipal Court Fund, and Library Fund.

**Combined Financial Summaries for All Funds  
FY 2006-2007**

This section presents a combined, more detailed summary of budgeted operations and activities.

**Combined Revenues by Type - FY 2006-2007**

<b>Revenue &amp; Financing Sources</b>	<b>General Fund</b>	<b>Debt Service Funds</b>	<b>Water/ Wastewater Utility Fund</b>	<b>Impact Fees Fund</b>	<b>Special Revenue Funds</b>	<b>Total All Funds</b>
Property Taxes	\$13,851,000	\$9,860,000	\$-	\$-	\$-	\$23,711,000
Sales Taxes	49,800,000	-	-	-	-	49,800,000
Franchise Fees	5,280,000	-	-	-	-	5,280,000
Water Sales	-	-	16,457,933	-	-	16,457,933
Sewer Sales	-	-	10,447,000	-	-	10,447,000
Other	9,933,000	681,000	1,731,500	6,750,000	-	19,095,500
Hotel Occupancy Tax Fund	-	-	-	-	2,250,000	2,250,000
Law Enforcement Fund	-	-	-	-	187,725	187,725
Parks Improv. & Acq. Fund	-	-	-	-	71,000	71,000
Municipal Court Fund	-	-	-	-	81,576	81,576
Library Fund	-	-	-	-	1,300	1,300
<b>Total Revenue &amp; Financing Sources</b>	<b>\$78,864,000</b>	<b>\$10,541,000</b>	<b>\$28,636,433</b>	<b>\$6,750,000</b>	<b>\$2,591,601</b>	<b>\$127,383,034</b>

## Budget Summaries

Combined Financial Summaries for All Funds

### Combined Financial Summaries for All Funds (cont.)

#### Combined Expenditures by Function - FY 2006-2007

Expenditures & Financing Uses	General Fund	Debt Service Funds	Water/Wastewater Utility Fund	Impact Fees Fund	Special Revenue Funds	Total All Funds
Public Safety	\$29,073,120	\$-	\$-	\$-	\$-	\$29,073,120
Public Works	13,774,875	-	-	-	-	13,774,875
General Services	15,760,800	-	-	-	-	15,760,800
Library	2,291,831	-	-	-	-	2,291,831
Parks	8,425,971	-	-	-	-	8,425,971
Utility	-	-	28,635,765	-	-	28,635,765
Other	9,532,051	-	-	11,800,000	-	21,332,051
Debt Service	-	11,661,155	-	-	-	11,661,155
Hotel Occupancy Tax Fund	-	-	-	-	2,250,000	2,250,000
Law Enforcement Fund	-	-	-	-	435,495	435,495
Parks Improv. & Acquisition Fund	-	-	-	-	50,000	50,000
Municipal Court Fund	-	-	-	-	117,495	117,495
Library Fund	-	-	-	-	4,000	4,000
<b>Total Expenditures</b>	<b>\$78,858,648</b>	<b>\$11,661,155</b>	<b>\$28,635,765</b>	<b>\$11,800,000</b>	<b>\$2,856,990</b>	<b>\$133,812,558</b>

#### Combined Expenditures by Category - FY 2006-2007

Expenditures & Financing Uses	General Fund	Debt Service Funds	Water/Wastewater Utility Fund	Impact Fees Fund	Special Revenue Funds	Total All Funds
Personnel Services	\$44,322,937	\$-	\$6,484,665	\$-	\$-	\$50,807,602
Contractual Services	10,444,625	-	13,611,748	-	-	24,056,373
Materials and Supplies	4,252,172	-	1,993,491	-	-	6,245,663
Other Services & Charges	14,365,639	-	2,699,961	-	-	17,065,600
Capital Outlay	3,272,275	-	245,900	-	-	3,518,175
Debt Service	-	11,661,155	-	-	-	11,661,155
Other	2,201,000	-	3,600,000	11,800,000	-	17,601,000
Hotel Occupancy Tax Fund	-	-	-	-	2,250,000	2,250,000
Law Enforcement Fund	-	-	-	-	435,495	435,495
Parks Improv. & Acquisition Fund	-	-	-	-	50,000	50,000
Municipal Court Fund	-	-	-	-	117,495	117,495
Library Fund	-	-	-	-	4,000	4,000
<b>Total Expenditures</b>	<b>\$78,858,648</b>	<b>\$11,661,155</b>	<b>\$28,635,765</b>	<b>\$11,800,000</b>	<b>\$2,856,990</b>	<b>\$133,812,558</b>

**General Fund 2006-2007**

	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>	<b>2007-2008 Projected Budget</b>
Revenue & Financing Sources	\$70,221,574	\$70,598,000	\$77,320,000	<b>\$78,864,000</b>	\$79,698,000
<b>Expenditures</b>					
Personnel Services	35,552,261	42,615,404	40,901,504	<b>44,322,937</b>	45,505,264
Contractual Services	5,547,293	8,632,350	6,582,370	<b>10,444,625</b>	10,242,210
Materials and Supplies	3,442,657	4,052,646	3,995,146	<b>4,252,172</b>	4,143,170
Other Services and Charges	11,464,345	12,239,494	13,053,494	<b>13,885,639</b>	14,367,617
Economic Development	447,325	480,000	410,000	<b>480,000</b>	480,000
Capital Outlay	1,328,901	1,768,374	1,709,284	<b>3,272,275</b>	2,631,684
Transfers	10,503,105	807,000	10,665,470	<b>2,201,000</b>	1,325,000
Total Expenditures	68,285,887	70,595,268	77,317,268	<b>78,858,648</b>	78,694,944
Net Change in Operations	\$1,935,687	\$2,732	\$2,732	<b>\$5,352</b>	\$1,003,056



## Budget Summaries

*Interest & Sinking G.O. Bonds Fund*

### Interest & Sinking G.O. Bonds Fund 2006-2007

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Revenue & Financing Sources	\$31,789,061	\$9,745,594	\$9,745,594	<b>\$10,541,000</b>	\$11,755,000
<b>Expenditures</b>					
Other Services and Charges	31,512,303	10,014,359	10,014,359	<b>11,661,155</b>	11,774,096
Total Expenditures	31,512,303	10,014,359	10,014,359	<b>11,661,155</b>	11,774,096
Net Change in Operations	\$276,758	(\$268,765)	(\$268,765)	<b>(\$1,120,155)</b>	(\$19,096)

**Interest & Sinking Revenue Bonds Fund 2006-2007**

	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>	<b>2007-2008 Projected Budget</b>
Revenue & Financing Sources	\$351,180	\$305,000	\$305,000	<b>\$0</b>	\$0
<b>Expenditures</b>					
Other Services and Charges	1,017,558	288,510	288,510	<b>0</b>	0
Total Expenditures	1,017,558	288,510	288,510	<b>0</b>	0
Net Change in Operations	(\$666,378)	\$16,490	\$16,490	<b>\$0</b>	\$0

## Budget Summaries

Water / Wastewater Utility Fund

### Water / Wastewater Utility Fund 2006-2007

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Revenue & Financing Sources	\$27,958,091	\$27,056,500	\$27,080,700	<b>\$28,636,433</b>	\$29,422,500
<b>Expenditures</b>					
Personnel Services	5,678,518	6,540,683	6,215,683	<b>6,484,665</b>	6,634,094
Contractual Services	9,939,283	12,486,513	12,510,713	<b>13,611,748</b>	15,551,194
Materials and Supplies	1,828,205	1,882,328	1,882,328	<b>1,993,491</b>	2,026,166
Other Services and Charges	1,138,735	2,572,940	2,572,940	<b>2,699,961</b>	2,756,961
Capital Outlay	419,240	351,975	351,975	<b>245,900</b>	144,900
Debt Service/Transfers	16,002,808*	3,216,000	8,216,000#	<b>3,600,000</b>	3,590,000
Total Expenditures	35,006,789	27,050,439	31,749,639	<b>28,635,765</b>	30,703,315
Net Change in Operations	(\$7,048,698)	\$6,061	(\$4,668,939)	<b>\$668</b>	(\$1,280,815)

\*Includes one-time scheduled transfer of \$12.3 million in available working capital for Utility Construction projects.

#Includes one-time scheduled transfer of \$5 million in available working capital for Utility Construction projects.

**Utility Impact Fees Fund 2006-2007**

	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>	<b>2007-2008 Projected Budget</b>
Revenue and Financing Sources	\$8,978,022	\$6,650,000	\$6,650,000	<b>\$6,750,000</b>	\$6,750,000
<b>Expenditures</b>					
Capital Projects	8,612,500	12,112,500	12,112,500	<b>11,800,000</b>	6,800,000
Total Expenditures	8,612,500	12,112,500	12,112,500	<b>11,800,000</b>	6,800,000
Net Change in Operations	\$365,522	(\$5,462,500)	(\$5,462,500)	<b>(\$5,050,000)</b>	(\$50,000)

## Budget Summaries

### Hotel Occupancy Tax Fund

#### Hotel Occupancy Tax Fund 2006-2007

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
Revenue and Financing Sources	\$2,903,200	\$1,720,000	\$1,760,000	<b>\$2,250,000</b>
<b>Expenditures</b>				
Multi-Purpose Stadium/Convention Facility	717,982	810,186	810,186	<b>1,025,000</b>
Program Support	5,182	2,500	2,500	<b>15,500</b>
Arts Support	19,000	19,000	19,000	<b>22,000</b>
Tourism Support	32,000	24,000	64,000	<b>20,000</b>
Contingency - Mid Year Events	0	500	500	<b>0</b>
Museum Support	8,000	8,000	8,000	<b>8,000</b>
Convention & Visitors Bureau	673,196	655,814	655,814	<b>669,000</b>
Capital Projects	238,500	200,000	200,000	<b>490,500</b>
Total Expenditures	1,693,860	1,720,000	1,760,000	<b>2,250,000</b>
Net Change in Operations	\$1,209,340	\$0	\$0	<b>\$0</b>

**Law Enforcement Fund 2006-2007**

	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>
Revenue and Financing Sources	\$313,752	\$121,495	\$121,495	<b>\$187,725</b>
<b>Expenditures</b>				
Local	0	81,000	81,000	<b>103,000</b>
Federal	64,830	145,300	145,300	<b>332,495</b>
Total Expenditures	64,830	226,300	226,300	<b>435,495</b>
Net Change in Operations	\$248,922	(\$104,805)	(\$104,805)	<b>(\$247,770)</b>



## Budget Summaries

### Parks Improvement & Acquisition Fund

#### Parks Improvement & Acquisition Fund 2006-2007

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
Revenue and Financing Sources	\$11,434	\$8,525	\$8,525	<b>\$71,000</b>
<b>Expenditures</b>				
Ballfield Improv.	803	0	0	<b>0</b>
Playground Equip.	10,000	0	0	<b>0</b>
Parkland Development	0	0	0	<b>50,000</b>
Total Expenditures	10,803	0	0	<b>50,000</b>
Net Change in Operations	\$631	\$8,525	\$8,525	<b>\$21,000</b>

**Municipal Court Fund 2006-2007**

	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>
Revenue and Financing Sources	\$55,640	\$68,884	\$68,884	<b>\$81,576</b>
<b>Expenditures</b>				
Child Safety Fines	0	9,000	9,000	<b>40,000</b>
Technology Fees	49,349	31,000	31,000	<b>42,295</b>
Security Fees	26,782	35,500	35,500	<b>35,200</b>
Total Expenditures	76,131	75,500	75,500	<b>117,495</b>
Net Change in Operations	(\$20,491)	(\$6,616)	(\$6,616)	<b>(\$35,919)</b>

## Budget Summaries

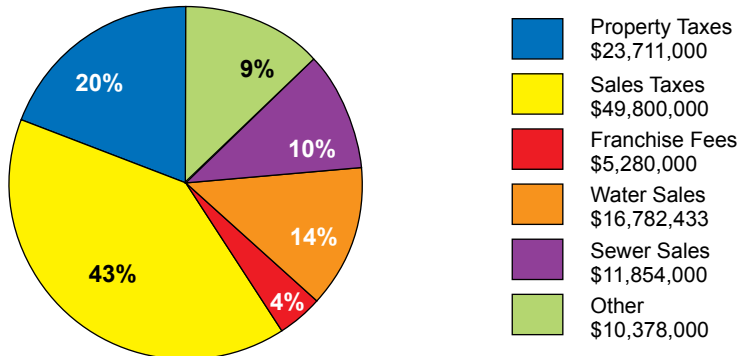
Library Fund

### Library Fund 2006-2007

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
Revenue and Financing Sources	\$2,353	\$916	\$916	<b>\$1,300</b>
<b>Expenditures</b>				
Books & Materials	1,929	3,400	3,400	<b>4,000</b>
Total Expenditures	1,929	3,400	3,400	<b>4,000</b>
Net Change in Operations	\$424	(\$2,484)	(\$2,484)	<b>(\$2,700)</b>

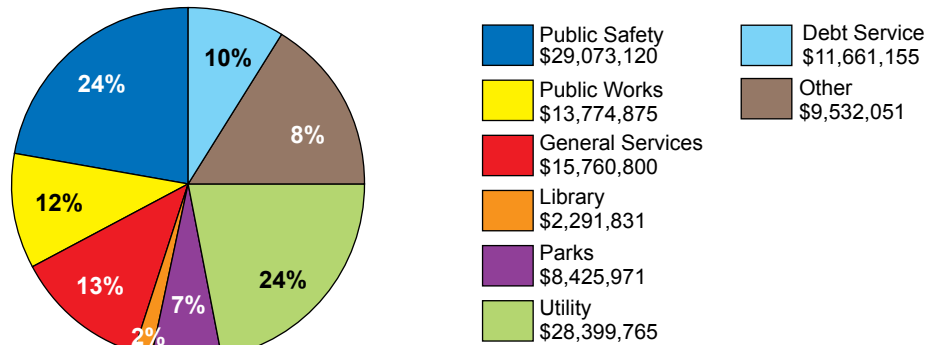
### Revenue by Type: \$117,805,433

(Combined General, G.O. & Revenue Debt Service, and Utility Funds/Net of Inter-fund Transfers)



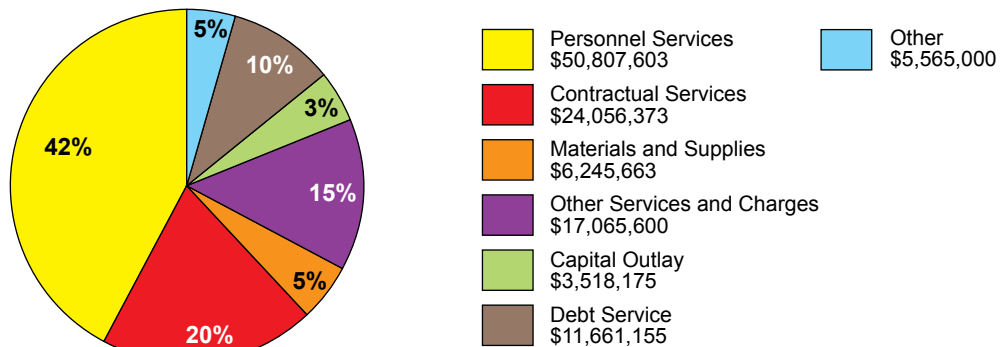
### Uses by Function: \$118,919,568

(Combined General, G.O. & Revenue Debt Service, and Utility Funds/Net of Inter-fund Transfers)



### Uses by Category: \$118,919,568

(Combined General, G.O. & Revenue Debt Service, and Utility Funds/Net of Inter-fund Transfers)

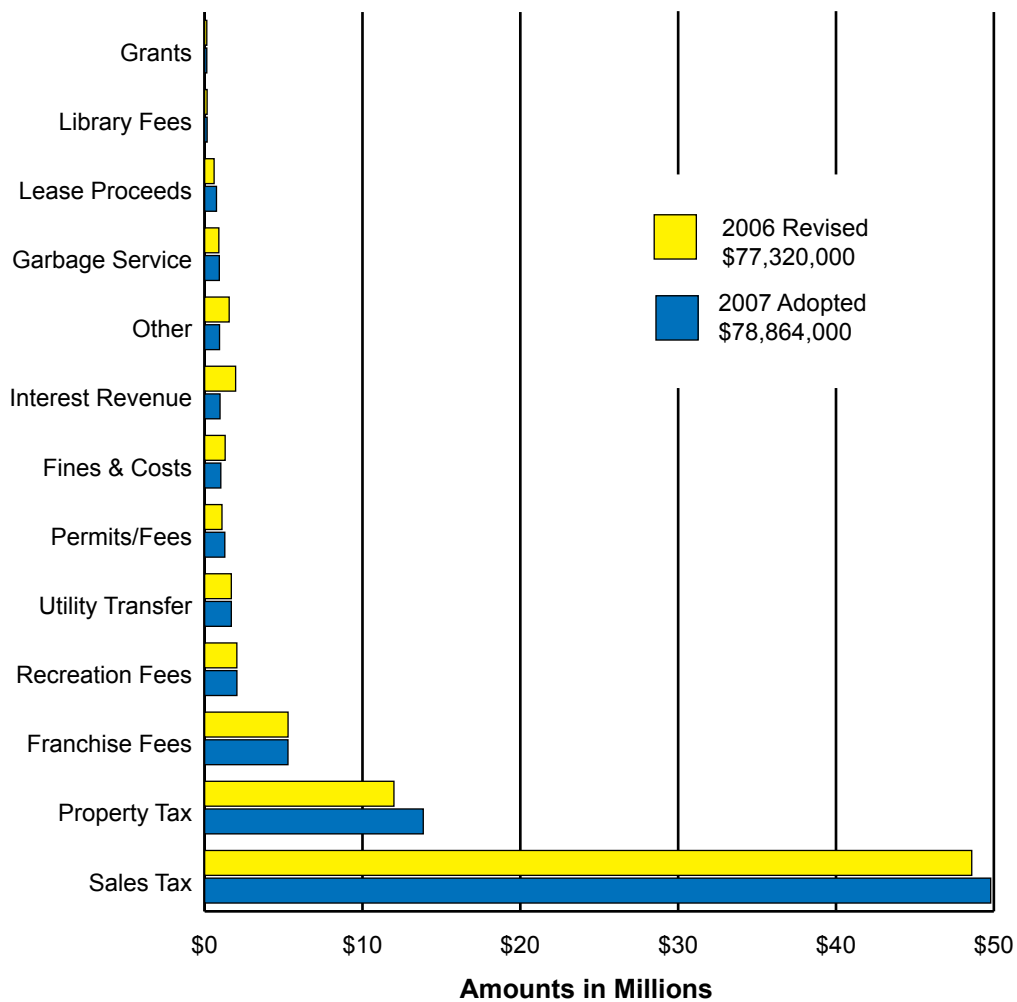


## Budget Summaries

### General Fund Revenues

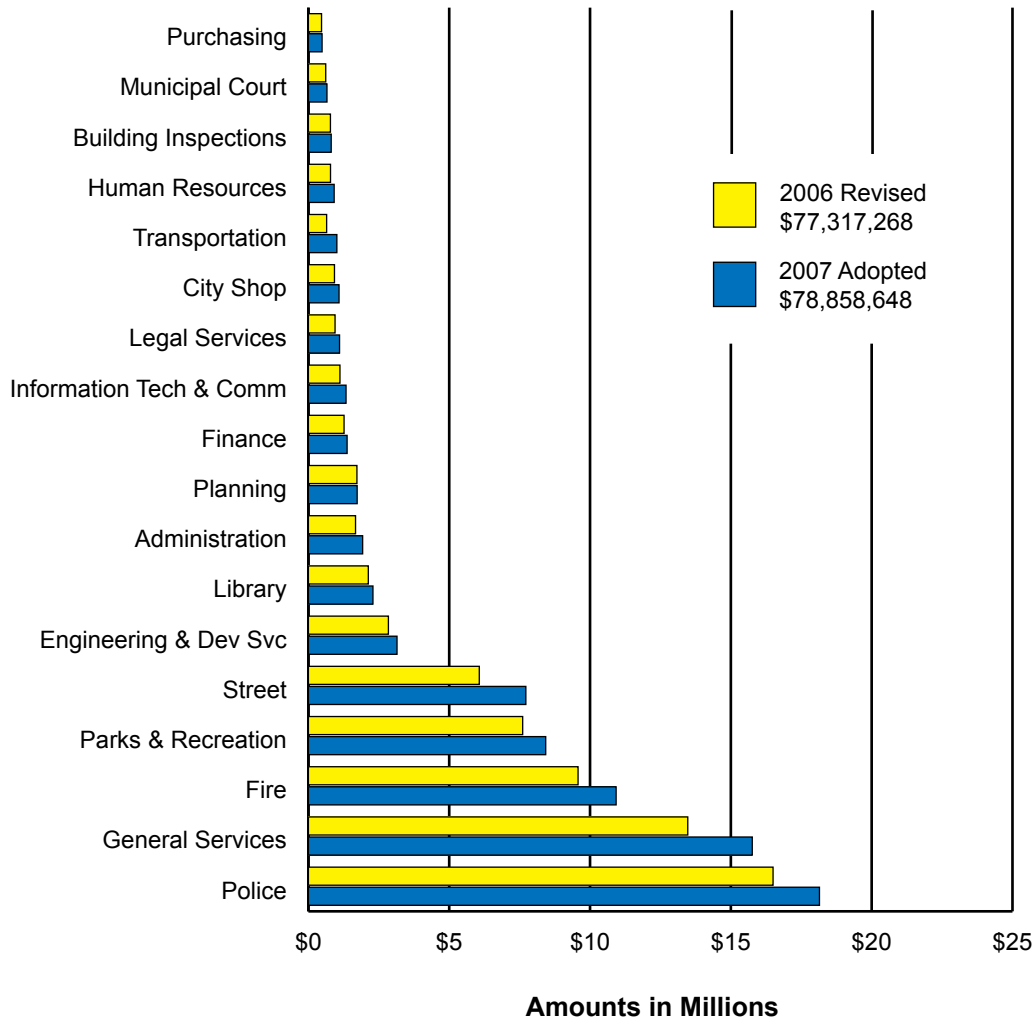
#### General Fund Revenues

2007 Adopted Compared to 2006 Revised Budget



### General Fund Expenditures

2007 Adopted Compared to 2006 Revised Budget



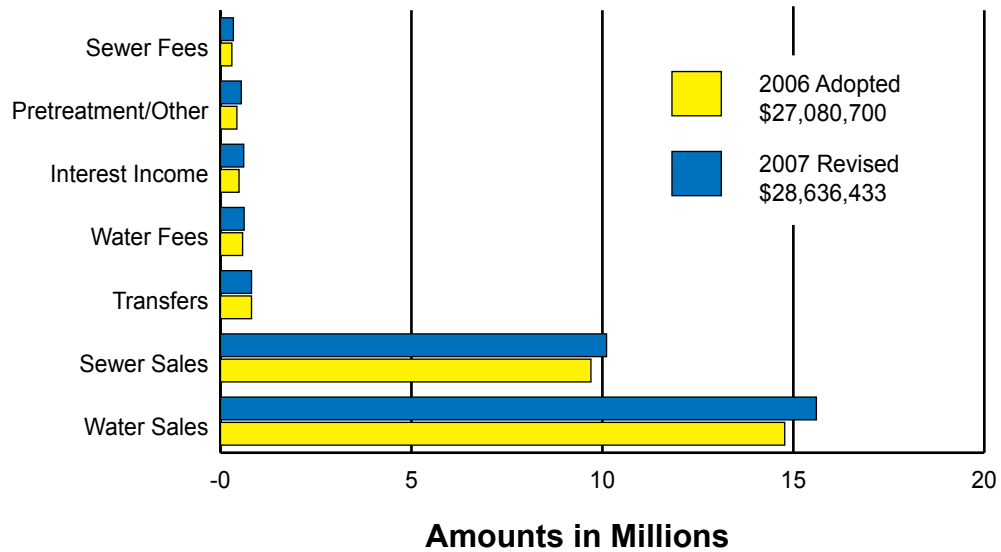
Note: For comparative purposes, one time transfer of \$8.7 Million for FY 2006 to construction fund not shown.

## Budget Summaries

### Utility Fund Revenues

#### Utility Fund Revenues

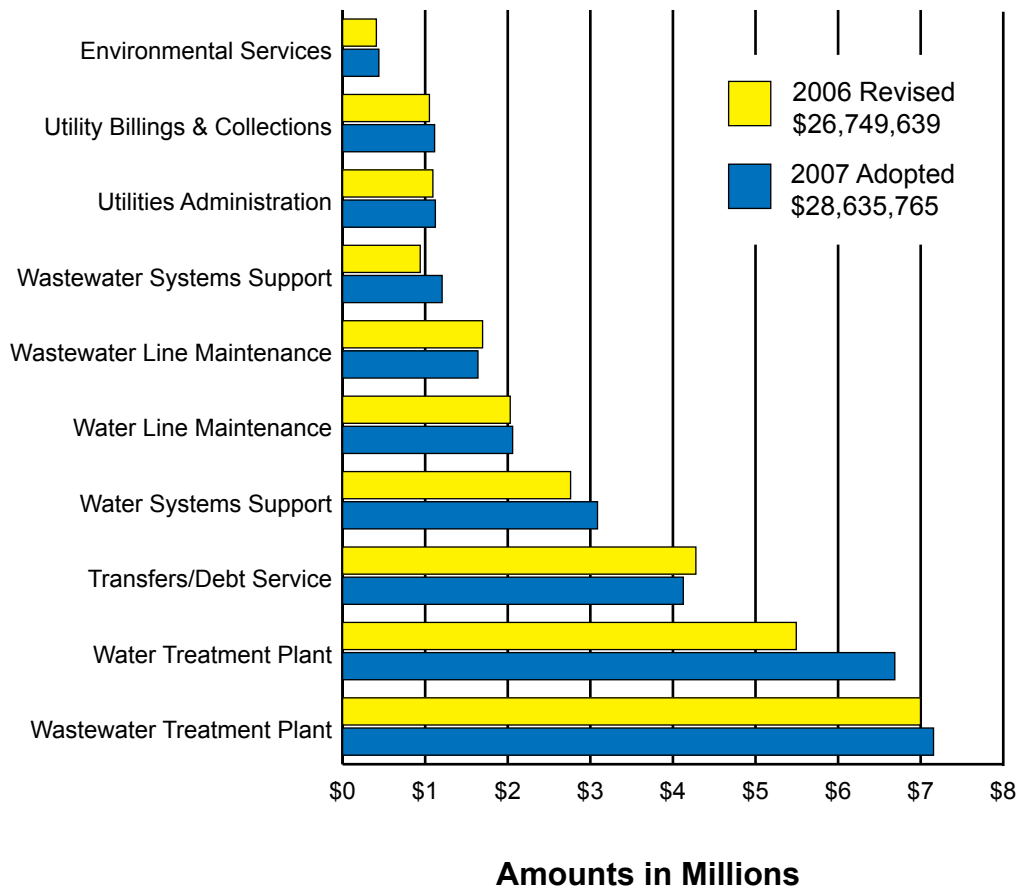
2007 Adopted Compared to 2006 Revised Budget





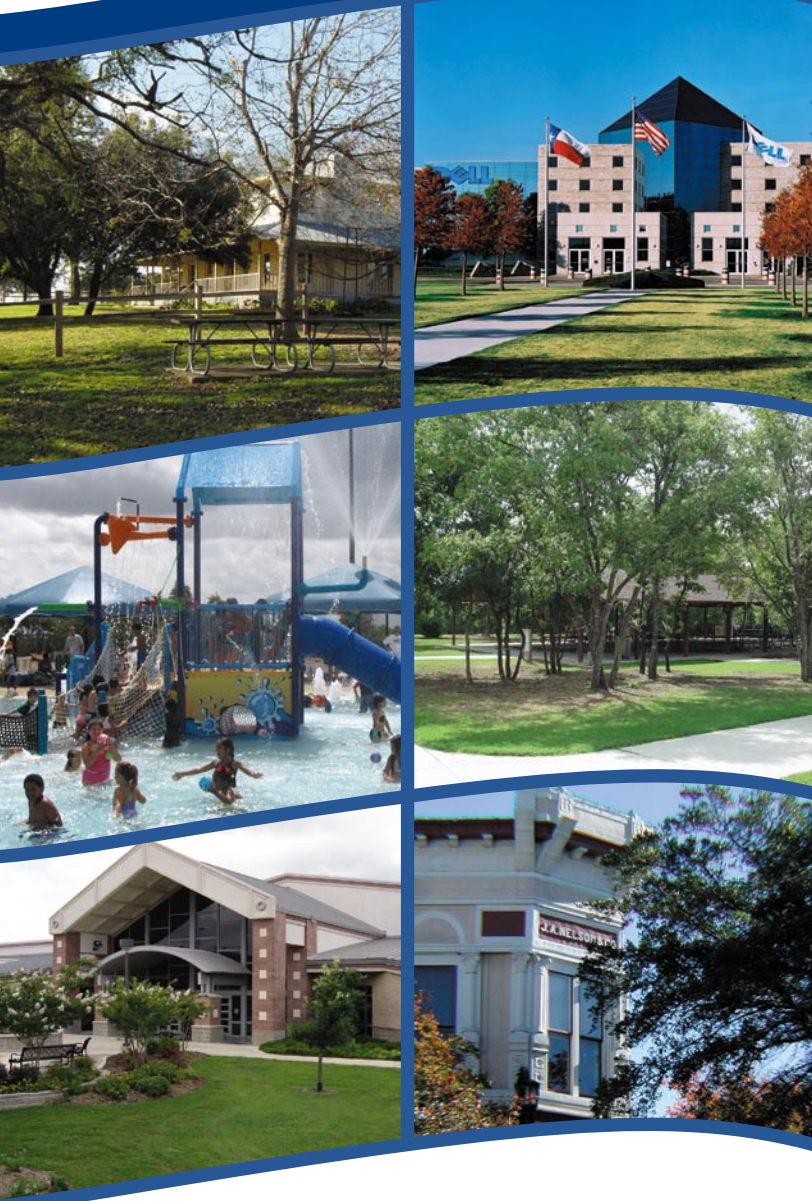
### Utility Fund Expenditures

2007 Adopted Compared to 2006 Revised Budgets



Note: For comparative purposes, one time transfer of \$5 Million for FY 2006 to construction fund not shown.





## Revenue Estimates

### General Fund

### Debt Service

- I & S General Obligation Bonds Fund
- I & S Revenue Bonds Fund

### Water / Wastewater Utility Fund

### Utility Impact Fees Fund

### Hotel Occupancy Tax Fund

### Parks Improvement &

### Acquisition Fund

### Law Enforcement Fund

### Municipal Court Fund

### Library Fund



## Revenue Estimates

This section reflects revenue projections for the current fiscal year. 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	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
<b>Property Taxes</b>						
4110	Current Property Taxes	\$11,074,547	\$11,700,000	\$11,868,000	<b>\$13,661,000</b>	\$13,500,000
4111	Delinquent Taxes	242,797	70,000	70,000	<b>25,000</b>	125,000
4112	Penalty & Interest - Delinquent Taxes	34,233	15,000	15,000	<b>20,000</b>	20,000
4113	Penalty & Interest - Current Taxes	57,783	40,000	40,000	<b>45,000</b>	45,000
	Sub Total	11,409,360	11,825,000	11,993,000	<b>13,851,000</b>	13,690,000
<b>Sales Tax</b>						
4120	Sales Tax	43,539,387	44,229,000	48,600,000	<b>49,800,000</b>	50,900,000
	Sub Total	43,539,387	44,229,000	48,600,000	<b>49,800,000</b>	50,900,000
<b>Bingo/Mixed Drink Tax</b>						
4122	Mixed Drink Tax	186,159	180,000	180,000	<b>190,000</b>	190,000
4124	Bingo Tax	26,406	28,000	28,000	<b>28,000</b>	28,000
	Sub Total	212,565	208,000	208,000	<b>218,000</b>	218,000
<b>Franchise Fees</b>						
4115	Franchise - TXU Gas	733,489	340,000	340,000	<b>550,000</b>	500,000
4115	Franchise - TXU Gas	575,890	550,000	710,000	<b>720,000</b>	720,000
4116	Franchise - SW Bell	540,744	575,000	575,000	<b>550,000</b>	575,000
4117	Franchise - TU Electric	2,826,791	2,900,000	2,900,000	<b>3,000,000</b>	3,000,000
4118	Franchise - Cablevision	545,183	550,000	800,000	<b>650,000</b>	650,000
4119	Franchise - Garbage Collection	317,741	300,000	300,000	<b>360,000</b>	360,000
	Sub Total	4,806,349	4,875,000	5,285,000	<b>5,280,000</b>	5,305,000
<b>Building Permits/Inspections</b>						
4214	Building Permits	455,820	340,000	340,000	<b>400,000</b>	400,000
4216	Building Reinspections	92,044	95,000	95,000	<b>95,000</b>	95,000
4225	Subdivision Development Fee	332,870	225,000	225,000	<b>225,000</b>	225,000
4226	Developer Landscape Fees	12,600	0	0	<b>13,000</b>	13,000
4410	Structural Steel Inspections	41,706	15,000	15,000	<b>15,000</b>	15,000
	Sub Total	935,040	675,000	675,000	<b>748,000</b>	748,000
<b>Other Permits</b>						
4212	Beer & Liquor License	3,497	1,000	1,000	<b>9,000</b>	9,000
4218	Electrical License/Code Book	2,686	0	0	<b>0</b>	0
	Sub Total	6,183	1,000	1,000	<b>9,000</b>	9,000

## Revenue Estimates

### General Fund Revenues

#### General Fund Revenues (cont.)

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
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#### Garbage/Fire Protection Fees

4302	Garbage Services	687,561	685,000	685,000	<b>720,000</b>	740,000
4306	Garbage Penalty	93,691	85,000	85,000	<b>95,000</b>	95,000
4617	Fire Protection Service - MUD Contract	255,210	250,000	250,000	<b>250,000</b>	250,000
	Sub Total	1,036,462	1,020,000	1,020,000	<b>1,065,000</b>	1,085,000

#### Recreation Fees

4401	Swim Pool Agreements	38,841	30,000	30,000	<b>30,000</b>	30,000
4402	Recreation Programs - Pool	53,993	120,000	120,000	<b>120,000</b>	120,000
4402	Recreation Programs - Pool-Mad	35,900	36,000	36,000	<b>40,000</b>	40,000
4403	Recreation Programs	172,288	170,000	170,000	<b>170,000</b>	170,000
4403	Recreation Programs-Madsen	622,050	700,000	700,000	<b>700,000</b>	700,000
4404	Swim Pool Receipts	85,044	91,000	91,000	<b>91,000</b>	91,000
4405	Sports League Fees	291,085	285,000	285,000	<b>285,000</b>	285,000
4406	Ballfield Lights	33,596	30,000	30,000	<b>30,000</b>	30,000
4409	Recreation Programs - Seniors	44,718	57,000	57,000	<b>57,000</b>	57,000
4413	Membership Fees-Madsen	510,831	522,000	522,000	<b>522,000</b>	522,000
	Sub Total	1,888,346	2,041,000	2,041,000	<b>2,045,000</b>	2,045,000

#### Library Fees

4221	Library Fees-Non Residential	52,091	48,000	48,000	<b>50,000</b>	50,000
4411	Library - Photocopy	17,055	16,000	16,000	<b>16,000</b>	16,000
4515	Library Fines	70,514	80,000	80,000	<b>80,000</b>	80,000
4516	Lost Book Charges	9,573	12,000	12,000	<b>12,000</b>	12,000
4517	Library Miscellaneous Receipts	742	1,000	1,000	<b>1,000</b>	1,000
	Sub Total	149,975	157,000	157,000	<b>159,000</b>	159,000

#### Filing/Other Fees

4217	Filing Fees	221,449	100,000	100,000	<b>150,000</b>	150,000
4224	GIS Fees	20,828	18,000	18,000	<b>42,000</b>	42,000
4637	Reproductions - Plats	1,499	2,000	2,000	<b>2,000</b>	2,000
4219	Annual Site Plan Fees	0	35,000	35,000	<b>35,000</b>	35,000
	Sub Total	243,776	155,000	155,000	<b>229,000</b>	229,000

**General Fund Revenues (cont.)**

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
<b>Fines &amp; Costs</b>						
4511	Police Dept. Fines & Costs	981,181	1,000,000	1,300,000	<b>1,025,000</b>	1,025,000
	Sub Total	981,181	1,000,000	1,300,000	<b>1,025,000</b>	1,025,000
<b>Rentals</b>						
4408	Facility Rental - Parks/Rec	42,990	41,000	41,000	<b>41,000</b>	41,000
4412	Meeting Room Revenue	22,190	25,000	25,000	<b>20,000</b>	20,000
	Sub Total	65,180	66,000	66,000	<b>61,000</b>	61,000
<b>Grants</b>						
4685	Federal Grant - Cops in School	1,342	0	0	<b>0</b>	0
4623	Fire Dept. EMT Grant	31,982	32,000	32,000	<b>32,000</b>	32,000
4683	State Grant - Training	10,435	10,000	10,000	<b>10,000</b>	10,000
4695	Planning Grant - THC	0	5,000	5,000	<b>5,000</b>	5,000
4679	CDBG Reimbursement	70,911	70,000	70,000	<b>70,000</b>	70,000
4663	Miscellaneous	79,495	20,000	20,000	<b>20,000</b>	20,000
	Sub Total	194,165	137,000	137,000	<b>137,000</b>	137,000
<b>Interest</b>						
4610	Interest Income	1,347,414	962,000	1,962,000	<b>975,000</b>	975,000
4612	Increase/Decrease in Fair Value	(287,533)	1,000	1,000	<b>1,000</b>	1,000
	Sub Total	1,059,881	963,000	1,963,000	<b>976,000</b>	976,000
<b>Capital Lease Proceeds</b>						
4616	Capitalized Lease Proceeds	600,000	600,000	600,000	<b>750,000</b>	600,000
	Sub Total	600,000	600,000	600,000	<b>750,000</b>	600,000



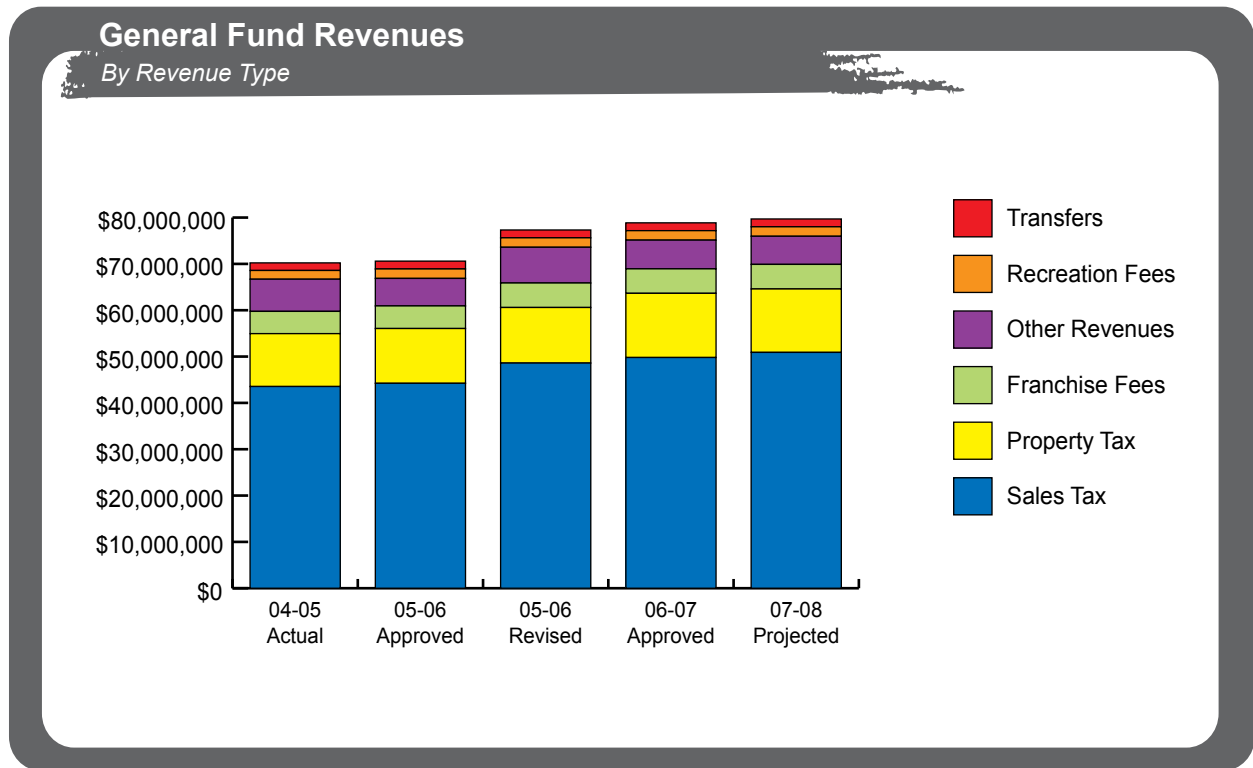
## Revenue Estimates

### General Fund Revenues

#### General Fund Revenues (cont.)

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
<b>Transfers</b>						
7200	Transfer from Utility Fund	1,640,000	1,690,000	1,690,000	<b>1,690,000</b>	1,690,000
	Sub Total	1,640,000	1,690,000	1,690,000	<b>1,690,000</b>	1,690,000
<b>Other Revenues</b>						
4308	PARD Brush Recycling Fees	83,117	120,000	120,000	<b>100,000</b>	100,000
4407	Police Dept. - Miscellaneous	21,934	20,000	20,000	<b>20,000</b>	20,000
4213	Licensing Fees-Animal Control Ordinance	0	40,000	40,000	<b>40,000</b>	40,000
4615	Miscellaneous Revenue	407,826	30,000	30,000	<b>50,000</b>	50,000
4619	Returned Check Fee	740	1,000	1,000	<b>1,000</b>	1,000
4628	Donations/Contributions	8,644	5,000	163,000	<b>5,000</b>	5,000
4636	Insurance Proceeds	47,851	5,000	5,000	<b>5,000</b>	5,000
4638	Street Cuts	1,650	1,000	1,000	<b>1,000</b>	1,000
4639	Proceeds - Sale of Assets	92,859	31,000	31,000	<b>31,000</b>	31,000
4645	TAAF Reimbursements	976	0	0	<b>0</b>	0
4646	FTA Reimbursement	0	0	315,000	<b>0</b>	0
4660	4B Corporation Reimbursement	183,500	184,000	184,000	<b>184,000</b>	184,000
4664	Camera Operator Reimb-RRISD	94	1,000	1,000	<b>1,000</b>	1,000
4669	Court Fund Reimbursement	26,500	20,000	20,000	<b>20,000</b>	20,000
4670	RRISD Reimbursement	292,637	320,000	320,000	<b>320,000</b>	320,000
4671	GO Bond Funds Reimbursement	225,480	140,000	140,000	<b>0</b>	0
4672	Recycling Revenue	18,269	10,000	10,000	<b>15,000</b>	15,000
4301	Lot Clearing Services	22,728	16,000	16,000	<b>16,000</b>	16,000
4305	Brush Hauling Revenue	18,919	12,000	12,000	<b>12,000</b>	12,000
	Sub Total	1,453,724	956,000	1,429,000	<b>821,000</b>	821,000
Total General Fund Revenues		\$70,221,574	\$70,598,000	\$77,320,000	<b>\$78,864,000</b>	\$79,698,000

**General Fund Revenues (cont.)**



## Revenue Estimates

Debt Service Funds Revenues

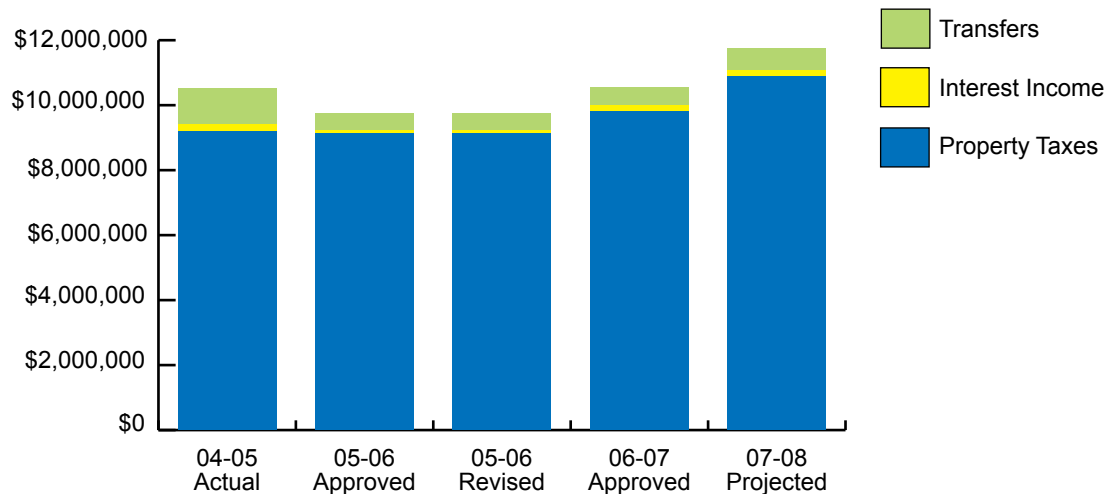
### I & S General Obligation Bonds Fund

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
4110	Current Property Taxes	\$9,025,025	\$9,100,000	\$9,100,000	<b>\$9,735,000</b>	\$10,800,000
4111	Delinquent Taxes	174,132	40,000	40,000	<b>80,000</b>	80,000
4112	Penalty & Interest - Delinquent Taxes	28,757	13,000	13,000	<b>15,000</b>	15,000
4113	Penalty & Interest - Current Taxes	46,935	25,000	25,000	<b>30,000</b>	30,000
4610	Interest Income	125,280	40,000	40,000	<b>150,000</b>	150,000
4635	Proceeds - Refunded Bonds*	19,915,000	0	0	<b>0</b>	0
4640	Proceeds - Bond Premium*	1,361,510	0	0	<b>0</b>	0
7200	Transfer from Utility Fund	701,963	226,000	226,000	<b>236,000</b>	226,000
7855	Transfer from Golf Course	410,459	301,594	301,594	<b>295,000</b>	454,000
Total I&S General Obligation Bonds Funds Revenues		\$31,789,061	\$9,745,594	\$9,745,594	<b>\$10,541,000</b>	\$11,755,000

\*Note: These proceeds are not graphically represented - refunding entries only.

### I & S G. O. Bonds Fund

By Revenue Type

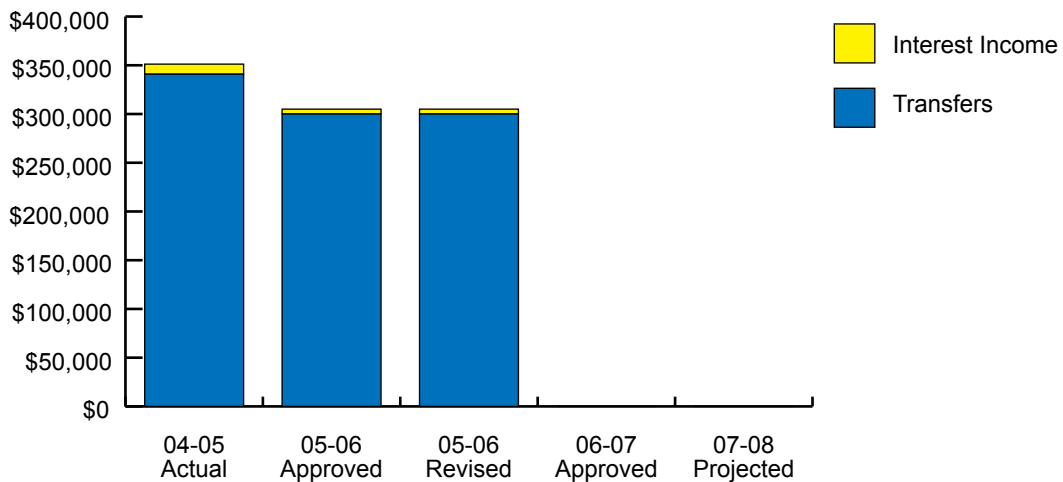


## I & S Revenue Bonds Fund

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
4610	Interest Income	\$10,335	\$5,000	\$5,000	\$0	\$0
7200	Transfer from Utility Fund	340,845	300,000	300,000	0	0
Total I&S Revenue Bonds Funds Revenues		\$351,180	\$305,000	\$305,000	\$0	\$0

### I & S Revenue Bonds Fund

By Revenue Type



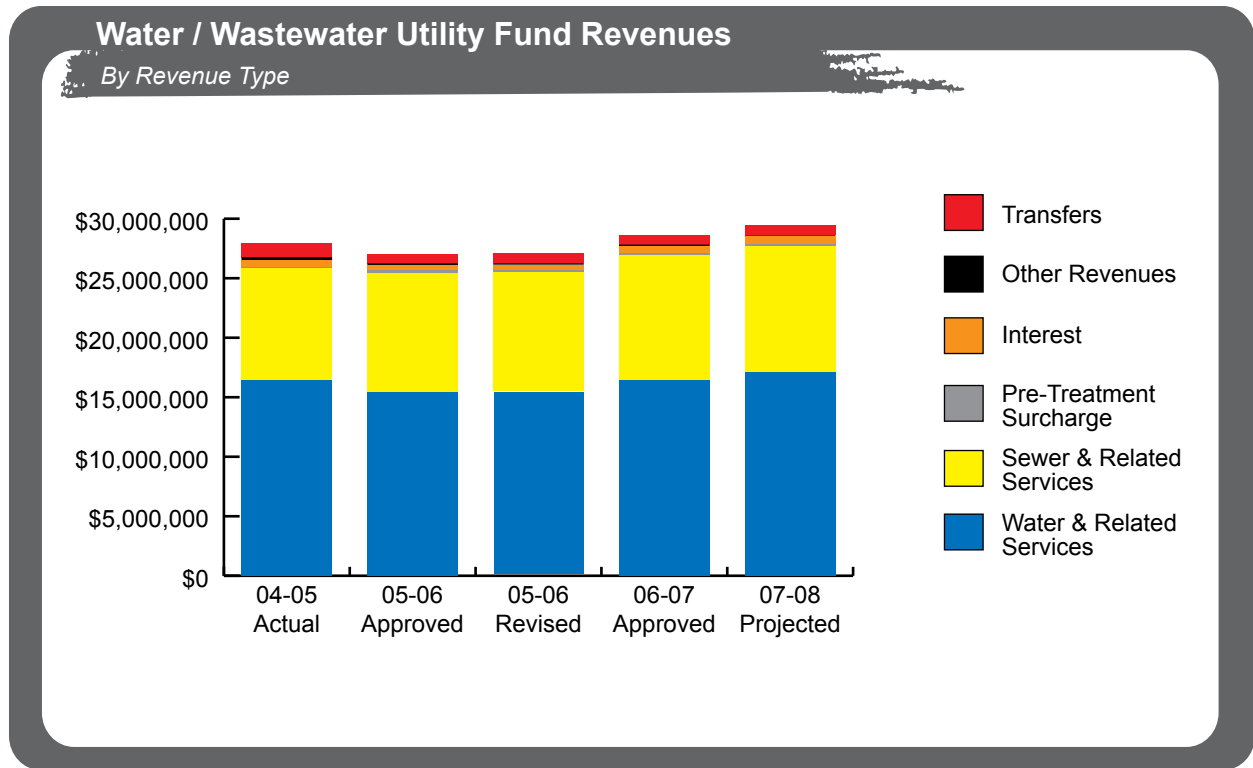
## Revenue Estimates

Water / Wastewater Utility Fund Revenues

### Water / Wastewater Utility Fund Revenues

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
<b>Water &amp; Related Services</b>						
4444	Connection & Transfer Fee	\$104,804	\$90,000	\$90,000	<b>\$120,000</b>	\$120,000
4801	Water Service	15,702,672	14,750,000	14,774,200	<b>15,602,933</b>	16,220,000
4805	Water Insp. & Meter Setting Fee	147,744	150,000	150,000	<b>160,000</b>	160,000
4807	Water Penalty	313,088	340,000	340,000	<b>340,000</b>	340,000
4831	Reconnect Charges	79,135	65,000	65,000	<b>150,000</b>	150,000
4833	Meters and Fittings Sales	82,224	65,000	65,000	<b>85,000</b>	85,000
	Sub Total	16,429,667	15,460,000	15,484,200	<b>16,457,933</b>	17,075,000
<b>Sewer &amp; Related Services</b>						
4821	Sewer Service	9,039,478	9,700,000	9,700,000	<b>10,109,000</b>	10,278,000
4825	Sewer Inspection Fee	145,400	130,000	130,000	<b>145,000</b>	145,000
4826	Sewer Discharge Permits	4,650	3,000	3,000	<b>3,000</b>	3,000
4827	Sewer Penalty	190,371	165,000	165,000	<b>190,000</b>	190,000
	Sub Total	9,379,899	9,998,000	9,998,000	<b>10,447,000</b>	10,616,000
<b>Pre-Treatment Surcharge</b>						
4443	Industrial Pre-Treatment Surcharge	166,709	170,000	170,000	<b>180,000</b>	180,000
	Sub Total	166,709	170,000	170,000	<b>180,000</b>	180,000
<b>Interest</b>						
4610	Interest Income	614,834	485,000	485,000	<b>608,000</b>	608,000
4612	Increase/Decrease in Fair Value	(101,964)	1,000	1,000	<b>1,000</b>	1,000
	Sub Total	512,870	486,000	486,000	<b>609,000</b>	609,000
<b>Other Revenues</b>						
4615	Miscellaneous Revenue	216,248	115,000	115,000	<b>110,000</b>	110,000
4619	Returned Check Fee	17,180	10,000	10,000	<b>15,000</b>	15,000
4629	Gain/Loss on Sale of Assets	0	5,000	5,000	<b>5,000</b>	5,000
7250	Transfer from Wastewater Impact Fees	812,500	812,500	812,500	<b>812,500</b>	812,500
	Sub Total	1,468,946	942,500	942,500	<b>942,500</b>	942,500
<b>Total Water/Wastewater Utility Fund Revenues</b>						
		\$27,958,091	\$27,056,500	\$27,080,700	<b>\$28,636,433</b>	\$29,422,500

Water / Wastewater Utility Fund Revenues (cont.)



## Revenue Estimates

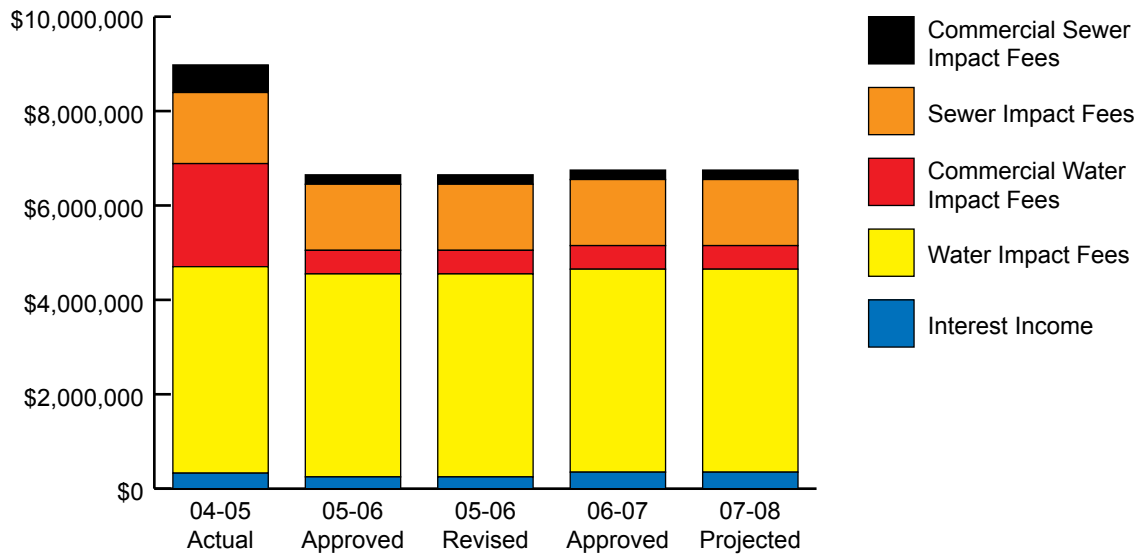
Utility Impact Fees Fund Revenues

### Utility Impact Fees Fund Revenues

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
4610	Interest Income	\$329,101	\$250,000	\$250,000	<b>\$350,000</b>	\$350,000
4802	Water Impact Fees	4,374,172	4,300,000	4,300,000	<b>4,300,000</b>	4,300,000
4808	Commercial Water Impact Fees	2,184,103	500,000	500,000	<b>500,000</b>	500,000
4822	Sewer Impact Fees	1,505,886	1,400,000	1,400,000	<b>1,400,000</b>	1,400,000
4828	Commercial Sewer Impact Fees	584,760	200,000	200,000	<b>200,000</b>	200,000
Total Utility Impact Fees Fund Revenues		\$8,978,022	\$6,650,000	\$6,650,000	<b>\$6,750,000</b>	\$6,750,000

### Utility Impact Fees Fund Revenues

By Revenue Type





**Hotel Occupancy Tax Fund Revenues**

<b>Acct#</b>	<b>Account Title</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>
4123	Occupancy Tax	\$1,905,051	\$1,700,000	\$1,740,000	<b>\$2,200,000</b>
4610	Interest Income	40,493	20,000	20,000	<b>50,000</b>
4615	Misc Revenue	821	0	0	<b>0</b>
4636	Insurance Proceeds	835	0	0	<b>0</b>
7594	Transfer from Conv. Ctr.	8,120	0	0	<b>0</b>
<b>Total Hotel Occupancy Tax Fund Revenues</b>		<b>\$1,955,320</b>	<b>\$1,720,000</b>	<b>\$1,760,000</b>	<b>\$2,250,000</b>

## Revenue Estimates

### Law Enforcement Fund Revenues

#### Law Enforcement Fund Revenues

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
4610	Interest Income - State & Local	\$472	\$343	\$343	<b>\$2,000</b>
4610	Interest Income - Federal	2,461	1,152	1,152	<b>10,725</b>
4654	State & Local Seizure Income	44,798	90,000	90,000	<b>0</b>
4665	Federal Seizure Income	255,522	30,000	30,000	<b>175,000</b>
4663	Grant Proceeds	10,499	0	0	<b>0</b>
Total Law Enforcement Fund Revenues		\$313,752	\$121,495	\$121,495	<b>\$187,725</b>

### Parks Improvement & Acquisition Fund Revenues

<b>Acct#</b>	<b>Account Title</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>
4519	Sports League Fees	\$10,418	\$8,000	\$8,000	<b>\$8,000</b>
4610	Interest Income	1,016	525	525	<b>13,000</b>
4628	Donations/Contributions - Developers	0	0	0	<b>50,000</b>
<b>Total Parks Improvement &amp; Acquisition Fund Revenues</b>		<b>\$11,434</b>	<b>\$8,525</b>	<b>\$8,525</b>	<b>\$71,000</b>

## Revenue Estimates

### Municipal Court Fund Revenues

#### Municipal Court Fund Revenues

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
4519	Child Safety Fines	\$4,022	\$3,200	\$3,200	<b>\$8,500</b>
4509	Technology Fees	27,865	27,000	27,000	<b>38,000</b>
4510	Security Fees	20,896	21,000	21,000	<b>28,500</b>
4610	Interest Income	2,857	2,600	2,600	<b>6,576</b>
Total Municipal Court Fund Revenues		\$55,640	\$53,800	\$53,800	<b>\$81,576</b>

## Library Fund Revenues

Acct#	Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
4628	Library Donations	\$2,152	\$800	\$800	<b>\$800</b>
4610	Interest Income	201	116	116	<b>500</b>
Total Library Fund Revenues		\$2,353	\$916	\$916	<b>\$1,300</b>





## General Fund Expenditures

Administration  
 Legal Services  
 Planning & Community Development  
 Information Tech. & Communications  
 Building Inspections  
 Finance  
 Purchasing  
 General Services  
 Library  
 Police  
 Fire  
 Parks & Recreation  
 Human Resources  
 Engineering & Development Services  
 Street  
 Transportation  
 City Shop  
 Municipal Court





## General Fund Expenditures

Department	2006-2007 Approved Budget	2006-2007 Total Personnel *
12 Administration	\$1,925,920	11.00
13 Legal Services	1,105,725	0.00
14 Planning & Community Dev	1,731,164	21.75
15 Information Technology	1,336,194	15.00
16 Building Inspections	809,770	12.00
17 Finance	1,374,052	19.50
18 Purchasing	485,526	8.00
19 General Services	15,760,800	0.00
20 Library	2,291,831	29.50
21 Police	18,146,511	193.00
22 Fire	10,926,609	124.00
23 Parks & Recreation	8,425,971	93.00
24 Human Resources	914,568	9.75
25 Engineering & Dev Svcs.	3,146,438	41.75
26 Street	7,720,755	48.00
27 Transportation Services	1,010,341	8.50
28 City Shop	1,087,570	15.00
29 Municipal Court	658,902	9.00

**General Fund Total** \$78,858,648 658.75 \*

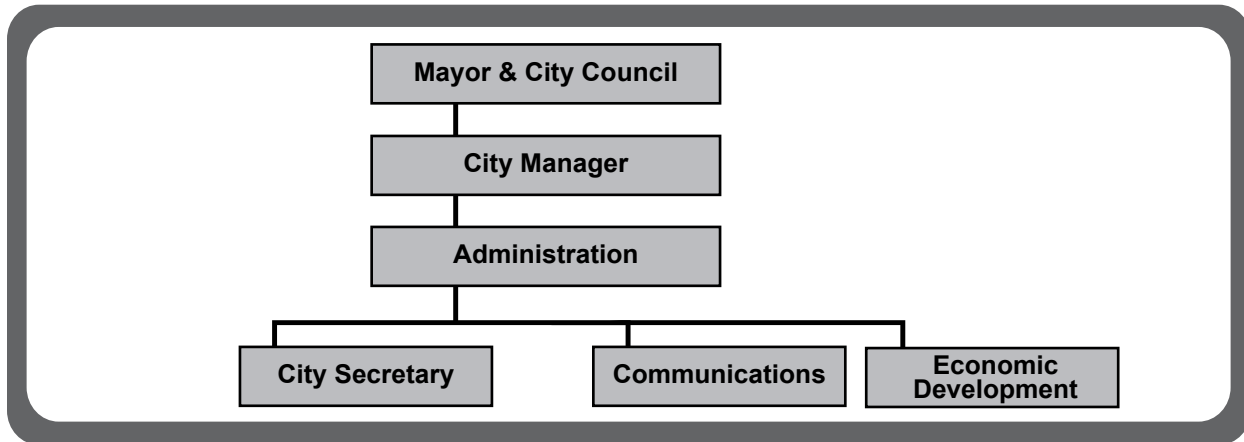
\*In Full-Time Equivalents (FTE's)



## 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 provide 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 appoints the City Manager, City Attorney, Municipal Court Judge and various citizen boards and commissions. The City Council's public policy activities include: adopting the City's annual budget and establishing general objectives; reviewing and adopting all ordinances and resolutions; and approving purchases and contracts as prescribed by City Charter and State Law.

**Office of the City Manager:** The City Manager's Office handles the general administration of the City and executes the policies and objectives of the City Council. As Chief Administrators, the City Manager and Assistant City Manager are directly responsible to the Mayor and City Council. They oversee the day-to-day operations of the City by coordinating all City department activities and functions.

**Office of the City Secretary:** The City Secretary is the Records Management Officer of the City. The City Secretary attends all City Council meetings and keeps the minutes; maintains all official City records, including ordinances, resolutions, contracts, easements, and deeds; publishes and posts legal notices; monitors the terms and attendance of all Boards and Commissions of the City; and coordinates municipal elections.

**Communications:** The Communications division develops internal and external communications and citizen participation initiatives. It handles media relations for most departments. The Communication division manages the City's website; produces the bi-weekly "City Beat" news ad in the Round Rock Leader and Austin American Statesman; develops the monthly "News Flash" newsletter inserted in Utility Bills; produces the monthly "City Focus" news program, and public service announcements; develops other programming for the City's Government Access Channel; produces the "Round Rock News" e-newsletter, and the employee newsletter, Rock Beats.

### Programs: (cont.)

**Economic Development:** Under the Economic Development Partnership with the Chamber of Commerce, the City's economic priority is to promote business recruitment, retention and expansion as well as market the City of Round Rock.

The City's managerial staff, Chamber of Commerce, tourism committee, and citizens and representatives of local businesses work closely together to develop and implement development strategies and programs.

### FY 2005-2006 Highlights:

During FY 2005-2006, the Administration department accomplished:

- The development of the City's Ten Year Comprehensive Operational Plan, which was a fundamental city process that involved all levels of city employees as well as our citizens. The information compiled for the 10-Year Plan will guide the City Council's long-term financial decision making process to insure that city programs have long-term sustainability. This plan also won an "Outstanding Achievement in Local Government Innovation Award" with the Innovation Groups.
- In May 2006, the voters approved to grant City Council the authority to sell McNeil Park. Revenue generated from the sale will go towards important improvements at Old Settler's Park.
- The roll-out of the re-design of the City's website improving aesthetics, usability, and interactivity, as well as, bringing the website in compliance with Section 508 of the American with Disabilities Act.

### FY 2006-2007

#### Overview and Significant Changes:

During FY 2006-2007, within the Administration department the:

- City Secretary's office is launching a new page on the city's website that will house official records, election information, council minutes, City Charter and other official documents in one centralized location. In addition, an automated council submission plan will be implemented to aid in the agenda submittal process.
- Communications Director is initiating a process and a new program that will enable the City Council and Planning and Zoning meetings to be digitally recorded and available for future viewing. Using this

system, meetings can be captured on digital video, encoded onto a hard drive, and made available for viewing by City staff and external customers through streaming media via our website. The availability of searchable archives will allow a section of any meeting to be retrieved at anytime using a simple keyword search. Agendas, supporting documents, and video from the meetings would be incorporated into a single window on a web browser and accessible by staff and the public.

- City continues researching and analyzing crucial information for the possibility of a city event center facility.

### New Programs for FY 2006-2007:

Administration is proposing no new programs for FY 2006-2007.

### FY 2007-2008 Overview and Beyond:

For FY 2007-2008 the Administration department will focus on:

- various major transportation improvements.
- preparations for the new city hall complex

**Department Goals:**

- Continue management supervision of new capital construction projects. (City Goal 4)
- Continue management oversight of development processes, both public and private. (City Goal 5)
- Continue implementation of the Transportation Plan for the City. (City Goal 4)
- Promote economic development compatible with City of Round Rock goals and diversify the economic base of the community. (City Goal 1)
- Implement the General Plan and Strategic Plan with emphasis on the Northeast quadrant. (City Goal 2)
- Continue implementation of the City's High Performance Organization philosophy. (City Goal 5)
- Intensify the City's strong commitment to economic development. (City Goal 1)

<b>Objective:</b> Develop an environment that encourages businesses to locate or relocate to Round Rock through the use of site development and incentives	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Negotiations with potential industries	2	2	5	4

- Continue to improve the quality and accountability of all City operations through performance measurement and customer surveys. (City Goal 5)

<b>Objective:</b> Maintain a composite average customer satisfaction rating for all City Departments combined of 90% or higher.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
In general, do you think the City of Round Rock is headed in the right direction or the wrong direction?	76%	**N/A	82%	**N/A

- Continue to improve the government access channel and website to facilitate better citizen communication. (City Goal 6)

<b>Objective:</b> 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	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% say informed (Obj. A), Good to Excellent	64%	N/A	67%	N/A

- Continue to improve the government access channel and website to facilitate better citizen communication. (City Goal 6)

<b>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.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Source of information: % city web page/Channel 10	29%/51%	N/A	37%/50%	N/A
% say City listened and responded, Good to Excellent	63%	N/A	58%	N/A
Source of information: Utility Bill Insert	62%	N/A	65%	N/A
E-Newsletter Subscribers	1,864**	N/A	2,225	2,225

**Trend:** As Internet access has increased, citizens have been able to better utilize the City website resulting in more participation in services, such as the E-Newsletter. Forecast 06-07 E-Newsletter Subscribers will have to re-subscribe due to changes in the city's website. This may impact subscriber numbers, which is why forecast is constant.

\*N/A – Not Applicable. This is a biennial survey, thus, no information is available.

\*\*Total as of December 2004

## General Fund Expenditures

Administration

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
# of Elections	1	1	1
<b>Input</b>			
Operating Expenditures	\$1,712,632	\$1,673,433	\$1,925,920
Number Authorized FTE's	10.50	11.00	11.00
<b>Efficiency</b>			
Expenditures as a % of General Fund	2.51%	2.16%	2.44%
Authorized Personnel as a % of General Fund FTE's	1.73%	1.73%	1.67%
<b>Effectiveness</b>			
Biennial City-wide Citizen Survey Expressed as data gathered from the City-wide citizen survey, which is conducted every two (2) years.			
In general, do you think the City of Round Rock is headed in the right direction or the wrong direction?	**N/A	82% Right Direction	**N/A
In general, do you think the quality of life in the City of Round Rock is getting better, getting worse, or staying about the same?	**N/A	46% Getting Better	**N/A
When you call the City of Round Rock on the telephone for services or information, how would you describe the service you receive: excellent, good, only fair, or poor?	**N/A	58% Good to Excellent	**N/A
Do you feel safe walking alone in your neighborhood at night?	**N/A	88% Yes	**N/A
What kind of job do you think the City of Round Rock is doing in managing traffic: excellent, good, only fair, or poor?	**N/A	35% Good to Excellent	**N/A
What kind of job would you say the City of Round Rock is doing of keeping you informed of city programs and services: excellent, good, only fair or poor?	**N/A	68% Good to Excellent	**N/A
Would you say the City of Round Rock is doing an excellent, good, only fair, or poor job of listening to and responding to the needs of citizens?	**N/A	58% Good to Excellent	**N/A

\*\*N/A – Not Applicable. This is a biennial survey, thus, no information is available



# General Fund Expenditures

Administration

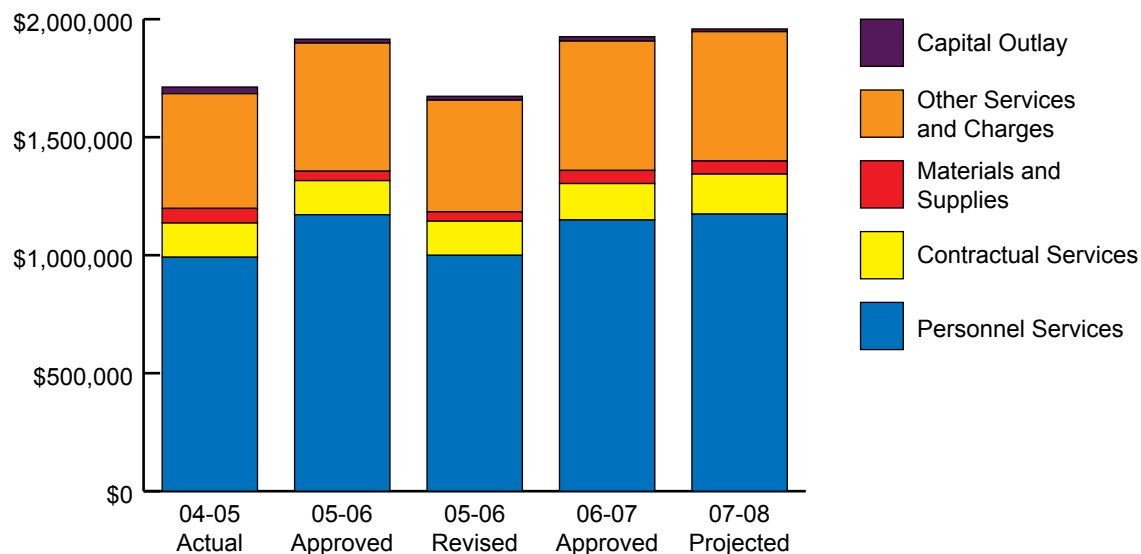
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
City Manager	1	1	1	1	1	1
Assistant City Manager/Chief Financial Officer	1	1	1	1	1	1
Assistant City Secretary	1	1	1	1	1	1
Communications Director	1	1	1	1	1	1
City Secretary	1	1	1	1	1	1
Information Specialist	1	1	1	1	1	1
Executive Administrative Assistant	2	2	2	2	2	2
Administrative Tech II	1	1	1	1	1	1
Exec Dir of Comm. Development*	0.5	0	0	0.5	0	0
Videographer	1	1	1	1	1	1
Development Review Coordinator	0	1	1	0	1	1
Total	10.5	11	11	10.50	11	11

## General Fund Expenditures

Administration

### Administration

Expenditures by Category



### Summary of Expenditures:

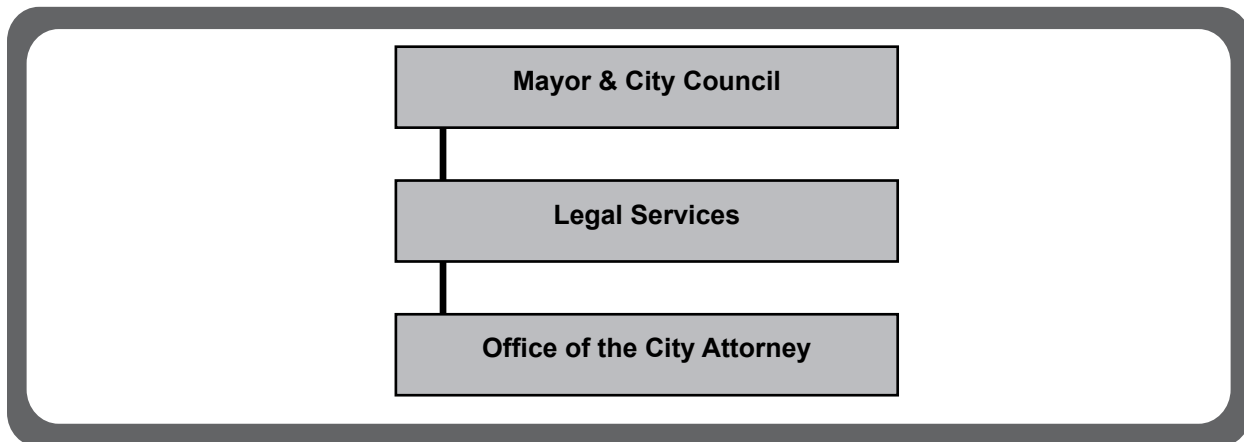
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$991,438	\$1,171,427	\$999,427	<b>\$1,149,151</b>	\$1,174,088
Contractual Services	144,852	144,539	144,539	<b>154,429</b>	169,429
Materials and Supplies	61,947	39,766	39,766	<b>55,640</b>	55,640
Other Services and Charges	486,081	543,000	473,000	<b>548,000</b>	548,000
Capital Outlay	28,315	16,700	16,700	<b>18,700</b>	11,600
<b>Total Expenditures:</b>	<b>\$1,712,632</b>	<b>\$1,915,433</b>	<b>\$1,673,433</b>	<b>\$1,925,920</b>	<b>\$1,958,757</b>
Expenditures per Capita:	\$20.34	\$21.64	\$18.91	<b>\$21.38</b>	\$20.90



## 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 2005-2006 Highlights:

During 2005-2006, the Legal Services Department devoted significant effort to the following highlighted areas plus others too numerous to mention:

- Assisted with the acquisition of rights-of-way for major transportation projects including the Highway 79 expansion, A.W. Grimes Blvd., Sam Bass Road, Red Bud Lane, Kiphen Road and the Creek Bend Blvd. extension; and negotiated and drafted agreements with Union Pacific Railroad for improvements to railroad crossings at Red Bud Land, A.W. Grimes Blvd., Arterial A and other roadways.
- Negotiated and drafted agreements with the Lower Colorado Water River Authority, City of Cedar Park and City of Leander regarding a proposed water treatment and distribution facility; assisted with the acquisition of easements for the McNutt Wastewater Interceptor project; and negotiated and drafted consent agreements and utility service agreements with several existing and proposed Municipal Utility Districts.

#### **FY 2005-2006 Highlights (cont.):**

- Negotiated for the purchase of numerous tracts of land for the fire department, police department; and for other municipal purposes; and assisted the Parks and Recreation Department with design and construction contracts for a skate park, hiking trails, and swimming facility;

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

Legal Services continues to devote significant time and effort to resolving pending litigation, the acquisition of rights-of-way for major transportation projects, and other growth-related and transportation issues. Other items of interest include:

- a significant time and effort will be devoted to contractual issues related to construction projects and transportation related issues.
- 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 2006-2007:**

Legal Services is proposing no new programs for FY 2006-2007.

##### **FY 2007-2008 Overview and Beyond:**

The Legal Department recognizes that the demand for its services will likely increase as the City continues to grow in size and complexity. Methods Legal anticipates using to address this increase include:

- Finding ways to utilize technology and other tools to work more efficiently.
- Carefully monitoring the demand for legal services and, when appropriate and necessary, will provide additional staff to make certain that the demand will be met.

**Departmental Goals:**

- To provide competent, professional, and timely legal advice to the City Council, Administration, and Department Directors. (City Goal 5)

<b>Objective:</b> To achieve at least a 90% approval rating on an annual customer survey.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Achieve 90% approval rating	99%	90%	99%	90%

- 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. (City Goal 5)
- To represent the City in all claims made by and against it. (City Goal 5)
- To prosecute all complaints, traffic tickets, code enforcement violations, and other offenses filed in Municipal Court. (City Goal 5)
- 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. (City Goal 5)
- To keep informed of changes in all laws regarding municipalities including environmental, planning, zoning, juvenile crime, etc. (City Goal 5)
- To keep the City Code updated on an annual basis. (City Goal 5)
- To assist all other departments in achieving their goals. (City Goal 5)
- To keep informed of changes in laws regarding personnel matters. Advise and train department heads and supervisors of proper hiring and firing practices. (City Goal 5)

<b>Objective:</b> Each attorney will attend 15 hours per year of continuing legal education (C.L.E.) related to municipalities.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Attend 15 hours of C.L.E. per attorney	7/7	7/7	7/7	7/7

- To obtain road rights-of-way in a timely manner. (City Goal 4)

<b>Objective:</b> To obtain a possession agreement or title within six months.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Percentage obtained within six months	100%	90%	90%	90%

## General Fund Expenditures

Legal Services

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Input</b>			
Operating Expenditures	\$1,057,670	\$946,108	\$1,105,725
Number Authorized FTE's	0.00	0.00	0.00
Workload in Hours:			
General	4,310	6,859	7,300
Non-Litigation	2,626	n/a	n/a
Litigation	30	n/a	n/a
Transportation	255	n/a	n/a
Municipal Court	461	n/a	n/a
Utilities	826	529	680
Construction	563	1,154	860
Total Hours	9,071	8,542	8,840
<b>Efficiency</b>			
Expenditures as a % of General Fund	1.55%	1.22%	1.40%
Authorized Personnel as a % of General Fund FTE's	0.00%	0.00%	0.00%

Note: Due to computer system conversion, "Workload in Hours" is not comparable for FY 2004-2005.

## General Fund Expenditures

*Legal Services*

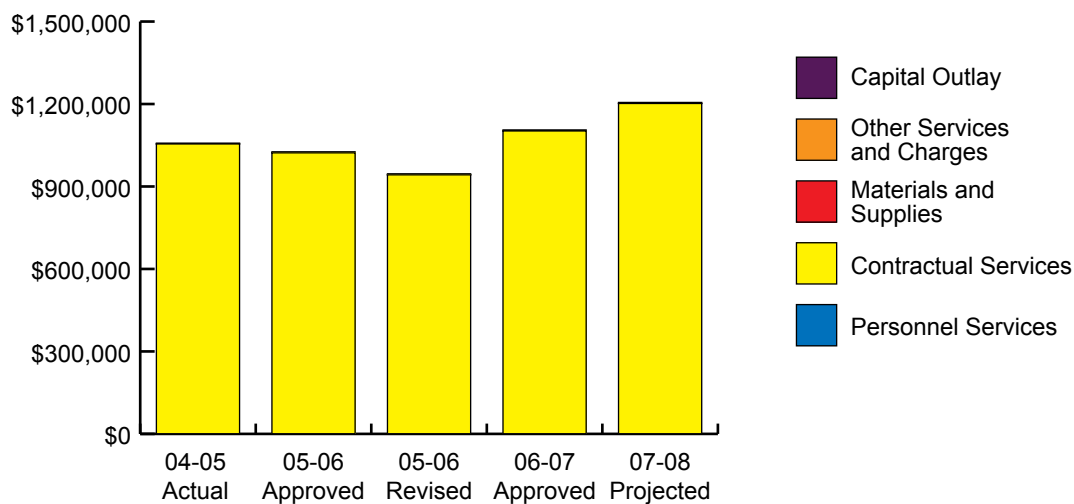
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
None	0	0	0	0.00	0.00	0.00

## General Fund Expenditures

### Legal Services

#### Legal Services

##### Expenditures by Category



### Summary of Expenditures:

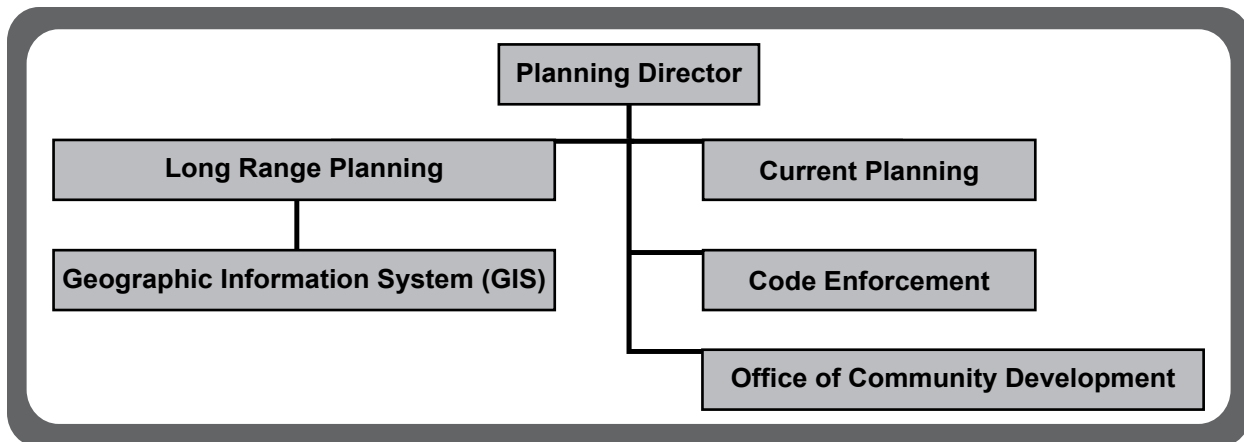
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	1,054,750	1,022,383	942,383	1,102,000	1,202,000
Materials and Supplies	0	0	0	0	0
Other Services and Charges	225	225	225	225	225
Capital Outlay	2,696	3,500	3,500	3,500	3,500
<b>Total Expenditures:</b>	<b>\$1,057,670</b>	<b>\$1,026,108</b>	<b>\$946,108</b>	<b>\$1,105,725</b>	<b>\$1,205,725</b>
<b>Expenditures per Capita:</b>	<b>\$12.56</b>	<b>\$11.59</b>	<b>\$10.69</b>	<b>\$12.27</b>	<b>\$12.87</b>

## Planning & Community Development Department

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

*Mission: To provide citizens and the 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:

The Planning & Community Development Department consists of five programs and two cost centers. Long Range Planning, Current Planning, GIS and the Code Enforcement program are funded by the City's General Fund. The Office of Community Development receives the majority of its funding from federal sources. Planning's five programs are described below.

### Programs:

**Long Range Planning:** oversees the development and implementation of the General Plan, area plans, neighborhood plans, redevelopment plans, historic preservation, annexation plans, corridor plans, census updates and performs periodic revisions of subdivision, zoning and signage regulations along with other development ordinances.

**Current Planning:** reviews and processes development applications pertaining to zoning, plats and site plans. Staff also prepares and conducts meetings with the Planning and Zoning Commission (P&Z), Historic Preservation Commission (HPC), Zoning Board of Adjustment (ZBA) and chairs the Development Review Committee (DRC).

**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 coordinating citywide GIS efforts.

**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. Code Enforcement also communicates with neighborhood groups to ensure that code violations are resolved.

**Office of Community Development:** is responsible for the development and management of neighborhood revitalization and economic development programs funded by Community Development Block Grant (CDBG) funds. Staff prepares and conducts meetings with the Community Development Advisory Commission and attends all Round Rock Housing Authority board meetings. This office is responsible for ensuring compliance with federal regulations, monitoring sub-recipient authority board meetings. This office is responsible for ensuring compliance with federal regulations, monitoring sub-recipients, and reporting directly to the San Antonio HUD field office.



## **General Fund Expenditures**

### *Planning & Community Development*

#### **FY 2005-2006 Highlights:**

The Planning and Community Development Department completed a number of projects during fiscal year 2005-2006 in addition to its ongoing review and processing of plats, site plans and zoning applications, which included Planned Unit Developments (PUDs):

These additional projects included the following:

- Completed the MU-1a (Mixed Use – Southwest Downtown), C-1a (General Commercial – Limited) and AG (Agricultural) Zoning Districts.
- Completed the Northeast Quadrant Plan – Phases 2 & 3 (supplement to the General Plan).
- Developed a comprehensive annexation program to annex unincorporated areas left out of previous voluntary annexations; this will assist in rationalizing our city limits.

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

The Planning Department's current and long range planning programs for the fiscal year 2006-2007 include a number of major projects based on City Strategic Plan goals 1, 2 & 3. In addition, the current planning program continues its ongoing review and processing of plats, site plans and zoning applications, which include Planned Unit Developments (PUDs). With respect to the Office of Community Development, significant changes to the federal budget required collaboration between units of local government in order to receive funding for housing and economic development programs. GIS program activities became more focused on the development of user applications on the desktop and on the Intra/Internet. Involvement in county-wide GIS initiatives continues to increase.

- Complete the Sign Ordinance revision.
- Complete the Northeast Quadrant Plan – Phase 4 (supplement to the General Plan).
- Implement comprehensive annexation program.

#### **New Programs for FY 2006-2007:**

The Planning & Community Development is proposing no new programs for FY 2006-2007.

#### **FY 2007-2008 Overview and Beyond:**

The Planning Department will continue its current and long range planning programs for fiscal years 2007-2008 and beyond to include a number of major projects based on City Strategic Plan goals. In addition, the current planning program will continue its ongoing review and processing of zoning applications, plats and site plans, which include Planned Unit Developments (PUDs).

- Revise ordinances as needed to improve development standards and processes.
- Review and adjust the development review process to maximize efficiencies.
- Prepare redevelopment plans and neighborhood plans as needed.

**Departmental Goals:**

- Provide for the orderly, economic expansion of the City of Round Rock. (City Goal 1)
- Prepare development or redevelopment area plans for portions of the City where exceptional opportunity for economic expansion exists. (City Goals 1, 2, and 3)
- 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. (City Goal 2.3)
- Update procedures and development packets to increase efficiency, accountability, and improve customer service. (City Goals 5.1, 5.2)
- Develop an effective enterprise geographic information system to improve coordination and assemble data through networking with all City departments. (City Goals 5.1, 5.2)
- Develop processes to improve citizen communication and community input. (City Goals 6.1, 6.2, 6.3)
- Review and update major plans and development ordinances to meet current community needs and to improve overall appearance of Round Rock; streamline procedures to improve public services and increase efficiencies. (City Goals 2, 3, and 5.2)

<b>Objective:</b> Update major plans and development ordinances to meet community needs, preserve neighborhood integrity and improve overall city appearance.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Revise General Plan 2000/ Prepare NE Quadrant Plan, Phase 3	N/A	N/A	100%	DISC
Revise General Plan 2000/ Prepare NE Quadrant Plan, Phase 4	N/A	N/A	N/A	100%
Revise Sign Ordinance	N/A	N/A	75%	25%
Begin redevelopment plan for second "downtown" area	N/A	N/A	25%	75%

DISC: Discontinued – this measure will not be reported next year.

N/A: Not applicable – this measure was not implemented during this time frame.

**Trend 1:** Projected growth in the northeast quadrant of Round Rock will create demands for new land uses in the area. A supplement to the General Plan focusing on the northeast will assist staff in accommodating new growth and creating improved development standards for the area.

**Trend 2:** The existing sign ordinance does not address signage along arterials nor does it reflect updated standards in the new zoning ordinance. An updated and revised sign ordinance will improve overall community appearance.

**Trend 3:** The development of a plan for a "second downtown" area will include strategies to provide for mixed-use development to encourage comprehensive redevelopment.

**Trend 4:** Improved development standards are resulting in more quality development in Round Rock.

### Department Goals: (cont.)

- Provide efficient and effective processing of development applications. (City Goal 5.2)

<b>Objective:</b> Improve development processes to maximize efficiency and user friendliness to the public.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Refine and standardize development review process	N/A	N/A	25%	75%
Number of plats reviewed	137	174	120	150
Number of zoning applications	49	72	40	40
Number of ZBA applications	3	3	10	10
Number of HPC applications	21	13	12	13
Number of DRC (site plans) plans reviewed	155	229	208	217
Number of down payment assistance applications	37	28	10	11
Number of home repair applications	15	4	N/A	5

N/A: Not applicable – this measure was not implemented during this time frame.

**Trend 1:** The ongoing review of development processes is resulting in improved accountability and better service to the public. The City's development review processes are under review by outside organizations to assess overall effectiveness and to identify potential inefficiencies.

**Trend 2:** The number of applications for housing assistance steadily increases. The amount of time to process an application averages three weeks, even if the application fails to close. The documentation process is very detailed requiring many hours of staff time per file.

- Provide fair, efficient, consistent, and courteous code enforcement. (City Goal 6.1)

<b>Objective:</b> Increase efficiency and effectiveness of code enforcement.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Code violations	1,383	1,054	1,400	1,450
Signs removed from right of way	3,148	4,490	6,744	5,780

**Trend 1:** The number of code enforcement complaints addressed by the department has increased annually.

**Trend 2:** The increased number of code enforcement requests indicates the need to review and update nuisance ordinances.

<b>Objective:</b> To review and amend ordinances to better address neighborhood concerns.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Update the weedy lot ordinance	N/A	N/A	N/A	100%
Review requirements for parking in yards	N/A	N/A	25%	75%

N/A: No applicable during this time frame.

## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Population Growth Rate	4.20%	4.70%	4.50%
Total Number of Dwelling Units	29,577	30,965	32,362
Acres of Commercially Zoned Property	2,685	2,774	2,848
Undeveloped Residential Lots	1,196	1,076	1,124
<b>Input</b>			
Operating Expenditures	\$1,479,757	\$1,723,079	\$1,731,164
Number Authorized FTE's	20.75	21.75	21.75
Long Range Planning Hours	4,940	4,940	4,940
Current Planning Hours	13,520	14,560	15,600
Administrative Hours (Planning)	6,240	6,240	6,240
Geographic Information System	8,320	8,320	8,320
Code Enforcement	7,280	7,280	7,280
Community Development	3,120	3,120	3,120
<b>Output</b>			
Number of Plats Reviewed	174	120	150
Number of Zoning Applications	72	40	40
Number of ZBA Applications	3	10	10
Number of Housing Applications	28	10	11
Historic Preservation			
Number Applications	13	12	13
Number Work Sessions	10	12	12
Number of DRC (site) plans reviewed	229	208	217
<b>Efficiency</b>			
Expenditures as a % of General Fund	2.17%	2.23%	2.20%
Authorized Personnel as a % of General Fund FTE's	3.42%	3.41%	3.30%
Average Number of Days to Review & Process Subdivision Plats	28	28	28
Average Number of Days to Review & Process Zonings	60	60	60
Average Number of Days to Review & Process PUDs	120	120	120
Average Number of Days to Review & Process DRC plans	19	19	19
<b>Effectiveness</b>			
% of Projects/Plans Completed on Schedule	95%	95%	95%
Survey Yes/No	Pending Study	Pending Study	Yes
Customer Satisfaction Rating (Good to Excellent)	N/A	N/A	Excellent

## General Fund Expenditures

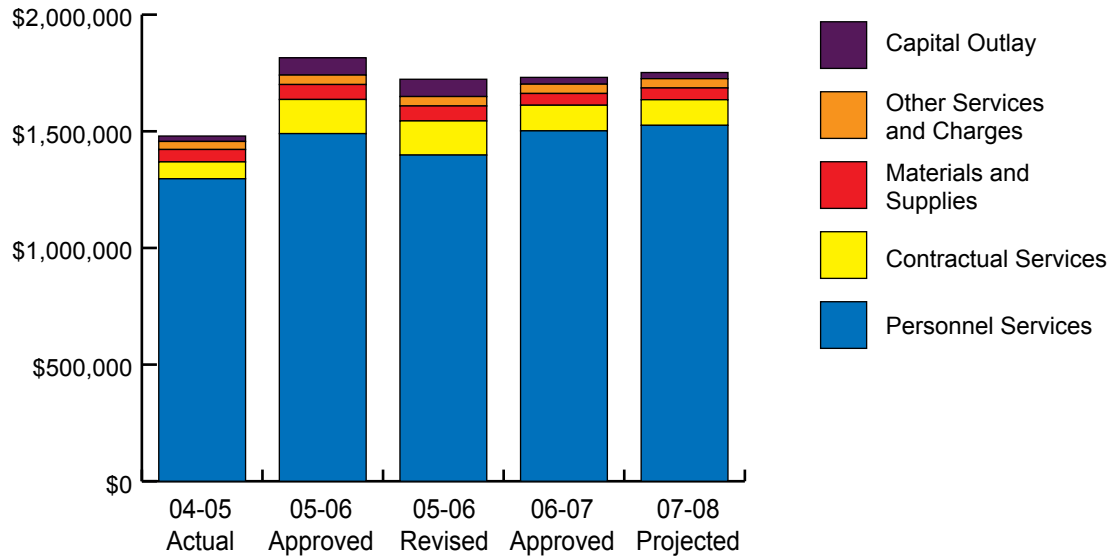
### Planning & Community Development

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Planning & Comm.						
Dev. Director	1	1	1	1	1	1
Planning Coordinator	0	1	1	0	0.75	0.75
Principal Planner	1	1	1	0.75	1	1
Geographic Info. Systems						
Coordinator	1	1	1	1	1	1
Senior Planner	4	3	3	4	3	3
Planner	1	2	2	1	2	2
Community Development						
Coordinator	1	1	1	1	1	1
Geographic Info. Systems						
Analyst	2	2	2	2	2	2
Geographic Info. Systems Tech	1	1	1	1	1	1
Code Enforcement Supervisor	1	1	1	1	1	1
Senior Code Enforcement						
Officer	1	1	1	1	1	1
Code Enforcement Officer	1	1	1	1	1	1
Planning Technician	1	2	2	1	2	2
Office Manager	1	1	1	1	1	1
Administrative Assistant	1	0	0	1	0	0
Administrative Technician II	1	1	1	0	1	1
Administrative Technician III	2	1	1	3	1	1
Community Development						
Assistant	0	1	1	0	1	1
Total	21	22	22	20.75	21.75	21.75

The Planning Department was restructured in FY 05-06.

### Planning & Community Development

Expenditures by Category



### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$1,296,535	\$1,490,131	\$1,398,131	<b>\$1,501,903</b>	\$1,525,507
Contractual Services	72,262	146,298	146,298	<b>109,766</b>	109,766
Materials and Supplies	53,259	64,141	64,141	<b>50,471</b>	50,471
Other Services and Charges	34,456	40,409	40,409	<b>39,824</b>	39,824
Capital Outlay	23,246	74,100	74,100	<b>29,200</b>	26,400
<b>Total Expenditures:</b>	<b>\$1,479,757</b>	<b>\$1,815,080</b>	<b>\$1,723,079</b>	<b>\$1,731,164</b>	<b>\$1,751,968</b>
Expenditures per Capita:	\$17.57	\$20.51	\$19.47	<b>\$19.21</b>	\$18.70

## General Fund Expenditures

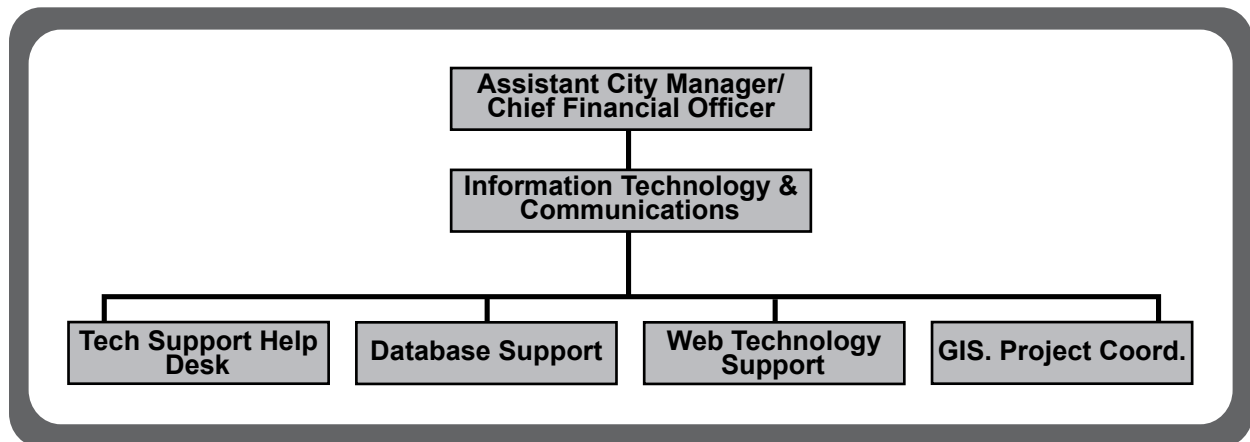
*Planning & Community Development*



## Information Technology & Communications 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, assist in procurement and training for all major software systems, and help guide all departments in forming plans for their future use of technology.

*Mission: The 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 four 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 two positions, though the entire ITC team assists this effort. Though the Peoplesoft (finance) and Highline (HR) Oracle databases are the primary areas of support and maintenance, support for database systems city wide is provided through this program. The Cartegraph work order database systems have become a much larger portion of the support duties. Assistance in planning and procurement of new systems utilizing database platforms is also provided.

**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 Intranets.

**GIS Project Coordination:** GIS support is currently the primary duty of a single specialist. This position's duties include coordinating the use of GIS (Geographical Information Systems) data throughout the city. In addition to helping directly with the existing GIS users in Planning, Public Works, Police and Fire, ITC will guide all departments to take advantage of the many opportunities GIS data can offer. With both standard GIS programs and new development, we hope to tie many of our processes to the primary data key of location to increase our productivity and understanding of the services provided to our citizens.



#### FY 2005-2006 Highlights:

In FY 2005-2006 ITC worked on

- Translation of public website to a dynamic multi-functional model, which greatly enhanced usability and publishing flexibility.
- Online payments for utility billing customers and online registration for PARD patrons and has extended the service capabilities for both departments.
- Implementation of the Technology Implementation Planning System (TIPS), reorganization of ITC staff have begun to improvement on ITC departmental effectiveness.

#### FY 2006-2007

##### Overview and Significant Changes:

In FY 2006-2007 ITC:

- Continues to reform department with implementation of improved HelpDesk system, training and communications processes as well as increasing user participation in policy development.
- Integrates city WAN (Wide Area Network) into the partnership with RRISD.
- Begins to build staff capabilities to include applications coordination, database integration and increased levels of user training for all type of software.

##### New Programs for FY 2006-2007:

**Storage Area Network (SAN):** The title describes a system that provides access to large data storage facilities from anywhere in the Wide Area Network (WAN). Initially this will be a simple server with very large disk storage located within one of the city facilities. Eventually it will be better to have this system located off-site in a highly secure location with very high bandwidth connections back to the city network. If our partnership with the school district is completed the best location will be at the secure room in the basement of the football stadium on Parmer Lane.

**Applications Specialist:** Available to the entire city, the ITC Application Specialist (1 FTE) will guide the software support efforts provided by the ITC staff. This position will evaluate how users relate to software applications then provide planning for training, upgrades and replacement details throughout the city.

**Fiber WAN Expansion:** Phase 2 of the connection of city facilities to the RRISD fiber network: Luther Peterson (Streets, Waterline Maintenance & Vehicle Shop), Fire Substation 3 and Fire Substation 4.

**Help Desk Connectivity Project:** Provide cellular wireless cards to ITC support staff to improve support options and deliver infrastructure information to trouble sites.

#### FY 2007-2008 Overview and Beyond:

In FY 2007-2008, ITC plans to:

- Address field connectivity issues, public Internet options and the future of handheld technology for all city departments.
- Utilize increased bandwidth from citywide fiber to enhance all city employees work processes.
- Implement sustainable hardware replacement system and map expected hardware costs on a five year model.

## Departmental Goals:

- Increase GIS system usage and data layer sharing throughout city. (City Goal 5.2)
- Manage application use and training to maximize productivity and return on investment for major software systems. (City Goal 5.5)
- Continue to increase data safety and network resistance to hostile interference. (City Goal 5.5)
- Increase Portal system usage and user training level throughout city. (City Goal 5.2)
- Develop database systems integrations plan. (City Goal 5.2)
- Increase efficiency and safety for public safety personnel through use of modern standard technology. (City Goal 5.3)

<b>Objective:</b> Successfully procure and implement new Police/Dispatch system, including wireless connectivity to mobile stations within police cars.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Total Police Department systems	196	207	225	211
Police Mobile Stations	86	95	95	114
Police Department Help Desk activity	17%	17.6%	17%	17.3%
Total Fire Department systems	62	70	72	74
Fire Mobile Stations	14	15	16	20
Fire Department Help Desk activity	9%	7.9%	9%	8.7

**Trend:** Use of the Computer-Aided Dispatch continues to increase as does the number of field devices.

- Increase and improve City web presence in the public arena. (City Goal 5.

<b>Objective:</b> Redevelop public website using professional standards.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Total sessions served per month avg.	210,856	170,058	250,000	250,000
Total page view hits per month avg.	1,048,486	1,866,410	1,100,000	2,000,000
Total web pages available	3,500	2,800	4,000	100

**Trend:** Total pages have been reduced dramatically due to the use of dynamic page technology.

## General Fund Expenditures

### Information Technology & Communications

#### Department Goals: (cont.)

- Increase ITC Help Desk productivity and decrease total response time. (City Goal 5.1)

<b>Objective:</b> Absorb the expected 20% increase in Help Desk activity and decrease average response time by 15%.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Avg. days to close Serious Priority call	1.67	1.55	1.5	1.5
Avg. days to close all calls	1.63	1.6	1.52	1.55
Avg. days to close Critical Priority call	.96	.84	.83	.8
Avg. days to close Low Priority call	2.15	1.95	1.85	1.8
Avg. days to close Procurement call	1.7	1.65	1.5	1.45

#### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Large Scale Systems	69	73	75
Personal Computers	695	725	735
Local Area Networks (LAN)	8	8	8
<b>Input</b>			
Operating Expenditures (\$)	\$1,036,858	\$1,120,210	\$1,336,194
Number Authorized FTE's	14.00	14.00	15.00
Hours Available	29,120	29,120	31,200
<b>Output</b>			
Help Call Distribution / Total Clients / Total Servers			
Administration	6.1%/23/0	5.7%/24/0	5.9%/23/0
Finance	8.7%/26/6	9%/28/7	9.3%/26/7
Fire Department	7.9%/63/7	9%/72/6	8.7%/65/9
Human Resources	4.9%/12/2	4.5%/14/2	4.3%/14/2
ITC 9.2%/45/15	9%/55/14	9.1%/48/15	
Library	10.2%/117/7	10.1%/119/7	10.1%/112/8
Municipal Court	6.3%/17/1	6.5%/19/1	6.6%/18/1
PARD	9.6%/58/4	9.2%/67/4	9%/60/4
Planning	8.2%/30/5	8.5%/34/6	8%/33/6
Police Department	17.6%/195/12	17%/225/10	17.3%/198/13
Public Works	9.1%/95/9	8.3%/85/11	8.9%/129/9
Utility Billing	2.2%/14/1	3.2%/15/1	2.8%/15/1
<b>Efficiency</b>			
Expenditures as a % of General Fund	1.52%	1.45%	1.69%
Authorized Personnel as a % of General Fund FTE's	2.31%	2.20%	2.28%
Information Tech. Expenditures / Total Servers + Clients	\$1,341	\$1,366	\$1,774
<b>Effectiveness</b>			
Avg. Days to close Help Calls:			
All Calls	1.60	1.52	1.55
Critical Priority	0.84	0.83	0.80
Serious Priority	1.55	1.5	1.50
Low Priority	1.95	1.85	1.80
Procurement Call	1.65	1.5	1.45

## General Fund Expenditures

Information Technology & Communications

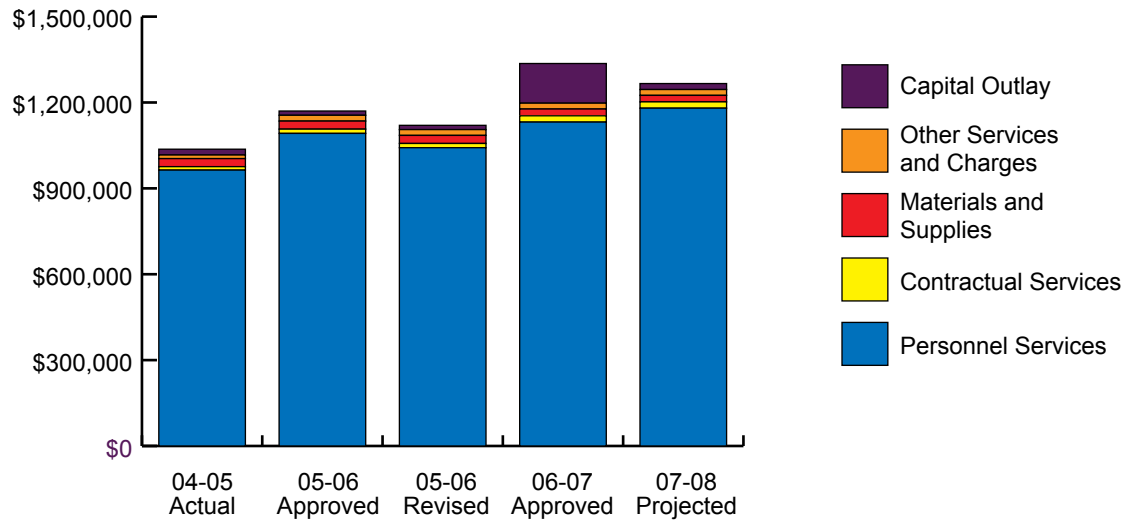
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Information Technology & Communications Manager	1	1	1	1	1	1
Technology Coordinator	1	1	1	1	1	1
System Support Technician	1	1	1	1	1	1
System Administrator I-III	2	2	2	2	2	2
System Support Specialist	1	1	1	1	1	1
Network Administrator I-III	4	4	4	4	4	4
Computer Support Specialist	1	1	1	1	1	1
Web Administrator	1	1	1	1	1	1
Database Administrator	1	1	1	1	1	1
GIS Specialist	1	1	1	1	1	1
Applications Specialist	0	0	1	0	0	1
Total	14	14	15	14	14	15

## General Fund Expenditures

Information Technology & Communications

### Information Technology & Communications

Expenditures by Category



### Summary of Expenditures:

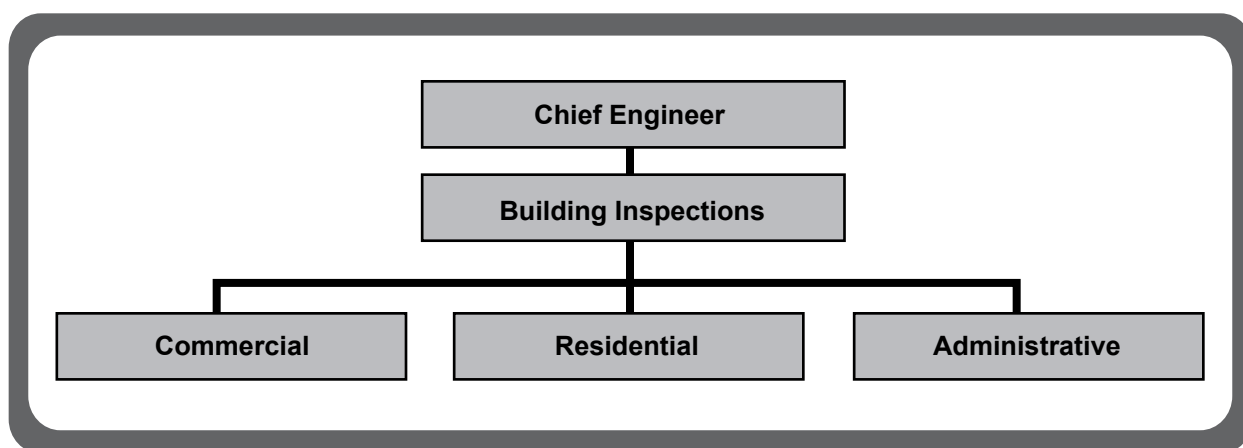
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$963,788	\$1,092,044	\$1,042,044	<b>\$1,131,550</b>	\$1,180,140
Contractual Services	12,077	14,826	14,826	<b>21,966</b>	21,966
Materials and Supplies	28,150	28,190	28,190	<b>23,701</b>	22,801
Other Services and Charges	12,518	20,250	20,250	<b>20,377</b>	20,377
Capital Outlay	20,325	14,900	14,900	<b>138,600</b>	20,900
<b>Total Expenditures:</b>	<b>\$1,036,858</b>	<b>1,170,210</b>	<b>\$1,120,210</b>	<b>\$1,336,194</b>	<b>\$1,266,184</b>
Expenditures per Capita:	\$12.31	\$13.22	\$12.66	<b>\$14.83</b>	\$13.51

## 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

3-6 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 2005-2006 Highlights:

The Building Inspection Division had a significant increase in both the Residential and Commercial aspects of permitting. The Commercial side had numerous large projects (Premium Outlets, IKEA, 2 Hospitals, 2 Multi-tenant buildings) submitted in addition to the typical small building, tenant finish that we see on a yearly basis. In addition we:

- Continued the cross-training of residential and commercial inspectors to ensure the level of service that is expected is maintained.
- Continued to be a resource for all internal and external customers by updating the web page and handouts to include more valuable information in a user friendly format.

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

We expect 2006-2007 to be a record breaking year - approaching 4,000 permits issued for the first time ever. With this volume, it is imperative that we continue to share responsibilities and draw on each others knowledge so that customer expectations are met without adding additional staff. Further we:

- Are providing after hours and weekend inspections which is something that hasn't been done.
- May need to reorganize the division to adequately handle the increase in permits without adding personnel.
- May automate the inspection process by installing computers in trucks.

##### **New Programs for FY 2006-2007:**

Building Inspections is proposing no new programs for FY 2006-2007.

##### **FY 2007-2008 Overview and Beyond:**

Given the ever increasing volume discussed above, how do we continue to provide the same level of service to a rapidly growing city while always being aware of the bottom line? And, how do we store all the information collected so that it is easily retrievable for both internal and external customers? We plan to address these concerns and other by:

- Continuing to make subtle changes in the inspection process that help increase efficiency.
- Implementing a process which adequately stores information collected in an easily retrievable format.

**Departmental Goals:**

- Ensure customers receive quality service in a timely manner. (City Goal 1.1, 5.1, 6.3)

<b>Objective A:</b> Provide information and guidance in a professional, efficient fashion and provide inspections within 24 hours of customer request.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Conduct customer satisfaction survey (Target 90% good to excellent)	93%	92%	93%	93%
Maintain 95% responsiveness rating	97%	98%	95%	95%

- Maintain accurate information system for files and data management that provides easy and effective tracking for internal and external customers. (City Goal 5.5)

<b>Objective:</b> Implement development tracking of daily inspection activities for private development projects.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Maintain 90% accuracy rating on daily tracking report	93%	91%	97%	93%

- Guarantee professional workforce that provides state-of-the-industry inspection services. (City Goal 3.2, 5.2)

<b>Objective A:</b> Train and educate personnel in state-required and code-related certification programs.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
All inspectors obtain two certification classes per year	90%	90%	90%	95%
Attend six hours of professional training	100%	100%	100%	100%



## General Fund Expenditures

### Building Inspections

#### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Applications For Building Permits	3,507	3,420	3,700
<b>Input</b>			
Operating Expenditures	<b>\$668,718</b>	<b>\$782,291</b>	<b>\$809,770</b>
Number Authorized FTE's	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
Total Employee Hours	24,960	24,960	24,960
<b>Output</b>			
Single-Family Permits	1,389	1,400	1,556
Duplex Permits	0	0	0
Multi-Family Permits	3	2	2
Commercial Permits	274	46	55
Industrial Permits	0	0	2
Other (electrical, plumbing, mechanical, signs, etc.)	1,841	1,972	2,085
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>0.98%</b>	<b>1.01%</b>	<b>1.03%</b>
Authorized Personnel as a % of General Fund FTE's	<b>1.98%</b>	<b>1.88%</b>	<b>1.82%</b>
Cost per Inspection	\$21.11	\$13.96	\$21.60
Time per Inspection	1 Hr.	42 min	1 Hr.
<b>Effectiveness</b>			
Average Inspections per Day	74	85	105
Overall Effectiveness Rating (Good to Excellent)	93%	93%	93%

## General Fund Expenditures

### *Building Inspections*

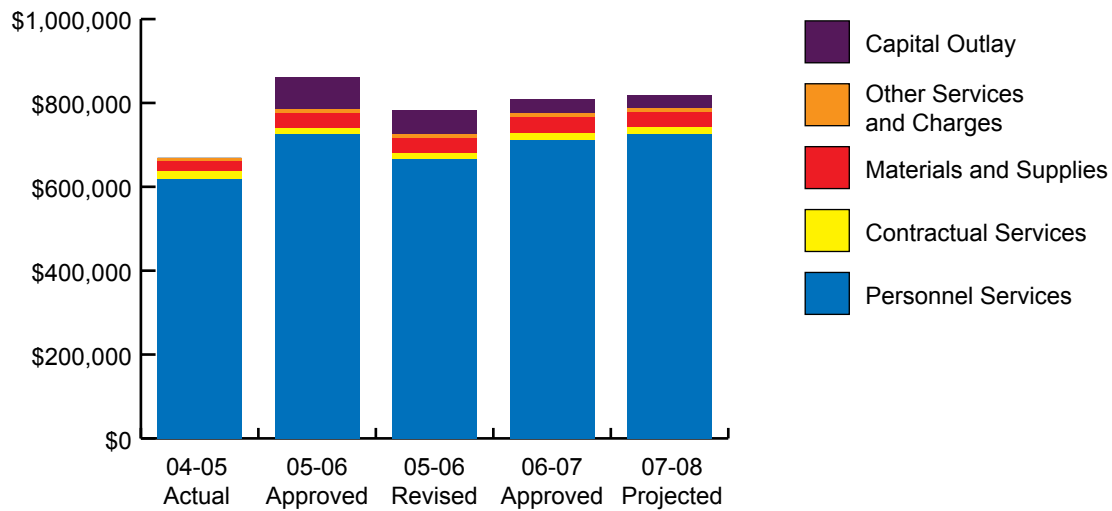
<b>Authorized Personnel</b>	<b>Positions</b>			<b>Full Time Equivalents</b>		
	<b>2004-2005 Actual</b>	<b>2005-2006 Revised</b>	<b>2006-2007 Approved</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Revised</b>	<b>2006-2007 Approved</b>
Chief Building Official	1	1	1	1	1	1
Chief Electrical Inspector	1	1	1	1	1	1
Senior Building Inspector	2	2	2	2	2	2
Chief Commercial Inspector	1	1	1	1	1	1
Chief Residential Inspector	1	1	1	1	1	1
Building Inspector	4	4	4	4	4	4
Administrative Technician II	1	1	1	1	1	1
Building Permits Technician	1	1	1	1	1	1
<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

## General Fund Expenditures

### Building Inspections

#### Building Inspections

##### Expenditures by Category



### Summary of Expenditures:

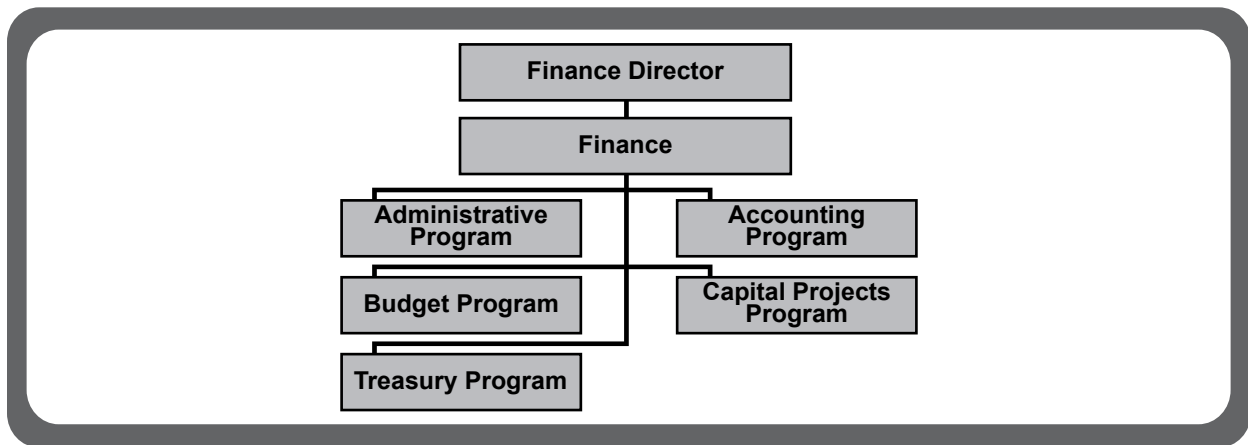
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$618,581	\$725,437	\$665,937	<b>\$712,490</b>	\$725,582
Contractual Services	17,110	13,050	\$13,050	<b>15,368</b>	15,368
Materials and Supplies	24,912	37,511	\$37,511	<b>36,762</b>	36,562
Other Services and Charges	8,115	8,143	\$8,143	<b>11,050</b>	11,050
Capital Outlay	0	77,650	57,650	<b>34,100</b>	29,000
<b>Total Expenditures:</b>	<b>\$668,718</b>	<b>\$861,791</b>	<b>\$782,291</b>	<b>\$809,770</b>	<b>\$817,562</b>
Expenditures per Capita:	\$7.94	\$9.74	\$8.84	<b>\$8.99</b>	\$8.73

## Finance Department

Management responsibility for all of the City's financial activity is centralized in the Finance Department. The Assistant City Manager/Chief Financial Officer (ACM/CFO) develops, oversees and communicates strategic financial planning and programs. 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 divisions. Major areas of responsibility including 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.

***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 which 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.

**Budget Program:** The Budget Office is responsible for producing, and monitoring, the City's annual Operating Budget and various subsidiary budgets to management and City Council. It is also responsible for generating projections and monitoring of departmental budgets.

**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 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.

### Programs (cont):

**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 2005-2006 Highlights:

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. In addition the Finance department has:

- Identified the need to select a new financial system solution. After a great deal of analysis, it was revealed that the current system no longer meets the growing needs of the City. A RFP for a new financial system has been issued.
- Modified the budget process by implementing new budgeting methods and changing due dates for budget materials. This change reduced the amount of time spent preparing budget materials.
- Developed 10-year Finance departmental strategy. This strategy identifies future services and resource requirements for the Finance department.
- Implemented alternative payment options for Utility Billing including: on-line payments & IVR (Interactive Voice Response).
- Implemented Paymode concentrator (streamlines processing of utility payments from bill paying service providers).

### FY 2006-2007

#### Overview and Significant Changes:

The Finance Department will continue to focus on long-term financial planning initiatives in 2006 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:

- Select and plan an implementation of a financial system solution. This solution will provide improved reporting capabilities and efficiencies for the accounting staff.
- Implementing FlexBased Budgeting which will streamline the budget process, allowing departments spend less time preparing budget materials.
- Implementing alternative payment options for Parks & Recreation and Municipal Court.

#### New Programs for FY 2006-2007:

**Administrative Tech III:** This program will fund an Administrative Tech position (1 FTE) for the Finance and Purchasing areas. This position will provide administrative assistance to the Finance Director & Controller; be able to assist with special projects and act as a central point of contact for Finance area.

### FY 2007-2008 Overview and Beyond:

The Finance department will support the City by continuing to evaluate and proactively anticipate the needs of a growing staff and community. In the future the Finance department will:

- Continue to improve internal processes to maximize productivity without compromising accounting practice requirements.
- Continue to streamline the annual budget process.
- Continue to manage the financial requirements of the Capital Improvement Project program.

**Departmental Goals:**

- Improve usefulness of financial reporting to departments via the web portal and on-line report generation. (City Goal 5)
- Continue rotation and training of Accounting Technician I personnel. (City Goal 5)
- Coordinate the annual budget/budget revision processes to ensure the timely presentation of budget information to management and City Council. (City Goal 5)

<b>Objective:</b> Create efficiencies in the annual budget process.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of days business days to complete departmental budgets	N/A	60	45	35
Number of business days to compete budget book	N/A	45	40	30
Number of budget amendments	2	2	1	1

- Continue to develop a comprehensive 5-year CIP Program that includes the three major components; Utility, General and Transportation.
- Improve consistency, efficiency, and correctness in processing of receipts and payments.

<b>Objective:</b> Improve financial internal controls	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of internal control reviews	N/A	1	2	2

<b>Objective:</b> Better utilization of technology and communication tools	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of automated processes developed and implemented	N/A	1	3	2
Number of documents converted to PDF format and/or available on CD's	2	2	3	3

## General Fund Expenditures

Finance

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Input</b>			
Operating Expenditures	\$1,148,554	\$1,265,711	\$1,374,052
Number Authorized FTE's	17.50	18.50	19.50
<b>Output</b>			
Payroll Checks Issued	19,500	22,525	24,000
# of Vouchers Processed	17,500	16,200	16,500
Audits	3	3	3
Interim Financial Reports	24	24	24
# of Contracts managed	25	45	55
# of Journal Entries Processed	1,450	1,300	1,450
# of Deposits Processed	2,300	3,400	3,450
# of Project Managers	20	24	24
# of active CIP contracts	173	235	240
Total Project Expenditures	\$32,337,349	\$38,120,257	\$40,000,000
Average Value of Investments	\$206,000,000	\$210,000,000	\$215,000,000
<b>Efficiency</b>			
Expenditures as a % of General Fund	1.68%	1.64%	1.74%
Authorized Personnel as a % of General Fund FTE's	2.89%	2.75%	2.66%
<b>Effectiveness</b>			
Interest Rate on Investments as	2.53%	4.15%	4.25%
Compared to Market	2.60%	4.10%	4.20%
Compliance with Financial Policies	Yes	Yes	Yes
General Obligation Bond Rating	AA-	AA-	AA-
Customer Satisfaction Survey (% Good to Excellent)	Excellent	Excellent	Excellent

# General Fund Expenditures

Finance

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Finance Director	1	1	1	1	1	1
Controller	1	1	1	1	1	1
Assistant Finance Director	0	1	1	0	1	1
Finance Programs Mgr.	1	1	1	1	1	1
Accounting Supervisor	1	1	1	1	1	1
Treasury & Finance Supervisor	1	1	1	1	1	1
Budget Manager	1	1	1	1	1	1
Accountant II	1	1	1	1	1	1
Accountant	1	1	1	1	1	1
Accounting Technician II	4	4	4	4	4	4
Budget Analyst	1	1	1	1	1	1
Payroll Technician	1	1	1	1	1	1
Accounting Technician I - PT/FT	3	4	4	3	3.5	3.5
Intern/VOE	1	0	0	0.5	0	0
Administrative Tech III	0	0	1	0	0	1
Total	18	19	20	17.5	18.5	19.5

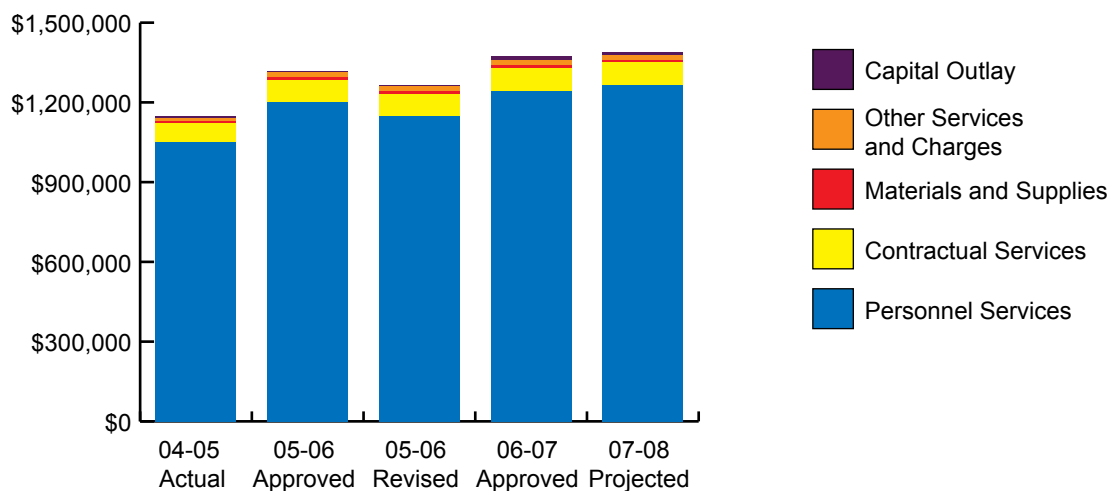


## General Fund Expenditures

Finance

### Finance

Expenditures by Category



### Summary of Expenditures:

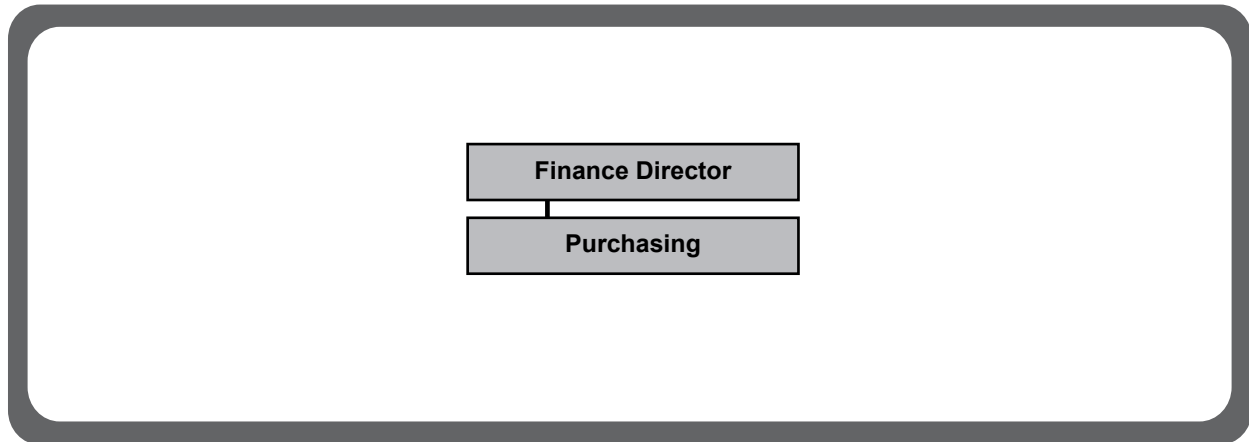
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$1,050,509	\$1,200,191	\$1,148,191	<b>\$1,243,278</b>	\$1,265,792
Contractual Services	69,679	81,800	81,800	<b>84,054</b>	84,054
Materials and Supplies	8,708	13,270	13,270	<b>12,020</b>	10,620
Other Services and Charges	11,884	17,350	17,350	<b>18,700</b>	18,700
Capital Outlay	7,774	5,100	5,100	<b>16,000</b>	9,300
<b>Total Expenditures:</b>	<b>\$1,148,554</b>	<b>\$1,317,711</b>	<b>\$1,265,711</b>	<b>\$1,374,052</b>	<b>\$1,388,466</b>
Expenditures per Capita:	\$13.64	\$14.89	\$14.30	<b>\$15.25</b>	\$14.82

## 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.

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market research, supplier recruitment, bidding expertise, specification development, contract negotiations, and resourcefulness.

Additional functions include, but are not limited to:

- Administration of telecommunications (wire and 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 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
- Monitoring Electric Deregulation Contract
- Administer Annual Contracts

#### Programs (Cont):

- Administer Fuel-Man program, including monitoring and reconciliation of weekly invoices.
- Administer City's uniform program, including weekly rental and special purchases and reconciliation of weekly invoices.
- Administer City's uniform program, including weekly rental and special purchases.

#### FY 2005-2006 Highlights:

During FY 2005-2006, the Purchasing Department continued to support other City departments through the following programs:

- Administered and audited the ProCard program through JP Morgan Chase for authorized City users. The increased emphasis on use of ProCard procurement for purchases under \$500 was accomplished through user training, which also resulted in greater monetary rebates to the City.
- Administered and audited the Fuelman program to consolidate and control fuel purchases by authorized City users.
- Administered the Nextel mobile phones, AT&T wireless pagers and Southwestern Bell programs.

#### FY 2006-2007 Overview and Significant Changes:

During FY 2006-2007, the Purchasing Department continues to increase its ability to support other City departments through the following:

- Administer and monitor the Uniform rental and Boot programs for all departments to ensure contract compliance and City/employee satisfaction in the services and products provided.
- Acquire and coordinate auction services for all departments to ensure timely and appropriate disposal of obsolete and unwanted items.
- Continue to coordinate procurement of furniture, office supplies, stationery/printed materials and car rental services.

#### New Programs for FY 2006-2007:

Purchasing is proposing no new programs for FY 2006-2007.

#### FY 2007-2008 Overview and Beyond:

The Purchasing department will continue to support the City by providing support services. Increasing use of technologies will allow for quicker and more efficient performance of duties by the:

- Development and utilization of a vendor database specific to Round Rock as provided by online vendor registration.
- Use of electronic procurement tools to permit posting, award, and contract notification of solicitations on City's website.
- Initiation of steps to congregate all solicitations on a single page on the City's website, allowing for timely and accurate information prospective vendors. This endeavor will encompass the Public Works and PARD departments in addition to Purchasing.

**Departmental Goals:**

- Post purchasing guidelines on the Intranet. (City Goal 6.5)
- Implement pilot project to allow on-line entry of purchase requests. (City Goal 5.5)
- Hold more training sessions for internal and external service growth. (City Goal 5.2)
- Obtain an annual contract for janitorial supplies, vending machine goods and service, and automatic meter reading system for the City. (City Goal 5.6)
- Increase support to City departments. (City Goal 5.2)
- Continue purchasing policies and procedures “question and answer” sessions by Purchasing Staff for all City Departments through scheduling with the Human Resource Department. (City Goal 5.2)
- Increase awareness and understanding of individual departmental needs through attendance at weekly and monthly staff meetings. (City Goal 5.2)
- Encourage prior planning of procurements and anticipation of potential contract advantages. (City Goal 5.2)
- Continue to review and research E-procurement and Contract Management software. (City Goal 5.5)
- Decrease the time it takes to produce a purchase order from a purchase request. (City Goal 5.2)
- Increase the involvement in contract review and improvement. (City Goal 5.2)
- Increase cooperative purchasing opportunities. (City Goal 5.6)
- Obtain and develop on-line vendor registration. (City Goal 5.5)

<b>Objective:</b> Secure online vendor registration and place vendor list on Intranet for user access.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of vendors on list	N/A	N/A	N/A	500

**Trend:** Note: This program will not be implemented until late 1st Quarter FY 06-07, pursuant to development of new City website.

## General Fund Expenditures

### Purchasing

#### Departmental Goals: (cont.)

- Implement a new Procard program that allows uploading of Procard charges. (City Goal 5.5)
- Continue to secure more annual contracts to eliminate repetitive and redundant purchases. (City Goal 5.6)

<b>Objective:</b> Increase number of annual contracts.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of annual contracts	22	33	35	36
Number of blanket orders	190	205	235	220

**Trend:** Force reduction in the number of purchase orders issued through use of annual contracts and blanket purchase orders. The percentage increase will become smaller in future years.

- Continue the formal training of the purchasing staff. (City Goal 5.2)

<b>Objective:</b> Offer every staff person at least 16 hours of training.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Total number of training hours	140	150	165	192

## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Operating Departments Served	29	29	29
<b>Input</b>			
Operating Expenditures	\$428,665	\$466,330	\$485,526
Number Authorized FTE's	8.00	8.00	8.00
<b>Output</b>			
No. of Purchase Orders Processed	2,800	2,950	2,900
Value	\$7,305,000	\$7,600,000	\$7,550,000
Number of Purchase Orders (P.O.'s)			
Issued Over \$500	1,125	1,200	1,200
Value	\$7,045,000	\$7,305,000	\$7,305,000
No. of P.O.'s Issued Under \$500	1,675	1,750	1,700
Value	\$260,000	\$295,000	\$245,000
No. of Cooperative P.O.'s Issued	85	115	120
Value	\$1,840,000	\$2,500,000	\$2,600,000
No. of Blanket P.O.'s Issued	235	205	220
Value	\$1,980,000	\$1,700,000	\$1,825,000
No. of Specifications Written	33	36	35
No. of Pro-Card Purchases	15,000	16,000	16,500
Value	\$1,850,000	\$1,970,000	\$2,030,000
<b>Efficiency</b>			
Expenditures as a % of General Fund	0.63%	0.60%	0.62%
Authorized Personnel as a % of General Fund FTE's	1.32%	1.26%	1.21%
<b>Effectiveness</b>			
Average Time to Issue Purchase Order (Hours)	8	8	8

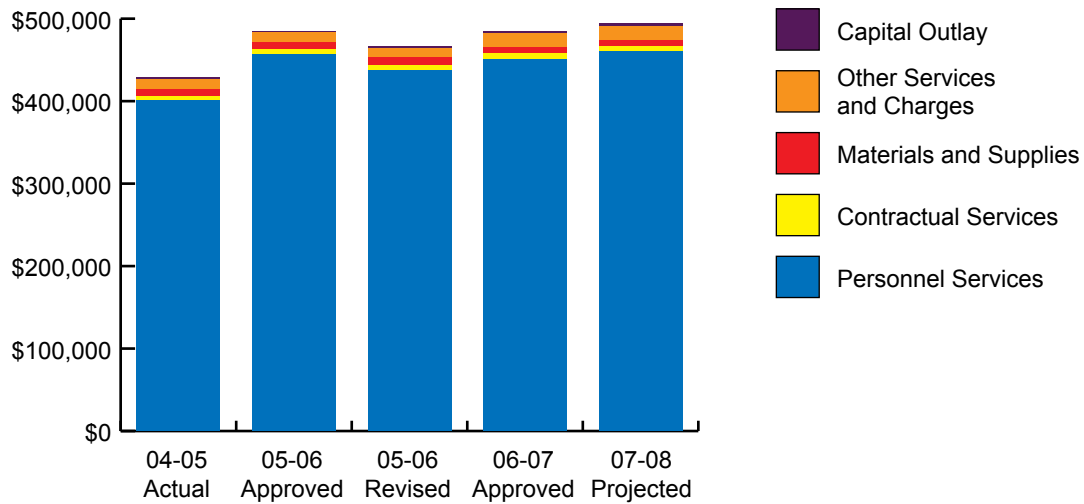
## General Fund Expenditures

### Purchasing

<b>Authorized Personnel</b>	<b>Positions</b>			<b>Full Time Equivalents</b>		
	<b>2004-2005 Actual</b>	<b>2005-2006 Revised</b>	<b>2006-2007 Approved</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Revised</b>	<b>2006-2007 Approved</b>
Purchasing Manager	1	1	1	1	1	1
Purchaser	1	1	1	1	1	1
Purchasing Assistant	1	2	2	1	2	2
Purchasing Technician	1	0	0	1	0	0
Purchasing Supervisor	1	1	1	1	1	1
Buyer	2	2	2	2	2	2
Contract Specialist	1	1	1	1	1	1
<b>Total</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

## Purchasing

Expenditures by Category



## Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$400,829	\$456,100	\$437,100	<b>\$450,923</b>	\$459,722
Contractual Services	5,214	6,800	6,800	<b>6,728</b>	6,728
Materials and Supplies	8,565	8,655	8,655	<b>7,475</b>	7,475
Other Services and Charges	12,301	12,000	12,000	<b>17,000</b>	17,000
Capital Outlay	1,757	1,775	1,775	<b>3,400</b>	3,400
Total Expenditures:	\$428,665	\$485,330	\$466,330	<b>\$485,526</b>	\$494,325
Expenditures per Capita:	\$5.09	\$5.48	\$5.27	<b>\$5.39</b>	\$5.28

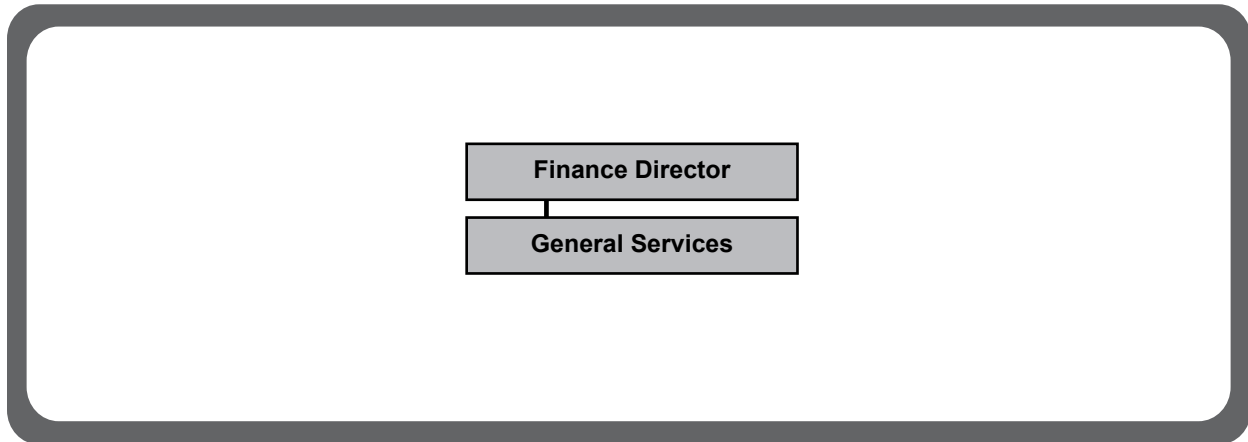




## General Services Department

The General Services section of the budget provides funding for general government expenditures that are not allocable to any specific department. Due to the general, strictly financial nature of the Department's charge, oversight of the 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:** General Services is a support department for the City of Round Rock. This purely fiscal responsibility center, captures expenditures associated with non-allocable costs for citywide related items. Examples of expenditures include various utility and maintenance costs for City Hall and city-wide expenditure items such as taxes and insurance. 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 Inc. (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.

Non profit social service agency funding is contracted with the local United Way organization. Volunteer teams, under United Way supervision, review agency applications and conduct site visits. Recommendations are presented

to a final review board made up of United Way personnel, City staff volunteers, and Round Rock citizens. Included in the United Way contract is a process which monitors and reports on agency performance throughout the year.

### FY 2005-2006 Highlights:

The General Services department continued to provide financial support for economic development activities and City-wide initiatives. The General Services department achieved the following:

- Supported community organizations through the United Way/City Social Service funding process.
- Provided funding for the Dell economic development agreements.
- Continued funding for the City's legislative lobbying efforts for streamline sales tax issues.
- Continued public/private partnership with Round Rock Chamber of Commerce to support City's economic development plan.
- Funded CARTS (Capital Area Rural Transit System), the City's current transit system which provides affordable transportation to citizens.

## **General Fund Expenditures**

### *General Services*

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

The General Services department supports City-wide initiatives by funding non-allocable expenses in a fiscally responsible manner. The initiatives for FY 2006-2007 are:

- Enhancements to public transit services for citizens.
- Funding for economic development revenue sharing agreements.
- Utilizing the United Way/City Social Services process for funding recommendations.

##### **New Programs for FY 2006-2007:**

General Services is proposing no new programs for FY 2006-2007.

##### **FY 2007-2008 Overview and Beyond:**

As the City continues to grow, the General Services department will support city-wide initiatives as appropriate. In the upcoming years, services will:

- Continue efforts to further develop a comprehensive community transit system.
- Continue funding for economic development revenue sharing agreements.

##### **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. (City Goal 5.1)
- Respond to all administrative and departmental fiscal needs as necessary. (City Goal 5.1)
- Implement social service recommendations. (City Goal 5.6)
- Support economic development programs. (City Goal 1.2)

## General Fund Expenditures

General Services

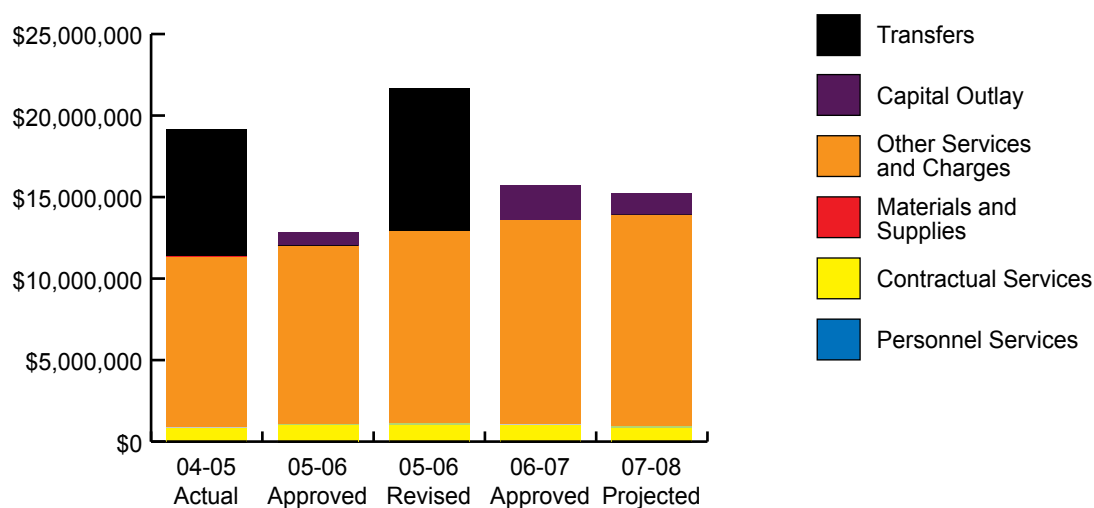
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
None	0	0	0	0	0	0

## General Fund Expenditures

### General Services

#### General Services

##### Expenditures by Category



### Summary of Expenditures:

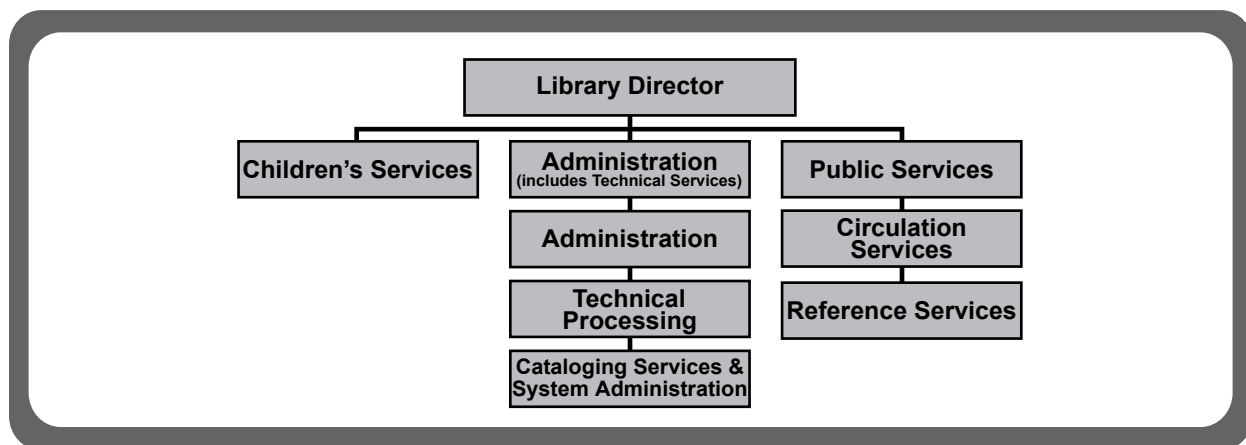
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	839,344	985,000	1,004,000	991,700	854,901
Materials and Supplies	58,260	106,500	106,500	81,800	81,800
Other Services and Charges	10,424,203	10,916,000	11,815,000	12,468,300	12,953,600
Capital Outlay	52,674	18,000	0	18,000	18,000
Transfers	7,762,863	807,000	8,725,000	2,201,000	1,325,000
<b>Total Expenditures:</b>	<b>\$19,137,343</b>	<b>\$12,832,500</b>	<b>\$21,650,500</b>	<b>\$15,760,800</b>	<b>\$15,233,301</b>
<b>Expenditures per Capita:</b>	<b>\$227.28</b>	<b>\$145.00</b>	<b>\$244.64</b>	<b>\$174.93</b>	<b>\$162.58</b>

## Library Department

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

*Mission: The mission of the Round Rock Public Library System is to provide high quality informational, recreational, educational, and cultural resources and services to a*

*diverse population. We are committed to giving individuals, families, and businesses opportunities to expand their knowledge, encourage personal growth and lifelong learning, and enhance the quality of life in our dynamic and changing community.*



### Departmental Program Summary:

The Library Department consists of three cost centers, which are also programs, and may be further subdivided as described below:

#### Programs:

**Administration and Technical / Cataloging Services:** This cost center serves three distinct functions:

**Administrative** program houses 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 Processing** program is responsible for ordering and processing all library material.

**Cataloging Services and System Administration** program either edits existing, purchased cataloging records or creates new records when records cannot be found. It also manages the day-to-day behavior of the software

that manages the library's circulation and cataloging processes, as well as gleans information from the data to assist the staff in making process improvements and collect statistics related to the library's daily work.

**Public Services:** provide direct public service and is composed of the following main functions:

**Circulation Services** performs functions normally associated with "checking out" and "checking in" materials—signing up new users, checking out resources, following up on late books and delinquent fines, and managing donations of books and audiovisuals.

**Reference Services** 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. Services include interlibrary loans, genealogy, local history, teen services, adult programs, and education of the public in library resources in addition to other traditional library reference services.

#### Programs (cont.):

**Children's Services:** The children's cost center provides programs and materials targeting infants through middle school age levels. This department also selects material for the newborn through high school level book and audio-visual collections.

#### FY 2005-2006 Highlights:

In FY 2005-2006 the Round Rock Public Library:

- Began to develop a focused marketing effort to reach the non-user.
- Received two unique grants, one grant for laptops for in-house use for Katrina evacuees; the other grant to begin the three year pilot project on teen services.
- Received national recognition for the Gretna, LA fundraiser and will be part of a book commemorating "libraries we love"; the summer reading program was recognized in the book Fiore's Summer Library Reading Program Handbook on exemplary summer reading programs; the 2006 summer reading program marketing DVD was so well received that local singer-songwriter Sara Hickman wants to sell it on her website.

#### FY 2006-2007

##### Overview and Significant Changes:

The key significant changes include:

- Slow down in growth from an annual 14% growth rate to about 2%.
- Expand number and variety of adult and teen programs.
- Expand cross-training by adding Technical Services to the cross-training mix, joining Reference and Circulation.

#### New Programs for FY 2006-2007:

**Horizon Upgrade:** This upgrade will provide significant enhancements to the current system. Some enhancements include the ability to link patron records; better handling of requests; improved ability to communicate to patrons concerning expiring registrations, holds; and the ability to schedule certain circulation tasks.

**Children's Library Aide:** support staff for children's department. By hiring an aide (.5 FTE), we will be able to have someone dedicated to keep up the appearance of the children's department by working on bulletin boards, decorating, and picking up after story time.

#### FY 2007-2008 Overview and Beyond:

In the future:

- We must address space issues, whether through a stand alone branch or joint projects.
- We will need to reevaluate the effectiveness and cost-benefit of our automated library system.
- We will pilot over the next three years, teen programming, committing grants to this effort.

**Departmental Goals:**

- Improve and expand facilities to meet the needs of the community. (City Goal 5)

<b>Objective:</b> Increase the number attendees at programs other than children's programming.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of adults attending programs	1,000	1,216	1,400	1,500
Number of adults in summer reading program	1,087	1,092	1,200	1,400
Number of teens attending programs	N/A	N/A	100	200
Number of teens in summer reading program	216	203	240	275
Number of attendees at programs targeting other populations not reflected above, excluding children	N/A	N/A	UNK	UNK

**Trend:** New measurements and new focus. We are putting resources (manpower, grant funds) into these areas over the next two years. We want to capture at least output measures. N/A – Not applicable; UNK – Unknown.

<b>Objective:</b> Increase the circulation of collections targeting collections meeting needs of specific cultural groups.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Increase the circulation of Spanish language material	N/A	N/A	3%	6%

**Trend:** We have spent heavily in the last two years to strengthen the Spanish language collection, and now need to make greater marketing efforts to increase the circulation of this material. N/A – Not applicable.

- Meet or exceed Texas Library Association standards. (City Goal 5)
- Encourage diversity in hiring and volunteerism. (City Goal 5)
- Have adequate equipment, software, and related services to meet staff and public needs. (City Goal 5)
- Continue to develop existing services and/or institute new collections. (City Goal 5)
- Continue to develop existing services and/or institute new services to meet user needs. (City Goal 5)

<b>Objective:</b> Increase the number of individuals using the databases	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of users weekly	320	270	320	340

**Trend:** Between the State Library and the RRPL, we are spending a lot of money on databases, replacing books that used to reside in the library's reference section. Most of these are available outside of the library. This number expresses both inside and outside use as there is no clear way to separate the numbers reliably. The drop from 03/04 to 04/05 may be attributable to a drop in the number of databases the State Library was able to fund last year.



## General Fund Expenditures

### Library

#### Departmental Goals: (cont.)

<b>Objective:</b> Continue to work on branch access.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of meetings related to this topic, with city, school, HEC, and general community	N/A	N/A	4	24

**Trend:** While this is a hard number to measure, there needs to continue to be active discussion on this topic. N/A – Not applicable.

- Review existing processes to evaluate effectiveness. (City Goal 5)
- Offer appropriate staff training. (City Goal 5)
- Research and implement ways of marketing the library. (City Goal 5)

<b>Objective:</b> Improve the amount of publicity we are producing about the library that is going outside of the library, excluding existing children's programming support.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of inches of article material in the newspaper and similar print sources (water bill, neighborhood assn., etc)	N/A	N/A	UNK	UNK
Number of television spots (Channel 10, 8, and other media)	N/A	N/A	UNK	UNK
Number of events involving library participation and promotion outside the library	N/A	12	15	24

**Trend:** Over the years we have had great library source in terms of using the library to merely checkout books. Children's programming has remained static as we have not increased space. Circulation is flat, in part due to the Internet. And, there are a whole bunch of people who are unfamiliar with us. We do not have hard numbers yet for 05/06, but will obtain them for next year. N/A – Not applicable; UNK – Unknown.

## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Input</b>			
Operating Expenditures	\$1,880,631	\$2,127,114	\$2,291,831
Number Authorized FTE's	28.00	29.00	29.50
Number of Volunteer Hours	8,380	8,400	8,600
Number of Card Holders	41,448	42,200	43,000
Number of Items in the Library	160,559	163,000	165,000
<b>Output</b>			
Number of Items Circulated	647,343	660,000	670,000
Number of Reference Requests	16,647	17,250	18,000
Number of Program Attendees	26,418	28,000	29,000
Number of Items Added to Collection	16,184	18,000	19,000
Number of Items Withdrawn From Collection	7,571	11,000	9,000
Number of Library Visits	298,996	300,000	306,000
<b>Efficiency</b>			
Expenditures as a % of General Fund	2.75%	2.75%	2.91%
Authorized Personnel as a % of General Fund FTE's	4.62%	4.55%	4.48%
Circulation/staff	23,119	22,759	22,712
Withdraws & adds/ staff	848	1,000	949
<b>Effectiveness</b>			
% Increase in Circulation	7%	2%	2%
% Increase in Number of Patrons	2%	2%	2%
% Increase in Reference Questions Answered	2%	1%	1%
% Increase in Program Attendance	0%	6%	4%
% of City Residents Registered as Card Holders	49%	48%	48%
Number of Books Checked Out per Capita	7.69	7.46	7.44
Citizen satisfaction level of good/excellent (biennial survey)	N/A	70%	N/A

## General Fund Expenditures

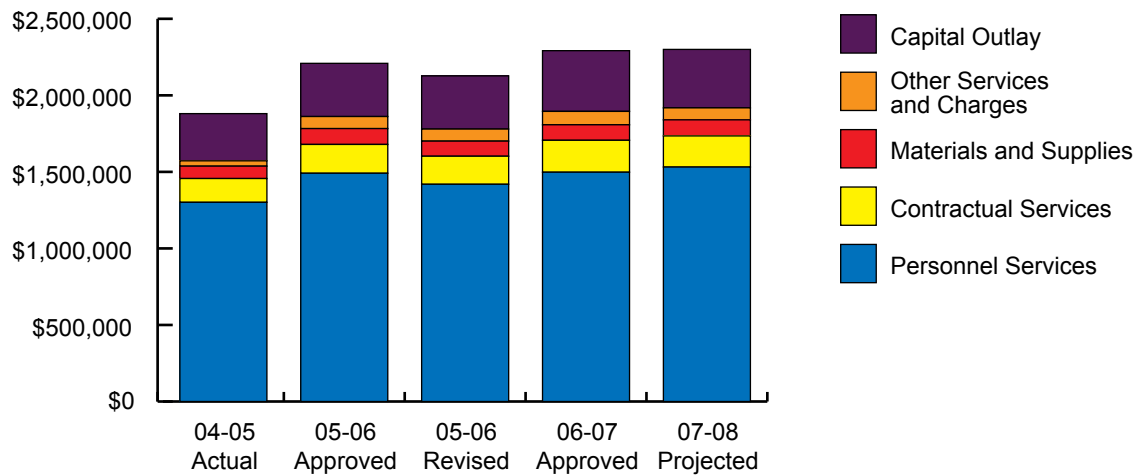
### Library

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Library Director	1	1	1	1	1	1
Library Services Manager	4	4	4	4	4	4
Librarian II	3	4	5	3	4	5
Librarian II – Part Time	1	0	1	0.5	0	0.5
Librarian I	2	2	1	2	2	1
Librarian I – Part Time	1	2	1	0.25	0.75	0.25
Library Supervisor/Library Tech V	1	1	1	1	1	1
Library Technician IV	2	2	2	2	2	2
Library Technician IV - Part Time	1	1	1	0.75	0.75	0.75
Library Technician III	2	3	5	2	3	5
Library Technician II	2	4	2	2	4	2
Library Technician II - Part Time	1	1	1	0.5	0.5	0.5
Library Technician I	5	2	2	5	2	2
Library Technician I - Part Time	4	4	4	2	2	2
Administrative Technician III	1	1	1	1	1	1
General Services Custodian	1	1	1	1	1	1
Library Aide	0	0	1	0	0	0.5
<b>Total</b>	<b>32</b>	<b>33</b>	<b>34</b>	<b>28</b>	<b>29</b>	<b>29.5</b>

**Note:** Library personnel were restructured during FY 04-05, including a Senior Library Aide position being combined with a Library Tech I position resulting in the reduction of one position.

## Library

## Expenditures by Category



## Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$1,301,200	\$1,491,044	\$1,419,044	<b>\$1,497,815</b>	\$1,531,608
Contractual Services	155,426	188,259	183,259	<b>208,578</b>	203,382
Materials and Supplies	80,838	103,647	98,647	<b>101,350</b>	105,060
Other Services and Charges	34,802	78,759	78,759	<b>87,488</b>	78,141
Capital Outlay	308,364	347,405	347,405	<b>396,600</b>	381,926
Total Expenditures:	\$1,880,631	\$2,209,114	\$2,127,114	<b>\$2,291,831</b>	\$2,300,117
Expenditures per Capita:	\$22.34	\$24.96	\$25.26	<b>\$25.44</b>	\$24.55

## General Fund Expenditures

*Library*

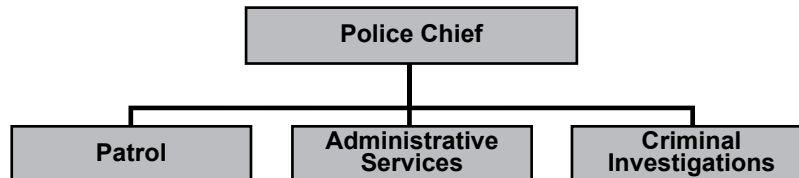


## Police Department

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. As its business model, the Department believes that the best way to fight crime is to bring leadership to the community, forging strategic partnerships that address quality-of-life issues before they become serious public safety or crime issues.

The Department also is responsible for animal control 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:** The Round Rock Police Department, in alliance with our community, provides public safety and promotes a high quality of life.*



### Departmental Program Summary:

The Round Rock Police Department consists of three 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, K-9 Unit, and School Resource Officer program are also based on this structure. Two task forces proactively address general crime and quality-of-life concerns and traffic issues.

**The Animal Control Unit,** also housed in this division, enforces local ordinances regarding the care and keeping of domestic animals in the City. The Unit investigates nuisances, animal bites, and animal abuse complaints,

and it provides public education regarding animal control. The Unit also impounds and quarantines animals when appropriate.

**Central Supply,** also housed in this division, provides a variety of supply and logistics-related functions.

**Administrative Services:** Administrative Services is comprised of the following:

**Office of the Chief:** This office 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 operation and administration. 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 system where objectivity, fairness, and justice are assured by impartial investigation. This detail reviews 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,

## General Fund Expenditures

### Police

including performance measurement, strategic planning, policy development, and statistical research.

**Administrative Services Division:** This division provides the Department with technical and administrative support services related to communications, police records, evidence and property, training and recruiting functions, accreditation, and facilities management. The division ensures that 24-hour, two-way radio communications are conducted in compliance with federal regulations. This unit also 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. This unit also provides after-hours dispatch for all City departments.

The Administrative 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. Finally, the division administers the Citizens Police Academy.

**Criminal Investigation Division (CID):** CID is responsible for a variety of police services through functional units focusing on Crimes Against Persons,

Property Crimes, Narcotics, White Collar Crimes, and Community Services. Through these units, various categories of crimes are investigated, and the Department's criminalistic and victim services functions are delivered.

This program also administers several community programs intended to develop a strong relationship between the Department and the community, such as: Juvenile Community Committee; Seniors and Law Enforcement Together (SALT); Telephone Assurance Program (TAP); Blue Santa; and various volunteer programs.

### FY 2005-2006 Highlights:

The Police Department had a very busy year in fiscal 2005-06, doing its part in the City's 10-Year planning process. In 2005-06, in addition to the successful prosecution of a 2003 murder and handling of two days of high school student protests over immigration reform with little incident, the Department saw:

- Round Rock being named the eighth-safest city in the United States by a research firm
- The transfer of animal sheltering functions to the City of Pflugerville in advance of the construction of a Williamson County Regional Animal Shelter, in which the Department is participating as a partner
- The purchase of the former TellLabs property and adjoining acreage in North Round Rock for use as a new police headquarters building and training facility. Renovation of the facility should be accomplished by 2008

### FY 2006-2007

#### Overview and Significant Changes:

In 2006-07, the Department is implementing elements of its strategic plan consistent with the City's 10-Year Plan. The Department is reviewing its operations, looking for optimal ways to use its resources while meeting an expanding demand for police services that comes with a growing population. During the fiscal year, the Police Department:

- Continues efforts to build strong relationships with our community through programs like Blue Santa, Public Safety Day, Spring Fling, and Apoyandanos! En El Dia De Los Niños
- Moves forward with the migration of the public safety radio system co-owned with Williamson County and several other cities to a new digital system tied in with the Austin-Travis County Regional Radio system
- Transfers animal-sheltering operations to the new Williamson County Regional Animal Control Shelter

## New Programs for FY 2006-2007:

In many ways, the Police Department's package of 2006-07 new programs begins to implement one of the cost-controllers it identified during the City's 10-Year planning process: identifying areas of policing which can be performed less-costly by civilians:

**Police Staffing:** This program adds four police officer positions (4 FTE's) – two in Patrol, one detective, and one position in the Administrative Services Division's training and recruiting function.

**Assistant Police Chief:** This position will report to the Chief of Police and be generally responsible for police operations, freeing the Police Chief to focus on administrative matters.

**Civilian Support Staff:** This program adds two civilians (2 FTE's) to the Department's staff in line with the Department's staffing plan as represented in the City's 10-Year Plan. These positions will provide additional analytical capabilities and additional logistics/evidence support to the Department.

**Telecommunications Supervisor:** The position (1 FTE) will be responsible for scheduling and coordinating all training activities and for developing and maintaining Communication Unit standard operating procedures.

**Public Safety Officer:** This program adds one civilian Public Safety Officer (1 FTE), who will patrol for quality-of-life issues and assist officers with evidence recovery, traffic control, vehicle impounds, etc. during peak call-volume times of the day.

## FY 2007-2008 Overview and Beyond:

Fiscal 2007-08 will be another important year for the Department, as it anticipates:

- Taking occupancy of a newly renovated police headquarters building
- Completing the installation of a new digital, public safety radio communications system anticipated to require the \$2.5-\$3.0 million replacement the City's existing handheld and mobile radios
- The filling-out of a motorcycle unit begun 2006 to enhance traffic enforcement



## General Fund Expenditures

### Police

#### Departmental Goals:

- Reduce Crime (City Goals 1.1, 1.4, 5.3, and 5.5)

<b>Objective:</b> Maintain police and support staff equipment and personnel levels consistent with the demand for services produced by a growing city population.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Percent of citizens who feel safe walking in their neighborhood alone at night	84.3%	N/A	88.8%	N/A
Percent of citizens who cite "crime" as one of the three biggest issues facing Round Rock in the next five years	15.8%	N/A	9.0%	N/A

**Trend:** These measures "skip" alternating years because the data source is the City's biennial survey of citizens. The percentage of survey respondents to feel safe in their neighborhoods at night rose several points between the 2004 and 2006 surveys. Also, the percentage of respondents who feel crime is one of the three biggest issues facing the city in the coming years dropped several points.

<b>Objective:</b> Provide incentives for residential and business alarm owners to reduce the City's overall number of false alarms by operating an Alarm program.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
False/Cancelled Alarm Calls	3,237	3,129	3,170	3,200
Percent of Calls for Police Service	7.0%	7.8%	7.4%	7.0%

**Trend:** Reducing the number of false alarms to which the Department responds increases the amount of time officers have to spend on other tasks. This indicator is, therefore, one indicator of our ability to work to reduce crime. Since the Department initiated an Alarm Program in 2001, false or cancelled alarm calls have fallen from 13.4 percent of the Department's calls for service to a forecasted 7 percent in FY 07-08.

- Plan for and Adapt to Change (City Goals 1.1, 1.4, 2.1-6, 3.2, 4.1-4, 5.1-3, 5.5, and 6.3)
- Expand Logistic Capabilities (City Goals 5.1-3, 5.5 and 6.3)
- Expand & Improve Community Relationships (City Goals 3.2, 5.3, 5.5, 6.1-4, and 6.6)

<b>Objective:</b> Foster an internal culture that develops a positive relationship with our diverse community.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of events showcasing the Department's services to residents	3	4	4	4
Overall satisfaction with department rated as "excellent" or "good"	79.3%	N/A	79.0%	N/A

**Trend:** In 2005, the Department added Apoyandonos! En El Dia Por Los Niños to its regular roster of events showcasing police services to residents. This event focuses specifically on Round Rock's Hispanic community. Overall citizen satisfaction, as captured in the City's biennial survey, appears to be holding steady at a high level.

**Departmental Goals: (cont.)**

- Plan Traffic Flow and Enforcement (City Goals 1.1, 1.4, 2.1-2, 4.1-4, 5.1-3, 5.5 and 6.3)

<b>Objective:</b> Fine-tune the Department's traffic enforcement response.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of traffic collisions for which a report is required	1,652	1,942	1,800	1,950
Collisions per 1,000 population	20.9	23.6	20.9	21.7

**Trend:** Traffic collision numbers appear differently here than in the past, due to the use of a new, more-accurate data source. While the number of collisions grew nearly 18 percent from the 2003-04 to 2004-05 fiscal years, collisions were trending lower through the first half of fiscal 2005-06. As populations continue to rise and as new major thoroughfares are built, however, the Department expects to continue to see traffic accidents increase.

- Enhance Staff Capacity and Capabilities (City Goals 5.1-3 and 5.5)

<b>Objective:</b> Operate an effective and efficient training program to prepare members to act decisively and correctly in a broad spectrum of situations.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of personnel drawing bilingual pay	18	20	24	25

**Trend:** The Department continues to grow the number of Spanish-speaking personnel.

## General Fund Expenditures

Police

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Calls for Police Service*	46,337	50,329	53,525
Traffic Stops*	19,569	24,824	26,285
Other Self-Initiated*	40,180	24,332	36,889
Total Police Events*	106,086	99,485	116,699
Index Crimes Reported**	2,326	2,682	3,092
Crimes per 1,000 residents**	28.3	31.1	34.3
<b>Input</b>			
Operating Expenditures (\$)	<b>\$13,914,053</b>	<b>\$16,498,533</b>	<b>\$18,146,511</b>
Number Authorized FTE's	<b>172.50</b>	<b>185.00</b>	<b>193.00</b>
Man-Hours Applied	358,800	384,800	401,440
<b>Output</b>			
Traffic collisions	1,942	1,800	1,950
Traffic collisions per 1,000 population	23.06	20.34	21.64
Average Response Time to Emergency Calls***	5.1 min.	5.2 min.	5.2 min.
Clearance Rate for Part I Offenses**	28%	29%	28%
Recovery Rate for Stolen Property**	27%	28%	28%
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>20.38%</b>	<b>21.34%</b>	<b>23.01%</b>
Authorized Personnel as a % of General Fund FTE's	<b>28.45%</b>	<b>29.03%</b>	<b>29.30%</b>
Man-Hours per Police Event	3.4	3.9	3.3
Cost per Police Event	\$133.95	\$165.85	\$153.07
<b>Effectiveness</b>			
Overall satisfaction with the Police Department rated as excellent or good	No 2005 Survey, 2004: 79.3%	2006: 79.0%	Next City survey in 2008
Percent of citizens who feel safe walking in their neighborhood alone at night	No 2005 Survey, 2004: 84.3%	2006: 88.8%	Next City survey in 2008
Percent of citizens who feel crime will be one of the three biggest issues the city will face in five years	No 2005 Survey, 2004: 15.8%	2006: 9.0%	Next City survey in 2008

\* In 2005-06, forecasted total police activity is 6 percent below the 2004-05 historical level. This difference stems from an increase in external calls for police service, which are expected to rise 8.6 percent compared with self-initiated calls, which are forecasted to drop nearly 18 percent. This shift from self-initiated activity to responding to calls for service is consistent with research conducted for the City's 10-Year Plan in 2005, which concluded that calls for service require 45 percent more time on average to handle versus self-initiated calls. Too, these results are consistent with assertions that increases in external calls impact the Department's ability to pursue proactive activities that help reduce crime and increase the City's quality of life.

\*\*Data Source is the FBI's Uniform Crime Reporting system for the calendar year in which the fiscal year ends.

\*\*\*The time elapsed from the call being dispatched to police on-scene arrival.

# General Fund Expenditures

Police

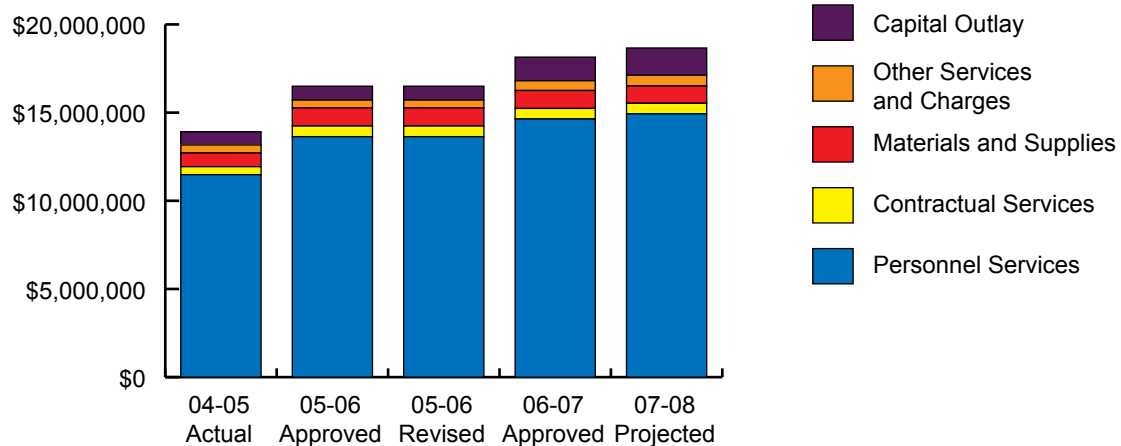
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Police Chief	1	1	1	1	1	1
Assistant Police Chief	0	0	1	0	0	1
Police Captain	3	3	3	3	3	3
Police Lieutenant	7	7	7	7	7	7
Police Sergeant	28	28	28	28	28	28
Victims Assist. Coordinator	1	1	1	1	1	1
Victims Services Advocate-P/T	2	2	2	1	1	1
Crime Scene Specialist I-II	2	2	2	1.50	2	2
Police Officer	87	92	95	87	92	95
Telecommunications Supervisor	1	1	2	1	1	2
Management Analyst I-II	2	2	3	2	2	3
Administrative Technician III	3	5	5	3	5	5
Senior Communication Operator	5	0	0	5	0	0
Evidence Technician	1	1	2	1	1	2
Records Supervisor	1	1	1	1	1	1
Telecommunications Officer I-III	14	24	24	14	24	24
Logistics Officer	1	1	1	1	1	1
Project Specialist	1	1	1	1	1	1
Animal Control Supervisor	1	1	1	1	1	1
Administrative Technician I-II	3	1	1	3	1	1
Records Technician	4	3	3	4	3	3
Animal Control Officer	4	6	6	4	6	6
Receptionist	1	1	1	1	1	1
Accreditation Manager	1	1	1	1	1	1
Administrative Assistant	0	1	1	0	1	1
Public Safety Officer	0	0	1	0	0	1
<b>Total</b>	<b>174</b>	<b>186</b>	<b>194</b>	<b>172.50</b>	<b>185.00</b>	<b>193.00</b>

## General Fund Expenditures

Police

### Police

Expenditures by Category



### Summary of Expenditures:

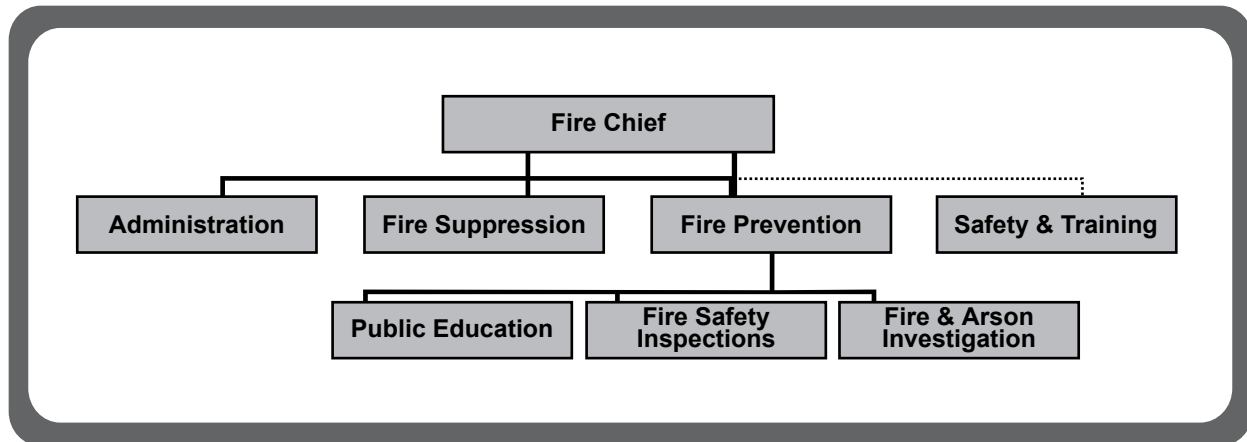
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2006 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$11,481,075	\$13,636,998	\$13,636,998	<b>\$14,639,474</b>	\$14,930,347
Contractual Services	452,109	601,264	601,264	<b>597,619</b>	598,259
Materials and Supplies	775,115	1,028,359	1,028,359	<b>1,016,940</b>	982,498
Other Services and Charges	458,299	445,622	445,622	<b>552,430</b>	607,905
Capital Outlay	747,456	786,290	786,290	<b>1,340,049</b>	1,545,608
<b>Total Expenditures:</b>	<b>\$13,914,053</b>	<b>\$16,498,533</b>	<b>\$16,498,533</b>	<b>\$18,146,511</b>	<b>\$18,664,616</b>
Expenditures per Capita:	\$165.25	\$186.42	\$186.42	<b>\$201.40</b>	\$199.20

## Fire Department

The Round Rock Fire Department's primary responsibility is to provide the emergency services required to meet the demands of a growing population. There is a constant, deliberate effort to provide our customers with the most current knowledge, methodology, and technology available in both realms of fire suppression, fire prevention and emergency preparedness. 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:** *Through a professional, well-trained, and safe work force, the members of the Round Rock Fire Department are committed to delivering the highest level of fire suppression, emergency medical, fire prevention, and disaster services within the City's financial capability for our rapidly changing residential, business, and corporate communities.*

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



### Departmental Program Summary:

The Round Rock Fire Department, (RRFD) consists of three general cost centers (Administration, Fire Suppression, and Fire Prevention), there are five additional sub-programs within the three general cost centers as described below:

### Programs:

**Administration:** This division is responsible for the overall management and strategic planning of the Fire Department. This division is responsible for the professional development of our firefighters, staffing, personnel, payroll, scheduling tours, demonstrations and public cardio pulmonary resuscitation (CPR) classes and information technology and software support.

**Support Services,** under the Administration division, is responsible for asset accountability, vehicle maintenance, new programs, contracts, recruiting functions, facilities maintenance, long range planning, procurement of fire

equipment, office and janitorial supplies. This division is responsible for the expenditure of funds for the department and oversight of the Strategic Budget. The areas in this division are divided into logistics and special teams.

**Safety and Training:** plans, coordinates and directs the comprehensive RRFD safety and training programs, is responsible for implementing senior management's vision of the department's training program, including policy and procedures.

The division also manages all personnel assigned to the Safety & Training Division and functions as the RRFD Safety Officer, using National Firefighter Protection Association, (NFPA) 1500 as a guide to establishing and managing a comprehensive RRFD Firefighter Safety and Health Program. This division functions as the on-call Emergency Operations Commander, on a scheduled basis, as assigned by the Fire Chief. Responding to and taking command of all greater alarm incidents and any incident when requested by the on-duty Battalion Commander or when directed by the Fire Chief.

#### Programs: (cont.)

**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. The City's emergency management program ensures that the City has the ability to respond quickly and efficiently to emergencies, regardless of type. By appointment, the Fire Prevention Captain has been appointed to serve as the Coordinator of the program.

The *Public Education* program, under Fire Prevention, 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.

The *Fire Safety Inspection*, under Fire Prevention, identifies and inspects all commercial businesses. In addition, it ascertains those properties that should be inspected semi-annually and those qualifying for self-inspection programs. Due to the amount of new construction, fire safety inspections are presently conducted primarily on new buildings, public schools, and for licensed facilities, such as child day care and nursing/health care facilities.

The *Fire & Arson Investigation*, also under Fire Prevention, is also responsible for ensuring that all fires are investigated 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.

**Fire Suppression:** The seven fire stations are primarily responsible for fire suppression for all structural, vehicle, grass, dumpster, and other fires within the City of Round Rock. The stations also provide mutual aid to other communities surrounding the City of Round Rock and standby during repairs of ruptured gas lines when required.

#### FY 2005-2006 Highlights:

Completed a Ten Year Projected Departmental Summary to use as a guideline for the Strategic Budget's New Programs. Mike Pietsch, P. E. Consulting Services, Inc. assessed the current status of the City's Insurance Service Office Inc., (ISO) Protection Classification and suggested improvements to the City Manager and Fire Chief which could change our rating from a 4 to 3 thus lowering fire coverage insurance rates for our citizens. This along with previous assessments on management, fire protection services, fire related emergency response services and emergency medical services within the City is used for Strategic Planning. Following are three highlights for FY

2005-2006 derived from these assessments.

- Leased, equip and staffed Station 7 in North Round Rock. The implementation of a Rescue Unit (R-7) at Station 7 signifies the introduction of a smaller vehicle staffed with an Officer and a Firefighter, specifically designed to respond to the many Emergency Medical Services (EMS) alarms answered annually. This has significantly reduced our response time for medical calls in North Round Rock area. This is a temporary station; completion of Station 7 is projected in August 2007.
- Purchased Truck 4 and Rescue 4 and hired seven personnel to staff Rescue 4. The implementation of a Rescue Unit (R-4) at Station 4 signifies the introduction of a smaller vehicle staffed with an Office and a Firefighter, specifically designed to respond to the many Emergency Medical Services (EMS) alarms answered annually. When responding to structure fires these companies of Truck 4 and Rescue 4 would have the equipment and staffing to immediately go into the attack mode.
- Reorganized our Staffing positions in Training with a Battalion Chief and two Captains. The Training Section is essential for ensuring our firefighters are well trained on how to perform their duties in a hazardous environment. In addition, we created thirteen Captain positions, ten in Suppression, two in Training and one in Prevention. The new Captain positions will prepare them to assume position of greater responsibility in the future.

#### FY 2006-2007

##### Overview and Significant Changes:

To hire additional support staff so current personnel can concentrate their work effort on their primary area of responsibility. Purchasing Rescue 5, Rescue 5 will be utilized to increase the level of medical service that the Fire Department provides to the citizens of Round Rock. Being smaller and more agile than our current engines, the rescue will be able to arrive on the scenes quicker, thus adding an additional facet to reducing Emergency Medical Service response times.

- Rescue 5 will be able to drive the distance to medical incidents in their assigned district in 4 minutes or less in over 80% of "in-city" Emergency Medical Service alarms. In addition, eventually staffed with a Fire Department Paramedics, this crew will be able to perform advanced life saving support. By Rescue



**FY 2006-2007****Overview and Significant Changes:  
(cont.)**

taking most of the medical and non-emergency calls there will be reduced wear and tear on the larger apparatus.

- **Public Education Specialist**, this individual will also develop and implement Community Education and Awareness programs targeting senior groups, civic groups, local businesses and neighborhood groups. Such programs will address information on safety and fire prevention awareness.
- **Emergency Preparedness Coordinator**, The role of Emergency Management Coordinator is currently assigned to a Captain in prevention. Continued growth of the City and in the region has caused a substantial increase in the workload for this position to the point that a permanent position for Emergency Preparedness Coordinator needs to be created; and filled full time. Greater emphasis will be placed on Community Preparedness with the establishment of this position and will result in better development of multi-departmental programs.

**New Programs for FY 2006-2007:**

**Station #7:** Equip and staff Station #7 in North Round Rock area which has a construction completion date of August 31, 2007. The North side of Round Rock is growing at a rapid pace in both residential housing and commercial businesses. There is a great need to have an apparatus and staff housed in this area that can quickly respond to fire suppression, rescue and medical calls, 24 hours a day seven days a week. With the staff and the apparatus housed in the North Round Rock area the Fire Department will have the means to meet their required response time.

**Tester for SCBA Face Mask:** The fit testing equipment provides safety to our firefighters by giving them the means to properly have the right fit face piece, which is used with the Self Containing Breathing Apparatus, (SCBA) when they enter a hazardous environment.

**Rescue Air System:** The Rescue Air System allows firefighters to provide emergency breathing air in almost any situation. The Rapid Intervention Team, (RIT) uses the Rescue Air Systems (commonly called by firefighters RIT packs) to provide additional breathing air to supplement a downed firefighter's Self Contained Breathing Apparatus, (SCBA). In the event a civilian is located or a firefighter is trapped inside of a building, a RIT can be dispatched to rescue that person and the firefighters that are trying to extricate him or her.

**Positive Pressure Ventilation Fans:** Electric blowers would prove advantageous in large structures, such as schools or large retail stores where gas positive pressure ventilation, (PPV) fan can be placed outside of the structure and an electric PPV could be placed further inside of the structure. This combination would rapidly remove heat and smoke from the building while not adding carbon monoxide to the environment. PPV improves patient survivability, enabling firefighters to conduct search and rescue operations more effectively with increased visibility.

**Mobile Data Terminal:** The mobile data terminal laptop, (MDT) allow for real-time digital communication with our computer aided dispatch system. These MDT will allow our firefighters to have access to maps, building pre-plans and other data at the scene. When we did the original purchase of the MDT's Brush 1 was inadvertently not counted.

**Admin Tech II for Training:** All clerical duties as well as tracking of training hours and certification hours are currently falling upon the personnel in the Training Division. With the current staffing of three uniform personnel in the Training Division, over half of their time is dedicated to these duties that will be assigned to the Admin. Tech I. This position will alleviate the Training Personnel from the task of clerical and data processing duties, thus freeing them to focus totally on research, development and delivery of mandated training requirements as set forth by Federal, State and Local regulating authorities.

**FY 2007-2008 Overview and Beyond:**

We have guidelines for future fire stations, station locations, type and number of apparatuses and what future staffing should be. This will ensure that we have the means to give our citizens proper fire services. This was derived from a 10 Year Projected Budget Summary for the Department along with the assessments of the current (ISO) Protection Classification with suggested improvements and previous assessments on management, fire protection services, fire related emergency response services and emergency medical services within the City.

- The building, staffing and equipping Station 7.
- The building, staffing and equipping Station 8.
- Ensure future fire stations, station locations, type and number of apparatuses and future staffing meet the needs of our department and citizens.



### Departmental Goals:

- Meet the 6-minute response time goal and respond to emergencies in a timely, efficient manner. (City Goal 5.3)
- Maintain effective communication with all fire personnel to ensure an awareness of all current and future policies. (City Goal 5.2)
- Respond to non-emergency requests for assistance in a timely manner. (City Goal 5.1)
- Maintain up to data technology and equipment to meet the City's current and future needs. (City Goal 5.5)
- Meet ISO (Insurance Services Office) standards to maintain or reduce the cost of fire insurance for property owners. (City Goal 5.3)
- Provide facility and computer upgrades to meet the needs of computer aided dispatch, records management system, and the geographical information system. (City Goal 5.5)
- Expand public education on fire prevention. (City Goal 5.3)
- Enhance the partnership between the Fire Department, local businesses, and social services providers to address social services. (City Goal 5.6)
- Evaluate and mitigate homeland security measures. (City Goal 5.3)
- Recruit and maintain a well-trained, diverse, and competitive workforce, and deliver a high level of departmental performance. (City Goal 5.3)
- Maintain a healthy and safe workforce (City Goal 5.1)

<b>Objective:</b> Continue with wellness program to reduce incidents of workplace injury and increase physical fitness.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of employees receiving annual physicals	42.86%	51%	90%	90%
% of employees with current inoculation	53.60%	91%	90%	90%

**Trend:** We can better monitor our personnel's health with the implementation of department physicals. There are a few individuals who currently benefit by having the physicals performed, where most of the benefits will be noticed in the future with a decrease in firefighter fatalities. We test our personnel each year for Tuberculosis exposure. If someone tests positive, a doctor can prevent the development of full-blown Tuberculosis by prescribing preventive medications.

**Departmental Goals: (cont.)**

- Recruit and maintain a well-trained, diverse, and competitive workforce, and deliver a high level of departmental performance. (City Goal 5.3)

<b>Objective:</b> Offer competitive pay to attract personnel and Establish and implement an aggressive recruitment program.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Perform a market analysis survey every 2 years	N/A	Comp	N/A	Not Comp
# of applicants	150	215	200	200

**Trend:** N/A – Not applicable. Not Comp – Not Completed. COMP – Completed. Our personnel are paid a competitive wages. New firefighters employed by the City are well- trained and diverse, due to our aggressive recruiting program.

- Maintain up to date technology and equipment to meet the City's current and future needs. (City Goal 5.5)

<b>Objective:</b> Purchase replacement equipment as needed and develop plan to rotate fire engines on a 12-year basis.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of equipment that meets fire industry standards with National Fire Protection Association (NFPA)	100%	100%	100%	100%
# of fire engines rotated on a 10 year basis	2	0	1	2

**Trend:** The new equipment allows the firefighters to perform their tasks in an efficient manner thus saving lives and property. The rotating of apparatuses ensures our fleets of apparatuses are in good condition.

- Computer upgrades to meet the needs of computer aided dispatch, records management system, and the geographical information system. (City Goal 5.5)

<b>Objective:</b> Purchase replacement equipment as needed and develop plan to rotate fire engines on a 12-year basis.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Keep computers/software current through upgrades or replacement	Yes	Yes	Yes	Yes
Purchase Firehouse upgrades when they become available	Yes	Yes	Yes	Yes

**Trend:** The Fire Department has enhanced data when responding to calls and the events we participate in requires record keeping be more precise.

- Meet Insurance Services Office, (ISO) standards to maintain or reduce the cost of fire insurance for property owners. (City Goal 5.3)

<b>Objective:</b> To receive a rating of 3 from ISO.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
ISO Rating	4	4	4	3

**Trend:** The increase in training hours enables the city to meet Insurance Services Office and accreditation standards for firefighter training and officer training requirements. Our goal is to meet 100% of all requirements in both of these areas. Our training section is going to ensure that our officers get the required training in '05-'06.

### Departmental Goals: (cont.)

<b>Objective:</b> Provide an additional 16 hours of training per year for officer development.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Officers with 16 hours of additional training	0%	48%	100%	100%

- Maintain a safe environment for all citizens by developing partnerships with the community. (City Goal 5.6)

<b>Objective:</b> Conduct annual inspections of all existing non-residential building and non-residential constructions.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of existing commercial buildings inspected annually	20%	11.5%	75%	90%
% of new building inspections	100%	100%	100%	100%

**Trend:** Existing commercial buildings are inspected to ensure they meet the fire code regulations. Due to the increase in new construction our inspection of existing commercial building in 04/05 fell to 11.5%. The Fire Prevention division is currently using personnel from suppression to increase the number of annual inspections for existing commercial buildings. All new commercial buildings in Round Rock are inspected to make sure they comply with fire code regulations before they are allowed to open for business.

- Expand public education. (City Goal 5.3)

<b>Objective:</b> Conduct fire and life safety programs for elementary and pre-school aged children.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
# School age kids attending training	10,250	9,583	10,300	11,100

**Trend:** The numbers of fires set by School Age children have decreased tremendously as a result of this program

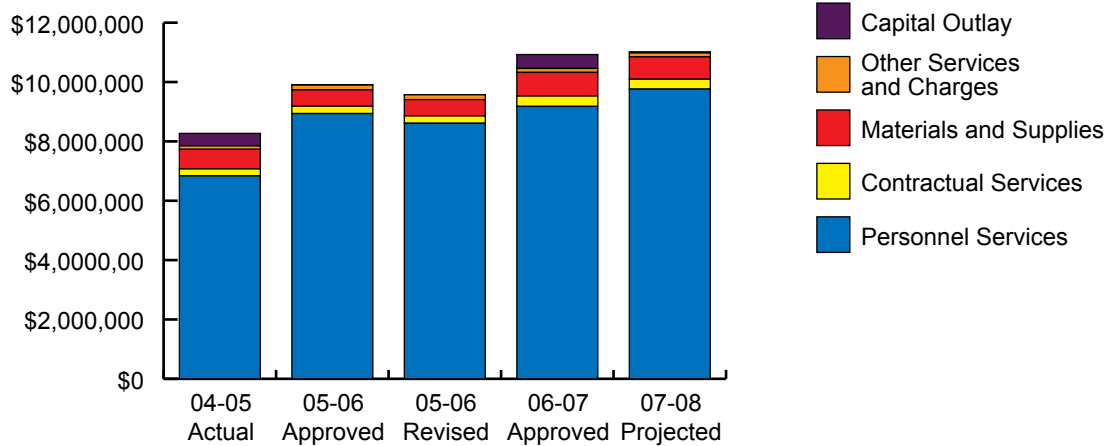
## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Incident Volume (emergency and non-emergency calls)	6,709	8,200	9,500
<b>Input</b>			
Operating Expenditures	<b>\$8,269,808</b>	<b>\$9,574,728</b>	<b>\$10,926,609</b>
Number Authorized FTE's	<b>108.00</b>	<b>115.00</b>	<b>124.00</b>
<b>Output</b>			
Priority Calls Answered	5,376	6,776	7,776
Non-Emergency Calls Answered	1,333	1,433	1,533
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>12.11%</b>	<b>12.38%</b>	<b>13.86%</b>
Authorized Personnel as a % of General Fund FTE's	<b>17.81%</b>	<b>18.05%</b>	<b>18.82%</b>
<b>Effectiveness</b>			
Priority Calls With Response Time Less Than 6 Minutes	86%	86%	88%
Fire Loss per \$1,000 Valuation	\$0.15	\$0.15	\$0.15
Customer Service Rating (Good to Excellent)	100%	98%	98%

# General Fund Expenditures

Fire

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Fire Chief	1	1	1	1	1	1
Deputy Fire Chief	1	1	1	1	1	1
Battalion Chief	5	5	5	5	5	5
Fire Marshal	1	1	1	1	1	1
Fire Captains	8	10	11	8	10	11
Fire Logistics Officer II	1	1	1	1	1	1
EMS Coordinator Captain	1	1	1	1	1	1
In-Service Training Captain	1	1	1	1	1	1
Fire Prevention Captain	1	1	1	1	1	1
Fire Lieutenant	14	17	19	14	17	19
Fire Inspector/Safety Lieutenant	2	2	2	2	2	2
Driver	21	21	24	21	21	24
Firefighter	48	50	52	48	50	52
Office Manager	1	1	1	1	1	1
Administrative Tech. I/II	2	2	3	2	2	3
<b>Total</b>	<b>108</b>	<b>115</b>	<b>124</b>	<b>108</b>	<b>115</b>	<b>124</b>

**Fire***Expenditures by Category***Summary of Expenditures:**

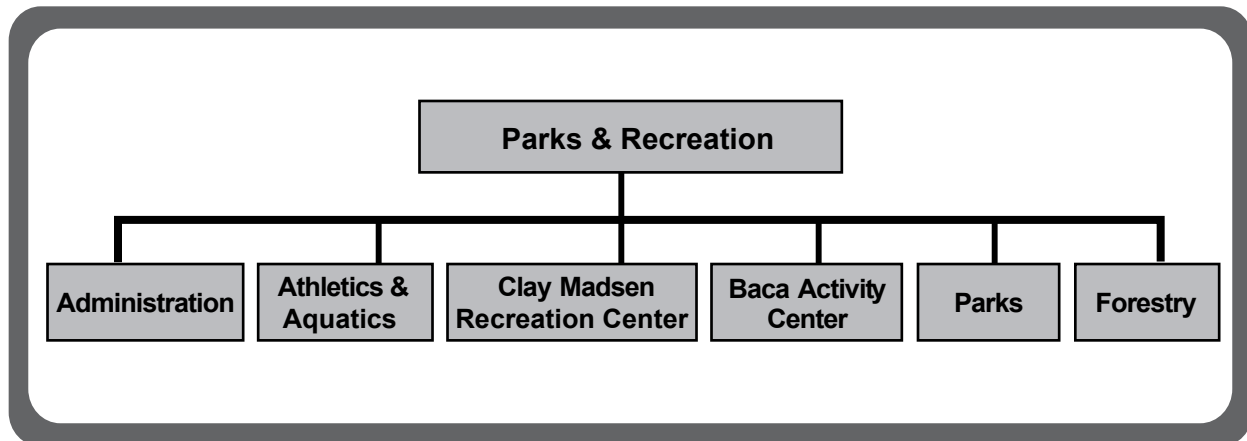
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$6,838,923	\$8,938,187	\$8,610,687	<b>\$9,179,017</b>	\$9,763,259
Contractual Services	232,662	246,946	246,946	<b>349,152</b>	331,402
Materials and Supplies	660,762	549,995	549,995	<b>795,655</b>	752,209
Other Services and Charges	116,255	163,000	163,000	<b>134,055</b>	134,055
Capital Outlay	421,205	4,100	4,100	<b>468,730</b>	36,800
Total Expenditures:	\$8,269,808	\$9,902,228	\$9,574,728	<b>\$10,926,609</b>	\$11,017,725
Expenditures per Capita:	\$98.22	\$111.89	\$108.19	<b>\$121.27</b>	\$117.59



## Parks & Recreation Department

The Parks and Recreation Department (PARD) is responsible for the acquisition, design, development, and maintenance of the park system, and the planting, conservation, and maintenance of trees. In addition, PARD is responsible for organized recreation programs, which include athletics, aquatics, instructional classes, special events, 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, public green-spaces, facilities, and programs.*



### Departmental Program Summary:

PARD consists of six programs described below:

#### Programs:

**Administration:** The Administration Division is responsible for a variety of functions, which include marketing promotions, program registration, facility reservations, park planning and development and providing support to other divisions.

**Athletics and Aquatics:** The Athletics and Aquatics Division is responsible for the development and supervision of youth and adult athletic leagues and programs, aquatic programs and pool maintenance and special events. Athletic programs include adult softball, football, and basketball as well as youth basketball, kickball, volleyball and in-line hockey. The aquatics section operates and maintains facilities as well as develops and supervises programs for all indoor and outdoor pools. Programs include learn to swim lessons for children and adults, lifeguard and safety classes, special events and recreational swims.

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

**Parks:** The Parks Division is responsible for the following areas: grounds maintenance, athletic field maintenance, chemical applications, irrigation systems, construction projects, approximately 65 miles of corridor clean up, facilities, and park and playground maintenance. The Parks Division takes advantage of volunteers such as Community Service personnel, as well as Scouts, and other groups to help accomplish division goals. In addition to these items, the Parks Division provides support services for other divisions within the department.



#### Programs: (cont.)

The Recreation program, consisting of the Baca Activity and Clay Madsen Recreation Center Divisions, 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.

**Baca Activity Center:** The Baca Activity Center Division is a senior facility that is committed to providing social, recreational and educational opportunities to seniors, other citizens of Round Rock and surrounding communities. The diversity of programs offered includes computer classes, games, instructional classes, fitness, strength opportunities and special events.

**Clay Madsen Recreation Center (CMRC):** The CMRC Division is a membership-driven facility committed to providing recreational and leisure opportunities to citizens of Round Rock and surrounding communities. The diversity of programs offered includes open gym play, tournaments, sports camps, after-school programs, instructional classes, adaptive activities, fitness and strength opportunities and special events.

#### FY 2005-2006 Highlights:

In FY 2005-2006, PARD had the following highlights:

- The Rock'n River Family Aquatic Facility opened in June 2006.
- Round Rock, along with neighboring cities and Municipal Utility Districts, hosted the TAAF Games of Texas in July 2006 which had estimated to bring in 10,000 participants and 40,000 spectators.
- Allen R. Baca Center construction was completed and opened to the public in March 2006.
- Forestry won an award from Texas Municipal League for Brush Recycling Center.
- Planted 600 trees donated by IKEA in Old Settlers Park as part of tree mitigation.

#### FY 2006-2007

##### Overview and Significant Changes:

For FY 2006-2007, PARD's:

- Forestry division will host the Texas Tree Conference in Round Rock at Marriot on October 4-6, 2006, with hundreds of professional Foresters and Arborists from the entire state participating.

#### New Programs for FY 2006-2007:

**Utility Transport:** This new program is for one new 'utility vehicle' that will be used for maintenance, special events, and projects.

#### FY 2007-2008 Overview and Beyond:

In FY 2007-2008 PARD expects to accomplish:

- The sale of McNeil Park, which will enable us to build a new multi-field adult softball complex in Old Settlers Park.

### Departmental Goals:

- Achieve and maintain a high standard of PARD services as related to planning, development, maintenance of facilities, programs and customer service. (City Goal 5 and 6)
- Foster positive learning and work environment by providing training, education and employee development. (City Goal 5.2)
- Continue to invest in and utilize appropriate technology as a key element to providing high quality, cost effective services. (City Goal 5.5)
- Improve and upgrade current aquatic facilities. (City Goal 5.1)
- Continue to evaluate and improve the level of service provided to all customers. (City Goals 5 and 6)
- Provide staff and the public with clean, well-maintained facilities. (City Goal 5)

<b>Objective:</b> Survey customers and increase sponsorships and partnerships.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Program survey results are above average or better	91%	93%	94%*	94%
Recover program cost	54%	60%	30%*	35%
Monitor customer complaints	Yes	Yes	Yes*	Yes
Secure cash and in-kind sponsorships	\$23,379	\$35,000	\$15,000*	17,000

**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.

\*Forecast for 05/06 will only include the Allen R. Baca Center for Senior and Community Programs from this point on. Camps and free community building special events have moved to CMRC and Administration, respectively.

<b>Objective:</b> Survey customers, adequately train staff and obtain needed certifications.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Membership survey results above average or better	90%	88%	93%	93%
Program survey results above average or better	94%	95%	95%	95%
Provide 12 hours of training per FTE and 6 hours of training per PTE per year	15hrs/FTE 6 hrs/PTE	15hrs/FTE 6 hrs/PTE	15hrs/FTE 6 hrs/PTE	15hrs/FTE 6 hrs/PTE
Staff must be Lifeguard Certified within 3 months of hire (excluding admin and custodial)	N/A	100%	100%	100%
Maintain Commercial Drivers License certifications on staff	4	5	6	6

**Trend:** N/A – Not applicable. 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. Sponsorships/partnerships will help us to recover program costs.

## General Fund Expenditures

### Parks & Recreation

#### Departmental Goals: (cont.)

- Achieve and maintain cost recovery of operational expenses. (City Goal 5.3)
- Develop and maintain beautification in key areas. (City Goal 3)
- Continue to expand the citywide Urban Forestry program. (City Goal 3.3)

<b>Objective:</b> Increase number of trees planted and volunteer participation and implement routine maintenance on tree in Parks and other public property.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of trees planted*	310	325	808	300
Number of volunteers at tree planting	498	409	260	300
Number of trees pruned	2,566	1,260	1,300	1,500
Number of trees removed	401	223	350	350

**Trend:** There is an ongoing demand for tree planting. Requests from public safety and the general public for removal of low limbs and dead trees in right-of-ways has increased

\*This number includes trees funded through the General Fund, CIP and donations.

- Continue improvements and growth of brush and mulch management for the Brush Recycling Center and Residential Brush Pick-up program. (City Goals 3 and 5)
- Improve the level of service in Playgrounds, Athletic Fields & Training (City Goal 5)

<b>Objective:</b> Maintain existing playgrounds, upgrade maintenance on all baseball and softball fields and provide training for all positions.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Add needed surfacing material on all playgrounds 2x per year	1	2	2	2
The # of months that parks spent 320 man hours per month on baseball/softball field maintenance	N/A	6	8	8
90% of employees receiving a minimum of 16 hours training annually	85%	90%	90%	90%

**Trend:** The Playground Safety Program continues to be of great importance. The department has completed the playground upgrades and will continue to manage safety inspection. These safety inspections will include the resurfacing of all playgrounds twice per year as well as all other safety inspections. The athletic fields will continue being improved annually, by working closely with the youth organizations.

- Monitor and develop Allen R. Baca Center facility, memberships and programs. (City Goal 5)

<b>Objective:</b> Evaluate new facility needs while increasing membership revenues and participation.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Monitor membership growth	800	671	1,200	1,700
Monitor participation growth	17,500	18,486	20,000	23,000
Follow weekly maintenance schedule	Yes	Yes	Yes	Yes
Revenue Generated	\$37,600	\$44,718	\$157,000	\$193,000

**Trend:** N/A – Not applicable. With the new Senior Center facility opening in 2005, it is important to plan and prepare for its daily operation now. As with the Clay Madsen Recreation Center, once this facility is open to the public, the growth of its memberships and participation is expected to increase.

## Departmental Goals: (cont.)

- Maximize the usage of programming space obtained for Athletic /Aquatic programs. (City Goal 5.1)
- Provide staff and the public with clean, well-maintained facilities. (City Goal 5)
- Upgrade existing technological systems. (City Goal 5.5)
- Continue to evaluate and improve the level of service provided to our customers. (City Goal 5)
- Continue to plan and implement a landscape program to improve the City's image. (City Goal 3)
- Improve public awareness of the Tree Program by writing regular articles in Round Rock Leader. (City Goal 3.3)

<b>Objective:</b> Increase educational and outreach programs and receive a satisfaction rating of 90% or better for forestry services.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of education and outreach services performed ** (Articles, TV, Presentations, handouts)	52	59	40	40
Number of surveys rated above average/excellent	100%	100%	100%	100%

**Trend:** More citizens are requesting outreach opportunities and informational materials. Forestry related issues were covered on TV and newsprints with numerous articles, presentations to civic groups, students and Home Owners Associations as well as events such as Arbor Day festivities and State Forestry Conference.

\*\* This number now includes all Public Relations.

- Ensure a high level of internal and external customer service. (City Goal 5 and 6)

<b>Objective:</b> Provide appropriate training for all administrative staff including improving communication by ensuring the customer receives the appropriate information and continually explore new technology fields that aid in improved customer service.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Percent of customers who rate overall performance as above average to excellent	98%	100%	100%	100%
Compile and maintain employee operations & training manual	No	No	Yes	Yes
"Yes" responses to survey question "Did you receive the appropriate information?"	100%	100 %	100%	100%
Meet quarterly with I.T. Department	Yes	Yes	Yes	Yes

**Trend:** The survey PARD performs shows how well the Dept. is responding to the needs of our customers. It also demonstrates that the communication and training is effective. Our goal is to continually update our administrative employee manual and improve our level of service to all customers. Meeting quarterly with IT has brought many new technology advances to our department. We are currently working on implementing Cartegraph (for work order tracking purposes), in our department as well as starting up e- connect, which will allow patrons to register on line.

## General Fund Expenditures

### Parks & Recreation

#### Departmental Goals: (cont.)

<b>Objective:</b> Continue to plan, design and construct projects within an appropriate time frame, plus playground additions, renovations or replacement.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Percent of projects on target (all categories below):				
Planning	100%	95%	100%	100%
Design	90%	95%	95%	95%
Construction	75%	80%	90%	95%
Design and assist with the construction supervision of three (3) playgrounds per year (Number Completed)	3	3	3	2

**Trend:** Comprehensive planning and the timely execution of park planning projects helps set the tone for the future growth and development of our park system. Many of our existing and future parkland acres are projected to need some level of development. Over the last few years, the infancy of the program, past staffing levels, and construction related problems have made it difficult to keep up with the schedules of the planning, design and construction of park projects. With an increase in staffing, the timeliness of park project completion will be improved.

**Trend:** After a thorough evaluation of our playground inventory, it was determined that approximately 60% 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.

- Provide consistent planning, development, and renovation of the parks and recreation system as outlined in the Parks, Recreation and Open Space Master Plan and the City's Strategic Plan. (City Goal 5 and 3)
- Continue to evaluate and improve the level of service provided to our athletic/aquatic customers. (City Goal 5)

<b>Objective:</b> Survey customers and train staff, coaches, and parents for sports knowledge/practices/conduct /safety, improve cooperation between PARD and RRISD, and maintain facilities according to state codes.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Survey results are above average or better regarding customer satisfaction levels	64%	89%	90%	91%
Percentage of aquatics personnel fulfilling required training hours	93%	95%	96%	97%
Total number of youth coaches trained and certified in SPORT (Safety, participation, organization, relationships, training & sportsmanship). This is a one-year certification.	67	73	90	100
Total number of families trained for the SMART Parent Training Program (Two-year certification).	185	422	160	200
Percentage space "Needed" vs. "Obtained" from RRISD	80%*	75%	78%	78%
Pool facilities meet state codes following routine inspections	100%	100%	95%**	100%

**Trend:** Surveys tell us what we are doing right or wrong. Aquatic staff and athletic officials are the backbone of our programs. Providing trained personnel creates more successful programs and satisfied participants.

\*RRISD has always allowed RR PARD to use the gymnasiums on Tuesday, Wednesday, Friday and Saturday when facilities are available. The RRISD opted to close all of their facilities on Wednesday to save on electricity cost. We did not have this information prior to our submittals for gyms thus causing our obtained space to be lower than projected.

\*\*Changes in the State of Texas Pool Codes did not enable us to accomplish our goal. Upgrades are budgeted for 06-07.

## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Square Miles in Round Rock	28.57	28.98	30.46
Total Park Acres	1,532	1,850	1,900
Total Number of Parks	62	66	69
Acres Scheduled to Mow	22,000	Discontinued	Discontinued
Acres of Parkland scheduled to mow every 14 days or longer.	343	523	523
Acres scheduled to mow on a 3.5 to 7 day cycle. (3.5 days is for fields)	168	188	188
<b>Input</b>			
Operating Expenditures	<b>\$6,868,022</b>	<b>\$7,608,500</b>	<b>\$8,425,971</b>
Number Authorized FTE's	<b>91.00</b>	<b>93.00</b>	<b>93.00</b>
<b>Output</b>			
Number of Work Orders	11,000	12,000	11,825
Number of Man Hours	64,000	47,000	60,000
Number of Recreation Enrollees	330,036	340,000	350,000
Number of Trees Planted	325	808	350
Recommended parkland acres per 1,000 population	25	25	25
Actual	19	18.6	20
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>10.06%</b>	<b>9.84%</b>	<b>10.68%</b>
Authorized Personnel as a % of General Fund FTE's	<b>15.01%</b>	<b>14.59%</b>	<b>14.12%</b>
<b>Effectiveness</b>			
% of Park Projects Completed as Scheduled	85%	90%	95%
Customer Satisfaction Survey (% Good to Excellent)			
Parks: Appearance, maintenance & facility upkeep			
% stating above average to superior	70%	70%	85%
Recreation	84%	90%	92%
Forestry	100%	100%	100%
Administration	100%	100%	100%

# General Fund Expenditures

## Parks & Recreation

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Parks and Recreation Director	1	1	1	1	1	1
Parks and Recreation Assistant Director	1	1	1	1	1	1
Parks Manager	1	1	1	1	1	1
Recreation Manager	1	1	1	1	1	1
Park Development Manager	1	1	1	1	1	1
Park Development Specialist	2	2	2	2	2	2
Athletic/Aquatics Manager	1	1	1	1	1	1
Marketing Specialist	1	1	1	1	1	1
Forestry Manager	1	1	1	1	1	1
Parks Supervisor	3	3	3	3	3	3
Office Manager	2	2	2	2	2	2
General Maintenance Crew Leader	1	1	1	1	1	1
Construction Foreman	1	1	1	1	1	1
Groundskeeper Crewleader	4	3	3	4	3	3
Athletic Field Foreman	0	1	1	0	1	1
Chemical Tech Foreman	0	1	1	0	1	1
Chemical Tech II	0	1	1	0	1	1
Chemical Tech I	0	1	1	0	1	1
Playground Tech II	0	1	1	0	1	1
Playground Tech I	0	1	1	0	1	1
Parks Specialist Crew Leader	1	0	0	1	0	0
Parks Specialist I/II	6	0	0	6	0	0
Aquatic/Athletic Supervisor	2	2	2	2	2	2
Forestry Foreman	1	1	1	1	1	1
Forestry Technician	3	3	3	3	3	3
Brush Service Representative	2	2	2	2	2	2
Construction/Maintenance Worker I/II	9	9	9	9	9	9
Groundskeeper I/II	16	16	16	16	16	16

\*Info continued on next page

# General Fund Expenditures

Parks & Recreation

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Irrigation Crew Leader	1	1	1	1	1	1
Irrigation Technician I/II	3	3	3	3	3	3
Administrative Technician I/II	4	5	5	4	5	5
Recreation Center Supervisor	2	2	2	2	2	2
Pool Tech II	0	2	2	0	2	2
Recreation Program Coordinator FT/PT	4	4	4	3.5	4	4
Recreation Shift Leaders - Full Time	2	2	2	2	2	2
Recreation Facility Shift Leader - Part Time	0	1	1	0	0.25	0.25
Recreation Facility Leaders - Full Time	2	2	2	2	2	2
Recreation Facility Leaders - Part Time	15	14	14	6.25	6	6
General Services Custodian - Full Time	1	1	1	1	1	1
General Services Custodian - Part Time	2	3	3	1.25	1.75	1.75
Management Analyst I	1	1	1	1	1	1
Administrative Technicians	3	2	2	1.5	1	1
Arborist	1	0	0	1	0	0
Forestry Supervisor	0	1	1	0	1	1
Bus Driver	0	1	1	0	0.5	0.5
VOE/Intern	1	1	1	0.5	0.5	0.5
<b>Total</b>	<b>103</b>	<b>105</b>	<b>105</b>	<b>91</b>	<b>93</b>	<b>93</b>



## General Fund Expenditures

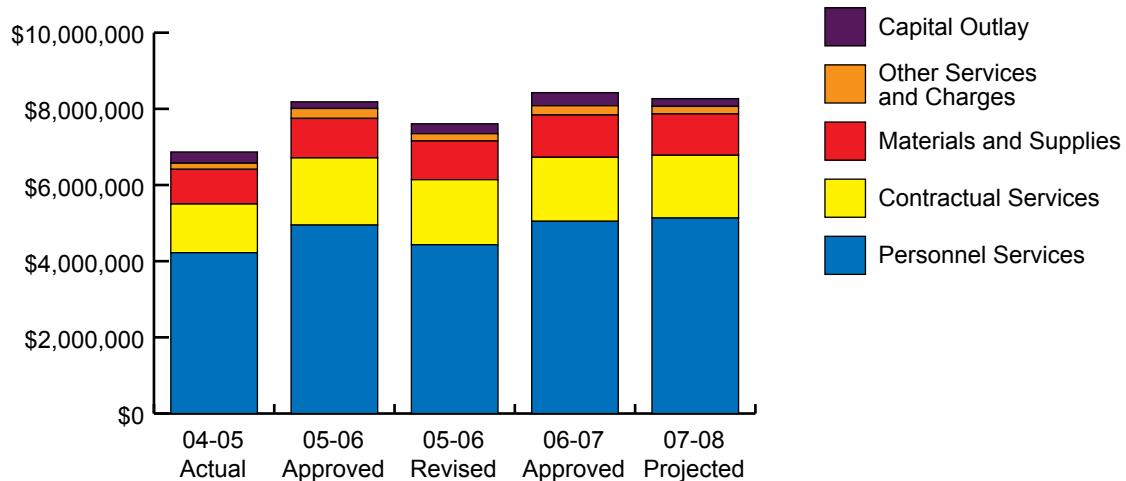
### Parks & Recreation

#### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$4,222,715	\$4,948,251	\$4,431,851	<b>\$5,047,419</b>	\$5,133,597
Contractual Services	1,278,499	1,763,047	1,707,447	<b>1,680,638</b>	1,647,588
Materials and Supplies	910,815	1,037,713	1,017,713	<b>1,109,812</b>	1,085,945
Other Services and Charges	160,412	260,934	190,934	<b>244,104</b>	197,154
Capital Outlay	295,582	175,555	260,555	<b>343,998</b>	204,200
Total Expenditures:	\$6,868,022	\$8,185,500	\$7,608,500	<b>\$8,425,971</b>	\$8,268,484
Expenditures per Capita:	\$81.57	\$92.49	\$85.97	<b>\$93.52</b>	\$88.24

### Parks & Recreation Department

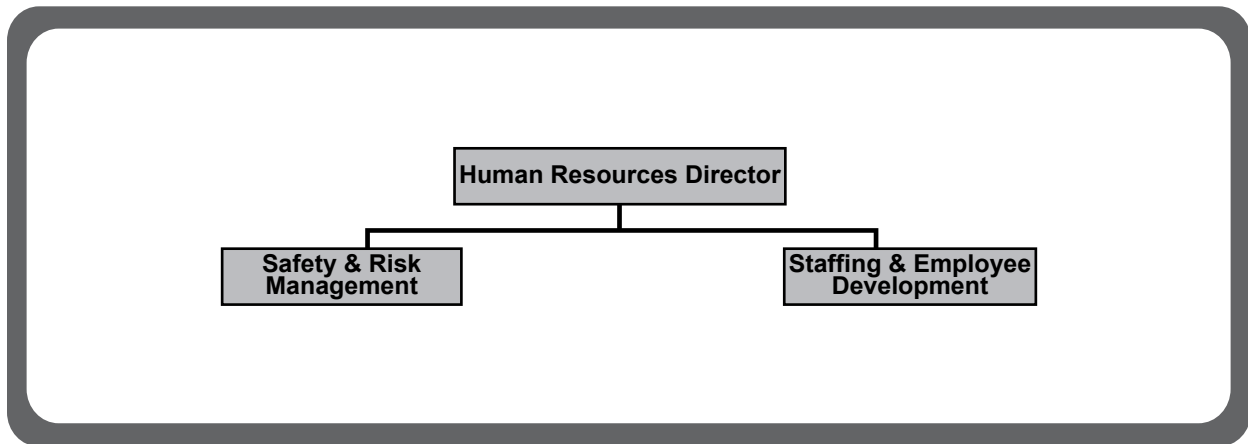
#### Expenditures by Category



## 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 two components described below:

### Programs:

HRD 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. HRD is comprised of the following sub components:

**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 occupational safety and health practices into business planning and daily operations. The Risk Management team, 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.

#### FY 2005-2006 Highlights:

Our three highlights for the Department in Fiscal Year 05-06 focused on improved efficiency and cost savings for the organization.

- The City changed its health network and Third Party Administrator (TPA) in order to reduce medical claims costs and increase the number of providers and facilities available to employees. We put in place a more structured program to address wellness issues that reinforce healthy lifestyle behaviors as well as lifestyle improvement programs.
- As a result of Safety and Risk Management efforts, the City received two refund checks totaling \$88,000 from Texas Municipal League (TML). Of the few Texas cities receiving refunds, our City received the second largest refund for our efforts.
- Utilizing existing Human Resources Information System (HRIS) software, the department developed and implemented a Recruiting module for the Fire and Police Departments. As a result both public service and public safety utilize the same systems, which reduced duplication of data entry and streamlined the recruiting process.

#### FY 2006-2007

##### Overview and Significant Changes:

FY 2006-2007 Overview and Significant Changes:

Our efforts in 2006-2007 are focusing predominantly on the implementation of technology enhancements and employee development.

- Implement a variety of Employee and Manager Self Service programs.
- Implement the Round Rock Employee Education (R2E2) program. Obtain the authorization to award Continued Education Units (CEU) for R2E2 classes.
- Respond to the economic pressure of continued rising health care costs by focusing on interventions (wellness programs, health risk assessments, etc) and exploring other care alternatives (on-site clinic, custom network, etc.).

#### New Programs for FY 2006-2007:

**Human Resources Assistant Position:** The Human Resources Assistant position will primarily be responsible for front-line customer service for internal and external customers in the areas of Risk Management, Benefits, and Organizational Learning and Development.

#### FY 2007-2008 Overview and Beyond:

As the Department looks into the future, we hope to continue to grow the department to further meet the needs of our customers. We will also continue to look at innovative ways to accomplish our goals and objectives.

- With the addition of another professional level position, the department will be able to move beyond predominantly reacting to employee concerns and issues to being more strategic in nature across all areas of responsibility.
- Since the implementation of the Employee and Manager Self Service modules the previous fiscal year, FY 07-08 and beyond will bring a shift in the nature of work for many in our department. The work of manually entering payroll changes will change to auditing and analyzing changes entered by employees and managers.
- Based on a variety of Human Resources programs (i.e. Wellness Programs, Safety Programs, R2E2, Recruiting efforts, etc) the department expects to continue to see a more diverse, engaged, satisfied, and healthy work force.

## Departmental Goals:

- Protect the City's assets and resources by minimizing exposure to workers' compensation losses and reduce the number of accidents and incidents. (City Goal 5.3 & 5.6)
- Utilize technology to streamline processes and procedures in order to enhance services provided. (City Goal 5.5)
- Continue to educate employees regarding city provided benefits including health insurance coverage, flexible spending accounts, retirement benefits, deferred compensation, EAP programs, etc. through educational materials and seminars. (City Goal 5.2)
- Maintain properly classified positions, organizational specific job specifications, internal salary equity, and compliance with Fair Labor Standards Act (FLSA) and American with Disabilities Act (ADA) statutes. (City Goal 5.1)
- Monitor, evaluate and enhance the Performance Management Process system to ensure that it reflects the City's goals and objectives while promoting the continued development of employees. (City Goal 5.1)
- Ensure benefits and salaries are competitive with the market through research and survey studies in order to recruit and retain a qualified and diverse workforce. (City Goal 5)
- Manage Health Care costs in an effort to minimize financial impact to the City. (City Goal 5.1)

<b>Objective:</b> Develop a comprehensive City-wide wellness plan.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Conduct Health Presentations and/or Health Screenings monthly for all employees and their dependents covered by our Health Plan. Participation goal is equal to 50% over 12 months.	N/A	N/A	N/A	50%
<b>Objective:</b> Organize city-wide wellness events that encourage physical activity. Events are intended to be fun, to allow employees to get to know each other better, and to encourage us all to become healthier people.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Over the course of FY 06-07, the department anticipates offering quarterly events with 33% of the employees/dependents participating in at least one event.	N/A	N/A	N/A	33%
<b>Objective:</b> Implement health care initiatives that focus on early intervention and alternative care. This includes the health risk assessments, disease management, and predictive modeling.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Have complete participation from all employees with regard to health risk assessment. Non-participation to be linked to a health care contribution strategy.	N/A	N/A	N/A	100%

**Trend:** Given all the efforts put toward health care benefits, the Department expects to see a reduction in medical claims costs, an increase in completed health risk assessments, and overall healthier employees.

### Departmental Goals: (cont.)

- Develop and implement the Round Rock Employee Education (R2E2) program. (City Goal 5.2)

<b>Objective:</b> Implement, at a minimum, four R2E2 academies to include the Manager, Supervisor, Lead Work, and Basic Business Skills Academies.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Each Academy will have between 15 and 20 employees enrolled.	N/A	N/A	N/A	15
Successful completion rate for those enrolled to equal 75%.	N/A	N/A	N/A	75%

- With the assistance of the new Safety Coordinator, continue to review and enhance, as needed, the City's Safety Programs. (City Goal 5.3)

<b>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.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Monitored improvement in the overall health and fitness level.	18%	23%	30%	30%

**Trend:** Based on the work of the Safety and Risk Management team, the Department continues to expect a lower experience modifier.

## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Number of Budgeted Positions (FTE's)	737.75	767.75	790.25
Number of Seasonal Positions	114	100	100
<b>Input</b>			
Operating Expenditures	<b>\$721,569</b>	<b>\$784,963</b>	<b>\$914,568</b>
Number Authorized FTE's	<b>8.75</b>	<b>8.75</b>	<b>9.75</b>
<b>Output</b>			
Number of job postings processed	109	120	130
Number of personnel actions audited and processed	961	1,000	1,050
Number of chargeable Workers Compensation claims	74	75	80
Number of formal training sessions	145	165	165
Number of formal training hours conducted	710.5	725	725
Number/hours conducting investigations and claims processing	550 hours/200 claims	500 hours/170 claims	525 hours/180 claims
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>1.06%</b>	<b>1.02%</b>	<b>1.16%</b>
Authorized Personnel as a % of General Fund FTE's	<b>1.44%</b>	<b>1.37%</b>	<b>1.48%</b>
Number of positions filled	108	125	140
Number of New Hires – Regular	95	125	140
Number of New Hires – Seasonal/Temporary	114	100	100
<b>Effectiveness</b>			
Turnover Rate	6.8%	5%	5%
Rate of Favorable Unemployment Claims (10 claims filed, 6 favorable decisions)	60%	80%	80%
Reduction in frequency & severity accidents & incidents	28%	30%	32%
Reduction in number of exposures to workers' compensation losses	36%	38%	38%
Customer Satisfaction Rating (Survey Conducted Bi-annually)	N/A	Excellent/Very Good	N/A

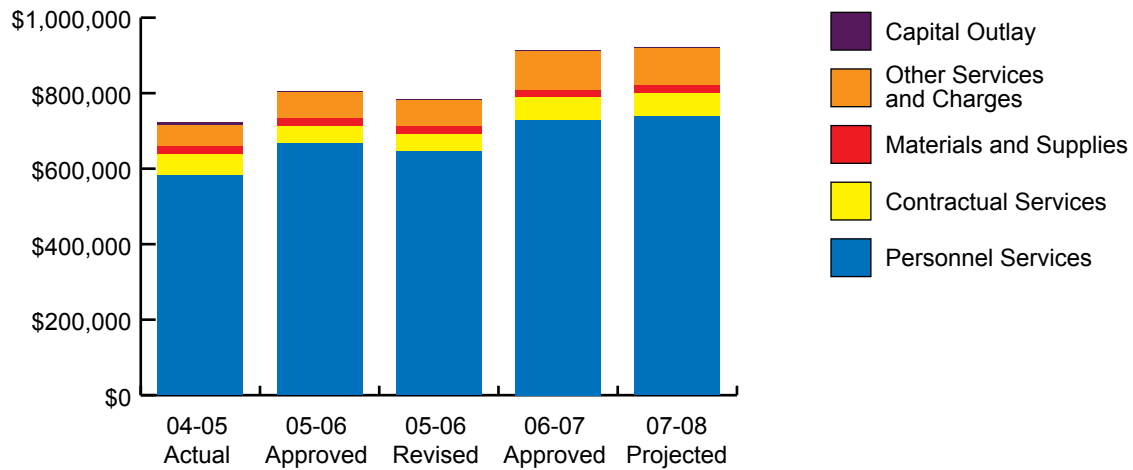
## General Fund Expenditures

### Human Resources

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Human Resources Director	1	1	1	1	1	1
Human Resources Benefits Mgr.	1	1	1	1	1	1
Safety/Risk Manager	1	1	1	1	1	1
Safety/Risk Technician	1	1	1	1	1	1
Senior Human Resource Gen- eralist	1	1	1	1	1	1
Human Resources Generalist	2	2	2	2	2	2
Human Resources Assistant	1	1	2	1	1	2
Human Resources Assistant - P/T	1	1	1	0.75	0.75	0.75
Total	9	9	10	8.75	8.75	9.75

### Human Resources

Expenditures by Category



### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$582,166	\$666,534	\$645,534	<b>\$728,483</b>	\$738,148
Contractual Services	55,993	47,279	47,279	<b>60,106</b>	62,106
Materials and Supplies	20,571	18,600	18,600	<b>20,647</b>	19,540
Other Services and Charges	57,429	71,000	71,000	<b>101,932</b>	99,432
Capital Outlay	5,410	2,550	2,550	<b>3,400</b>	1,700
<b>Total Expenditures:</b>	<b>\$721,569</b>	<b>\$805,963</b>	<b>\$784,963</b>	<b>\$914,568</b>	<b>\$920,926</b>
Expenditures per Capita:	\$8.57	\$9.11	\$8.87	<b>\$10.15</b>	\$9.83



## General Fund Expenditures

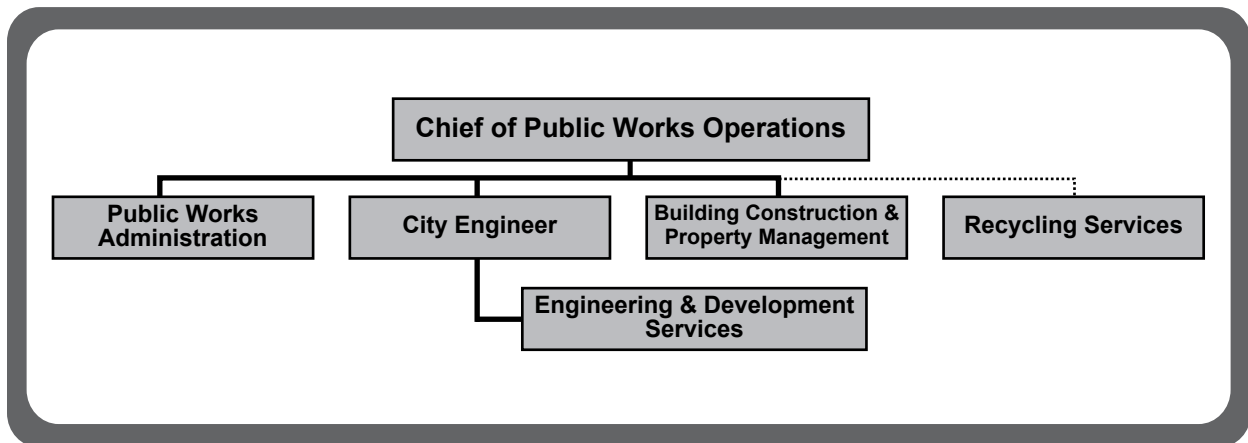
*Human Resources*



## Engineering & Development Services Department

Engineering & Development Services strives to provide the public a high quality of life by ensuring proper and safe development by the private sector, and proper, safe, cost-effective and efficient rehabilitation, expansion and maintenance of city infrastructure. Engineering and Development Services' (EDS) 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.

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



### Departmental Program Summary:

Engineering and Development Services Department consists of the programs described below:

#### Programs:

##### Engineering and Development Services:

Engineering and Development Services program is responsible for development, review, and construction inspection ensuring proper expansions and rehabilitation of utility, street & drainage systems and proper construction of buildings. Engineering is involved with general Capital Improvement Project (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, plans and schematics.

**Public Works Administration:** Public Works Administration includes the Office of the Chief of Public Works Operations and is responsible for providing leadership, direction and oversight for all City Public Works programs including Transportation Services, Water/Wastewater Utility Services, and Engineering and Development Services. Additionally, the office is responsible for coordinating projects and activities with other departments within the City.

The Project Management Section is responsible for oversight of all City Capital Improvement Projects. To ensure accountability, fiscal responsibility, quality deliverables and on-time projects throughout all city departments, this section will develop and maintain consistent and standardized policies, procedures, practices and management tools for project management and reporting.

Administration Support staff 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.

##### Building Construction & Property Management:

Building Construction & Property Management is responsible for the architectural planning and construction management of all new city facilities built with General Obligation Bond and capital improvement dollars. Building Construction and Property Management works with all the various city departments in developing their building projects. Cost estimates, budget figures and project specifications are developed by this department for new building construction and existing building renovations. This department is also responsible for initiating and conducting City building maintenance projects, and works closely with all other City departments in planning for maintenance, repair and remodeling of facilities. A preventive maintenance and tracking system will be developed to inventory and account for controlled assets.

#### 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. Recycling center is open to the public seven days a week. These services are administered through the Utility Director but funded through Engineering & Development Services Engineering and Administration program.

#### FY 2005-2006 Highlights:

In FY 2005-2006, EDS:

- Managed, administered, and provided technical assistance to professional/construction contracts for capital improvement projects that are valued at approximately \$42,645,673 of publicly funded projects.
- Facilitated transition of managing, reviewing, and inspecting State Highway Access Permitting Process from the Texas Department of Transportation. The Development Services Division completed a revision and update to the DACS (Design and Construction Standards)-Drainage Criteria Manual and related portions of Chapter 3 & 8 of the Code of Ordinances.
- Reviewed 190 subdivision plats and 95 construction plans including Round Rock Premium Outlets, Scott & White Hospital, & IKEA.
- And Public Works Administration division, with IT support, successfully implemented a new work order system. The new system has better accountability for service calls, thus eliminating outstanding work orders.
- And the Building Construction & Property Management division completed Fire Station # 6 which opened in January 2005. Fire Station # 6 is providing fire protection and EMS services to growing community in the east part of our city along Highway 79 and Red Bud Lane. The Baca Center construction was completed as of February 2006. The 28,000 square ft. building is now open and has greatly improved and added activities for Senior Citizens in our city. This department aided the Fire Department in remodeling rental space for the location of temporary Fire Station # 7 that is in operation off of Oakmont Drive. This provides Fire protection in the fast growing Northeast section of Round Rock until the permanent Fire Station # 7 is built.

#### FY 2006-2007

#### Overview and Significant Changes:

In FY 2006-2007, EDS is:

- Managing, administering, and providing technical assistance to professional/construction contracts for capital improvement projects that are valued at approximately \$37,107,813 of publicly funded projects.
- Obtaining a Municipal Separate Storm Sewer System (MS4) permit from the State and implementing "best management practices" identified in the City's Storm Water Management Program.
- Coordinating a revision and update to the DACS-Transportation Criteria Manual and related portions of Chapter 8 & 11 of the Code of Ordinances.
- Reviewing 200 subdivision plats and 100 construction plans including the anticipated Seton Hospital campus and additional large scale commercial developments along University Boulevard.
- And Public Works Administration division, with IT support, is working toward a paperless work order system via mobile computing for some of the Utility work orders. Also, we are working on a new automated online service request which is going to be integrated with the work order software.
- And the Building Construction & Property Management division is overseeing the Construction of Fire Station #2 at the corner of Blair and Bagdad Street. This will be completed around the first of 2007 and will allow the department to move out of the Florence Street site which is outdated. This building will be removed to accommodate the eventual construction of the new City Hall. Fire Station #7 is being planned with construction to begin around September of 2006. This will provide a permanent home for the Fire Department in the fast growing northeast section of Round Rock. The construction plans are being drawn for the remodeling of the Tellabs building, future headquarters of the Police Department. Construction plans are to be completed by the end of the year 2006 and construction to begin February 2007.

## **New Programs for FY 2006-2007:**

### **ENGINEERING AND DEVELOPMENT SERVICES:**

**Storm Sewer Mapping (Drainage) - Phase I:** Mapping of our storm sewer system will enable the City to track the location and number of storm drain inlets, linear foot of storm sewer lines, number of detention/water quality ponds, number of outfalls, miles of grass lined and concrete lined channels, etc. In addition because of our requirements from the MS4 permit, the City will be required to track on an annual basis the number of catch basins cleaned, number of inlets stenciled, miles of street swept, feet of open channels cleaned, and the number of outfalls or ponds maintained each year. A map of the storm sewer system will better enable the City to track and manage these commitments.

**Security System:** This program is to secure the building to ensure safety of personnel and safeguard expensive equipment.

### **PUBLIC WORKS ADMINISTRATION:**

**Public Works Program Manager:** This program accounts for the salary of a projects manager already on staff in a temporary capacity, and upgrades the position to the salary of a program manager.

**Public Works Program Administrator:** . This position is charged with ensuring accountability, fiscal responsibility, quality deliverables and on-time projects throughout all city departments by developing and maintaining consistent and standardized policies, procedures, practices and management tools for project management and reporting. This program will oversee all General Obligation Bond, Self-Financed General Construction, Transportation Capital Improvement (4B Corporation), Utility Capital Improvement, Parks and Building Facility Projects under Public Works.

## **FY 2007-2008 Overview and Beyond:**

In FY 2007-2008, EDS plans to:

- Continue managing and administering capital improvement projects, right-of-way/street cut permits, and state highway access permits.
- Continue implementation of best management practices in the City's Storm Water Management Program as part of the MS4 permit.
- Continue to provide technical support to other City departments and customer service to the citizens of Round Rock.
- Work with Building Construction & Property Management Department on the plans and design of the New City Hall that is to be built at the campus with the McConico Building and the Baca Activity Center.

#### Departmental Goals:

- Perform accurate and timely review of annexation proposals, plats and construction plans for conformance to City ordinances, policies and other applicable laws. (City Goals 1.1, 3.2, 4.1, and 5.4, implementation of City Goals 2.5, 4.4, and 5.1)
- Perform accurate and timely inspection of private utility company construction and, public infrastructure construction projects to ensure compliance with plans, applicable City codes and specifications, and other applicable laws. (City Goals 1.1, 3.2, and 5.4, and implementation of City Goal 5.1)
- Issue permits in a timely manner ensuring compliance with City specifications, policies and ordinances. (City Goals 1.1, 3.2 and 5)
- Ensure efficient and timely construction of infrastructure improvements assigned to the Department. (City Goals 3, 3.4, 4, and 5.4 implementation of City goal 5.1)
- Respond in a timely manner and facilitate appropriate and feasible resolution to concerns and issues posed by internal and external customers. (City Goals 1.1, 5.2, 5.5 and 6.3, implementation of City Goal 5.1)
- Stay up-to-date on and appropriately implement changes in technology, requirements, means and methods in the fields of engineering, construction and municipal administration. (City Goals 5.2, and 5.5, implementation of City Goal 5.1)
- Efficiently manage and interpret general and technical information in order to respond accurately and timely to internal and external customer questions and requests. (City Goals 1.1, 5.2, 5.5, 6.3 and 6.5)
- Provide accurate and effective ways to communicate. (City Goals 6.2, 6.4)
- Develop and maintain consistent and standardized policies, procedures, practices and management tools for project management and reporting to ensure accountability, fiscal responsibility, quality deliverables and on-time projects throughout all city departments. (City Goals 1.1, 2.1, 2.2, 5.1, 5.5 & 6.5)
- Provide facilities to meet the needs of both citizens and city employees. (City Goal 5.1)
- Maintain existing buildings and provide preventive measures to insure the use and longevity of buildings for citizens and employees of the city. (City Goal 5.1)
- Develop the environment that encourages businesses to locate or relocate to Round Rock. (City Goal 1.1)
- Develop a plan to identify future land uses, major transportation routes, utility requirements and a comprehensive park system for the Northeast Quadrant. (City Goal 2.1)
- Develop a plan for portions of the northeast quadrant near IH-35 to identify opportunities for redevelopment and establishment of a comprehensively designed city center. (City Goal 2.2)
- Ensure city services, facilities and equipment meets the needs of residents, customers and employees through the development of annual departmental goals, objectives, and strategic budgeting. (City Goal 5.1)
- Utilize technology to provide efficient, cost-effective customer services. (City Goal 5.5)
- Promptly and courteously respond to resident requests for service. (City Goal 6.3)
- Develop programs and policies that enhance internal communications among various departments and employees. (City Goal 6.5)

## Departmental Goals: (cont.)

- Improve and expand recycling services to fulfill the growing needs of the community (City Goal 5.1)
- Perform accurate and timely inspection of private utility company construction and, public infrastructure construction projects to ensure compliance with plans, applicable City codes and specifications, and other applicable laws. (City Goals 1.1, 3.2, and 5.4, and implementation of City Goal 5.1)

<b>Objective:</b> Improve timeliness of development reviews and inspections to encourage economic development within the City of Round Rock.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Plats reviewed	185	182	190	200
Construction plans reviewed	81	90	95	100
Construction Improvement Program (CIP) improvements value	\$13,884,804	\$46,208,855	\$42,645,673	\$37,107,813
Construction projects inspected	40	79	101	91
Capital value addition/hour inspection	\$2,257	\$1,244	\$2,747	\$2,747
Review subdivision construction plan submittals within 12 working days of receipt	90%	90%	90%	90%
Review site construction plan submittals within Development Review Committee (DRC) schedule	100%	100%	100%	100%
Review minor plan revision submittals within 2 working days of receipt	90%	90%	90%	90%
General Obligation (G.O.) Bond/CIP projects completed on schedule	50%	90%	90%	90%
Respond to e-mails and telephone calls within 24 hours of receipt	90%	90%	90%	90%

**Trend:** N/A – Not applicable. Increase in developments occurs as the economy recovers. Number of development projects increase as the population increases. Influx of bond projects and more emphasis on roadway projects adds to the demand for review and inspection. Time sensitive measures are new for FY 04-05 and reflect EDS' commitment to customer satisfaction by responding and completing requests in a timely manner. This should help make the City of Round Rock more customer-friendly and help make economic development the number one priority of the City.

- Promptly and courteously respond to resident requests for service (City Goal 6.3)

<b>Objective:</b> Promptly and courteously respond to resident requests for service.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Water/Wastewater (W/WW) work orders processed	8,248	8,800	9,000	10,000
W/WW work orders processed daily	31	33	34	38
On-line work requests processed	581	503	600	600
Customer Satisfaction Survey (%)	100%	99%	98%	98%

**Trend:** Water/Wastewater work orders are steadily increasing due to customers' demand for line locates.

## General Fund Expenditures

### Engineering & Development Services

#### Departmental Goals: (cont.)

- Improve and expand recycling services to fulfill the growing needs of the community (City Goal 5.1)

<b>Objective:</b> Improve and Expand Recycling Services	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Tons of materials processed (paper, plastic, tin/steel, aluminum, cardboard, batteries, propane tanks, oil filters)	438	498	520	540
Gallons of materials processed (oil, antifreeze, gasoline, and other automotive fluids)	26,235	22,044	24,000	25,000
Average Number of customers/day (Open 7 days a week)	90	100	105	110
Commodities/Items Accepted PAPER (newspaper, magazines, phone books, junk mail) #1 & #2 plastics, dyed plastics, METALS (aluminum, tin, steel, brass, copper) cardboard, fiberboard, cell phones, inkjet car- tridges, fluorescent light bulbs, Automotive Fluids (oil, anti- freeze, oil filters, power steering/brake/transmission fluid, gas) batteries, propane tank, leaves and grass clippings	14	15	17	17

**Trend:** Increase in materials due to increase in population and increase in awareness of the drop off center. A number of materials have been consolidated into the paper, metals and automotive categories. It should be noted that household hazardous waste activities are monitored and reported under the Environmental Services budget.

## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Private Development Projects	46	75	65
Capital Improvement Projects	30	25	26
Daily Recycling Customers	100	105	110
<b>Input</b>			
Operating Expenditures	<b>\$2,416,746</b>	<b>\$2,840,622</b>	<b>\$3,146,438</b>
Number Authorized FTE's	<b>36.75</b>	<b>40.75</b>	<b>41.75</b>
Total Employee Hours	76,440	84,760	86,840
<b>Output</b>			
Plat Reviews	182	190	200
Construction Plans Reviewed	90	95	100
Water/Wastewater (W/WW) Work Orders Processed	8,800	9,000	10,000
Capital Value Addition/Dollars (Subdivisions)	\$18,115,000	\$40,000,000	\$40,000,000
CIP Improvements value	\$46,208,855	\$42,645,673	\$37,107,813
Tons of materials recycled/processed	608	620	640
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>3.54%</b>	<b>3.67%</b>	<b>3.99%</b>
Authorized Personnel as a % of General Fund FTE's	<b>6.06%</b>	<b>6.39%</b>	<b>6.34%</b>
W/WW Work Orders Processed per Day	33.8	34.6	38.5
CIP Improvements value in \$/(\$/man-hours)	\$1,306.81	\$1,206.04	\$1,049.43
Avg. cost/ton of material recycled/processed	\$179	\$175	\$175
<b>Effectiveness</b>			
Customer Satisfaction Survey	99%	98%	98%
Construction Projects Inspected/Accepted	79	101	91
Capital Value Addition/Hour Inspection	\$1,244	\$2,747	\$2,747
Recycling Revenue Generated	\$13,901	\$14,000	\$14,000



## General Fund Expenditures

### Engineering & Development Services

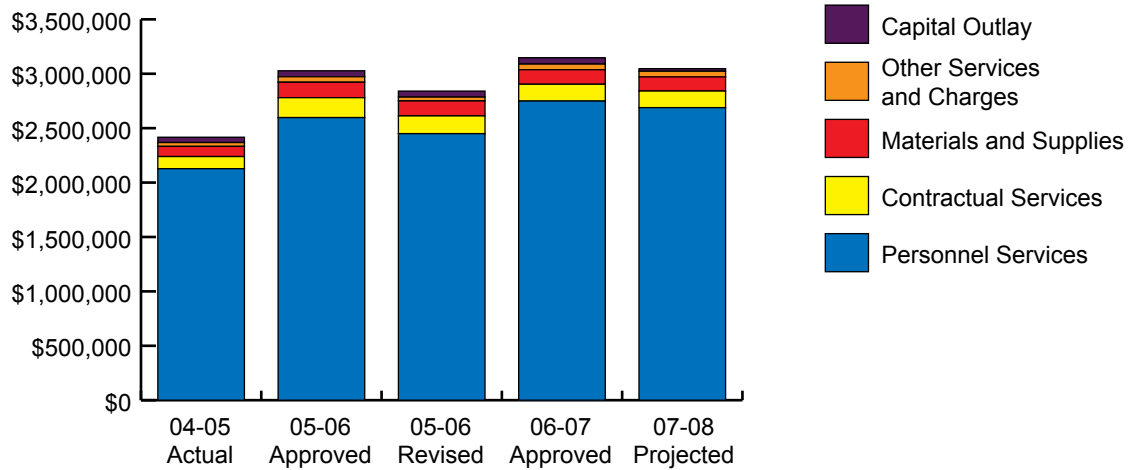
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Chief of P. W. Operations	1	1	1	1	1	1
City Engineer	1	1	1	1	1	1
Chief Construction Inspector	1	1	1	1	1	1
Construction Inspector I/II/Spec. Proj.##	5	6	6	5	6	6
Development Serv. Manager	1	1	1	1	1	1
Engineer*	3	2	2	3	2	2
Engineering Assistant	0	1	1	0	1	1
Engineering Associate/Aide*	1	2	2	1	2	2
Engineering Manager*	1	0	0	1	0	0
Engineering Supervisor	0	1	1	0	1	1
Engineering Technician	3	3	3	3	3	3
Intern (GIS and Engineering) – P/ T	2	2	2	1	1	1
Senior Engineer	1	1	1	1	1	1
Planning Technician	1	1	1	1	1	1
Administrative Support Manager	1	1	1	1	1	1
Administrative Technician II/III	5	5	5	5	5	5
Project Manager (bond)	2	1	1	2	1	1
Management Analyst II	0	1	0	0	1	0
Public Works Programs Manager	0	0	1	0	0	1
Liaison Construction Manager	1	1	1	1	1	1
Facility Maintenance Coordinator	1	1	1	1	1	1
Facility Maintenance Technician##	1	3	3	1	3	3
General Services Custodian	3	3	3	3	3	3
Recycling Center Representative	3	3	3	2.75	2.75	2.75
Pubic Works Programs Administrator	0	0	1	0	0	1
<b>Total</b>	<b>38</b>	<b>42</b>	<b>43</b>	<b>36.75</b>	<b>40.75</b>	<b>41.75</b>

\* In 04-05, one senior designer & two engineering assistants became engineers. One senior engineer became engineering manager.

## In 05-06, one construction inspector (special projects) and one facility maintenance technician were transferred from the Utility Fund.

### Engineering & Development Services

Expenditures by Category



### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$2,127,633	\$2,597,177	\$2,449,677	<b>\$2,748,972</b>	\$2,688,638
Contractual Services	111,417	183,072	163,072	<b>154,511</b>	152,511
Materials and Supplies	93,603	142,023	137,523	<b>133,494</b>	130,094
Other Services and Charges	35,099	50,250	35,250	<b>51,961</b>	51,961
Capital Outlay	48,994	55,100	55,100	<b>57,500</b>	23,600
<b>Total Expenditures:</b>	<b>\$2,416,746</b>	<b>\$3,027,622</b>	<b>\$2,840,622</b>	<b>\$3,146,438</b>	<b>\$3,046,804</b>
Expenditures per Capita:	\$28.70	\$34.21	\$32.10	<b>\$34.92</b>	\$32.52

## General Fund Expenditures

*Engineering & Development Services*

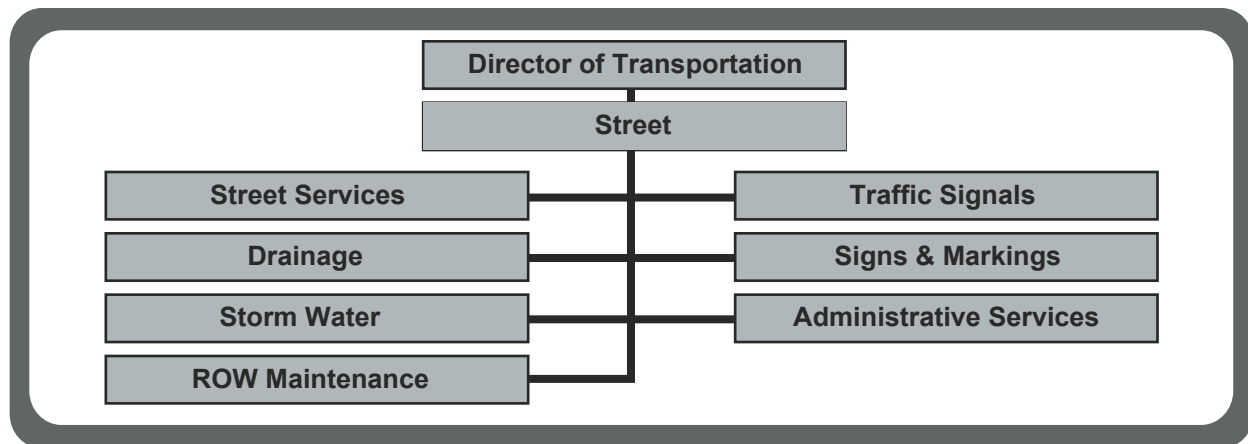


## Street Department

The Street Department is responsible for the maintenance and repair of all City streets and rights-of-way (ROW). Duties include: managing repairs to streets, sidewalks, curbs, gutters and driveways caused by water breaks, crack sealing program, potholes, annual seal coat and overlay program, existing signage and markings, Drainage Utility, ROW maintenance, mow drainage channels and detention ponds, City street sweeping program, maintaining all City of Round Rock traffic signals and flashers, City of Round Rock School Zones, all TXDOT Traffic Signals and Flashers, all TXDOT School Zones, and Storm Water channel, participating with Public Safety in emergency situations: (ie: HazMat spills, barricades, sand bagging, removing

and repairing storm damage, installing required traffic control signs and markings, and performing special City projects on an as needed basis.

**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 in detail below:

### Programs:

**Street Services:** Encompasses *Asphalt Maintenance/Repair* which is responsible for maintaining city roadways, parking lots, trails, maintaining stock materials for street / utility materials storage bays, crack sealing, pot holes, asphalt repairs and asphalt paving projects; and *Concrete Maintenance/Repair* which is responsible for maintaining city sidewalks, driveways and approaches, City Americans with Disabilities Act ramps, curbs and gutters and concrete repairs.

**Drainage:** Responsible for maintaining drainage channels, flow lines for creeks, above ground drainage systems, maintenance and repair of storm sewer lines.

Performs storm sewer utility locates for other city divisions and "one call".

**ROW Maintenance:** Responsible for maintaining city rights-of-way including roadside mowing of medians; overflow channels, detention ponds, and creek beds; and developing unimproved ROW for mowing, chemical application, and pesticide application.

**Administration Services:** Provides indirect support to street division staff, time keeping, inventory management, record keeping, coordinates training and orientation; directly supports the superintendent, work order tracking, and manages office.

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

### Programs (cont.)

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

**Storm Water:** Responsible for inspecting storm sewer lines, inlet boxes, drainage culverts and low water crossings.

### FY 2005-2006 Highlights:

The Street Department has three (3) general areas of responsibility; Street Services, Drainage and Traffic. The Street Department has experienced increased responsibilities in each discipline. The department has increased efficiency without adding personnel and has implemented self-directed work teams in each area. Listed below are further highlights.

- Evaluated, monitored and continued to improve all Street departmental responsibilities including street sweeping, pavement marking, seal coat overlay, herbicide applications in drainage areas and roadsides, and continued implementation of the Intelligent Traffic System to monitor City maintained traffic
- Assisted Police and Fire Departments with accidents, severe weather, monitoring and addressing traffic issues, and special events
- Worked with Public Works, Water Line Maintenance, I&I, Transportation, Purchasing and Finance Division to expand and improve Public Works' work order system
- Developed and implemented the Storm Sewer Management and Inspection Program in accordance with regulations
- Added 9-11 Signalized intersections to Traffic Signals in 05-06. In subsequent years, the Street department will continue to support future traffic needs.

### FY 2006-2007

#### Overview and Significant Changes:

The Street Department seeks to continue its outstanding level of service to the community through implementing New Programs and continuing the following:

- Evaluate and improve Equipment Training and Certification Program and continue move toward becoming High Performance Organization

- Assist Transportation Engineer to develop and implement the City's flashing crosswalk guidelines.
- Develop and implement the Storm Sewer Management and Inspection Program in accordance with Environmental Protection Agency and Texas Commission on Environmental Quality regulations.
- 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.

### New Programs for FY 2006-2007:

**Pneumatic roller** – Roller will be used for compaction of street maintenance jobs. Roller will be used for maintenance of City's roadway system. This roller will also be used by other areas of the Street/Drainage Department, and City as needed. To better allow the street maintenance crews to obtain proper compaction on repair jobs. This program will allow the Street Services Department to widen its repair and maintenance of our roadway system with fewer failures and sinking. This program will allow for the proper construction/repair of current and future roadway systems.

**Concrete Raising Machine** - Concrete raising machine for raising of concrete structures. Sidewalks, drainage, approach, etc. This will enable the Street department to widen its preventive maintenance program thus saving thousands of dollars in unnecessary concrete repairs and replacements in the future. Streets currently have a purchase order for 3,232 for raising Georgetown Street Bridge. FY 04-5 Streets spent \$17,203 for concrete raising, FY 03-04 \$22,383 around \$15,000 in FY02-03. Street Department projected to spend another \$15,000 in FY 06-07 and at \$10,000 -15,000 in each of the coming budget calendar years.

**FY 2007-2008 Overview and Beyond:**

Due to the steady population growth and the rapid expansion of development in Round Rock, Street and Drainage will no longer be adequately staffed to effectively and efficiently manage the City's Street Services (Street and Concrete Maintenance); Traffic Signals and Signs and Markings; Drainage and Storm Water systems; Right of Way Maintenance and associated projects.

In FY 07-08, Street and Drainage will:

- Propose more contract mowing maintenance of City Rights of Way and Drainage channels and ponds. This will allow re-utilization of full time employees to Street Services and Drainage. The plan is to contract mowing services and use current mowing staff to fill needs in the Street and Drainage Department. This will minimize or eliminate the need to add additional full time employees to Street and Drainage for some time.
- Continue to implement Intelligent Traffic System. Traffic Signals is currently working with a beta ACTRA intelligent traffic management systems from Siemens and implementing communication lines from each intersection to a central computer (data and video).
- Make Drainage a separate fund. In order to comply with EPA & TCEQ mandates, a separate Drainage Utility Fund will be created. This Fund will have specific fees to support operations.

### Departmental Goals:

- Implement Storm Water Program Year 2 requirements. (City Goal 5)
- Maintain and operate the City's transportation systems. (City Goal 4.3)

<b>Objective:</b> Plan and Manage Street and ROW Maintenance, and manage and Improve City's Traffic Control Measures, and develop and Maintain information database for City transportation systems.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Upgrade 15% of City Streets Annually	\$1,550,000	\$1,915,000	\$2,040,000	\$3,000,510
Cost per Lane Mile: Street Repairs*	\$3,500	\$591	\$526	\$600
Cost per Mile: ROW Mowing*	\$1,365	\$405	\$360	\$411
Number of Miles Crack Sealed	75	75	75	100
Number of potholes repaired annually	3,223	3,223	4,000	4,000
Cost per Pedestrian Crosswalk	\$15,000	\$15,000	\$25,000	\$25,000
Cost per Mile: Signs & Markings*	\$884	\$280	\$250	\$285
Cost per Mile: Traffic Signals*	\$1,113	\$353	\$314	\$359
Cost per School Zone	\$15,000	\$15,000	\$15,000	\$15,000
Enhance Traffic Signal Coordination	75%	75%	85%	85%
Implement "Work Director" software	50%	50%	75%	90%
Implement Pavement Mgmt Program	0%	0%	90%	90%
Implement Sign Mgmt Program	25%	50%	75%	85%
Implement Signals Program	\$150,000	\$80,000	\$80,000	\$120,000
Integrate traffic systems with Public Works	60%	60%	70%	70%

**Trend:** Traffic signal coordination is improving through synchronizing of all city signals.

\*Measures were converted from Highway miles to Lane miles between FY 03-04 & FY 04-05 forward, making comparisons difficult.

- Ensure that municipal utility drainage systems are sized to accommodate future development without compromising service to existing customers. (City Goal 5.4)

<b>Objective:</b> Develop and implement an in-house Utility Drainage Systems Modeling, Inventory and Management System Model for City Drainage Systems.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Purchase Storm Water management software	\$0	\$0	\$5,000	\$0
Identify all City Drainage systems	0%	0%	75%	80%
Integrate with Public Works (PW) Project Central	0%	0%	90%	90%

**Trend:** The street department is projected to identify all drainage systems and to coordinate with Public Works and Engineering to integrate into singular database.

**Departmental Goals: (cont.)**

- Continually improve and maintain utility drainage systems. (City Goal 5)

<b>Objective:</b> Develop and Implement an in-house Drainage ROW Management System.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Purchase ROW Management Software	\$7,500	\$0	\$0	\$0
Develop, Implement and Maintain ROW management program	85%	85%	85%	85%

**Trend:** The Street department has completed 85% of the installation of Right of Way maintenance program. This includes implementation of software to monitor and schedule.

**Summary of Key Measurement Indicators**

<b>Measurement Indicators</b>	<b>Actual 2004-2005</b>	<b>Estimated 2005-2006</b>	<b>Projected 2006-2007</b>
<b>Demand</b>			
Miles of Paved Streets	898	997	1,036
Miles of Drainage Ways	92	92	92
Number of Signalized Intersections	42	52	57
Number of Signalized Flashers	70	83	93
<b>Input</b>			
Operating Expenditures	<b>\$5,590,467</b>	<b>\$6,067,321</b>	<b>\$7,720,755</b>
Number Authorized FTE's	<b>48.00</b>	<b>48.00</b>	<b>48.00</b>
Street Repairs - Material & Labor	\$530,306	\$524,302	\$621,572
Drainage ROW - Material & Labor	\$331,700	\$327,945	\$322,786
Mowing ROW – Material & Labor	\$363,254	\$359,142	\$425,770
Signs And Striping – Material & Labor	\$251,707	\$248,857	\$295,026
Signals – Material & Labor	\$316,902	\$313,314	\$371,441
<b>Output</b>			
Man Hours to Maintain Streets	23,040	23,040	23,040
Man Hours to Maintain Mowing ROW	19,733	19,733	19,733
Man Hours to Maintain Drainage ROW	19,100	19,100	19,100
Man Hours to Maintain Signs & Striping	12,480	12,480	12,480
Man Hours to Maintain Signals	12,480	12,480	12,480
Seal Coat Program	\$1,915,000	\$2,040,000	\$3,000,510
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>8.19%</b>	<b>7.85%</b>	<b>9.79%</b>
Authorized Personnel as a % of General Fund FTE's	<b>7.92%</b>	<b>7.53%</b>	<b>7.29%</b>
Street Repairs - Cost per Lane Mile	\$591	\$526	\$600
Drainage ROW - Cost per Mile	\$3,605	\$3,565	\$3,509
Mowing ROW – Cost Per Lane Mile	\$405	\$360	\$411
Signs & Striping – Cost Per Lane Mile	\$280	\$250	\$285
Signals – Cost Per Lane Mile	\$353	\$314	\$359
<b>Effectiveness</b>			
Customer Satisfaction Rating (Fair to Excellent)	Good	Good	Good



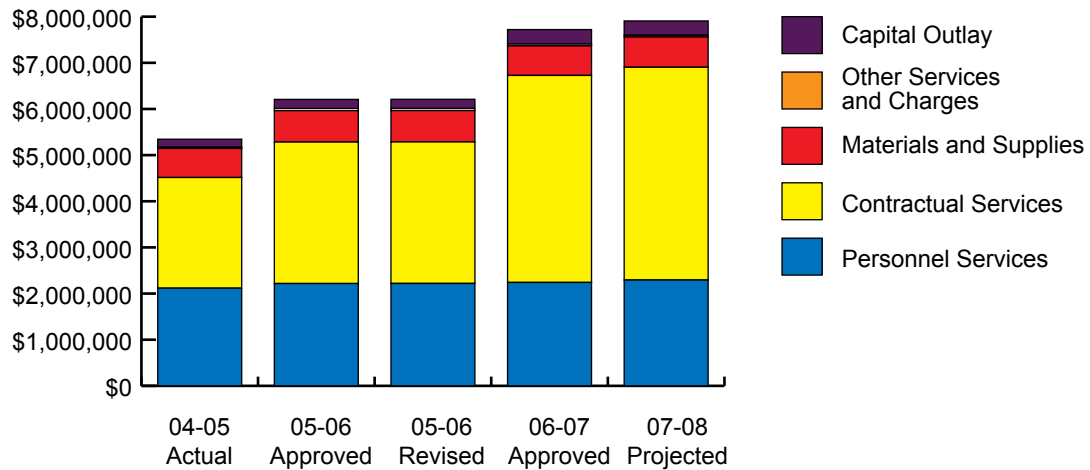
## General Fund Expenditures

Street

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Street & Drainage Superintendent	1	1	1	1	1	1
Street Supervisor	4	4	4	4	4	4
Signs & Street Division Foreman	3	0	2	3	0	2
Traffic Signal Technician III	2	2	2	2	2	2
Traffic Signal Technician I/II	2	2	2	2	2	2
Maintenance Crew Leader	2	2	0	2	2	0
Equipment Operator III	8	11	11	8	11	11
Equipment Operator II	11	11	15	11	11	15
Equipment Operator I	6	6	2	6	6	2
Street Maintenance Worker I/II	5	5	1	5	5	1
Signs & Marking Tech II-III	0	0	4	0	0	4
Street Inventory Tech	0	0	1	0	0	1
Administrative Technician II/III	2	2	1	2	2	1
Street Quality Assurance	2	2	2	2	2	2
<b>Total</b>	<b>48</b>	<b>48</b>	<b>48</b>	<b>48</b>	<b>48</b>	<b>48</b>

## Street

## Expenditures by Category



## Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$2,088,036	\$2,296,741	\$2,276,741	<b>\$2,241,473</b>	\$2,293,960
Contractual Services	2,758,633	2,934,797	2,884,797	<b>4,485,367</b>	4,610,043
Materials and Supplies	539,052	690,583	690,583	<b>641,244</b>	655,244
Other Services and Charges	37,171	58,700	58,700	<b>37,171</b>	37,171
Capital Outlay	167,575	156,500	156,500	<b>315,500</b>	311,000
Total Expenditures:	\$5,590,467	\$6,137,321	\$6,067,321	<b>\$7,720,755</b>	\$7,907,418
Expenditures per Capita:	\$66.40	\$69.35	\$68.56	<b>\$85.69</b>	\$84.39

## General Fund Expenditures

Street

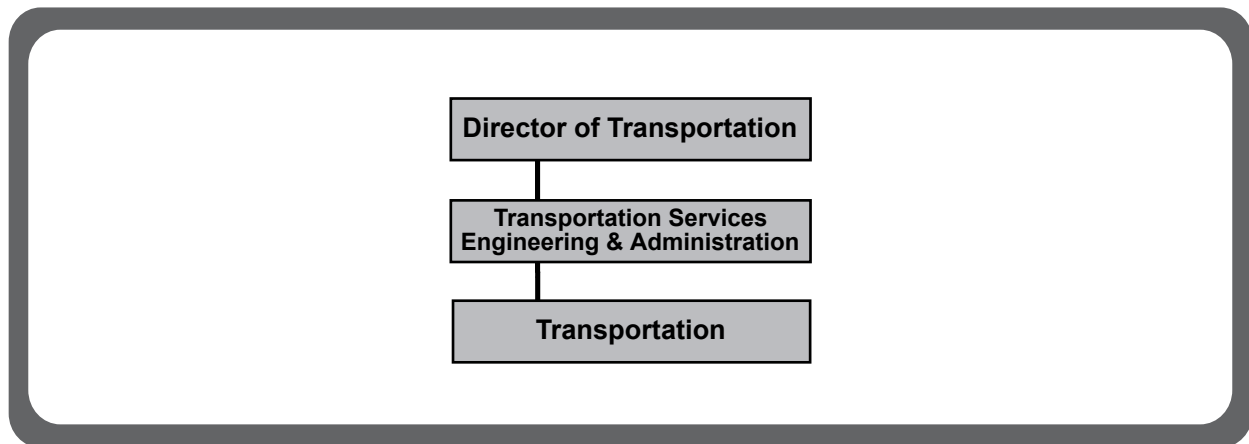


## **Transportation Services Engineering & Administration Department**

Transportation Services Engineering and Administration (TSEA) Department manages transportation programs for the City of Round Rock. TSEA's focus is to ensure that high quality maintenance, repair, rehabilitation, expansion and improvements are built by the private sector and the City through a comprehensive approach to planning, design, construction, and inspection. TSEA's efforts to provide mobility for the community, primarily the public, extends beyond City limits with regional coordination

efforts in transportation master planning and project coordination. TSEA is also responsible for the administration of the Street Maintenance Program and the public services provided by Street and the Shop/Vehicle Maintenance Facility.

***Mission Statement:** The purpose of Transportation Services Engineering and Administration is to provide effective transportation systems and public administration that enhances the quality of life for the citizens of Round Rock and is on schedule and within budget.*



### **Departmental Program Summary:**

Transportation Services Engineering and Administration is responsible for managing and executing the Transportation Capital Improvement Program (TCIP) and projects approved by the citizens of Round Rock in the 2001 General Obligation (GO) Bond Election. The Street Maintenance and Traffic Calming Programs sustain the improvements achieved by the TCIP and GO Bond projects. The rapid expansion of the City's population and employment and related transportation issues, including mobility, air quality and congestion, requires vigilant management of the City's transportation programs and associated costs. The primary goal of the Transportation Services Department is improving local and regional mobility and traffic flow, which positively impacts air quality and congestion, by effectively and efficiently planning and facilitating the City's transportation system at both the local and regional levels. The success of TSEA also fulfills the City's obligations under the O<sub>3</sub> Flex Agreement and Early Action Compact Clean Air Action Plan Transportation Emission Reduction Measures.

### **Program:**

**Transportation:** Transportation Services is tasked with planning, designing, building and operating the City's transportation system. The Transportation Master Plan, along with the Transportation Element of the General Plan and the Transportation Capital Improvement Program, provides the roadmap to address mobility issues and lays out a road network that will efficiently move traffic as the City, the County and the region continue to grow. The Street Maintenance Program improves the integrity and service life of city streets. The Traffic Calming Program provides the guiding principles and methodology for addressing speed and/or traffic volume reduction as concerns arise at the residential customer level. At the regional level, solutions are sought through coordination and cooperation with the Capital Area Metropolitan Planning Organization (CAMPO), Texas Department of Transportation (TxDOT), Texas Turnpike Authority (TTA), Central Texas Regional Mobility Authority (CTRMA), Williamson and Travis Counties, and area municipalities including Georgetown, Pflugerville and numerous utility districts.

#### FY 2005-2006 Highlights:

Transportation Services Engineering and Administration continued to see an increase in planning, design and construction of roadways and intersection improvements throughout the City due to adequate funding from the Transportation Capital Improvement Program (TCIP) and the 2002 General Obligation (GO) Bond and accelerated development of the northeast quadrant of the City. The positive local and regional benefits of transportation improvements are improved quality of life, personal mobility and traffic flow and reduced congestion and pollutant emissions.

- Construction was completed on Forest Creek Drive from Double Creek Drive to Rusk Road; Double Creek Drive from Double Creek Farms to Gattis School Road; Red Bud Lane from County Road 123 to Gattis School Road; Teravista Parkway from Interstate Highway (IH) 35 to Oakmont Drive; Oakmont Drive from Teravista Parkway to University Blvd.; and FM 1460 from 0.9 miles north of US 79 to US 79. Traffic signal construction was completed at the intersections of Old Settlers Blvd. and Sunrise Road; Gattis School Road and Double Creek Drive; Gattis School Road and Meister Lane/Round Rock Ranch Blvd.; and Ranch to Market Road (RM) 620 and the Round Rock Hospital. Completion of these projects also contributed to complying with the City's obligations under the O3 Flex Agreement and Early Action Compact Clean Air Action Plan Transportation Emission Reduction Measures.
- The Street Maintenance Program paved 125 lane miles of City streets, but was short of the annual goal, 87 lane miles, due to differing site conditions, which increased the cost and reduced the number of lane miles paved.
- TSEA performed 42 traffic signal warrant, volume and speed studies, which is over a 50% increase over FY 2004/2005.

#### FY 2006-2007

##### Overview and Significant Changes:

Design and construction of roadways, which are funded by the TCIP and the 2002 GO Bond, the Street Maintenance Program and traffic signal warrant, volume and speed studies continue to dominate the activities in Transportation Services Engineering and Administration. Sale of the third issuance of the 2002 GO Bond is providing funds to transition projects from the roadway engineering phase to the construction Phase. New programs being implemented are discussed below under New Programs for FY 2006-2007.

- TSEA is completing a significant number of roadway and traffic signals projects. The roadway projects are Red Bud Lane from US 79 to County Road 123; AW Grimes Blvd. from US 79 to Creek Ridge Blvd.; IH 35 Area Improvements from Westinghouse Road to Chandler Road; and Kiphen Road from the Missouri, Kansas, Texas Railroad to County Road 122. The traffic signal projects are FM 3406 and Wyoming Springs Drive; FM 3406 and Creek Bend Boulevard; FM 3406 and Chisholm Trail Road; Gattis School Road and Surrey Drive; Gattis School Road and South Creek Drive; Gattis School Road and Via Sonoma Trail; and University Boulevard and Sunrise Road.
- The Street Maintenance Program is paving 130 lane miles of City streets.
- TSEA is performing 60 traffic signal warrant, volume and speed studies.

#### New Programs for FY 2006-2007:

Transportation Services Engineering and Administration is proposing five new programs for FY 2006-2007.

**Transportation Planner II:** This program funds the existing Transportation Planner II position (1.0 full time equivalent) with General Funds instead of funds from the 2001 General Obligation Bond Program. The GO Bond funding is scheduled to continue for up to five (5) years from the first issuance in 2002 with year three (3) ending in February 2006. Funding this program with General Funds will make the services provided by this program permanent. Otherwise, the program will be unfunded when 2001 GO Bond Funds are no longer available.

**Pavement Management System:** This program is a cost controller as presented during the 10-Year Planning process. This program funds a consultant to establish a pavement management system for the Street Maintenance Program. The consultant is performing a pavement distress survey, which includes coordination; data collection, verification, upload and analysis; development of a maintenance and repair strategy; and integration with the City's geographical information system (GIS). The City currently manages street maintenance using an Access Database, which only contains street name, segment, length, width, right-of-way width, curb and gutter, date built, date accepted, and subdivision name and section. A true pavement management system includes this information plus condition, maintenance history, original design specification, traverse and longitudinal profiles, traffic uses and a digital photographic inventory. The result of analyzing this information is a fiscally constrained maintenance and repair plan.

## FY 2007-2008 Overview and Beyond:

Due to the steady population growth and the rapid expansion of development in Round Rock, Transportation Services Engineering and Administration will no longer be adequately staffed to effectively and efficiently manage the City's transportation system and associated projects. If approved by City Council, TSEA will also be responsible for the City's Public Transportation (transit) System.

- In FY 2007-2008, TSEA will propose changing the Transportation Project Manager position to full time.
- If approved by City Council, TSEA will also propose the addition of a Transit Specialist (1.0 FTE) position and a Transit Administrative Technician position (1.0 FTE) in FY 2007-2008 to assist the Transit Administrator hired in FY 2006-2007. Safe and easy access to transit will provide access to transportation for economically disadvantaged and physically disabled citizens and reduce single occupant vehicle trips, pollutant emissions, traffic congestion and travel time delays.
- Beyond FY 2007-2008, TSEA will be developing an arterial street lighting program and potentially an expansion of the transit system, if approved by City Council.

## Departmental Goals:

- Plan and facilitate the City's transportation system, at the local and regional level, to enable traffic flow and personal mobility. (City Goal 4)
- Plan the City's transportation systems. (City Goal 4.1)
- Implement transportation projects and systems. (City Goal 4.2)
- Maintain and operate the City's transportation system. (City Goal 4.3)
- Ensure transportation services meet the needs of residents, customers and employees through the development of annual department goals, objectives, and strategic budgeting. (City Goal 5.1)
- Maintain relationships and encourage cooperation and collaboration with local jurisdictions and regional entities to address regional transportation issues and provide improved services. (City Goal 5.6)
- Engage potentially affected interests about transportation policies, programs and projects in a timely, effective dialogue. (City Goal 6.1)
- Develop clear avenues of communications with citizens and respond to citizens' inquiries, complaints and/or suggestions in a timely manner. (City Goal 6.2)

<b>Objective:</b> Efficiently provide strategic planning and engineering support for local, state, and regional projects.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Road and Street Improvements Expenditures	\$6,939,154	\$15,021,445	\$19,500,000	\$19,000,000

**Trend:** The amounts shown represent active projects using funds from sales tax revenue, General Obligation Bonds, the City Utility Fund, and the county. In general, the project cycle is two to three years; consequently, the expenditures on projects can vary widely from year to year. The length of the project cycle can increase due to reduced revenue/debt obligations or decrease due to increased revenue/debt obligations. Compounding the fiscal issues are schedule delays resulting from railroad permits, right-of-way acquisition, environmental regulation, utility adjustment and inclement weather.

## General Fund Expenditures

### Transportation Services

#### Departmental Goals: (cont.)

<b>Objective:</b> Pave one-eighth of the City's lane miles per year.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Street Maintenance	72	71	125	130

**Trend:** The purpose of the annual Street Maintenance Program is to improve the integrity and service life of the City's streets using sealcoat, crack seal and overlay. A pavement management system has been established to protect the City's investment in the 997 lane-mile street system. The goal of the City's pavement management system is to provide serviceable streets in the most cost-effective way possible. To accomplish this goal, the street conditions are surveyed and then combined with the data on the streets' maintenance history, original design, and traffic uses. This information is used to determine whether maintenance is needed and what type of resurfacing is appropriate. The annual project typically encompasses approximately one-eighth of the lane miles of asphalt concrete paving, which is used for forecasting FY 05/06 and FY 06/07. The amount of lane miles increases annually due to the construction of new roads and streets and development of subdivisions and commercial properties. In FY 04/05, the Street Maintenance Program did not meet the forecast by ten (10) lane miles. This missed forecast was due to differing site conditions, which increased the cost per lane mile and reduced the number of lane miles that could be paved with the available budget.

<b>Objective:</b> Meet the Budget Office's deadlines and quality requirements for developing annual department goals, objectives, and strategic budget.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Golden Budgie Score	197	198	198	198

**Trend:** Every year, the City Budget Office tracks the progress of budget preparation using a checklist that was developed as a tool to pinpoint areas for improvement in a Department's Budget Submission. Transportation Services Engineering and Administration uses this tool for preparing subsequent year budgets. The Golden Budgie Score measures the performance of all City departments and the highest possible score is 200 points. The department with the highest score receives the Golden Budgie Award. In FY 05/06, TSEA received the Golden Budgie Award for Budget Worksheet.

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Road and Street Improvement Projects	24	20	15
Lane Miles of Roads and Streets	898	997	1,036
Lane Miles of Roads and Streets Paved under the Street Maintenance Program	71	124	130
<b>Input</b>			
Operating Expenditures	<b>\$597,299</b>	<b>\$647,347</b>	<b>\$1,010,341</b>
Number Authorized FTE's	<b>7.50</b>	<b>8.50</b>	<b>8.50</b>
Total Employee Hours	15,600	17,680	17,680
<b>Output</b>			
Road and Street Improvements Expenditures	\$15,021,445	\$19,500,000	\$19,000,000
Road and Street Preventative Maintenance Expenditures	\$1,834,380	\$2,185,000	\$3,005,000
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>0.87%</b>	<b>0.84%</b>	<b>1.28%</b>
Authorized Personnel as a % of General Fund FTE's	<b>1.24%</b>	<b>1.33%</b>	<b>1.29%</b>
Road and Street Improvements Expenditures per Employee	\$2,002,859	\$2,294,118	\$2,235,294
Road and Street Preventative Maintenance Expenditures per Employee	\$3,668,760	\$4,370,000	\$6,010,000
<b>Effectiveness</b>			
Road and Street Preventative Maintenance (Seal Coat) as a Percent of Lane Miles of Roads and Street	7.91%	12.50%	12.50%

**Note:** The efficiency of Road and Street Preventative Maintenance Value per Employee is based on the number of personnel required to manage the program, 0.5 full-time equivalents.



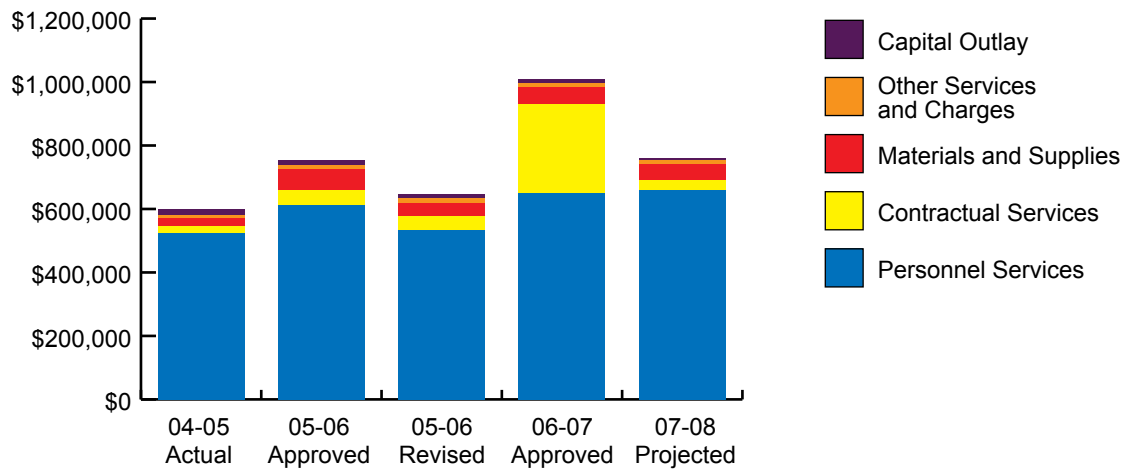
## General Fund Expenditures

### Transportation Services

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Director of Transportation Services	1	1	1	1	1	1
Project Manager II	1	1	1	1	1	1
Traffic Operations Supervisor	1	1	1	1	1	1
Traffic Engineering Technician	1	2	1	1	2	1
Transportation Planner II (Bond)	1	1	1	1	1	1
Traffic Admin. Tech. III	1	1	1	1	1	1
Intern Part Time	1	1	1	0.5	0.5	0.5
Public Works Operations Manager	1	1	1	1	1	1
Traffic Engineering Technician II	0	0	1	0	0	1
Total	8	9	9	7.5	8.5	8.5

### Transportation Services

Expenditures by Category



### Summary of Expenditures:

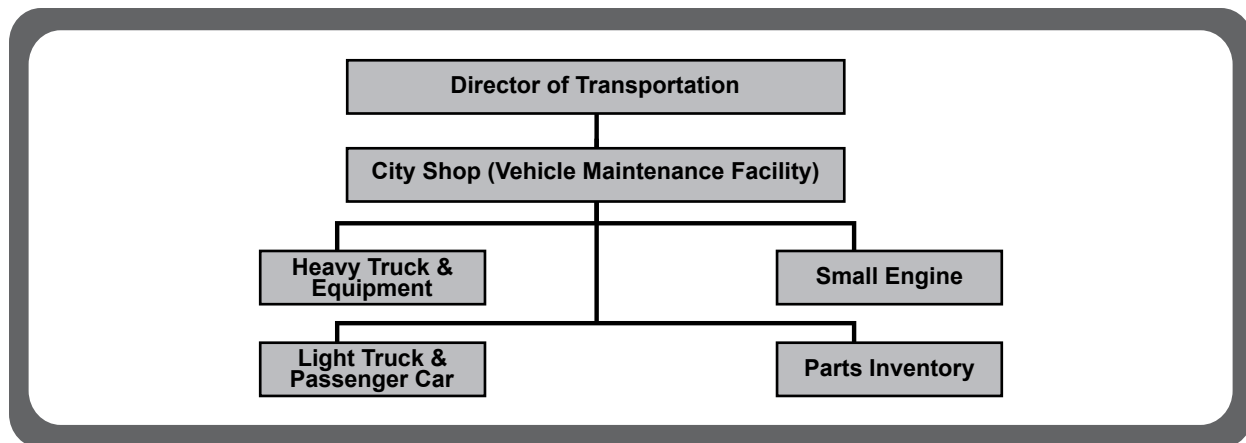
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$523,961	\$612,934	\$532,934	<b>\$651,248</b>	\$659,960
Contractual Services	19,953	44,160	44,160	<b>279,920</b>	29,984
Materials and Supplies	26,773	66,402	41,402	<b>52,323</b>	52,373
Other Services and Charges	10,758	15,202	15,202	<b>12,252</b>	12,252
Capital Outlay	15,854	13,649	13,649	<b>14,598</b>	4,750
Total Expenditures:	\$597,299	\$752,347	\$647,347	<b>\$1,010,341</b>	\$759,319
Expenditures per Capita:	\$7.09	\$8.50	\$7.31	<b>\$11.21</b>	\$8.10



## City Shop

City Shop, also known as Vehicle Maintenance Facility (VMF), 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/Vehicle Maintenance Facility consists of a single program with four components. These are described below.

#### Programs:

Vehicle Maintenance Facility is comprised of four teams:

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

**Light Truck & 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 and orders new parts.

### FY 2005-2006 Highlights:

In FY 2005-2006 City Shop/Vehicle Maintenance:

- Hired new Mechanic II for the Light Truck/Automotive section of our Vehicle Maintenance Department. This has helped tremendously in allowing us to maintain our vehicle maintenance program.
- We continued to make improvements to our vehicle repair request forms on the portal. We worked closely with the Information Technology Department to simplify them and make them as user friendly as possible.
- We successfully identified a large number of previously unidentified small engine equipment. We assigned our own asset numbers and now can track maintenance expenses to a specific piece of equipment rather than list them as misc. costs to a department.

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

In FY 2006-2007 City Shop/Vehicle Maintenance is:

- Training on new maintenance software and phasing out the old maintenance software
- Working closely with IT in educating all city departments on the new work order procedures
- Providing maintenance cost reports and recommendations to Department Heads on a monthly basis.

##### **New Programs for FY 2006-2007:**

**Purchase New Maintenance Software:** The new maintenance software program will have the capability to provide much more data needed to better service our vehicles and equipment. It will tie into our Fuelman system and provide us with live mileage readings. It will also provide us with vehicle utilization data and vehicle replacement data in single reports versus having to combine several reports and do time consuming research. In general, our Vehicle Maintenance Department will operate much more efficiently.

##### **FY 2007-2008 Overview and Beyond:**

In FY 2007-2008 City Shop/Vehicle Maintenance will:

- Hire a new Mechanic II for our Heavy Truck/Equipment Section.
- Have fully implemented the new maintenance software
- Begin planning for the possibility of a 2nd shift starting up the coming year

**Departmental Goals:**

- Ensure City facilities and equipment meets the needs of City employees and City residents with attention to maintenance, modernization, and expansion (City Goal 5.1)
- Insure we supply accurate vehicle and equipment information to city departments (City Goal 5.1)
- Provide safe and operational vehicles and equipment in a cost-effective and timely manner (City Goal 5.1).

<b>Objective:</b> To insure all vehicle and equipment preventive maintenance (PM) and repairs are performed in an accurate and timely manner.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
80% of major repairs in 3 days or less	90%	95%	95%	95%
40% of preventive maintenance repairs in 8 hours or less	90%	90%	95%	95%
<b>Objective:</b> Insure all line mechanics are provided with 100% current repair manuals and current city fleet data.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
100% current repair manuals/Software at annual inventory	90%	90%	100%	100%
Maintain 95% accuracy on vehicle maintenance reports	98%	95%	100%	100%
<b>Objective:</b> Insure all Vehicle Maintenance Fleet (VMF) personnel are trained to a level required by their job description. Obtain training for specialty equipment that the City acquires. Retain qualified personnel to service the fleet.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Acquire and maintain a minimum of 90% of all pertinent Automotive Service Excellent (ASE), Emergency Vehicle Technician certifications	90%	90%	90%	90%
Maintain retention rate of 90% of qualified personnel	90%	95%	100%	100%
<b>Objective:</b> Ensure excellent customer satisfaction on all maintenance and repair services.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Achieve 95% customer rating of excellent on surveys	95%	95%	95%	95%

## General Fund Expenditures

City Shop

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
# Departments Services by Vehicle Maintenance	15	18	18
<b>Input</b>			
Operating Expenditures	\$821,694	\$925,460	\$1,087,570
Number Authorized FTE's	14.00	15.00	15.00
<b>Output</b>			
Police Department Work Orders	1,322	1,600	1,600
Fire Department Work Orders	501	500	500
Public Works Work Orders	1,655	2,200	2,200
Parks and Recreation Work Orders	990	1,100	1,100
<b>Efficiency</b>			
Expenditures as a % of General Fund	1.20%	1.20%	1.39%
Authorized Personnel as a % of General Fund FTE's	2.31%	2.35%	2.28%
Cost per Work Order			
Police Department	\$135	\$150	\$175
Fire Department	\$150	\$175	\$250
Public Works	\$125	\$150	\$200
Parks and Recreation	\$120	\$130	\$150
<b>Effectiveness</b>			
Customer Satisfaction Rating (Good to Excellent)	95%	95%	95%

## General Fund Expenditures

City Shop

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Shop Superintendent	1	1	1	1	1	1
Shop Foreman	2	2	2	2	2	2
Mechanic III	3	3	3	3	3	3
Mechanic II	5	6	6	5	6	6
Parts Inventory Specialist	1	1	1	1	1	1
Parts Inventory Technician	1	1	1	1	1	1
Administrative Technician II	1	1	1	1	1	1
Total	14	15	15	14	15	15

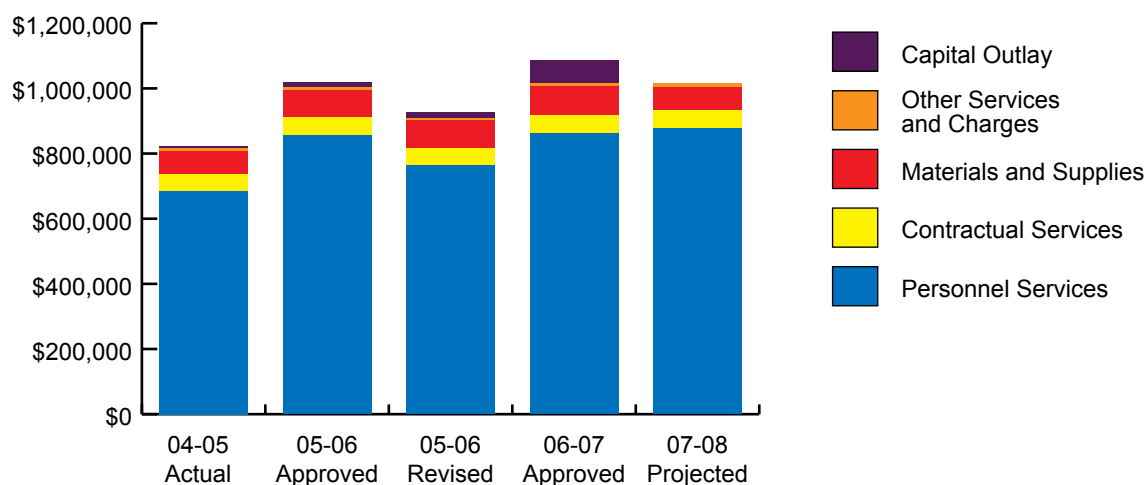


## General Fund Expenditures

City Shop

### City Shop

Expenditures by Category



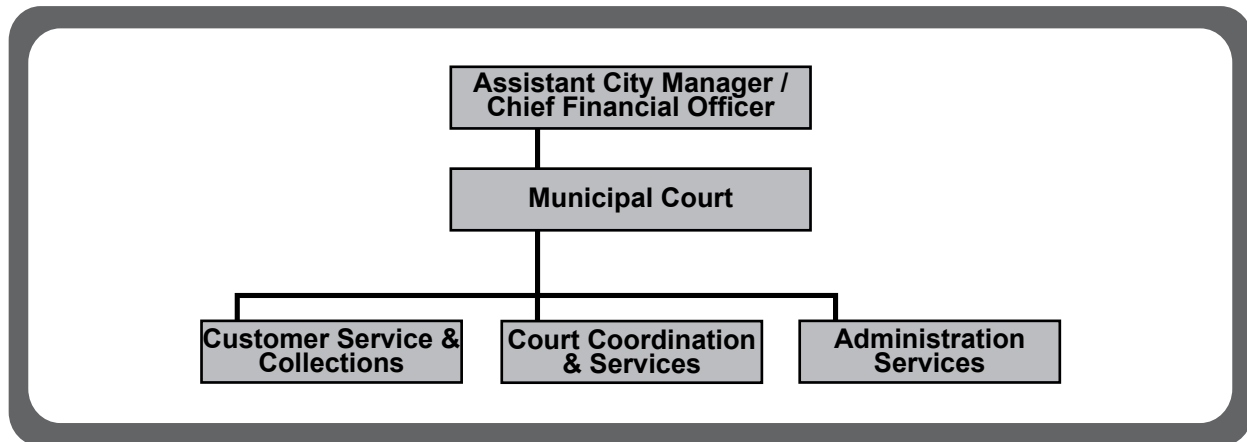
### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$684,775	\$856,395	\$763,395	<b>\$860,708</b>	\$877,215
Contractual Services	50,340	53,645	53,645	<b>57,534</b>	57,534
Materials and Supplies	72,939	84,920	84,920	<b>88,428</b>	70,428
Other Services and Charges	6,644	8,000	8,000	<b>10,500</b>	10,500
Capital Outlay	6,995	15,500	15,500	<b>70,400</b>	0
Total Expenditures:	821,694	1,018,460	925,460	<b>1,087,570</b>	1,015,677
Expenditures per Capita:	\$9.76	\$11.51	\$10.46	<b>\$12.07</b>	\$10.84

## Municipal Court Department

Municipal Court is the first level of the judicial branch of government. The jurisdiction of Municipal Court is limited to criminal "Class C" misdemeanors and administrative proceedings related to animals and junked vehicles all which must have occurred within the territorial limits of the City of Round Rock. The cases processed in Municipal Court can be filed by a peace officer, prosecutor, citizen, and a variety of city employees, including fire officials, code enforcement, environmental services, and animal control.

*Mission: Round Rock Municipal Court is a well-organized team dedicated to providing efficient and equal justice under the law without unnecessary delay or expense. Court support personnel are dedicated to swift enforcement of court judgments and proficient case and records management.*



### Departmental Program Summary:

The division has three components with different roles; this allows the staff to have an opportunity to perform functions within other components. This keeps the court team abreast of changes that may impact assigned tasks. These crossed trained units have been very effective for a learning environment. The Round Rock Municipal Court Department consists of a single program divided into three components. They are described below:

#### Programs:

**Customer Service & Collections:** This component is the largest of the three components containing five (5) FTE's. This team assists defendants with disposition processing and payments. The team is responsible for all new case filings, enforcement of judgments and appearances, including arrest warrant processing, court notices, and driver license reporting.

**Court Coordination & Services:** This component contains two (2) FTE's and is responsible for preparing case files for pending court appearances; and coordinating witnesses, translators, defendants, prosecutors, judges and the technical needs for impending cases. This team includes the court bailiffs, who are responsible for the safety and security of court participants.

**Administration Services:** This component contains two (2) FTE's and oversees all FTE's. It is responsible for coordinating the administrative functions of court support staff, prosecutors and judges. This unit is responsible for developing statistics, measurements, costing, reporting, and records and case flow management.

#### FY 2005-2006 Highlights:

Municipal Court has continued to develop and plan for various technology projects including electronic signatures for judges, electronic court seals, scanning documents during customer interactions (Phase 2 of our document-imaging project) and online address updates available to defendants from our Municipal Court Web page.

- We have added payment by debit card at our cashier stations and plan to have online payments available by the Fall of 2006.
- In an effort to plan for implementation of the mandated "Court Collection Plan" by municipalities with populations greater than 100,000, we started reviewing our current practices regarding judgments in default and will use the Office of Court Administration guidelines to build new processes before the required implementation date.

#### **FY 2005-2006 Highlights (cont.):**

- Our Associate Judge presided over different types of cases, furthering the effort to have two fully trained Municipal Court Judges. She presided over adult arraignments, bench trials, pre-trials and jury trials.

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

The court has experienced an increase of not guilty pleas and jury trial requests which will serve as the driving force behind development of court rules, case flow management and court performance standards.

- The Office of Court Administration released a sample "Collections Program Auditors guideline" in accordance with Senate Bill (SB) 1863 for cities with 100,000 population or greater. The initial release of the document is designed to compare the court's current practices against the mandated practices. This document will give us a head start in the planning and implementation of these mandated practices.
- We are continuing to implement various technology projects including new phases of the document imaging process, an online jury duty registry, interactive voice response systems, driver license readers, and electronic signature pads.

##### **New Programs for FY 2006-2007:**

The Municipal Court Department is proposing no new programs for FY 06-07. The Municipal Court relies on the Court Technology Fund and the Court Security fund for extra needs as much as possible.

##### **FY 2007-2008 Overview and Beyond:**

In FY 07-08, Municipal Court is planning to:

- Propose an interface between court and police on class C warrants
- Continue to increase the use of technology in the courtroom
- Implement the Court Collection Program mandated by SB 1863
- Consider e-mail and recorded messaging for past due payments

## Departmental Goals:

- Minimize outstanding cases through effective resolution methods. (City Goal 5.5)

<b>Objective:</b> Produce a monthly report that demonstrates measurements at each collection stage.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of cases disposed before Warrant	76%	85%	85%	85%
% of cases cleared within 30 days of final judgment	36%	38%	35%	35%
% of fines paid within 90 days of final judgment	69%	62%	64%	65%
# of cases from initial appearance (IA) to Warrant	2,294	2,014	3,000	3,000
# of cases to Collection Agency	N/A	1,228	2,216	2,200
# of cases sent to Omni Base (If you fail to take care of your ticket the court will enter your drivers license number into the OMNI system to prevent you from renewing your drivers license until the matter is resolved.)	2,780	1,905	2,600	3,800

**Trend 1:** Early notifications have improved the timely dispositions of cases and minimized the issuance of arrest warrants. Increased deferred dispositions may continue to impact the percentage of fines paid within 90 days of final judgment. New processes are being developed to encourage total payment within the first 90 days.

**Trend 2:** Assess changes for state mandated collections program for cities with 100,000 + populations.

- Develop and maintain an efficient records management process. (City Goal 5)

<b>Objective:</b> Image case records upon completion.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
# of records scanned	2,000	12,395	14,000	14,000
Written Process developed?	N/A	N/A	N/A	Yes

<b>Objective:</b> Monitor the demand for information requests and background checks.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
# of Request for information (individual)	162	305	425	550
# of Bulk listings produced	48	49	52	55
# of Agencies requesting Bulk Listings	14	15	15	20

**Trend:** Requests from Driving Safety Schools and other background investigation company requests have doubled in the past fiscal year.

- Respond effectively to internal and external customer demands. (Goal 6)

<b>Objective:</b> Implement a forum for input and communication from internal customers.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
# Comments Cards Received	49	81	75	75
Develop an comment card for internal customers	N/A	N/A	N/A	Yes

<b>Objective:</b> Streamline jury duty process using technology.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
# Jurors called for service	4,438	4,438	8,700	8,500

# General Fund Expenditures

Municipal Court

## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
<b>Enforcement Demands:</b>			
Class "C" Misdemeanors Filed (SL)	1,130	1,360	1,000
Non Parking Violations Filed (NP)	9,023	12,000	12,000
Parking Violations Filed (PA)	458	250	250
Ordinance Violations Filed (CO)	660	1,000	800
Search Warrants	18	25	25
Felony/County Warrants	445	450	450
<b>Defense Demands:</b>			
Cases Handled by Court Staff	27,013	30,000	27,000
Judge Trials/Hearings	3,246	4,800	4,500
Jury Trials	41	80	80
Youth Hearings	1,028	1,300	1,100
<b>Input</b>			
Operating Expenditures	<b>\$535,384</b>	<b>\$615,018</b>	<b>\$658,902</b>
Number Authorized FTE's	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>
Number of Judges	2	2	2
Scheduled Court Room Hours	413	960	960
<b>Output</b>			
<b>Collections:</b>			
City Fines & Costs Collected	\$1,003,124	\$1,300,000	\$1,300,000
State Costs Collected	\$397,393	\$530,000	\$530,000
<b>Dispositions:</b>			
Fines Paid Before Trial	2,555	2,500	2,500
Compliance Dismissals (Insurance & Vehicle Violations)	1,389	2,000	2,000
Dismissals by Deferral with Sanctions	1,365	1,500	1,500
Cases Appealed	28	60	60
Dismissals by Motion	546	700	700
Class C Warrants Issued	2,918	3,400	3,400
<b>Efficiency</b>			
Expenditures as a % of General Fund	<b>0.78%</b>	<b>0.80%</b>	<b>0.84%</b>
Authorized Personnel as a % of General Fund FTE's	<b>1.48%</b>	<b>1.41%</b>	<b>1.37%</b>
Number Hearings to Judge/Clerk	4,315	4,300	4,300
Number of Customers per Clerk	3,800	4,200	4,200
<b>Effectiveness</b>			
% Cases to Warrants	25%	22%	22%
% Cases Disposed	75%	78%	78%

# General Fund Expenditures

Municipal Court

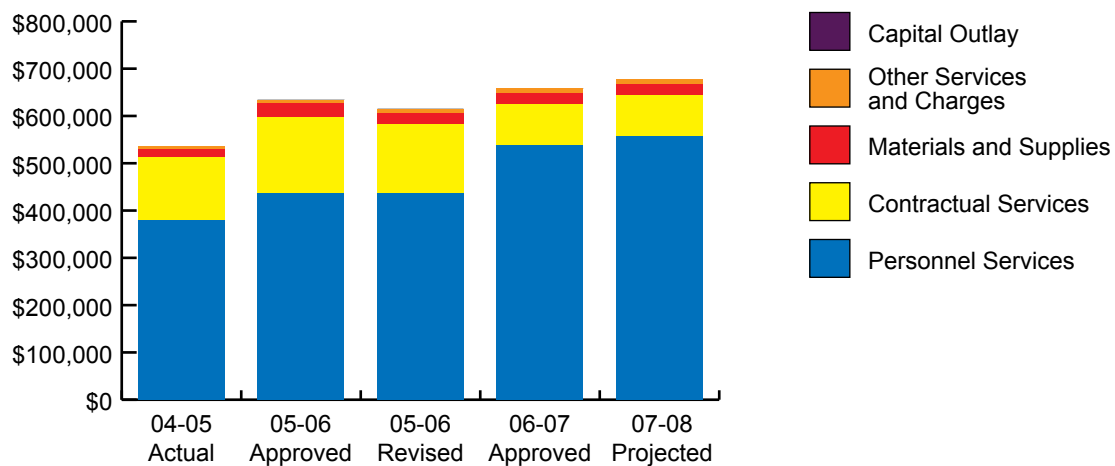
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Court Administrator/Clerk	1	1	1	1	1	1
Sr. Deputy Clerk	1	1	1	1	1	1
Deputy Clerk II	2	2	2	2	2	2
Deputy Clerk	3	3	3	3	3	3
Deputy Clerk-P/T-Court Cashier	2	2	2	1	1	1
Bailiff – P/T*	2	2	2	1	1	1
Total	11	11	11	9	9	9

## General Fund Expenditures

Municipal Court

### Municipal Court

Expenditures by Category



### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$380,096	\$435,812	\$435,812	<b>\$539,032</b>	\$557,701
Contractual Services	131,973	162,285	146,285	<b>85,189</b>	85,189
Materials and Supplies	18,293	27,771	24,771	<b>24,411</b>	24,411
Other Services and Charges	5,021	8,150	8,150	<b>10,270</b>	10,270
Capital Outlay	0	0	0	<b>0</b>	0
<b>Total Expenditures:</b>	<b>\$535,384</b>	<b>\$634,018</b>	<b>\$615,018</b>	<b>\$658,902</b>	<b>\$677,571</b>
Expenditures per Capita:	\$6.36	\$7.16	\$6.95	<b>\$7.31</b>	\$7.23





## Debt Service Funds Expenditures

Interest & Sinking - G.O. Bonds

Interest & Sinking - Revenue Bonds







## Debt Service Funds Expenditures





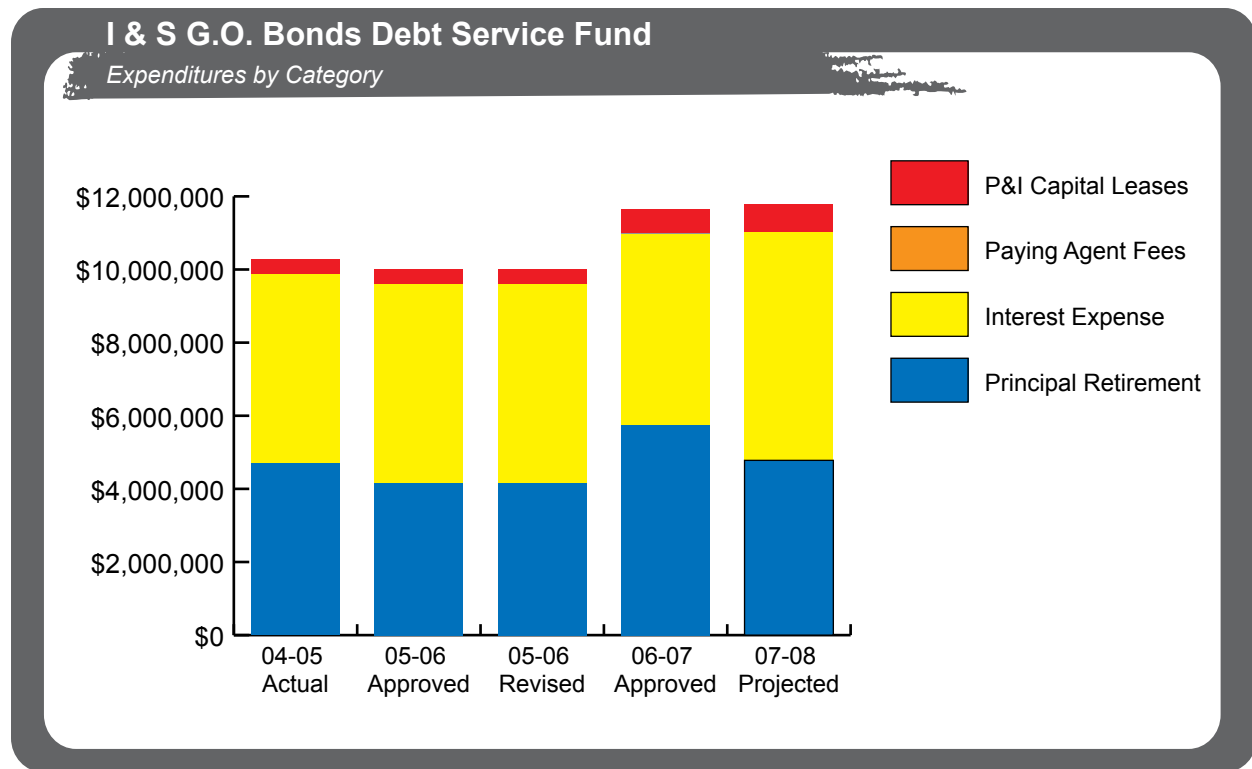
## **Interest & Sinking - G.O. Bonds Program Description**

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

## Debt Service Funds Expenditures

I & S G.O. Bonds Debt Service Fund



\* Note: These costs are not graphically represented - refunding entries only.

### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Principal Retirement	\$4,703,000	\$4,163,000	\$4,163,000	<b>\$5,748,000</b>	\$4,780,000
Interest Expense	5,161,581	5,426,433	5,426,433	<b>5,222,522</b>	6,235,334
Paying Agent Fees	4,596	9,000	9,000	<b>9,000</b>	9,000
P&I Capital Leases	401,923	415,926	415,926	<b>681,633</b>	749,762
Issuance Costs*	313,483	0	0	0	0
Payment to Refunding Escrow Agent*	20,927,720	0	0	0	0
<b>Total Expenditures:</b>	<b>\$31,512,303</b>	<b>\$10,014,359</b>	<b>\$10,014,359</b>	<b>\$11,661,155</b>	<b>\$11,774,096</b>
<b>Expenditures per Capita:</b>	<b>\$374.26</b>	<b>\$113.16</b>	<b>\$113.16</b>	<b>\$129.42</b>	<b>\$125.66</b>



## **Interest & Sinking - Revenue Bonds Program Description**

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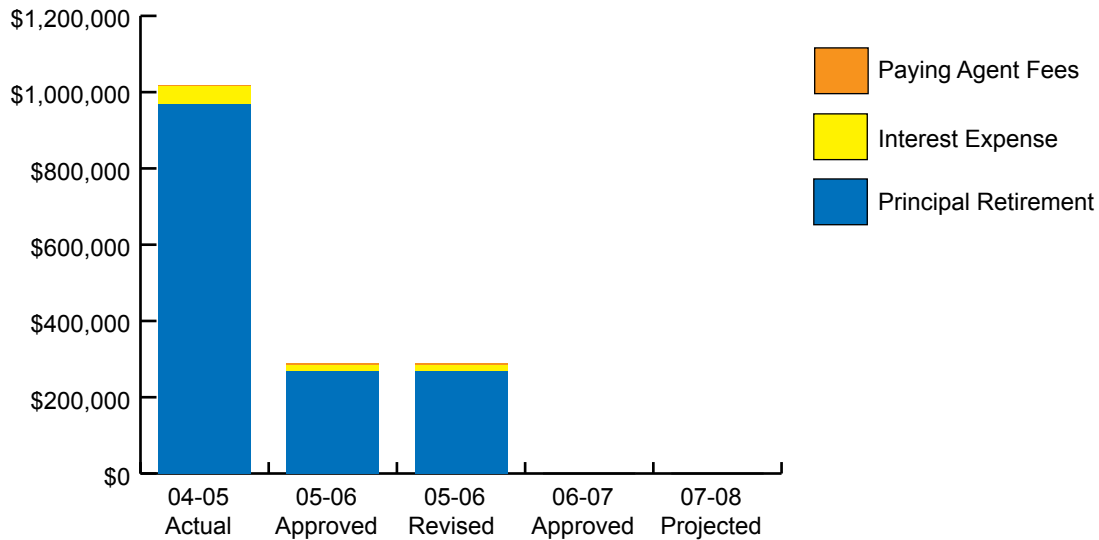
To provide for the scheduled retirement of the City's Bonded and other long-term debt. See also the Debt Schedules Section of this budget.

## Debt Service Funds Expenditures

I & S Revenue Bonds Debt Service Fund

### I & S Revenue Bonds Debt Service Fund

Expenditures by Category



### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Principal Retirement	\$970,000	\$270,000	\$270,000	\$0	\$0
Interest Expense	46,058	14,310	14,310	0	0
Paying Agent Fees	1,500	4,200	4,200	0	0
<b>Total Expenditures:</b>	<b>\$1,017,558</b>	<b>\$288,510</b>	<b>\$288,510</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenditures per Capita:</b>	<b>\$12.09</b>	<b>\$3.26</b>	<b>\$3.26</b>	<b>\$0.00</b>	<b>\$0.00</b>





## Water / Wastewater Utility Fund Expenditures

Utilities Administration  
Water Treatment Plant  
Water Systems Support  
Water Line Maintenance  
Wastewater Treatment Plant  
Wastewater Systems Support  
Wastewater Line Maintenance  
Environmental Services  
Utility Billings & Collections  
Utility Debt Service & Transfers





# Water / Wastewater Utility Fund Expenditures

## Utility Fund Budget At-A-Glance

Department	2006-2007 Approved Budget	2006-2007 Total Personnel *
40 Utility Administration	\$1,123,479	10.00
41 Water Treatment Plant	6,686,795	17.50
42 Water Systems Support	3,086,879	20.00
43 Water Line Maintenance	2,058,901	31.00
61 Wastewater Treatment Plant	7,155,654	0.00
62 Wastewater Systems Support	1,205,406	4.00
63 Wastewater Line Maintenance	1,639,055	26.00
64 Environmental Services	439,345	5.00
81 Utility Billings & Collections	1,114,251	14.50
95 Utility Debt Service Transfers	4,126,000	0.00
<b>Utility Fund Total</b>	<b>\$28,635,765</b>	<b>128.00</b>

\*In Full-Time Equivalents (FTE's)

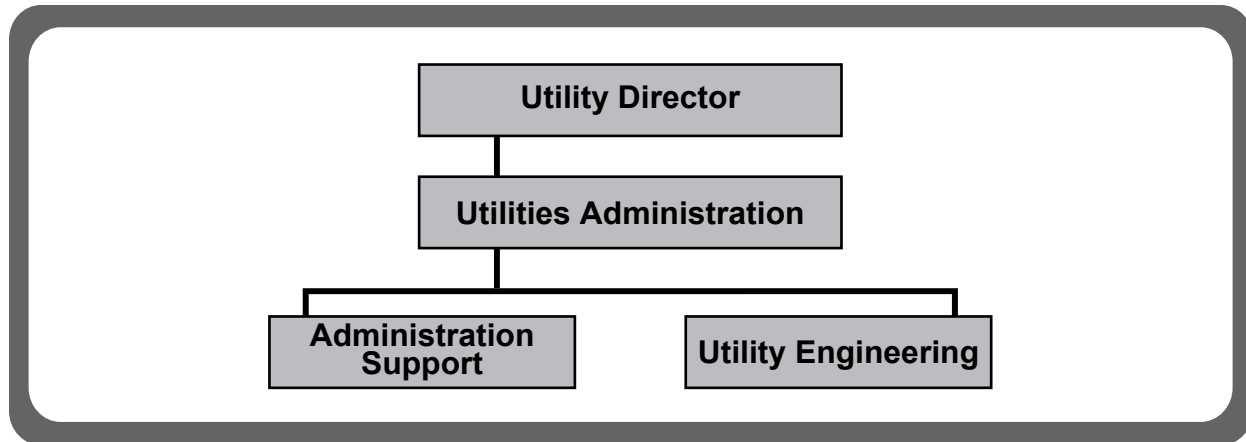




## Utilities Administration Department

Utilities Administration oversees the city's raw water supply, Utility Engineering, Capital Improvements Program, Water Treatment Plant, Environmental Services (Industrial Waste Pretreatment, Recycling Services, and Analytical Laboratory), Water Line Maintenance, Water Systems Support, Wastewater Systems Support, Wastewater Line Maintenance, and Wastewater Treatment Plant.

*Mission: To ensure adequate future water supply for the city, ensure installation of water and wastewater infrastructure to meet existing and future growth needs, economical operation of the utilities system and ensure compliance with state and federal regulations.*



### Departmental Program Summary:

The Utilities Administration Department consists of the Administration Support and Utility Engineering programs, and is responsible for providing support and oversight to seven other departments.

### Programs:

**Administration Support:** Utility Administration oversees and supports Utility Engineering and seven Divisions that include: Water Systems Support, Water Line Maintenance, Wastewater Line Maintenance, Wastewater Systems Support, Environmental Services, Wastewater Treatment Plant and Water Treatment Plant.

**Utility Engineering:** Utility Engineering is responsible for the management, inspection and coordination of all Utility Capital Improvement Projects (C.I.P.) including negotiating Professional Services Contracts, providing general engineering support for Public Works and other departments in the City, and managing and coordinating the Utility GIS, Mapping and Utility Systems Computer Modeling Programs.

### FY 2005-2006 Highlights:

During the FY05-06 budget year, we continued to implement several programs that will ensure adequate future water supply, distribution, fire protection capability, wastewater collection and treatment for the City. We also equipped the Utilities Department work culture to handle the changing work environment within the City and in the utilities industry. We implemented a three-year GIS/GPS project to improve our utility systems mapping and location of manholes, valves and fire hydrants. We established an Action Committee to compliment the City's High Performance Organization (HPO) concept, reviewing all aspects of the Utility operations and procedures to ensure best practices and meet customer needs. We negotiated a joint services agreement between the City's Extraterritorial Jurisdiction and Jonah Special Utility District's water service boundary and began contract negotiations to secure access to the Lake Travis Water Supply. In addition to the above activities we also:

- Initiated Contract Agreements, Planning and Construction to establish a Regional Water Supply System with Cedar Park and LCRA to deliver Lake Travis Water to the City of Round Rock by 2010.
- Implemented the Construction of the McNutt Wastewater Interceptor.
- Initiated the Designed and Construction of the 2005



## Water / Wastewater Utility Fund Expenditures

### Utilities Administration

Raw Water Delivery System Improvements to deliver 48 MGD of Lake Georgetown and Lake Still House Water to our 48 MGD Water Treatment Plant.

- Initiated Design and Construction of the East Water Transmission Line, Phase 3B-1, 16,900 linear feet of 36-inch and 30-inch water line from FM 1460, along CR 112, CR 1117 and CR 122 to Kiphen Road.
- Initiated Design and Construction of the East Water Transmission Line, Phase 3B-2, 5,400 linear feet of 30-inch water line from Kiphen Road along CR 112 to SH 79.
- Completed design of the Kensington Park Water Line, 3,700 linear feet of 16-inch water line, from the S 81 Elevated Tank through Kensington Park to Gattis School Road.
- Hired a consulting engineering firm to complete design of the waterline for Old Settlers Park and Dell Diamond.

### FY 2006-2007

#### Overview and Significant Changes:

During FY 2006-2007 we plan to:

- Continue with Contract Agreements, Planning and Construction to establish a Regional Water Supply System with Cedar Park and LCRA to deliver Lake Travis Water to the City of Round Rock by 2010.
- Revise the Water Master Plan to ensure adequate water supply and adequate budget into the foreseeable future. The plan will require revision to reflect the development of the Lake Travis Water Supply from the northwest part of our system.
- Complete construction of a Generator to run the High Service Pumps and to process about 12 MGD of treated water at the Water Treatment Plant.
- Rehabilitate of the Westinghouse Road Tank and Wells. The wells will have new pumps and controls installed and the tank will have its foundation problem corrected and the tank will be painted and rehabilitated.
- Complete construction of the Kensington Park Water Line, 3,700 linear feet of 16-inch water line, from the S 81 Elevated Tank through Kensington Park to Gattis School Road.
- Implement construction of the Raw Water Delivery System improvements to enable the City to access all of the water available in the Lake Georgetown / Stillhouse water system.
- Rehabilitate and paint the Vista Heights and Bowman or SE Ground Tanks.
- Continue with the 3-year project to improve the Geographic Information System (GIS) and Global Positioning System (GPS) Mapping as a service to the public. The system will help developers with more precise location of utilities, the Fire Department with fire hydrant flow date and fire hydrant position during emergencies and to assist Field Crews in maintenance of fire hydrants and manhole locations.
- HPO Action Committee will continue to review internal policies and procedures and with the overall goal of continuous improvement.

### New Programs for FY 2006-2007:

Utilities Administration is proposing no new programs for FY 2006-2007.

### FY 2007-2008 Overview and Beyond:

In FY 2007-2008, we expect to:

- Continue with Contract Agreements, Planning and Construction to establish a Regional Water Supply System with Cedar Park and LCRA to deliver Lake Travis Water to the City of Round Rock by 2010.
- Rehabilitate and paint 1431 Standpipe, SE Elevated and Bowman or SE Ground Tanks.
- Possibly rehabilitate and/or upgrade to several Forest Creek area Lift Stations.
- Complete the design and construction of the Old Settlers Park Reclaimed Water Line and pump station.
- Complete construction of the Raw Water Delivery System improvements to enable the City to access all of the water available in the Lake Georgetown / Stillhouse water system.
- Continue with the 3-year project to improve the Geographic Information System (GIS) and Global Positioning System (GPS) as a service to the public. The system will help developers with more precise location of utilities, the Fire Department with fire hydrant flow date and fire hydrant position during emergencies and to assist Field Crews in maintenance of fire hydrants and manhole locations.
- HPO Action Committee will continue to review internal policies and procedures and with the overall goal of continuous improvement

## Departmental Goals:

- Ensure efficient utility services by providing a highly reliable and efficient waste distribution system and wastewater collection system meeting all Environmental Protection Agency (EPA), Texas Commission of Environmental Quality (TCEQ) and the Safe Drinking Water Act regulations. (City Goal 5.4)
- Ensure all utility CIP are adequately and efficiently coordinated, managed and inspected. (City Goal 2.1 and City Goal 5.4)
- Maintain 100% compliance with state and federal regulations. (City Goal 5.4)
- Ensure efficient utility services and adequate system expansions with future land use and City's financial capacity in mind. (City Goal 2.1 and City Goal 5.4)
- Ensure an adequate future water supply. (City Goal 5.4)

<b>Objective:</b> Ensure that water availability is sufficient to cover water use.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Raw Water Under Contract in acre feet	31,498	31,498	31,498	31,498
Actual Raw Water Use in acre feet	16,760	16,065	19,261	19,261

**Trend:** This was a new measure for FY 03/04. Acceptable industry tolerances are +/- 5%.

- Develop and maintain a comprehensive, integrated in-house water and wastewater collection system-mapping system, including GPS of fire hydrants, valves and manholes. (City Goal 2.5 and City Goal 5.4)

<b>Objective:</b> Utilize our "Utility Systems Analyst" to help develop, implement and maintain an in-house wastewater collection system model to analyze and manage system operations and upgrades.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of system modeled	95%	98%	99%	99%

**Trend:** Currently the total miles of wastewater line are 350 miles (including 16 miles of regional wastewater lines).

<b>Objective:</b> Integrate wastewater collection system computer model into our GIS and SCADA systems	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Miles of Wastewater line added to System	28	19	17	18
Miles of wastewater line connected directly to regional wastewater line	16	16	20	20

**Trend:** Currently the total miles of wastewater line are 355 miles (including 16 miles of regional wastewater lines).

## Water / Wastewater Utility Fund Expenditures

Utilities Administration

### Departmental Goals (cont):

- 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. (City Goal 2.5 and City Goal 5.4)

<b>Objective:</b> Develop, implement and maintain a valve location program for input into our in-house water distribution system model computer model for GIS Mapping and SCADA systems.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of water system modeled	98%	98%	99%	99%
Miles of Water Line added to System	11	11	33	36

**Trend:** Currently the total miles of water line system is 425 miles.

### Summary of Key Measurement Indicators:

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Number of Water Connections	27,555	29,208	30,960
Raw Surface Water Pumped (gallons)	5,061,423,000	5,811,014,000	5,985,343,000
Raw Ground Water Pumped (gallons)	1,735,499,000	1,916,250,000	1,916,250,000
Round Rock Service Population	83,743	87,511	91,449
Miles of Water Line	425	458	481
Miles of Wastewater Lines	355	372	390
Number of Lift Stations	10	10	11
Number of Water Pumping Stations	14	14	14
<b>Input</b>			
Operating Expenditures	<b>\$1,035,533</b>	<b>\$1,093,397</b>	<b>\$1,123,479</b>
Raw Water Cost per Acre foot	\$39	\$45.42	\$52.23
Number Authorized FTE's	<b>12</b>	<b>10</b>	<b>10</b>
<b>Output</b>			
Surface Water Treated (gallons)	5,147,730,000	5,302,161,000	5,461,225,000
Ground Water Treated (gallons)	1,735,499,000	1,916,250,000	1,916,250,000
Gallons Wastewater Treated	3,455,378,000	3,637,240,000	3,928,219,200
Dollars CIP Completed	\$8,086,612	\$8,000,000	\$12,000,000
<b>Efficiency</b>			
Water Use / water under contract	55%	52%	54%
Expenditures as a % of Utility Fund	<b>4.56%</b>	<b>4.09%</b>	<b>3.92%</b>
Authorized Personnel as a % of Utility Fund FTE's	<b>9.38%</b>	<b>7.87%</b>	<b>7.81%</b>

# Water / Wastewater Utility Fund Expenditures

Utilities Administration

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Utility Director	1	1	1	1	1	1
Chief Utility Engineer	1	1	1	1	1	1
Utility CIP Specialist	1	1	1	1	1	1
Utility Systems Analyst	1	1	1	1	1	1
Facilities Maintenance Technician#	1	0	0	1	0	0
W/WW Line Maint. Inspector	2	2	2	2	2	2
Const. Inspector (Special Projects)#	1	0	0	1	0	0
GIS Analyst	1	1	1	1	1	1
GIS Technician	1	1	1	1	1	1
Senior Utility Engineer	1	1	1	1	1	1
Administrative Tech III	1	1	1	1	1	1
Total	12	10	10	12	10	10

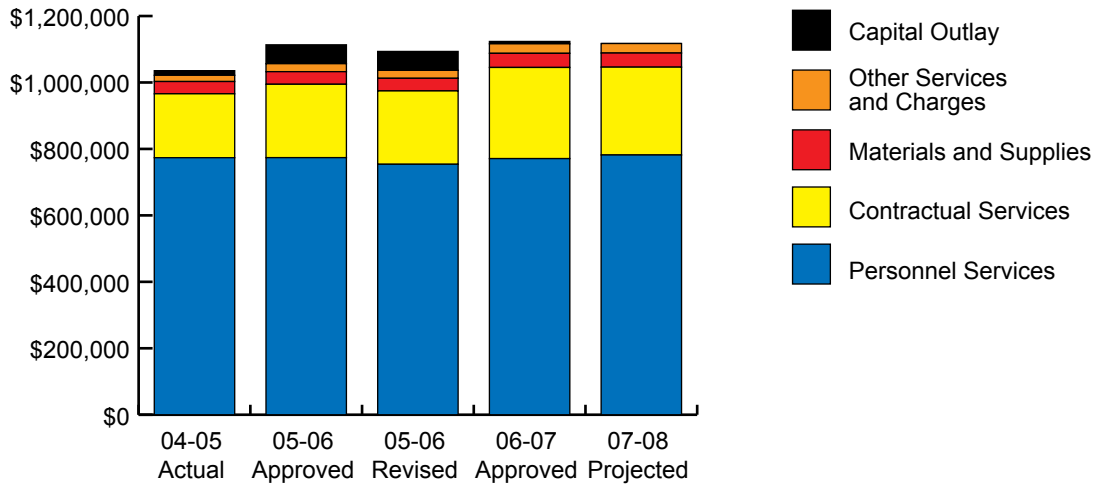
#Positions transferred to Eng & Dev Services for FY 05-06.

## Water / Wastewater Utility Fund Expenditures

Utilities Administration

### Utilities Administration

Expenditures by Category



### Summary of Expenditures:

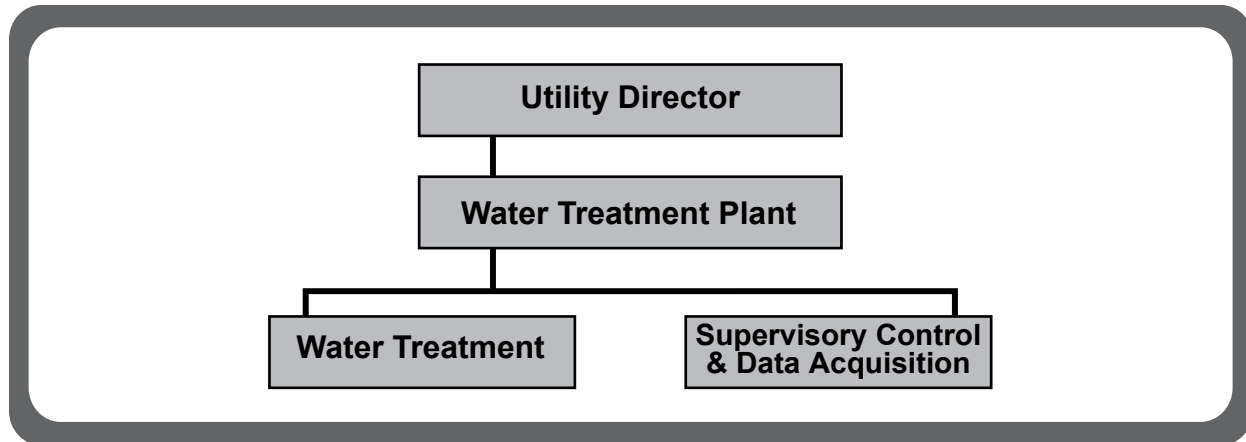
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$773,610	\$773,815	\$753,815	\$770,913	\$781,822
Contractual Services	192,322	220,774	220,774	274,299	264,299
Materials and Supplies	36,969	37,958	37,958	42,517	42,517
Other Services and Charges	18,731	24,000	24,000	28,650	28,650
Capital Outlay	13,900	56,850	56,850	7,100	0
<b>Total Expenditures:</b>	<b>\$1,035,533</b>	<b>\$1,113,397</b>	<b>\$1,093,397</b>	<b>\$1,123,479</b>	<b>\$1,117,288</b>
<b>Expenditures per Capita:</b>	<b>\$12.30</b>	<b>\$12.58</b>	<b>\$12.35</b>	<b>\$12.47</b>	<b>\$11.92</b>

## 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, innovative treatment technologies and state certified waterworks operators. The Water Treatment Plant is also responsible for the operations of the

computer system used to monitor and control the treatment and distribution of water and 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:

The Water Treatment Plant consists of the following programs:

**Water Treatment:** The water treatment program is responsible for treating and distributing surface and ground water. The surface water treatment plant is designed to treat 48 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 and operating the computerized automation system, which controls plant operation, water distribution, and wastewater lift stations. This system consists of field instruments and measuring devices, remote terminal units, programmable logic controllers, radios 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. This automation allows operations to be more efficient.

### FY 2005-2006 Highlights:

In FY 2005/2006, the Water Treatment Plant Department was focused on improving facility safety and security as well as optimizing treatment systems. During the fiscal year, the department implemented several programs intended to achieve those goals. Listed below are additional department highlights:

- Installed a new security system at the Water Treatment Plant. The system includes seven motion sensing cameras that monitor sensitive process areas and a security gate.
- Improved the disinfection protocol at the city's Ground Water Treatment Plant, changing from gas ammonia to liquid ammonia. This was accomplished with very little capital expenditure. The installation and programming was done in-house. The result is a more efficient and stable treatment process that now poses no threat to the public in the event of a release.
- Water Treatment Plant was rerated from 48 million gallons per day (MGD) to 52 MGD.

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

Improving efficiencies, implementing facility security and optimizing treatment continues to dominate the Water Treatment Department activities. In particular, the department is focusing on the following efforts:

- Working with the City of Cedar Park, City of Leander and the Lower Colorado River Authority to plan and design the regional water treatment facility.
- Maximizing energy savings by optimizing pumping schedules to avoid unnecessary peaks while utilizing more efficient motors. This is done through the automated control systems at the water plant.
- Implementing liquid ammonia feed at the water treatment facility.

##### **New Programs for FY 2006-2007:**

**Chemical Storage Tank:** This project proposes the purchase of two, six thousand (6,000) gallon polypropylene chemical storage tanks. The proposed tanks are needed to store the liquid ammonia. The water treatment plant proposes to change from anhydrous ammonia (gas) to liquid ammonia. Liquid ammonia is much safer to handle and poses little or no threat to the public or environment when accidentally spilled or released.

##### **FY 2007-2008 Overview and Beyond:**

As we transition from a small to a medium sized utility, the Water Treatment Department will concentrate on activities geared toward maintaining and optimizing existing facilities as well as planning to meet the future needs of the city and its customers. The Water Treatment Department will focus on the following activities in FY 2007/2008 and into future years:

- Implement a water conservation program that includes conservation rates and rebates.
- Continue to monitor the progress of new regulations that may impact our treatment techniques. New rules regarding disinfectant byproducts and ground water treatment will be at the forefront of our considerations.
- Continue to focus on preventive maintenance and routine equipment change-outs for portions of the surface water treatment facilities as they begin to age.

**Departmental Goals:**

- Continue to plan and project future needs for additional treatment capacity. (City Goal 5.1)
- Improve public education and awareness regarding the quality of the drinking water and water conservation issues. (City Goal 6.1)
- Continue to develop and empower employees. (City Goal 5.2 and 6.0)
- Provide surface and groundwater treatment in compliance with all rules and regulations. (City Goal 5.4)

<b>Objective:</b> Improve operational and production efficiency.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Treated water quality (NTU)	0.11	0.076	0.107	0.1
Number of treatment violations	0	0	0	0
Organic removal rate	94%	96.30%	96%	96%
Chemical feed rate (ml/min)	310	400	420	450
Electrical costs (\$/1,000 gallons)	0.0165	0.0241	0.0204	0.0228

**Trend:** The maximum limit for treated water quality is 0.3 NTU (Nephelometric Turbidity Units).

**Trend:** Organic removal rate is the amount of material removed from the untreated water during the treatment process. The reduction in the organic removal rate during 2003/2004 is related to several factors: start-up of a new treatment facility, heavy rains and high levels of dissolved organic matter in the raw water. The rise in the electrical costs per thousand gallons treated is related to an increase in the cost of power.

- Improve system automation and data management through innovation and technology. (City Goal 5.5)

<b>Objective:</b> Improve system efficiency.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Treated water costs (operating costs per thousand gallons)	\$0.50	\$0.58	\$0.73	\$0.80
Number of mechanical failures	5	4	5	5
System downtime (hours)	2	96	6	12

**Trend:** The costs for treated water are expected to increase. This is related to the rise in raw water costs and a severe increase in the cost of treatment chemicals.

**Trend:** During July of 2005, the water treatment plant lost a major treatment component. That portion of the plant was out of service for approximately ninety-six hours while parts were secured and the repair was made.



## Water / Wastewater Utility Fund Expenditures

Water Treatment Plant

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Number of Water Connections	27,555	29,208	30,960
Raw Surface Water Pumped (gallons)	5,061,423,000	5,811,014,000	5,985,343,000
Ground Water Pumped (gallons)	1,735,499,000	1,916,250,000	1,916,250,000
Round Rock Service Population	83,743	87,511	91,449
Raw Water Quality (TU)	2.05	2.63	2.63
<b>Input</b>			
Number Authorized FTE's	17.50	17.50	17.50
Operating Expenditures	\$3,979,688	\$5,493,578	\$6,686,795
Raw Water Costs	\$1,742,388	\$2,157,342	\$3,003,775
Plant Electrical Costs	\$121,737	\$118,771	\$136,350
Chemical Costs	\$249,200	\$307,000	\$400,000
Maintenance Costs	\$70,079	\$83,000	\$83,000
<b>Output</b>			
Surface Water Treated (gallons)*	5,147,730,000	5,302,161,000	5,461,225,000
Ground Water Treated (gallons)	1,735,499,000	1,916,250,000	1,916,250,000
Sludge Produced (loads)	89	112	112
<b>Efficiency</b>			
Treatment Cost per 1,000 Gallons:			
Chemical Cost per 1,000 (\$)	0.049235166	0.052830711	0.066829921
Electrical Cost per 1,000 (\$)	0.024051932	0.020438946	0.022780649
Production Efficiency:			
Treated H2O/Pumped H2O	101%	93%	93%
Authorized Personnel as % of Utility Fund	13.67%	13.78%	13.67%
Expenditures as a % of Utility Fund	17.54%	20.54%	23.35%
<b>Effectiveness</b>			
Number of TCEQ Violations	0	0	0

\* Surface water meters inaccurately measured due to low water usage and low flow conditions.

# Water / Wastewater Utility Fund Expenditures

Water Treatment Plant

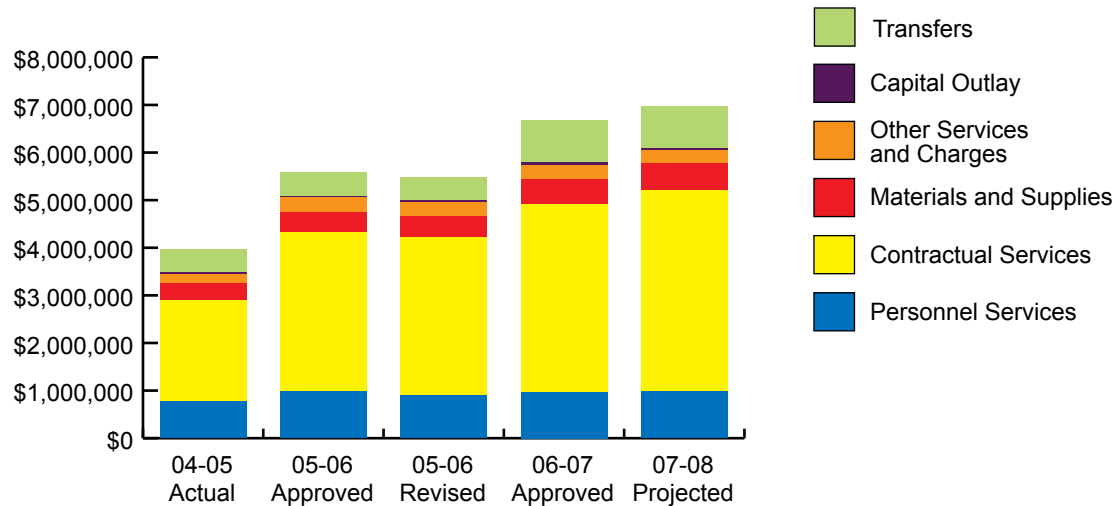
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Senior Utility Services Manager	1	1	1	1	1	1
Water Plant Supervisor	1	1	1	1	1	1
SCADA Technician	1	1	1	1	1	1
Water Plant Operator II	4	4	4	4	4	4
Water Plant Operator I	5	5	5	5	5	5
Water Plant Operator Trainee	1	1	1	1	1	1
Utility Systems Integrator	1	1	1	1	1	1
Facility Controls Electrician	1	1	1	1	1	1
Water Plant Maintenance Technician	1	1	1	1	1	1
Senior Water Plant Operator	1	1	1	1	1	1
VOE/Intern	1	1	1	0.50	0.50	0.50
Total	18	18	18	17.50	17.50	17.50

## Water / Wastewater Utility Fund Expenditures

Water Treatment Plant

### Water Treatment Plant Department

Expenditures by Category



### Summary of Expenditures:

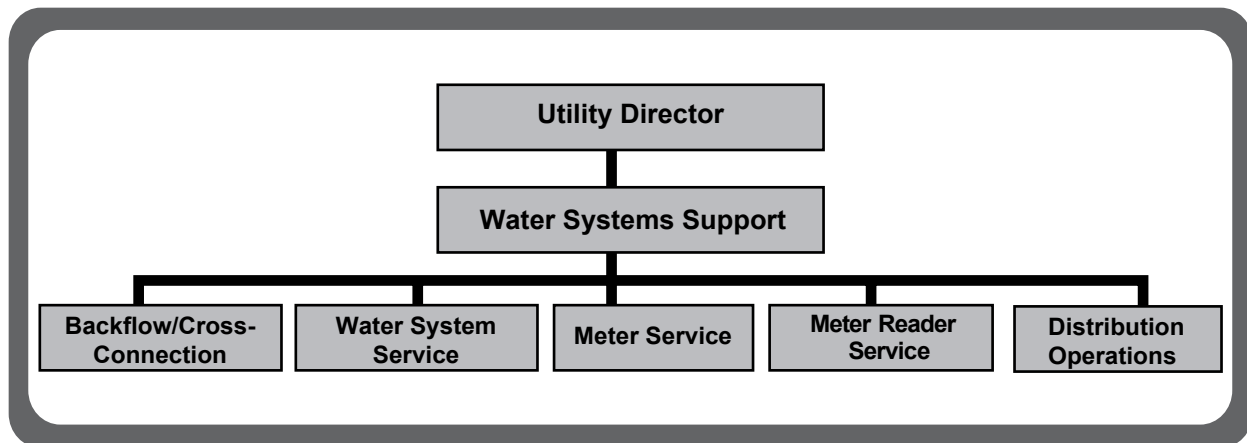
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$772,904	\$985,820	\$895,820	<b>\$967,994</b>	\$986,232
Contractual Services	2,118,182	3,334,652	3,334,652	<b>3,953,581</b>	4,228,581
Materials and Supplies	366,146	431,456	431,456	<b>521,020</b>	551,020
Other Services and Charges	179,107	302,000	302,000	<b>297,000</b>	293,000
Capital Outlay	43,349	29,650	29,650	<b>57,200</b>	28,200
Transfers	500,000	500,000	500,000	<b>890,000</b>	890,000
<b>Total Expenditures:</b>	<b>\$3,979,688</b>	<b>\$5,583,578</b>	<b>\$5,493,578</b>	<b>\$6,686,795</b>	<b>\$6,977,033</b>
<b>Expenditures per Capita:</b>	<b>\$47.26</b>	<b>\$63.09</b>	<b>\$62.07</b>	<b>\$74.22</b>	<b>\$74.46</b>

## Water Systems Support Department

The Water Systems 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 Systems Support Department consists of a single program with five components described below:

### Programs:

Water Systems Support consists of a) Backflow/Cross-Connection, b) Water System Service, c) Meter Service d) Meter Reader Service, and e) Distribution Operations. These components are under the direction of the Utility Support Superintendent, whose position is in Wastewater Systems Support.

**Backflow/Cross-Connection:** This component has personnel perform onsite inspections and update information on residential/commercial customers for required cross-connection device certification to keep the water safe for the public. This will ensure safe and potable drinking water to the customers and maintain compliance with State Regulations and the cross-connection policies in the city ordinance.

**Water System Service:** This component assures system reliability and safety through its Water System Equipment Maintenance program by performing routine inspections of fifty-three water distribution control sites (i.e. wells, storage tanks, booster pump stations, pressure reducing valves, etc.). Maintenance and repairs are performed on motors, pumps, electrical controls (i.e. solenoid valves, control panels, starters, etc.), and pressure control valves. In order to maximize the system's reliability, Water Systems Support maintains an

emergency response team that is on call twenty-four hours, three hundred sixty-five days per year.

**Meter Service:** This component ensures water use accountability by testing, repairing, new installations and changing out commercial/residential meters. This process maximizes meter performance and accuracy.

**Meter Reader Service:** This component consists of reading approximately 28,000-commercial/residential water meters monthly and meter rereads for misreads and high/low consumption.

**Distribution Operations:** This component is to monitor or operate the water distribution system and wastewater lift station system to ensure storage tank levels are adequate for disinfection and fire protection. Distribution pumps are operated to provide adequate water supply and pressure and the lift station pumping stations are operating properly.

### FY 2005-2006 Highlights:

This year brought about several changes in operations and water distribution, this illustrates the growth in our city and our surrounding communities. The following were significant achievements:

- Increased the raw water supply to Water Treatment Plant due to the Lake Georgetown Intake Structure Improvements design.

#### FY 2005-2006 Highlights (cont.):

- 1031 pressure plane has moved further south on Redbud Lane to Forest Creek Dr. to help with the water demand in the southeast area.
- 1431 Booster Station has increased water system pressure and fire protection for several citizens in the Stone Oak area.

#### FY 2006-2007

##### Overview and Significant Changes:

The improvements and changes will be going strong this year to ensure that the water supply and distribution systems meet the public health and safety needs. This year we plan to:

- Complete Westinghouse Well Site Rehabilitation to maximize ground water output.
- Continue to meet the output capacities of the Water Treatment Plant due to the Lake Georgetown Intake Structure Improvements.
- Supply new areas of growth with the Construction of a new 36" water main east on County Road (CR) 112 and extending with a 30" waterline south on CR 117.

#### New Programs for FY 2006-2007:

**Meter Reader:** This program is designed to keep enough personnel in the department with all the new meters installed for water billing purposes in the city. Additional personnel ensure accuracy and reliability.

**Portable Mobile Generator:** This program will give the ability to power up distribution pumps and other equipment on any site that is not operating due to a power outage or some other emergency.

#### FY 2007-2008 Overview and Beyond:

The city's growth will put a demand on the existing water distribution system and water supply, so there is a constant need for improvements on the distribution system and acquiring new sources of water. To keep up with the growing demands we will:

- Form a joint venture between Round Rock, Cedar Park and the Lower Colorado River Authority (LCRA) that will send treated water from Lake Travis to Round Rock to help with our water supply needs.
- Continue storage tank rehabilitation on 1431 Standpipe, South East (SE) Elevated, Bowman and SE Ground tanks.
- Complete Lake Georgetown Intake Structure Improvements to increase pumping to meet higher demands from the increasing population.

### Departmental Goals:

- Provide and retrieve accurate data from the distribution system to maintain a comprehensive and integrated in-house water system distribution computer model. (City Goal 5.5)
- Increase staff to keep up with the distribution system growth, and establish a water distribution Supervisory Control and Data Acquisition (SCADA) program to make this department as efficient and productive as possible. (City Goal 5.1)
- Maintain a reliable and efficient water distribution system, while meeting all Environmental Protection Agency (EPA), Texas Commission on Environmental Quality (TCEQ) and Safe Drinking Water Act regulations. (City Goal 5.4)
- Ensure citizens receive quality service and safe water in a timely manner by maintaining a highly competent staff through comprehensive continuing education, training, and certification programs. (City Goal 5.4)

<b>Objective:</b> Maintain an adequate and qualified work force and equipment to meet quality service delivery needs.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Open positions/retention rate/new hires	100%	100%	100%	100%
Distribution system growth %	9.40%	4.40%	5.0%	6.0%
Number of work orders	13,361	12,292	14,750	14,000
Average response time/average time to complete (Measure in hours)	0.5	0.5	0.5	0.5

- Ensure the efficient distribution, accountability and reliability of our water resources. (City Goal 5.5)

<b>Objective:</b> Active participation to create long-range water service strategies with the Lower Colorado-Brazos Alliance and other area municipalities in order to provide customers with efficient and reliable service.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of water accounted for	89.5%	90.9%	95.0%	95.0%
% of city's total electric bill (Utility usage)	50.5%	53.4%	50%	53.5%

**Trend:** Decline due mostly to growth in total city utilities outside of department.

- Maintain a highly competent and reliable staff through comprehensive continuing education, training, and certification program. (City Goal 5.2)

<b>Objective:</b> Maintain an adequate and qualified work force to meet quality service delivery needs.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Total Number of Utility Support staff	19	18	21	20
% of staff holding required licenses	91%	94.5%	100%	100%
% of staff holding multiple licenses	55%	44.5%	50%	50%

**Trend:** Key Goal and related measures were new in FY 03-04

## Water / Wastewater Utility Fund Expenditures

Water Systems Support

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Pumping Sites	14	14	14
Pumps	50	50	50
Pressure Reducing Control valves	48	52	53
Ground Storage Tanks (include Clearwells)	8	8	8
Stand Pipes	3	3	3
Elevated Tanks	7	7	7
Active Meters	27,555	29,208	30,960
Buildings Maintained	13	13	13
Telemetry Sites	22	23	22
<b>Input</b>			
Operating Expenditures	<b>\$2,908,382</b>	<b>\$2,760,829</b>	<b>\$3,086,879</b>
Authorized FTE's	<b>21</b>	<b>19</b>	<b>20</b>
Meter Read % increase	6.3%	2.7%	9.7%
Equipment Maintenance % increase	6.6%	4.0%	4.0%
Meter Read % increase	6.3%	2.7%	9.7%
<b>Output</b>			
Surface Water-Pumped (gallons)	5,061,423,000	5,811,014,000	5,985,343,000
Ground Water-Pumped (gallons)	1,735,499,000	1,916,250,000	1,916,250,000
Meters Installed	1,267	1,500	1,400
Meters Rebuilt	54	50	55
Meter Change-Outs	2,962	2,250	2,500
Yearly total of meter reads	316,794	336,000	372,000
Meter disconnects/reconnects*	7,098	11,000*	*
Emergency Call-Outs	98	250	125
<b>Efficiency</b>			
% meter rereads	1.48%	1.50%	1.50%
Authorized Personnel as % of Utility Fund	<b>16.41%</b>	<b>14.96%</b>	<b>15.63%</b>
Expenditures as a % of Utility Fund	<b>12.82%</b>	<b>10.32%</b>	<b>10.78%</b>
<b>Effectiveness</b>			
% Emergency Response Within 1 Hour	100%	100%	100%
WSS Water Unit Maintenance & Pumping Cost (per 1,000 gallons)	\$0.43	\$0.36	\$0.39

\*indicates moved to Water Billing

# Water / Wastewater Utility Fund Expenditures

Water Systems Support

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Meter Service Supervisor	1	1	1	1	1	1
Meter Service Technician I-III	0	4	4	0	4	4
W/WW System Mechanic I-IV	0	6	6	0	6	6
Senior System Mechanic	1	0	0	1	0	0
Meter Reader	5	4	5	5	4	5
Sr Meter Maintenance Technician	2	0	0	2	0	0
Meter Reader Supervisor	1	1	1	1	1	1
Senior Water Service Rep	1	0	0	1	0	0
System Mechanic	3	0	0	3	0	0
Meter Maintenance Technician	2	0	0	2	0	0
Backflow Prevention Technician	1	0	0	1	0	0
Utility Support Electrician I	1	0	0	1	0	0
Administrative Technician II	1	1	1	1	1	1
Water Distribution Operator I-III	2	2	2	2	2	2
Total	21	19	20	21	19	20

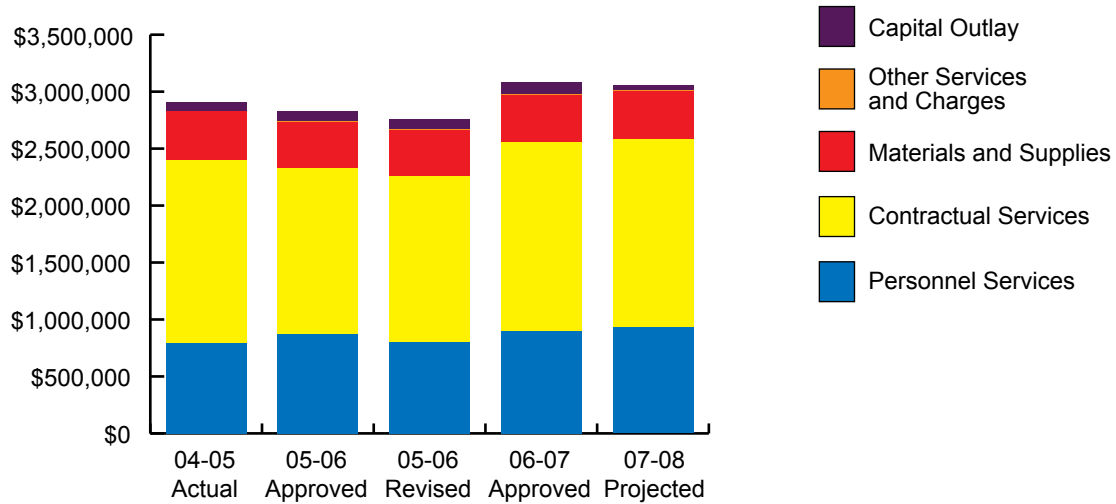


## Water / Wastewater Utility Fund Expenditures

Water Systems Support

### Water Systems Support

Expenditures by Category



### Summary of Expenditures:

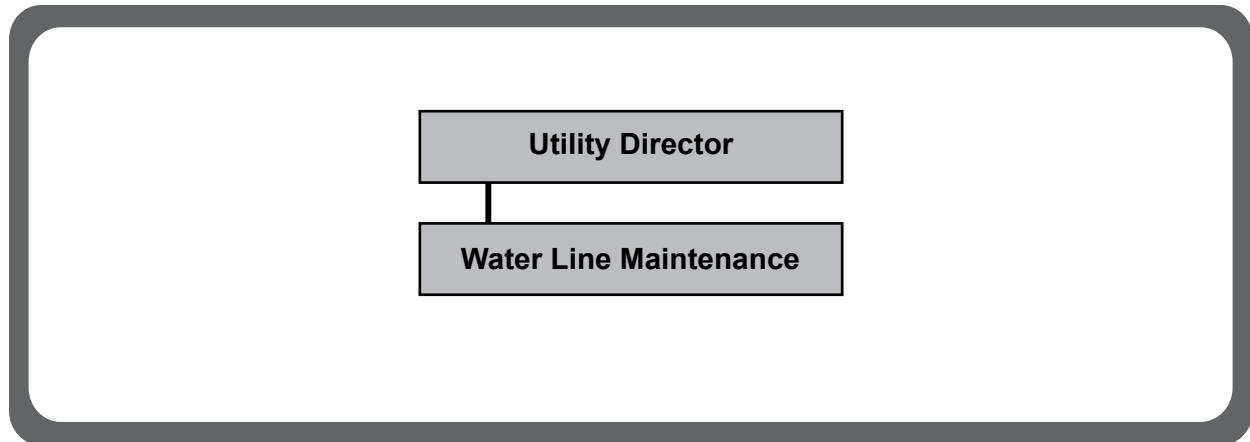
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$792,673	\$873,972	\$803,972	<b>\$896,569</b>	\$930,092
Contractual Services	1,599,494	1,451,886	1,451,886	<b>1,658,038</b>	1,658,038
Materials and Supplies	434,349	404,571	404,571	<b>412,475</b>	412,950
Other Services and Charges	7,097	14,200	14,200	<b>8,797</b>	8,797
Capital Outlay	74,769	86,200	86,200	<b>111,000</b>	45,700
Total Expenditures:	\$2,908,382	\$2,830,829	\$2,760,829	<b>\$3,086,879</b>	\$3,055,577
Expenditures per Capita:	\$34.54	\$31.99	\$31.20	<b>\$34.26</b>	\$32.61

## Water Line Maintenance Department

The Water Line Maintenance Department (WLM) maintains approximately 458 miles of water lines, 4,739 valves and 3,295 fire hydrants in the city's water distribution system. Water Line Maintenance uses multiple three-man maintenance crews and a three-man night

crew under the direction of a Water Line Maintenance Supervisor, who reports to the Utility Maintenance Manager, who reports 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 twenty-four hours a day, three hundred sixty-five days per year. Water Line Maintenance Crews repair line breaks and correct service problems, including flushing dead-end mains in accordance with Texas Commission on Environmental Quality (TCEQ). Crews also perform preventative maintenance on existing water utility locations in accordance with State law, Texas Line Locate Bill, and "One Call." Water Line Maintenance has also switched one crew to an evening shift. This crew takes after hour calls and saves the City overtime pay.

### FY 2005-2006 Highlights:

This past year brought many new challenges for the WLM department. Last winter, WLM was tasked with the installation of a water line and electrical conduit at the new Aquatic Center. This was an exciting challenge as the department had never taken on a project of this magnitude. The project was a success as the water line

was pressure tested and inspected, all inspections were passed. This allowed for the saving to be spent on other phases on the project. Other significant achievements were:

- Installed 580 feet of 8-inch C-900 PVC (strong with a high flow and pressure capacity) pipe and 1,180 feet of 4 inch electrical conduit at the Aquatic center in Old Settlers Park.
- Purchased Shoring Equipment for the water and wastewater department; this equipment can be used by the street and fire departments as well. This equipment was used in deep holes during repairs to the City's water lines. This equipment also provides safe equipment for our employees.
- Reallocated equipment to other City departments. We reduced our inventory by transferring of two dump trucks, 2 back hoes, two trailers, one rock saw, one air compressor, one light tower, one skid steer bobcat. These reductions have saved the department maintenance and fuel costs, as well as, providing equipment options to other city depts.

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

This year the department will be heavily involved with the Geographical Information Systems (GIS) Mapping project. The Utilities department has contracted with a vendor to survey the entire City over a three year period. Currently the City is in the Pilot phase of the project. The goal of the survey is to obtain an accurate count of the number of valves, hydrants, their locations. This information will allow the city and the contractor to accurately map the city's water lines. During this next year we will:

- Provide accurate maps to city crew working on the cities water and wastewater system.
- Locate and count City's valves and Hydrants. Water Line Maintenance will be involved with the work by finding valves and hydrants that the contractor cannot locate. Once complete, all valves should be accessible to crews.
- Map Water lines, valves, and hydrants within the City.

##### **New Programs for FY 2006-2007:**

Water Line Maintenance is proposing no new programs for FY 2006-2007.

##### **FY 2007-2008 Overview and Beyond:**

The future has a lot in store for the Water Line Maintenance Department, with our continued involvement with the three year GIS Mapping project. By this time, we should be half way through the project and should be yielding results that will enable us to have better resources; such as plans and maps that are accurate. We will continue to see an increase in our population, which in turn will increase the number of connections and customers that we will serve. The future will also bring an increase in the number of miles of water lines, service lines, fire hydrants, and valves all of which will need some form of maintenance. In the future we will:

- Possibly purchase a new Vactron (tool used to dig around utilities without cutting lines)
- Continue to train our employees for the future with a proactive career ladder. This process will ensure that we will have well trained employees in the future.
- Continue updating of maps and plans for the GIS Mapping project

**Departmental Goals:**

- Maintain a comprehensive, integrated in-house water distribution system-modeling program, including system inventory, mapping, and management to ensure efficient and adequate system. (City Goal 5.1 & 5.4)
- Ensure citizens receive quality service in a timely manner. (City Goal 5.2)

<b>Objective:</b> Maintain an adequate and experienced work force and adequate equipment to meet quality service delivery needs.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of responses under 30 minutes	100%	100%	100%	100%
% of personnel certified	79%	90%	100%	100%

**Trend:** Measure of “% of responses under 30 minutes” has been strengthened from “under one hour.”

- Maintain a highly reliable and efficient water distribution system by complying with all state and federal requirements. (City Goal 5.4)

<b>Objective:</b> Integrate water distribution system computer model with our GIS and Supervisory Control And Data Acquisition (SCADA) systems.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Compliance with state & federal regulations	100%	100%	100%	100%

- Maintain a highly competent staff through comprehensive continuing education, training and certification program upgrades. (City Goal 5.1)

<b>Objective:</b> Perform an annual evaluation of staff's compliance with applicable EPA and TCEQ rules.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Total number of staff	31	31	31	31
% of staff holding required license(s)	79%	90%	100%	100%
% of staff holding multiple licenses	61%	81%	75%	90%

## Water / Wastewater Utility Fund Expenditures

### Water Line Maintenance

#### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Number of Customers/ Connections	27,555	29,208	30,960
Number Miles of Water Lines	425	458	481
<b>Input</b>			
Number of Crews-8; 3-man crews, 1;2-man crews, 1;1man crew	10	10	10
Operating Expenditures	\$1,933,650	\$2,029,973	\$2,058,901
Authorized FTE's	31	31	31
<b>Output</b>			
Work Orders – Water	8,800	12,000	13,000
Water Delivered (gallons)	6,883,229,000	7,218,411,000	7,377,475,000
<b>Efficiency</b>			
Expenditures per Work Order - Water	\$219.73	\$169.16	\$158.38
Water Line Maint Unit cost per 1,000 gallons	\$0.28	\$0.28	\$0.28
Work order per mile – Water	20.71	26.20	27.03
Authorized Personnel as % of Utility Fund	24.22%	24.41%	24.22%
Expenditures as a % of Utility Fund	8.52%	7.59%	7.19%
<b>Effectiveness</b>			
% Emergency Response Within 30 Minutes	100%	100%	100%
Annual work orders by crew	880	1,200	1,300
Average work order per crew per day	3.5	4.8	5.2
Customer Satisfaction Rating	98%	90%	98%
Excellent	75%	57%	75%
Good	23%	33%	33%

# Water / Wastewater Utility Fund Expenditures

Water Line Maintenance

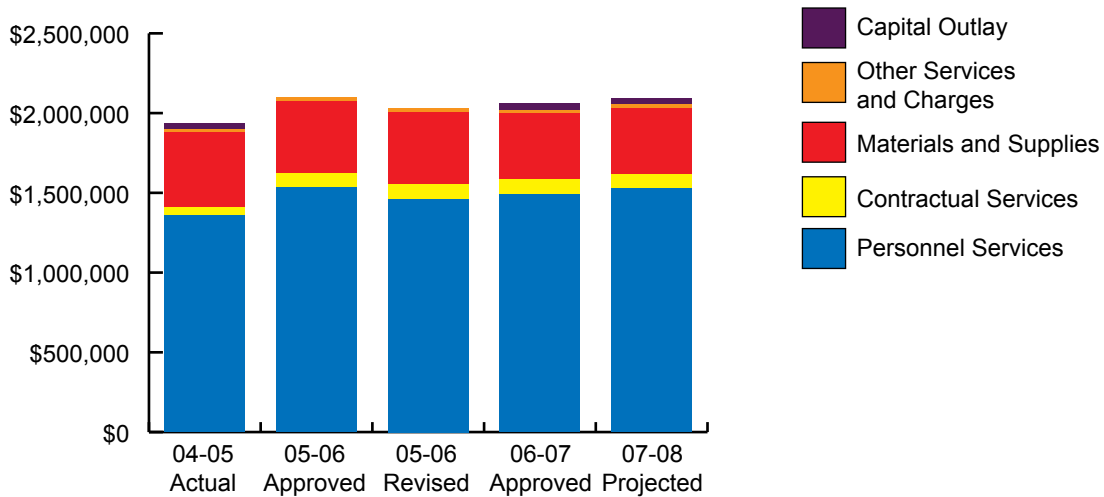
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Utility Operations Manager	1	1	1	1	1	1
Utility Crew Leader	9	9	9	9	9	9
Utility Worker III	0	6	6	0	6	6
Utility Worker I-II	13	12	12	13	12	12
Utility Worker Trainee (un- derfill)	6	0	0	6	0	0
Flushing Tech	0	1	1	0	1	1
Utility Supervisor	2	2	2	2	2	2
Total	31	31	31	31	31	31

## Water / Wastewater Utility Fund Expenditures

### Water Line Maintenance

#### Water Line Maintenance

##### Expenditures by Category



### Summary of Expenditures:

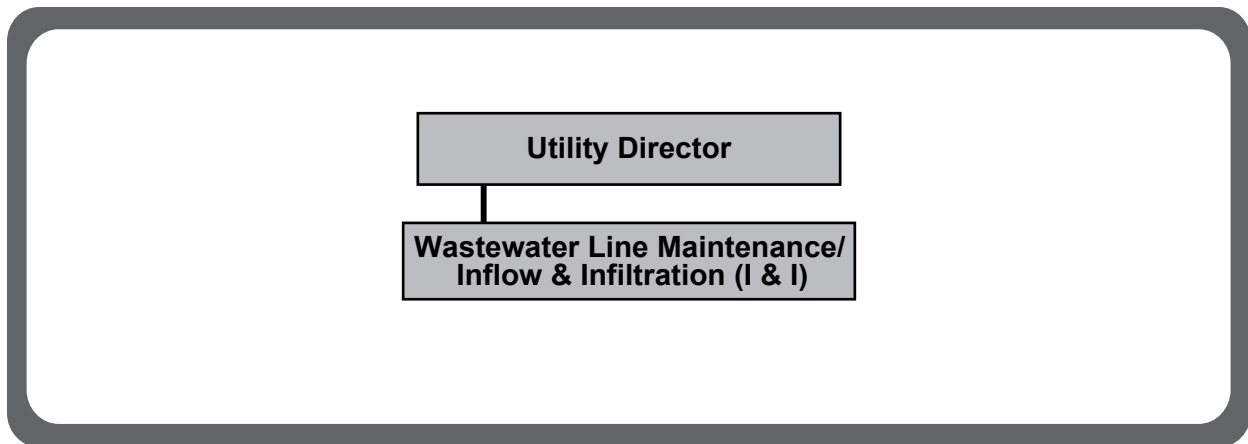
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$1,356,640	\$1,531,024	\$1,461,024	<b>\$1,492,316</b>	\$1,525,863
Contractual Services	55,715	88,920	88,920	<b>91,439</b>	91,439
Materials and Supplies	467,801	454,784	454,784	<b>415,432</b>	415,432
Other Services and Charges	21,192	25,245	25,245	<b>21,214</b>	21,214
Capital Outlay	32,302	0	0	<b>38,500</b>	43,600
Total Expenditures:	\$1,933,650	\$2,099,973	\$2,029,973	<b>\$2,058,901</b>	\$2,097,548
Expenditures per Capita:	\$22.96	\$23.73	\$22.94	<b>\$22.85</b>	\$22.39

### 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 (BRA) Alliance.

*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, operates, and controls the Wastewater Treatment Plant.

It should be noted that this operation has been conveyed to the Lower Colorado River Authority.

### New Programs for FY 2006-2007:

The Wastewater Treatment Plant is proposing no new programs for FY 2006-2007.



## Water / Wastewater Utility Fund Expenditures

Wastewater Treatment Plant

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Total Amount of Wastewater Treated (In Millions of Gallons/Day)	3,455,378,000	3,637,240,000	3,928,219,200
Raw BOD (Biochemical Oxygen Demand)	200	250	250
Raw TSS (total suspended solids)	300	250	250
Raw Ammonia	25	12	12
<b>Input</b>			
Department Expenditures/Contractual Costs*	<b>\$5,585,916</b>	<b>\$6,997,863</b>	<b>\$7,155,654</b>
Department FTE's	<b>0</b>	<b>0</b>	<b>0</b>
<b>Output</b>			
Effluent BOD	2	2	2
Effluent TSS	3	2	2
Effluent Ammonia	0.3	1	1
<b>Efficiency</b>			
Removal Efficiency			
BOD	99%	99%	99%
TSS	98%	99%	99%
Ammonia	98%	92%	92%
Authorized Personnel as % of Utility Fund	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
Expenditures as a % of Utility Fund	<b>24.62%</b>	<b>26.16%</b>	<b>24.99%</b>
<b>Effectiveness</b>			
Number of Excursions (an unintentional or temporary incident wherein there is a discharge of wastewater with pollutant parameters in excess of a prescribed limit)	0	0	0

\*Note: City Purchases Wastewater Treatment from LCRA/BRA

## Water / Wastewater Utility Fund Expenditures

*Wastewater Treatment Plant*

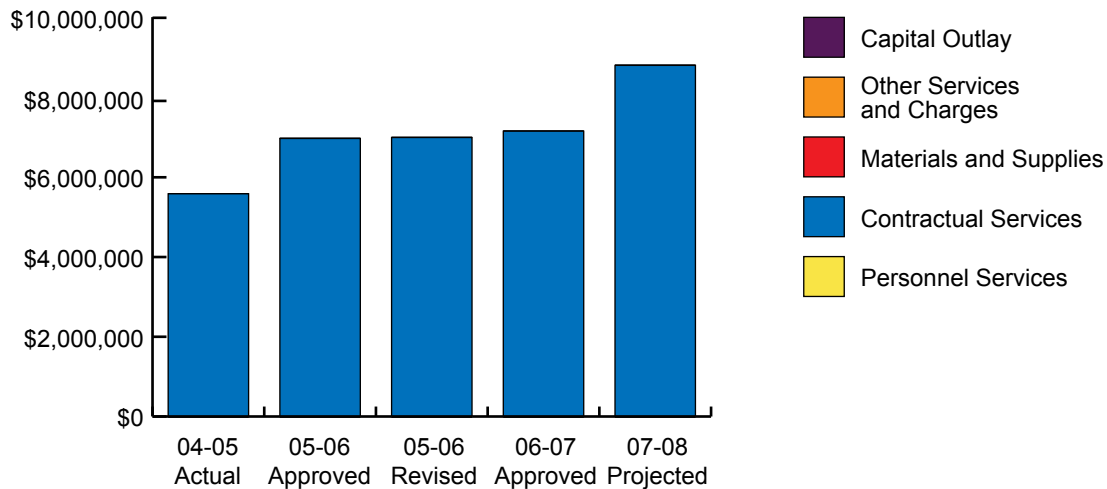
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
None	0	0	0	0	0	0

## Water / Wastewater Utility Fund Expenditures

Wastewater Treatment Plant

### Wastewater Treatment Plant

Expenditures by Category



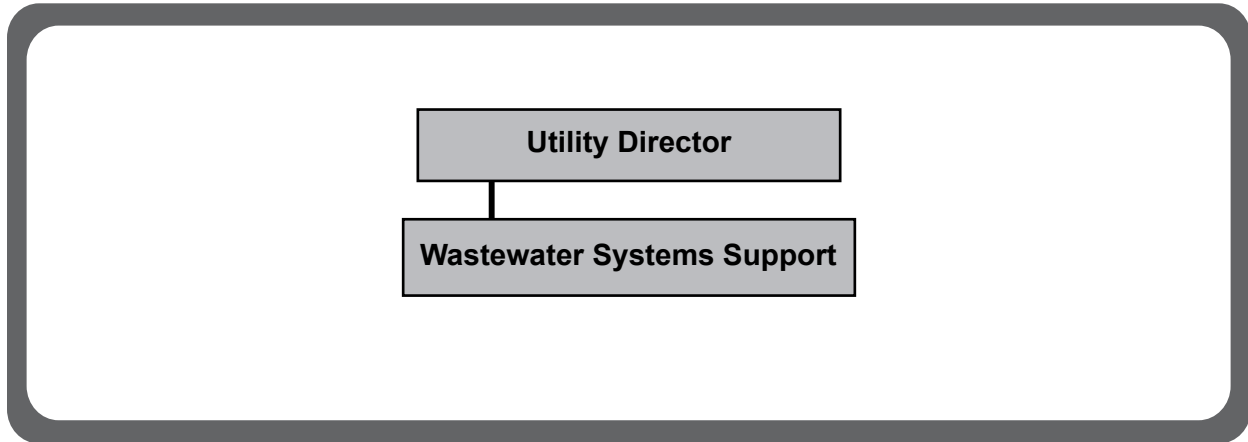
### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	5,585,916	6,973,663	6,997,863	7,155,654	8,807,000
Materials and Supplies	0	0	0	0	0
Other Services and Charges	0	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>Total Expenditures:</b>	<b>\$5,585,916</b>	<b>\$6,973,663</b>	<b>\$6,997,863</b>	<b>\$7,155,654</b>	<b>\$8,807,000</b>
<b>Expenditures per Capita:</b>	<b>\$66.34</b>	<b>\$78.80</b>	<b>\$79.07</b>	<b>\$79.42</b>	<b>\$93.99</b>

## Wastewater Systems Support Department

The Wastewater Systems Support Department is responsible for the operation, maintenance and repair of the city's wastewater collection system. Wastewater Systems Support is structured utilizing multiple water/wastewater 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 Systems Support Department consists of a single program, which is described below:

### Programs:

**Wastewater Systems Support:** This department maintains the mechanical and electrical equipment on the city's 11 lift stations and is under the direction of the Utility Support Superintendent. The lift station maintenance program assures system reliability by performing routine inspections of the System's 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, Wastewater Systems Support maintains an emergency response team that is on call twenty-four hours a day, three hundred sixty-five days per year.

### FY 2005-2006 Highlights:

The city's growth has put added demand on our wastewater collection system, therefore the city has made some improvements, and so maintenance needs have increased.

- A lift station has been added to the collection system at the Settlers Crossing Subdivision.
- Rock is being installed as ground cover at most lift station site to lower maintenance needs and costs.
- McNutt lift station is under construction for the future growth needs in the north east sector

### FY 2006-2007

#### Overview and Significant Changes:

Continued growth in the northeast sector of town has called for expansion of the wastewater collection system. For FY 2006-2007 the

- McNutt Lift Station should be completed.
- Completion on the McNutt Wastewater Interceptor should remove the lift station at Settlers Crossing.
- Remote sites are landscape maintenance-free to cut down on maintenance man hours.

#### **New Programs for FY 2006-2007:**

Wastewater Systems Support is proposing no new programs for FY 2006-2007.

#### **FY 2007-2008 Overview and Beyond:**

With the estimated population of over 90,000 residents, the wastewater system will require modifications and improvements in the form of:

- Rehabilitation of Forest Creek area lift stations.
- Installing redundant alarm systems on all remote sites to lessen the possibility of spills.

**Departmental Goals:**

- Develop and maintain an in-house wastewater-modeling program, including system inventory, mapping, and Supervisory Control and Data Acquisition (SCADA) management system to ensure efficient and adequate system expansions. (City Goal 5.5)
- Fully and efficiently utilize the regional wastewater system to enhance the reliability of our wastewater collection system. (City Goal 5.4)
- Ensure our wastewater system is reliable and in compliance with all applicable Environmental Protection Agency (EPA) and Texas Commission on Environmental Quality (TCEQ) regulations. (City Goal 5.4)

<b>Objective:</b> Coordinate our GIS with our SCADA system to locate and track collection and pumping.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of system modeled	98%	100%	100%	100%

<b>Objective:</b> Maintain lift stations to ensure 100% operational capability and coordinate collection and pumping with the regional collection system.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of lift stations taken off-line	0	3	0	0
Miles of wastewater line connected directly to lift stations	8	8	8	8.5

- Maintain a highly competent staff through a comprehensive continuing education, training and certification program. (City Goal 5.2)

<b>Objective:</b> Maintain an adequate and experienced work force to meet quality service delivery needs. Perform annual evaluations of staff's compliance with applicable EPA and TCEQ rules.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of Staff	4	4	4	4
% of staff holding required license(s)	100%	100%	100%	100%
% of staff holding multiple licenses	100%	100%	100%	100%

- Show continual improvement and implementation of our wastewater systems lift stations and wastewater SCADA system. (City Goal 5.5)

<b>Objective:</b> Establish a wastewater SCADA system to monitor lift stations. Maintain equipment to ensure public safety.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of lift stations	12	10	10	11
% of lift stations on WW SCADA system	100%	100%	100%	100%

## Water / Wastewater Utility Fund Expenditures

Wastewater Systems Support

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Wastewater Lift Stations	10	10	11
Pumps	20	22	22
Telemetry System (Sites)	10	11	11
<b>Input</b>			
Operating Expenditures	\$862,650	\$940,116	\$1,205,406
Number Authorized FTE's	4.00	4.00	4.00
Wastewater Collected	3,455,378,000	3,637,240,000	3,928,219,200
<b>Output</b>			
Maintenance on Wastewater Lift Stations	10	11	11
Number of Emergency Call Outs (resident/city/etc.)	27	20	25
<b>Efficiency</b>			
Expenditures as a % of Utility Fund	3.80%	3.51%	4.21%
Authorized Personnel as a % of Utility Fund FTE's	3.13%	3.15%	3.13%
Yearly Cost per Site Maintained (operational exclusive of personnel)	\$12,647	\$12,500	\$12,500
<b>Effectiveness</b>			
% of Emergency Calls Responded To Within 1 Hour	100%	100%	100%
WWSS Unit Cost per 1,000 gallons	\$0.10	\$0.11	\$0.11

## Water / Wastewater Utility Fund Expenditures

Wastewater Systems Support

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Utility Support Supervisor	1	0	0	1	0	0
Utility Support Superintendent	0	1	1	0	1	1
Utility Electrician Supervisor	1	0	0	1	0	0
W/WW System Mechanic	1	2	2	1	2	2
W/WW System Mechanic Supervisor	1	1	1	1	1	1
Total	4	4	4	4	4	4

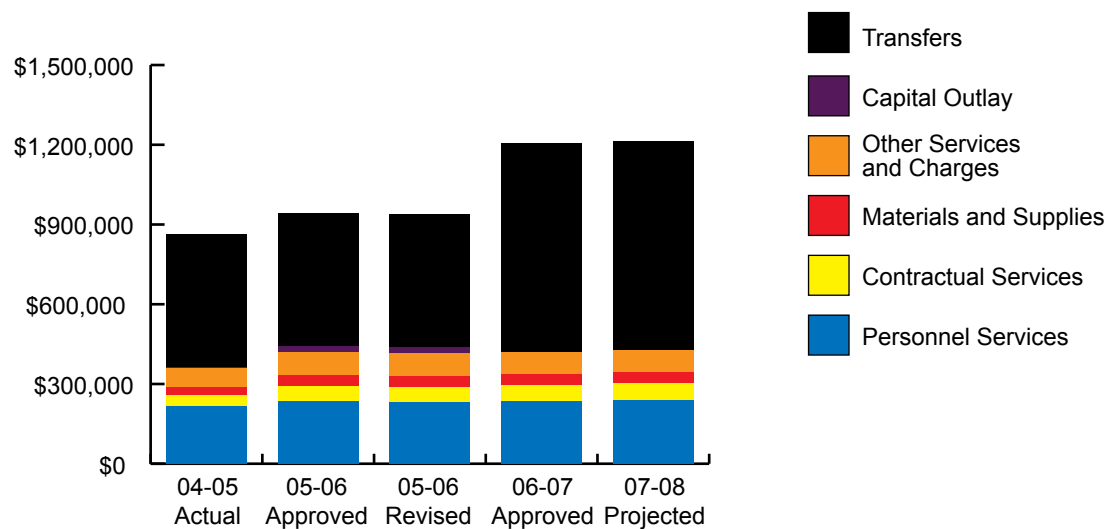


## Water / Wastewater Utility Fund Expenditures

Wastewater Systems Support

### Wastewater Systems Support

Expenditures by Category



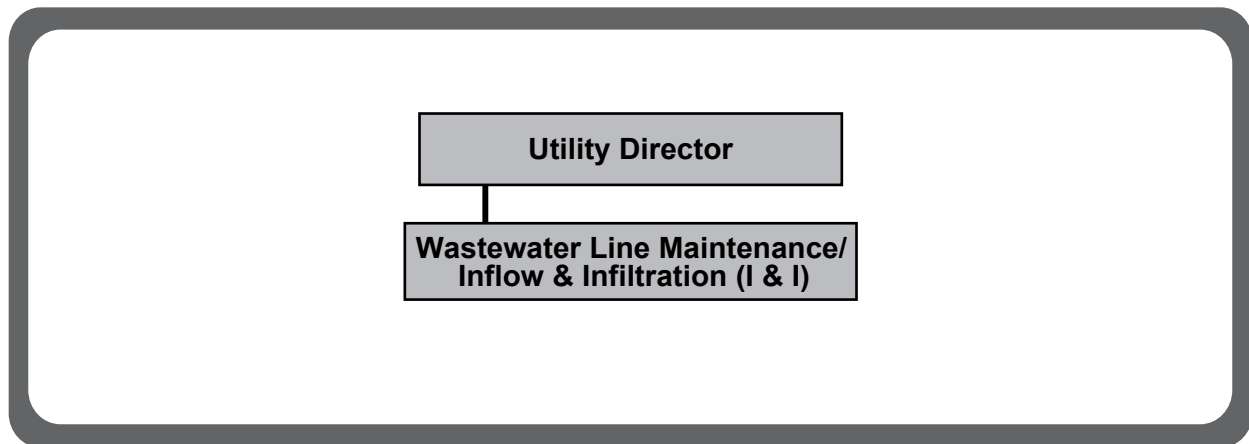
### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$215,060	\$235,453	\$232,453	\$236,101	\$239,551
Contractual Services	44,158	54,162	54,162	59,605	63,605
Materials and Supplies	28,085	45,000	45,000	39,800	39,800
Other Services and Charges	71,767	83,500	83,500	85,900	85,900
Capital Outlay	3,580	25,000	25,000	0	0
Transfers	500,000	500,000	500,000	784,000	784,000
<b>Total Expenditures:</b>	<b>\$862,650</b>	<b>\$943,116</b>	<b>\$940,116</b>	<b>\$1,205,406</b>	<b>\$1,212,856</b>
<b>Expenditures per Capita:</b>	<b>\$10.25</b>	<b>\$10.66</b>	<b>\$10.62</b>	<b>\$13.38</b>	<b>\$12.94</b>

## 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 Operations Manager - 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 and I & I are one department however are considered two separate cost centers (division) with the same goals. 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/seven basis with on-call personnel after hours, weekends, and holidays. With the current inspection, correction and documentation requirements of the Texas Commission on Environmental Quality (TCEQ) Edwards Aquifer Rules (Chapter 213), the Wastewater Line Maintenance division has a major responsibility for identifying and correcting inflow and infiltration (I&I) into the City's wastewater collection system during rainy periods. This responsibility requires testing and certification of all Wastewater facilities every seven years. Wastewater Line Maintenance (WWLM) also performs preventative maintenance and existing water utility locates in accordance to the Texas Line Locate Bill, "ONE CALL".

### FY 2005-2006 Highlights:

The Department has been working on improving service, and meeting mandated rules.

- Successfully completed the schedule line cleaning and inspection program mandated by TCEQ. These basins consist of 100,115 linear feet of wastewater Lines and 338 manholes.
- Responded to sewer back ups with in 30 minutes. Maintained our lift station and line cleaning program to reduce overflow.
- Installed the wastewater collection line to the Rock-n-River Aquatic Center at Old Settlers Park. The collection line consisted of 1,006 liner feet of 8" pipe and 3 – 48" diameter manholes.

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

The city continues to work on reducing the amount of I & I in the collection system. The department also continues to repair and or replace old existing lines by:

- Adding the New Vehicle Mounted TV System to our inspection program. This equipment will help complete the yearly inspection and reduce the I & I in our collection lines.
- Cross training our employees in order to have well trained staff. The staff will be capable to fill in any vacant spot in order to continue our programs.
- Reducing the number of line segment on our line cleaning program. A Non Edwards list has been developed to rehab wastewater lines upon availability of funds.

##### **New Programs for FY 2006-2007:**

Wastewater Line Maintenance is proposing no new programs for FY 2006-2007.

##### **FY 2007-2008 Overview and Beyond:**

The City will continue to up grade our modeling system by:

- Installing wastewater meters thru out the city to help identify I&I in the system.
- GPS all manholes points in the system
- Inspecting and clean all wastewater lines and manholes in the system.
- Installing digital storage unit capable of storing up to five years of information such as video and pictures of the inspection program. This unit would also allow access to information to users that are networked to the unit (read only).

**Departmental Goals:**

- Protect the public health by developing and maintaining a comprehensive, integrated in-house wastewater collection system-modeling program, including system inventory, mapping, and management to ensure efficient and adequate system expansions. (City Goal 5.1)
- Ensure citizens receive quality service in a timely manner. (City Goal 5.2)
- Ensure our wastewater system is reliable and in compliance with all applicable state and federal regulations. Fully and efficiently utilize the regional wastewater system to enhance the reliability of our wastewater collection system. (City Goal 5.4)

<b>Objective:</b> Acquire and maintain adequate equipment and supplies to meet quality service delivery needs.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of work orders	2,743	2,871	4,335	2,500
	15	18	15	15
	minutes/ 12 hours	minutes/ 12 hours	minutes/ 12 hours	minutes/ 12 hours
Average response time /average time to complete				

**Trend:** Work orders ballooned in FY 03/04 as more workers were hired and activities were tracked in greater detail. Work orders should remain about the same as departmental policies may reduce the scope of activities necessitating the completion of a work order.

- Maintain a highly competent and reliable staff through a comprehensive continuing education, training and certification program. (City Goal 5.1)

<b>Objective:</b> Maintain an adequate and experienced work force to meet quality service delivery needs. Perform an annual evaluation of staff's compliance with applicable EPA and TCEQ rules.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Miles of WWL videotaped / % system	5%	5%	5%	9%
Miles of WWL added to System / % increase to system	7%	12%	10%	10%
Miles of WWL repaired or replaced / miles of system	5%	4%	4%	4%
Number of manholes rehab. / % system	4%	4%	4%	4%

**Trend:** Rehabilitation of part of the system (Edwards Aquifer Recharge Zone) is now on a seven-year program per state mandate. Percentages have dropped significantly in most measures as a result of compliance mandates and revision of estimates. Basins are different in size and linear feet.

## Water / Wastewater Utility Fund Expenditures

### Wastewater Line Maintenance

#### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Miles of Sewer Mains	355	372	390
<b>Input</b>			
Number Authorized FTE's	26.00	26.00	26.00
Operating Expenditures	\$1,656,107	\$1,695,231	\$1,639,055
Total Amount of Wastewater Treated **	\$3,455,378,000	\$3,637,240,000	\$3,928,219,200
<b>Output</b>			
Feet of Line Investigated –TV	163,143	184,698	152,512
Mainline	163,143	126,402	119,502
Laterals	26,102	58,296	33,013
<b>Efficiency</b>			
Per capital sewer calls	N/A	0.01645	0.015412
Total wastewater service calls	N/A	447	444
Authorized Personnel as % of Utility Fund	20.31%	20.47%	20.31%
Expenditures as a % of Utility Fund	7.30%	6.34%	5.72%
<b>Effectiveness</b>			
Located Number Gallons per Minute I&I*	1,750	1,750	2,000
Repaired Number of Gallons per Minute I&I	1,750	1,500	1,700
Manholes Repaired	250	200	250
Line Stoppages Corrected	284	231	250
% Customer Satisfaction Rating (Good to Excellent)	95%	95%	95%
<b>Unit Cost</b>			
Wastewater Line Maint unit cost (per 1,000 gallons)**	TBD	98	98

\*\* Located number of gallons per minute is estimated based on the feet of line televised.

# Water / Wastewater Utility Fund Expenditures

Wastewater Line Maintenance

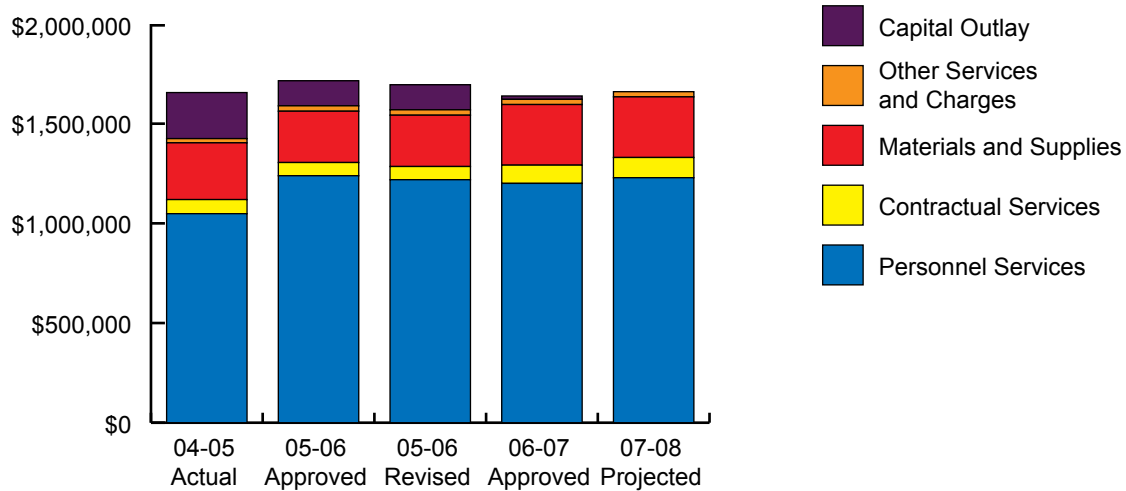
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Utility Supervisor	1	1	1	1	1	1
Administrative Technician I-III	1	1	1	1	1	1
Utility Crew Leader I&I	4	4	4	4	4	4
Utility Crew Leader	4	4	4	4	4	4
Utility Worker I & I Opera- tions Technician	1	1	1	1	1	1
Utility Worker II I&I	3	3	3	3	3	3
Utility Worker II	5	5	5	5	5	5
Utility Worker I I&I	3	3	3	3	3	3
Utility Worker I	2	2	2	2	2	2
First Response Crew Leader	1	1	1	1	1	1
I&I Coordinator	1	1	1	1	1	1
Total	26	26	26	26	26	26

## Water / Wastewater Utility Fund Expenditures

### Wastewater Line Maintenance

#### Wastewater Line Maintenance

##### Expenditures by Category



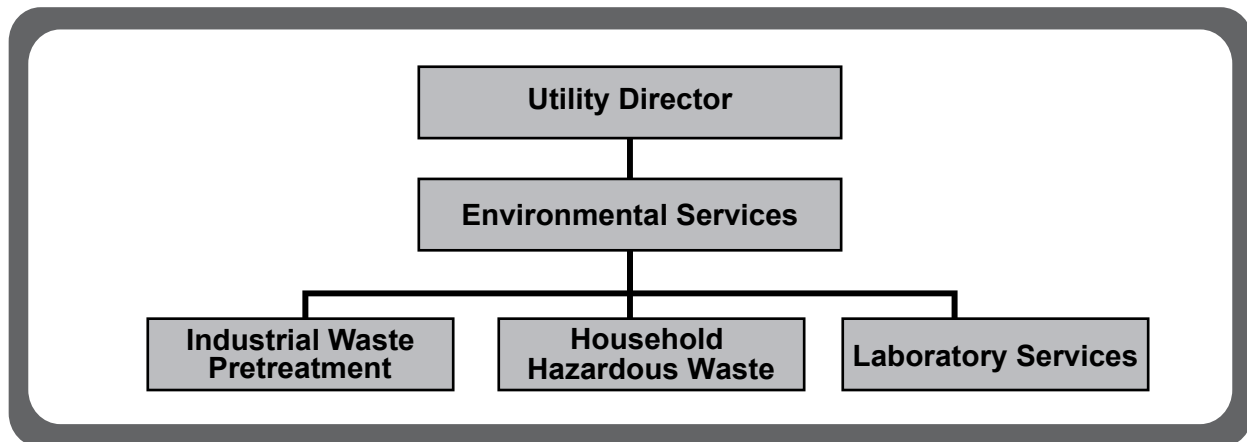
#### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$1,048,530	\$1,238,865	\$1,218,865	<b>\$1,200,503</b>	\$1,228,913
Contractual Services	70,735	66,308	66,308	<b>91,482</b>	101,482
Materials and Supplies	284,634	257,308	257,308	<b>304,070</b>	304,070
Other Services and Charges	21,157	27,000	27,000	<b>26,000</b>	26,000
Capital Outlay	231,051	125,750	125,750	<b>17,000</b>	0
<b>Total Expenditures:</b>	<b>\$1,656,107</b>	<b>\$1,715,231</b>	<b>\$1,695,231</b>	<b>\$1,639,055</b>	<b>\$1,660,465</b>
Expenditures per Capita:	\$19.67	\$19.38	\$19.16	<b>\$18.19</b>	\$17.72

## Environmental Services Department

Environmental Services consists of several primary activities: Industrial Waste Pretreatment, Household Hazardous Waste Services, and Laboratory 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 three programs which are described below:

### Programs:

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

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

**Laboratory Services:** provides testing services to a variety of customers. These include the city Water Treatment and Building 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. Laboratory Services is responsible for generating data required to recover waste treatment costs passed on by the Brazos River Authority (BRA).

### FY 2005-2006 Highlights:

In the FY 2005-2006 budget year, the Environmental Services Department continued to focus on activities dedicated to enhancing the industrial waste pretreatment program and the household hazardous waste program. These activities included grease reduction in the wastewater collection system and increasing awareness of recycling activities. Other department highlights are listed below.

- Prepared and created additional standard operating procedures (SOP's) in attempt to obtain National Environmental Laboratory Accreditations Program (NELAP) certification. This certification is not yet mandatory but the Texas Commission on Environmental Quality (TCEQ) is planning to make the certification a requirement of all laboratories reporting official data



#### **FY 2005-2006 Highlights (cont.):**

- Implemented a grease trap sampling program to better control oil and grease discharges from area restaurants
- Processed and collected more than 30 tons of household hazardous materials with 20 tons being either re-used or recycled. With utilization of an industrial size mixer, city staff processed and distributed over 2,000 gallons of Round Rock Re-blend paint. A separate electronics collection was also held in the fall of 2005

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

During FY 2006-2007, the Environmental Services Department continues to concentrate on pollution prevention activities. The department is concentrating on the following significant activities.

- Obtaining inter-local agreements with nearby municipalities to secure their participation in the regional household hazardous waste program. The department is specifically targeting municipalities in the city's watershed and sewer shed. Costs for the expansion of this program will be paid for by the participating entities.
- Reducing maintenance and treatment costs by implementing an oil and grease ordinance. This will help the city manage excessive grease that is discharged by commercial businesses.
- Increasing the regulation of smaller commercial/ industrial businesses, particularly those that discharge automotive, dry-cleaning and silver laden wastes.

##### **New Programs for FY 2006-2007:**

Environmental Services is proposing no new programs for FY 2006-2007.

#### **FY 2007-2008 Overview and Beyond:**

As we transition from a small to a medium sized city, the Environmental Services Department will concentrate on activities geared toward improving pollution prevention and expanding laboratory testing services as well as planning to meet the future needs of the community. The Environmental Services Department will focus on the following tasks in FY 2007/2008.

- The department will open the HHW collection facility to areas currently in Round Rock's Extra Territorial Jurisdiction (ETJ). This will provide proper disposal of household hazardous chemicals and will reduce improper disposal that may affect Round Rock's watershed and sewer shed. Participating cities would pay a fee for this service.
- The laboratory program will obtain the necessary National Environmental Laboratory Accreditation Certification. This certification may be required to continue to provide laboratory testing services.
- The department will implement the necessary quality assurance and quality control procedures required to provide wastewater analysis to outside customers.

**Departmental Goals:**

- Implement and enforce the rules and regulations governing non-domestic wastewater discharges into the sanitary sewer. (City Goal 5.4)
- Continue to develop and empower employees. (City Goal 5.2 and 6.0)
- Provide laboratory testing services to internal and external customers. (City Goal 5.4)

<b>Objective : Perform water and wastewater tests and increase contract testing services.</b>	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of water tests (bacteriological, fluoride, chlorine, hardness)	4,676	10,670	10,800	11,000
Number of wastewater tests (total suspended solids, total dissolved solids, pH, volatile organics, etc.)	905	994	1,022	1,100
Number of Water Systems and Contractors Utilizing Water Laboratory Services/Number of contracts/customers	50	105	116	120
Percent error of results (<10% acceptable range)	5%	5%	6%	5%
Spike recovery	92%	92%	92%	92%

**Trend:** The number of water tests is increasing because the laboratory has increased the number of customer contracts (see Objective B). In early FY 2004/2005, the laboratory program gained a multi jurisdictional water and wastewater operations company as a client. The increase in the number of wastewater tests is related to the increase in the number of restaurants in the city. Water field testing and sampling will be tracked beginning in 04/05.

**Trend:** Eco Water Systems transferred their account to the city lab in March of 2005. This brought an additional 40 water systems into the program. As other water systems and contractors become aware of our location, more systems and accounts will be added. Currently the city's Environmental Laboratory provides bacteriological testing services for almost every water system in Williamson County. The Environmental Laboratory also provides testing services to customers in Burnet, Bell, Travis and Milam counties.

**Trend:** Spike recovery is the amount of material retrieved from a sample that has been injected with a known concentration of pollutant. The target range for spike recovery is 85 to 100%, with 100% recovery being the best achievable.

### Departmental Goals: (cont.)

- Provide resource management including solid waste and waterways. (City Goal 5.6)

<b>Objective:</b> Increase the amount of material being disposed of properly and participation rate and regionalize the HHW program.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Tons of material disposed or recycled (Material handled by a Hazardous Waste Contractor such as paint and household chemicals)	4.5	8.7	9	10
Tons of material Re-Used/Re-issued (Material put into the Re-Use Program such as usable paint, pesticides, automotive fluids, etc.)	7.4	8.4	15	22
\$ Saved by Re-Use vs. Disposal (average per year)	\$13,376	\$20,496	\$22,000	\$25,000
Number of participants bringing household hazardous waste	629	637	900	1,200
Number of participating entities	0	0	0	4
Number of participants	0	0	0	200

**Trend:** With the use of in-house recycling of materials the recycling rate is expected to increase and be two times the amount of material being disposed. The city has conducted and managed HHW services since 1996. The current facility was designated as an official HHW facility by the TCEQ in December 2004.

**Trend:** Better advertising of this program has occurred in 2005/2006. This added awareness will increase the usage of the program.

**Trend:** The department is in the process of offering these services to other municipalities in FY 2006/2007. This will increase the participation rate and volume of material being processed.

- Conduct pollution prevention activities. (City Goal 3.5)

<b>Objective:</b> Conduct the industrial waste pretreatment program, surcharge and grease management program for commercial dischargers	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Number of Industries on Industrial Waste Program	14	14	12	12
Number of commercial businesses on Surcharge Program	136	130	135	140
Number of citations issued	22	22	20	20
Number of commercial businesses on sampling/inspection program	136	130	135	140
Number of field violations issued	0	13	15	15

**Trend:** Because two businesses are expected to close, the number of permitted industries will be reduced.

**Trend:** The number of surcharge customers is expected to increase with the development of the Outlet Mall area. The field violation system was implemented in 04/05.

## Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
<b>Industrial Waste</b>			
Number of Businesses/Industries Monitored	144	147	152
<b>Laboratory Services</b>			
Number of Water Lab Systems and Contract Account Managed	105	116	120
<b>Household Hazardous Waste Services</b>			
Yearly HHW Customers	637	900	1,200
<b>Input</b>			
Number Authorized FTE's	5.00	5.00	5.00
Operating Expenditures	\$400,559	\$409,067	\$439,345
<b>Output</b>			
<b>Industrial Waste</b>			
Number of Inspections (Industrial)	276	300	325
<b>Laboratory Services</b>			
Bacteriological Samples (Lab)	6,996	8,000	8,200
Industrial/Commercial Samples (Lab)	349	375	400
Other Samples (Lab)	3,664	3,700	3,800
<b>Household Hazardous Waste Services</b>			
Total Tons of Material Received	17.1	24	32
Tons Recycled	8.4	15	22
Tons Disposed	8.7	9	10
<b>Efficiency</b>			
<b>Industrial Waste</b>			
Average cost per Sampling Event	\$31.50	\$31.50	\$31.50
<b>Laboratory Services</b>			
Average cost per Water Sample	\$3.60	\$3.60	\$3.60
Average cost per Wastewater Sample	\$15.30	\$15.30	\$15.30
<b>Household Hazardous Waste Services</b>			
Average cost per participant	\$11.02	\$11.02	\$11.02
<b>Effectiveness</b>			
Expenditures as a % of Utility Fund	1.77%	1.53%	1.53%
Authorized Personnel as a % of Utility Fund FTE's	3.91%	3.94%	3.91%
% Error of Results	5%	5%	5%
% of Users in Compliance	90%	90%	90%
Tons of HHW Material Processed	17.1	24	32
Revenue Generated	\$262,896	\$235,000	\$235,000

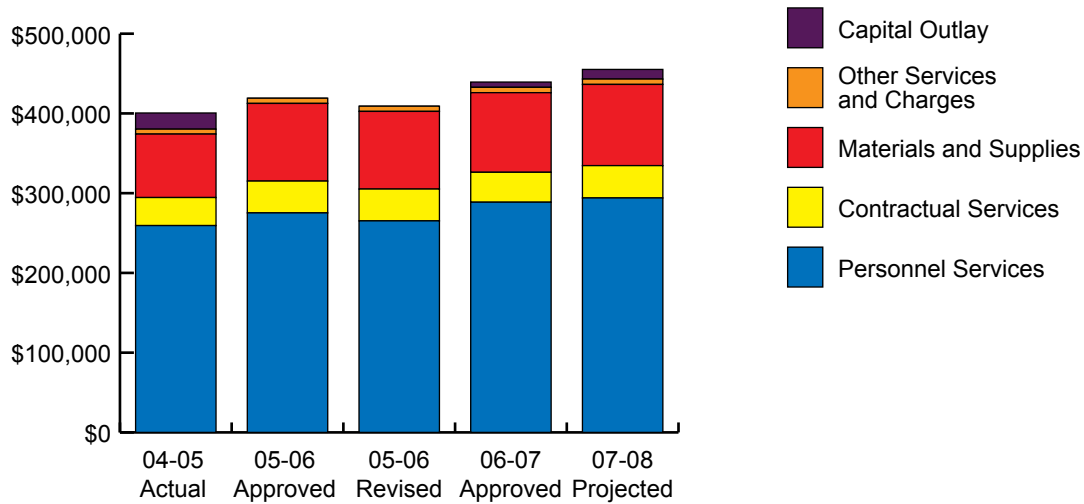
## Water / Wastewater Utility Fund Expenditures

### Environmental Services

Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Environmental Lab Analyst	1	1	1	1	1	1
Environmental Quality Specialist	1	0	0	1	0	0
Pretreatment Compliance Specialist	0	1	1	0	1	1
Environmental Services Supervisor	1	1	1	1	1	1
Field Laboratory Technician	1	1	1	1	1	1
Administrative Technician II	1	1	1	1	1	1
Total	5	5	5	5	5	5

### Environmental Services

Expenditures by Category



### Summary of Expenditures:

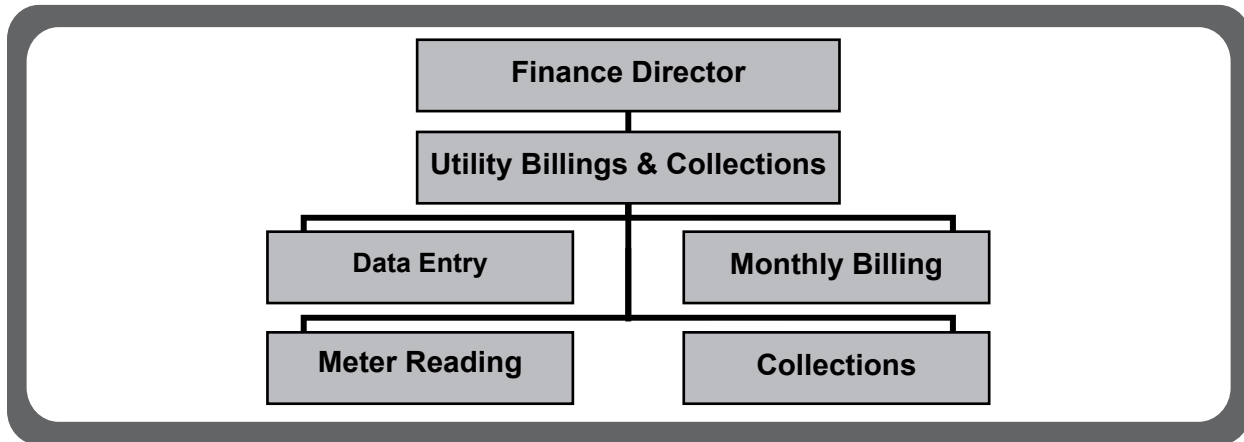
	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$259,378	\$275,273	\$265,273	<b>\$288,665</b>	\$294,013
Contractual Services	35,163	39,899	39,899	<b>37,530</b>	40,530
Materials and Supplies	79,588	97,400	97,400	<b>99,850</b>	101,850
Other Services and Charges	6,141	6,495	6,495	<b>6,700</b>	6,700
Capital Outlay	20,288	0	0	<b>6,600</b>	12,100
<b>Total Expenditures:</b>	<b>\$400,559</b>	<b>\$419,067</b>	<b>\$409,067</b>	<b>\$439,345</b>	<b>\$455,193</b>
Expenditures per Capita:	\$4.76	\$4.74	\$4.62	<b>\$4.88</b>	\$4.86



## Utility Billings & Collections Department

The Utility Billing Office handles the accounting, billing, and collection of all customer water, sewer, and garbage billings; connects and disconnects service; and assists customers, at home if requested.

*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 staff track all new meters in order to provide water service to new connections. Water Systems Support Department and Building Inspections Department provide the information used to create accounts in the City's main database. The office reviews existing accounts monthly for correct occupant information for billing. We depend upon our customers to inform us of any changes of occupancy.

**Meter Reading:** Water Systems Support staff read meters. The Utility Billing staff works closely with Water Systems Support staff to maintain the reading schedule and meet deadlines.

**Monthly Billing:** The staff in this office calculates and invoices all monthly billings.

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

### FY 2005-2006 Highlights:

The Utility Billing Department's fees for deposits and field services were changed in the first quarter of the fiscal year. The fees were increased to correspond to the actual cost for providing field services and service will no longer be restored for non payment after hours. The staff responsible for the field operations portion of the billing office has now been relocated to the department. This has clarified the directive for the field operations. Other highlighted included:

- The deposit amount was increased to meet the market standard for deposits as well as the refunding of residential deposits is now based on excellent credit history for 12 consecutive months
- There was a rate increase during the second quarter of the fiscal year that increased our water and sewer rates
- Due to the abnormally dry winter, the sewer averaging period was changed to allow all our customers the benefit of having the highest consumption month excluded from the averaging period



#### **FY 2006-2007**

##### **Overview and Significant Changes:**

In FY 2006-2007:

- We are beginning to offer Internet on line payment options to our customers. This will allow our customers to go on the web and enroll on the system for a monthly payment authorization or a one time payment authorization from either their checking account or credit card. We will also offer payment options by telephone authorization. The time consuming task of posting manually hundreds of bank issued on line payments will be automated through an ACH electronic payment system during the first quarter of the fiscal year as well.
- We are creating a new welcome packet that will allow our customers to review the billing office policies and procedures. This packet will also contain helpful information to customers who are new to Round Rock.
- We are working on redistributing the number of meters read within the zones. This project will be spearheaded by the meter reading division and the billing office will be responsible for the actual maintenance of account number changes for the project. It will require a good number of hours to manually reassign new accounts numbers to approximately 3,000 meters.
- The need to expand our staffing levels will most likely increase due to the volume of workload for the office as well as the field services. It is projected that our customer base will continue to grow significantly in the next 5 to 10 years. The need to provide service to these customers will increase the need to increase staffing levels. The implementation of the new program outlined previously will help some with one of the many office processes. However, there are still other processes that are directly affected by the increased customer base.
- With the increase in customer base the increase in our delinquent past due accounts increases as well. We need to maintain our efforts to efficiently manage the delinquent portfolio before accounts become uncollectible. This is an ongoing effort that is considered a priority for the department.

##### **New Programs for FY 2006-2007:**

**New Customer Welcome Packet:** We will create a professional brochure that would be distributed to our new customers. The brochure would contain information regarding billing dates, due dates, garbage pickup dates and other various information regarding billing policies for out customers to review.

##### **FY 2007-2008 Overview and Beyond:**

In FY 2007-2008:

- We will continue to explore the idea of remote payment collection stations. The actual implementation will be determined by the success of our on line payment use and the customer demand for this type of service.

**Departmental Goals:**

- Continue to review and research remote payment options surveyed by customer response. (City Goal 5.5)
- Continue to maintain a priority for collection of past due delinquent accounts. (City Goal 5.5)
- Stay abreast of technology updates for department-related activities. (City Goal 5.5)
- Encourage ongoing training for all customer service representatives. (City Goal 5.2)
- Continue to pursue a cohesive working relationship with support staff and the utility office. (City Goal 6.5)
- Provide accurate, professional and courteous service to all our citizens. (City Goal 5.2)

<b>Objective:</b> Implement an annual survey to measure customer satisfaction and obtain an 85% or higher satisfaction rate.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Surveys mailed/returned	1,000/51	5,000/102	7,000/150	8,000/175
% of Customers satisfied	88%	91%	95%	95%

**Trend:** Customer satisfaction appears to be difficult to measure since a huge volume of survey cards are mailed but very few are returned. We would like to explore alternative methods to gather feedback for the coming year.

<b>Objective:</b> To provide ongoing training to our Customer Service Representatives (CSR's), this will enable them to meet this goal.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
No. hours CSR training	16	16	20	20

- Streamline daily check processing collections through ACH bank method. (City Goal 5.5)

<b>Objective:</b> Complete a study by 12/31/06 that determines the feasibility of processing checks through an automated clearinghouse system.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Feasibility study completed by 12/31/06 /No. of checks processed.	19,528/mo	17,738/mo	23,000/mo	24,000/mo

**Trend:** Check collection volume is a considerable large portion of daily collections that need an efficient handling process. Need to continue to pursue a process that will assist with the huge volume of daily checks.

## Water / Wastewater Utility Fund Expenditures

Utility Billings & Collections

### Summary of Key Measurement Indicators

Measurement Indicators	Actual 2004-2005	Estimated 2005-2006	Projected 2006-2007
<b>Demand</b>			
Customer Base	26,695	27,250	28,000
<b>Input</b>			
Number Authorized FTE's	11.50	14.50	14.50
Operating Expenditures	\$847,563	\$1,051,585	\$1,114,251
<b>Output</b>			
Number of Work Orders Processed	16,164	18,000	19,000
Number of Payments Collected	286,564	290,000	295,000
Total Dollars Collected	\$29,663,749	\$31,000,000	\$32,000,000
<b>Efficiency</b>			
Authorized Personnel as % of Utility Fund	8.98%	11.42%	11.33%
Expenditures as a % of Utility Fund	2.42%	3.93%	3.95%
<b>Effectiveness</b>			
Data Entry Error Rate	62	50	50

# Water / Wastewater Utility Fund Expenditures

Utility Billings & Collections

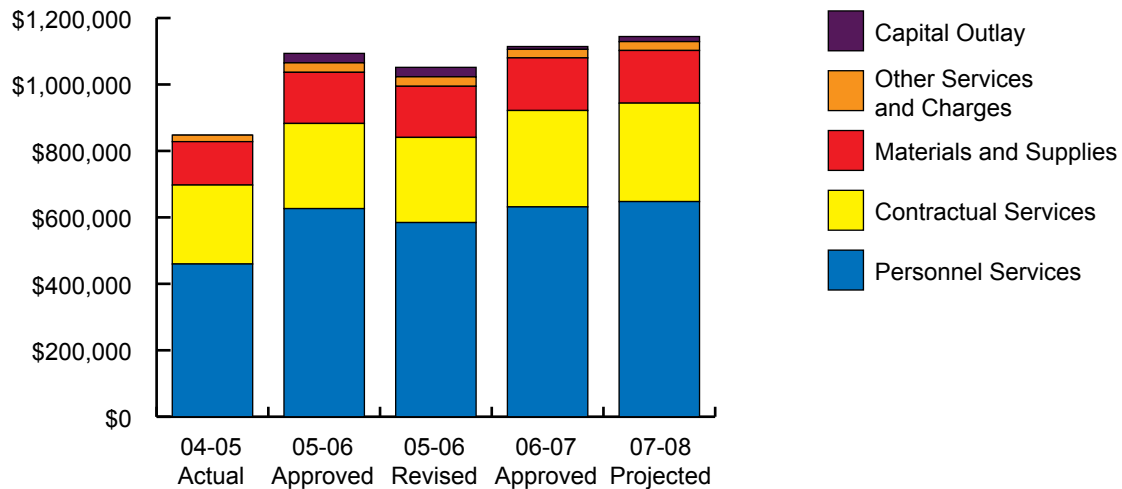
Authorized Personnel	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Utility Office Manager	1	1	1	1	1	1
Customer Service Supervisor	1	1	1	1	1	1
Sr. Customer Service Representative	1	2	2	1	2	2
Customer Service Representative	5	5	5	5	5	5
Receptionist	1	1	1	1	1	1
Customer Service Representative - P/T	1	1	1	0.5	0.5	0.5
Field Services Coordinator	1	1	1	1	1	1
Utility Accountant I	1	1	1	1	1	1
Water Service Representative	0	2	2	0	2	2
<b>Total</b>	<b>12</b>	<b>15</b>	<b>15</b>	<b>11.5</b>	<b>14.5</b>	<b>14.5</b>

## Water / Wastewater Utility Fund Expenditures

Utility Billings & Collections

### Utility Billings & Collections

Expenditures by Category



### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 Projected Budget
Personnel Services	\$459,723	\$626,460	\$584,460	<b>\$631,604</b>	\$647,608
Contractual Services	237,598	256,249	256,249	<b>290,120</b>	296,220
Materials and Supplies	130,632	153,851	153,851	<b>158,327</b>	158,527
Other Services and Charges	19,609	28,500	28,500	<b>25,700</b>	26,700
Capital Outlay	0	28,525	28,525	<b>8,500</b>	15,300
<b>Total Expenditures:</b>	<b>\$847,563</b>	<b>\$1,093,585</b>	<b>\$1,051,585</b>	<b>\$1,114,251</b>	<b>\$1,144,355</b>
<b>Expenditures per Capita:</b>	<b>\$10.07</b>	<b>\$12.36</b>	<b>\$11.88</b>	<b>\$12.37</b>	<b>\$12.21</b>



## **Utility Debt Service & Transfers - Program Description**

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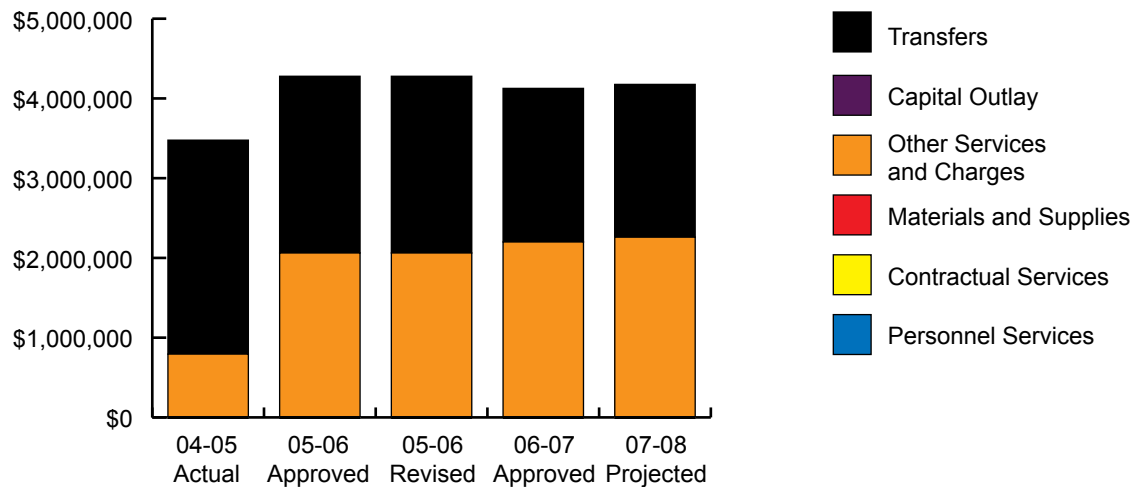
To provide for the scheduled retirement of the City's bonded and other long-term debt. See also the Debt Schedules Section of this budget.

## Water / Wastewater Utility Fund Expenditures

Utility Debt Service & Transfers

### Utility Debt Service & Transfers

Expenditures by Category



### Summary of Expenditures:

	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget	2007-2008 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	793,932	2,062,000	2,062,000	2,200,000	2,260,000
Capital Outlay	0	0	0	0	0
Transfers	2,682,808	2,216,000	2,216,000	1,926,000	1,916,000
<b>Total Expenditures:</b>	<b>\$3,476,740</b>	<b>\$4,278,000</b>	<b>\$4,278,000</b>	<b>\$4,126,000</b>	<b>\$4,176,000</b>
<b>Expenditures per Capita:</b>	<b>\$41.29</b>	<b>\$48.34</b>	<b>\$48.34</b>	<b>\$45.79</b>	<b>\$44.57</b>



# Capital Projects Funds Expenditures

## Capital Improvement Program

- General Government
- Transportation
- Water and Wastewater Utility

CIP - Project Cost Summary

CIP - Funding Summary

CIP - Project Funding Detail

CIP - Project Proposed Expenditures

Estimated Annual Operating  
Cost Detail





## Capital Projects Funds Expenditures

This section shows the Capital Improvement process which utilizes City Strategic Goals to develop a Capital Improvement multi-year plan. The following schedules provide the status of various projects currently underway or to be 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 funding sources.



## **Capital Improvement Program**

As the City of Round Rock looks to the future, City leaders and staff envision a community that has planned for growth and development and provides its citizens with quality services and programs. Based on the 2000 census, the City of Round Rock is the 9th fastest growing city in the U.S. and the fastest growing city in the nation with a population over 25,000. The City of Round Rock must meet the challenges of growth by providing adequate capital improvements for the citizens of Round Rock. Capital improvement projects are a major component in planning for the future of the City.

The backbone of any community comes from its infrastructure - - a City cannot sustain growth without adequate facilities and transportation and utility systems. The City's capital improvement program plays a major role in how the City will function in the future as a sustainable community. Many of these improvement projects have a significant impact on the City's plans and operations to stimulate growth in the local economy.

The City of Round Rock has systematically developed the Capital Improvement Program (CIP) using the City's Strategic Goals as a starting point. The Strategic Goals form the policy basis for preparing master planning documents. The master planning documents provide near-term planning horizons for selecting projects to be included in the multiyear CIP, which is a minimum of five years in length. Project management tools and sound business practices establish well defined project requirements, schedules and cost estimates for properly planning and funding the CIP. These tools and practices also include reporting status during project execution and maintaining the capital improvement for its useful life span.

## **Strategic Planning**

The City views its planning and operations in a strategic manner. Goals for the City and its operating departments are 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 five years and beyond. The City's goals developed within the Strategic Plan provide direction for developing the Capital Improvement Program. The specific goals relating to capital improvements are listed below. The Strategic Goals also form the policy direction for preparing master planning documents.

Goal #2	Review the General Plan with emphasis on the Northeast Quadrant of the city to provide for educational, business, residential, and retail uses.
2.1	Develop a plan to identify future land uses, major transportation routes, utility requirements and a comprehensive park system for the Northeast Quadrant.
Goal #3	Improve the image and appearance of Round Rock.
3.4	Develop a corridor beautification plan for arterials, including significant entryways. This addresses "edges."
Goal #4	Plan and facilitate the City's transportation systems, at the local and regional level, to improve traffic flow and personal mobility.
4.1	Plan the City's transportation systems.
4.2	Implement transportation projects and systems.
4.3	Maintain and operate City's transportation systems.
4.4	Protect the function of the city's arterial roadway system by adopting land use and access policies that concentrate high intensity land uses, minimize strip development, and limit direct driveway access and curb cuts along major roadways.

## Strategic Planning (cont.)

Goal #5	Plan and implement effective and efficient services within the City's financial capacity to meet the needs of residents, customers and employees.
5.1	Ensure city services, facilities and equipment meets the needs of residents, customers and employees through the development of annual departmental goals, objectives, and strategic budgeting.
5.3	Provide a safe environment by promoting a high quality, cost efficient public safety program.
5.4	Provide a high quality, cost efficient public water and wastewater utility system that complies with all applicable state and federal standards and regulations.
5.6	Establish partnerships among the City, other local governments, local businesses and social service providers to address regional issues and provide improved services.

## Master Planning

With the Strategic Goals as the policy direction, the City of Round Rock uses a comprehensive approach to master planning. Planning is driven by the demand of the community, which is created by the growth and development of the City. The City is committed to providing outstanding service by supporting the promotion of growth and economic development in the community.

The master planning environment includes assessing the needs of the community through citizen and customer surveys, research into technological innovation, demographic trend analysis and observation of other factors affecting the community, assessing the needs of each City department for their area of responsibility, and making assumptions concerning the community's general needs for an ultimate growth scenario. Ultimate growth is based on the total development of land within the present city limit and the Extra Territorial Jurisdiction (ETJ). Once compiled, the assessment of needs is combined with the City Council and staff view of the City's business purpose to provide a foundation for master planning. Key master planning documents provide the City with a guide for up to 50 years into the future.

Typically, the City will update these plans every ten years with a major amendment at the five-year midpoint. To keep pace with the development and growth of the city, the City will make additional amendments to the plans on an as needed basis. The updates and amendments are presented to the public in formal hearings and the City Council adopts the changes by ordinance. The planning documents include a:

- General Plan
- Comprehensive Transportation Master Plan – Planning horizons of 2010, 2020 and ultimate build out.
- Water Master Plan – Planning horizons of 10, 20 and 30 years and ultimate build out for infrastructure and beyond 30 years for water reserves.
- Wastewater Master Plan – Planning horizon of 10 years and ultimate build out for infrastructure.
- Parks and Open Space Plan – Planning horizon of five years and ultimate build out.
- Citywide Trails Master Plan – Planning horizon of ultimate build out.

As planning has become a critical component of the City's work structure, staff continually look for new and innovative ways to combine sound solutions with the clear and consistent business principles that meet the ever-changing needs of the citizens – thus allowing the City to create a sound business plan and roadmap for the City's future.

## **Project Selection**

Round Rock's capital improvement project selection process is systematic and deliberate. Typically, the steps are:

- 1. Defining eligible projects.** The master planning process and documents provide potential projects to be included in the multiyear Capital Improvement Program (CIP), which is a minimum of five years in length. Round Rock also 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. Some common examples of capital improvements include streets and expressways, public libraries, water and wastewater lines, and park and recreation facilities.
- 2. Developing a priority ranking system.** The master planning process and documents establish near-term planning horizons for initially ranking capital improvement projects. City staff determines the timing, cost and priorities for each individual project to further refine project ranking, which is coordinated with the City Manager to aid in translating Council priorities into project priorities. The ranking process then begins a formal process, which may include public hearings, and consideration or approval by a board, citizen task force and/or City Council. In the case of a general obligation bond, approval must be obtained from the voters.
- 3. Identifying, assessing and coordinating potential funding sources.** Key elements of developing, assessing and coordinating potential internal and external funding sources is identifying the funding sources, assessing the City's financial condition and its ability to service existing and new debt and coordinating the best source of funds for needed capital improvements. This evaluation process is performed by the Director of Finance and is used to provide the foundation for the proposed CIP.
- 4. Preparing the Spending Plan.** Based on the prioritized list of needed improvements and the assessment of sources and availability of funding, the CIP spending plan is prepared. The plan identifies the capital improvements that are programmed (to be constructed) in the next fiscal year. After preparation, the CIP spending plan is presented to the government body for ratification, and becomes the official and legal policy of the City. The approved funding plan is the authority required for City staff to execute projects.

## **Project Management**

The City of Round Rock strives to execute projects that meet the needs of the citizens within schedule and cost constraints. To achieve these objectives, City staff uses a comprehensive method for managing projects, which begins during the master planning process and continues through project close out.

The project management process starts with translating the needs of the citizens and the City into technical requirements or project scope. With a firm scope, rough order of magnitude project cost estimates, reasonable schedules and annual operating cost estimates are developed. The estimates and schedules are used as a key element in the priority ranking process. Developing annual operating cost estimates is not only critical in evaluating the project during the ranking process, but it provides important information, like personnel requirements, maintenance costs, etc., which is used to plan and develop future budgets.

As the project transitions from planning into execution, City staff actively manages the project by monitoring the project scope to prevent scope creep and refining the scope, if needed, to adjust for unforeseen challenges. The cost estimates and schedules developed during the planning process are also refined and adjusted as the project moves through the design process, so accurate cash flows are available for determining the timing and size of expenditures. In the case of general obligation bonds, accurate timing and size of the issuance can reduce issuance costs and the net ad valorem tax impact to property owners.

The City of Round Rock is constantly striving to improve the Capital improvement Program by implementing best practices for project management. In the future, the City will continue to diligently manage the CIP to enhance the quality of life for the citizens of Round Rock on time and within budget.



## Capital Projects Funds Expenditures

### Capital Improvement Program

#### Project Reporting

The City of Round Rock considers external and internal communication as an important element of good government and good project management. Throughout the Capital Investment Program process, City staff maintains open lines of communication with the public, the City Council, the City Manager and the City Directors through the use of public meetings, presentations, progress and status reports and a "Capital Improvements Projects" web page. The project managers are also readily available to address any issues or challenges that may occur during project execution. Regularly scheduled reporting cycles requires the project managers to continuously monitor project progress/status and results in a reduction of crisis management.

#### Future Project Operating Costs

As mentioned previously, annual operating cost estimates are developed by the project manager during the master planning process and are used as a key element in the priority ranking process. Annual operating costs can include personnel, scheduled repair and maintenance and utilities. To prepare for the future and avoid shortfalls, the City uses the annual operating cost estimates to plan and develop future budgets. If practical, the City will establish new programs tailored specifically to repair and maintain similar capital improvements, like streets and utilities. One such program is the annual Street Maintenance Program, which was established to improve the integrity and service life of the existing City's streets using sealcoat, crack seal and overlay. A pavement management system has been established to protect the City's investment in the 648 lane-mile street system. The objective of the City's pavement management system is to provide serviceable streets in the most cost-effective way possible. To meet this goal, the street conditions are surveyed and then combined with the data on the streets' maintenance history, original design, and traffic uses. This information is used to determine whether maintenance is needed and what type of resurfacing is appropriate. The annual project typically encompasses approximately one-eighth of the lane miles of asphalt concrete paving. The amount of lane miles increases annually due to the construction of new roads and streets and development of subdivisions and commercial properties.

#### Five-Year Capital Improvement Program Project Summary

The Capital Improvements Program (CIP) is a multiyear plan covering a minimum of five years that forecasts spending for all anticipated capital projects. The plan addresses both repair and replacement of existing infrastructure as well as the development or acquisition of new facilities, property, improvements and capital equipment to accommodate future growth. As a planning tool, it enables the City to identify needed capital projects and coordinate facility financing, construction, operation and scheduling. The Capital Improvement Program encompasses three distinct components.

**General Government** - These projects include municipal facilities, parks and park improvements, sidewalks, landscaping, traffic signals, street, regional detention, drainage improvements, public safety capital equipment and facilities. Projects in this component are funded from general government resources such as property tax, sales tax and the issuance of authorized bonds. Regional detention projects are primarily funded through developer fees.

**Transportation** - In August 1997, the Citizens of Round Rock authorized the adoption of an additional sales and use tax within the City at the rate of one-half of one percent, with the proceeds thereof to be used for streets, roads, drainage and other related transportation system improvements. The additional revenue is not part of the City's general operating budget but is budgeted and spent by a non-profit economic development corporation established expressly for the above purposes with the approval of the Round Rock City Council. Since 1998, the Round Rock Transportation System Development Corporation (RRTSDC) and the City have utilized the sales tax revenue stream to leverage a maximum number of transportation projects in the City of Round Rock.

**Water and Wastewater Utility** - These projects are major water and wastewater repairs, replacements and the development or acquisition of new facilities. Water and wastewater utility projects are funded from the sale of water and wastewater services, utility impact fees and the issuance of revenue bonds.

## **Five-Year Capital Improvement Program Project Summary (cont.)**

### **General Government**

The General Government component includes projects in the categories of public service facilities, park projects and park improvements, sidewalks, landscaping, traffic signals, street and drainage improvements, public safety capital equipment and facilities. Funding for general government projects is derived from general government resources such as property tax, sales tax, issuance of authorized bonds and developer fees.

### **Public Service Facilities**

- Municipal Office Complex Phase Two
- Southwest Downtown Area Infrastructure Improvements
- Public Works Master Plan

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 consists of a facility for Municipal Court, Planning and Parks and Recreation. Phase Two intended components are the construction of a new city hall building, parking lot and a campus green.

The Southwest Downtown Area Infrastructure Improvements provide the capacity for the City to contain a 13 acre municipal office campus, a trailhead park and greenbelt along Lake Creek, and potentially more commercial and residential use in the downtown area. Improvements consist of streets, sidewalks, drainage, utilities and streetscapes.

### **Information Technology**

- City Website Enhancement
- Network Security Audit
- Financial Information Services

These projects are major improvements to the City's Information Technology systems. A network security audit is underway to secure the integrity of our current security measures and will continue to appraise our future needs. The City's website has undergone a re-design for form, function and content and was completed and made available in July 2006.

### **Public Safety Equipment and Facilities**

- Fire Engine Replacement Program
- Fire Station #2 Replacement
- New Fire Station #6-COMPLETED
- New Fire Station #7
- New Police Department Building

## Five-Year Capital Improvement Program Project Summary (cont.)

### Public Safety Equipment and Facilities (cont.)

The Fire Engine Replacement Program will ensure older engines are replaced when they reach aging capacity. Three of the four targeted engines have been replaced through this program. Fire Station Number Two is located in the downtown area of the city and is a much older building. The replacement will safely accommodate personnel and equipment, as well as remaining in the present area. Fire Station Number Six was completed in early Spring 2006 and Seven will be constructed to serve the growing population and expected increase of emergency calls in north Round Rock. This will provide better dispersion of station resources.

A new building will be designed and constructed to the specific needs of a police station. This will accommodate the required police resources for the growing population. Property has been purchased and design is underway.

### Parks and Recreation

- City Wide Trails
- Neighborhood Parks
- Old Settler's Park
- Senior Citizen's Center-COMPLETED
- West Side Recreation Center
- Forest Creek Golf Course Upgrade
- City Amphitheatre

The development of City Wide Trails is to encourage walking and biking in the community and to support local and regional transportation systems. The Neighborhood Park projects focused on new park development and renovations of existing parks. This program will provide safe, usable and attractive facilities within our own neighborhoods. Several existing park renovations and new park construction have been completed.

In the City's commitment to the development of Old Settler's Park, there is a continuation of building out the park to provide more diversified programs and recreational facilities. The park has seen the installation of a new playground, new ball field lights, ballfields, parking lots and soccer fields. One of the largest facilities planned is the Rockin' River Aquatic Center which opened in the summer of 2006. With the focus on the City of Round Rock as the "Sports Capital of Texas" many of the projects have expanded the ability to offer abundant and attractive sports facilities.

Our new Senior Citizens Center will house the expansion of various programs for the seniors. The new center was designed with the cooperation of the senior citizens and the Parks and Recreation Department administration. This center was opened in February 2006.

A West Side Recreation Center is scheduled to meet the overwhelming response in memberships the City has received since opening our first recreation center in July 2000. This will allow for growing memberships along with new and current programs.

Forest Creek Golf Course is receiving upgrades to the clubhouse/pavilion, bunkers, and irrigation system.

### Sidewalks, Landscapes and Traffic Signals

- Mays Street Sidewalks
- 2001 Citywide Sidewalk Program-Phase One -COMPLETED
- Forest Creek Safety and Sidewalk Improvements
- County Road 122 Sidewalks
- Corridor Enhancements
- Downtown Parking and Traffic Circulation
- Traffic Signals-Various Locations

## **Five-Year Capital Improvement Program Project Summary (cont.)**

Sidewalks are needed along streets for increased access to schools, parks and commercial areas. Road and crossing safety issues such as handrails and fencing will be addressed. Many other areas of the City have been targeted for sidewalks within the various projects.

The Corridor Enhancement projects are designed to improve the aesthetics of corridors along specified city streets. The improvements could include fencing, signage and landscaping. This is an on- going project for the City with several streets completed with new fencing.

Downtown Parking and Traffic Circulation Infrastructure is designed to meet the needs of the downtown area with parking facilities, traffic control, and pedestrian paths, as well as provide increased safety at busy intersections. An underground parking garage has been completed and is located under the Baca Senior and Activity Center.

Several traffic signals at needed intersections throughout the city have been installed and are in operation. Design and placement of additional signals are ongoing.

### **Streets, Drainage and Storm Water Control**

- Berglund Streets Improvements
- County Road 122
- Street Seal Coat Program
- Gattis School Road Intersection and Safety
- Creekbend Boulevard
- Chisholm Trail Reconstruction
- Chisholm Parkway Extension
- Sam Bass Road
- Downtown Streets-Phase One-COMPLETED
- Various Round Rock West Streets-COMPLETED
- Austin and Liberty Avenue
- Dennis Drive Improvements
- Ledbetter Street
- Southcreek Channel Improvements
- Bowman Road Drainage
- Messick Loop-Hanlac Trail Channel Improvements
- Onion Branch Stormwater Drainage Study

These projects will cover a myriad of infrastructure needs such as repair, relocation, replacement and reconstruction of major and local roadways. These projects will include the accompanying drainage and underground utilities. This will greatly improve and enhance the mobility of citizens and decrease congestion. New and improved streets will provide better road safety and access to key areas.

The Street Seal Coat Program is an annual preventative maintenance program designed to systematically seal coat city streets. Areas of the city are designated each year depending on the existing age of the seal coat.

Storm water channels require "wet" maintenance and are often overgrown with weeds, erosion and silting. Channel improvements will correct these safety concerns and eliminate higher maintenance costs.



## Five-Year Capital Improvement Program Project Summary (cont.)

### Transportation

In 1997 the citizens of Round Rock voted to authorize an additional one half cent sales tax for the specific purpose to build roads and major arterials. The Transportation component of the Capital Improvement Program covers those projects funded through this additional sales tax.

### Transportation Projects

- Arterial A
- Forest Creek Drive-COMPLETED
- Double Creek Drive-COMPLETED
- A.W. Grimes Boulevard
- County Road 113-Kiphen Road
- FM 1460
- Greenlawn Boulevard Extension-COMPLETED
- Palm Valley Feasibility Study
- RM 620
- IH-35 Turnarounds-COMPLETED
- County Road 122-Red Bud Lane Phase 2
- State Highway 45
- South Mays Street Improvements-COMPLETED
- Traffic Signals
- Traffic Signal Coordination
- US Highway 79-from CR195 to CR110-COMPLETED
- US Highway79-from FM1460 to CR195
- Transportation Consulting
- IH-35 Area Improvements
- Hester's Crossing Bridge Replacement
- County Road 122 Phase 3
- Oakmont Drive
- Teravista Drive
- Ring Road Phase One

Transportation projects are new road and road betterments as planned through the City's Comprehensive Transportation Master Plan. This Master Plan has elements to provide an adequate future transportation system, identify environmentally sensitive areas, and develop roadway design standards. Transportation is an important concern of the citizens and the administration of Round Rock. The projects listed above have been approved and are on the City's Transportation Capital Improvement Program. The TCIP is a short term view of the City's needs for transportation. AW Grimes Boulevard has been completed through phase one and phase two is under construction. The IH-35 Improvements will make easier access for the premium outlet stores area. Several traffic signals are completed and others are being planned, designed and installed.

## **Five-Year Capital Improvement Program Project Summary (cont.)**

### **Water and Wastewater Utility**

The final component of the City of Round Rock's Capital Improvement Program is the Water and Wastewater Utility. This includes projects in the categories of major water and wastewater lines, processing facilities, water transmissions, water storage, and water operations. This includes major repairs, replacements and new development. Funding for water and wastewater projects is derived from the sale of water and wastewater services, utility impact fees and the issuance of revenue bonds.

### **Water Utility**

- East Water Transmission Line-Phase Three-A-COMPLETED
- East Water Transmission Line-Phase Three-A2-COMPLETED
- East Water Transmission Line-Phase Three-B1
- East Water Transmission Line-Phase Three-B2
- East Water Transmission Line-Phase Four
- Water Tanks Rehabilitation
- Ground Water Filtration
- A.W. Grimes Waterline-Phase Two
- Relocation of Waterline at SH29 and CR265-COMPLETED
- Gattis School Road 12 inch Waterline
- Electric Generators/High Service Pumps
- PRV Installation Program
- Raw Water Delivery System Improvements
- Kensington Park Waterline
- 2005 GPS/GIS Project
- Manville/CR 122 Water Improvements
- Highway 79 12" Waterline
- Water Distribution System Model and Master Plan
- Doublecreek 16" Waterline & Connections
- South Arterial A 16" Waterline
- Southcreek 12" Waterline
- 12" Creekbend Waterline
- Lake Travis Supply and Treatment System

Water system lines, storage improvements and system improvements are ongoing capital repairs or betterments. These projects improve, strengthen or increase the city's water utility system to provide the level of service required by our citizen's and businesses. Expanding water services is necessary to accommodate the City's current growth and future growth. Major renovations and repairs keep the water system running efficiently and effectively. The City's latest expansion of the Water Treatment plant was completed in 2004 and increased the capacity by 20 MGD.

## Five-Year Capital Improvement Program Project Summary (cont.)

### Reclaimed Water Utility

- Water Re use at Old Settlers Park

This project involves using treated wastewater for irrigation of Old Settler's Park. Recycling the treated wastewater is an environmentally friendly, economical and safe solution for large irrigation.

### Regional Water

- Lake Stillhouse Hollow Pipeline-COMPLETED

### Wastewater Utility

- Wastewater Basin Inspection and Rehabilitations
- Wastewater Line at Water Treatment Plant Improvements
- Avery Farms Wastewater Interceptor-COMPLETED
- Westinghouse Wastewater Line
- McNutt Creek Wastewater Improvements
- Chandler Creek Interceptor
- I & I Flow Monitoring Study
- Kipphen Road Wastewater Line
- Forest Creek Interceptor
- 2005 GPS/GIS Project
- Sewer Line Lake Creek and Dove Springs
- Future Wastewater Interceptor

Wastewater system line improvements are line extensions to serve a growing customer base, ongoing capital repairs or betterments. Completed repairs and renovations provide significant treatment cost reductions in the future by preventing ground water from seeping into collector lines.

### Regional Wastewater

- Wastewater Treatment Plant Rehabilitation
- Wastewater Tunnel-COMPLETED

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.

## Capital Improvement Program Project Cost Summary

The following table summarizes the project cost of the City of Round Rock Capital Improvement Program. Included in the total project cost, is the City of Round Rock's funded amount and all other outside funding. The annual operating costs are the anticipated operating costs expected in the first fiscal year of a new program associated with the completion of a capital project.

<b>Project/ Program Title</b>	<b>Total Project Cost</b>	<b>Annual Operating Costs</b>
<b>General</b>		
<b>Public Service Facilities</b>		
Municipal Office Complex Phase Two	\$11,845,000	\$60,000
SW Downtown Area Infrastructure	6,045,000	15,000
Public Works Master Plan	50,000	
<b>Information Technology</b>		
City Website Enhancement	85,000	
Financial Information Services	500,000	
Network Security Audit	85,000	
<b>Public Safety Equipment and Facilities</b>		
Fire Engine Replacement Program	1,630,000	
Fire Station No. Two Replacement	1,625,000	
Fire Station No. Six	2,306,000	989,000
Fire Station No. Seven	1,600,000	989,000
New Police Department Building	21,518,895	Not available
<b>Parks and Recreation</b>		
Senior Citizens Center	4,630,000	816,000
City Trail Systems-A	685,000	20,760
Old Settlers Park Improvements	5,352,091	180,000
Old Settlers Sports Complex Master Design	1,200,000	
West Side Recreation Center	7,000,000	1,200,000
Neighborhood Parks	990,628	
City Amphitheatre	200,000	
Forest Creek Golf Course Upgrade	1,000,000	

## Capital Projects Funds Expenditures

CIP Project Cost Summary

### Capital Improvement Program Project Cost Summary (cont.)

Project/ Program Title	Total Project Cost	Annual Operating Costs
<b>General (cont.)</b>		
<b>Sidewalks, Landscapes and Traffic Signals</b>		
Mays Street Sidewalks	127,986	
Citywide Sidewalks-Phase One	891,483	
Forest Creek Safety and Sidewalk Improvements	250,000	
County Road 122 Sidewalks	1,010,000	
Corridor Enhancements	750,000	10,000
Downtown Parking and Traffic Circulation	4,000,000	30,000
Traffic Signals-Various Locations	1,290,000	
<b>Streets, Drainage and Storm Water Control</b>		
Berglund Streets Improvements	\$932,338	
County Road 122 Improvements	2,994,698	
2005 Seal Coat Program	2,677,826	
2006 Seal Coat Program	1,834,380	
Gattis School Road Intersection & Safety	2,910,000	
Creekbend Boulevard	5,175,000	
Chisholm Trail Reconstruction	6,160,000	
Chisholm Parkway Extension	1,300,000	
Sam Bass Road	3,820,000	
Downtown Streets Phase 1	2,190,000	
Various Round Rock West Streets	2,275,000	
Austin and Liberty Avenue	3,895,000	
Eggers Acres-Dennis Drive Improvements	1,570,000	
Ledbetter Street	280,000	
Southcreek Channel Improvements	1,780,000	
Bowman Road Drainage	1,500,000	
Messick Loop-Hanlac Trail Channel Improvements	640,000	
Onion Branch Stormwater	500,000	
<b>General Projects Total</b>	<b>\$119,101,325</b>	

**Capital Improvement Program Project Cost Summary (cont.)**

<b>Project/ Program Title</b>	<b>Total Project Cost</b>	<b>Annual Operating Costs</b>
<b>General</b>		
<b>Transportation</b>		
Arterial A	\$1,650,000	
Forest Creek	4,378,319	
Double Creek Drive	2,850,000	
A.W. Grimes Blvd.	27,046,355	
CR 113	12,510,311	
FM 1460	8,800,000	
Greenlawn Extension	4,331,861	
IH35 Turnarounds	7,036,562	
RM 620	11,000,000	
Prime Strategies-Coordination of agencies for SH45	52,326	
SH45	272,576,911	
South Mays Street Improvements	4,901,465	
Traffic Signals	2,230,000	
Traffic Signal Coordination	100,000	
US 79-from CR195 to CR110	6,175,892	
US 79-from FM1460 to CR195	12,012,745	
Transportation Consulting	341,961	
IH35 Area Improvements	14,311,866	
Hester's Crossing Bridge Replacement	9,780,000	
Palm Valley Feasibility Study	87,400	
County Rd. 122 Phase Two	596,706	
County Rd. 122 Phase Three	3,793,536	
Oakmont Drive	2,200,000	
Teravista Drive	1,250,000	
Ring Road Phase One	2,000,000	
<b>Transportation Projects Total</b>	<b>\$412,014,216</b>	

## Capital Projects Funds Expenditures

CIP Project Cost Summary

### Capital Improvement Program Project Cost Summary (cont.)

Project/ Program Title	Total Project Cost	Annual Operating Costs
<b>Water / Wastewater Utility</b>		
<b>Water Utility</b>		
Groundwater Filtration	\$4,000,000	
Water Tanks Rehabilitation	1,000,000	
Raw Water Delivery System Improvements	11,200,000	
Relocate Waterline at SH29 and CR265	3,100,947	
Gattis School Road 12" Waterline	359,055	
East Transmission Line Phase 3-A	1,025,000	
East Transmission Line Phase 3-B 1	4,971,881	
East Transmission Line Phase 3-B-2	3,232,478	
East Transmission Line Phase 3-A-2	928,000	
Electric Generators-High Service Pumps	930,000	
A.W. Grimes Waterline Phase 2	300,000	
Manville/CR 122 Water Improvements	100,000	
2005 GPS/GIS Project	265,670	
Kensington Park 16" Waterline	441,000	
12" Creekbend Water Line*	420,000	
2008 PRV Program*	500,000	
Highway 79 12" Waterline *	120,000	
Doublecreek 16" Waterline and Connection*	1,055,000	
Water Distribution System Model and Master Plan*	75,000	
South Arterial "A" 16" Waterline *	791,250	
Southcreek 12" Waterline *	512,000	
East Transmission Line Phase 4 *	1,800,000	
Lake Travis Supply and Treatment System	48,070,368	

## Capital Improvement Program Project Cost Summary (cont.)

<b>Project/ Program Title</b>	<b>Total Project Cost</b>	<b>Annual Operating Costs</b>
<b>Water / Wastewater Utility</b>		
<b>Wastewater Utility</b>		
Westinghouse Wastewater Line	\$1,530,444	
Water Treatment Plant Wastewater Line	463,800	
Basin Inspections & Repairs FY02-03	978,089	
Basin Inspections & Repairs FY03-04	3,024,381	
Basin Inspections & Repairs FY04-05	3,673,465	
Basin Inspections & Repairs FY05-06	3,024,086	
Avery Farms Interceptor	1,153,975	
McNutt Creek Wastewater Systems Improvements	12,704,347	
Kipphen Road Wastewater Line	200,000	
I & I Flow Monitoring Study	200,000	
Sewer Line Lake Creek and Dove Springs	300,000	
2005 GPS/GIS Project	383,455	
Forest Creek Interceptor*	2,027,688	
Basin Inspections and Repairs FY06-07 *	3,552,669	
Basin Inspections and Repairs FY07-08 *	4,361,992	
Basin Inspections and Repairs FY08-09 *	1,757,575	
Basin Inspections and Repairs FY09-10*	1,921,980	
Chandler Creek Improvements *	2,240,297	
Future Interceptor *	3,000,000	
<b>Regional Wastewater Utility</b>		
East Wastewater Treatment Plant Expansion **	\$32,625,020	
Brushy Creek Tunnel-COMPLETED **	11,100,414	
<b>Water Re-Use</b>		
Old Settler's Park Irrigation	\$1,800,000	
<b>Utility Projects Total</b>	<b>\$177,721,326</b>	

\*These utility projects are in the planning phase for future construction.

\*\*LCRA regional projects.



## Capital Projects Funds Expenditures

### CIP Funding Summary

## Capital Improvement Program Funding Summary

As described within the three components of the City of Round Rock's Capital Improvements Projects there are specified funding sources. These are the City's identified funding sources for the Capital Improvement Program.

### General Government Funding Sources

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2001- \$89,800,000 Authorized General Obligation Bonds

2002 General Obligation Bonds-First Issue	\$35,000,000
2004 General Obligation Bonds-Second Issue	\$20,000,000
Future General Obligation Bonds-Third Issue	\$34,800,000

2000 Certificates of Obligation	\$10,750,000
1998 General Obligation Bonds	\$8,905,000
1997 Certificates of Obligation	\$5,185,000
General Self Financed Construction	\$27,364,444
Regional Detention Fees	\$500,000

### Transportation Funding Sources

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Transportation Construction Fund

2001 Sales Tax Revenue Bonds	\$25,890,000
State Infrastructure Bank Loans	\$38,000,000
Transportation Sales Tax *	\$69,399,433

### Water and Wastewater Utility Funding Sources

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Utility Construction Funding **	\$109,360,441
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\*1/2 cent sales tax

\*\* Funding for Utility construction projects include cash transfers from Water and Wastewater Services, (pay as you go financing), Impact Fees, where applicable and the future issuance of revenue bonds.

## Capital Improvement Program Project Funding Detail

The following tables identify the funding source name, type and a list of capital projects that utilize that source. Some projects will appear in more than one table as the project has multiple funding sources.

### General Government Funding Sources

#### 2001 Authorized General Obligation Bonds

Project/ Program Title	Total Project Cost	First Issue Funding 2002	Second Issue Funding 2004	Third Issue Funding
<b>PUBLIC SERVICE FACILITIES</b>				
Municipal Office Complex Phs. Two	\$11,845,000		\$200,000	\$11,645,000
SW Downtown Area Infrastructure	6,045,000	\$5,045,000	1,000,000	
<b>PUBLIC SAFETY EQUIPMENT AND FACILITIES</b>				
Fire Engine Replacement Program	1,630,000	800,000	410,000	420,000
Fire Station No. 2 Replacement	1,625,000	1,625,000		
New Police Department Building (1)	21,518,895	1,965,000	4,605,000	
Fire Station No. Six (2)	2,306,000	2,300,000		
<b>PARKS AND RECREATION</b>				
Senior Citizens Center	4,630,000	4,630,000		
City Trail Systems-A	685,000			685,000
Old Settlers Park Improvements (3)	5,352,091	1,120,000	2,870,000	
West Side Recreation Center	7,000,000	10,000	200,000	6,790,000
Neighborhood Parks (4)	990,628	310,000	525,000	
<b>SIDEWALKS, LANDSCAPES AND TRAFFIC SIGNALS</b>				
Citywide Sidewalks-Phase One (5)	1,034,112	333,000	333,000	334,000
Forest Creek Safety and Sidewalk Improvements	250,000	250,000		
County Road 122 Sidewalks	1,010,000		1,010,000	
Corridor Enhancements (6)	750,000	220,000	140,000	140,000
Downtown Parking and Traffic Circulation	4,000,000	2,031,500	1,491,300	477,200
Traffic Signals-Various Locations	1,290,000	431,000	182,500	676,500

## Capital Projects Funds Expenditures

CIP Program Project Funding Detail

### Capital Improvement Program Project Funding Detail (cont.)

#### 2001 Authorized General Obligation Bonds (continued)

Project/ Program Title	Total Project Cost	First Issue Funding 2002	Second Issue Funding 2004	Third Issue Funding
<b>STREETS, DRAINAGE AND STORM WATER CONTROL</b>				
Gattis School Road Intersection & Safety	\$2,910,000	\$2,910,000		
Creekbend Boulevard	5,175,000	1,228,000	\$500,000	\$3,447,000
Chisholm Trail Reconstruction	6,160,000	1,530,000	2,000,000	2,630,000
Chisholm Parkway Extension	1,300,000	450,000	500,000	350,000
Sam Bass Road	3,820,000	1,035,000	1,960,000	825,000
Downtown Streets Phase 1	2,190,000	2,190,000		
Various Round Rock West Streets (7)	2,677,826	1,775,000		
Austin and Liberty Avenue	3,895,000		665,000	3,230,000
Eggers Acres-Dennis Drive Improvements	1,570,000		423,000	1,147,000
Ledbetter Street	280,000			280,000
Southcreek Channel Improvements	1,780,000	1,780,000		
Bowman Road Drainage	1,499,999		775,000	724,999
Messick Loop-Hanlac Trail Channel Improvements	640,000			640,000
<b>COMPLETED PROJECTS</b>		\$700,000		
Issuance Costs		\$331,500	\$210,200	\$358,301
<b>Total 2001 Authorized G.O. Bonds</b>		<b>\$35,000,000</b>	<b>\$20,000,000</b>	<b>\$34,800,000</b>

- (1) New Police Department Building has funding in General Self Financed Construction.
- (2) Fire Station No. Six has funding in General Self Financed Construction.
- (3) Old Settlers Park Improvements has funding in 2000 Certificates of Obligation, 1998 General Obligation Bonds and General Self Financed Construction.
- (4) Neighborhood Parks has funding in 2000 Certificates of Obligation and General Self Financed Construction.
- (5) Citywide Sidewalks has funding in General Self Financed Construction.
- (6) Corridor Enhancement has funding in General Self Financed Construction.
- (7) Various Round Rock West Street has funding in General Self Financed Construction.

**Capital Improvement Program Project Funding Detail (cont.)**

**2000 Certificates of Obligation**

<b>Project/ Program Title</b>	<b>Total Project Cost</b>	<b>2000 C. O. Funding</b>
<b>PARKS AND RECREATION</b>		
Neighborhood Parks (1)	\$990,628	\$76,770
Old Settlers Improvements (2)	5,352,091	65,610
<b>COMPLETED PROJECTS</b>		<b>\$10,360,171</b>
Issuance Costs		\$247,449
<b>Total 2000 Certificates of Obligation</b>		<b>\$10,750,000</b>

(1) Neighborhood Parks has funding in the 2001 GO's and General Self Financed Construction.

(2) Old Settlers Improvements has funding in the 2001 GO's, 1998 GO's and General Self Financed Construction.

## Capital Projects Funds Expenditures

CIP Program Project Funding Detail

### Capital Improvement Program Project Funding Detail (cont.)

#### 1998 General Obligation Bonds

Project/ Program Title	Total Project Cost	1998 G. O. Funding
<b>PARKS AND RECREATION</b>		
Old Settlers Improvements (1)	\$5,352,091	\$223,080
<b>STREETS, DRAINAGE AND STORM WATER CONTROL</b>		
Berglund Streets Improvements	\$961,064	\$961,064
County Road 122 Improvements (2)	2,994,698	1,494,698
<b>COMPLETED PROJECTS</b>		6,167,158
Issuance Costs		\$59,000
<b>Total 1998 General Obligation Bonds</b>		<b>\$8,905,000</b>

(1) Old Settlers Improvements has funding in 2001 GO's, 2000 CO's and General Self Financed Construction.

(2) County Road 122 Improvements has funding in General Self Financed Construction.

#### 1997 Certificates of Obligation

Project/ Program Title	Total Project Cost	1997 C. O. Funding
<b>SIDEWALKS, LANDSCAPES AND TRAFFIC SIGNALS</b>		
Mays Street Sidewalks	\$155,000	\$155,000
<b>COMPLETED PROJECTS</b>		\$4,845,000
Issuance Costs		\$185,000
<b>Total 1997 Certificates of Obligation</b>		<b>\$5,185,000</b>

## Capital Improvement Program Project Funding Detail (cont.)

### General Self Financed Construction

Project/ Program Title	Total Project Cost	General Self Financed Funding
<b>PUBLIC SERVICE FACILITIES</b>		
Public Works Master Plan	\$50,000	\$50,000
<b>PUBLIC SAFETY EQUIPMENT AND FACILITIES</b>		
Fire Station Number 7	1,600,000	1,600,000
Fire Station Number 6 (1)	2,306,000	6,000
New Police Department Building (2)	21,518,895	14,948,895
<b>PARKS AND RECREATION</b>		
Old Settler's Park Improvements (3)	5,352,091	1,073,401
Forest Creek Golf Course Upgrade	1,000,000	1,000,000
Neighborhood Parks (4)	990,628	78,858
Old Settler's Sports Complex Master Design	1,200,000	1,200,000
City Amphitheatre	200,000	200,000
<b>SIDEWALKS, LANDSCAPES AND TRAFFIC SIGNALS</b>		
Corridor Enhancement Program (5)	750,000	250,000
CityWide Sidewalks-Phase One (6)	1,034,112	34,112
Mays St. Sidewalks (7)	127,986	100,972
<b>STREETS, DRAINAGE AND STORM WATER CONTROL</b>		
County Road 122 (8)	2,994,698	1,500,000
Various Round Rock West Streets (9)	2,677,826	902,826
2005 Seal Coat Program	1,915,000	1,915,000
2006 Seal Coat Program	1,834,380	1,834,380
<b>INFORMATION TECHNOLOGY</b>		
Network Security Audit	85,000	85,000
City Website Enhancement	85,000	85,000
Financial Information Services	500,000	500,000
<b>Total General Self Financed Funding</b>		<b>\$27,364,444</b>

- (1) Fire Station Number 6 has funding in 2001 GO's.
- (2) New Police Building has funding in 2001 GO's.
- (3) Old Settler's Park Improvements has funding in 2001 GO's, 2000 CO's and 1998 GO's.
- (4) Neighborhood Parks has funding in 2001 GO's and 2000 CO's.
- (5) Corridor Enhancement has funding in 2001 GO's.
- (6) CityWide Sidewalks-Phase One has funding in 2001 GO's.
- (7) Mays St. Sidewalks has preliminary engineering completed in 1997 CO's (closed fund).
- (8) County Rd. 122 has funding in the 1998 GO's.
- (9) Various Round Rock West Streets has funding in 2001 GO's.

## Capital Projects Funds Expenditures

CIP Program Project Funding Detail

### Capital Improvement Program Project Funding Detail (cont.)

#### Regional Detention Fees

Project/ Program Title	Total Project Cost	Regional Detention Funding
<b>DRAINAGE AND CHANNEL IMPROVEMENTS</b>		
Onion Branch Stormwater	\$500,000	\$500,000
<b>Total Regional Detention Fees</b>		<b>\$500,000</b>

#### Transportation

##### Transportation Fund

Project/ Program Title	Total Project Cost	Round Rock Transportation Funding*	Other Funding
<b>TRANSPORTATION</b>			
Arterial A	\$1,650,000	\$1,650,000	
Forest Creek	4,378,319	3,006,179	\$1,372,140
Double Creek Drive	2,850,000	2,850,000	
A.W. Grimes Blvd.	27,046,355	24,056,294	2,990,061
CR 113-Kiphen Rd.	12,510,311	11,188,906	1,321,405
FM 1460	8,800,000	600,000	8,200,000
Greenlawn Extension	4,331,884	3,698,189	633,695
IH35 Turnarounds	7,036,562	3,533,562	3,503,000
RM 620	11,000,000	2,500,000	8,500,000
Prime Strategies-Coordination of agencies for SH45	52,326	52,326	-
SH45	272,576,911	31,376,911	241,200,000
South Mays Street Improvements	4,901,465	4,880,000	21,465
Traffic Signals	2,230,000	2,230,000	
Traffic Signal Coordination	100,000	100,000	
US 79-from CR195 to CR110	6,175,892	2,375,892	3,800,000
US 79-from FM1460 to CR195	12,012,745	9,012,745	3,000,000
Transportation Consulting	341,961	341,961	
IH35 Area Improvements	14,311,866	10,269,090	4,042,776
Hester's Crossing Bridge Replacement	9,780,000	9,780,000	
Palm Valley Feasibility Study	87,400	87,400	
County Rd. 122-Redbud Ln. Phase Two	596,706	596,706	
County Rd. 122-Redbud Ln. Phase Three	3,793,536	3,653,272	140,264
Oakmont Drive	2,200,000	2,200,000	
Teravista Drive	1,250,000	1,250,000	
Ring Road Phase One	2,000,000	2,000,000	
<b>Total Transportation Fund</b>		<b>\$133,289,433</b>	<b>\$278,724,806</b>

\*This funding includes sales tax revenue, state infrastructure bank loans and sales tax revenue bonds.

**Capital Improvement Program Project Funding Detail (cont.)**

**Water / Wastewater Utility**

**Utility Funding**

<b>Project/ Program Title</b>	<b>Total Cost</b>	<b>Utility Funding</b>
<b>WATER UTILITY</b>		
Groundwater Filtration	\$4,000,000	\$4,000,000
Water Tanks Rehabilitation	1,000,000	1,000,000
Raw Water Delivery System Improvements	11,200,000	11,200,000
Relocate Waterline at SH29 and CR265	3,100,947	3,100,947
Gattis School Road 12" Waterline	359,055	359,055
East Transmission Line Phase 3-A	1,025,000	1,025,000
East Transmission Line Phase 3-B 1	4,971,881	4,971,881
East Transmission Line Phase 3-B-2	3,232,478	3,232,478
East Transmission Line Phase 3-A-2	928,000	928,000
Electric Generators-High Service Pumps	930,000	930,000
A.W. Grimes Waterline Phase 2	300,000	300,000
Manville/CR 122 Water Improvements	100,000	100,000
2005 GPS/GIS Project	265,670	265,670
Kensington Park 16" Waterline	441,000	441,000
Lake Travis Supply and Treatment System	48,070,368	48,070,368



## Capital Projects Funds Expenditures

CIP Program Project Funding Detail

### Capital Improvement Program Project Funding Detail (cont.)

#### Water / Wastewater Utility

#### Utility Funding (cont.)

Project/ Program Title	Total Cost	Utility Funding
<b>WASTEWATER UTILITY</b>		
Westinghouse Wastewater Line	\$1,530,444	\$1,530,444
Water Treatment Plant Wastewater Line	463,800	463,800
Basin Inspections & Repairs FY02-03	978,089	978,089
Basin Inspections & Repairs FY03-04	3,024,381	3,024,381
Basin Inspections & Repairs FY04-05	3,673,465	3,673,465
Basin Inspections & Repairs FY05-06	3,024,086	3,024,086
Avery Farms Interceptor	1,153,975	1,153,975
McNutt Creek Wastewater Systems Improvements	12,704,347	12,704,347
Kipphen Road Wastewater Line	200,000	200,000
I & I Flow Monitoring Study	200,000	200,000
Sewer Line Lake Creek and Dove Springs	300,000	300,000
2005 GPS/GIS Project	383,455	383,455
<b>WATER RE-USE</b>		
Old Settler's Park Irrigation	\$1,800,000	\$1,800,000
<b>Total Utility Fund</b>		<b>\$109,360,441</b>

**Capital Improvement Program Project Proposed Expenditures**

The following tables provide actual and estimated capital expenditures through fiscal year 2006.

**General Government Projects**

<b>Project</b>	<b>Estimated Total Project Cost</b>	<b>Expenditures Through 9/30/06</b>	<b>2006-2007 Proposed Expenditures</b>	<b>2007-2008 Proposed Expenditures</b>
<b>PUBLIC SERVICE FACILITIES</b>				
Municipal Office Complex Phase Two*	\$11,845,000	\$100,000	\$100,000	\$8,880,000
SW Downtown Area Infrastructure	6,045,000	1,580,235	4,464,765	-
<b>INFORMATION TECHNOLOGY</b>				
City Website Enhancement	85,000	48,000	37,000	-
Network Security Audit	85,000	85,000	-	-
Financial Information Services	500,000	-	250,000	250,000
<b>PUBLIC SAFETY EQUIPMENT AND FACILITIES</b>				
Fire Engine Replacement Program	1,630,000	1,210,000		420,000
Fire Station No. Two Replacement	1,625,000	739,375	885,625	-
Fire Station No. Six	2,306,000	2,306,000	-	
Fire Station No. Seven	1,600,000	607,997	992,003	-
New Police Department Building	21,518,895	7,262,992	9,000,000	5,255,903

## Capital Projects Funds Expenditures

CIP Program Project Proposed Expenditures

### Capital Improvement Program Project Proposed Expenditures (cont.)

#### General Government Projects (cont.)

Project	Estimated Total Project Cost	Expenditures Through 9/30/06	2006-2007 Proposed Expenditures	2007-2008 Proposed Expenditures
<b>PARKS AND RECREATION</b>				
Senior Citizens Center	4,630,000	4,630,000	-	-
City Trail Systems-A	685,000	-	150,000	535,000
Old Settlers Park Improvements	5,352,091	5,102,091	250,000	-
West Side Recreation Center*	7,000,000	25,000	185,000	6,000,000
Neighborhood Parks	990,628	557,417	433,211	-
Forest Creek Golf Course Upgrade	1,000,000	375,000	375,000	250,000
City Amphitheatre	200,000	-	200,000	-
Old Settlers Sports Complex Master Design	1,200,000	-	1,200,000	-

#### **SIDEWALKS, LANDSCAPES AND TRAFFIC SIGNALS**

Mays Street Sidewalks	127,986	27,014	100,972	-
Citywide Sidewalks-Phase One	1,034,112	891,483	142,629	-
Forest Creek Safety and Sidewalk Improvements	250,000	145,843	104,157	-
County Road 122 Sidewalks	1,010,000	320,000	690,000	-
Corridor Enhancements	750,000	379,652	250,000	120,348
Downtown Parking and Traffic Circulation	4,000,000	1,940,822	100,000	1,959,178
Traffic Signals-Various Locations	1,290,000	657,262	632,738	-

**Capital Improvement Program Project Proposed Expenditures (cont.)**

**General Government Projects (cont.)**

<b>Project</b>	<b>Estimated Total Project Cost</b>	<b>Expenditures Through 9/30/06</b>	<b>2006-2007 Proposed Expenditures</b>	<b>2007-2008 Proposed Expenditures</b>
<b>STREETS, DRAINAGE AND STORM WATER CONTROL</b>				
Berglund Streets Improvements	932,338	398,097	534,241	-
County Road 122 Improvements	2,994,698	2,994,698	-	-
2005 Seal Coat Program	1,915,000	-	1,915,000	-
2006 Seal Coat Program	1,834,380	-	1,834,380	-
Gattis School Road Intersection & Safety	2,910,000	352,647	2,557,353	-
Creekbend Boulevard	5,175,000	511,594	1,216,406	3,447,000
Chisholm Trail Reconstruction	6,160,000	267,880	2,262,120	3,630,000
Chisholm Parkway Extension	1,300,000	75,000	875,000	350,000
Sam Bass Road	3,820,000	600,000	2,395,000	825,000
Downtown Streets Phase 1	2,190,000	2,190,000	-	-
Various Round Rock West Streets	2,677,826	2,677,826	-	-
Austin and Liberty Avenue	3,895,000	331,535	1,468,465	2,095,000
Eggers Acres-Dennis Drive Improvements	1,570,000	200,000	710,000	660,000
Ledbetter Street	280,000	120,000	160,000	-
Southcreek Channel Improvements	1,780,000	444,787	1,335,213	-
Bowman Road Drainage	1,499,999	129,491	645,509	724,999
Messick Loop-Hanlac Trail Channel Improvements	640,000	-	-	640,000
Onion Branch Stormwater	500,000	500,000	-	-
<b>General Government Projects Total</b>	<b>\$118,833,953</b>	<b>\$40,784,738</b>	<b>\$38,451,787</b>	<b>\$36,042,428</b>

\* Funding beyond fiscal year 2007-2008 will be required.

\*\* Additional outside funding will be required.

## Capital Projects Funds Expenditures

CIP Program Project Proposed Expenditures

### Capital Improvement Program Project Proposed Expenditures

#### Transportation Projects

Project	Estimated Total Project Cost	Expenditures Through 9/30/06	2006-2007 Proposed Expenditures	2007-2008 Proposed Expenditures
<b>TRANSPORTATION</b>				
Arterial A	\$1,650,000	\$1,650,000	\$-	\$-
Forest Creek	4,378,319	4,378,319	-	-
Double Creek Drive	2,850,000	2,850,000	-	-
A.W. Grimes Blvd.**	27,046,355	24,816,721	1,222,274	-
CR 113**	12,510,311	8,259,783	2,877,541	-
FM 1460**	8,800,000	600,000	-	-
Greenlawn Extension**	4,331,884	3,698,189	-	-
IH35 Turnarounds**	7,036,562	3,533,562	-	-
RM 620**	11,000,000	-	-	2,500,000
Prime Strategies-Coordination of agencies for SH45	52,326	52,326	-	-
SH45**	272,576,911	34,476,032	2,750,879	-
South Mays Street Improvements**	4,901,465	4,880,000	-	-
Traffic Signals	2,230,000	1,409,056	820,944	-
Traffic Signal Coordination	100,000	100,000	-	-
US 79-from CR195 to CR110**	6,175,892	2,375,892	-	-
US 79-from FM1460 to CR195**	12,012,745	7,690,808	1,321,937	-
Transportation Consulting	341,961	318,493	23,468	-
IH35 Area Improvements**	14,311,866	10,269,090	-	-
Hester's Crossing Bridge Replacement	9,780,000	1,156,316	8,623,684	-
Palm Valley Feasibility Study	87,400	87,400	-	-
County Rd. 122 Phase Two	596,706	596,706	-	-
County Rd. 122 Phase Three**	3,793,536	1,959,455	1,693,818	-
Oakmont Drive	2,200,000	2,200,000	-	-
Teravista Drive	1,250,000	1,250,000	-	-
Ring Road	2,000,000	-	2,000,000	-
<b>Transportation Projects Total</b>	<b>\$412,014,239</b>	<b>\$118,608,148</b>	<b>\$21,334,545</b>	<b>\$2,500,000</b>

\* Funding beyond fiscal year 2007-2008 will be required.

\*\*Additional outside funding will be required.

**Capital Improvement Program Project Proposed Expenditures**
**Water / Wastewater**
**Utility Projects**

<b>Project</b>	<b>Estimated Total Project Cost</b>	<b>Expenditures Through 9/30/06</b>	<b>2006-2007 Proposed Expenditures</b>	<b>2007-2008 Proposed Expenditures</b>
<b>WATER UTILITY</b>				
Groundwater Filtration*	\$4,000,000	\$-	\$-	\$-
Water Tanks Rehabilitation	1,000,000	1,000,000	-	-
Raw Water Delivery System Improvements	11,200,000	885,053	5,355,861	4,959,086
Relocate Waterline at SH29 and CR265	3,100,947	3,100,947	-	-
Gattis School Road 12" Waterline	359,055	359,055	-	-
East Transmission Line Phase 3-A	1,025,000	1,025,000	-	-
East Transmission Line Phase 3-B 1	4,971,881	225,001	4,496,881	250,000
East Transmission Line Phase 3-B-2	3,232,478	290,000	2,742,478	200,000
East Transmission Line Phase 3-A-2	928,000	928,000	-	-
Electric Generators-High Service Pumps	930,000	930,000	-	-
A.W. Grimes Waterline Phase 2	300,000	300,000	-	-
Manville/CR 122 Water Improvements	100,000	100,000	-	-
2005 GPS/GIS Project	265,670	55,198	100,000	110,472
Kensington Park 16" Waterline	441,000	101,000	340,000	-
Lake Travis Supply and Treatment System*	48,070,368	3,069,452	18,711,870	20,752,714

## Capital Projects Funds Expenditures

CIP Program Project Proposed Expenditures

### Capital Improvement Program Project Proposed Expenditures (cont.)

#### Water / Wastewater

#### Utility Projects (cont.)

Project	Estimated Total Project Cost	Expenditures Through 9/30/06	2006-2007 Proposed Expenditures	2007-2008 Proposed Expenditures
<b>WASTEWATER UTILITY</b>				
Westinghouse Wastewater Line	1,530,444	1,530,444	-	-
Water Treatment Plant Wastewater Line	463,800	463,800	-	-
Basin Inspections & Repairs FY02-03	978,089	978,089	-	-
Basin Inspections & Repairs FY03-04	3,024,381	1,627,415	-	1,396,966
Basin Inspections & Repairs FY04-05*	3,673,465	2,528,471	-	-
Basin Inspections & Repairs FY05-06*	3,024,086	405,139	1,491,711	-
Avery Farms Interceptor	1,153,975	1,153,975	-	-
McNutt Creek Wastewater Systems Improvements	12,704,347	6,933,491	5,770,856	-
Kiphen Road Wastewater Line	200,000	200,000	-	-
I & I Flow Monitoring Study	200,000	200,000	-	-
Sewer Line Lake Creek and Dove Springs	300,000	300,000	-	-
2005 GPS/GIS Project	383,455	92,016	126,372	165,067
<b>Utility Projects Total</b>	<b>\$109,360,441</b>	<b>\$28,781,546</b>	<b>\$40,936,029</b>	<b>\$27,834,305</b>

\* Funding beyond fiscal year 2007-2008 will be required.

\*\*Additional outside funding will be required.

**Capital Improvement Program Project Proposed Expenditures Summary**

<b>Category</b>	<b>Estimated Total Project Cost</b>	<b>Expenditures Through 9/30/06</b>	<b>2006-2007 Proposed Expenditures</b>	<b>2007-2008 Proposed Expenditures</b>
General Government Projects	\$118,833,953	\$40,784,738	\$38,451,787	\$36,042,428
Transportation Projects	412,014,239	118,608,148	21,334,545	2,500,000
Utility Projects	109,360,441	28,781,546	40,936,029	27,834,305
<b>Grand Total All Capital Improvement Projects</b>	<b>\$640,208,633</b>	<b>\$188,174,432</b>	<b>\$100,722,361</b>	<b>\$66,376,733</b>



## Capital Projects Funds Expenditures

### Estimated Annual Operating Cost Detail

## Estimated Annual Operating Cost Detail

The annual operating costs are the anticipated operating costs expected in the first year of a new program associated with the completion of a capital project.

Project / Program Title	Estimated Annual Operating Costs	Budget Category	Fiscal Year 2006-2007	Fiscal Year 2007-2008
<b>GENERAL</b>				
<b>PUBLIC SERVICE FACILITIES</b>				
Municipal Office Complex Phase Two	\$60,000		\$-	\$-
SW Area Downtown Area Infrastructure	\$15,000		\$15,000	\$15,000
<b>Breakdown by Budget Category</b>				
		Personnel Costs	\$-	\$-
		Contractual Services	\$-	\$-
		Materials & Supplies	\$-	\$-
		Other Expenses	\$15,000	\$15,000
		Capital Outlay	\$-	\$-
<b>PUBLIC SAFETY EQUIPMENT AND FACILITIES</b>				
Fire Station No. Six	\$989,000		\$989,000	\$1,001,000
Fire Station No. Seven	\$989,000		\$-	\$247,000
New Police Building	Not Available		\$-	\$-
<b>Breakdown by Budget Category</b>				
		Personnel Costs	\$937,000	\$1,189,000
		Contractual Services	\$24,000	\$24,000
		Materials & Supplies	\$28,000	\$35,000
		Other Expenses	\$-	\$-
		Capital Outlay	\$-	\$-

**Estimated Annual Operating Cost Detail (cont.)**

<b>Project / Program Title</b>	<b>Estimated Annual Operating Costs</b>	<b>Budget Category</b>	<b>Fiscal Year 2006-2007</b>	<b>Fiscal Year 2007-2008</b>
--------------------------------	-----------------------------------------	------------------------	------------------------------	------------------------------

**PARKS AND RECREATION**

Senior Citizens Center	\$816,000		\$816,000	\$887,000
CityWide Trail Systems-A	\$20,760		\$-	\$20,760
Old Settler's Park Improvements	\$180,000		\$180,000	\$170,000
West Side Recreation Center	\$1,200,000		\$-	\$-

**Breakdown by Budget Category**

Personnel Costs	\$403,000	\$450,000
Contractual Services	\$395,000	\$435,000
Materials & Supplies	\$112,500	\$118,000
Other Expenses	\$73,500	\$74,760
Capital Outlay	\$12,000	\$-

**SIDEWALKS, LANDSCAPES, AND TRAFFIC SIGNALS**

2002 Corridor Enhancements-Phs. 1	\$10,000	\$10,000	\$10,000
Downtown Parking and Traffic Circulation	\$30,000	\$30,000	\$30,000

**Breakdown by Budget Category**

Personnel Costs	\$-	\$-
Contractual Services	\$-	\$-
Materials & Supplies	\$40,000	\$40,000
Other Expenses	\$-	\$-
Capital Outlay	\$-	\$-

**STREETS, DRAINAGE AND STORM WATER CONTROL**

Street, drainage and channel repairs and reconstruction projects will require maintenance which will be addressed by current crews and programs.

**UTILITY**

Water system lines, storage improvements and system improvements are ongoing capital repairs or betterments. These projects will have a 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.





## Special Revenue Funds Expenditures

Hotel Occupancy Tax Fund

Law Enforcement Fund

Parks Improvement

& Acquisition Fund

Municipal Court Fund

Library Fund



## **Special Revenue Funds Expenditures**







## **Hotel Occupancy Tax Fund - Program Description**

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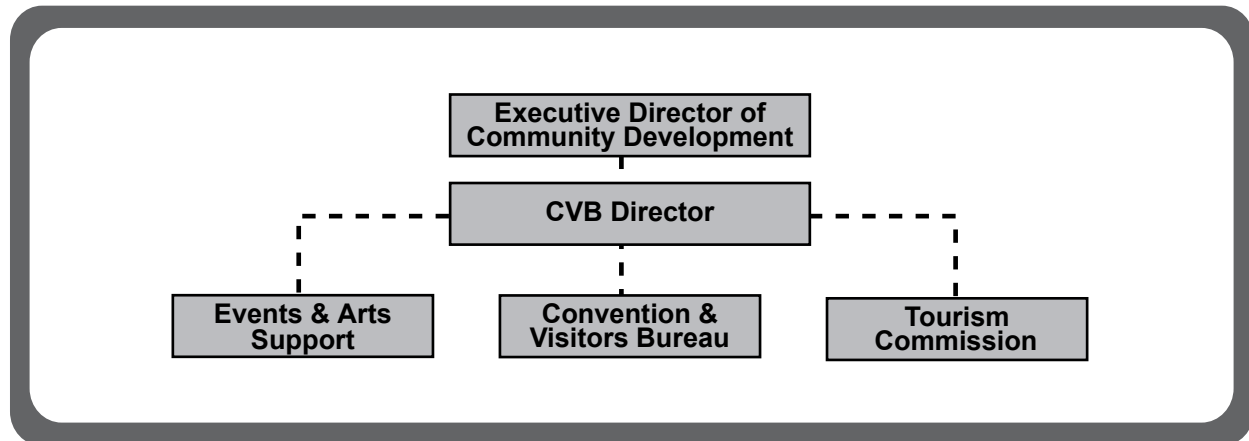
This fund accounts for the levy and use of the hotel - motel bed tax. Proceeds from this tax are to be used toward tourism, community events, cultural enhancements and promotion of the City. Included is funding for the Convention & Visitors Bureau.



## Convention & Visitors Bureau

The function of this department is to implement the City's long range Tourism Plan and represent the City in all other functions related to tourism and the Convention and Visitors Bureau. The Tourism Department consists of a Director of Convention and Visitors Bureau; a Marketing Specialist; and an Office Manager.

*Mission: To Promote Economic Diversity by Developing the Tourism Industry in Round Rock*



### Departmental Program Summary:

During 2003, Destination Development presented a long range Tourism Plan. This plan outlined the activities and programs that need to be developed in order for Round Rock to become the "Sports Capital of Texas." The Round Rock City Council adopted the plan in December of 2003.

The department consists of three programs described below:

### Programs:

**Events & Arts Support:** This program provides funding for special events and activities held within Williamson County. Funding will be provided for those events or activities which demonstrate they can bring money into the Round Rock economy from outside our city limits.

**Convention & Visitors Bureau:** The purpose of this program is to establish a pro-active aggressive marketing and sales campaign for the City. The primary goal of this program is to increase occupancies of local lodging facilities and to increase tourism spending in Round Rock.

**Tourism Commission:** Commission consists of representatives from various organizations and businesses which have a stake in the tourism industry of Round Rock. The commission will provide recommendations to City staff and City leadership regarding how the City should proceed with tourism activities.

### FY 2005-2006 Highlights:

This year the CVB continued to focus on advertising and marketing Round Rock as the "Sports Capital of Texas". Below are some significant achievements:

- Identified and recommended Tourism Commission funding amounts for the events and arts programs to Council.
- Actively worked with target market associations (i.e. Meeting Professionals Intl., Society of Government Meeting Professionals, Texas Society of Association of Executives, Texas Travel Industry Association),
- Exhibited at Southwest Showcase, Teams Sports Travel, United States Specialty Sports Association, Amateur Athletic Union and New York Media Exhibit.



#### **FY 2005-2006 Highlights (cont.):**

- Gained support and attendance for Hotel Alliance through diligent leadership from the CVB. The hotel representatives have taken ownership in the group and now plan and host the meetings and activities. This results in support of the tourism effort and better responses to the 23 RFP's sent out to the hotels.
- Continued campaign to gain brand recognition as the "Sports Capital of Texas."
- Recruited sports activities and conferences to Round Rock and provided assistance and distributed materials and promo items at Sports Events and Conferences.:
- Distributed quarterly activity report to Council, Hotels, Tourism Commission and posted on the City Portal.

#### **FY 2006-2007**

##### **Overview and Significant Changes:**

The staff continues to evaluate the needs of the city to ensure the Tourism Plan is being implemented by:

- Working with the Tourism Commission with events funding program.
- Continuing marketing plan and public relations campaigns and aggressively recruit conference/tournaments to Round Rock.
- Marketing our new resources in the University Road area (the Premium Outlet Center and IKEA)
- Establishment of a Visitor Information Center to include 800 number for CVB information.
- Implementing Wayfinding plan and placement of signs in Old Settlers Park and designated places in the city.

##### **New Programs for FY 2006-2007:**

**CVB Summer Intern:** Hire summer intern student to assist with events and conferences.

##### **FY 2007-2008 Overview and Beyond:**

The CVB will continue to use existing sales and marketing efforts and find new ways to promote Round Rock as new tourism products come on-line.

**Departmental Goals:**

- Establish a Visitor Information Center to improve and enhance service/information for visitors.
- Be diligent in measuring the return on investment for the CVB.
- Implement the City of Round Rock tourism wayfinding plan (City Goal 3)

<b>Objective:</b> Implement of tourism directional wayfinding signage plan.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of construction of directional signage complete	N/A	N/A	50%	100%

**Trend:** The RFP and selection process for design is the foundation for the entire project. Project implementations anticipated in summer 2006. This measure will be discontinued in FY 2008.

<b>Objective:</b> Continually evaluate and update tourism directional signage plan.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
% of construction of directional signage complete	N/A	N/A	N/A	N/A

**Trend:** This measure will be implemented during FY2007.

- Continue aggressive sales and marketing effort (City Goal 1)

<b>Objective:</b> Continue marketing efforts for trade shows, direct mail & other activities and continue to build relationships & network with target markets.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
Advertising/PR percentage of budget	20%	20%	20%	20%
Trade Shows/Direct Marketing	N/A	4/3	4/3	5/3
Building Relationships/Networking	Ongoing	Ongoing	Ongoing	Ongoing

**Trend:** This is the CVB's core business and will always be a department goal. This year the CVB will continue to focus on its internal audience through public relations and marketing efforts. A significant focus this year will also be external target markets. The Advertising/PR measurements are percentages based on a 5 year plan.

- Provide exceptional service to our guests. (City Goal 5.2)

<b>Objective:</b> Provide promotional items and tourist information and materials before/during conferences and tournaments.	<b>Actual 03-04</b>	<b>Actual 04-05</b>	<b>Forecast 05-06</b>	<b>Forecast 06-07</b>
# of Promotional items/printed materials	N/A	6,100	143,334	164,834

**Trend:** With an Event Coordinator on staff, a plan has been developed to provide exceptional service to our guests. Actual promotional items and printed materials may vary in numbers from projections because of conferences/tournaments that come up during the year.

## Special Revenue Funds Expenditures

### Hotel Occupancy Tax Fund

#### Departmental Goals: (cont.)

**Objective:** Promote local businesses (especially restaurants & attractions) to encourage tourism and serve as a resource to conference/tournament planners for needed services (i.e. RFP's for hotels, transportation, caterers, volunteers, etc.)

	Actual 03-04	Actual 04-05	Forecast 05-06	Forecast 06-07
RFP's sent to hotels	N/A	N/A	23	25
Promotional Activities	Ongoing	Ongoing	Ongoing	Ongoing

**Trend:** RFP program was not implementing until FY2006.

- Monitor the Visitor Information Center to improve and enhance service/information for visitors.

**Objective:** Supply resource materials and monitor distribution (The Program).

	Actual 03-04	Actual 04-05	Forecast 05-06	Forecast 06-07
# of materials supplied	N/A	4,800	5,200	8,700
# of visitors/calls	N/A	504	600	700

**Trend:** The CVB contracted with the Round Rock Chamber of Commerce for one year to serve as Visitor Information Center. The cost of fuel may reflect a status quo or only a small increase in visitors and inquiries.

**Special Revenue Funds Expenditures***Hotel Occupancy Tax Fund***Hotel Occupancy Tax Fund****Summary of Expenditures:**

<b>Account Title</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>
<b>Multi-Purpose Stadium/Convention Facility</b>				
Transfer to Reserve Fund at Trustee Bank	\$0	\$5,000	\$5,000	<b>\$5,000</b>
Transfer to Debt Service Fund at Trustee Bank	494,990	542,000	542,000	<b>760,000</b>
Property Insurance	31,696	40,000	40,000	<b>40,000</b>
Contingency and Trustee Fees	3,996	48,186	48,186	<b>45,000</b>
Capital Repair at Trustee Bank	187,300	75,000	75,000	<b>75,000</b>
Transfer to Capital Improvement Fund	0	100,000	100,000	<b>100,000</b>
Sub - Total	717,982	810,186	810,186	<b>1,025,000</b>
<b>Tourism Events</b>				
Tourism Events				
Pony Sectional Softball	0	0	0	<b>10,000</b>
Daffodil Days	1,182	0	0	<b>0</b>
Fiesta Amistad	4,000	2,500	2,500	<b>0</b>
Texas LaCrosse Showdown	0	0	0	<b>5,500</b>
Sub - Total	5,182	2,500	2,500	<b>15,500</b>
<b>Arts Support</b>				
Choir	10,000	10,000	10,000	<b>0</b>
Sam Bass Theater	9,000	9,000	9,000	<b>0</b>
Contingency	0	0	0	<b>22,000</b>
Sub - Total	19,000	19,000	19,000	<b>22,000</b>

## Special Revenue Funds Expenditures

### Hotel Occupancy Tax Fund

#### Hotel Occupancy Tax Fund

#### Summary of Expenditures (cont):

Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
<b>Tourism Support</b>				
Chamber of Commerce	\$24,000	\$24,000	\$24,000	\$20,000
Tourism Marketing	8,000	0	40,000	0
Sub - Total	32,000	24,000	64,000	20,000
<b>Unallocated</b>				
Contingency	0	500	500	0
Sub - Total	0	500	500	0
<b>Museum Support</b>				
Palm House Museum	8,000	8,000	8,000	8,000
Sub - Total	8,000	8,000	8,000	8,000
<b>Convention &amp; Visitors Bureau</b>				
Personnel	256,872	274,774	274,774	272,189
Contractual Services	247,468	231,200	231,200	222,719
Materials & Supplies	17,439	16,840	16,840	18,590
Other Services & Charges	97,736	131,000	131,000	151,500
Capital Outlay	53,681	2,000	2,000	0
Sub-Total	673,196	655,814	655,814	664,998
<b>Capital Projects</b>				
Transfer to Capital Project Fund	238,500	200,000	200,000	200,000
Sub-Total	238,500	200,000	200,000	200,000
Fund Total	\$1,693,860	\$1,720,000	\$1,760,000	\$1,955,498

**Hotel Occupancy Tax Fund**

**Convention & Visitors Bureau**

<b>Authorized Personnel</b>	<b>Positions</b>			<b>Full Time Equivalents</b>		
	<b>2004-2005 Actual</b>	<b>2005-2006 Revised</b>	<b>2006-2007 Approved</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Revised</b>	<b>2006-2007 Approved</b>
Director of Sales	1	1	1	1	1	1
Event Coordinator	1	1	1	1	1	1
Office Manager	1	1	1	1	1	1
Executive Director of Community Development#	0.5	0.5	0.5	0.5	0.5	0.5
<b>Total</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>

# Position split between Convention & Visitors Bureau & Administration.

## Special Revenue Funds Expenditures

### *Law Enforcement Fund*



### **Law Enforcement Fund - Program Description**

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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

## Summary of Expenditures:

Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
<b>Local</b>				
Machinery & Equipment	\$0	\$81,000	\$81,000	<b>\$78,000</b>
Computer Equipment	0	0	0	<b>10,000</b>
Computer Software	0	0	0	<b>15,000</b>
Sub - Total	0	81,000	81,000	<b>103,000</b>
<b>Federal</b>				
Furniture	0	0	0	<b>22,860</b>
Machinery & Equipment	17,410	0	0	<b>57,000</b>
Communications Equipment	0	19,000	19,000	<b>3,600</b>
Audio/Visual Equipment	24,999	110,300	110,300	<b>213024</b>
Computer Equipment	8,998	5,000	5,000	<b>5,111</b>
Computer Software	13,423	11,000	11,000	<b>30900</b>
Sub - Total	64,830	145,300	145,300	<b>332,495</b>
Fund Total	\$64,830	\$226,300	\$226,300	<b>\$435,495</b>



## Special Revenue Funds Expenditures

### *Parks Improvement & Acquisition Fund*



### **Parks Improvement & Acquisition Fund**

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This fund accounts for the collection and expenditure of fees from two specific parks and recreation related sources: sports league teams fees used for the improvement and maintenance of facilities; and, park development fees collected from developers of subdivisions who choose to provide cash in lieu of designating parkland. These funds are restricted based on guidelines provided in the subdivision ordinance.

**Special Revenue Funds Expenditures***Parks Improvement & Acquisition Fund***Parks Improvement & Acquisition Fund**

<b>Account Title</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>
<b>McNeil Park</b>				
Bell field Improvements	\$803	\$0	\$0	<b>\$0</b>
Sub - Total	803	0	0	<b>0</b>
<b>Equipment</b>				
Playground Equipment	10,000	0	0	<b>0</b>
Sub - Total	10,000	0	0	<b>0</b>
<b>Parkland Development</b>				
Parkland Development	0	0	0	<b>50,000</b>
Sub - Total	0	0	0	<b>50,000</b>
Fund Total	\$10,803	\$0	\$0	<b>\$50,000</b>



### **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

## Summary of Expenditures:

Account Title	2004-2005 Actual	2005-2006 Approved Budget	2005-2006 Revised Budget	2006-2007 Approved Budget
<b>Child Safety Fines</b>				
School Crosswalk Upgrades	\$0	\$9,000	\$9,000	<b>\$40,000</b>
Sub - Total	\$0	9,000	9,000	<b>40,000</b>
<b>Technology Fees</b>				
Seasonal Hire	1,678	0	0	<b>0</b>
Computer Equipment	26,692	8,000	8,000	<b>15,100</b>
Computer Software	17,000	19,100	19,100	<b>12,100</b>
Equipment & Machinery	0	0	0	<b>6,300</b>
Maintenance Contract - Computer	1,855	3,300	3,300	<b>4,295</b>
Training Expenses/Maintenance	2,124	600	600	<b>1,500</b>
Supplies	0	0	0	<b>3,000</b>
Sub - Total	49,349	31,000	31,000	<b>42,295</b>
<b>Security Fees</b>				
Security Services	26,500	35,000	35,000	<b>35,000</b>
Training Expenses/Maintenance	282	500	500	<b>200</b>
Sub - Total	26,782	35,500	35,500	<b>35,200</b>
Fund Total	\$76,131	\$75,500	\$75,500	<b>\$117,495</b>



### **Library Fund - Program Description**

---

This fund accepts donations by patrons of the library for various books and videos to be purchased and housed in the Library.

**Library Fund****Summary of Expenditures:**

<b>Account Title</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Approved Budget</b>	<b>2005-2006 Revised Budget</b>	<b>2006-2007 Approved Budget</b>
<b>Round Rock Public Library</b>				
Books & Materials	\$1,929	\$3,400	\$3,400	<b>\$4,000</b>
Fund Total	\$1,929	\$3,400	\$3,400	<b>\$4,000</b>





## Debt Schedules

Purpose of Bonds Issued  
Schedule of General Obligation  
Debt Service  
Schedule of Revenue Bonds  
Debt Service  
Schedule of Hotel Occupancy  
Tax (H.O.T.) Revenue Bonds  
General Obligation Bonds  
Payment Schedule  
Revenue Bonds Payment Schedule





## Debt Schedules





## Debt Schedules

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## Debt Schedules

### Purpose of Bonds Issued

#### Purpose of Bonds Issued

Issue	Amount Issued	Engineering & Dev. Services	Police
Proposed 2007 G.O. Bonds	\$34,800,000	Streets, Bridges and Sidewalks	---
2005 G. O. Refunding Bonds	19,915,000	---	---
2004 G.O. & Refunding Bonds	31,945,000	Streets, Bridges and Sidewalks	Construct, Improve Facilities
2002 G.O. & Refunding Bonds	45,465,000	Streets, Bridges, Sidewalks/ Building Expansion	Construct, Improve Facilities
2000 Comb. Tax/Rev C.O.	10,750,000	Hwy. Right of Way /Street Impr.	---
1999 Hotel Occupancy Tax Revenue Bonds	8,605,000	---	---
1998 G.O. Bonds	8,905,000	Street, Drainage, Mtn. 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 Impr./Extension	Expansion
1996 G.O. & Refunding Bonds	13,125,000	Street/Traffic Light Impr.	Building Impr.
1995 Comb. Tax/Rev C.O.	7,940,000	Maintenance Yd./Impr.	---
1975 Certificates of Obligation	69,000	Street/Shop Improv.	Improvements
WW&SS Revenue Bonds, Series 1987	2,910,000	---	---

Fire	Parks	Library	Water/ Wastewater	Other
Engine Replacement	Recreation Center	---	---	Municipal Complex
---	---	---	---	Partial Refund
Construct, Improve Facilities	---	---	---	Municipal Complex, Partial Refunding
Construct, Improve Facilities	---	---	---	Municipal Complex/ Partial Refunding
Ladder Truck	Park Land	---	---	Municipal Complex
---	---	---	---	Convention Ctr.
Trucks, Station Const.	Facility Improvements	---	---	---
---	Recreation Center	---	---	---
---	---	---	---	Partial Refund
---	---	---	---	---
Building Impr.	Rec. Center & Drainage	Expansion	---	---
Pumper Truck	---	---	---	Golf Course
Improvements	---	---	---	---
---	---	---	Improvements	---

## Debt Schedules

### Schedule of G.O. Debt Service

#### Schedule of G.O. Debt Service

Fiscal Year 2006-2007

Issue	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued (Net of Refunding)	10/1/06 Amount O/S (Net of Refunding)
Proposed 2007 G.O. Bonds and Existing Debt Redemption	N/A	N/A	N/A	\$34,800,000	\$0
2005 G. O. Refunding Bonds	2.25 - 5.00	15-Jan-05	15-Aug-22	19,915,000	19,635,000
2004 G.O. & Refunding Bonds	2.00 - 5.25	15-Jul-04	15-Aug-24	31,945,000	30,900,000
2002 G.O. & Refunding Bonds	3.25 - 5.50	01-May-02	15-Aug-27	45,465,000	36,165,000
2000 Comb. Tax/Rev C.O.	5.00 - 6.25	15-May-00	15-Aug-20	1,800,000	1,300,000
1998 G.O. Bonds	4.80 - 6.75	01-Jul-98	15-Aug-23	3,750,000	3,365,000
1998 Comb. Tax/Rev C.O.	4.40 - 6.40	01-Jul-98	15-Aug-18	955,000	235,000
1997 G.O. Refunding Bonds	4.10 - 5.38	15-Nov-97	01-Aug-25	5,300,000	4,225,000
1997 Comb. Tax/Rev C.O.	5.25 - 6.50	15-Apr-97	15-Aug-17	1,640,000	270,000
1996 G.O. & Refunding Bonds	4.50 - 5.80	15-Aug-96	15-Aug-21	2,220,000	730,000
1995 Comb. Tax/Rev C.O.	4.60 - 6.25	15-Mar-95	15-Aug-25	2,875,000	1,160,000
1975 Certificates of Obligation	5.0	01-Aug-75	01-Aug-07	69,000	3,000
Capital Leases	Var.	Var.	Var.	1,775,000	1,203,436
TOTAL				\$152,509,000	\$99,191,436

## Schedule of G.O. Debt Service (cont.)

Fiscal Year 2006-2007

Issue	2006-2007 Principal	2006-2007 Interest	Total Principal & Interest
Proposed 2007 G.O. Bonds and Existing Debt Redemption	\$2,000,000	\$500,000	\$2,500,000
2005 G. O. Refunding Bonds	175,000	901,356	1,076,356
2004 G.O. & Refunding Bonds	60,000	1,422,900	1,482,900
2002 G.O. & Refunding Bonds	2,640,000	1,789,062	4,429,062 #
2000 Comb. Tax/Rev C.O.	215,000	71,325	286,325
1998 G.O. Bonds	200,000	177,518	377,518
1998 Comb. Tax/Rev C.O.	115,000	10,575	125,575
1997 G.O. Refunding Bonds	20,000	222,654	242,654 ##
1997 Comb. Tax/Rev C.O.	270,000	14,445	284,445
1996 G.O. & Refunding Bonds	5,000	41,654	46,654
1995 Comb. Tax/Rev C.O.	45,000	70,883	115,883 ##
1975 Certificates of Obligation	3,000	150	3,150
Capital Leases	636,299	45,334	681,633
<b>TOTAL</b>	<b>\$6,384,299</b>	<b>\$5,267,856</b>	<b>11,652,155</b>
# Less amount funded by UTILITY FUND			(233,246)
## Less self-supporting GOLF FUND			(294,974)
Add paying agent fees			9,000
Total to be paid from PROPERTY TAXES			\$11,132,935

## Debt Schedules

### Schedule of Revenue Bonds Debt Service

#### Schedule of Revenue Bonds Debt Service

Fiscal Year 2006-2007

Issue	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued	10/1/06 Amount O/S (Net of Refunding)
WW&SS Rev Bonds, Series 1987	5.30	01-Feb-87	01-Aug-06	\$1,535,000	\$0
Total				\$1,535,000	\$0

#### Schedule of Hotel Occupancy Tax (H.O.T.) Revenue Bonds

Fiscal Year 2006-2007

Issue	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued	10/1/06 Amount O/S
Hotel Occupancy Tax Rev. Bonds, Series 1999	5.00 - 5.85	15-Mar-99	01-Dec-24	\$8,605,000	\$8,450,000
Total - Funded by Hotel Occupancy Tax Revenues				\$8,605,000	\$8,450,000

**Schedule of Revenue Bonds Debt Service (cont.)****Fiscal Year 2006-2007**

<b>Issue</b>	<b>2006-2007 Principal</b>	<b>2006-2007 Interest</b>	<b>Total Principal &amp; Interest</b>
WW&SS Rev Bonds, Series 1987	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>
Add self-supporting UTILITY FUND debt (from G.O. schedule)			233,246
Add paying agent fees			0
<b>Total</b>			<b>233,246</b>

**Schedule of Hotel Occupancy Tax (H.O.T.) Revenue Bonds (cont.)****Fiscal Year 2006-2007**

<b>Issue</b>	<b>2006-2007 Principal</b>	<b>2006-2007 Interest</b>	<b>Total Principal &amp; Interest</b>
Hotel Occupancy Tax Rev. Bonds, Series 1999	\$55,000	\$485,115	\$540,115
<b>Total - Funded by Hotel Occupancy Tax Revenues</b>	<b>\$55,000</b>	<b>\$485,115</b>	<b>\$540,115</b>



## Debt Schedules

### G.O. Bonds Payment Schedule

#### 2006-2007 General Obligation Bonds Payment Schedule

2006-2007	Leases	1975 C.O.	1995 Tax/Rev C.O. (##)	1996 G.O. & Refunding	1997 Tax/Rev C.O.	1997 Refunding G.O.(##)	1998 Tax/Rev C.O.
Oct	P I						
Nov	P I						
Dec	P I		\$35,441				
Jan	P I						
Feb	P I	\$75		\$20,827	\$7,222	\$111,327	\$5,287
Mar	P I	\$318,150 22,667					
Apr	P I						
May	P I						
Jun	P I		45,000 35,442				
Jul	P I						
Aug	P I	3,000 75		5,000 20,827	270,000 7,223	20,000 111,327	115,000 5,288
Sep	P I	318,150 22,668					
Total	\$681,633	\$3,150	\$115,883	\$46,654	\$284,445	\$242,654	\$125,575

	Leases	G.O. Debt	Utility Supported Debt	Golf Supported Debt	Total
Total Payments - December		\$6,241		\$29,200	\$35,441
Total Payments - February		2,204,920	\$15,112	105,787	2,325,819
Total Payments - March	\$340,816				340,816
Total Payments - June		26,242		54,200	80,442
Total Payments - August		8,204,899	218,134	105,787	8,528,820
Total Payments - September	340,817				340,817
Total - All Payments	\$681,633	\$10,442,302	\$233,246	\$294,974	\$11,652,155

(#) Includes self-supporting utility debt. (##) Includes golf supported debt.

## 2006-2007 General Obligation Bonds Payment Schedule (cont.)

2006-2007		1998 G.O.	2000 Tax/Rev C.O.	2002 G.O. & Refunding(#)	2004 G.O. & Refunding(##)	2005 G.O. Refunding	Proposed 2007 G.O. & Other
Oct	P I						
Nov	P I						
Dec	P I						
Jan	P I						
Feb	P I	\$88,759	\$35,663	\$894,531	\$711,450	\$450,678	\$0
Mar	P I						
Apr	P I						
May	P I						
Jun	P I						
Jul	P I						
Aug	P	200,000	215,000	2,640,000	60,000	175,000	2,000,000
	I	88,759	35,662	894,531	711,450	450,678	500,000
Sep	P I						
Total		\$377,518	\$286,325	\$4,429,062	\$1,482,900	\$1,076,356	\$2,500,000

(#) Includes self-supporting utility debt.    (##) Includes golf supported debt.

## Debt Schedules

### Revenue Bond Payment Schedule

#### 2006-2007 Revenue Bonds Payment Schedule

2006-2007	1987 WW&SS Rev. Bonds	1999 H.O.T. Rev. Bonds
Oct P I		
Nov P I		
Dec P I		\$55,000 243,245
Jan P I		
Feb P I		
Mar P I		
Apr P I		
May P I		
Jun P I		241,870
Jul P I		
Aug P I		
Sep P I		
Total	\$0	\$540,115

	Utility Supported Debt	H.O.T. Rev. Supported Debt	Total
Total Payments - December		\$298,245	\$298,245
Total Payments - February	\$0		0
Total Payments - June		241,870	241,870
Total Payments - August	0		0
Total - All Payments	\$0	\$540,115	\$540,115



## Tax Information and Levy

Property Tax Summary  
Property Tax Analysis  
Property Tax and Debt Summary





## Tax Information and Levy





## Property Tax Summary

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

Year	Bases & Rate			Taxable Value	Tax Levy
			\$	\$	\$
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
2003 - 2004	100%	@	0.35715	5,071,176,374	18,349,189
2004 - 2005	100%	@	0.37972	5,251,484,692	19,940,938
2005 - 2006	100%	@	0.37105	5,667,029,945	21,027,515
2006 - 2007	100%	@	0.37105	6,356,956,240	23,587,486

## Tax Information and Levy

### Property Tax Analysis

#### Property Tax Analysis - Fiscal Year 2006-2007

Average Residential Property Value (2006-2007)	\$161,277
Last Year's Effective Tax Rate (*)	\$0.37105
Last Year's Rollback Tax Rate	\$0.41040
Last Year's Adopted Tax Rate	\$0.37105
This Year's Effective Tax Rate	\$0.35618
This Year's Rollback Tax Rate	\$0.40374
This Year's Adopted Tax Rate	\$0.37105

#### Tax Levy:

	Maintenance & Operations	Debt	Total Rate & Levy
<b>Taxable Value</b>	\$6,356,956,240	\$6,356,956,240	\$6,356,956,240
<b>x Maint &amp; Operations Rate / 100</b>	0.21635		
<b>x Debt Rate / 100</b>		0.15470	0.371050
<b>Total Levy</b>	\$13,753,275	\$9,834,211	\$23,587,486
<b>x Collection Rate (rounded estimate)</b>	0.99	0.99	0.99
<b>= Estimated Tax Revenue</b>	\$13,661,000	\$9,735,000	\$23,396,000

(\*) All tax rate figures are net of the sales tax gain rate (discussed in the budget message)

## Property Tax & Debt Summary

**City of Round Rock**  
**Analysis of Debt Issuance**  
**September 2006**

Current Tax Base \$6,356,956,240  
(Total taxable value of all property, net of exemptions)

Adopted City Tax Rate 37.105 Cents per \$100 valuation

<b>Operations Tax Rate</b>	<b>21.635</b>	<b>Cents</b>
<b>Debt Service Tax Rate (G.O.)</b>	<b>15.470</b>	<b>Cents</b>
<b>Total Tax Rate</b>	<b>37.105</b>	<b>Cents</b>

Average Residential Property Value \$161,277

**GENERAL OBLIGATION BONDS CURRENTLY OUTSTANDING:**

General Obligation Debt	\$97,988,000
Less: Self - Supporting G.O. System Debt (Utility Related)	(643,453)
<b>Net General Obligation Debt</b>	<b>\$97,344,547</b>

Maturities through the year 2027

**REVENUE BONDS CURRENTLY OUTSTANDING:**

Revenue Debt (Waterworks and Sewer Utility System)	\$0
Add: Self - Supporting G.O. Debt (Utility Related)	643,453
<b>Net Revenue Debt (Waterworks and Sewer Utility System)</b>	<b>643,453</b>
Revenue Debt (Hotel Occupancy Tax)	8,450,000
<b>Total</b>	<b>\$9,093,453</b>

Maturities through the year 2025

**TOTAL OUTSTANDING DEBT** **\$106,438,000**







# Personnel Schedules

## Authorized Personnel

- General Fund
- Water / Wastewater Utility Fund
- Hotel Occupancy Tax Fund

## Pay & Classification Plan

- Listing by Title
- Listing by Range
- Public Safety





## Personnel Schedules



**Authorized Personnel - General Fund**

Department	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Administration	10.5	11	11	10.50	11.00	11.00
Legal Services	0	0	0	0.00	0.00	0.00
Planning & Comm. Dev.	21	22	22	20.75	21.75	21.75
Information Technology	14	14	15	14.00	14.00	15.00
Building Inspections	12	12	12	12.00	12.00	12.00
Finance	18	19	20	17.50	18.50	19.50
Purchasing	8	8	8	8.00	8.00	8.00
General Services	0	0	0	0.00	0.00	0.00
Library	32	33	34	28.00	29.00	29.50
Police	174	186	194	172.50	185.00	193.00
Fire	108	115	124	108.00	115.00	124.00
Parks & Recreation	103	105	105	91.00	93.00	93.00
Human Resources	9	9	10	8.75	8.75	9.75
Eng & Dev Services	38	42	43	36.75	40.75	41.75
Streets	48	48	48	48.00	48.00	48.00
Transportation	8	9	9	7.50	8.50	8.50
City Shop	14	15	15	14.00	15.00	15.00
Municipal Court	11	11	11	9.00	9.00	9.00
<b>Total</b>	<b>628.5</b>	<b>659</b>	<b>681</b>	<b>606.25</b>	<b>637.25</b>	<b>658.75</b>

## Personnel Schedules

Authorized Personnel

### Authorized Personnel - Utility Fund

Department	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Utilities Administration	12	10	10	12	10	10
Water Treatment Plant	18	18	18	17.5	17.5	17.5
Water Systems Support	21	19	20	21	19	20
Water Line Maintenance	31	31	31	31	31	31
Wastewater Treatment Plant	0	0	0	0	0	0
Wastewater Systems Support	4	4	4	4	4	4
Wastewater Lines Maintenance	26	26	26	26	260	26
Environmental Services	5	5	5	5	5	5
Utility Billings & Collections	12	15	15	11.5	14.5	14.5
Total	129	128	129	128	127	128

### Authorized Personnel - Hotel Occupancy Tax Fund

Department	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
Director CVB	1	1	1	1.00	1.00	1.00
Marketing Assistant	1	1	1	1.00	1.00	1.00
Office Manager	1	1	1	1.00	1.00	1.00
Executive Director of Community Development#	0.5	0.5	0.5	0.50	0.50	0.50
Total	3.5	3.5	3.5	3.5	3.5	3.5

#Position split between Convention & Visitors Bureau & Administration.

### Authorized Personnel Summary

Department	Positions			Full Time Equivalents		
	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved	2004-2005 Actual	2005-2006 Revised	2006-2007 Approved
General Fund	628.5	659	681	606.25	637.25	658.75
Utility Fund	129	128	129	128	127	128
Hotel Occupancy Tax Fund	3.5	3.5	3.5	3.5	3.5	3.5
Total Authorized Positions	761	790.5	813.5	737.75	767.75	790.25



**Pay & Classification - by Title**  
**October 1, 2006**

<b>Classification</b>	<b>Range</b>
Accountant I	10
Accountant II	12
Accounting Supervisor	13
Accounting Technician I	6
Accounting Technician II	8
Accreditation Manager	11
Administrative Assistant	9
Administrative Support Manager	11
Administrative Tech III	8
Administrative Technician I	5
Administrative Technician II	6
Animal Control Officer	6
Animal Control Supervisor	8
Aquatic Programs Supervisor	10
Assistant City Manager	20
Assistant City Secretary	11
Assistant Finance Director	16
Assistant PARD Director	16
Assistant Police Chief	17
Associate Planner	11
Athletic / Aquatic Manager	13
Athletic Programs Supervisor	10
Brush Service Rep	5
Budget Analyst I	11
Budget Analyst II	12
Budget Manager	15
Building Inspector	9
Building Permit Tech	8
Buyer I	8
Buyer II	9
Chemical Technician I	6
Chemical Technician II	7
Chief Building Official	14
Chief Commercial Inspector	13
Chief Construction Inspector	13
Chief Electrical Inspector	12
Chief of PW Operations	18
Chief Residential Inspector	12
Chief Utility Engineer	15
City Engineer	17

## Personnel Schedules

*Pay & Classification - by Title*

### Pay & Classification - by Title (cont.)

October 1, 2006

<b>Classification</b>	<b>Range</b>
City Secretary	14
Code Enforcement Officer	9
Code Enforcement Supervisor	11
Commercial Inspector	11
Communications Director	15
Community Development Assistant	9
Community Development Coordinator	13
Community Recreation Manager	13
Computer Support Technician	8
Const/Maintenance Crew Leader	7
Construction Inspector I	9
Construction Inspector II	11
Construction/Maintenance Foreman	8
Construction/Maintenance Worker I	4
Construction/Maintenance Worker II	5
Contract Specialist	11
Controller	16
Court Administrator	13
Court Bailiff	9
Crime Scene Specialist I	11
Crime Scene Specialist II	12
Custodian	3
Customer Service Representative I	5
Customer Service Representative II	6
Customer Service Supervisor	10
Database Administrator	13
Deputy Clerk I	6
Deputy Clerk II	7
Deputy Court Clerk III	9
Developmental Services Manager	15
Director, Convention & Visitors Bureau	15
Engineer	13
Engineering Assistant	11
Engineering Associate	12
Engineering Supervisor	15
Engineering Tech II	9
Engineering Technician I	8
Environmental Lab Analyst	9
Environmental Systems Supervisor	12
Equipment Operator I	5
Equipment Operator II	6

**Pay & Classification - by Title (cont.)**
**October 1, 2006**

<b>Classification</b>	<b>Range</b>
Equipment Operator III	7
Evidence Tech	8
Ex Director of Community Development	18
Executive Administrative Assistant	11
Facility Controls Electrician	8
Facility Maintenance Coordinator	12
Facility Maintenance Tech	6
Field Laboratory Technician	6
Field Services Coordinator	7
Finance Director	17
Financial Services Manager	15
Fire Chief	18
Flushing Technician	7
Forestry Foreman	8
Forestry Manager	13
Forestry Supervisor	11
Forestry Technician	5
General Services Custodian	5
GIS Analyst	12
GIS Coordinator	15
GIS Specialist	13
GIS Technician	8
Groundskeeper Crewleader	7
Groundskeeper Foreman	8
Groundskeeper I	4
Groundskeeper II	5
Human Resource Assistant	6
Human Resource Benefit Manager	12
Human Resource Clerk	5
Human Resource Director	17
Human Resource Senior Generalist	12
Human Resources Generalist	11
Human Resources Manager	14
I&I Coordinator	8
Information Specialist	10
Irrigation Crewleader	7
Irrigation Tech I	4
Irrigation Tech II	5
ITC Manager	16



## Personnel Schedules

*Pay & Classification - by Title*

### Pay & Classification - by Title (cont.)

October 1, 2006

<b>Classification</b>	<b>Range</b>
Librarian I	10
Librarian II	12
Librarian III	13
Library Aide	3
Library Director	17
Library Manager	13
Library Tech I	5
Library Tech II	6
Library Tech IV	8
Library Tech V	10
Library Technician III	7
Logistics Officer I	10
Logistics Officer II	11
Management Analyst I	11
Management Analyst II	13
Marketing Specialist I	11
Marketing Specialist II	12
Mechanic I	6
Mechanic II	9
Mechanic III	10
Meter Reader III	7
Meter Reader I	5
Meter Reader II	6
Meter Reader Supervisor	9
Meter Service Technician I	6
Meter Service Technician II	7
Meter Shop Supvr	9
Network Administrator I	10
Network Administrator II	12
Network Administrator III	13
Office Manager	9
Operations Technician (I&I)	8
PARD Director	17
Parks Development Manager	13
Parks Development Specialist	12
Parks Manager	13
Parks Supervisor	9
Parts Inventory Supervisor	10
Parts Inventory Technician	5

**Pay & Classification - by Title (cont.)**
**October 1, 2006**

<b>Classification</b>	<b>Range</b>
Payroll Specialist	9
Planner	12
Planner Coordinator	15
Planning & Comm. Development Dir	17
Planning Technician	8
Playground Tech Foreman	8
Playground Technician I	6
Playground Technician II	7
Police Chief	18
Pool Technician I	6
Pool Technician II	7
Pretreatment Compliance Specialist	10
Principal Planner	14
Project Manager I	12
Project Manager II	13
Project Specialist I	9
Public Safety Officer	8
Public Works Operation Manager	15
Public Works Programs Administrator	16
Purchaser	10
Purchasing Assistant	7
Purchasing Manager	14
Purchasing Supervisor	12
PW Liaison Construction Manager	16
Quality Assurance Specialist	9
Receptionist	4
Records Supervisor	8
Records Technician	5
Recreation Assistant	5
Recreation Assistant Shift Leader	7
Recreation Bldg. Attendant	2
Recreation Center Supervisor/CMRC	11
Recreation Center Supervisor/SENIOR	10
Recreation Leader I	4
Recreation Leader II	5
Recreation Manager	13
Recreation Program Coordinator	9
Recreation Shift Leader	8
Recycling Attendant II @ PW	5

## Personnel Schedules

*Pay & Classification - by Title*

### Pay & Classification - by Title (cont.)

October 1, 2006

<b>Classification</b>	<b>Range</b>
Recycling Center Attendant I	3
Safety & Risk Manager	15
Safety Program Coordinator	11
SCADA Technician	10
Senior Building Inspector	11
Senior Code Enforcement Officer	10
Senior Customer Service Rep.	7
Senior Deputy Clerk	10
Senior Engineer	14
Senior Planner	13
Senior Utility Engineer	14
Senior Utility Services Manager	15
Senior Water Plant Operator	10
Shop Foreman	11
Shop Superintendent	14
Signs & Markings Tech I	5
Signs & Markings Tech II	6
Signs & Markings Tech III	7
Street & Drainage Superintendent	14
Street Inventory Technician	8
Street Supervisor	9
System Support Specialist	9
Systems Administrator I	12
Systems Administrator II	13
Systems Administrator III	15
Technical Coordinator	15
Telecommunication Supervisor	12
Telecommunications Operator I	8
Telecommunications Operator II	9
Telecommunications Operator III	10
Telecommunications Operator Manager	14
Traffic Engineering Technician I	8
Traffic Engineering Technician II	9
Traffic Operations Supervisor	12
Traffic Signal Tech III	9
Traffic Signal Technician I	6
Traffic Signal Technician II	8
Transportation Planner II	13
Transportation Planner III	14
Transportation Services Director	17

**Pay & Classification - by Title (cont.)**  
**October 1, 2006**

<b>Classification</b>	<b>Range</b>
Treasury & Finance Supervisor	13
Utilities Director	17
Utility CIP Construction Specialist	11
Utility Crew Leader	8
Utility Line Locator	9
Utility Office Manager	12
Utility Operations Manager	15
Utility Supervisor	10
Utility Support Electrician I	9
Utility Support Superintendent	12
Utility Systems Analyst	10
Utility Systems Integrator	13
Utility Worker I	4
Utility Worker II	5
Utility Worker III	6
Utility Worker SR	7
Victims Services Advocate	8
Victims Services Coordinator	11
Videographer	8
W/WW System Mech III	8
W/WW System Mech IV	9
W/WW System Mechanic I	6
W/WW System Mechanic II	7
W/WW System Mechanic Supervisor	10
Water Distribution Op II	8
Water Distribution Operator I	7
Water Distribution Operator III	9
Water Plant Operator II	9
Water Plant Operator I	7
Water Plant Supervisor	11
Water Service Representative	5
WEB Administrator	12
WP Maintenance Technician	6
WP Operator Trainee	6

## Personnel Schedules

*Pay & Classification - by Range*

### Pay & Classification - by Range

October 1, 2006

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#### PAY RANGE 2

**\$16,053 - \$23,437**

Recreation Bldg. Attendant

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#### PAY RANGE 3

**\$17,527 - \$25,851**

Custodian

Library Aide

Recycling Center Attendant I

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#### PAY RANGE 4

**\$19,207 - \$28,483**

Construction/Maintenance Worker I

Groundskeeper I

Irrigation Tech I

Receptionist

Recreation Leader I

Utility Worker I

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#### PAY RANGE 5

**\$21,029 - \$31,383**

Administrative Technician I

Brush Service Rep

Construction/Maintenance Worker II

Customer Service Representative 1

Equipment Operator I

Forestry Technician

General Services Custodian

Groundskeeper II

Human Resource Clerk

Irrigation Tech II

Library Tech I

Meter Reader I

Parts Inventory Technician

Records Technician

Recreation Assistant

Recreation Leader II

Recycling Attendant II @ PW

Signs & Markings Tech I

Utility Worker II

Water Service Representative

**Pay & Classification - by Range (cont.)**  
**October 1, 2006**

**PAY RANGE 6**

**\$23,043 - \$34,579**

Accounting Technician I  
Administrative Technician II  
Animal Control Officer  
Chemical Technician I  
Customer Service Representative II  
Deputy Clerk I  
Equipment Operator II  
Facility Maintenance Tech  
Field Laboratory Technician  
Human Resource Assistant  
Library Tech II  
Mechanic I  
Meter Reader II  
Meter Service Technician I  
Playground Technician I  
Pool Technician I  
Signs & Markings Tech II  
Traffic Signal Technician I  
Utility Worker III  
W/WW System Mechanic I  
WP Maintenance Technician  
WP Operator Trainee

**PAY RANGE 7**

**\$25,250 - \$38,100**

Chemical Technician II  
Const/Maintenance Crew Leader  
Deputy Clerk II  
Equipment Operator III  
Field Services Coordinator  
Flushing Technician  
Groundskeeper Crewleader  
Irrigation Crewleader  
Library Technician III  
Meter Reader III  
Meter Service Technician II  
Playground Technician II  
Pool Technician II  
Purchasing Assistant

## Personnel Schedules

*Pay & Classification - by Range*

### Pay & Classification - by Range (cont.)

October 1, 2006

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#### **PAY RANGE 7 (cont.)**

**\$25,250 - \$38,100**

Recreation Assistant Shift Leader  
Senior Customer Service Rep.  
Signs & Markings Tech III  
Utility Worker SR  
W/WW System Mechanic II  
Water Distribution Operator I  
Water Plant Operator I

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#### **PAY RANGE 8**

**\$27,671 - \$41,982**

Accounting Technician II  
Administrative Tech III  
Animal Control Supervisor  
Building Permit Tech  
Buyer I  
Computer Support Technician  
Construction/Maintenance Foreman  
Engineering Technician I  
Evidence Tech  
Facility Controls Electrician  
Forestry Foreman  
GIS Technician  
Groundskeeper Foreman  
I&I Coordinator  
Library Tech IV  
Operations Technician (I&I)  
Planning Technician  
Playground Tech Foreman  
Public Safety Officer  
Records Supervisor  
Recreation Shift Leader  
Street Inventory Technician  
Telecommunications Operator I  
Traffic Engineering Technician I  
Traffic Signal Technician II  
Utility Crew Leader  
Victims Services Advocate  
Videographer  
W/WW System Mech III  
Water Distribution Op II

**Pay & Classification - by Range (cont.)**  
**October 1, 2006**

**PAY RANGE 9**

**\$30,309 - \$46,259**

Administrative Assistant  
Building Inspector  
Buyer II  
Code Enforcement Officer  
Community Development Assistant  
Construction Inspector I  
Court Bailiff  
Deputy Court Clerk III  
Engineering Tech II  
Environmental Lab Analyst  
Mechanic II  
Meter Reader Supervisor  
Meter Shop Supvr  
Office Manager  
Parks Supervisor  
Payroll Specialist  
Project Specialist I  
Quality Assurance Specialist  
Recreation Program Coordinator  
Street Supervisor  
System Support Specialist  
Telecommunications Operator II  
Traffic Engineering Technician II  
Traffic Signal Tech III  
Utility Line Locator  
Utility Support Electrician I  
W/WW System Mech IV  
Water Distribution Operator III  
Water Plant Operator II

**PAY RANGE 10**

**\$33,186 - \$50,974**

Accountant I  
Aquatic Programs Supervisor  
Athletic Programs Supervisor  
Customer Service Supervisor  
Information Specialist  
Librarian I  
Library Tech V  
Logistics Officer I



## Personnel Schedules

Pay & Classification - by Range

### Pay & Classification - by Range (cont.)

October 1, 2006

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#### PAY RANGE 10 (cont.)

**\$33,186 - \$50,974**

Mechanic III  
Network Administrator I  
Parts Inventory Supervisor  
Pretreatment Compliance Specialist  
Purchaser  
Recreation Center Supervisor/SENIOR  
SCADA Technician  
Senior Code Enforcement Officer  
Senior Deputy Clerk  
Senior Water Plant Operator  
Telecommunications Operator III  
Utility Supervisor  
Utility Systems Analyst  
W/WW System Mechanic Supervisor

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#### PAY RANGE 11

**\$36,327 - \$56,168**

Accreditation Manager  
Administrative Support Manager  
Assistant City Secretary  
Associate Planner  
Budget Analyst I  
Code Enforcement Supervisor  
Commercial Inspector  
Construction Inspector II  
Contract Specialist  
Crime Scene Specialist I  
Engineering Assistant  
Executive Administrative Assistant  
Forestry Supervisor  
Human Resources Generalist  
Logistics Officer II  
Management Analyst I  
Marketing Specialist I  
Recreation Center Supervisor/CMRC  
Safety Program Coordinator  
Senior Building Inspector  
Shop Foreman  
Utility CIP Construction Specialist  
Victims Services Coordinator  
Water Plant Supervisor

**Pay & Classification - by Range (cont.)**  
**October 1, 2006**

**PAY RANGE 12**

**\$39,804 - \$61,895**

Accountant II  
Budget Analyst II  
Chief Electrical Inspector  
Chief Residential Inspector  
Crime Scene Specialist II  
Engineering Associate  
Environmental Systems Supervisor  
Facility Maintenance Coordinator  
GIS Analyst  
Human Resource Benefit Manager  
Human Resource Senior Generalist  
Librarian II  
Marketing Specialist II  
Network Administrator II  
Parks Development Specialist  
Planner  
Project Manager I  
Purchasing Supervisor  
Systems Administrator I  
Telecommunication Supervisor  
Traffic Operations Supervisor  
Utility Office Manager  
Utility Support Superintendent  
WEB Administrator

**PAY RANGE 13**

**\$44,601 - \$69,801**

Accounting Supervisor  
Athletic / Aquatic Manager  
Chief Commercial Inspector  
Chief Construction Inspector  
Community Development Coordinator  
Community Recreation Manager  
Court Administrator  
Database Administrator  
Engineer  
Forestry Manager  
GIS Specialist  
Librarian III  
Library Manager  
Management Analyst II  
Network Administrator III  
Parks Development Manager  
Parks Manager  
Project Manager II

## Personnel Schedules

*Pay & Classification - by Range*

### Pay & Classification - by Range (cont.)

October 1, 2006

#### **PAY RANGE 13 (cont.)**

**\$44,601 - \$69,801**

Recreation Manager  
Senior Planner  
Systems Administrator II  
Transportation Planner II  
Treasury & Finance Supervisor  
Utility Systems Integrator

#### **PAY RANGE 14**

**\$49,972 - \$78,720**

Chief Building Official  
City Secretary  
Human Resources Manager  
Principal Planner  
Purchasing Manager  
Senior Engineer  
Senior Utility Engineer  
Shop Superintendent  
Street & Drainage Superintendent  
Telecommunications Operator Manager  
Transportation Planner III

#### **PAY RANGE 15**

**\$56,014 - \$88,784**

Budget Manager  
Chief Utility Engineer  
Communications Director  
Developmental Services Manager  
Director, Convention & Visitors Bureau  
Engineering Supervisor  
Financial Services Manager  
GIS Coordinator  
Planner Coordinator  
Public Works Operation Manager  
Safety & Risk Manager  
Senior Utility Services Manager  
Systems Administrator III  
Technical Coordinator  
Utility Operations Manager

**Pay & Classification - by Range (cont.)**  
**October 1, 2006**

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**PAY RANGE 16** **\$64,143 - \$102,355**

Assistant Finance Director  
Assistant PARD Director  
Controller  
ITC Manager  
Public Works Programs Administrator  
PW Liaison Construction Manager

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**PAY RANGE 17** **\$73,471 - \$118,008**

Assistant Police Chief  
City Engineer  
Finance Director  
Human Resource Director  
Library Director  
PARD Director  
Planning & Comm. Development Dir  
Transportation Services Director  
Utilities Director

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**PAY RANGE 18** **\$83,733 - \$136,478**

Chief of PW Operations  
Ex Director of Community Development  
Fire Chief  
Police Chief

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**PAY RANGE 20** **\$109,894 - \$181,325**

Assistant City Manager

## Personnel Schedules

*Pay & Classification - Public Safety*

### Pay & Classification - Public Safety

Tenure-Based Progression

October 1, 2006

#### POLICE DEPARTMENT

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Police Officer	\$40,824 - \$60,758
Police Sergeant	\$57,073 - \$72,763
Police Lieutenant	\$69,485 - \$84,065
Police Captain	\$79,705 - \$97,160

#### FIRE DEPARTMENT

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Firefighter	\$34,395 - \$54,791
Driver	\$46,638 - \$59,464
Lieutenant	\$51,922 - \$64,220
Captain	\$58,340 - \$70,000
Battalion Chief	\$66,153 - \$79,631
Assistant Chief	\$72,821 - \$91,562



## Capital Outlay Detail

General Fund

Water / Wastewater Utility Fund

Hotel Occupancy Tax Fund





## Capital Outlay Detail



## Capital Outlay - General Fund

Department	FY 2006-2007 Approved
Description of Items	

### Administration

Camcorder & Deck	\$7,600
Video Editing Equipment	3,000
Desktop Computer	1,700
Laptop Computers	4,400
Computer Software	2,000
<b>Total - Administration</b>	<b>\$18,700</b>

### Legal Services

Law Library	\$3,500
<b>Total - Legal</b>	<b>\$3,500</b>

### Planning & Community Development

Desktop Computers	\$9,000
Laptop Computer	1,700
Computer Server	8,000
Computer Software	10,500
<b>Total - Planning &amp; Community Development</b>	<b>\$29,200</b>

### Information Technology & Communications

Client Workstations	\$6,000
Computer Server	37,500
Laptop Computer	2,200
Fiber WAN Expansion	89,500
Desktop Computers	3,400
<b>Total - Information Technology</b>	<b>\$138,600</b>



## Capital Outlay Detail

General Fund

### Capital Outlay - General Fund

Department	FY 2006-2007 Approved
Description of Items	

#### Building Inspections

1/2 ton Vehicles	\$29,000
Desktop Computers	5,100
Total - Building Inspections	\$34,100

#### Finance

Desktop Computers	\$6,800
Laptop Computers	2,200
Office Equipment	2,500
Laser Printers	3,300
Computer Software	1,200
Total - Finance	\$16,000

#### Purchasing

Desktop Computer	\$1,700
Laser Printers	1,700
Total - Purchasing	\$3,400

#### General Services

A/C Condensing Units	\$18,000
Total - General Services	\$18,000

#### Library

Computer Servers	\$17,000
Laser Printer	2,200
Laptop Computers	12,216
Desktop Computers	14,000
Computer Equipment	5,000
Computer Software	3,178
Software Upgrade	21,489
Fiction Books	120,665
Journals	17,274
Audio Visual Materials	72,360
Law Library	4,718
Non-fiction books	63,600
Reference books	42,900
Total - Library	\$396,600

## Capital Outlay - General Fund

Department		FY 2006-2007 Approved
Description of Items		

### Police

Marked Police Vehicles	\$592,161
Unmarked Police Vehicles	94,296
Animal Control Vehicle	28,328
Exercise Equipment	17,351
SWAT Body Armor	7,200
Vehicle Equipment	121,583
1/2 ton Vehicles	115,425
1/4 ton Vehicle	12,500
Audio Recording System	80,000
Desktop Computers	33,850
Computer Servers	45,000
Computer Software	16,500
Laptop Computers	6,600
Patrol Mobile Computer	124,100
Printers	8,450
Radios	36,705

Total - Police	\$1,340,049
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### Fire

1/2 ton Vehicles	\$49,350
Laptop Computers	8,750
Desktop Computers	7,800
Fire Equipment	30,680
Station #7 Equipment	372,150

Total - Fire	\$468,730
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## Capital Outlay Detail

General Fund

### Capital Outlay - General Fund

Department	FY 2006-2007 Approved
Description of Items	

#### Parks & Recreation

Mower	\$18,000
Boom Sprayer	11,500
Verticutter	4,000
Pool Blankets	19,000
Fitness Equipment	30,200
1/2 ton Vehicle	16,249
3/4 ton Van	18,000
3/4 ton Vehicle	22,249
Passenger Van	17,500
Desktop Computers	8,500
Card Printers	4,500
Air Duct Handlers	25,000
Standardized Park Signs	15,000
Floor Refinishing	6,000
Train Maintenance	10,000
Tennis Court Maintenance	10,000
Pool Renovations	102,300
Utility Transport	6,000

Total - Parks & Recreation	\$343,998
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#### Human Resources

Desktop Computers	\$3,400
Total - Human Resources	\$3,400

#### Engineering & Development Services

Office Equipment	\$1,800
Desktop Computers	18,400
Computer Server	7,000
Security System	21,000
Computer Software	9,300
Total - Engineering & Development Services	\$57,500

**Capital Outlay - General Fund (cont.)**

<b>Department</b>	<b>Description of Items</b>	<b>FY 2006-2007 Approved</b>
<b>Street</b>		
	Trailers	\$26,000
	Bucket Truck	105,000
	Pneumatic Roller	30,000
	Concrete Raising Machine	15,000
	Laptop Computers	15,000
	1/2 ton Vehicles	31,500
	Signalization Equipment	89,000
	Software Upgrades	4,000
	Total - Street	\$315,500
<b>Transportation Services Engineering &amp; Administration</b>		
	Desktop Computers	\$5,000
	Computer Software	9,598
	Total - Transportation Services Engineering & Administration	\$14,598
<b>City Shop</b>		
	Desktop Computers	\$3,400
	Computer Software	67,000
	Total - City Shop	\$70,400
	Total - General Fund	\$3,272,275

## Capital Outlay Detail

### Capital Outlay - Water/Wastewater Utility Fund / Hotel Occupancy Tax Fund

#### Department

#### Description of Items

FY 2006-2007 Approved

#### Utilities Administration

Desktop Computers	\$5,900
Computer Software	1,200
Total - Utilities Administration	\$7,100

#### Water Treatment Plant

Cargo Van	\$10,000
Equipment-UPS	20,000
Chlorine Analyzer	15,000
Chemical Storage Tanks	10,000
Desktop Computer	2,200
Total - Water Treatment Plant	\$57,200

#### Water Systems Support

1/2 ton Vehicle	\$24,000
1/4 ton Vehicles	27,000
Portable Generator	37,500
Computer Equipment	4,100
Desktop Computer	3,400
New Commercial & Bulk Meters	15,000
Total - Water Systems Support	\$111,000

#### Water Line Maintenance

3/4 ton Vehicle	\$24,000
1/2 ton Vehicle	14,500
Total - Water Line Maintenance	\$38,500

#### Wastewater Line Maintenance

1/2 ton Vehicle	\$17,000
Total - Wastewater Line Maintenance	\$17,000

#### Environmental Services

Liquid Samplers	\$6,600
Total - Environmental Services	\$6,600

#### Utility Billings & Collections

Desktop Computers	\$8,500
Total - Utility Billings & Collections	\$8,500

Total - Water/Wastewater Utility	\$245,900
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#### Hotel Occupancy Tax Fund

Desktop Computer	\$2,000
Computer Software	2,000
Total - Hotel Occupancy Tax Fund	\$4,000



# Financial Statistics

Statistics as of September 30, 2005





## Financial Statistics





## Financial Statistics

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**General Revenues By Source <sup>1</sup>**  
**Last Ten Years**

<b>Fiscal Year Ended 9-30</b>	<b>Taxes and Franchise</b>	<b>Licenses and Permits</b>	<b>Charges For Services</b>	<b>Fines and Forfeitures</b>
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
2002	59,029,046	628,550	3,282,764	1,078,089
2003	66,699,982	801,108	3,451,103	1,043,055
2004	71,743,446	679,754	3,727,507	1,286,754
2005	83,437,892	1,218,975	4,100,595	1,455,280
	\$495,820,218	\$7,567,099	\$25,590,713	\$9,526,575

<sup>1</sup> Above data are for General, Special Revenue, and Debt Service Funds.

**General Revenues By Source (cont.)**  
Last Ten Years

<b>Special Assessments</b>	<b>Intergovernmental</b>	<b>Hotel Occupancy Tax</b>	<b>Investment and Other</b>	<b>Total</b>
\$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
-	735,590	1,477,050	2,798,290	69,029,379
4,963	754,431	1,618,744	1,985,789	76,359,175
2,978	726,414	1,650,148	1,737,791	81,554,792
-	625,904	1,905,049	3,815,448	96,559,143
\$361,414	\$5,399,478	\$10,649,242	\$23,341,413	\$578,256,152

## Financial Statistics

### General Expenditures By Function

#### General Expenditures By Function Last Ten Years

<b>Fiscal Year Ended 9-30</b>	<b>General Government</b>	<b>Public Safety</b>	<b>Public Works</b>	<b>Culture &amp; Recreation</b>	<b>Debt Service</b>	<b>Total</b>
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
2002	15,071,967	16,767,233	6,448,449	7,568,798	11,509,307	57,365,754
2003	17,231,171	18,099,093	7,277,171	8,412,271	13,561,167	64,580,873
2004	18,343,416	19,818,241	7,430,727	9,088,693	14,792,829	69,473,906
2005	20,638,875	21,674,409	7,587,502	9,382,752	15,878,554	75,162,092
	\$122,781,354	\$139,524,997	\$53,393,234	\$60,051,784	\$102,279,062	\$478,030,431

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.

**Property Tax Levies And Collections**  
**Last Ten Years**

<b>Fiscal Year</b>	<b>Total Tax Levy</b>	<b>Current Tax Collections</b>	<b>% of Levy Collected</b>	<b>Delinquent Tax Collections</b>	<b>Total Tax Collections</b>	<b>% of Total Tax Collection to Tax Levy</b>
	\$	\$	%	\$	\$	%
1996	7,295,538	7,188,878	98.54	87,561	7,276,439	99.74
1997	7,883,421	7,809,238	99.06	73,884	7,883,122	100.00
1998	8,692,342	8,601,905	98.96	82,119	8,684,024	99.90
1999	9,888,321	9,790,084	99.01	92,895	9,882,979	99.95
2000	10,804,487	10,686,138	98.90	122,565	10,808,703	100.04
2001	12,296,243	12,181,034	99.06	361,469	12,542,503	102.00
2002	14,487,121	14,335,048	98.95	196,322	14,531,370	100.31
2003	17,312,012	17,129,231	98.94	185,073	17,314,304	100.01
2004	18,357,480	18,117,224	98.69	205,456	18,322,680	99.81
2005	20,242,880	20,103,093	99.31	283,520	20,386,613	100.71

## Financial Statistics

Assessed Value of Taxable Property

### Assessed Value of Taxable Property Last Ten Years

#### Gross Assessed Value

Fiscal Year	Assessment Ratio	Real Property	Personal Property	Total
	%	\$	\$	\$
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
2002	100	3,977,561,419	853,720,952	4,831,282,371
2003	100	4,536,275,722	832,454,143	5,368,729,865
2004	100	4,603,800,464	786,481,840	5,390,282,304
2005	100	4,794,995,393	726,483,588	5,521,478,981

**Assessed Value of Taxable Property (cont.)**

Last Ten Years

**Reductions to Gross Assessed Value  
Property Tax Exemptions**

<b>Over 65</b>	<b>Disabled &amp; Deceased Veterans</b>	<b>Freeport, Property Redevelopment, Agricultural &amp; Other</b>	<b>Total Taxable Assessed Valuation</b>
\$	\$	\$	\$
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
23,871,132	3,095,500	306,187,720	4,498,128,019
26,861,588	3,718,500	279,116,463	5,059,033,314
28,515,439	4,000,000	217,804,048	5,139,962,817
30,568,409	4,497,000	155,265,881	5,331,147,691

## Financial Statistics

### Property Tax Rates

#### Property Tax Rates - Direct & Overlapping Governments Per \$100 of Assessed Value

##### Last Ten Years

Fiscal Year	City	Round Rock Independent School District	Williamson County	Total
	\$	\$	\$	\$
1996	0.4264	1.6209	0.3378	2.3851
1997	0.3988	1.6300	0.2712	2.3000
1998	0.3770	1.6396	0.2960	2.3126
1999	0.3850	1.7575	0.2990	2.4415
2000	0.3629	1.7111	0.2995	2.3735
2001	0.3303	1.7086	0.3477	2.3866
2002	0.3221	1.7387	0.3543	2.4151
2003	0.3422	1.7924	0.4154	2.5500
2004	0.3572	1.8643	0.4482	2.6697
2005	0.3797	1.8572	0.4789	2.7158

Source: Williamson County Tax Office

**Ratio of Net General Bonded Debt  
To Assessed Value & Net Bonded Debt Per Capita**

**Last Ten Years**

<b>Fiscal Year Ended 9-30</b>	<b>Population<sup>1</sup></b>	<b>Net Assessed Value (in thousands)</b>	<b>Gross Bonded Debt<sup>2</sup></b>	<b>Amount Available in Debt Service Fund</b>	<b>Net Bonded Debt</b>	<b>Ratio of Net Bonded Debt to Assessed Value</b>	<b>Net Bonded Debt Per Capita</b>
		\$	\$	\$	\$	%	\$
1996	45,355	1,711,249	51,967,000 <sup>2</sup>	1,482,719	50,484,281	2.95	1,113.09
1997	47,760	1,976,786	53,435,000 <sup>2</sup>	1,161,951	52,273,049	2.64	1,094.49
1998	50,905	2,305,342	61,628,000 <sup>2</sup>	1,083,021	60,544,979	2.63	1,189.37
1999	56,030	2,568,395	57,861,000 <sup>2</sup>	1,876,382	55,984,618	2.18	999.19
2000	60,340	2,976,853	65,004,000 <sup>2</sup>	1,471,892	63,532,108	2.13	1,052.90
2001	68,835	3,722,637	61,262,000 <sup>2</sup>	2,132,743	59,129,257	1.59	859.00
2002	73,295	4,498,128	92,640,000 <sup>2</sup>	2,074,841	90,565,159	2.01	1,235.63
2003	77,600	5,059,033	90,432,000 <sup>2</sup>	2,304,816	88,127,184	1.74	1,135.66
2004	81,825	5,139,963	106,244,000 <sup>2</sup>	2,338,493	103,905,507	2.02	1,269.85
2005	86,000	5,331,148	102,151,000 <sup>2</sup>	2,600,354	99,550,646	1.87	1,157.57

Note: Includes Certificates of Obligation and General Obligation Bonds

<sup>1</sup> Source: Planning Department, City of Round Rock

<sup>2</sup> Gross bonded debt includes self-supporting debt funded by enterprise funds. Gross self-supporting debt totaled \$5,972,614 at September 30, 2005.



## Financial Statistics

### Computation of Legal Debt Margin

#### Computation of Legal Debt Margin September 30, 2005

<b>Total assessed value</b>		<b>\$5,331,147,691</b>
Debt limit - Maximum serviceable at permitted allocation of \$1.50 per \$100 of assessed value		\$955,638,811
Amount of debt applicable to debt limit:		
Total General Obligation Debt		\$102,151,000
Less:	Amount available in Debt Service Fund	\$2,600,354
	Amounts considered self-supporting	5,972,614
	Other deductions allowed by law:	
	Special Assessment Bonds	—
Total deductions		8,572,968
Total amount of debt applicable to debt limit		93,578,032
Legal debt margin		\$862,060,779

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, 2004, assessed valuation of \$5,331,147,691 at 100% collection, tax revenue of \$79,967,215 would be produced. This revenue could service the debt on \$955,638,811 issued as 20-year serial bonds at 5.50% (with level debt service payment).

### Computation of Direct & Overlapping Debt September 30, 2005

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	102,151,000 *		100.00	102,151,000
Round Rock ISD	370,170,961 **		28.68	106,165,032
Williamson County	426,350,000 *		19.50	83,138,250
Georgetown ISD	62,429,977 **		0.03	18,729
Travis County	411,391,999 *		0.46	1,892,403
Total	\$1,372,493,937			\$293,365,413

\*Gross Debt as of 9-30-05

\*\*Gross Debt as of 6-30-05

Source: City of Round Rock Finance Department and Texas Municipal Reports

## Financial Statistics

### Ratio of Annual Debt Service Expenditures

#### 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	<sup>1</sup> Total General Expenditures	Ratio of Debt Service to Total General Expenditures
	\$	\$	\$	\$	%
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 <sup>2</sup>	42,972,578	17.0
2001	4,331,667	3,708,433	8,040,100 <sup>2</sup>	53,249,155	15.1
2002	4,432,962	3,118,996	7,551,958 <sup>2</sup>	57,365,754	13.2
2003	2,960,432	5,321,465	8,281,897 <sup>2</sup>	64,580,873	12.8
2004	4,555,211	4,380,264	8,935,475 <sup>2</sup>	69,473,906	12.9
2005	5,086,570	5,184,530	10,271,100 <sup>2</sup>	75,162,092	13.7

<sup>1</sup> Includes General, Special Revenue, and Debt Service Funds.

<sup>2</sup> Total debt service for general bonded debt does not include self-supporting Hotel Tax and Sales Tax Revenue Bond and State Infrastructure Loan payments, which totaled \$5,293,970 for fiscal year ended September 30, 2005.

## Schedule of Revenue Bond Coverage

### Last Ten Years

<b>Fiscal Year Ended 9-30</b>	<b><sup>1</sup>Gross Revenue</b>	<b><sup>2</sup> Direct Operating Expenses</b>	<b>Net Revenue Available for Debt Service</b>	<b>Debt Service Requirements Principal and Interest</b>	<b>Revenue Bond Coverage</b>
	\$	\$	\$	\$	
1996	14,621,577	5,595,285	9,026,292	1,779,260	5.07
1997	16,649,651 <sup>3</sup>	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
2002	25,436,842	13,840,556	11,596,286	1,583,835	7.32
2003	24,895,722	15,328,369	9,567,353	1,392,358	6.87
2004	25,583,013	16,467,400	9,115,613	1,279,975	7.12
2005	28,197,344	18,452,453	9,744,891	1,016,058	9.59

<sup>1</sup> Water and Sewer Fund operating and non-operating revenues

<sup>2</sup> Water and Sewer Fund operating expenses, excluding depreciation

<sup>3</sup> Excludes lawsuit settlement proceeds of \$6,120,000

### Demographic Statistics

#### Last Ten Years

	1	2	3	4
Fiscal Year	Population	Per Capita Income	School Enrollment	Unemployment Rate
		\$		%
1996	45,355	19,053	26,107	1.7
1997	47,760	20,737	27,223	1.9
1998	50,905	21,929	28,455	1.8
1999	56,030	23,453	30,100	1.5
2000	60,340	26,149	31,572	1.3
2001	68,835	28,552	32,652	3.9
2002	73,295	29,822	34,120	4.7
2003	77,600	26,940	35,579	4.7
2004	81,825	26,979	36,608	3.1
2005	86,000	28,178	37,909	3.7

#### Sources:

<sup>1</sup> Planning Department, City of Round Rock

<sup>2</sup> Texas Workforce Commission; data is for Williamson County, which is representative of the City; data for City not available

<sup>3</sup> Round Rock Independent School District

<sup>4</sup> Texas Workforce Commission; data is for the City of Round Rock

## Property Value, Construction And Bank Deposits

## Last Ten Years

Fiscal Year Ended 9-30	<sup>1</sup>	<sup>2</sup>	<sup>3</sup>		<sup>3</sup>	
	Commercial Bank Deposits	Property Value	Commercial Construction		Residential Construction	
			Units	Value	Units	Value
	\$	\$		\$		\$
1996	N/A	1,807,630,969	57	150,287,986	1,065	104,926,563
1997	N/A	2,118,159,277	55	73,791,058	962	82,813,943
1998	N/A	2,506,507,357	54	185,095,131	1,355	124,003,089
1999	N/A	2,793,047,747	52	67,529,071	1,667	152,341,464
2000	N/A	3,175,143,893	83	139,196,103	1,724	174,489,516
2001	N/A	3,983,128,977	56	93,120,082	1,363	173,065,113
2002	N/A	4,831,282,371	37	47,137,000	1,401	156,999,872
2003	N/A	5,368,729,865	30	26,568,200	1,353	155,048,240
2004	N/A	5,390,282,304	34	37,220,290	1,317	150,641,132
2005	N/A	5,521,478,981	47	138,768,350	1,332	173,127,884

## Sources:

<sup>1</sup> Round Rock Chamber of Commerce and FDIC<sup>2</sup> Round Rock Independent School District Tax Office<sup>3</sup> City Inspection Department

N/A - Information is unavailable on a local basis

## Financial Statistics

Principal / Hotel Taxpayers

### Principal Taxpayers

September 30, 2005

Name of Taxpayer	Type of Business	Net Assessed Valuation	% of Total Net Assessed Valuation
Dell Computer Holdings, LP	Electronic Equipment	\$178,337,086	3.345 %
Baltgem Development Corp.	Property Management	78,354,834	1.470
Dell Computer Corp.	Electronic Equipment	71,584,394	1.343
Oncor Electric Delivery Co.	Electric Utility	39,290,012	0.737
DuPont Photomasks, Inc.	Photomask Manufacturer	38,491,250	0.722
Columbia/St. David Healthcare	Healthcare Facilities	27,472,523	0.515
Drever, Limestone, LP	Property Management	26,846,544	0.504
2800 La Frontera #1A, LTD	Property Management	23,557,086	0.442
A & B Texas, LLC	Property Management	23,306,673	0.437
Lakeside II Partners, LP	Property Management	21,015,396	0.394
Total		\$528,255,798	9.909 %

### Hotel Taxpayers

September 30, 2005

Taxpayer	Total Collections Year Ended September 30, 2005	Number of Rooms
La Quinta Inn	\$94,804	116
Courtyard by Marriott	115,977	113
Red Roof Inn	67,491	107
Baymont Inn	70,662	93
Best Western Executive Inn	57,950	67
Days Inn & Suites	28,778	49
Super 8 Motel	41,050	62
Extended Stay America # 6030	40,115	138
Wingate Inn	74,756	101
Holiday Inn	69,939	90
Residence Inn	149,363	96
Hilton Garden Inn	133,423	122
Comfort Suites	60,447	62
Springhill Suites	99,731	104
Hampton Inn	131,637	93
Staybridge Suites	71,291	81
Austin Marriott North	469,941	295
Candlewood Suites	45,619	98
Lodge at Warner Ranch	0	5
Extended Stay America # 6197	45,024	104
Country Inn & Suites	37,051	61
Total	\$1,905,049	2,057

## 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
	\$	\$	\$	\$	\$
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
2002	360,606	307,427	368,583	440,434	1,477,050
2003	401,794	367,136	410,803	439,011	1,618,744
2004	406,795	352,486	414,176	476,691	1,650,148
2005	448,789	401,171	476,219	578,870	1,905,049

## Top Ten Water Customers

September 30, 2005

Name of Customer	Type of Business	Water Consumption in Gallons	% of Total Water Consumption in Gallons
Brushy Creek Municipal Utility District	Municipal Utility District	685,889,700	12.177
Fern Bluff Municipal Utility District	Municipal Utility District	289,521,200	5.140
Chandler Creek Municipal Utility District	Municipal Utility District	163,900,800	2.910
Dell, Inc.	Electronic Equipment	140,270,000	2.490
Round Rock Independent School District	Public Schools	80,148,600	1.423
Vista Oaks Municipal Utility District	Municipal Utility District	55,538,000	0.986
Michael Angelo's	Food Production	53,255,500	0.945
Aquasource--Tonkawa Springs	Water Service Provider	43,461,500	0.772
Cypress Semiconductor	Electronic Components	42,490,400	0.754
Cintas Corp.	Uniform Rental	40,090,300	0.712
Total		1,594,566,000	28.309%



## Water/Sewer Retail Rates

September 30, 2005

Water rates for retail customers inside the city limits are as follows:

Volume Rate	Monthly Service Charge	
\$1.96 per 1,000 gallons of water used by all customers	Meter Size Base Serving Customer	Monthly Water Service Charge \$
	5/8 inch	11.72
	3/4 inch	16.33
	1 inch	25.78
	1 1/2 inch	49.40
	2 inch	77.75
	3 inch	143.90
	4 inch	238.40
	6 inch	758.15
	8 inch	1,325.15
	10 inch	2,081.15
	12 inch	2,553.65

Sewer rates for retail customers inside the city limits are as follows:

Volume Rate	Monthly Service Charge	
\$2.26 per 1,000 gallons of water used by all customers*	Meter Size Base Serving Customer	Monthly Sewer Service Charge \$
	5/8 inch	9.08
	3/4 inch	11.85
	1 inch	17.00
	1 1/2 inch	31.00
	2 inch	47.80
	3 inch	87.00
	4 inch	143.00
	6 inch	451.00
	8 inch	787.00
	10 inch	1,235.00
	12 inch	1,515.00

\* Sewer customers' volume is measured as the rate per 1,000 gallons of the lesser of a three month winter average or actual water use.

**Miscellaneous Statistics**  
**September 30, 2005**

Established (1)	1850
Date of Incorporation	1913
Form of Government	Council - Manager
Area	29 Square miles

Fire protection (2)

---

Number of stations	7
Number of firefighters	105

Police protection (2)

---

Number of stations	1
Number of police officers	120

Municipal water department (2)

---

Number of consumers	26,650
Average monthly consumption	474,500,000 Gallons

Residential, commercial, industrial building permits (2)	1,379
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Recreation and culture (2)

---

Number of parks	80
Number of libraries	1
Number of library volumes	155,000 (approx.)

Employees (full-time equivalents) (2)	766
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(1) Source: Round Rock Chamber of Commerce

(2) Source: City of Round Rock





## Appendix

Budget Calender  
Home Rule Charter  
Ordinances  
Revenue Footnotes  
Glossary of Terms  
Finance Department Staff  
Acronyms



## Appendix





JANUARY 2006						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2006						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2006						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2006						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2006						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE 2006						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## City of Round Rock Fiscal Year 2006-2007 Operating Budget Calendar

### January - February

Develop Budget Materials

### February

- 14 Budget Kick-off meetings
- 20 Budget materials distributed

### March

- 3 Personnel Worksheets, Capital Outlay & Revenue Projections due

### April

- 7 Budget Worksheets & 10 Year Plan documents due
- 21 New Programs & Capital Outlay documents due

### May

- 19 Strategic Budget documents due

### June

- 16 Budget Team document presented
- 25 Budget Team review meetings held

### July

- 28 City Manager's Proposed Budget submitted to City Council
- 25 Tax roll certification by Chief Appraiser (official date)

### Mid - August

Publication of Tax Rates (Effective, Rollback)

### September

- 14 Proposed Budget to Council for Approval (1st Reading)  
Proposed Tax Rate to Council for Approval (1st Reading)  
Public hearings
- 28 Proposed Budget to Council for Approval (2nd Reading)  
Proposed Tax Rate to Council for Approval (2nd Reading)  
Public hearings  
Budget Adopted by Council  
Tax Rate Adopted by Council

### October

- 1 Budget becomes effective

JULY 2006						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST 2006						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER 2006						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER 2006						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER 2006						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER 2006						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## ARTICLE 8

### FINANCIAL ADMINISTRATION

#### **N 8.01 FISCAL YEAR**

The fiscal year of the City shall begin on the first day of each October and end on the last September of the succeeding year. All funds collected by the City during any fiscal year, both current and delinquent revenues, shall belong to such fiscal year and, except for funds used to pay interest and create a sinking fund on the bonded indebtedness of the City, shall 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 on hand, shall become resources of the next succeeding fiscal year.

#### **N 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.

#### **N 8.03 ANNUAL BUDGET**

i) Content.

The budget shall provide a complete financial plan of all City funds and activities and, except as required by law or this Charter, shall be in such form as the City Manager deems desirable or the City Council may require. A budget message explaining the budget both in fiscal terms and in terms of the work programs shall be submitted with the budget. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes, from the current year in financial policies, expenditures, and revenues, with reasons for such changes. It shall also summarize the City's debt position and include such other material as the City Manager deems desirable. The budget shall begin with a clear general summary of its contents and shall show in detail all estimated income, indicating the proposed property tax levy, and all proposed expenditures, including debt service, for the ensuing fiscal year. The proposed budget expenditures shall not exceed the total of estimated income. The budget shall be so arranged as to show comparative figures for actual and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year, compared to the estimate for the budgeted year. It shall include in separate sections:

- (1) an itemized estimate of the expense of conducting each department, division, and office;

- (2) reasons for proposed increases or decreases of such items of expenditure compared with the current fiscal year;
  - (3) a separate schedule for each department, indicating tasks to be accomplished by the department during the year, and additional desirable tasks to be accomplished, if possible;
  - (4) a statement of the total probable income of the City from taxes for the period covered by the estimate;
  - (5) tax levies, rates, and collections for the preceding five years;
  - (6) an itemization of all anticipated revenue from sources other than the tax levy;
  - (7) the amount required for interest on the City's debts, for sinking fund and for maturing serial bonds;
  - (8) the total amount of outstanding City debts, with a schedule of maturities on bond issue;
  - (9) anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the City and the proposed method of its disposition (subsidiary budgets for each such utility giving detailed income and expenditure information shall be attached as appendices to the budget);
  - (10) a Capital Improvement Program, which may be revised and extended each year to indicate capital improvements pending or in process of construction or acquisition, and shall include the following items:
    - i. a summary of proposed programs;
    - ii. a list of all capital improvements which are proposed to be undertaken during the five (5) fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;
    - iii. cost estimates, method of financing and recommended time schedules for each such improvement; and
    - iv. the estimated annual cost of operating and maintaining the facilities to be constructed or acquired; and
  - (11) such other information as may be required by the City Council.
- (b) Submission.

On or before the first day of August of each year, the City Manager shall submit to the City Council a proposed budget and an accompanying message. The City



Council shall review the proposed budget and revise same as deemed appropriate prior to general circulation for public hearing.

(c) Public Notice and Hearing.

The City Council shall post in the City Hall and publish in the official newspaper a general summary of the proposed budget and a notice stating:

- (1) the times and places where copies of the message and budget are available for inspection by the public; and
- (2) the time and place, not less than two (2) weeks after such publication, for a public hearing on the budget.

(d) Amendment Before Adoption.

After the hearing, the City Council may adopt the budget with or without amendment. In amending the budget, it may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt service or for estimated cash deficit, provided that no amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior years.

(e) Adoption.

The budget shall be finally adopted not later than the final day of the last month of the fiscal year. Adoption of the budget shall constitute a levy of the property tax therein proposed. Should the City Council take no final action on or prior to such day the budget, as submitted, together with its proposed tax levy, shall be deemed to have been finally adopted by the City Council. No budget shall be adopted or appropriations made unless the total of estimated revenues, income and funds available shall be equal to or in excess of such budget or appropriations, except as otherwise provided in this Article.

(Charter amendment approved by voters January 20, 1996)

**SECTION 8.04 ADMINISTRATION OF BUDGET**

(a) Payments and Obligations Prohibited.

No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the City Manager or designee first certifies that there is a sufficient unencumbered balance in such allotment or appropriations and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal. Such action shall be the cause for removal of any officer who knowingly authorized or made such payment or incurred such obligations, and such officer shall also be

liable to the City for any amount so paid. However, this prohibition shall not be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds, time warrants, certificates of indebtedness, or certificates of obligation, or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is made or approved by ordinance.

(b) Financial Reports.

The City Manager shall submit to the City Council at least quarterly the financial condition of the City by budget item, budget estimate versus accruals for the fiscal year to date. The financial records of the City will be maintained on an accrual basis to support this type of financial management.

(Charter amendment approved by voters January 20, 1996; May 6, 2000)

ORDINANCE NO. G-06-09-28-13A1

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF ROUND ROCK, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2006, AND ENDING SEPTEMBER 30, 2007, 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, 2006, and ending September 30, 2007, and

WHEREAS, proper and timely notice that public hearings on such budget would be held on September 14, 2006, and September 28, 2006, 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 14, 2006, and September 28, 2006, prior to final adoption of this ordinance; Now Therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS, THAT:

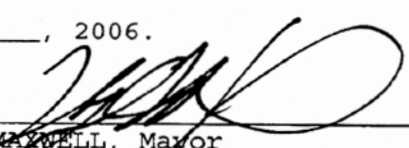
The attached budget for the fiscal year beginning October 1, 2006 and ending September 30, 2007, is hereby in all things approved and adopted and it shall be effective as of October 1, 2006.

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 14<sup>th</sup> day of September, 2006.

READ, APPROVED and ADOPTED on second reading this the 28<sup>th</sup> day of September, 2006.

  
\_\_\_\_\_  
NYLE MAXWELL, Mayor  
City of Round Rock, Texas

ATTEST: ,

  
\_\_\_\_\_  
CHRISTINE R. MARTINEZ, City Secretary

ADOPTS RATE MORE THAN  
EFFECTIVE RATE

ORDINANCE NO. G-06-09-28-13A2

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 2006.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND  
ROCK, TEXAS:

I.

That there is hereby levied and there shall be collected for  
the maintenance and operation of the municipal government of the  
City of Round Rock, Texas, for the year 2006 upon all property,  
real, personal and mixed, within the corporate limits of said City  
subject to taxation, a tax of 21.635 cents on each One Hundred  
Dollars (\$100.00) valuation of property. THIS TAX RATE WILL  
RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST  
YEAR'S TAX RATE. THE TAX RATE WILL RAISE TAXES FOR  
MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY  
APPROXIMATELY \$7.45.

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 2006 upon all property, real, personal and  
mixed, within the corporate limits of said City subject to  
taxation, a tax of 15.470 cents on each One Hundred Dollars  
(\$100.00) valuation of property.

SUMMARY

Maintenance and operation of the Municipal Government	21.635 cents
Interest and Sinking	<u>15.470</u> cents
Total Tax per \$100.00 of valuation	37.105 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 14<sup>th</sup> day of September, 2006.

READ, APPROVED and ADOPTED on second reading this the 28<sup>th</sup> day of September, 2006.



ORDINANCE NO. G-06-11-09-10B1

AN ORDINANCE AMENDING CHAPTER 10, SECTION 10.202, CODE OF ORDINANCES (1995 EDITION), CITY OF ROUND ROCK, TEXAS, AMENDING WASTEWATER UTILITY RATES; PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS:

I.

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) Volume Rates

1. The sewer rate for retail Customers shall be \$2.48 per 1,000 gallons of water used for all users.
2. Effective January 1, 2007, the sewer rate for retail Customers shall be \$2.63 per 1,000 gallons of water used.

(ii) Monthly Service Charge

Except as provided below, in addition to the foregoing rates, each Customer shall also pay a monthly sewer service charge pursuant to the following schedule regardless of the amount of water used.

<u>Meter Size</u>	<u>Current Monthly Service Charge</u>	<u>Monthly Service Charge Effective January 1, 2007</u>
5/8"	\$9.72	\$10.31
3/4"	12.68	13.45
1"	18.19	19.29
1 1/2"	33.17	35.17
2"	51.15	54.22
3"	93.09	98.68
4"	153.01	162.20

6"	451.00	478.06
8"	787.00	834.22
10"	1,235.00	1,309.10
12"	1,515.00	1,605.90

## II.

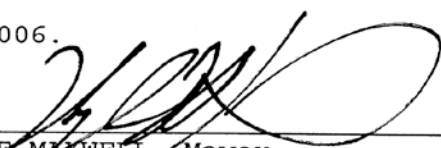
A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

B. The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.

C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

READ and APPROVED on first reading this the 26<sup>th</sup> day of October, 2006.

READ, APPROVED and ADOPTED on second reading this the 9<sup>th</sup> day of November, 2006.

  
NYLE MAXWELL, Mayor  
City of Round Rock, Texas

ATTEST:

  
CHRISTINE R. MARTINEZ, City Secretary





## Revenue Footnotes

This section reflects changes greater than \$10,000 from Revised Budget 2005-2006 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 Acct. Number	Explanation of changes from the prior year
----------------------	--------------------------------------------

#### Property Taxes

4110	Reflects growth in property values, new construction and increased property tax rate
4111	Reflects trend of increased delinquent property tax collections

#### Sales Taxes

4120	Reflects current and expected economic conditions. See Budget Message for details
------	-----------------------------------------------------------------------------------

#### Franchise Fees

4116	Reflects reduced expectations based on actual prior year results
4117	Reflects increased customer base for this utility provider
4118	Reflects conservative assumptions
4119	Reflects increased customer base for this utility provider

#### Building Permits/Inspections

4214	Reflects estimated slight increase in growth rate of building activity
4226	Reflects actual and estimated activity

#### Garbage/Fire Protection Fees

4302	Reflects growth in the customer base
------	--------------------------------------

#### Filing/Other Fees

4217	Reflects actual and estimated activity
4224	Reflects estimated increased demand for program

#### Fines & Costs

4511	Reflects conservative assumption based on estimated activity
------	--------------------------------------------------------------

**Revenue Footnotes (cont.)****Revenue Acct. Number    Explanation of changes from the prior year****Interest**

4610	Reflects anticipated market rates and available cash for investing
------	--------------------------------------------------------------------

**Capital Lease Proceeds**

4616	Reflects scheduled items financed through capital lease program
------	-----------------------------------------------------------------

**Other Revenues**

4308	Reflects reduced expectations based on prior year activity
4615	Reflects estimated activity
4628	Prior year included one-time contribution
4646	Currently developing program parameters. Adjustments will be made in budget revision
4671	Reduction due to elimination of program

**I&S General Obligation Bonds Fund Revenues**

4110	Reflects requirements of scheduled debt service and the corresponding property tax levy
4111	Reflects trend of increased delinquent property tax collections
4610	Reflects anticipated market rates and available cash for investing

**I&S Revenue Bonds Fund Revenues**

7200	Transfer no longer necessary
------	------------------------------

**Water/Wastewater Utility Fund Revenues****Water & Related Services**

4444	Reflects growth in customer base
4801	Reflects customer base; consumption. See Budget Message for details
4831	Growth in customer base and a revised fees structure
4833	Reflects actual and estimated activity

**Sewer & Related Services**

4821	Reflects growth in customer base and a rate increase. See Budget Message for details
4825	Reflects growth in customer base
4827	Reflects growth in customer base

**Interest**

4610	Reflects anticipated market rates and available cash for investing
------	--------------------------------------------------------------------

## Revenue Footnotes (cont.)

Revenue Acct. Number	Explanation of changes from the prior year
----------------------	--------------------------------------------

### Utility Impact Fee Fund Revenues

4610	Reflects anticipated increase in market rates and available cash for investing
------	--------------------------------------------------------------------------------

### Hotel Occupancy Tax Revenues

4123	Reflects increased occupancy rates
4610	Reflects anticipated increase in market rates and available cash for investing

### Park Improvements & Acquisition

4610	Reflects anticipated increase in market rates and available cash for investing
4628	Reflects developer contribution in lieu of tree replacements

### Law Enforcement Fund Revenues

4654	Reflects estimates of program revenues
4665	Reflects estimates of program revenues

## Glossary of Terms

**Accrual Basis** - A method of accounting that recognizes the financial effect of transaction events, and interfund activities when they occur, regardless of the timing of related cash flows.

**Ad Valorem Tax** – A tax levied on the assessed value of real property (also known as “property taxes”).

**Amortize** – To provide for the gradual extinguishment of (as a mortgage) usually by contribution to a sinking fund at the time of each periodic payment.

**Appropriation** – a specific amount of money authorized by City Council to make expenditures and incur obligations for specific purposes, frequently used interchangeably with “expenditures”.

**Assessed Valuation** - A valuation set upon real estate or other property by a government as a basis for levying taxes. (Note: Property values are established by the Williamson County Appraisal District).

**Asset** - A probable future economic benefit obtained or controlled by a particular entity as a result of past transactions or events. A current asset is cash or readily convertible into cash within a one-year time frame.

**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 specific sum of money, called the face value or principal amount, at a specific date or dates in the future, called the maturity date, together with periodic interest at a specified rate.

**Bonded Debt** - The portion of indebtedness represented by outstanding bonds.

**Budget** - A plan of financial operation specifying expenditures to be incurred for a given period to accomplish specific goals, and the proposed means of financing them.

**Budget Calendar** – The schedule of key dates or milestones which the City follows in preparation, adoption, and administration of the budget.

**Budget Year** – From October 1st through September 30th, which is the same as the fiscal year.

**Capital Improvement Program** – A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years. Examples include land, improvements to land, easements, buildings, building improvements and infrastructure.

**Capitalized Lease Proceeds** - Financing obtained through a three to five year leasing program for durable equipment and rolling stock.

**Capital Outlay** - Expenditures which result in the acquisition of or addition to fixed assets.

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

**Capital Recovery Fee** - see Impact Fee

**CDBG** - Community Development Block Grant – Federal HUD entitlement funds to meet a variety of needs of low income citizens including housing, infrastructure, equipment, facilities and public services.

**Certificate of Obligation (C.O.)** - A form of general obligation debt.

**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** – The payment of principal and interest on borrowed funds.

**Debt Service Fund** - A fund established to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

**Delinquent Taxes** - Taxes remaining unpaid on and after the date due.

**Demand** - Reflects the scope of a program in terms of population or user activity.

**Department** - A logical division or classification of activities within the City (e.g. Police Department, Water Treatment Plant Department, etc.).

**Depreciation** – The decrease in value of physical assets due to use and the passage of time.

**Effectiveness** - A program performance indicator that measures the quality of the program outputs.

**Efficiency** - A program performance indicator that measures the accomplishments of program goals and objectives in an economical manner.

**Encumbrance** – Commitments related to unperformed (executory) contracts for goods or services.

**Enterprise Fund** – A fund used to account for operations financed and operated in a manner similar to private business enterprises in that they are self supported by user fees. These funds use full accrual accounting.

**Expenditure** - The actual outflow of funds paid for an asset obtained or goods and services obtained.

**Expense** – A charge incurred in an accounting period, whether actually paid in that accounting period or not.

**Filing Fee** - A processing and review fee charge when any map (or plat) is tender to the planning department.

**Fiscal** - Pertaining to finances in general

**Fiscal Year** - A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**Fixed Assets** - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

**Franchise** - A special privilege granted by a government permitting the continuing use of public property and rights-of-way, such as city streets.

**Full Faith and Credit** - A pledge of the general taxing power of the City to repay debt obligations. This term is typically used in reference to general obligation bonds.

**Full Time Equivalent (FTE)** – A quantifiable unit of measure utilized to convert hours worked by part time, seasonal employees into hours worked by full-time employees. Full-time employees work 2080 hours annually. A part-time employee working 1040 hours annually represents a .5 FTE.

**Fund** - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein. Funds are usually established to account for activities of a certain type.

**Fund Balance** - The excess of assets over liabilities in a governmental fund.

**GAAP** – Generally Accepted Accounting Principles.

**General Fund** - The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as police and fire protection, parks and recreation, library services, street maintenance and general administration.

**General Obligation Bonds** - Bonds for the payment of which the full faith and credit of the City is pledged.

**GIS 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.)

**Governmental Fund** – It refers to the General Fund, all Special Revenue Funds and Debt Service Funds.

**Grant** – Contributions or gifts of cash or other assets from another government to be used for a specific purpose, activity or facility.

**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.

**Inventory** – A detailed listing of property currently held by the City.

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

**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.

**Long-Term Debt** – Any unmatured debt that is not a fund liability with a maturity of more than one year.

**Modified Accrual Basis** – The basis of accounting in which revenues are recognized in the accounting period in which they become measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

**Objectives** - Specific, measurable targets set in relation to goals.

**Operating Budget** - Plans of current, day-to-day expenditures and the proposed means of financing them.

**Outputs** - These are program performance indicators that measure the quantity of work performed by the program. These are units of service delivered by the program to its customers. Sometimes this is called workload.

**Performance Budget** - A budget that focuses upon activities rather than line item expenditures. Work load and unit cost data are collected in order to assess efficiency of services.

**Policy** – A plan, course of action, or guiding principle, designed to set parameters for decisions and actions.

**Program** - A logical division or classification of activities within the City or within a Department. See also Department.

**Property Tax** - Taxes that are levied on both real and personal property according to the property's valuation and tax rate.

**Reserve** – An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**Revenue** - Funds received as income. It includes such items as tax payments, fees from specific services, fines, interest income, franchise fees, etc.

**Revenue Bond** - Bonds whose principal and interest are payable exclusively from user fees (e.g. Water and Wastewater utility rates).

**Repair and Replacement Fund** - A utility fund established for major wastewater system improvements. Funding originated through the conveyance of a portion of the City's regional wastewater plant to the City of Austin.

**Risk Management** – An organized effort to protect the City's assets against loss, utilizing the most economical methods.

**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,



## Appendix

### Glossary

Objectives, and Performance Measures. Strategic Budgeting is the process that the City of Round Rock utilizes to link the City's Strategic Plan and individual Departmental strategy and performance to the City's Budget.

**Strategic Plan** - A collectively supported vision of the City's future including observations regarding the potential effects of various operating decisions.

**Subdivision Development Fee** - A fee related to the inspection of subdivision improvements equating to 1.5 percent of the actual total construction costs.

**Tax Base** – The total value of all real and personal property in the City as of January 1st of each year, as certified by the Appraisal Review Board.

**Tax Levy** – The total amount of taxes imposed by the City on taxable property, as determined by the Williamson Central Appraisal District.

**Tax Rate** - The amount of tax stated in terms of a unit of the tax base (e.g. cents per hundred dollars valuation).

**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 Central Appraisal District** - Established under state law and granted responsibility for discovering and listing all taxable property, appraising that property at market/production value, processing taxpayer applications for exemptions, and submitting the appraised values and exemptions to each taxing unit. This listing becomes the Certified Tax Roll for the taxing unit.

**Working Capital** - The excess of current assets over current liabilities.

## List of Acronyms

BRA	Brazos River Authority
CAFR	Comprehensive Annual Financial Report
CDBG	Community Development Block Grant
CID	Criminal Investigations Division
CIP	Capital Improvement Program
CMRC	Clay Madsen Recreation Center
CO's	Certificate of Obligations Debt
EPA	Environmental Protection Agency
ETJ	Extraterritorial Jurisdiction
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GO's	General Obligations Debt
HPO	High Performance Organization
I & S	Interest & Sinking
LCRA	Lower Colorado River Authority
LUE	Living Unit Equivalent
NRMSIR's	Nationally Recognized Municipal Securities Information Repositories
O & M	Operations & Maintenance
P & Z	Planning and Zoning Commission
RRHEC	Round Rock Higher Education Center
RRISD	Round Rock Independent School District
SCADA	Supervisory Control and Data Acquisition
SDWA	Safe Drinking Water Act
SEC	Securities and Exchange Commission
TCEQ	Texas Commission on Environmental Quality
TML	Texas Municipal League
TWDB	Texas Water Development Board
WCAD	Williamson Central Appraisal District

## Finance Department Staff (Accounting & Budget)

David Kautz, CGFO  
Cindy Demers, CPA  
Jerry Galloway, CPA

Assistant City Manager/CFO  
Director  
Controller

Cheryl Delaney, MBA Assistant Finance Director  
Open Treasury & Finance Supervisor  
Robbie Sorrell, CPA Budget Analyst II  
Michel Weaver, MS Accountant I  
Lynn Olsen Accountant II  
Sylvia Willhite Accounting Technician I  
Becca Ramsey Utility Accountant I  
Open Budget Supervisor

Judy Morris Accounting Technician II  
Margarett Stevens Accounting Technician II  
Karen D'Amato Accounting Technician I  
Christine McAllister Accounting Technician II  
Dodi Lilja Accounting Technician I  
Anne Keneipp Payroll Specialist  
Open Accounting Technician II  
Elaine Wilson, CTP Finance Programs Manager  
Cindy Savary Accounting Technician I

