



Annual Operating Budget

2012-2013





ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.



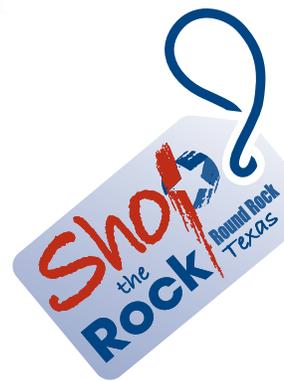
History of Round Rock

...Our Story

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

Shop The Rock

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



City of Round Rock Annual Budget

For the Fiscal Year

OCTOBER 1, 2012 • SEPTEMBER 30, 2013

CITY LEADERSHIP:

ALAN MCGRAW Mayor

KRIS WHITFIELD Mayor Pro-Tem- Place 6

CRAIG MORGAN Council Member - Place 1

GEORGE WHITE Council Member - Place 2

JOE CLIFFORD Council Member - Place 3

CARLOS T. SALINAS Council Member - Place 4

JOHN MOMAN Council Member - Place 5

STEVE NORWOOD City Manager

LAURIE HADLEY Assistant City Manager

BRYAN WILLIAMS Assistant City Manager

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



ROUND ROCK, TEXAS
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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Round Rock
Texas**

For the Fiscal Year Beginning

October 1, 2011

Linda C. Danson Jeffrey R. Egan

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, 2011. 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
2012-2013 Operating Budget

Budget Message

Executive Summary	1
Budget Message	5

City Profile

Round Rock City Council	27
City Organizational Chart	28
Geographic Description	29
History of Round Rock	30
City Population	33
Tax Bill for Average Home	34
Jobs in Round Rock	35
Taxable Property Values	36
Taxable Property Value vs. Property Tax Rate	37
Round Rock Citizens Served	38
Sales Tax Revenue Analysis	39
Property Taxes per Capita	40
Building Permits	41

Budget Summaries

Financial Summaries for All Funds - Fund Balance	43
Financial Summaries for All Funds - by Fund	44
Combined Financial Summaries for All Funds - Revenue & Expense	46
Revenue & Expenditure Graphs	49

General Fund

General Fund Revenue & Expenditures	51
General Fund Summary of Expenditures by Department	52
Administration Expenditures	53
Finance Expenditures	59
Fire Expenditures	63
Fiscal Support Services Expenditures	69
General Services Expenditures	71
• Building Construction & Facilities Maintenance	73
• Vehicle Maintenance Facility	77
Human Resources Expenditures	81
Information Technology Expenditures	87

Table of Contents

Legal Services Expenditures	91
Library Expenditures	93
Municipal Court Expenditures	97
Parks & Recreation Expenditures	101
Planning & Development Services Expenditures	107
• DSO	110
• Inspection Services	112
• Planning & Development Services	114
Police Expenditures	117
Purchasing Expenditures	123
Recycling Expenditures	127
Transportation Expenditures	131
• Administration & Engineering	133
• Operations & Maintenance	137

Debt Service Funds

Interest & Sinking G.O. Bonds Revenue & Expense	142
Interest & Sinking Revenue Bonds Revenue & Expense	143

Drainage Fund

Drainage Fund Summaries of Revenue & Expenditures	146
Drainage Expenditures	147

Water/Wastewater Utility Fund

Water/Wastewater Utility Fund Revenue & Expenditures	151
Water/Wastewater Utility Fund Expenses by Department	152
Utility - Administration Expenditures	153
Utility - Billings & Collections Expenditures	159
Utility - Environmental Services Expenditures	163
Utility Debt Service & Transfers Expenditures	168
Wastewater Line Maintenance Expenditures	169
Wastewater Systems Support Expenditures	173
Wastewater Treatment Plant Expenditures	177
Water Line Maintenance Expenditures	179
Water Systems Support Expenditures	183
Water Treatment Plant Expenditures	187

Capital Projects Funds

Capital Improvement Program	191
CIP Project Cost Summary	194

Major CIP Projects Completed	197
Completed Project Highlights	198

Special Revenue Funds

Hotel Occupancy Tax Fund (H.O.T.) Fund Revenue & Expenditures	206
H.O.T. Convention & Visitors Bureau (H.O.T. CVB) Fund Revenue & Expenditures	207
H.O.T. Sports & Community Venue (H.O.T. S&CV) Fund Revenue & Expenditures	211
Law Enforcement Revenue & Expenditures	215
Library Revenue & Expenditures	217
Municipal Court Fund Revenue & Expenditures	219
Parks Improvement & Acquisitions Fund Revenue & Expenditures	221
Public, Educational, Government Access (PEG) Fund Revenue & Expenditures	223
Tree Replacement Fund Revenue & Expenditures	225
Utility Impact Fees Fund Revenue & Expenditures	227

Debt Schedules

Schedule of Bonded Debt by Purpose	230
Schedule of General Obligation Debt Service	232
Schedule of Revenue Bonds - Debt Service & H.O.T.	234
General Obligation Bonds Payment Schedule	236
Revenue Bonds Payment Schedule	238

Tax Information and Levy

Property Tax Rate Definitions	239
Property Tax Summary	240
Property Tax Analysis	241
Actual & Taxable Assessed Value of Property	242
Property Tax & Debt Summary	243
Property Tax Rates - Direct & Overlapping Governments	244
Principal Property Taxpayers	245
Property Tax Levies & Collections	246

Personnel Schedules

Authorized Personnel by Fund	247
Pay & Classification by Range	249
Pay & Classification - Public Safety	250

Table of Contents

Strategic Plan

Strategic Plan	251
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Financial Statistics

Fund Balances of Governmental Funds	274
Taxable Sales by Category	276
Hotel Taxpayers/Hotel Occupancy Tax Collection History by Quarter	278
Computation of Direct & Overlapping Debt	279
Legal Debt Margin Information	280
Schedule of Revenue Bond Coverage	282
Demographic & Economic Statistics	283
Principal Employers	284
Top Ten Water Customers	285
Operating Indicators	286
Capital Asset Statistics	288

Appendix

Budget Calendar	291
Home Rule Charter	292
Ordinances	297
Revenue Footnotes	306
Glossary	308
Acronyms	313



Budget Message



ROUND ROCK, TEXAS

PURPOSE. PASSION. PROSPERITY.

Budget Message Executive Summary

Budget Message
Executive Summary

September 28, 2012

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

Presented herewith is the City Manager's adopted operating budget for fiscal year October 1, 2012 through September 30, 2013. This document contains spending plans and revenue estimates for a total adopted operating budget of \$141,506,614.

Fiscal Year 2013	\$141,506,614 budget includes:
\$ 87,716,328	General Fund
\$ 12,063,567	Debt Service Fund
\$ 40,001,601	Water/Wastewater Utility Fund
\$ 1,725,118	Drainage Fund

Strategic Planning

The Round Rock City Council recently adopted a new strategic plan which is designed to help achieve the City's long-range vision. Each year the Council will review the vision and recommit to a five year strategic plan. The Plan identifies the City's underlying principles on which decisions should be based and includes specific goals to be achieved. Each goal is further defined by a set of objectives and short term actions to be taken to achieve the associated goals. The Plan was developed to reinforce long term planning for both day to day operations and capital projects. The City Council enlisted staff assistance via department directors in developing the plan. This team approach is critical to

Executive Summary (Continued)

success as it allows staff to better understand the City Council's goals and vision for the City. In turn, staff can more successfully plan City projects and budgets to achieve the shared vision.

General Fund

Financial Planning & Budget Approach

The City continues to take a conservative, long-term approach to its financial and operational planning. The decisions that are made now will strongly influence what the City will look like and how it will operate for years to come. With this in mind, City staff has been challenged with this budget to consider both the short and long-term implications of the recommendations.

Round Rock is more attentive to the health of its economy due to the reliance on commerce to produce sales tax revenue. Our primary revenue source, sales tax, has seen a stabilization trend for the past three years, and is expected to continue for FY 2013. For FY 2013, property values have remained uniform and economic growth appears to continue at a measured pace. Although these indicators are encouraging, a conservative budget strategy was utilized.

Economic Influences

Despite the continued economic slowdown nationwide, indicators show that both the regional and Round Rock economies remain healthy in economic activity and continue to experience population growth. In June 2012, Round Rock ranked second among the fastest-growing U.S. cities with populations of 100,000 or more by the U.S. Census Bureau.

The City understands that diversification of Round Rock's economy is a key to financial stability. Major destination retailers and business relocations continue to broaden Round Rock's economy. In June 2012, IKEA completed a 54,000 square-foot expansion. In addition, Emerson Process Management relocated to Round Rock in April 2012 bringing over 750 highly skilled professionals. The City of Round Rock and the Round Rock Chamber of Commerce maintain an economic development partnership to facilitate continued diversification opportunities.

Funding Priorities

Priorities addressed in this budget are to provide adequate funding to maintain current service levels, increase investment in the City's street maintenance and address employee compensation plans.

- The adopted budget continues significant funding for the City's pavement management and street maintenance programs with expenditures increased over last year by 36%.
- Continued focus on public safety, community development and parks to ensure the high quality of life enjoyed by Round Rock citizens and visitors.

Property Tax

The 2012 certified taxable property value in Round Rock is \$8,238,143,748, an increase from last year. The average residential taxable value is \$174,210, approximately the same as last year. Under this adopted budget, the tax rate is the same as the effective tax rate. This budget plan has a tax rate of 42.035 cents per \$100 of property value, compared to a rate of 42.321 cents per \$100 last year. The City of Round Rock continues to have 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.

Executive Summary (Continued)

Sales Tax Revenue

Sales tax revenue is extremely important to the City in that it reduces property taxes and makes up approximately 51% of the General Fund revenue. Sales tax revenues have seen a stabilization trend.

While Dell sales tax figures continue to show declines from previous years, sales tax from other sources within the City help to reduce the impact. However, due to the volatile nature of sales tax revenues, a conservative approach was utilized in estimating this budgeted amount. Reflecting current and anticipated economic conditions, this budget includes a FY 2013 sales tax estimate for the General Fund of \$45 million.

Debt Service Fund

Over the past few years, the City has taken advantage of refunding opportunities. In November of 2011, \$19.5M in GO bonds were refinanced resulting in a reduced debt service requirement.

Water and Wastewater Utility

The City sets utility rates based on a model establishing an equitable rate structure for total cost recovery. The City's growing customer base continues to place the City's water utility system under a strain to deliver potable water and treat wastewater. A water conservation and drought contingency program was established to conserve existing water sources and reduce the impact of water shortages. In May 2012 a four-tier conservation rate structure was implemented in the summer months to address conservation concerns.

The City, in partnership with the cities of Leander and Cedar Park, has created the Brushy Creek Regional Utility Authority (BCRUA). The BCRUA will facilitate construction and operation of a regional water facility that provides treated water from Lake Travis to the cities. Phase one was completed in July, 2012, and came in more than \$40 million under budget.

Drainage Fund

In FY 2011, the Council established the Drainage Utility Fund which provides stable funding for operations and maintenance of existing drainage infrastructure. This program will help the City meet the required state and federal regulations.

Hotel Occupancy Tax & Sports Venue Funds

In November of 2011, voters approved an additional 2% hotel occupancy tax to be collected for the construction and operations of a Sports Venue. This venue will be utilized to expand the City's "Sports Capital of Texas" tourism program. The Venue is expected to open in fall 2013. Spending plans and revenue estimates are provided for the Hotel Occupancy Tax Special Revenue Fund and Sports Venue Fund with expenditures budgeted at \$3,787,000.

Executive Summary (Continued)

Conclusion

We believe the adopted budget reflects a fiscally responsible approach that allows the City to improve the current infrastructure and meets the growth demands while maintaining the City's strong financial position.



Steve Norwood, City Manager



ROUND ROCK, TEXAS

PURPOSE. PASSION. PROSPERITY.

September 28, 2012

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

Dear Honorable Mayor McGraw, Mayor Pro-Tem Whitfield and City Council:

Presented herewith is the City Manager's adopted operating budget for fiscal year October 1, 2012 through September 30, 2013. This document contains spending plans and revenue estimates for the General Fund, the Debt Service Fund, the Water/Wastewater Utility Fund, the Drainage Fund, and the Special Revenue Funds.

The total adopted operating budget is \$141,506,614. This figure includes \$87,716,328 for the General Fund, \$12,063,567 for the Debt Service Fund, \$40,001,601 for the Water/Wastewater Utility Fund, and \$1,725,118 for the Drainage Fund.

Spending plans and revenue estimates are provided for the Special Revenue Funds with expenditures as follows: \$3,025,000 for the Hotel Occupancy Tax Fund, \$762,000 for the Hotel Occupancy Tax – Sports Venue Fund, \$449,500 for the Law Enforcement Fund, \$800 for the Library Fund, \$83,292 for the Municipal Court Fund, \$250,000 for the Public Educational Access Fund, and \$227,000 for the Tree Replacement Fund.

This spending plan provides funding for basic services, critical needs, equipment replacement, and facility upgrades 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 impacts 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 (2013-2014 projected budget) reflects only the extended cost of the programs and operating commitments, which are adopted for 2012-2013.

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

Document Organization and Presentation

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

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

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

The **General Fund 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. This section provides a program of service overview for each operating department outlining major business functions, key customers, and customer expectations and requirements. Additionally, staffing levels, strategic budgets, and expenditure summaries for each general fund department with prior year actual and future year comparisons are included. Similar presentations are provided for the Water/Wastewater Utility operations and the Drainage operations under the **Water/Wastewater Utility Fund Tab** and the **Drainage Fund Tab**, respectively.

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

The **Debt Service Funds Tab** provides a summary of the annual principal and interest payments for all outstanding bonded debt and capital leases. This section also contains line item detail for the Interest & Sinking General Obligation Bonds fund and the Interest & Sinking Revenue Bonds fund revenues.

Current capital improvements are summarized behind the **Capital Improvement Projects 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 the operating fund, and, in the case of the utility system, capital recovery fees (impact fees).

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

The **Strategic Plan Tab** presents an overview of the 2012 City Council adopted Strategic Plan for the City. The plan includes goals defined by objectives and short term actions required to achieve the City's long-range vision. City wide measures are also included in this section.

The **Financial Statistics Tab** provides City statistical information for the fiscal year ended September 30, 2011.

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

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

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

2012-2017 Goals

- Financially sound City providing high value services
- Water: Today and for Tomorrow
- Great Neighborhoods – Old and New
- The Sports Capital for Tourism and Residents
- Authentic Downtown – Exciting Community Destination
- Northeast Round Rock developed as a major medical destination and mixed-use upscale neighborhood

Budget Priorities and Changes in Funding

The development of the budget is guided by the City's strategic goals, prevailing economic conditions, and the continuing need to provide basic services for a growing population. Round Rock is the second-fastest growing city with a population of over 100,000, according to the U.S. Census Bureau. This fact creates substantial demands on City services and infrastructure, which must be met within a narrow time frame. Round Rock remains fairly strong in population growth and stable in its economic activity.

This year, the budget is influenced by several factors including improved economic conditions and continued population growth. Our primary revenue source, sales tax, has seen a stabilization trend. Priorities addressed in this budget are to provide adequate funding to maintain current service levels, increase investment in the City's street maintenance program, and address employee compensation plans. In order to provide adequate core operating services under current economic conditions, a conservative budget strategy was utilized.

An underlying budgetary influence is that the City's business model has approximately 51% of General Fund revenue 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 City's 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 philosophy which strives to simultaneously deliver high product and service quality, outstanding customer value and sound financial performance. City departments developed their draft strategic budget documents, initial operating requirements and program proposals and then worked together as a team to develop a budget proposal that fit within revenue expectations and key departmental goals.

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

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

Budget Key Dates

February	City Council Work Session Budget Kickoff
March-May	Departmental submission of budget documents
June	Executive review of Proposed Budget
July	Tax roll certification by Chief Appraiser City Manager submits Proposed Budget to City Council
August	Publication of proposed tax rates
September	Proposed Budget submitted and approved by City Council (2 readings)
October	Budget becomes effective

Performance Measurement

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

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

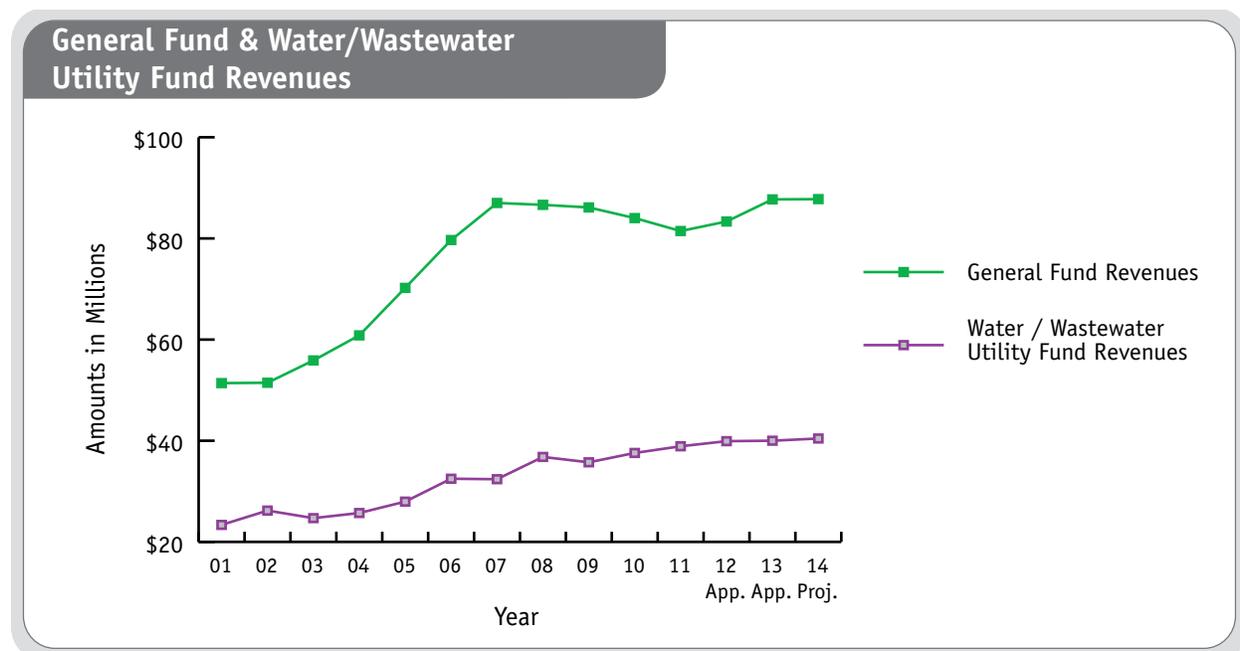
With regard to the fiscal year ending on September 30, 2012, the City anticipates another solid performance in terms of financial condition and quality of service provided. Financial policies will be met and the City's strong financial position will be maintained. Substantial progress has been made toward goals set last year by the City and its departments and levels of service have continued to meet the demands of a growing community.

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 levels can be implemented, if needed. The City considers many factors as presented throughout this document along with trend analysis to develop and manage the budget as the year progresses.

Revenue Trends

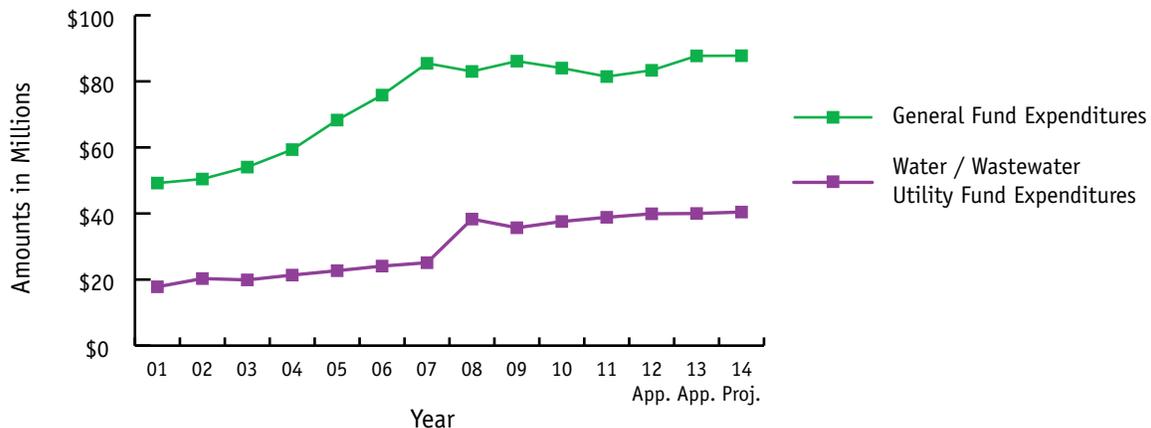
The City utilizes a fiscally conservative strategy when projecting revenues. Residential and commercial growth, along with economic expectations, are primary drivers in estimating revenues. In the past, Round Rock had enjoyed a relatively stable upward revenue trend. This trend was caused primarily by growth in sales tax revenues for the General Fund and increases in the customer base for the Water/Wastewater Utility Fund. The economic slowdown had caused a slight decrease from past General Fund revenue levels, but as can be seen in the graph this downward movement has leveled off and we anticipate this stabilization continuing in the near future.



Expenditure Trends

Expenditure trends are projected using prior years' spending patterns along with assessing the impacts 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, FY 05, FY 06, and FY 08 Water / Wastewater Utility Fund Expenditures exclude one-time \$23 million, \$12.3 million, \$5 million and \$8.5 million transfers to Construction Fund, respectively.

Economic Outlook and Revenue Projections for Fiscal Year 2012-2013

Despite the current U.S. economy nationwide, indicators show that the state and regional economy remains healthy. The Federal Reserve Bank of Dallas has noted that Texas' energy, high-tech, and trade sectors have enabled the state to outperform the nation in recovering from the recession, and the unemployment rate is on average 1% lower than the national average. According to the Wall Street Journal, of the 722,000 net jobs added nationwide, 265,300 were added in Texas.

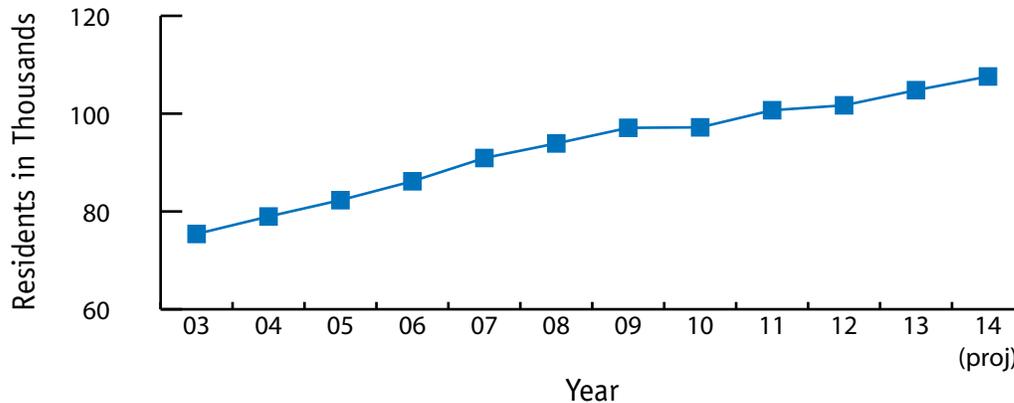
In considering this spending plan, it is important to keep in mind the fact that Round Rock is located within Williamson County, which is one of the fastest growing counties in the State. The Austin-Round Rock-San Marcos Metropolitan Statistical Area (MSA) has more than doubled in population to 1.8 million since 1990. 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 historical and projected population growth for the area including comparison figures for Texas and the United States.

	2000	2010	2013 Estimated	% Change 2000-2010	% Change 2000-2013
Round Rock	61,136	99,887	104,800	63%	71%
Williamson County	249,967	422,679	507,435	69%	103%
Austin-Round Rock MSA	1,249,763	1,716,289	1,873,435	37%	50%
Texas	20,851,820	25,145,561	26,932,619	21%	29%
United States	281,421,906	308,745,538	319,330,000	10%	13%

Source: U.S. Census Bureau & entity estimates

City Population Projection

Multi-Year Trend



A growing population directly influences the housing industry and, ultimately, the property tax base. The adopted budget reflects continued growth in and around the City. Modest growth in building activity is expected, fueled by continued in-migration to the community. 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.

Job creation in terms of basic jobs, those that import capital while exporting products or services, has been resilient over the past several years. The unemployment rate for the City, 5.6%, remains lower than the Austin metro area, which is 5.8%, and the statewide rate of 6.9%. These facts are important in understanding the resulting influences on the City's revenue projections, levels of service required and resulting spending plans.

Economic Influences

As stated in the Budget Priorities and Changes in Funding section above, Round Rock is more attentive to the health of its economy because of the reliance upon commerce to produce sales tax revenue. Updates to economic influences that help us diversify our economic base are detailed below.

The City understands that diversification of Round Rock's economy is a key to financial stability. The retail market place is bouncing back, and the Central Texas area has been noted for its strength. The major destination retail hubs provide continued expansion and broaden Round Rock's economy. These include Round Rock Premium Outlets, which provides over 430,000 square feet of retail space containing 125 stores in an outdoor village setting and a movie theater. Adjacent to the outlet mall is a shopping center, featuring IKEA, which in 2012 completed a 54,000 square-foot expansion, JC Penney, Office Max, Ross, REI, and other national and regional retailers are also located in this center.

Emerson Process Management moved to Round Rock in April of 2012. The corporate campus includes 278,860 square feet of office space and a parking garage. Emerson moved 750 highly skilled, professional employees, and expects to create another 125 positions over the next three years. Emerson is expecting to occupy 10,000 room nights annually at area hotels. This is the international headquarters and technology center for the company, which delivers automation technologies and services to the chemical, oil and gas, refining, pulp and paper, life sciences, and other industries.

Round Rock has emerged as a hub for health education with the influx of new and expanding hospitals and medical education facilities. The Texas Bio Corridor Alliance will be based in Round Rock, noting that this area was the center of the medical/educational growth for the region.

St. David's Round Rock Medical Center, originally constructed in 1983, is owned by St. David's HealthCare, one of the largest health systems in Texas. In April, 2012, St. David's was named to the Nation's Top 100 Hospitals by Thompson Reuters. Also in 2012, the hospital was designated as a Level II Trauma Center by the American College of Surgeons and the State of Texas. With more than 170 beds, this acute care hospital provides comprehensive health services to residents of Williamson County and the surrounding areas. Services include The Heart and Vascular Center with express testing, maternity and

newborn services with Level I and II nurseries at The Women’s Center, and a thriving emergency department, providing Level II trauma care in Williamson County.

Scott & White Healthcare, a major regional health care organization, completed a 58,000 square foot expansion to its 68-acre health care facility. This complex has a specialty clinic that offers a wide variety of care options from birth to adulthood, as well as a 76-bed technologically advanced hospital offering heart and vascular, orthopedic, diagnostic imaging, and women’s and children’s services.

The Seton Medical Center Williamson is a 365,000 square foot facility and is a certified Level II trauma center. The campus includes a 181-bed hospital, ambulatory surgery center, the first of several medical office buildings and a diagnostic and imaging center. The campus is planned to accommodate future expansions, and the hospital could eventually expand to 350 beds.

To complement the healthcare activities, Round Rock is now home to several health education facilities. In 2005, Texas State University opened the Round Rock Higher Education Center (RRHEC) in northeast Round Rock. The RRHEC complements the City’s goals of providing quality higher education opportunities that attract talent and sustain economic vitality in Round Rock. This facility offers educational programs and workforce training. Texas State School of Nursing also has a state-of-the-art Nursing Building.

The Texas A&M University System Health Science Center’s clinical campus in Round Rock opened in December 2009, and includes both educational space and clinical facilities. This campus provides clinical training for third- and fourth-year medical students, who, for the most part, will have spent their first two years at the College Station campus of Texas A&M. The students do clinical rotations among Round Rock’s three hospitals and other major health care institutions in Williamson County.

The Austin Community College (ACC) campus in northeast Round Rock opened in August 2010 and offers extensions of programs currently offered at other ACC campuses. Curriculum offerings include nursing, radiology, sonography, medical laboratory, surgical technology, and applied health programs. Eventually the campus will cover 598,000 square feet, have the capacity to enroll more than 11,000 students and will be ACC’s largest campus.

Another higher education institution is the Art Institute of Austin, part of the Art Institutes, a system of more than 40 schools across North America. The Round Rock campus has 1,700 existing students.

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 and sales tax revenue, are forecast using specific calculations as discussed below. Detailed figures for the following revenue sources are found at the **General Fund Tab** section of this document.

The Property Tax Rate and Property Tax Revenue

The total certified value of all taxable property, as rendered by the Williamson and Travis Central Appraisal Districts, is shown in the chart below. The FY 13 adopted value is above the prior year adopted value and continues to reflect the growth of our regional economy. The certified tax roll as provided by the Appraisal Districts indicates the following:

	Adopted for FY 2012	Adopted for FY 2013
Total Taxable Value	\$8,004,285,176	\$8,238,143,748
Tax Rate	42.321 Cents/\$100	42.035 Cents/\$100

A calculation of the tax rate levy is provided in the **Tax Information & 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 includes a tax rate of 42.035 cents per \$100 of property value, compared to a rate of 42.321 cents per \$100 of property value, last year. This tax rate is at the effective rate, which provides the same amount of revenue collected last year from prop-

erties on the tax roll last year. The City of Round Rock continues to have 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. In summary, the tax levy funds general operations and debt service, of which examples include;

- a) consistent level of service in light of a growing population;
- b) debt service (principal and interest payments on debt);
- c) pavement management program;
- d) fleet and equipment replacement;
- e) computer infrastructure and support.

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. These are described in the **Tax Information and Levy Tab** section.

Sales Tax Collections

The City's economy generated approximately \$63.3 million in sales tax revenue for fiscal year 2012. This amount includes the ½% or \$15.8 million in additional sales and use tax for transportation improvements as described below. The remaining 1½% generated \$47.5 million for general operations, property tax reduction and capital projects. This figure is 10% above the original budget and 1.6% above the prior year actual collections. For 2012-2013, the General Fund budget is \$45,000,000 in sales tax revenue for operations, property tax reduction and capital projects.

The sales tax revenue source is extremely important to the City in that it reduces property taxes and makes up approximately 51% of the general revenue. The sales tax as a revenue figure is subject to economic cycles and discretionary buying characteristics of the consumer and, accordingly, must be monitored and projected carefully. This is especially important now due to reduced sales tax performance.

In addition to the influence of Dell on the Round Rock economy, economic activity of the Round Rock Premium Outlets, Swedish furniture maker IKEA, and the expansion of the medical industry in the community continue to strengthen our economic base.

Financial Management Policy

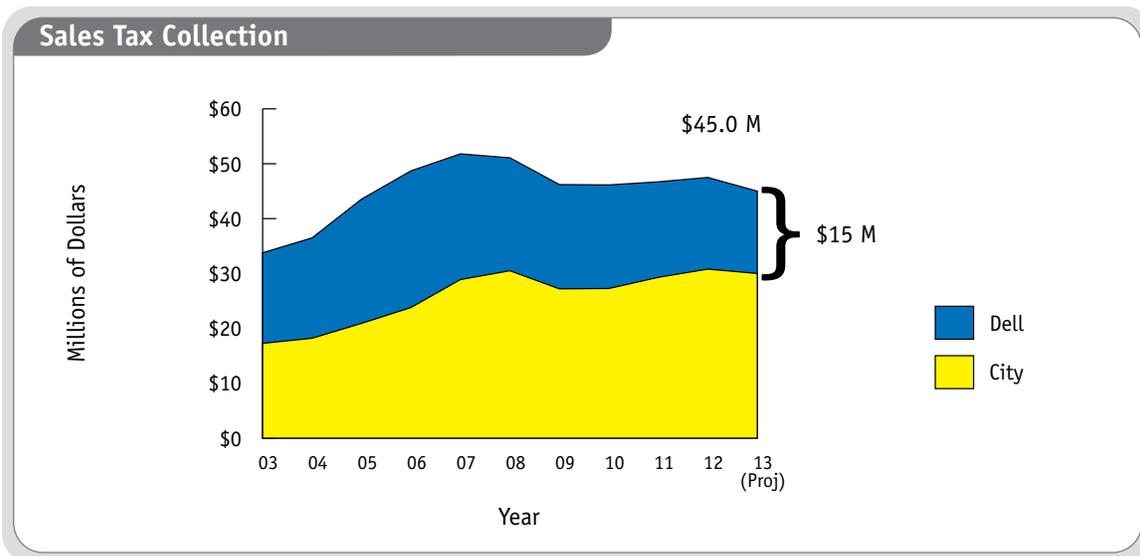
The City has developed a financial management policy directed at reducing the General Fund's operational reliance on sales tax generated from Dell, Inc. The policy is designed to provide a consistent, long-term approach for the fiscal management of the City's operating funds to balance revenue requirements 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.

In accordance with the policy, the budget for Dell sales tax revenue used for operations has been reduced to 33% or \$15 million. This continues the long-term goal of reducing operational reliance on Dell sales tax to 20% of total sales tax collected by 2017. 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, minimizing the need to borrow additional funds, and/or; (2) to retire existing general debt. This budget adheres to this plan.

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 \$15 million in FY 2012-2013 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 Fiscal Support 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. In November of 2011 the citizens approved the use of Type B Funds for economic development related efforts. With economic development identified as the City’s top strategic priority, the City and the Round Rock Chamber of Commerce have 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. Funds will be leveraged with the Chamber of Commerce Momentum funding to create a public/private partnership for economic development priorities. 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 and economic development.

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 primarily 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, site plan fees to assist in recovering costs associated with the development review process, fire inspection fees for commercial construction, and other various services. No significant changes are anticipated for these revenue sources.

Garbage Fees

Residential garbage pickup services are provided to the citizens by Round Rock Refuse through an agreement with the City. The City retains about 20% of the monthly pickup fee for billing and collection and account maintenance. That figure is reflected in the General Fund section and is expected to increase consistently with the rate of growth of the City. In FY 2011, the City implemented a new solid waste and recycling program in an effort to divert recyclables from the landfill. Residents were provided with two 96-gallon containers, one for garbage, and one for recycling. Garbage is collected weekly, while recycling is collected every other week.

Fire Protection Fees

In 2006, voters in the City of Round Rock extraterritorial jurisdiction (ETJ) voted to form Emergency Services District #9 (ESD) for the purpose of providing fire and medical emergency services to the ETJ. The ESD has contracted with the City of Round Rock to provide these services to certain areas of the ESD. This includes areas the City previously serviced under contractual agreements with individual municipal utility districts. The fees are included in the current budget and are intended to offset the costs of providing fire and emergency service for the ESD.

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, revenues are generated due to continued focus on traffic law enforcement. Projected revenues from the Red Light Camera program are included, but this is off-set with associated costs to operate and maintain the program. This program is designed to change driver behavior, resulting in fewer traffic accidents and saving lives.

Recreation Program Fees and Recreation Center Fees

The City owns and operates the Clay Madsen Recreation Center, a full service athletic and recreation facility and the Allen R. Baca Senior and Community Activity Center. These centers generate 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.

Drainage Fund

The City is required by the Federal Emergency Management Administration, U.S. Environmental Protection Agency and the Texas Commission on Environmental Quality to ensure certain development, maintenance, and water quality standards are met. In FY 2011, the Council adopted an ordinance establishing the Drainage Utility Fund. Revenues from the Drainage Utility provide stable funding for operations and maintenance of existing drainage infrastructure, as well as help offset program costs associated with state and federal regulations. FY 2012 was the first full year of operations and the fund is fully self-supporting.

Public, Educational, and Government Access (PEG) Fund

In accordance with SB 1087, the City transferred fees received in relation to cable franchise fees used for public, educational, and government (PEG) access purposes into a separate account. Previously, the funds were collected and resided in the General Fund. Franchises providing cable or video service within the City are required to pay 1% of gross revenues for PEG purposes. The budget details can be found in the **Special Revenue Funds Tab** of this document.

Water/Wastewater Utility Fund Transfer

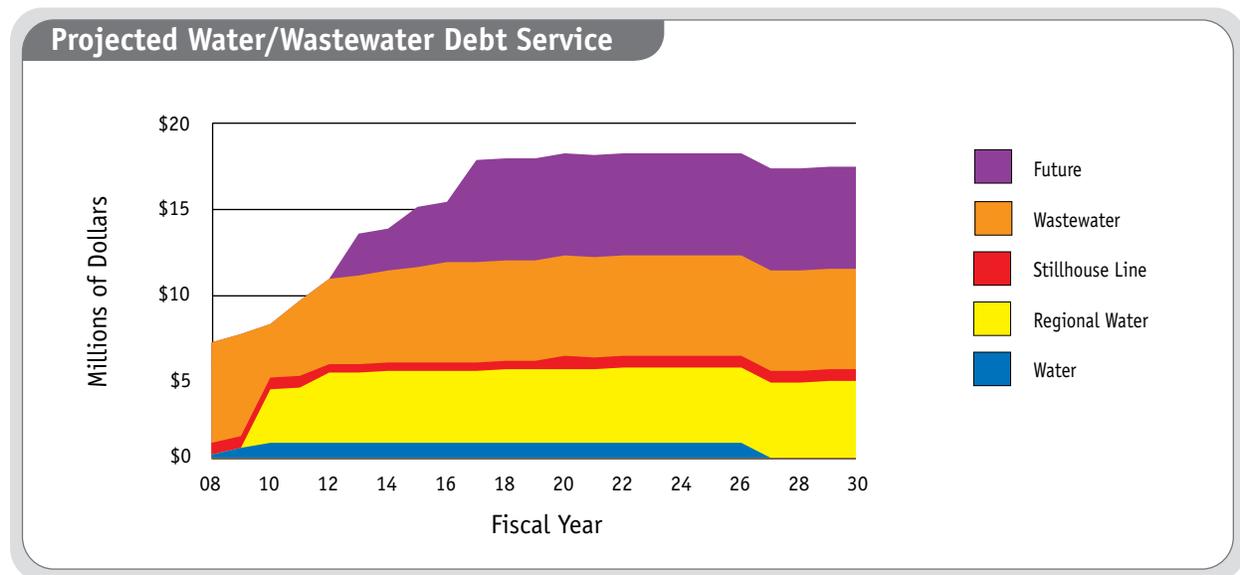
The transfer from the Water/Wastewater Utility Fund to the General Fund is \$2,471,700 and represents approximately 6.2% of the Water/Wastewater Utility Fund's revenues. The transfer is designed to reimburse the General Fund for services it provides to the Water/Wastewater Utility Fund such as office 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 utility infrastructure and service delivery systems have been carefully planned and have sufficiently met demand for a growing customer base.

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 Improvement Projects Tab** of this document.

Borrowed funds will be repaid over time from the water and wastewater user fees and impact fees (discussed below). The graph shown illustrates the multi-year growth in cost to service the existing and proposed debt issuances.



The City sets utility rates based on the cost of service. This model establishes an equitable rate structure for total cost recovery. In order to fund the capital improvement program and to meet increasing system demand and operational cost pressures, multiple-year rate increases were implemented. Phased-in rate increases were completed in FY 2010 and no rate increases for retail water or wastewater services are planned for the 2012-2013 budget year. Even with the prior 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 adjustments discussed above as well as conservation revenues have been factored into the projected water sales of \$20,500,000. The City provides treated water to a variety of retail and wholesale customers (those defined as metered connections). For the fiscal year 2011-2012, the customer base increased to 30,811 and gallons of water sold were expected to reach 6.2 billion. The number of utility customers is projected at 31,037 and water sales are projected at 5.7 billion gallons for FY 2012-2013. Water sales are conservatively estimated using customer base projections, while at the same time taking into account changing 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 \$3,889 per LUE (living unit equivalent) for water, and \$2,073 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.

Expenditure Assumptions

Personnel

The City currently supports a staff of 828.5 approved full-time equivalent employees (FTEs) allocated among the operating departments. This adopted budget includes a net increase of 2.5 full-time equivalent employees over last year's total of 826 FTEs.

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

Department	FTE*	Positions Classifications
Administration	0	Neighborhood Development Coordinator **
Planning	0	Code Enforcement Officer **
Police	0.5	Law Enforcement Specialist **
	2	Police Officers
Total	2.5	

* Full Time Equivalent

** Reclassed positions

Personnel Compensation

This adopted budget includes \$359,000 for the City's compensation plans. Due to unfavorable economic conditions, the City suspended its program in April 2009. This plan is intended to compensate staff at current market rates which will be addressed during a City-wide compensation analysis study.

Texas Municipal Retirement System (TMRS)

The City provides pension benefits for all of its full-time employees through the state-wide Texas Municipal Retirement System. Along with the employee contributions, the City has allocated approximately \$7.5 million in this adopted budget for funding of future retirement benefits for employees. Over the past several years, significant changes have been adopted by TMRS. The major changes include a change in actuarial cost methods, changing the amortization period for actuarial liabilities, and changes to fund structuring. The fund structuring changes provide for greater efficiency and reduces the City's annual contribution rates.

Educational Assistance

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

Program Highlights

This section provides highlights of programs contained in this adopted budget. New programs are generally defined as changes to current service levels or specific new activities.

Police Services

For FY 2012-2013, the police department budget includes funding for 221 full time equivalent police personnel, 153 sworn officers and 68 civilian personnel. Also included is the reclassification of a position and the addition of one-half full time equivalent position as Law Enforcement Specialists. These positions primarily address quality-of-life issues such as ordinance violations, junk vehicle abatements, parking enforcement, and abandoned/disabled vehicles, as well as assisting officers with traffic collisions, evidence handling, traffic control, vehicle impounds, and other areas as needed.

This budget also includes the addition of two Police Officers. These positions will provide Municipal Police Officers from the Police Department to serve as school resource officers. These positions will be partially funded by the Round Rock Independent School District.

This staffing level will allow the department to continue to meet the needs of our growing community. According

to the Texas Department of Public Safety, the City's crime rate fell by more than 18 percent 2010 and 2011, the second-largest decrease in the state for cities with populations over 100,000.

Fire Services

This budget represents implementation of the City's strategic plan to ensure fire services are available to the growing community while managing the long-term fiscal impact. Fire department personnel funding is for a total of 130 full time equivalent staff members. This level of service affords an average six-minute response time to Round Rock citizens. This budget includes operational expenses for seven fire stations. Also included is funding to lease a warehouse for training and administrative activities.

Parks and Recreation Services

The City has 34 developed parks over 1,700 acres and trail corridors. The City continues to invest significant funds in Old Settlers Park (OSP) - Round Rock's 570 acre recreational and sports park facility is a well-known sports destination in the youth and amateur sports leagues. OSP has 20 baseball fields and five softball fields, 12 tennis courts, seven soccer fields, two football fields and practice fields. It also provides athletic and aquatic programming.

This budget also includes funding to provide programs and special events for the community's enjoyment, including the Rock'N Holiday program. The event will create a Winter Wonderland experience through lights at Old Settlers Park, running until New Years' Eve. Also included in this budget is funding for additional supplemental right of way mowing.

Pavement Maintenance Programs

The City continues to invest resources in its street maintenance programs to improve the traffic flow and personal mobility for citizens. We have implemented a pavement management system that is designed to achieve the maximum physical and economic life of the City's residential streets. For FY 2013, funding of \$1.7 million has been provided, an increase of 36% over last year.

Equipment Replacement Program

The City has progressed in the design and implementation of an equipment replacement program. Funding is provided in this budget plan for continuation of the program.

Enhanced maintenance tracking software has expanded our capability for detailed records for the City's equipment. Equipment is only replaced when it meets the criteria of high mileage and cumulative repair costs in excess of the equipment market value.

Maintaining the schedule of replacement is instrumental in moderating the City's overall fleet maintenance costs. Equipment funding is contained within the capital outlay section of each operating department.

Maintenance of City-Owned Buildings

The City has a substantial investment in buildings. 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 and Arts & Culture Strategic Plan Funding

Funding requests from non-profit organizations and agencies, which serve citizens of the community in various ways, are included in this budget. The City utilized an internal funding review process to determine priorities and provide regular monitoring of agency performance. Current funding for the agencies is contained in the Administration section of this document.

Self-Funded Health, Dental and Vision Plan

The City provides a self-funded health, dental and vision plan which was originally created in 1993. The City updates the plan periodically to address the needs of its employees. By reviewing the marketplace and updating the plan design, the City has shown cost savings throughout the years. Total health plan funding is scheduled at \$6.2 million.

Public Transportation Services

In June 2012 Star Shuttle took over operations of the demand response bus service in the City. This service primarily provides transportation for the elderly and handicapped in Round Rock on a demand-response basis. This budget includes funding for the continuation of the service.

Information Technology Replacement Programs

This budget provides funding for the City's ongoing technology replacement program. The City has developed a technology plan, which provides a systematic method to more fully automate all departments over the next few years. The City's goal is to provide a fully networked environment. 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.

Water/Wastewater Utility Fund

The City's growing customer base and summer season drought conditions have periodically placed the City's water utility system under a strain to deliver potable water and treatment of wastewater. A water conservation and drought contingency program has been established to conserve existing water sources and minimize the impact of water shortages.

In March 2012, the City Council approved a four-tiered water rate structure to replace the previous two-tiered structure that is effective during the summer months. Over this next budget year, Round Rock will continue to expand the water conservation program, focusing on education and awareness that water is one of our most precious resources. The Texas Municipal Utility Association recognized the City of Round Rock as a leader in the municipal utility industry with its Outstanding Municipal Utility Award.

New Program Highlights

The adopted budget also includes funding for following programs:

The Administration department includes the addition of a Neighborhood Development Coordinator. This position will be responsible for identifying and taking a proactive approach to neighborhood revitalization. The main goal is to build a partnership with citizens in neighborhoods that are in need of various repairs and improvements.

Transportation Operations and Maintenance includes funding for planning, designing, and constructing neighborhood traffic calming devices.

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, the City continues to see 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. Increased expenditures are necessitated by the increase in water and water supply reserve costs as described below. Additionally, cost increases are expected in pumping costs, materials, and supplies.

The Brazos River Authority 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 includes capital and operating costs associated with this regional water line.

Additionally, the City in partnership with the cities of Leander and Cedar Park have created the Brushy Creek Regional Utility Authority (BCRUA) to facilitate construction and operation of a regional water facility that provides treated water from Lake Travis to the cities. 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 designed to serve all three communities.

The first phase of this project was completed in July of 2012 and came in more than \$40 million under budget. The financial requirements of this project are incorporated in the City's utility rate planning model, as well as this operating budget.

Reserve Water

The City has water supply reserves of 18,134 acre feet from Lake Stillhouse. Additionally, the City has secured water supply reserves of 20,928 acre feet from the LCRA (Lower Colorado River Authority) through the BRA (Brazos River Authority). The reserves are expected to provide adequate water capacity beyond the year 2040 and the increased costs are reflected in the adopted operating budget. Round Rock also maintains an emergency water supply agreement with the City of Austin.

Wastewater System

Like the water system mentioned above, the wastewater system costs reflect plant expansions required to meet the needs of a larger, growing population. The facilities accommodate a regional treatment approach, which currently includes the cities of Round Rock, Austin, Leander, and Cedar Park. The Fern Bluff and Brushy Creek Municipal Utility Districts are also customers of this regional system. The City is closely monitoring operating costs and their impacts on current and future utility rates.

Maintaining and rehabilitating the City's wastewater lines in compliance with Texas Commission on Environmental Quality (TCEQ) Edwards Aquifer Regulations continues to be the responsibility of the City. This adopted budget includes costs anticipated to meet these standards.

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 Improvement Projects Tab** section of this document. In November 2001, voters authorized the issuance of \$89,800,000 in general obligation bonds. The projects scheduled under this voted authorization along with current projects in progress are listed under the **Capital Improvement Projects Tab** section of this document.

Water/Wastewater Capital Improvements

In order to keep pace with a growing population, regulatory requirements and infrastructure replacement needs, significant plant and infrastructure expansions and improvements to the water and wastewater systems will continue. Scheduled improvements to the water and wastewater systems are listed in the **Capital Improvement Projects Tab** section of the document, totaling \$56 million. Out of this figure \$29 million is scheduled for FY 2012-2013.

Additionally, the BCRUA is constructing a regional water facility that will provide treated water from Lake Travis. The first phase of this project was completed in July 2012 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.

In 2012 the City expanded the Water Reuse Facility to provide reuse water for irrigation to Old Settlers Park and the Dell Diamond. A grant from the Bureau of Reclamation and federal funding secured by U.S. Rep. John Carter (R-Round Rock) helped cover the costs of building the facilities and transmission lines. Using reuse water for irrigation helps reduce the demand on potable water. Future phases will extend the reuse system further north, to serve the growing medical and higher education corridor.

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 component of the adopted property tax rate (discussed under the property tax rate section of this message) is sufficient to meet debt service obligations for the next fiscal year.

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

The City had the opportunity to refinance a portion of its outstanding debt in November 2011. The savings in interest costs over the life of the debt are projected to be \$2.3 million. These savings are reflected as a reduction of the debt service requirements.

The City benefits substantially in reduced interest costs resulting from recently affirmed general obligation bond ratings by Moody's Investors Service of Aa1, 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. Currently, 24 hotels with 2,473 rooms are 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 continues its marketing strategy as the "Sports Capital of Texas." Tourism is an expanded component of the City's overall economic development strategy.

In November 2011, the citizens voted to increase the Hotel Occupancy Tax rate by 2% to support a Sports & Community Venue Project. This will be a multi-purpose facility that will attract overnight stays and generate tourism revenue for the City of Round Rock. The activities anticipated would focus on major athletic events/tournaments. Funding has been provided by the issuance of \$7.5 million H.O.T. revenue bonds and existing sources. The facility is expected to open in the fall of 2013. Funding for operational and debt payment costs for the venue are included in this document.

The Convention and Visitor's Bureau (CVB) administers and manages the City's tourism efforts and long-range tourism plans. 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.

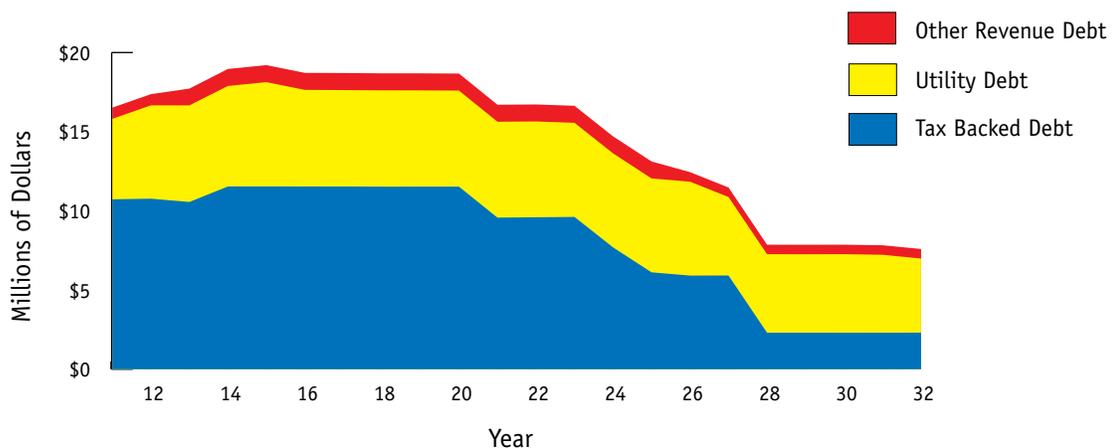
Financial Management Policy

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 message.

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, 2012, certified assessed valuation of \$8,238,143,748 at 95% collection, tax revenue of \$117,393,548 would be produced. This revenue could service the debt on \$1,402,897,805 issued as 20-year serial bonds at 5.50% (with level debt service payment). However, from a practical point of view, although the City may have additional capacity to issue bonded debt; many other factors must be considered prior to a debt issuance. Certificates of obligation, revenue bonds, and various forms of contractual obligations may be issued by the City without voter approval, while general obligation bonds may be issued with voter authorization. The City has not established firm debt limitation policies beyond the tax rate limit mentioned above, as such policies could ultimately be detrimental to a rapidly growing community. However, prudence, need, affordability, and rating agency guidelines are always important factors in the decisions to borrow money for improvements to the City.

Principal and Interest Payment on Debt



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

Cash Management/Investments

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

securities defaults or erosion of market value. The investment portfolio will also remain sufficiently liquid to meet the cash flow requirements that might be reasonably anticipated. Liquidity is achieved by matching investment maturities with anticipated cash flow requirements, investing in securities with active secondary markets, and maintaining appropriate portfolio diversification.

Receivables Policy

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

Payables Policy

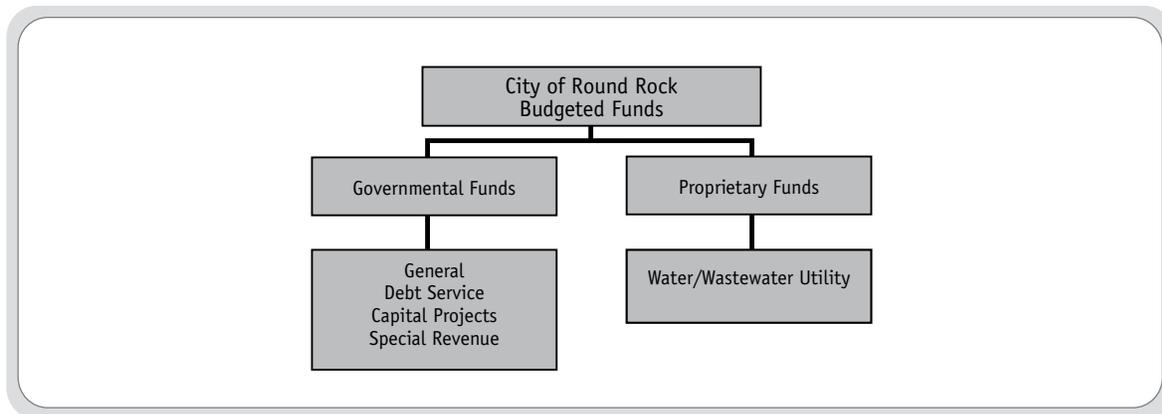
All payables for incurred expenses are accounted for, aged, and paid at the latest permissible time to maximize the City’s investment earning capability. All applicable discounts are taken.

Purchasing Policy

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

Summary of the City Fund Accounting Structure

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



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 inter-fund 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. The Hotel Occupancy Tax Funds and Drainage Fund are included in this document.

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 Improvement Projects Tab section of this document are presented as a memorandum to the reader.

Proprietary Funds

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

Water/Wastewater Utility Fund

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

Basis of Budgeting and Basis of Accounting

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

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

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

Budget Amendment Process

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

Once the need for an amendment has been determined, the Director of Finance and department heads develop the additional funding needs for specific projects or programs. The City Manager and Assistant City Manager 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.

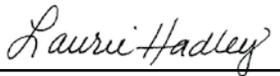
In closing, we believe this budget provides the traditional level of quality service the citizens of Round Rock expect. Attention has also been given to preservation of the City's infrastructure and development of new service programs with an entrepreneurial spirit. With the prudent strategies implemented to diversify our economic base, 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 all members of the Finance Department who contributed to this document.

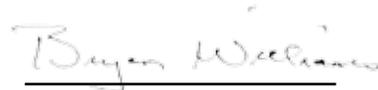
Sincerely,



STEVE NORWOOD
City Manager



LAURIE HADLEY
Assistant City Manager



BRYAN WILLIAMS
Assistant City Manager





City Profile

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



Craig Morgan
Place 1



Alan McGraw
Mayor

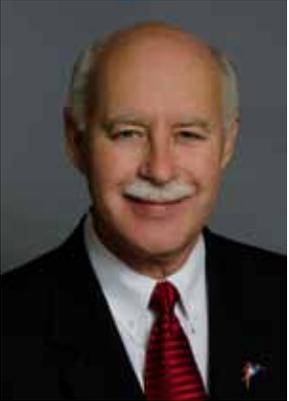


Kris Whitfield
Mayor Pro-Tem
Place 6

Round Rock City Council



George White
Place 2



Joe Clifford
Place 3



John Moman
Place 5



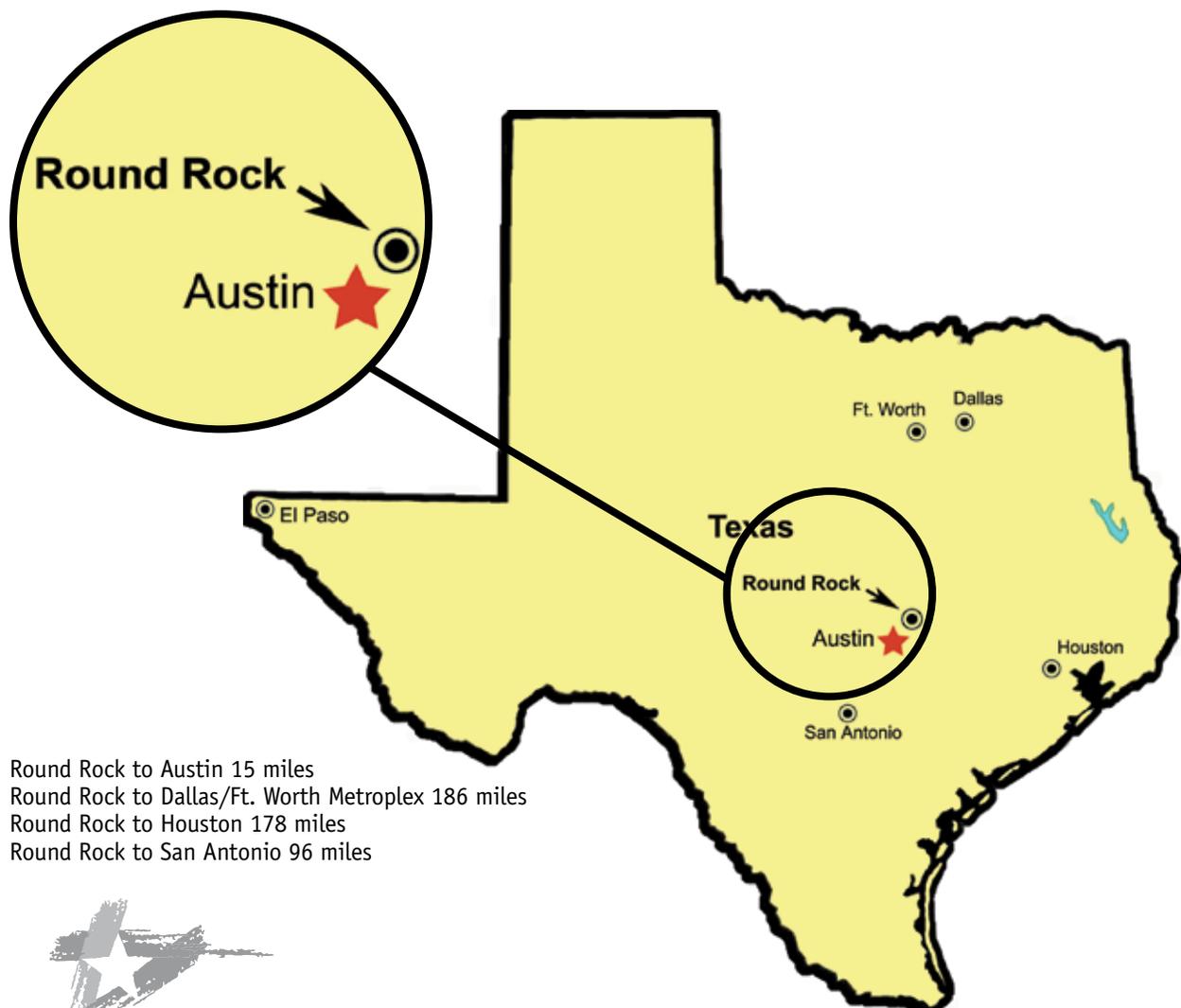
Carlos T. Salinas
Place 4

LOCATION

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

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

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



Round Rock to Austin 15 miles
Round Rock to Dallas/Ft. Worth Metroplex 186 miles
Round Rock to Houston 178 miles
Round Rock to San Antonio 96 miles



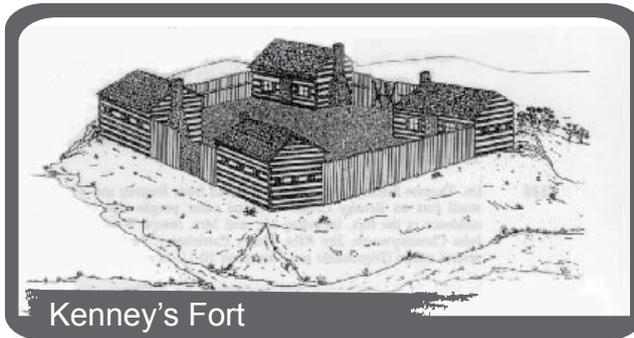
ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

HISTORY OF THE CITY OF ROUND ROCK

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

Round Rock was first home to many Native American tribes, followed by the Spanish Conquistadors and Friars. After Texas gained its independence and became a nation, American settlers began arriving in large numbers. Even with the continued danger of Indian attack, and threat of invasion from Mexico, the population of the Round Rock/Brushy Creek area grew rapidly. In 1848, these settlers voted to form Williamson County out of the Milam District. The continuing influx of settlers led to the establishment of the "Brushy Creek" Post Office in 1851. When the U.S. Post Office requested a new name for this post office, Postmaster Thomas C. Oatts chose "Round Rock" in 1854 because of the landmark rock in the middle of Brushy Creek.

By the time of the Civil War, the population of the Round Rock area had increased to approximately 450 persons in more than twenty different occupations. In January 1861, Williamson County voted against secession from the Union. Despite this reluctance to secede, 353 men from Williamson County served in the Confederate army, many from Round Rock.

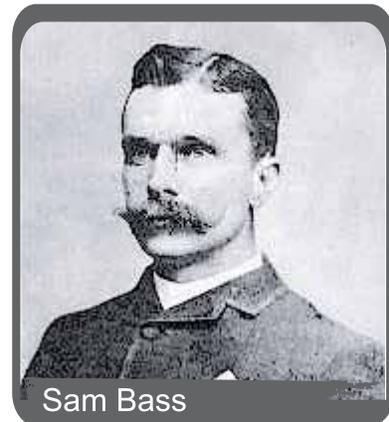


Kenney's Fort

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

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

Round Rock citizens first voted to incorporate in 1877, and in 1878, Mr. W.T. Smith served as the City's "Worthy Mayor." The City was incorporated in its present state in 1913, and Jack Jordan was elected the first Mayor. Serving as the first City Council Members were: John A. Nelson, Dr. W.G. Weber, E.J. Walsh, J. A. Jackson, W. A. Gannt, and A.K. Anderson. The newly formed City Government promptly began improving utilities, services and streets. Telephone service began operation in the early 1900s. In 1913, the first streetlights and speed limit signs (12 mph) were installed, and citizens voted for the incorporation of Common School District #19.



Sam Bass



Texas Rangers

Street Scene, Circa 1900



Local fire protection, which had been first organized as a volunteer hose and hand pump company in 1884, received a boost from the 1913 City incorporation and used the additional tax revenue to purchase an engine and pump and chemical equipment in July of the same year. In 1918, the City granted a license to Mr. S. E. Bergstrom to operate an electric plant, which provided electricity to Round Rock until 1927, when the Texas Power and Light Co. assumed operations. Natural gas and City water were added in 1936. In 1938, the City constructed a \$90,000 citywide sewer system. The Round Rock Public Library, first organized in 1962 by the Ladies Home Demonstration Club, is now recognized as one of the premier libraries in the Central Texas area.

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

Even before the relocation of Dell to Round Rock, the City received national acclaim as a business friendly community producing quality products. At the 1904 St. Louis World's Fair, a broom made at the Round Rock Broom Company won a gold medal. A barrel of lime produced at the Round Rock White Lime Plant was also judged superior and awarded a gold medal. Cheese produced at the Round Rock Cheese Factory won a second place silver medal at the National Dairy Show in Memphis, and in 1929 received a first place ribbon at the Texas State Fair.



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

By 1980, Round Rock had established itself as the largest city in Williamson County and a viable growth center within the flourishing Austin-Round Rock Metropolitan Area. At this time, the City had a total area of 5,007 acres. By 1990, due to an aggressive annexation campaign, the total area was 12,520 acres, an increase of 250 percent. In the mid-90s, Round Rock led Williamson County in sales tax revenues due to the great surge in commercial and industrial activity. In 1994, Dell relocated its world headquarters from Austin to Round Rock. The expansion of the City's tax base resulted in a series of public works projects and additional public amenities such as the expansion of the water plant, an additional wastewater treatment plant, and the development of the 570-acre Old Settlers Park without an increase in the property tax rate.

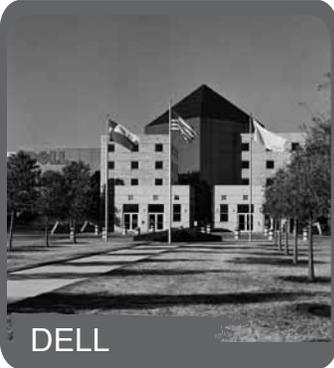
In the late 1990's, voters overwhelmingly approved the use of hotel-motel tax revenue to fund a new minor league baseball stadium and conference center and construction began on the La Frontera retail center, helping to diversify the City's sales tax base.

Parade, Circa 1900



City Profile

History of Round Rock



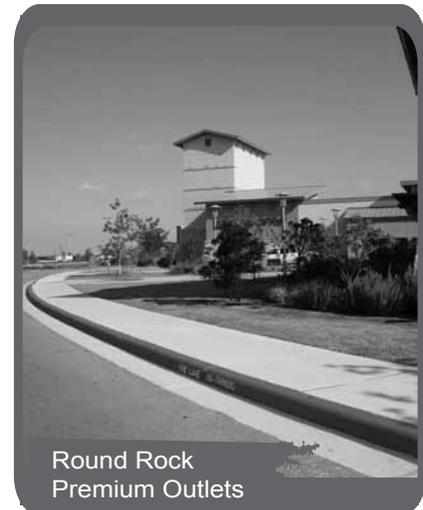
With the turn of the century, things changed again for Round Rock. With a diverse population of more than 60,000, the City opened the Clay Madsen Recreation Center. The Dell Diamond opened, and the Round Rock Express' inaugural season ended with a Texas League championship. HEB announced it would build its largest grocery store in Round Rock. Also, classes began at the Round Rock Higher Education Center, a shared venture between Texas State University and Austin Community College.

In 2006, Round Rock Premium Outlets and the Allen R. Baca Center for Senior and Community Activities opened. In 2007, Scott & White hospital opened its doors in northeast Round Rock and IKEA opened, becoming the largest single retail store in Central Texas.

Continuing this rapid growth, Seton Hospital opened its regional medical center, Texas A&M broke ground on a medical school branch campus, and Texas State University opened a nursing school campus. Round Rock citizens voted to be part of Austin Community College's taxing district, making residents eligible for in-network tuition, and Austin Community College started building its new campus.

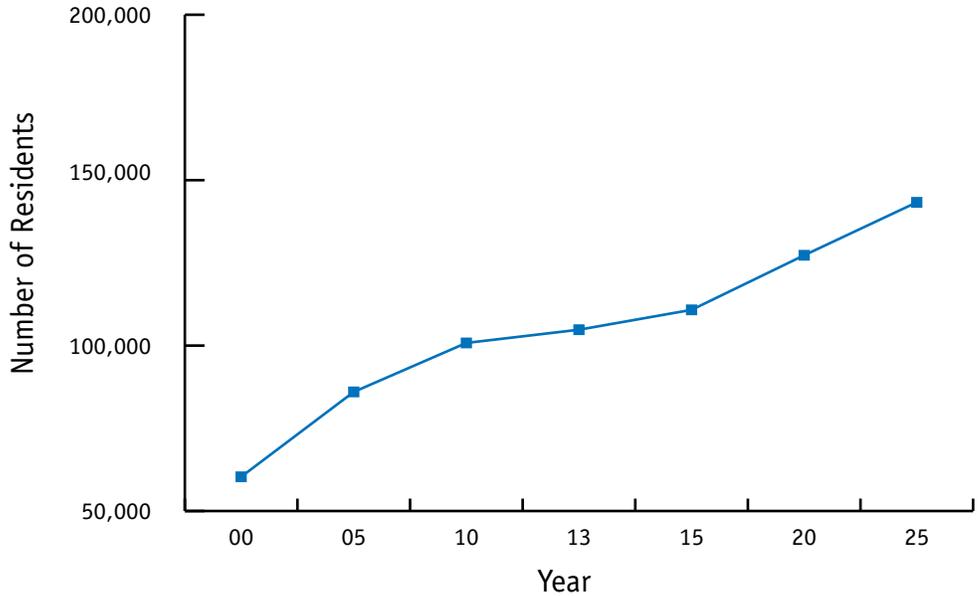
Today, Round Rock is a progressive community, home to international industries, several large shopping centers, major medical facilities, several university complexes, a professional quality golf course, and a minor league baseball team. City services continue to be recognized as among the best in the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

In 2013, Round Rock will be celebrating its centennial year of incorporation. From a small urban community to the second fastest growing city in the country, Round Rock continues to be great place to "hang your hat".



City Population

Multi-Year Trend

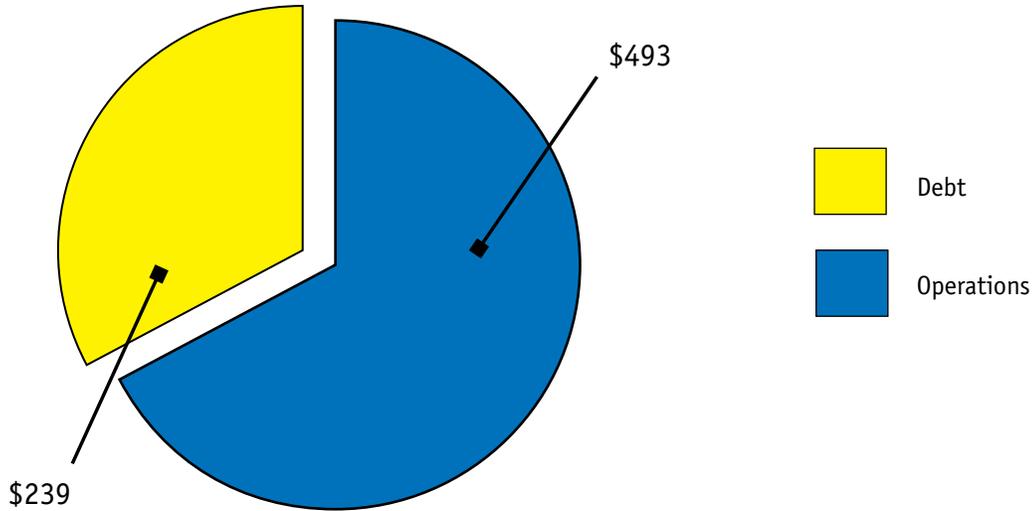


Population trends, both historical and projected, are important indicators for determining service demands. Further analysis of the demographic profile of a community's population trend provides useful information in determining customer service expectations.

Year	Population
2000	60,340
2005	86,000
2010	100,800
2013	104,800
2015	110,800
2020	127,300
2025	143,300

Tax Bill For \$174,210 Home

Total Tax Bill: \$732



Last Year's Adopted Tax Rate	\$0.42321
This Year's Effective Tax Rate	\$0.42035
This Year's Rollback Rate	\$0.44810
This Year's Adopted Tax Rate	\$0.42035

Maintenance & Operations Component	\$0.28302
Debt Service Component	\$0.13733

Summary:

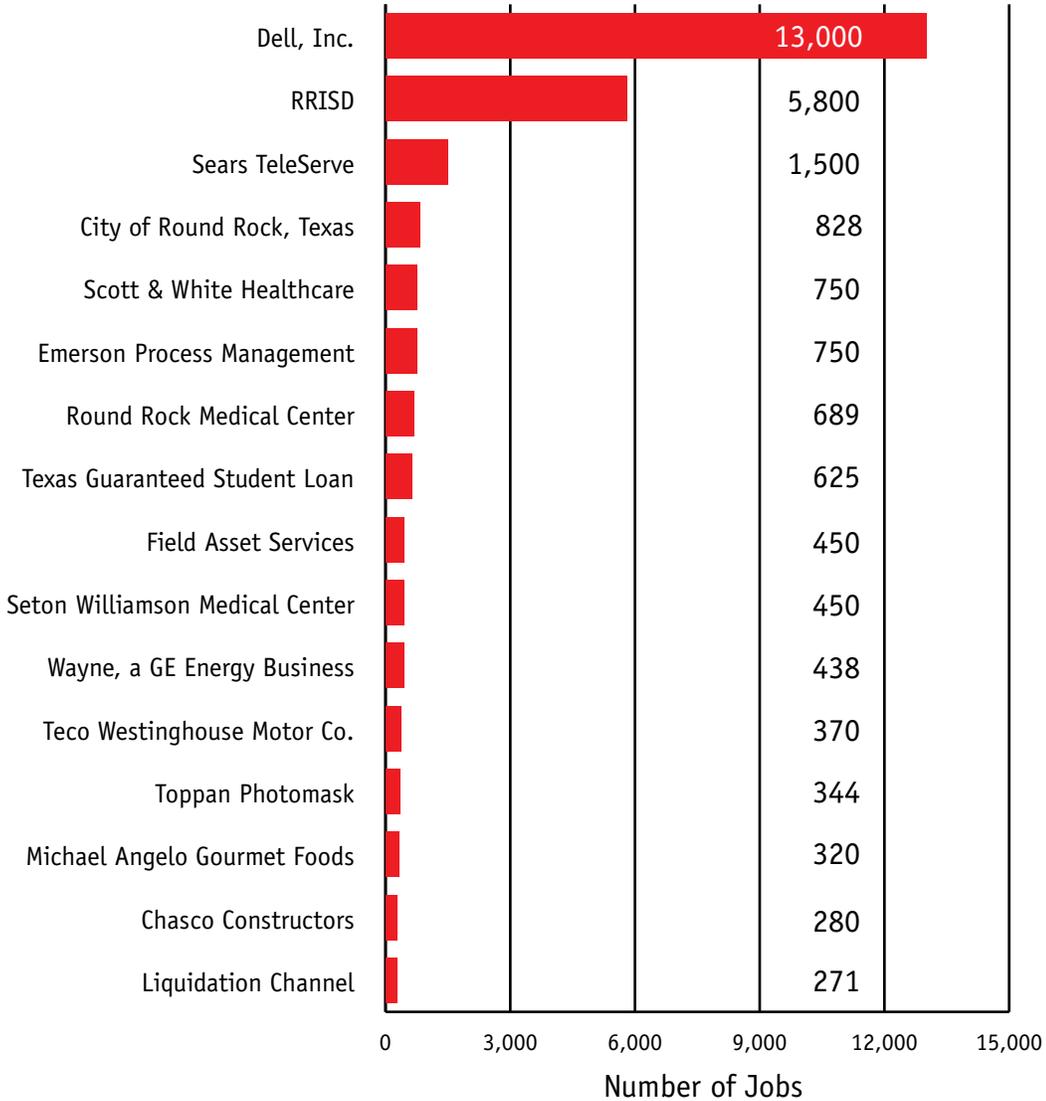
This year's tax bill for an average residential property:
 $\$174,210 / \$100 \times \$0.42035 = \732.29

Last year's tax bill for an average residential property:
 $\$175,775 / \$100 \times \$0.42321 = \743.90

Source: Williamson Central Appraisal District

Jobs in Round Rock

Major Employers

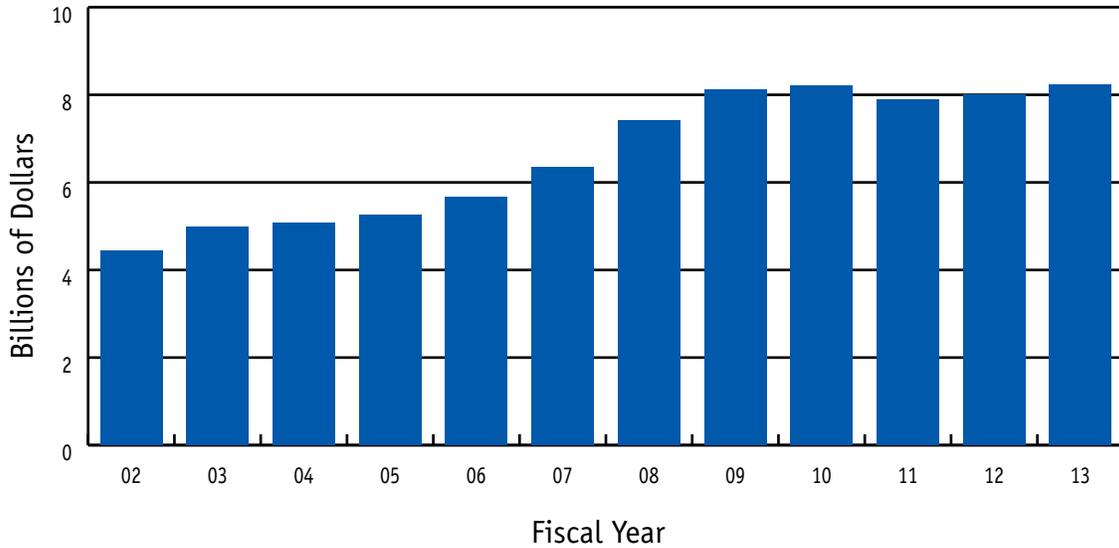


Specific information regarding the major employers in the community is provided by the above chart. The chart illustrates the importance of Dell, Inc. to the City’s economy as well as the diversity of the companies making up our local economy.

Job creation in terms of basic jobs, those that import capital while exporting products or services, has been very strong over the past several years. Basic jobs, in turn, create non-basic jobs as expenditures and payroll are reinvested in the community. However, recent downturns in the economy had reduced employment demand for specific sectors.

Taxable Property Values

Multi-Year Trend



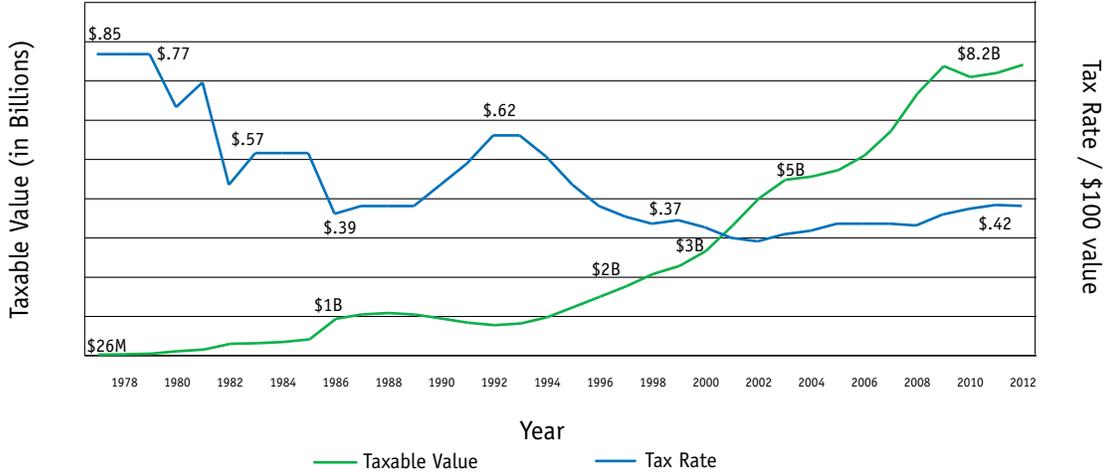
The property value comparison for several fiscal years indicates continued growth in property values. The certified tax roll indicates that values have increased steadily. The reflected values include new property added to the roll as of January 1 of each year.

Fiscal Year	Taxable Assessed Valuation	Fiscal Year	Taxable Assessed Valuation
2002	\$4,446,753,347	2008	\$7,417,279,787
2003	4,978,982,250	2009	8,121,902,884
2004	5,071,176,374	2010	8,206,161,568
2005	5,251,484,692	2011	7,893,143,364
2006	5,667,029,945	2012	8,004,285,176
2007	6,356,956,240	2013	8,238,143,748

Source: Travis & Williamson Central Appraisal Districts

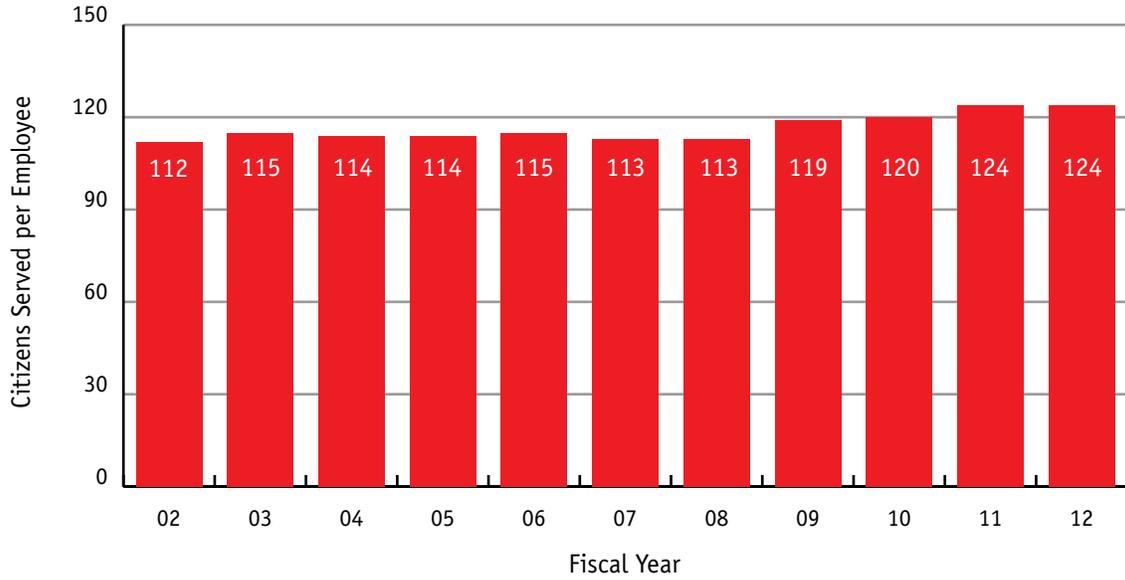
History of Property Tax

Tax Value & Rate



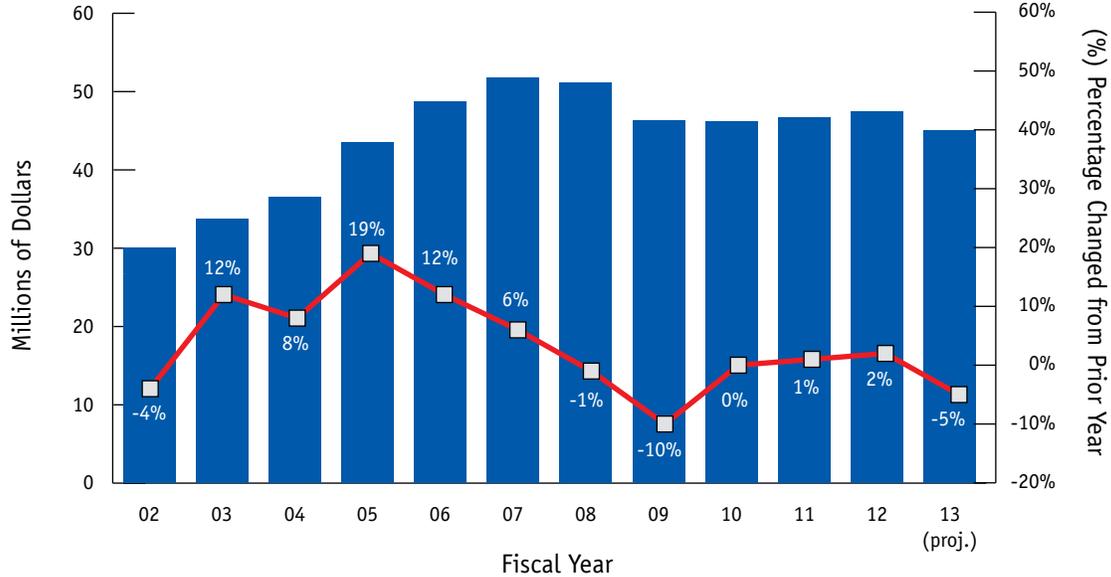
This chart shows the consistent growth in the City’s property values while the property tax rates have steadily decreased. The 1/2 cent sales tax adjustment rate along with a diverse sales tax base continues to fund many of the operating costs. This has allowed the property tax rates to remain fairly stable. Additional stability has been provided by the progressive economic development effort and conservative budgeting.

Round Rock Citizens Served



Fiscal Year	Population	Employees (FTEs)	Citizens Served Per Employee
2003	77,600	655	118
2004	81,825	703	116
2005	86,000	738	117
2006	89,800	771	116
2007	92,500	794	116
2008	96,200	831	116
2009	99,500	838	119
2010	100,800	839	120
2011	101,500	820	124
2012	102,350	826	124
2013	104,800	828.5	126

Sales Tax Revenue Analysis
Multi-Year Comparison



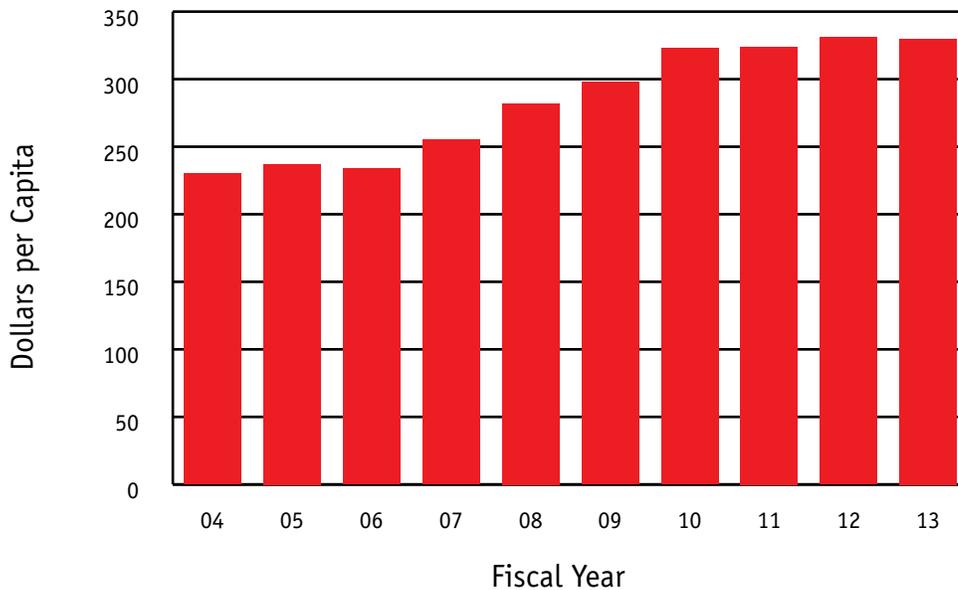
This chart illustrates growth characteristics in the City’s commercial and economic bases. In 1988, voters authorized an additional 1/2 cent sales tax designation for the purpose of property tax reduction.

The data has been expressed in both actual dollars collected and as a percent change from the prior year and reflects projected revenue for Fiscal Year 2013.

Fiscal Year	Amount	Fiscal Year	Amount
2002	\$30,035,980	2008	\$51,097,126
2003	33,770,766	2009	46,274,688
2004	36,481,746	2010	46,138,202
2005	43,538,842	2011	46,702,628
2006	48,701,773	2012	47,466,562
2007	51,740,592	2013 (proj)	45,000,000

Property Taxes per Capita

Multi-Year Comparison



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

As a result of the recent regional economic conditions, we have seen an increase in overall property values for the last several fiscal years. 2013 set a record \$8.2 billion dollar of taxable assessed valuation.

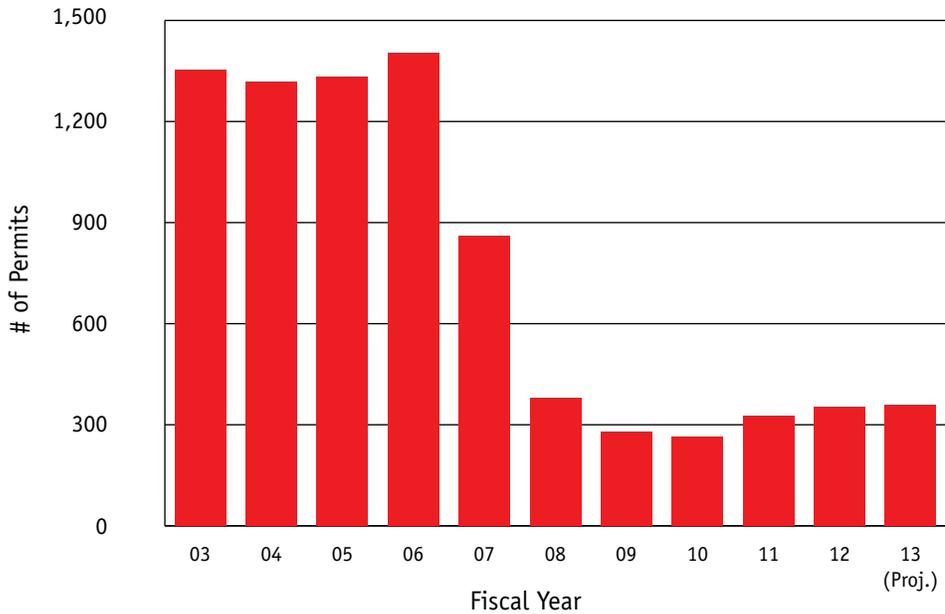
Fiscal Year	Taxable Assessed Valuation	Population	Property Tax Levy*	Taxes per Capita ¹
2004	\$5,071,176,374	81,825	\$18,349,189	230
2005	5,251,484,692	86,000	19,940,938	237
2006	5,667,029,945	89,800	21,027,514	234
2007	6,356,956,240	92,500	23,587,486	255
2008	7,417,397,787	96,200	27,089,389	282
2009	8,121,902,884	99,500	29,662,814	298
2010	8,206,161,568	100,800	32,546,457	323
2011	7,893,143,364	101,500	32,936,508	324
2012	8,004,285,176	102,350	33,874,735	331
2013	8,238,143,748	104,800	34,629,318	330

* General Fund and Debt Service Fund

¹ Unadjusted for inflation

The population numbers starting in 2010 reflect the 2010 US Census results

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 indicator of current and future demand for City services. The City provides water and wastewater services to many outlying customers which are served on a whole-sale basis.

Fiscal Year	Permits
2003	1,354
2004	1,317
2005	1,332
2006	1,403
2007	859
2008	380
2009	280
2010	263
2011	325
2012	354
2013 (Proj.)	360





Budget Summaries

Financial Summaries for All Funds
- Fund Balance

Financial Summaries for All Funds
- by Fund

Combined Financial Summaries for All Funds
- Revenue & Expenditure

Revenue & Expenditure Graphs

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. Revenue detail by category can be found in the respective fund section. 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 individual fund sections.

	Projected Beginning Fund Balance/ Working Capital 10/1/2012	Budgeted Revenue & Financing Sources 2012-13	Budgeted Expenditures & Financing Uses 2012-13	Budgeted Ending Fund Balance/ Working Capital 9/30/2013
General Fund	\$40,542,457	\$87,716,936	(\$87,716,328)	\$40,543,065
I&S G.O. Bonds Fund	603,448	11,743,000	(12,063,567)	282,881
I&S Revenue Bonds Fund	347,200	6,200,000	(6,101,113)	446,087
Drainage Fund	673,946	1,789,000	(1,725,118)	737,828
Water & Wastewater Utility Fund	28,120,643	40,002,641	(40,001,601)	28,121,683
Utility Impact Fees Fund	10,034,324	3,283,000	(2,900,000)	10,417,324
Hotel Occupancy Tax Fund	6,905,495	3,025,000	(3,025,000)	6,905,495
Hotel Occupancy Tax Fund - Sports & Community Venue	233,000	850,000	(762,000)	321,000
Law Enforcement Fund	528,957	265	(449,500)	79,722
Parks Improvement & Acquisition Fund	262,922	0	0	262,922
Municipal Court Fund	391,617	84,300	(83,292)	392,625
Library Fund	6,625	900	(800)	6,725
Tree Replacement Fund	248,771	25,840	(227,000)	47,611
PEG Fund	820,547	251,000	(250,000)	821,547
Total Fund Balance / Working Capital	\$89,719,952	\$154,971,882	(\$155,305,319)	\$89,386,515

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, inter-fund transfers are itemized to enable the reader to develop a true sense of revenue and expenditures. Inter-fund 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	Drainage Fund	Water & Wastewater Utility Fund	Utility Impact Fees Fund
Estimated Fund Balance/ Working Capital 10/01/12	\$40,542,457	\$603,448	\$347,200	\$673,946	\$28,120,643	\$10,034,324
Less Reserves *1	(28,946,388)	0	0	(569,289)	(14,400,576)	0
Estimated Revenue (FY 2012-13)	84,905,886	11,293,000	0	1,789,000	40,002,641	3,283,000
Inter-fund Transfers	2,811,050	450,000	6,200,000	(76,350)	(8,671,700)	0
Total Funds Available	99,313,005	12,346,448	6,547,200	1,817,307	45,051,008	13,317,324
Budgeted Expenditures	(87,716,328)	(12,063,567)	(6,101,113)	(1,648,768)	(31,329,901)	(2,900,000)
Estimated Fund Balance/ Working Capital 9/30/13	\$11,596,677	\$282,881	\$446,087	\$168,539	\$13,721,107 ²	\$10,417,324 ²
Estimated percentage change in fund balance/working capital	0.00%	(53.12%)	28.48%	9.48%	0.00%	3.82%

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

I&S GO Bonds Fund - 53% decline reflects an annual scheduled use of available fund balance.

I&S Revenue Bonds Fund - 28% increase reflects additional debt requirements for wastewater treatment plant.

Law Enforcement Fund - 85% decline reflects scheduled use of available fund balance.

Hotel Occupancy Tax Fund - Sports & Community Venue - 38% increase reflects available funds for Venue Project.

Tree Replacement Fund - 81% decline reflects scheduled use of available fund balance.

*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 \$450,000 from the golf course operator for debt service and transfer of \$263,000 from Self-Funded Health Insurance Fund.

Financial Summaries for All Funds (cont.)

Hotel Occupancy Tax Fund	HOT Sports & Community Venue	Law Enforcement Fund	Parks Improve- ment & Acquisi- tions Fund	Municipal Court Fund	Library Fund	Tree Replace- ment Fund	PEG Fund	Total For All Funds
\$6,905,495	\$233,000	\$528,957	\$262,922	\$391,617	\$6,625	\$248,771	\$820,547	\$89,719,952
(1,512,500)	(85,000)	(52,896)	(26,292)	(84,000)	(650)	(24,877)	(82,055)	(45,784,523)
3,025,000	850,000	265	0	84,300	900	25,840	251,000	145,510,832
0	0	0	0	0	0	0	0	713,000 ³
8,417,995	998,000	476,326	236,630	391,917	6,875	249,734	989,492	190,159,261
(3,025,000)	(762,000)	(449,500)	0	(83,292)	(800)	(227,000)	(250,000)	(146,557,269)
\$5,392,995	\$236,000	\$28,826	\$236,630	\$308,625	\$6,075	\$22,734	\$739,492	\$43,601,992
0.00%	37.77%	(84.93%)	0.00%	0.26%	1.51%	(80.86%)	0.12%	(0.37%)

Budget Summaries

Combined Financial Summaries for All Funds

Combined Financial Summaries for All Funds FY 2012-13

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

Combined Revenues by Type - FY 2012-13

Revenues & Financing Sources	General Fund	Debt Service Funds	Drainage Fund	Water/Wastewater Utility Fund	Impact Fees Fund	Special Revenue Funds	Total All Funds
Property Taxes	\$23,150,000	\$11,286,000					\$34,436,000
Sales Taxes	45,000,000						45,000,000
Franchise Fees	6,140,000						6,140,000
Water Sales				\$22,309,820			22,309,820
Sewer Sales				17,692,821			17,692,821
Drainage Fees			\$1,789,000				1,789,000
Other	13,426,936	6,657,000			\$3,283,000		23,366,936
Hotel Occupancy Tax Fund						\$3,025,000	3,025,000
HOT Sports & Community Venue						850,000	850,000
Law Enforcement Fund						265	265
Parks Improvement & Acquisition Fund						0	0
Municipal Court Fund						84,300	84,300
Library Fund						900	900
Tree Fund						25,840	25,840
PEG Fund						251,000	251,000
Total Revenue & Financing Sources	\$87,716,936	\$17,943,000	\$1,789,000	\$40,002,641	\$3,283,000	\$4,237,305	\$154,971,882

Combined Financial Summaries for All Funds (cont.)

Combined Expenditures by Function - FY 2012-13

Expenditures	General Fund	Debt Service Funds	Drainage Fund	Water/Wastewater Utility Fund	Impact Fees Fund	Special Revenue Funds	Total All Funds
Public Safety	\$40,003,909						\$40,003,909
Transportation	8,626,884						8,626,884
General Services	2,827,765						2,827,765
Fiscal Support Services	10,472,400						10,472,400
Library	2,320,748						2,320,748
Parks	9,361,321						9,361,321
Utility				\$40,001,601			40,001,601
Other	14,103,301				\$2,900,000		17,003,301
Drainage Fund			\$1,725,118				1,725,118
Debt Service		\$18,164,680					18,164,680
Hotel Occupancy Tax Fund						\$3,025,000	3,025,000
HOT Sports & Community Venue						762,000	762,000
Law Enforcement Fund						449,500	449,500
Parks Improvement & Acquisition Fund						0	0
Municipal Court Fund						83,292	83,292
Library Fund						800	800
Tree Replacement Fund						227,000	227,000
PEG Fund						250,000	250,000
Total Expenditures	\$87,716,328	\$18,164,680	\$1,725,118	\$40,001,601	\$2,900,000	\$4,797,592	\$155,305,319

Budget Summaries

Combined Financial Summaries for All Funds

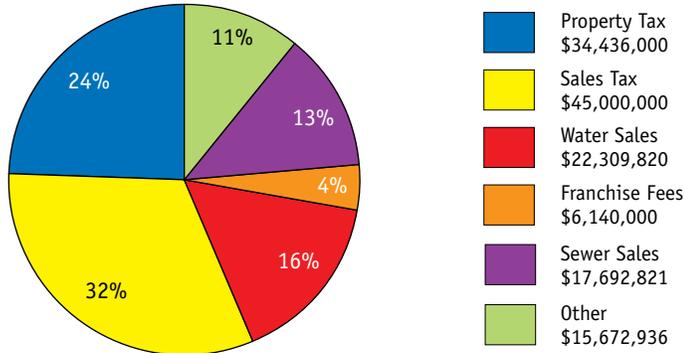
Combined Financial Summaries for All Funds (cont.)

Combined Expenditures by Category - FY 2012-13

Expenditures	General Fund	Debt Service Funds	Drainage Fund	Water/Wastewater Utility Fund	Impact Fees Fund	Special Revenue Funds	Total All Funds
Personnel Services	\$57,495,490		\$1,087,995	\$7,719,173			\$66,302,658
Contractual Services	11,608,799		382,777	12,005,515			23,997,091
Materials and Supplies	6,609,586		117,121	2,160,815			8,887,522
Other Services and Charges	10,940,291		24,875	6,141,201			17,106,367
Capital Outlay	1,062,162		112,350	139,278			1,313,790
Debt Service		\$18,164,680					18,164,680
Other/Transfers				11,835,619	\$2,900,000		14,735,619
Hotel Occupancy Tax Fund						\$3,025,000	3,025,000
HOT Sports & Community Venue						762,000	762,000
Law Enforcement Fund						449,500	449,500
Parks Improvement & Acquisition Fund						0	0
Municipal Court Fund						83,292	83,292
Library Fund						800	800
Tree Fund						227,000	227,000
PEG Fund						250,000	250,000
Total Expenditures	\$87,716,328	\$18,164,680	\$1,725,118	\$40,001,601	\$2,900,000	\$4,797,592	\$155,305,319

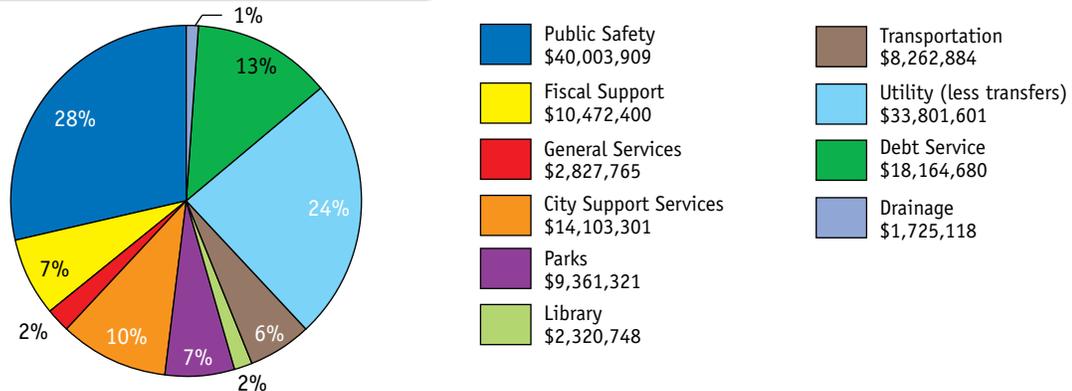
Revenue by Type: \$141,251,577

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



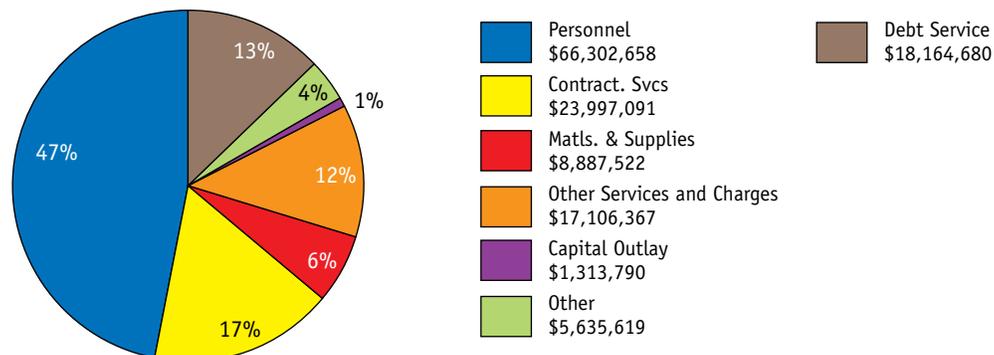
Uses by Function: \$141,407,727

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



Uses by Category: \$141,407,727

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







General Fund

- General Fund Revenue & Expenditures
- General Fund Summary of Expenditures by Department
- Administration
- Finance
- Fire
- Fiscal Support Services
- General Services
 - General Services - Building Construction & Facilities Maintenance
 - General Services - Vehicle Maintenance Facility
- Human Resources
- Information Technology
- Legal Services
- Library
- Municipal Court
- Parks & Recreation
- Planning & Development Services
 - DSO
 - Inspection Services
 - Planning & Development Services
- Police
- Purchasing
- Recycling
- Transportation
 - Transportation - Administration
 - Transportation - Operations & Maintenance

General Fund Summary of Revenue and Expenditures

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget	2013-14 Projected Budget
Revenues					
Property Tax	\$21,457,249	\$22,290,000	\$22,290,000	\$23,150,000	\$23,350,000
Sales Tax	46,960,013	43,030,100	43,192,509	45,000,000	45,000,000
Bingo/Mixed Drink Tax	352,159	298,000	298,000	298,000	298,000
Franchise Fees	6,705,013	6,010,000	6,010,000	6,140,000	6,140,000
Building Permits/Inspections	613,632	591,000	591,000	578,000	578,000
Other Permits	28,800	25,000	25,000	25,000	25,000
Garbage/Fire Protection Fees	2,288,213	2,216,000	2,216,000	2,236,000	2,240,000
Recreation Fees	2,209,278	2,148,900	2,148,900	2,175,500	2,182,000
Library Fees	157,833	143,100	143,100	143,100	147,100
Filing/Other Fees	101,382	80,150	80,150	107,550	112,550
Fines & Costs	1,932,854	1,976,500	1,976,500	2,499,600	2,599,600
Rentals	146,190	134,000	134,000	134,000	134,000
Grants	635,167	177,000	418,000	164,636	137,000
Interest	406,764	501,000	501,000	326,000	401,000
Capital Lease Proceeds	750,000	0	0	400,000	0
Transfers	3,077,240	2,620,600	2,870,600	2,811,050	2,919,025
Other Revenues	1,645,430	1,104,000	1,146,000	1,528,500	1,508,500
Total Revenues	\$89,467,217	\$83,345,350	\$84,040,759	\$87,716,936	\$87,771,775
Expenditures					
Personnel Services	\$51,820,333	\$55,016,413	\$55,493,010	\$57,495,490	\$58,570,151
Contractual Services	7,325,577	10,827,961	10,829,132	11,608,799	11,536,038
Materials and Supplies	5,443,465	6,206,438	6,206,438	6,609,586	6,498,566
Other Services and Charges	11,273,605	10,288,989	10,495,199	10,940,291	10,531,236
Economic Development	394,000	450,000	225,000	0	0
Capital Outlay	1,981,141	555,210	791,641	1,062,162	633,500
Transfers	10,889,550	0	0	0	0
Total Expenditures	\$89,127,671	\$83,345,011	\$84,040,420	\$87,716,328	\$87,769,491
Net Change in Operations	\$339,546	\$339	\$339	\$608	\$2,284

General Fund

Expenditures

General Fund Summary of Expenditures:

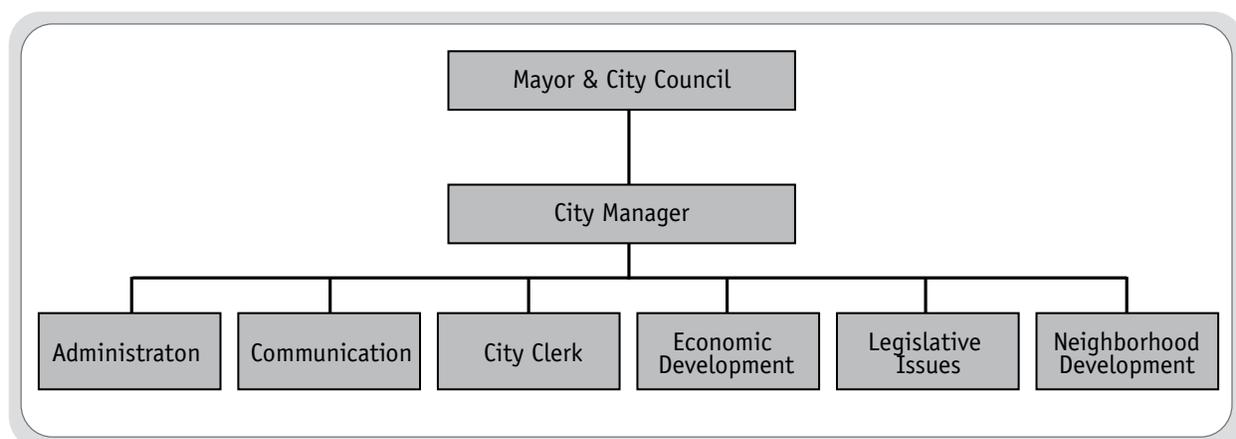
	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget	2013-14 Projected Budget
Administration	\$2,173,394	\$2,301,666	\$2,152,957	\$2,160,114	\$2,116,017
Finance	1,657,685	1,655,964	1,697,819	1,742,441	1,746,421
Fire	12,964,330	13,295,919	14,067,865	14,306,223	14,437,708
Fiscal Support Services	20,236,457	11,032,363	10,102,363	10,472,400	10,295,650
General Services					
Building Construction & Facilities Maintenance	1,024,669	1,300,333	1,341,693	1,679,655	1,720,425
Vehicle Maintenance Facility	1,107,484	1,136,349	1,144,492	1,148,110	1,148,082
Human Resources	924,442	1,096,850	1,087,087	1,088,962	1,088,115
Information Technology	2,933,391	3,716,951	3,906,037	3,825,116	3,767,718
Legal Services	1,000,503	1,000,250	1,000,250	999,350	999,350
Library	2,295,767	2,352,039	2,350,234	2,320,748	2,292,515
Municipal Court	679,632	753,952	762,436	785,814	790,389
Parks & Recreation	8,355,239	9,034,723	9,125,579	9,361,321	9,476,362
Planning & Development Services	1,251,961	1,298,179	1,290,738	1,375,046	1,363,198
Development Services Office	607,809	599,991	613,197	622,054	623,116
Inspection Services	1,253,475	1,294,089	1,327,949	904,304	904,776
Police	23,847,070	23,163,826	23,655,435	25,697,686	26,094,072
Purchasing	541,285	597,601	613,360	466,168	467,072
Recycling	114,131	134,009	144,373	133,932	134,291
Transportation					
Administration & Engineering	1,559,597	2,065,482	2,121,037	2,431,362	2,428,626
Operate & Maintain	3,737,354	5,514,475	5,535,519	6,195,522	5,875,588
Transfer - one time	861,997	0	0	0	0
Total - General Fund Expenditures	\$89,127,671	\$83,345,011	\$84,040,420	\$87,716,328	\$87,769,491

Administration Department

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

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

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



Major Business Functions:

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

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

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

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

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

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

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

Key Customers:

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

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

- In 2011, Emerson purchased 278,860 square feet of office space in La Frontera making Round Rock their division headquarters & initially creating 750 jobs in Round Rock and plans to generate 10,000 room nights in local hotels.
- In 2012, the results of the Biennial Survey showed that residents are generally satisfied with the overall quality of life in Round Rock. The ratings were above the regional and national average concerning city services, safety, and customer service.
- Round Rock was named the second fastest growing U.S. city with population more than 100,000. Mayor Alan McGraw states. "People continue to move here because we truly do have a remarkable quality of life, it's a great place to do business and raise a family."

FY 2012-13 Overview and Significant Changes:

- The executive staff reflects new leadership from the City Manager's office to the Human Resources department, by creating a renewed sense of cooperation and innovation.
- The City Council recently developed a new Strategic Plan providing clear direction on the vision for the City. Some of the highlights include the revitalization of established neighborhoods, development of the northeast quadrant of the City as a medical and mixed-use upscale district, and continued promotion of the City as a family-friendly community.
- The City Council clearly identified "growing" the downtown commerce and social life as a top priority. A plan for attracting new businesses and providing sufficient infrastructure is underway.

- The Special Events program included the repurposing of an existing position into a Special Events Coordinator. This position is focusing on the recruitment of special events such as concerts, street fairs, and other entertainment type of events. While the main focus is on events in downtown, this position also handles special events throughout the city. These city-wide events are designed to promote tourism, generate revenue for the City, and provide our citizens with more options for entertainment in Round Rock.

New Programs for FY 2012-13:

The Neighborhood Revitalization Program includes the repurposing of an existing position into a Neighborhood Development Coordinator. The program is designed to take a proactive approach to neighborhood revitalization. The Coordinator will act as a resource and liaison for neighborhoods by facilitating the development and achievement of neighborhood collaborative problem solving by building civic partnerships between City staff, residents, and community organizations. The coordinator will also organize, plan, and coordinate citizen outreach programs.

FY 2013-14 Overview and Beyond:

- Continue to actively promote our water conservation and education programs as well as work with surrounding cities in communicating a unified message on the importance of being water-wise.
- Focus efforts on our downtown capital improvement programs, and to work with the Chamber of Commerce on attracting new and lively business to the downtown.
- Concentrate on increasing special events and by doing so, bring more tourists to Round Rock, bolster hotel occupancy, protect and create jobs, increase business at restaurants and retail stores, and increase patronage at arts, cultural and recreational venues.

General Fund

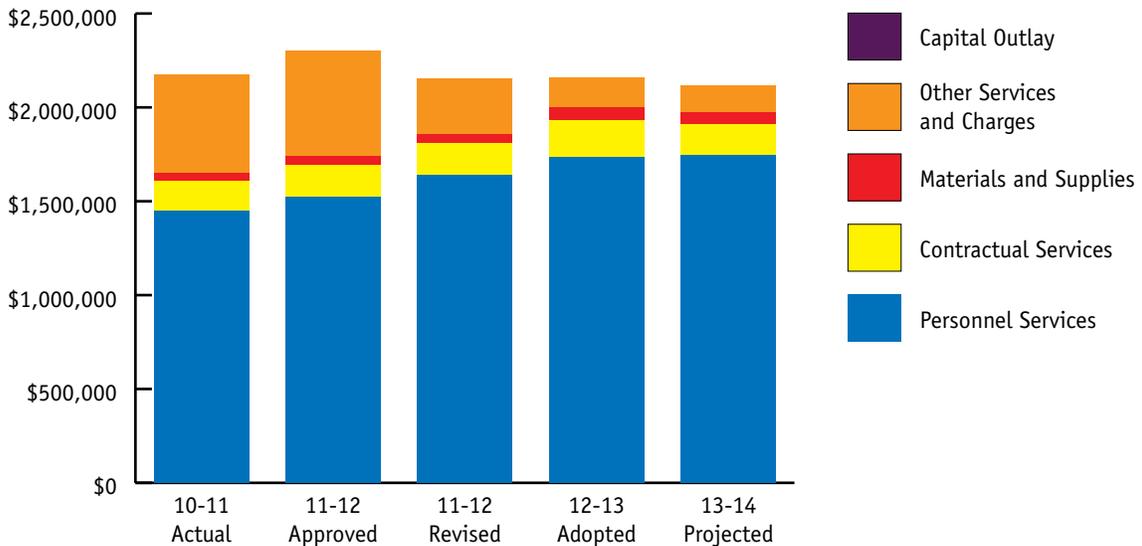
Administration

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,449,904	\$1,520,324	\$1,637,405	\$1,734,711	\$1,745,447
Contractual Services	158,539	172,427	172,427	198,553	166,470
Materials and Supplies	41,591	46,775	46,775	64,950	61,700
Other Services and Charges	523,360	562,140	296,350	161,900	142,400
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$2,173,394	\$2,301,666	\$2,152,957	\$2,160,114	\$2,116,017
Expenditures per Capita:	\$21.41	\$22.86	\$21.38	\$20.61	\$19.67

Administration

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Administration	2.4%	2.8%	2.6%	2.5%	2.4%	1.9%	1.9%	2.1%

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
City Manager	N/A	1	1	1	1.00	1.00	1.00
Assistant City Manager	20	2	2	2	2.00	2.00	2.00
Assistant City Clerk ¹	11	1	1	1	1.00	1.00	1.00
Communications Director	17	1	1	1	1.00	1.00	1.00
City Clerk ²	14	1	1	1	1.00	1.00	1.00
Information Specialist	11	1	1	1	1.00	1.00	1.00
Executive Administrative Assistant ^{3,4}	11	0	2	2	0.00	2.00	2.00
Executive Assistant ³	11	1	0	0	1.00	0.00	0.00
Administrative Tech II/III ⁴	06/08	2	1	1	2.00	1.00	1.00
Assistant to the City Manager ⁵	13	1	1	1	1.00	1.00	1.00
Multi-Media Specialist ⁶	13	1	1	1	1.00	1.00	1.00
Special Events Coordinator ⁷	13	0	0	1	0.00	0.00	1.00
Emergency Mgmt. Coordinator ⁸	15	1	1	0	1.00	1.00	0.00
Neighborhood Development Coordinator ⁹	13	0	0	1	0.00	0.00	1.00
Total		13	13	14	13.00	13.00	14.00

¹ Position retitled from Assistant City Secretary to Assistant City Clerk

² Position retitled from City Secretary to City Clerk

³ Position Change from Executive Assistant to Executive Administrative Assistant

⁴ Position Change from Administrative Tech III to Executive Administrative Assistant

⁵ Position retitled from Administrative Support Coordinator to Assistant to the City Manager

⁶ Position retitled from Technology Specialist to Multi-Media Specialist

⁷ Position reclassified from Dispatcher from Police Department to Special Events Coordinator FY 13

⁸ Position moved to Fire Department FY 13

⁹ New Program FY 13

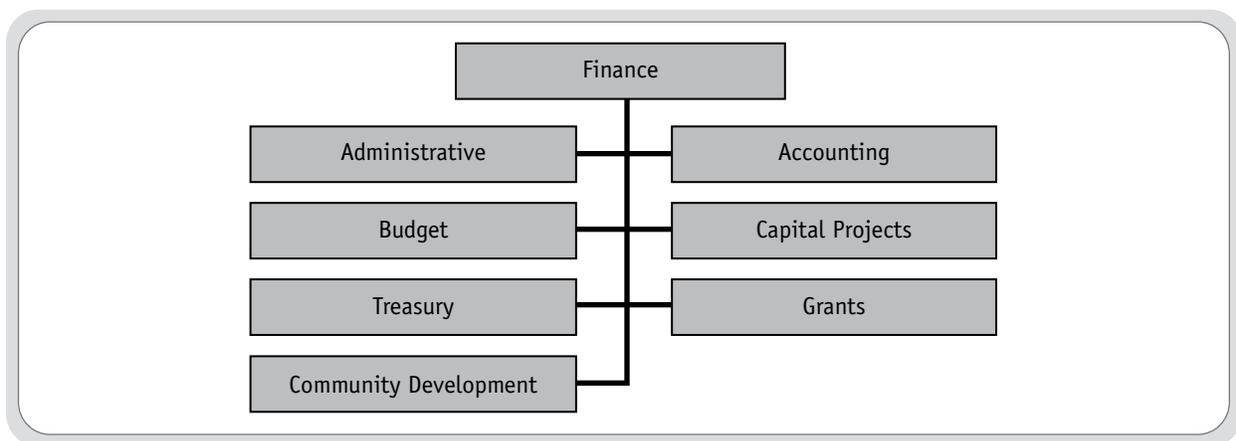


Finance Department

Management responsibility for all of the City's financial activity is centralized in the Finance Department. The City Manager develops, oversees and communicates strategic financial planning and programs. The 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 include accounting, reporting, payroll, utility billing and collection, purchasing, budget operations, and treasury management. Other duties of the department include processing accounts payable transactions for all City programs, publishing the City's monthly, quarterly and annual financial statements, administering the City's cash management and investment program, coordinating the capital improvement program, invoicing miscellaneous receivables and maintaining all capital asset records.

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

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



Major Business Functions:

Administrative: Responsible for financial planning for the organization, policy development, and deployment of financial policy.

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

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

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

Treasury: Responsible for the cash management and investment of City funds. This includes the daily transferring and settling of the City's depository funds, investing excess funds, and reporting investments in accordance with the Texas Public Funds Investment Act and the City's Investment policy. This also includes maintaining working relationships with the City's

depository bank(s), authorized broker/dealers, and the City's safekeeping agent. Finally, it includes making sure City funds are collateralized in accordance with the Texas Collateral Act for Public Funds and the City's Investment policy.

Grants: Responsible for assisting city departments to research, submit, administrate and report on grants which are available from various sources including Federal Grants and Earmarks, State Grants, Intergovernmental Agreements and others. Grant funds are used to off-set costs that might be unfunded.

Community Development: 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, developing, implementing, and monitoring CDBG funded programs, and reporting directly to the San Antonio HUD field office.

Key Customers:

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

Customer Expectations and Requirements:

All of these customers require accurate, timely, and professional reporting in accordance with legal and regulatory requirements. In addition, these customers require efficient processes, respectful and courteous assistance and responses for information, and timely and accurate payments.

FY 2011-12 Highlights:

The City's Finance department has rolled out online processing systems to the departments.

- Finance/Purchasing trained and rolled out eProcurement (online requisitioning) to multiple departments.
- The HR/Payroll Teams completed an upgrade to Highline 4.10 and rolled out Time Management Self Service to all eligible departments.
- The Finance department won the Comptroller's Gold Circle Award for reporting transparency.

FY 2012-13 Overview and Significant Changes:

The Finance Department continues to proactively implement new processes to better manage the financial needs of the City.

- Continue to identify and implement new projects to the strategic work plan.
- First full year of venue tax collections for construction and operations of new sports complex.
- Assist departments in managing their resources with the constraints of the current economic climate.
- Decision on Other Post-Employment Benefits (OPEB) funding.

New Programs for FY 2012-13:

Finance is proposing no new programs for FY 2012-13

FY 2013-14 Overview and Beyond:

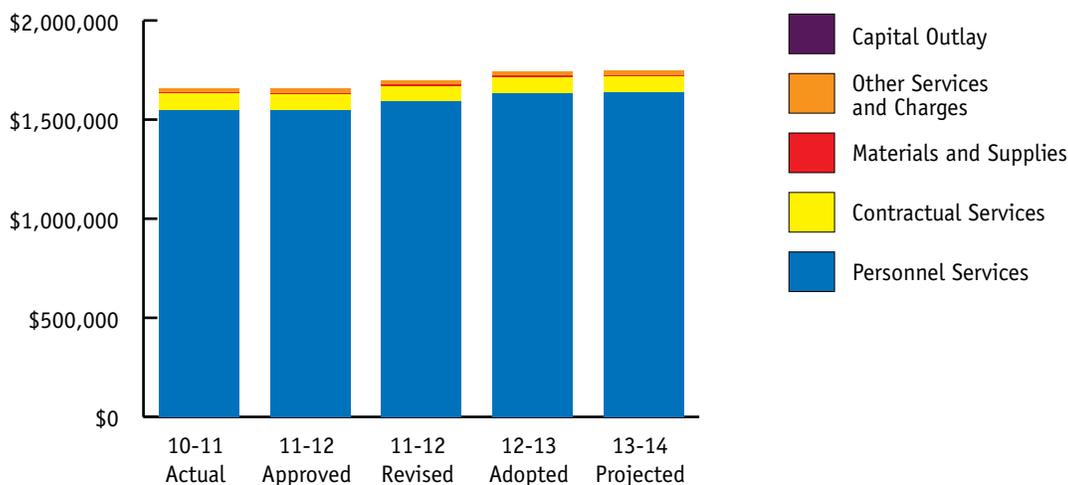
Continue to identify future services and resource requirements for the Finance Department that will allow us to accomplish our mission.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,545,434	\$1,548,606	\$1,590,461	\$1,633,520	\$1,637,500
Contractual Services	87,050	78,624	78,624	80,187	80,187
Materials and Supplies	6,167	6,434	6,434	6,434	6,434
Other Services and Charges	19,034	22,300	22,300	22,300	22,300
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$1,657,685	\$1,655,964	\$1,697,819	\$1,742,441	\$1,746,421
Expenditures per Capita:	\$16.33	\$16.44	\$16.86	\$16.63	\$16.23

Finance

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Finance	1.9%	2.0%	2.0%	2.0%	2.0%	3.3%	3.3%	3.3%

General Fund

Finance

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Finance Director	18	1	1	1	1.00	1.00	1.00
Controller	16	1	1	1	1.00	1.00	1.00
Assistant Director - Finance ¹	16	0	0	1	0.00	0.00	1.00
Finance Programs Manager ²	15	1	1	0	1.00	1.00	0.00
Accounting Manager ^{1,2}	15	1	1	1	1.00	1.00	1.00
Accounting Supervisor ³	13	1	1	2	1.00	1.00	2.00
Treasury Accountant	12	1	1	1	1.00	1.00	1.00
Budget Supervisor	13	1	1	1	1.00	1.00	1.00
Accountant II ³	12	1	1	0	1.00	1.00	0.00
Accountant I	10	1	1	1	1.00	1.00	1.00
Accounting Technician II	08	3	3	3	3.00	3.00	3.00
Budget Analyst II	12	1	1	1	1.00	1.00	1.00
Payroll Coordinator	12	1	1	1	1.00	1.00	1.00
Payroll Technician	08	1	1	1	1.00	1.00	1.00
Accounting Technician I	06	5	5	5	4.50	4.50	4.50
Administrative Assistant	09	1	1	1	1.00	1.00	1.00
Community Development Asst	13	1	1	1	1.00	1.00	1.00
Grants Coordinator	11	1	1	1	1.00	1.00	1.00
Total		23	23	23	22.50	22.50	22.50

¹ Position reclassified from Accounting Manager to Assistant Director - Finance FY13

² Position reclassified from Finance Programs Manager to Accounting Manager FY13

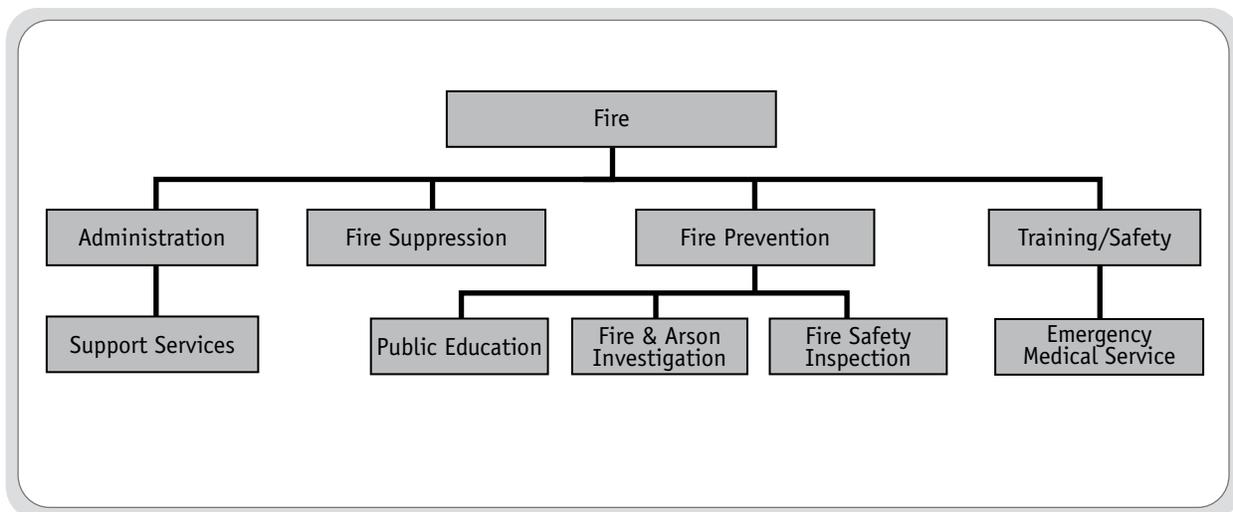
³ Position reclassified from Accountant II to Accounting Supervisor FY13

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 the realms of fire and emergency services through our training/safety program. 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.

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

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



Major Business Functions:

The Round Rock Fire Department, (RRFD), consists of four Major Business Functions: Administration, Fire Suppression, Fire Prevention, and Training/Safety. The combination of these four major business functions is instrumental in the City’s ability to provide excellent fire services to our citizens.

Administration: This division is responsible for the overall management and strategic planning of the fire department. In addition, this division is responsible for the professional development of our firefighters, recruiting functions, staffing, personnel, payroll, strategic budget, information technology, software support, scheduling tours, and demonstrations available to the public through the section. This division also functions to support Emergency Operations and Emergency Management when required or as assigned by the Fire Chief. In addition, this division takes command of all incidents that exceed the capabilities of the on-duty staff or any incident, when requested by the on-duty Shift Commander or, when directed by the Fire Chief.

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

Fire Prevention: This division is responsible for public education, fire safety inspections, emergency preparedness, and fire and arson investigations.

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

Fire & Arson Investigation section is responsible for ensuring that all fires within the City of Round Rock are investigated as to cause and origin. Fire personnel certified as both arson investigators and Texas Peace Officers are responsible for conducting criminal investigations on fires found to be incendiary in nature.

Fire Safety Inspection section identifies and inspects all commercial businesses. In addition, it identifies those properties that should be inspected semi-annually and annually.

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

Emergency Medical Service Coordinator is responsible for the implementation of the First Responder Advanced Provider (FRAP) program, that the firefighters maintain their Emergency Medical Technician certification, and manages the City's Automatic External Defibrillator (AED) program.

Fire Suppression: This division has seven fire stations staffed 24/7, with medically trained fire suppression personnel. The division is primarily responsible for fire suppression for all structural, vehicle, grass, dumpster, and other fires within the City of Round Rock and Williamson County Emergency Service District No. 9. The personnel at these stations also provide mutual aid to other communities surrounding the City. In addition, it is the responsibility of the station's suppression personnel to provide medical assistance, both emergency and non-emergency. Fire suppression personnel also respond to vehicle accidents, vehicle entrapments, water rescues, high/low angle rescues, and hazardous material incidents, provide carbon monoxide detection monitors, and stand by during the repairs of ruptured gas lines.

Key Customers:

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

Customer Expectations and Requirements:

Our citizens expect this department to use our resources wisely, and provide efficient and effective emergency and non-emergency fire services to the community. The department bases its level of service on the Camry level of service which was reviewed and supported by our citizens. We used their input as a guideline for the Strategic Budget; for staffing, fire apparatuses, equipment, projecting future stations, and the placement of these stations. The department will continue to evaluate its operations and ensure that the provided resources are used efficiently, and meet the fire service demand for a growing population.

FY 2011-12 Highlights:

The fire department updated the 5-Year Plan based on the Camry level of service which was reviewed and supported by our citizens. We used this summary, the two completed Management Advisory Group (MAG) reports completed in 2005 and 2010, the ISO Public Protection Classification report of 2006, and data analysis conducted by members of the Round Rock Fire Department and the Round Rock GIS section as guidelines for the Strategic Budget; for staffing, fire apparatuses, equipment, future fire stations, and the placement of these stations. The department will continue to evaluate its operations and ensure that the provided resources are used efficiently and meet the fire service demand for a growing population.

- For the first time, the department had use of a warehouse. The training division used the space in the warehouse to build various props which were used to provide the firefighters realistic hands-on training. The training provided enhanced the fire fighters' fire service skills in the areas of residential, multi-family, and commercial fire tactics; forcible entry, search and rescue; ventilation techniques; technical rescue procedures; vehicle extrication; and firefighter survival techniques.
- The department implemented the First Responder Advance Provider (FRAP) program in 2006 and had 4 firefighters complete the program. The number of firefighters that can provide Advanced Life Support (ALS) has increased from 4 to 17 and by the end of FY 12 we will have a total of 20 firefighters that can provide Advanced Life Support to our citizens. This department will continue its practice of training more firefighters to provide Advanced Life Support in the years to come.
- The department had its first annual awards banquet which was a huge success. A total of 37 awards were given to our firefighters, sixteen (16) Meritorious Service Awards, four (4) Unit Citation Awards, fourteen (14) Phoenix Awards, and three (3) Exemplary Service Awards.

FY 2012-13 Overview and Significant Changes:

The department's focus in FY 2012-13 is to acquire affordable land for two future fire stations. Future fire stations locations will be determined using GIS mapping, the planning department, population growth projections, and response time criteria for structure fires.

- Continue to have excellent relationships with our community through programs like the Public Education program, which delivers fire and life safety information to the citizens of Round Rock through elementary schools, festivals, business, and family days.
- Identify and inspect all existing commercial businesses; ascertain those properties that should be inspected semi-annually and those that qualify for self-inspection programs.
- Continue to provide excellent fire service and continuation of the paramedic program that allows our first responders to provide advanced lifesaving support (ALS) to our citizens.

New Programs for FY 2012-13:

The training division will use the space in the warehouse to build various props which will be used to provide the firefighters realistic hands on training. The training provided will enhance the firefighters' fire service skills in the areas of residential, multi-family, and commercial fire tactics; forcible entry, search and rescue; ventilation techniques; technical rescue procedures; vehicle extrication; and firefighter survival techniques.

The Emergency Planning Officer position will contribute to preparedness, response and recover efforts of the emergency management office, the city, and our citizens, when fire(s), flood(s) and other disasters occur across Central Texas. The emergency management office requires more than one person to effectively implement and manage an abundance of regulatins, preparedness/mitigation efforts, training and exercise requirements, documentation, public outreach needs, and seasonal protective measures. With the addition of this position the emergency management office will meet the ever-increasing demands of local needs and state/federal mandates. By improving city's preparedness and disaster plans, the city in years to come will be well-positioned to meet the requirements of presidential directives and other federal requirements that are increasingly becoming a condition for the receipt of a variety of federal grant dollars.

FY 2013 Overview and Beyond:

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

- Build, staff, and equip stations 8 and 9
- Build a training facility
- Relocate station 4

General Fund

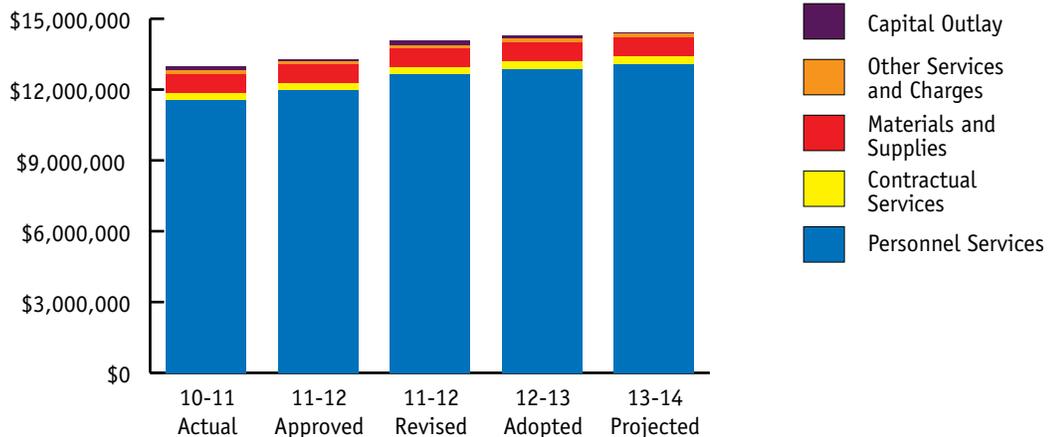
Fire

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$11,578,356	\$11,987,967	\$12,658,407	\$12,876,992	\$13,093,396
Contractual Services	283,951	275,428	276,598	329,706	325,549
Materials and Supplies	792,878	796,624	796,624	789,805	794,543
Other Services and Charges	126,681	127,900	142,900	150,220	150,220
Capital Outlay	182,463	108,000	193,336	159,500	74,000
Total Expenditures:	\$12,964,330	\$13,295,919	\$14,067,865	\$14,306,223	\$14,437,708
Expenditures per Capita:	\$127.73	\$132.03	\$139.70	\$136.51	\$134.18

Fire

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Fire	14.5%	16.0%	16.7%	16.3%	16.4%	19.0%	19.0%	19.1%

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Fire Chief	19	1	1	1	1.00	1.00	1.00
Assistant Fire Chief	18	1	1	1	1.00	1.00	1.00
Battalion Chief ¹	CSPS	5	5	6	5.00	5.00	6.00
Administrative Manager	15	1	1	1	1.00	1.00	1.00
Fire Captains Shift	CSPS	13	13	13	13.00	13.00	13.00
Fire Logistics Officer II	10	1	1	1	1.00	1.00	1.00
EMS Coordinator Captain ¹	CSPS	1	1	0	1.00	1.00	0.00
In-Service Training Captain ¹	CSPS	2	2	2	2.00	2.00	2.00
In-Service Training Driver	CSPS	1	1	1	1.00	1.00	1.00
Fire Prevention Captain	CSPS	1	1	1	1.00	1.00	1.00
Fire Lieutenant Shift	CSPS	17	17	17	17.00	17.00	17.00
Fire Inspector Lieutenant	CSPS	3	3	3	3.00	3.00	3.00
Driver Shift ²	CSPS	24	24	30	24.00	24.00	30.00
Firefighter Shift ²	CSPS	54	54	48	54.00	54.00	48.00
Office Manager	09	1	1	1	1.00	1.00	1.00
Administrative Technician I/III	05/08	2	2	2	2.00	2.00	2.00
Logistics Technician	08	1	1	1	1.00	1.00	1.00
Emergency Mgmt. Coordinator ³	15	0	0	1	0.00	0.00	1.00
Total		129	129	130	129	129	130

Civil Service Pay Structure(CSPS) (see Personnel section)

¹ EMS Coordinator Captain reclassified to In-Service Training Captain, In-Service Training Captain reclassified to Battalion Chief FY13

² Firefighter Shift reclassified to Driver Shift FY13

³ Position moved from Administration Department FY13

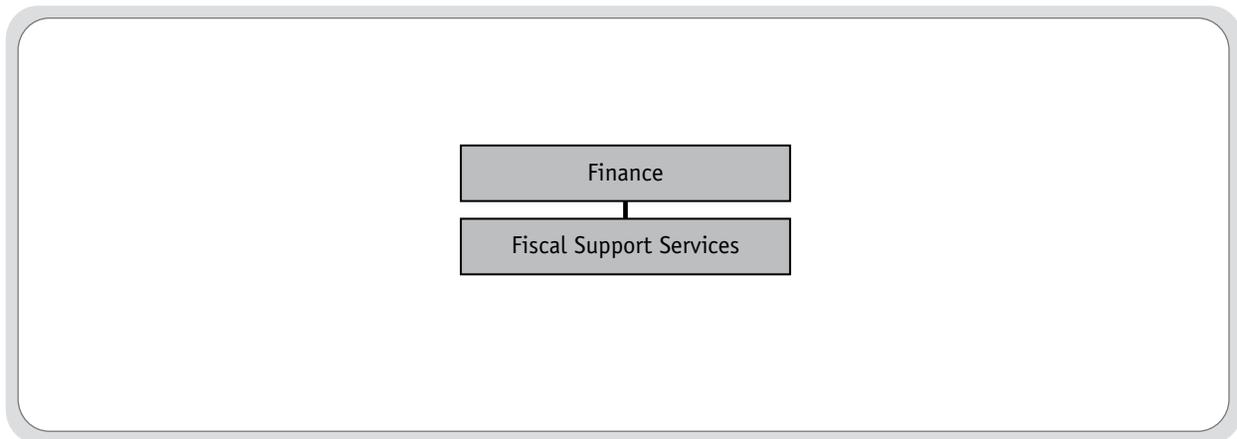


Fiscal Support Services Department

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

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

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



Major Business Functions:

The Fiscal Support Services is a support department for the City of Round Rock. This purely fiscal responsibility center captures expenditures associated with non-allocable costs for city-wide 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 function also provides funding for economic development efforts and the economic development and revenue sharing agreement between the City, Dell Inc. and other entities (addressed in the Budget Message). Finally, funding is also provided for not-for-profit social service agencies, compensation consultants, legislative lobbying, and City participation in state and national organizations such as the Texas Municipal League and the National League of Cities.

The process of funding social service agencies is as follows: a team consisting of Council members and City staff reviews agency applications using set criteria and funding recommendations are presented to the City Council through the budget process.

Key Customers:

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

Customer Expectations and Requirements:

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

General Fund

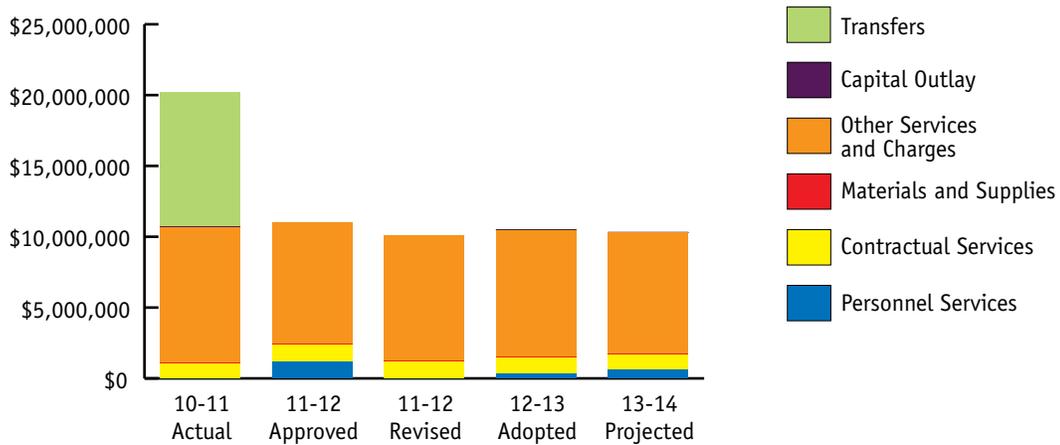
Fiscal Support Services

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$0	\$1,180,000	\$0	\$300,000	\$609,000
Contractual Services	1,047,886	1,184,300	1,184,300	1,180,700	1,074,950
Materials and Supplies	76,586	69,500	69,500	65,500	65,500
Other Services and Charges	9,507,597	8,580,563	8,830,563	8,908,200	8,528,200
Capital Outlay	96,133	18,000	18,000	18,000	18,000
Transfers	9,508,255	0	0	0	0
Total Expenditures:	\$20,236,457	\$11,032,363	\$10,102,363	\$10,472,400	\$10,295,650
Expenditures per Capita:	\$199.37	\$110.00	\$100.32	\$99.93	\$95.68

Fiscal Support

Expenditures by Category



Operating Efficiencies:

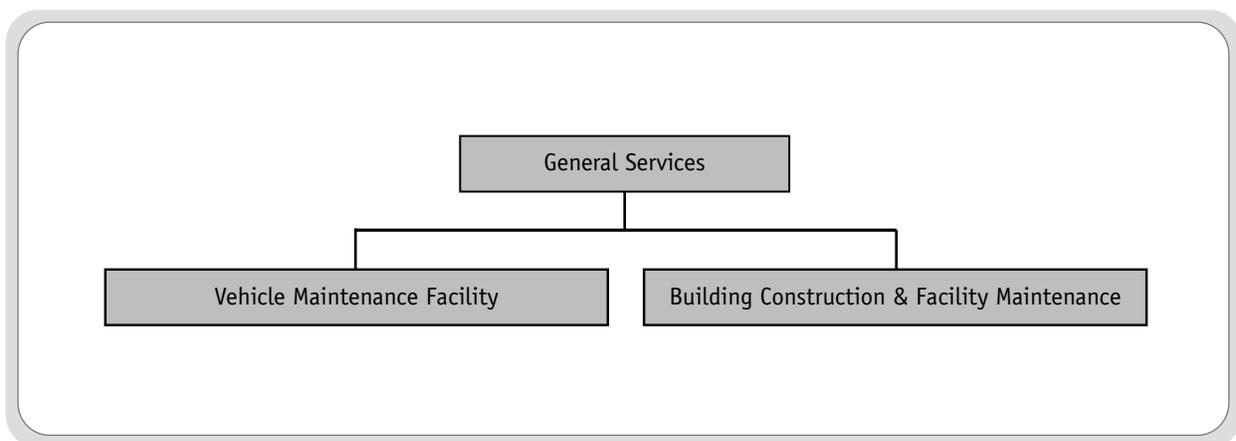
	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Fiscal Support Services	22.7%	13.2%	12.0%	11.9%	11.7%	0.0%	0.0%	0.0%

General Services

General Services is responsible for overseeing the fleet operations and the upkeep of the City facilities. Two departments make up this group. The Vehicle Maintenance Facility Department (VMF) provides maintenance and repair of the City's vehicle fleet and small equipment. The Building Construction and Facility Maintenance Department provides architectural planning and construction management and maintenance and daily upkeep of all City facilities.

Vision: *We strive to be an effective, customer service oriented department that is respected by employees and citizens of Round Rock.*

Mission: *We maintain all City vehicles for safe and efficient operations. We also build and maintain safe and clean facilities that promote a welcoming environment for all employees and the citizens of Round Rock by providing excellence in customer service.*



Major Business Functions:

Vehicle Maintenance Facility Department (VMF) is comprised of a single program with four major teams. Each team consists of highly qualified mechanics and staff who focus on the maintenance and repair of all City vehicles and equipment. Having specialized teams assures that all City vehicles and equipment will always be safe and well-maintained.

Building Construction and Facility Maintenance Department works with all City departments to determine facility needs. The department facilitates the design and construction of new facilities and assists with the rehabilitation and renovations of older facilities. The department manages the City's comprehensive preventative maintenance program including maintenance, repair and upgrades of facilities and oversees day-to-day cleaning for City buildings.

Key Customers:

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

Customer Expectations and Requirements:

Both our internal and external customers expect a professional level of customer service.

Internal customers expect timely responses to their request and external customers expect professionalism in all their interactions with the City.

FY 2011-12 Highlights:

- The formation of the General Services grouping and new director.

FY 2012-13 Overview and Significant Changes:

- New staffing model and directions for each of the two reporting departments

FY 2013-14 Overview and Beyond:

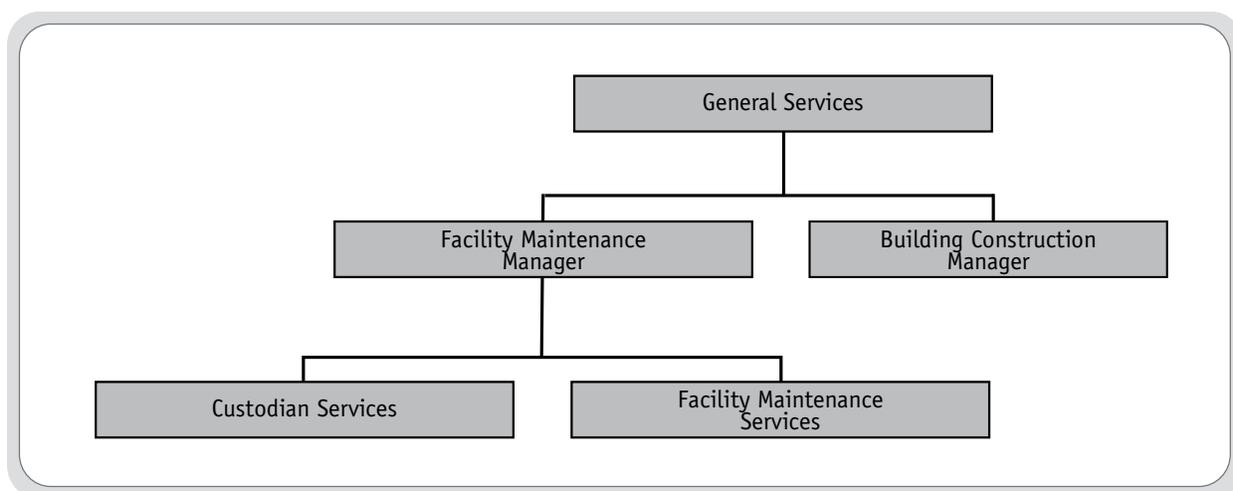
- Delivering excellent customer service to all customers at all times

Building Construction and Facility Maintenance

The Building Construction and Facility Maintenance Department is responsible for the architectural planning and construction management of all new City facilities as well as the maintenance and daily upkeep of these facilities.

Vision: *We strive to be an effective, customer service oriented department that is respected by employees and citizens of Round Rock.*

Mission: *We build and maintain safe and clean facilities that promote a welcoming environment for all employees and the citizens of Round Rock by providing excellence in customer service.*



Major Business Functions:

The Building Construction and Facility Maintenance Department works with all City departments to determine facility needs. The department facilitates the design and construction of new facilities and assists with the rehabilitation and renovations of older facilities. The department is responsible for obtaining cost estimates and developing project specifications for all projects. This department is also responsible for initiating and conducting City building maintenance projects and works closely with all City departments in planning for maintenance, repair and remodeling of facilities.

The department manages the City's comprehensive preventative maintenance program including maintenance, repair and upgrades of facilities and oversees day-to-day cleaning for City buildings. The department is also responsible for developing, implementing and maintaining the City's energy management program.

Key Customers:

The Building Construction and Facility Maintenance Department serves both internal and external customers. Internal customers include City employees and external customers include any person visiting a City facility.

Customer Expectations and Requirements:

Both our internal and external customers expect a professional level of customer service.

Internal customers expect timely responses to their request and external customers expect a professional and clean environment to perform their business transactions with the City.

FY 2011-12 Highlights:

Building Construction and Facility Maintenance welcomed the new General Services Director Chad McDowell.

- HVAC Replacements, Solar panels and lighting retrofit throughout the City
- City Hall Remodel
- Kinningham House remodel

FY 2012-13 Overview and Significant Changes:

- 615 East Palm Valley Blvd Campus
- Sports Complex
- Police Department Roof Replacement Plan

New Programs for FY 2012-13:

- 615 East Palm Valley Blvd Campus
- Sports Complex
- Police Department Roof Replacement Plan

FY 2013-14 Overview and Beyond:

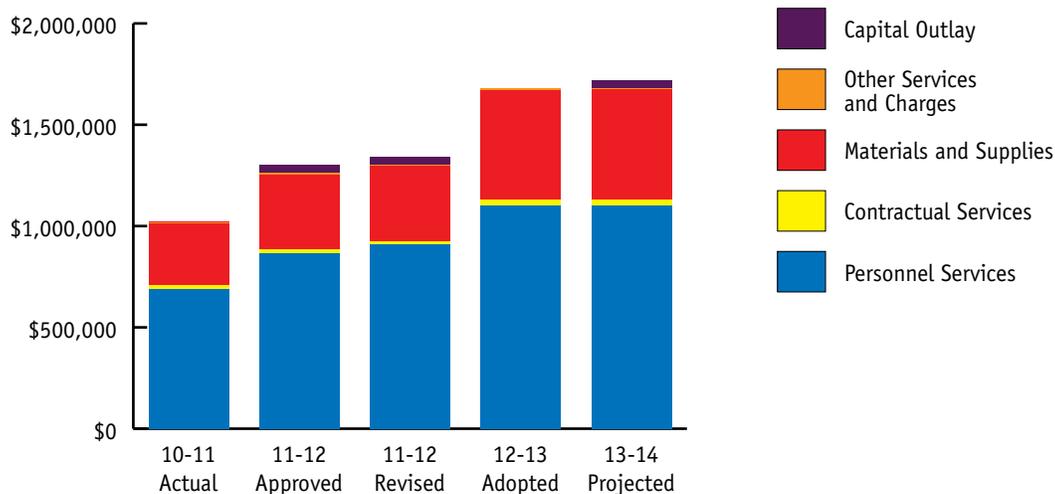
- Clay Madsen Rec Center exterior and interior painting
- McConico Remodel

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$687,167	\$867,209	\$908,569	\$1,101,595	\$1,103,865
Contractual Services	21,255	15,143	15,143	26,539	26,539
Materials and Supplies	304,862	371,544	371,544	541,834	541,834
Other Services and Charges	2,685	7,437	7,437	9,687	9,687
Capital Outlay	8,700	39,000	39,000	0	38,500
Total Expenditures:	\$1,024,669	\$1,300,333	\$1,341,693	\$1,679,655	\$1,720,425
Expenditures per Capita:	\$10.10	\$12.91	\$13.32	\$16.03	\$15.99

General Services

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
General Services - Building Construction & Facilities Maintenance	1.1%	1.6%	1.6%	1.9%	2.0%	1.8%	1.9%	2.6%

General Fund

Building Construction and Facility Maintenance

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Building Construction Manager ¹	16	1	1	1	1.00	1.00	1.00
General Services Director ²	18	0	1	1	0.00	1.00	1.00
Facility Maintenance Manager ³	12	1	1	1	1.00	1.00	1.00
Facility Maintenance Supervisor ¹⁰	12	1	1	1	1.00	1.00	1.00
Facility Maintenance Technician ⁸	08	3	3	4	3.00	3.00	4.00
Custodian ^{4 & 9}	04	5	5	8	5.00	5.00	6.50
Custodian Supervisor ⁴	11	0	0	1	0.00	0.00	1.00
Administration Technician II (PM) ⁵	06	1	0	0	1.00	0.00	0.00
Administration Technician II ⁶	06	0	0	1	0.00	0.00	1.00
Administrative Assistant ⁷	09	0	1	1	0.00	1.00	1.00
Total		12	13	19	12.00	13.00	17.50

New organization FY11

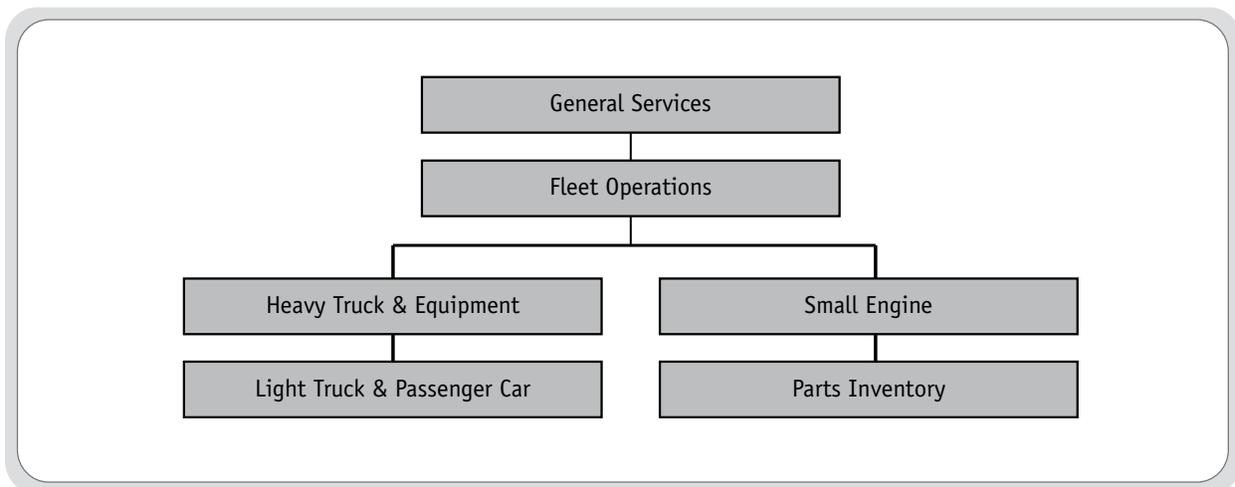
- ¹ Liaison Construction Manager retitled to Building Construction Manager
- ² Chief of Operations retitled General Services Director
- ³ Project Manager I retitled to Facility Maintenance Manager FY13
- ⁴ Custodian reclassified to Custodian Supervisor FY13
- ⁵ Position moved during FY12 reorganization
- ⁶ Position moved from Planning & Development Services during FY12
- ⁷ Administration Technician III reclassified to Administrative Assistant FY12
- ⁸ Position moved from Library FY13
- ⁹ Positions moved from PARD FY13
- ¹⁰ Reclassified from Facility Maintenance Coordinator to Supervisor FY12

Vehicle Maintenance Facility Department

The Vehicle Maintenance Facility Department (VMF), formerly known as the Shop, provides general support to City departments by performing maintenance and repair of the City's vehicle fleet and small equipment.

Vision: *We will strive to continuously improve fleet management services support to all City customers and to ensure that vehicles and equipment are efficiently maintained in a safe operational condition in accordance with all federal, state and county safety and environmental policies, procedures and regulations. We will employ best management practices and provide cost-effective and timely services when supporting customer needs and requirements.*

Mission: *The Vehicle Maintenance Facility strives to provide efficient and effective delivery of vehicle fleet management services by providing safe, reliable, economical and environmentally sound transportation and related services that are responsive to the needs of our customers and which preserve the value of the vehicle and equipment investment. The VMF practices sound environmental stewardship and management of City assets and resources; and we provide a key capability to our customers, who deliver or support direct public services, to maintain a safe and caring community.*



Major Business Functions:

The Vehicle Maintenance Facility (VMF) is comprised of a single program with four major teams. Each team consists of highly qualified mechanics and staff who focus on the maintenance and repair of all City vehicles and equipment. Having specialized teams assures that all City vehicles and equipment will always be safe and well-maintained.

The Heavy Truck and Equipment Team is responsible for the repair and maintenance of heavy trucks and equipment. Included in the team is certified Emergency Vehicle Technicians, these certifications allow them to maintain all fire apparatus and emergency equipment. This group also maintains all other large vehicles such as dump trucks and heavy equipment.

The Light Truck and Passenger Car Team is comprised of Automotive Service Excellent (ASE) certified mechanics. This team assures that all police vehicles and other small duty trucks and administrative fleet vehicles are safe, reliable and maintained on a regular basis.

The Small Engine Team is responsible for the entire repair and maintenance of small engine equipment used by each Department, this group is also responsible for the maintenance of all small engine emergency equipment (Jaws of Life).

The Parts Inventory Team verifies that the Vehicle Maintenance Facility has the adequate inventory of needed parts and supplies to complete the repairs and maintenance of the City fleet and all City equipment. This group is also responsible for the vehicle asset tracking; this allows tracking of all expenditures to determine life cycle cost and to extend service life of all vehicles and equipment.

Key Customers:

The Vehicle Maintenance Facility's main customer focus is the satisfaction of internal customers from all City departments. Internal customers include all City employees who utilize City fleet and equipment. This facility strives to maintain a high level of customer satisfaction for all City employees on schedule as promised.

Customer Expectations and Requirements:

All customers require and expect safe and operational vehicles and equipment in a timely manner. Customer's expectations and requirements are only satisfied if their requirements are consistently met. To accomplish this goal, we must meet their requirements in a timely and cost-effective manner. The Vehicle Maintenance Facility has the mindset, as well as knowledge and experience, to ensure meeting customer expectations and requirements the first time, every time.

FY 2011-12 Highlights:

We have restructured parts inventory control and ordering process to ensure more commonly used parts are in stock. This facilitates repairs so as to return vehicles and equipment back to "in service" status in a more timely manner. We are doing more repairs and diagnosis procedures in house thus reducing outsourcing costs. We have redefined most PM schedules to more accurately reflect actual vehicle/equipment usage. This reduces operational costs in many ways. We adjusted procedures for after-hours repairs so as to eliminate the shop "on-call" mechanic labor costs.

- Major Shop and Parts Department Reorganization
- Redefining Vehicle / Equipment PM Schedules
- Eliminated Shop On-Call Mechanic

FY 2012-13 Overview and Significant Changes:

We are in the process of taking over the maintenance of all City of Round Rock emergency generators. This will include PM and minor repairs. We are currently cross training mechanics in the Fleet Maintenance Shop in order to minimize the effect of vacations, sick days, etc. This will reduce repair down time and increase overall efficiency. Mechanic training is high on this coming year's agenda. We are strongly encouraging ASE (Automotive Service Excellence), EVTCC (Emergency Vehicle Technician Certification Commission), Motorcycle Certification and Small Engine / Emergency Rescue Tool Certification (Holmatro, Jaws of Life). The training that coincides with certification is vital in today's highly technical repair field. One of our goals for the upcoming year is to become an ASE Blue Seal Recognized Repair Facility. This would be accomplished by having at least 75% of technicians performing diagnosis and repairs become ASE certified. Each area of service offered in the shop must also be covered by at least one ASE-Certified Technician.

- Assume Responsibility for City Emergency Generators
- Cross Training and Certification of Fleet Mechanics
- ASE Blue Seal Recognized Repair Facility

New Programs for FY 2012-13:

Vehicle Maintenance Facility is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

We are planning to expand the use of our Maintenance Facility by adding an overhead crane to augment our current abilities as well as further reducing our outsourcing costs and ultimately lowering overall long term operating costs. We are looking into operating our own body repair shop and paint facility. A fully functional welding and fabricating shop is also in the planning stages.

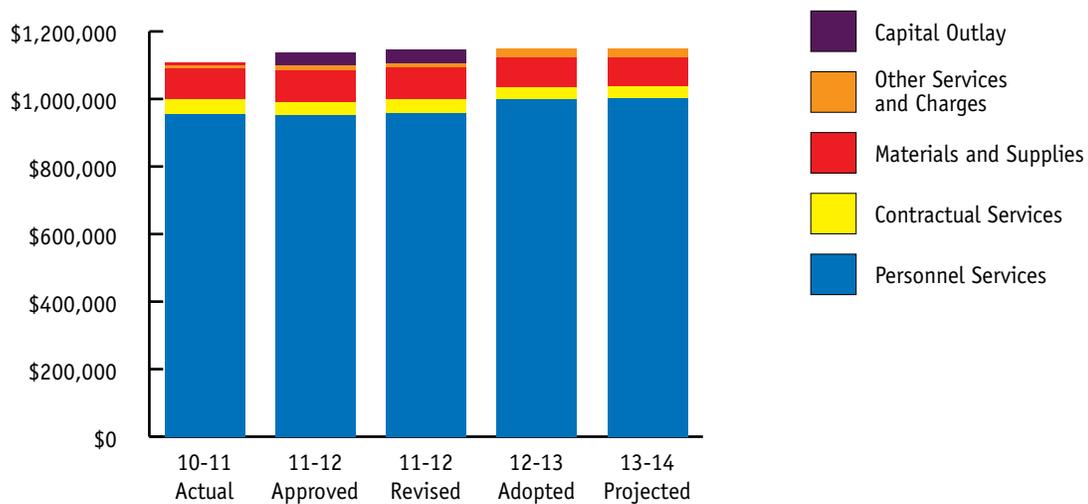
- Overhead Crane Installation
- Body Repair Shop and Paint facility
- Welding and Fabricating Shop

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$954,246	\$951,671	\$959,814	\$1,000,518	\$1,002,490
Contractual Services	45,597	38,662	38,662	33,623	33,623
Materials and Supplies	89,050	94,405	94,405	88,858	86,858
Other Services and Charges	9,815	12,611	12,611	25,111	25,111
Capital Outlay	8,776	39,000	39,000	0	0
Total Expenditures:	\$1,107,484	\$1,136,349	\$1,144,492	\$1,148,110	\$1,148,082
Expenditures per Capita:	\$10.91	\$11.28	\$11.37	\$10.96	\$10.67

Vehicle Maintenance

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
General Services - Vehicle Maintenance Facility	1.2%	1.4%	1.4%	1.3%	1.3%	2.2%	2.2%	2.2%

General Fund

Vehicle Maintenance Facility

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Fleet Operations Manager	15	1	1	1	1.00	1.00	1.00
Shop Superintendent ¹	13	0	0	1	0.00	0.00	1.00
Shop Foreman ²	11	2	2	1	2.00	2.00	1.00
Mechanic II/III ^{1,3}	09/10	9	9	9	9.00	9.00	9.00
Parts Specialist ²	09	0	0	1	0.00	0.00	1.00
Shop Supervisor ²	12	1	1	0	1.00	1.00	0.00
Parts Inventory Technician	06	1	1	1	1.00	1.00	1.00
Administrative Technician II	08	1	1	1	1.00	1.00	1.00
Total		15	15	15	15.00	15.00	15.00

¹ Mechanic reclassified to Shop Superintendent FY 13

² Shop Supervisor reclassified to Parts Specialist FY13

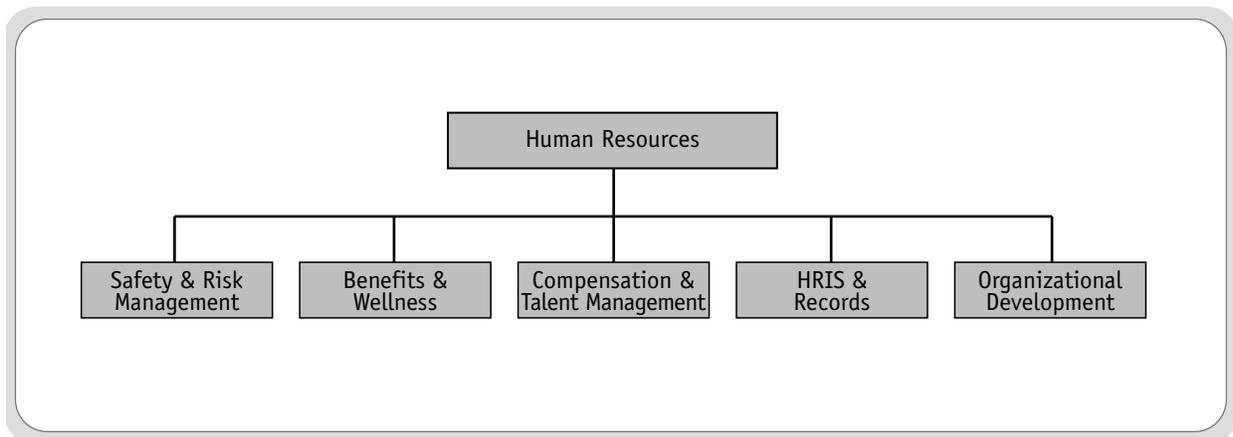
³ Shop Foreman reclassified to Mechanic FY13

Human Resources Department

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

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

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



Major Business Functions:

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

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

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

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

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

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

Key Customers:

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

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

Human Resources focused on process efficiencies and looked for ways to improve productivity using technology. Here are a few of the highlights:

- **Highline Employee Self Service Implementation:** This implementation was very beneficial to the whole organization. Self Service has made the whole organization more efficient and has reduced the duplication efforts of employees and managers. The Self-Service implementation has taken us to next level in technology and will guide us to the next challenges to come in the near future.
- **Risk Management:** Considering the additions of City property and increase in operations, the City maintained favorable rating and stable premiums in liability/property insurance and received the highest percentage of equity returns for the good loss experience. Also, received a favorable Experience Modifier Rating as a result of the efforts in the reduction of work-related injuries and workers' compensation claims.
- Benefit premiums remained the same as FY 2010-2011.

FY 2012-13 Overview and Significant Changes:

In our efforts to continue as an employer of choice, the City will continue to review and revise, where appropriate, programs that directly affect its employees. In FY 2012-13, Human Resources will focus on creating and developing strategic specializations for Human Resources Management that support the City's Strategic Goals.

- We will continue to focus on Employee Wellness Programs that are targeted on early detection and self-management of health risks in an attempt to improve the overall health of City employees. Programs will emphasize prevention of disease and secondary care for existing conditions. Programing includes health screenings, primary-prevention techniques including participation at area fitness centers, healthy eating seminars, weight management courses, health education information, health risk assessment tools and coworker/department health competitions and games.
- With the completion of the Technology Assessment and implementation of Employee Self Service module in Highline, we will continue to transition more fully into an e-HR that will transform how we deliver Human Resources administrative services. Specific attention will focus on a web based Performance Management System, On line Benefits Enrollment (employee self-service module) and selecting a Human Resources Information System that will meet our performance requirements for supporting organizational needs across City departments.

New Programs for FY 2012-13:

Human Resources is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

Organization development will continue to be a focus as we look for ways to keep the employees, supervisors and managers engaged in the work by providing innovative ways of doing our jobs smarter as we develop the City's future leaders. This effort will be supported by continuing programs like the Supervisor Academy and providing classes like the workshop on "Public Entity Risk Management for Supervisors" held this year. We will also continue to support the Executive Academy currently being offered and work on a mentor program for managers to enhance their supervisory skills and development of their employees.

General Fund

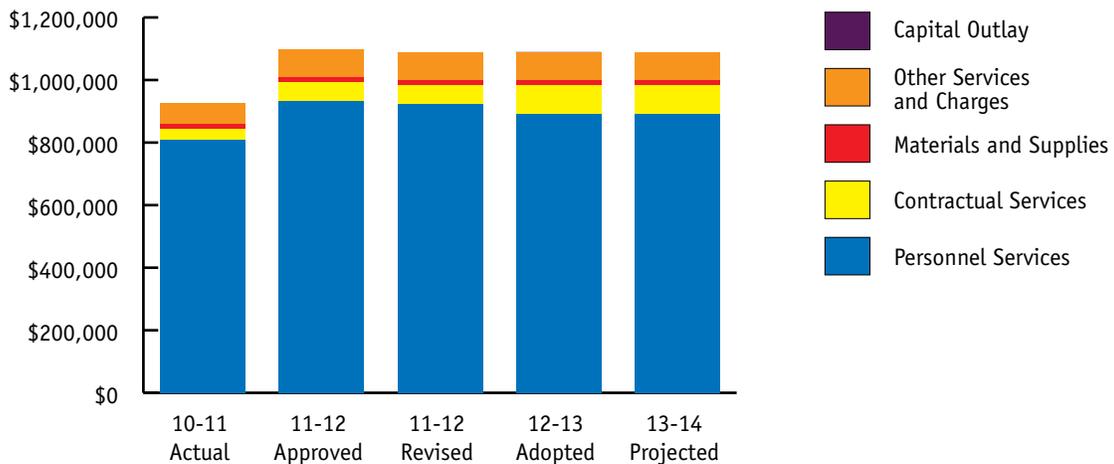
Human Resources

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$808,393	\$932,337	\$922,574	\$891,492	\$892,925
Contractual Services	35,487	59,964	59,964	91,110	89,830
Materials and Supplies	15,998	15,889	15,889	17,700	16,700
Other Services and Charges	64,564	88,660	88,660	88,660	88,660
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$924,442	\$1,096,850	\$1,087,087	\$1,088,962	\$1,088,115
Expenditures per Capita:	\$9.11	\$10.89	\$10.80	\$10.39	\$10.11

Human Resources

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Human Resources	1.0%	1.3%	1.3%	1.2%	1.2%	1.6%	1.6%	1.6%

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Human Resources Director	18	1	1	1	1.00	1.00	1.00
Human Resources Benefits Manager ¹	15	1	1	0	1.00	1.00	0.00
Benefits & Risk Specialist ¹	11	0	0	1	0.00	0.00	1.00
Safety/Risk Manager	16	1	1	1	1.00	1.00	1.00
Safety Program Coordinator	11	1	1	1	1.00	1.00	1.00
Senior Human Resource Manager	16	1	1	1	1.00	1.00	1.00
Human Resource Senior Generalist	13	1	1	1	1.00	1.00	1.00
Human Resources Generalist I/II	11/12	2	2	2	2.00	2.00	2.00
Human Resources Assistant II/III	07/08	2	2	2	2.00	2.00	2.00
Human Resources Assistant III - P/T	08	1	1	1	0.75	0.75	0.75
Total		11	11	11	10.75	10.75	10.75

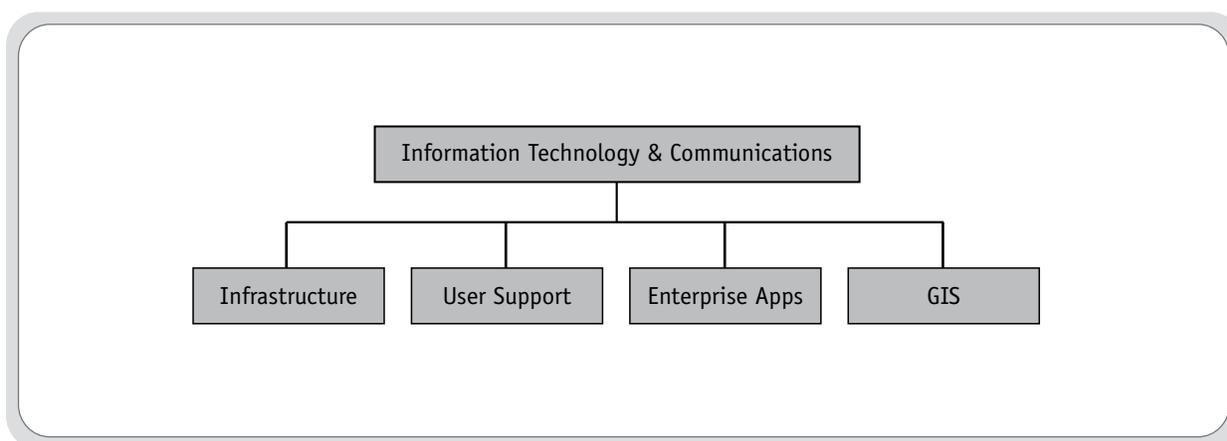
¹ Human Resources Benefits Manager reclassified to Benefits & Risk Specialist FY13



Information Technology & Communications Department

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

Mission: *The 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 City of Round Rock Information Technology and Communications Department consists of five programs:

Tech Support: The largest function of the ITC department is managing day-to-day customer support issues and technology requests. The department maintains a database of current issues and needs, and deploys personnel to assist in these matters.

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

Enterprise Applications: Information systems and database support are the duties of this group. Systems include: OSSI (Police), Firehouse (Fire), Class (Parks and Recreation), Microsoft SQL databases, Horizon (Library), PeopleSoft (Finance), Highline (Human Resources), and the TrakIt land management system. Assistance in project management, implementation planning and procurement of new systems is also provided.

Web Technology Support: Responsibility in this area is split between one IT staff member and the Communication Division of the Administration Department.

GIS Support: This group's duties include coordinating the use of GIS (Geographic Information Systems) and spatial data throughout the City. In addition to helping directly with the existing GIS users in Planning, Public Works, Police and Fire; ITC/GIS will guide all departments to realize and take advantage the power of location as a data element in their everyday work. With both standard GIS programs and new enterprise management systems, we must 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.

Major Business Functions:

The ITC Department continues to focus on identifying efficiency gains, improving effectiveness and enhancing customer service. The department assists in making major technology decisions and identifying necessary resources for future projects and programs.

Key Customers:

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

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

- 2011-2012 was a year of transition for the IT Department. In February 2012, Brooks Bennett was appointed Chief Information Officer over the IT Department. In May 2012, Heath Douglas was promoted to fill the new position of IT Operations Officer. Filling Heath's former role of Infrastructure Manager was John Bader.
- Microsoft Enterprise Licensing Agreement provides necessary licensing required to standardize our Microsoft software offerings and to receive future updates of the Microsoft products we use.
- Redundant Fiber Expansion and Disaster Recovery Site program provided redundant fiber connectivity to the majority of City facilities on the fiber network. It also facilitated connectivity to the Round Rock School District's disaster recovery site.
- Land Management System (LMS) program has eliminated several paper-based processes used to track development from annexation through receipt of a certificate of occupancy.

FY 2012-13 Overview and Significant Changes:

- Virtual Desktop Infrastructure will enable the virtualization of 400 physical desktop computers. The virtual environment consists of desktop software images running on centralized servers and will significantly reduce the cost of managing these customer desktops.
- Electronic Document Management allows us to better share documents and better track our retention schedules. This project also serves to help the City reduce duplication of efforts and cut down on paper waste.
- Enterprise Resource Planning will allow us to better track our financial and human resources processes as well as gain operation efficiencies and reduce the amount of time it takes to complete many transactional processes.

New Programs for FY 2012-13:

Provide public Wi-Fi in the Downtown Plaza, the Municipal Office Complex Plaza and at the Clay Madsen Recreation Center.

FY 2013-14 Overview and Beyond:

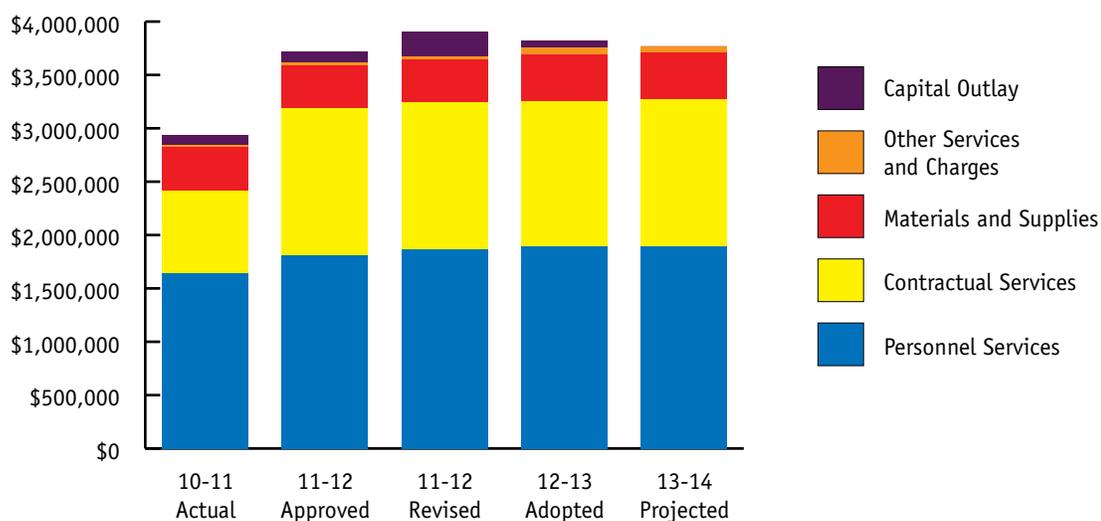
- Virtualization of Mobile Computer Terminals
- Continued emphasis on evaluating new mobile technologies

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,639,765	\$1,814,110	\$1,869,196	\$1,893,878	\$1,896,887
Contractual Services	770,741	1,374,952	1,374,952	1,357,544	1,370,144
Materials and Supplies	411,686	401,509	401,509	438,107	438,107
Other Services and Charges	17,765	26,080	26,080	62,580	62,580
Capital Outlay	93,434	100,300	234,300	73,007	0
Total Expenditures:	\$2,933,391	3,716,951	\$3,906,037	\$3,825,116	\$3,767,718
Expenditures per Capita:	\$28.90	\$36.91	\$38.79	\$36.50	\$35.02

Information Technology & Communications

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Information Technology	3.3%	4.5%	4.6%	4.4%	4.3%	3.2%	3.2%	3.2%

General Fund

Information Technology & Communications

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Chief Information Officer ¹	18	0	0	1	0.00	0.00	1.00
Enterprise Applications Manager ¹	16	1	2	1	1.00	2.00	1.00
Information Technology Operations Officer ⁴	15	0	0	1	0.00	0.00	1.00
Infrastructure Manager ^{4,5}	15	1	1	1	1.00	1.00	1.00
Technology Specialist II	13	1	1	1	1.00	1.00	1.00
User Support Manager	14	1	1	1	1.00	1.00	1.00
Computer Support Technician ²	08	3	3	4	3.00	3.00	4.00
Database Administrator	14	2	1	1	2.00	1.00	1.00
GIS Analyst	12	2	2	2	2.00	2.00	2.00
GIS Coordinator	15	1	1	1	1.00	1.00	1.00
GIS Specialist	13	2	2	2	2.00	2.00	2.00
GIS Technician ²	10	1	1	0	1.00	1.00	0.00
Network Administrator I-III ⁵	11/14	3	3	2	3.00	3.00	2.00
System Administrator I-III ^{3,6}	12/15	2	2	4	2.00	2.00	4.00
System Analyst ⁶	11	1	1	0	1.00	1.00	0.00
Web Administrator ³	14	1	1	0	1.00	1.00	0.00
Total		22	22	22	22.00	22.00	22.00

¹ Enterprise Applications Manager reclassified to Chief Information Officer FY13

² GIS Technician reclassified to Computer Support Technician FY13

³ Web Administrator reclassified to Systems Administrator II FY13

⁴ Infrastructure Manager reclassified to Information Technology Operations Officer FY13

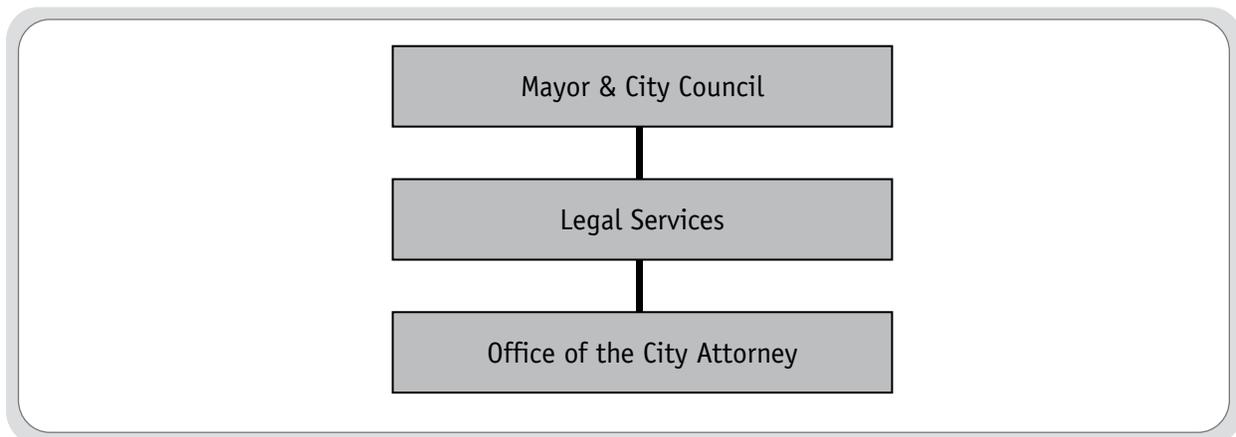
⁵ Network Administrator reclassified to Infrastructure Manager FY13

⁶ System Analyst reclassified to System Administrator FY13

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 five other attorneys and five legal assistants.

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



Major Business Functions:

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

Key Customers:

Internal customers include the City Council, City Manager, department directors, and all City employees.

Customer Expectations and Requirements:

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

General Fund

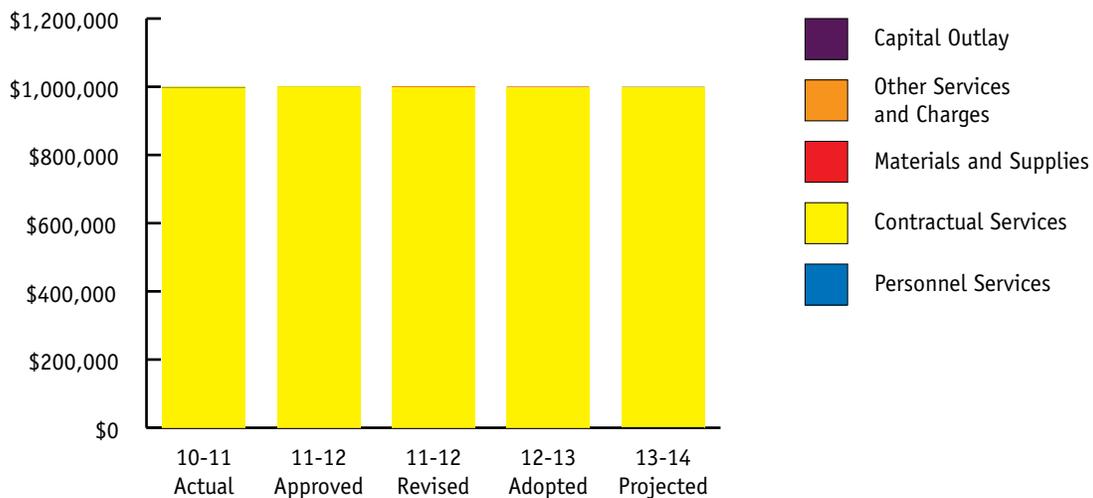
Legal Services

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	995,343	999,350	999,350	999,350	999,350
Materials and Supplies	3,430	0	0	0	0
Other Services and Charges	1,730	900	900	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$1,000,503	\$1,000,250	\$1,000,250	\$999,350	\$999,350
Expenditures per Capita:	\$10.12	\$9.93	\$9.93	\$9.54	\$9.29

Legal Services

Expenditures by Category



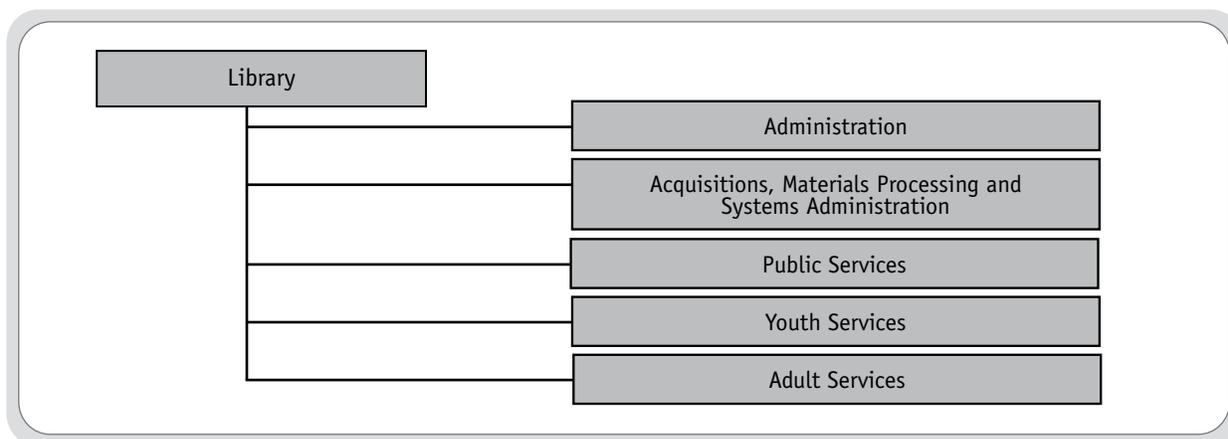
Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Legal Services	1.1%	1.2%	1.2%	1.1%	1.1%	0.0%	0.0%	0.0%

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



Major Business Functions:

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

Administration: includes the director, an administrative assistant who provides library-wide support and manages the room reservation system and the building maintenance staff person.

Acquisitions, Materials Processing Services, and System Administration: selects, orders, catalogs and physically processes materials for public use. System Administration oversees the Horizon Integrated Library System (ILS) which manages the circulation, cataloging, and acquisitions subsystems of the computer system. The function also creates reports analyzing use of the library.

Public Services: This function provides direct customer service in person, over the telephone and via the Internet. Public service staff members provide various levels of reference and circulation assistance.

Youth Services: This function provides programs and materials for children. This department also selects material for the newborn through high school level book and audio-visual collections.

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

Key Customers:

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

Internal customers include the City Council, department directors, and all City employees.

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

FY 2011-12 was a transitional year for the library. We made several positive staffing changes including hiring a full-time Adult Services Librarian, promoted Geeta Halley to the Public Services Manager and the part-time library aides positions were approved. Other 2011-12 highlights included:

- Library App – We introduced BookMyne, a convenient service for busy library users. From your phone, you can search for books, movies, and audio in the library's catalog, or even scan a barcode on a book cover and search for it in the library.
- Added the New Hindi Book Collection - Over 100 new Hindi books in Devnagiri script are now available for checkout – cookbooks, spirituality, fiction, and more. We also offer Bollywood DVDs and Indic music. Other foreign language collections include Spanish and Chinese.
- Returned Reference Desk to Second Floor - A few years ago the idea was to merge two service points into one, but it did not work. Now customers have a place to go to ask questions in person, over the phone, and via email and get answers. We also offer one-on-one genealogy assistance and demos on our digital resources at the reference desk.

FY 2012-13 Overview and Significant Changes:

FY 2011-12 was one of the busiest years on record for the library and we anticipate another busy year for FY 2012-13. We expect about a six percent increase in foot traffic and an increase in the demand for digital resource and resource sharing (interlibrary loans). The continued increase in foot traffic leads to more wear and tear on the carpet, furniture and shelves. The library also needs to continue to keep up with the changing technology and expectations from a diverse and tech savvy community. Due to the State budget cuts, the library will no longer receive the Loan Star Grant (\$22,000 FY10), the Central Texas Library System will now charge a membership fee and increase prices for training, and there will be a nine percent increase in the cost for the TexShare databases. We have requested additional funding for the following:

- To maintain our current library furniture, especially shelving units. Most of the shelving units have been in existence since the old library, prior to 1990. As they age, we will need to repair or replace them.
- To renovate the second floor service desk to accommodate the self-services functions (self check-out, PC reservation station, print release station) and smaller footprint that will allow for more space for additional shelving.
- To cover cost of postage (increased by 25%), bank services fees (increased by 10%), and cost of supplies (increased by 6%).

New Programs for FY 2012-13:

We need to maintain our current library furniture, especially shelving units. Most of the shelving units have been in existence since the old library, prior to 1990. As they age, we will need to replace them. As the collection grows and formats change, we will need to add/modify/re-purpose shelving.

Since the Service Desk was built in 1999 technology has changed. We have added RFID self-check out, PC reservation station, and a Print release station. This has saved us time and kept the current staffing levels. The current desk has become outmoded and needs re-designed to accommodate current needs and services.

FY 2013-14 Overview and Beyond:

The Library will continue to work very closely with the City IT Department to try and keep up with the changing technology and demands on the existing systems. In FY 2013-14, the Library will need to re-evaluate the integrated library system that is nearing "end of life", plan to replace the public access computers, and upgrade the mobile application and RFID check out systems.

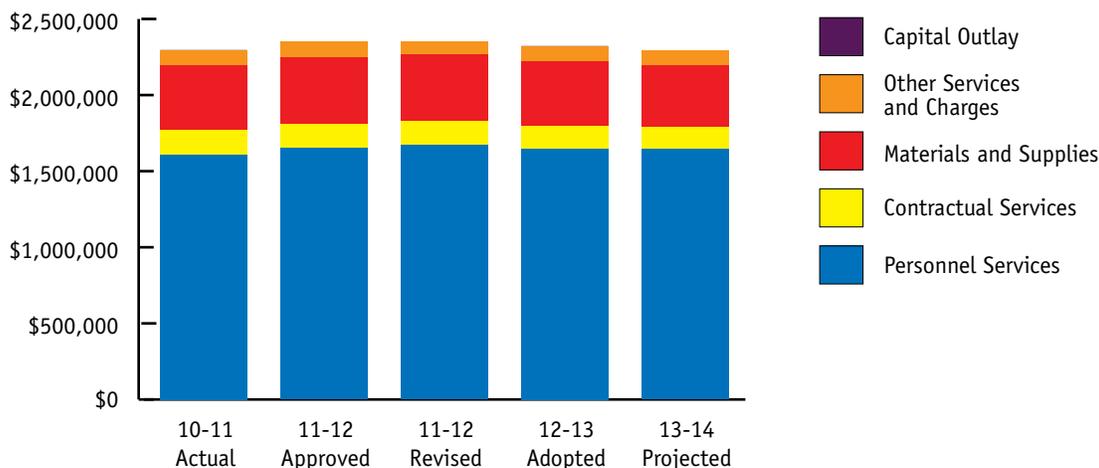
- New library computer system (Integrated Library System). Current system is nearing end of life and will no longer be supported by vendor. New system will enable library to keep up with changing technology and customer expectations.
- Replace 36 public access computers as part of virtual desktops project.
- Upgrade mobile application to Boopsie or other vendor to be compatible with RFID check out functions and reduces the need for additional self-check stations, catalog and database search capabilities (this would be done in conjunction with the new Integrated Library System).

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,609,027	\$1,651,031	\$1,671,226	\$1,648,701	\$1,644,768
Contractual Services	160,024	158,163	158,163	146,202	146,202
Materials and Supplies	425,473	440,117	440,117	425,764	401,664
Other Services and Charges	101,243	102,728	80,728	100,081	99,881
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$2,295,767	\$2,352,039	\$2,350,234	\$2,320,748	\$2,292,515
Expenditures per Capita:	\$22.62	\$23.36	\$23.34	\$22.14	\$21.31

Library

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Library	2.6%	2.8%	2.8%	2.6%	2.6%	4.3%	4.5%	4.3%

General Fund

Library

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Library Director	18	1	1	1	1.00	1.00	1.00
Library Services Manager	13	3	3	3	3.00	3.00	3.00
Systems Analyst I	11	1	1	1	1.00	1.00	1.00
Librarian I/II ¹	10/12	6	6	6	6.00	6.00	6.00
Librarian I - P/T ²	10	3	3	2	1.25	1.25	0.75
Library Technician II-IV ³	06/09	13	13	13	13.00	13.00	13.00
Library Technician II - P/T	06	2	2	2	1.25	1.25	1.25
Library Technician I - P/T ²	05	2	2	3	0.75	0.75	1.25
Administrative Technician III	08	1	1	1	1.00	1.00	1.00
Facility Maintenance Technician ⁵	08	1	1	0	1.00	1.00	0.00
Library Aide-P/T ⁴	04	0	5	5	0.00	1.25	1.25
Total		33	38	37	29.25	30.50	29.50

¹ Librarian I reclassified to Librarian II FY13

² Correcting value from FY12

³ Library Technician III reclassified to Library Technician II FY12

⁴ FY12 New Program

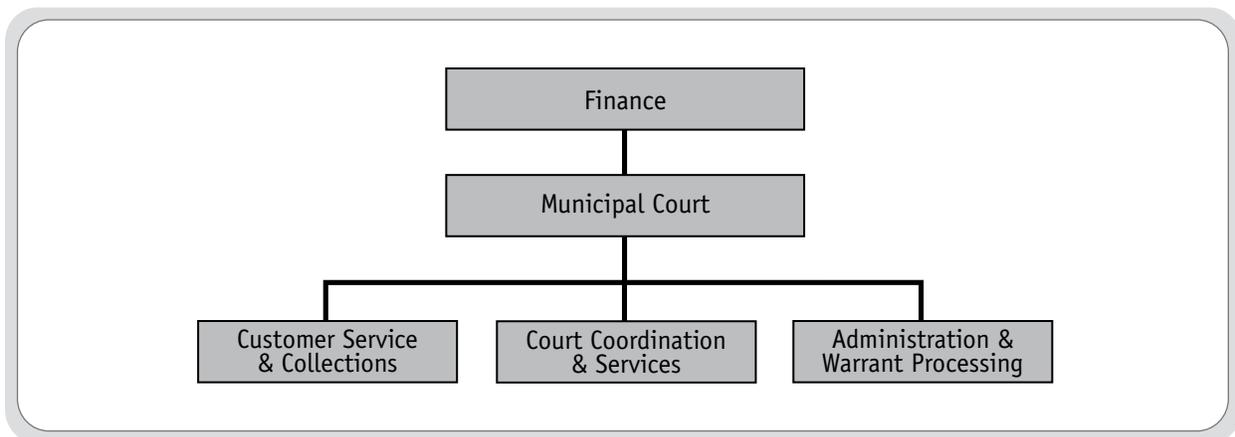
⁵ Position moved to GS - BC&FM FY13

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 employees.

Vision: Round Rock Municipal Court provides our customers and the citizens of Round Rock with a high level of customer service using integrity and state ethical guidelines to educate the public with court processes and procedures.

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.



Major Business Functions:

The Round Rock Municipal Court Department consists of a single program divided into three components. Each component involves different roles which allow the staff opportunities 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 operational areas are described below:

Customer Service & Collections is the largest of the three components, consisting of a staff of six and a half FTEs. This team assists defendants with disposition processing and collecting fines for the city and court costs for the state. The team is responsible for all new case filings, enforcement of judgments and appearances, court notices, and driver license reporting.

Court Coordination & Services component has a staff of two and a quarter FTEs 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 for the City of Round Rock.

Administration Services component consists of a staff of two and three quarters FTEs and oversees all FTEs. 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 caseload management. This unit also includes arrest warrant processing.

Key Customers:

The Municipal Court has both internal and external customers. Internally, we work directly with the Finance Department, Police Department and Legal. External customers include defendants disposing of their citations, citizens called for jury service, various state agencies as well as our collection agency.

Customer Expectations and Requirements:

All of our customers expect accurate and efficient service. Our external customers require a knowledgeable, professional and friendly staff to deliver information in a manner in which they may understand how to proceed with the charges filed in Municipal Court.

FY 2011-12 Highlights:

In FY 2011-12, Municipal Court was able to reach their goal for records destruction and implemented two new services that have been very beneficial.

- Completed Records Destruction for 2002-2003-2004-2005
- Implemented online payment services (Insite)
- Implemented outbound call notifications (Tele-Works)

FY 2012-13 Overview and Significant Changes:

In FY 2012-13, Municipal Court will begin the steps for a paper-lite environment.

- Begin Implementation of Document Management system
- Relocation to 615 E. Palm Valley Blvd., Building A, technology enhancements
- Revise and complete Policy and Procedures manual

New Programs for FY 2012-13:

Municipal Court is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

In 2013-14 additional processes will be utilized in the Document Management system, advances us further in a paper-lite environment.

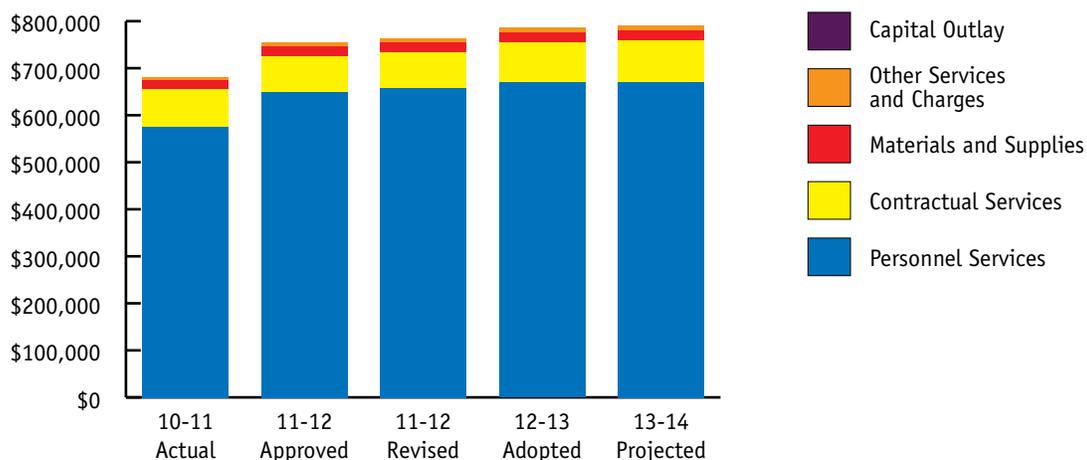
- Utilize/Add more processes in Document Management system
- Begin sending non-warrants to Collections (Pending upgrade to Incode Version 9)

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$575,181	\$649,345	\$657,829	\$668,808	\$670,303
Contractual Services	80,068	75,812	75,812	86,196	88,291
Materials and Supplies	19,118	20,945	20,945	20,645	20,645
Other Services and Charges	5,265	7,850	7,850	10,165	11,150
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$679,632	\$753,952	\$762,436	\$785,814	\$790,389
Expenditures per Capita:	\$6.70	\$7.49	\$7.57	\$7.50	\$7.35

Municipal Court

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Municipal Court	0.8%	0.9%	0.9%	0.9%	0.9%	1.5%	1.7%	1.7%

General Fund

Municipal Court

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Court Administrator/Clerk	13	1	1	1	1.00	1.00	1.00
Senior Deputy Clerk	10	1	1	1	1.00	1.00	1.00
Customer Service Supervisor	10	1	1	1	1.00	1.00	1.00
Deputy Clerk I-II ¹	06/07	5	6	6	5.00	6.00	6.00
Deputy Clerk -P/T ²	06	2	2	2	1.50	1.50	1.25
Court Bailiff – P/T ³	09	2	2	2	1.00	1.00	1.25
Total		12	13	13	10.50	11.50	11.50

¹ Additional Deputy Clerk in FY12

² Position reduced from .75 to .5 FTE FY 13

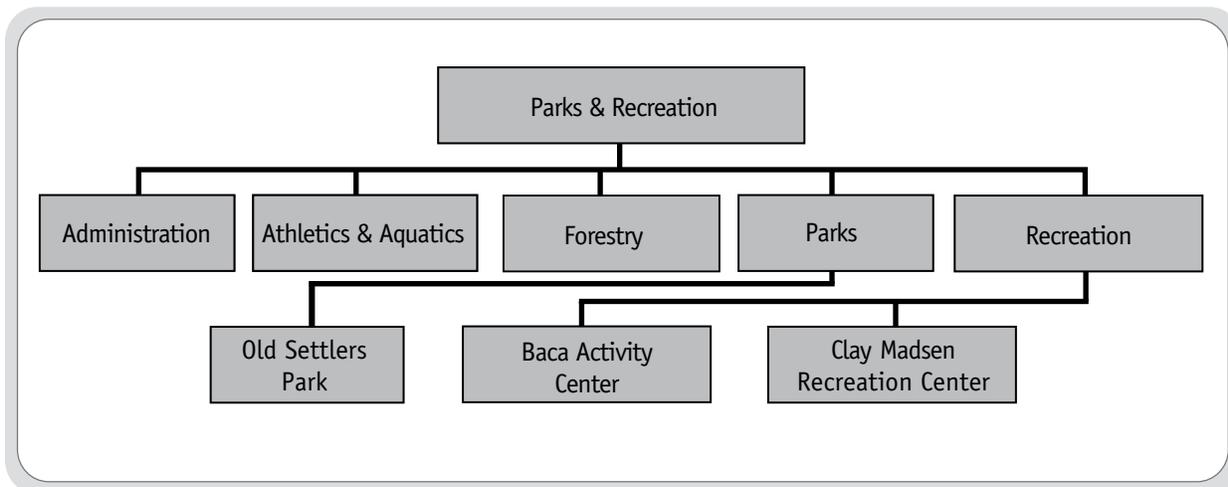
³ Position increased from .5 to .75 FTE FY 13

Parks and Recreation Department

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

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

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



Major Business Functions:

Administration Division: Responsible for a variety of specific functions, such as strategic plan implementation, marketing, facility reservations, park planning and development. Members of this group provide administrative support functions including customer service, program registration, record retention, data input, technology support and additional support to other internal divisions.

Athletics and Aquatics Division: This division has two distinct functional areas. One responsibility of the Athletics and Aquatics Division is the development and supervision of youth and adult athletic leagues, sport lessons, sport camps, and athletic special events. Athletic leagues include adult softball, adult flag football, adult kickball and adult basketball as well as youth basketball, and girls’ volleyball. Sport lessons and sport camps include golf, tennis, soccer, and contract instructor lead camps. The second responsibility includes aquatic programs and pool maintenance. 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 Training, Water Safety Instructor classes, and recreational swims for the general public.

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

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

Old Settlers Park was set up as a cost center within the Parks Division. The Old Settlers Park cost center was set up to better track the expenditures of events and maintenance at the park as a whole. This alignment also gives us the ability to track costs for supporting the Sports Capital of Texas promotion with the Convention and Visitor's Bureau.

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

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

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

Key Customers:

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

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

The department focused on maintaining our existing assets, revitalization of downtown, providing spaces for all abilities to use and customer service this year. The emphasis of maintaining our existing assets focused on the use of Repair and Replacement fund, Self Finance fund, and CBDG grants. PARD also increased the visibility to our customers through the Park Ranger program.

- Maintenance of existing assets included: Pirate Ship at Micki Krebsbach Pool, Settlement Park, Rock Hollow Park and Buck Egger Park.
- Revitalization of downtown and providing spaces for all abilities were accomplished through the Sharon Hart Prete Main Street Plaza and the Play for All Abilities Playground.
- Customer service has improved at the parks through the Park Ranger program. The Rangers made contact with 2,943 people through the first six months, ranging from cordial greetings to educating patrons on park rules and City ordinances.

FY 2012-13 Overview and Significant Changes:

In 2013 the focus is upgrading neighborhood parks and open spaces, develop additional sports fields, and centralized programming. Park upgrades will focus on design and construction of key facilities in the community. Significant changes will be the addition of the Drive through lights at Christmas and the move of the PARD Administrative Offices to 615 US 79.

- Park construction features Kensington and Mesa Village Parks. Brushy Creek Trail East and Rabb House.
- Agreement with RRISD for land use and acquisition of additional park land.
- Re-organization of recreation programmers to a centralized programming model. This model will provide scalable programs and services across the community.

New Programs for FY 2012-13:

Recycling Center Building: This new program is for the design and construction for offices at the Recycling Center on Deep Wood Drive. This space will be shared by the Utilities and Parks and Recreation Departments as each have defined roles in the recycling programs for the city. These two operations generated \$687,405.00 in revenues in last 5 years and serves over 20,000 citizens and community members annually.

Supplemental Mowing of State Rights of Way: This request is for supplemental mowing of State Right of Way along I-35, US79 and SH 45. The request is for three additional mowing cycles in Late May, July and September. These supplemental cycles would be in accordance with TXDOT mowing guidelines and procedures. The project scope would include SH 45 (Donnelly-Greenlawn and Greenlawn to City Limit) approximately 40 acres, US 79 (AW Grimes to Redbud) approximately 30 acres, I-35 (North City Limit to South City Limit) approximately 135 acres.

FY 2013-14 Overview and Beyond:

Upgrades to park facilities and open space will continue to be a priority in the future. Additionally, increasing the connectivity of neighborhoods through trails and bike lanes need further exploration. Finally PARD is expected to have an expanded role with increasing revenues from sports tourism for the benefit and residents of the local community.

- Continue to execute the Repair and Replacement program.
- Acquisition and development of trail corridors.
- Add to inventory of athletic fields.

General Fund

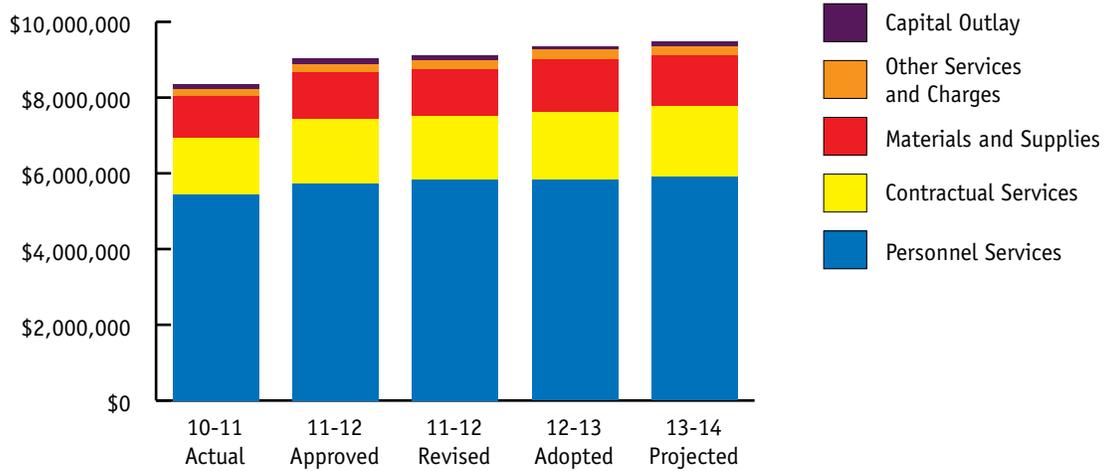
Parks & Recreation

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$5,438,705	\$5,738,905	\$5,829,761	\$5,825,513	\$5,905,406
Contractual Services	1,497,916	1,682,668	1,682,668	1,803,592	1,876,440
Materials and Supplies	1,095,328	1,242,526	1,242,526	1,378,361	1,320,661
Other Services and Charges	197,062	217,120	217,120	250,855	250,855
Capital Outlay	126,228	153,504	153,504	103,000	123,000
Total Expenditures:	\$8,355,239	\$9,034,723	\$9,125,579	\$9,361,321	\$9,476,362
Expenditures per Capita:	\$82.32	\$89.72	\$90.62	\$89.33	\$88.07

Parks & Recreation

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Parks & Recreation	9.4%	10.8%	10.9%	10.7%	10.8%	13.7%	13.8%	13.4%

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Administrative Assistant	09	1	1	1	1.00	1.00	1.00
Administrative Technician I-III ¹	05/08	7	6	6	6.00	5.00	5.00
Arborist	10	1	1	1	1.00	1.00	1.00
Assistant PARD Director	16	1	1	1	1.00	1.00	1.00
Athletics/Aquatics Manager	14	1	1	1	1.00	1.00	1.00
Athletics/Aquatics Programs Supervisor	10	2	2	2	2.00	2.00	2.00
Brush Service Representative ²	06	2	2	3	2.00	2.00	3.00
Bus Driver (1)	04	1	1	1	0.25	0.25	0.25
Business Systems Analyst ³	11	1	1	1	1.00	1.00	1.00
Forestry Crew Leader	08	1	1	1	1.00	1.00	1.00
Forestry Manager	15	1	1	1	1.00	1.00	1.00
Forestry Supervisor ¹	11	1	0	0	1.00	0.00	0.00
Forestry Technician ²	05	4	4	3	4.00	4.00	3.00
General Services Custodian ⁵	04	4	4	0	2.50	2.50	0.00
Marketing Specialist II	13	1	1	1	1.00	1.00	1.00
Office Manager	09	2	2	2	2.00	2.00	2.00
PARD Director	18	1	1	1	1.00	1.00	1.00
Park Development Manager	14	1	1	1	1.00	1.00	1.00
Park Development Specialist	12	2	2	2	2.00	2.00	2.00
Park Ranger - Senior ¹	10	0	1	1	0.00	1.00	1.00
Park Ranger ¹	09	0	1	1	0.00	1.00	1.00
Parks Maintenance Crew Leader	08	7	7	7	7.00	7.00	7.00
Parks Maintenance Foreman ⁴	09	2	2	3	2.00	2.00	3.00
Parks Maintenance Worker I-III	05/07	31	31	31	31.00	31.00	31.00
Parks Manager	14	1	1	1	1.00	1.00	1.00
Parks Supervisor - Const/Grounds ⁴	10	3	3	2	3.00	3.00	2.00
Rec Ctr Supervisor - Senior Ctr/CMRC	11	2	2	2	2.00	2.00	2.00
Recreation Assistant Shift Leader	07	3	3	3	2.25	2.25	2.25
Recreation Leader I/II ²	04/05	15	15	15	6.25	6.50	6.50
Recreation Manager	14	1	1	1	1.00	1.00	1.00
Recreation Program Coordinator	09	4	4	4	4.00	4.00	4.00
Recreation Shift Leader - P/T	08	1	1	1	0.25	0.25	0.25
Recreation Shift Leader	08	2	2	2	2.00	2.00	2.00
Total		107	107	103	93.50	93.75	91.25

¹ Admin Tech II, Forestry Supervisor position reclassified to Park Ranger FY 12

² Correcting for errors in FY 12 count

³ Business Operations Supervisor changed to Business System Analyst

⁴ Parks Supervisor -Construction reclassified to Parks Maintenance Foreman FY13

⁵ Custodians moved to GS - BC&FM FY13

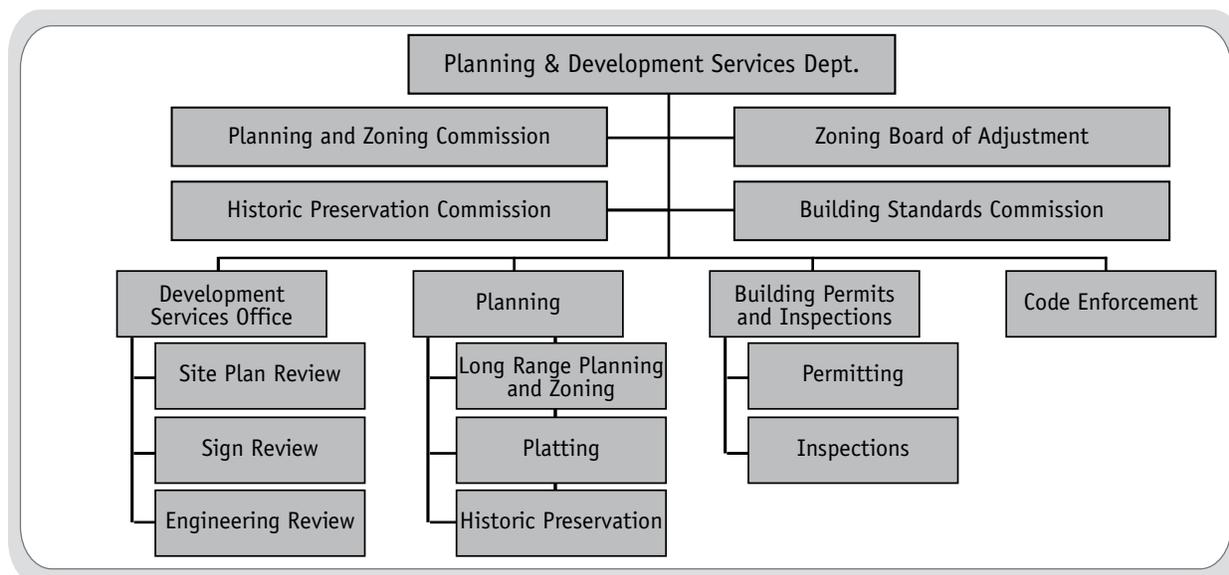


Planning & Development Services Department

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

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

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



Departmental Program Summary:

The Planning & Development Services Department consists of 4 general programs: (1) Development Services; (2) Planning; (3) Code Enforcement; and (4) Building Permits and Inspections. Each of these programs is funded by the City's General Fund.

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

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

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

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

Major Business Functions:

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

- Review and revise zoning, subdivision and sign Codes to reflect General Plan and Strategic Plan goals as well as to address the changing needs of the community and innovative land use and zoning principles.
- Review and process site plan, sign, zoning and platting applications to ensure they meet ordinance requirements and promote Strategic and General Plan goals.
- Provide staff support to the Planning and Zoning Commission, Historic Preservation Commission and Zoning Board of Adjustment to ensure efficient and thorough review of development applications.
- Prepare special area studies and programs to implement principals and goals identified in the Strategic Plan and General Plan.
- Develop annexation criteria in cooperation with the utilities department to provide for future growth.
- Prepare population projections and monitor demographic trends.
- Review construction plans, issue building permits and perform inspections.
- Assist with economic development and business recruitment.
- Assist with downtown redevelopment.

Key Customers:

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

Customer Expectations and Requirements:

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

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

FY 2011-12 Highlights:

In January 2012 Building and Inspection functions and personnel transferred from the Utility and Environmental Services Department to the Planning and Development Services Department. This organizational change illustrated the City's continued commitment to provide the most effective and efficient development review services by consolidating all development-related permitting functions under a single department. The Department was also very busy in writing various code amendments not only to improve the development quality but also to establish development regulations that provide more flexibility and administrative authority. In conjunction with a historic preservation consultant, the Department also completed a historic resources survey of the downtown areas beyond the commercial core of East Main Street. The report identified historically significant properties and recommended various actions to maintain their historic significance. The staff has also collaborated with other City Departments in downtown revitalization, neighborhood improvement program and water conservation. Development activity remained relatively stable with no notable downward or upward trends.

- Adopted new landscaping standards and amended tree protection standards.
- Adopted new multi-family zoning location criteria and multi-family development standards.

- Amended the historic preservation ordinance and the subdivision ordinance to remove unnecessary impediments to redevelopment and re-use of older properties that are historic or have not been platted.

FY 2012-13 Overview and Significant Changes:

In FY 2012-13 the Planning and Development Services Department will continue to lead or assist with the implementation of the strategic goals established by the City Council. The major projects will include:

- Complete and present for adoption new sign ordinance.
- Initiate work on the unified land development code which would include new zoning for the downtown area.
- Prepare the northeast specific plan and annexation plan.

New Programs for FY 2012-13:

Code Enforcement Program: Adding one position to improve enforcement of nuisance and junk vehicle codes by providing quicker responses to violations and initiating proactive enforcement.

FY 2013-14 Overview and Beyond:

The Department will be completing many of the projects and programs started in the previous year and continue to participate in the implementation of the City Council's strategic policies. Some of the projects – like the unified land development code – can typically take multiple years to complete given the complexity and collaboration with stakeholder groups. It is also envisioned that the Department will play a key role in the redevelopment of the Downtown and neighborhood revitalization. Some of the major projects will include:

- Completing the unified land development code and presenting it to the City Council for adoption.
- Expanding the role of code enforcement by implementing a property maintenance code.
- Continue to promote development opportunities in targeted areas of the City by providing expeditious development review service.

General Fund

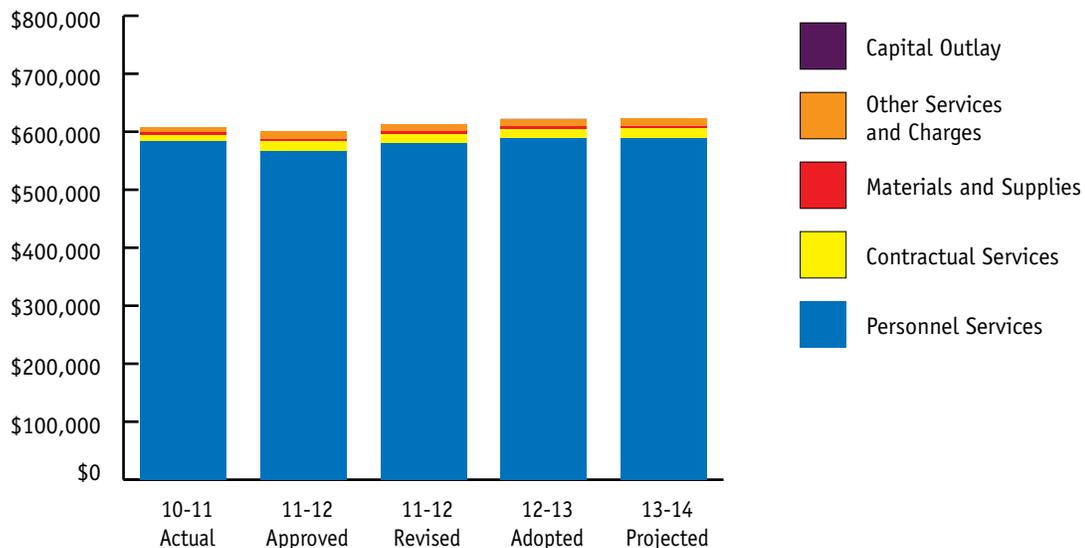
Planning - DSO

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$583,988	\$566,425	\$579,631	\$588,253	\$589,315
Contractual Services	8,939	17,144	17,144	16,006	16,006
Materials and Supplies	5,569	3,677	3,677	4,950	4,950
Other Services and Charges	9,313	12,745	12,745	12,845	12,845
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$607,809	\$599,991	\$613,197	\$622,054	\$623,116
Expenditures per Capita:	\$5.99	\$5.96	\$6.09	\$5.94	\$5.79

DSO

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Development Services Office	0.7%	0.7%	0.7%	0.7%	0.7%	1.2%	1.2%	1.2%

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Principal Planner ¹	14	1	0	0	1.00	0.00	0.00
DSO Manager ¹	15	0	1	1	0.00	1.00	1.00
Senior Planner	13	1	1	1	1.00	1.00	1.00
Admin. Tech II/III	06/08	1	1	1	1.00	1.00	1.00
Engineering Assistant I-IV	10/13	2	2	2	2.00	2.00	2.00
Engineer I	14	1	1	1	1.00	1.00	1.00
Planning Technician I/II [*]	09	2	2	2	2.00	2.00	2.00
Total		8	8	8	8.00	8.00	8.00

New organization FY11

^{*} These are both in the pay range 09. I is entry level pay and II is 8% higher

¹ Principal Planner reclassified to DSO Manager FY12

General Fund

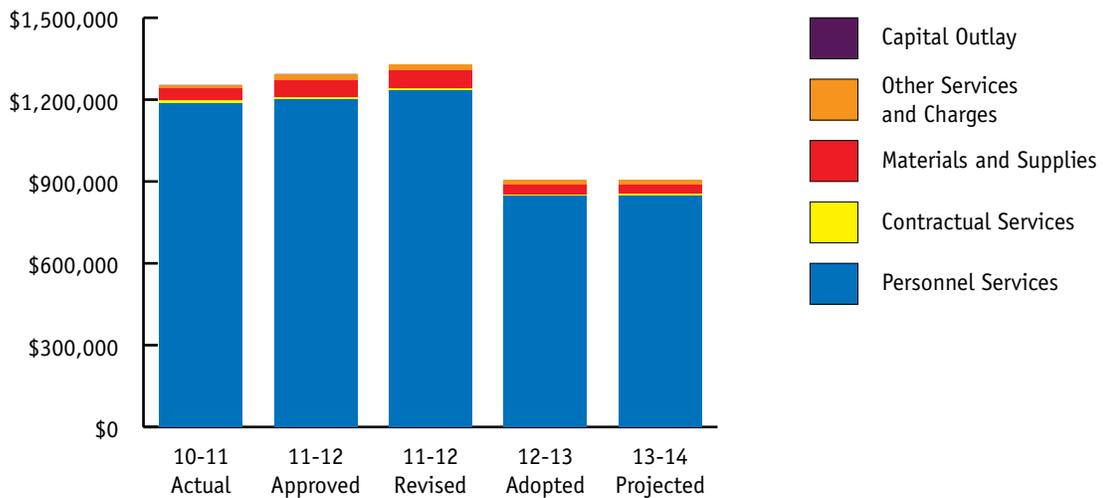
Planning - Inspection Services

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,186,710	\$1,199,295	\$1,233,155	\$847,132	\$848,604
Contractual Services	11,222	7,787	7,787	4,632	4,632
Materials and Supplies	43,423	65,324	65,324	36,717	35,717
Other Services and Charges	12,120	21,683	21,683	15,823	15,823
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$1,253,475	\$1,294,089	\$1,327,949	\$904,304	\$904,776
Expenditures per Capita:	\$12.35	\$12.85	\$12.88	\$8.63	\$8.41

Inspection Services

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Inspection Services	1.4%	1.6%	1.6%	1.0%	1.0%	0.0%	2.5%	1.6%

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Chief Building Official ³	16	0	1	0	0.00	1.00	0.00
Manager - Inspection Services ³	16	0	0	1	0.00	0.00	1.00
Chief Commercial Insp.	13	0	1	1	0.00	1.00	1.00
Chief Electrical Insp.	13	0	1	1	0.00	1.00	1.00
Chief Residential Insp.	12	0	1	1	0.00	1.00	1.00
Senior Building Inspector ¹	11	0	2	3	0.00	2.00	3.00
Building Inspector ¹	09	0	2	1	0.00	2.00	1.00
Building Permits Technician	08	0	1	1	0.00	1.00	1.00
Administrative Technician III	08	0	1	1	0.00	1.00	1.00
Chief Construction Inspector ²	13	0	1	0	0.00	1.00	0.00
Commercial Inspector	11	0	1	1	0.00	1.00	1.00
Construction Inspector I-B ²	09	0	3	0	0.00	3.00	0.00
Construction Inspector II-A ²	11	0	1	0	0.00	1.00	0.00
Construction Inspector III ²	12	0	1	0	0.00	1.00	0.00
Total		0	17	11	0.00	17.00	11.00

New organization (FY 2012)

¹ Building Inspector reclassified to Senior Building Inspector FY13

² Positions moved to Transportation Dept. (27003) due to reorganization FY13

³ Reclassified to Manager - Inspection Services FY13

General Fund

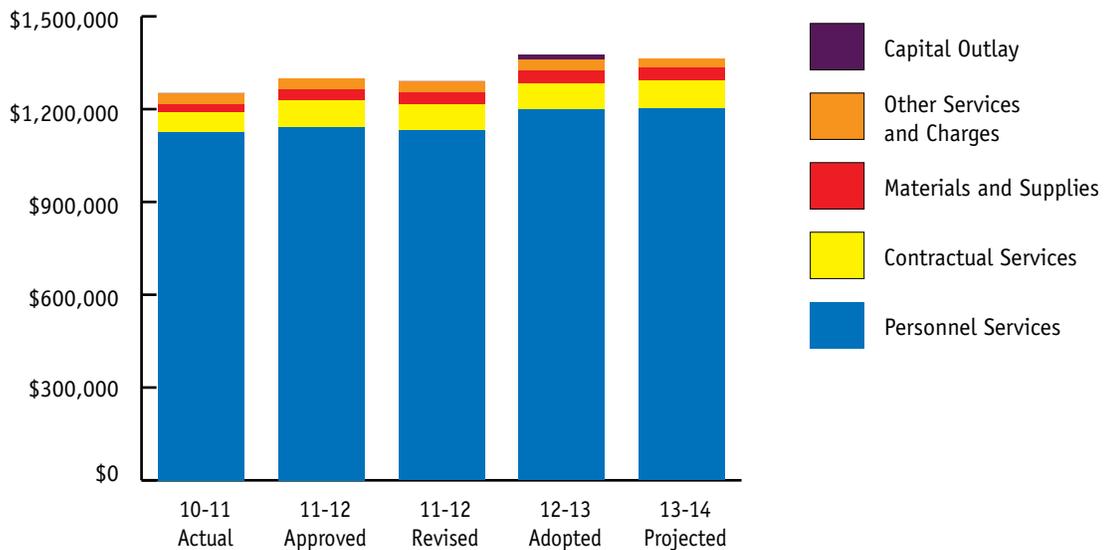
Planning

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,125,263	\$1,142,499	\$1,131,058	\$1,197,749	\$1,201,321
Contractual Services	63,269	84,651	84,651	84,485	91,425
Materials and Supplies	26,658	36,495	36,495	42,445	40,085
Other Services and Charges	36,771	34,534	38,534	35,367	30,367
Capital Outlay	0	0	0	15,000	0
Total Expenditures:	\$1,251,961	\$1,298,179	\$1,290,738	\$1,375,046	\$1,363,198
Expenditures per Capita:	\$12.33	\$12.89	\$12.82	\$13.12	\$12.67

Planning

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Planning	1.4%	1.6%	1.5%	1.6%	1.6%	2.2%	2.2%	2.2%

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Planning & Development Services Director	18	1	1	1	1.00	1.00	1.00
Planning Manager ¹	16	1	1	1	0.75	0.75	0.75
Principal Planner	14	1	1	1	1.00	1.00	1.00
Senior Planner	13	2	2	2	2.00	2.00	2.00
Planner ²	12	2	1	1	2.00	1.00	1.00
Associate Planner ²	11	0	1	1	0.00	1.00	1.00
Code Enforcement Supervisor	11	1	1	1	1.00	1.00	1.00
Senior Code Enforcement Officer	10	1	1	1	1.00	1.00	1.00
Code Enforcement Officer ³	09	1	1	2	1.00	1.00	2.00
Planning Technician	09	2	2	2	2.00	2.00	2.00
Office Manager	09	1	1	1	1.00	1.00	1.00
Administrative Technician II ⁴	06	1	1	0	1.00	1.00	0.00
Administrative Assistant	09	1	1	1	1.00	1.00	1.00
Total		15	15	15	14.75	14.75	14.75

¹ Position retitled from Assistant Director, Planning & Development Svcs to Planning Manager

² Position reclassified from Planner to Associate Planner

³ New Program FY 13

⁴ Position moved to Gen. Svcs. Building Construction & Facility Maintenance

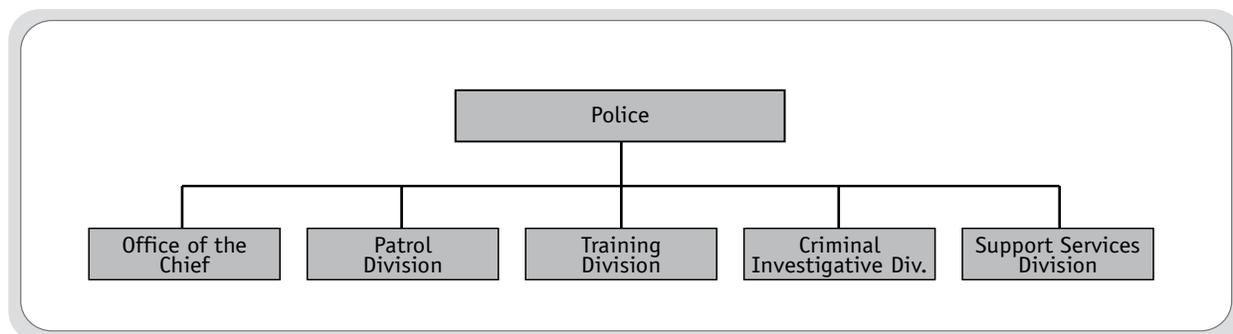


Police Department

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

Vision: *Our vision is one of leadership. We are leaders in our profession and serve as a model police force for others to follow. We lead the way in developing and maintaining the right relationships to ensure our city has one of the lowest crime rates and a superior quality of life. As leaders, we forge the path to communicate the right things with our staff and our citizens in order to solve public safety problems in our community. As leaders, our actions reflect our shared values and our sense of service to each other as well as to our citizens. As a contemporary law enforcement agency, we take a leadership role in our community and view our service in the protection of others as our calling. Each member of our organization is committed to learning and sharing information in an effort to stay in front of our existing challenges. As leaders, we see no challenges that are beyond our control. We are a force of leaders.*

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



Programs:

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

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

Training Division: Training houses the Department’s training and recruiting functions, as well as the Animal Control Unit. Animal Control enforces local ordinances regarding the care and keeping of domestic animals in the City. The division also administers the Citizen’s Police Academy.

Criminal Investigation Division: This division is responsible for a variety of police services through investigative units focusing on crimes against persons, property crimes, narcotics, organized crime, criminal interdiction, and white collar crimes. Through the division, the Department's criminalistics and victim services functions are delivered.

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

Major Business Functions:

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

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

A major component of the Department's mission has to do with working in alliance with the community to address issues. In 2011, the Department established a formal Community Services group to enhance its approach to this part of its mission. The Department provides the public with information about crime and major incidents through presentations at meetings of local civic, neighborhood, and related organizations. A Citizen's Police Academy educates the public about policing and develops a source for volunteers. National Night Out and other events encourage positive police-community, as do our Blue Santa; Police Explorers; Robbery prevention; and the Lock, Take, and Hide programs.

Key Customers:

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

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

Fiscal 2011-12 saw the Police Department again make strides to improve residents' safety and quality of life.

- Once again, Round Rock was recognized as one of the safest cities in the United States. In 2011, the City ranked eleventh-safest in the country for cities with more than 100,000 residents and second in Texas for cities with a population over 100,000.

- In 2011, the Department saw Part 1 Crimes under the FBI's Uniform Crime Reports program drop 18 percent compared with the 3,132 Part 1 Crimes the City saw in 2010. Part 1 crimes are murder, rape, robbery, aggravated assault, burglary, larceny, and vehicle theft. The Part 1 rate for violent crimes (the sum of murder, rape, robbery, and aggravated assault crimes) fell to its lowest level since at least 1991.
- The Department continued to heavily emphasize proactive enforcement activities. The number of self-initiated police events rose nearly 10 percent in 2011 compared with the prior year. At the same time, the number of arrests by the Department held steady at 4,499 in calendar 2011 after rising 15 percent the previous year. Felony arrests rose just over 10 percent compared with 2010.

FY 2012-13 Overview and Significant Changes:

Fiscal 2012-13 will find the Police Department expanding its outreach to the community and reaffirming its commitment to law enforcement best practices.

- This year will be the first full year of operation for several new community initiatives – notably Citizen Observer and Police-to-Citizens. Those initiatives will make police data readily available to citizens, allow residents to receive text and email alerts from the Police Department, send anonymous crime tips via texting to the Department, allow the reporting of some crimes on line, and give citizens the ability to download police reports on line.
- FY 12-13 will see the completion of a formal master plan for a joint-use, Police/Fire training facility on the tract upon which the Police Headquarters building sits.
- The Department will renew its police accreditation – first obtained in 2004 – with an on-site visitation from the Commission on the Accreditation of Law Enforcement Agencies (CALEA).

New Programs for FY 2012-13:

This Program adds 1.5 (FTE) Law Enforcement Support Techs, who address quality-of-life issues ranging from junk vehicle abatements to parking enforcement, as well as assisting officers with a variety of tasks that do not require a police officer to perform.

This program adds 2 Police Officers to serve as School Resource Officers for the Round Rock Independent School District.

FY 2013-14 Overview and Beyond:

In Fiscal 2013-14 and beyond, the Department expects to continue pursuing the Police/Fire Training Facility as well as addressing the staffing issues it began to address in FY 2012-13.

- The Department anticipates formally receiving its third reaccreditation from CALEA
- The Police/Fire Training Facility master plan should be completed and a recommendation forwarded to City Council for potential bond funding.

General Fund

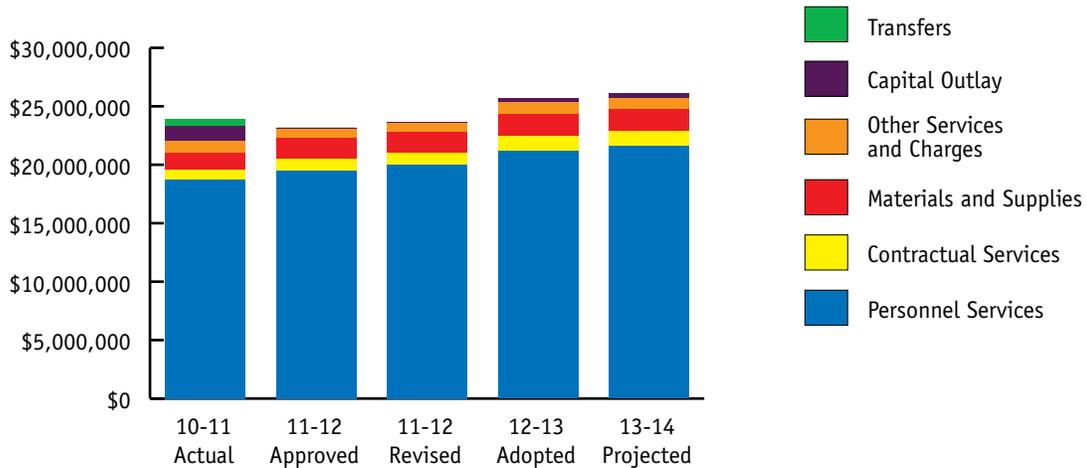
Police

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$18,748,766	\$19,520,981	\$20,012,590	\$21,151,081	\$21,589,619
Contractual Services	806,425	1,015,654	1,015,654	1,319,644	1,318,844
Materials and Supplies	1,461,289	1,719,216	1,719,216	1,864,677	1,838,190
Other Services and Charges	977,123	810,569	810,569	980,619	979,419
Capital Outlay	1,334,169	97,406	97,406	381,665	368,000
Transfers	519,298	0	0	0	0
Total Expenditures:	\$23,847,070	\$23,163,826	\$23,655,435	\$25,697,686	\$26,094,072
Expenditures per Capita:	\$234.95	\$230.03	\$234.91	\$245.21	\$242.51

Police

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Police	26.8%	27.8%	28.1%	29.3%	29.7%	32.1%	32.2%	32.5%

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Accreditation Manager	11	1	1	1	1.00	1.00	1.00
Administrative Assistant	09	1	1	1	1.00	1.00	1.00
Administrative Manager ¹	15	1	1	2	1.00	1.00	2.00
Administrative Technician III ²	08	8	8	7	7.50	7.50	7.00
Administrative Technician III P/T	08	1	1	2	0.50	0.50	1.00
Animal Control Officer	06	5	5	5	5.00	5.00	5.00
Animal Control Supervisor	10	1	1	1	1.00	1.00	1.00
Assistant Police Chief	18	1	1	1	1.00	1.00	1.00
Communications Training Officer ^{3,4,5}	10	5	4	7	5.00	4.00	7.00
Crime Scene Specialist I-II	11/12	2	2	2	2.00	2.00	2.00
Evidence Control Supervisor	11	1	1	1	1.00	1.00	1.00
Evidence Technician	08	1	1	1	1.00	1.00	1.00
Intelligence Analyst ⁶	13	1	1	0	1.00	1.00	0.00
Law Enforcement Specialist ¹²	12	0	0	2	0.00	0.00	1.50
Law Enforcement Support Tech ⁷	09	1	1	3	0.50	0.50	2.50
Logistics Officer	10	2	2	2	2.00	2.00	2.00
Management Analyst I-II ⁶	11/13	2	2	3	2.00	2.00	3.00
Police Captain	CSPS	3	3	3	3.00	3.00	3.00
Police Chief	19	1	1	1	1.00	1.00	1.00
Police Lieutenant ²	CSPS	6	6	8	6.00	6.00	8.00
Police Officer ^{8,13}	CSPS	112	112	116	112.00	112.00	116.00
Police Sergeant ²	CSPS	29	29	24	29.00	29.00	24.00
Project Specialist ⁷	09	1	1	0	1.00	1.00	0.00
Public Safety Officer ⁷	09	3	3	2	2.00	2.00	1.00
Records Supervisor	10	1	1	1	1.00	1.00	1.00
Records Technician ⁹	06	4	4	1	4.00	4.00	1.00
Report Takers ^{3,9}	07	3	2	5	3.00	2.00	5.00
Report Taker Supervisor ¹⁰	11	1	0	0	1.00	0.00	0.00
TCO Supervisor ⁴	12	5	5	4	5.00	5.00	4.00
Telecommunications Manager	14	1	1	1	1.00	1.00	1.00
Telecommunications Operator I-II ^{2,3,5,10,11}	08/09	15	18	15	15.00	18.00	15.00
Victims Advocate	08	1	1	1	1.00	1.00	1.00
Victims Assist. Coordinator	11	1	1	1	1.00	1.00	1.00
Total		221	221	224	218.50	218.50	221.00

See notes next page.

Authorized Personnel Notes

Civil Service Pay Structure(CSPS) (see Personnel section)

¹ TCO II reclassified to Administrative Manager FY 13

² Correcting errors in FY12 count

³ Reclassified to TCO II FY12

⁴ TCO Supervisor reclassified to CTO FY13

⁵ Telecommunications Operator reclassified to CTO FY13

⁶ Intelligence Analyst reclassified to Management Analyst II FY13

⁷ Project Specialist & Public Safety Officer reclassified to Law Enforcement Support Tech FY13

⁸ Police Cadets reclassified to Police Officers FY 13

⁹ Records Technicians reclassified to Report Takers FY13

¹⁰ Report Taker Supervisor reclassified to TCO II FY12

¹¹ Transferred TCO II to Administration - reclassified to Special Events Coordinator FY 13

¹² New Program FY 13

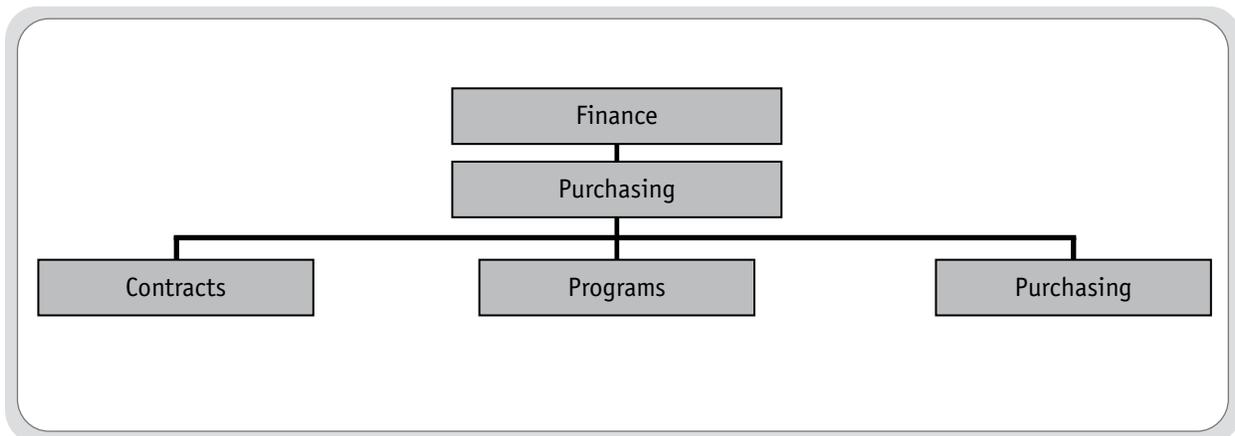
¹³ New Program FY 13

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.

Vision: *To provide uniform, economical, and timely purchasing practices legally mandated by federal, state and local statutes, City Charter, City Ordinances, and budgetary authority.*

Mission: *The Purchasing Department's mission is to procure and/or assist in the procurement needs of the City departments through centralized coordination of purchasing activities.*



Major Business Functions:

Contracts: Responsible for the development and coordination of all contractual activities within the City while ensuring contract compliance with local, state and federal statutes. Other duties of the business function include contract extensions, bid contract awards, inter-local agreements, change orders, budget amendments and agenda requests. Consistent and strategic Contract activities ensure reduction of turnaround of legal documents submitted by internal departments, improved communication between involved parties, and maximization of potential contract advantages for City expenditures. This section of Purchasing is also responsible for the management of the electrical energy contract for the City.

Programs: Responsibilities include administration of multiple City programs, to include procurement cards, travel cards, office equipment rentals, auctions, and City uniform rental programs. Program duties increase and enhance operational efficiency in processing small dollar procurements through the issuance of cards and equipment as requested by internal departments, establishment or change of services as necessary, and review of expenditures and usage for compliance with local, state and federal regulations. Provide effective procurement methods for low-risk, routine or repetitive purchases while promoting efficient department operations.

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. Responsible for managing the following programs: travel, and annual lease. Provide assistance for the Contract, and Program Sections of the Purchasing Department.

Key Customers:

The Purchasing department has both internal and external customers. Internal customers include the City Council, the City departments, and all City employees. External customers include the citizens of Round Rock, various local, state and federal agencies, vendors used to provide goods and services to the City, and non-profit agencies.

Customer Expectations and Requirements:

All of these customers require accurate, timely, and professional procurement activities in accordance with legal and regulatory requirements. In addition, these customers require efficient processes, ethical business practices, professional courtesy, and competence in all transactions.

FY 2011-12 Highlights:

- Implementation of electronic procurement system which included development of training materials and classes for citywide training.
- Standardized Terms & Conditions and developed templates for solicitations.
- Created a digital training guide for employees on the functions of Purchasing and Finance.

FY 2012-13 Overview and Significant Changes:

The Purchasing Department will focus on professionalism and customer service for FY 2012-13. To achieve a higher level of communication internally and externally, the following areas will be addressed:

- Update the Purchasing Website for easier navigation.
- Formal Surveys for both internal departments and vendors regarding performance and customer service.
- Update "How to Do Business" document for vendors, Travel Policy and Purchasing Policy for internal employees.
- Apply for the NPI award for Purchasing Excellence

New Programs for FY 2012-13:

Purchasing is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

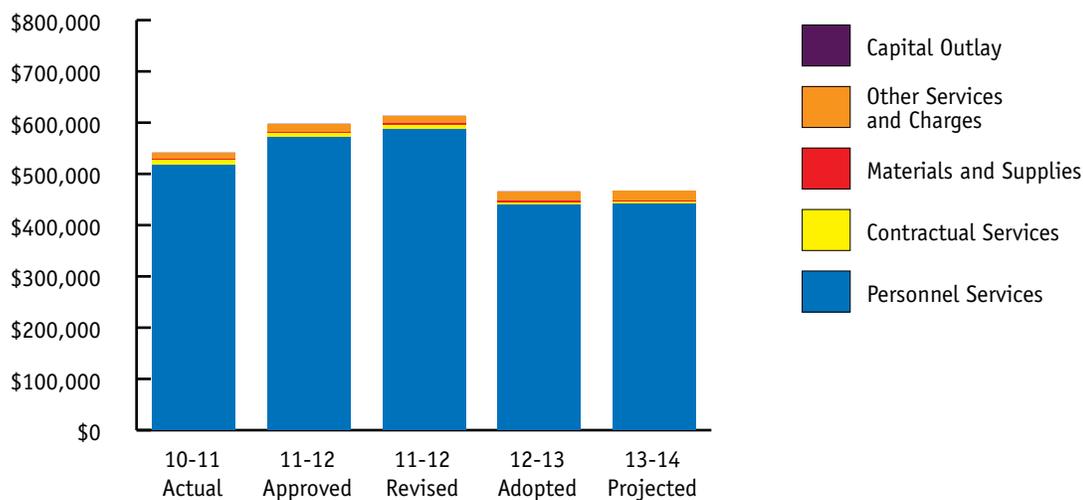
- Assist all departments with the purchase of materials for those departments to accomplish their mission.
- Continue to assist with the use of the e-Procurement system.
- Continue to look for best practices so that the Purchasing department can perform to a higher level while staying within budget.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$516,249	\$571,922	\$587,681	\$439,999	\$440,903
Contractual Services	9,985	7,712	7,712	4,202	4,202
Materials and Supplies	2,068	2,700	2,700	3,200	3,200
Other Services and Charges	12,983	15,267	15,267	18,767	18,767
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$541,285	\$597,601	\$613,360	\$466,168	\$467,072
Expenditures per Capita:	\$5.33	\$5.93	\$6.09	\$4.45	\$4.34

Purchasing

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Purchasing	0.6%	0.7%	0.7%	0.5%	0.5%	1.3%	1.3%	1.0%

General Fund

Purchasing

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Purchasing Manager	15	1	1	1	1.00	1.00	1.00
Purchasing Supervisor ¹	13	1	1	0	1.00	1.00	0.00
Contract Specialist	11	1	1	1	1.00	1.00	1.00
Purchaser	11	2	2	2	2.00	2.00	2.00
Buyer I/II ¹	08/09	4	4	3	4.00	4.00	3.00
Total		9	9	7	9.00	9.00	7.00

¹ Position eliminated due to reorganization FY13

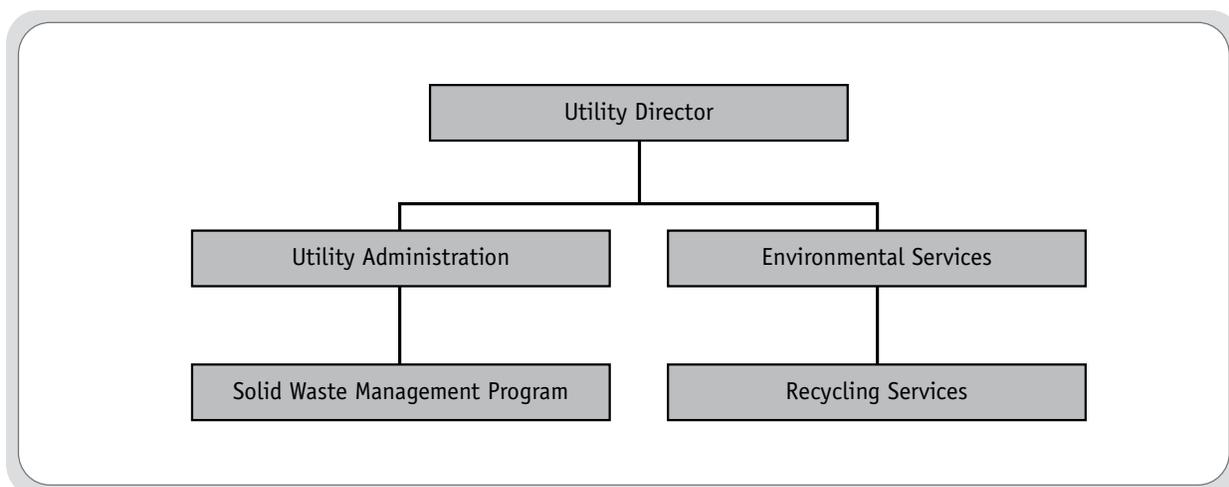
Recycling/Solid Waste Services Department

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

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

Vision: *The Recycling/Solid Waste Services Department will be a respected and trusted leader in providing recycling services and pollution prevention activities.*

Mission: *To provide resource preservation, conservation, and protection through the recycling and innovative waste management practices.*



Major Business Functions:

Solid Waste Management Program: Provides cost effective garbage collection and disposal services as well as curbside recycling services at a competitive price with low risk to the citizens. Develop a process to provide a recycling credit back to the citizens when the commodity market is doing well. A new curbside recycling program has been in effect since January 2011.

Recycling Services: Provides safe and responsible handling of recyclable commodities to the public. This program diverts recyclable materials from landfills, receiving streams, drinking water supplies and reduces the potential for illegal dumping.

The City has operated a Recycling Drop Off Center since 1990.

Key Customers:

The Recycling/Solid Waste Services program customers include the entire Round Rock and surrounding community as well as all internal City departments. The program is open to everyone.

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

In the FY 2011-2012 budget year, the Recycling/Solid Waste Services Department focused on activities dedicated to enhancing the drop off center services and exploring innovative markets for recycled materials. The recycling center compliments the City's comprehensive curbside recycling program.

- Improved cost efficiencies by selecting vendors for hauling and processing recycled materials via a competitive bid process.
- Considered adding glass to the program.
- Proposed changes to the facility layout that will improve efficiency and traffic flow.

FY 2012-13 Overview and Significant Changes:

In FY 2012-2013, the Recycling/Solid Waste Services Department will continue to concentrate on pollution prevention activities and improving efficiencies. The department is focusing on the following significant activities:

- Improving traffic flow through the drop off center so that the facility is more user friendly.
- Implementing the storm water pollution prevention program.
- Including a public education component to the yard waste and composting program.

New Programs for FY 2012-13:

The Recycling/Solid Waste Services Department is proposing no new programs for FY 2012-13. The City has approved improvements to the appearance and functionality of the Recycling Drop-off Center and provide better working accommodations for the staff.

FY 2013-14 Overview and Beyond:

The Recycling/Solid Waste Services Department will concentrate on activities geared towards improving cost effectiveness and operational efficiencies of the facility. The Recycling/Solid Waste Services Department will focus on the following tasks in FY 2013-2014 and beyond:

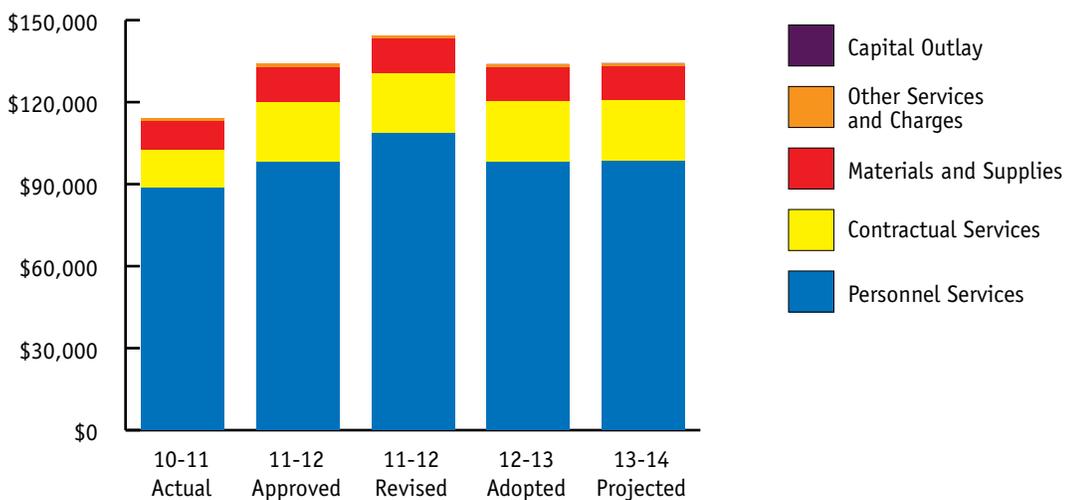
- The department will work with local material haulers and processors to add glass recycling for the community.
- The department will explore opportunities for reducing hauling costs.
- The department will improve the public education component of its public relations and outreach.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$88,458	\$98,088	\$108,452	\$97,885	\$98,244
Contractual Services	13,940	21,986	21,986	22,287	22,287
Materials and Supplies	10,568	12,685	12,685	12,510	12,510
Other Services and Charges	1,165	1,250	1,250	1,250	1,250
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$114,131	\$134,009	\$144,373	\$133,932	\$134,291
Expenditures per Capita:	\$1.12	\$1.33	\$1.43	\$1.28	\$1.25

Recycling

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Recycling	0.1%	0.2%	0.2%	0.2%	0.2%	0.0%	0.0%	0.4%

General Fund

Recycling/Solid Waste Services Department

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Recycling Attendant I/II	04/05	0	0	3	0.00	0.00	2.75
Total		0	0	3	0.00	0.00	2.75

New department from division in FY13

Transportation

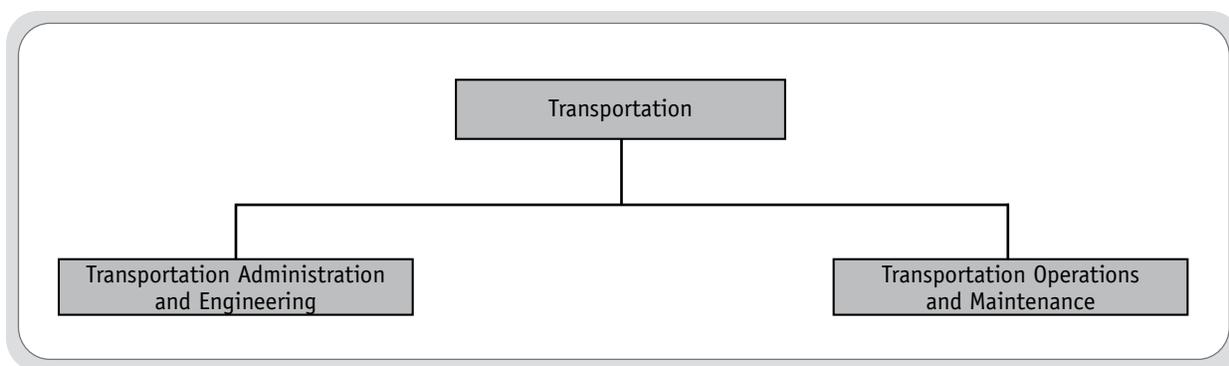
Transportation consists of two departments, Administration & Engineering and Operations and Maintenance.

The Transportation – Administration & Engineering department is responsible for the City’s transportation infrastructure and facilities, including Public Transportation and Transit activities.

The Transportation – Operations & Maintenance Department is responsible for the maintenance and repair of all City streets and rights-of-way (ROW).

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

Mission: *The Department’s mission is to cost-effectively plan for, build and maintain City infrastructure and facilities in a manner that meets the needs of the community and supports the safety and welfare of our citizens.*



Major Business Functions:

The primary goal of the Transportation Administration & Engineering Department is to improve local and regional mobility and traffic flow. By effectively planning for and building the City’s transportation system at both the local and regional levels, staff provides citizens greater mobility, less congestion and promotes better air quality. The Transportation - Operations and Maintenance Department provides support to all City infrastructure operations and maintenance including street repair and maintenance and traffic signal and sign coordination.

Key Customers:

The Transportation Departments serve both internal and external customers. Key customers include the citizens of Round Rock, the City Council, the City Manager’s office and other City departments involved in all aspects of the overall operations of the City.

Department customers also include the traveling public, business owners and developers within and surrounding Round Rock, as well as other local, state and federal government agencies.

Customer Expectations and Requirements:

Customers expect a prompt, professional and accurate response to their request for information or service.

Internal customers should be provided prompt and accurate information while being mindful that as an organization staff needs to work collaboratively to serve our external customers.

FY 2011-12 Highlights:

- The Transportation Department balanced work to give the community immediate results and relief from problem areas, while ensuring progress on new and expanded projects.

FY 2012-13 Overview and Significant Changes:

- The Transportation Department was completely restructured to focus on completing work through better and more effective project planning, implementation and management.

FY 2013-14 Overview and Beyond:

- Continue to plan and update programs to support community growth.

Transportation Administration & Engineering Department

The Transportation Administration & Engineering Department consists of several divisions: Administration; Transportation Planning and Transit; Project Engineering; CIP Project Management and Inspection.

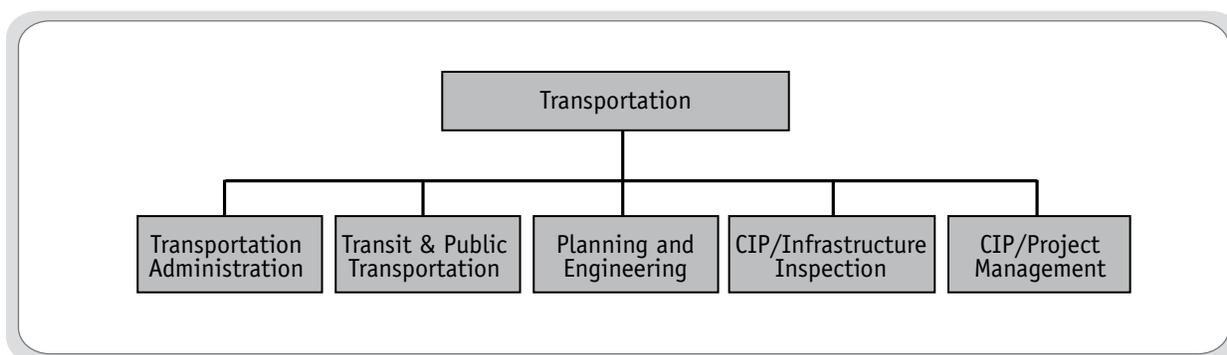
This department is responsible for planning for and building the City's transportation infrastructure and facilities. In addition, the Department oversees the City's Public Transportation and Transit activities. The department strives to provide mobility for the community and the department's efforts extend beyond the City limits with regional co-operation in transportation master planning and project coordination.

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

We will:

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

Mission: *The Department's mission is to cost-effectively plan for, build and maintain City infrastructure and facilities in a manner that meets the needs of the community and supports the safety and welfare of our citizens.*



Major Business Functions:

Transportation Administration: This division provides guidance, oversight and support to all transportation divisions and departments, oversees all planning, engineering and construction activities for the City's transportation infrastructure. This includes managing and implementing the City's Transportation Capital Improvement Program (TCIP); overseeing the annual street maintenance program; proactively seeking solutions to current and future transportation needs community wide; up-to-date communications about our activities is shared with the community via several multi-media sources.

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

Transit and Public Transportation: This division is responsible for all planning, programming and implementation for the City's public transportation and transit. This division provides oversight for the City's third-party contract, ensures compliance with all applicable federal regulations and requirements and provides information to the public. The division also manages the City's Disadvantaged Business Enterprise Program and the Title VI Program of the 1964 Civil Rights Act, as well as the transit-specific capital improvement program.

Planning and Engineering: This division is responsible for the planning and day-to-day management of the City's transportation system, at the local and regional level, to improve traffic flow and personal mobility. This includes implementing transportation projects and systems that meet the increasing demands of the Round Rock community and Central Texas region.

CIP/Infrastructure Inspection: This division is responsible for ensuring the integrity of all newly built and improved infrastructure projects. The work includes inspections throughout and upon completion of construction of a project for the Transportation Department, Utility Department, and Parks and Recreation.

CIP Project Management: This division is responsible for each transportation project from beginning to end. The project managers hire the engineers, architects, and contractors; reviews designs and plans; ensures the project stays on budget and schedule; and makes adjustments as necessary.

Key Customers:

The Transportation Administration Department serves both internal and external customers. Key customers include the citizens of Round Rock, the City Council, the City Manager's office and other City departments involved in all aspects of the overall operations of the City.

Department customers also include the traveling public, business owners and developers within and surrounding Round Rock, as well as other local, state and federal government agencies.

Customer Expectations and Requirements:

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

Internal customers/employees expect that other staff members will provide timely and accurate responses to their questions in a professional manner. All staff should treat each other with courtesy and be respectful and mindful of each other's work. Internal customers should be provided prompt and accurate information while being mindful that as an organization staff needs to work collaboratively to serve our external customers.

FY 2011-12 Highlights:

The Transportation Department balanced work to give the community immediate results and relief from problem areas, while ensuring progress on new and expanded projects.

- Completion of several bottleneck improvements
- Prepared and bid several projects that had languished for years
- Planned future infrastructure needs as community grows

FY 2012-13 Overview and Significant Changes:

The Transportation Department was completely restructured to focus on completing work through better and more effective project planning, implementation and management.

- Department restructuring
- Focus on project success
- More effective use of staff time

New Programs for FY 2012-13:

Transportation Administration is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

Continue to plan and update programs to support community growth.

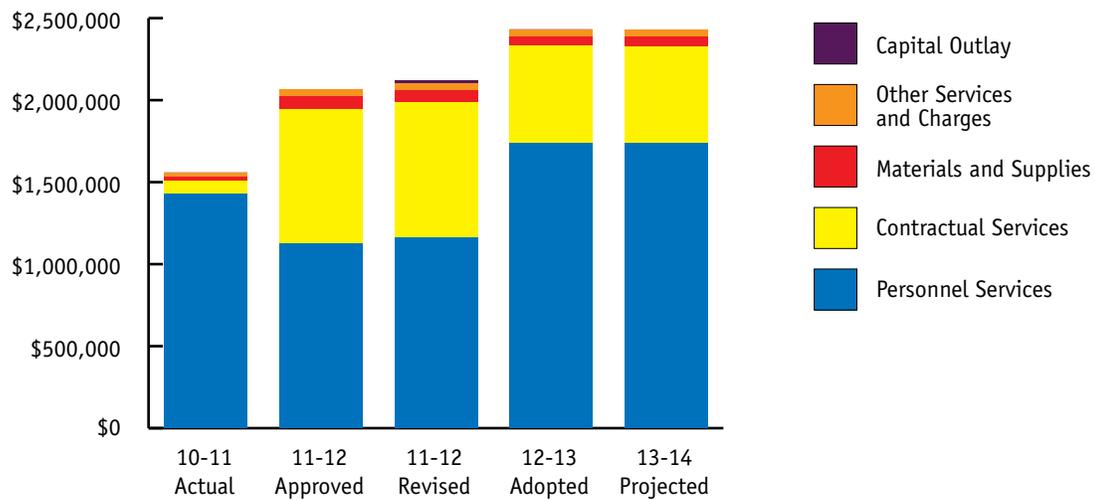
- Update 5-year plan annually
- Maintain Master Transportation Plan and modify as necessary
- Work with other agencies to leverage our needs and expenses to the benefit of our community

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,430,645	\$1,125,400	\$1,163,860	\$1,739,920	\$1,738,234
Contractual Services	75,795	820,635	820,635	591,246	591,146
Materials and Supplies	29,413	78,247	78,247	59,786	58,836
Other Services and Charges	23,744	41,200	41,200	40,410	40,410
Capital Outlay	0	0	17,095	0	0
Total Expenditures:	\$1,559,597	\$2,065,482	\$2,121,037	\$2,431,362	\$2,428,626
Expenditures per Capita:	\$15.37	\$20.51	\$21.06	\$23.20	\$22.57

Transportation - Administration

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Transportation - Administration & Engineering	1.7%	2.5%	2.5%	2.8%	2.8%	0.0%	1.9%	2.9%

General Fund

Transportation Administration & Engineering

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
City Engineer	18	0	1	1	0.00	1.00	1.00
Transportation Director	18	0	1	1	0.00	1.00	1.00
Programs Manager ⁸	09	0	1	0	0.00	1.00	0.00
Operations Manager ¹	15	0	0	1	0.00	0.00	1.00
Planning & Programs Administrator	14	0	1	1	0.00	1.00	1.00
Administrative Technician II/III ^{2,3,4}	06/08	0	3	2	0.00	3.00	2.00
GIS Technician I ⁵	14	0	1	0	0.00	1.00	0.00
Chief Construction Inspector ⁶	13	0	0	1	0.00	0.00	1.00
Engineer Assistant I/III ⁷	10/12	0	1	0	0.00	1.00	0.00
Engineer III	15	0	1	1	0.00	1.00	1.00
Engineering Technician I/II ⁸	08/09	0	1	2	0.00	1.00	2.00
Project Manager I/II ²	12/13	0	1	3	0.00	1.00	3.00
Transportation Planner III	14	0	1	1	0.00	1.00	1.00
Administrative Assistant ³	09	0	0	1	0.00	0.00	1.00
Construction Inspector II/A ⁶	11	0	0	1	0.00	0.00	1.00
Construction Inspector I-B ⁶	09	0	0	3	0.00	0.00	3.00
Construction Inspector III ⁶	12	0	0	1	0.00	0.00	1.00
Total		0	13	20	0.00	13.00	20.00

New organization FY12

¹ Operations Manager position moved in from Transportation Operate & Maintain FY13

² Administrative Tech II position reclassified to Project Manager II FY13

³ Administrative Tech II position reclassified to Administrative Assistant FY13

⁴ Admin Tech III position moved in from Transportation Operate & Maintain FY13

⁵ Position moved to Drainage during reorganization FY13

⁶ Position moved from Inspection Services during reorganization FY13

⁷ Engineer Assistant I reclassified to Project Manager I FY 13

⁸ Programs Manager reclassified to Engineering Technician II FY13

Transportation - Operations and Maintenance Department

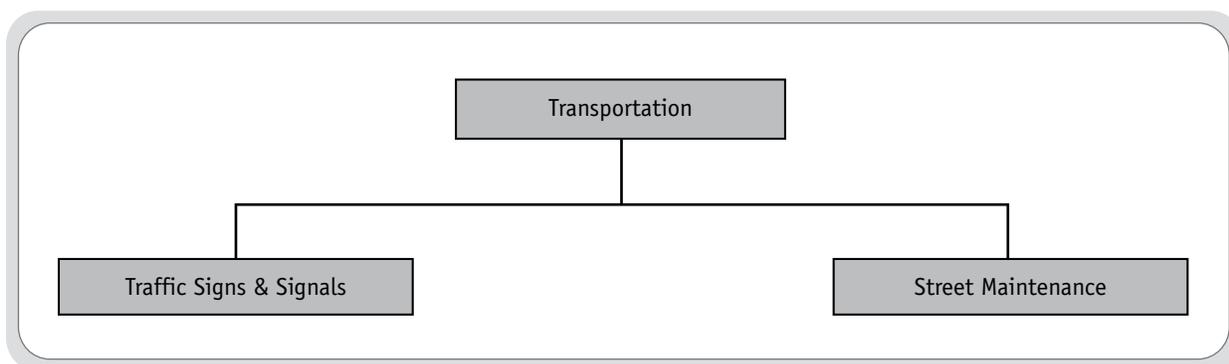
The Transportation – Operations & Maintenance Department is responsible for the maintenance and repair of all City streets and rights-of-way (ROW). Duties include: managing repairs to streets, sidewalks, curbs, gutters and driveways caused by water breaks; crack sealing program, potholes, seal coat and overlay program; existing signage and markings; maintaining all City traffic signals and flashers; City of Round Rock School Zones; all Texas Department of Transportation (TXDOT) Traffic Signals and Flashers, all TXDOT School Zones; 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.

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

We will:

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

Mission: *The Department's mission is to cost-effectively operate and maintain the City infrastructure and facilities in a manner that protects the welfare of our citizens and staff and meets the needs of the community.*



Major Business Functions:

Transportation - Operations and Maintenance Department provides support to all City infrastructure operations and maintenance including street repair and maintenance and traffic signal and sign coordination.

Traffic Signals and Signs Division is responsible for maintaining, inspecting and managing traffic signals; installing and maintaining school zone signals as well as installing, inspecting, maintaining and managing traffic control signs and road markings.

Street Maintenance Division primarily serves as the hub of infrastructure service, repairs and support. All street maintenance and repair functions, as well as, right-of-way maintenance are housed in this division. The division is responsible for asphalt maintenance and repair for roadways, parking lots, and trails and concrete maintenance and repairs for city sidewalks, driveways, approaches and ADA ramps. The division also monitors and maintains rights-of-ways including mowing, chemical applications and pesticide applications. This Division also monitors outsources contracts for ROW maintenance.

Key Customers:

The Operations and Maintenance Department serves both internal and external customers. Key customers include the citizens of Round Rock, the City Council, the City Manager's office and other City departments involved in all aspects of the overall operations of the City.

Department customers also include the traveling public, business owners within and surrounding Round Rock, developers as well as local, state and federal government agencies.

Customer Expectations and Requirements:

Customers expect a prompt, professional and accurate response to their request for information or service. If the customer is asking for an explanation or clarification about a City process or regulation, the customer expects that City staff is knowledgeable about processes and regulations. The customer's expectation is to be treated with courtesy and respect by staff members and customers want their issue to be resolved as efficiently as possible within a reasonable timeframe.

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FY 2011-12 Highlights:

The Transportation Department balanced work to give community immediate results and relief from problem areas, while ensuring progress on new and expanded projects.

- Completion of several bottleneck improvements
- Prepared and bid several projects that had languished for years
- Planned future infrastructure needs as community expands

FY 2012-13 Overview and Significant Changes:

The Transportation Department was completely restructured to focus on completing work through better and more effective project planning, implementation and management.

- Department restructuring
- Focus on project success
- More effective use of staff time

New Programs for FY 2012-13:

Continuing an annual program to study needs and construct specific neighborhood traffic calming devices.

FY 2013-14 Overview and Beyond:

Continue to plan and update programs to support community growth.

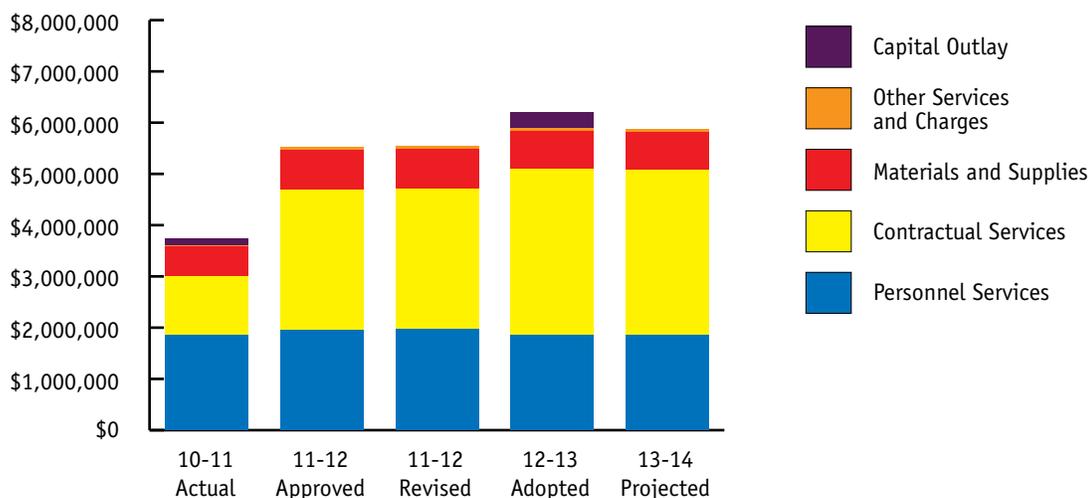
- Update 5-year plan annually
- Maintain Master Transportation Plan and modify as necessary
- Work with other agencies to leverage our needs and expenses to the benefit of our community

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,854,076	\$1,950,298	\$1,971,342	\$1,857,743	\$1,861,924
Contractual Services	1,152,145	2,736,900	2,736,900	3,232,995	3,209,921
Materials and Supplies	582,310	781,826	781,826	747,343	750,432
Other Services and Charges	17,585	45,451	45,451	45,451	41,311
Capital Outlay	131,238	0	0	311,990	12,000
Total Expenditures:	\$3,737,354	\$5,514,475	\$5,535,519	\$6,195,522	\$5,875,588
Expenditures per Capita:	\$36.82	\$54.76	\$54.97	\$59.12	\$54.61

Transportation - O&M

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of General Fund					Authorized Personnel as a % of General Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Transportation - Operations & Maintenance	4.2%	6.6%	6.6%	7.1%	6.7%	0.0%	5.4%	4.7%

General Fund

Transportation - Operations and Maintenance

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Operation Manager ¹	15	0	1	0	0.00	1.00	0.00
Administrative Technician II/III ¹	06/08	0	2	1	0.00	2.00	1.00
Street & Drainage Superintendent ^{3,4}	12	0	1	1	0.00	1.00	1.00
Street & Drainage Crew Leader ^{5,6}	09	0	0	5	0.00	0.00	5.00
Street Foreman ⁵	09	0	2	0	0.00	2.00	0.00
Street Supervisor	10	0	1	1	0.00	1.00	1.00
Traffic Signal Supervisor	11	0	1	1	0.00	1.00	1.00
Traffic Systems Superintendent ⁴	14	0	1	1	0.00	1.00	1.00
Management Analyst I ^{7,8}	11	0	1	0	0.00	1.00	0.00
Meter Reader I ⁹	05	0	1	0	0.00	1.00	0.00
Equipment Operator I/III ^{2,6,7,8,9,10,11,12}	05/07	0	17	15	0.00	17.00	15.00
Recycling Attendant I/II ¹³	04/05	0	3	0	0.00	2.75	0.00
Signs & Marking Technician II/III ¹¹	05/07	0	3	3	0.00	3.00	3.00
Traffic Signal Technician I/III ^{10,14}	06/09	0	3	4	0.00	3.00	4.00
Total		0	37	32	0.00	36.75	32.00

New organization FY12

¹ Position moved to Transportation - Administration during FY13 reorganization

² Position moved to Transportation during FY12 reorganization

³ Asst. Street & Drainage Superintendent reclassified to Street & Drainage Superintendent FY12

⁴ Street & Drainage Superintendent reclassified to Traffic Systems Superintendent FY12

⁵ Street Foreman reclassified to Street & Drainage Crew Leader FY13

⁶ Equipment Operator reclassified to Street & Drainage Crew Leader FY13

⁷ Equipment Operator reclassified to Management Analyst I FY12

⁸ Reclassified Management Analyst to Equipment Operator FY13

⁹ Equipment Operator reclassified to Meter Reader I FY12, reclassified back to Equipment Operator FY 13

¹⁰ Reclassified Equipment Operator to Traffic Signal Tech FY13

¹¹ Equipment Operator reclassified to Signs & Marking Tech FY12

¹² Reclassified Bridge Maintenance Spec. to Equipment Operator FY12

¹³ Positions moved to Recycling Services Department FY13

¹⁴ Traffic Signal Tech reclassified to Equipment Operator FY12



Debt Service Funds

Debt Service Funds Revenue & Expenditures

Interest & Sinking G.O. Bonds Expenditures

Interest & Sinking Revenue Bonds Expenditures



Interest & Sinking G.O. Bonds Program Description

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

Debt Service Funds Expenditures

Interest & Sinking G.O. Bonds

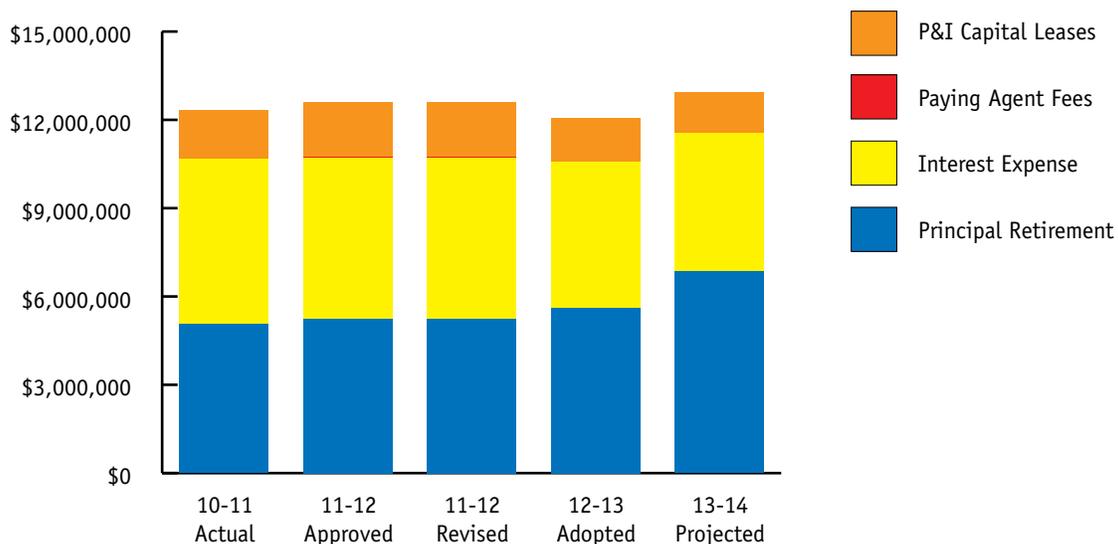
Interest & Sinking G. O. Bonds Fund:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Revenues					
Current Property Taxes	\$12,060,903	\$11,738,000	\$11,738,000	\$11,201,000	\$12,100,000
Delinquent Taxes	32,248	80,000	80,000	45,000	45,000
Penalty & Interest Delinquent Taxes	11,666	15,000	15,000	10,000	10,000
Penalty & Interest Current Taxes	44,257	30,000	30,000	30,000	30,000
Interest Income	4,903	10,000	10,000	7,000	7,000
Transfer from Golf Course	449,956	452,000	452,000	450,000	453,000
Total Revenues	\$12,603,933	\$12,325,000	\$12,325,000	\$11,743,000	\$12,645,000
Expenditures					
Principal Retirement	\$5,055,000	\$5,240,000	\$5,240,000	\$5,610,000	\$6,845,000
Interest Expense	5,618,044	5,472,052	5,472,052	4,952,005	4,696,054
Paying Agent Fees	2,400	9,000	9,000	9,000	9,000
P&I Capital Leases	1,656,090	1,884,806	1,884,806	1,492,562	1,400,045
Subtotal	12,331,534	12,605,858	12,605,858	12,063,567	12,950,099
Payment to Refunding Escrow Agent*	(5,309)	0	0	0	0
Total Expenditures	\$12,326,225	\$12,605,858	\$12,605,858	\$12,063,567	\$12,950,099
Net Change in Operations	\$277,708	(\$280,858)	(\$280,858)	(\$320,567)	(\$305,099)
Expenditures per Capita:	\$121.49	\$125.18	\$125.18	\$115.11	\$120.35

*Costs related to a debt refunding are not included in the comparisons.

I & S G. O. Bonds Debt Service Fund

Expenditures by Category

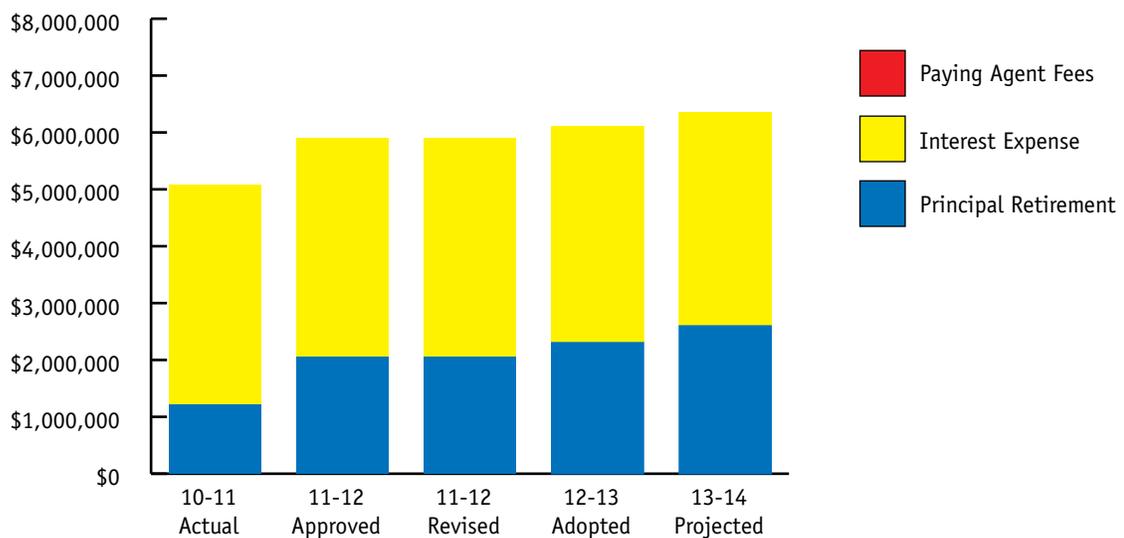


Interest & Sinking Revenue Bonds Fund:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Revenues					
Interest Income	\$261	\$0	\$0	\$0	\$0
Transfer from Utility Fund	5,081,558	6,000,000	6,000,000	6,200,000	6,400,000
Total Revenues	\$5,081,819	\$6,000,000	\$6,000,000	\$6,200,000	\$6,400,000
Expenditures					
Principal Retirement	\$1,210,000	\$2,055,000	\$2,055,000	\$2,305,000	\$2,600,000
Interest Expense	3,871,298	3,838,953	3,838,953	3,796,113	3,747,632
Paying Agent Fees	500	0	0	0	0
Total Expenditures	\$5,081,798	\$5,893,953	\$5,893,953	\$6,101,113	\$6,347,632
Net Change in Operations	\$21	\$106,047	\$106,047	\$98,887	\$52,368
Expenditures per Capita:	\$50.07	\$58.53	\$58.53	\$58.22	\$58.99

I & S Revenue Bonds Debt Service Fund

Expenditures by Category



Debt Service Funds

Interest & Sinking Revenue Bonds





Drainage Fund

Drainage Fund Revenue & Expenditures



Drainage Fund

This Fund administrates all aspects of the City's Storm Water Program including planning, engineering, programs, operations and maintenance associated with storm water drainage, floodplain management and water quality management. The Drainage Fund collects fees based on a property's impact to the City's drainage system.

Drainage Fund

Revenue and Expense Summary

Summary of Revenues and Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Revenues					
Drainage Fee - Residential	\$526,420	\$907,500	\$907,500	\$844,000	\$865,000
Drainage Fee - Commercial	588,315	742,500	742,500	945,000	960,000
Transfer from General Fund	673,516	0	0	0	0
Total Revenues	\$1,788,251	\$1,650,000	\$1,650,000	\$1,789,000	\$1,825,000
Expenditures					
Personnel Services	\$715,696	\$992,416	\$992,416	\$1,087,995	\$1,110,716
Contractual Services	226,895	332,237	332,237	382,777	381,277
Materials and Supplies	115,546	136,585	136,585	117,121	117,792
Other Services and Charges	6,426	13,625	13,625	24,875	24,875
Capital Outlay	0	75,000	75,000	36,000	0
Transfers	0	0	0	76,350	138,175
Total Expenditures	\$1,064,563	\$1,549,863	\$1,549,863	\$1,725,118	\$1,772,835
Net Change in Operations	\$723,688	\$100,137	\$100,137	\$63,882	\$52,165

Drainage Fund

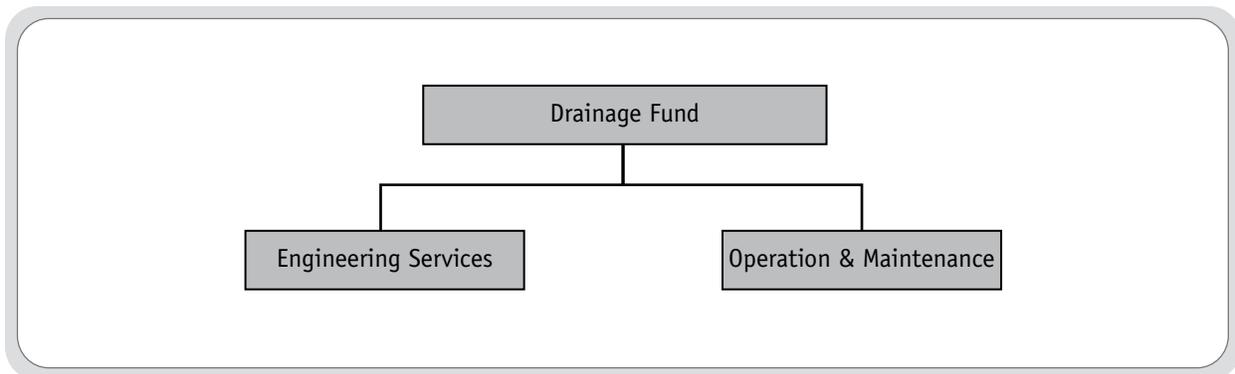
The Drainage funds all aspects of the Storm Water Program including planning, engineering, programs, operations and maintenance associated with storm water drainage, floodplain management and water quality management. The Drainage Fund is composed of two divisions: Engineering Services and Operations and Maintenance.

Vision: The Storm Water Program strives to be a premier organization that values innovation, trust, teamwork and professionalism.

We will:

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

Mission: *The Storm Water Program's mission is to plan, design, construct, operate and maintain cost-effective, safe, reliable and sustainable City storm water infrastructure and facilities to protect the welfare of our citizens and meet the needs of the community.*



Major Business Functions:

Engineering Services Division administers the planning, engineering and project management efforts for storm water activities in the City. Staff also provides technical engineering assistance to City departments and the public regarding floodplain management, drainage and water quality.

The Engineering Services staff cultivates and maintains relationships encouraging cooperation and collaboration with local jurisdictions, state and federal entities to address regional storm water management and water quality compliance issues.

Operation and Maintenance Division maintains all City-owned storm water infrastructure including inlets, storm sewer, channels and water quality ponds. The operation and maintenance staff are responsible for ensuring continued conveyance to avoid localized and regional flooding.

The Operation and Maintenance staff is also responsible for continued maintenance of water quality infrastructure to ensure cleanliness of storm water draining to creeks and regulatory compliance.

Key Customers:

The Storm Water Program staff serves both internal and external customers. Key customers include the citizens of Round Rock, the City Council, the City Manager's office and other City departments involved in all aspects of the overall operations of the City including planning, building, maintaining and operating the City's storm water drainage and water quality infrastructure.

Customers also include developers, business owners, local, state and federal agencies.

Customer Expectations and Requirements:

Customers expect a prompt, professional and accurate response to their requests for information or service. If the customer is asking for an explanation or clarification about a City process or regulation, the customer expects that City staff is knowledgeable about processes and regulations. The customer's expectation is to be treated with courtesy and respect by staff members and the customer wants his or her issue to be resolved as efficiently as possible within a reasonable timeframe.

Internal customers/employees expect that other staff members will provide timely and accurate responses to their questions in a professional manner. All staff should treat each other with courtesy and be respectful and mindful of each other's work. Internal customers should be provided prompt and accurate information while being mindful that as an organization staff needs to work collaboratively to serve our external customers.

FY 2011-12 Highlights:

- Staff coordinated through Texas Municipal League to submit comments to and discuss proposed changes with TCEQ (Texas Commission on Environmental Quality) and EPA regarding the TPDES (Texas Pollutant Discharge Elimination System) small MS4 (Municipal Separate Storm Sewer System) permit. City efforts resulted in language changes that will lessen the impact on the City's budget and resources and area business and residents.
- This fiscal year was the first full year of collections for the drainage utility and thus the first time the drainage fund was solely funded by the drainage fee. Drainage Fund activities now have a more reliable funding source with a fee that is more closely tied to impact on the system (in lieu of property value).
- The City coordinated with other communities in the Brushy Creek drainage basin in an effort led by the UBWCID (Upper Brushy Creek Water Control and Improvement District) to update and modernize area floodplain planning models. This effort will also allow for future updating of the FEMA Risk maps for the portion of Round Rock within Williamson County.

FY 2012-13 Overview and Significant Changes:

- The City is required to renew the TCEQ mandated TPDES small MS4 permit. The new 5 year permit requires an increased commitment of resources, regulation and monitoring to maintain compliance with the state and federal water quality programs.
- Staff will complete the drainage portion of the Storm Water Master Plan which involves documenting the program policy and guidelines regarding Hazard Mitigation, Floodplain Management, Detention, etc. The Master Plan also provides the first ever comprehensive assessment of storm water infrastructure through modeling, field operations and analysis. Staff is searching for project funding for the prioritize capital improvement projects.
- Staff is developing a 5 year cash flow and prioritization for storm water operations and capital expenditures. Funding and expenditure policies will accompany a needs assessment regarding future drainage fee adjustments.

New Programs for FY 2012-13:

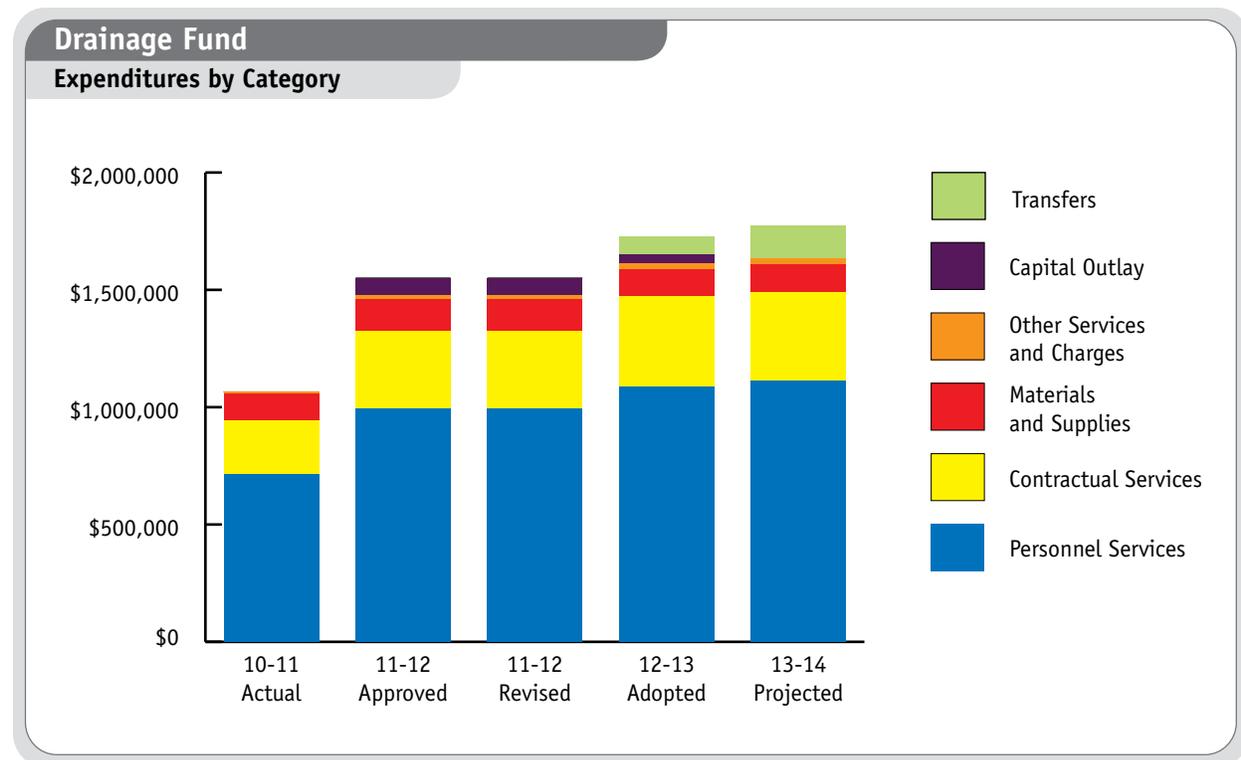
Drainage is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

- Operations and Maintenance will experience increasing pressure to raise maintenance level of service due to increased citizen demands. Furthermore, the larger flow volumes and higher velocities due to upstream development will create an increased demand for services from the Operations and Maintenance group requiring additional and/or updated equipment to maximize staff efficiencies. Additional contract labor, temporary workers and full time employees may also be required to meet this need.
- The continually increasing water quality requirements stemming from the EPA's administration of the Clean Water Act and the TCEQ's administration of the TPDES MS4 program, the Edward Aquifer Recharge Zone regulations will continue to demand increased resources and staffing to maintain compliance.
- The prioritized projects that result of the infrastructure assessment and modeling analysis in the Storm Water Master Plan will create a new (and as of yet) unfunded demand for funding a storm water capital improvement program.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$715,696	\$992,416	\$992,416	\$1,087,995	\$1,110,716
Contractual Services	226,895	332,237	332,237	382,777	381,277
Materials and Supplies	115,546	136,585	136,585	117,121	117,792
Other Services and Charges	6,426	13,625	13,625	24,875	24,875
Capital Outlay	0	75,000	75,000	36,000	0
Transfers	0	0	0	76,350	138,175
Total Expenditures:	\$1,064,563	\$1,549,863	\$1,549,863	\$1,725,118	\$1,772,835
Expenditures per Capita:	\$10.49	\$15.39	\$15.39	\$16.46	\$16.48



Drainage Fund

Drainage Fund

Authorized Personnel	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Engineering Assistant I/II	10/11	1	1	1	1.00	1.00	1.00
Drainage/EO II	06	1	1	1	1.00	1.00	1.00
Storm Water Program Manager ^{1,2}	16	0	1	1	0.00	1.00	1.00
Equipment Operator II/III	06/07	9	9	9	9.00	9.00	9.00
Project Manager I/II ¹	12/13	0	1	1	0.00	1.00	1.00
GIS Technician I ³	09	0	0	1	0.00	0.00	1.00
Storm Water Technician	09	1	1	1	1.00	1.00	1.00
Street & Drainage Crew Leader	08	1	1	1	1.00	1.00	1.00
Street Foreman	09	1	1	1	1.00	1.00	1.00
Street Supervisor	10	1	1	1	1.00	1.00	1.00
Total		15	17	18	15.00	17.00	18.00

New organization (FY 2011)

¹ Position moved from General Fund department FY12

² Position reclassified from Assistant City Engineer to Storm Water Program Manager FY13

³ Position moved from Transportation Administration FY13

Water / Wastewater Utility Fund

Water/Wastewater Utility Fund Revenue & Expenditures
Water/Wastewater Utility Fund Expenses by Department
Utility - Administration
Utility - Billings & Collections
Utility - Environmental Services
Utility Debt Service & Transfers
Wastewater Line Maintenance
Wastewater Systems Support
Wastewater Treatment Plant
Water Line Maintenance
Water Systems Support
Water Treatment Plant

Water/Wastewater Utility Fund
Summary of Revenues and Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget	2013-14 Projected Budget
Revenues					
Water & Related Services	\$26,345,407	\$20,880,000	\$20,880,000	\$21,235,000	\$21,335,000
Sewer & Related Services	17,189,045	16,433,000	16,433,000	16,283,000	16,583,000
Pre-Treatment Surcharge	223,936	220,000	220,000	175,000	175,000
Interest	407,109	299,500	299,500	261,000	301,000
Other Revenues	3,481,200	2,082,624	2,082,624	2,048,641	2,048,641
Total Revenues	\$47,646,697	\$39,915,124	\$39,915,124	\$40,002,641	\$40,442,641
Expenditures					
Personnel Services	\$7,201,435	\$7,758,990	\$7,758,990	\$7,719,173	\$7,947,564
Contractual Services	10,535,599	11,602,637	11,602,637	12,005,515	12,913,116
Materials and Supplies	2,113,310	2,151,874	2,151,874	2,160,815	2,166,210
Other Services and Charges	4,863,233	6,226,601	6,226,601	6,141,201	6,414,901
Capital Outlay	26,661	50,500	50,500	139,278	180,500
Debt Service / Transfers	12,661,798	12,123,919	12,123,919	11,835,619	10,819,769
Total Expenditures	\$37,402,036	\$39,914,521	\$39,914,521	\$40,001,601	\$40,442,060
Net Change in Operations	\$10,244,661	\$603	\$603	\$1,040	\$581

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

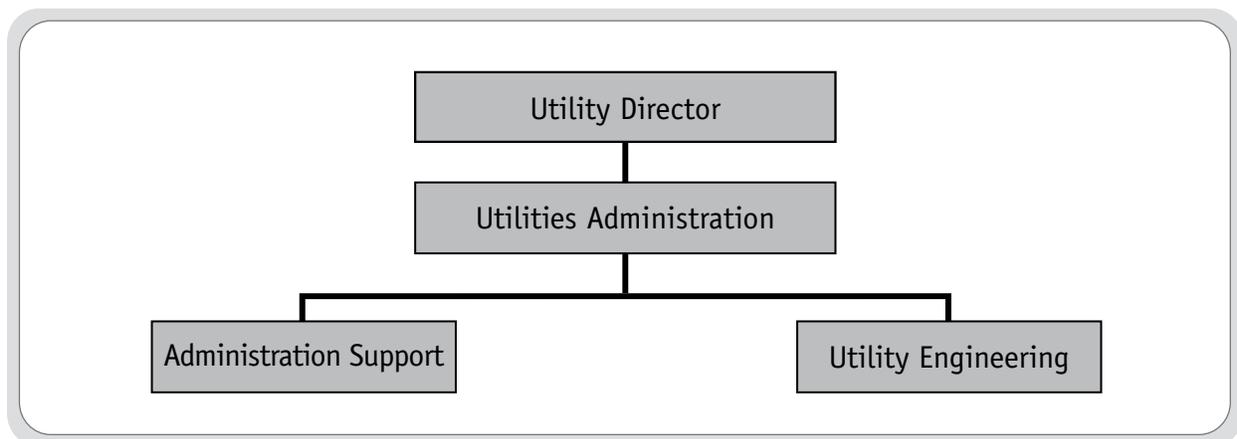
	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget	2013-14 Projected Budget
Utility Administration	\$953,607	\$1,280,953	\$1,305,001	\$1,196,406	\$1,193,188
Utility Billings & Collections	1,261,596	1,394,275	1,427,553	1,401,939	1,410,939
Utility Environmental Services	532,795	552,650	563,443	566,328	567,128
Utility Transfers	11,442,228	13,625,000	13,415,000	13,897,700	14,893,380
Wastewater Line Maintenance	1,841,736	1,901,033	1,927,048	1,901,382	2,016,432
Wastewater Systems Support	3,101,375	2,521,086	2,533,208	1,948,513	1,595,900
Wastewater Treatment Plant	3,375,950	4,328,302	4,328,302	4,345,542	4,733,787
Water Line Maintenance	2,388,195	2,350,738	2,384,716	2,313,220	2,317,344
Water Systems Support	3,572,214	3,230,980	3,275,267	3,602,758	3,602,491
Water Treatment Plant	8,932,340	8,729,504	8,754,983	8,827,813	8,111,471
Total - Utility Fund Expenditures	\$37,402,036	\$39,914,521	\$39,914,521	\$40,001,601	\$40,442,060

Utilities Administration Department

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

Vision: *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.*

Mission: *We are committed to provide our staff a stable work environment with equal opportunity for learning and personal growth. Innovation, trust, and professionalism are encouraged for improving the effectiveness of the department. Above all, each staff member will be provided the same concern, respect, and caring attitude within the department, which we are expected to support and communicate to each internal and external Utility Department customer.*



Major Business Functions:

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

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

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

Directs water conservation program which includes; education, outreach, and public awareness to ensure that the City's water supply sources are protected and available to meet the water demands of the City.

Oversee the City's solid waste management program which includes garbage collection and disposal as well as providing recycling opportunities to the citizens. Promote environmental awareness in order to increase recycling and reduce the amount of waste disposed of in the landfill. Also see Solid Waste/Recycling Services.

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 other departments in the City, and managing and coordinating the Utility GIS, Mapping and Utility Systems Computer Modeling Programs.

Key Customers:

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

Customer Expectations and Requirements:

External customers expect clean, safe drinking water as well as proper waste disposal at an affordable rate. All of our customers expect accurate, timely and professional responses to their requests and/or inquiries.

FY 2011-12 Highlights:

The department dealt with this past year's drought that Central Texas experienced which placed severe pressure on the City's water supply sources and caused the City to enact mandatory water restrictions on its customers. The City's main water supply, which comes from Lake Georgetown, reached a record low of 765 feet above msl, which threatened the City's intake points at the lake. Other highlights during FY2011-12 include:

- Completed the construction of the Brushy Creek Regional Utility Authority (BCRUA) Water Treatment Plant.
- Implemented a new tiered water rate structure, which encourages water conservation and increases public awareness of the value of our water supply.
- Completed the construction of Phase I of the City's Reuse Water System. New customers to the system include the Dell Diamond and Old Settlers Park.
- Completed update of the City's water and wastewater capital improvement programs master plans.
- Completed update of the City's water and wastewater capital recovery fees (impact fees) that are charged for new connections to the water and wastewater systems.
- Continue the growth and expansion of the City's water conservation program, which includes education, outreach, and public awareness.
- Completed the first year of the new curbside recycling program that resulted in an increase in the amount of waste being landfilled, amount of material recycled, and ultimately a credit back to the residential customers in the City for the commodity prices received for the recycled material.

FY 2012-13 Overview and Significant Changes:

The department will continue to move forward with projects and initiatives established in the previous year, as well as continue to evaluate ways to improve the department's effectiveness, not only through efficiencies, but through new technology. In FY 2012-13, the following are some of the projects and programs that the department will be working on:

- Continue to design and construct utility capital improvement projects within the City to meet the demand and growth of new development.
- Continue to rehabilitate portions of the asbestos-cement water distribution lines and wastewater collection system annually.
- Complete construction of Segment 3 of the regional water line for the BCRUA Water Treatment Plant and complete the purchase of the Phase 2 deep water intake site at Lake Travis for the BCRUA.

- Continue to expand the water conservation program to promote smart use of water and the installation of water wise landscaping.
- Complete renovation of the Brushy Creek Regional Wastewater System (BCRWWS) West Plant.

New Programs for FY 2012-13:

Utilities Administration is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

The department will continue to look for ways to improve our effectiveness and be efficient in order to continue to provide the best service possible at a low cost to the citizens. In FY 2013-14 and beyond, the following are some of the projects and programs for the department:

- Complete construction of Phases 2 and 4 of the Reuse System in order to provide reuse water to the Avery Center and other areas of the northeast.
- Expand solid waste management program to include more opportunities for recycling in order to divert more waste from the landfills.
- Determine a way to offset the no-net-loss provision in the Lake Travis water contract to ensure that the City's water rates remain some of the lowest in the region.
- Begin design of the automatic meter reading (AMR) system that will expand the program to a fixed-network system.

Water/Wastewater Utility Fund

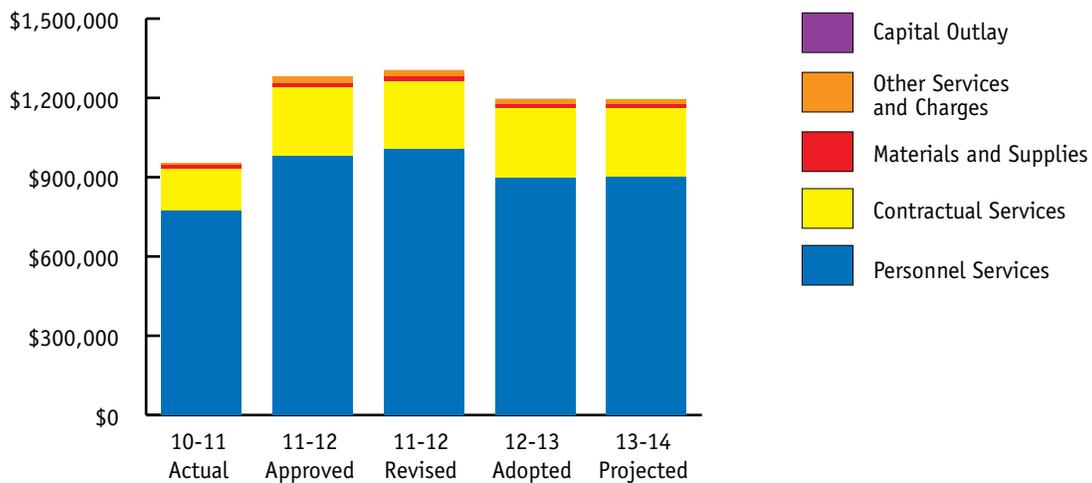
Utilities Administration

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$772,169	\$981,859	\$1,005,907	\$898,909	\$900,291
Contractual Services	160,058	257,582	257,582	259,781	259,781
Materials and Supplies	11,634	16,862	16,862	16,966	16,966
Other Services and Charges	9,746	24,650	24,650	20,750	16,150
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$953,607	\$1,280,953	\$1,305,001	\$1,196,406	\$1,193,188
Expenditures per Capita:	\$9.40	\$12.72	\$12.95	\$11.42	\$11.09

Utilities Administration

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Utilities - Administration	2.5%	3.2%	3.3%	3.0%	3.0%	6.4%	8.7%	7.9%

Utilities Administration

Authorized Personnel	Pay	Positions			Full Time Equivalents		
	Range	2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Director of Utilities ¹	18	1	1	1	1.00	1.00	1.00
Chief Utility Engineer	16	1	1	1	1.00	1.00	1.00
Utility Systems Analyst	12	1	1	1	1.00	1.00	1.00
GIS Analyst	12	1	1	1	1.00	1.00	1.00
GIS Technician II	11	1	1	1	1.00	1.00	1.00
Engineer II/ III ^{2,3}	14/15	0	1	0	0.00	1.00	0.00
Senior Utility Engineer ^{4,5}	15	0	1	1	0.00	1.00	1.00
Project Manager I/II	12/14	2	2	2	2.00	2.00	2.00
Administrative Technician II/III ⁶	06/08	0	1	1	0.00	1.00	1.00
Administrative Assistant	09	1	1	1	1.00	1.00	1.00
Total		8	11	10	8.00	11.00	10.00

¹ Utility Director retitled to Director of Utilities

² Engineer III position moved to Planning & Development Services in FY12

³ Engineer II position eliminated FY13

⁴ Position moved from Planning & Development Services in FY12

⁵ Engineering Manager retitled to Senior Utility Engineer FY13

⁶ Administrative Technician III reclassified to Administrative Assistant in FY12

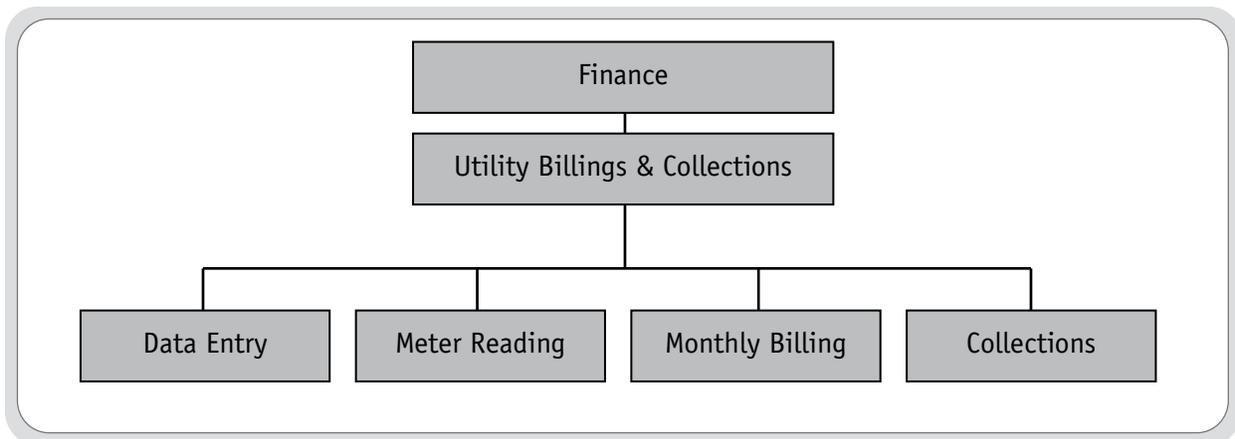


Utility Billings & Collections Department

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

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

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



Major Business Functions:

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

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

Meter Reading: The Utility Systems Support staff reads the water meters every month. They transfer these meter readings to our office to be processed for the monthly billing. The Utility Billing staff works closely with Utility Systems Support staff to maintain the reading schedule and to meet monthly deadlines.

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

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

Key Customers:

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

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

- In August 2011, utility billing was re-located into a temporary building for the first time. This was a major change for our customers; one that they are still getting adjusted to. We were not able to provide our customers with a drive through at our temporary location which impacted the convenience for a large volume of our customer base.
- In addition, to relocating we also changed online payment vendors and pay by phone vendors shortly after we moved to our temporary location. This created a lot of confusion for our customers who pay their bills electronically or by phone. Our old vendor was unable to provide any of the new information to our mutual customers. Fortunately, both our customers as well as our office staff were able to move through the transition with a few minor obstacles.
- Earlier in the year we implemented an outbound calling notification system. This system calls all past due accounts with the particulars of their past due account and when the account is subject for termination. The system also allows the customer the option to pay by phone within the same phone call should they be home to answer the call. They simply press the option and they are routed into the pay by phone queue. We have been successfully updating account information as our customers call to update or remove incorrect telephone numbers.

FY 2012-13 Overview and Significant Changes:

- A new 4-tier conservation rate implemented effective with the first billing in June 2012. This will be an extension of the last two years that conservation rates were first introduced to our citizens. It is anticipated the new rates will affect about 20% of our residential customer base. We will do our best to ensure that the customer is given accurate information regarding their options for lowering their bills if and when possible.
- We were recently notified that the City will be changing banking relationships. This will most likely create some significant changes for our department. It is a possibility that our online payment processing will change as well as our internal electronic check processing. These are areas that will need to be reviewed and evaluated.
- Utility Billing is moved back to City Hall effective June 4th. The newly renovated building will be a pleasant and welcoming change for all of our staff. We are most excited about the new receptionist area. It accommodates the City Hall new mail machine and mail bins for all departments. Our receptionist area will be nicely situated for greeting and directing our citizens to their destinations throughout the building.

New Programs for FY 2012-13:

Utility Billing is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

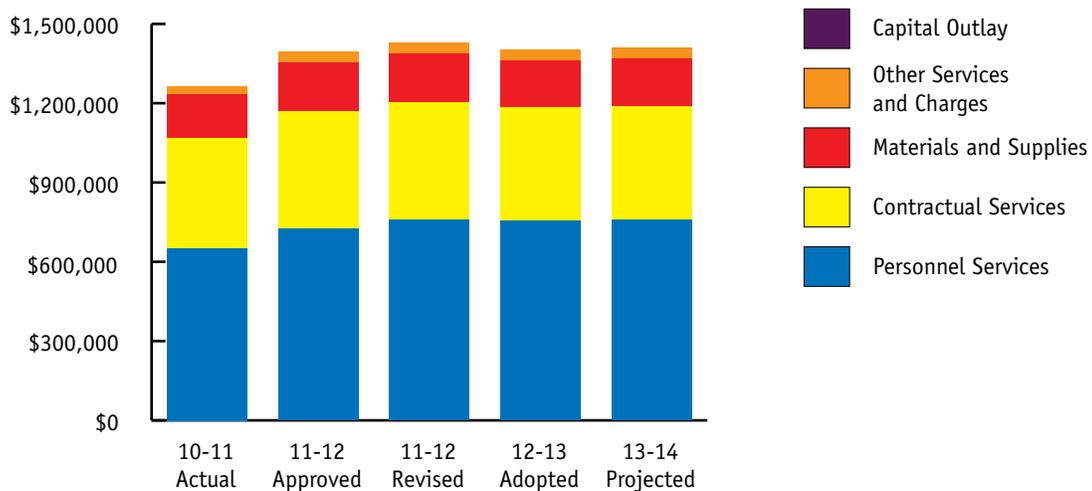
- In the future we would like to consider placing a kiosk directly outside the building. This would allow our after-hours customers an alternative to the payment drop box. The kiosk would be able to give customer information regarding account balances, due date and cutoff dates.
- Some thought is being given to changing software vendors for some of the departments in the Finance area. Utility billing could perhaps be one of the departments affected by the City wide search for new technology. We will stay abreast of any upcoming changes and be on target to make recommendations on what solutions best fit our customer needs.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$651,179	\$723,979	\$757,257	\$756,144	\$758,159
Contractual Services	414,787	447,675	447,675	427,420	432,655
Materials and Supplies	167,563	180,921	180,921	178,675	178,675
Other Services and Charges	28,067	41,700	41,700	39,700	41,450
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$1,261,596	\$1,394,275	\$1,427,553	\$1,401,939	\$1,410,939
Expenditures per Capita:	\$12.43	\$13.85	\$14.18	\$13.38	\$13.11

Utility Billings & Collections

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Utilities - Billings & Collections	3.4%	3.5%	3.6%	3.5%	3.5%	12.0%	11.8%	11.9%

Water/Wastewater Utility Fund

Utility Billings & Collections

Utility Billings & Collections

	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Authorized Personnel							
Utility Office Manager	09	1	1	1	1.00	1.00	1.00
Customer Service Supervisor	10	1	1	1	1.00	1.00	1.00
Customer Service Representative I/III ¹	05/07	6	6	7	6.00	6.00	7.00
Admin Tech I	05	1	1	1	1.00	1.00	1.00
Customer Service Representative - P/T ¹	05	2	2	1	1.00	1.00	0.50
Field Services Coordinator	07	1	1	1	1.00	1.00	1.00
Utility Accountant II ²	12	1	1	1	1.00	1.00	1.00
Field Service Representative I/IV ³	05/07	3	3	2	3.00	3.00	2.00
Field Service Representative - P/T ³	05	0	0	1	0.00	0.00	0.50
Total		16	16	16	15.00	15.00	15.00

¹ Customer Service Rep. - P/T reclassified to Customer Service Rep. FY13

² Utility Accountant I reclassified to Utility Account II FY13

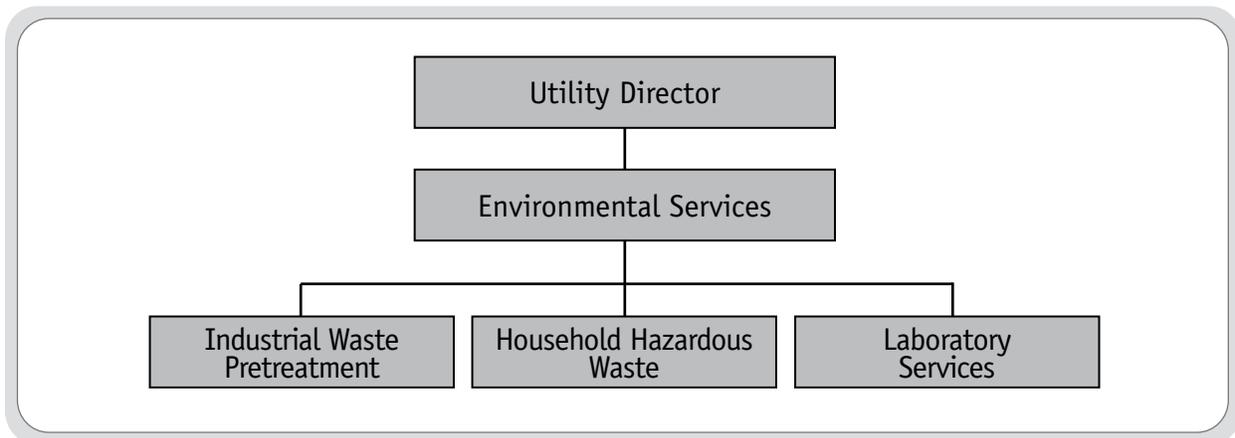
³ Field Service Representative reclassified to Field Service Representative - P/T FY13

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.

Vision: *The Environmental Services Department will be a respected and trusted leader in Industrial Waste Pretreatment, Laboratory Services and pollution prevention activities.*

Mission: *To provide resource preservation, conservation, and protection through the implementation and enforcement of environmental regulations and environmental stewardship.*



Major Business Functions:

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

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

Laboratory Services: Provides testing services to a variety of customers including: the City's water system and Building Construction & Inspections Departments, private citizens, and other municipalities. The laboratory is certified under the National Environmental Laboratory Accreditation Program (NELAP), which requires the highest standard of quality control. The Environmental Laboratory has been certified by the Texas Department of Health since 1996.

Key Customers:

The laboratory supports the needs of several City departments which include the TCEQ required samples for the water/wastewater utility, construction inspection, storm water program and other special need samples required by the City. The laboratory also supports outside water customers for bacteriological and other testing services, including: private home owners, construction companies, local public water systems, real estate agencies and other entities requiring water and wastewater testing services.

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

Customers of the household hazardous waste program include all Round Rock residents and employees. The recycling and reuse component of this program is available to anyone.

Customer Expectations and Requirements:

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

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

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

FY 2011-12 Highlights:

In the FY 2011-2012 budget year, the Environmental Services Department focused on activities dedicated to enhancing the laboratory services, industrial waste pretreatment and household hazardous waste programs. These activities included:

- The successful completion of a five-year audit of the Industrial Waste Pretreatment Program.
- An update of the wastewater surcharge program.
- Monitoring the wastewater collection system to obtain baseline monitoring data for certain parameter.

FY 2012-13 Overview and Significant Changes:

In FY 2012-2013, the Environmental Services Department will continue to concentrate on pollution prevention activities. The department is focusing on the following significant activities:

- Improving liquid waste hauling practices at the Brushy Creek Regional Wastewater System.
- Implementing the recently modified Industrial Waste Pretreatment Program.
- Expanding the laboratory's field of NELAP accreditation to include more non-potable water samples.

New Programs for FY 2012-13:

The Environmental Services Division is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

The Environmental Services Department will concentrate on activities geared towards improving pollution prevention programs 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 2013-2014 and beyond:

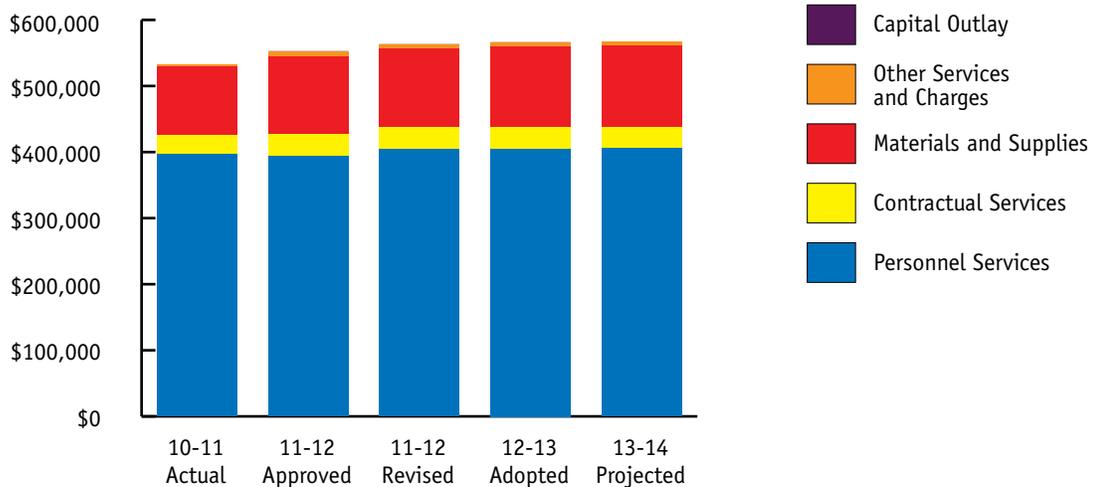
- The department will work with regional partners to develop and offer household hazardous waste disposal options to residents within our utility service area. This program will ensure proper disposal of household chemicals, reduce the possibility of pollution to our area water sources and be set up to financially support itself.
- The laboratory will maintain necessary NELAP accreditation for the production of reportable and defensible data.
- The department will evaluate the need for expanding the laboratory facilities to improve efficiencies or increase workloads.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$396,562	\$393,095	\$403,888	\$404,995	\$405,780
Contractual Services	28,829	33,488	33,488	32,469	32,409
Materials and Supplies	103,935	118,767	118,767	121,564	122,239
Other Services and Charges	3,469	7,300	7,300	7,300	6,700
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$532,795	\$552,650	\$563,443	\$566,328	\$567,128
Expenditures per Capita:	\$5.25	\$5.49	\$5.60	\$5.40	\$5.27

Utility Environmental Service

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Utilities - Environmental Services	1.4%	1.4%	1.4%	1.4%	1.4%	4.8%	4.7%	4.8%

Utility Environmental Services

	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Authorized Personnel							
Senior Lab Analyst	10	1	1	1	1.00	1.00	1.00
Environmental Lab Analyst	09	1	1	1	1.00	1.00	1.00
Pretreatment Compliance Specialist	10	1	1	1	1.00	1.00	1.00
Environmental Services Supervisor	13	1	1	1	1.00	1.00	1.00
Field Laboratory Technician	06	1	1	1	1.00	1.00	1.00
Administrative Technician III	08	1	1	1	1.00	1.00	1.00
Total		6	6	6	6.00	6.00	6.00



Utility Debt Service & Transfers - Program Description

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

Water/Wastewater Utility Fund

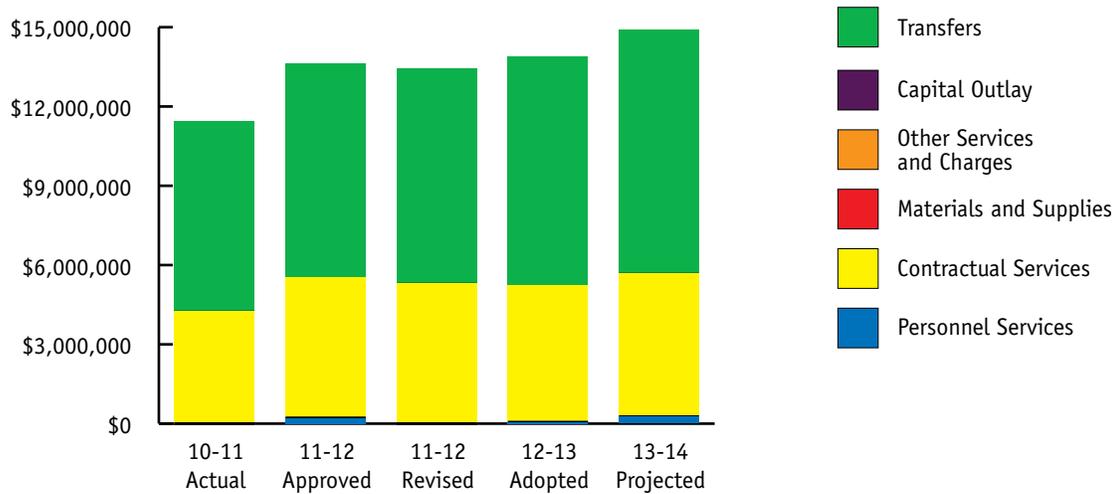
Utility Debt Service & Transfers

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$0	\$210,000	\$0	\$51,000	\$262,530
Contractual Services	0	0	0	0	0
Materials and Supplies	0	0	0	0	0
Other Services and Charges	4,270,930	5,325,000	5,325,000	5,175,000	5,450,000
Capital Outlay	0	0	0	0	0
Transfers	7,171,298	8,090,000	8,090,000	8,671,700	9,180,850
Total Expenditures:	\$11,442,228	\$13,625,000	\$13,415,000	\$13,897,700	\$14,893,380
Expenditures per Capita:	\$112.73	\$135.30	\$133.22	\$132.61	\$138.41

Utility Debt Service & Transfers

Expenditures by Category



Operating Efficiencies:

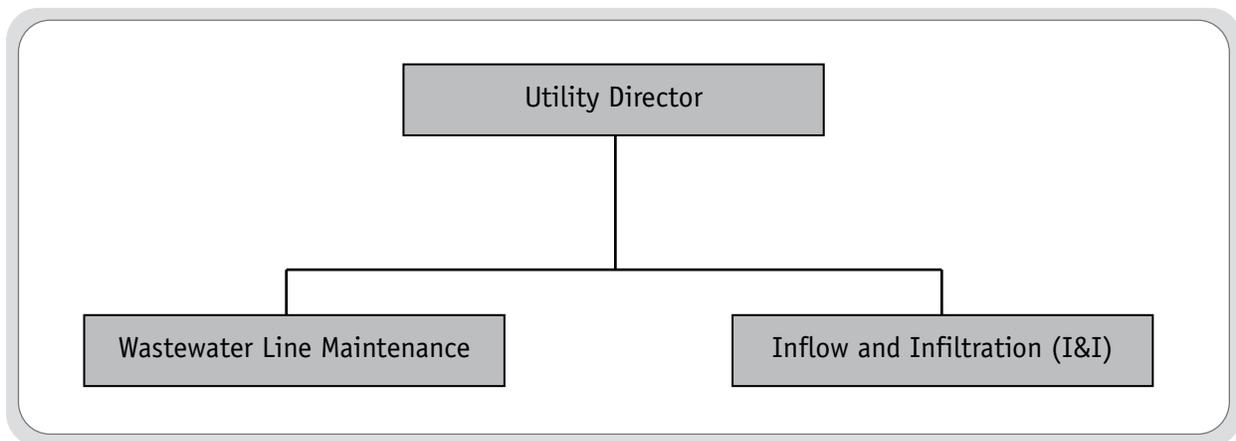
	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Utilities - Transfers	30.6%	34.1%	33.6%	34.7%	36.8%	0.0%	0.0%	0.0%

Wastewater Line Maintenance Department

The Wastewater Line Maintenance (WWLM) Division 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 reporting to the Utility Operations Manager, all of whom report to the Utility Director.

Vision: *Provide all of our customers with safe, adequate, reliable, and high quality wastewater services.*

Mission: *We are committed to provide our staff a stable work environment with equal opportunity for learning and personal growth. Innovation, trust, and professionalism is encouraged for improving the effectiveness of the department. Above all, each staff member will be provided the same concern, respect, and caring attitude within the department, which we are expected to support and communicate to each internal and external Utility Department customer.*



Major Business Functions:

Wastewater Line Maintenance: This program operates 24 hours a day, 365 days a year with on-call personnel after hours, weekends and holidays. Wastewater Line Maintenance crews repair line breaks and remedy service problems, as well as perform preventative maintenance and locates of existing utility lines as needed in accordance with the Texas Line Locate Bill, "One Call".

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

Key Customers:

Wastewater Line Maintenance has both internal and external customers. Internal customers consist of all department employees within the City of Round Rock. Externally, this division responds to resident concerns, commercial/business entities, contractors, non-profit organizations, and local, state and federal governed agencies.

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

The department has been working on improving service and meeting mandated rules by:

- Reorganized staff to have one employee coordinate and inspect work performed by maintenance crews in order to stay in compliance with state regulations.
- Continue to improve the process to clean and inspect the collection system and schedule rehabs to make needed repairs to broken pipe, roots intrusions and deteriorating conditions.
- Implemented a process to review data collected from camera crews and transfer to our current consulting firm for review and rehab recommendations.

FY 2012-13 Overview and Significant Changes:

The City continues to work on reducing the amount of I&I into the wastewater collection system as well as the cost to treat added amounts of water by:

- Working in conjunction with City staff and consulting engineer to reach a common goal of eliminating I&I sources in specific target areas.
- Coordinate I&I video inspections and line cleaning crews work assignments to help enhance the efficiency of the work unit and successfully complete projects on target.
- Upgrade I&I equipment software to enhance the performance of I&I crews, record keeping and data share.
- Work with IT department to purchase and upgrade I&I software to replace obsolete technology.

New Programs for FY 2012-13:

Wastewater Line Maintenance is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

Future improvements: Improve current equipment with up-to-date industry standards, to meet the needs of CORR infrastructure expansion and I&I prevention program.

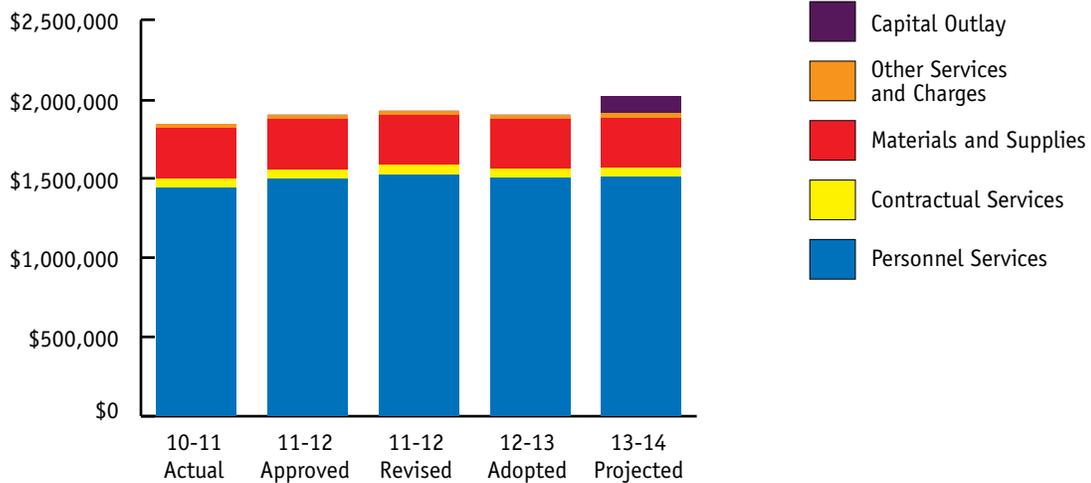
- Assign individual asset numbers to video inspection cameras and computer equipment in order to release damaged and outdated equipment from ties to camera van asset number. Camera van is under a 10 year/ 100,000 mile replacement program.
- Replace the oldest equipment in our fleet: camera van asset #012163, combination truck asset #011448 and two pull behind jeters asset #930467 and #940507.
- Enact a plan to consolidate all Utility Field Divisions into one central service center.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,440,048	\$1,496,355	\$1,522,370	\$1,503,464	\$1,506,804
Contractual Services	57,305	61,634	61,634	56,975	56,975
Materials and Supplies	322,629	314,374	314,374	312,273	318,483
Other Services and Charges	21,754	28,670	28,670	28,670	28,670
Capital Outlay	0	0	0	0	105,500
Total Expenditures:	\$1,841,736	\$1,901,033	\$1,927,048	\$1,901,382	\$2,016,432
Expenditures per Capita:	\$18.15	\$18.88	\$19.14	\$18.14	\$18.74

Wastewater Line Maintenance

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Wastewater Line Maintenance	4.9%	4.8%	4.8%	4.8%	5.0%	20.8%	20.5%	20.6%

Wastewater Line Maintenance

Authorized Personnel	Pay	Positions			Full Time Equivalents		
	Range	2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Administrative Technician II	6	1	1	1	1.00	1.00	1.00
I&I Coordinator ¹	9	1	2	2	1.00	2.00	2.00
Utility Crew Leader ¹	8	4	5	5	4.00	5.00	5.00
I&I Utility Crew Leader	8	3	3	3	3.00	3.00	3.00
Senior Utility Worker ^{1,2}	7	0	2	1	0.00	2.00	1.00
Utility Maintenance Superintendent	12	1	1	1	1.00	1.00	1.00
Operations Technician I&I ³	8	1	1	2	1.00	1.00	2.00
Utility Line Locator ³	9	1	1	0	1.00	1.00	0.00
Utility Worker I/II/III ^{1,2}	5/7	14	10	11	14.00	10.00	11.00
Total		26	26	26	26.00	26.00	26.00

¹ Utility Worker reclassified to I&I Coordinator, Utility Crew Leader, Senior Utility Worker FY12

² Senior Utility Worker reclassified to Utility Worker FY13

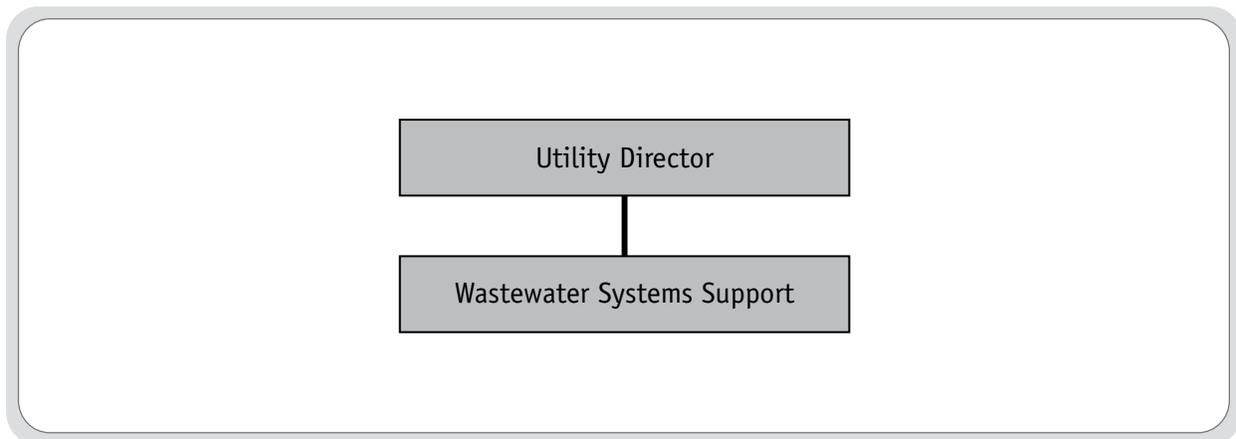
³ Utility Line Locator reclassified to Operations Tech I&I FY13

Wastewater Systems Support Department

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

Vision: *Provide the highest quality treated effluent for irrigation, utility, recreation, aquatic habitat and future drinking water uses.*

Mission: *We are committed to provide our staff a stable work environment with equal opportunity for learning and personal growth. Innovation, trust, and professionalism are encouraged for improving the effectiveness of the department. Above all, each staff member will be provided the same concern, respect, and caring attitude within the department, which we are expected to support and communicate to each internal and external Utility Department customer.*



Major Business Functions:

Wastewater Systems Support: Wastewater Systems Support: This department maintains the mechanical and electrical equipment on the City's 12 lift stations and is under the direction of the Utility Support Superintendent. The lift stations are used to pump wastewater because variations in topography do not allow for gravity flow. 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 24 hours a day, 365 days a year.

Major Business Functions:

Our key customers include the residents and/or businesses that are located in areas of the City that require lift stations.

Customer Expectations and Requirements:

Our customers expect their wastewater to be collected and treated as required by State Law to meet the public health and safety requirements.

FY 2011-12 Highlights:

- Continue to maintain and assure proper operations of the City's 12 lift stations.
- Upgrade SCADA system at all sites for better communication and control.
- Improved coordination and cleaning of lift stations with assistance from Wastewater Line Maintenance personnel.

FY 2012-13 Overview and Significant Changes

Plans for combining all departments in Utilities at one location will allow more flexibility in training and possibly allow for a reduction in staff and improve service.

- Continued cross training opportunities with other employees in the Utilities and Environmental Services Department.
- Evaluate possibility of combining lift station maintenance into Wastewater Line Maintenance Division's responsibilities.
- Continued reduction in number of equipment and vehicles.

New Programs for FY 2012-13:

Wastewater Systems Support is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

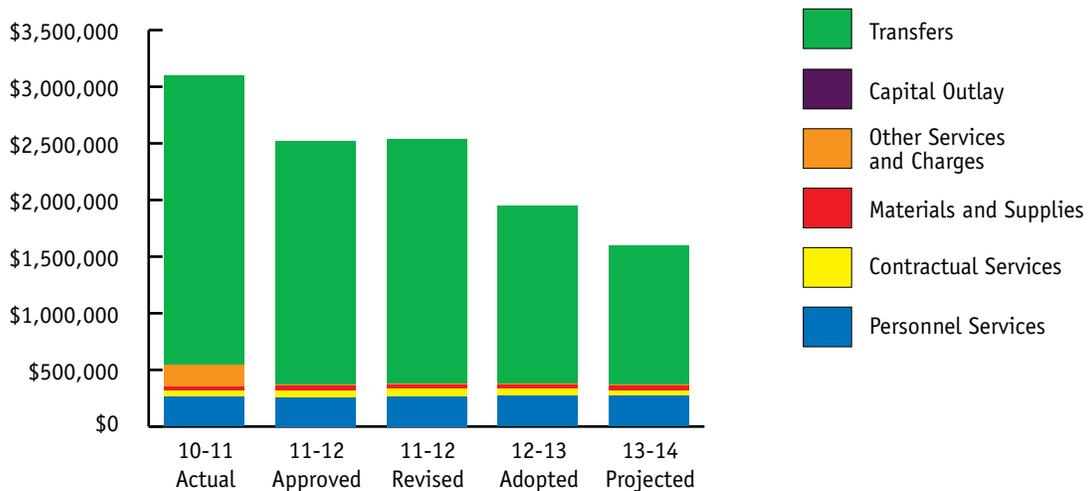
- Enact plan to consolidate all Utility Field Divisions into one central service center.
- Continue to upgrade SCADA system at all sites for better communication and control.
- Potentially combine staff in the Wastewater System Support Division with the Wastewater Line Maintenance Division.
- Provide dual license and certification opportunities for employees.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$261,415	\$254,632	\$266,754	\$270,889	\$271,825
Contractual Services	58,825	63,342	63,342	60,854	48,585
Materials and Supplies	33,900	40,093	40,093	43,751	42,301
Other Services and Charges	189,235	9,000	9,000	4,000	4,000
Capital Outlay	0	0	0	0	0
Transfers	2,558,000	2,154,019	2,154,019	1,569,019	1,229,189
Total Expenditures:	\$3,101,375	\$2,521,086	\$2,533,208	\$1,948,513	\$1,595,900
Expenditures per Capita:	\$30.56	\$25.04	\$25.16	\$18.59	\$14.83

Wastewater Systems Support

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Wastewater Systems Support	8.3%	6.3%	6.3%	4.9%	3.9%	3.2%	3.1%	3.2%

Wastewater Systems Support

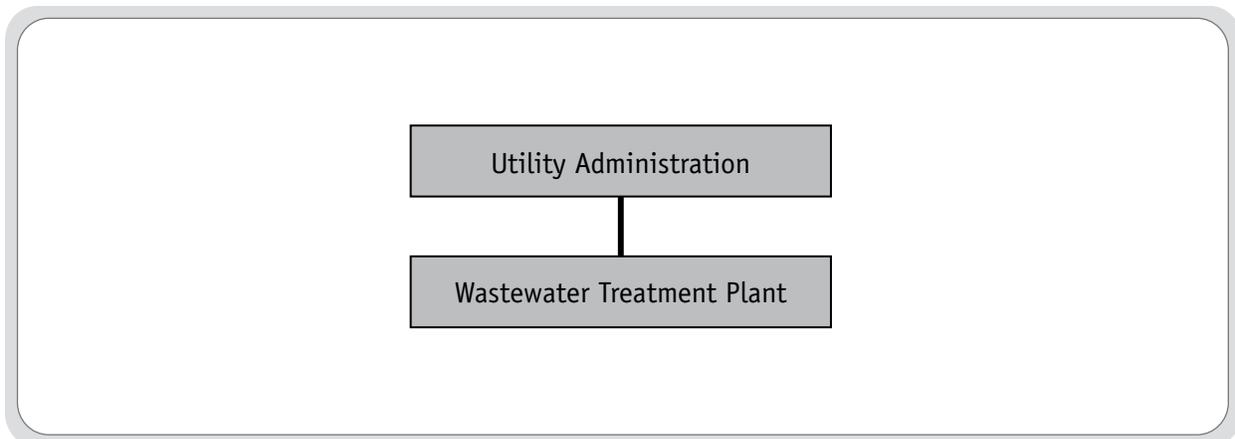
	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Authorized Personnel							
Utility Support Superintendent	13	1	1	1	1.00	1.00	1.00
System Mechanic II/IV	9/10	2	2	2	2.00	2.00	2.00
System Mechanic Supervisor	13	1	1	1	1.00	1.00	1.00
Total		4	4	4	4.00	4.00	4.00

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 using sophisticated equipment, advanced treatment technologies and state certified wastewater treatment plant operators provided by the Brazos River Authority.

Vision: *Provide the highest quality treated effluent for irrigation, utility, recreation, aquatic habitat and future drinking water uses.*

Mission: *We are committed to provide our staff a stable work environment with equal opportunity for learning and personal growth. Innovation, trust, and professionalism are encouraged for improving the effectiveness of the department. Above all, each staff member will be provided the same concern, respect, and caring attitude within the department, which we are expected to support and communicate to each internal and external Utility Department customer.*



Major Business Functions:

Wastewater Treatment Plant: The Wastewater Treatment Plant's major function is to treat domestic sewerage. The operation is regional and includes customers from Williamson and Travis counties. Round Rock, in partnership with the Cities of Austin and Cedar Park, purchased the Wastewater Treatment Plant from the Lower Colorado River Authority. Since the transaction with the LCRA, the City of Leander has purchased capacity in the regional wastewater system. The Brazos River Authority continues to operate and maintain the Wastewater Treatment Plant.

Key Customers:

The Brushy Creek Regional Wastewater System provides wastewater collection and treatment to the Cities of Round Rock, Austin, Cedar Park and Leander. The customers in the Round Rock service area include all residential, commercial and industrial properties, as well as Municipal Utility Districts.

Customer Expectations and Requirements:

All customers expect proper collection and treatment of wastewater according to local, state and federal requirements. The City will cost effectively operate and maintain the wastewater system infrastructure in order to ensure competitive rates to its customers.

Water/Wastewater Utility Fund

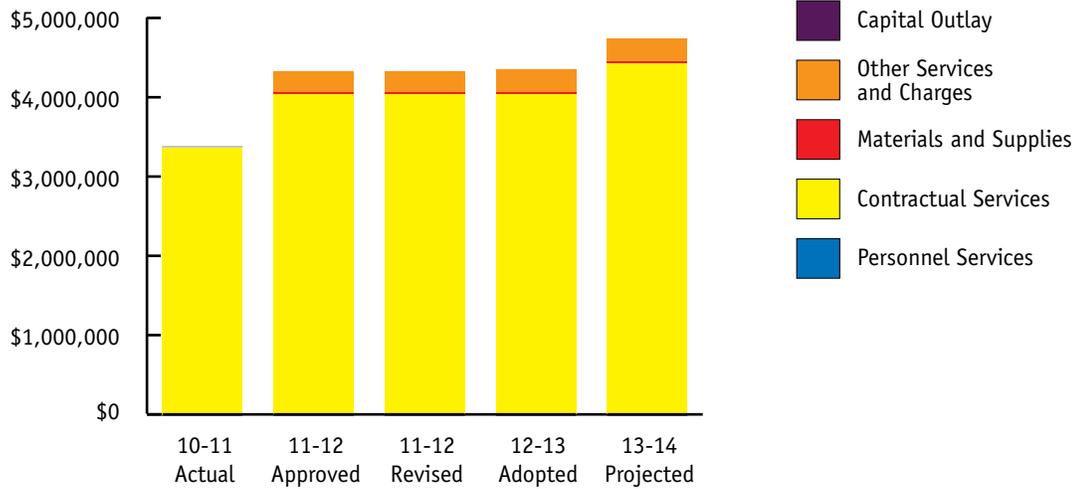
Wastewater Treatment Plant

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	3,360,919	4,034,465	4,034,465	4,034,705	4,422,950
Materials and Supplies	8,292	34,037	34,037	34,037	34,037
Other Services and Charges	6,739	259,800	259,800	276,800	276,800
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$3,375,950	\$4,328,302	\$4,328,302	\$4,345,542	\$4,733,787
Expenditures per Capita:	\$33.26	\$42.98	\$42.98	\$41.47	\$43.99

Wastewater Treatment Plant

Expenditures by Category



Operating Efficiencies:

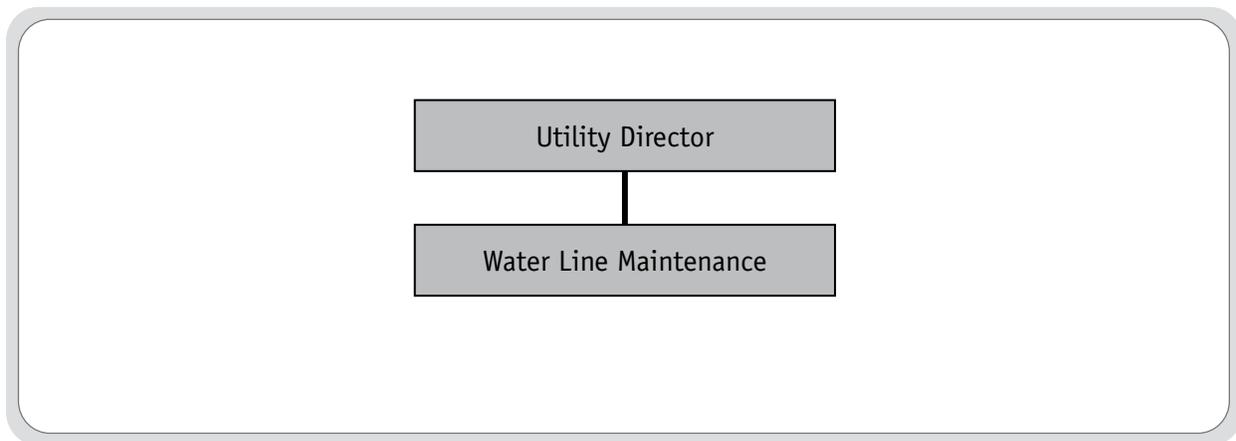
	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Wastewater Treatment Plant	9.0%	10.8%	10.8%	10.9%	11.7%	0.0%	0.0%	0.0%

Water Line Maintenance Department

The Water Line Maintenance Department (WLM) maintains approximately 577 miles of water lines, 10,748 valves and 5,325 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 Manager, who reports to the Utility Director.

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

Mission: *We are committed to provide our staff a stable work environment with equal opportunity for learning and personal growth. Innovation, trust, and professionalism are encouraged for improving the effectiveness of the department. Above all, each staff member will be provided the same concern, respect, and caring attitude within the department, which we are expected to support and communicate to each internal and external Utility Department customer.*



Major Business Functions:

Water Line Maintenance: This program operates 24 hours a day, 365 days a year ensuring that all residents living in Round Rock have safe drinking water and that the sanitary sewers are flowing properly. Water Line Maintenance crews repair water line breaks and service leaks, including flushing dead-end water mains in accordance with Texas Commission on Environmental Quality (TCEQ). Field crews also perform preventative maintenance on all valves, fire hydrants and existing water utility locations in accordance with State law, Texas Line Locate Bill, and "One Call," ensuring adequate pressure and fire protection. Water Line Maintenance has an evening shift crew who responds to after-hour calls and makes emergency water and wastewater repairs. This is an essential service that provides more accessibility to the citizens as well as saving the City money on overtime.

Key Customers:

Water Line Maintenance has both internal and external customers. Internal customers include all City Departments. Externally, the department responds to all Round Rock resident concerns, commercial/business entities, contractors, wholesale customers within the City's ETJ, as well as local, state and federal government agencies.

Customer Expectations and Requirements:

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

FY 2011-12 Highlights:

Due to an extreme drought this past year, our department dealt with an above average amount of main breaks and service leaks. This increase in workload forced our crews to spend more time responding to these repairs in order to keep our customers with water service.

- Repaired a record amount of 136 water main breaks for the year.
- Constructed 900 feet of SCH 80 pipe for the City's Play for All Abilities Park.
- Substantially reduced City's unaccounted-for-water with leak detection services.
- Painted dead-end main fire hydrants to assist the Fire Department.

FY 2012-13 Overview and Significant Changes:

One of our goals is to eventually inspect and repair as necessary every fire hydrant in our distribution system at least once a year. Other examples of improvement would be:

- Provide assistance to the GIS department by GPS'ing every valve and fire hydrant in our water distribution system.
- Continue to assist with the City's Asbestos Cement water line replacement program.
- Expanded cross training opportunities with Wastewater Department personnel to allow greater flexibility in the field.

New Programs for FY 2012-13:

Water Line Maintenance is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

Eventually, Water Line Maintenance will need to include an additional Utility Crew in the budget in order to assist with the fire hydrant maintenance program. Currently, we have 5,572 fire hydrants and are only able to maintain 1,775 a year. In the future we will:

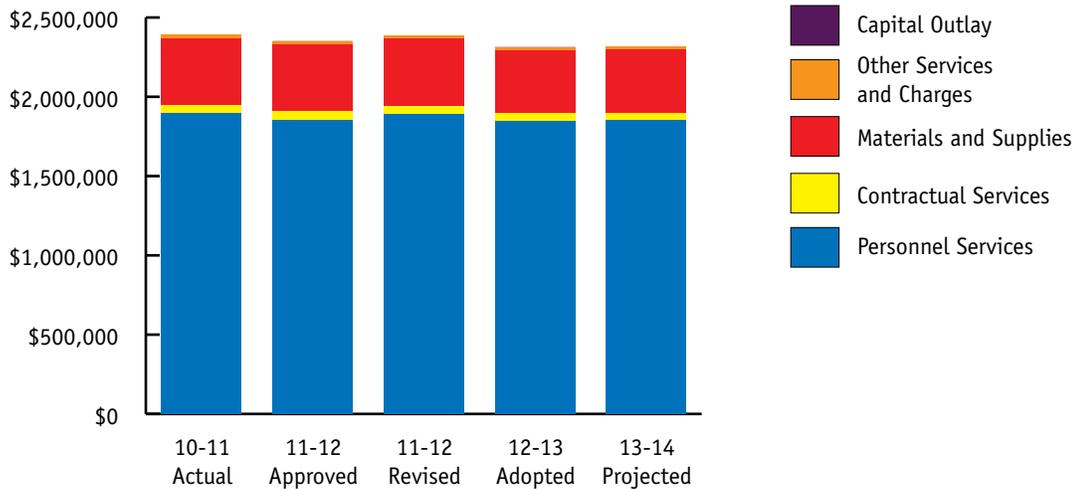
- Keep improving our maintenance programs by cross training, dual license and certifications and combining all departments in Utilities at one service center.
- Continue to update mapping and provide hardware to assist field personal to be able to access utility maps.
- Enact a plan to consolidate all Utility Field Divisions into one central service center

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$1,897,393	\$1,854,666	\$1,888,644	\$1,846,983	\$1,851,107
Contractual Services	50,962	52,472	52,472	47,998	47,998
Materials and Supplies	420,378	426,234	426,234	400,873	400,873
Other Services and Charges	19,462	17,366	17,366	17,366	17,366
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$2,388,195	\$2,350,738	\$2,384,716	\$2,313,220	\$2,317,344
Expenditures per Capita:	\$23.53	\$23.34	\$23.68	\$22.07	\$21.54

Water Line Maintenance

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Water Line Maintenance	6.4%	5.9%	6.0%	5.8%	5.7%	25.6%	25.2%	25.4%

Water Line Maintenance

	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Authorized Personnel							
Utility Operations Manager	15	1	1	1	1.00	1.00	1.00
Utility Crew Leader	08	9	9	9	9.00	9.00	9.00
Utility Line Locator	09	1	1	1	1.00	1.00	1.00
Senior Utility Technician ^{1,3}	07	2	4	1	2.00	4.00	1.00
Utility Worker I/III ^{1,3}	05/07	15	12	15	15.00	12.00	15.00
Utility Supervisor ²	11	1	0	0	1.00	0.00	0.00
Utility Maintenance Superintendent ²	12	0	1	1	0.00	1.00	1.00
O & M Office Manager	09	1	1	1	1.00	1.00	1.00
Utility Inventory Specialist	09	1	1	1	1.00	1.00	1.00
Water Line Maintenance Coordinator	09	1	2	2	1.00	2.00	2.00
Total		32	32	32	32.00	32.00	32.00

¹ Utility Worker changed to Senior Utility Technician FY12

² Utility Supervisor changed to Utility Maintenance Superintendent FY12

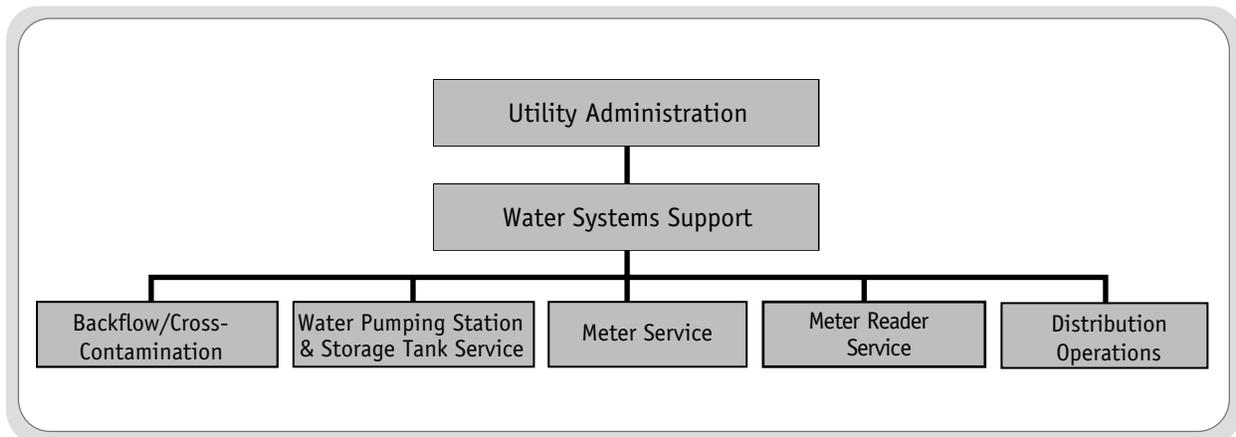
³ Senior Utility Technician changed to Utility Worker FY13

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.

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

Mission: *We are committed to provide our staff a stable work environment with equal opportunity for learning and personal growth. Innovation, trust, and professionalism are encouraged for improving the effectiveness of the department. Above all, each staff member will be provided the same concern, respect, and caring attitude within the department, which we are expected to support and communicate to each internal and external Utility Department customer.*



Major Business Functions:

Water Systems Support consists of Backflow/Cross-Connection; Water System Service; Meter Service; Meter Reader Service; and Distribution Operations. These components are under the direction of the Utility Support Superintendent, whose position is in Wastewater Systems Support. The Water Systems Support division closely monitors, maintains, stores, and distributes safe drinking water to the citizens of Round Rock, by ensuring the accurate amount of raw water is delivered to the Water Treatment Plant for processing, and ensuring the treated water is properly distributed.

Backflow/Cross-Connection: Personnel perform on-site inspections and update information on residential/commercial customers for required cross-connection device certification to keep the water safe for the public. This ensures safe and potable drinking water to the customers and maintains compliance with state regulations and the cross-connection policies defined by City ordinance.

Water Pumping Station and Storage Tank Service: Assures system reliability and safety through its Water System Equipment Maintenance program by performing routine inspections of 53 water distribution control sites (i.e. wells, storage tanks, booster pump stations, 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 24 hours a day, 365 days a year.

Meter Service: Ensures water use accountability by testing, repairing and replacing commercial/residential meters. This process maximizes meter performance and accuracy. It allows personnel to oversee all of the new commercial and residential meter installations. The service also maintains all wholesale fire hydrant meter accounts.

Meter Reader Service: Personnel accurately and efficiently read approximately 30,000 commercial and/or residential water meters monthly. Meters are reread for inaccurate field readings and high/low consumption if flagged by the Utility Billing Department.

Distribution Operations: Personnel monitor and operate the water distribution system to ensure storage tank levels are adequate for water system pressure and fire protection. Distribution pumps are operated to provide adequate water supply and pressure.

Key Customers:

The Water Systems Support Division's customers are both internal and external. Internal customers include all City Departments. The external customers include all citizens of Round Rock, business owners, wholesale customers, educational institutions, government entities, etc. One of our main functions is to store water for fire protection and meet the daily demand of the City.

Customer Expectations and Requirements:

Our Customers expect clean, safe drinking water at their homes and/or businesses, and the availability of water for fire protection.

FY 2011-12 Highlights:

This year, the City experienced an extreme cold period in the winter and a drought that put pressure on the City's water sources.

- Automatic Meter Reading (AMR) System Installations reached 33.3% (10,500 meters) of the City's meters
- Lake Georgetown reached a low point of 765.5 feet

FY 2012-13 Overview and Significant Changes:

The Water System Support will focus on the AMR Project and provide the public with adequate water and system pressures.

- AMR installations should reach 66.6% (21,000 meters)
- Meter reader Staff should reach a 2 FTE's reduction from the current 5 FTE's
- Reuse water system will be in operation thus reducing our reliance on the potable water supply

New Programs for FY 2012-13:

Water Systems Support is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

The Water System will have a new water source close to completion to Round Rock and a continued effort to supply the Public with water and quality customer service.

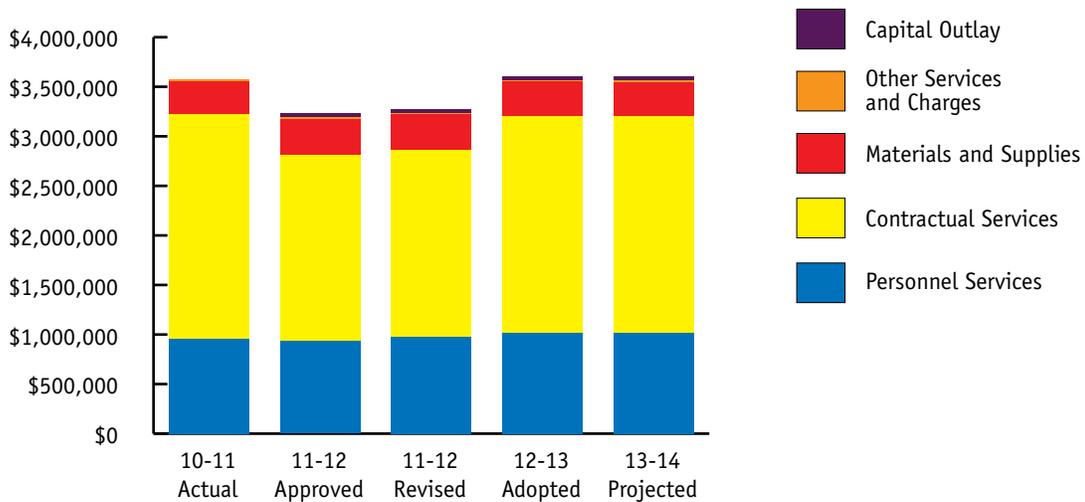
- Brushy Creek Regional Utility Authority Water Plant will be almost complete to Round Rock
- AMR meter replacement should be completed (31,500 meters) by the end of FY 2013
- FY 2014-15 Install AMR fixed network system
- Enact a plan to consolidate all Utility Field Divisions into one central service center

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$957,443	\$931,839	\$976,126	\$1,016,502	\$1,018,925
Contractual Services	2,266,227	1,885,233	1,885,233	2,179,594	2,181,444
Materials and Supplies	331,948	358,408	358,408	352,662	348,122
Other Services and Charges	13,325	12,500	12,500	14,000	14,000
Capital Outlay	3,271	43,000	43,000	40,000	40,000
Total Expenditures:	\$3,572,214	\$3,230,980	\$3,275,267	\$3,602,758	\$3,602,491
Expenditures per Capita:	\$35.19	\$32.09	\$32.52	\$34.38	\$33.48

Water Systems Support

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Water Systems Support	9.6%	8.1%	8.2%	9.0%	8.9%	16.0%	15.0%	15.1%

Water Systems Support

	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Authorized Personnel							
Administrative Technician II/III ^{1,2}	06/08	1	1	1	1.00	1.00	1.00
Meter Reader I/III	05/07	4	4	4	4.00	4.00	4.00
Meter Reader Supervisor	09	1	1	1	1.00	1.00	1.00
Meter Service Technician I/III	06/08	5	5	5	5.00	5.00	5.00
Meter Shop Supervisor ³	10	1	1	2	1.00	1.00	2.00
W/WW System Mechanic I/IV ^{2,3}	06/09	6	6	5	6.00	6.00	5.00
Water Distribution Operator I/III ⁴	07/09	2	1	1	2.00	1.00	1.00
Total		20	19	19	20.00	19.00	19.00

¹ Position reclassified from Administrative Technician II to W/WW System Mechanic IV

² Correcting for errors in FY12 count

³ System Mechanic reclassified to Meter Shop Supervisor FY13

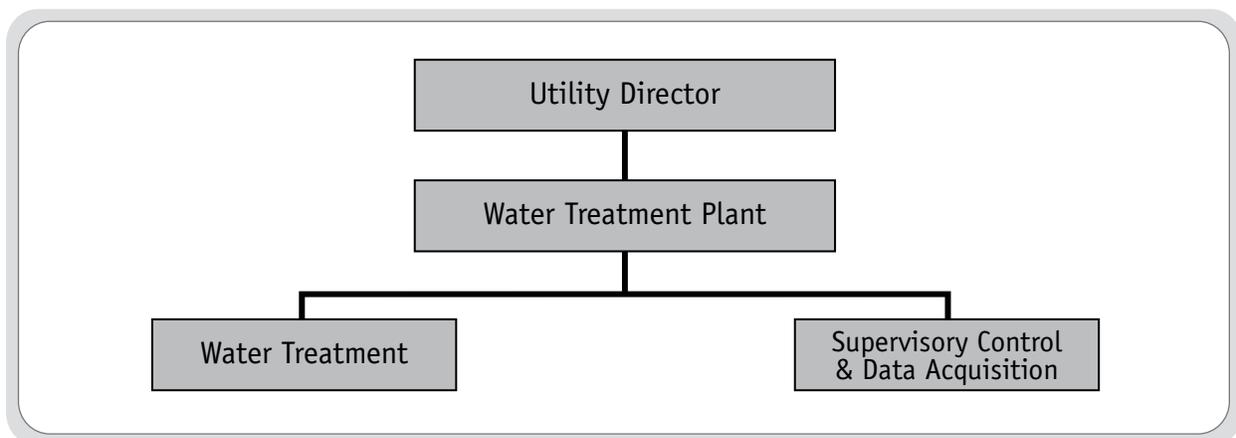
⁴ Position eliminated due to reorganization FY12

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.

Vision: *To be recognized, respected leaders in the Water Treatment industry.*

Mission: *Provide the highest quality, best tasting drinking water of sufficient quantity, volume and pressure, for domestic use and fire protection in a cost conscious manner.*



Major Business Functions:

Water Treatment: This program is responsible for the treatment and distribution of surface and ground water. The primary objective is to provide superior water quality, which meets or exceeds the applicable regulations, as efficiently as possible. This is accomplished by acquiring untreated raw water from Lake Georgetown and the Edward's Aquifer, adding treatment chemicals, providing filtration and disinfection, and ensuring accurate storage of the treated water for immediate and/or later usage. The surface water treatment plant can treat 52 million gallons of water per day, and the ground water treatment plant treats an average of 4.5 million gallons of water per day.

Supervisory Control and Data Acquisition (SCADA): The SCADA program maintains and operates 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 devices that allow the operator to control and monitor equipment. This automation optimizes operations and improves the quality of service.

Key Customers:

The Water Treatment Plant Department's external customers include every home, office, commercial business, industry, municipal utility district, regulatory agencies, and any other individual or entity that receives treated water from the City. Internal customers include all City employees and departments for consumption, irrigation, recreation, fire protection and all other general water usage.

Customer Expectations and Requirements:

All customers expect a safe, superior quality product, delivered with adequate pressure in a cost conscious manner. This level of service is demanded 24 hours a day, 365 days a year. The customer also expects the department to ensure that an adequate water supply is available for the future.

FY 2011-12 Highlights:

In FY 2011-12, the Water Treatment Plant focused on optimizing treatment systems and improving safety. The department implemented several projects intended to achieve those goals. Listed below, are the department highlights.

- Converted the Lake Creek Ground Water Treatment Plant from gas to liquid chlorine.
- Completed a rehabilitation project at the surface water treatment plant, which included an upgrade to the aluminum sulfate chemical feed system at the surface water treatment plant.
- Replaced 50% of the turbidity monitors at the surface water plant.

FY 2012-13 Overview and Significant Changes:

Improving efficiencies, optimizing treatment and meeting new regulatory requirements continue to dominate the Water Treatment Plant activities. In particular, the department is focusing on the following.

- Implementing the monitoring requirements for the Stage Two Disinfectant Byproduct Rule.
- Replacing a portion of the Supervisory Control and Data Acquisition (SCADA) computers and data server. These computers are responsible for monitoring and operating the water system through automated controls.
- Upgrading a portion of the SCADA system Remote Terminal Units in the water distribution system.

New Programs for FY 2012-13:

Water Treatment Plant is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

In the upcoming years, 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 2013/2014 and beyond.

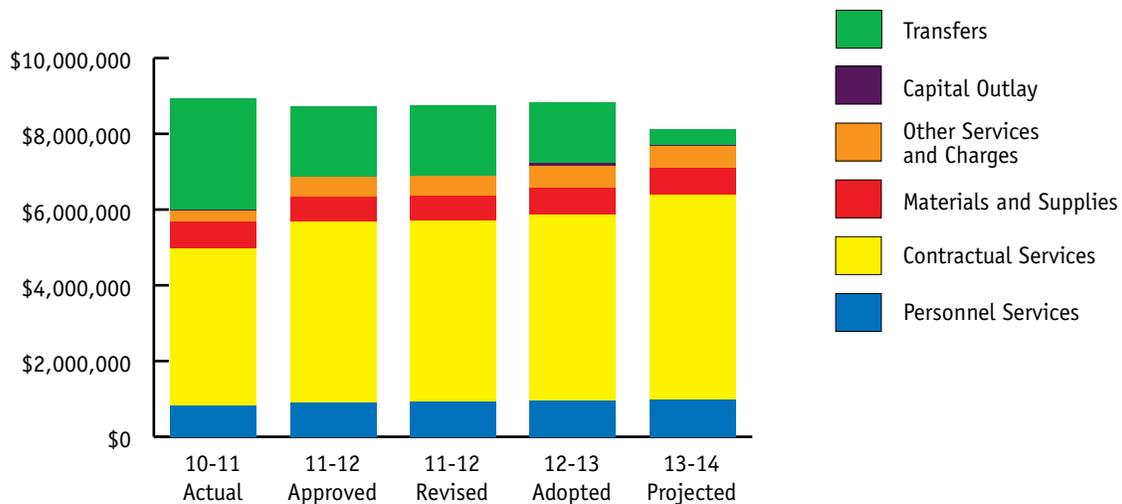
- The department will continue to monitor drought conditions and implement source water management strategies that ensure water is available for the future.
- The water treatment plant will continue to monitor the impact of new regulations that may result in a need to alter treatment techniques.
- As portions of the surface water treatment facilities begin to age, the department will focus on preventive maintenance and routine equipment change-outs.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$825,229	\$912,565	\$938,044	\$970,287	\$972,143
Contractual Services	4,137,685	4,766,746	4,766,746	4,905,719	5,430,319
Materials and Supplies	713,030	662,178	662,178	700,014	704,514
Other Services and Charges	300,506	500,615	500,615	557,615	559,765
Capital Outlay	23,390	7,500	7,500	99,278	35,000
Transfers	2,932,500	1,879,900	1,879,900	1,594,900	409,730
Total Expenditures:	\$8,932,340	\$8,729,504	\$8,754,983	\$8,827,813	\$8,111,471
Expenditures per Capita:	\$88.00	\$86.69	\$86.94	\$84.23	\$75.39

Water Treatment Plant Department

Expenditures by Category



Operating Efficiencies:

	Expenditures as a % of Utility Fund					Authorized Personnel as a % of Utility Fund FTEs		
	2010-11 Actual	2011-12 Budget	2011-12 Revised	2012-13 Adopted	2013-14 Projected	2010-11 Actual	2011-12 Budget	2012-13 Adopted
Water Treatment Plant	23.9%	21.9%	21.9%	22.1%	20.1%	11.2%	11.0%	11.1%

Water Treatment Plant

	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Authorized Personnel							
Senior Utility Services Manager	15	1	1	1	1.00	1.00	1.00
Water Plant Operator I/II ¹	08/09	9	8	8	9.00	8.00	8.00
Water Conservation Coordinator	10	1	1	1	1.00	1.00	1.00
Water Plant Operator Trainee ¹	05	0	1	1	0.00	1.00	1.00
Utility Systems Integrator	13	1	1	1	1.00	1.00	1.00
Water Plant Maintenance Technician ²	06	1	1	0	1.00	1.00	0.00
SCADA Technician ²	06	0	0	1	0.00	0.00	1.00
Senior Water Plant Operator	11	1	1	1	1.00	1.00	1.00
Total		14	14	14	14.00	14.00	14.00

¹ Water Plant Operator I reclassified to Water Plant Operator Trainee FY12

² Reclassed WTP Maintenance Tech to SCADA Tech FY 13



Capital Projects Funds

Capital Improvement Program

- General Government
- Transportation
- Water / Wastewater Utility

CIP - Project Cost Summary

Major CIP Projects Completed

Completed Project Highlights

Capital Projects Funds Expenditures

CAPITAL IMPROVEMENT PROGRAM (CIP)

The City of Round Rock has a capital budget separate from its annual operating budget which represents the funding plans for City construction and repair projects. A “capital project” is defined as the construction, reconstruction, acquisition, or installation of a physical public improvement with a value of \$50,000 or more and a useful life of at least five years. The City of Round Rock looks to the future for planning community growth and development and providing citizens with quality services and programs. With a growth rate recently ranked second-fastest in the nation, the City of Round Rock meets the challenges of growth by providing the needed capital improvements and infrastructure.

The dollars spent on capital projects - from road improvements to buying fire trucks to constructing water facilities - consumes a significant portion of the municipal budget. Capital projects are paid for with self-funding - “pay as you go”, Type B sales tax or borrowed funds.

It is more than size and cost that makes the Capital Project budget so important. The projects funded by the capital budget are often essential to the City’s future, reflecting how Round Rock will evolve in the coming years. Many of these projects have a significant impact on the City’s plan to stimulate growth in the local economy. These projects are “quality of life” improvements for the City as a whole.

PLANNING

Master planning involves assessing the needs of the community through citizen and customer surveys, researching technological innovation, demographic trend analysis and observation of other factors affecting the community. This assessment also determines the needs of each City department for its area of responsibility and makes informed assumptions concerning the community’s general needs for an ultimate growth scenario. This assessment combined with the City Council’s direction, provides a foundation for master planning. Some of the planning documents include:

- General Plan
- Transportation Master Plan
- Water Master Plan
- Wastewater Master Plan
- Parks and Open Space Plan
- Citywide Trails Master Plan

These planning documents are updated every ten years with a major amendment at the five year midpoint. Updates and amendments are presented to the Council and the public through formal hearings.

The City of Round Rock Strategic Plan for 2012-2017 contains goals that directly affect the planning and prioritization of capital projects:

- Great Neighborhoods - Old and New.
- Water: Today and for Tomorrow.
- The Sports Capital for Tourism and Residents.
- Authentic Downtown - Exciting Community Destination.
- Northeast Round Rock - Developed as a Major Medical Destination and Mixed Use Neighborhood.

Capital Projects Funds Expenditures

CIP Project Funding Detail

PROJECT SELECTION

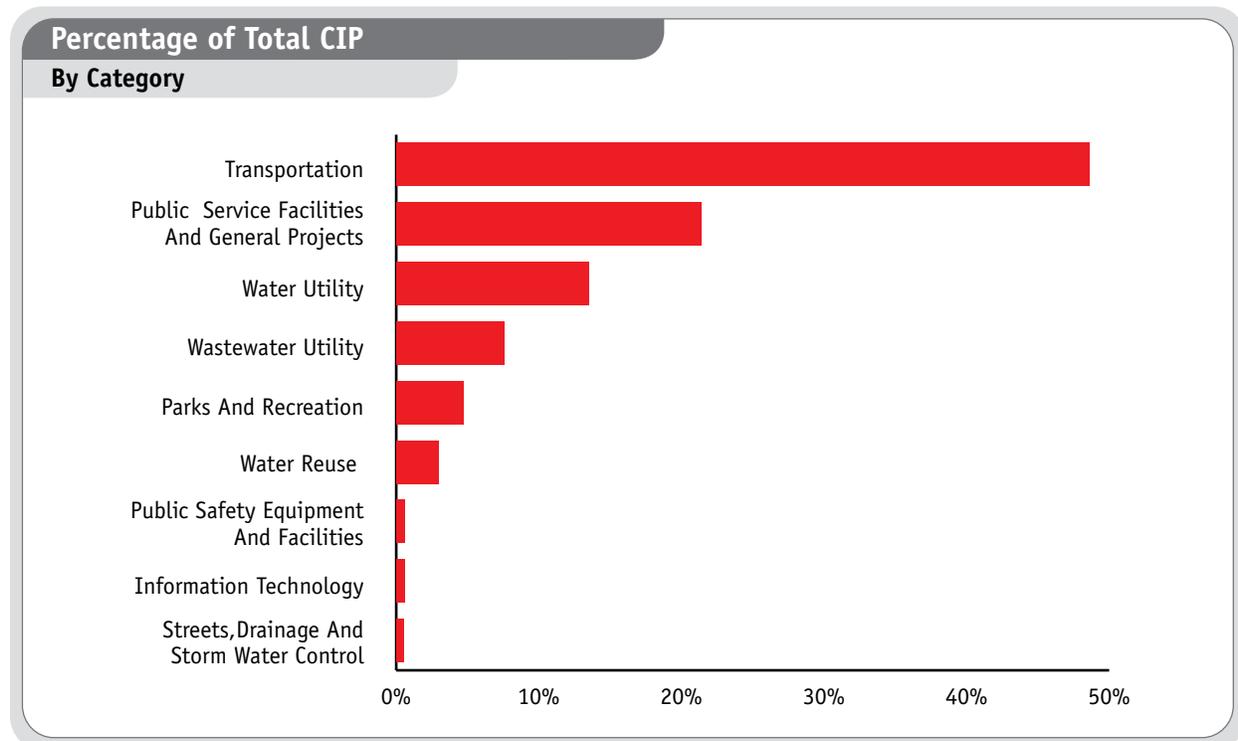
The master planning process and documents establish near term planning horizons for the initial ranking of capital improvements projects. City staff determines the timing, cost, and priorities for each project to further refine ranking which is coordinated with the City Manager. This information is used to translate Council priorities into project priorities. The ranking process then begins a formal process which may include public hearings and consideration and approval by a board or citizen task force. Final priorities are approved by the City Council. In the case of a general obligation bond, project approval must be obtained from the voters.

One of the key elements in developing and coordinating capital projects is identifying the funding sources. This requires the review of potential internal and external funding sources, assessing the City's financial condition and the ability to service existing and new debt. The evaluation of the best source of funds needed for capital projects provides the foundation for the proposed project.

Using the prioritized list of needed improvements along with the assessment of sources and availability of funding, the capital improvement spending plan is prepared. The plan identifies the capital improvements that are programmed in the next fiscal year. The capital improvement spending plan is presented to Council for approval, and then used by City staff to execute projects.

The CIP project selections will vary from year to year due to changes in priority and needs of the City. With the annual review and budget process the ten year road map evolves to meet those need and priority changes.

The total CIP budget for FY 2013 is \$232,728,165, allocated into categories as noted in the following chart. In FY2013 the total estimated costs for all projects is \$81,200,000. This is separated into the following categories: \$28,300,000 for General Government, \$23,900,000 for Transportation and \$29,000,000 for Utility.



PROJECT MANAGEMENT

The City of Round Rock executes projects that meet the needs of the citizens within schedule and cost constraints. City staff uses a comprehensive method for managing projects, which begins during the planning process and continues through project close out. Project management starts with establishing the project's technical requirements, scope, cost estimate, scheduling and an annual operating cost estimate. Once a project has been executed City staff monitors at all levels for adjustments to scope, scheduling and cash flows. Cash flows determine the timing and size of project expenditures to assure the project's financial commitments.

Annual operating cost estimates and potential savings resulting from a capital project are developed during the planning process and are used as an element in ranking project priority. Annual operating costs can include personnel, equipment, scheduled repairs, maintenance and utility usage. Annual saving can include a reduction in any of these costs. Future operating budgets will reflect these costs and savings in the year the budget is impacted.

Five-Year Capital Improvement Program Project Summary

The Capital Improvement Program (CIP) is a multiyear plan covering a minimum of five years that forecasts spending for all anticipated capital projects. The plan addresses repair and replacement of existing infrastructure, as well as the development or acquisition of new facilities, property, improvements, and capital equipment to accommodate future growth. As a planning tool, it enables the City to identify needed capital projects and coordinate facility financing, construction, operation, and scheduling. The Capital Improvement Program encompasses the following components:

General Government - These projects include municipal facilities, parks and park improvements, sidewalks, landscaping, traffic signals, street, regional detention, drainage improvements, public safety capital equipment and facilities. Projects in this component are funded from resources such as property tax, sales tax, and the issuance of authorized bonds. Regional detention projects are primarily funded through developer fees.

Transportation - In August 1997, the Citizens of Round Rock authorized the adoption of an additional sales and use tax within the City at the rate of one-half of one percent, with the proceeds thereof to be used for arterial roadways and other related transportation system improvements. The Round Rock Transportation System Development Corporation (RRTSDC) and the City utilized the sales tax revenue to leverage other sources of funding and maximize the number of transportation projects in the City of Round Rock. In 2011, the citizens voted to approve expanding the use of funds for economic development while maintaining the transportation infrastructure efforts. As a result the name of the corporation was changed to the Round Rock Economic Development and Transportation Corporation (RREDTC). This additional revenue is not part of the City's general operating budget but is budgeted and spent by a non-profit economic development corporation established expressly for the above purpose with the approval of the Round Rock City Council.

Water and Wastewater Utility - These projects are major water and wastewater repairs, replacements, and the development or acquisition of new facilities. Water and wastewater utility projects are funded from the sale of water and wastewater services, utility impact fees, and the issuance of revenue bonds.

Capital Projects Funds Expenditures

CIP Project Funding Summary

Capital Improvement Program Project and Funding Source Costs

Project/Program Title	Total Project Cost	Type of Funding	Other Funding Source	Source of Other Funding
General Government				
2011-2012 Facility Maintenance Program	\$849,272	GSFC		
615 E. Palm Valley Blvd. Campus	4,608,557	GOBD / GSFC		
Annual ITC Program	303,768	GSFC		
Annual PARD Repair and Replacement Program	670,910	GSFC		
Bathing Beach	1,000,000	GSFC		
Brown Street Improvements	1,277,505	GOBD		
Brush Recycle Restroom Building	100,000	GSFC		
Brushy Creek East Gap Trail	3,006,780	GOBD/GSFC	2,769,500	TxDOT / WMSON
Chisholm Parkway Extension	2,330,112	GOBD		
City Gateway Entrances	300,000	GSFC		
Field Lighting-YMCA	325,000	GSFC		
Fire Apparatus and Equipment	712,146	GSFC		
Fire Station No. 8 Land Acquisition	500,000	GSFC		
IT Infrastructure-Document Management	473,534	GSFC		
Library Master Plan Study	100,000	GSFC		
Library Shelving	49,500	GSFC		
McConico Building Renovation	1,122,685	GOBD		
McConico Plaza	1,153,214	GOBD		
Neighborhood Revitalization	1,865,000	GSFC		
Old Settlers Park Re-Use Water Irrigation	763,200	GSFC		
Parkland Purchase	3,000,000	GOBD		
Public Safety Equipment	116,490	GSFC		
Public Wi-Fi	100,000	GSFC		
Rabb House Renovations	1,600,000	GSFC		
Railroad Quiet Zones	300,000	GSFC		
Rock'N Holiday Lights	265,700	GSFC		
Sam Bass Road	6,031,385	GOBD / GSFC		
Sports Complex	18,539,914	GSFC / HMCF / HMRB		
Stone Oak Dam Plan	95,342	GSFC		
Storm Water Master Plan Assessment	186,581	GSFC		
Stormwater Improvements at Onion Creek	984,328	GSFC		
Street Seal Coat Program	10,072,220	GSFC		
Phone System	410,367	GSFC		
Whitlow Way and Field Improvements	300,000	COBD		
General Government Total	\$63,513,510		\$2,769,500	

Capital Improvement Program Project and Funding Source Costs

Project/Program Title	Total Project Cost	Type of Funding	Other Funding Source	Source of Other Funding
Transportation				
2011 Major Maintenance Program	\$1,478,327	TRANS		
2012-2016 Major Maintenance Program	9,533,257	TRANS		
Arterial A / Kenny Fort Blvd	24,818,000	TRANS	\$8,000,000	WMSON
Arterial Improvement Program	2,100,000	TRANS		
Chisholm Trail Continuation & Reconstruction	8,881,493	GOBD/TRANS		
Chisholm Trail Phase 3	3,300,000	TRANS		
Creekbend Blvd.	9,130,967	TRANS / GOBD		
FM 3406	2,410,000	TRANS		
FM1460 from University	356,500	TRANS		
IH35 Ramp Reversal & Frontage Roads	8,500,000	TRANS		
La Frontera Streets	3,366,743	TRANS		
Mays Street	2,000,000	TRANS		
RM 620	12,000,000	TRANS		
South Mays at Gattis School Rd.	1,344,972	TRANS		
Southwest Downtown Main St. Phase 4	12,000,000	TRANS		
Traffic Management Center	350,000	TRANS		
Traffic Signals	5,900,000	TRANS		
Arterial Sidewalks	300,000	TRANS		
Major Bridge Maintenance	500,000	TRANS		
University Blvd-6 Lane Design	550,000	TRANS		
US 79-6 lane Design	500,000	TRANS		
Seton Parkway	2,000,000	TRANS		
Cypress Blvd.	1,000,000	TRANS		
Transportation Consulting	796,293	TRANS		
Transportation Total	\$113,116,552	TRANS	\$8,000,000	

Funding source acronyms:

UCF - Utility Construction Fund
 GSCF - General Self Finance Construction
 HMCF - Hotel Motel Construction Fund
 HMRB - 2012 Hotel Motel Revenue Bonds

WMSON - Williamson County
 TxDOT - Texas Department of Transportation
 TRANS - Economic Development & Transportation Corporation
 COBD - 2007 CO Bonds
 GOBD - 2001, 2002, 2004, 2007 GO Bonds

Capital Projects Funds Expenditures

CIP Project Funding Summary

Capital Improvement Program Project and Funding Source Costs

Project/Program Title	Total Project Cost	Type of Funding	Other Funding Source	Source of Other Funding
Water/Wastewater Utility				
12" Creek Bend Waterline	\$620,000	UCF		
2010/2011 WW Collection System Insp & Rehab	2,171,629	UCF		
2011/2012 WW Collection System Insp & Rehab	2,422,012	UCF		
Asbestos Pipe Replacement Program	3,300,000	UCF		
27" Regional Interceptor Rehab (BCRWWS)	676,500	UCF		
Remote Terminal Unit Installation & Enhancements	400,000	UCF		
Automated Meter Reading Replacement Program	4,200,000	UCF		
Barton Hill EST Parallel Waterline	1,700,000	UCF		
Chandler Creek 1 Upper & Lower Wastewater Improvements	3,043,036	UCF		
CR112 24" Waterline	1,500,000	UCF		
FM 1460 Waterline	650,000	UCF		
Groundwater Filtration, Phase 1	3,000,000	UCF		
Lake Creek 2& 3 Wastewater Improvements	4,118,290	UCF		
McNutt Creek Segment C2, C3, C13 Wastewater Interceptor	1,149,763	UCF		
Regional Water Transmission Line-Segment 3	10,500,000	UCF		
Somerset 8" Waterline	100,000	UCF		
Sunrise Road (Glen Tract) Annexation Utility Improvements	1,300,000	UCF		
36" University Blvd. Waterline, Phase 1	2,100,000			
Various Pump Station Improvements-Citywide	2,068,000	UCF		
Water Reuse Phase II & IV-A & IV-B Improvements	6,900,000	UCF		
West WWTP Rehab Improvements (BCRWWS)	4,178,873	UCF		
Water / Wastewater Utility Total	\$56,098,103		\$-	
<hr/>				
Total Capital Projects	\$232,728,165		\$10,769,500	

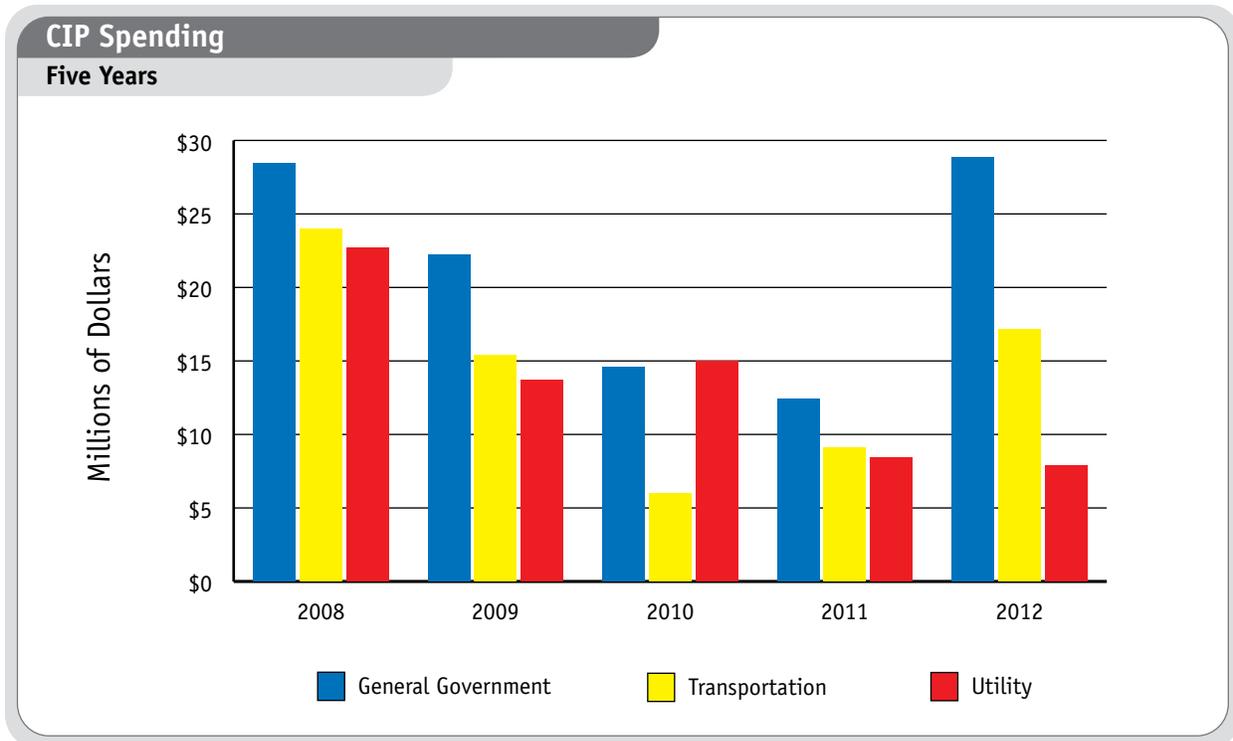
Funding source acronyms:

UCF - Utility Construction Fund
 GSCF - General Self Finance Construction
 HMcF - Hotel Motel Construction Fund
 HMRB - 2012 Hotel Motel Revenue Bonds

WMSON - Williamson County
 TxDOT - Texas Department of Transportation
 TRANS - Economic Development & Transportation Corporation
 COBD - 2007 CO Bonds
 GOBD - 2001, 2002, 2004, 2007 GO Bonds

Major Capital Improvement Projects Completed

The chart below shows the CIP spending by category for the last 5 years. Note that 2010 does not include the Purchase of the Wastewater Treatment plant from the Lower Colorado River Authority (LCRA).



* FY2010 – Excludes purchase of Wastewater Treatment plant from LCRA

The following project highlights are examples of CIP projects that were completed within the past 5 years. Each of these examples includes a project description, completion date and history of expenditures with funding sources.

Capital Projects Funds Expenditures

CIP Completed Projects

CIP Completed Projects

Project Title: Police Building
Location 2701 North Mays, Round Rock, TX
Year Completed 2008

Project Description

The Police Department headquarters were relocated from 615 Palm Valley to their new location after the building was purchased and renovated. This new location provides 124,000 square feet of office, storage, interview rooms and parking for the 200+ vehicles. The additional surrounding land (approximately 76.6 acres) can be developed into a training environment at a later time.

History of Expenditures:

Sources of Funding: General Self Finance Construction Fund

Year	Amount	Annual Operating Budget		
2007	\$587,450	Starting in:	2009	\$125,000
2008	\$21,412,550			
TOTAL	\$22,000,000			



CIP Completed Projects

Project Title: Old Settlers Park Sports Complex
 Location: 3300 Palm Valley, Round Rock, TX
 Year Completed: 2009

Project Description

In 2007 the Round Rock City Council approved the issuance of \$12.5 million in certificates of obligation to help fund \$18.2 million of improvements to Old Settlers Park. The improvements to the park include major renovations to the existing 20 baseball fields and construction of a 5-field softball complex.

History of Expenditures:

Sources of Funding: General Self Finance Construction Fund, CO Bonds, Park Development Fund

Year	Amount	Annual Operating Budget		
2007	\$813,293	Starting in:	2010	\$250,000
2008	\$11,526,984			
2009	\$5,429,020			
2010	\$40,914			
TOTAL	\$17,810,211			



CIP Completed Projects

CIP Completed Projects

Project Title: 1431 Water Tower
 Location: Vista Oaks Drive & FM 1431, Round Rock, TX
 Year Completed: 2010

Project Description

The 2.0 Million Gallon (MG) Elevated Water Storage Tank was designed and built to provide an adequate water supply and pressure to existing and future City of Round Rock potable water customers. In addition, the tank will allow the City to efficiently manage and deliver water from the Brushy Creek Regional Utility Authority (BCRUA) water treatment plant to the City's water distribution system.

History of Expenditures:

Sources of Funding: Utility Construction Fund

Year	Amount	Annual Operating Budget	
2008	\$225,800	Starting in:	2011
2009	\$3,560,700		\$650
2010	\$796,500		
TOTAL	\$4,583,000		



CIP Completed Projects

Project Title: CR113 - Kiphen Rd - Old Settlers Blvd.
 Location: Old Settlers Boulevard, Round Rock, TX
 Year Completed: 2010

Project Description

The Kiphen Road Project was designed to replace the old two lane County Road 113, which was failing due to the expanding development and increased traffic flows. The design included a four lane divided Arterial Roadway section with improved drainage, curb and gutter section, raised median and improved street lighting. It realigned the existing skewed intersection at FM 1460 and included the installation of traffic signals for a safer intersection. The new arterial roadway increased capacity of the road and the intersections, provided better access to Old Settlers Park and surrounding subdivisions both for vehicles and for pedestrians with the newly added 10 foot wide sidewalk.

This new arterial roadway was another completed link of Round Rock's Transportation Master Plan designed to maintain adequate mobility and aid in the increasing traffic congestion as the City's rapid growth continues.

History of Expenditures:

Sources of Funding: General Self Finance Construction Fund, Transportation and Economic Development Corporation

Year	Amount	Annual Operating Budget		
2000-2007	\$7,232,682	Starting in:	2011	\$3,600
2008	\$4,345,841			
2009	\$2,833,669			
2010	\$529,639			
2011	\$5,550			
TOTAL	\$14,947,381			



Capital Projects Funds Expenditures

CIP Completed Projects

CIP Completed Projects

Project Title: Intermodal Parking Facility
Location: 300 W. Bagdad Ave, Round Rock, TX
Year Completed: 2011

Project Description

The 56,661 square-foot, two-story facility includes 110 parking spaces, a bus loading/unloading area, a transit pavilion, bike racks, lockers and pedestrian amenities. The facility will serve as the City's public transportation hub and as the beginning and ending points for one of the Peak Hour Express Bus Service routes. The facility provides a safe connection for pedestrians, bicyclists, automobiles and transit vehicles as well as provides public parking for visitors to southwest downtown Round Rock. Funding for the facility was provided from 2002 City of Round Rock General Obligation Bonds, the U.S. Department of Transportation through the American Recovery and Reinvestment Act of 2009, and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users.

History of Expenditures:

Sources of Funding: General Self Finance Construction Fund, GO Bonds, American Recovery and Reinvestment Act, Grants

Year	Amount	Annual Operating Budget		
2009	\$327,114	Starting in:	2012	\$45,000
2010	\$4,010,977			
2011	\$994,248			
2012	\$788			
TOTAL	\$5,333,127			



CIP Completed Projects

Project Title: Business Center Complex
 Location 221 East Main, Round Rock, TX
 Year Completed 2012

Project Description

The Business Center Complex is made up of the City Hall, Business Center building and the Sharon Prete Plaza. The Business Center building was purchased in 2009 and was renovated first to house City management and support staff during the City Hall phase of the renovation. City Hall building was modified to better house the Utility Billing operations, the City Manager’s office and the Information Technology department. The Council chambers were also redesigned and updated during the renovation.

The Sharon Prete Plaza provides a sense of community and connectivity in downtown Round Rock while reflecting the importance of our history. Features include interactive water features, art in public places, landscape beautification and festival areas.

History of Expenditures:

Sources of Funding: General Self Finance Construction Fund, GO Bonds, Grants

Year	Amount	Annual Operating Budget		
2008	\$3,224,294	Starting in:	2013	\$45,000
2009	\$620,317			
2010	\$1,611,064			
2011	\$1,420,218			
2012	\$2,830,313			
TOTAL	\$9,706,206			



Capital Projects Funds Expenditures

CIP Completed Projects

CIP Completed Projects

Project Title: Play for All Abilities Park
Location: 151 North A.W. Grimes Boulevard, Round Rock, TX
Year Completed: 2012

Project Description

City Council added the Play for All Abilities Park as a high priority project in the Parks Master Plan after being approached by citizens and organizations in Round Rock about installing an adaptive swing for children with autism and the great need expressed in an earlier playground grant process. With these requests in mind, the City began development of a park plan that would provide ALL children, regardless of ability, with an opportunity to play and develop skills in a fun, outdoor environment. City General Self Finance Construction (GSFC) and Park Development funds were used to complete this project. Contributions from local organizations and companies added to the success of this project.

History of Expenditures:

Sources of Funding: General Self Finance Construction Fund, Park Development Fund, Donations

Year	Amount	Annual Operating Budget		
2011	\$18,230	Starting in:	2013	\$65,500
2012	\$732,483			
TOTAL	\$750,713			





Special Revenue Funds

Hotel Occupancy Tax Fund (H.O.T.) Fund
Revenue & Expenditures

H.O.T. Sports & Community Venue
(H.O.T. S&CV) Fund Revenue & Expenditures

Law Enforcement Fund Revenue & Expenditures

Library Fund Revenue & Expenditures

Municipal Court Fund Revenue & Expenditures

Parks Improvement & Acquisitions Fund
Revenue & Expenditures

Public, Educational, Government (PEG)

Access Fund Revenue & Expenditures

Tree Replacement Fund Revenue & Expenditures

Utility Impact Fees Fund Revenue & Expenditures



Hotel Occupancy Tax Funds - Program Description

The Hotel Occupancy Tax rate is administered in two funds. 7% is collected to be used to promote tourism and the convention and hotel industry. This includes the Convention and Visitor's Bureau (CVB) which administers and manages the City's tourism efforts and long-range tourism plans. This Hotel Occupancy tax Fund budget includes funding for the CVB as well as continued funding for tourism events and debt service associated with the Dell Diamond/Convention Center complex.

In November 2011, the citizens voted to increase the Hotel Occupancy Tax rate by 2% to support a Sports & Community Venue Project. This will be a multi-purpose facility that will attract overnight stays and generate tourism revenue for the City of Round Rock.

Special Revenue Funds

Hotel Occupancy Tax Funds

Hotel Occupancy Tax Fund (7%):

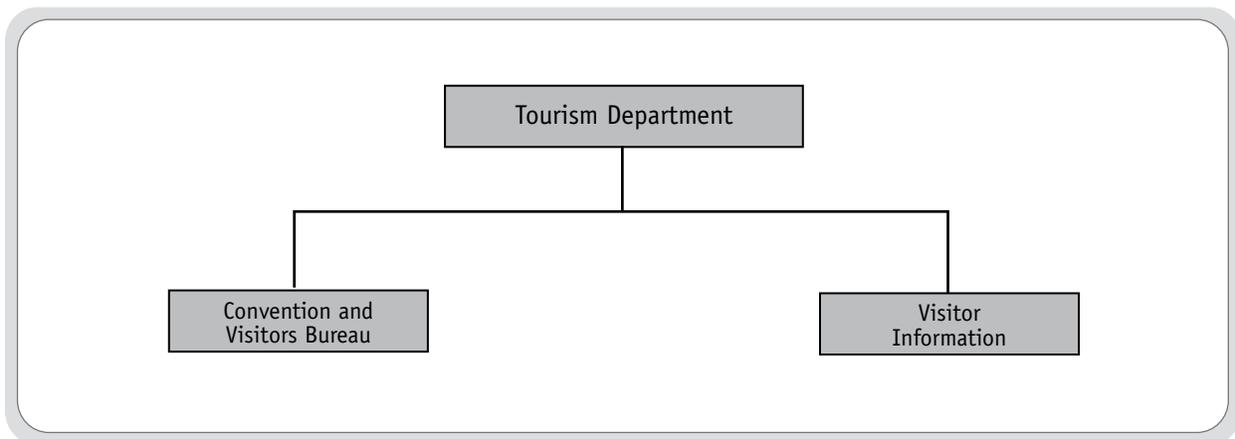
	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget
Revenues				
Hotel-Motel Occupancy Tax	\$2,684,046	\$2,300,000	\$2,800,000	\$3,000,000
Interest Income	16,670	25,000	25,000	25,000
Total Revenues	\$2,700,716	\$2,325,000	\$2,825,000	\$3,025,000
Expenditures				
Multi-Purpose Stadium/Convention Facility	\$930,500	\$1,160,000	\$1,160,000	\$1,157,000
Event & Tourism Funding	99,077	25,500	25,500	25,500
Convention & Visitors Bureau	546,020	716,270	716,270	722,464
Capital Projects	360,000	423,000	719,964	1,120,036
Total Expenditures	\$1,935,597	\$2,324,770	\$2,621,734	\$3,025,000
Net Change in Operations	\$765,119	\$230	\$203,266	\$0

Convention & Visitors Bureau

The function of this department is to implement the City's long-term Tourism Plan and represent the City in all other functions related to tourism and the Convention and Visitors Bureau (CVB). The CVB is the designated sales and marketing department for the City of Round Rock (designated DMO - "Destination Marketing Organization"). The tourism department's mission aligns with the strategic plan by directly contributing to the economic vitality and enhancing the quality of life in Round Rock.

Vision: *To help promote Round Rock as the city of choice for tourists and citizens.*

Mission: *To Promote Economic Diversity by Developing the Tourism Industry in Round Rock.*



Major Business Functions:

Convention & Visitors Bureau: The purpose of this program is to implement a proactive, aggressive marketing and sales campaign for the City. The primary goal of this program is to increase occupancy at local lodging facilities and to increase tourism spending in Round Rock.

Visitor Information: The Convention and Visitors Bureau is responsible for providing brochures and maps upon request to local residents and out of town guests. The CVB is the sole City Department that is designated to respond to correspondence requests by distributing literature about Round Rock. Our goal is to promote Round Rock's attractions, sports facilities, lodging and dining businesses, and local retail establishments.

Key Customers:

The Convention and Visitors Bureau has both internal and external customers. Internal customers include the City Council and all City employees. We also serve the citizens of Round Rock, visitors to Round Rock, organizations, participants, and spectators who come for events.

Customer Expectations and Requirements:

Our customers expect a professional, results driven department that provides first-class representation of the City of Round Rock. Exceeding our customer's expectations would allow us to accomplish our mission of economic diversity and offer our visitors and citizens the best experience possible in the Sports Capital of Texas.

FY 2011-12 Highlights:

The CVB continued to bring quality events to the City and encouraged these visitors to support local businesses. The CVB also continued the education of citizens on the benefits of tourism.

- Voter approval of Proposition 9 authorized the city to finance an indoor sports venue.
- Economic Activity from CVB events the month of July 2011 totaled over \$3.5 million.
- City-Country Communications & Marketing Association's Award of Excellence Printed Publications Advertising,
- Sports Events Magazine 2012 Readers' Choice Award, Round Rock CVB: CVB Director Nancy Yawn named Sports Events 2012 Readers' Choice Awards Planner to Watch.

FY 2012-13 Overview and Significant Changes:

The CVB is focusing on implementing the recommendations submitted in the 2008 Updated Tourism Plan.

- Develop indoor sports venue.
- Continue to develop contacts to build clientele for indoor sports venue.
- Continue marketing plan and public relations campaign and aggressively recruit tournaments to Round Rock.
- Continue to market and grow outdoor events.

New Programs for FY 2012-13:

Convention & Visitors Bureau is proposing no new programs for FY 2012-13.

FY 2013-14 Overview and Beyond:

The CVB will continue to use sales and marketing efforts to find new ways to promote Round Rock.

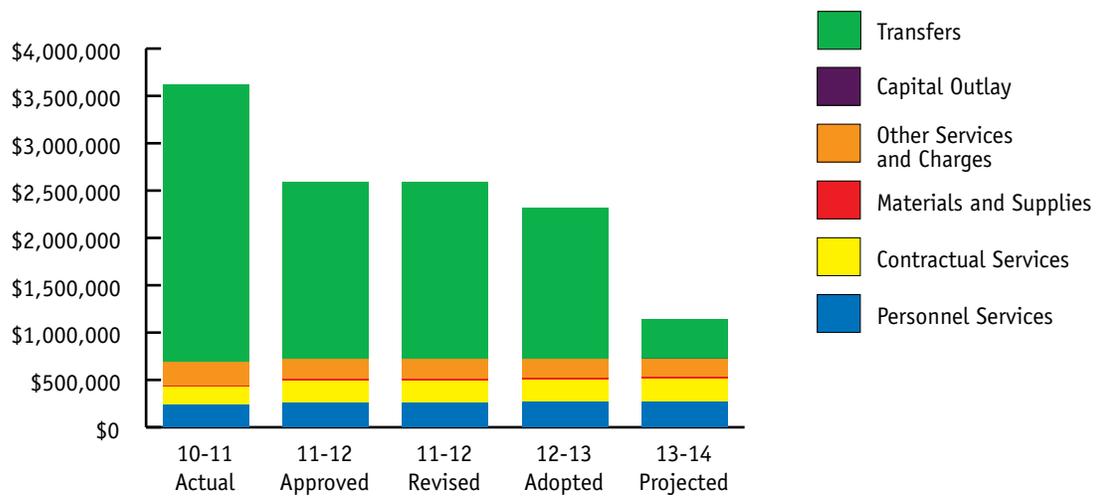
- Continue to develop and grow relationships with sports events groups.
- Continue education of citizens on the benefits of tourism.
- Continue to be the designated City department for visitor's information.

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$234,372	\$258,328	\$258,328	\$263,496	\$268,905
Contractual Services	197,153	236,717	236,717	241,243	241,243
Materials and Supplies	7,204	20,725	20,725	20,725	20,725
Other Services and Charges	246,868	200,500	200,500	197,000	197,000
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$685,597	\$716,270	\$716,270	\$722,464	\$727,873
Expenditures per Capita:	\$6.75	\$7.11	\$7.11	\$6.89	\$6.76

Convention & Visitors Bureau

Expenditures by Category



Special Revenue Funds

Hotel Occupancy Tax Funds

Hotel Occupancy Tax Convention & Visitors Bureau

	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Authorized Personnel							
Exec. Dir.- Community Development	13	1	0	0	0.50	0.00	0.00
Director CVB	16	1	1	1	1.00	1.00	1.00
Marketing Assistant ¹	11	1	0	0	1.00	0.00	0.00
Events Manager ^{1,2}	13	0	1	1	0.00	1.00	1.00
Office Manager	09	1	1	1	1.00	1.00	1.00
Total		4	3	3	3.50	3.00	3.00

¹ Retitled Marketing Assistant to Marketing Specialist II FY12

² Marketing Specialist II retitled to Events Manager FY13

Sports & Community Venue

In May 2011, City Council adopted a resolution designating the proposed Sports Complex as a Venue Project and the method of financing to be used to fund the project. A Special Election was called in November 2011 submitting to voters the proposal for the approval of a Sports and Community Venue Project and for an additional 2% hotel occupancy tax to fund the project. Voters approved the use of additional taxes to reimburse or pay the costs of planning, acquiring, establishing, developing, constructing, renovating, operating, or maintaining the project, or paying the principle and interest on, or other costs relating to bonds or obligations to finance the project. This venue will be utilized to expand the City's "Sports Capital of Texas" tourism program.



Sports & Community Venue

Special Revenue Funds

Hotel Occupancy Tax Funds

Hotel Occupancy Tax Fund (2%):

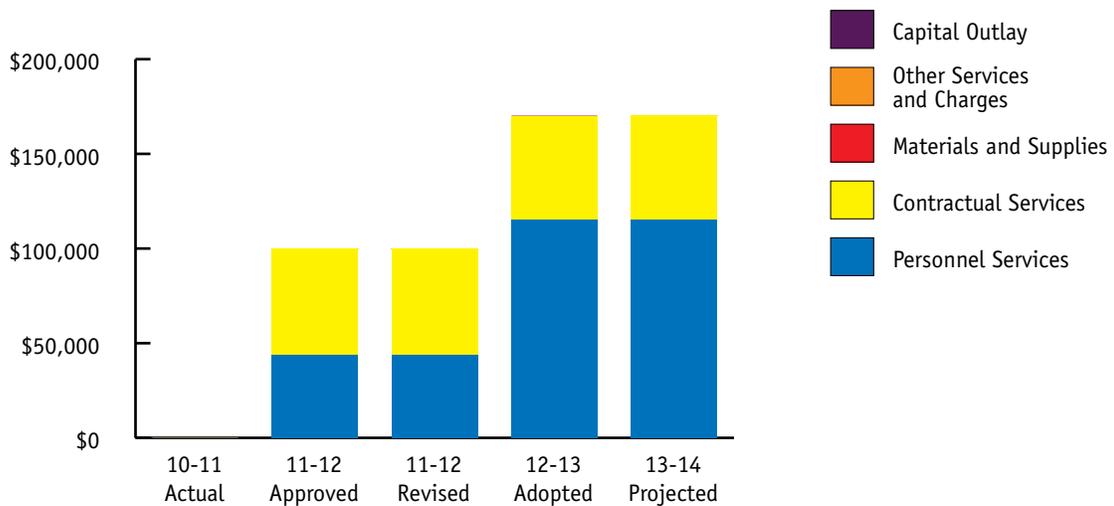
	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget
Revenues				
Hotel-Motel Occupancy Tax	\$0	\$370,000	\$370,000	\$850,000
Total Revenues	\$0	\$370,000	\$370,000	\$850,000
Expenditures				
Sports Venue Operations	\$0	\$100,000	\$100,000	\$170,000
Debt Service	0	0	0	592,000
Total Expenditures	\$0	\$100,000	\$100,000	\$762,000
Net Change in Operations	\$0	\$270,000	\$270,000	\$88,000

Summary of Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget	2013-14 Projected Budget
Personnel Services	\$0	\$43,646	\$43,646	\$115,113	\$115,259
Contractual Services	0	56,354	56,354	54,887	54,887
Materials and Supplies	0	0	0	0	0
Other Services and Charges	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures:	\$0	\$100,000	\$100,000	\$170,000	\$170,146
Expenditures per Capita:	\$0	\$0.98	\$0.98	\$1.62	\$1.58

Sports Venue

Expenditures by Category



Special Revenue Funds

Hotel Occupancy Tax Funds

Hotel Occupancy Tax Fund Sports Venue

	Pay Range	Positions			Full Time Equivalents		
		2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Authorized Personnel							
Sports Complex General Manager ¹	16	0	1	1	0.00	1.00	1.00
Total		0	1	1	0.00	1.00	1.00

¹ New Department FY12



Law Enforcement Fund - Program Description

This fund accounts for the forfeiture of contraband gained from the commission of criminal activity. Proceeds from this fund are to be used for law enforcement purposes.

Special Revenue Funds

Law Enforcement Fund

Summary of Revenues and Expenditures:

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Adopted Budget
Revenues				
Interest Income	\$145	\$0	\$88	\$265
Proceeds - Sale of Assets	0	0	0	0
State & Local Funds	336,617	0	14,459	0
Federal Funds	15,411	0	171,534	0
Total Revenues	\$352,173	\$0	\$186,081	\$265
Expenditures				
Local	\$180,784	\$312,957	\$349,401	\$67,000
Federal	83,432	141,400	340,714	382,500
Total Expenditures	\$264,216	\$454,357	\$690,115	\$449,500
Net Change in Operations	\$87,957	(\$454,357)	(\$504,034)	(\$449,235)



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.

Special Revenue Funds

Library Fund

Library Fund 2012-13

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget
Revenues				
Interest Income	\$3	\$0	\$0	\$100
Library Donations	60	500	500	800
Total Revenues	\$63	\$500	\$500	\$900
Expenditures				
Books & Materials	\$0	\$6,000	\$6,000	\$800
Total Expenditures	\$0	\$6,000	\$6,000	\$800
Net Change in Operations	\$63	\$(5,500)	\$(5,500)	\$100



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.

Special Revenue Funds

Municipal Court Fund

Municipal Court Fund 2012-13

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget
Revenues				
Child Safety Fines	\$22,435	\$25,000	\$25,000	\$20,000
Child Safety Fines Interest Income	19	30	30	55
Technology Fees	53,098	50,000	50,000	40,000
Technology Fees Interest Income	77	150	150	195
Security Fees	39,823	30,000	30,000	24,000
Security Fees Interest Income	21	45	45	50
Total Revenues	\$115,473	\$105,225	\$105,225	\$84,300
Expenditures				
Child Safety Fines	\$0	\$20,000	\$119,500	\$20,000
Technology Fees	12,506	28,775	28,775	26,992
Security Fees	28,793	61,200	61,200	36,300
Total Expenditures	\$41,299	\$109,975	\$209,475	\$83,292
Net Change in Operations	\$74,174	\$(4,750)	\$(104,250)	\$1,008



Parks Improvement & Acquisitions Fund

This fund accounts for the collection and expenditure of fees from two specific parks and recreation related sources: sports league teams fees used for the improvement and maintenance of facilities and park development fees collected from developers of subdivisions who choose to provide cash in lieu of designating parkland. These funds are restricted based on guidelines provided in the subdivision ordinance.

Special Revenue Funds

Parks Improvement & Acquisitions Fund

Parks Improvement & Acquisitions Fund 2012-13

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget
Revenues				
Sports League Fees	\$7,037	\$7,000	\$7,000	\$0
Interest Income	739	645	645	0
Donation/Contributions	90,083	597,696	597,696	0
Field Enhancements - McNeil Park	33,965	0	0	0
Total Revenues	\$131,824	\$605,341	\$605,341	\$0
Expenditures				
Parkland Development	\$94,130	\$597,696	\$597,696	\$0
Total Expenditures	\$94,130	\$597,696	\$597,696	\$0
Net Change in Operations	\$37,694	\$7,645	\$7,645	\$0

Note: No budget adopted for FY13



Public, Educational, and Government Access (PEG) Fund - Program Description

This fund accounts for cable franchise fees which are used for public, educational, and government access purposes consistent with state and federal law.

Special Revenue Funds

PEG Fund

PEG Fund 2012-13

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget
Revenues				
Interest Income	\$69	\$1,500	\$1,500	\$1,000
PEG Fees	0	250,000	250,000	250,000
Transfers	861,997	0	0	0
Total Revenues	\$862,066	\$251,500	\$251,500	\$251,000
Expenditures				
PEG Expenses	\$0	\$150,000	\$450,000	\$250,000
Total Expenditures	\$0	\$150,000	\$450,000	\$250,000
Net Change in Operations	\$862,066	\$101,500	\$(198,500)	\$1,000



Tree Replacement Fund - Program Description

This fund accounts for developer contributions used solely for the purpose of purchasing and planting trees in public rights-of-way, public parkland or any other City-owned property.

Special Revenue Funds

Tree Replacement Fund

Tree Replacement Fund 2012-13

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget
Revenues				
Tree Replacement Fees	\$90,345	\$50,000	\$50,000	\$25,000
Donations/Contributions	2,085	500	500	500
Interest Income	378	340	340	340
Total Revenues	\$92,808	\$50,840	\$50,840	\$25,840
Expenditures				
Tree Replacement	\$121,734	\$486,700	\$486,700	\$227,000
Total Expenditures	\$121,734	\$486,700	\$486,700	\$227,000
Net Change in Operations	\$(28,926)	\$(435,860)	\$(435,860)	\$(201,160)



Utility Impact Fees Fund - Program Description

The Utility Impact Fees are additional and supplemental to any other requirements imposed by the City for development of land or the issuance of building permits. These fees assure the provision of adequate public facilities to serve new development in the City by requiring each development to pay its pro rata share of the costs of improvements necessitated by and attributable to such new development.

Special Revenue Funds

Utility Impact Fees Fund

Utility Impact Fees Fund 2012-13

	2010-11 Actual	2011-12 Approved Budget	2011-12 Revised Budget	2012-13 Approved Budget	2013-14 Projected Budget
Revenues					
Interest Income	\$10,554	\$40,000	\$40,000	\$8,000	\$8,000
Water Impact Fees	2,151,497	1,900,000	1,900,000	2,000,000	2,000,000
Commercial Water Impact Fees	770,747	850,000	850,000	400,000	400,000
Sewer Impact Fees	724,861	660,000	660,000	750,000	750,000
Commercial Sewer Impact Fees	288,502	150,000	150,000	125,000	125,000
Total Revenues	\$3,946,161	\$3,600,000	\$3,600,000	\$3,283,000	\$3,283,000
Expenditures					
Capital Projects	\$2,306,250	\$3,900,000	\$3,900,000	\$2,900,000	\$2,900,000
Total Expenditures	\$2,306,250	\$3,900,000	\$3,900,000	\$2,900,000	\$2,900,000
Net Change in Operations	\$1,639,911	\$(300,000)	\$(300,000)	\$383,000	\$383,000



Debt Schedules

- Schedule of Bonded Debt by Purpose
- Schedule of General Obligation - Debt Service
- Schedule of Revenue Bonds - Debt Service
& Hotel Occupancy Tax
- General Obligation Bonds Payment Schedule
- Revenue Bonds Payment Schedule



Debt Schedules

Debt Schedules

Schedule of Bonded Debt by Purpose

Purpose of Bonds Issued

Issue	Amount Issued	Engineering & Dev. Services	Police
2012 H.O.T. Revenue Bonds	\$7,715,000	---	---
2011 G. O. Refunding Bonds	19,580,000	---	---
2010 G. O. Refunding Bonds	18,575,000	---	---
2009 Utility System Revenue Bonds	78,785,000	---	---
2007 Comb. Tax/Rev C.O.	14,915,000	---	---
2007 G.O. & Refunding Bonds	44,770,000	Streets, Bridges and Sidewalks	---
2007 H.O.T. Rev. Refunding Bonds	8,920,000	---	---
2006 Utility System Revenue Bonds	12,000,000	---	---
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

	Fire	Parks	Library	Water/ Wastewater	Other
	---	---	---	---	Multi-purpose Sports Facility
	---	---	---	---	Partial Refund
	---	---	---	---	Partial Refund
	---	---	---	Regional Wastewater System	---
	---	Park Improvements	---	---	---
Engine Replacement		Recreation Center	---	---	Municipal Complex/ Partial Refunding
	---	---	---	---	Convention Ctr.
	---	---	---	Regional Water Project	---
	---	---	---	---	Partial Refund
Construct, Improve Facilities		---	---	---	Municipal Complex/ Partial Refunding
Construct, Improve Facilities		---	---	---	Municipal Complex/ Partial Refunding

Debt Schedules

Schedule of General Obligation Debt Service

Schedule of General Obligation Debt Service

Fiscal Year 2012-13

Issue	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued (Net of Refunding)	10/1/12 Amount O/S (Net of Refunding)
2011 G. O. Refunding Bonds	2.00 - 5.00	15-Nov-11	15-Aug-27	\$19,580,000	\$18,860,000
2010 G. O. Refunding Bonds	2.00 - 4.00	15-Aug-10	15-Aug-27	18,575,000	18,150,000
2007 Comb. Tax/Rev C.O.	4.00 - 4.63	1-Jul-07	15-Aug-27	14,915,000	12,380,000
2007 G.O. & Refunding Bonds	4.00 - 5.00	1-Jul-07	15-Aug-32	44,770,000	39,705,000
2005 G. O. Refunding Bonds	2.25 - 5.00	15-Jan-05	15-Aug-22	19,915,000	14,470,000
2004 G.O. & Refunding Bonds	2.00 - 5.25	15-Jul-04	15-Aug-24	31,945,000	10,000,000
Capital Leases	Var.	Var.	Var.	5,632,592	3,673,496
TOTAL				\$155,332,592	\$117,238,496

Schedule of General Obligation Debt Service (cont.)

Fiscal Year 2012-13

Issue	2012-13 Principal	2012-13 Interest	Total Principal & Interest
2011 G. O. Refunding Bonds	\$415,000	\$631,375	\$1,046,375
2010 G. O. Refunding Bonds	200,000	670,213	870,213
2007 Comb. Tax/Rev C.O.	610,000	540,431	1,150,431
2007 G.O. & Refunding Bonds	1,180,000	1,906,485	3,086,485 ##
2005 G. O. Refunding Bonds	1,515,000	719,488	2,234,488 ##
2004 G.O. & Refunding Bonds	1,690,000	484,013	2,174,013
Capital Leases	1,430,284	62,278	1,492,562
TOTAL	\$7,040,284	\$5,014,283	\$12,054,567
	# Less amount funded by UTILITY FUND		0
	## Less self-supporting GOLF FUND		(449,759)
	Add paying agent fees		9,000
	Total to be paid from PROPERTY TAXES		11,613,808

Debt Schedules

Schedule of Revenue Bonds - Debt Service & H.O.T.

Schedule of Revenue Bonds Debt Service

Fiscal Year 2012-13

Issue	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued	10/1/12 Amount O/S (Net of Refunding)
2009 Utility System Revenue Bonds	2.00 - 5.00	08-Dec-09	01-Aug-39	\$78,785,000	\$76,075,000
2006 Utility System Revenue Bonds	2.20 - 2.95	various	01-Aug-26	12,000,000	9,855,000
Total				\$90,785,000	\$85,930,000

Schedule of Hotel Occupancy Tax (H.O.T.) Revenue Bonds

Fiscal Year 2012-13

Issue	Interest Rates/%	Date of Issue	Date of Maturity	Amount Issued	10/1/12 Amount O/S
Hotel Occupancy Tax Rev. Bonds Series 2012	2.00 - 4.00	28-Feb-12	01-Dec-37	\$7,715,000	\$7,715,000
Hotel Occupancy Tax Rev. Refunding Bonds Series 2007	4.00 - 4.50	15-Jan-07	01-Dec-24	8,920,000	7,455,000
Total-Funded by Hotel Occupancy Tax Revenues				\$16,635,000	\$14,765,000

Schedule of Revenue Bonds Debt Service (cont.)

Fiscal Year 2012-13

Issue	2012-13 Principal	2012-13 Interest	Total Principal & Interest
2009 Utility System Revenue Bonds	\$1,710,000	\$3,528,613	\$5,238,613
2006 Utility System Revenue Bonds	595,000	267,500	862,500
Total	\$2,305,000	\$3,796,113	\$6,101,113

Schedule of Hotel Occupancy Tax (H.O.T.) Revenue Bonds (cont.)

Fiscal Year 2012-13

Issue	2012-13 Principal	2012-13 Interest	Total Principal & Interest
Hotel Occupancy Tax Rev. Bonds Series 2012	\$0	\$353,441	\$353,441
Hotel Occupancy Tax Rev. Refunding Bonds Series 2007	420,000	285,236	705,236
Total-Funded by Hotel Occupancy Tax Revenues	\$420,000	\$638,677	\$1,058,677

Debt Schedules

General Obligation Bonds Payment Schedule

2012-13 General Obligation Bonds Payment Schedule

2012-2013	Leases	2004 G.O. & Refunding(##)	2005 G.O. Refunding
Oct P			
I			
Nov P			
I			
Dec P			
I			
Jan P			
I			
Feb P			
I		\$242,007	\$359,744
Mar P	\$715,142		
I	31,139		
Apr P			
I			
May P			
I			
Jun P			
I			
Jul P			
I			
Aug P		1,690,000	1,515,000
I		242,006	359,744
Sep P	715,142		
I	31,139		
Total	\$1,492,562	\$2,174,013	\$2,234,488

	Leases	G.O. Debt	Utility Supported Debt	Golf Supported Debt	Total
Total Payments - December					
Total Payments - January					
Total Payments - February		\$2,363,625	\$0	\$112,379	\$2,476,004
Total Payments - March	\$746,281				746,281
Total Payments - June					
Total Payments - July					
Total Payments - August		7,748,621	0	337,380	8,086,001
Total Payments - September	746,281				746,281
Total - All Payments	\$1,492,562	\$10,112,246	\$0	\$449,759	\$12,054,567

(#) Includes self-supporting utility debt

(##) Includes golf supported debt

2012-13 General Obligation Bonds Payment Schedule (cont.)

2012-2013	2007 G.O. & Refunding(##)	2007 Tax/Rev C.O.	2010 G.O. Refunding	2011 G.O. Refunding
Oct P				
I				
Nov P				
I				
Dec P				
I				
Jan P				
I				
Feb P				
I	\$953,243	\$270,215	\$335,107	\$315,688
Mar P				
I				
Apr P				
I				
May P				
I				
Jun P				
I				
Jul P				
I				
Aug P	1,180,000	610,000	200,000	415,000
I	953,242	270,216	335,106	315,687
Sep P				
I				
Total	\$3,086,485	\$1,150,431	\$870,213	\$1,046,375

(##) Includes golf supported debt

Debt Schedules

Revenue Bonds Payment Schedule

2012-13 Revenue Bonds Payment Schedule

2012-13	2006 Utility Rev. Bonds	2009 Utility Rev. Bonds	2007 H.O.T. Rev. Bonds	2012 H.O.T. Rev. Bonds
Oct P				
I				
Nov P				
I				
Dec P			\$420,000	\$0
I			146,818	225,176
Jan P				
I				
Feb P				
I	\$133,750	\$1,764,307		
Mar P				
I				
Apr P				
I				
May P				
I				
Jun P				
I			138,418	128,265
Jul P				
I				
Aug P	595,000	1,710,000		
I	133,750	1,764,306		
Sep P				
I				
Total	\$862,500	\$5,238,613	\$705,236	\$353,441

	Utility Supported Debt	H.O.T. Rev. Supported Debt	Total
Total Payments - December		\$791,994	\$791,994
Total Payments - February	\$1,898,057		1,898,057
Total Payments - June		266,683	266,683
Total Payments - August	4,203,056		4,203,056
Total - All Payments	\$6,101,113	\$1,058,677	\$7,159,790

Tax Information and Levy

Property Tax Rates Definitions

Property Tax Summary

Property Tax Analysis

Actual & Taxable Assessed Value of Property

Property Tax & Debt Summary

Property Tax Rates - Direct and Overlapping Governments

Principal Property Taxpayers

Property Tax Levies and Collections

Property Tax Rate Definitions

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

1. 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).

2. 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.

3. 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.

4. 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.

5. The Rollback Rate

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

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.

Tax Information and Levy

Property Tax Summary

Property Tax Summary

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

Year	Bases & Rate			Taxable Value	Tax Levy
			\$	\$	\$
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
2007 - 2008	100%	@	0.36522	7,417,279,787	27,089,389
2008 - 2009	100%	@	0.36522	8,121,902,884	29,662,814
2009 - 2010	100%	@	0.39661	8,206,161,568	32,546,457
2010 - 2011	100%	@	0.41728	7,893,143,364	32,936,509
2011 - 2012	100%	@	0.42321	8,004,285,176	33,874,935
2012 - 2013	100%	@	0.42035	8,238,143,748	34,629,318

Property Tax Analysis - Fiscal Year 2012-13

Average Residential Property Value (2012-13)	\$174,210
Last Year's Effective Tax Rate (*)	\$0.42321
Last Year's Rollback Tax Rate	\$0.45665
Last Year's Adopted Tax Rate	\$0.42321
This Year's Effective Tax Rate (*)	\$0.42035
This Year's Rollback Tax Rate	\$0.44810
This Year's Proposed Tax Rate	\$0.42035

Tax Levy:

	Maintenance & Operations	Debt	Total Rate & Levy
Taxable Value	\$8,238,143,748	\$8,238,143,748	\$8,238,143,748
x Maint & Operations Rate / 100	0.28302		
x Debt Rate / 100		0.13733	0.42035
Total Levy	\$23,315,347	\$11,313,937	\$34,629,318
x Collection Rate (rounded estimate)	0.99	0.99	0.99
= Estimated Tax Revenue	\$23,000,000	\$11,200,000	\$34,200,000

* All tax rate figures are net of the sales tax gain rate (discussed in the budget message)

Tax Information and Levy

Actual & Taxable Assessed Value of Property

Actual and Taxable Assessed Value of Property

Last Ten Fiscal Years

Fiscal Year	Actual Assessed Value			Less: Tax Exempt Property	Total Taxable Assessed Valuation	Total Direct Tax Rate
	Real Property	Personal Property	Total			
	\$	\$	\$	\$	\$	\$
2002	3,977,561,419	853,720,952	4,831,282,371	333,154,352	4,498,128,019	0.3221
2003	4,536,275,722	832,454,143	5,368,729,865	309,696,551	5,059,033,314	0.3422
2004	4,603,800,464	786,481,840	5,390,282,304	250,319,487	5,139,962,817	0.3572
2005	4,794,995,393	726,483,588	5,521,478,981	190,331,290	5,331,147,691	0.3797
2006	5,199,431,315	749,984,473	5,949,415,788	175,933,206	5,773,482,582	0.3711
2007	5,929,650,836	783,793,471	6,713,444,307	198,475,704	6,514,968,603	0.3711
2008	6,954,733,744	852,374,495	7,807,108,239	303,674,692	7,503,433,547	0.3652
2009	7,623,482,042	957,142,673	8,580,624,715	386,156,997	8,194,467,718	0.3652
2010	7,843,041,122	880,412,269	8,723,453,391	401,156,676	8,322,296,715	0.3966
2011	7,581,182,068	831,489,169	8,412,671,237	395,522,799	8,017,148,438	0.4173

Source: Williamson Central Appraisal District

Note - Property in the City is assessed each year. Property is assessed at actual value; therefore, the assessed values are equal to actual value. Tax rates are per \$100 of assessed value.

Property Tax & Debt Summary**City of Round Rock
Analysis of Debt Issuance
September 2012**

Current Tax Base (Total taxable value of all property, net of exemptions)		\$8,238,143,748
Adopted City Tax Rate	42.035	Cents per \$100 valuation
Operations Tax Rate	28.302	Cents
Debt Service Tax Rate (G.O.)	13.733	Cents
Total Tax Rate	\$42.035	Cents
Average Residential Property Value		\$174,210
GENERAL OBLIGATION BONDS CURRENTLY OUTSTANDING:		
General Obligation Debt		\$113,565,000
Maturities through the year 2032		
REVENUE BONDS CURRENTLY OUTSTANDING:		
Revenue Debt (Waterworks and Sewer Utility System)		\$85,930,000
Revenue Debt (Hotel Occupancy Tax)		14,765,000
Total		\$100,695,000
Maturities through the year 2039		
TOTAL OUTSTANDING DEBT		\$214,260,000

Tax Information and Levy

Property Tax Rates - Direct and Overlapping

Property Tax Rates- Direct and Overlapping Governments

Per \$100 of Assessed Value
Last Ten Fiscal Years

Fiscal Year	City Direct Rates			Overlapping Rates			Total Direct and Overlapping Rates
	Operating Rate	Debt Service Rate	Total Direct	Round Rock Independent School District	Williamson County	Special Districts	
	\$	\$	\$	\$	\$	\$	\$
2002	0.1792	0.1429	0.3221	1.7387	0.3543	-	2.4151
2003	0.1941	0.1481	0.3422	1.7924	0.4154	-	2.5500
2004	0.2018	0.1553	0.3571	1.8643	0.4482	0.0200	2.6896
2005	0.2092	0.1705	0.3797	1.8572	0.4789	0.0200	2.7358
2006	0.2089	0.1622	0.3711	1.8334	0.4997	0.0200	2.7242
2007	0.2164	0.1547	0.3711	1.6406	0.4997	0.0200	2.5314
2008	0.1960	0.1692	0.3652	1.3238	0.4891	0.0200	2.1981
2009	0.2171	0.1481	0.3652	1.3324	0.4683	0.1154	2.2813
2010	0.2491	0.1475	0.3966	1.3800	0.4900	0.1146	2.3812
2011	0.2665	0.1508	0.4173	1.3800	0.4900	0.1151	2.4024

Source: Williamson County Tax Office

Principal Property Taxpayers

Current Year and Nine Years Ago

Name of Taxpayer	2011			2002		
	Net Assessed Valuation	Rank	% of Total Net Assessed Valuation	Net Assessed Valuation	Rank	% of Total Net Assessed Valuation
Dell Computer Holdings, LP	\$158,924,429	1	1.982%	\$194,446,101	1	4.323%
CPG Round Rock, LP	129,322,074	2	1.613	-	-	-
Baltgem Development Corp.	80,275,572	3	1.001	-	-	-
Columbia/St. David Healthcare	58,545,926	4	0.730	-	-	-
Dell Computer Corp.	58,199,880	5	0.726	57,404,679	2	1.276
CMF 15 Portfolio, LLC	43,050,000	6	0.537	-	-	-
Oncor Electric Delivery Co.	38,615,809	7	0.482	32,377,280	7	0.720
Chandler Creek, LP	34,754,569	8	0.434	-	-	-
Inland American University Oaks, LP	34,055,377	9	0.425	-	-	-
Toppan Photomasks, Inc.	31,171,840	10	0.389	-	-	-
DuPont Photo Mask	-	-	-	56,502,650	3	1.256
DDR DB Development Ventures	-	-	-	47,971,461	4	1.066
Limestone Ranch, LLP	-	-	-	34,560,000	5	0.768
Security Capital	-	-	-	32,424,518	6	0.721
Cypress Semiconductors	-	-	-	30,856,200	8	0.686
Southwestern Bell Telephone	-	-	-	25,192,710	9	0.560
Benj. E. Sherman & Sons	-	-	-	24,077,777	10	0.535
	\$666,915,476		8.319%	\$535,813,376		11.911%

Source: Williamson Central Appraisal District

Tax Information and Levy

Property Tax Levies and Collections

Property Tax Levies and Collections

Last Ten Years

Fiscal Year	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage Of Levy		Amount	Percentage Of Levy
	\$	\$	%	\$	\$	%
2002	14,553,616	14,335,048	98.50	196,024	14,531,072	99.85
2003	17,293,085	17,129,231	99.05	149,596	17,278,827	99.92
2004	18,305,148	18,117,224	98.97	167,227	18,284,451	99.89
2005	20,296,494	20,103,093	99.05	176,359	20,279,452	99.92
2006	21,432,170	21,260,880	99.20	156,624	21,417,504	99.93
2007	24,021,587	24,010,335	99.95	15,045	24,005,290	100.02
2008	27,219,448	27,194,031	99.91	4,767	27,198,798	99.92
2009	29,910,531	29,745,017	99.45	125,589	29,870,606	99.87
2010	33,004,821	32,840,433	99.50	105,357	32,945,790	99.82
2011	33,453,957	33,330,239	99.63	-	33,330,239	99.63



Personnel Schedules

- Authorized Personnel by Fund
- Pay & Classification by Range
- Pay & Classification - Public Safety

Authorized Personnel

	Positions			Full Time Equivalents		
	2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
General Fund						
Administration ^{1,2}	13	13	14	13.00	13.00	14.00
Development Services Office	8	8	8	8.00	8.00	8.00
Finance	23	23	23	22.50	22.50	22.50
Fire ¹	129	129	130	129.00	129.00	130.00
Fiscal Support Services	0	0	0	0.00	0.00	0.00
General Services - Building Construction & Facilities Maintenance ¹	12	13	19	12.00	13.00	17.50
General Services - Vehicle Maintenance Facility	15	15	15	15.00	15.00	15.00
Human Resources	11	11	11	10.75	10.75	10.75
Information Technology	22	22	22	22.00	22.00	22.00
Inspection Services ^{1,3}	0	17	11	0.00	17.00	11.00
Legal Services	0	0	0	0.00	0.00	0.00
Library ¹	33	38	37	29.25	30.50	29.50
Municipal Court ⁴	12	13	13	10.50	11.50	11.50
Parks & Recreation ¹	107	107	103	93.50	93.75	91.25
Planning & Development Services ^{1,2}	15	15	15	14.75	14.75	14.75
Police ^{1,2}	221	221	224	218.50	218.50	221.00
Public Works Administration & Special Projects ^{5,6}	7	0	0	7.00	0.00	0.00
Public Works Infrastructure Development & Construction Management ^{5,6}	29	0	0	29.00	0.00	0.00
Public Works Operations & Maintenance ^{5,7}	37	0	0	36.75	0.00	0.00
Purchasing ¹	9	9	7	9.00	9.00	7.00
Recycling Services ⁸	0	0	3	0.00	0.00	2.75
Transportation - Administration ^{1,10}	0	13	20	0.00	13.00	20.00
Transportation Operations & Maintenance ^{1,7}	0	37	32	0.00	36.75	32.00
Total	703	704	707	680.50	678.00	680.50

FTE change from FY12 to FY13: 2.50

¹ Reorganization of positions FY2013

² New Program FY2013

³ New Department created from prior division due to FY2012 Public Works Reorganization

⁴ New Program FY2012

⁵ New Department due to FY2011 Public Works Reorganization

⁶ Eliminated due to FY2012 Public Works Reorganization

⁷ Public Works Operations & Maintenance rolled into Transportation Operations & Maintenance due to FY2012 Public Works Reorganization

⁸ New Department created from division of Transportation Operations & Maintenance FY2013

⁹ Eliminated due to FY2011 Public Works Reorganization

¹⁰ New Department FY2012

Personnel Schedules

Authorized Personnel by Fund

Authorized Personnel

	Positions			Full Time Equivalents		
	2010-11 Actual	2011-12 Approved	2012-13 Adopted	2010-11 Actual	2011-12 Approved	2012-13 Adopted
Drainage Fund						
Drainage	15	17	18	15.00	17.00	18.00
Total	15	17	18	15.00	17.00	18.00

FTE change from FY12 to FY13: 1.00

Utility Fund						
Utility - Administration	8	11	10	8.00	11.00	10.00
Utility - Billings & Collections	16	16	16	15.00	15.00	15.00
Utility - Environmental Services	6	6	6	6.00	6.00	6.00
Utility Debt Service & Transfers	0	0	0	0.00	0.00	0.00
Wastewater Line Maintenance	26	26	26	26.00	26.00	26.00
Wastewater Systems Support	4	4	4	4.00	4.00	4.00
Wastewater Treatment Plant	0	0	0	0.00	0.00	0.00
Water Line Maintenance	32	32	32	32.00	32.00	32.00
Water Systems Support	20	19	19	20.00	19.00	19.00
Water Treatment Plant	14	14	14	14.00	14.00	14.00
Total	126	128	127	125.00	127.00	126.00

FTE change from FY12 to FY13: -1.00

Hotel Occupancy Tax & Sports & Community Venue Fund						
Convention & Visitors Bureau	4	3	3	3.50	3.00	3.00
Sports & Community Venue*	0	1	1	0.00	1.00	1.00
Total	4	4	4	3.50	4.00	4.00

*New Fund approved by voters November 2011

FTE change from FY12 to FY13: 0.00

Authorized Personnel Summary						
General Fund	703	704	707	680.50	678.00	680.50
Drainage Fund	15	17	18	15.00	17.00	18.00
Utility Fund	126	128	127	125.00	127.00	126.00
Hotel Occupancy Tax & Sports & Community Venue Funds	4	4	4	3.50	4.00	4.00
Total	848	853	856	824.00	826.00	828.50

FTE change from FY12 to FY13: 2.50

Pay & Classification - October 1, 2012

Pay Range #	Low Annual	High Annual
1	\$15,163.20	\$21,985.60
2	\$16,619.20	\$24,252.80
3	\$18,137.60	\$26,748.80
4	\$19,884.80	\$29,473.60
5	\$21,756.80	\$32,489.60
6	\$23,857.60	\$35,796.80
7	\$26,124.80	\$39,436.80
8	\$28,641.60	\$43,451.20
9	\$31,366.40	\$47,881.60
10	\$34,340.80	\$52,748.80
11	\$37,606.40	\$58,136.00
12	\$41,204.80	\$64,064.00
13	\$46,155.20	\$72,238.40
14	\$51,729.60	\$81,473.60
15	\$57,969.60	\$91,894.40
16	\$66,393.60	\$105,934.40
17	\$76,044.80	\$122,137.60
18	\$86,673.60	\$141,252.80
19	\$98,904.00	\$163,196.80
20	\$113,734.40	\$187,678.40

Personnel Schedules

Pay & Classification - by Range

Round Rock Police Department Civil Service Pay Structure October 1, 2012

Police Department

Officer	\$47,670	\$70,947
Sergeant	\$66,648	\$84,965
Lieutenant	\$81,137	\$98,161
Captain	\$93,071	\$113,453

Fire Department

Firefighter	\$41,276	\$63,252
Driver	\$54,815	\$69,581
Lieutenant	\$62,119	\$76,539
Captain	\$70,400	\$84,189
Battalion Chief	\$82,040	\$95,217

Shift Firefighters are annualized at 2912 hours.
Non-shift Firefighters are annualized at 2080 hours.



Strategic Plan

City of Round Rock Strategic Plan 2012 - 2017 - 2027
Strategic Citywide Metrics

City of Round Rock Strategic Plan 2012-2027

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

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

- A Family-Friendly Community (A) that is Safe (B) and Distinctive by Design (C)
- The Sports Capital (D) and Major Medical and Educational Destination (E)
- An Authentic Downtown (F) and choice of Great Neighborhoods (G)

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

A. FAMILY-FRIENDLY COMMUNITY

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

B. SAFE

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

C. DISTINCTIVE BY DESIGN

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

D. THE SPORTS CAPITAL

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

E. MAJOR MEDICAL AND EDUCATIONAL DESTINATION

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

F. AUTHENTIC DOWNTOWN

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

G. CHOICE OF GREAT NEIGHBORHOODS

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

Goals have been established and prioritized through 2017 with target areas assigned to department directors. These goals and objectives are reviewed annually to evaluate accomplishments and modify as necessary. This annual review will allow for changes to happen in a timely manner and as needed in order to ensure that they are still valid and meaningful.

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

Strategic Priorities 2012 - Financially Sound City Providing High Value Service

Target Area	Action	Type / Priority	Due Date	Done	Department
Comprehensive review of the Financial Management Policy		Policy/Top			Finance
	Financial Policy - Options		4/12	√	
	Policy Adoption		8/12	√	
Type B Corporation Transition / Non-Transportation projects for Economic development		Policy/Top			Finance
	Agreement: Chamber		10/12	√	
	Direction		8/12	√	
Facility Maintenance: Planning and Staffing		Policy/High			General Services
	20-year Facility Maintenance Plan: Update		8/12		
Parks & Recreation Repair & Replacement Fund		Policy			PARD / Finance
	Recommendation: Service Leveling, Funding		7/12		
	Direction, Funding		8/12		
Financial & Human Resources Information Systems		Policy			Information Technology
	Needs Assessment/ERP Report		8/12	√	
	Budget		8/12	√	
	Contact Dell or others - "Model City with Best Practices"			√	
Joint Fire & Police Training Facility		Mgmt/High			Fire / Police
	Needs Assessment		8/12	√	
	Site: Decision		9/12	√	
	Master Plan: Development		12/12		
Fire Station # 8: Land Acquisition		Mgmt/High			Fire
	Appraisal		2/13		
	Acquisition		7/13		
Library Master Plan: Development		Mgmt/High			Library
	Contractor: Selection		5/12	√	
	Master Plan: Development		12/12		

Strategic Priorities 2012 - Financially Sound City Providing High Value Service

Target Area	Action	Type / Priority	Due Date	Done	Department
Fire Staffing Non-Traditional Model: Direction		Mgmt/High			Fire
	Consultant: Selection		6/12	√	
	Complete study with Recommendation		1/13		
Employee Compensation Policy/Human Resources Audit		Mgmt			HR
	RFQ/Consultation		6/12	√	
	Study with Recommendations		11/12		
	Council: Review Funding		1/13		
Water: Today and for Tomorrow					
Drought Management		Policy/Top			Utility
	Amendments: Update/Expansion		6/12	√	
	Policy Direction		6/12	√	
Water Wise Landscaping at City Facilities		Policy/High			Utility / General Services
	Comprehensive Plan with Phase Approach (by Facility)		7/12	√	
	Presentation: Comprehensive Plan Review and Ratification		8/12	√	
	Budget		8/12		
Mandatory Water Reuse Policy for Northeast Round Rock		Policy/High			Utility
	Reuse Policy: Recommendation		10/12	√	
	Council: Policy Review, Direction		11/12	√	
Water/Wastewater Rate Model Update		Policy			Finance / Utility
	Tiered Rate Structure		Done	√	
	Water/Wastewater Model		6/12	√	
	Rate Changes: Recommendation		8/12	√	
	Water Rates: Modification		11/12		
Water and Wastewater Impact Fees: Amendments		Policy			Utility
	Impact Ordinance		6/12	√	
	Amendment		6/12	√	

Strategic Priorities 2012 - Financially Sound City Providing High Value Service

Target Area	Action	Type / Priority	Due Date	Done	Department
Water Reuse Project (CR 112 & A. W. Grimes) [Phase II - 1V]: Design		Mgmt/High			Utility
	Design Firm: Selection		7/12	√	
	Design: Completion		7/13		
Great Neighborhoods – Old and New					
Neighborhood Revitalization Program		Policy/Top			City Management
	Low / Moderate Survey for Future CDBG Projects		8/12	√	
	Projects: Greenhill & Mesa Park		12/12		
	Next Neighborhoods		12/12		
	Code Identification & Modification: Recommendations		12/12		
	Council decision		1/13		
2012 Building Code: Adoption		Policy/High			Planning
	Code: Ordinance		9/12	√	
Multi-Family Development Regulations: Upgrade		Policy			Planning
	Planning & Zoning Review		5/12	√	
	Council Decision		8/12	√	
Round Rock Independent School District (RRISD) Strategy		Policy			City Management
	Joint Use Agreement		9/12		
	Joint Meeting		Qtrly	√	
Unified Land Development Code: Development		Mgmt/Top			Planning
	Workshop: Council		11/12		
	Council		12/12		
CDBG Method of Approval		Mgmt			Finance
	Amendment to Consolidation: Decision		4/12	√	
	Consolidation Plan/ Process Revision		9/12		
	Decision: Use for Neighborhoods		10/13		

Strategic Priorities 2012 - Financially Sound City Providing High Value Service

Sports Capital for Tourism and Residents

Target Area	Action	Type / Priority	Due Date	Done	Department
Sports Complex Management: Operating Decision		Policy/Top			City Management
	Decision: Operation		12/12		
Clay Madsen Park: Land Acquisition and Funding		Policy/High			PARD
	Funding for Land Acquisition		3/13		
Old Settlers Park Multi-Purpose Fields		Mgmt/High			PARD
	Plan: Presentation		6/12	√	
	Funding Options		10/12	√	

Authentic Downtown – Exciting Community Destination

Mays Street Gateway: Design, Utilities Relocation		Policy/High			Transportation
	Design: Completion (30%)		6/12	√	
	Council: Direction on Underground Utilities		12/12		
	TxDOT Transaction		12/12		
	Utilities Relocation Project		12/12		
	Design: Completion (60%)		12/12		
Southeast Downtown Infrastructure		Mgmt/Top			Transportation
	Plan with Multi-Year Phases		3/13		
Business Relocation Program: Development		Mgmt/Top			City Management
	Meeting with Key Businesses		10/12	√	
	Council Workshop Update		11/12		
Zone Review (East Downtown)		Mgmt			Planning
	Analysis: Zoning		12/12		
	Current Concepts for Future		3/13		

Strategic Priorities 2012 - Financially Sound City Providing High Value Service

Northeast Round Rock Developed as a Major Medical Destination and Mixed-Use Upscale Neighborhood

Target Area	Action	Type / Priority	Due Date	Done	Department
Infrastructure Plan for Roads, Water and Wastewater		Policy/Top			Utility
	Workshop: Review Plan		11/12		
	Accelerated Funding		2/13		
Mandatory Water Reuse: Policy for New Developments		Policy/High			Utility
	Prepare Draft Policy		12/12		
	Council Decision		12/12		
Annexation Direction		Mgmt/Top			Planning
	Annexation: Identification Opportunities		12/12		
	Workshop: Plan with Recommendations		2/13		
Avery Center Infrastructure		Mgmt/Top			Transportation
	Review Infrastructure Plan / Transportation Plan - White Paper		3/13		
	Council Decision		3/13		



Strategic City Wide Metrics (PARD)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
PARD	Environmental Stewardship- Develop and propose a comprehensive environmental/natural resource management plan.	Complete and implement Environmental/Natural Resource Management Plan	25%	50%	100%
PARD	Maintain open dialogue with all internal/external stakeholders affected by PARD's day to day business operations.	Overall Customer Satisfaction	90%	90%	90%
PARD	Promote leadership role in educating the public regarding their relationship with parks and recreation and how it supports the strategic goals of the department in the community.	Number of outreach events	25	25	25
		Number of positive media impressions	150	150	150
PARD	Implement practices that provide feedback at the conclusion of all projects to improve staff knowledge.	Program Improvements	25	25	25
		Dollars saved from improvement actions	\$25,000	\$25,000	\$25,000
		Park Certification Scores	90%	90%	90%

Strategic City Wide Metrics (Library)

Library	Allocate and manage the resources we receive to serve the community and meet the library's mission.	Department expenditures per capita	\$22.62	\$23.50	\$22.25
Library	Provide library programs and services that meet community expectations.	Walk-in visits	285,534	291,519	295,000
		Service hours open to the public	3,266	3,446	3,600
Library	Develop and expand successful, cooperative relationships within and outside of the organization.	# of cooperative programs with other departments and agencies	4	5	6
		# of outreach events	12	14	16
Library	Continually learn and improve our services and selves.	# of annual training hours per employee	4	6	8

Strategic City Wide Metrics (Public Safety)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Police	Maintain the capacity to continue proactive policing amid environmental constraints.	Ratio of actual sworn staff to modeled sworn staffing needs, per the Department staffing model	0.86	0.90	0.94
Police	Continue crime-control efforts.	UCR Part 1 crime rate/1,000 residents	30.2	30.5	30.9
		Arrests made	4,586	4,678	4,862
Police	Develop a plan to leverage City services as they relate to neighborhood quality of life.	Number of non-crime, neighborhood quality-of-life issues identified and referred to other city departments for resolution	118	150	150
Police	Continue emphasis on training to reduce exposure.	Officer injuries per 1,000 police events	0.33	0.35	0.37
		Number of sustained internal affairs complaints	14	15	17
Fire	Maintain staffing levels per City Policy.	Number of days all fire service companies were in service. This requires a minimum of 29 fire suppression employees to be on duty 24/7, 365 days a year.	365	365	365
Fire	Stay abreast of industry changes and adopt policies that reflect best industry practices in line with local needs and City Policy.	This is a must, to project any budget increases or use to minimize the budget impact.	As it occurs	As it occurs	As it occurs
Fire	Provide fire suppression and emergency medical first responder services at the ALS & BLS levels; hazmat response and mitigation and technical rescue to citizens.	Percentage of 1st unit on scene that responded with lights and sirens to medical emergencies inside the City limits within 4 minutes after going en route	80%	80%	80%
		Percentage of 1st alarms with an effective firefighting force arrived on scene within 10 minutes after going en route	80%	80%	80%
		Percentage of 1st unit on scene that responded with lights and sirens to all other non-fire related emergency incidents inside the City limits within 6 minutes after going en route	80%	80%	80%

Strategic City Wide Metrics (Public Safety Cont.)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Fire	Provide opportunities for personal and professional growth. Encourage employee involvement in problem solving, and decision-making.	Percent of suppression firefighters that maintain EMT certification	100%	100%	100%
		Percent of suppression firefighters that completed 20 hours a month of company training	100%	100%	100%
		Percent of officers that completed 16 hours a year of officer development training	100%	100%	100%

Strategic City Wide Metrics (General Service)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
BCFM	Review and amend (as needed) current Preventative Maintenance Program to optimize life of equipment and facilities.	First year - Form team and document plan for program. Second year implement program.	50%	90%	95%
BCFM	Continue to track work orders to ensure timely completion of services to the City Buildings.	Review Monthly report to ensure timeliness of work performed.	100%	100%	100%
BCFM	Promote training to strengthen employee's knowledge.	Request staff take 8 Hours of training per year.	90%	95%	100%
VMF	Help establish and monitor the supporting budgets to ensure the most cost effective way of doing business.	Provide the City Budget office with scheduled line items for the City by January of each year for the next fiscal year	100%	100%	100%
VMF	Ensure the safety and operations of City motorized equipment. Maintain City fleet to meet State requirements.	Complete scheduled PMs that are due at the beginning of the month.	94%	93%	95%
		Number of Motor Vehicle Inspections each year.	465	276	280
VMF	Maintain the City's 1418 pieces of equipment to support all required City activities.	% of completed preventive maintenance on all City equipment annually.	74%	59%	60%
		Complete a combination of PMA1 and PMC2 each year.	115	99	99
		Complete PM's over the course of a year.	1760	2004	2004
VMF	Ensure staff are qualified to perform required duties.	Maintain certification of maintenance staff.	100%	100%	100%

1 PMA (Preventive Maintenance Basic), 2 PMC (Preventive Maintenance Complete)

Strategic City Wide Metrics (General Services)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
BCFM	Review and amend (as needed) current Preventative Maintenance Program to optimize life of equipment and facilities.	First year - Form team and document plan for program. Second year implement program.	50%	90%	95%
BCFM	Continue to track work orders to ensure timely completion of services to the City Buildings.	Review Monthly report to ensure timeliness of work performed.	100%	100%	100%
BCFM	Promote training to strengthen employee's knowledge.	Request staff take 8 Hours of training per year.	90%	95%	100%
VMF	Help establish and monitor the supporting budgets to ensure the most cost effective way of doing business.	Provide the City Budget office with scheduled line items for the City by January of each year for the next fiscal year	100%	100%	100%
VMF	Ensure the safety and operations of City motorized equipment.	Complete scheduled PMs that are due at the beginning of the month.	94%	93%	95%
VMF	Maintain City fleet to meet State requirements.	Number of Motor Vehicle Inspections each year.	465	276	280
VFM	Maintain the City's 1418 pieces of equipment to support all required City activities	% of completed preventive maintenance on all City equipment annually.	74%	59%	60%
		Complete a combination of PMA1 and PMC2 each year.	115	99	99
		Complete PM's over the course of a year.	1760	2004	2004
VMF	Ensure staff are qualified to perform required duties.	Maintain certification of maintenance staff.	100%	100%	100%

1 PMA (Preventive Maintenance Basic)

2 PMC (Preventive Maintenance Complete)

Strategic City Wide Metrics (Planning Development)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Planning	Provide professional, courteous and efficient service to all internal and external customers.	Respond to requestors within 24 business hours.	TBD	100%	100%
Planning	Revise & adopt new landscape ordinance & amended tree protection ordinance	Adopt by Council	completed		
Planning	New sign ordinance	Adopt by Council	completed		
Planning	Unified Land Development Code	Adopt by Council	completed		
Planning	Annexation plan	Adopt by Council	completed		
Planning	2012 Building Codes	Adopt by Council	completed		
Planning	Provide professional, courteous and efficient service to all internal and external customers.	Respond to requestors within 24 business hours.	TBD	100%	100%
Planning	Provide a leadership role in educating the community about land development proposals and their relationship to planning goals and principles.	Create/investigate an easily accessible/understandable method to disseminate information about planning projects and upcoming public hearings.	TBD	100%	100%
		Create easily comprehensible public information packets about zoning and platting processes and standards.	TBD	100%	100%
Planning	Maintain a well-trained, highly educated and experienced staff that consistently delivers a high level of professional performance.	Maintain professional certification through continuing education.	TBD	100%	100%
		Provide educational opportunities to foster innovative land development and zoning standards and processes.	TBD	\$20,000	\$22,500

Strategic City Wide Metrics (Support Services)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Administration	On target with Economic Progress goals in the Strategic Plan and City Manager goals.	City Manager will ensure the priority goals set by City Council are effectively being addressed.	80%	90%	100%
Administration	Economic Development Partnership: Business recruitment, retention and expansion.	Attend the monthly EDPOC meetings in support of Economic Development Partnership.	100%	100%	100%
Administration	Maintain government transparency by communicating honestly and openly while being sensitive to confidential and controversial matters.	The Round Rock Replay & City Focus programs will be available twice a month for viewing on Government Channel 10, City's website, and through email Rock Beats notice.	100%	100%	100%
Administration	Foster high performance environment through consistent, responsive and interactive leadership.	City Manager will hold 4 open discussion meetings per year with City employees	2	4	4
		Hold mid-manager meetings on a quarterly basis.	1	4	4
Human Resources	Improve the City's ability to attract and retain talent.	Develop and implement a management mentor program City-wide	n/a	n/a	50%
		Conduct bi-annual compensation market analysis	n/a	completed Q2 2012	n/a
Human Resources	Utilize technology to streamline processes and procedures.	Develop and implement an electronic evaluation program City-wide	n/a	50%	80%
Human Resources	Conduct an employee survey and develop strategic implementation plan to address receiving less than desired rating.	Development documentation	n/a	50%	80%
Human Resources	Complete Gap analysis to create and implement best practices.	Complete Gap analysis	n/a	Start date 5/12	Q3
		Develop best practices framework	n/a	Start date 5/12	Q4
Information Technology	Ensure customer satisfaction with IT Help Desk services.	% of time the customer is satisfied with the resolution of their issues	95%	96%	97%
		% of time the customer is satisfied with their overall support experience	95%	98%	97%

Strategic City Wide Metrics (Finance)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Municipal Court	Process cases efficiently without unnecessary delay.	Average # of cases handled per clerk	5,443	5,000	5,500
		# of hearings held	7,195	7,000	7,000
Municipal Court	Ensure customers and citizens experience positive interactions with Municipal Court.	Rating for overall experience in Municipal Court (3% is max positive)	2.75%	2.75%	2.80%
Municipal Court	Continue to pursue the Certified Municipal Court clerk program that includes three levels of certification and required continuing education.	Obtain Level I certification within two years of hire	70%	80%	90%
		If pursuing Level II, achieve within two years of achieving Level I	90%	90%	100%
		Clerks certified at all three Levels	0	1	2
Utility Billing	Implement outbound notification calling and monitor the progress of this new process. This process should lower the volume of field trips for actual disconnection of service.	Implement a new outbound calling notification system.	Completed	N/A	N/A
		Reduce the volume of cutoffs in the field by 10-15 % annually and determine the possible savings due to less field trips.	31%	5%	5%
Utility Billing	Ensure customers experience positive interactions and satisfaction with Utility Billing	On survey's return online/hard copy, maintain or improve customer satisfaction rating.	89%	90%	95%
		"Utilize the VoIP phone system's recording features to conduct reviews per month with CSR's for training purposes and improve customer satisfaction. (8 CSRs)"	0	8	16

Strategic City Wide Metrics (Utilities)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Water	Provide a high service level regarding the City's water system.	% of the 13,008 water valves operated annually	33%	33%	33%
		% of 5,575 fire hydrants inspected and repaired as necessary	21%	21%	21%
		% of the 586 miles of City water lines to be maintained and repaired as necessary	100%	100%	100%
		% of the City's 9 water pumping stations and 16 storage tanks maintenance to ensure proper operations	100%	100%	100%
		% of AMRs installed annually (target is 9000 new meters)	100%	100%	100%
Water	Manage the water resources for the City's water distribution system.	Provide water production to meet daily demand (MG)	754.2	750.0	775.0
		Lake Georgetown average level (feet above sea level)	783	772	772
		Annual average aquifer level (feet above pump level)	128	147	120
		Groundwater production % of total	17%	18%	15%
Water	Optimize laboratory analysis processes to ensure regulatory requirements are met cost effectively.	# of businesses in Industrial Pre-Treatment Program	16	16	16
		Chemical cost/1,000 gallons	\$0.05	\$0.05	\$0.05
		Electrical cost/1,000 gallons	\$0.01	\$0.03	\$0.03
Wastewater	Provide a high service level regarding the City's wastewater system.	% of the City's 12 lift pump stations being maintained to ensure proper operations	100%	100%	100%
		% of 8,454 manhole covers physically inspect and repair as needed annually	8%	8%	8-12 %
		% of the 417 miles of City wastewater lines maintained	100%	100%	100%
Water/Wastewater	Maintain Utility mapping system	% of new appurtenances GPS'ed and install into GIS water/wastewater mapping layer annually	100%	100%	100%
Water /Wastewater	Provide planning, engineering & construction management for all City projects.	% of projects completed within budget and within schedule	95%	95%	98%
		% of projects completed within timeframe	95%	95%	95%
Water /Wastewater	Provide customers with prompt service.	% of emergency work orders completed within 24 hours	100%	100%	100%
		% of customer surveys with a good or excellent rating	95%	95%	95%

Strategic City Wide Metrics (Utilities Cont.)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Water/Waste-water	Achieve all required licenses and certifications.	% of employees with the appropriate experience obtaining TCEQ license	100%	100%	100%
Environmental	Implement & manage programs conserving natural resources & prevent pollution.	Household Hazardous Waste Disposal (tons)	1,531	1,540	1,600
Environmental	Optimize laboratory analysis processes to ensure regulatory requirements are met cost effectively.	Average cost/wastewater test	\$4.60	\$3.37	\$5.00
Environmental	Maintain and/or improve program participation rates.	Average Number of Participants per day	146	150	155
Environmental	Optimize Cost Recovery Programs	Laboratory Program Revenue	\$171,511	\$140,000	\$140,000
		Wastewater Surcharge Program	\$223,936	\$225,000	\$225,000
		Pretreatment Program Fines & Fees	\$3,100	\$2,500	\$2,500
Environmental	Improve processes to ensure customers are satisfied with services.	% of Pre-treatment Program Customer Satisfied	N/A	95%	95%
		% of Laboratory Program Customer Satisfied	100%	100%	95%
		% of Auxiliary Programs Customer Satisfied	N/A	95%	95%
Environmental	Identify & implement technology improvements to optimize quality & efficiency.	Number of system upgrades	3	3	3
Solid Waste/ Recycling	Improve material diversion rates.	Tons of Curbside Material Recycled	4,409	6,000	7,000
		Tons of Conventional Material Recycled	396.6	375.0	375.0
		Gallons of Antifreeze Recycled	1,150	1,175	1,175
		Gallons of Used Motor Oil Recycled	17,346	17,000	17,000
Solid Waste/ Recycling	Optimize the return rate on commodities.	Return on Commodities	\$35,696	\$40,000	\$40,000
		Commodity Rebates received from Curbside Program	\$91,803	\$95,000	\$100,000
Solid Waste/ Recycling	Improve processes to ensure customers are satisfied with services.	% of Recycling Programs Customer Satisfied	N/A	95%	95%

Strategic City Wide Metrics (Drainage)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Drainage - Engineering Services	Proactively educate citizens, business owners, etc. about flood risks and floodplain regulations.	Contact % of floodplain residents & property owners.	50%	50%	75%
		Resolve noncompliance cases without legal action.	80%	80%	80%
Drainage - Engineering Services	Coordinate with FEMA & WCID reps and area Floodplain Managers to exchange ideas and creatively seek regional cost effective solutions.	Minimum meetings per agency.	4	8	6
Drainage - Engineering Services	Floodplain Management	Reduce % of residential structures in floodplain.	<5%	<5%	<3%
Drainage - Engineering Services	TPDES MS4 Phase 2 Permit	% of tasks completed within budget.	100%	100%	100%
		% of tasks completed within timeframe.	100%	100%	100%
Drainage - Engineering Services	Proactively educate citizens, business owners, etc. about WQ regulations and BMPs.	Contact percentage of City population.	35%	35%	40%
		Resolve noncompliance cases without legal action.	100%	100%	90%
Drainage - Engineering Services	Coordinate with EPA & TCEQ representatives and area MS4 Managers to exchange ideas and seek creative cost effective solutions.	Minimum meetings per agency.	10	10	6
Drainage - Operations & Maintenance	Prevent pollutants from reaching waterways.	% of residential curb miles swept annually (500 miles).	100%	100%	100%
		% of Business / Arterial curb miles swept annually (102 miles).	100%	100%	100%
		% of City curb inlets cleaned annually	80%	80%	90%
Drainage - Operations & Maintenance	Train O&M staff regarding current and pending water quality regulations to ensure compliance.	% of staff attending at least 1 Continuing Education class (WQ).	100%	95%	95%

Strategic City Wide Metrics (Drainage Cont.)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Drainage - Operations & Maintenance	Continue develop and train O&M staff to enhance abilities and improve efficiency and effectiveness.	% of staff attending at least 2 Continuing Education classes (drainage).	90%	85%	90%
Drainage - Operations & Maintenance	Maintain conveyances to ensure flood capacity.	% of public miles of drainage ways (732 mi.) monitored and maintained annually.	95%	100%	100%
		Debris removal (tons).	715	715	715

Strategic City Wide Metrics (Transportation)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Transportation - Admin & Eng	Prevent neighborhood deterioration by focusing on public safety, adequate infrastructure, updated maintenance codes and neighborhood involvement.	Number of neighborhoods targeted for revitalization annually	1	1	1
Transportation - Admin & Eng	Support the growth and expansion of business clusters, health care, higher education, etc. with sufficient infrastructure to support the growth	Annual number of plans developed for future roads and improvements to existing roads to support growth	5	5	5
		Percent of projects constructed on time and within budget	100%	100%	100%
Transportation - Admin & Eng	Identify, plan and build future roads, improvement of existing roads and pursue funding sources and agreements with other agencies	Percent of lanes miles planned for rehabilitation and maintenance per year	20%	20%	20%
		Number of new roads planned for construction annually	4	4	4
		Percent of projects constructed on time and within budget	100%	100%	100%
Transportation - Admin & Eng	Develop public transportation to address citizen needs	% of staff time in support of citizen requests	50%	50%	50%
	Foster public transportation alternatives that would support major employment centers	% of staff time in support of major employment centers	20%	20%	20%
Transportation - Admin & Eng	Maintain and enhance public confidence in City Government by ensuring a strong employee base, open external and internal communication and providing a high level of customer service	Number of department complaints	10	10	10
		Number of department complaints	0	0	0

Strategic City Wide Metrics (Transportation Cont.)

	Goals	Metrics	FY11 Actual	FY12 Target	FY13 Target
Transportation - Operate & Maintain	Prevent neighborhood deterioration by focusing on public safety, adequate infrastructure, active code enforcement and neighborhood involvement.	% of lanes miles planned for rehabilitation and maintenance per calendar year	20%	20%	20%
Transportation - Operate & Maintain	Support the growth and expansion of business clusters, health care, higher education, etc. with sufficient infrastructure to support the growth	# of linear feet of crack sealing	3,000	3,000	3,000
		# of tons of asphalt laid	1,200	1,200	1,200
Transportation - Operate & Maintain	Identify, plan and build future roads, improve and maintain existing roads and pursue all relevant funding sources annually	# of yards concrete poured	750	750	750
		# of acres mowed in-house annually	350	350	350
		% of signs tested for reflectivity	80%	80%	80%
		% of City streets restriped	20%	20%	20%
Transportation - Operate & Maintain	Maintain and enhance public confidence in City Government by ensuring a strong employee base, open external and internal communication and providing a high level of customer service	Number of department compliments	10	10	10
		Number of department complaints	0	0	0





Financial Statistics

Statistics as of September 30, 2011



Financial Statistics

Fund Balances of Governmental Funds

Fund Balances of Governmental Funds

Last Ten Fiscal Years

(Modified Accrual Basis of Accounting)

	2002	2003	2004	2005	2006
General fund-					
Reserved	\$-	\$46,600	\$23,200	\$-	\$-
Unreserved	23,261,921	25,204,136	26,759,957	28,705,017	32,472,684
Total general fund	\$23,261,921	\$25,250,736	\$26,783,157	\$28,705,017	\$32,472,684
All other governmental funds-					
Reserved for-					
Federal seizure	\$36,633	\$84,044	\$112,857	\$357,985	\$391,661
Non-current loans receivable	19,181	19,181	19,181	19,181	19,181
Debt service	2,074,841	2,304,816	2,338,493	2,600,354	3,200,508
Nonexpendable endowments	100,000	100,000	100,000	100,000	-
Authorized construction	66,939,857	58,100,810	79,421,798	75,863,062	70,912,738
Unreserved, reported in-					
Special revenue funds	23,560,762	10,411,681	5,519,397	4,535,452	4,731,971
Capital projects funds	15,251,568	25,872,318	24,633,882	26,432,736	29,682,330
Permanent fund	6,096	7,437	8,611	4,262	-
Total all other governmental funds	\$107,988,938	\$96,900,287	\$112,154,219	\$109,913,032	\$108,938,389

Fund Balances of Governmental Funds

Last Ten Fiscal Years

(Modified Accrual Basis of Accounting)

	2007	2008	2009	2010	2011
General fund-					
Reserved	\$-	\$-	\$-	\$-	\$-
Unreserved	37,494,875	38,303,766	39,497,430	40,287,116	40,253,360
Total general fund	\$37,494,875	\$38,303,766	\$39,497,430	\$40,287,116	\$40,253,360
All other governmental funds-					
Reserved for-					
Federal seizure	\$343,448	\$259,074	\$173,924	\$473,701	\$-
Non-current loans receivable	19,181	-	-	-	-
Debt service	3,058,395	3,431,063	2,887,281	1,944,761	-
Nonexpendable endowments	-	-	-	-	-
Authorized construction	116,579,878	105,501,593	91,521,069	90,105,139	-
Unreserved, reported in-					
Special revenue funds	6,611,092	8,340,222	8,076,456	8,444,952	-
Capital projects funds	32,022,916	34,463,233	32,584,099	35,739,591	-
Permanent fund	-	-	-	-	-
Total all other governmental funds	\$158,634,910	\$151,995,185	\$135,242,829	\$136,708,144	\$-

Taxable Sales by Category

Last Ten Calendar Years

Year	Retail Trade	Wholesale Trade	Services	Manufacturing	Utilities
2001	912,414,869	731,001,387	216,072,525	20,451,976	29,741,180
2002	1,002,120,502	719,007,415	216,666,201	22,555,006	33,689,361
2003	1,085,691,925	876,997,596	229,692,253	13,208,185	24,017,807
2004	1,125,319,697	924,947,365	245,301,178	19,188,881	13,748,708
2005	1,022,046,302	1,164,889,028	271,930,962	23,056,605	13,835,732
2006	1,204,017,407	1,286,347,769	284,232,565	20,117,751	15,736,435
2007	1,145,110,919	1,591,303,790	304,759,747	27,335,653	18,904,449
2008	1,169,341,432	1,437,462,827	331,204,107	20,237,658	16,645,969
2009	1,103,261,058	1,228,096,597	323,957,885	18,637,403	16,313,752
2010	1,076,705,717	1,364,186,925	331,286,488	20,916,060	17,788,882
Total	\$10,846,029,828	\$11,324,240,699	\$2,755,103,911	\$205,705,178	\$200,422,275

Source: Texas Comptroller of Public Accounts

Note: Sales information is not available on a fiscal year basis.

Due to State of Texas confidentiality issues, names of sales tax payers are not available. The categories presented provide alternative information indicative of sales tax revenue sources.

Taxable Sales by Category (Cont.)

Last Ten Calendar Years

Construction	Finance, Insurance	Other	Total	City Direct Sales Tax Rate	State Sales Tax Rate	Overlapping
12,984,689	1,156,703	6,723,785	1,930,547,114	2.00%	6.25%	8.25%
13,971,691	3,994,116	1,247,650	2,013,251,942	2.00%	6.25%	8.25%
16,269,980	1,074,384	4,100,156	2,251,052,286	2.00%	6.25%	8.25%
16,760,649	1,189,215	2,977,318	2,349,433,011	2.00%	6.25%	8.25%
26,144,588	1,323,272	180,746,146	2,703,972,635	2.00%	6.25%	8.25%
26,619,939	1,410,360	62,544,068	2,901,026,294	2.00%	6.25%	8.25%
43,424,237	1,782,201	-	3,132,620,996	2.00%	6.25%	8.25%
43,124,472	1,674,015	-	3,019,690,480	2.00%	6.25%	8.25%
30,415,221	2,198,134	-	2,722,880,050	2.00%	6.25%	8.25%
46,025,144	2,114,837	-	2,859,024,053	2.00%	6.25%	8.25%
\$275,740,610	\$17,917,237	\$258,339,123	\$25,883,498,861			

Financial Statistics

Hotel Taxpayers/Hotel Occupancy Tax Collection History

Hotel Taxpayers

September 30, 2011

Taxpayer	Total Collections Year Ended September 30, 2010	Number of Rooms
Austin Marriott North	\$572,408	295
Residence Inn	201,171	96
Hilton Garden Inn	196,395	122
Homewood Suites	192,844	115
Hampton Inn	163,193	93
Courtyard by Marriott	140,913	113
Springhill Suites	132,313	104
Wingate Inn	119,663	100
Holiday Inn Express	105,448	91
La Quinta Inn	97,640	116
Baymont Inn	94,534	86
Comfort Suites	80,148	63
Staybridge Suites	76,601	81
Red Roof Inn	69,197	100
Best Western Executive Inn	66,970	69
Sleep Inn	64,298	74
Holiday Inn	62,537	124
Candlewood Suites	53,276	98
Country Inn & Suites	46,910	63
Extended Stay America # 6197	41,052	104
Extended Stay America # 6030	40,883	138
Super 8 Motel	28,752	59
Days Inn & Suites	19,811	48
Value Place	17,089	121
	\$2,684,046	2,473

Hotel Occupancy Tax Collection History By Quarter

Last Ten Fiscal Years

Fiscal Year Ended 9-30	1st Quarter Oct. – Dec.	2nd Quarter Jan. – Mar.	3rd Quarter Apr. – June	4th Quarter July – Sept.	Total
	\$	\$	\$	\$	\$
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
2006	521,640	459,601	578,711	708,667	2,268,619
2007	594,826	695,452	729,813	818,598	2,838,689
2008	669,345	749,897	806,813	713,297	2,939,352
2009	609,608	589,006	640,846	554,685	2,394,145
2010	504,062	582,719	661,356	543,189	2,291,326
2011	684,430	678,090	716,629	604,897	2,684,046

Computation of Direct and Overlapping Debt

September 30, 2011

Name of Governmental Unit	Total General Debt Outstanding		Percentage Applicable to City of Round Rock	Amount Applicable to City of Round Rock
Debt repaid with property taxes				
Round Rock Independent				
School District	\$735,302,720	**	39.79%	\$292,576,952
Williamson County	639,429,853	*	22.27%	142,401,028
Austin Community College	91,822,751	*	19.20%	17,629,968
Georgetown ISD	214,045,000	**	0.01%	21,405
Travis County	594,650,243	*	0.25%	1,486,626
Subtotal, overlapping debt				454,115,979
City direct debt				118,945,000
Total direct and overlapping debt				\$573,060,979

*Gross Debt as of 9-30-11

**Gross Debt as of 6-30-11

Source: City of Round Rock Finance Department and Texas Municipal Reports

Legal Debt Margin Information

Last Ten Fiscal Years

	2002	2003	2004	2005
Debt limit	\$806,315,251	\$906,860,750	\$921,367,824	\$955,638,811
Total net debt applicable to limit	82,569,295	80,541,088	97,029,376	93,578,032
Legal debt margin	\$723,745,956	\$826,319,662	\$824,338,448	\$862,060,779
Total net debt applicable to the limit as a percentage of debt limit	10.24%	8.88%	10.53%	9.79%

Legal Debt Margin Calculation for Fiscal Year 2011

Total assessed value		<u>\$8,017,148,438</u>
Debt limit - Maximum serviceable at permitted allocation of \$1.50 per \$100 of assessed value		\$1,437,119,854
Amount of debt applicable to debt limit:		
Total General Obligation Debt	\$118,945,000	
Less:		
Amount available in Debt Service Fund	(2,238,270)	
Amounts considered self-supporting	<u>(4,300,000)</u>	
Total net debt applicable to debt limit		<u>112,406,730</u>
Legal debt margin		<u>\$1,324,713,124</u>

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, 2011, assessed valuation of \$8,017,148,438 at 100% collection, tax revenue of \$120,257,227 would be produced. This revenue could service the debt on \$1,437,119,854 issued as 20-year serial bonds at 5.50% (with level debt service payment).

Legal Debt Margin Information (Cont.)**Last Ten Fiscal Years**

2006	2007	2008	2009	2010	2011
\$1,034,929,880	\$1,167,845,500	\$1,345,033,513	\$1,468,905,352	\$1,491,819,433	\$1,437,119,854
89,029,039	132,491,172	126,786,525	122,512,295	117,540,239	112,406,730
\$945,900,841	\$1,035,354,328	\$1,218,246,988	\$1,346,393,057	\$1,374,279,194	\$1,324,713,124
8.60%	11.34%	9.43%	8.34%	7.88%	7.82%

Schedule of Revenue Bond Coverage

Last Ten Fiscal Years

Fiscal Year	Gross Revenue¹	Direct Operating Expenses²	Net Revenue Available for Debt Service	Debt Service Requirements Principal and Interest	Revenue Bond Coverage
	\$	\$	\$	\$	
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
2006	32,985,447	20,962,289	12,023,158	284,310	42.29
2007	31,921,522	21,369,755	10,551,767	5,966	1768.65
2008	36,629,189	24,549,076	12,080,113	153,666	78.61
2009	39,095,039	27,356,759	11,738,280	568,400	20.65
2010	39,240,390	22,243,281	16,997,109	4,007,882	4.24
2011	46,215,387	21,880,865	24,334,522	5,081,298	4.79

Sources:

¹ Water and Sewer Fund operating and non-operating revenues.

² Water and Sewer Fund operating expenses, excluding depreciation.

Demographic and Economic Statistics

Last Ten Fiscal Years

Fiscal Year	Population ¹	Personal Income	Per Capita Income ²	Median Age ³	School Enrollment ⁴	Unemployment Rate ³
		\$	\$			%
2002	73,295	2,185,803,490	29,822	30.8	34,120	4.7
2003	77,600	2,090,544,000	26,940	31.2	35,579	4.7
2004	81,825	2,207,556,675	26,979	30.6	36,608	3.1
2005	86,000	2,423,308,000	28,178	30.5	37,909	3.7
2006	89,800	2,581,211,200	28,744	30.6	39,112	3.3
2007	92,500	2,686,755,000	29,046	31	40,342	3.5
2008	96,200	2,831,069,800	29,429	31.2	41,489	4.2
2009	99,500	2,971,866,000	29,868	31.2	41,867	6.4
2010	100,800	3,066,033,600	30,417	31.4	42,683	6.2
2011	101,500	3,122,744,000	30,766	31.6	44,331	6.1

Sources:

¹ Planning Department, City of Round Rock

² Texas Workforce Commission; data is for Williamson County, which is representative of the City; data for City not available.

³ Round Rock Chamber of Commerce

⁴ Round Rock Independent School District

Principal Employers

Current Year and Nine Years Ago

Name of Employer	2011			2002		
	Employees	Rank	% of Total City Employment	Employees	Rank	% of Total City Employment
Dell, Inc.	8,500	1	16.55	9,400	1	25.32
Round Rock Independent School District	5,400	2	10.52	4,600	2	12.39
Sears TeleServe	1,300	3	2.53	822	3	2.21
City of Round Rock, Texas	820	4	1.60			
Scott & White University Medical Campus	750	5	1.46	596	7	1.61
Round Rock Medical Center	710	6	1.38	585	8	1.58
Texas Guaranteed Student Loan	700	7	1.36			
Dresser Wayne, Inc.	600	8	1.17	580	9	1.56
Seton Williamson Medical Center	450	9	0.88			
Michael Angelo's Gourmet Foods	350	10	0.68	700	6	1.89
Trend Technologies				711	4	1.92
Farmer's Insurance				700	5	1.89
DuPont Photo Mask				450	10	1.21
Total	19,580		38.13	19,144		51.57

Source: Round Rock Chamber of Commerce

Top Ten Water Customers

September 30, 2011

Name of Customer	Type of Business	Water Consumption in Gallons	% of Total Water Consumption in Gallons
Fern Bluff Municipal Utility District	Municipal Utility District	401,675,200	5.319
Williamson County Municipal Utility District # 10	Municipal Utility District	253,576,300	3.358
Williamson County Municipal Utility District # 11	Municipal Utility District	207,375,400	2.746
Chandler Creek Municipal Utility District	Municipal Utility District	206,968,400	2.741
Vista Oaks Municipal Utility District	Municipal Utility District	192,419,600	2.548
City of Cedar Park	Municipality	189,724,000	2.512
Round Rock Independent School District	Public Schools	129,007,200	1.708
Dell, Inc.	Electronic Equipment	115,275,400	1.526
Aquasource--Tonkawa Springs	Water Service Provider	68,030,700	0.901
Walsh Ranch Municipal Utility District	Municipal Utility District	66,893,500	0.886
		1,830,945,700	24.245

Source: City of Round Rock Finance Department

Financial Statistics

Operating Indicators

Operating Indicators

Last Ten Fiscal Years

	2002	2003	2004	2005
Function:				
Police-				
Arrests	1,735	1,684	2,625	3,592
Accident reports	2,667	2,360	2,669	1,942
Index crimes reported	1,495	1,813	1,679	2,326
Crimes per thousand residents	20.9	25.5	21	28.3
Officers per thousand of population	1.5	1.49	1.49	1.5
Fire-				
Incident volume	5,352	5,076	5,219	6,709
Priority calls answered	3,936	3,787	3,959	5,376
Non-emergency calls answered	1,396	1,289	1,260	1,333
Priority calls-response less than 6 minutes	70%	73%	78%	76%
Public Works-				
Street-				
Street resurfacing (lane miles)	84	84	72	71
Potholes repaired annually	2,500	3,000	3,223	3,223
Signals maintained	30	36	36	42
Shop-				
Work orders	2,960	4,485	4,650	4,468
Number of departments served	13	13	15	15
Culture and Recreation-				
Library-				
Number of items circulated	492,493	545,921	648,609	647,343
Number of card holders	37,457	40,532	42,321	41,448
Number of library visits	246,185	258,017	288,100	298,996
Parks & Recreation-				
Total park acres maintained	1,187	1,573	1,532	1,532
Number of athletic fields maintained	38	38	38	38
Number of trees planted	N/A	238	350	325
Number of recreation enrollees	285,242	314,814	330,036	359,128
Water-				
New connections	1,850	1,172	1,578	1,228
Line maintenance work orders	3,267	3,810	5,938	5,434
Average monthly consumption	438,000,000	447,000,000	439,000,000	474,500,000
Sewer-				
Average monthly treatment	262,750,000	263,416,666	286,166,666	287,948,166
Line feet reviewed for infiltration & inflow	77,655	110,236	142,817	163,143

Source: City of Round Rock Finance Department

N/A - Data not available

Operating Indicators (Cont.)

Last Ten Fiscal Years

2006	2007	2008	2009	2010	2011
4,013	3,754	3,749	3,908	4,328	4,521
1,907	1,990	1,997	1,646	1,877	2,747
2,072	2,512	2,449	2,960	3,154	3,154
22.8	27.9	30.1	30.3	31.3	31.3
1.5	1.46	1.52	1.52	1.48	1.48
6,430	7,463	7,690	8,000	8,500	8,141
4,977	4,592	5,656	5,800	6,000	5,916
1,453	2,871	2,034	2,200	2,500	2,225
73%	73%	64%	65%	65%	65%
124	130	135	137	137	45
4,000	4,000	4,000	4,000	4,000	4,000
52	57	59	59	59	68
4,118	5,418	5,618	6,330	6,930	4,609
18	18	19	19	19	19
671,816	725,370	762,926	780,000	810,000	854,000
42,792	44,820	49,829	51,000	53,000	59,000
302,900	306,000	311,000	310,000	320,000	292,000
1,547	1,610	1,610	1,757	1,780	1,935
38	38	38	43	45	46
843	500	818	877	350	345
372,998	371,201	402,548	401,000	401,000	420,000
1,549	1,181	572	254	356	335
4,242	4,400	4,400	4,226	4,044	3,185
553,600,000	432,101,000	552,610,000	589,159,550	466,096,342	655,615,475
303,103,333	298,038,200	296,208,875	301,433,205	327,351,600	475,482,100
181,316	152,515	161,291	156,934	114,176	317,789

Capital Asset Statistics

Last Ten Fiscal Years

	2002	2003	2004	2005
Function:				
Police-				
Number of stations	1	1	1	1
Number of patrol units	103	120	126	136
Fire-				
Number of stations	5	5	5	6
Number of fire trucks	6	8	9	10
Public Works-				
Street-				
Lane miles	220	220	266	898
Drainage miles	92	92	92	92
Number of street lights	4,610	4,610	4,656	4,702
Number of traffic signals	30	36	36	42
Shop-				
Repair facilities	1	1	1	1
Number of bays	10	19	19	19
Culture and Recreation-				
Library-				
Number of library books	130,000	134,899	150,436	160,559
Number of library facilities	1	1	1	1
Parks & Recreation-				
Total park acres	1,187	1,573	1,532	1,532
Number of athletic fields	38	38	38	38
Number of parks	76	72	70	52
Number of tennis courts	9	9	21	23
Number of pools	4	4	4	4
Water-				
Number of miles of water lines	299	394	394	425
Pumping stations	14	14	14	14
Tanks	19	18	18	18
Treatment capacity (millions of gallons/day)	35	48	48	48
Sewer-				
Number of miles of sewer mains	220	242	242	355
Wastewater lift stations	13	12	12	11

Source: City of Round Rock Finance Department

Capital Asset Statistics (Cont.)

Last Ten Fiscal Years					
2006	2007	2008	2009	2010	2011
1	1	1	1	1	1
142	186	189	195	199	199
6	6	7	7	7	7
10	11	11	14	15	16
997	1,036	1,124	1,124	1,137	1,200
92	92	100	100	100	100
4,796	5,034	5,075	5,103	5,104	5,119
52	57	59	59	59	68
1	1	1	1	1	1
19	19	19	19	19	19
133,111	147,000	180,397	185,000	185,000	183,000
1	1	1	1	1	1
1,547	1,610	1,610	1,855	2,119	2,274
38	38	38	44	46	47
52	53	53	60	84	85
23	23	23	23	23	23
5	5	5	5	5	4
458	481	487	503	591	584
14	14	14	15	15	15
18	18	18	19	20	20
48	48	48	48	52	52
365	376	392	400	417	422
11	11	12	12	12	12





Appendix

Budget Calendar
Home Rule Charter
Ordinances
Revenue Footnotes
Glossary
Acronyms

JANUARY 2012						
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 2012						
S	M	T	W	T	F	S
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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			

MARCH 2012						
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
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25	26	27	28	29	30	31

APRIL 2012						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2012						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE 2012						
S	M	T	W	T	F	S
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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, Texas
Operating Budget Calendar
Fiscal Year 2012-13

January - February

Develop Budget Materials

February

- 2 Budget materials distributed
- 23 Budget Kick Off Meetings

March

- 2 Personnel Worksheets, Capital Outlay & Revenue Projections due

April

- 30 New Programs documents due
- Strategic Budget & 10 Year Plan documents due

May

- 11 Budget Worksheets due

July

- 25 Tax roll certification by Chief Appraiser (official date)
- 31 City Manager's Proposed Budget submitted to City Council

Mid - August

- Publication of Tax Rates (Effective, Rollback)

September

- 13 Proposed Budget to Council for Approval (1st Reading)
- Proposed Tax Rate to Council for Approval (1st Reading)
- Public hearings

- 27 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 2012						
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 2012						
S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
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SEPTEMBER 2012						
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9	10	11	12	13	14	15
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23	30	24	25	26	27	28
						29

OCTOBER 2012						
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21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 2012						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER 2012						
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23	30	24	31	25	26	27
						28
						29

ARTICLE 8

FINANCIAL ADMINISTRATION

SECTION 8.01 FISCAL YEAR

The fiscal year of the City shall begin on the first day of each October and end on the last day of September of the succeeding year. All funds collected by the City during any fiscal year, including both current and delinquent revenues, shall belong to such fiscal year and, except for funds derived to pay interest and create a sinking fund on the bonded indebtedness of the City, may be applied to the payment of expenses incurred during such fiscal year, except as provided in this Charter. Any revenues uncollected at the end of any fiscal year, and any unencumbered funds actually on hand, shall become resources of the next succeeding fiscal year.

SECTION 8.02 PUBLIC RECORD

Copies of the budget adopted shall be public records and shall be made available to the public for inspection upon request.

SECTION 8.03 ANNUAL BUDGET

(a) Content.

The budget shall provide a complete financial plan of all City funds and activities and, except as required by law or this Charter, shall be in such form as the City Manager deems desirable or the City Council may require. A budget message explaining the budget both in fiscal terms and in terms of the work programs shall be submitted with the budget. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes, from the current year in financial policies, expenditures, and revenues, with reasons for such changes. It shall also summarize the City's debt position and include such other material as the City Manager deems desirable. The budget shall begin with a clear general summary of its contents and shall show in detail all estimated income, indicating the proposed property tax levy, and all proposed expenditures, including debt service, for the ensuing fiscal year. The proposed budget expenditures shall not exceed the total of estimated income. The budget shall be so arranged as to show comparative figures for actual and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year, compared to the estimate for the budgeted year. It shall include in separate sections:

- (1) an itemized estimate of the expense of conducting each department, division, and office;

- (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 a general summary of the proposed budget and a notice stating:

- (1) the times and places where copies of the message and budget are available for inspection by the public; and
- (2) the time and place, not less than two (2) weeks after such publication, for a public hearing on the budget.

(d) Amendment Before Adoption.

After the hearing, the City Council may adopt the budget with or without amendment. In amending the budget, it may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt service or for estimated cash deficit, provided that no amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior years.

(e) Adoption.

The budget shall be finally adopted not later than the final day of the last month of the fiscal year. Adoption of the budget shall constitute a levy of the property tax therein proposed. Should the City Council take no final action on or prior to such day the budget, as submitted, together with its proposed tax levy, shall be deemed to have been finally adopted by the City Council. No budget shall be adopted or appropriations made unless the total of estimated revenues, income and funds available shall be equal to or in excess of such budget or appropriations, except as otherwise provided in this Article.

(Charter amendment approved by voters January 20, 1996; May 10, 2008)

SECTION 8.04 ADMINISTRATION OF BUDGET

(a) Payments and Obligations Prohibited.

No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the City Manager or designee first certifies that there is a sufficient unencumbered balance in such allotment or appropriations and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal. Such action shall be the cause for removal of any officer who knowingly authorized or made such payment or incurred such obligations, and such officer shall also be liable to the City for any amount so paid. However, this prohibition shall not be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by

the issuance of bonds, time warrants, certificates of indebtedness, or certificates of obligation, or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is made or approved by ordinance.

(b) Financial Reports.

The City Manager shall submit to the City Council at least quarterly the financial condition of the City by budget item, budget estimate versus accruals for the fiscal year to date. The financial records of the City will be maintained on an accrual basis to support this type of financial management.

(Charter amendment approved by voters January 20, 1996; May 6, 2000)

SECTION 8.05 EMERGENCY APPROPRIATIONS

At any time in any fiscal year, the City Council may, pursuant to this section, make emergency appropriations to meet a pressing need for public expenditure, for other than regular or recurring requirements, to protect the public health, safety or welfare. Such appropriation shall be by ordinance adopted by the favorable votes of five (5) or more of the City Council members qualified and serving, and shall be made only upon recommendation of the City Manager. The total amount of all emergency appropriations made in any fiscal year shall not exceed the amount allowed by state law.

(Charter amendment approved by voters January 20, 1996)

SECTION 8.06 BORROWING TO MEET EMERGENCY APPROPRIATIONS

In the absence of unappropriated available revenues or other funds to meet emergency appropriations provided for under the preceding Section 8.05, the City Council may by resolution, authorize the borrowing of money to meet such deficit as provided by law.

(Charter amendment approved by voters January 20, 1996)

SECTION 8.07 BORROWING IN ANTICIPATION OF PROPERTY TAXES

In any fiscal year, in anticipation of the collection of the ad valorem property tax for such year, whether levied or to be levied in such year, the City Council may by resolution authorize the borrowing of money, not to exceed in any fiscal year an amount equal to ten percent (10%) of the budget for that fiscal year. Such borrowing shall be by the issuance of negotiable notes of the City, each of which shall be designated, "Tax Anticipation Note for the Year ____" (stating the tax year). Such notes shall mature and be payable not later than the end of the fiscal year in which issued.

(Charter amendment approved by voters January 20, 1996)

SECTION 8.08 DEPOSITORY

All monies received by any person, department or agency of the City for or in connection with affairs of the City shall be deposited promptly in the City depository or depositories, which shall be designated by the City Council in accordance with such regulations and subject to such requirements as to security for deposits and interest thereon as may be established by ordinance. All checks, vouchers, or warrants for the withdrawal of money from the City depositories shall be signed by the Mayor or City Manager and countersigned by an authorized designee, as approved by City Council ordinance. Provided, that the City Council, under such regulations and limitations as it may prescribe, may by ordinance authorized the use of machine-imprinted facsimile signatures of said Mayor and City Manager and authorized designee on such checks, vouchers and warrants.

(Charter amendment approved by voters January 20, 1996; May 15, 2004)

SECTION 8.09 PURCHASE PROCEDURE

All purchases made and contracts executed by the City shall be pursuant to a requisition from the head of the office, department or agency whose appropriation will be charged and no contract order shall be binding upon the City unless the City Manager certifies that there is to the credit of such office, department or agency a sufficient unencumbered appropriation and allotment balance to pay for the supplies, materials, equipment or contractual services for which the contract or order is to be issued.

(Charter amendment approved by voters November 6, 1979; April 5, 1986)

SECTION 8.10 INDEPENDENT AUDIT

At the close of each fiscal year, and at such other times as it may be deemed necessary, the Council shall cause an independent audit to be made of all accounts of the City by a certified public accountant. The certified public accountant so selected shall have no personal interest, directly or indirectly, in the financial affairs of the City or any of its officers. Upon completion of the audit, a copy of the audited annual financial report shall be placed in the public library and placed on file in the City Secretary's office as public record.

(Charter amendment approved by voters January 20, 1996; May 15, 2004; May 10, 2008)

ORDINANCE NO. G-12-09-27-H3

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF ROUND ROCK, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013, DIRECTING THE CITY CLERK TO FILE A TRUE COPY OF THE BUDGET WITH THE COUNTY CLERKS OF WILLIAMSON AND TRAVIS COUNTIES, TEXAS.

WHEREAS, the City Manager of the City of Round Rock, Texas, has heretofore submitted, in accordance with the state law and the City's Charter, a budget for said City, for the fiscal year beginning October 1, 2012, and ending September 30, 2013; and

WHEREAS, proper and timely notice that public hearings on such budget would be held on September 13, 2012, and September 27, 2012, 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 13, 2012, and September 27, 2012, prior to final adoption of this ordinance; Now Therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS, THAT:

The budget previously submitted by the City Manager, as amended, for the fiscal year beginning October 1, 2012 and ending September 30, 2013, is hereby in all things approved and adopted and it shall be effective as of October 1, 2012.

In accordance with §102.008(1), Local Government Code, the Director of Finance is directed to file with the City Clerk a true copy of the final budget as adopted by the City Council, and the City Clerk is directed to certify as a true copy said budget and file it with this ordinance in the official records of the City.

In accordance with §102.008(2), Local Government Code, the Director of Finance is directed to take action to ensure that a copy of the budget is posted on the City's website.

In accordance with §102.009(d), Local Government Code, the City Clerk is directed to file a certified copy of this ordinance along with a true copy of the budget with the County Clerk of Williamson County and the County Clerk of Travis County.

The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

READ and **APPROVED** on first reading this the 13th day of September, 2012.

READ, APPROVED and **ADOPTED** on second reading this the 27th day of September, 2012.



ALAN MCGRAW, Mayor
City of Round Rock, Texas

ATTEST:


SARA L. WHITE, City Clerk

ORDINANCE NO. G-12-09-27-HA**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 2012.**

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 2012 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 28.302 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.

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 2012 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 13.733 cents on each One Hundred Dollars (\$100.00) valuation of property.

SUMMARY

Maintenance and operation of the Municipal Government	28.302 cents
Interest and Sinking	<u>13.733</u> cents
Total Tax per \$100.00 of valuation	42.035 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 13th day of September, 2012.

READ, APPROVED and **ADOPTED** on second reading this the 27th day of September, 2012.



ALAN MCGRAW, Mayor
City of Round Rock, Texas

ATTEST:



SARA L. WHITE, City Clerk

ORDINANCE NO. G-09-09-24-1004

AN ORDINANCE AMENDING CHAPTER 10, SECTIONS 10.201 AND 10.202, CODE OF ORDINANCES (1995 EDITION), CITY OF ROUND ROCK, TEXAS, AMENDING WATER AND 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 10.201, Subsection (6)(b) and (e), Code of Ordinances (1995 Edition), City of Round Rock are hereby amended to read as follows:

(6) Water Rates for Retail Customers(b) Volume Rates for Non-Peak Billing Periods

- (i) For water consumed during Non-Peak Billing Periods, each Customer shall pay a rate of \$2.24 per 1,000 gallons or fraction thereof consumed during such billing period.
- (ii) Effective January 1, 2010, for water consumed during Non-Peak Billing Periods, each Customer shall pay a rate of \$2.35 per 1,000 gallons or fraction thereof consumed during such billing period.

(e) Monthly Service Charge

Except as provided below, in addition to the above volume rates, each Customer shall pay a monthly water service charge pursuant to the following schedule regardless of the amount of water used.

<u>Meter Size</u>	<u>Current Monthly Service Charge</u>	<u>Monthly Service Charge Effective January 1, 2010</u>
5/8 inch	\$13.18	13.84
3/4 inch	18.36	19.28
1 inch	29.00	30.45
1½ inch	55.56	58.34
2 inch	87.44	91.81
3 inch	161.83	169.92
4 inch	268.10	281.51
6 inch	835.86	877.65
8 inch	1,460.98	1,534.03
10 inch	2,294.47	2,409.19
12 inch	2,815.40	2,956.17

II.

That Chapter 10, Section 10.202, Subsection (1)(a)(i) and (ii), 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 \$3.02 per 1,000 gallons of water used for all users.
2. Effective January 1, 2010, the sewer rate for retail Customers shall be \$3.23 per 1,000 gallons of water used for all users.

(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, 2010</u>
5/8"	11.80	12.63
3/4"	15.40	16.48
1"	22.08	23.63
1 1/2"	40.26	43.08
2"	62.08	66.43
3"	112.98	120.89
4"	185.70	198.70
6"	547.33	585.64
8"	955.10	1,021.96
10"	1,498.79	1,603.71
12"	1,838.59	1,967.29

III.

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.

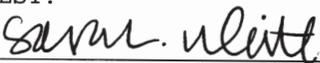
READ and APPROVED on first reading this the 10th day of September, 2009.

24th READ, APPROVED and ADOPTED on second reading this the 24th day of September, 2009.



ALAN MCGRAW, Mayor
City of Round Rock, Texas

ATTEST:



SARA L. WHITE, City Secretary

ORDINANCE NO. G-11-10-06-10A1

AN ORDINANCE AMENDING CHAPTER 32, SECTION 32-33, CODE OF ORDINANCES (2010 EDITION), CITY OF ROUND ROCK, TEXAS, REGARDING GARBAGE COLLECTION SERVICE CHARGES; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS:

I.

That Chapter 32, Section 32-33(a)(2), Code of Ordinances (2010 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

Sec. 32-33. - Garbage collection service charges.

(a) *Residential.*

(2) The residential charge for the collection of refuse and for recycling services shall be ~~\$16.91~~17.46 per month.

II.

This ordinance shall be effective for refuse and recycling services provided for the month of October, 2011 and thereafter.

III.

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

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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.

Alternative 1.

By motion duly made, seconded and passed with an affirmative vote of all the Council members present, the requirement for reading this ordinance on two separate days was dispensed with.

READ, PASSED, and ADOPTED on first reading this ____ day of _____, 2011.

Alternative 2.

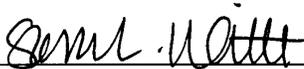
READ and APPROVED on first reading this the 22nd day of September, 2011.

READ, APPROVED and ADOPTED on second reading this the 6th day of October, 2011.



ALAN MCGRAW, Mayor
City of Round Rock, Texas

ATTEST:


SARA L. WHITE, City Secretary

Revenue Footnotes

This section reflects changes greater than \$20,000 from Revised Budget 2011-2012 to the indicated operating funds' revenue accounts. Please see the Budget Message for details on major revenue sources and underlying economic assumptions.

Revenue Acct. Number	Explanation of changes from the prior year
General Fund	
Property Taxes	Reflects new property added to tax roll
Sales Taxes	Reflects current and expected economic conditions (See Budget Message for details)
Franchise Fees	Estimate based on current and previous usage or reflects estimated actual usage and weather conditions
Recreation Fees	Reflects estimated participation in recreation programs
Garbage/Fire Protection Fees	Reflects actual and estimated activity
Filing/Other Fees	Reflects actual and estimated activity
Fines & Costs	Reflects actual and estimated activity
Grants	Reflects grant award for prior year discontinued in current year
Interest	Reflects anticipated market rates and available cash for investing
Capital Lease Proceeds	Reflects adjustment to replacement criteria
Other Revenues	Reflects actual and estimated activity
I&S General Obligation Bonds Fund	
Revenues	Reflects requirements of scheduled debt service and the corresponding property tax levy
I&S Revenue Bonds Fund	
Revenues	Reflects additional debt service obligations for wastewater treatment plant
Water/Wastewater Utility Fund	
Water & Related Services	Reflects growth in customer base and actual and estimated activity
Sewer & Related Services	Reflects actual and estimated activity
Pre-Treatment Surcharge	Reflects actual and estimated activity
Other Revenues	Reflects actual and estimated activity
Drainage Fund	
Revenues	Reflects actual and estimated activity
Transfers	Reflects fund fully self-supporting

Revenue Footnotes (cont.)**Hotel Occupancy Tax Fund**

7 % Collections Revenue Reflects estimated increased occupancy

Hotel Occupancy Tax - Sports & Community Venue

2 % Collections Revenue Reflects estimated increased occupancy and full year of collections

Law Enforcement Fund

Revenues Reflects conservative assumptions due to unpredictable proceeds

Park Improvements & Acquisitions Fund

Revenues Reflects no budget for current year

Tree Replacement Fund

Revenues Reflects actual and estimated activity

Glossary of Terms

Accrual Basis – A method of accounting that recognizes the financial effect of events, and interfund activities when they occur, regardless of the timing of related cash flows.

Ad Valorem Tax – A tax levied on the assessed value of real property (also known as “property taxes”).

Amortize – To provide for the gradual extinguishment of (as a mortgage) usually by contribution to a sinking fund at the time of each periodic payment.

Appropriation – A specific amount of money authorized by City Council to make expenditures and incur obligations for specific purposes, frequently used interchangeably with “expenditures”.

Arbitrage – Profit (interest income) obtained through the investment of tax-exempt bond proceeds in higher yielding taxable securities.

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.

Balanced Budget – A budget which includes total revenues that are either equal to or greater than total expenses.

Benchmark – A comparison of performances across many organizations in order to better understand one’s own performance.

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

Bonded Debt – The portion of indebtedness represented by outstanding bonds.

Budget – A plan of financial operation specifying expenditures to be incurred for a given period to accomplish specific goals, and the proposed means of financing them.

Budget Calendar – The schedule of key dates or milestones which the City follows in preparation, adoption, and administration of the budget.

Budget Year – From October 1st through September 30th, this is the same as the fiscal year.

Capital Improvement Program – A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years. Examples include land, improvements to land, easements, buildings, building improvements and infrastructure.

Capitalized Lease Proceeds – Financing obtained through a three to five year leasing program for durable equipment and rolling stock.

Capital Outlay – Expenditures which result in the acquisition of or addition to fixed assets.

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

Capital Recovery Fee – See Impact Fee

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.

Division – A logical subset of the city department used to help manage expenditures by activity.

Effectiveness – A program performance indicator that measures the quality of the program outputs.

Efficiency – A program performance indicator that measures the accomplishments of program goals and objectives in an economical manner.

Encumbrance – Commitments related to unperformed (executory) contracts for goods or services.

Enterprise Fund – A fund used to account for operations financed and operated in a manner similar to private business enterprises in that they are self supported by user fees. These funds use full accrual accounting.

Expenditure – The actual outflow of funds paid for an asset obtained or goods and services obtained.

Expense – A charge incurred in an accounting period, whether actually paid in that accounting period or not.

Filing Fee – A processing and review fee charge when any map (or plat) is tender to the planning department.

Fiscal – Pertaining to finances in general

Fiscal Year – A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

Fixed Assets – Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

Franchise – A special privilege granted by a government permitting the continuing use of public property and rights-of-way, such as city streets.

Full Faith and Credit – A pledge of the general taxing power of the City to repay debt obligations. This term is typically used in reference to general obligation bonds.

Full-time Equivalent (FTE) – A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal employees into hours worked by full-time employees. Full-time employees work 2080 hours annually. A part-time employee working 1040 hours annually represents a .5 FTE.

Fund – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein. Funds are usually established to account for activities of a certain type.

Fund Balance – The excess of assets over liabilities in a governmental fund.

Gap Analysis – A technique for determining the steps to be taken in moving from a current state to a desired future-state. Also called need-gap analysis, needs analysis, and needs assessment.

GAAP – Generally Accepted Accounting Principles.

General Fund – The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as police and fire protection, parks and recreation, library services, street maintenance and general administration.

General Obligation Bonds – Bonds for the payment of which the full faith and credit of the City is pledged.

GIS 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.

Liability – Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events. Current liabilities are expected to require the use of cash within a one-year time frame.

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

Line Item Budget – A budget that itemizes each expenditure category (personnel, supplies, contract services, capital outlay, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt – Any 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.

PEG – Fees collected from franchise cable service providers to support channel capacity for public, educational, or governmental use.

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.

Proprietary Fund – A fund used to account for a city's business-type activities. Funding is usually obtained through user fees to cover the cost of services provided.

Public Works – A combination of city departments organized to support the City Strategic Plan by sharing resources to improve efficiencies of common tasks.

Reserve – An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Re-use Water – Water that has been treated from the wastewater treatment plant which meets TCEQ requirements to be used in limited ways rather than potable water.

Revenue – Funds received as income. It includes such items as tax payments, fees from specific services, fines, interest income, franchise fees, etc.

Revenue Bond – Bonds whose principal and interest are payable exclusively from user fees (e.g. Water and Wastewater utility rates).

Repair and Replacement Fund – A utility fund established for major wastewater system improvements. Funding originated through the conveyance of a portion of the City's regional wastewater plant to the City of Austin.

Risk Management – An organized effort to protect the City's assets against loss, utilizing the most economical methods.

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.

Self-Financed Construction Fund – A fund used to allocate cash funding for projects rather than issuing debt. The fund's sources are year-end transfers from the respective fund.

Special Revenue Fund – A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes (e.g. Hotel/Motel Special Revenue Fund).

Strategic Budget – A budget that is closely linked to the City's Strategic Plan and Departmental Goals, Objectives, and Performance Measures. Strategic Budgeting is the process that the City of Round Rock utilizes to link the City's Strategic Plan and individual Departmental strategy and performance to the City's Budget.

Strategic Plan – A collectively supported vision of the City's future including observations regarding the potential effects of various operating decisions.

Subdivision Development Fee – A fee related to the inspection of subdivision improvements equating to 1.5 percent of the actual total construction costs.

Tax Base – The total value of all real and personal property in the City as of January 1st of each year, as certified by the Appraisal Review Board.

Tax Levy – The total amount of taxes imposed by the City on taxable property, as determined by the Williamson Central Appraisal District.

Tax Rate – The amount of tax stated in terms of a unit of the tax base (e.g. cents per hundred dollars valuation).

Travis Central Appraisal District – Established under state law and granted responsibility for discovering and listing all taxable property, appraising that property at market/production value, processing taxpayer applications for exemptions, and submitting the appraised values and exemptions to each taxing unit. This listing becomes the Certified Tax Roll for the taxing unit.

Utility Fund – See Water/Wastewater Utility Fund.

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

ADA	Americans with Disability Act
AED	Automatic External Defibrillator
ALS	Advanced Life Support
ARRA	American Recovery and Reinvestment Act
ASE	Automotive Service Excellent
BCRUA	Brushy Creek Regional Utility Authority
BCFM	General Services – Building Construction & Facility Maintenance
BLS	Basic Life Support
BMP	Best Management Practice
BRA	Brazos River Authority
CAFR	Comprehensive Annual Financial Report
CAMPO	Capital Area Metropolitan Planning Organization
CARTS	Capital Area Rural Transit System
CDBG	Community Development Block Grant
CID	Criminal Investigations Division
CIP	Capital Improvement Program
CMRC	Clay Madsen Recreation Center
CO's	Certificate of Obligations Debt
CSR	Customer Service Representative
CTRMA	Central Texas Regional Mobility Authority
CTTS	Central Texas Turnpike Authority
DRC	Development Review Committee
EDPOC	Economic Development Partnership Operations Committee
EMT	Emergency Medical Technician
EPA	Environmental Protection Agency
ESD	Emergency Service District
ETJ	Extraterritorial Jurisdiction
FEMA	Federal Emergency Management Agency
FRAP	First Responder Advanced Provider
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographical Information Systems
GO's	General Obligations Debt
GPS	Global Positioning Satellite
GSCF	General Self-Financed Construction
HMCF	Hotel / Motel Construction Fund
HMRB	Hotel / Motel Revenue Bonds
H.O.T.	Hotel Occupancy Tax Fund
H.O.T S&CV	Hotel Occupancy Sports & Community Venue Fund
HPC	Historic Preservation Commission
HPO	High Performance Organization
HRMS	Human Resources Management System

List of Acronyms (cont.)

I & I	Inflow & Infiltration
I & S	Interest & Sinking Bonds
ILS	Integrated Library System
ISO	Insurance Services Office, Inc.
ITC	Information Technology & Communication
LCRA	Lower Colorado River Authority
LUE	Living Unit Equivalent
MGD	Million Gallons per Day
MS4	Municipal Separate Storm Sewer System
MUD	Municipal Utility District
NELAC	National Environmental Laboratory Accreditation Conference
NFPA	National Firefighter Protection Association
NPDES	National Pollutant Discharge Elimination System
NRMSIR's	Nationally Recognized Municipal Securities Information Repositories
O & M	Operations & Maintenance
P & Z	Planning and Zoning Commission
PARD	Parks and Recreation Department
PEG	Public, Educational, Governmental Access
PMA	Preventive Maintenance Basic
PMC	Preventive Maintenance Complete
PUD's	Planned Unit Developments
ROW	Right-of-Way
RREDTC	Round Rock Economic Development & Transportation Corporation
RRHEC	Round Rock Higher Education Center
RRISD	Round Rock Independent School District
SALT	Seniors and Law Enforcement Together
SCADA	Supervisory Control and Data Acquisition
SDWA	Safe Drinking Water Act
SEC	Securities and Exchange Commission
TAP	Telephone Assurance Program
TCAD	Travis Central Appraisal District
TCEQ	Texas Commission on Environmental Quality
TML	Texas Municipal League
TPDES	Texas Pollutant Discharge Elimination System
TRANS	Round Rock Economic Development & Transportation Corporation
TWDB	Texas Water Development Board
TxDOT	Texas Department of Transportation
UCF	Utility Construction Fund
VMF	General Services – Vehicle Maintenance Facility
VoIP	Voice over Internet Protocol
WCID	Water Control & Improvement District
WCAD	Williamson Central Appraisal District
WiFi	Wireless Fidelity
WMSON	Williamson County
ZBA	Zoning Board of Appeals



ROUND ROCK, TEXAS
PURPOSE. PASSION. PROSPERITY.

City of Round Rock

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