



# FY 2019 PROPOSED BUDGET

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## City of Round Rock Proposed Budget

For the Fiscal Year

October 1, 2018 to September 30, 2019

This budget will raise more revenue from property taxes than last year's budget by an amount of \$3,056,698 which is a 5.7 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,303,230.

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

<b>Tax Rate</b>	<b>Proposed FY 2019</b>	<b>Adopted FY 2018</b>
Property Tax Rate	\$0.42000	\$0.43000
Effective Tax Rate	0.40624	0.40317
Effective M&O Tax Rate	0.41835	0.40132
Rollback Tax Rate	0.43074	0.43494
Debt Rate	0.12187	0.14214

The above information is presented on the cover page of the City's FY 2019 Proposed Budget to comply with requirements of Section 102.005 of the Texas Local Government Code.

In accordance with, Sec. 140.0045 "Itemization of Certain Public Notice Expenditures Required in Certain Political Subdivision Budgets", the City of Round Rock is expected to expend \$42,050 for notices required by law to be published in the newspaper for the year ended September 30, 2018 and has budgeted \$45,000 to be spent for such notices for the September 30, 2019 budget.



# INTRODUCTION & SUMMARY BY GOALS

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# FOCUS FOR 2018/19

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This year continues the focus on an **accurate**, **efficient**, and **transparent** budget process.

- Budget Linkage
  - Align budget with Council goals
  - Proposed year in context of five-year outlook and needs
- Budget Process
  - Collaborative executive team review with City Manager
  - Ongoing operating needs and one-time requirements addressed
- Broad View
  - Big picture of all City resources and uses
  - CIP overview

## 2018/19 Budget Drivers

- Council goals and strategic direction
- Growth – most additions are to maintain service levels
  - Projected population growth – **112,201** to **115,343** by year end or **2.80%**
  - Development demands rising and will continue to increase with UPS and Kalahari moving forward
- Operating costs for 2013 voter-approved bond projects
- Employee compensation and benefits
- Maintenance of parks, facilities, and streets
- Compliance with financial policies

## PROPOSED BUDGET BY THE NUMBERS

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<b>Totals for 2018/19</b>	<b>\$356.9 million</b>
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General Fund (\$114M ongoing expenses, \$12.5M transfers for one-time needs)	\$126.5 million
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Total CIP	\$138.8 million
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All Other	\$91.6 million
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<b>Proposed Tax Rate</b>	<b>\$0.42000</b>
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3.4% increase over \$0.406 cent effective rate

- Decrease of \$0.01 from current year nominal rate of \$0.43

<b>New Staff Proposed</b>	<b>40.55</b>
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General Fund	17.55
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Utility Fund	20.00
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Drainage Fund (transfer from General Fund)	2.00
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Multipurpose Complex	1.00
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# PROPOSAL BY GOAL

Outlines new spending, large capital projects, and notable ongoing programs.

Color highlighted items denote new programs or projects for FY 2018/19.



Financially Sound City  
Providing High Value Service



City Infrastructure:  
Today and for Tomorrow



Great Community to Live



"Sports Capital of Texas"  
for Tourism and Residents



Authentic Downtown - Exciting  
Community Destination



Sustainable Neighborhoods -  
Old and New



## STRATEGIC GOAL

### Financially Sound City Providing High Value Services

1

#### Finance (1 FTE)

- Accountant - Senior \$90,000
- Hotel Tax Audit \$35,000

Annual Facilities Repair & Replacement \$750,000

Technology Internal Service Fund \$750,000

#### Employee Compensation & Benefits

- Public Safety Steps and Market Adjustments \$2.0 million
- General Government Salary Increases and Market Adjustments \$1.9 million

#### Human Resources (1 FTE)

- Organizational Development Trainer \$93,000

Comprehensive Plan 2030 \$50,000

Established Old Settlers Park maintenance/rehab reserve \$900,000

Convention/Conference Marketing Strategy In Progress

Items highlighted in **color** represent new funding for FY 2018/19



## STRATEGIC GOAL

### City Infrastructure: Today and for Tomorrow

# 2

#### Bond Election

Under  
consideration

#### Water & Wastewater CIP

\$34.2 million

#### Drainage CIP

\$5.5 million

- Dam 101 Interlocal Agreement and Funding

In progress

#### Roads/Streets CIP

- Including engineering and staff work on Kenney Fort and Gattis School Road

\$25.9 million

- Includes added street maintenance funding

- Nutty Brown road improvements scheduled for 2020

In progress

#### Wastewater (20 FTEs)

- Assuming Operations of Brushy Creek Regional Wastewater Treatment Plant

No net cost

#### General Services (3 FTEs)

- Custodian and Facility Maint. Tech for PSTF
- Mechanic for Fire Department Fleet

\$116,000

\$51,000

#### Transportation (3 FTEs)

- 2 Asphalt Maintenance Equipment Operators
- 1 Traffic Management Operator

\$80,000

\$86,000

#### Transit- total cost

\$2.1 million

- 2018/19 (grant funds=\$927,000; net cost to the City of \$1.2 million)
- Options for refinement pending Council's decision

Items highlighted in **color** represent new funding for FY 2018/19



## STRATEGIC GOAL

### Great Community to Live

3

#### Parks and Recreation (3 FTEs)

- Irrigation Team (2 FTEs) \$124,500
- Park Ranger \$77,000
- Brushy Creek, Heritage East & West, Lake Creek Trail Expansions \$4.5 million
- Adult Sports Complex (design) \$914,000
  - Total project cost = \$3.4 million

#### Library

- Design and Engineering of New Facility \$5.0 million
  - Total project cost = \$36.6 million
- Part-time Library Assistant - Youth Services \$23,000

#### Fire

- Additional Firefighters (3 FTEs) \$195,000
- Executive Command Staff Admin Asst. \$41,000
- Dispatching System Improvements \$450,000

#### Police

- Additional Police Officers and Vehicles (2 FTEs) \$243,000
- Crime Response Action Plan In Progress

#### Communications (1 FTE)

- Community Impact Marketing Campaign and Web/Graphic Design Coordinator \$113,000

#### Commercial Redevelopment Strategy

In Progress

Items highlighted in **color** represent new funding for FY 2018/19





## STRATEGIC GOAL

### “The Sports Capital of Texas” for Tourism and Residents

4

#### Forest Creek Golf Club

- Course will re-open in late September 2018
- Projected 2018/19 revenues after reopening

Additional  
funds needed in  
2017/18

\$2.0 million

#### Dell Diamond

- Stadium Seating Replacement  
(Last phase of \$3.5 million upgrade program started in 2016)

\$1.6 million

#### Sports Marketing & Tourism

- Sports Facility Maintenance Worker for Multipurpose Complex (1 FTE)
- Fiscal Impact Analysis and Reporting for Impact of Sports Tourism

\$57,000

\$100,000

Items highlighted in **color** represent new funding for FY 2018/19



## STRATEGIC GOAL

### Authentic Downtown - Exciting Community Destination

5

#### Communications

- Downtown Marketing Initiatives (Type B) \$90,000
- Continue Funding for Hometown Holiday Lights \$221,000

#### Transportation

- McNeil (East Bagdad) Extension \$2.8 million
- Southwest Downtown Phase 5B \$200,000

#### The Depot Townhome Development

Negotiate and  
close final deal

#### Enhancements to the July 4<sup>th</sup> Parade

\$57,000

#### Memorial Park Playground Replacement

\$195,000

- Funded in FY 2017/18 PARD Bucket

#### Smart Parking System (from IT Bucket)

\$100,000

#### Downtown parklets, landscape, lighting, and side- walk improvements

\$1.0 million

- Scheduled for Winter 2018/2019

#### Downtown Business Trash Solution

\$400,000

Items highlighted in **color** represent new funding for FY 2018/19



## STRATEGIC GOAL

### Sustainable Neighborhoods - Old and New

6

#### Parks and Recreation

- Behrens Ranch Park \$1.0 million

#### Neighborhood Street Maintenance

- Base annual contributions \$3.0 million
- Add'l Contribution from FY 19 tax rate \$1.3 million
- Total five-year funding – 2015-2019 \$20.8 million

#### Funded Neighborhood Park Projects in Progress

- Frontier Park Tennis Lights \$75,000
- Memorial Park Playground Improvements \$195,000
- Round Rock West Park Tennis Lights \$94,000

#### Old Neighborhoods Revitalization Strategy Ongoing

#### Community Communications and Outreach Enhancements In Progress

#### Community Development Block Grant Projects

*Still Pending Council Approval*

- Community Development Division Home Repair Program \$167,000
- Frontier Park Improvements \$150,000
- Chisholm Valley Sidewalks Project \$200,000

Items highlighted in **color** represent new funding for FY 2018/19

# PROPOSED ADDITIONS

## PROPOSED ADDITIONS - GENERAL FUND

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<b>Base Budget for 2018/19</b>	<b>\$110,212,340</b>
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### **New Funding by Department (Ongoing Operating Costs)**

Administration	-
Communications	369,093
Finance	124,675
Fire	278,671
General Services	235,515
Human Resources	93,040
Information Technology	-
Library	35,675
Parks & Recreation	329,366
Planning	50,000
Police	325,147
Recycling	10,000
Transportation*	1,966,423
<b>Total New Funding</b>	<b>\$3,817,605</b>

<b>Total General Fund</b>	<b>\$114,029,945</b>
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Percentage increase for new programs	3.5%
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**Note:** Large one-time equipment purchases are purchased from GSFC and presented on page 17.

\*Additional \$1.3M in Transportation for Street Maintenance.

# PROPOSED ADDITIONS - COST COMPONENTS BY DEPARTMENT

Program	FTEs	Personnel	Operations	Capital	Total	Fund
<b>Administration</b>						
Business retention and recruitment, travel, consulting and chamber svcs			100,000		100,000	Type B
<b>Total Administration</b>	-	-	100,000	-	100,000	-
<b>Communications</b>						
Hometown Holiday Lights			221,149		221,149	GF
Web/Graphic Design Coordinator (Hire Date: 2/1/19)	1.00	47,237	4,327		51,564	GF
Graphic Design Services			20,000		20,000	GF
Social Media Advertising			15,000		15,000	GF
Community Impact Campaign			61,380		61,380	GF
Arts Grants - Space Rentals and PT Special Events Asst			60,000		60,000	HOT
<b>Total Communications</b>	1.00	47,237	481,856	-	429,093	
<b>Finance</b>						
Accountant - Senior (Hire Date: 10/1/18)	1.00	85,425	4,250		89,675	GF
HOT Audit			35,000		35,000	GF
Utility Billing Office Remodel				35,000	35,000	Utility
<b>Total Finance</b>	1.00	85,425	39,250	35,000	159,675	
<b>Fire</b>						
Station 9 (FM 3406) Staffing (Hire Date: 2/1/19)	3.00	155,774	39,000		194,774	GF
Public Safety Training Center Operating Costs			43,000		43,000	GF
Public Safety Training Center Equipment				274,000	274,000	Project
Executive Command Staff Admin Asst (Hire Date: 2/1/19)	1.00	37,157	3,740		40,897	GF
MCC 7500-US Digital Dispatching System				450,000	450,000	GF
<b>Total Fire</b>	4.00	192,931	85,740	724,000	1,002,671	
<b>General Services</b>						
Facility Tech & Custodian - PSTF (Hire Date: 10/1/18)	2.00	108,785	7,460		116,245	GF
Mechanic for serving Fire Fleet (Hire Date: 2/1/19)	1.00	47,218	3,520		50,738	GF
Convert 2 PT Custodians to FT (Hire Date: 10/1/19)	1.00	65,052	3,480		68,532	GF
Wash Rack - Luther Peterson				1,038,191	1,038,191	Project
<b>Total General Services</b>	4.00	221,055	14,460	1,038,191	1,273,706	
<b>Human Resources</b>						
Organizational Development Trainer (Hire Date: 10/1/18)	1.00	93,040			93,040	GF
HR Remodel and Expansion				80,000	80,000	GF
<b>Total Human Resources</b>	1.00	93,040	-	80,000	173,040	
<b>Library</b>						
PT Library Assistant - Youth Svcs (Hire Date: 10/1/18)	0.50	22,825			22,825	GF
Additional Line Item Requests			12,850		12,850	GF
<b>Total Library</b>	0.50	22,825	12,850	-	35,675	
<b>Parks &amp; Recreation</b>						
July 4th Parade			56,961		56,961	GF
PARD Irrigation Team (Hire Date: 2/1/19)	2.00	76,200	3,300	45,000	124,500	GF
Park Ranger (Hire Date: 2/1/19)	1.00	46,066	1,200	30,000	77,266	GF
Additional Line Item Requests			145,639		145,639	GF
<b>Total Parks &amp; Recreation</b>	3.00	122,266	207,100	75,000	404,366	
<b>Planning</b>						
Comprehensive Plan 2030			50,000		50,000	GF
New Truck for Chief Building Official				30,000	30,000	GF
<b>Total Planning</b>	0.00	-	50,000	30,000	80,000	

# PROPOSED ADDITIONS - COST COMPONENTS (CONTINUED) BY DEPARTMENT

Program	FTEs	Personnel	Operations	Capital	Total	Fund
<b>Police</b>						
Two (2) Additional 0.025 FTEs for existing positions	0.05	7,280			7,280	GF
Police Officers (Hire Date: 2/1/19)	2.00	63,332	63,461	116,679	243,471	GF
Parking Cover for Tactical Vehicles				100,000	100,000	GF
Additional Line Item Requests		183,074	8,000		191,074	GF
<b>Total Police</b>	<b>2.05</b>	<b>253,686</b>	<b>71,461</b>	<b>216,679</b>	<b>541,825</b>	
<b>Sports Management &amp; Tourism</b>						
Fiscal Impact Analysis and Reporting			100,000		100,000	HOT
Sports Facility Maintenance Worker (Hire Date: 10/1/18)	1.00	56,344	1,150		57,494	MPC
Additional Line Item Requests		80,738			80,738	MPC
<b>Total Sports Management &amp; Tourism</b>	<b>1.00</b>	<b>137,082</b>	<b>101,150</b>	<b>-</b>	<b>238,232</b>	
<b>Transportation</b>						
Asphalt Maintenance-Equip Operators (Hire Date: 2/1/19)	2.00	80,322			80,322	GF
Traffic Management Operator	1.00	60,243	1,000	25,000	86,243	GF
Roadway Lighting Maintenance Contract			75,000		75,000	GF
Transfer 2 FTEs from General Fund to Drainage Fund	-2.00	(119,780)	(10,000)		(129,780)	GF
Sign Blades & Braille Tiles				55,000	55,000	GF
Transit Service - Remix Software			12,000		12,000	GF
Transit Service - Additional Line Item Requests			50,000		50,000	GF
Transit Service - Service Enhancements			462,638		462,638	GF
<b>Total Transportation</b>	<b>1.00</b>	<b>20,785</b>	<b>590,638</b>	<b>80,000</b>	<b>691,423</b>	
<b>Utilities/Drainage</b>						
Recycling - Additional Line Item Requests			10,000		10,000	GF
Wastewater Treatment Plant Operations (BCRWWS)	20.00	1,432,503	4,836,595	350,000	6,749,098	Utility
Linko Computer Software			11,030		11,030	Utility
Transfer 2 FTEs from General Fund to Drainage Fund	2.00	119,780	10,000		129,780	Drainage
<b>Total Utilities/Drainage</b>	<b>20.00</b>	<b>1,432,503</b>	<b>4,867,625</b>	<b>350,000</b>	<b>6,770,128</b>	
<b>Citywide Grand Total</b>	<b>40.55</b>	<b>\$2,748,615</b>	<b>\$6,522,130</b>	<b>\$2,628,870</b>	<b>\$12,029,614</b>	
<b>Totals by Fund</b>						
General Fund/GSFC	17.55	1,059,250	1,403,355	931,679	3,394,283	
Existing Project Funding	0.00	-	-	1,312,191	1,312,191	
Utility Fund	20.00	1,432,503	4,847,625	385,000	6,795,128	
Drainage Fund	2.00	119,780	10,000	-	129,780	
HOT Fund	0.00	-	160,000	-	160,000	
Type B Fund	0.00	-	100,000	-	100,000	
Multipurpose Complex Fund	1.00	137,082	1,150	-	138,232	
<b>Citywide Grand Total</b>	<b>40.55</b>	<b>\$2,748,615</b>	<b>\$6,522,130</b>	<b>\$2,628,870</b>	<b>\$12,029,614</b>	

# PROPOSED USES - GENERAL SFC

UPDATED 7/20/2018

**Beginning FY2018 Uncommitted Balance** **\$9,721,741**

SMT	FY 2018 Allocation to FC Golf Club renovation	2,086,707	New
	Add'l FYE 2018 Allocation to FC Golf Club Operating, estimated (1)	410,000	

**Adjusted beginning balance** **7,225,034**

ADD	Rock N River - fee increase revenues 2018 & 2019	400,000
	Repayment for MPC from HOT fund	1,361,683
	FY 18 year end sweep - excess General Fund revenues (2)	6,500,000
	Street Maintenance- Increase Property Revenues	1,300,000

**Amount Available for FY2019 Uses** **\$16,786,717**

City-wide	Facilities and IT Repair & Replacement	1,500,000
	HR Remodel and Expansion	80,000
	Downtown Business Trash Solution	400,000
	Vehicles for New Positions	247,000
Lib	Library construction - designated funds (3)	5,500,000
PARD	Behrens Ranch Park	1,000,000
	OSP Replacement Reserve Fund - new funds	500,000
	OSP Replacement Reserve Fund - Rock'N River fee increase	400,000
Public Safety	RRFD Radio Replacement (Year 3 of 3)	368,000
	Police Radio Replacement Program (Year 5 of 7)	368,000
	RRFD Safety Equipment Replacement Program - new	250,000
	Police Safety Equipment Replacement Program - new	350,000
	Digital Dispatching System - Fire	450,000
	Parking Cover for Tactical Vehicles - Police	100,000
Transp.	Lisa Rae Drive - Street & Utility work	1,000,000
	Street Maintenance-Additional funding	1,300,000

**Total New General Self Finance Uses/Designations** **\$13,813,000**

**Available for Use** **\$2,973,717**

**Economic Development Project Loan** **2,200,000**

**Remaining after ED Project Loan** **\$773,717**

(1) Final amount will be presented as budget amendment to FY 17/18 after fiscal year end.

(2) Excess GF revenues due to FY18 Dell sales tax surplus and change in fund balance reserve from 33% to 25%.

(3) Estimates at this time show the Library construction budget is short \$11-\$13M; set aside half of the shortage at this time.



# PROPOSED FINANCIAL POLICY CHANGES

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## **Dell Sales Tax**

- Target Dell sales tax revenues at 15% to 20% of total sales tax to GSFC to limit dependency on single sales tax payer

## **Type B Fund**

- Adjust Type B policy to increase flexibility between ratio of funding transportation projects and economic development
  - Establish 5-year funding plan with annual updates, sooner if needed
  - Plan becomes spending guideline

## **HOT Fund**

- Recalculated Operating Transfer to the Multipurpose Complex fund beginning in FY19
  - The Debt Service Fund pays \$1.2 million in principal and interest each year for the Multipurpose Complex construction
  - HOT Fund will pay \$675,000 towards operations of the Multipurpose Complex and \$262,500 towards the debt for a total of \$937,500 – 50% of total debt cost and operating subsidy

## **Bond election proposed for Fall 2018?**

- Review at budget work sessions

## **Venue tax election in 2019?**

- Reconsider in future years

## **Adoption of Roadway Impact Fees**

- Council to consider in September 2018

**Proposed budget complies with adopted financial policies and changes noted above**

# **COST SAVING AND EFFICIENCIES**

## **BEFORE WE ADD... WE EVALUATE CURRENT RESOURCES**

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### **Rethinking Service Strategies**

- Assuming operations of the Brushy Creek Regional Wastewater System to reduce cost and improve management control
- Repurposed single-family home to use as Fire Station #9, saving the cost of demolishing the existing structure and building a new station
- Contracted ROW and median maintenance for Transportation and PARD to gain savings from economies of scale
  - Reduced need for additional FTEs and equipment
  - Leaves the City more flexible for economic and weather changes
- Planning & Development Services consolidated three development application intake counters into two.

### **Repurposing of Existing Staff and Positions**

- Police - Repurpose of two vacant Call Taker positions in Police to add a Law Enforcement Support Tech and a Records Admin Assistant FY 2019
- IT
  - Use of refined processes, cloud-based services, and other innovations to eliminate need for new staffing as other departments grow
  - No new IT staff requested in 5+ years
  - 1 vacant IT Manager position moved to General Services in FY 2017
  - 1 FTE moved from Parks to a Systems Administrator in Information Technology in FY 2018
- Finance
  - 0.5 Finance FTE moved to Planning in FY 2016 to meet service demands
  - Repurposed a Meter Services Rep position from Utility Billing that has been frozen since FY 2017 to Purchasing to meet a growth in demand within Finance. Position was frozen due to efficiencies gained by AMI implementation
- Transportation - Repurposed 4 FTEs for growth and project needs in FY 2017
- PARD
  - Reorganized 2 FTEs from In-Town Maintenance Team to create a Play for All and Rabb House Crew improving service coverage and reducing travel time
  - Created Weekend Crew Plan utilizing a rotating schedule of existing FTE to reduce OT and provide better service coverage during peak use times

### **Redefining Support Services**

- Consolidation of citywide inspections function in Planning to increase efficiencies
- Selected new model for PD vehicles that met needs at lower price. Saves \$5,600 per vehicle with \$500,000 saved to date
- Shift to standard prototype for Fire Stations - \$94,000 savings realized to date
- In-house expertise and planning for facility projects has reduced architect fees by approx. 2%
- Shifted graphic design for finance and budget documents and sales tax analysis services in-house for total annual savings of over \$50,000

# **COST SAVING AND EFFICIENCIES**

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## **Re-evaluate Funding Sources – Grants, Outside Funding and Volunteers**

- Transportation - \$104 million spent on roads in past five years with \$11 million, or 10% coming from other agencies (has averaged as high as 25%, depending on time period)
- Police, Parks – Use of Law Enforcement funds, donations, and volunteers to purchase equipment & provide services
- Library
  - Effective use of volunteers that offset staffing costs by \$125,000 per year
  - Interlibrary Loan Resource Sharing program received a reimbursement payment of \$13,900
  - Received donations of \$19,500 including \$2,625 in grant funds awarded from Round Rock Woman's Club, Texas Commission on the Arts and local businesses in FY 2017
  - Frugal librarians at work: Saved \$9,300 in FY 2017 by purchasing 403 library bound books from Rainbow Books for \$2,000, just under \$5.00 per book, whereas the retail price of the collection totals \$11,300.
- PARD
  - Continued growth of sponsorship and in-kind donations for PARD events and services. Annual average of \$85,000-100,000 (\$165,000/yr average over previous three years).
  - Use of 10,000+ volunteer hours annually to offset personnel cost by approximately \$170,000 per year

## **Restructuring Administrative Focus**

- Implemented more robust investment management program to improve interest earnings without increasing risk
- Restructure the Type B policy split between Economic Development and Transportation to increase flexibility
- Reviewed and adjusted administrative allocations charged to Type B, Utilities, and Drainage funds
- Realized base budget savings of \$400,000 for FY 2019 through Department reductions in utilities, materials, and supplies accounts
- Consistently review for bond refunding opportunities - Refundings over the past three years have realized savings of \$1.4 million annually

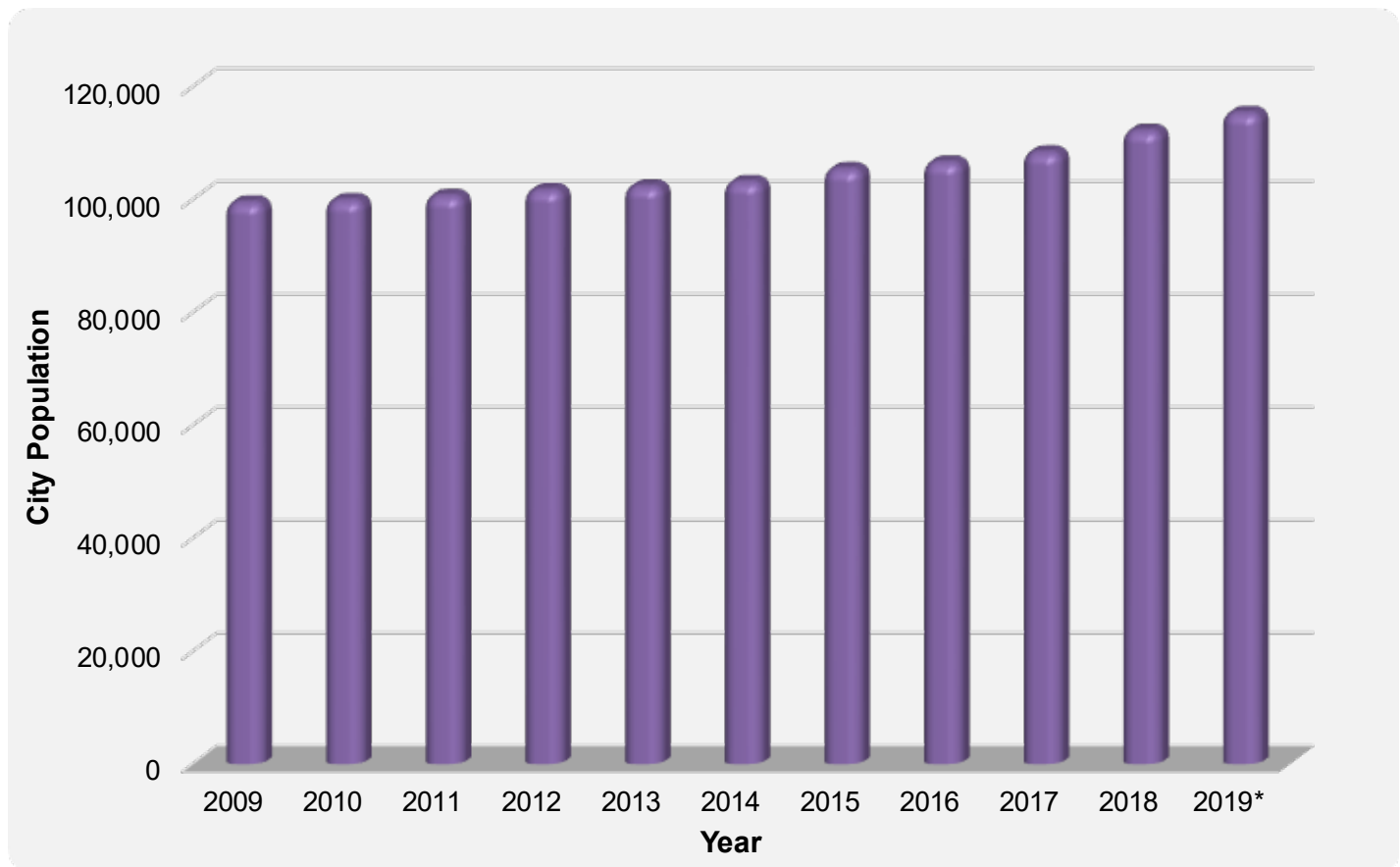


## GROWTH TRENDS

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# POPULATION



**City of Round Rock Population Projections 2009 to 2019**

Year	Population	City Growth Rate	15.9% increase over 10 years
2009	99,500	3.43%	
2010	99,887	0.39%	
2011	100,659	0.77%	
2012	101,702	1.04%	
2013	102,349	0.64%	
2014	103,107	0.74%	
2015	105,405	2.23%	
2016	106,591	1.13%	
2017	108,353	1.65%	
2018	112,201	3.55%	
2019*	115,343	2.80%	

\* Projected

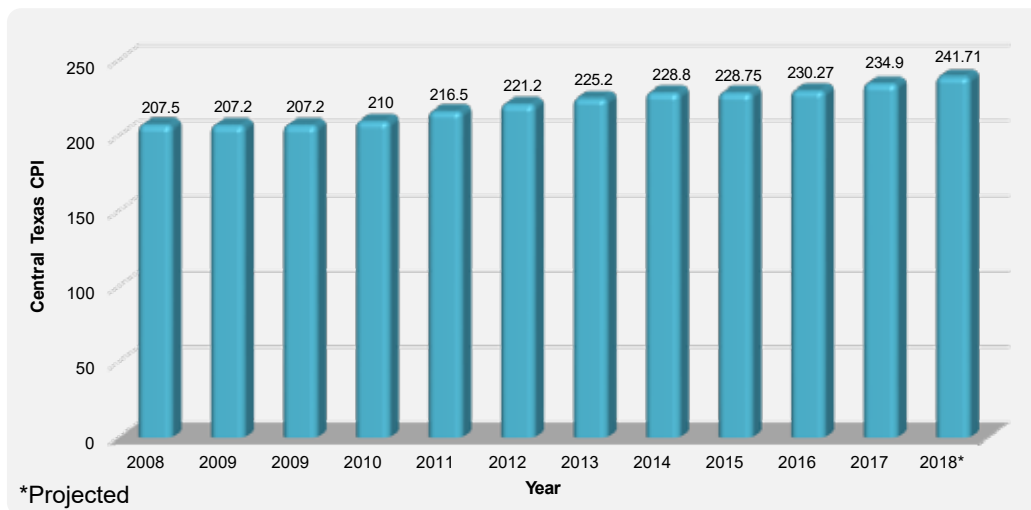
**NOTE:** 2010 population estimates from the Planning & Development Services Department have been normalized for actuals

# CITY COST INCREASES OVER 10 YEARS

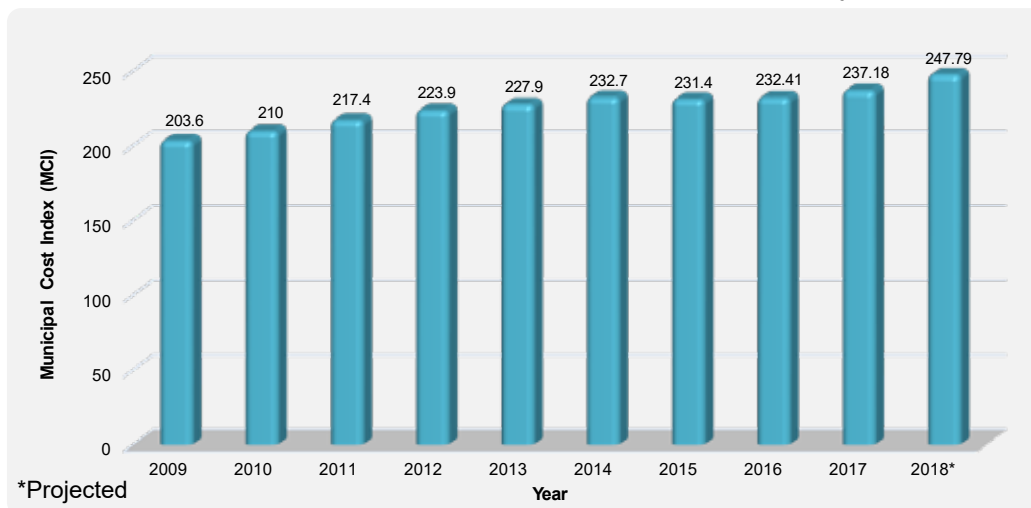
**AVERAGE SALARY INCREASES** have increased **30%** over the past 10 years

Position	Entry Level	Entry Level	Change	% Change
	Salary	Salary		
	FY 2009	FY 2019		
Accounting Technician	23,858	30,992	7,134	29.9%
Parks Maintenance Worker	21,757	26,770	5,013	23.0%
Police Officer	44,090	58,481	14,391	32.6%

**CONSUMER PRICE INDEX** has increased **17%** over the past 10 years

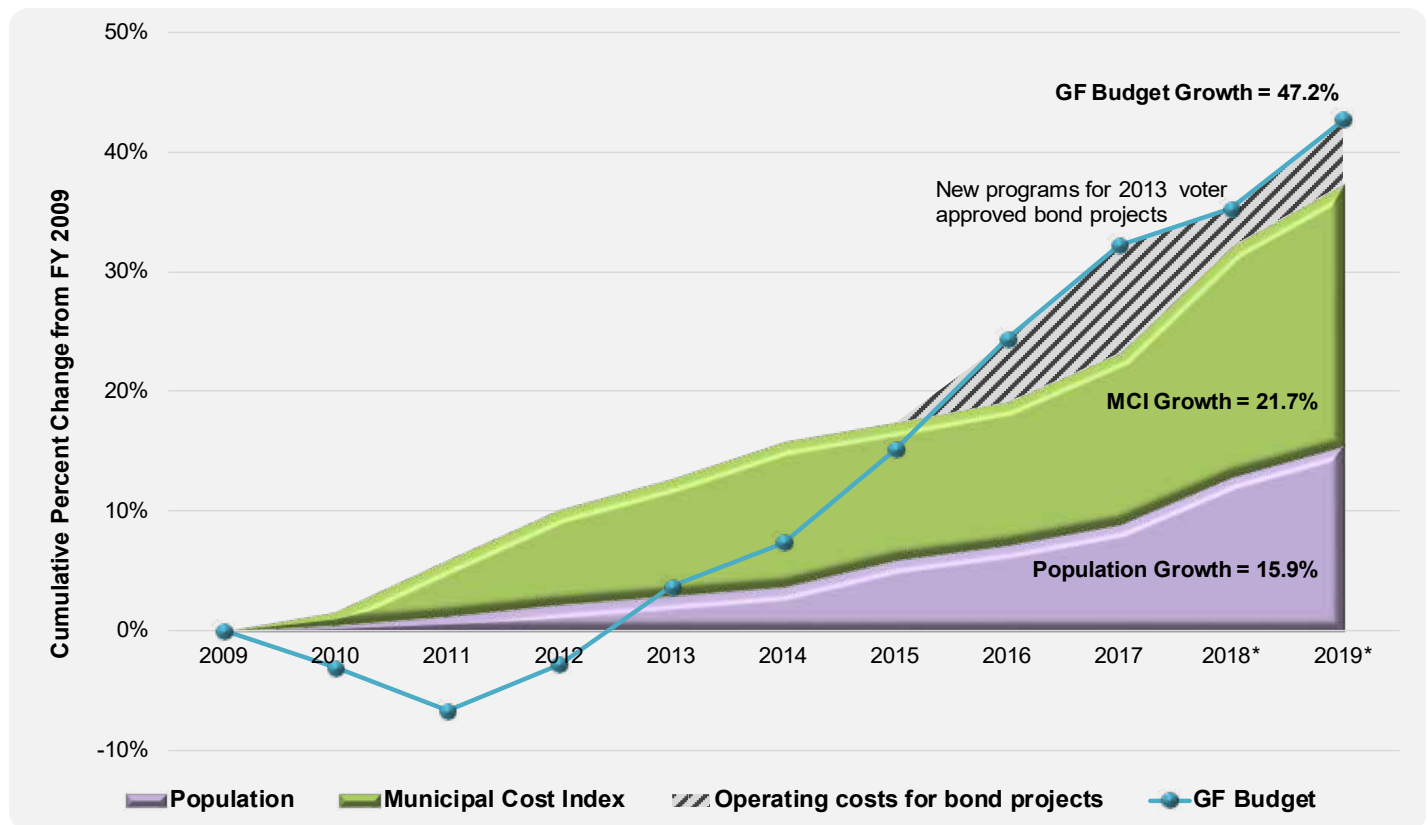


**MUNICIPAL COST INDEX** has increased **22%** over the past 10 years



**NOTE:** The Municipal Cost Index (MCI) is a measure developed by the American City & County magazine and is designed to show the effects of inflation over time on the cost of providing municipal services. The MCI is a composite index, a weighted average of more detailed price indexes measuring consumer price cost fluctuations (using the CPI), industrial commodity wholesale prices (using PPI), and construction contract costs (using the Construction Price Index).

# RATE OF CHANGE



	FY 2009 Actual	FY 2019 Projected	Percent of Change
Municipal Cost Index	203.60	247.79	21.7%
City Population	99,500	115,343	15.9%

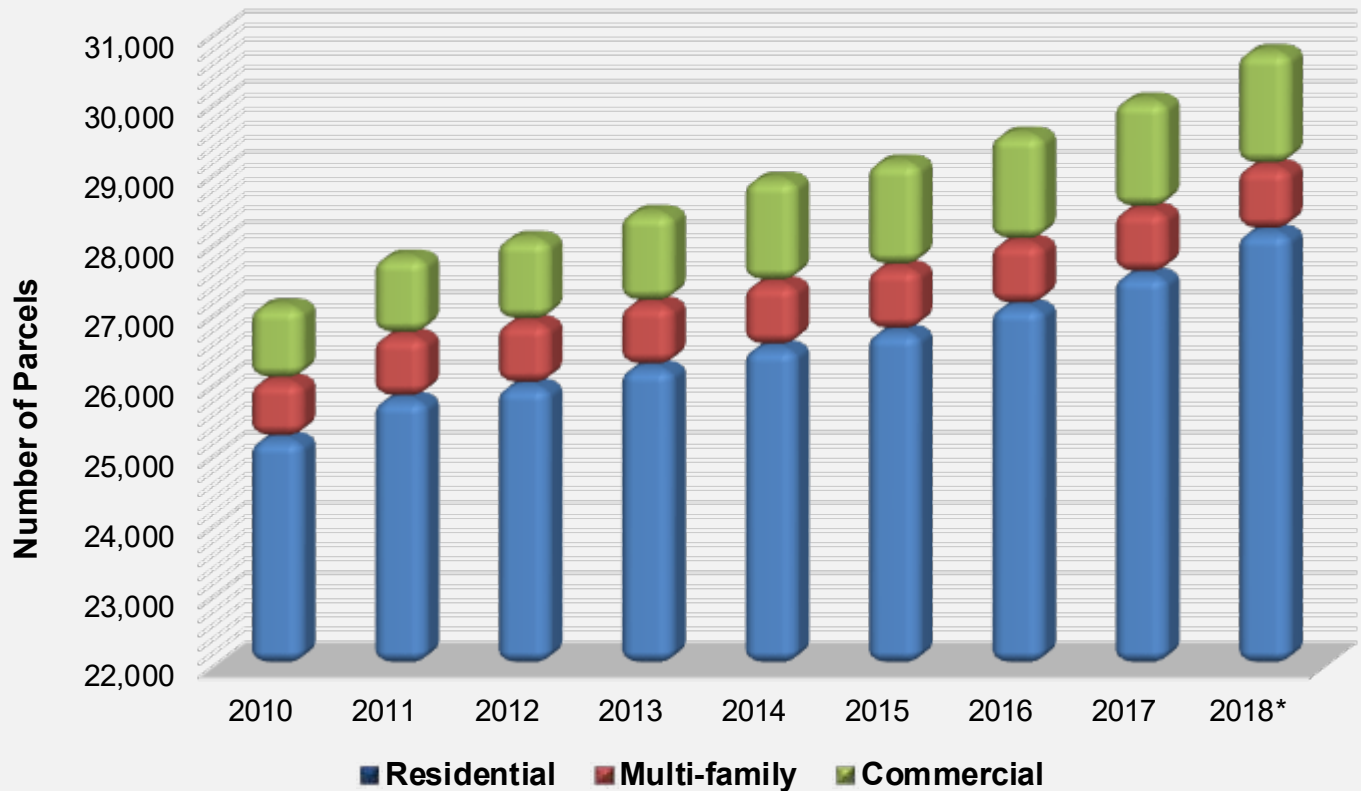
**General Fund Cost Pressure: 37.6%**

	FY 2009 Actual	FY 2019 Projected	Percent of Change
General Fund Budget <sup>1</sup>	77,461,542	114,029,945	47.2%
General Fund FTEs	703.50	797.18	13.3%

1- General Fund Budget is the Original Budget for each fiscal year net of sales tax rebates.

**NOTE:** Additional operating costs due to voter approved bond projects beginning in FY 2015/16 and continues into the following years.

## PARCELS (TAXABLE)

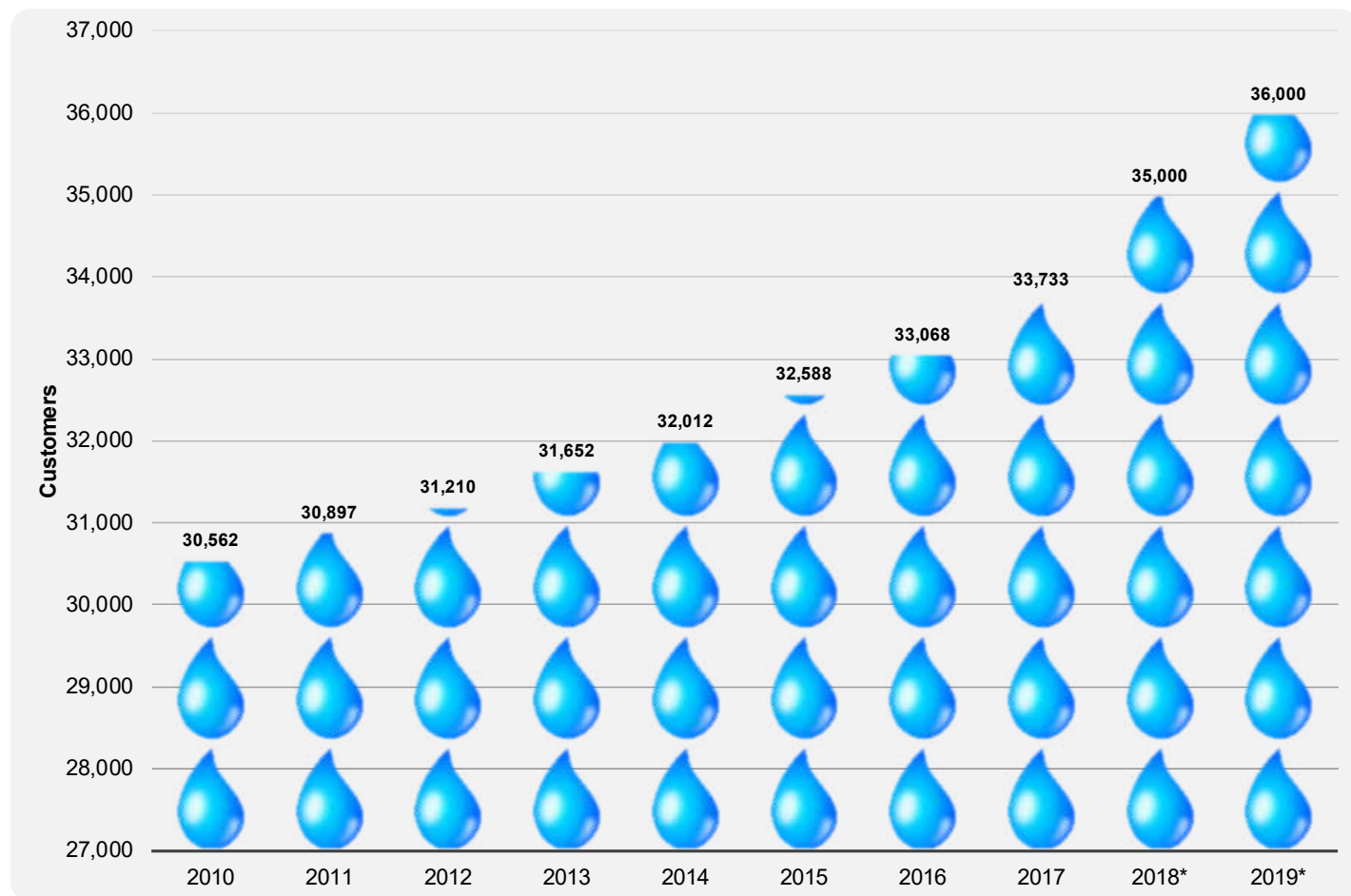


\* Projected

**NOTE:** Excludes personal property accounts.



# UTILITY CUSTOMERS



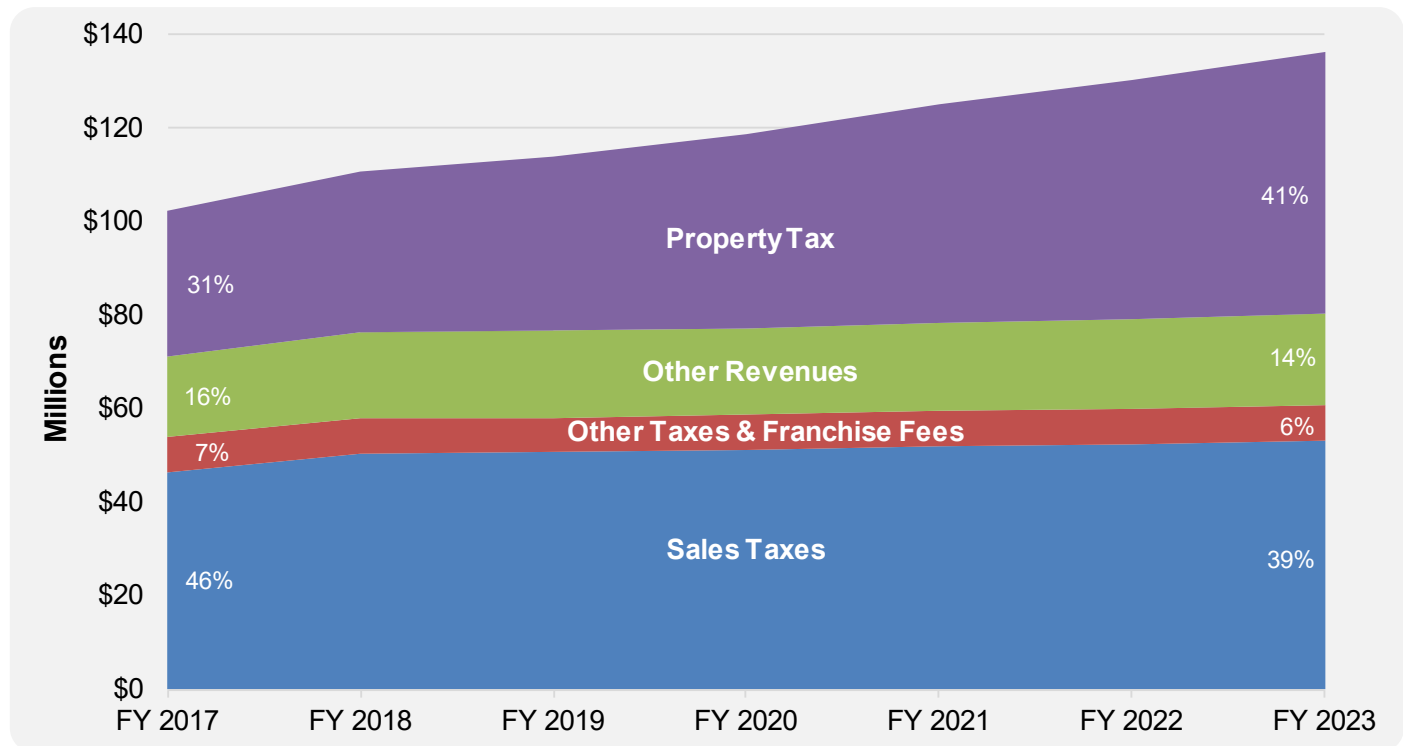
Year	Utility Billing Customers	Percent of Change
2010	30,562	1.00%
2011	30,897	1.10%
2012	31,210	1.01%
2013	31,652	1.42%
2014	32,012	1.14%
2015	32,588	1.80%
2016	33,068	1.47%
2017	33,733	2.01%
2018*	35,000	3.76%
2019*	36,000	2.86%
<b>10-Year Growth</b>	<b>5,438</b>	<b>17.79%</b>

\* Projected



# **5 - YEAR GENERAL FUND FORECAST**

# 5-YEAR REVENUE PROJECTIONS

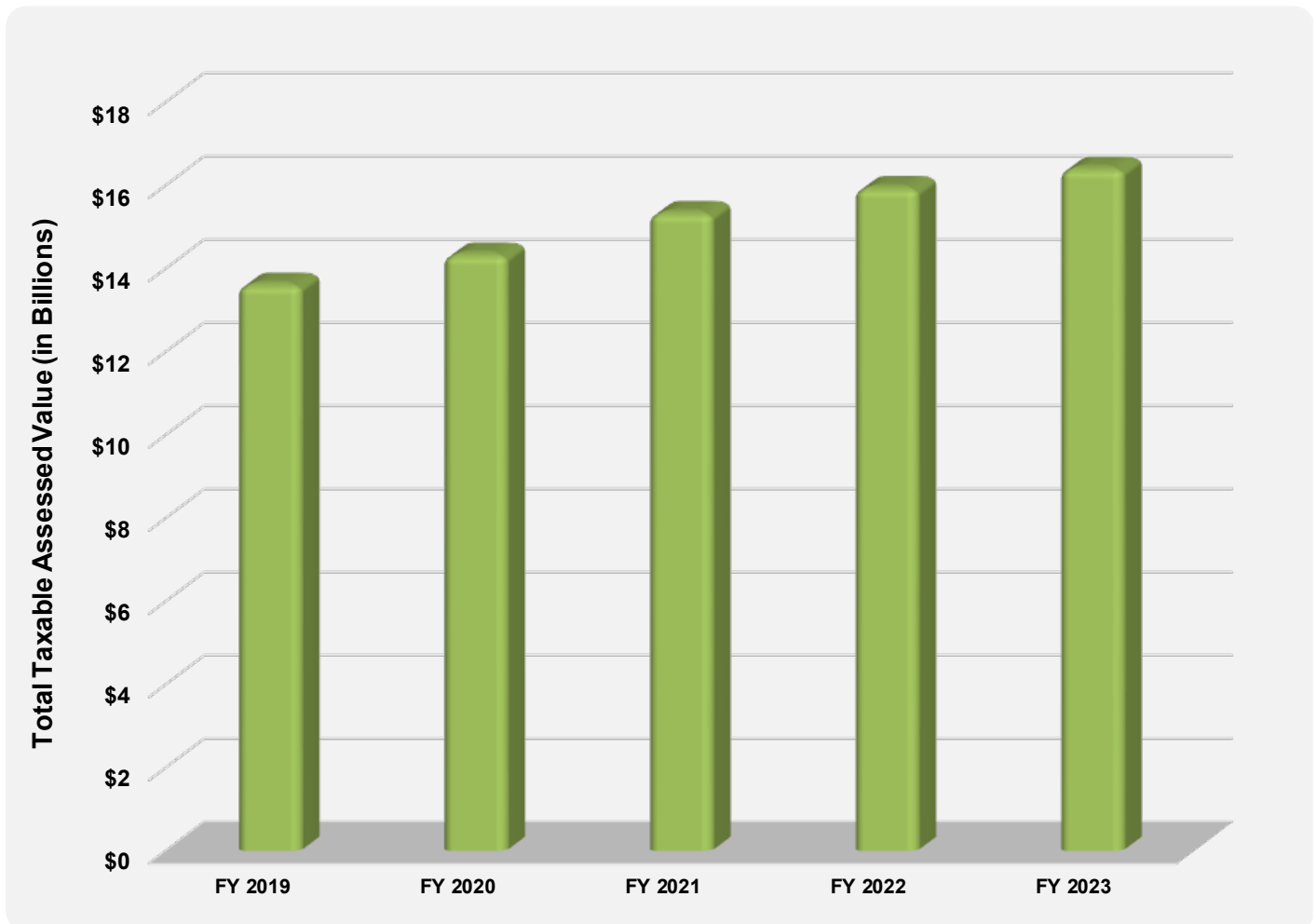


Revenue Source	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Sales Tax	\$46,595,602	\$50,500,000	\$50,665,000	\$51,338,208	\$51,895,538	\$52,455,201	\$53,029,197
Other Taxes & Franchise Fees	7,579,548	7,453,000	7,418,000	7,492,000	7,567,000	7,643,000	7,719,000
Other Revenues	16,829,633	18,592,067	18,656,635	18,520,666	19,024,510	19,235,509	19,449,509
Property Tax	31,397,927	34,386,000	37,300,000	41,451,772	46,658,204	51,150,164	56,044,343
<b>Total General Fund Revenues</b>	<b>\$102,402,710</b>	<b>\$110,931,067</b>	<b>\$114,039,635</b>	<b>\$118,802,646</b>	<b>\$125,145,252</b>	<b>\$130,483,874</b>	<b>\$136,242,049</b>

## REVENUE ASSUMPTIONS

- Sales Tax: Sales tax revenues are projected to increase between 1.5% and 2% per year. Dell sales tax revenues are capped at 15% to 20% of total sales tax revenues to limit the dependency on a single sales tax payer. Any excess Dell sales tax revenues are planned to be transferred to GSFC.
- Other Taxes & Franchise Fees and Other Revenues are projected to increase by 1% per year.
- Property Tax: Assessed values projected to increase between 3% and 5% per year with growth from new property projected at \$200M to \$250M per year. The model assumes that statutory property tax caps limiting the rollback rate to 5% above the effective tax rate will be effective by FY 2021.

# 5 YEAR PROPERTY TAX PROJECTIONS



	FY 2019 *	FY 2020	FY 2021	FY 2022	FY 2023
Taxable Assessed Value	\$13,295,468,406	\$14,054,000,000	\$14,804,000,000	\$15,554,000,000	\$16,020,620,000
New Property	310,292,753	250,000,000	250,000,000	200,000,000	200,000,000
New Kalahari Assessed Value			225,000,000	125,000,000	125,000,000
New District Assessed Value		25,000,000	50,000,000	50,000,000	50,000,000
Total Taxable AV	\$13,605,761,159	\$14,329,000,000	\$15,329,000,000	\$15,929,000,000	\$16,395,620,000

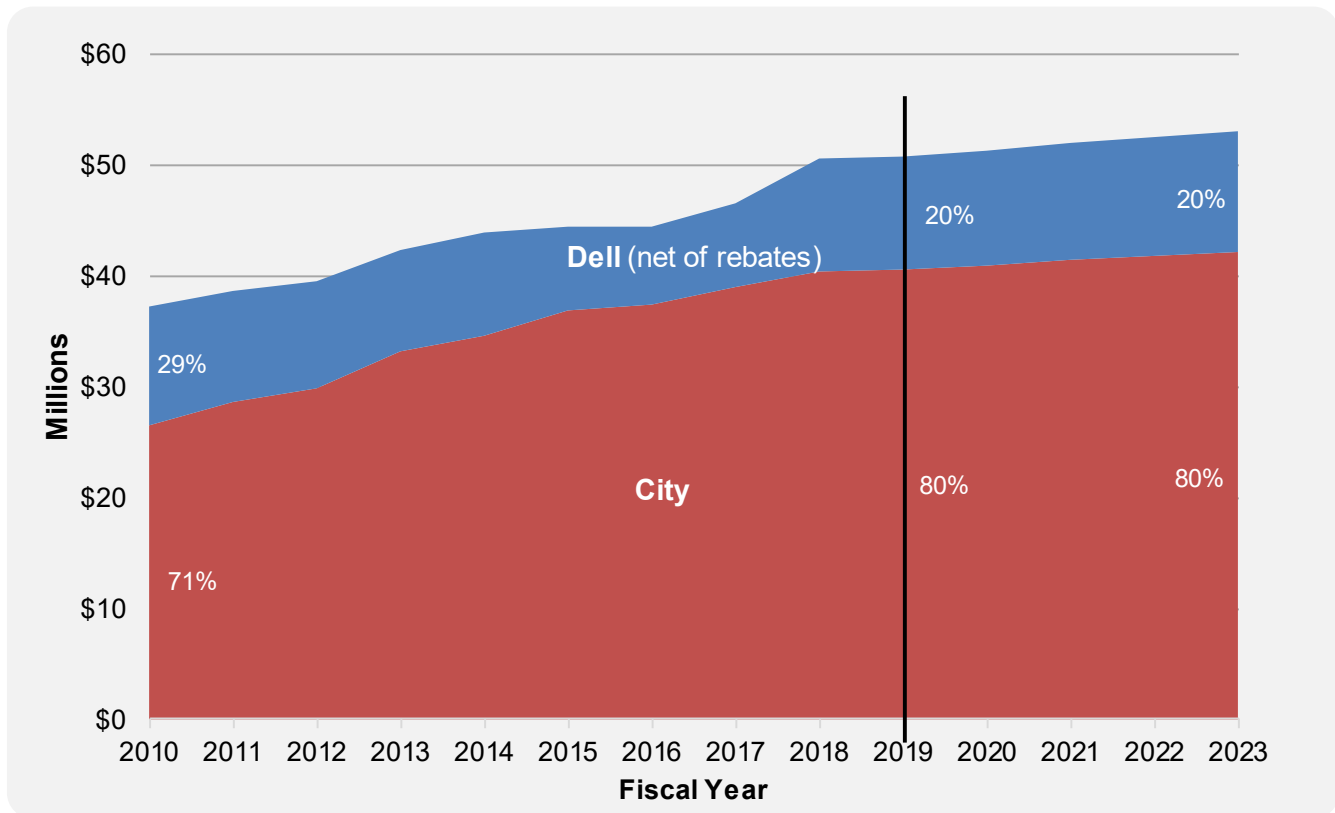
GF Property Tax Revenues	37,300,000	41,451,772	46,658,204	51,150,164	56,044,343
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Assumptions	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Taxable Assessed Value	9.27%	5.32%	6.98%	3.91%	2.93%

Estimated Tax Rate	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Assumes growth and new projects	0.42000	0.43975	0.44863	0.46397	0.48396

\*Preliminary - Certified Tax Rolls will be available by July 25th

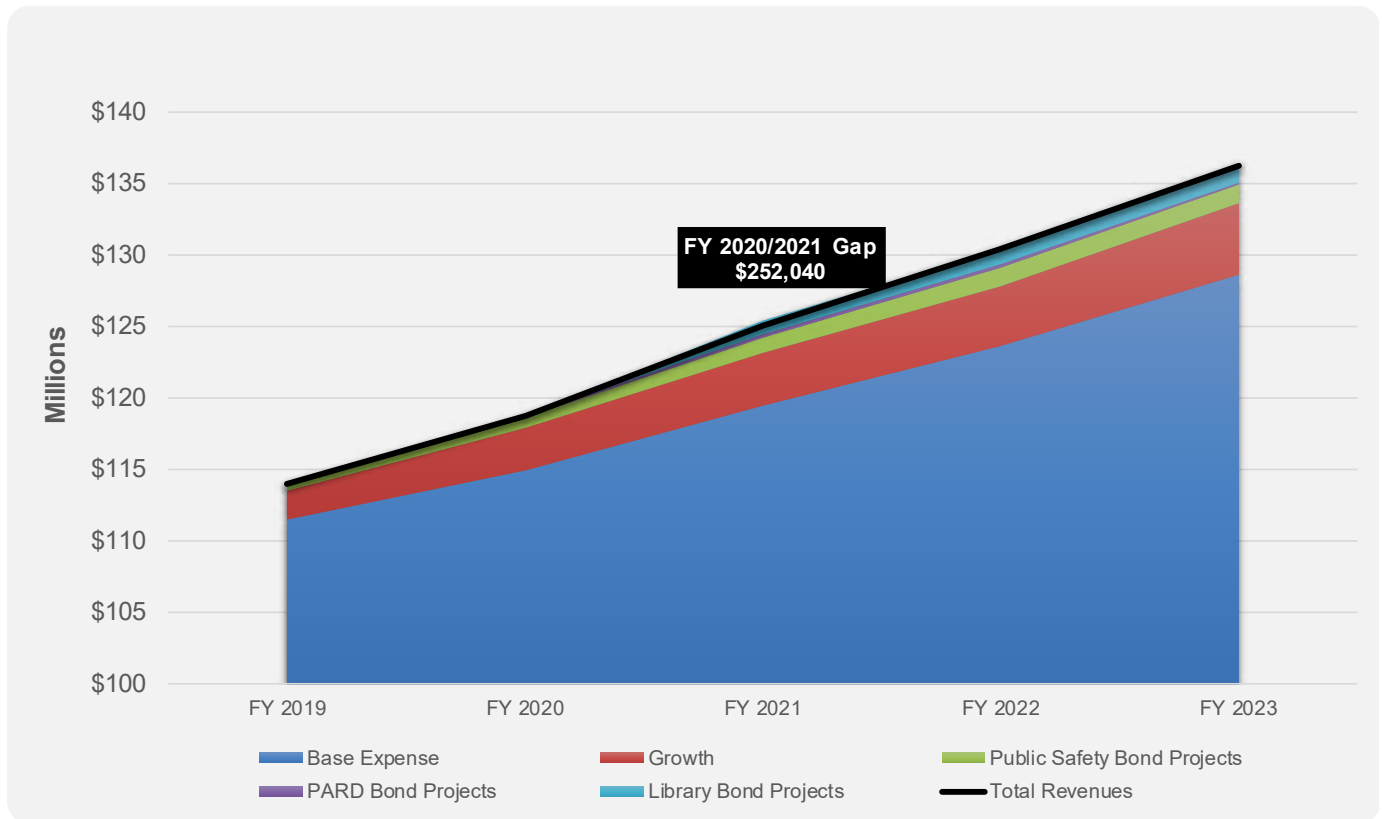
## 5-YEAR SALES TAX PROJECTIONS



Year	Dell (net of Rebate)	City	Total GF Sales Tax
2010	\$10,818,148	\$26,478,686	\$37,296,834
2011	9,977,032	28,649,199	38,626,231
2012	9,549,499	29,893,933	39,443,432
2013	9,031,746	33,248,531	42,280,277
2014	9,294,555	34,631,885	43,926,440
2015	7,542,157	36,914,751	44,456,908
2016	7,153,436	37,317,239	44,470,674
2017	7,592,734	39,002,868	46,595,602
2018	10,061,925	40,438,075	50,500,000
2019	10,105,673	40,559,328	50,665,000
2020	10,378,208	40,960,000	51,338,208
2021	10,525,538	41,370,000	51,895,538
2022	10,675,201	41,780,000	52,455,201
2023	10,829,197	42,200,000	53,029,197

**Note:** Sales tax revenue from Kalahari is projected to start in FY 2020/21

## 5-YEAR EXPENSE PROJECTIONS



Category	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Base Expense	\$111,512,340	\$114,992,876	\$119,510,544	\$123,649,937	\$128,627,753
Growth	2,054,605	2,942,379	3,724,402	4,178,414	4,985,152
Public Safety Bond Projects	342,000	700,390	1,030,935	1,361,480	1,333,636
PARD Bond Projects	121,000	167,002	168,382	169,803	171,267
Library Bond Projects	-	-	963,029	1,124,241	1,124,241
<b>Total Expense</b>	<b>\$114,029,945</b>	<b>\$118,802,647</b>	<b>\$125,397,292</b>	<b>\$130,483,875</b>	<b>\$136,242,049</b>
Total Revenues	\$114,039,635	\$118,802,647	\$125,145,252	\$130,483,875	\$136,242,049
<b>Surplus/(Gap)</b>	<b>\$9,690</b>	<b>\$0</b>	<b>(\$252,040)</b>	<b>\$0</b>	<b>\$0</b>
<b>Surplus/(Gap) % of Revenue</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-0.2%</b>	<b>0.0%</b>	<b>0.0%</b>



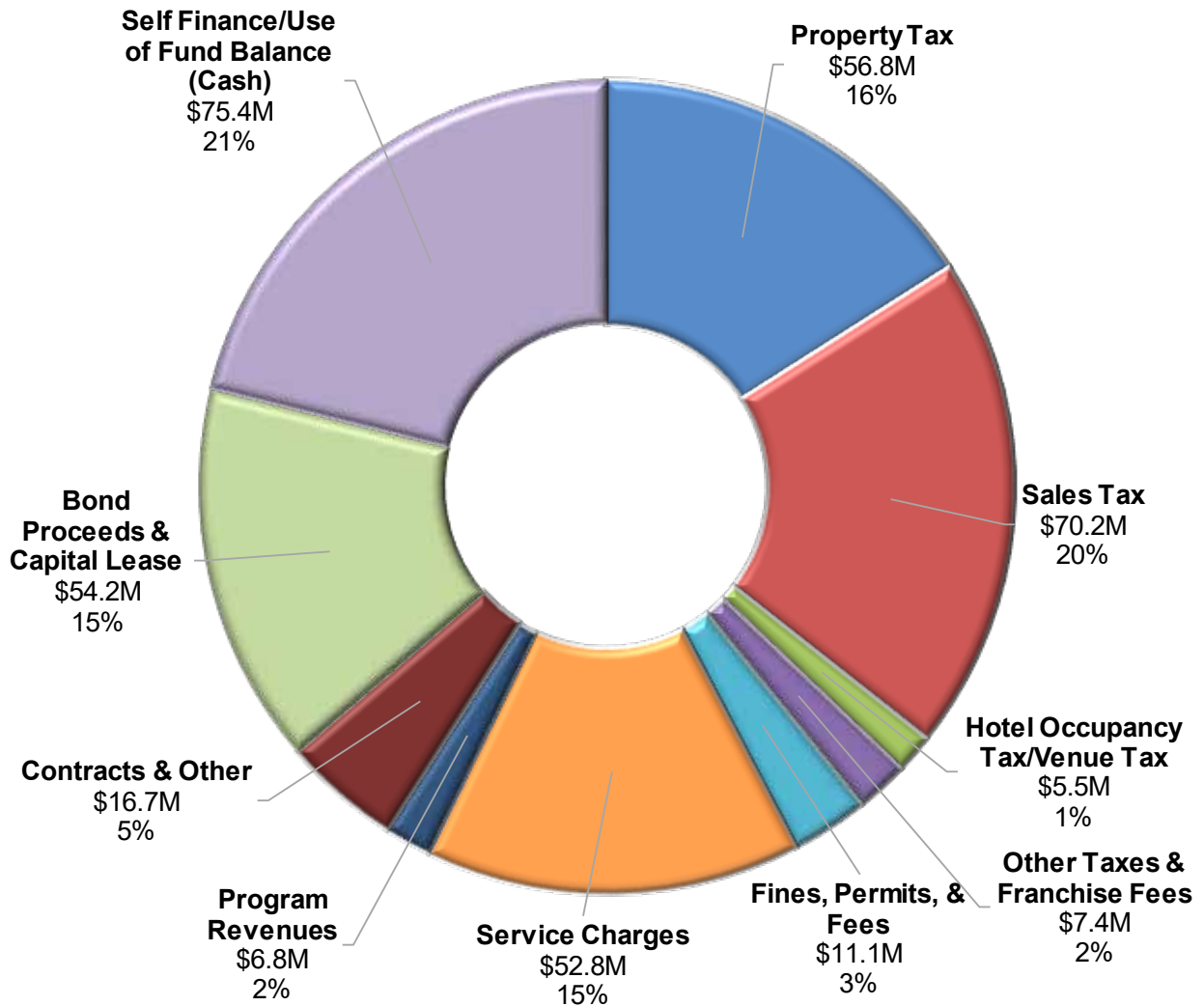
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# ALL FUNDS SUMMARY BY SOURCE

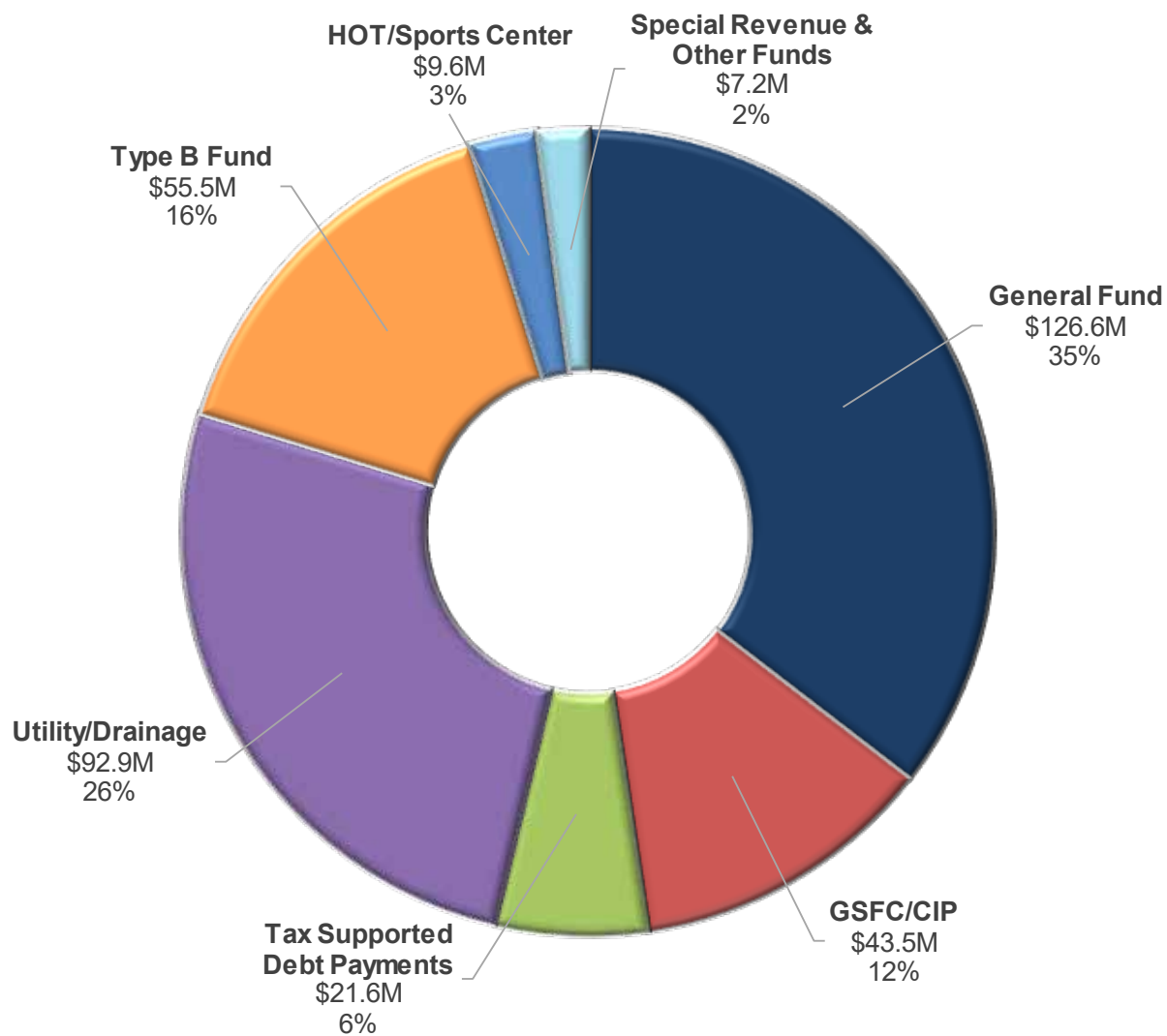
**\$356.9 MILLION**





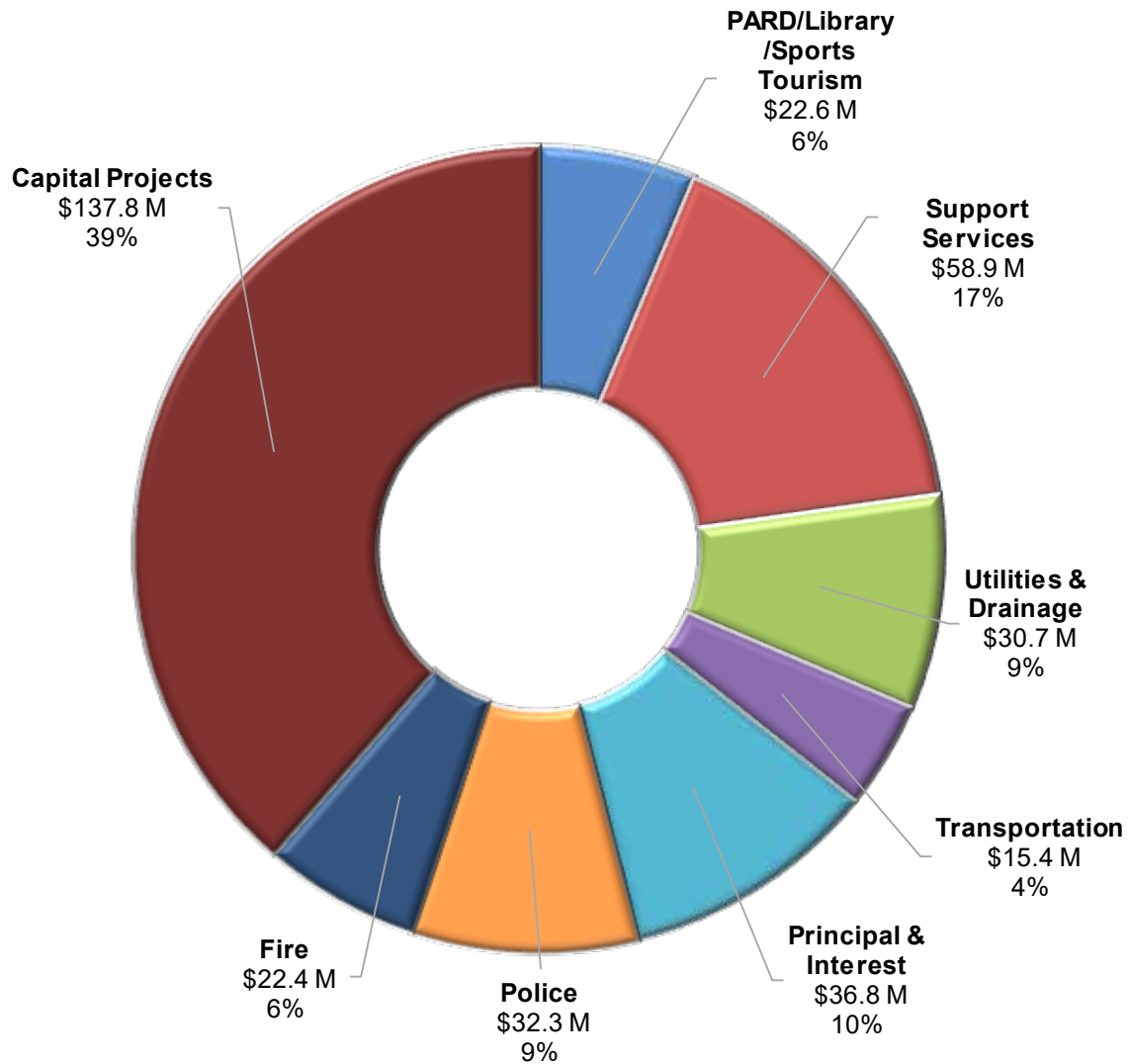
# ALL FUNDS SUMMARY BY FUND

**\$356.9 MILLION**



# ALL FUNDS SUMMARY BY USE

**\$356.9 MILLION**



## Support Services Include:

Support Departments (IT, HR, Finance, Admin, Gen. Svcs, etc.)	\$24.8M
Planning	\$5.4M
Transfers Out	\$20.1M
Fiscal Support	\$8.5M

# ALL FUNDS SCHEDULE

## ALL FUNDS SCHEDULE

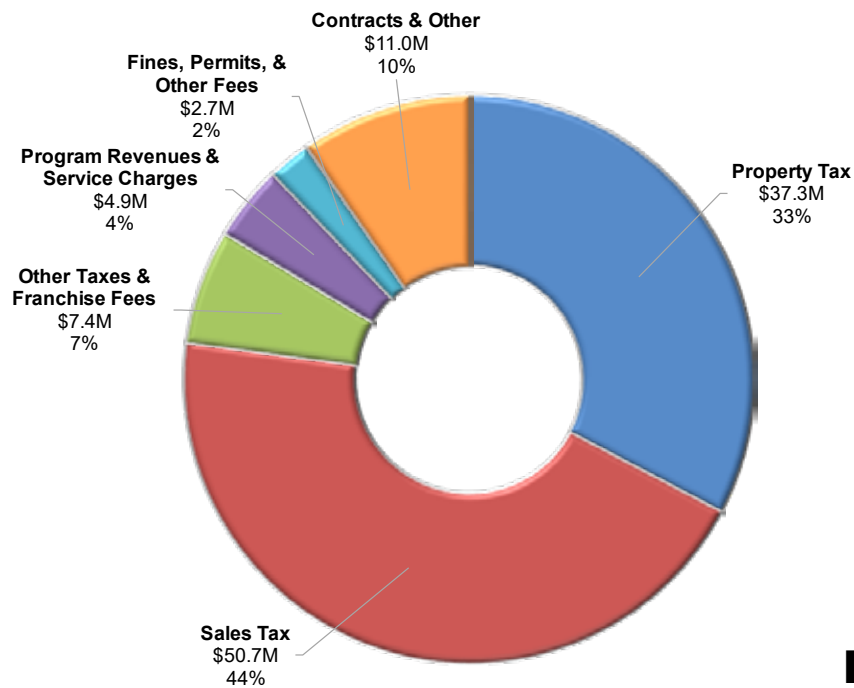
Estimated Fund Balance/Working Capital (1)	Total Budget	General Fund	General Capital Projects & Equipment	Debt Service Fund	Utility Fund	Drainage Fund	Type B Fund	HOT Fund	Sports Center Fund	Special Revenue & Other Funds	Revenues & Sources
	\$346,647,751	\$51,210,349	\$24,476,824	\$2,893,122	\$111,044,301	\$10,713,792	\$28,827,068	\$9,420,507	\$4,541,978	\$3,809,120	
<b>Revenues &amp; Sources</b>											
Property Tax	56,797,448	37,300,000		19,497,448							Property Tax
Sales Tax	70,165,000	50,665,000					19,500,000				Sales Tax
Hotel Occupancy Tax	5,530,000							4,300,000	1,230,000		Hotel Occupancy Tax
Other Taxes & Franchise Fees	7,418,000	7,418,000									Other Taxes & Franchise Fees
Licenses, Permits, & Fees	9,847,150	1,572,150			8,000,000					275,000	Licenses, Permits, & Fees
Service Charges	52,837,285	1,351,000			47,941,493	3,544,802			930,000		Service Charges
Program Revenues	6,521,696	3,540,400								2,351,296	Program Revenues
Fees	1,623,000	1,623,000									Fees
Grants	16,633,288	6,513,985	599,120	50,000	6,225,192	180,000	1,342,800	35,000	365,000	1,323,091	Grants
Contracts & Other											Contracts & Other
Bond Proceeds			28,700,000				22,500,000				Bond Proceeds
Capital Lease	3,000,000		3,000,000								Capital Lease
Transfers In	20,064,183	4,555,000	14,084,193	750,000							Transfers In
<b>Total Revenues &amp; Sources</b>	<b>301,546,070</b>	<b>114,039,635</b>	<b>46,383,313</b>	<b>20,297,448</b>	<b>62,166,685</b>	<b>3,724,802</b>	<b>43,342,800</b>	<b>4,335,000</b>	<b>2,525,000</b>	<b>675,000</b>	<b>4,731,387 Total Revenues</b>
<b>Expenditures &amp; Uses</b>											
Administration	4,614,592	1,859,069					1,172,225				Administration
Communications	6,457,546	1,162,546						275,000			Communications
Finance	6,500,000	6,500,000			2,020,083						Finance
Fire	22,410,895	22,410,895								480,293	Fire
Fiscal Support	5,164,187	5,136,882			1,492,885		1,847,775				Fiscal Support
General Services	1,494,981	1,494,981									General Services
Human Resources	4,677,598	4,677,598									Human Resources
Information Technology	1,275,000	1,275,000									Information Technology
Legal Services	2,955,057	2,936,485									Legal Services
Library	12,558,897	12,558,897								18,572	Library
Parks & Recreation	5,132,999	5,132,999								63,577	Parks & Recreation
Planning & Development	32,310,304	32,004,180								233,879	Planning & Development
Police	173,199	173,199								306,124	Police
Recycling	6,843,270	6,843,270									Recycling
Sports Management & Tourism	15,414,265	14,581,945					832,320	1,728,496	1,874,704	3,040,070	Sports Management & Tourism
Transportation	30,748,217										Transportation
Utilities & Drainage	36,794,824	12,722,193		21,583,071	28,183,131	2,565,086					Utilities & Drainage
Debt Service	20,064,183		487,500		9,699,000	564,381	3,935,587	644,225	368,580		Debt Service
Transfers Out	12,558,897	12,558,897			3,525,000	250,000	780,000	2,299,500			Transfers Out
Capital Improvement Projects	3,273,000	3,000,000									Capital Improvement Projects
Capital Replacement	116,644,939	22,092,302			38,847,968	273,000	46,896,967	2,322,300	50,000	912,902	Capital Replacement
Capital Improvement Projects	356,850,415	126,552,138	43,604,105	21,583,071	83,768,967	9,174,967	55,464,854	7,269,521	2,293,284	7,240,409	Capital Improvement Projects
<b>Total Expenditures &amp; Uses</b>	<b>(85,304,346)</b>	<b>(12,512,903)</b>	<b>2,879,208</b>	<b>(1,285,623)</b>	<b>(21,801,382)</b>	<b>(6,460,165)</b>	<b>(12,122,054)</b>	<b>(2,934,521)</b>	<b>231,716</b>	<b>(2,509,022)</b>	<b>Total Expenditures</b>
<b>Net Revenues &amp; Sources</b>											
Contingency	46,637,264	28,507,486			14,790,633	703,772	1,000,000	923,574	468,676	243,124	Contingency
Concentration Risk Fund	10,182,573	10,182,573		1,517,499							Concentration Risk Fund
Debt Reserves	17,016,086	16,927,782				88,304		642,506	512,323		Debt Reserves
Bond Proceeds	12,803,733	7,453,733				1,600,000		3,000,000		750,000	Bond Proceeds
Designations - Projects (2)											Designations - Projects
<b>Total Reservations</b>	<b>89,371,985</b>	<b>38,890,559</b>	<b>24,381,515</b>	<b>1,517,499</b>	<b>14,790,633</b>	<b>2,392,076</b>	<b>1,000,000</b>	<b>1,565,080</b>	<b>3,960,589</b>	<b>993,124</b>	<b>Total Reservations</b>
<b>Available Ending Fund Balance/Working Capital FYE 2018</b>	<b>\$102,029,421</b>	<b>\$7,767</b>	<b>\$2,973,717</b>	<b>\$0</b>	<b>\$74,652,687</b>	<b>\$2,871,551</b>	<b>\$15,705,004</b>	<b>\$4,919,906</b>	<b>\$791,795</b>	<b>\$106,975</b>	<b>Available Ending Fund Balance/Working Capital</b>

(1) \$50,500,000 of the estimated beginning fund balance/working capital is reserved for Contingency or for Debt Reserves.  
(2) Designated for future projects

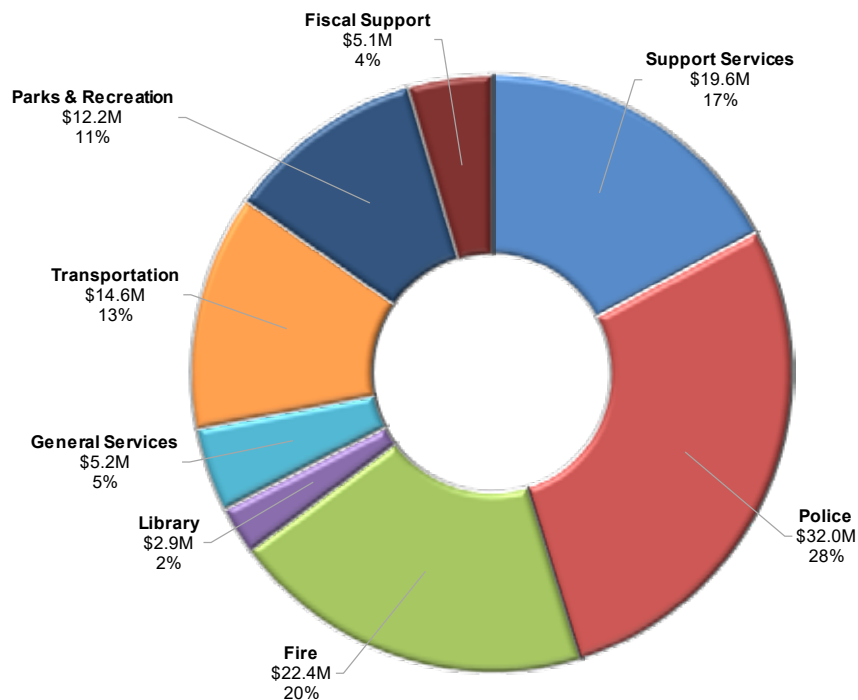


# GENERAL FUND

# GENERAL FUND REVENUES & EXPENSES



**REVENUES**  
**\$114 MILLION**



**EXPENSES**  
**\$114 MILLION**

**Policy Compliance:** Ongoing revenues exceed ongoing expenses

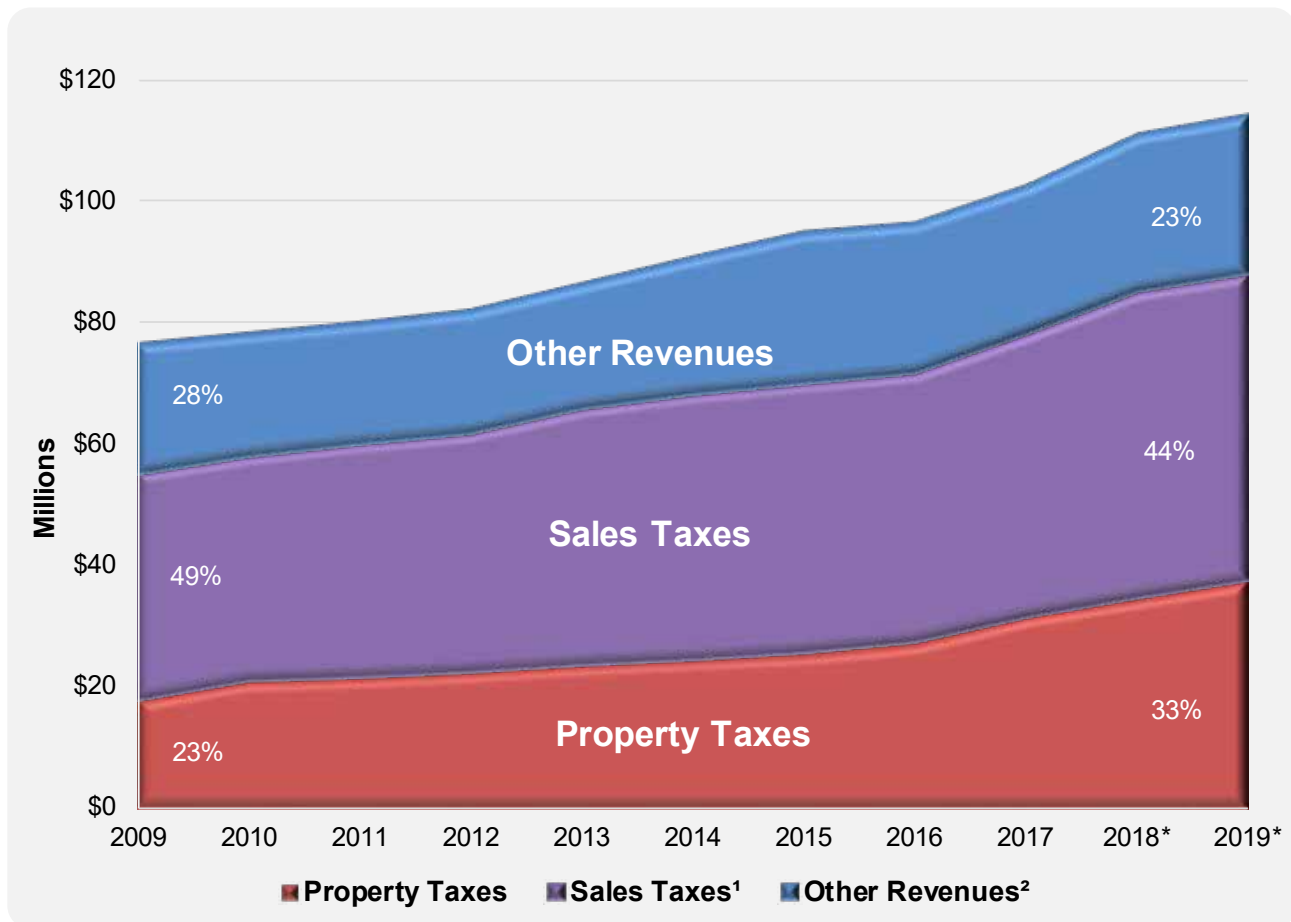
# GENERAL FUND SCHEDULE

<b>General Fund</b>					
	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Proposed Budget	2020 Estimated Budget
<b>Beginning Fund Balance/Working Capital</b>	<b>\$ 52,800,084</b>	<b>\$ 47,660,554</b>	<b>\$ 50,322,084</b>	<b>\$ 51,210,349</b>	<b>\$ 38,697,846</b>
<b>Revenues</b>					
Property Tax - FY19 shows existing value at eff. rate	31,397,927	34,200,000	34,386,000	37,300,000*	37,300,000
Sales Tax	46,595,602	47,612,655	50,500,000	50,665,000	51,129,618
Other Taxes & Franchise Fees	7,579,548	7,428,000	7,453,000	7,418,000	7,492,180
Licenses, Permits & Fees	1,594,007	1,658,125	1,645,738	1,572,150	1,587,872
Service Charges	1,377,734	1,423,000	1,358,000	1,351,000	1,364,510
Program Revenues	3,593,825	3,428,900	3,349,900	3,540,400	3,575,804
Fines & Forfeitures	1,119,737	980,000	1,080,136	1,125,000	1,136,250
Contracts & Other	5,788,330	6,646,321	7,768,935	6,513,085	6,578,216
Transfers In	3,355,800	3,389,358	3,389,358	4,555,000	4,600,550
<b>Total Revenues</b>	<b>102,402,710</b>	<b>106,766,359</b>	<b>110,931,067</b>	<b>114,039,635</b>	<b>114,764,999</b>
<b>Expenses</b>					
Administration	1,866,240	1,823,328	1,821,928	1,859,069	1,859,069
Communications	732,651	793,197	723,443	1,162,546	1,162,546
Finance	3,206,329	3,302,532	3,302,018	3,617,465	3,617,465
Fire	18,618,554	22,114,976	21,796,067	22,410,885	22,410,885
Fiscal Support	2,950,227	3,378,367	3,043,162	5,136,882	5,136,882
General Services	4,153,471	4,666,178	4,368,021	5,164,187	5,164,187
Human Resources	1,251,362	1,357,848	1,255,519	1,494,981	1,494,981
Information Technology	4,211,430	4,676,879	4,417,676	4,677,598	4,677,598
Legal Services	1,099,435	1,275,000	1,275,000	1,275,000	1,275,000
Library	2,753,951	2,857,383	2,747,477	2,936,485	2,936,485
Parks & Recreation	11,508,471	11,768,746	11,723,691	12,202,525	12,202,525
Planning & Development	3,854,211	4,912,527	4,751,159	5,132,998	5,132,998
Police	28,732,478	30,906,733	30,820,724	32,004,180	32,004,180
Recycling	145,654	150,956	150,879	173,199	173,199
Transportation	7,135,312	12,452,351	11,488,584	14,581,945	14,581,945
Operating Transfer A	350,000	320,000	320,000	200,000	200,000
<b>Total Expenses</b>	<b>92,569,776</b>	<b>106,757,002</b>	<b>104,005,349</b>	<b>114,029,945</b>	<b>114,029,945</b>
<b>Net Revenues</b>	<b>\$ 9,832,934</b>	<b>\$ 9,357</b>	<b>\$ 6,925,718</b>	<b>\$ 9,690</b>	<b>\$ 735,055</b>
<b>Less:</b>					
Transfers	12,310,934	6,037,453	6,037,453	6,022,193	
FY18 year end sweep of excess revenues				6,500,000	
<b>Total Transfers</b>	<b>12,310,934</b>	<b>6,037,453</b>	<b>6,037,453</b>	<b>12,522,193</b>	
<b>Ending Fund Balance</b>	<b>\$ 50,322,084</b>	<b>\$ 41,632,458</b>	<b>51,210,349</b>	<b>38,697,846</b>	<b>\$ 39,432,901</b>
Contingency	32,162,438	31,362,438	28,149,181	28,507,486	28,507,486
Contingency % of Operating Expenditures		29.38%	27.07%	25.00%	25.00%
Concentration Risk Fund	6,100,000	6,900,000	10,113,257	10,182,573	10,225,924
<b>Total Reservations</b>	<b>38,262,438</b>	<b>38,262,438</b>	<b>38,262,438</b>	<b>38,690,059</b>	<b>38,733,410</b>
<b>Adjusted Ending Fund Balance</b>	<b>\$ 12,059,646</b>	<b>\$ 3,370,020</b>	<b>\$ 12,947,911</b>	<b>\$ 7,787</b>	<b>\$ 699,491</b>

**\*Property Tax**

Property Tax - FY19 shows existing value at eff. rate	34,386,000
Property Tax - additional revenues for new property	848,880
Property Tax - additional revenues for tax increase to 0.42000	2,065,120
<b>Total</b>	<b>37,300,000</b>

# GENERAL FUND REVENUES BY MAJOR CATEGORY



Year	Property Taxes	Sales Taxes <sup>1</sup>	Other Revenues <sup>2</sup>	Total Revenue
2009	17,714,701	37,295,004	21,584,840	76,594,545
2010	20,826,670	37,296,834	20,163,379	78,286,883
2011	21,457,249	38,626,231	20,123,483	80,206,963
2012	22,248,742	39,443,432	20,380,583	82,072,757
2013	23,493,510	42,280,277	20,610,670	86,384,457
2014	24,330,110	43,926,440	22,501,741	90,758,291
2015	25,416,408	44,456,908	25,162,098	95,035,414
2016	27,092,340	44,470,674	24,779,643	96,342,657
2017	31,397,927	46,595,602	24,409,181	102,402,710
2018*	34,386,000	50,500,000	26,045,067	110,931,067
2019*	37,300,000	50,665,000	26,074,635	114,039,635

\*Projected

**1** Sales tax presented net of rebate.

**2** Other revenues include: franchise, garbage, PARD program fees, bingo tax, mixed drink tax, licenses, permits, fees, fines, forfeitures, intergovernmental, and other.

For more details on General Fund Revenues, see pages 40 and 41.

# GENERAL FUND REVENUES BY DETAILED CATEGORY

Revenues	2015 Actual	2016 Actual	2017 Actual	2018 Projected Actual	2019 Proposed Budget
<b>Property Tax</b>					
Property Tax	\$25,416,408	\$27,017,296	\$31,397,927	\$34,386,000 <sup>5</sup>	\$37,300,000
<b>Sales Tax</b>					
Sales Tax	44,456,908	44,470,674	46,595,602	50,500,000	50,665,000
<b>Other Taxes &amp; Franchise Fees</b>					
Bingo/Mixed Drink Tax	515,777	566,712	627,163	613,000	588,000
Franchise Fees	6,991,328	6,910,978	6,875,050	6,765,000	6,760,000
<b>License, Permits, &amp; Fees</b>					
Building Permits/Inspections	1,129,239	1,288,156	1,156,239	1,231,988	1,183,000
Library Fees	168,581	110,145	100,439	105,136	105,000
Filing Fees	208,186	244,274	151,169	162,050	143,150
Fire Protection Fees	1,824,431	2,178,476	2,668,785	2,995,215	3,385,000
Other Permits	54,944	55,220	49,833	52,000	50,000
<b>Service Charges</b>					
Garbage	1,345,951	1,334,511	1,286,845	1,275,000	1,268,000
<b>Program Revenues</b>					
Recreation Fees	2,486,062	3,100,288 <sup>1</sup>	3,229,195	3,355,025 <sup>6</sup>	3,363,900
Rentals	324,508	363,617	318,039	369,000	345,500
<b>Fines &amp; Forfeitures</b>					
Fines	1,817,319	1,145,118 <sup>2</sup>	1,057,221	1,006,000	1,051,000
<b>Contracts &amp; Others</b>					
Police Reimbursement	909,018	1,620,065	1,236,326 <sup>3</sup>	1,410,000	1,022,500 <sup>8</sup>
Grants	180,119	131,807	316,589	1,505,000 <sup>7</sup>	315,000
Interest	265,991	373,585	518,871	500,000	550,000
Other	1,958,151	1,778,735	1,109,618 <sup>4</sup>	947,205	1,337,585
Capital Lease Proceeds	1,327,490	-	-	-	-
<b>Transfer In</b>					
Administration Allocations	3,655,000	3,653,000	3,707,800	3,753,448	4,607,000 <sup>9</sup>
<b>Total Revenues</b>	<b>\$95,035,412</b>	<b>\$96,342,657</b>	<b>\$102,402,710</b>	<b>\$110,931,067</b>	<b>\$114,039,635</b>

## GENERAL FUND REVENUE CHANGES

1. Recreation Fees increased in FY 2016 because of increases in rental rates and membership fees and the expansion of Rock'N River.
2. Fines decreased in FY 2016 due to Red Light Camera program being discontinued.
3. Police Reimbursements is lower in FY 2017 and FY 2018 than the \$1.6 million received in FY 2016 due to one-time additional reimbursements from RRISD for new vehicles and equipment purchased for two SROs added in FY 2016. Seventy-five percent (75%) of these costs were reimbursed which caused a one-time uptick in FY 2016.
4. Other Revenues were high for FY 2015 and FY 2016 actuals and lower in the FY 2017 Budget because \$700,000 for Teravista Master Development Fees were paid in both FY 2015 and FY 2016.



# GENERAL FUND REVENUES BY DETAILED CATEGORY

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5. Dell's Sales Tax Revenues have been increasing over FY 2017.
6. Rock'N River fees were increased in FY 2018, generating an estimated \$200,000 per year for a new OSP Repair/Maintenance fund. The transfer to GSFC in FY 2018 will be made through a cash transfer of revenues with the annual increase to Recreation Fees effective in FY 2019 and beyond.
7. For FY 2018 a one-time Opioid Grant was awarded in the amount of \$1.3 million, which caused a one-time uptick in FY 2018 Revenues.
8. Police Reimbursements for FY 2019 have declined because 2 out of the 12 SROs have been phased out.
9. Administrative Allocations were reviewed and adjusted as part of the FY 2019 budget process.

## GENERAL FUND REVENUE DEFINITIONS

**Property Tax** – Revenues are higher in FY 2019 primarily due to the recommended rate and new program requests. The tax rate was increased 3.6% to \$0.42 per \$100 to pay for the operations and debt payments for voter-authorized bond projects and additional funding for street maintenance. See further discussion of property tax rates and valuations under the Property Valuations & Taxes tab.

**Sales Tax** – Sales tax revenues reflect 1.5% of the 2.0% local option taxes collected by the City. In FY 2017, sales tax amounts were reported as net of any rebates to simplify the presentation of the associated revenues and expenditures. For FY 2019, Dell sales tax revenues have rebounded with an increase of 4% over FY 17 and other sectors continue to grow at a healthy rate.

**Other Taxes & Franchise Fees** – Other Taxes collected include, mixed drink tax, bingo tax and penalty & interest fees from current and delinquent property tax. Franchise fees collected from electricity, gas, and telecommunications grow modestly with the general population growth. These fees are based on gross revenues; therefore, mild weather can reduce fees received from electric and gas providers.

**Licenses, Permits & Fees** – These include planning and development related revenues, Beer & Liquor Licenses and Animal Control Licenses. Large subdivisions or commercial site permits can create one time higher than average collections which occurred in FY 2015 and FY 2016. Fees from issuance of licenses to all businesses who sell alcoholic beverages are set by state law and are collected at the time a new business is established or upon renewal of the license. Dogs and cats are required to be licensed in Round Rock, the fee is used to ensure pets are vaccinated.

**Service Charges** – Garbage and brush hauling revenues reflect the net fee from Round Rock Refuse. Average residential customers pay \$18.96 per month for garbage with the City retaining \$3.10 or 16.4%. Lot clearing service charges are collected when City employees remove a nuisance and charge the owner.

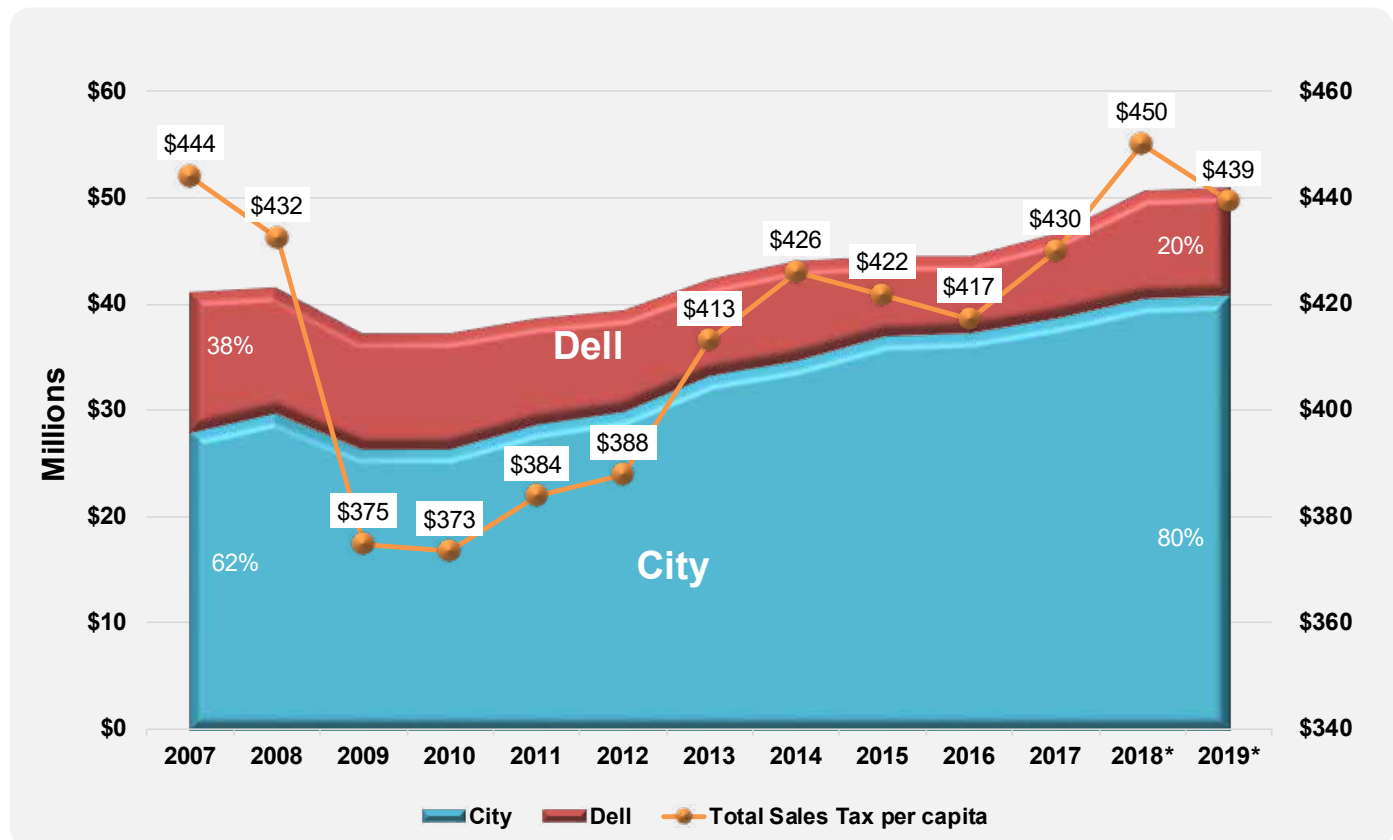
**Program Revenues** – Fire Protection Fees that are primarily revenues received from Emergency Service District #9 to reimburse the City for providing fire protection services within that district. Recreation fees are program revenues for all PARD programs, rentals, leagues, and the Clay Madsen Recreation Center.

**Fines & Forfeitures** – Library fines and fees for overdue and lost library materials incur fines. Police department fines for citations issued for traffic violations, City ordinance violations and other provisions of state law. Convenience fees and returned check fees are charged for making payments to the City online or over the phone and for any payment returned unpaid by the financial institution.

**Contracts & Other** – Other revenues include sale of assets, capitalized lease proceeds, donations and contributions, insurance and grant reimbursements, police reimbursements, and other miscellaneous small revenue categories. Police Reimbursements includes overtime reimbursements and the School Resource Officer reimbursements from RRISD. The reimbursements increased substantially in FY 2016 due to the SRO positions being fully staffed for the entire fiscal year. SRO reimbursements have decreased in FY 2019 due to the start of phasing out the SRO program.

**Transfers In** – Administrative Allocations are transfers from the Utility Fund, Drainage Fund, and Type B Fund to reimburse the General Fund for their allocated share of administrative support costs. The cost allocations are reviewed annually and are based on generally accepted cost allocation methodology.

# SALES TAX REVIEW



Year	Dell (net of Rebate)	Net Dell %	Dell (net of Rebate) per capita	Other Businesses	City %	Other Business per capita	Total GF Sales Tax	Total Sales Tax per capita
2007	13,103,083	32%	\$142	27,978,278	68%	\$302	41,081,361	\$444
2008	11,796,539	28%	123	29,806,072	72%	310	41,602,611	432
2009	10,919,426	29%	110	26,375,579	71%	265	37,295,004	375
2010	10,818,148	29%	108	26,478,686	71%	265	37,296,834	373
2011	9,977,032	26%	99	28,649,199	74%	285	38,626,231	384
2012	9,549,499	24%	94	29,893,933	76%	294	39,443,432	388
2013	9,031,746	21%	88	33,248,531	79%	325	42,280,277	413
2014	9,294,555	21%	90	34,631,885	79%	336	43,926,440	426
2015	7,542,157	17%	72	36,914,750	83%	350	44,456,908	422
2016	7,153,436	16%	67	37,317,239	84%	354	44,470,674	417
2017	7,932,147	17%	73	38,663,455	83%	363	46,595,602	430
2018*	10,061,925	20%	90	40,438,075	80%	373	50,500,000	450
2019*	10,105,673	20%	88	40,732,230	80%	363	50,665,000	439

# GENERAL FUND RECONCILEMENT

Department	FY18 Revised Budget	Scheduled Line Items & Adjustments	Adjusted Base	New Programs & Additional Line Items	Proposed FY19 Budget	% Change
Administration	\$ 1,823,328	\$ 35,741	\$ 1,859,069	\$ -	\$ 1,859,069	2.0%
Communications	793,197	256	793,453	369,093	1,162,546	46.6%
Finance	3,302,532	190,258	3,492,790	124,675	3,617,465	9.5%
Fire	22,114,976	17,238	22,132,214	278,671	22,410,885	1.3%
Fiscal Support & Legal Services	4,653,367	1,758,515	6,411,882	-	6,411,882	37.8%
General Services	4,666,178	262,494	4,928,672	235,515	5,164,187	10.7%
Human Resources	1,357,848	44,093	1,401,941	93,040	1,494,981	10.1%
Information Technology	4,676,879	719	4,677,598	-	4,677,598	0.0%
Library	2,857,383	43,427	2,900,810	35,675	2,936,485	2.8%
Parks & Recreation	11,768,746	104,413	11,873,159	329,366	12,202,525	3.7%
Planning & Development Service	4,912,527	170,471	5,082,998	50,000	5,132,998	4.5%
Police	30,906,733	772,300	31,679,033	325,147	32,004,180	3.6%
Recycling	150,956	12,243	163,199	10,000	173,199	14.7%
Transportation	12,452,351	163,171	12,615,522	1,966,423	14,581,945	17.1%
Operating Transfer	320,000	(120,000)	200,000	-	200,000	-37.5%
<b>TOTAL</b>	<b>\$ 106,757,002</b>	<b>\$ 3,455,338</b>	<b>\$ 110,212,340</b>	<b>\$ 3,817,605</b>	<b>\$ 114,029,945</b>	<b>6.8%</b>

## Scheduled Line Items & Adjustments

Public Safety Salary Adjustments	\$2,000,000
Non Public Safety Salary Adjustments	\$1,400,000
Operating Costs for PSTC	\$170,000
Additional Personnel Costs for Positions added in FY 18 for Partial Year	\$863,000
Net Adjustments to Scheduled Line Items	\$97,000
Fire Opioid Grant	(\$1,075,000)
<b>Total</b>	<b>\$3,455,000</b>



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## OTHER FUNDS

# UTILITIES FUND SCHEDULE

	2017 Actual	2018 Budget	2018 Projected Actual	2019 Proposed Budget	2020 Estimated Budget
<b>Beginning Fund Balance/Working Capital</b>	<b>\$184,301,512</b>	<b>\$185,687,713</b>	<b>\$122,823,803</b>	<b>\$111,844,781</b>	<b>\$83,443,313</b>
<b>Revenues</b>					
Water Service	25,350,629	24,313,084	25,527,149	26,652,585	27,549,130
Water Related Charges	1,533,717	1,529,065	345,000	315,000	315,000
Sewer Service	17,916,056	17,167,680	17,167,680	17,246,208	17,371,805
Sewer Service - BCRWWS	1,586,240	1,640,000	1,540,000	3,454,700	3,226,500
Sewer Related Charges	307,215	263,000	293,000	263,000	263,000
Other Charges	1,599,900	1,659,000	1,375,675	1,163,000	1,163,000
Impact Fees	8,215,631	4,250,000	8,000,000	8,000,000	8,000,000
Bond Proceeds	-	-	-	-	-
Proceeds-Sale of Assets	104,845	-	8,660	5,000	5,000
Investment, Donations & Other Misc	2,172,819	1,972,000	3,167,445	5,057,192	25,552,869
<b>Total Revenues</b>	<b>58,887,252</b>	<b>52,793,829</b>	<b>57,580,599</b>	<b>62,185,685</b>	<b>83,443,313</b>
<b>Expenses</b>					
Utility Billings & Collection	1,936,457	2,055,017	2,246,948	2,020,063	2,053,908
Fiscal Support Services	634,177	1,332,789	1,111,200	1,432,065	1,575,840
Utility Administration	1,810,127	2,089,080	2,037,371	1,892,541	2,202,782
Water Treatment Plant	7,431,864	9,542,185	9,050,185	9,801,386	9,844,479
Water Systems Support	2,444,410	3,482,602	3,266,256	3,346,124	3,383,119
Water Line Maintenance	2,663,260	2,683,988	2,582,182	2,744,245	2,816,132
Wastewater Treatment Plant	4,165,431	5,215,935	5,215,935	5,749,098	6,286,217
Wastewater System Support	513,636	515,021	516,693	527,767	539,167
Wastewater Line Maintenance	1,991,712	2,250,828	2,247,082	2,376,180	2,400,514
Environmental Services	573,795	680,294	615,359	645,770	661,217
Transfer to General Self-Finance Construction	564,674	-	-	-	-
Administrative Allocation	3,151,800	3,183,318	3,183,318	3,525,000	3,595,500
Debt Service Payment	5,776,627	5,772,000	4,873,000	5,539,000	5,522,000
BCRWWS Debt Expense	3,077,850	4,140,000	4,140,000	4,160,000	4,220,000
Regional Inflow/NW Reimbursable Expense	195,802	100,000	120,431	100,000	100,000
Capital Costs	3,043,138	32,915,282	28,096,901	38,847,968	53,104,527
<b>Total Expenses</b>	<b>48,365,768</b>	<b>75,528,339</b>	<b>69,302,301</b>	<b>83,733,857</b>	<b>98,345,488</b>
<b>Ending Fund Balance/Working Capital</b>	<b>122,823,803</b>	<b>62,553,329</b>	<b>111,044,701</b>	<b>89,443,319</b>	<b>74,584,215</b>
<b>Fund Reserve (33% of operating expenses)</b>	<b>12,270,891</b>	<b>14,161,276</b>	<b>13,568,258</b>	<b>14,790,633</b>	<b>14,893,291</b>
<b>Available Fund Balance/Working Capital</b>	<b>\$110,552,912</b>	<b>\$48,392,053</b>	<b>\$97,476,443</b>	<b>\$74,652,686*</b>	<b>\$59,690,924</b>

## \*Available Fund Balance/Working Capital

1. FY 2019 Available Fund Balance Includes \$11 million for impact fees and oversize fees related water or sewer products.
2. \$57 million is used for Water and Wastewater projects in FY 20 & FY 21 including \$30 million for east Wastewater Treatment Plant

## UTILITIES FUND REVENUES

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				2018	2019
				Projected	Proposed
Revenues	2015 Actual	2016 Actual	2017 Actual	Actual	Actual
Water & Related Services	23,016,845	24,912,984	26,984,346	25,872,149	26,967,585
Wastewater & Related Services	1,764,142	18,625,442	19,809,511	19,100,680	20,973,908
Other Charges	1,858,388	1,453,804	1,599,900	1,375,675	1,163,000
Impact Fees	7,933,508	8,269,653	8,215,831	8,000,000	8,000,000
Contracts & Other	967,723	2,141,046	2,277,664	3,176,095	5,062,192
<b>Total Revenues</b>	<b>\$35,540,606</b>	<b>\$55,402,929</b>	<b>\$58,887,252</b>	<b>\$57,524,599</b>	<b>\$62,166,685</b>

### UTILITIES FUND REVENUE HIGHLIGHTS

**Water and Wastewater Revenues** – These can vary greatly based on weather conditions. Customer growth has continued at a steady 1-2%. Average consumption is used for forecasting future revenues.

Water- adopted 3% increase for FY 2019 and FY 2020 included in estimates

No wastewater rate increases

# DRAINAGE FUND SCHEDULE

DRAINAGE FUND- ALL		Preliminary Draft - Subject to Change			
		as of: 7/13/2018			
	16/17 Actual	17/18 Budget	17/18 Projected Actual	18/19 Adopted Budget	19/20 Estimated Budget
<b>Beginning Fund Balance/Working Capital</b>	<b>\$14,655,258</b>	<b>\$11,651,854</b>	<b>\$13,799,979</b>	<b>\$10,713,792</b>	<b>\$5,263,627</b>
<b>Revenues &amp; Other Services</b>					
Resident Fees	1,630,278	1,637,937	1,630,000	1,648,066	1,664,572
Commercial Fees	1,818,702	1,791,088	1,800,000	1,896,736	1,915,686
Interest Income	120,843	30,000	30,000	30,000	30,000
Insurance Proceeds	-	-	-	-	-
Proceeds-Sale of an Asset	45,140	-	20,101	-	-
Bond Proceeds	-	-	-	-	-
Investment, Donations & Other Misc	65,242	-	13,000	-	-
Transfers In	-	-	-	-	-
Regional Detention Fees	142,229	150,000	150,000	150,000	150,000
<b>Total Revenues</b>	<b>3,822,434</b>	<b>3,609,025</b>	<b>3,643,101</b>	<b>3,724,802</b>	<b>3,760,258</b>
<b>Operating Expenses</b>					
Operations	1,359,006	1,707,759	1,495,125	1,790,856	1,808,472
Engineering	664,634	756,911	740,674	774,230	808,239
Administrative Allocation	204,000	206,040	206,040	250,000	252,500
Debt Service Payment	578,081	572,582	572,582	564,381	560,981
<b>Total Operating Expenses</b>	<b>2,805,721</b>	<b>3,243,292</b>	<b>3,014,421</b>	<b>3,379,467</b>	<b>3,430,192</b>
<b>Net Revenue</b>	<b>1,016,712</b>	<b>365,733</b>	<b>628,680</b>	<b>345,335</b>	<b>330,066</b>
Capital Replacement	281,243	385,000	385,000	273,000	177,000
Capital Costs (5yr CIP)	1,590,748	6,270,000	3,329,867	5,522,500	-
<b>Total Expenses</b>	<b>4,677,712</b>	<b>9,898,292</b>	<b>6,729,288</b>	<b>9,174,967</b>	<b>3,607,192</b>
<b>Ending Fund Balance/Working Capital</b>	<b>13,799,979</b>	<b>5,362,587</b>	<b>10,713,792</b>	<b>5,263,627</b>	<b>5,416,693</b>
Reserves (25% of operating expenses)	556,910	667,678	610,460	703,772	717,303
<b>Available Fund Balance/Working Capital</b>	<b>13,243,069</b>	<b>4,694,909</b>	<b>10,103,332</b>	<b>4,559,855*</b>	<b>4,699,390</b>

\*\$1.6 million of FY19 available fund balance is restricted for Regional Stormwater Management Program related projects

# HOT FUND SCHEDULE

City of Round Rock Hotels Occupancy Tax Funds (HOT) - 7%									
DRAFT - Subject to Change									
Hotel Occupancy Tax Fund			FY 2018	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
	FY 2017	Actual	Adopted Budget	Projected Actual	Proposed Budget	Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget
Beginning Fund Balance/Working Capital		\$9,538,638	\$3,843,200	\$9,949,927	\$9,420,507	\$6,485,986	\$6,708,881	\$7,289,107	\$7,931,145
Revenue									
Hotel Occupancy Tax		4,289,595	4,200,000	4,250,000	4,300,000	4,386,000	4,473,720	4,563,194	4,654,458
Kalahari Project Revenues							3,086,915	4,635,457	5,132,814
Kalahari Project Rebates							(3,086,915)	(4,635,457)	(5,132,814)
Interest Income		50,660	25,000	35,000	35,000	35,000	35,000	35,000	35,000
Insurance Proceeds - Fireball Grill		229,272							
Contributions - Fireball Grill		218,968							
Total Revenue		4,788,495	4,225,000	4,285,000	4,335,000	4,421,000	4,508,720	4,598,194	4,689,458
CVB Operating									
Personnel		272,177	449,686	295,927	254,137	264,302	274,875	285,870	297,304
Contractual Services		260,560	670,380	670,380	668,140	674,821	681,570	688,385	695,269
Materials & Supplies		3,522	30,550	30,550	31,174	31,486	31,801	32,119	32,440
Other Services & Charges		119,223	575,045	572,545	672,545	679,270	686,063	692,924	699,853
Total CVB Operating		655,482	1,725,661	1,569,402	1,625,996	1,649,880	1,674,308	1,699,297	1,724,866
Arts Operating		201,561	210,000	292,751	275,000	219,300	223,686	228,160	232,723
Operating, Debt Service, Transfers & Other									
Transfer - OSP Multi-Purpose Complex		350,000	320,000	320,000	675,000	675,000	675,000	675,000	675,000
Transfer to Debt Service Fund for MPC Debt					262,500	262,500	262,500	262,500	262,500
Property Insurance		56,606	57,500	57,500	57,500	57,500	57,500	57,500	57,500
Contingency		1,250	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Funding for Arts Facility Marketing Campaign			84,000	84,000	0				
Dell Diamond Capital Repair		184,021	250,000	50,000	250,000	250,000	250,000	250,000	250,000
Dell Diamond Capital Improvement Fund		142,641	100,000	0	503,300	100,000	100,000	100,000	100,000
Debt Service		500,000	651,800	651,800	644,225	638,925	640,500	638,700	641,000
Total Operating, Debt Svc, Transfers & Other		1,234,518	1,508,300	1,208,300	2,437,525	2,028,925	2,030,500	2,028,700	2,031,000
Total Operating Expenditures		2,091,561	3,443,961	3,070,453	4,338,521	3,898,105	3,928,494	3,956,157	3,988,589
Net Ongoing Revenues		2,696,934	781,039	1,214,547	★ (3,521)	522,895	580,226	642,037	700,869
Capital, Transfers & Other									
Capital Improvements - Other									
First year start up costs - OSP MPC		500,000	-	-	-	-	-	-	-
Capital Improvements - Dell Diamond		911,210	850,000	496,567	1,569,000	300,000	-	-	-
Reimburse GSFC for MPC					1,362,000				
Fireball Grill Repairs and Improvements		841,952							
Old Settlers Park Infield Replacement		2,600	250,000	247,400					
Relocation of Stage Coach Inn		29,883	750,000	1,000,000					
Total Capital, Transfers & Other		2,285,645	1,850,000	1,743,967	2,931,000	300,000	0	0	0
Total Expenditures		4,377,206	5,293,961	4,814,420	7,269,521	4,198,105	3,928,494	3,956,157	3,988,589
Ending Fund Balance/Working Capital		9,949,927	2,774,239	9,420,507	6,485,986	6,708,881	7,289,107	7,931,145	8,632,014
Fund Reserve (25% of operating expense)		528,999	618,040	604,663	923,574	814,795	821,998	829,364	836,897
Debt Service Reserve - per bond covenant (5)		838,000	642,506	642,506	642,506	642,506	642,506	642,506	642,506
Dell Diamond Fund Balance Reserve		650,324	-						-
Available Fund Balance/Working Capital		7,932,604	1,513,693	8,173,338	4,919,906	5,251,580	5,824,603	6,459,274	7,152,610

Note: Net Ongoing Revenues over Expenditures is \$749,779 and is considered policy compliant once Dell Diamond capital expenditures are deducted



# SPORTS CENTER FUND SCHEDULE

City of Round Rock Hotels Occupancy Tax Funds (Sports Center)								
DRAFT - for Discussion Purposes Only								
Sports Center Fund								
	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projected Actual	FY 2019 Proposed Budget	FY 2020 Estimated Budget	FY 2021 Estimated Budget	FY 2022 Estimated Budget	FY 2023 Estimated Budget
<b>Beginning Fund Balance</b>	<b>\$3,843,704</b>	<b>\$3,798,751</b>	<b>\$4,404,649</b>	<b>\$4,541,078</b>	<b>\$4,772,794</b>	<b>\$5,006,597</b>	<b>\$5,247,696</b>	<b>\$5,491,288</b>
<b>Revenue</b>								
Hotel Occupancy Tax - Venue Tax	1,225,568	1,200,000	1,215,000	1,230,000	1,254,600	1,279,692	1,305,286	1,331,392
Venue Tax- Kalahari						881,976	1,324,416	1,466,518
Interest Income	37,247	15,000	30,000	30,000	30,000	30,000	30,000	30,000
Facility Rental	940,144	800,000	800,000	900,000	927,000	954,810	983,454	1,012,958
Concessions/League Fees	338,847	280,000	280,000	315,000	324,450	334,184	344,209	354,535
Donations/Sponsorships	41,755	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Miscellaneous Revenue	25							
Proceeds - Sale of Asset	158							
<b>Total Revenue</b>	<b>2,583,744</b>	<b>2,345,000</b>	<b>2,375,000</b>	<b>2,525,000</b>	<b>2,586,050</b>	<b>3,530,662</b>	<b>4,037,365</b>	<b>4,245,403</b>
<b>Sports Center Operating</b>								
Personnel	1,022,389	1,072,991	1,064,196	1,258,872	1,309,227	1,361,596	1,416,060	1,472,702
Contractual Services	289,493	328,725	328,775	273,762	276,500	279,265	282,057	284,878
Materials & Supplies	260,518	275,297	275,297	282,852	285,681	288,537	291,423	294,337
Other Services & Charges	47,712	59,218	23,737	59,218	59,810	60,408	61,012	61,622
<b>Total Sports Center Operating</b>	<b>1,620,112</b>	<b>1,736,231</b>	<b>1,692,005</b>	<b>1,874,704</b>	<b>1,931,217</b>	<b>1,989,806</b>	<b>2,050,552</b>	<b>2,113,539</b>
<b>Debt Service, Transfers &amp; Other</b>								
Transfer to Debt Svc	373,480	366,030	366,030	368,580	371,030	367,780	368,805	369,680
<b>Total Operating Expenditures</b>	<b>1,993,592</b>	<b>2,102,261</b>	<b>2,058,035</b>	<b>2,243,284</b>	<b>2,302,247</b>	<b>2,357,586</b>	<b>2,419,357</b>	<b>2,483,219</b>
<b>Net Ongoing Revenues</b>	<b>590,152</b>	<b>242,739</b>	<b>316,965</b>	<b>281,716</b>	<b>283,803</b>	<b>1,173,075</b>	<b>1,618,008</b>	<b>1,762,183</b>
<b>Capital &amp; Transfers:</b>								
Repayment to GSFC						881,976	1,324,416	1,466,518
Machinery & Equipment	27,807			50,000	50,000	50,000	50,000	50,000
Capital Improvements - Remodel	1,023	100,000	76,000	-	-	-	-	-
Capital Improvements - Drainage	377	-	104,536	-	-	-	-	-
<b>Total Capital &amp; Transfers</b>	<b>29,207</b>	<b>100,000</b>	<b>180,536</b>	<b>50,000</b>	<b>50,000</b>	<b>931,976</b>	<b>1,374,416</b>	<b>1,516,518</b>
<b>Total Expenditures</b>	<b>2,022,799</b>	<b>2,202,261</b>	<b>2,238,571</b>	<b>2,293,284</b>	<b>2,352,247</b>	<b>3,289,562</b>	<b>3,793,773</b>	<b>3,999,737</b>
<b>Ending Fund Balance/Working Capital</b>	<b>4,404,649</b>	<b>3,941,490</b>	<b>4,541,078</b>	<b>4,772,794</b>	<b>5,006,597</b>	<b>5,247,696</b>	<b>5,491,288</b>	<b>5,736,953</b>
Fund Reserve (25% of operating expense)	405,122	434,058	423,001	468,676	482,804	497,452	512,638	528,385
Debt Svc Reserve - per Bond Covenant		506,000	512,323	512,323	512,323	512,323	512,323	512,323
Capital Replacement Fund	2,500,000	2,900,000	2,900,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
<b>Available Fund Balance/Working Capital</b>	<b>\$1,499,527</b>	<b>\$101,432</b>	<b>\$705,754</b>	<b>\$791,795</b>	<b>\$1,011,470</b>	<b>\$1,237,922</b>	<b>\$1,466,327</b>	<b>\$1,696,246</b>

# TYPE B FUND SCHEDULE

City of Round Rock Type B Funds							
5 Year Estimated Available				Draft - for Discussion Purposes Only			
	Actual FY2017	Estimated FY2018	Proposed FY2019	Estimated 'FY2020	Estimated 'FY2021	Estimated 'FY 2022	Estimated 'FY 2023
<b>Beginning Fund Balance</b>	<b>36,178,595</b>	<b>36,886,650</b>	<b>28,827,058</b>	<b>24,514,513</b>	<b>32,494,017</b>	<b>46,389,974</b>	<b>63,452,578</b>
<b>Revenue</b>							
Sales Tax and Estimated Sales Tax <sup>1</sup>	17,614,117	19,300,000	19,500,000	19,890,000	20,287,800	20,693,556	21,107,427
Interest	326,489	200,000	200,000	200,000	200,000	200,000	200,000
Grant Proceeds	1,567,082	8,075,787	35,378				
Donations/contributions	146,862	527,297	568,494				
WilCo. Participation - Kenney Ft. Blvd. 2-3	331,072	630,000	538,928				
WilCo. Participation - RM620		1,000,000					
WilCo. Participation - Roundville Ln	123,900	1,317,380					
WilCo. Participation - University Blvd		2,500,000					
Transfers from Other Funds	834,829						
Other	594,505	13,074					
<b>Total Revenue</b>	<b>21,538,856</b>	<b>33,563,538</b>	<b>20,842,800</b>	<b>20,090,000</b>	<b>20,487,800</b>	<b>20,893,556</b>	<b>21,307,427</b>
<b>Transportation Expenditures</b>							
TCIP Projects <sup>2</sup>	15,272,188	33,077,186	17,224,683	5,325,000	224,550	0	0
Other Items: Commons, Street Sweeping, Paving Contract & Traffic Signals	404,847	816,000	832,320	848,966	865,946	883,265	900,930
Payment for Refunding of Bonds							
Debt Service	4,020,199	3,930,485	3,935,567	3,923,755	3,921,097	1,367,437	1,368,941
Due to General Fund	300,000	300,000	780,000	780,000	780,000	780,000	780,000
<i>Subtotal Transportation</i>	<i>19,997,234</i>	<i>38,123,671</i>	<i>22,772,570</i>	<i>10,877,721</i>	<i>5,791,593</i>	<i>3,030,702</i>	<i>3,049,871</i>
<b>Economic Dev. Expenditures</b>							
Chamber Agreement	535,000	660,000	535,000	535,000	535,000	535,000	535,000
Downtown Improvements & Marketing	80,567	150,200	1,250,200	250,200	250,200	250,200	250,200
Economic Development Projects - Committed	218,000	2,689,259	597,575	447,575	15,050	15,050	15,050
<i>Total Economic Development **</i>	<i>833,567</i>	<i>3,499,459</i>	<i>2,382,775</i>	<i>1,232,775</i>	<i>800,250</i>	<i>800,250</i>	<i>800,250</i>
<b>Total Expenditures</b>	<b>20,830,801</b>	<b>41,623,130</b>	<b>25,155,345</b>	<b>12,110,496</b>	<b>6,591,843</b>	<b>3,830,952</b>	<b>3,850,121</b>
<b>Net Revenues</b>	<b>708,055</b>	<b>(8,059,592)</b>	<b>(4,312,545)</b>	<b>7,979,504</b>	<b>13,895,957</b>	<b>17,062,604</b>	<b>17,457,306</b>
<b>Fund Balance</b>	<b>36,886,650</b>	<b>28,827,058</b>	<b>24,514,513</b>	<b>32,494,017</b>	<b>46,389,974</b>	<b>63,452,578</b>	<b>80,909,884</b>
Fund Reserve <sup>3</sup>	(5,628,279)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
<b>Available Fund Balance Before Kalahari</b>	<b>31,258,371</b>	<b>27,827,058</b>	<b>23,514,513</b>	<b>31,494,017</b>	<b>45,389,974</b>	<b>62,452,578</b>	<b>79,909,884</b>
<b>Kalahari Revenue, Projects, &amp; Debt</b>							
Kalahari Project Revenues to Offset Debt				381,750	4,065,013	5,040,713	6,497,238
Proceeds - Bonds for Kalahari			22,500,000	32,500,000			
Debt Service for Kalahari Road Debt & Conference Center				381,750	4,065,013	5,040,713	6,497,238
Convention Center	498,471	5,751,661	18,147,265	15,602,603			
Off-site improvements	566,114	2,271,642	12,162,244				
<i>Kalahari, net</i>	<i>(1,064,585)</i>	<i>(8,023,303)</i>	<i>(7,809,509)</i>	<i>16,897,397</i>	<i>0</i>	<i>0</i>	<i>0</i>
<b>Total All Expenditures</b>	<b>21,895,386</b>	<b>49,646,433</b>	<b>55,464,854</b>	<b>28,094,849</b>	<b>10,656,856</b>	<b>8,871,665</b>	<b>10,347,359</b>
<b>Total Net Revenue</b>	<b>(356,530)</b>	<b>(16,082,895)</b>	<b>(12,122,054)</b>	<b>24,876,901</b>	<b>13,895,957</b>	<b>17,062,604</b>	<b>17,457,306</b>
<b>Total Fund Balance</b>	<b>35,822,065</b>	<b>20,803,755</b>	<b>16,705,004</b>	<b>49,391,414</b>	<b>46,389,974</b>	<b>63,452,578</b>	<b>80,909,884</b>
Total Reserve	(5,628,278)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
<b>Total Available Fund Balance</b>	<b>30,193,787</b>	<b>19,803,755</b>	<b>15,705,004</b>	<b>48,391,414</b>	<b>45,389,974</b>	<b>62,452,578</b>	<b>79,909,884</b>
<b>Potential Uses of Fund Balance</b>							
Transportation projects to be programmed				29,034,848	27,233,984	37,471,547	47,945,931
Economic development projects in the pipeline			12,270,000	2,750,000			
<b>Total Potential Uses</b>			12,270,000	31,784,848	27,233,984	37,471,547	47,945,931
<b>Net Available Fund Balance</b>			<b>3,435,004</b>	<b>16,606,565</b>	<b>18,155,990</b>	<b>24,981,031</b>	<b>31,963,954</b>

# MULTIPURPOSE FIELD COMPLEX FUND SCHEDULE

City of Round Rock Multipurpose Field Complex Fund (Fund 740) DRAFT - For Discussion Purposes Only								
Multipurpose Complex Fund								
	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projected Actual	FY 2019 Proposed Budget	FY 2020 Estimated Budget	FY 2021 Estimated Budget	FY 2022 Estimated Budget	FY 2023 Estimated Budget
<b>Beginning Fund Balance</b>	-	952,554	988,656	1,079,666	\$1,079,666	\$1,090,116	\$1,109,062	\$1,130,656
<b>Revenue</b>								
Tournament Revenues	56,852	55,001	100,000	102,494	132,500	161,250	184,875	210,863
Local Field Rentals	110,815	59,200	180,000	180,000	183,600	187,272	191,017	194,838
Program Revenues	3,565	-	-	-	-	-	-	-
Concessions	2,251	10,444	25,000	25,000	25,000	25,000	25,000	25,000
Secondary Revenues	50	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Interest Income	5,152	-	10,000	10,000	10,000	10,000	10,000	10,000
Transfer from HOT Fund	350,000	320,000	320,000	675,000	675,000	675,000	675,000	675,000
Transfer from HOT Fund - Start-up Costs	500,000	-	-	-	-	-	-	-
Transfer from General Fund	350,000	320,000	320,000	-	0	0	0	0
<b>Total Revenue</b>	<b>1,378,685</b>	<b>794,645</b>	<b>985,000</b>	<b>1,022,494</b>	<b>1,056,100</b>	<b>1,088,522</b>	<b>1,115,892</b>	<b>1,145,701</b>
<b>Operating</b>								
Personnel	139,068	278,974	386,638	447,712	465,620	484,245	503,615	523,760
Contractual Services	50,568	128,220	128,220	179,646	181,442	183,257	185,089	186,940
Materials & Supplies	161,007	299,532	299,532	309,036	312,126	315,248	318,400	321,584
Other Services & Charges	36,886	36,100	36,100	36,100	36,461	36,826	37,194	37,566
<b>Total MPF Operating</b>	<b>387,529</b>	<b>742,826</b>	<b>850,490</b>	<b>972,494</b>	<b>995,650</b>	<b>1,019,575</b>	<b>1,044,299</b>	<b>1,069,850</b>
<b>Capital, Debt Service, Transfers &amp; Other</b>								
Capital Outlay	2,500	50,000	43,500	50,000	50,000	50,000	50,000	50,000
Natural Grass Re-Sod	-	-	-	-	-	-	-	-
<b>Total Capital, Debt Svc, Transfers &amp; Other</b>	<b>2,500</b>	<b>50,000</b>	<b>43,500</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Total Expenditures</b>	<b>390,029</b>	<b>792,826</b>	<b>893,990</b>	<b>1,022,494</b>	<b>1,045,650</b>	<b>1,069,575</b>	<b>1,094,299</b>	<b>1,119,850</b>
<b>Net Revenues</b>	<b>988,656</b>	<b>1,819</b>	<b>91,010</b>	<b>-</b>	<b>10,450</b>	<b>18,947</b>	<b>21,594</b>	<b>25,851</b>
<b>Ending Fund Balance/Working Capital</b>	<b>988,656</b>	<b>954,373</b>	<b>1,079,666</b>	<b>1,079,666</b>	<b>1,090,116</b>	<b>1,109,062</b>	<b>1,130,656</b>	<b>1,156,507</b>
MPF Synthetic & Sod Replacement	-	50,000	50,001	750,000	750,000	750,000	750,000	750,000
Fund Reserve (25% of operating expenses)	96,882	185,707	212,623	243,124	248,913	254,894	261,075	267,462
<b>Available Fund Balance/Working Capital</b>	<b>\$891,774</b>	<b>\$718,667</b>	<b>\$817,043</b>	<b>86,543</b>	<b>\$91,203</b>	<b>\$104,168</b>	<b>\$119,582</b>	<b>\$139,045</b>
<b>Note: Available Fund Balance can be used for Synthetic Turf Replacement</b>								
<b>NOTES:</b>								
(1) The Multipurpose Field Complex Fund is proposed to be funded by transfers from just the HOT Fund in FY 2019. The General Fund bears an estimated \$1.2 million in annual principal and interest expense for debt issued for the Multipurpose Complex. The Hot Fund will pay \$675,000 towards operations of the Multipurpose Complex and \$262,500 towards the debt for a total of \$937,500 which is 50% of total debt cost and operating subsidy.								

# SUMMARY OF SPECIAL REVENUE FUNDS

## SPECIAL REVENUE FUNDS SUMMARY

	Total Special Revenue Funds	Community Dev (CDSD) Fund	Golf Fund	Law Enforcement Fund	Library Fund	Multipurpose Complex Fund	Municipal Court Funds	Parks Improvement & Acquisition Fund	Public, Educational, & Government Access Fund	Traffic Safety Fund	Tree Replacement Fund
<b>Beginning Fund Balance</b>	<b>\$3,009,120</b>	<b>\$0</b>	<b>\$8,206</b>	<b>\$115,227</b>	<b>\$15,562</b>	<b>\$1,079,666</b>	<b>\$379,693</b>	<b>\$305,173</b>	<b>\$1,332,298</b>	<b>\$190,897</b>	<b>\$162,398</b>
<b>Revenues</b>											
Licenses, Permits, & Fees	275,000										
Program Revenues	2,351,286		2,029,802			307,494		14,000	240,000		
Fines & Forfeitures	107,000						107,000				
Contracts & Other	1,325,091	1,148,781	0		3,010	40,000	3,600	114,000	11,000		
Transfers In	55,843					67,000					
<b>Total Revenues</b>	<b>4,715,120</b>	<b>1,148,781</b>	<b>2,029,802</b>	<b>0</b>	<b>3,010</b>	<b>1,022,494</b>	<b>110,600</b>	<b>128,000</b>	<b>261,000</b>	<b>0</b>	<b>37,700</b>
<b>Expenditures</b>											
Administration	1,583,298								1,583,298		
Finance	480,293						480,293				
Library	18,572				18,572						
Parks & Recreation	63,879										
Planning & Development	235,879							433,173			
Police	308,124			115,227						190,897	
Sports Management & Tourism	3,040,070		2,017,576			1,022,494					
Transfers Out	0										
Capital Improvement Projects	912,902										
<b>Total Expenditures</b>	<b>7,240,409</b>	<b>1,148,781</b>	<b>2,017,576</b>	<b>115,227</b>	<b>18,572</b>	<b>1,022,494</b>	<b>480,293</b>	<b>433,173</b>	<b>1,583,298</b>	<b>190,897</b>	<b>220,098</b>
<b>Net Change in Operations</b>	<b>(\$2,509,022)</b>	<b>\$0</b>	<b>\$12,226</b>	<b>(\$15,227)</b>	<b>(\$15,562)</b>	<b>\$0</b>	<b>(\$379,693)</b>	<b>(\$305,173)</b>	<b>(\$1,332,298)</b>	<b>(\$190,897)</b>	<b>(\$162,398)</b>
<b>Less:</b>											
Contingency	243,124					243,124					
Reservations & Designations	750,000					750,000					
<b>Available Fund Balance</b>	<b>106,975</b>	<b>-</b>	<b>20,432</b>	<b>-</b>	<b>-</b>	<b>86,543</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Note:** Special Revenue Funds are used to account for specific revenue sources that have legally restricted uses. These funds include grants, donations, and public safety fees required by law or ordinance. Most funds are budgeted to be fully spent on their designated uses each year to allow for purchases as needed to support the program.



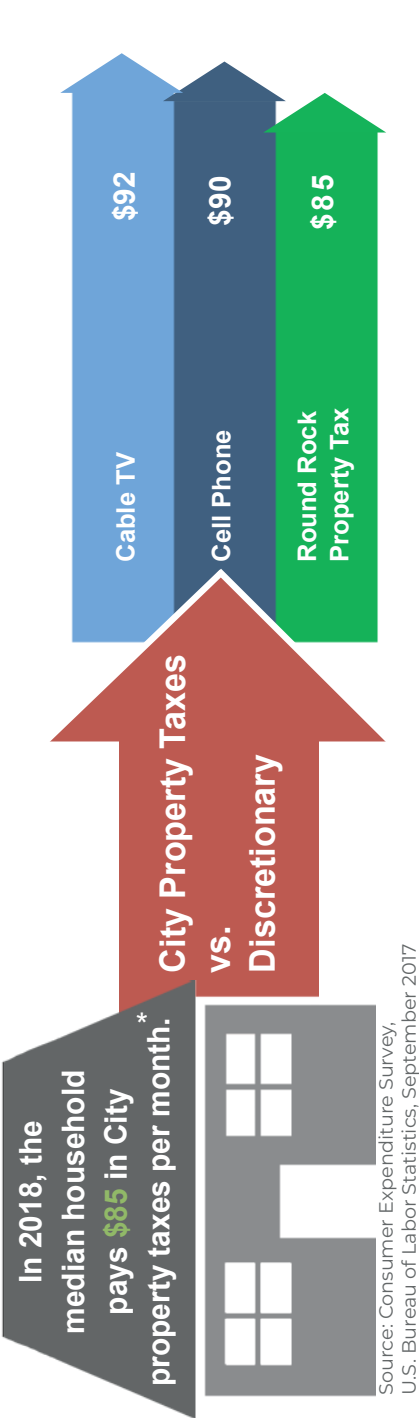
## PROPERTY VALUES & TAXES

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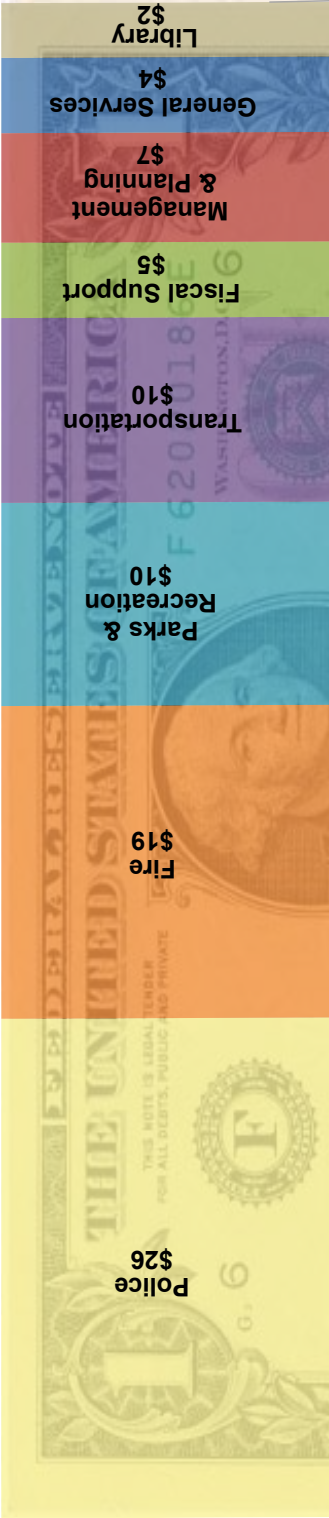
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# PROPERTY TAX VALUE INFOGRAPHIC

## UNDERSTANDING HOW YOUR CITY TAX DOLLARS WORK



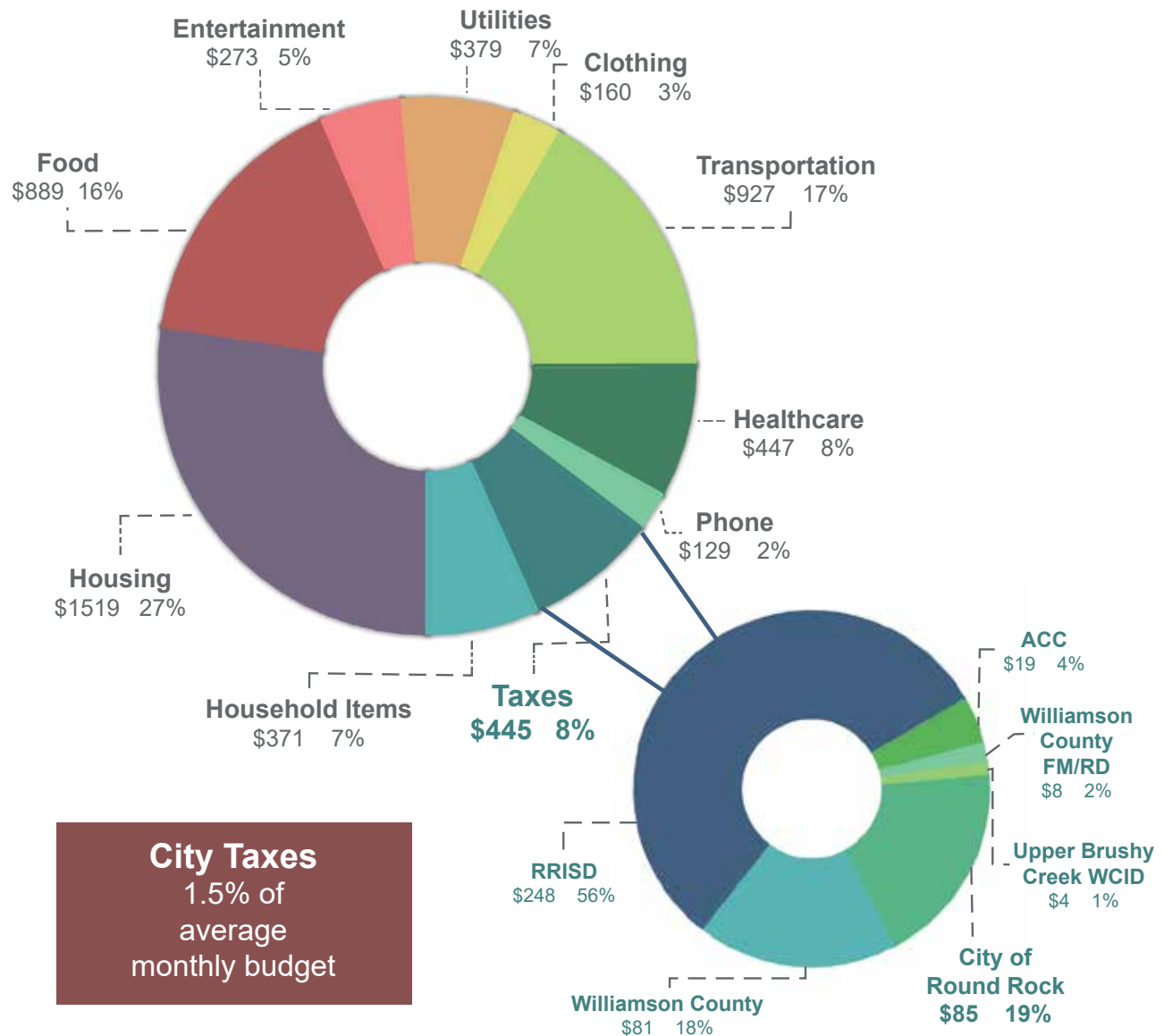
## Monthly breakdown of City Property Tax distribution



\*Median home value for FY 2019 is \$241,538

# PROPERTY TAX IN MONTHLY BUDGET INFOGRAPHIC

## Average Household Monthly Expenses vs. Monthly City Property Tax - 2018



Source: Consumer Expenditure Survey, U.S. Bureau of Labor Statistics, September 2017

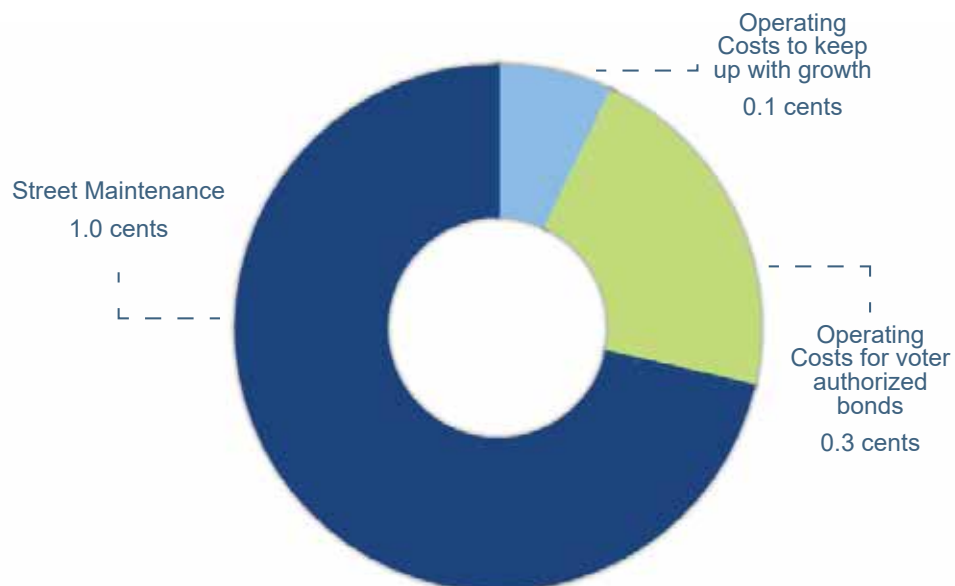
# TAX RATE INCREASE

## ALLOCATION OF TAX RATE INCREASE

Effective Tax Rate (estimated)	<b>\$0.40624</b>
Proposed Tax Rate	<b>\$0.42000</b>
<b>PROPOSED INCREASE</b>	<b>1.4 cents</b> <b>+ 3.4%</b>

### Allocation of Increase

Operating costs to keep up with growth	<b>0.1 cents</b>
Operating costs for voter authorized bonds	<b>0.3 cents</b>
Street maintenance	<b>1.0 cents</b>
<b>TOTAL PROPOSED INCREASE</b>	<b>1.4 cents</b>





# PROPERTY TAX SUMMARY

## PROPERTY TAX & VALUE SUMMARY



### Taxable Property

	FY 2018 Actual	FY 2019* Proposed	\$ Diff	% Diff
Total Assessed Value (AV)	\$12.5B	\$13.6B	\$1.1B	+ 9.2%
New Property	\$250M	\$322M	\$77M	+ 29%



### Tax Rate Components

Maintenance & Operations Rate	0.28786	0.29813	0.01027	+ 3.6%
Debt Rate	0.14210	0.12187	-0.02023	-14.2%
<b>Tax Rate</b>	<b>0.43000</b>	<b>0.42000</b>	<b>-0.01000</b>	<b>- 2.3%</b>
Effective Tax Rate	0.40317	0.40624	0.00307	+ 0.8%
Rollback Tax Rate	0.43494	0.43074	-0.00420	- 1.0%
Debt (Principle & Interest)	\$19.5M	\$21.6M	+ \$2.1M	+ 11%



### Tax Rate Components

Median Residential Property Value	\$227,714	\$241,538	\$13,824	+ 6.1%
Median Annual Tax Bill	\$979	\$1,014		
Median Tax Bill Increase		\$2.94/mo \$35/yr		

# TAX RATE TERMINOLOGY

**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 WCAD & TCAD).

**Certified Tax Roll** – A list of all taxable properties, values, and exemptions in the City. This roll is established by WCAD & TCAD.

**Property Tax** – Taxes that are levied on both real and personal property according to the property's valuation and tax rate.

**Tax Base** – The total value of all real and personal property in the City as of January 1<sup>st</sup> 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 (TCAD) and Williamson Central Appraisal District (WCAD)**– 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.

## Calculating the Effective Tax Rate

$$\frac{\begin{array}{c} \text{Prior Year's Taxes} \\ \text{— less —} \\ \text{Taxes on Property} \\ \text{Lost this Year} \end{array}}{\div} \begin{array}{c} \text{Current Value of} \\ \text{Property Taxes} \\ \text{in the Prior Year} \end{array} \times \$100 = \begin{array}{c} \text{Effective} \\ \text{Tax Rate} \end{array}$$

*Source: Texas Comptroller of Public Accounts, 2013.*

The effective tax rate becomes the baseline for calculating the property tax rate increase. Even though the FY 2019 Proposed Rate of \$0.42000 is a decrease of 1 cent from the prior years nominal rate, it is an increase of 1.4cents or 3.4% over the effective rate of \$0.40624.

# EFFECTIVE TAX RATE INFOGRAPHIC



## Steps to Creating a Tax Rate

\* hypothetical example

### Step 1

#### Calculating Prior Year Revenues

FY 2017

Taxable Value	1,000,000
Tax Rate	0.50
	$1,000,000 \times 0.50 \div 100$
Revenue Collected	5,000

### Step 2

#### Calculating New Year Effective Tax Rate

How do I get the same amount of revenue as last year when appraised values have gone up?

FY 2018

Taxable Value	1,080,000
Prior year Revenue Collected	5,000
	$5,000 \div 1,080,000 \times 100$
Rate needed to collect \$5,000	0.46

### Step 3

#### Calculating Roll Back Tax Rate

The State allows the M&O tax rate to be 8% higher than the effective rate.

Debt Tax Rate	0.20
New M&O Effective Rate x 8%	$0.26 \times 1.08$
Maximum M&O rate	0.28
Total tax rate allowed without risking rollback election	$0.20 + 0.28 = \mathbf{0.48}$

The **Effective Tax Rate** is defined by state law to be the rate that generates the same property tax revenues as the prior year based on the new year's total value of taxable property. This rate has an inverse relationship with property values such that as property values rise the City's total value of taxable property increases, requiring a lower effective tax rate to generate the same amount of property tax revenues as the prior year.

The **Rollback Tax Rate** is defined by state law as 8% higher than the M&O Effective Tax Rate. If the City adopts a property tax rate greater than the rollback tax rate, the citizens have the right under state law to call for a rollback tax rate election to bring the property tax rate to a citywide vote. This rollback tax rate, therefore, allows the City 8% of growth above the effective M&O tax rate. Recent legislation pending in the state legislature has proposed decreasing the rollback rate to 4% or 5% higher than the effective tax rate, effectively limiting the flexibility of the City Council to increase the property tax rate.

# EFFECTIVE TAX RATE CALCULATION

The **Effective Tax Rate** is defined by state law to be the rate that generates the same property tax revenues as the prior year based on the new year's total value of taxable property. This rate has an inverse relationship with property values such that as property values rise the City's total value of taxable property increases, requiring a lower effective tax rate to generate the same amount of property tax revenues as the prior year.

The **Rollback Tax Rate** is defined by state law as 8% higher than the Effective Tax Rate. If the City adopts a property tax rate greater than the rollback tax rate, the citizens have the right under state law to call for a rollback tax rate election to bring the property tax rate to a citywide vote. This rollback tax rate, therefore, allows the City 8% of growth above the effective M&O tax rate.

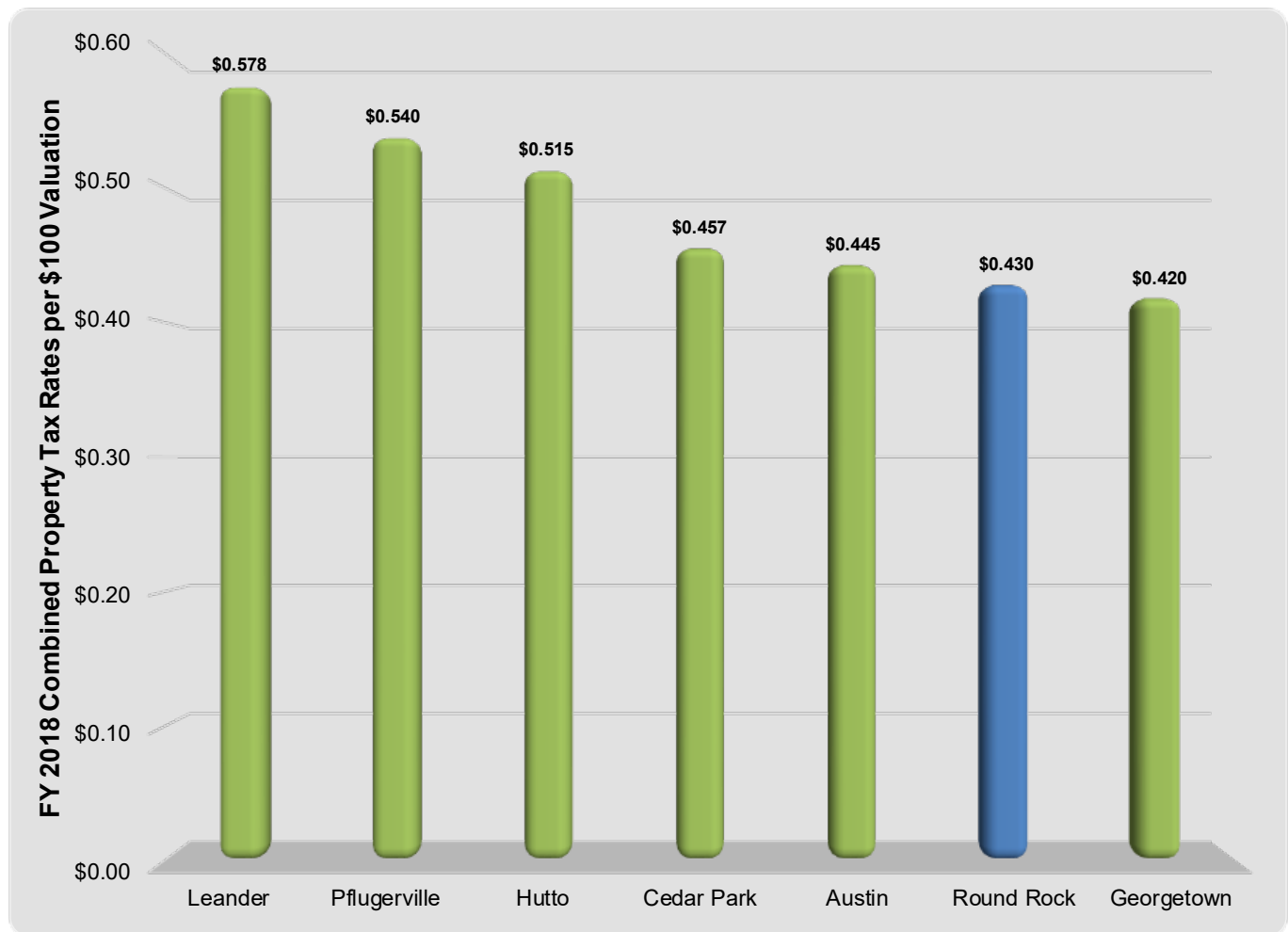
Below is a hypothetical example of the effective tax rate and the rollback tax rate calculation along with the actual FY 2019 calculation for comparison.

	<u>Hypothetical Example</u>		<u>Actual Calculation</u>	
<b>Prior Year</b>				
Total Taxable Value	1,000,000		12,451,153,760	
Property Tax Rate	0.50		0.43000	
Property Tax Revenues	5,000		53,539,961	
M&O Tax Revenues	3,000			
<b>New Year</b>				
Total Taxable Value	1,080,000	+ 8%	13,599,419,854	+ 9%
Effective Tax Rate	0.46	- 0.04	0.40624	+ 0.00307
Effective M&O Rate	0.26		0.28599	
Rollback M&O Rate	0.28		0.30887	
Debt Tax Rate	0.20		0.12187	
Rollback Tax Rate	0.48	- 0.02	0.43074	- 0.00420

In the hypothetical example, the total taxable value from the prior year to the new year increased by 8%. The effective tax rate of \$0.46 per \$100 of taxable value is lower than the prior year's property tax rate of \$0.50 because of the growth in taxable value. The rollback M&O tax rate is 8% higher than the effective M&O tax rate meaning that the City would be able to set a tax rate as high as \$0.48 before being subject to a potential rollback election. The debt rate, the rate needed based on total taxable value to generate revenues sufficient to meet the City's debt obligations, is not effected by the rollback tax rate calculation currently or under proposed legislative changes.

In the City's actual FY 2019 tax rate calculation, the total taxable value from the prior year increased by 9%. The effective tax rate of \$0.40624 per \$100 of taxable value is lower than the prior year's property tax rate of \$0.43000 because of the growth in taxable value. The rollback tax rate is about 8% higher than the effective tax rate meaning that the City would be able to set a tax rate as high as \$0.43074 before being subject to a potential rollback election. The rollback tax rate in the actual calculation is not exactly 8% above the effective rate because the calculation is complex and also involves the half-cent sales tax for property tax reduction.

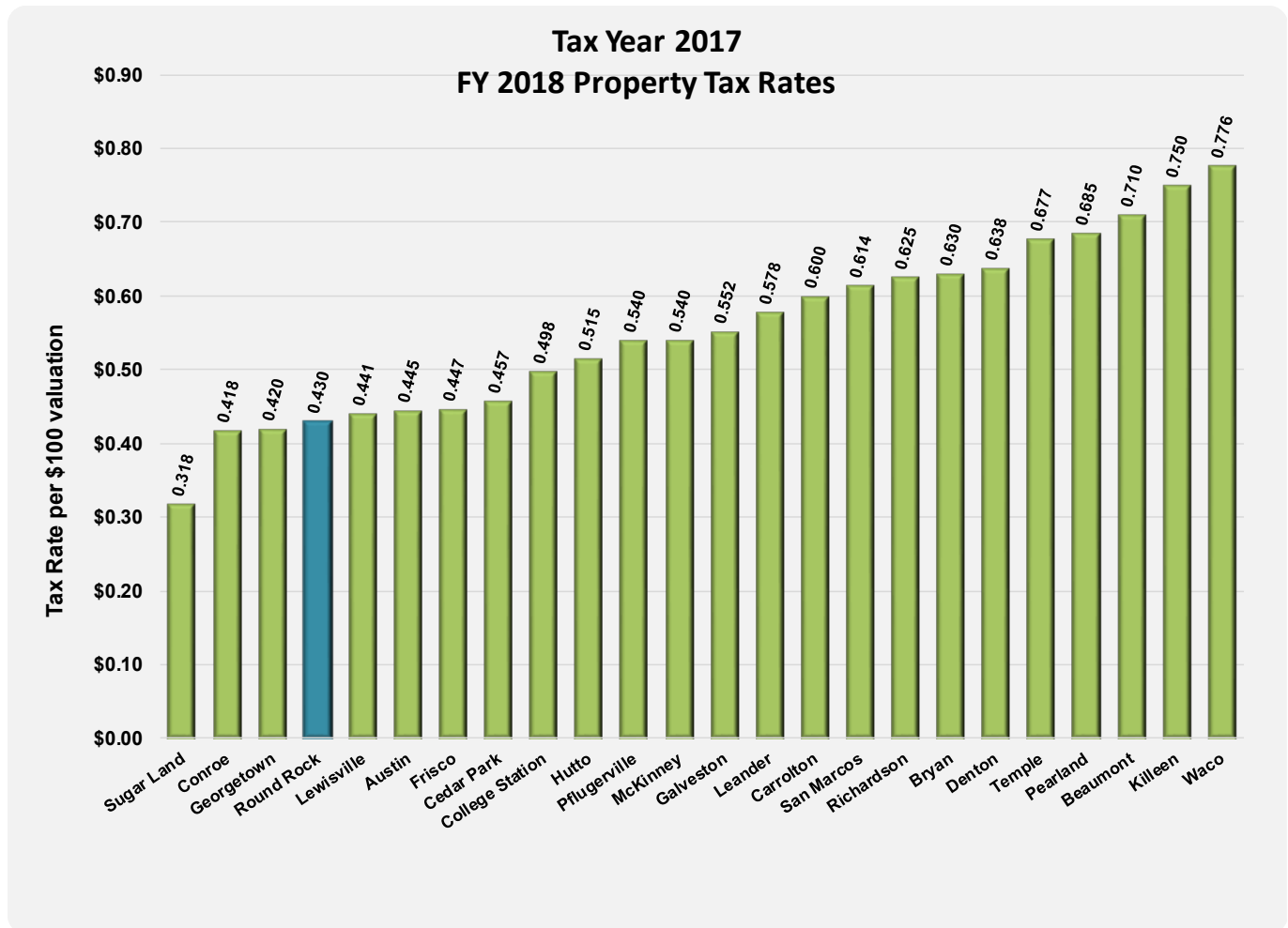
# BENCHMARKING - TAX RATES OF LOCAL CITIES



FY 2017/18 Tax Year 2017			
City	M&O	Debt	Property Tax Rate/\$100 Valuation
Leander	0.362	0.216	0.578
Pflugerville	0.335	0.205	0.540
Hutto	0.416	0.099	0.515
Cedar Park	0.233	0.224	0.457
Austin	0.339	0.106	0.445
<b>Round Rock</b>	<b>0.288</b>	<b>0.142</b>	<b>0.430</b>
Georgetown	0.193	0.227	0.420

**NOTE:** 2017 Tax rates are used because the 2018 Tax rates are not yet available.

# TAX YEAR 2017 BENCHMARKING - FY 2018 TAX RATES



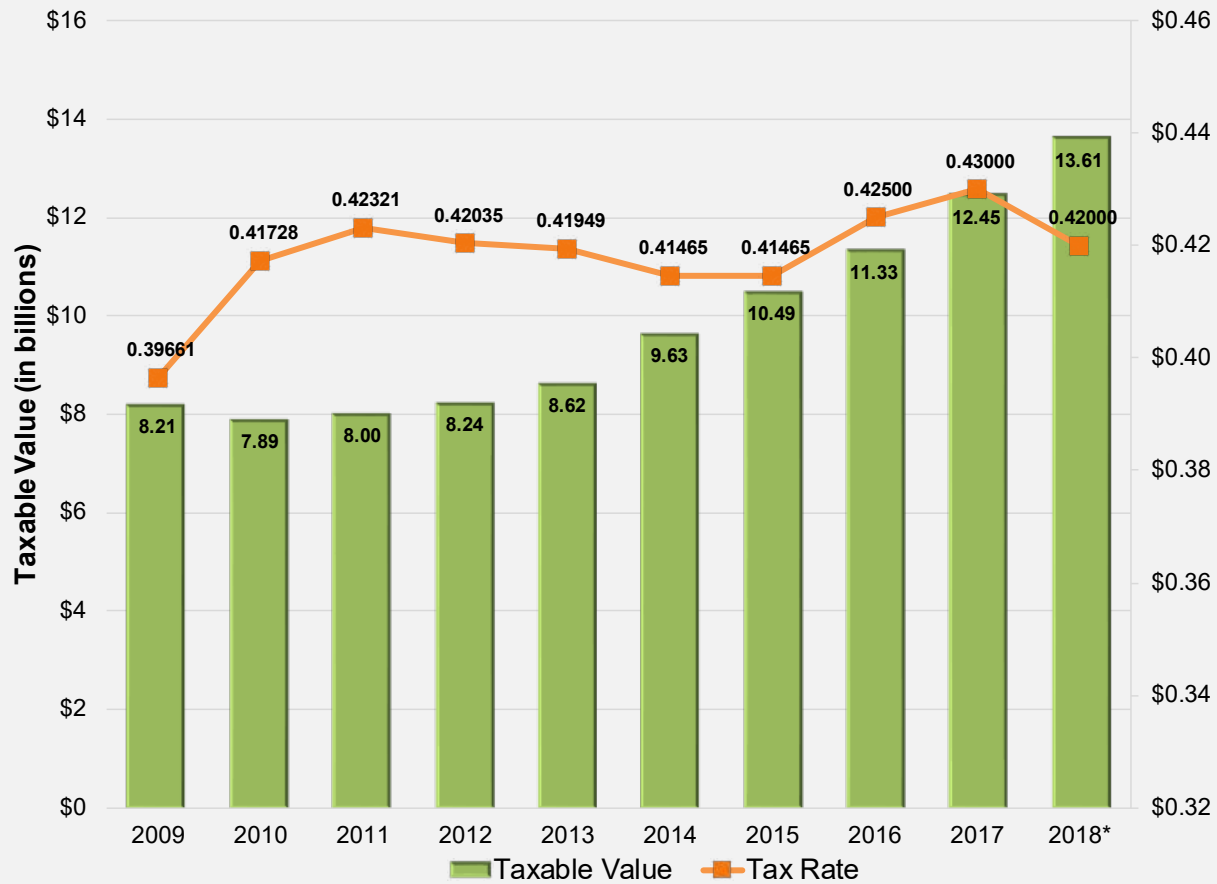
**NOTE:** 2017 Tax rates are used because the 2018 Tax rates are not yet available.

## TAX YEAR 2017 BENCHMARKING - FY 2018 TAX RATES

City	M&O	Debt	Property Tax	Population
			Rate/\$100 Valuation	
Sugar Land	0.179	0.138	0.318	117,869
Conroe	0.293	0.125	0.418	82,286
Georgetown	0.193	0.227	0.420	61,876
<b>Round Rock</b>	<b>0.288</b>	<b>0.142</b>	<b>0.430</b>	<b>112,201</b>
Lewisville	0.322	0.119	0.441	91,550
Austin	0.339	0.106	0.445	949,460
Frisco	0.269	0.156	0.447	176,232
Cedar Park	0.233	0.224	0.457	76,800
College Station	0.277	0.220	0.498	117,191
Hutto	0.416	0.099	0.515	27,833
Pflugerville	0.335	0.205	0.540	64,260
McKinney	0.376	0.165	0.540	179,804
Galveston	0.465	0.087	0.552	50,497
Leander	0.362	0.216	0.578	52,606
Carrollton	0.428	0.172	0.600	127,980
San Marcos	0.359	0.255	0.614	64,589
Richardson	0.370	0.255	0.625	113,347
Bryan	0.465	0.165	0.630	84,637
Denton	0.430	0.208	0.638	133,808
Temple	0.314	0.363	0.677	78,574
Pearland	0.255	0.430	0.685	121,500
Beaumont	0.491	0.219	0.710	117,900
Killeen	0.493	0.257	0.750	148,228
Waco	0.661	0.116	0.776	136,436

**NOTE:** 2017 Tax rates are used because the 2018 Tax rates are not yet available.

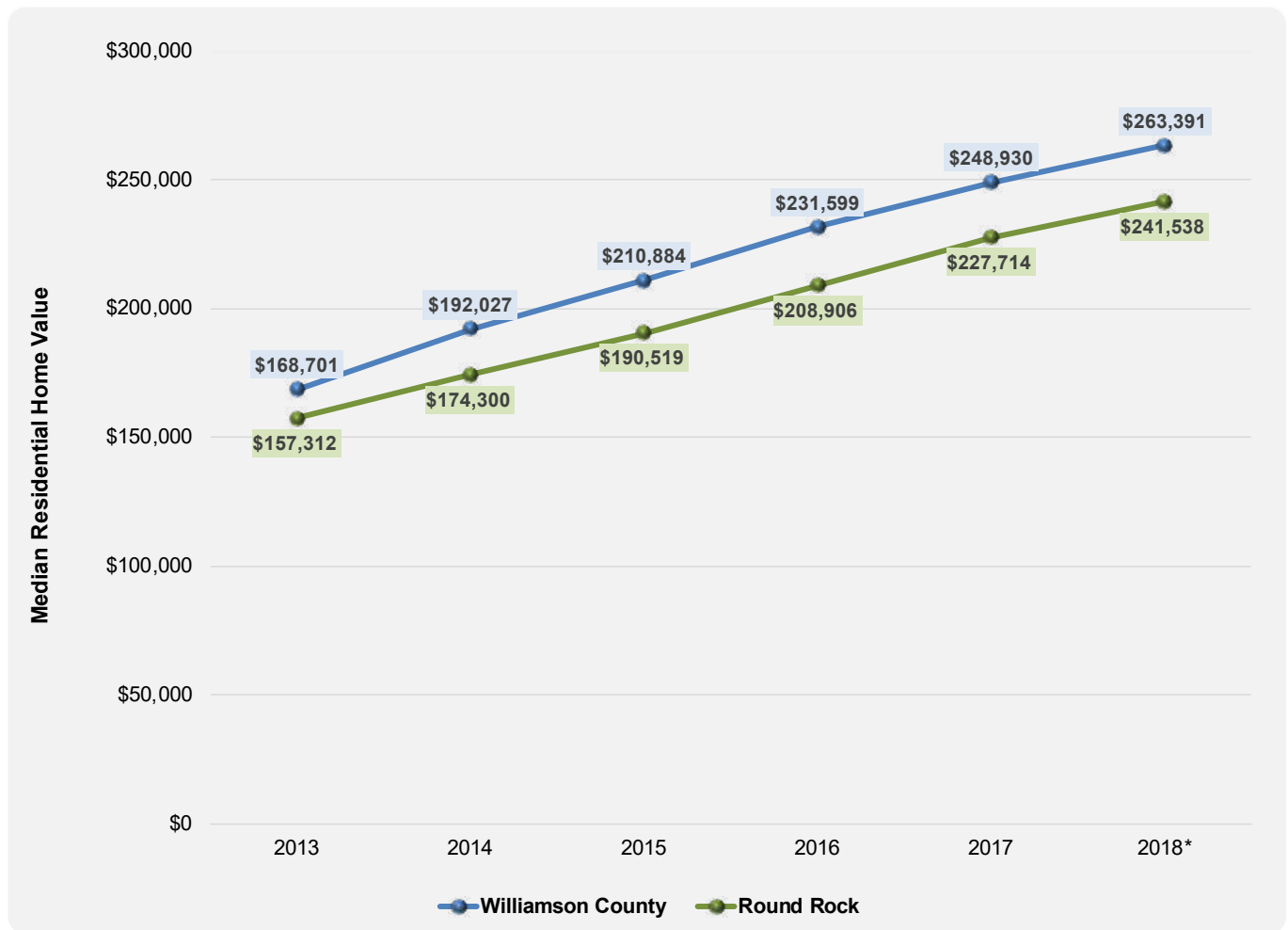
# ASSESSED VALUES & PROPERTY TAX RATE HISTORY



Tax Year	Taxable Value	Tax Rate
2009	8,206,161,568	0.39661
2010	7,893,143,364	0.41728
2011	8,004,285,176	0.42321
2012	8,238,143,748	0.42035
2013	8,624,749,167	0.41949
2014	9,634,156,426	0.41465
2015	10,492,085,922	0.41465
2016	11,327,175,854	0.42500
2017	12,451,153,760	0.43000
2018	13,599,419,854	0.42000



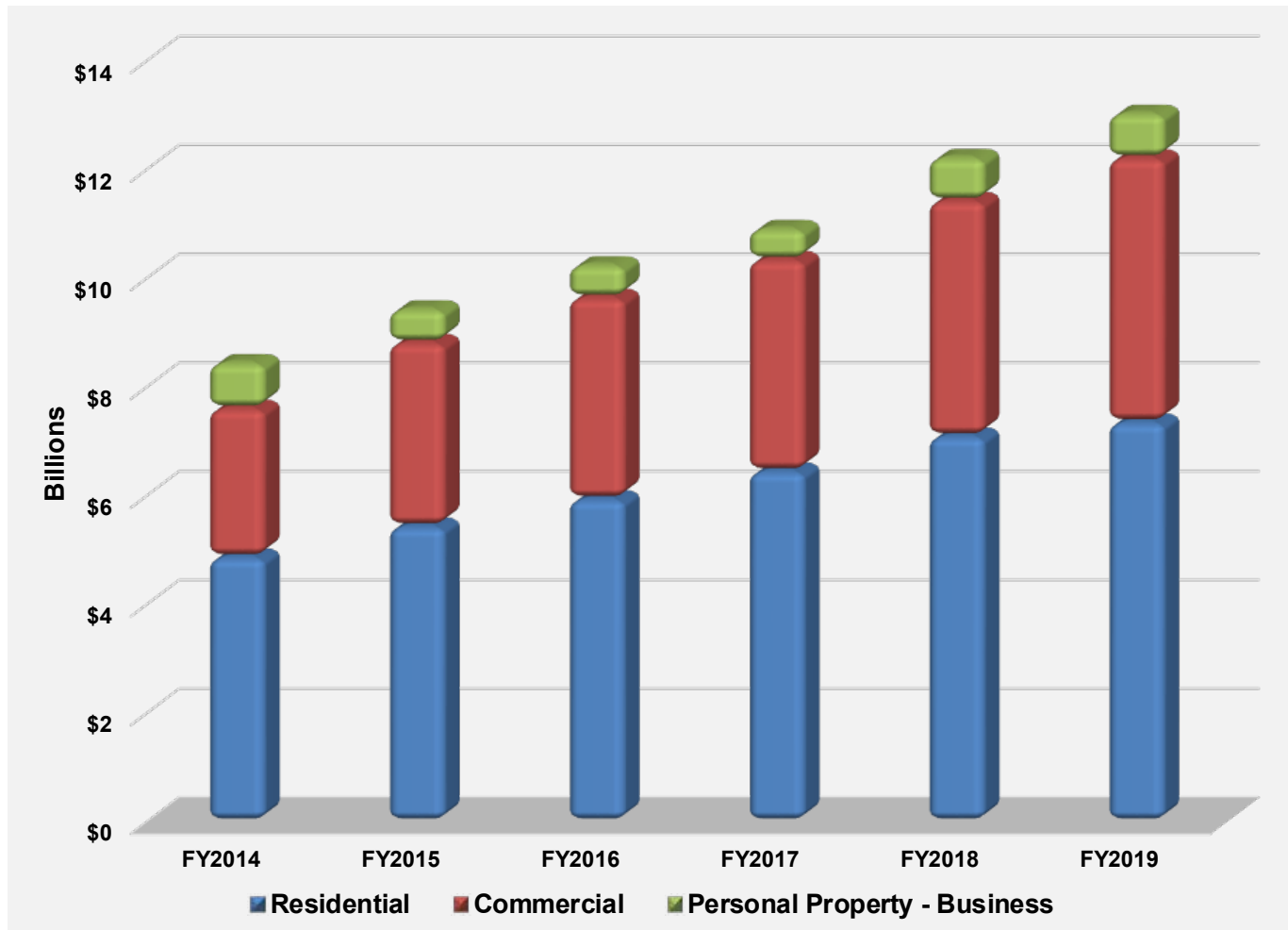
# MEDIAN RESIDENTIAL HOME VALUE HISTORY



	Tax Year					
	2013	2014	2015	2016	2017	2018*
Round Rock	\$157,312	\$174,300	\$190,519	\$208,906	\$227,714	\$241,538
Williamson County	\$168,701	\$192,027	\$210,884	\$231,599	\$248,930	\$263,391

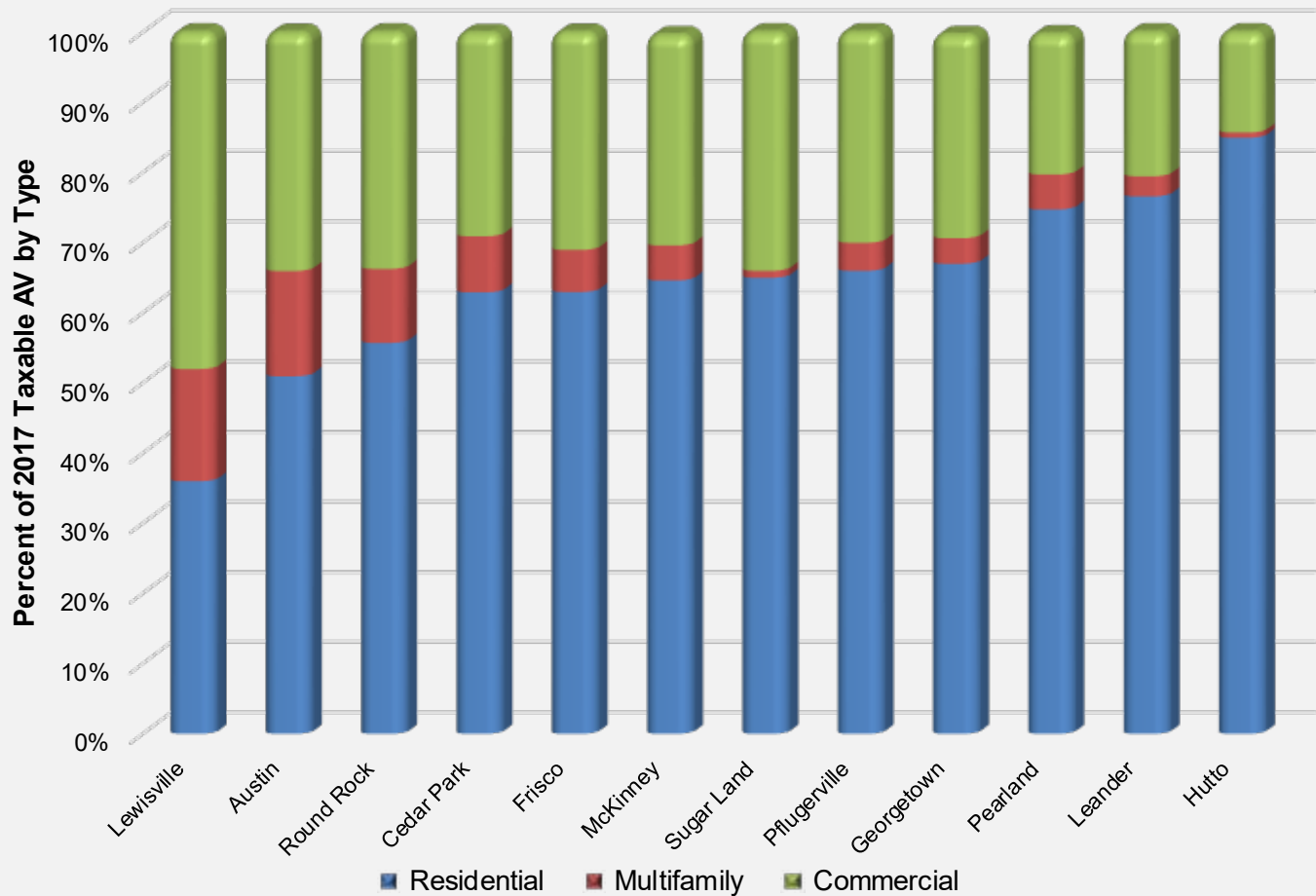
\*Projected

# TAXABLE ASSESSED VALUATION



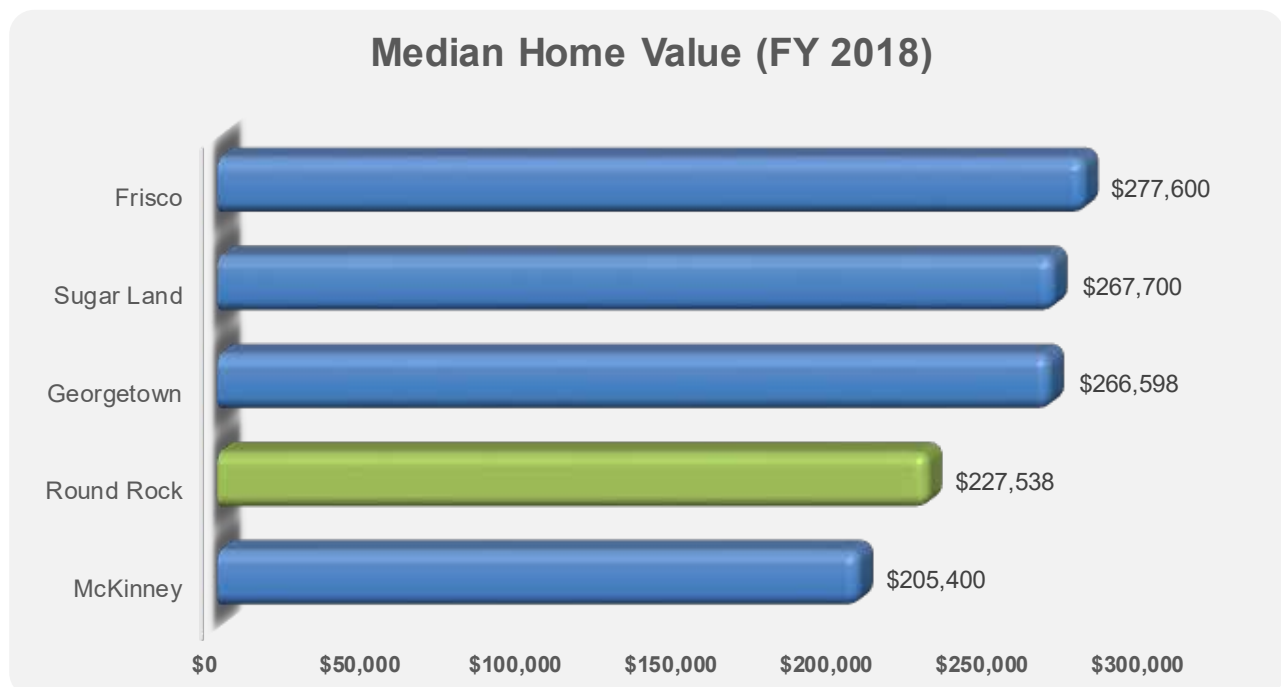
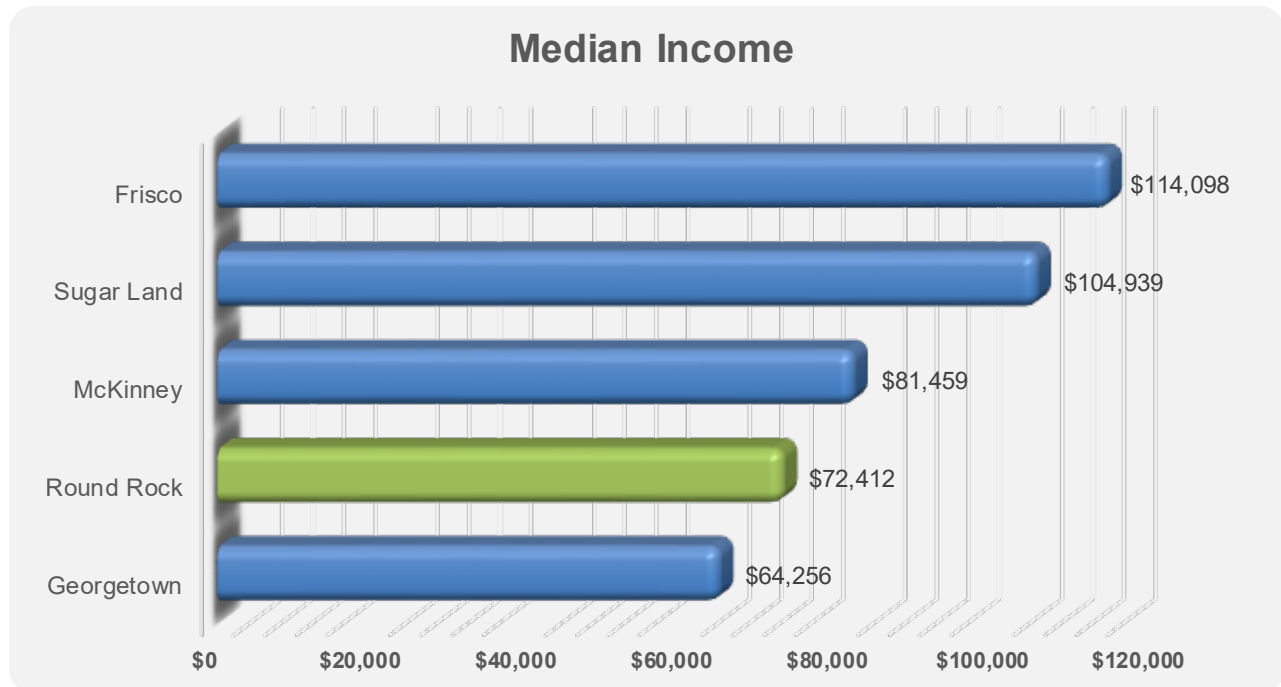
Class of Property	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019
Residential	4,863,360,862	5,431,201,350	5,933,189,051	6,443,692,473	7,088,512,604	7,345,853,434
Commercial	2,735,922,464	3,377,983,098	3,706,097,433	3,891,783,865	4,331,258,739	4,859,742,956
Personal Property - Business	836,731,060	616,107,675	597,705,791	568,650,989	790,683,984	818,955,256
Assessed Valuation	8,436,014,386	9,425,292,123	10,236,992,275	10,904,127,327	12,210,455,327	13,024,551,646
60% of ARB	188,734,781	208,864,303	255,093,647	423,048,527	240,698,433	581,209,513
<b>Tax Roll Total</b>	<b>\$8,624,749,167</b>	<b>\$9,634,156,426</b>	<b>\$10,492,085,922</b>	<b>\$11,327,175,854</b>	<b>\$12,451,153,760</b>	<b>\$13,605,761,159</b>

# TAXABLE ASSESSED VALUE BY PROPERTY TYPE - BENCHMARKING



Tax Year 2017				
City	Total AV	% Commercial	% Multifamily	% Residential
Lewisville	9,666,299,744	48%	16%	36%
Austin	138,550,224,651	34%	15%	51%
Round Rock	12,451,153,760	34%	11%	56%
Cedar Park	9,411,881,068	29%	8%	63%
Frisco	28,024,562,279	31%	6%	63%
McKinney	22,570,994,274	30%	5%	65%
Sugar Land	13,906,608,035	34%	1%	65%
Pflugerville	5,598,408,882	30%	4%	66%
Georgetown	8,832,284,980	29%	4%	67%
Pearland	10,639,858,971	20%	5%	75%
Leander	4,703,230,836	21%	3%	77%
Hutto	1,837,319,419	14%	1%	85%

## DEMOGRAPHICS - BENCHMARKING





## PERSONNEL & BENEFITS

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# COMPENSATION & BENEFITS HIGHLIGHTS

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## Health Insurance Cost

No Net Impact

- No anticipated premium increase for FY 2019
- Current rate is \$12,000 per employee, per year

## Public Safety (Police & Fire) Steps & Market Adjustments

\$2.0 million

## General Government Salary Increases & Market Adjustments

\$1.9 million

## TMRS

No Net Impact

- Total TMRS funding for FY 2019 \$10.2 million
- FY 2019 contribution rate 15.47%
- Percent of pension liability funded 81.37%

## OPEB Liability

\$5.2 million  
Fully Funded

## Training & Development

HR Staff &  
Dept. Budgets

# SUMMARY OF NEW POSITIONS

---

<b>FY 2018, as Amended</b>	<b>964.88</b>
----------------------------	---------------

## **NEW – GENERAL FUND**

### **Fire**

- |  |      |
|--|------|
| • Firefighters (Hire Date: 2/1/19)             | 3.00 |
| • Administrative Assistant (Hire Date: 2/1/19) | 1.00 |

### **Police**

- |  |      |
|--|------|
| • Additional FTE authorization for 2 part-time positions | 0.05 |
| • Police Officers (Hire Date: 2/1/19)                    | 2.00 |

### **Communications**

- |  |      |
|--|------|
| • Web/Graphic Design Coordinator (Hire Date: 2/1/19) | 1.00 |
|--|------|

### **Finance**

- |  |      |
|--|------|
| • Accountant – Senior (Hire Date: 10/1/18) | 1.00 |
|--|------|

### **General Services**

- |  |      |
|--|------|
| • Facility Tech and Custodian for Public Safety Training Facility (Hire Date: 10/1/18) | 2.00 |
| • Mechanic – Fire Department (Hire Date: 2/1/19)                                       | 1.00 |
| • Convert 2 PT Custodians to FT (Eff. Date: 10/1/18)                                   | 1.00 |

### **Human Resources**

- |   |      |
|---|------|
| • Org. Developmental Trainer (Hire Date: 10/1/18) | 1.00 |
|---|------|

### **Library**

- |   |      |
|---|------|
| • PT Library Assistant (Hire Date: 10/1/18) | 0.50 |
|---|------|

### **Parks and Recreation**

- |   |      |
|---|------|
| • Parks Maintenance Worker (Hire Date: 2/1/19)        | 1.00 |
| • Parks Maintenance Worker Senior (Hire Date: 2/1/19) | 1.00 |
| • Park Ranger (Hire Date: 2/1/19)                     | 1.00 |

## SUMMARY OF NEW POSITIONS (CONTINUED)

---

### Transportation

- Asphalt Maintenance- Equipment Operators (Hire Date: 2/1/19) 2.00
- Traffic Management Operator (Hire Date: 2/1/19) 1.00
- Transfer 2 Positions to Drainage Fund (2.00)

**GENERAL FUND SUB-TOTAL 17.55**

### NEW – OTHER FUNDS

**Utility Fund – Wastewater Treatment Plant 20.00**

**Drainage Fund – Transfer 2 Positions from General Fund 2.00**

### Multipurpose Complex

- Sports Facility Maintenance Worker (Hire Date:10/1/18) 1.00

**Other Funds SUB-TOTAL: 23.00**

**Total New FTEs 40.55**

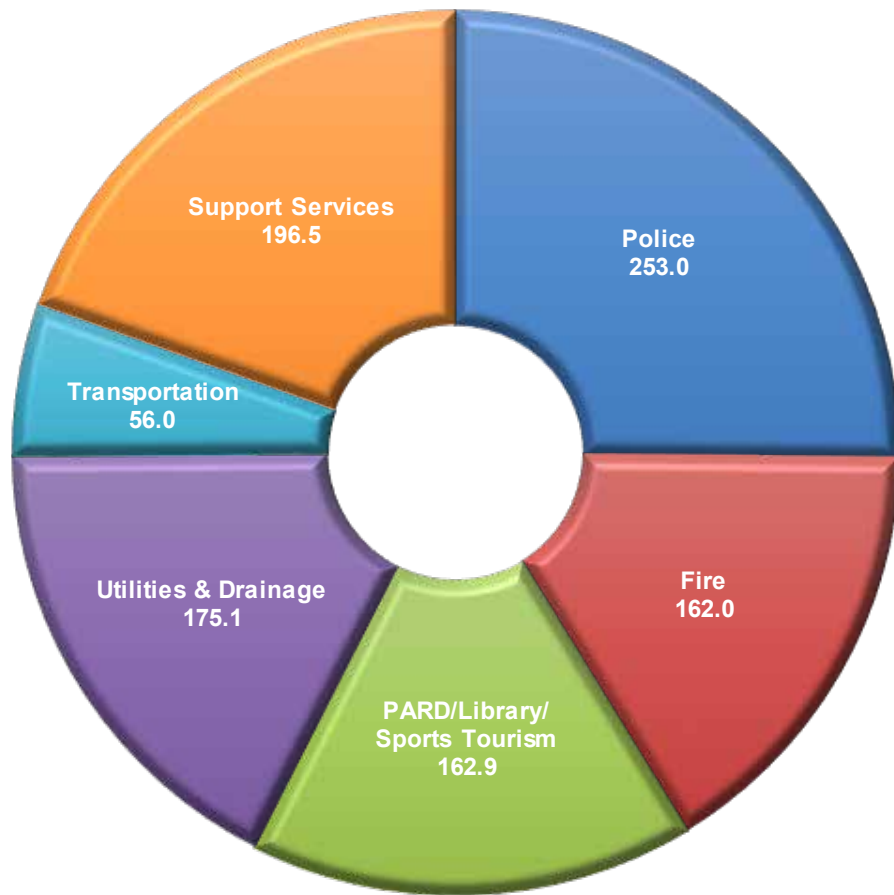
**Total Proposed FTEs 1,005.425**

**% Change 4.2%**

**% Change excluding WWTP Change 2.1%**



# SUMMARY OF FTES BY FUNCTION



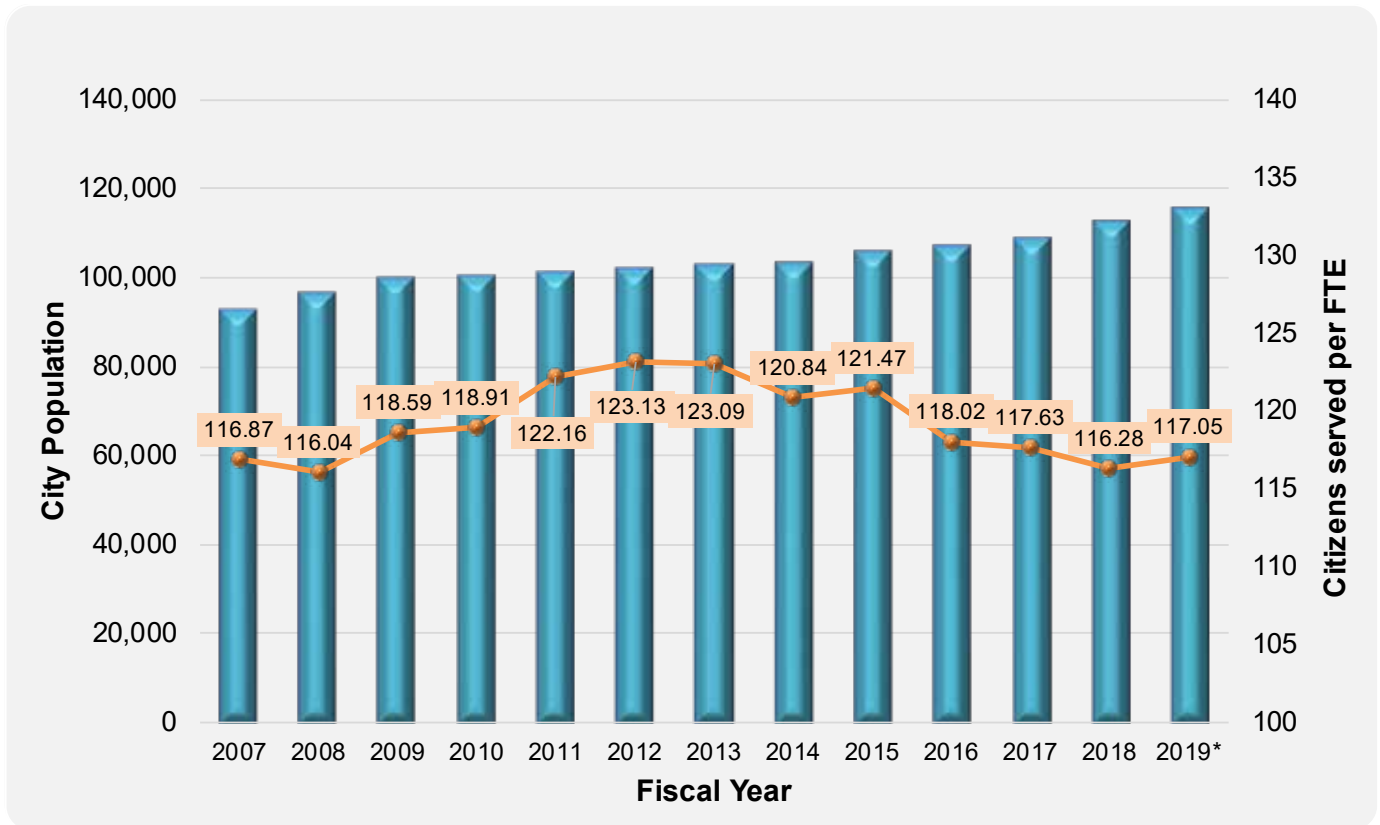
**TOTAL FTES FY 2019 = 1,005.43**

Function	FY 2016 Actual	FY 2017 Actual	FY 2018 Revised	FY 2019 Proposed	% of Total
Police	239.50	247.90	250.90	252.95	25.2%
Fire	140.00	142.00	158.00	162.00	16.1%
PARD/Library/Sports Tourism	149.38	152.50	158.38	162.88	16.2%
Utilities & Drainage	150.50	149.50	153.13	175.13	17.4%
Transportation	54.00	51.00	55.00	56.00	5.6%
Support Services	169.75	178.23	189.48	196.48	19.5%
<b>Total</b>	<b>903.13</b>	<b>921.13</b>	<b>964.88</b>	<b>1,005.43</b>	<b>100.0%</b>

# FTE 10 YEAR HISTORY BY DEPARTMENT

	Full Time Equivalents													6/11/2018 Current Vacancies
	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 MY BA	FY 2018 Revised	Transfers	New Program Add'l FTEs	FY 2019 Proposed
<b>General Fund</b>														
Administration <sup>2,3</sup>	13.00	13.00	13.00	13.00	14.00	15.00	15.00	16.00	11.50	1,000	10,500	-	-	10,500
Communications <sup>1</sup>	-	-	-	-	-	-	-	-	5.00	1,000	5,000	-	1,000	6,000
Finance <sup>3</sup>	42.00	42.00	42.00	43.00	41.00	41.00	41.00	39.50	38.75	1,000	38,750	-	1,000	39,750
Fire <sup>3</sup>	129.00	129.00	129.00	129.00	130.00	137.00	137.00	140.00	142.00	6,000	158,000	-	4,000	162,000
Fiscal Support Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
General Services <sup>2,3</sup>	-	15.00	27.00	28.00	32.50	36.50	38.50	41.00	44.00	1,000	48,000	-	4,000	52,000
Human Resources	10.75	10.75	10.75	10.75	10.75	10.75	10.75	11.75	11.75	-	11,750	-	1,000	12,750
Information Technology	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	21.00	-	21,000	-	-	21,000
Legal Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Library	29.25	29.25	29.25	30.50	29.50	30.50	30.50	30.50	30.50	31,000	31,000	-	0.500	31,500
Parks & Recreation	96.50	97.50	93.50	93.75	91.25	91.25	91.25	105.88	102.00	105,375	105,375	-	3,000	108,375
Planning & Development Services <sup>2,3</sup>	19.75	19.75	22.75	39.75	33.75	33.75	34.75	36.75	43.75	0.250	52,000	-	-	52,000
Building Inspections	12.00	12.00	-	-	-	-	-	-	-	-	-	-	-	-
Engineering & Development Services	44.75	44.75	-	-	-	-	-	-	-	-	-	-	-	-
Police	213.00	213.00	218.50	218.50	221.00	223.00	233.50	239.50	247.90	250,900	250,900	-	2,050	252,950
Recycling Services	-	-	-	2.75	2.75	2.75	2.75	2.75	2.48	2,475	2,475	-	-	2,475
Transportation <sup>2</sup>	8.50	8.50	-	47.00	52.00	52.00	50.00	54.00	51.00	55,000	55,000	(2,000)	3,000	56,000
<b>Total</b>	<b>703.50</b>	<b>704.50</b>	<b>680.50</b>	<b>678.00</b>	<b>680.50</b>	<b>695.50</b>	<b>707.00</b>	<b>739.63</b>	<b>751.63</b>	<b>9,250</b>	<b>789,750</b>	<b>(2,000)</b>	<b>19,550</b>	<b>807,300</b>
<b>Drainage Fund</b>														
Drainage	-	-	15.00	17.00	18.00	18.00	19.00	22.00	22.00	-	22,000	2,000	-	24,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>15.00</b>	<b>17.00</b>	<b>18.00</b>	<b>18.00</b>	<b>19.00</b>	<b>22.00</b>	<b>22.00</b>	<b>-</b>	<b>22,000</b>	<b>2,000</b>	<b>-</b>	<b>24,000</b>
<b>Utility Fund</b>														
Utilities - Administration	8.00	8.00	8.00	11.00	10.00	10.00	11.00	12.00	12.00	13,000	13,000	-	-	13,000
Utilities - Billings & Collections <sup>3</sup>	15.00	15.00	15.00	15.00	15.00	17.75	17.75	16.50	16.88	(0.625)	16,500	-	-	16,500
Utilities - Environmental Services	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	7,000	7,000	-	-	7,000
Utilities - Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wastewater Line Maintenance	28.00	27.00	26.00	26.00	26.00	26.00	26.00	26.00	27.00	27,000	27,000	-	-	27,000
Wastewater Systems Support	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	6,000	6,000	-	-	6,000
Wastewater Treatment Plant	-	-	-	-	-	-	-	-	-	-	-	-	20,000	20,000
Water Line Maintenance	32.00	33.00	32.00	32.00	32.00	32.00	32.00	32.00	31.00	31,000	31,000	-	-	31,000
Water Systems Support	21.00	21.00	20.00	19.00	19.00	17.00	17.00	16.00	16.00	16,000	16,000	-	-	16,000
Water Treatment Plant	18.00	18.00	14.00	14.00	14.00	15.00	15.00	15.00	14.63	14,625	14,625	-	-	14,625
<b>Total</b>	<b>132.00</b>	<b>132.00</b>	<b>125.00</b>	<b>127.00</b>	<b>126.00</b>	<b>127.75</b>	<b>128.75</b>	<b>127.50</b>	<b>127.50</b>	<b>(0.625)</b>	<b>131,125</b>	<b>-</b>	<b>20,000</b>	<b>151,125</b>
<b>HOT Funds</b>														
Arts and Culture <sup>1</sup>	-	-	-	-	-	-	-	-	1.00	1,000	1,000	-	-	1,000
Convention & Visitors Bureau	3.50	3.50	3.50	3.00	3.00	3.00	3.00	3.00	4.00	3,000	3,000	-	-	3,000
Sports Management & Tourism	-	-	-	1.00	4.00	9.00	10.00	11.00	11.00	13,500	13,500	-	-	13,500
<b>Total</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>4.00</b>	<b>7.00</b>	<b>12.00</b>	<b>13.00</b>	<b>14.00</b>	<b>16.00</b>	<b>-</b>	<b>17,500</b>	<b>-</b>	<b>-</b>	<b>17,500</b>
<b>MPF Complex Fund</b>														
MPF Complex Fund	-	-	-	-	-	-	-	-	4.00	4,500	4,500	-	1,000	5,500
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	<b>4,500</b>	<b>-</b>	<b>1,000</b>	<b>5,500</b>
<b>Grand Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
<b>Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
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<b>Grand Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
<b>Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
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<b>Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
<b>Grand Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
<b>Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
<b>Grand Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
<b>Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
<b>Grand Total</b>	<b>839,000</b>	<b>840,000</b>	<b>824,000</b>	<b>826,000</b>	<b>831,500</b>	<b>853,250</b>	<b>867,750</b>	<b>903,125</b>	<b>921,125</b>	<b>8,625</b>	<b>964,875</b>	<b>-</b>	<b>40,550</b>	<b>1,005,425</b>
<b>Total</b>	<b>839,000</b>	<b>840,000</b>	<b>8</b>											

# CITIZENS SERVED PER EMPLOYEE



\*Projected

Year	Population	Employees (FTEs)	Citizens Served per Employee
2007	92,500	791.50	116.87
2008	96,200	829.00	116.04
2009	99,500	839.00	118.59
2010	99,887	840.00	118.91
2011	100,659	824.00	122.16
2012	101,702	826.00	123.13
2013	102,349	831.50	123.09
2014	103,107	853.25	120.84
2015	105,405	867.75	121.47
2016	106,591	903.13	118.02
2017	108,353	921.13	117.63
2018	112,201	964.88	116.28
2019	115,343	985.43 *	117.05

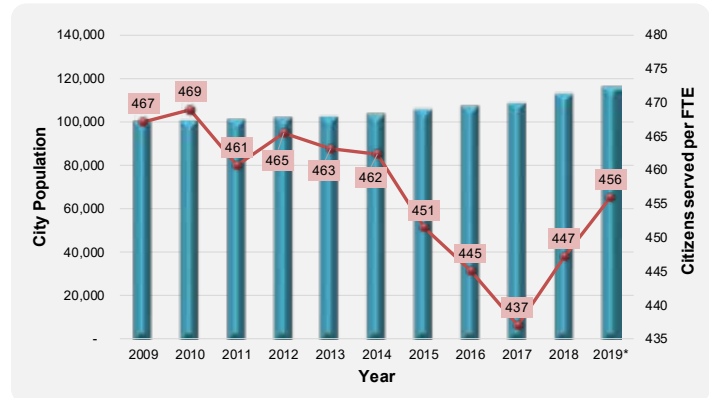
## Notable Changes

- Prior to 2015, the City utilized temporary staff that were converted to permanent FTEs in FY 2016
- FY 2018 - Increase of 15 Firefighters & 1 Logistics Officer for new fire stations
- FY 2019 - \* Does not include the 20 FTEs for assuming operational control of regional wastewater system for comparison purposes to prior years

# CITIZENS SERVED PER EMPLOYEE

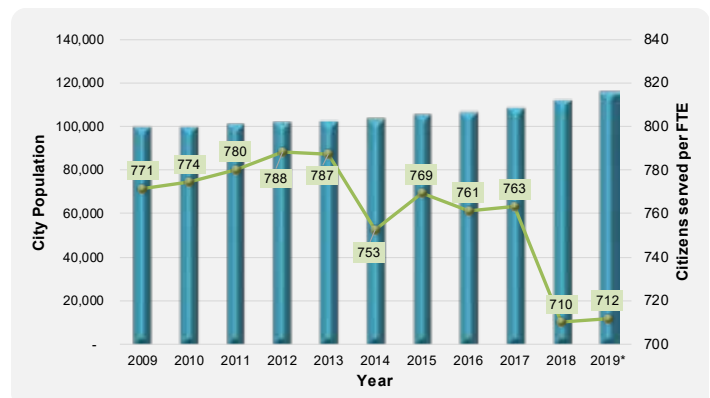
## POLICE

Year	Population	Police FTEs	Citizens Served per Police FTE
2009	99,500	213.00	467
2010	99,887	213.00	469
2011	100,659	218.50	461
2012	101,702	218.50	465
2013	102,349	221.00	463
2014	103,107	223.00	462
2015	105,405	233.50	451
2016	106,591	239.50	445
2017	108,353	247.90	437
2018	112,201	250.90	447
2019*	115,343	252.95	456



## FIRE

Year	Population	Fire FTEs	Citizens Served per Fire FTE
2009	99,500	129.00	771
2010	99,887	129.00	774
2011	100,659	129.00	780
2012	101,702	129.00	788
2013	102,349	130.00	787
2014	103,107	137.00 <sup>1</sup>	753
2015	105,405	137.00	769
2016	106,591	140.00	761
2017	108,353	142.00	763
2018	112,201	158.00 <sup>2</sup>	710
2019*	115,343	162.00	712



- 1 7 firefighters added as an Engine Company for Station 4, Gattis School Road.  
 2 15 Firefighters & 1 Logistics Officer added for new fire stations

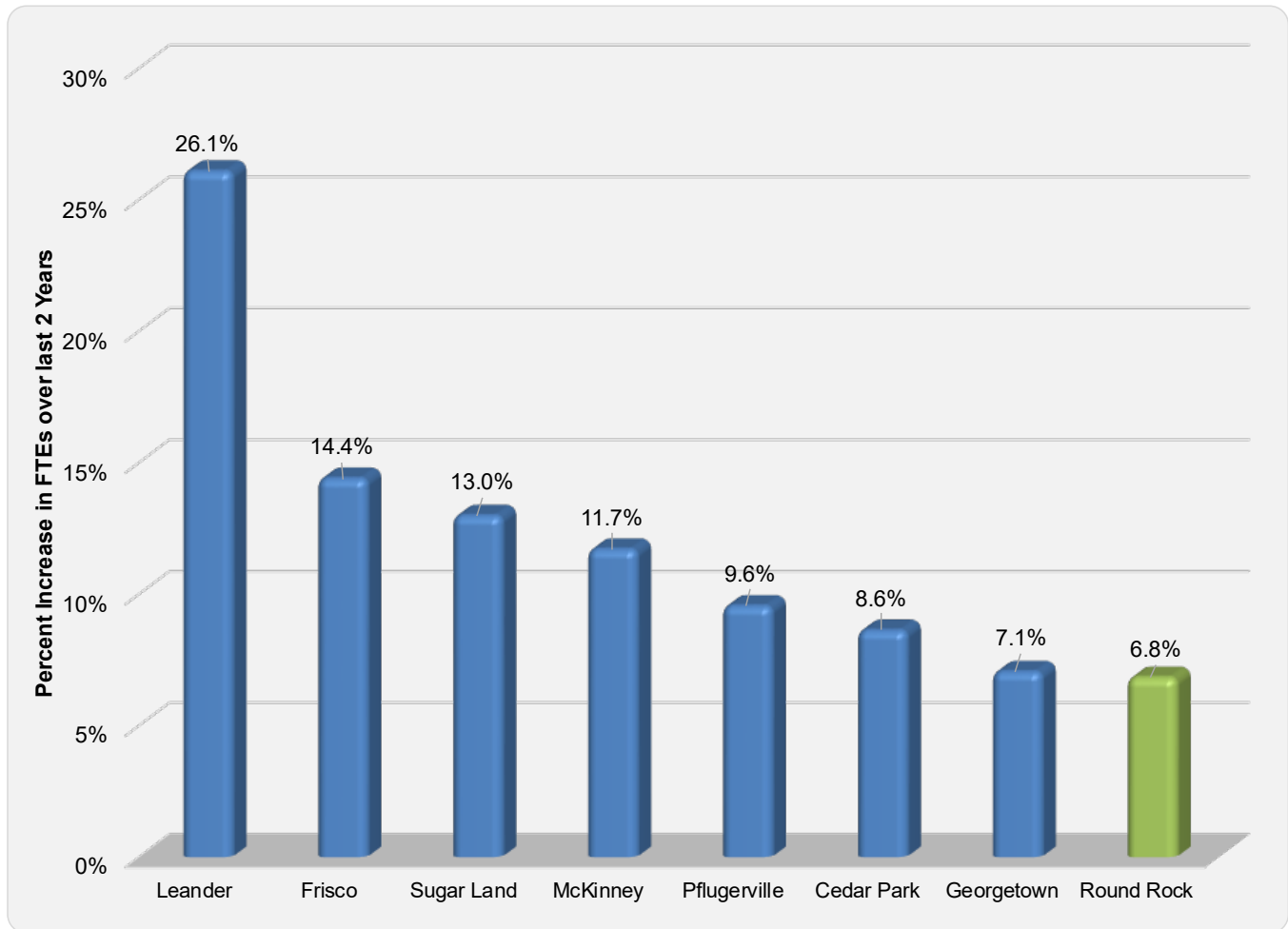
## PARKS AND RECREATION<sup>1</sup>

Year	Population	PARD FTEs	Citizens Served per PARD FTE
2009	99,500	96.50	1,031
2010	99,887	97.50	1,024
2011	100,659	93.50	1,077
2012	101,702	93.75	1,085
2013	102,349	91.25	1,122
2014	103,107	91.25	1,130
2015	105,405	91.25	1,155
2016	106,591	101.88 <sup>2</sup>	1,046
2017	108,353	102.00	1,062
2018	112,201	105.38	1,065
2019*	115,343	108.38	1,064



- 1 Does not include staffing for local use of Sports Center or Multi purpose Complex  
 2 PARD Staffing study implementation and conversion of Temp to Part-Time  
 \*Projected

## BENCHMARKING - 2 YEAR INCREASE IN FTES



City	FY 2016	FY 2017	FY 2018	Net Increase	% Increase
Leander	230.50	265.50	290.65	60.15	26.1%
Frisco	1,187.00	1,274.00	1,358.05	171.05	14.4%
Sugar Land	711.99	788.00	804.50	92.51	13.0%
McKinney	1,059.30	1,107.00	1,183.40	124.10	11.7%
Pflugerville	340.00	354.00	372.50	32.50	9.6%
Cedar Park	446.00	465.00	484.50	38.50	8.6%
Georgetown	658.75	684.25	705.25	46.50	7.1%
Round Rock	903.13	921.13	964.88	61.75	6.8%

# DETAILS - 2 YEAR INCREASE IN FTES FOR CITIES

City	FY 16	FY 17	FTE Count Increase	FY 17	FY 18	FTE Count Increase	Net Change over Two Years
<b>Round Rock</b>	<b>903.125</b>	<b>921.125</b>	<b>18.00</b>	<b>921.125</b>	<b>964.875</b>	<b>43.750</b>	<b>61.750</b>
		Added: 2 General Services 3 Planning 1 Transportation 8 Police 2 Fire 1 CVB 1 Administration			Added: 1.000 Administration .375 Finance 4.000 General Services 16.000 Fire 3.000 Police 3.375 Parks & Recs .500 Library 5.250 Planning 4.000 Transportation 4.250 Utilities 2.000 SMT		6.8%
<b>Cedar Park</b>	<b>446.00</b>	<b>465.00</b>	<b>19.00</b>	<b>465.00</b>	<b>484.50</b>	<b>19.50</b>	<b>38.50</b>
		Added: 9 General Fund 3 Police 5 Fire 2 Utilities			Added: 8.5 General Fund 4 Police 5 Fire 2 Utilities		8.6%
<b>Frisco</b>	<b>1,187.00</b>	<b>1,274.00</b>	<b>87.00</b>	<b>1,274.00</b>	<b>1,358.05</b>	<b>84.05</b>	<b>171.05</b>
		Added: 37 General Fund 26 Police 11 Fire 8 Utilities 2 Drainage 1 Environmental Services 2 Hotel/Motel Fund			Added: 38.05 General Fund 18 Police 19 Fire 6 Utilities 3 Drainage		14.4%
<b>Georgetown</b>	<b>658.75</b>	<b>684.25</b>	<b>25.50</b>	<b>684.25</b>	<b>705.25</b>	<b>21.00</b>	<b>46.50</b>
		Added: 12 General Fund 3 Police 6.5 Fire 1 Joint Services 2 Utilities 1 Airport			Added: 10 General Fund 3 Police 5 Joint Services 3 Utilities		7.1%
<b>Leander</b>	<b>230.50</b>	<b>265.60</b>	<b>35.10</b>	<b>265.60</b>	<b>290.65</b>	<b>25.05</b>	<b>60.15</b>
		Added: 12.10 General Fund 8 Police 7 Fire 8 Utilities			Added: 10.9 General Fund 8 Police 4 Fire 3 Utilities (0.85) Golf Fund		26.1%
<b>McKinney</b>	<b>1,059.30</b>	<b>1,107.00</b>	<b>47.70</b>	<b>1,107.00</b>	<b>1,183.40</b>	<b>76.40</b>	<b>124.10</b>
		Added: 30.2 General Fund 6 Police 3 Fire 8.5 Utilities			Added: 51 General Fund 14 Police 4 Fire 7.40 Utilities		11.7%
<b>Pflugerville</b>	<b>340.00</b>	<b>354.00</b>	<b>14.00</b>	<b>354.00</b>	<b>372.50</b>	<b>18.50</b>	<b>32.50</b>
		Added: 13 General Fund 1 Police			Added: 9.5 General Fund 2 Police 7 Utilities		9.6%
<b>Sugar Land</b>	<b>711.99</b>	<b>788.00</b>	<b>76.01</b>	<b>788.00</b>	<b>804.50</b>	<b>16.50</b>	<b>92.51</b>
		Added: 24.31 General Fund 28.70 Police 7 Fire 2 Airport Fund 14 Utilities			Added: 12.5 General Fund 1 Fire 3 Utilities		13.0%



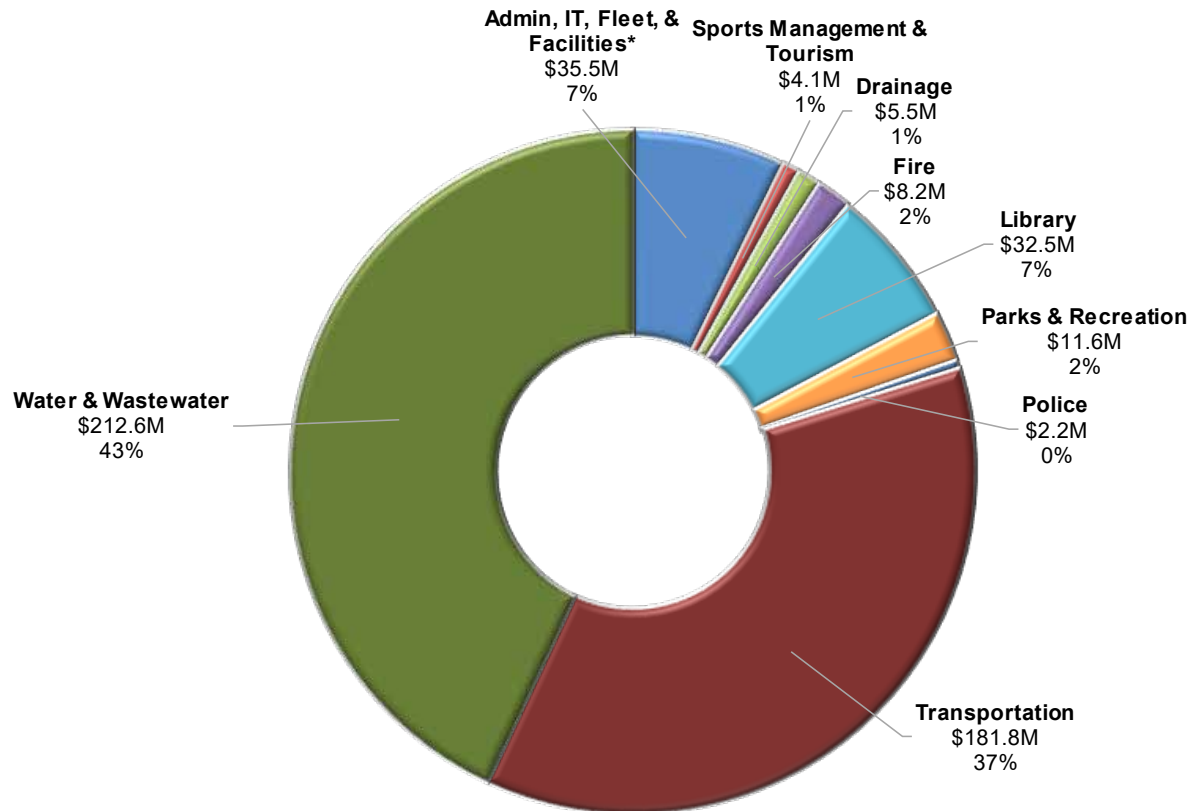
# CAPITAL IMPROVEMENT PLAN

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- 5 Year CIP by Use.....81
- 5 Year CIP by Source.....82
- Projects & Funding Sources by Department.....83

# 5 YEAR CIP BY USE

**\$494.0 MILLION**



	2019	2020	2021	2022	2023	Total
Administration, IT, & Facilities	\$17,858,033	\$5,427,000	\$5,350,000	\$5,350,000	\$1,500,000	\$35,485,033
Sports Management & Tourism	2,372,300	650,000	350,000	350,000	350,000	4,072,300
Drainage	5,522,500	-	-	-	-	5,522,500
Fire	4,832,041	1,020,000	1,027,000	1,066,000	250,000	8,195,041
Library	5,000,000	12,000,000	15,491,573	-	-	32,491,573
Parks & Recreation	6,408,261	2,386,402	950,000	950,000	950,000	11,644,663
Police	767,614	350,000	350,000	350,000	350,000	2,167,614
Transportation	25,882,097	55,351,220	52,799,682	38,022,874	9,775,774	181,831,647
Water & Wastewater	36,041,108	54,604,527	68,769,781	37,869,646	15,305,175	212,590,237
<b>Total</b>	<b>\$104,683,954</b>	<b>\$131,789,149</b>	<b>\$145,088,036</b>	<b>\$83,958,520</b>	<b>\$28,480,949</b>	<b>\$494,000,608</b>

## Note:

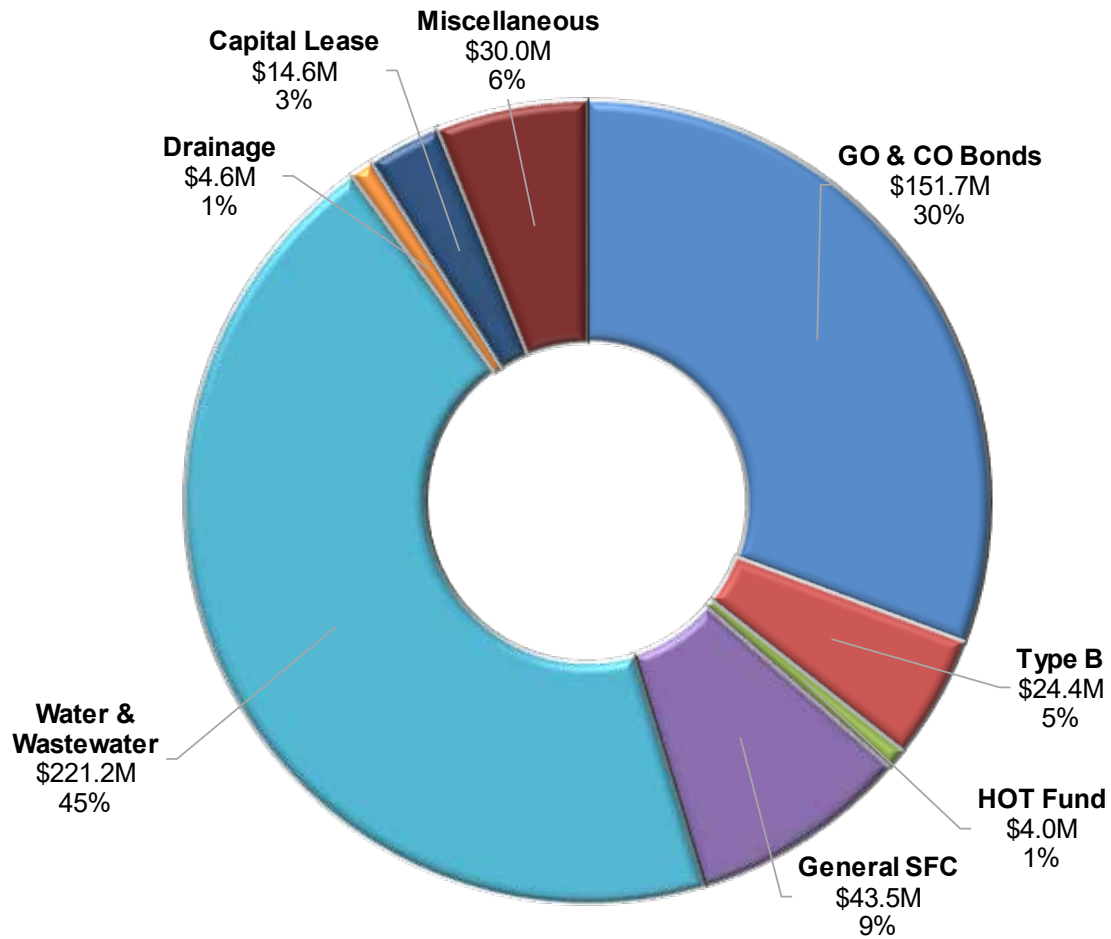
1 Admin, IT, Fleet, & Facilities includes projects for Administration, Facility Maintenance, Fleet, General Services, & Information Technology.

2 Water & Wastewater includes projects for Regional Water System (BCRUA) & Regional WW System (BCRWWS).

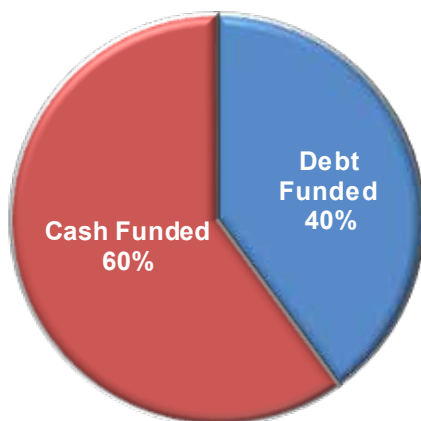


# 5 YEAR CIP BY SOURCE

**\$494.0 MILLION**



**Note:**



# PROJECTS & FUNDING SOURCE BY DEPARTMENT

Department	2019	2020	2021	2022	2023	Total
<b>Administration</b>						
Williamson County Regional Animal Shelter	1,259,173					1,259,173
<i>General Self Financed Construction</i>	<i>1,259,173</i>					<i>1,259,173</i>
Administration Total	1,259,173	-	-	-	-	1,259,173
<b>Drainage &amp; Storm Water</b>						
Brushy Slopes	147,500					147,500
<i>2014 Drainage Revenue Bonds</i>	<i>147,500</i>					<i>147,500</i>
Chisholm Valley Drainage Assessment	25,000					25,000
<i>2014 Drainage Revenue Bonds</i>	<i>25,000</i>					<i>25,000</i>
Dam 101	2,075,000					2,075,000
<i>Regional Detention Fund</i>	<i>1,238,085</i>					<i>1,238,085</i>
<i>Self-Financed Drainage Construction</i>	<i>836,915</i>					<i>836,915</i>
Dry Branch Tributaries	750,000					750,000
<i>2014 Drainage Revenue Bonds</i>	<i>750,000</i>					<i>750,000</i>
Kensington Drainage Improvements	1,250,000					1,250,000
<i>2014 Drainage Revenue Bonds</i>	<i>1,250,000</i>					<i>1,250,000</i>
Meadows Area Drainage Assessment	25,000					25,000
<i>2014 Drainage Revenue Bonds</i>	<i>25,000</i>					<i>25,000</i>
Oak Bluff Flooding Improvements	875,000					875,000
<i>2014 Drainage Revenue Bonds</i>	<i>875,000</i>					<i>875,000</i>
Greater Round Rock West Drainage Assessment	75,000					75,000
<i>2014 Drainage Revenue Bonds</i>	<i>75,000</i>					<i>75,000</i>
Creek Stormwater Modeling	300,000					300,000
<i>Regional Detention Fund</i>	<i>300,000</i>					<i>300,000</i>
Drainage & Storm Water Total	5,522,500	-	-	-	-	5,522,500
<b>Facility Maintenance</b>						
FM Internal Service - ALL 2018	200,000					200,000
<i>Pay As You Go</i>	<i>200,000</i>					<i>200,000</i>
FM Internal Service - ALL 2019	750,000					750,000
<i>Pay As You Go</i>	<i>750,000</i>					<i>750,000</i>
FM Internal Service - ALL 2020		750,000				750,000
<i>Pay As You Go</i>		<i>750,000</i>				<i>750,000</i>
FM Internal Service - ALL 2021			750,000			750,000
<i>Pay As You Go</i>			<i>750,000</i>			<i>750,000</i>
FM Internal Service - ALL 2022				750,000		750,000
<i>Pay As You Go</i>				<i>750,000</i>		<i>750,000</i>
FM Internal Service - ALL 2023					750,000	750,000
<i>Pay As You Go</i>					<i>750,000</i>	<i>750,000</i>
Facility Maintenance Total	950,000	750,000	750,000	750,000	750,000	3,950,000
<b>Fire</b>						
Fire Apparatus		770,000	777,000	816,000		2,363,000
<i>Capital Lease</i>		<i>770,000</i>	<i>777,000</i>	<i>816,000</i>		<i>2,363,000</i>
Fire Station #3 - La Frontera	3,579,041					3,579,041
<i>2017 GO Bond Issuance</i>	<i>3,579,041</i>					<i>3,579,041</i>
Temporary Fire Station #10 - 1431	500,000					500,000
<i>Other Governmental Entity Funds (Williamson County)</i>	<i>500,000</i>					<i>500,000</i>
Fire Safety Equipment Replacement Program - 2019	250,000					250,000
<i>Pay As You Go</i>	<i>250,000</i>					<i>250,000</i>
Fire Safety Equipment Replacement Program - 2020		250,000				250,000
<i>Pay As You Go</i>		<i>250,000</i>				<i>250,000</i>
Fire Safety Equipment Replacement Program - 2021			250,000			250,000
<i>Pay As You Go</i>			<i>250,000</i>			<i>250,000</i>

# PROJECTS & FUNDING SOURCE BY DEPARTMENT

Department	2019	2020	2021	2022	2023	Total
Fire Safety Equipment Replacement Program - 2022				250,000		250,000
<i>Pay As You Go</i>				250,000		250,000
Fire Safety Equipment Replacement Program - 2023					250,000	250,000
<i>Pay As You Go</i>					250,000	250,000
Battalion Command Vehicle	135,000					135,000
<i>Capital Lease</i>	135,000					135,000
RRFD Radio Apex Replacement (FY19 - Year 4 of 4)	368,000					368,000
<i>General Self Finance Purchases</i>	368,000					368,000
<b>Fire Total</b>	<b>4,832,041</b>	<b>1,020,000</b>	<b>1,027,000</b>	<b>1,066,000</b>	<b>250,000</b>	<b>8,195,041</b>
<b>Fleet</b>						
Vehicle&Equip. Replace-Gen 19-22	3,085,000	3,000,000	3,000,000	3,000,000		12,085,000
<i>Capital Lease</i>	3,085,000	3,000,000	3,000,000	3,000,000		12,085,000
Vehicle&Equip. Replace-DRAIN 19-22	273,000	177,000	100,000	100,000		650,000
<i>Drainage Fund</i>	273,000	177,000	100,000	100,000		650,000
Vehicle&Equip. Replace-UT 19-22	750,000	750,000	750,000	750,000		3,000,000
<i>Utility Fund</i>	750,000	750,000	750,000	750,000		3,000,000
<b>Fleet Total</b>	<b>4,108,000</b>	<b>3,927,000</b>	<b>3,850,000</b>	<b>3,850,000</b>	<b>-</b>	<b>15,735,000</b>
<b>General Services</b>						
Luther Peterson Bldg Imprvts	10,790,860					10,790,860
<i>Future CO Bond Issuance</i>	6,750,000					6,750,000
<i>Self-Finance Water Construction</i>	4,040,860					4,040,860
<b>General Services Total</b>	<b>10,790,860</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,790,860</b>
<b>Information Technology</b>						
IT Internal Services 2019	750,000					750,000
<i>Pay As You Go</i>	750,000					750,000
IT Internal Services 2020		750,000				750,000
<i>Pay As You Go</i>		750,000				750,000
IT Internal Services 2021			750,000			750,000
<i>Pay As You Go</i>			750,000			750,000
IT Internal Services 2022				750,000		750,000
<i>Pay As You Go</i>				750,000		750,000
IT Internal Services 2023					750,000	750,000
<i>Pay As You Go</i>					750,000	750,000
<b>Information Technology Total</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>3,750,000</b>
<b>Library</b>						
New Main Library Facility	5,000,000	12,000,000	2,091,573			19,091,573
<i>Future GO Bond Issuance</i>	5,000,000	12,000,000	2,091,573			19,091,573
<b>Library Total</b>	<b>5,000,000</b>	<b>12,000,000</b>	<b>2,091,573</b>	<b>-</b>	<b>-</b>	<b>19,091,573</b>
<b>Parks and Recreation</b>						
2018 PARD R&R Memorial Park Playground	195,000					195,000
<i>General Self Financed Construction</i>	195,000					195,000
Adult Sports Complex	913,632					913,632
<i>2017 GO Bond Issuance</i>	913,632					913,632
Brushy Creek Trail - Veterans Park to Rabb Park	480,457					480,457
<i>2014 GO Bonds</i>	480,457					480,457
Heritage Trail EAST	430,000					430,000
<i>2014 GO Bonds</i>	430,000					430,000
2020 PARD Repair & Replace		250,000				250,000

# PROJECTS & FUNDING SOURCE BY DEPARTMENT

Department	2019	2020	2021	2022	2023	Total
<i>Pay As You Go</i>		250,000				250,000
2020 OSP Repair & Replace Bucket		700,000				700,000
<i>PARD Cap Ex Revenue</i>		200,000				200,000
<i>Pay As You Go</i>		500,000				500,000
Repair/Replace ADA 2020		775,000				775,000
<i>2017 GO Bond Issuance</i>		775,000				775,000
2021 PARD Repair & Replace			250,000			250,000
<i>Pay As You Go</i>			250,000			250,000
2021 OSP Repair & Replace Bucket			700,000			700,000
<i>PARD Cap Ex Revenue</i>			200,000			200,000
<i>Pay As You Go</i>			500,000			500,000
2022 PARD Repair & Replace				250,000		250,000
<i>Pay As You Go</i>				250,000		250,000
2022 OSP Repair & Replace Bucket				700,000		700,000
<i>PARD Cap Ex Revenue</i>				200,000		200,000
<i>Pay As You Go</i>				500,000		500,000
2023 PARD Repair & Replace					250,000	250,000
<i>Pay As You Go</i>					250,000	250,000
2023 OSP Repair & Replace Bucket					700,000	700,000
<i>PARD Cap Ex Revenue</i>					200,000	200,000
<i>Pay As You Go</i>					500,000	500,000
PARD Sports Complex	250,000					250,000
<i>2017 GO Bond Issuance</i>	250,000					250,000
Lake Creek Trail	1,041,838					1,041,838
<i>2014 GO Bonds</i>	1,041,838					1,041,838
Facility Improvements-Krebsback Pool	42,414					42,414
<i>2014 GO Bonds</i>	42,414					42,414
Clay Madsen Rec Center	274,920					274,920
<i>2014 GO Bonds</i>	274,920					274,920
Rock'N River Improvements	250,000					250,000
<i>2017 GO Bond Issuance</i>	250,000					250,000
Heritage Trail WEST	2,530,000	661,402				3,191,402
<i>2014 GO Bonds</i>	2,530,000	661,402				3,191,402
<b>Parks and Recreation Total</b>	<b>6,408,261</b>	<b>2,386,402</b>	<b>950,000</b>	<b>950,000</b>	<b>950,000</b>	<b>11,644,663</b>
<b>Police</b>						
Public Safety Radio Replacements (thru FY 21)	368,084					368,084
<i>General Self Finance Purchases</i>	368,084					368,084
Police Safety Equipment Replacement Program - 2019	350,000					350,000
<i>Pay As You Go</i>	350,000					350,000
Police Safety Equipment Replacement Program - 2020		350,000				350,000
<i>Pay As You Go</i>		350,000				350,000
Police Safety Equipment Replacement Program - 2021			350,000			350,000
<i>Pay As You Go</i>			350,000			350,000
Police Safety Equipment Replacement Program - 2022				350,000		350,000
<i>Pay As You Go</i>				350,000		350,000
Police Safety Equipment Replacement Program - 2023					350,000	350,000
<i>Pay As You Go</i>					350,000	350,000
Police Automated License Plate Reader	49,530					49,530
<i>General Self Finance Purchases</i>	49,530					49,530
<b>Police Total</b>	<b>767,614</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>2,167,614</b>
<b>Regional Water System (BCRUA)</b>						
Brushy Creek Regional WTP Phase 1B	34,000					34,000
<i>Future BCRUA Revenue Bonds</i>	34,000					34,000
BCRUA Phase 2 Deep Water & Raw Waterline Planning	1,200,000	1,500,000	2,500,000			5,200,000
<i>Future BCRUA Revenue Bonds</i>	1,200,000	1,500,000	2,500,000			5,200,000

# PROJECTS & FUNDING SOURCE BY DEPARTMENT

Department	2019	2020	2021	2022	2023	Total
BCRUA PHASE 2 DEEP WATER & RAW WATERLINE CON			7,600,000	7,600,000	7,600,000	22,800,000
<i>Future BCRUA Revenue Bonds</i>			<i>7,600,000</i>	<i>7,600,000</i>	<i>7,600,000</i>	<i>22,800,000</i>
<b>Regional Water System (BCRUA) Total</b>	<b>1,234,000</b>	<b>1,500,000</b>	<b>10,100,000</b>	<b>7,600,000</b>	<b>7,600,000</b>	<b>28,034,000</b>
<b>Regional WW System (BCRWWS)</b>						
East WWTP Re-Rate Improvements	6,506,192	35,231,869	41,413,272	18,375,150		101,526,483
<i>Regional Wastewater System Partners</i>	<i>4,646,192</i>	<i>25,141,869</i>	<i>29,583,272</i>	<i>13,127,250</i>		<i>72,498,583</i>
<i>Self-Finance Wastewater Construction</i>	<i>1,860,000</i>	<i>10,090,000</i>	<i>11,830,000</i>	<i>5,247,900</i>		<i>29,027,900</i>
<b>Regional WW System (BCRWWS) Total</b>	<b>6,506,192</b>	<b>35,231,869</b>	<b>41,413,272</b>	<b>18,375,150</b>	<b>-</b>	<b>101,526,483</b>
<b>Sports Management &amp; Tourism</b>						
Dell Diamond Capital Improvement & Repair	350,000	350,000	350,000	350,000	350,000	1,750,000
<i>Hotel Occupancy Fund</i>	<i>350,000</i>	<i>350,000</i>	<i>350,000</i>	<i>350,000</i>	<i>350,000</i>	<i>1,750,000</i>
Dell Diamond Stadium Seating Replacement	1,569,000					1,569,000
<i>Hotel Occupancy Fund</i>	<i>1,569,000</i>					<i>1,569,000</i>
Dell Diamond Parking Lot		300,000				300,000
<i>Hotel Occupancy Fund</i>		<i>300,000</i>				<i>300,000</i>
Dell Diamond Capital Imp & Repair - PY Allotment	403,300					403,300
<i>Hotel Occupancy Fund</i>	<i>403,300</i>					<i>403,300</i>
Multipurpose Sports Complex Initial Capital Outlay	50,000					50,000
<i>Multipurpose Sports Complex Fund</i>	<i>50,000</i>					<i>50,000</i>
<b>Sports Management &amp; Tourism Total</b>	<b>2,372,300</b>	<b>650,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>4,072,300</b>
<b>Transportation</b>						
Bridge Maintenance	33,503					33,503
<i>RR Trans &amp; EcoDev Corp</i>	<i>33,503</i>					<i>33,503</i>
Arterial Improvements - Bottlenecks	500,000	500,000	224,550			1,224,550
<i>Meridian Contribution</i>	<i>150,000</i>					<i>150,000</i>
<i>RR Trans &amp; EcoDev Corp</i>	<i>350,000</i>	<i>500,000</i>	<i>224,550</i>			<i>1,074,550</i>
Roundville Lane	328,000					328,000
<i>UPS Contribution</i>	<i>256,932</i>					<i>256,932</i>
<i>RR Trans &amp; EcoDev Corp</i>	<i>71,068</i>					<i>71,068</i>
North Mays Extension (PD & North)	2,000,000	1,400,000				3,400,000
<i>RR Trans &amp; EcoDev Corp</i>	<i>2,000,000</i>	<i>1,400,000</i>				<i>3,400,000</i>
McNeil (East Bagdad) Extension	2,786,305					2,786,305
<i>RR Trans &amp; EcoDev Corp</i>	<i>2,786,305</i>					<i>2,786,305</i>
Lisa Rae Drive	666,675					666,675
<i>General Self Financed Construction</i>	<i>666,675</i>					<i>666,675</i>
Gattis School Road Seg 3	768,037					768,037
<i>RR Trans &amp; EcoDev Corp</i>	<i>768,037</i>					<i>768,037</i>
Gattis School Road Seg 6	462,074					462,074
<i>RR Trans &amp; EcoDev Corp</i>	<i>462,074</i>					<i>462,074</i>
US 79 @ Kenney Fort (Kalahari)	1,881,436					1,881,436
<i>RR Trans &amp; EcoDev Corp</i>	<i>1,881,436</i>					<i>1,881,436</i>
Kenney Fort Blvd Seg 2 & 3	2,038,516					2,038,516
<i>Other Governmental Entity Funds (Williamson County)</i>	<i>538,928</i>					<i>538,928</i>
<i>RR Trans &amp; EcoDev Corp</i>	<i>1,499,588</i>					<i>1,499,588</i>
Kenney Fort Blvd Seg 4	100,000					100,000
<i>RR Trans &amp; EcoDev Corp</i>	<i>100,000</i>					<i>100,000</i>
Logan Drive Bridge	210,000					210,000
<i>RR Trans &amp; EcoDev Corp</i>	<i>210,000</i>					<i>210,000</i>
Street Maintenance Non-Arterial	4,800,000	3,800,000	4,000,000	4,200,000		16,800,000
<i>General Self Financed Construction</i>	<i>4,800,000</i>	<i>3,800,000</i>	<i>4,000,000</i>	<i>4,200,000</i>		<i>16,800,000</i>
RM620 Road Improvements	2,245,744					2,245,744
<i>RR Trans &amp; EcoDev Corp</i>	<i>2,245,744</i>					<i>2,245,744</i>
SH45 Frontage Roads	323,124					323,124

# PROJECTS & FUNDING SOURCE BY DEPARTMENT

Department	2019	2020	2021	2022	2023	Total
<i>Other Governmental Entity Funds (City of Pflugerville)</i>	161,562					161,562
<i>RR Trans &amp; EcoDev Corp</i>	161,562					161,562
Sign Replacement Program	350,000					350,000
<i>General Self Financed Construction</i>	350,000					350,000
Southwest Downtown Phase 5B	200,000					200,000
<i>RR Trans &amp; EcoDev Corp</i>	200,000					200,000
Texas Avenue	90,000					90,000
<i>RR Trans &amp; EcoDev Corp</i>	90,000					90,000
University Blvd - I35 to Sunrise	5,000,000	3,425,000				8,425,000
<i>RR Trans &amp; EcoDev Corp</i>	5,000,000	3,425,000				8,425,000
Railroad Quiet Zone	1,098,683					1,098,683
<i>Federal/State/Local Grant Funds (TxDOT)</i>	35,318					35,318
<i>General Self Financed Construction</i>	57,600					57,600
<i>RR Trans &amp; EcoDev Corp</i>	1,005,765					1,005,765
<b>Transportation Total</b>	<b>25,882,097</b>	<b>9,125,000</b>	<b>4,224,550</b>	<b>4,200,000</b>	<b>-</b>	<b>43,431,647</b>
<b>Water &amp; Wastewater</b>						
SH29 & DB WOOD Raw Water Line	450,000					450,000
<i>Self-Finance Water Construction</i>	450,000					450,000
Arterial "H" 16" Phase 2	1,700,000					1,700,000
<i>Self-Finance Water Construction</i>	1,700,000					1,700,000
Chandler Creek 2 Wastewater Improvements			260,111	260,111		520,222
<i>Self-Finance Wastewater Construction</i>			260,111	260,111		520,222
McNeil Extension WTR/WW Phase 2	275,000					275,000
<i>Self-Finance Wastewater Construction</i>	82,500					82,500
<i>Self-Finance Water Construction</i>	192,500					192,500
WTP Phase 3 & 4 Filter Rehab	1,000,000					1,000,000
<i>Self-Finance Water Construction</i>	1,000,000					1,000,000
Water Blending Study	30,000					30,000
<i>Self-Finance Water Construction</i>	30,000					30,000
Forest Creek WW Force Main Rehab		3,000,000	2,000,000			5,000,000
<i>Self-Finance Wastewater Construction</i>		3,000,000	2,000,000			5,000,000
Southeast Red Bud Annexation Improvements			629,000			629,000
<i>Self-Finance Water Construction</i>			629,000			629,000
Brenda Lane 12" Waterline Annexation Imprvmts			1,037,000	1,037,000		2,074,000
<i>Self-Finance Water Construction</i>			1,037,000	1,037,000		2,074,000
Avery Center East 24" Waterline	624,000	624,000	1,456,000	1,456,000		4,160,000
<i>Self-Finance Water Construction</i>	624,000	624,000	1,456,000	1,456,000		4,160,000
Meadow Lake Waterline Improvements		2,367,000				2,367,000
<i>Self-Finance Water Construction</i>		2,367,000				2,367,000
Palm Valley Waterline Improvements, Phase 1	177,000	177,000	413,000	413,000		1,180,000
<i>Self-Finance Water Construction</i>	177,000	177,000	413,000	413,000		1,180,000
Saddlebrook Annexation Improvements	629,000					629,000
<i>Self-Finance Water Construction</i>	629,000					629,000
Misc Water Treatment Plant Improvements		500,000	500,000	500,000	500,000	2,000,000
<i>Self-Finance Water Construction</i>		500,000	500,000	500,000	500,000	2,000,000
PRV Installation Program	800,000					800,000
<i>Self-Finance Water Construction</i>	800,000					800,000
Water Master Plan & Impact Fee Update	204,000	148,000	70,000	158,000		580,000
<i>Self-Finance Water Construction</i>	204,000	148,000	70,000	158,000		580,000
Misc Water System Improvements		500,000	500,000	500,000	500,000	2,000,000
<i>Self-Finance Water Construction</i>		500,000	500,000	500,000	500,000	2,000,000
Gattis School Rd 24" Waterline			847,950	2,402,525	2,402,525	5,653,000
<i>Self-Finance Water Construction</i>			847,950	2,402,525	2,402,525	5,653,000
AC Pipe Bursting	1,400,000	1,900,000	2,000,000	1,800,000	1,800,000	8,900,000
<i>Self-Finance Water Construction</i>	1,400,000	1,900,000	2,000,000	1,800,000	1,800,000	8,900,000
TANK COATING REHAB	935,000	3,273,350	156,500	1,030,860	2,502,650	7,898,360
<i>Self-Finance Water Construction</i>	935,000	3,273,350	156,500	1,030,860	2,502,650	7,898,360
Utility Office Remodel	35,000					35,000

# PROJECTS & FUNDING SOURCE BY DEPARTMENT

Department	2019	2020	2021	2022	2023	Total
<i>Self-Finance Water Construction</i>	<b>35,000</b>					<b>35,000</b>
Chandler Creek 3 WW Line			857,600			857,600
<i>Self-Finance Wastewater Construction</i>			<b>857,600</b>			<b>857,600</b>
Lake Creek 4 WW Line Segments			2,235,053			2,235,053
<i>Self-Finance Wastewater Construction</i>			<b>2,235,053</b>			<b>2,235,053</b>
WW Collection System Inspection & Rehab Program	3,798,613	2,117,433	1,957,295			7,873,341
<i>Self-Finance Wastewater Construction</i>	<b>3,798,613</b>	<b>2,117,433</b>	<b>1,957,295</b>			<b>7,873,341</b>
McNutt Creek WW Line Segments	1,265,887	765,875				2,031,762
<i>Self-Finance Wastewater Construction</i>	<b>1,265,887</b>	<b>765,875</b>				<b>2,031,762</b>
Lake Creek WW Line Segment 1 Phase 1	1,925,000					1,925,000
<i>Self-Finance Wastewater Construction</i>	<b>1,925,000</b>					<b>1,925,000</b>
Lake Creek 10	493,000					493,000
<i>Self-Finance Wastewater Construction</i>	<b>493,000</b>					<b>493,000</b>
Lake Creek 11	1,112,500					1,112,500
<i>Self-Finance Wastewater Construction</i>	<b>1,112,500</b>					<b>1,112,500</b>
Lake Creek WW Line Segment 1 Phase 2	2,932,665					2,932,665
<i>Self-Finance Wastewater Construction</i>	<b>2,932,665</b>					<b>2,932,665</b>
BRA Zebra Mussel Prevention Project	800,000					800,000
<i>Self-Finance Water Construction</i>	<b>800,000</b>					<b>800,000</b>
Gattis School Road WW Extension	505,925					505,925
<i>Self-Finance Wastewater Construction</i>	<b>505,925</b>					<b>505,925</b>
16-17 WW Collection Inspections	100,000					100,000
<i>Self-Finance Wastewater Construction</i>	<b>100,000</b>					<b>100,000</b>
Kenney Fort Seg 2/3 Waterline	1,700,000					1,700,000
<i>Self-Finance Water Construction</i>	<b>1,700,000</b>					<b>1,700,000</b>
Kenney Fort 24" Waterline Seg 4			2,337,000	2,337,000		4,674,000
<i>Self-Finance Water Construction</i>			<b>2,337,000</b>	<b>2,337,000</b>		<b>4,674,000</b>
Lisa Rae Public Imp Proj. Wtr/WW	258,326					258,326
<i>Self-Finance Wastewater Construction</i>	<b>129,163</b>					<b>129,163</b>
<i>Self-Finance Water Construction</i>	<b>129,163</b>					<b>129,163</b>
WTP & Lake Georgetown Pump Station Improvements	3,400,000	2,500,000				5,900,000
<i>Self-Finance Water Construction</i>	<b>3,400,000</b>	<b>2,500,000</b>				<b>5,900,000</b>
2016 Rehab WW Collection System	1,000,000					1,000,000
<i>Self-Finance Wastewater Construction</i>	<b>1,000,000</b>					<b>1,000,000</b>
SE, South 81 & McNeil GST Pump Improvements	750,000					750,000
<i>Self-Finance Water Construction</i>	<b>750,000</b>					<b>750,000</b>
<b>Water &amp; Wastewater Total</b>	<b>28,300,916</b>	<b>17,872,658</b>	<b>17,256,509</b>	<b>11,894,496</b>	<b>7,705,175</b>	<b>83,029,754</b>
<b>Grand Total</b>	<b>104,683,954</b>	<b>85,562,929</b>	<b>83,112,904</b>	<b>50,135,646</b>	<b>18,705,175</b>	<b>342,200,608</b>



## DEBT

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# DEBT SUMMARY

## Outstanding By Type

	Amount Issued (Net of Refunding)	10/1/17 Amount O/S (Net of Refunding)
General Obligation Bonds	231,135,000	188,340,000
Hotel Occupancy & Venue Tax Revenue Bond:	12,170,000	11,055,000
Drainage System Revenue Bonds	8,000,000	7,030,000
Utility System Revenue Bonds	146,755,000	69,400,000
RTEDC - Type B Sales Tax Bonds	21,070,000	13,925,000
<b>Total</b>	<b>419,130,000</b>	<b>289,750,000</b>

## Refunding By Type

Bond Issue	Par Amount of Bonds	Net Debt Service Reduction	Average Annual Debt Service Reduction	Net Present Value Savings (\$)	Net Present Value Savings (%)
2015 GO Refunding	\$ 32,465,000	\$ 4,068,603	\$ 226,034	\$ 3,146,470	9.00%
2015 RTEDC Refunding	10,930,000	935,313	133,616	881,552	8.19%
2016 GO Refunding	6,995,000	1,508,470	88,734	1,248,169	16.78%
2016 Utility Revenue Refunding	35,185,000	6,042,787	302,139	4,671,016	13.83%
2016 HOT Refunding	4,455,000	567,175	63,019	481,558	10.10%
2016 BCRUA Refunding	53,955,000	10,401,943	472,816	7,785,138	14.23%
2017 RTEDC Refunding	10,140,000	544,981	90,449	600,951	6.06%
<b>Totals</b>	<b>\$154,125,000</b>	<b>\$ 24,069,272</b>	<b>\$ 1,376,807</b>	<b>\$ 18,814,854</b>	<b>12.04%</b>



Public Safety Training Facility

# BOND RATINGS TABLE

## General Obligation

Agency	Rating	Date
Standard & Poor's	AA+	May 2017
Moody's	Aa1	Feb 2014

## Type B (Sales Tax)

Agency	Rating	Date
Standard & Poor's	AA	Jun 2014
Moody's	Aa3	Apr 2010
Fitch	AA	Mar 2015

## Utility

Agency	Rating	Date	
Standard & Poor's	AAA	Dec 2017	Upgraded
Moody's	Aa2	Apr 2010	

## Hotel

Agency	Rating	Date
Standard & Poor's	A	Jan 2010
Fitch	A+	Mar 2015

## BCRUA

Agency	Rating	Date	
Standard & Poor's	AAA	Dec 2017	Upgraded
Moody's	Aa3	Jan 2008	



Joanne Land - Old Settlers Park by RockStudios

# BOND ISSUANCES AND AUTHORIZATIONS

## General Obligation Bonds Authorized

		2014	2017	2019	
		1st Issuance	2nd Issuance	3rd Issuance	
		Actual	Actual	Projected	Total
General Obligation Bonds					
Proposition 1	Fire Facilities	7,000,000	9,500,000	-	16,500,000
Proposition 2	Parks & Recreation	46,225,000	10,275,000	-	56,500,000
Proposition 3	Library	1,500,000	-	21,700,000	23,200,000
Proposition 4	Public Safety Training	16,300,000	11,100,000	-	27,400,000
<b>Total</b>		<b>71,025,000</b>	<b>30,875,000</b>	<b>21,700,000</b>	<b>123,600,000</b>

Certificates of Obligation				
	Transportation	28,000,000	-	-
	<b>Total</b>	<b>28,000,000</b>	<b>-</b>	<b>-</b>

<b>TOTAL</b>		<b>99,025,000</b>	<b>30,875,000</b>	<b>21,700,000</b>	<b>151,600,000</b>
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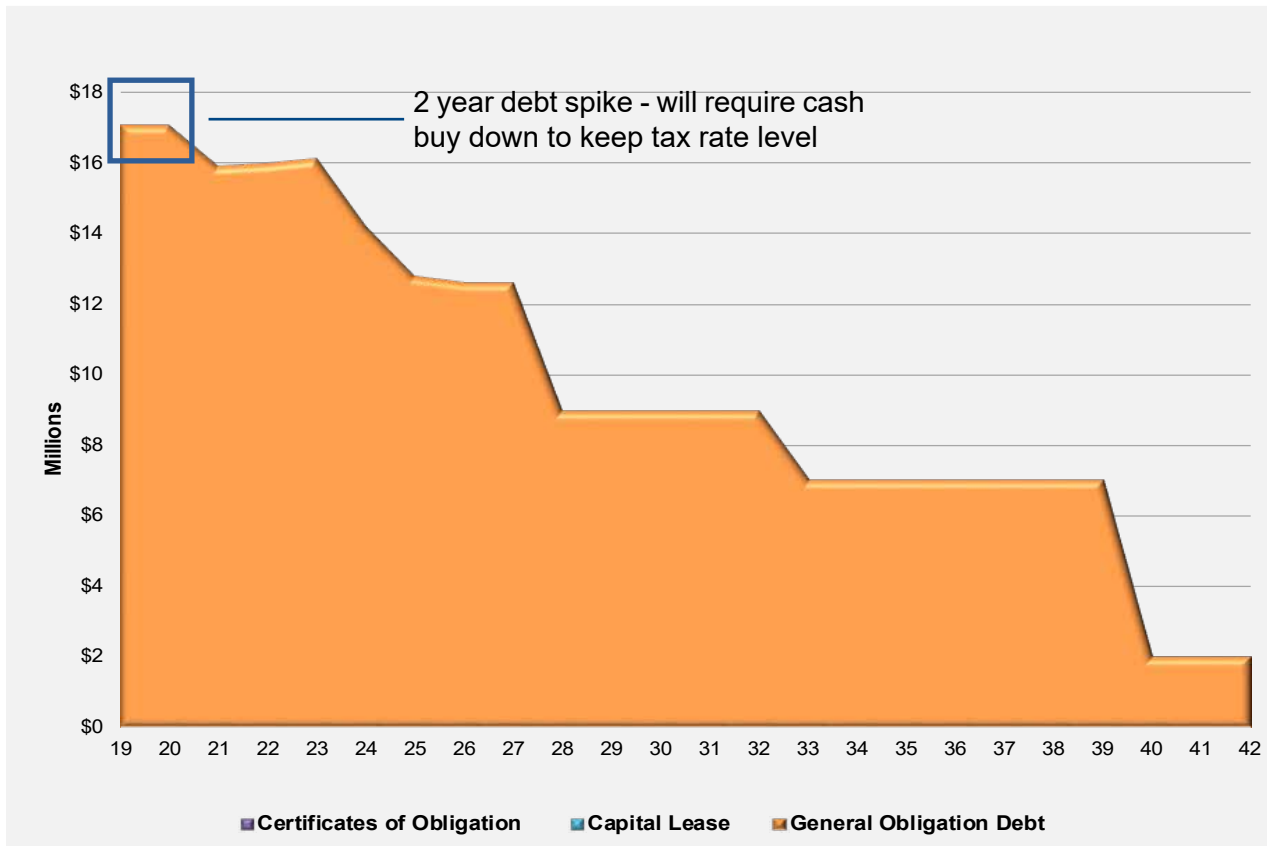
## General Obligation Bonds Status

Projects	Original Bond Nov 2013 Projects	Current Bond Projects	Current Status	Comments
<b>Fire Facilities - Proposition 1</b>				
South East Fire Station-Red Bud	6,575,000	5,294,000	<b>Complete</b>	Opened December 2016
Fire Station #4 Relocation-Lisa Rae		5,098,000		
Fire Station #9	4,125,000	1,351,000	Fire Station #9 opened for operations May 2017. Construction on bays to be completed in September 2018	Scope of current project: bays to house the EMS and Fire Truck apparatus.
Fire Station #3 Relocation & Reconstruction	2,800,000	4,691,000	Site surveying & land acquisition are under way	To be located in La Frontera Estimated completion summer 2020
Remodel of Central Fire Station	3,000,000	66,000	<b>Complete</b>	Scope changed to remodel of restroom only
<b>Fire Facilities Authorization</b>	<b>16,500,000</b>	<b>16,500,000</b>		
<b>Parks and Recreation - Proposition 2</b>				
Park & Facility Improvements	9,000,000	5,753,000	<b>64% complete</b> Improvements completed at Stella Park, Lake Creek Park, Round Rock West Park, Lakeview Trail Extension, Creekside Trail ADA, and Triple Crown Complex.	Remainder slated for FY 2018 and FY 2019
Trails	20,600,000	17,795,000	Design and land acquisition are under way	Slated for FY 2018 with 28% of trail projects slated for FY 2019 and 6% slated for FY 2020
OSP MultiPurpose Field Complex	11,000,000	18,320,000	<b>Complete</b>	Opened May 2017
OSP Soccer Complex and Field Upgrades	3,000,000	2,782,000	<b>Project near completion</b>	Substantially completed in May 2018
Rock'N River Aquatic Ctr. Phase 2	6,600,000	7,993,000	<b>Complete</b>	Opened in May 2016
Rock'N River Improvements		350,000	Swimming pool replaster taking place in FY 2018	92% slated for FY 2019
OSP Adult Softball Complex	3,300,000	3,407,000	Design is underway	Estimated completion summer 2019
BACA Center Improvements		100,000	Not yet started	Slated for FY 2018
Behrens Ranch	3,000,000		N/A - funds not available	To be considered in future years
<b>Parks and Recreation Authorization</b>	<b>\$56,500,000</b>	<b>\$56,500,000</b>		
<b>Library - Proposition 3</b>				
Library	\$23,200,000	\$23,200,000	Design began in February 2018	Design expected to be completed by August 2019. Construction to start late FY2019. Facility open date projected for January 2022.
<b>Public Safety - Proposition 4</b>				
Public Safety Training Facility	\$27,400,000	\$27,400,000	<b>91.5% complete</b>	Construction is in process. Facility expected to open August 2018
<b>TOTAL AUTHORIZATION</b>	<b>\$123,600,000</b>	<b>\$123,600,000</b>	<b>68% of approved projects are complete or under construction</b>	



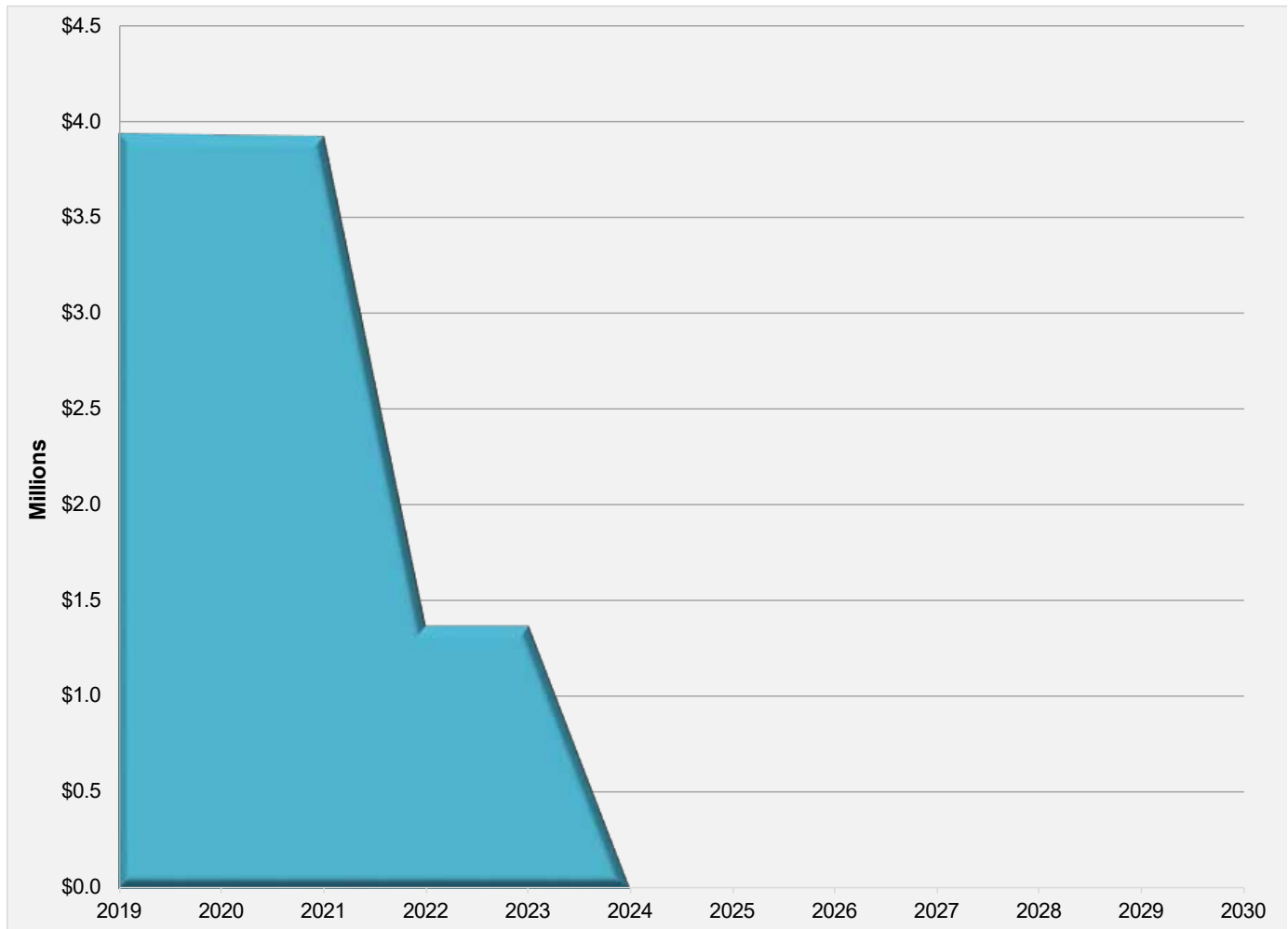
# AMORTIZATION BY TYPE

# AD VALOREM TAX SUPPORTED DEBT PAYMENTS



Year End September 30	Certificates Of Obligation	Capital Lease	Voter Approved General Obligation Debt	Total Requirements
2019	1,766,038	2,448,815	17,067,529	21,282,381
2020	1,763,438	2,146,465	17,073,229	20,983,132
2021	1,764,638	1,728,441	15,904,306	19,397,385
2022	1,764,438	1,495,161	16,006,488	19,266,086
2023	1,762,838	633,492	16,143,681	18,540,011
2024	1,774,838	-	14,219,525	15,994,363
2025	1,764,838	-	12,805,706	14,570,544
2026	1,763,638	-	12,616,400	14,380,038
2027	1,765,838	-	12,618,706	14,384,544
2028	1,766,238	-	9,003,206	10,769,444
2029	1,761,438	-	8,994,006	10,755,444
2030	1,765,738	-	9,002,656	10,768,394
2031	1,762,300	-	8,999,706	10,762,006
2032	1,761,700	-	9,004,156	10,765,856
2033	1,764,100	-	7,022,256	8,786,356
2034	1,764,300	-	7,023,219	8,787,519
2035	1,762,644	-	7,022,819	8,785,463
2036	1,764,175	-	7,022,731	8,786,906
2037	1,763,713	-	7,017,306	8,781,019
2038	1,766,256	-	7,019,306	8,785,563
2039	1,761,625	-	7,022,619	8,784,244
2040	-	-	2,019,400	2,019,400
2041	-	-	2,022,600	2,022,600
2042	-	-	2,022,800	2,022,800
	37,054,763	8,452,374	234,674,358	280,181,495

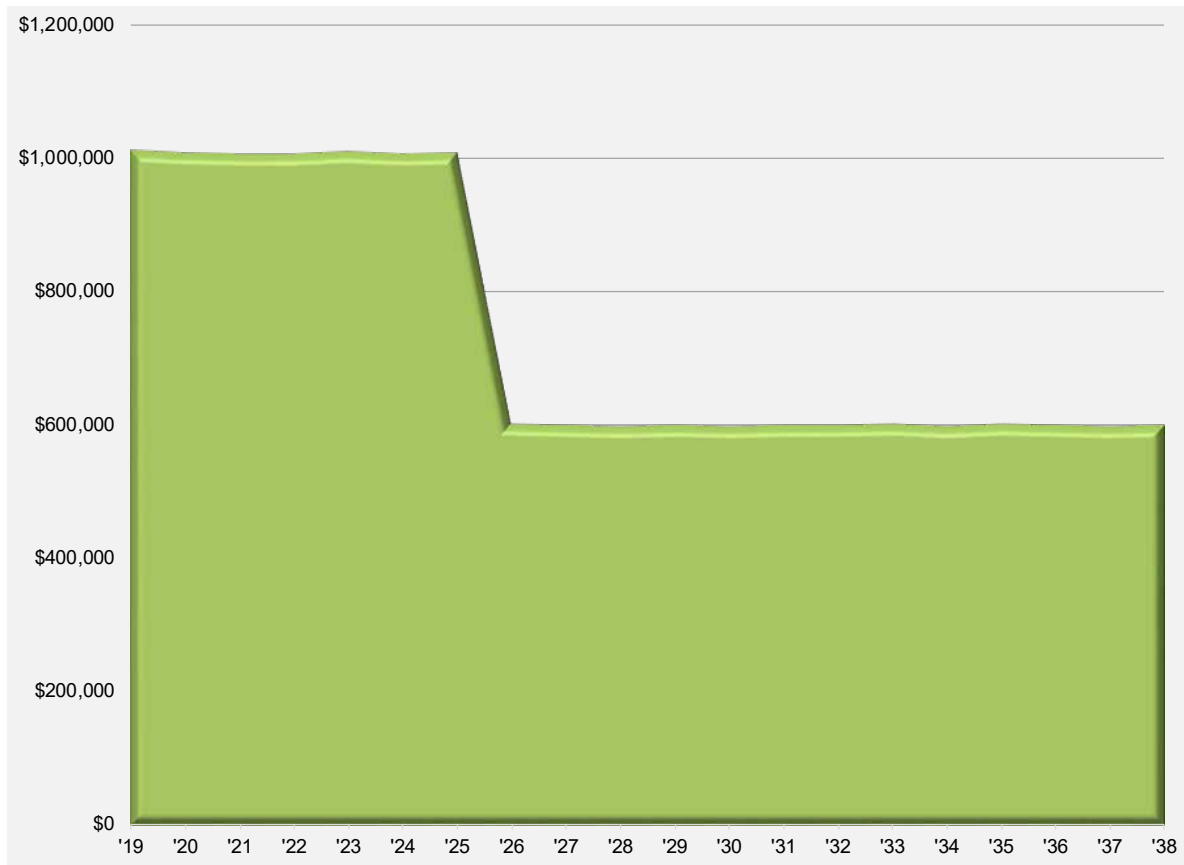
## TYPE B DEBT PAYMENTS



Year Ending September 30	Outstanding Beginning of Year	Interest	Principal	Total Requirements
2019	13,925,000	235,567	3,700,000	3,935,567
2020	10,225,000	173,755	3,750,000	3,923,755
2021	6,475,000	111,097	3,810,000	3,921,097
2022	2,665,000	47,437	1,320,000	1,367,437
2023	1,345,000	23,941	1,345,000	1,368,941
2024	-	-	-	-
2025	-	-	-	-
2026	-	-	-	-
2027	-	-	-	-
2028	-	-	-	-
2029	-	-	-	-
2030	-	-	-	-
		591,797	13,925,000	14,516,797

Note: Debt used for State Highway 45 improvements

# HOTEL OCCUPANCY TAX DEBT PAYMENTS

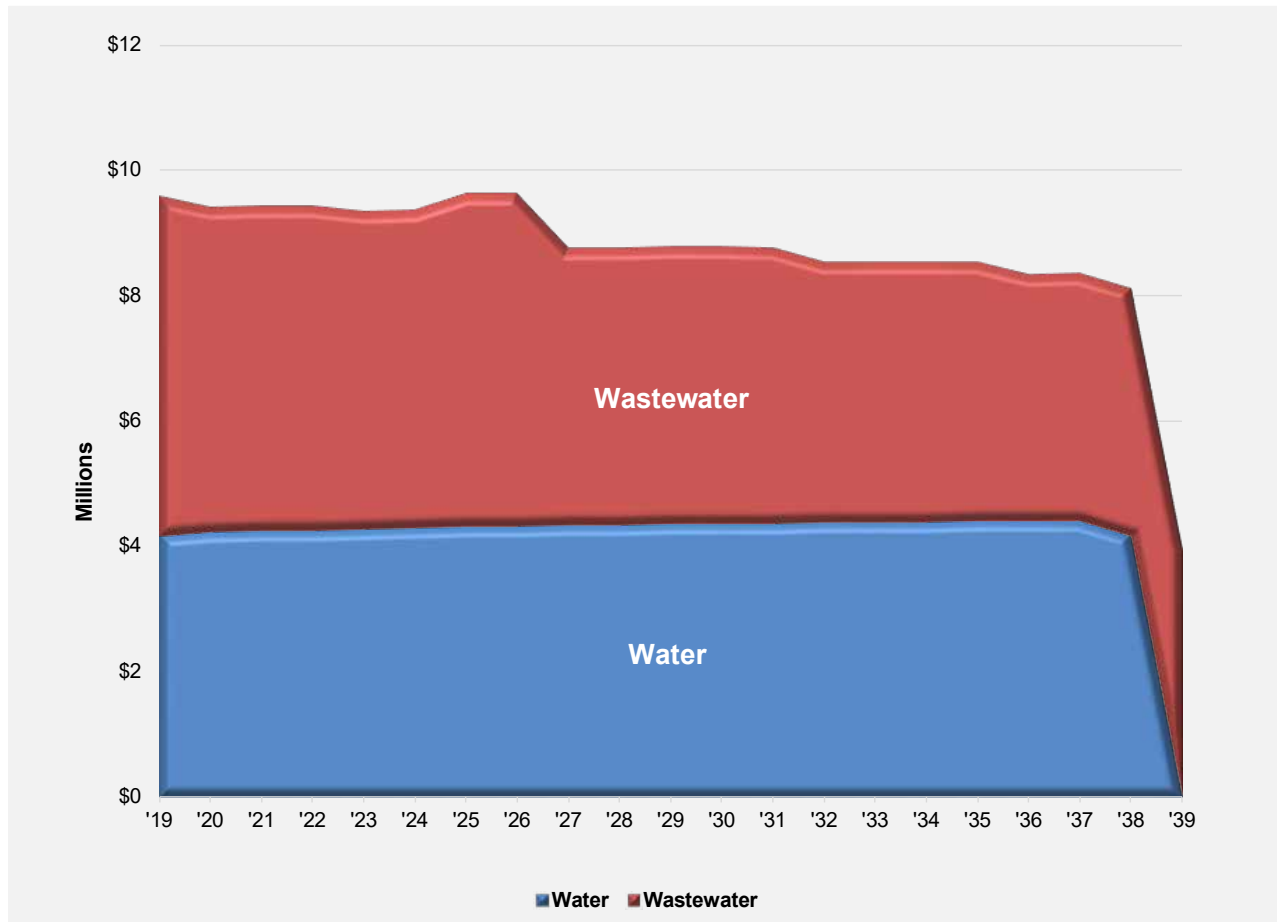


Year Ending September 30	Outstanding Beginning of Year	Interest	Principal	Total Requirements
2019	11,055,000	382,805	630,000	1,012,805
2020	10,425,000	364,955	645,000	1,009,955
2021	9,780,000	343,280	665,000	1,008,280
2022	9,115,000	317,505	690,000	1,007,505
2023	8,425,000	290,680	720,000	1,010,680
2024	7,705,000	262,780	745,000	1,007,780
2025	6,960,000	233,805	775,000	1,008,805
2026	6,185,000	213,180	390,000	603,180
2027	5,795,000	201,330	400,000	601,330
2028	5,395,000	189,180	410,000	599,180
2029	4,985,000	176,655	425,000	601,655
2030	4,560,000	163,755	435,000	598,755
2031	4,125,000	150,255	450,000	600,255
2032	3,675,000	135,840	465,000	600,840
2033	3,210,000	118,700	485,000	603,700
2034	2,725,000	99,000	500,000	599,000
2035	2,225,000	78,500	525,000	603,500
2036	1,700,000	57,100	545,000	602,100
2037	1,155,000	34,900	565,000	599,900
2038	590,000	11,800	590,000	601,800
		3,826,005	11,055,000	14,881,005

**Note:** Debt for Dell Diamond and Sports Center



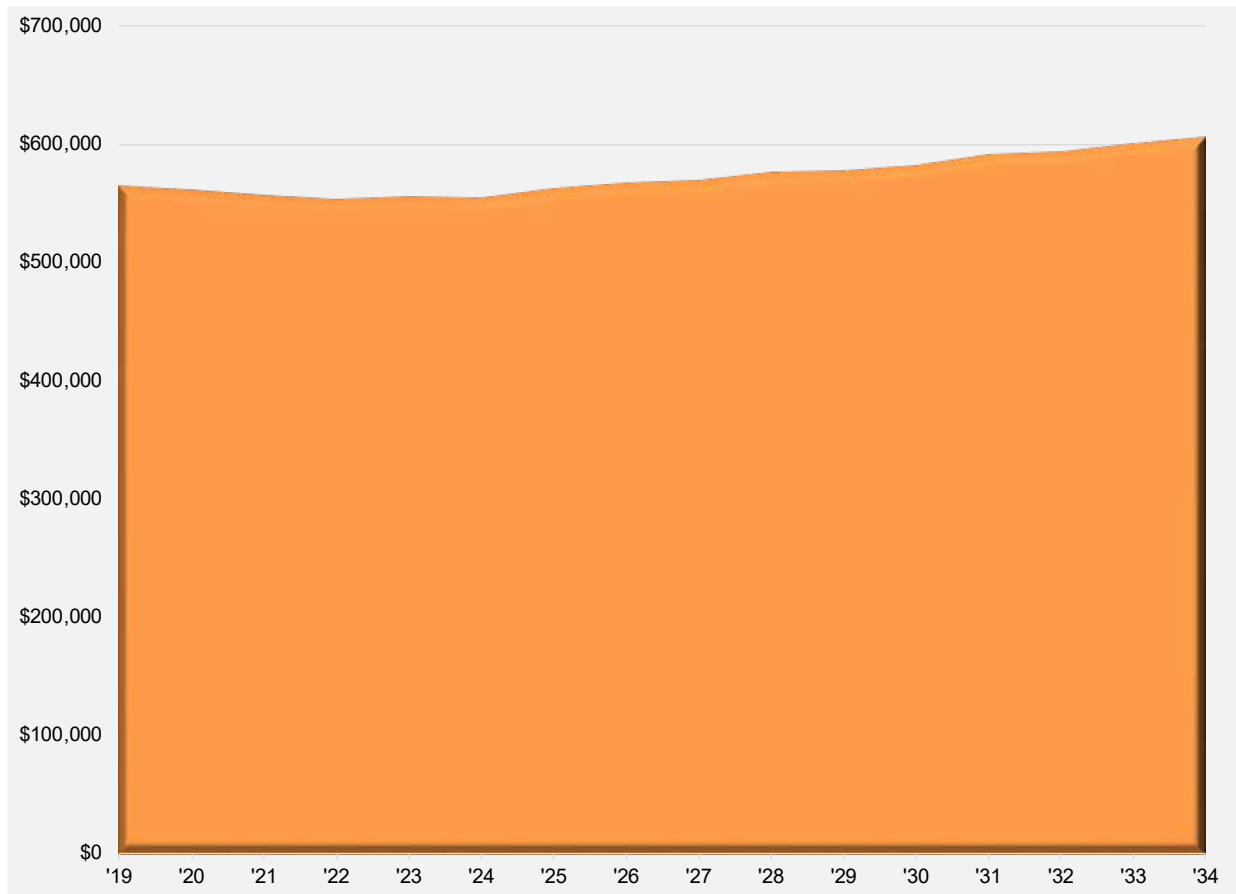
# WATER & WASTEWATER DEBT PAYMENTS



Year Ending September 30	BCRUA Water	BCRWWS Wastewater	Total Utility Debt
2019	4,156,957	5,403,475	9,560,432
2020	4,216,256	5,181,725	9,397,981
2021	4,235,606	5,176,875	9,412,481
2022	4,253,246	5,165,875	9,419,121
2023	4,271,846	5,063,675	9,335,521
2024	4,291,376	5,048,225	9,339,601
2025	4,306,521	5,311,675	9,618,196
2026	4,317,380	5,308,925	9,626,305
2027	4,328,871	4,417,675	8,746,546
2028	4,335,925	4,414,800	8,750,725
2029	4,350,929	4,415,175	8,766,104
2030	4,358,233	4,421,025	8,779,258
2031	4,362,115	4,384,400	8,746,515
2032	4,370,761	4,143,400	8,514,161
2033	4,373,920	4,141,750	8,515,670
2034	4,381,608	4,135,950	8,517,558
2035	4,393,467	4,140,350	8,533,817
2036	4,395,067	3,934,350	8,329,417
2037	4,401,104	3,942,825	8,343,929
2038	4,145,750	3,944,925	8,090,675
2039	-	3,940,650	3,940,650
	86,246,935	96,037,725	182,284,660



# DRAINAGE DEBT PAYMENTS



Year End September 30	Outstanding Beginning of Year	Interest	Principal	Total Requirements
2019	7,030,000	229,381	335,000	564,381
2020	6,695,000	215,981	345,000	560,981
2021	6,350,000	202,181	355,000	557,181
2022	5,995,000	187,981	365,000	552,981
2023	5,630,000	180,681	375,000	555,681
2024	5,255,000	169,431	385,000	554,431
2025	4,870,000	157,882	405,000	562,882
2026	4,465,000	147,250	420,000	567,250
2027	4,045,000	134,650	435,000	569,650
2028	3,610,000	121,600	455,000	576,600
2029	3,155,000	107,382	470,000	577,382
2030	2,685,000	92,106	490,000	582,106
2031	2,195,000	76,182	515,000	591,182
2032	1,680,000	58,800	535,000	593,800
2033	1,145,000	40,075	560,000	600,075
2034	585,000	20,475	585,000	605,475
		2,142,038	7,030,000	9,172,038



# FLEET

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# PROPOSED FLEET REPLACEMENTS

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<b>General Fund Vehicles</b>	<b>Number</b>	<b>Cost</b>
Planning	1	\$25,000
General Services	1	22,000
Police	26	1,427,000
Parks & Recreation	20	754,000
Fire	1	50,000
Transportation	10	751,000
<b>General Fund Total</b>	<b>59</b>	<b>\$3,029,000</b>

<b>Utility Fund Vehicles</b>	<b>Number</b>	<b>Cost</b>
Water	3	\$179,308
Wastewater	6	303,293
<b>Utility Fund Total</b>	<b>9</b>	<b>\$482,601</b>

<b>Drainage Fund Vehicles</b>	<b>Number</b>	<b>Cost</b>
Drainage	4	\$273,000
<b>Drainage Fund Total</b>	<b>4</b>	<b>\$273,000</b>

<b>City Wide</b>	<b>72</b>	<b>\$3,784,601</b>
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*Vehicles 2008 & older	58	\$3,054,251
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# AGE STATISTICS OF VEHICLES FOR REPLACEMENT

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## **POLICE**

<b>Model Year</b>	<b>FY 2018</b>	<b>FY 2019</b>
2011	1	2
2010	2	2
2009	6	4
2008 and older	10	18
<b>Police Total</b>	<b>19</b>	<b>26</b>

## **ALL OTHER GENERAL FUND**

<b>Model Year</b>	<b>FY 2018</b>	<b>FY 2019</b>
2010	0	1
2009	3	5
2008 and older	20	27
<b>All Other GF Total</b>	<b>23</b>	<b>33</b>

## **UTILITIES/DRAINAGE**

<b>Model Year</b>	<b>FY 2018</b>	<b>FY 2019</b>
2008 and older	17	13
<b>Utilities/Drainage Total</b>	<b>17</b>	<b>13</b>

<b>Grand Total</b>	<b>59</b>	<b>72</b>
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This page shows age statistics of the various vehicles scheduled for replacement in the current year (FY 2018) and the proposed year (FY 2019). The comparison is provided to show how the fleet is getting caught up, especially for the Police vehicles, with the replacement of comparably old vehicles.

FY 2019 focuses on Police and other General Fund fleet replacements with no fire engine or ladder truck scheduled for replacement this year. The next major fire apparatus is scheduled for replacement in FY 2020.



## DEPARTMENTS (EXPENDITURES)

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# CITY ORGANIZATIONAL CHART





# ADMINISTRATION 5 YEAR SUMMARY OF EXPENDITURES

	2015 Actual	2016 Actual	2017 Actual	2018 Revised Budget	2019 Proposed Budget
Personnel Services	1,811,703	2,029,170	1,589,933	1,480,369	1,542,333
Operating Expenses	458,959	382,368	276,307	342,959	316,736
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$2,270,662</b>	<b>\$2,411,538</b>	<b>\$1,866,240</b>	<b>\$1,823,328</b>	<b>\$1,859,069</b>
<b>Expenditures per Capita:</b>	<b>\$21.54</b>	<b>\$22.62</b>	<b>\$17.22</b>	<b>\$16.25</b>	<b>\$16.12</b>
<b>FTEs:</b>	<b>15.00</b>	<b>16.00</b>	<b>11.50</b>	<b>10.50</b>	<b>10.50</b>
<b>% Change:</b>	<b>0.0%</b>	<b>6.2%</b>	<b>-22.6%</b>	<b>-2.3%</b>	<b>2.0%</b>

## FY 2013/14

- Arts Director was removed from contract status to a FTE causing a slight increase in Personnel Services

## FY 2015/16

- Transferred City Hall receptionist from the Utility Fund to Administration; this position once supported Utility Billing, but these duties were removed
- Increased Special Events Funding by \$20,000 to allow for Summer Children's Programming and Art Initiatives
- Community Services funds in the amount of \$63,850 were included to expand the neighborhood services program

## FY 2016/17

- \$15,000 for Community Service Grant Matching Program
- 6 FTEs transferred to new Communications & Marketing Department - 5 FTEs to Communications in General Fund and 1 FTE to Arts in the HOT Fund
- 1 FTE added for Neighborhood Assistant through Mid-Year Budget Amendment
- 0.50 FTE transferred in from Utility Admin to account for Part-Time Admin Tech

## FY 2017/18

- Administration reduced their operating budget by \$74,000 through the Zero-Based Budgeting process
- 1 FTE added as a Management Analyst (Hire Date: 6/1/18) at the Mid-Year Budget Amendment for \$24,363. Annual ongoing personnel costs of \$84,000.
- 2 FTEs transferred to new Community Development Division in Planning and Development Services.

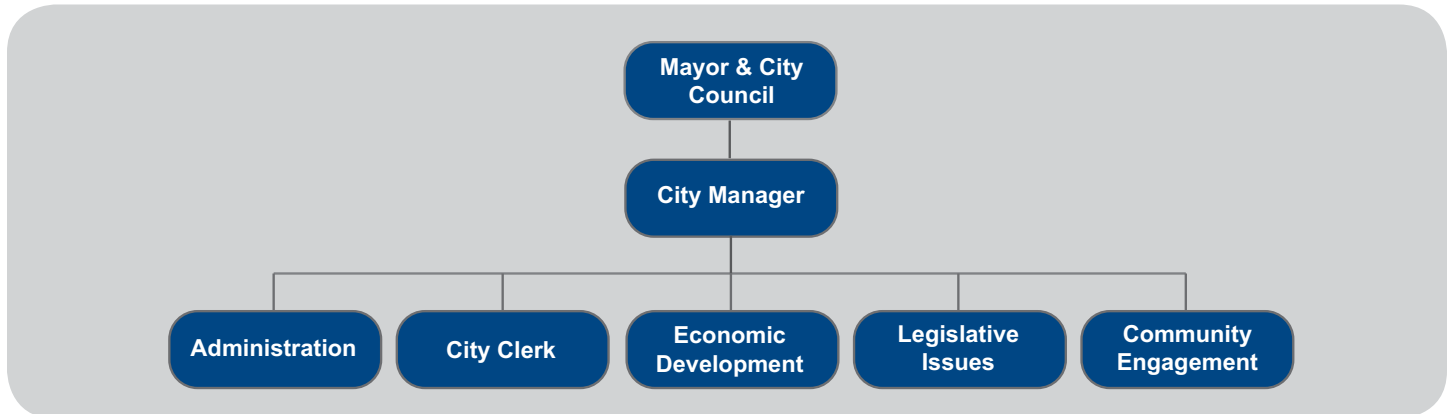
## PROPOSED FY 2018/19

- No major programs or notable additions are proposed for FY 2018/19



## ADMINISTRATION

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



### VISION:

Round Rock is a family-friendly community that is safe and distinctive by design, is recognized as the “Sports Capital of Texas” and a major medical and educational destination, and has an authentic downtown and choice of great neighborhoods.

### 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.

### GUIDING COUNCIL STRATEGIC GOALS:





# ADMINISTRATION

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## FY 2018 HIGHLIGHTS:

- Mayor Morgan and City Manager Laurie Hadley, along with participants from the Economic Development Partnership, opened communication with over 20 bio-tech companies in India as part of an innovative economic development recruiting program.
- Kalahari Resorts held their Groundbreaking event on May 15, 2018, moving forward with the much-anticipated family resort slated to open November 2020.
- Hired management analyst to assist City Manager's Office with research projects crossing a broad spectrum of City operations as well as Legislative duties.

## NEW PROGRAMS FOR FY 2019:

- No new programs.

## FY 2020 OVERVIEW AND BEYOND:

- Continue to monitor legislation regarding streamlined sales tax and how changes could potentially affect the City of Round Rock.
- Continue open dialog with Kalahari Resorts to ensure best outcomes for the City of Round Rock relating to the project.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- City Council will review existing smoking regulations in July 2018, which may lead to further analysis.
- Council to entertain road and fire bond election to be held in November 2018 or May 2019.

## WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actuals	FY 2018 Projected	FY 2019 Target
Agendas Posted		250	250	250	250
Public Notices Posted		106	100	100	100
City Council Items Processed		346	360	380	500
Open Record Requests Processed		1,330	1,400	1,450	1,500

**Note:** The Administration Department did not begin tracking these workload indicators until FY 2016. The values for FY 2015 are unavailable.



## COMMUNICATIONS AND MARKETING 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	-	-	524,091	519,962	555,193
Operating Expenses	-	-	208,560	273,235	607,353
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$732,651</b>	<b>\$793,197</b>	<b>\$1,162,546</b>
<b>Expenditures per Capita:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6.76</b>	<b>\$7.07</b>	<b>\$10.08</b>
<b>FTEs:</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>
<b>% Change:</b>	<b>0.0%</b>	<b>0.0%</b>	<b>100.0%</b>	<b>8.3%</b>	<b>46.6%</b>

### FY 2016/17

- New Communications & Marketing Department split out from Administration
- \$11,820 was added for an Annual Car Show

### FY 2017/18

- \$20,000 for a Graphic Design Contract to improve City publications
- \$15,000 for a Citywide Photoshoot of City services to improve City publications
- \$14,600 for cost increases for marketing & advertising

### PROPOSED FY 2018/19

- Continuation of Hometown Holiday Lights \$221,149- paid from GSFC one-time pilot program in FY 2017/18
- Add One (1) FTE as a Web/Graphic Design Coordinator (Hire Date:2/1/19) \$51,564
- Graphic Design Services \$10,000
- Social Media Advertising Campaign \$25,000
- Community Impact Advertising Campaign \$61,380



## COMMUNICATIONS AND MARKETING

The Communications and Marketing Department develops internal and external communications and citizen participation initiatives. The department is also responsible for marketing Downtown Round Rock and the Shop the Rock initiative. Most media relations are handled through this department. Emphasis is placed on engaging citizens in an ongoing dialogue about City policies and programs, designed to instill trust and understanding in local decision making. Transparency in government is achieved through use of social media, local access television, newsletters, and the City's website, keeping citizens apprised of public forums for citizen involvement. The department serves its internal customers through the employee intranet, newsletter, blogs, and social media. Focus on promoting the heart of our city, Downtown Round Rock, has been a City Council priority since 2010.



### VISION:

We communicate openly and honestly about all the things that make Round Rock a great place to live and do business.

### MISSION:

Our mission is to provide open communication which is vital for city government to build trust with the public and effectively govern. Our purpose is to communicate openly with citizens, employees, the media, public and private organizations, and visitors.

### GUIDING COUNCIL STRATEGIC GOALS:



# COMMUNICATIONS AND MARKETING

## FY 2018 HIGHLIGHTS:

- We experienced continued growth in reach and engagement on our social media channels for the City and Downtown.
- Our Recipe for Success budget communication campaign featured a mix of blog and social media posts to draw attention and engagement to the proposed budget – eight Facebook posts had a total reach of 221,188 and received 1,765 engagements, 2,980 post clicks and 51,980 video views.
- A Shop the Rock video recently received a statewide award for excellence.
- We launched a new holiday event for Downtown, Hometown Holiday, that featured lights and displays throughout December that drew thousands of visitors for a unique, family-friendly experience.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- New personnel will enable us to extend our communications efforts and enhance existing programs, particularly for the three websites we manage.
- We will bring back an e-newsletter to help offset the expected drop in the number of customers who receive newsletters in their utility bills as more of them transition to a new utility billing portal and e-billing. Special Events processing is moving out of our department, back to Administration.

## NEW PROGRAMS FOR FY 2019:

- A web/graphic design coordinator will ensure the content and design of our websites – roundrocktexas.gov, downtownroundrocktexas.com and shoptherock.com – is up to date and functional. This staffer will also manage e-newsletter design and distribution. We will also have an entire year of full-page ads in Community Impact to inform citizens of the City's successful strategic planning.

## FY 2020 OVERVIEW AND BEYOND:

- We will continue to create dynamic, compelling content on the platforms available to us, be they print or digital.
- The new position will enable us to update the design of our websites over coming years, and, working with IT, ensure we are using the latest interactive features to encourage engagement and customer service functionality.

## WORKLOAD INDICATORS:

INDICATOR	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Special Events Permit	21	25	30	35	n/a
Film Permits	13	15	20	20	
Downtown Facebook Likes	3,981	8,266	10,000	14,000	19,000
City of Round Rock Facebook Likes	7,804	10,828	13,000	18,000	25,000
Shop the Rock Facebook Likes	1,596	2,252	3,000	n/a	n/a
Video Public Service Announcements	37	24	30	35	40
Billboard Videos	52	18	40	40	45
You Tube Subscribers	425	517	600	700	750



## ARTS AND CULTURE (HOT FUND) 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	-	-	101,848	109,570	113,519
Operating Expenses	-	-	99,713	100,430	161,481
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$201,561</b>	<b>\$210,000</b>	<b>\$275,000</b>
<b>Expenditures per Capita:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1.86</b>	<b>\$1.87</b>	<b>\$2.38</b>
<b>FTEs:</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>% Change</b>	<b>0.0%</b>	<b>0.0%</b>	<b>100.0%</b>	<b>4.2%</b>	<b>31.0%</b>

### FY 2016/17

- A dedicated funding source for the Arts was established in the HOT fund, set by policy of at least 5% of Hotel Occupancy Tax revenues

### FY 2017/18

- \$84,000 for one-time Funding for Arts Facility Marketing Campaign

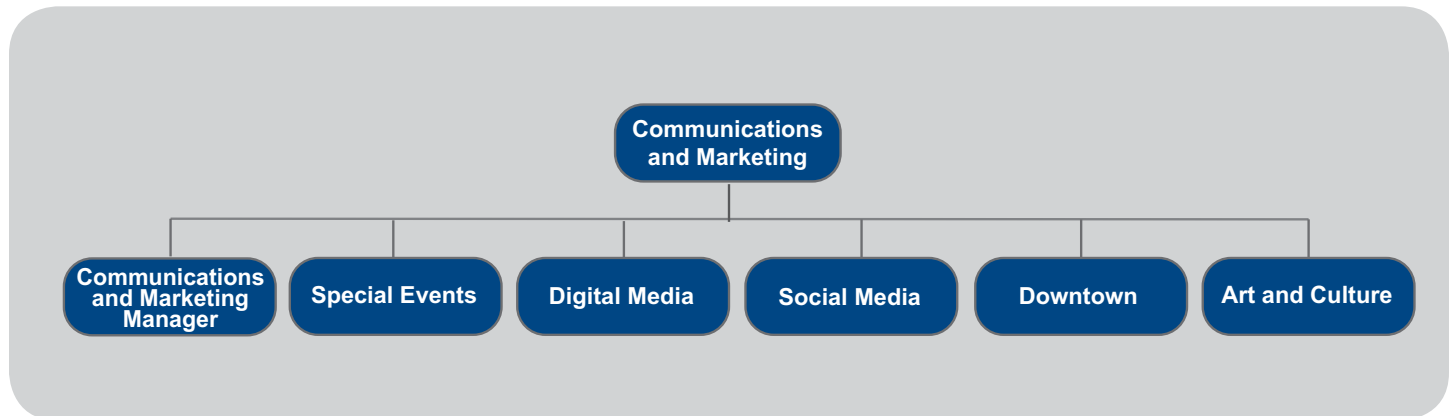
### PROPOSED FY 2018/19

- Arts Grants – Space Rentals and seasonal Special Events Assistant \$60,000



## ARTS AND CULTURE

The Arts and Culture Division is responsible for implementing the City's Arts and Culture Master Plan. This office supports the economic development of the community by adding value through the arts to downtown Round Rock and other areas. A focus on promoting the heart of our city, Downtown Round Rock, has been a City Council priority since 2010. Arts and culture are important to quality of life, strong communities, and creating a fun and interesting place to live. The development of the Arts initiatives involves the coordination with various local art and cultural organizations to promote a vision of the Arts and Culture Master Plan.



### VISION:

The arts and culture are important to Round Rock's quality of life, strengthening our community, inspiring more investment, and creating a greater sense of place.

### MISSION:

To enrich the quality of life, support and foster the enjoyment, understanding, and development of the arts through diverse and engaging experiences. They contribute to the economy and tourism in the community. The arts and culture division also provide resources, education, and artistic initiatives to support and serve individual artists and arts organizations in our community.

### GUIDING COUNCIL STRATEGIC GOALS:



# ARTS AND CULTURE

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## **FY 2018 HIGHLIGHTS:**

- Grants and Sponsorships to local arts organizations
- New art sculptures to Downtown area
- Re-organization of local art gallery into making and doing space
- New festivals and art installations: PopUp Art Shows, SculptFest and Allan Houser Art Exhibit
- Expanded growth of future use for a performing arts facility through Arts Foundation and AE-COM report.

## **FY 2019 OVERVIEW & SIGNIFICANT CHANGES:**

- Strengthen the arts grants programs, festivals and events which have become an annual tradition to Round Rock residents plus seek new locations for arts groups to perform.

## **NEW PROGRAMS FOR FY 2019:**

- Funds/grants to local nonprofits for space rental
- Part time employee to help with arts and special events
- Planning for Future performing arts facility: Site and preliminary building design concepts

## **FY 2020 OVERVIEW AND BEYOND:**

- Building upon the arts master plan for arts related activities to benefit the City of Round Rock.



# FINANCE

## 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	2,862,622	2,908,967	3,054,524	3,124,872	3,423,348
Operating Expenses	122,153	159,684	151,805	177,660	194,117
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$2,984,775</b>	<b>\$3,068,651</b>	<b>\$3,206,329</b>	<b>\$3,302,532</b>	<b>\$3,617,465</b>
<b>Expenditures per Capita:</b>	<b>\$28.32</b>	<b>\$28.79</b>	<b>\$29.59</b>	<b>\$29.43</b>	<b>\$31.36</b>
<b>FTEs:</b>	<b>41.00</b>	<b>39.50</b>	<b>38.75</b>	<b>38.75</b>	<b>39.75</b>
<b>% Change:</b>	<b>0.1%</b>	<b>2.8%</b>	<b>4.5%</b>	<b>3.0%</b>	<b>9.5%</b>

### FY 2013/14

- Eliminated a Supervisor and Buyer from the Purchasing Division

### FY 2015/16

- \$25,000 for a Process Assessment was budgeted to review and design internal processes in Accounting and Purchasing
- 1 FTE was repurposed from Municipal Court to Finance, one FTE was repurposed and moved to Police and one part-time repurposed FTE was moved to Planning (Several vacancies in early FY 2015/16 led to personnel savings)
- Reorganization of Budget office to maximize efficiencies and personnel savings

### FY 2016/17

- Department budget includes costs for salary adjustments implemented in FY 2016/17 <sup>1</sup>

### FY 2017/18

- Continued reorganization of positions which generated personnel savings for FY 2017/18 Base Budget
- 1 FTE added as a Purchasing Supervisor at Mid-Year Budget Amendment \$24,000
- 1 FTE transferred to the new Community Development division in Planning and Development Services

### PROPOSED FY 2018/19

- Add 1 FTE as an Accountant-Senior (Hire Date: 10/18/18) \$89,000 <sup>2</sup>
- Hotel Occupancy Tax (HOT) Audit \$35,000
- Full year of expense for Purchasing Supervisor budgeted

1. Vacancies in FY 2014, 2015 and 2016 led to salary savings in these years.

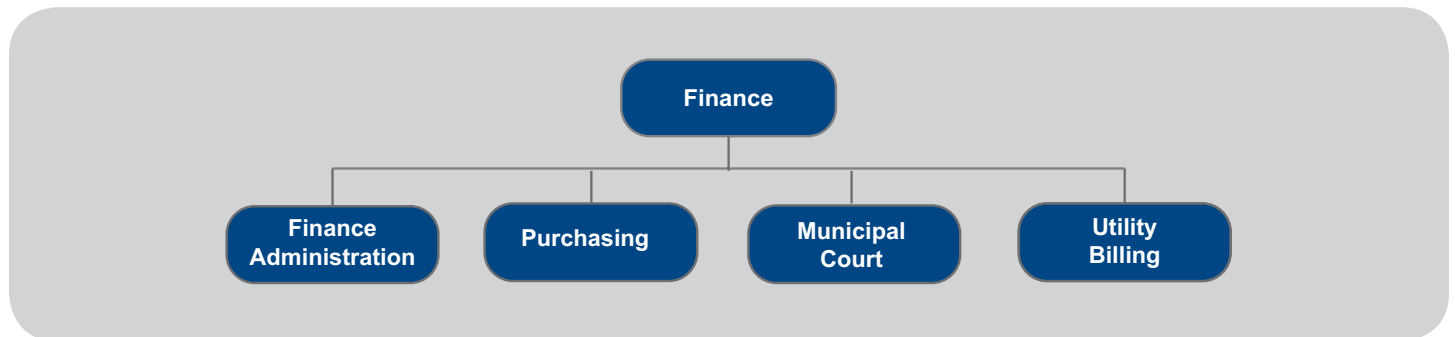
2. Savings from in-house sales tax analysis and recalculated administrative allocation from Utility Fund will help to cover new position





# FINANCE

Management responsibility for all the City's financial activity is centralized in the Finance Department. The Chief Financial Officer develops, oversees, and communicates strategic financial planning, the City's financial policies, debt management, and the day-to-day operations of the Finance Department and its divisions. Major areas of responsibility include: 1) Accounting & Treasury, 2) Budget and Analysis, 3) Municipal Court, 4) Purchasing, and 5) Utility Billing. These functions include purchasing of commodities and services; annual budget preparation; long-term financial planning; revenue forecasting; economic development analysis and support; treasury management, payroll, accounts payable, fixed asset reporting and monitoring capital projects while maintaining accurate and transparent reporting to the citizens of Round Rock.



## 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.

Finance will achieve our Vision and Mission by focusing on the six Finance Foundations:

- **Drive** – We are dedicated and passionate about providing a positive work environment to enhance motivation. We are self-motivated and strive to improve service excellence.
- **Transparency** – We maintain a level of integrity to promote ethical behavior, openness, and communication. We operate in a way that is easy for others to see what actions are performed to inspire trust.
- **Quality** – We embrace the ongoing process of providing service excellence by assessing, anticipating, and fulfilling the stated and implied needs of our customers.
- **Respect** – We are a motivated team inspiring a sincere working environment that supports different viewpoints and personalities.
- **Innovation** – We inspire inventive and forward-thinking teams that network, observe,

and connect ideas to achieve innovation.

- **Leadership** – We lead by example, providing encouragement and guidance with a positive attitude and are responsible stewards of the management and care of resources. We apply ethical principles to make a significant difference.

## GUIDING COUNCIL STRATEGIC GOALS:



## FY 2018 HIGHLIGHTS:

- Awarded third and fourth Stars under the Texas Comptroller's Transparency recognition program for local governments for Economic Development and Public Pensions.
- Rolled out new uniform grant processes to meet new OMB guidelines.
- Implemented GASB 75 – Other Post-Employment Benefits for Employers
- Established new travel audit and training process to enhance the City's internal controls
- Awarded the Certificate of Distinction by the Government Treasurers' Organization of Texas (GTOT) in recognition of outstanding written in-

# FINANCE

vestment policies

- Developed internal processes and reports to submit certain national tournaments and events to the Event Trust Fund which resulted in more than \$125,000 of funding from the state to offset the cost of bringing four national sports tournaments to the City
- Converted sales tax revenue analysis to in-house saving the City \$16,500 annually
- Completed the Tyler Content Manager conversion and implementation for Municipal Court bringing court processes near goal of being fully digitized
- Expanded opportunities for community service in the Municipal Court process by working with The Volunteer Center.
- Updated audio and visual equipment in the Municipal Court room
- Formed a Court Security Committee required by SB 42, The Judge Julie Kocurek Judicial and Courthouse Security Act of 2017, starting meetings in February 2018
- Provided citywide Purchasing and Accounts Payable training sessions on Check Request and Procurement processes
- Supported the Utility Billing software conversion, managing the account and financial sections and providing staff support

## FY 2019 OVERVIEW AND SIGNIFICANT CHANGES:

- Earn fifth and final Transparency Star for Contracts and Procurement
- Prepare Municipal Court's mandated collections program that goes into effect after the 2020 census

- Roll out a Citywide Purchasing Policy for Goods and Services
- Improve efficiency for city departmental purchasing by adding delegation of small purchases to departments
- Implement procurement rules that apply to Federal grant awards effective October 1, 2018
- Oversee the accounting and financial aspects of the City's transition to assume operational control of the Brushy Creek Regional Wastewater System
- Monitor interim state and federal legislative efforts to limit municipal financing – including property tax authority at the state level and tax-exempt debt at the federal level
- Continue to closely monitor revenues and economic conditions

## NEW PROGRAMS FOR FY 2019:

- One new (1) FTE Senior Accountant will focus primarily on CIP and Utility related support
- Add Hotel Occupancy Tax (HOT) Audit program to administer an independent audit to ensure the City is realizing the correct HOT revenues from hotels, motels, and short-term rentals within City limits

## FY 2020 OVERVIEW AND BEYOND:

- Continue preparing for the OCA Collections program in Municipal Court before it goes into effect in 2020
- Continue to proactively monitor and manage long-term financial stability for the City

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Accounts Payable Payments Processed	8,932	9,400	9,700	9,800	9,500
Payroll Payments Processed	42,923	43,500	44,000	44,000	44,000
Numbers of Purchase Orders Processed	1,251	1,300	1,350	1,350	1,350
Court cases filed	7,907	7,143	10,974	12,400	11,000
Courtroom appearances	2,970	2,783	3,513	4,000	4,000



# UTILITY BILLING 5 YEAR SUMMARY OF EXPENDITURES

	2015 Actual	2016 Actual	2017 Actual	2018 Revised Budget	2019 Proposed Budget
Personnel Services	829,343	930,739	1,043,853	1,113,785	1,047,680
Operating Expenses	759,048	741,471	892,604	941,232	972,403
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$1,588,391</b>	<b>\$1,672,210</b>	<b>\$1,936,457</b>	<b>\$2,055,017</b>	<b>\$2,020,083</b>
<b>Expenditures per Capita:</b>	<b>\$15.07</b>	<b>\$15.69</b>	<b>\$17.87</b>	<b>\$18.32</b>	<b>\$17.51</b>
<b>FTEs:</b>	<b>17.75</b>	<b>16.50</b>	<b>16.88</b>	<b>16.50</b>	<b>16.50</b>
<b>% Change:</b>	<b>5.1%</b>	<b>5.3%</b>	<b>15.8%</b>	<b>6.1%</b>	<b>-1.7%</b>

## FY 2013/14

- Meter Service FTEs were transferred from Water to Utility Billing

## FY 2015/16

- 2 FTEs (Administrative Tech moved to Administration and a Customer Service Representative moved to HR) were moved to the General Fund from Utility Billing and a part-time (0.75 FTE) Customer Service Rep was added

## FY 2016/17

- Upgrade to Utility Billing Software - Customer Information System included beginning in FY2017
- During review of position control, transferred 0.375 FTE from Water to Utility Billing

## FY 2017/18

- Extension of Utility Billing Temp Position through the software upgrade \$23,600
- Additional hours (0.25 FTE) for PT Customer Service Rep in Utility Billing \$33,600
- Decreased 0.625 FTE Meter Services Rep to repurpose vacant position as a Purchaser in the General Fund at FY 2017/18 Mid-year Budget Amendment \$23,000

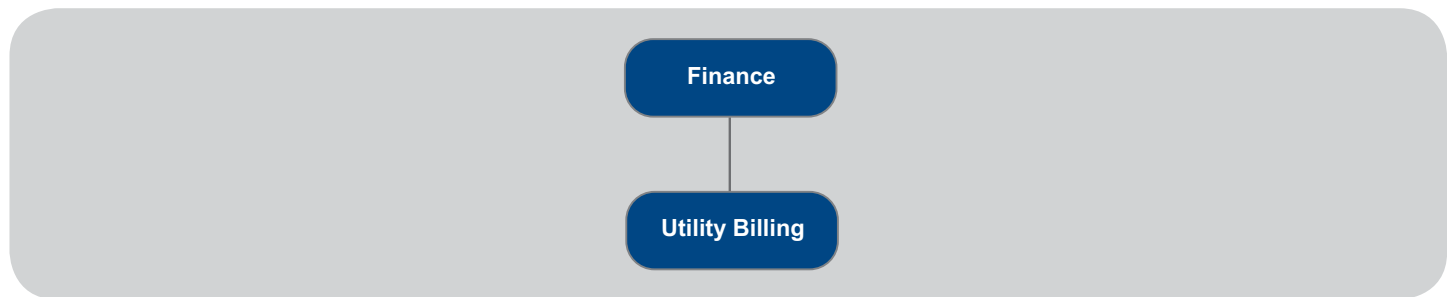
## PROPOSED FY 2018/19

- Utility Billing Office Remodel to change in office workflow needs due to new software implementation and closure of the drive-through window \$35,000



# UTILITY BILLING

The Utility Billing Office Division is part of the Finance Department and is responsible for the accounting, billing, and collection of all customer water, sewer, and garbage billings; connect and disconnect services; and helping customers.



## 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.

Utility Billing will achieve our Vision and Mission by focusing on the six Finance Foundations:

- **Drive** – We are dedicated and passionate about providing a positive work environment to enhance motivation. We are self-motivated and strive to improve service excellence.
- **Transparency** – We maintain a level of integrity to promote ethical behavior, openness, and communication. We operate in a way that is easy for others to see what actions are performed to inspire trust.
- **Quality** – We embrace the ongoing process of providing service excellence by assessing, anticipating, and fulfilling the stated and implied needs of our customers.

- **Respect** – We are a motivated team inspiring a sincere working environment that supports different viewpoints and personalities.
- **Innovation** – We inspire inventive and forward-thinking teams that network, observe, and connect ideas to achieve innovation.
- **Leadership** – We lead by example, providing encouragement and guidance with a positive attitude and are responsible stewards of the management and care of resources. We apply ethical principles to make a significant difference.

## GUIDING COUNCIL STRATEGIC GOALS:



# UTILITY BILLING

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## FY 2018 HIGHLIGHTS:

- The new billing and customer portal system went live in March and April 2018. The system has brought significant changes to the department and allowed major customer service enhancements. The system and portal now allow all customers to review their consumption history, pay their bills and access information on rebates and other needs. Staff will utilize the portal as a tool to engage the customer with all aspects of managing their water usage for their individual needs. New features for customers and staff will continue to be added during FY 2018 and early FY 2019 to create a state of the art, modern system. The project has been a significant success due to the teamwork among Utility Billing, Information Technology and Utilities & Environmental Services staff.

## NEW PROGRAMS FOR FY 2019:

- Utility Billing office remodel to better meet customer service needs.

## FY 2020 OVERVIEW AND BEYOND:

- Continue to expand and enhance customer service and improve internal processes through full integration of AMI metering system, new CIS and Customer Engagement Portal.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Continue to provide excellent customer service and provide technology enhancements to our customers with the customer portal reporting capabilities.

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Customer Service Contacts	79,700	84,609	72,951	73,000	70,000
Field Trips	14,505	15,100	14,018	13,000	12,000
Active Customers	32,588	33,068	33,733	35,000	36,000
Consumption Billed	6,112,977,900	6,438,278,500	6,852,541,400	6,900,000,000	7,000,000,000
Dollars Billed	\$51,135,836	\$54,396,464	\$57,682,251	\$58,500,000	\$60,000,000
Dollars Collected	\$50,818,759	\$55,194,740	\$57,594,612	\$58,000,000	\$60,000,000
Collection Rate	99.38%	99%	99%	99%	99%



# FISCAL SUPPORT SERVICES & LEGAL 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Expenses	-	296,604	-	-	1,401,600
Operating Expenses	2,762,604	2,663,628	2,950,227	3,378,367	3,735,282
Legal Expenses	1,011,980	1,036,423	1,099,435	1,275,000	1,275,000
Capital Outlay	-	18,000	-	-	-
<b>Total Expenditures:</b>	<b>3,774,584</b>	<b>4,014,655</b>	<b>4,049,662</b>	<b>4,653,367</b>	<b>6,411,882</b>
<b>Expenditures per Capita:</b>	<b>\$35.81</b>	<b>\$37.66</b>	<b>\$37.37</b>	<b>\$41.47</b>	<b>\$55.59</b>
<b>FTEs:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>% Change:</b>	<b>8.4%</b>	<b>6.4%</b>	<b>0.9%</b>	<b>14.9%</b>	<b>37.8%</b>

## HISTORY

- Operating expenses include social service funding, tax district and tax collection expenses, power and light, professional services, Economic Development payments, and City Manager Contingency.
- The Legal Department includes the contract for City Attorney and all other outside counsel services required for the General Fund Departments and projects.

## FY 2015/16

- Funding for pay raises, Fire Department market adjustments, and for Parks & Rec Staffing implementation was budgeted in the amount of \$916,604
- Contingency for Fuel & Lubricants in the amount of \$297,750 was transferred here from department budgets so that in the event of large increase in fuel prices, funds were available to be reallocated to departments

## FY 2017/18

- No major programs or notable additions for FY 2017/18
- Variance between 2017 Actual and 2018 Revised Budget is largely due to City Manager contingency not being used and Airco economic development payment did not occur

## PROPOSED FY 2018/19

- Funding for pay raises and market adjustments for FY 2018/19
- Funding of \$250,000 was added to base budget for miscellaneous potential economic development agreements that are not Type B eligible

See detailed breakout of Legal Service expenses on next page and a detailed description of what is included in Fiscal Support Services for FY 2018/19 on the following page.



# LEGAL SERVICES DETAIL

## Legal Fees Paid by Fund and Vendor

	Vendor	FY 2018 YTD	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual	FY 2014 Actual
<b>General Fund</b>	Advanced Discovery	-	-	-	-	499
	Bourland Law Firm <sup>1</sup>	-	-	-	-	141,218
	Cary L Bovey	175	-	-	624	1,014
	Clarence A West	-	-	345	467	3,312
	Court Reporters Clearinghouse	-	-	-	-	5,245
	Elert & Associates	-	-	-	-	6,040
	Herrera & Boyle	-	-	1,250	1,800	2,500
	Legalink Inc	-	-	-	-	1,369
	Linebarger Heard Goggan Blair Graham	-	-	-	-	38,048
	Lynn Ross & Gannaway <sup>3</sup>	-	4,141	2,933	5,243	3,948
	McCall, Parkhurst & Horton	-	-	-	1,099	6,570
	McCreary Veselka Bragg & Allen PC <sup>4</sup>	66,873	107,330	95,923	131,648	137,524
	Patrick H Wood III	-	8,333	-	-	-
	Patrick O'Connor Keel	-	-	-	-	1,200
	Paul Horsby & Company	-	-	-	2,500	-
	Sheets & Crossfield	614,135	1,046,733	1,041,913	1,033,847	1,105,721
	Wright & Greenhill	4,276	43,476	-	-	-
	Taylor, Olson, Adkins Sralla & Elam	1,595	1,740	-	-	-
	The Gober Group	4,198	-	-	-	-
	Wright Watson & Associates	-	-	-	-	3,411
<b>General Fund Legal Expenses</b>		<b>691,251</b>	<b>1,211,754</b>	<b>1,142,364</b>	<b>1,177,227</b>	<b>1,457,617</b>
<b>Utility Fund</b>	Sheets & Crossfield	117,703	140,939	105,420	117,802	105,183
<b>Type B</b>	Sheets & Crossfield	142,957	184,865	113,126	81,031	124,222
<b>HOT - CVB</b>	Sheets & Crossfield	6,460	4,351	4,340	7,240	6,360
<b>HOT - Sports Center</b>	Sheets & Crossfield	612	5,424	3,530	10,232	18,385
<b>Multi Comp</b>	Sheets & Crossfield	920	5,548	-	-	-
<b>Health Insurance Fund</b>	Sheets & Crossfield	8,814	4,380	-	-	-
<b>Other Funds Legal Expenses</b>		<b>277,465</b>	<b>345,507</b>	<b>226,416</b>	<b>216,305</b>	<b>254,150</b>
<b>Total City-Wide Legal Expenses - Actuals</b>		<b>968,716</b>	<b>1,557,260</b>	<b>1,368,780</b>	<b>1,393,533</b>	<b>1,711,767</b>
<b>Total City-Wide Legal Expenses - Budget</b>		<b>1,702,465</b>	<b>1,770,507</b>	<b>1,643,000</b>	<b>1,638,000</b>	<b>1,725,000</b>
<b>Total City-Wide Legal Expenses - % of Budget</b>		<b>56.9%</b>	<b>88.0%</b>	<b>83.3%</b>	<b>85.1%</b>	<b>99.2%</b>

## Professional Services Fees Paid by Fund and Vendor

	Vendor	FY 2018 YTD	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual	FY 2014 Actual
<b>General Fund Professional Services Expenses</b>	Julianne Acevedo <sup>2</sup>	22,500	22,500	30,000	30,000	30,000
	Randy C Cain <sup>2</sup>	54,000	60,000	72,000	72,000	72,000
	<b>General Fund Professional Services Expenses</b>	<b>76,500</b>	<b>82,500</b>	<b>102,000</b>	<b>102,000</b>	<b>102,000</b>
<b>Total City-Wide Professional Services Expenses - Actuals</b>		<b>76,500</b>	<b>82,500</b>	<b>102,000</b>	<b>102,000</b>	<b>102,000</b>
<b>Total City-Wide Professional Services Expenses - Budget</b>		<b>102,000</b>	<b>102,000</b>	<b>102,000</b>	<b>102,000</b>	<b>102,000</b>
<b>Total City-Wide Professional Services Expenses - % of Budget</b>		<b>75.0%</b>	<b>80.9%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

### Notes:

- 1 - Union Pacific and Mercury Communications Agreements
- 2 - Lobbying Fee
- 3 - Human Resources related
- 4 - Municipal Court fine collections. Pass through cost paid by defendants.



## FISCAL SUPPORT DETAIL

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### FY 2019 Fiscal Support Services

<b>Description</b>	<b>Amount</b>
<b>Personnel Services</b>	
Non-Public Safety Salary Adjustments	\$1,401,600
Extra Health Insurance Increase Funding	-
<b>Total Personnel Services</b>	<b>\$1,401,600</b>
<b>Operating Expenses</b>	
Social Service Funding	180,000
Intergovernmental Charges (Tax District, Health Unit, etc.)	614,762
Insurance - General Liability	390,000
City Manager's Contingency	500,000
Economic Development Payments (Dell PT, Emerson, etc.)	1,329,000
Dues & Fees (NLC, CAMPO, TML, etc.)	46,600
Investment Planning Services	75,000
External Audit Services	100,000
Lobbying Services	96,626
Strategic Planning Services	50,000
Miscellaneous Expenses	353,294
<b>Total Operating Expenses</b>	<b>\$3,735,282</b>
<b>Legal Services</b>	<b>\$1,275,000</b>
<b>Grand Total</b>	<b>\$6,411,882</b>

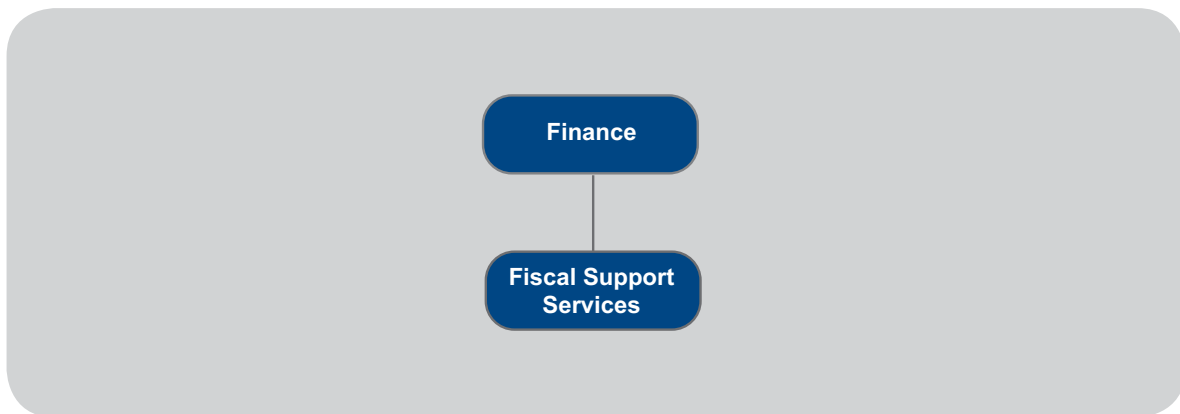




## FISCAL SUPPORT SERVICES

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



### VISION:

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

### MISSION:

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

### MAJOR BUSINESS FUNCTIONS:

**Fiscal Support Services** is a support department for the General Fund. This purely fiscal responsibility center captures expenditures associated with non-allocable costs for general fund related items. Examples of expenditures include various utility and maintenance costs for City Hall and general fund department's expenditure items such as taxes and insurance. 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.



# FIRE 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
<b>Personnel Services</b>	14,452,832	14,953,346	16,942,370	18,316,847	19,230,663
<b>Operating Expenses</b>	1,461,950	1,778,639	1,654,184	3,706,049	3,180,222
<b>Capital Outlay</b>	119,347	116,000	22,000	92,080	-
<b>Total Expenditures:</b>	<b>\$16,034,129</b>	<b>\$16,847,985</b>	<b>\$18,618,554</b>	<b>\$22,114,976</b>	<b>\$22,410,885</b>
<b>Expenditures per Capita:</b>	\$152.12	\$158.06	\$171.83	\$197.10	\$194.30
<b>% Change:</b>	3.4%	5.1%	10.5%	18.8%	1.3%
<b>FTEs:</b>	137.00	140.00	142.00	158.00	162.00
<b>No. Sworn FTEs:</b>	130.00	132.00	134.00	149.00	152.00
<b>No. Civilian FTEs:</b>	7.00	8.00	8.00	9.00	10.00

Each year reflects cost increases for scheduled step pay raises, contract pay increases, and any other market or cost of living adjustments and health insurance cost increases.

## FY 2015/16

- 3 Battalion Chiefs were added so that 2 Battalion Chiefs staff each shift - increased the budget by \$415,639 including necessary equipment
- \$894,000 was funded in the General Capital Projects/Equipment Fund for the Paramedic Advance Care Program and the 911 Automated Dispatching System

## FY 2016/17

- 2 FTEs were added (Fire Code Inspector & a second Assistant Chief) for a total cost of \$323,000
- Replacement of RRFD Radio Apex (year 2 of 4) was funded from the General Self-Finance Fund: \$367,949

## FY 2017/18

- Added 9 FTEs for Upgrade SQ3 to Engine 3 for 3 Firefighters, 3 Drivers, and 3 Lieutenants for \$981,000
- Added 1 FTE Logistics Officer for \$67,000
- Added 6 FTEs Firefighters for Station Nine (FM 3406) (Hire date:6/1/18) at FY 2017/18 Mid-year Budget Amendment \$206,642
- Added additional \$350,000 in over-time costs at FY 2017/18 Mid-year Budget Amendment
- Fire received an Opioid Treatment Grant for FY 2017/18 \$1,325,000; expenses associated to the cost of supplies were fully offset by grant reimbursement revenues

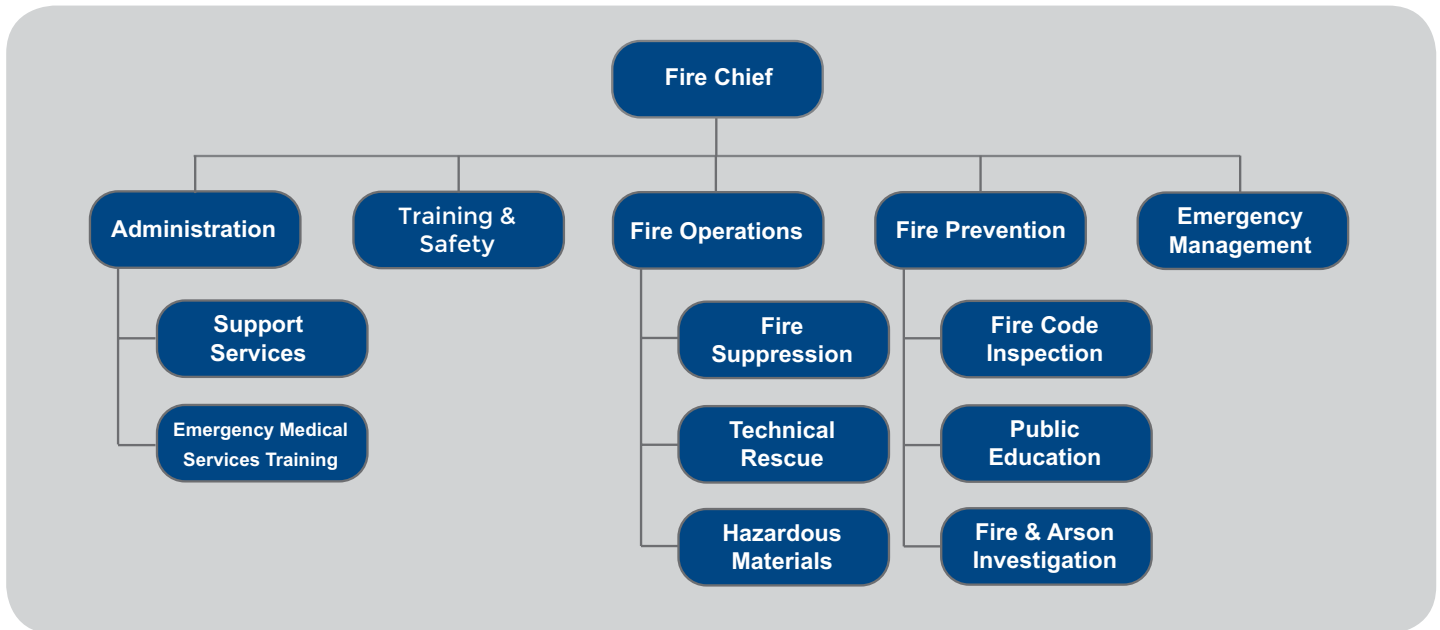
## PROPOSED FY 2018/19

- 3 FTEs Station Nine (FM 3406) (Hire date:2/1/19) \$194,774
- Public Safety Training Facility (PSTF) Equipment Certifications & Dues \$43,000
- Public Safety Training Facility (PSTF) Equipment totaling \$274,000 to be funded through existing project budget
- 1 FTE Executive Command Staff Admin Asst. (Hire date:2/1/19) \$40,897
- MCC 7500- US digital dispatching system \$450,000 to be funded from General Self Finance
- ESO- Electronic Medical Records software \$45,000 funded from FY19 IT Bucket funds



# FIRE

The primary responsibility of the Round Rock Fire Department (RRFD) is to provide the emergency services required to meet the demands of a growing population. There is a constant, deliberate effort to provide our customers with the most current knowledge, methodology, and technology available in the realms of fire and emergency services through our training and safety programs. The demands placed on personnel also necessitates the need for physical fitness and the most effective procedural training 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.

## GUIDING COUNCIL STRATEGIC GOAL:



# FIRE

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## FY 2018 HIGHLIGHTS:

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

- **Upgrade Squad 3 to Engine 3/ Hire 9 Firefighters:** The addition of an Engine Company to Station #3 with an addition of personnel and equipment to address response needs in that district. District #3 is in the southwest area of Round Rock and is one of our busiest districts; it is located near two major road ways, Tollway 45 and IH 35. Due to roadways, residential and commercial businesses, and high call volume there is a significant need for an Engine Company in this area. The location of this district, and the areas infrastructures (Large Commercial structures, Multistory structures, and two major roadways (Tollway 45 and IH 35), a Quint and Engine are needed to fulfill its primary responsibility of providing fire and emergency services to our citizens.
- **Logistics Officer:** An additional Logistics Officer to assist with purchasing and managing the physical resources for the Fire Department. As the department continues to grow with the addition of uniformed positions, stations, and high dollar assets (Vehicles, Radios, and rescue equipment); we have seen an increased demand in the area of responsibility of our Logistics officers.
- **Station 3 Land Purchase:** Procurement of land for station 3 fire station. This will reduce response time to locations in this area. We will now be able to begin construction process/design for the new Fire Station 3. The new station will be built to meet the

departments, and our citizen's, current and future requirements. Fire Station 3 serves the southwest area of Round Rock and includes major business such as Dell, Home Depot, Lowes, Emerson, Wal-Mart, and the La Frontera Shopping Center.

- **Opioid Response Grant:** Round Rock, Texas is one of the fastest growing, safest, and most caring cities in the nation. Our community is just north of Austin and, like most other major metropolitan areas, we have seen an increase in the number of opioid overdoses and deaths. Our plan, starts by expanding our Community Risk Reduction program, enhancing our First Responder Advance Paramedic (FRAP) training, and co-locating MOT in our city's fire stations. We will then incorporate Medication Assisted Treatment (MAT), and peer recovery coaches into our response models so that we can initiate best practice interventions on the scene of a 911 call. We will continue and expand our outreach and education efforts and partner with community agencies to provide comprehensive prevention, intervention, treatment, and recovery options for our community.
- **Station 2 Fencing:** As the city of Round Rock continues its growth and development of downtown, the need for fencing around station 2 has become evident. The fencing will address safety and security of both the Round Rock Fire Department, and the Citizens that are enjoying the downtown environment.

## FY 2019 OVERVIEW AND SIGNIFICANT CHANGES:

The department's focus in FY 2019 is the completion our Fire/Police Training Center, analyze and determine any pending construction and operational needs for Station 9, and the relocation of Station 3. This is accomplished through continued analysis of current and projected needs, based on GIS mapping information, population growth projections, and response time criteria for emergency medical calls and structure fires. This analysis is done in collaboration with the Development Services Office, the Transportation department, and the General Services department.

- Complete and Open the Fire and Police training facility.

# FIRE

- Begin construction of Fire Station 3

## NEW PROGRAMS FOR FY 2019:

- **Public Safety Training Center PSTC (Equipment):** This new program is for the training center/division equipment and training aids. The Fire and Police department collaborated on the build of the Public Safety Training Center on the 72-acre site on which the Police Department Headquarters is located, 2701 North Mays Street. The Center is set to open Summer of FY18, in order to utilize the training centers classroom efficiently and effectively, buildings, and props the requested equipment and training aids are needed.
- **Executive Command Staff Administrative Assistant:** This new program is to establish a position to support the Fire Department Executive Command Staff to include the Fire Chief, Assistant Chiefs, and Executive Officers. This individual will assist with scheduling, research, preparing and proof reading various documents.
- **MCC 7500- US digital dispatching system:** This new program is for the purchase of the MCC 7500-US digital dispatching system. The MCC 7500 console offers dispatchers integration capabilities to reach across multiple applications, resources, helping to coordinate a response, and provide the necessary mission-critical intelligence to ensure the safety of first responders. The MCC 7500 works in conjunction with our fire alerting system enhancing the capabilities for communications in our dispatching consoles, this also allows for tones to be pushed to our Motorola handhelds radios adding another layer of dispatch alerting to our department.
- **ESO- Electronic Medical Records Reporting Software:** ESO subscription for Fire/EMS reporting. Firehouse has recently been acquired by ESO the future support for firehouse has not yet been determined so migration to another platform may become inevitable. ESO will provide enhanced report writing capabilities in the field.

## FY 2020 OVERVIEW AND BEYOND:

Fire has 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 can provide our citizens, with the best fire service possible, in the years to come.

- Build, staff, and equip Fire Station 10.
- Remodel Central Fire Station

## WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Target
Total Calls	9,922	9,971	10,250	10,500	10,800
Total Unit Responses	13,653	13,721	14,000	14,500	14,500
Total Number of EMS Incidents	5,925	5,926	6,200	6,500	6,500
Total Number of Motor Vehicle Incidents	825	825	850	900	900
Hours of Fire Training	25,007	25,000	28,500	30,000	35,000
Hours of EMS Training	3,888	3,800	4,145	5,000	5,500
Hours of Command Level Training	9,481	9,500	10,365	10,000	10,500
New Construction Inspected	2,192	2,192	2,301	2,425	2,500
Existing Construction Inspected	3,050	3,050	3,335	3,690	3,700
Public Education Number of Events	232	232	250	260	350



# GENERAL SERVICES

## 5 YEAR SUMMARY OF EXPENDITURES

	2015 Actual	2016 Actual	2017 Actual	2018 Revised Budget	2019 Proposed Budget
<b>Personnel Services</b>	2,507,353	2,747,067	3,068,062	3,470,067	3,848,824
<b>Operating Expenses</b>	859,082	884,059	954,489	1,176,111	1,295,363
<b>Capital Outlay</b>	9,146	31,975	130,920	20,000	20,000
<b>Total Expenditures:</b>	<b>\$3,375,581</b>	<b>\$3,663,101</b>	<b>\$4,153,471</b>	<b>\$4,666,178</b>	<b>\$5,164,187</b>
<b>Expenditures per Capita:</b>	\$32.02	\$34.37	\$38.33	\$41.59	\$44.77
<b>FTEs:</b>	38.50	41.00	44.00	48.00	52.00
<b>% Change:</b>	9.7%	8.5%	13.4%	12.3%	10.7%

### FY 2014/15

- 2 FTEs were added – a Mechanic and Administrative Associate – to help maintain the department workload

### FY 2015/16

- 2 FTEs were added – a Small Engine Mechanic and a Facilities Maintenance Tech for a total of \$90,000
- 0.5 FTEs was added through the FY 2015/16 Mid-Year Budget Amendment which converted a 0.5 FTE Custodian at CMRC to a 1 FTE full-time position

### FY 2016/17

- 1 FTE added as a Superintendent Building Construction for \$74,000
- Additional line item funded for Temp Admin support \$40,600
- 1 FTE transferred from IT to General Services as an additional Superintendent Building Construction
- 1 FTE added for Assistant Director through the Mid-Year Budget Amendment

### FY 2017/18

- 1 FTE added as a Custodian for the Police Department for \$39,500
- 1 FTE added as a Facility Maintenance Tech for Clay Madsen Rec Center for \$79,500
- 1 FTE added as a Downtown Maintenance Tech for \$58,200
- 1 FTE added as Building Construction Superintendent added in the FY 2018 Mid-Year Budget Amendment \$26,600

### PROPOSED FY 2018/19

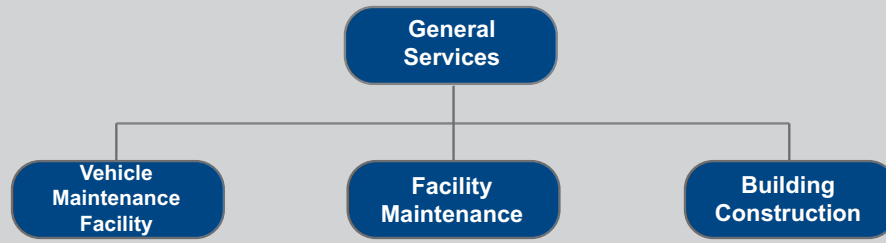
- Public Safety Training Center Staffing - Add 2 FTEs as a Facility Maintenance Tech and a Custodian (Hire Date: 10/1/18) \$116,000
- Add 1 FTE as a Mechanic to serve the Fire Fleet (Hire Date: 2/1/19) \$47,200
- Add 1 FTE to convert 2 part-time Custodians to full-time \$51,600
- Full year expense budgeted for Building Construction Superintendent
- Base budget increase for software, janitorial supplies and building repair and maintenance based on usage





## GENERAL SERVICES

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



### VISION:

To be a leader and provide exceptional customer service.

### MISSION:

To provide a quality and safe environment for our customers and employees, by demonstrating world-class stewardship of our physical assets.

### GUIDING COUNCIL STRATEGIC GOAL:



### FY 2018 HIGHLIGHTS:

- Building Construction – Completed construction of Public Safety Training Center
- Building Construction – Public Library in design development
- Building Construction – Start construction of Luther Peterson Service Center
- Building Construction – Completed construction of Central Fire Station ADA bathroom
- Building Construction – Completed construction Old Settlers Multi-Purpose Complex Phase B
- Building Construction – Completed repairs of BACA Parking Garage concrete
- Building Construction – Complete Construction of Fire Station 9 Phase 2 apparatus bays
- Building Construction – Fire Station 3 in design development
- Building Construction – Completed Sports Center office remodel
- Building Construction – Completed DSO remodel
- Building Construction – added CIP Development Manager
- Building Construction – added Superintendent Building Construction position
- Vehicle Maintenance - Maintained ASE Blue Seal Certification

# GENERAL SERVICES

## FY 2019 OVERVIEW AND SIGNIFICANT CHANGES: NEW PROGRAMS FOR FY 2019:

- Building Construction - Division to acquire and implement project management software.
- Building Construction - start construction of Fire Station 3
- Building Construction - Division to implement an architectural startup packet to improve communication.
- Building Construction - Complete construction of Luther Peterson Service Center
- Building Construction - Point of Entry and Access Control system upgrade
- Building Construction - Complete Design of Library
- Facility Tech
- Custodian
- Mechanic - Fire
- Convert two (2) part-time Custodians to full-time
- Wash Rack- Luther Peterson

## FY 2020 OVERVIEW AND BEYOND:

- Building Construction - start construction of Public Library
- Building Construction - complete construction of Fire Station 3

## WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Target
Facility Maintenance Work Orders	1,312	1,500	1,700	1,076	1,500
City Buildings Maintained	47	51	56	55	55
Trade Contracts	15	17	18	24	24
Service Contracts	5	5	5	7	7
Generators Maintained	23	25	27	27	27
City Vehicle/Equipment Owned	1,495	1,496	1,516	1,520	1,522
Vehicle Maintenance Work Orders	4,500	4,761	5,249	5,300	5,350
Fuel Used (Gallons)	375,850	354,756	414,375	415,000	416,000
New City Buildings Under Construction	1	4	2	1	1





## HUMAN RESOURCES 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	974,657	1,002,728	1,097,192	1,126,708	1,264,191
Operating Expenses	143,698	177,968	154,170	231,140	230,790
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$1,118,355</b>	<b>\$1,180,696</b>	<b>\$1,251,362</b>	<b>\$1,357,848</b>	<b>\$1,494,981</b>
<b>Expenditures per Capita:</b>	<b>\$10.61</b>	<b>\$11.08</b>	<b>\$11.55</b>	<b>\$12.10</b>	<b>\$12.96</b>
<b>FTEs:</b>	<b>10.75</b>	<b>11.75</b>	<b>11.75</b>	<b>11.75</b>	<b>12.75</b>
<b>% Change:</b>	<b>7.4%</b>	<b>5.6%</b>	<b>6.0%</b>	<b>8.5%</b>	<b>10.1%</b>

### FY 2014/15

- An increased emphasis on employee training was added

### FY 2015/16

- Additional costs for employee training and education were added for \$23,990
- 1 FTE was transferred from Utility Billing to Human Resources to account for a HR Assistant position
- Open positions lead to salary savings in Personnel Services

### FY 2016/17

- Additional line item requests for Education Assistance Program, Vending & Food Services, Office & Employee Recognition Supplies were added for \$18,900

### FY 2017/18

- Personnel costs include funding for health insurance cost increases
- Added \$5,200 in the base budget for Operating Expenses for the Customer Service Week which has been paid out of City Manager's Contingency in Fiscal Support in prior years

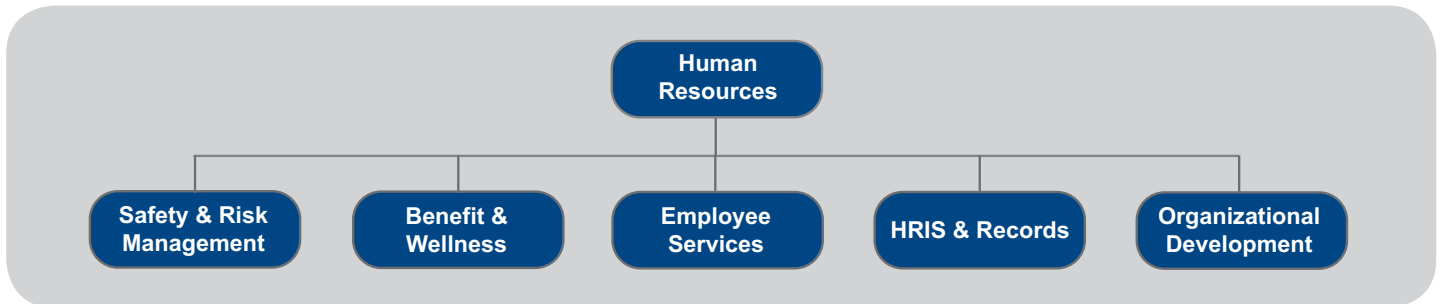
### PROPOSED FY 2018/19

- HR Remodel & Expansion \$80,000 to be funded from General Self Finance
- 1 FTE as an Organizational Development Trainer (Hire Date:10/1/18) \$93,040



# HUMAN RESOURCES

The Human Resources (HR) Department is responsible for providing direction and leadership in human resource matters that support the City's success. Our focus is to provide the following major HR business functions: Safety and Risk Management, Benefits and Wellness, Employee Services (Compensation, Talent Management & Employee Relations), manage 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:

To attract, engage, and retain the best talent to provide quality service to the citizens of Round Rock.

## GUIDING COUNCIL STRATEGIC GOAL:



# HUMAN RESOURCES

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## FY 2018 HIGHLIGHTS:

- Succession planning
- Re-evaluating our wellness initiative to include the wellness committee, lunch and learns, fitness and financial education
- Prescription Safety Eyewear program
- NeoGov Onboarding implemented

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Evaluate the Employee Performance module in Munis to determine if it can be used for Pay for Performance
- Develop online compensation database to respond to compensation survey requests
- HR Strategic Plan

## NEW PROGRAMS FY 2019:

- HR Remodel and Expansion to enhance training program
- Organizational Development Trainer to support leadership and development programs

## FY 2020 OVERVIEW AND BEYOND:

- Develop a diversity recruitment strategy with public safety departments
- Implement HR Strategic Plan

## WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Target
Number of Employment Verifications			136	90	125
Number of Applicant Background Checks and Drug Screens			180	190	225
Number of Exit Interviews			45	17	30
Number of Compensation Surveys			30	36	40
Number of Employee Development Trainings			72	75	85
Number of Employment Applications			14,049	12,179	15,000
Number of Open Records Requests			21	20	25

**NOTE:** Human Resources started to track these workload indicators in FY 2017. Metrics for FY 2015 and FY 2016 are not available.



# INFORMATION TECHNOLOGY 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	2,023,370	1,960,924	2,070,597	2,178,559	2,281,626
Operating Expenses	1,704,345	1,846,357	2,090,332	2,423,320	2,320,972
Capital Outlay	102,155	65,569	50,501	75,000	75,000
<b>Total Expenditures:</b>	<b>\$3,829,870</b>	<b>\$3,872,850</b>	<b>\$4,211,430</b>	<b>\$4,676,879</b>	<b>\$4,677,598</b>
<b>Expenditures per Capita:</b>	<b>\$36.33</b>	<b>\$36.33</b>	<b>\$38.87</b>	<b>\$41.68</b>	<b>\$40.55</b>
<b>FTEs:</b>	<b>22.00</b>	<b>22.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>
<b>% Change:</b>	<b>1.8%</b>	<b>1.1%</b>	<b>8.7%</b>	<b>11.1%</b>	<b>0.02%</b>

## History

- Funding is provided in the General Capital Projects/Equipment Fund in the amount of \$750,000 or technology expansions and improvements.

## FY 2014/15

- Budget included recommendations from the market study which lead to an increase in Personnel Services

## FY 2016/17

- Transferred 1 FTE Database Administrator to General Services to fill a need as an additional Superintendent Building Construction

## FY 2017/18

- No major programs were requested for FY 2017/18
- Personnel costs include funding for health insurance cost increases
- Variance from FY 2016/17 actual due to operational cost savings

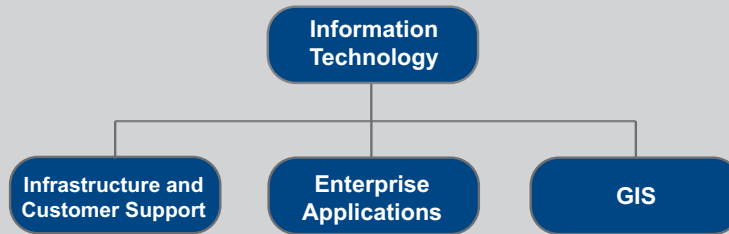
## PROPOSED FY 2018/19

- No major programs requested for FY 2018/19
- An examination of all software licensing costs was conducted and the base budget increased accordingly to reflect the growing costs of software services



# INFORMATION TECHNOLOGY

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



## MISSION:

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

## GUIDING COUNCIL STRATEGIC GOALS:



## FY 2018 HIGHLIGHTS:

- Fiber network and RRTX-WiFi expansion to Public Safety Training Facility and Fire Station 9
- Citywide conference room technology refresh
- Upgrades of AV systems in Library Public Meeting Room and Court
- Custom development for City website – solicitations module and PD recruiting site
- Implementation of several new systems:
  - Smart Parking system in Baca Center and City Hall parking garages
  - New Utility Billing System
  - RRTXWater.com and RRTXWater mobile app
  - Cloud disaster recovery solution using Azure site recovery
  - New IT helpdesk system
  - Pavement\sign inventory management system
- Upgrades of several enterprise applications including TrakIt, Munis, Firehouse, and OSS! OneSolution
- Migration of Fire Department video conferencing solution - Polycom to Skype for Business
- Continued expansion of security camera system to several new facilities
- Physical security open source platform consolidation (id badging and security cameras)

# INFORMATION TECHNOLOGY

## FY 2019 OVERVIEW AND SIGNIFICANT CHANGES: NEW PROGRAMS FY 2019:

- Support of new facilities – Public Safety Training Center
- Incorporate use of cognitive bots and machine learning into business process
- Upgrades of aging AV infrastructure at Police facility
- Support and improve new utility billing system, RRTXwater.com site, and mobile application
- Implement new collaborative platforms available in Office 365 – Teams, Planner, and Stream
- Develop City trails app
- Fiber and RRTX-WiFi expansion to key City facilities including Fire Station 9, Old Settlers baseball complex and Veteran's Park
- Improve newly implemented IT helpdesk and continue to improve customer support experience
- Implement planned technology replacement programs – A/V Systems, network infrastructure, security camera endpoints, and computer/server replacements
- Implement premier technology conference space in the new Luther Peterson facility
- Expand Azure and AWS cloud capabilities
- Develop voice control technology solution (Amazon Alexa/Siri/Google Home)
- Upgrade Cityview mapping application

- No New Program Requests

## FY 2020 OVERVIEW AND BEYOND:

- Focus on implementing the smartest technologies to run our business
- Expansion in use of cloud Infrastructure services
- Evaluate and implement “smart” facilities technology
- Evaluate how augmented and virtual reality technologies improve our services
- Continued expansion of citywide fiber network and RRTX-WiFi
- Evaluate best options for fiber network redundancy
- Technology planning and support of new city facilities – Luther Peterson and Library
- Investigate options for moving to cloud hosted voice system
- Establish technology training program and web presence
- Data analytics and insights into enterprise application data across lines of business

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Help Desk Tickets Resolved	5,700	5,000	5,400	6,400	7,600
PC Replacement	160	195	230	250	260
IT Major Projects Implemented	10	14	12	9	10
Page Visits for Public Facing Websites	4,039,314	4,296,463	4,359,352	4,400,000	4,700,000
Usage of RRTX Wi-Fi (Total Traffic)	26 TB	34 TB	48 TB	55 TB	60 TB
Technology Funded Projects	8	15	13	5	10
Mobile App Downloads	1438	740	550	750	850
Total Email Messages Processed	N/A	N/A	N/A	8,060,000	8,866,000
Email Malware Campaigns Blocked	N/A	N/A	N/A	39,600	43,560
Email Threats Blocked	N/A	N/A	N/A	1,196,000	1,315,600



# LIBRARY

## 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	1,896,202	1,940,131	2,078,411	2,138,278	2,191,333
Operating Expenses	628,379	663,129	658,045	719,105	745,152
Capital Outlay	-	-	17,495	-	-
<b>Total Expenditures:</b>	<b>\$2,524,581</b>	<b>\$2,603,260</b>	<b>\$2,753,951</b>	<b>\$2,857,383</b>	<b>\$2,936,485</b>
<b>Expenditures per Capita:</b>	\$23.95	\$24.42	\$25.42	\$25.47	\$25.46
<b>FTEs:</b>	30.50	30.50	30.50	31.00	31.50
<b>% Change:</b>	3.1%	3.1%	5.8%	3.8%	2.8%

### FY 2013/14

- 1 FTE was added as a Youth Librarian

### FY 2015/16

- \$55,400 was added for additional funding for on-line services, electronic materials and supplies

### FY 2016/17

- A Library Safety Monitor was added as a contract position for \$6,100
- \$26,900 was added for additional funding for Contract Labor, Office Supplies and Leased Library materials

### FY 2017/18

- Added 0.5 FTE Part-Time Adult Services Assistant \$17,100
- \$15,000 for additional funding for CollectionHQ software funded from the IT Tech Fund

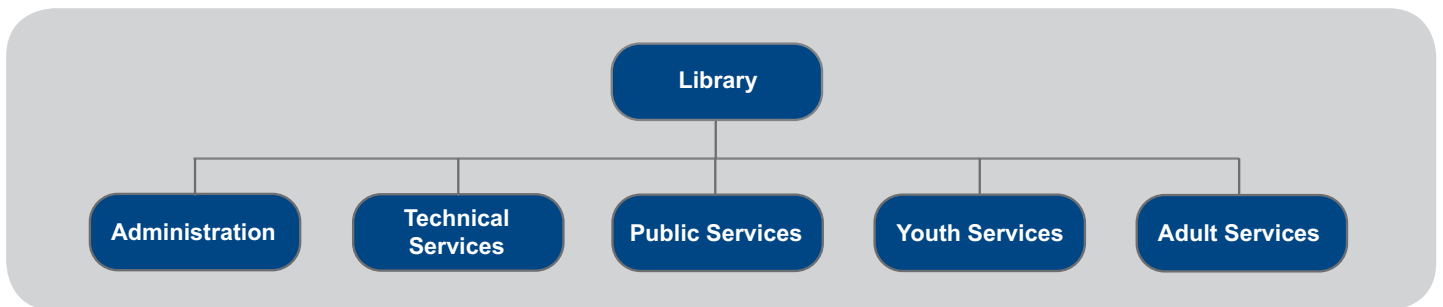
### PROPOSED FY 2018/19

- Add 0.5 FTE as a part-time Library Assistant- Youth Svcs (Hire Date:10/1/18) \$22,800
- Additional funding for leased library material \$12,800



# LIBRARY

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



## MISSION:

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

## GUIDING COUNCIL STRATEGIC GOALS:



## FY 2018 HIGHLIGHTS:

- Voted 2017 Best Classes for Kids by Round the Rock;
- Dash & Dot robot kits added to the Take Home Technology collection;
- Launched Rock Ready with RRISD, early learning initiative to prepare children for kindergarten;
- Teen Tech Fair with support from area companies and organizations including Dell, Apple, Anmol Technologies, CORR, ACC;
- Youth Job & Volunteer Fair;
- Nationally recognized as a Family Place Library;
- Geeta Halley, Public Services Senior Manager, received 2017 Small Business Week Small Business Champion of the Year Award.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Transform into a Lean Library with a Purpose – implement the eleven strategies for reducing costs, improving services and finding our path to survival, success and growth.
- New part-time assistant hired to promote the Library’s resources and services, provide outreach services to the community, and improve the Library’s social media presence.



# LIBRARY

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- Next Chapter:
  - Introduce tween/teen entrepreneurship program;
  - Schedule more multi-generational activities like family game night;
  - Add homework help assistance with Brainfuse the online homework help, test prep, and skills building service;
  - Explore new partnership with the National Library of Medicine and develop series on health and wellness.

## NEW PROGRAMS FOR FY 2019:

- Part-time associate for youth services division to provide customer service on Saturdays and weekday evenings.

## FY 2020 OVERVIEW AND BEYOND:

- Improve collection performance using CollectionHQ to increase circulation by 10%, remove or relocate low performing items and make room for high demand items, save staff time, and reduce wait time for items;
- Hire, train, and retain a diverse workforce with a passion to deliver exceptional customer service;
- Complete bond project on time and within budget.

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Reference Transactions	51,272	47,170	50,000	48,000	45,600
Volunteer Hours	8,025	8,265	8,000	7,264	7,290
Community Outreach Contacts	4,052	4,133	5,000	4,223	2,660
Circulation	972,094	942,932	1,000,000	1,001,947	1,102,142
Interlibrary Loans	4,400	4,268	4,000	4,326	4,196
Public Access Computer Uses	74,476	75,220	70,000	72,755	67,662
Database Uses	23,660	22,714	25,000	15,939	16,736
Program Attendance	44,755	54,153	50,000	51,703	54,805
Library Visits	388,625	408,056	390,000	422,556	421,161



# PARKS AND RECREATION 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	6,424,801	6,877,099	7,818,573	7,893,367	8,253,318
Operating Expenses	3,439,180	3,429,110	3,566,766	3,716,919	3,852,207
Capital Outlay	452,842	101,242	123,132	158,460	97,000
<b>Total Expenditures:</b>	<b>\$10,316,823</b>	<b>\$10,407,451</b>	<b>\$11,508,471</b>	<b>\$11,768,746</b>	<b>\$12,202,525</b>
<b>Expenditures per Capita:</b>	<b>\$97.88</b>	<b>\$97.64</b>	<b>\$106.21</b>	<b>\$104.89</b>	<b>\$105.79</b>
<b>FTEs:</b>	<b>91.25</b>	<b>105.88</b>	<b>102.00</b>	<b>105.38</b>	<b>108.38</b>
<b>% Change:</b>	<b>7.4%</b>	<b>0.9%</b>	<b>10.6%</b>	<b>2.3%</b>	<b>3.7%</b>

## FY 2015/16

- \$400,000 was included for implementation of a staffing study; the compounding of a full year impacted the FY 2016/17 personnel budget
- 1 FTE as an Aquatics Manager, seasonal staff, and operating costs added for the expansion of Rock'N River for \$329,000
- 3.75 FTEs added through converting Temp staff to PT for the CMRC weekend team for \$53,200
- 4 FTEs added for operations of Multipurpose Complex which transferred to Sports Management and Tourism in FY 2016/17
- 5.875 FTEs added through the FY 2015/16 Mid-Year Budget Amendment

## FY 2016/17

- Transferred 4 FTEs to the Multipurpose Complex Fund
- Added 0.125 FTEs through converting Temp staff to PT

## FY 2017/18

- Added 1 FTE Play for All Maintenance Worker for \$78,600
- Converted 2.375 FTEs from Temp staff to PT
- \$37,900 added for an extension of a Musco Sports Lighting Warranty
- \$28,500 added for Adaptive & Inclusive recreation programming
- \$31,400 added for cost increases for materials & supplies and contract services

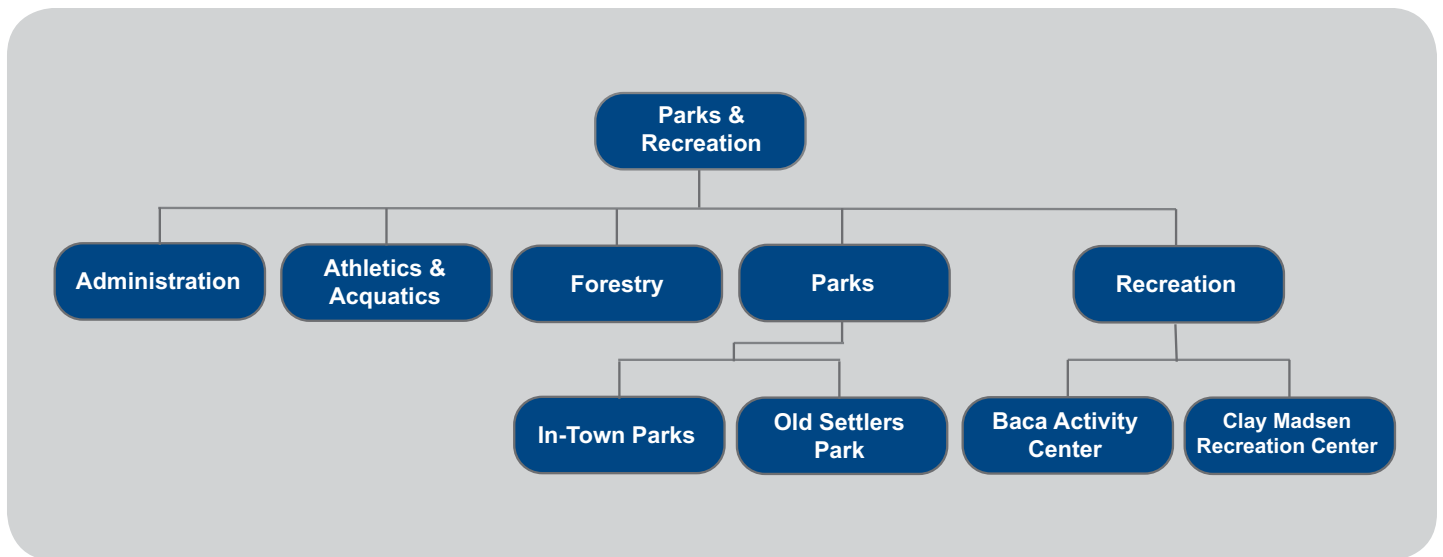
## PROPOSED FY 2018/19

- Continue enhancements to the annual July 4<sup>th</sup> parade \$56,900
- PARD Irrigation Team – 2 FTEs (Hire Date:2/1/19) \$76,400
- Add 1 FTE as a Park Ranger (Hire Date:2/1/19) \$77,266
- Aquatics Software to be funded through FY19 IT Bucket fund \$16,500
- Additional funding for Seasonal Lifeguard salaries \$145,600



# PARKS AND RECREATION

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



## VISION:

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

## MISSION:

People dedicated and empowered to create positive and memorable experiences in people's lives.

## GUIDING COUNCIL STRATEGIC GOALS:



## FY 2018 HIGHLIGHTS:

- Completion and grand re-opening of the Play for All Park Expansion
- Awarded a Texas Recreation and Parks Society (TRAPS) Lone Star Programming Award (Class II) for the Play for Fall Fundraising Event.
- The Aquatics Team was honored with three American Red Cross awards for our lifeguard and learn-to-swim programs.
- Christmas Family Night was re-structured and expanded to highlight the Hometown Holiday light show throughout downtown.
- Parks Maintenance Team wins first place at TRAPS State Maintenance Rodeo Competition.
- Construction and/or completion of numerous bond projects including: OSP Soccer Field Renovations, CMRC Sports Fields, Adult Recreation Complex, Brushy Creek Trail – Veterans to Rabb Park and OSP Infield Renovations.
- Construction and/or completion of various PARC Repair & Replacement Program Projects including: Frontier Park Renovation, RR West Park Tennis Court Lights, Shayla Dame Skatepark Renovations, Memorial Park Playground

# PARKS AND RECREATION

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Replacement, Stark Park Renovation and Rabb Pavilion Area Improvements.

- Continued growth in recreation center and aquatic facility memberships and attendance.
- Baca Center named Senior Resource Guides Best of Award for the second year in a row.
- Increased PARD involvement in the Sertoma July 4<sup>th</sup> Parade to re-structure and expand the parade to better reflect the character and quality of the Round Rock community
- Launch of a youth soccer developmental league for ages 3-10 in partnership with Galaxy Soccer.
- Awarded a Chick-fil-A Foundation True Inspiration Award and grant for the Play for All Park Expansion Project.
- Completed PARD Biennial Fee Study and updated several fees. In addition, the study and subsequent fee revision created a Capital Expenditure fund for use at Old Settlers Park.
- Increased community engagement with our Hike with a Ranger Program which includes wildlife education and conservation hikes for families, youth nature hikes, and park interpretative hikes for families.
- Adoption of Parks and Recreation Master Plan update (Playbook 2030: Building a Connected Community)

- Design and construction of OSP Maintenance Yard Security Improvements.

## **NEW PROGRAMS FY 2019:**

- July 4<sup>th</sup> Parade enhancements
- Two (2) FTEs for PARD Irrigation Team
- Full-time Park Ranger
- Old Settlers Park (OSP) Vehicle Maintenance Yard- Security Improvements
- Aquatics Software
- Old Settlers Park (OSP) Football Field Re-Sod
- Additional funding for Seasonal Personnel

## **FY 2020 OVERVIEW AND BEYOND:**

- Construction and/or completion of Heritage Trail East Project, Rock'N River Improvements Project, and CMRC ADA Improvements Project.
- Continuation of PARD Repair & Replacement Program to include: Rock Hollow Playground Replacement, Bradford Park Playground Replacement, Meadow Lake Playground Replacement and Kinningham Park Playground Replacement.

## **FY 2019 OVERVIEW & SIGNIFICANT CHANGES:**

- Construction and/or completion of Heritage Trail West and Lake Creek Trail – RR West Park to Centennial Plaza.
- Continuation of the PARD Repair & Replacement Program to include: Krebsbach Pool Improvements, Mesa Village Playground Replacement, RR West Greenbelt Renovation and Behrens Ranch Greenbelt Trail Repairs.
- Launch of Old Settlers Park Repair & Enhancement Program with design of first year projects.
- Completion of PARD Economic Benefits Study 2018 and Park Use Study 2018 using national adopted models by Trust for Public Lands and National Parks and Recreation Association.
- 5-Year Re-Accreditation Review and Site Visit by Commission for Accreditation of Parks and Recreation Agencies (CAPRA).

# PARKS AND RECREATION

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
<b>Parks Division Measures</b>					
Acres of parkland and open space	2,035	2,270	2,270	2,280	2,285
Hours of athletic field use	23,450	25,669	25,000	21,500	22,500
Miles of trail	18.81	22.95	23.19	23.95	24.95
Average Park Certification Score	93.02	93.77	93.33	93.25	93
<b>Recreation Division Measures</b>					
Clay Madsen Recreation Center users	584,760	661,118	713,035	715,000	720,000
Baca Center users	115,000	145,559	253,625	255,000	260,000
Recreation programs offered	3,423	4,110	4,315	4,350	4,400
Recreation program participants	51,292	56,938	75,219	76,000	77,000
<b>Athletics/Aquatics Division Measures</b>					
Total pool attendance	81,132	124,722	136,478	135,000	140,000
Swim lesson participants	1,186	1,016	1,036	1,100	1,100
Athletic camps and classes offered	223	165	172	175	175
<b>Forestry Division Measures</b>					
Trees pruned in parks	1,673	1,591	1,625	1,700	1,700
Residential Tree Inspection services	91	157	125	125	125
Cubic yards of brush recycled	28,428	27,162	23,758	27,000	27,000
<b>Administration Division Measures</b>					
Value of positive media impressions	\$41,120	\$92,302	\$255,278	\$60,000	\$60,000
Sponsorships and donations received	\$75,083	\$89,580	\$329,285	\$90,000	\$90,000
Park Ranger patrol hours	4,177	4,457	7,275	7,300	7,500
Number of special events and tournaments	175	153	161	165	170
Facility rental hours	34,417	39,907	38,128	40,000	42,000



# PLANNING AND DEVELOPMENT SERVICES 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	2,731,463	2,961,840	3,618,263	4,475,224	4,670,330
Operating Expenses	215,087	219,488	235,948	437,303	462,668
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$2,946,550</b>	<b>\$3,181,328</b>	<b>\$3,854,211</b>	<b>\$4,912,527</b>	<b>\$5,132,998</b>
<b>Expenditures per Capita:</b>	<b>\$27.95</b>	<b>\$29.85</b>	<b>\$35.57</b>	<b>\$43.78</b>	<b>\$44.50</b>
<b>FTEs:</b>	<b>34.75</b>	<b>36.75</b>	<b>43.75</b>	<b>52.00</b>	<b>52.00</b>
<b>% Change:</b>	<b>6.8%</b>	<b>8.0%</b>	<b>21.2%</b>	<b>27.5%</b>	<b>4.5%</b>

## FY 2014/15

- 1 FTE added as a Building Inspector

## FY 2015/16

- 1 FTE added as a Planning Technician to meet increased service demands for \$36,000
- 1 FTE added through the FY 2015/16 Mid-Year Budget Amendment as a Construction Inspector

## FY 2016/17

- 2 FTEs added as a Building Plans Examiner and a Development Coordinator for \$213,000
- 5 FTEs added through the FY 2016/17 Mid-Year Budget Amendment: 4 Planning Inspectors transferred in from the Transportation Department and another new Planning Inspector added

## FY 2017/18

- Added 5 FTEs- Senior Engineer, Senior Engineer Tech, & Code Enforcement Officer for \$255,800
- \$93,600 for a Landscape Inspection Contract
- Transferred in 3 FTEs to new Community Development division in Planning and Development Services including operating expenses of \$68,000
- FY 2018 Mid-Year Budget Amendment increased the FTE authorization of one position by 0.25 FTE
- Added contract services budget for certifications and inspections

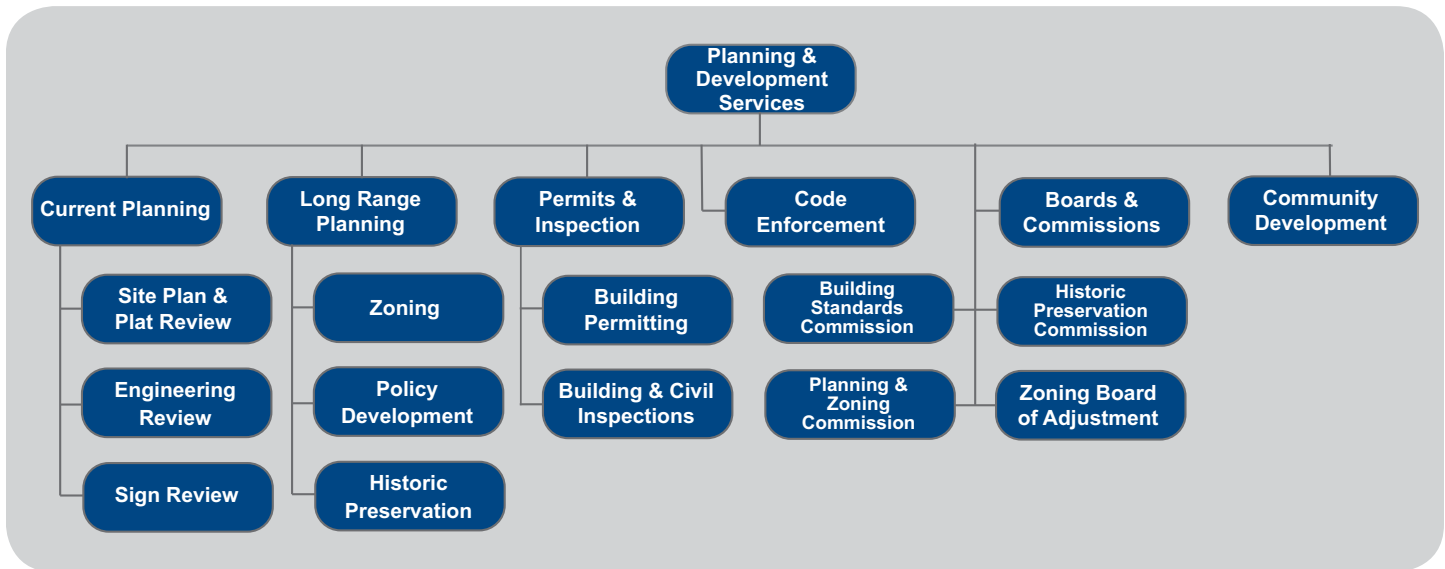
## PROPOSED FY 2018/19

- Comprehensive Plan 2030 \$50,000
- New Truck for the Chief Building Inspector to be funded through General Self Finance \$30,000



# PLANNING AND DEVELOPMENT SERVICES

The Planning and Development Services Department is responsible for land use policy, administration of land development regulations, permit review and inspections, community development, neighborhood services, 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 businesses are committed to working together to build a quality community.

## MISSION:

To provide the citizens and development community with efficient, consistent, fair, and effective development review services; promote quality development and planning programs to enhance the quality of life and facilitate economic growth; and improve the built environment.

## GUIDING COUNCIL STRATEGIC GOAL:





# PLANNING AND DEVELOPMENT SERVICES

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## FY 2018 HIGHLIGHTS:

- To streamline decision making and staff oversight, the planning and development services divisions were reorganized into a single work unit reporting to the Assistant Director.
- Implemented a case manager system to enhance customer service.
- Successfully managed another year of high growth to the tune of \$208 million in new non-residential and multi-family projects.
- Oversaw the successful relocation of the Stagecoach Inn.
- Assisted 236 needy residents via volunteers to address maintenance and code issues.
- Implementation of the successful UniverCity program.

## NEW PROGRAMS FOR FY 2019:

- Comprehensive Plan 2030
- New Truck for Chief Building Official

## FY 2020 OVERVIEW AND BEYOND:

- Consolidate all counters the department has into a single, comprehensive counter.
- Play an instrumental role in downtown redevelopment.
- Implement an electronic plan review system.
- Lawn care foster program and fence staining kit.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Conclude the development process for The Depot and Nutty Brown.
- Formally commence the 2020 General Plan process.
- Full implementation of the Rock Development Code.

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Total Approved Plats	46	60	65	64	64
Development Permits Received	83	90	100	90	110
Development Permits Issued	77	75	85	85	95
Number of Building Permits	2,747	2,864	2,950	3,900	4,100
Number of Inspections	15,105	15,422	16,225	25,500	26,000
Total Bandit Signs	5,594	5,500	5,500	6,100	6,100
Total Notified Code Violations	2,576	2,928	3,500	3,700	3,900





# POLICE 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
<b>Personnel Services</b>	22,346,567	23,639,744	24,706,329	26,939,262	28,061,065
<b>Operating Expenses</b>	3,591,770	3,181,513	3,755,035	3,917,039	3,892,683
<b>Capital Outlay</b>	792,898	16,685	271,114	50,432	50,432
<b>Total Expenditures:</b>	<b>\$26,731,235</b>	<b>\$26,837,942</b>	<b>\$28,732,478</b>	<b>\$30,906,733</b>	<b>\$32,004,180</b>
<b>Expenditures per Capita:</b>	\$253.60	\$251.78	\$265.17	\$275.46	\$277.47
<b>% Change:</b>	2.5%	0.4%	7.1%	7.6%	3.6%
<b>FTEs:</b>	233.50	239.50	247.90	250.90	252.95
<b>No. Sworn FTEs:</b>	165	166	173	176.00	178.00
<b>No. Civilian FTEs:</b>	68.5	73.5	74.9	74.90	74.95

Each year reflects cost increases for scheduled step pay raises, any market or cost of living adjustments and health insurance costs

## FY 2014/15

- 10.5 FTEs added including 3 Police Officers, 4 SROs, and 3 Call-takers were added to the department at a cost of \$1.1 million

## FY 2015/16

- 5 FTEs added as 5 new Call-takers for a total cost of \$318,000
- 1 FTE transferred by repurposing a vacant position from the Finance Department to add an additional Communications Specialist

## FY 2016/17

- 8 FTEs added as 5 Police Officers, 1 Police Sergeant, 1 Police Lieutenant & 1 Community Affairs Specialist for a total cost of \$927,000

## FY 2017/18

- Added 3 FTEs- Crime Scene Specialist & 2 Detectives for a total cost \$285,000, including 2 new vehicles
- \$85,000 added as a one-time expense for Building Improvements to the Lobby and Automated License Plate Reader & Speed Trailer Replacements from General Self Finance
- \$70,400 added for the first year of a Shotgun Phase-In

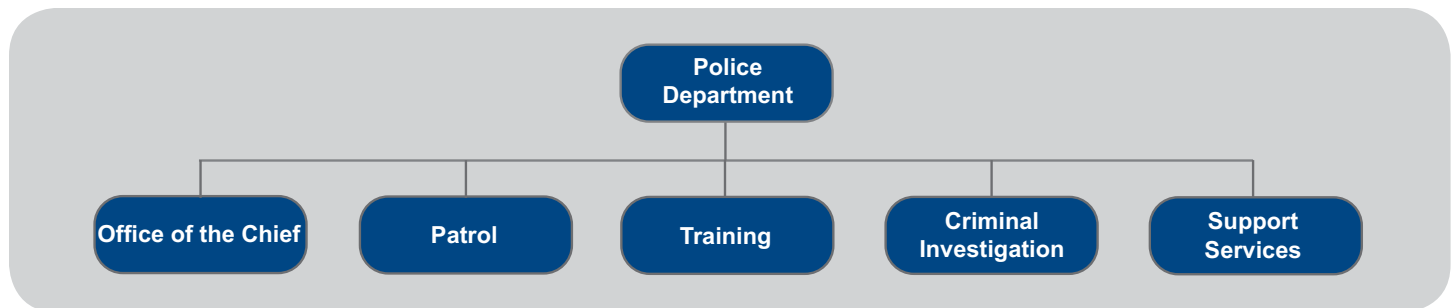
## PROPOSED FY 2018/19

- Two additional 0.025 FTEs for increased authorization for 2 existing part-time positions
- Add 2 FTEs as Police Officers (Hire Date:2/1/19) \$486,900
- Parking cover for Tactical Vehicles to be funded from General Self Finance \$100,000
- Additional funding for PD Special Events Pay & Hardware \$191,000
- Police Radio Replacements (Year 5 of 7) \$368,000 from General Self Finance
- 26 police vehicles proposed for replacement at a cost of \$1,427,000 from General Capital Projects/Equipment Fund



# POLICE

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



## VISION:

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

## MISSION:

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

## GUIDING COUNCIL STRATEGIC GOAL:



## FY 2018 HIGHLIGHTS:

- Police, Fire, and General Services anticipate the completion of a new Police/Fire Training Facility at the north end of the Police headquarters tract by the fiscal year's end.
- The Department added additional staff to keep pace with the growth in demand for police services. The Fiscal 2018 budget provided for two additional detectives and an additional crime scene specialist to expand the Department's investigative capacity.
- The Texas Commission on Law Enforcement (TCOLE) granted the Department *Academy Status*, which allows the Department to operate its own police academy. Previously, TCOLE allowed the Department to operate an academy when sanctioned by the Capital Area Council of Governments.
- The Department was set in 2018 to receive an additional SkyWatch tower funded by the FBI. This apparatus helps the Department monitor large areas and respond to large public events.
- In addition, the Department made several equipment acquisitions in Fiscal 2018. The fourth year of a multi-year radio replacement plan was enacted, as was the first of a multi-year shift to shotguns for Patrol personnel. Replacement speed trailers and automated license plate readers also were acquired in 2018.

# POLICE

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- The Training Division will operate the Department's first police academy at the new training facility after being granted *Academy Status* by the Texas Commission on Law Enforcement in the spring of 2019.
- The Department plans to roll out online reporting for citizens in the fall of 2018.
- The Department will continue to seek new ways to reach out to our community – especially previously unengaged segments of our community
- The Department anticipates in Fiscal 2019 the first year of transitioning away from the School Resource Officer program with the Round Rock Independent School District. The district is working to initiate its own police department to cover the district's 55 schools.

## NEW PROGRAMS FOR FY 2019:

- **Police Officers** – This program will bring on to staff two additional police officers – one in the Traffic Unit – to increase the manpower available to provide direct police service to the community.
- **Parking Cover for Tactical Vehicles** – This program will fund a pre-engineered metal building to protect several of the Department's large

tactical vehicle assets from heat- and weather-related deterioration.

- **Automated License Plate Readers** – Will fund the purchase of additional equipment that scans license plates and aids officers in locating suspects to aid in investigations.
- **Additional 0.025 FTEs** – This program increases the full-time equivalency of two part-time employees by a small amount.

## FY 2020 OVERVIEW AND BEYOND:

- Continue developing the Police/Fire Training Facility to install the training elements not funded in the 2013 bond issue.
- Address staffing levels amid City growth, pending staff retirements, and the phase-out of the School Resource Officer program.
- Replacement of the Department's large incident-response vehicle assets.
- The Commission on the Accreditation of Law Enforcement Agencies (CALEA) will return to Round Rock in 2020 for its next-scheduled on-site accreditation review. The Department has been CALEA-certified since 2004.
- Continue the radio replacement program, anticipated to conclude in FY 2021.

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
External Calls for Service	64,114	70,973	70,067	71,413	72,841
Self-Initiated Events	52,568	48,473	51,003	55,936	57,055
Total Police Events	116,682	119,446	121,070	127,349	129,896
Felony Arrests	633	753	689	578	600
DWI Cases	361	362	392	336	340
Police Reports Taken	8,642	9,640	9,672	9,392	9,500
Traffic Stops	23,754	19,477	23,195	25,818	26,000
Foot Patrols	2,008	1,140	1,490	1,319	1,400



## CONVENTION AND VISITORS BUREAU (HOT FUND)

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	262,380	272,332	272,177	449,686	254,137
Operating Expenses	347,817	379,842	383,305	1,275,975	1,371,859
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$610,197</b>	<b>\$652,174</b>	<b>\$655,482</b>	<b>\$1,725,661</b>	<b>\$1,625,996</b>
<b>Expenditures per Capita:</b>	<b>\$5.79</b>	<b>\$6.12</b>	<b>\$6.05</b>	<b>\$15.38</b>	<b>\$14.10</b>
<b>FTEs:</b>	<b>3.00</b>	<b>3.00</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>
<b>% Change:</b>	<b>-13.0%</b>	<b>6.9%</b>	<b>0.5%</b>	<b>163.3%</b>	<b>-5.8%</b>

### FY 2015/16

- Additional funding added for Professional Services and Special Events Programs for staff to continue to help showcase Round Rock as the destination of choice. These funds were originally part of the Sports Center budget and were moved to reflect responsibilities.

### FY 2016/17

- 1 FTE added as an Events Manager for \$107,000

### FY 2017/18

- Added 1 FTE as a Coordinator – Marketing & Advertising to expand tourism marketing into the conventions and meetings industry. The total cost for the new program was \$574,000

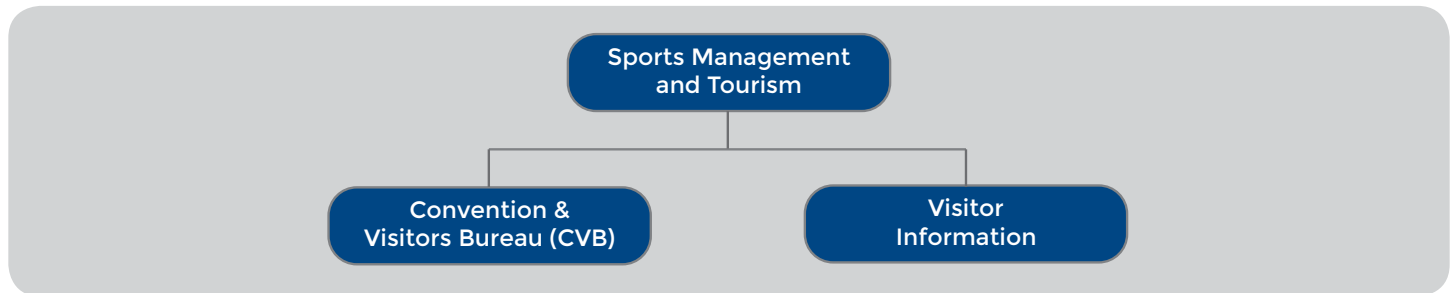
### PROPOSED FY 2018/19

- Fiscal Impact Analysis and Reporting to evaluate impact of sports tourism for current/planned programs \$100,000



# CONVENTION AND 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.

## GUIDING COUNCIL STRATEGIC GOALS:



## FY 2018 HIGHLIGHTS:

- Economic Activity from the total events held in 2017 was \$13,960,370 with 109,198 guests and participants in those events.
- SportsCapitalofTexas.com continues to grow with the opening of the Round Rock Multipurpose Complex and the great interest in Quidditch and other major tournaments coming to Round Rock. In 2017, there were 69,964 new users , up 123.76%, there were 157,468 pageviews, up 110.40%: and 87,802 sessions, up 128.07%.
- Social media efforts yielded 2,200,000 impressions; 68,615 engaged users; and 52,976 stories.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Work to establish the marketing efforts to become the destination for meetings and events with the opening of new hotel meeting and convention spaces in 2020 and beyond.

## NEW PROGRAMS FY 2019:

- Fiscal Impact Reporting Analysis to provide a detailed study examining the impact the City's "Sports Capital of Texas" initiative continues to have.

# CONVENTION AND VISITORS BUREAU

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## FY 2020 OVERVIEW & BEYOND:

- Continue to develop and grow relationships with sports events groups and meeting planners.
- Continue to use sales and marketing efforts to find new ways to promote Round Rock.
- Continue to educate citizens on the benefits of tourism and encourage our citizens to be brand ambassadors.

## WORKLOAD INDICATORS

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Events Held	45	50	55	60	60



# FOREST CREEK GOLF CLUB (GOLF FUND)

	2015 Actual	2016 Actual	2017 Actual	2018 Revised Budget	2019 Proposed Budget
<b>Personnel Expenses</b>	-	-	-	-	1,115,381
<b>Operating Expenses</b>	14,460	-	1,849,071	1,370,000	859,595
<b>Capital Outlay</b>	-	-	-	100,000	42,600
<b>Minor Improvements</b>	14,460	73,908	-	56,173	-
<b>Total Expenditures:</b>	<b>\$28,920</b>	<b>\$73,908</b>	<b>\$1,849,071</b>	<b>\$1,526,173</b>	<b>\$2,017,576</b>
<b>Expenditures per Capita:</b>	\$0.27	\$0.69	\$17.07	\$13.60	\$17.49
<b>FTEs:</b>	0.00	0.00	0.00	0.00	0.00
<b>% Change:</b>		155.6%	2401.9%	-17.5%	32.2%

## FY 2016/17

- New management company, Kemper Sports, began oversight of the Forest Creek Golf Club; with change a more detailed record of the expenditures are being tracked and monitored
- Under the new management several items were repaired or replaced to improve the appearance and functionality of the course – initial start-up costs were incurred

## FY 2017/18

- Course closed \$5.1M total renovations from December 2017- September 2018
- \$983K transferred from General Self Finance to cover operating costs while the Golf Club is closed.

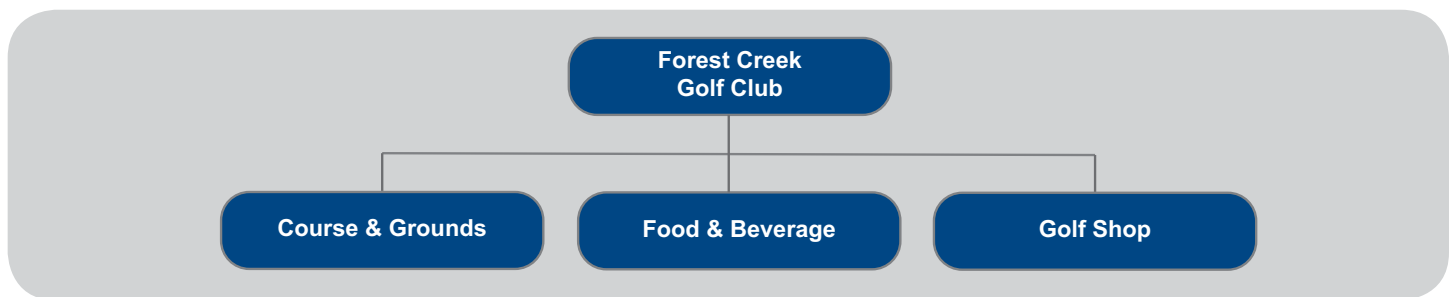
## PROPOSED FY 2018/19

- Golf Course anticipates re-opening in September 2018.
- Projected revenues of \$2.0M anticipated to fully cover expenses



# FOREST CREEK GOLF CLUB

Forest Creek Golf Club provides Hill Country golf at its finest. The 7,147-yard par-72 golf course has been nationally recognized as one of the finest public golf courses in Central Texas. Facility amenities include, a full-service grill, event center and an outstanding practice range enhanced by a putting green and short-game complex.



## MISSION:

Differentiate Forest Creek Golf Club from competitors as the premier experience in the Round Rock area.

## VISION:

Brand and establish Forest Creek Golf Club as a premier golf destination for public play, tournaments, and non-golf events in Round Rock and surrounding areas.

## GUIDING COUNCIL STRATEGIC GOAL:





# FOREST CREEK GOLF COURSE

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## FY 2018 HIGHLIGHTS:

- Started and completed a \$5.1M renovation of the course and grounds

## NEW PROGRAMS FY 2019:

- No New Programs

## FY 2019 OVERVIEW AND SIGNIFICANT CHANGES:

- Grand re-opening a renovated golf course that offers newly redesigned Tif-eagle greens, renovated bunkers utilizing the Better Billy Bunker method, new state-of-the-art irrigation system, 7 new bridges, and a much-improved practice facility. The course will offer a more player friendly golf experience, complete with new ladies and senior tees. The perimeter of the property will showcase a beautiful strand of buffalo native grasses. Tree covered areas will have the canopies raised and many dead trees removed for increased playability. New water features will enhance the appeal of the ponds. The new practice facility will showcase a wider, deeper driving range, complete with netting and LED lighting.

## FY 2020 OVERVIEW AND BEYOND:

- Continue to work with KemperSports to brand Forest Creek Golf Club as a premier golf destination for public play, tournaments and non-golf events in Round Rock and surrounding areas.

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Total Rounds	32,489	32,522	37,575	10,972	40,000
Operating Revenue	\$320,846	360,371	\$703,884	200,000	2,029,802



## MULTIPURPOSE COMPLEX 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	-	-	139,068	278,974	447,712
Operating Expenses	-	-	248,461	463,852	524,782
Capital Outlay	-	-	2,500	50,000	50,000
<b>Total Expenditures:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$390,029</b>	<b>\$792,826</b>	<b>\$1,022,494</b>
<b>Expenditures per Capita:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3.60</b>	<b>\$7.07</b>	<b>\$8.86</b>
<b>FTEs:</b>	<b>0.00</b>	<b>0.00</b>	<b>4.00</b>	<b>4.50</b>	<b>5.50</b>
<b>% Change:</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>103.3%</b>	<b>29.0%</b>

### FY 2016/17

- New fund created to account for the operations, maintenance, and programming for the Multipurpose Complex
- The Personnel Services costs included a budget for 5 FTEs which were originally approved through the FY 2015/16 Mid-Year Budget Amendment for the Multipurpose Complex. One FTE (a Reservation Specialist) became a Parks & Recreation Department position in General Fund.

### FY 2017/18

- Added 0.50 FTE for a full-time Assistant Coordinator which splits their time 50/50 between the Sports Center & the Multipurpose Complex. The cost added for the Multipurpose Complex Fund was \$40,300.

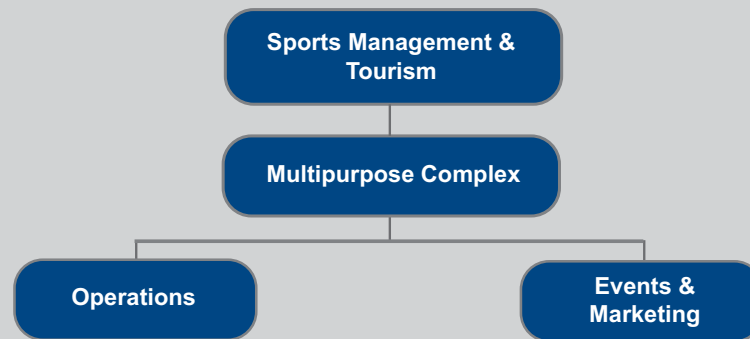
### PROPOSED FY 2018/19

- 1 FTE as a Sports Facility Maintenance Worker \$57,494
- Additional line items for Seasonal employee salaries \$80,738, which were not in the original pro forma for the facility.



## MULTIPURPOSE COMPLEX

The Round Rock Multipurpose Complex (RRMPC) is a world-class outdoor athletic facility that was completed in May 2017. The facility can host a wide variety of sport tournaments and special events such as soccer, lacrosse, rugby, football, ultimate Frisbee and any other sport needing a large flat field. RRMPC features two (2) championship fields (one natural grass and one synthetic turf) and four (4) natural grass and four (4) synthetic turf multipurpose fields with all ten (10) fields lit with Musco lights. The clubhouse building features two (2) team rooms, restrooms, concessions, officials locker room and storage. There are two (2) additional restroom buildings located on either end of the quad multipurpose fields; spectator shade structures throughout the facility; two (2) playground areas; a festival area; and over 900 parking spaces.



### MISSION:

To help promote the Round Rock Multipurpose Complex as a keystone to the sports tourism marketing program of Round Rock.

### VISION:

To promote economic diversity by developing the tourism industry in Round Rock.

### GUIDING COUNCIL STRATEGIC GOAL:



# MULTIPURPOSE COMPLEX

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## FY 2018 HIGHLIGHTS:

- Hosted US Quidditch Cup National Championships
- Hosted Women's Collegiate Lacrosse Association National Championships
- Became home field for Major League Rugby's Austin Elite professional team

## NEW PROGRAMS FY 2019:

- One (1) FTE - Sports Facilities Maintenance Worker
- Additional funding for Seasonal Employee salaries

## FY 2019 OVERVIEW AND SIGNIFICANT CHANGES:

- Continue to recruit, develop, maintain, and build long-term partnerships with local sports organizations who will call the Multipurpose Complex their "home".
- Continue to recruit, develop, maintain and build relationships with regional and national sports governing bodies and event holders to host their events in Round Rock

## FY 2020 OVERVIEW AND BEYOND:

- Continue to establish and maintain positive relationships with local organizations and tournament directors to ensure the facility becomes the premier destination for outdoor field sports in the state.
- Continue to provide routine and preventative maintenance along with daily cleaning to maintain the City's "first class" outdoor sports facility.
- Increase participation in local programs and develop/operate tournaments in-house.

## WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Target
Multi-day Tournaments/Events Hosted			14	20	23
One Day Tournaments/Events Hosted			2	4	3
Total # of Field Bookings			1,150	2,200	2,400
Total Revenues			\$115,000	\$150,000	\$175,000

**NOTE:** The Multipurpose Complex opened in May 2017 during FY 2017. Workload indicators are not available for FY 2015 and FY 2016 because the facility was not yet open.



# SPORTS CENTER 5 YEAR SUMMARY OF EXPENDITURES

	2015 Actual	2016 Actual	2017 Actual	2018 Revised Budget	2019 Proposed Budget
Personnel Services	758,401	775,683	1,022,389	1,072,991	1,258,872
Operating Expenses	500,931	579,209	597,723	663,240	615,832
Capital Outlay	-	-	29,207	100,000	50,000
<b>Total Expenditures:</b>	<b>\$1,259,332</b>	<b>\$1,354,892</b>	<b>\$1,649,319</b>	<b>\$1,836,231</b>	<b>\$1,924,704</b>
<b>Expenditures per Capita:</b>	<b>\$11.95</b>	<b>\$12.71</b>	<b>\$15.22</b>	<b>\$16.37</b>	<b>\$16.69</b>
<b>FTEs:</b>	<b>10.00</b>	<b>11.00</b>	<b>11.00</b>	<b>13.50</b>	<b>13.50</b>
<b>% Change:</b>	<b>24.3%</b>	<b>7.6%</b>	<b>21.7%</b>	<b>11.3%</b>	<b>4.8%</b>

## FY 2014/15

- The Round Rock Sports Center began operations in January 2014
- 1 FTE added as an Events and Marketing Coordinator

## FY 2015/16

- 1 FTE added as a Program Manager through the FY 2015/16 Mid-Year Budget Amendment

## FY 2016/17

- Capital Outlay included \$100,000 for Drainage improvements at the Sports Center

## FY 2017/18

- Added 0.50 FTE Assistant Coordinator which splits their time 50/50 between the Sports Center & the Multipurpose Complex. The cost for the Sports Center Fund is \$40,300.
- Capital Outlay included \$100,000 for an office remodel project at the Sports Center

## PROPOSED FY 2018/19

- No new program requests or additional funding requested for FY 2018/19.
- 2 FTEs were transferred from the Convention and Visitors Bureau (CVB) to the Sports Center as part of a department re-organization



# SPORTS CENTER

The Round Rock Sports Center is a world-class indoor sports facility. The facility hosts over 70,000 players and 120,000 spectators annually for tournaments, leagues, and club sports. Focused on national and regional sporting events, the RRSC provides a premier players environment with spectator comfort and family entertainment opportunities. The center features a multi-sport building, outdoor pavilion and plaza, and over 500 parking spots.



## VISION:

To help promote Round Rock Sports Center as a key-stone to the sports tourism marketing program of Round Rock.

## MISSION:

To promote economic diversity by developing the tourism industry in Round Rock.

## GUIDING COUNCIL STRATEGIC GOALS:



# SPORTS CENTER

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## FY 2018 HIGHLIGHTS:

- Hosted National Collegiate Table Tennis Association National Championships
- Hosted USA Deaf Basketball National Championships
- Hosted USA Judo Senior Nationals
- Hosted 43 unique tournaments/events

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Begin hosting facility-owned events

## NEW PROGRAMS FY 2019:

- No New Programs

## FY 2020 OVERVIEW & BEYOND:

- Continue to maintain positive relationships with local organizations and tournament directors to ensure the future success as new facilities continue to be developed in the area and region creating new competition.
- Continue to provide routine and preventative maintenance to maintain the City's "first-class" indoor sports facility.
- Continue to explore the development of sand volleyball courts on the south parking lot with additional parking and support structures.

## WORKLOAD INDICATORS

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Multi-day Tournaments/Events Hosted	27	34	38	34	35
One Day Tournaments/ Events Hosted	18	19	12	18	10
Total # of Court Bookings	5,925	6,752	7,200	7,000	6,800
<b>Total Revenues</b>	\$2,642,957	\$2,228,775	\$2,583,744	\$2,375,000	\$2,525,000



# TRANSPORTATION 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
<b>Personnel Services</b>	3,588,336	3,549,274	3,518,874	4,006,347	4,190,694
<b>Operating Expenses</b>	2,285,189	3,086,229	3,502,873	5,260,004	5,905,251
<b>Street Maintenance *</b>	0	0	0	3,000,000	4,300,000
<b>Capital Outlay</b>	560,931	232,430	113,565	186,000	186,000
<b>Total Expenditures:</b>	<b>\$6,434,456</b>	<b>\$6,867,933</b>	<b>\$7,135,312</b>	<b>\$12,452,351</b>	<b>\$14,581,945</b>
<b>Expenditures per Capita:</b>	<b>\$61.05</b>	<b>\$64.43</b>	<b>\$65.85</b>	<b>\$110.98</b>	<b>\$126.42</b>
<b>FTEs:</b>	<b>50.00</b>	<b>54.00</b>	<b>51.00</b>	<b>55.00</b>	<b>56.00</b>
<b>% Change:</b>	<b>-8.4%</b>	<b>6.7%</b>	<b>3.9%</b>	<b>74.5%</b>	<b>17.1%</b>

## FY 2014/15

- 2 FTEs, City Engineer & Senior Engineering Tech were transferred out of Transportation to Utilities and Drainage

## FY 2015/16

- 4 FTEs added for a Crack-Fill Crew and Concrete Maintenance Crew

## FY 2016/17

- 1 FTE added as a Construction Inspector for \$118,000 including a new vehicle
- \$350,000 for first year of a Sign Replacement Program from General Self Finance
- \$400,000 added for ongoing ROW Maintenance Contract
- \$369,000 Transit Service Expansion Pilot Program from General Self Finance
- Annual Seal Coat Contract increased to a total recurring cost of \$3 million – at end of each fiscal year this budget moves to a transfer into GSFC
- 4 FTEs (Construction Inspectors) transferred out of Transportation to Planning and Utilities through the Mid-Year Budget Amendment

## FY 2017/18

- 4 FTEs Added for Crack Fill Crew for a cost of \$294,000 including \$90,000 for equipment from General Self Finance
- \$58,000 added for Additional funding for Striping Contract
- \*Neighborhood Street Maintenance is budgeted each year but does not hit the actuals since it is not spent from Transportation Department, but rather is transferred to General Self Finance
- The Transit budget was adjusted to account for the actual cost, not the net cost less grant reimbursement

## FY 2018/19

- Add 2 FTEs as Asphalt Maintenance-Equipment Operators \$80,300 (Hire Date: 2/1/19)
- Add 1 FTE as a Traffic Management Operator \$86,200 (Hire Date: 2/1/19)
- Roadway Lighting Maintenance Contract \$75,000
- Transfer 2 FTEs in Drainage Operations from General Fund to Drainage Fund- savings of \$130,000 in General Fund with transfer to Drainage
- Additional \$1.3M allocated to Neighborhood Street Maintenance
- Enhancements to the transit program add \$460,000 in gross cost

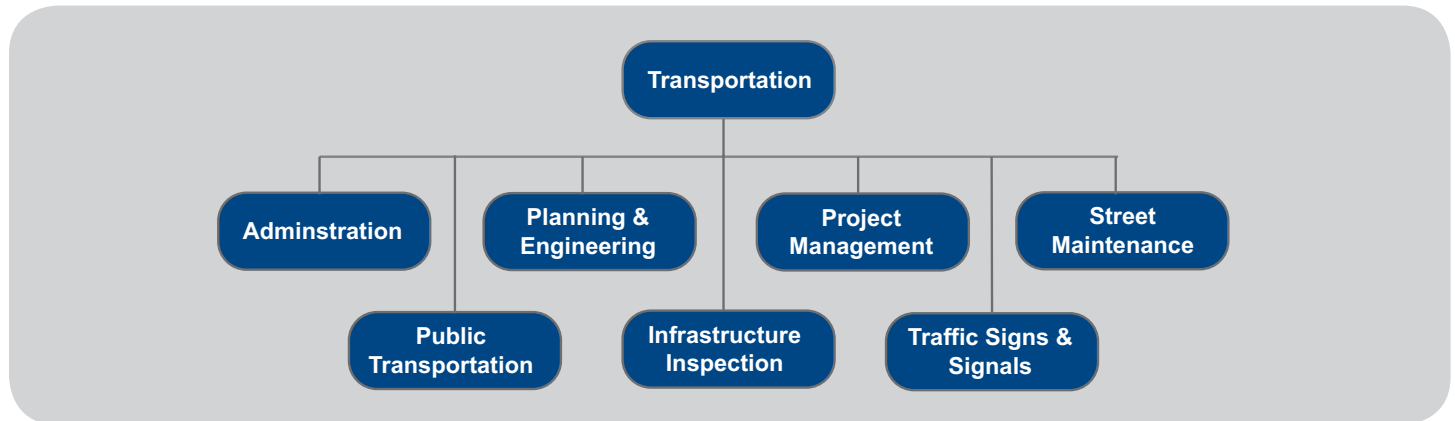




# TRANSPORTATION

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

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



## VISION:

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

We will:

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

## MISSION:

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

## GUIDING COUNCIL STRATEGIC GOALS:



## FY 2018 HIGHLIGHTS:

- Roadway Impact Fee Study completed 2018
- Design and Construction Standards Update (DACS) completing 2018
- Roadway Impact Fee Study presented Summer 2018 to Council for consideration

## Recently Completed Projects:

- Creek Bend Boulevard
- Sunrise Median

# TRANSPORTATION

- Traffic Signals
- Sunrise at Double File
- Sunrise at Hidden Valley
- AW Grimes at Avery Nelson Blvd.
- RTL at Meridian School on N. Mays
- 411B – San Saba at Main St.
- N. Mays – Bass Pro Dr to Westinghouse
- Numerous Maintenance Projects

## Projects Under Construction:

- SWDT Phase 5A & 5B
- Traffic Signal Projects
- AW Grimes at Town Center
- University at Bartz Driveway
- Roundville Lane – SH 45 to AW Grimes
- Gattis School Rd – S. Mays to Surrey
- McNeil Rd. Extension – Ph. 1
- Texas Ave – Greenhill Dr. to Gregory Ln.
- Old Settlers at AW Grimes - Right Turn Ln.
- Several Maintenance Projects

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

### CAMPO –2019-2022 Project Call Approved Projects

- Kenney Fort Blvd. (Forest Creek to SH 45)
- University Blvd (A.W. Grimes to CR 110)
- Gattis School Rd. (Via Sonoma Trl. To Red Bud)
- **\$27.65 million Construction Funding Approved**
- **\$61.50 million Total Estimated Project Cost**

## Projects under Development:

- RM 620/Round Rock Avenue
- Kenney Fort Blvd. – Forest Creek to SH 45
- US 79 – Joe DiMaggio to Brushy Creek Plant Rd.
- Kenney Fort Blvd. – Right Turn Lanes at Kalahari
- Gattis School Rd. – Via Sonoma to Red Bud
- University Blvd. – AW Grimes to CR 110
- University Blvd – IH 35 to Sunrise
- N. Mays St. – Paloma Dr. to Oakmont
- Gattis School Rd. – AW Grimes to Double Creek

## NEW PROGRAMS FOR FY 2019:

- Asphalt Maintenance-Equipment Operators
- Traffic Management Operator
- Roadway Lighting Maintenance Contract
- Transit Services – Sign Blades & Braille Tiles
- Transit Services – Add Operating Hours-
- Transit Services – REMIX
- Additional Line Item Request Transit Services - Advertising

## FY 2020 OVERVIEW AND BEYOND:

- Maintain and update the five-year plan, as necessary
- Improvements for Kenney Fort Blvd.
- Begin US 79 Improvements for Kalahari
- RM 620 Improvements will be underway

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Concrete Structures Repaired: sidewalks, curb and gutters, headwalls, valley gutters, trickle channels, etc.	650 cubic yards	1,000 cubic yards	1,200 cubic yards	1,400 cubic yards	1,600 cubic yards
Pavement Maintenance: street, alley, parking lot repairs	1,600 tons	1,600 tons	2,000 tons	2,500 tons	2,500 tons
Right-of-way mowing	240 acres	240 acres	240 acres	240 acres	240 acres
Pavement Maintenance: crack fill	376,175 linear feet	400,000 linear feet	450,000 linear feet	450,000 linear feet	475,000 linear feet



## UTILITIES ADMINISTRATION 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	1,388,441	1,382,283	1,676,031	1,950,138	2,098,717
Operating Expenses	1,015,106	884,990	882,276	1,357,505	1,415,378
Capital Outlay	-	698,684	649,791	784,500	517,101
<b>Total Expenditures:</b>	<b>\$2,403,547</b>	<b>\$2,965,957</b>	<b>\$3,208,098</b>	<b>\$4,092,143</b>	<b>\$4,031,196</b>
<b>Expenditures per Capita:</b>	<b>\$22.80</b>	<b>\$27.83</b>	<b>\$29.61</b>	<b>\$36.47</b>	<b>\$34.95</b>
<b>FTEs:</b>	<b>17.00</b>	<b>18.00</b>	<b>18.00</b>	<b>20.00</b>	<b>20.00</b>
<b>% Change:</b>	<b>-16.6%</b>	<b>23.4%</b>	<b>8.2%</b>	<b>27.6%</b>	<b>-1.5%</b>

*\*Utility Administration includes: Utility Administration & Environmental Services, & Fiscal Support Services.*

Capital Outlay includes funding for Fleet Replacements for the Utility Fund

### **FY 2014/15**

- 1 FTE added as an Engineering Tech- Senior
- Increased costs associated with Computer Maintenance Contracts

### **FY 2015/16**

- 1 FTE transferred from Water Systems Support to Utilities Administration

### **FY 2017/18**

- Added 1 FTE as an Environmental Services - Pretreatment Tech for \$35,000
- Added 1 FTE Utility Inspector for \$51,000
- Added \$174,300 for additional funding for Contract Services and Materials & Supplies
- Variance from FY 2016/17 Actuals to FY 2017/18 is due to operational cost savings

### **PROPOSED FY 2018/19**

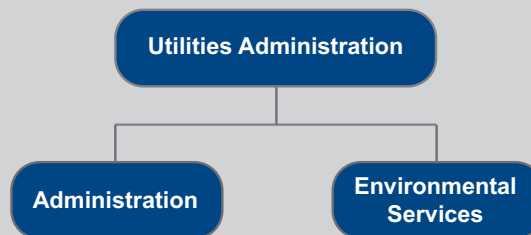
- Linko computer software \$11,030



# UTILITIES ADMINISTRATION

The Administration Division is responsible for providing support and oversight to the eight other divisions of the Utilities & Environmental Services Department that include: Water Treatment Plant, Water Systems Support, Water Line Maintenance, Wastewater Line Maintenance, Wastewater Systems Support, Wastewater Treatment Plant, Environmental Services, and Solid Waste/Recycling Services. This division oversees the Planning, Engineering, and Construction of the Water, Reuse Water, and Wastewater Systems ensuring proper design and construction of all utility capital improvement projects. This division also oversees the Utility GIS and GPS services for the Utilities & Environmental Services Department.

The Environmental Services Division is responsible for the Industrial Waste Pretreatment, Household Hazardous Waste Services, residential curbside Garbage and Recycling Collection Services, and Laboratory Services. These activities are accomplished by implementing and encouraging pollution prevention activities, enforcing environmental regulations, and quantifying pollutant concentrations.



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System Management - proactively plan, monitor, replace, and expand our utility systems

to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.

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

## GUIDING COUNCIL STRATEGIC GOALS:



# UTILITIES ADMINISTRATION

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## FY 2018 HIGHLIGHTS:

### Administration:

- Reached an agreement with Brazos River Authority for the City to take over the operations and maintenance of the Brushy Creek Regional Wastewater System (BCRWWS).
- Successfully implemented a new customer billing portal providing residents with the tools to easily track their consumption, set up leak alerts, pay their utility bill online and more.
- Renewed discharge permit with TCEQ for the Brushy Creek Regional Wastewater Treatment Plants.
- Completed several Capital Improvement Projects for the water and wastewater system.

### Environmental Services:

- Increased the fee for after-hours water samples.
- Improved and enhanced the forms and the on-line application process for the Industrial Waste Pretreatment Program.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

### Administration:

- Update the City's Water and Wastewater Master Plans.
- Complete Zebra Mussel Control Project for intake structures at Lake Georgetown and Stillhouse Hollow Lake.
- Complete Brushy Creek Regional Utility Authority (BCRUA) Phase 1C Project for plant and floating intake improvements.
- Commence final design services for BCRUA Phase 2 Deep Water Intake Project.
- Complete design of a 10 MGD expansion to the Brushy Creek East Regional Wastewater Treatment Plant.

### Environmental Services:

- Evaluate commercial businesses for compliance with the Industrial Waste Pretreatment Ordinance.

- Staff, equip and achieve National Environmental Laboratory Accreditation Program (NELAP) certification of the wastewater plant laboratory.
- Improve the monitoring of trucked and hauled waste at the wastewater treatment facilities.
- As part of the downtown beautification, implement a new solid waste services and billing program for the four blocks located in downtown Round Rock.
- Evaluate commercial/industrial franchise solid waste collection and disposal services.

## NEW PROGRAMS FOR FY 2019:

### Administration:

- No new programs for FY2019

### Environmental Services:

- The Environmental Services Division proposes the addition of new software needed to streamline laboratory data transfer.

## FY 2020 OVERVIEW AND BEYOND:

### Administration:

- Continue to work toward replacing asbestos-cement waterlines located in the City.
- Continue to build a redundant water distribution system to minimize customer outages and improve fire safety.

### Environmental Services:

- Continue to maintain NELAP certifications for both water and wastewater laboratories.
- Improve web-based compliance tools for the Pretreatment Program.
- Evaluate strategies for applying the wastewater surcharge to all non-domestic wastewater discharges.

# UTILITIES ADMINISTRATION

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## WORKLOAD INDICATORS:

### Administration:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Water and Wastewater Rate/Impact Fee Comparison with other Utilities and Updated to Cover Cost of Service	100%	100%	100%	100%	100%
CIPs on time and within budget	100%	100%	100%	100%	100%
% of System Converted to an Automated Meeting Infrastructure.	25%	90%	97%	100%	100%

### Environmental Services:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Wastewater Samples Analyzed	1,174	1,140	1,163	1,150	1,150
Bacteriological Samples Analyzed	12,130	12,945	12,960	13,200	13,200
Pretreatment Sampling Events	502	514	567	525	525



# WATER 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
<i>Personnel Services</i>	3,781,994	3,920,623	4,101,281	4,602,587	4,578,571
<i>Operating Expenses</i>	8,621,916	7,843,883	8,438,253	10,973,108	11,248,184
<i>Capital Outlay</i>	14,633	-	-	113,000	65,000
<b>Total Expenditures:</b>	<b>\$12,418,543</b>	<b>\$11,764,506</b>	<b>\$12,539,534</b>	<b>\$15,688,695</b>	<b>\$15,891,755</b>
<b>Expenditures per Capita:</b>	<b>\$117.82</b>	<b>\$110.37</b>	<b>\$115.73</b>	<b>\$139.83</b>	<b>\$137.78</b>
<b>FTEs:</b>	<b>64.00</b>	<b>63.00</b>	<b>61.63</b>	<b>61.63</b>	<b>61.63</b>
<b>% Change:</b>	<b>7.8%</b>	<b>-5.3%</b>	<b>6.6%</b>	<b>25.1%</b>	<b>1.3%</b>

## FY 2014/15

- \$900,000 in operating costs for BCRUA was reclassified as an expense in Water

## FY 2015/16

- 1 FTE transferred from Water Systems Support to Utilities Administration
- \$187,000 for increased raw and reserved water costs for Lake Georgetown and Lake Travis
- \$120,000 for increased BRA Debt Obligation for Lake Stillhouse
- \$300,000 in Operating Expenses was reclassified for fleet purchases

## FY 2016/17

- Personnel Services costs reflect market and merit salary increases implemented in FY 2016/17
- \$195,000 was added for Entry Point Monitoring, Reuse System Spare Parts, and cost increases for Contractual Services, Materials & Supplies and Other Services & Charges
- \$1.4 million was added as an expense for projected costs associated with a contract to sell water to the City of Georgetown
- 1.375 FTEs were transferred internally from Water to Wastewater (1 FTE) and to Utility Billing (0.375 FTEs)

## FY 2017/18

- Added 2 FTEs Backflow Technician and a System Mechanic for a cost of \$182,000
- The contract to sell water to the City of Georgetown was removed from the budget
- Variance from FY 2017 Actuals to FY 2018 Budget is due to operational cost savings

## PROPOSED FY 2018/19

- 3 Water Utilities vehicles proposed for replacement at a cost of \$179,308 from Utility Capital Projects/ Equipment Fund



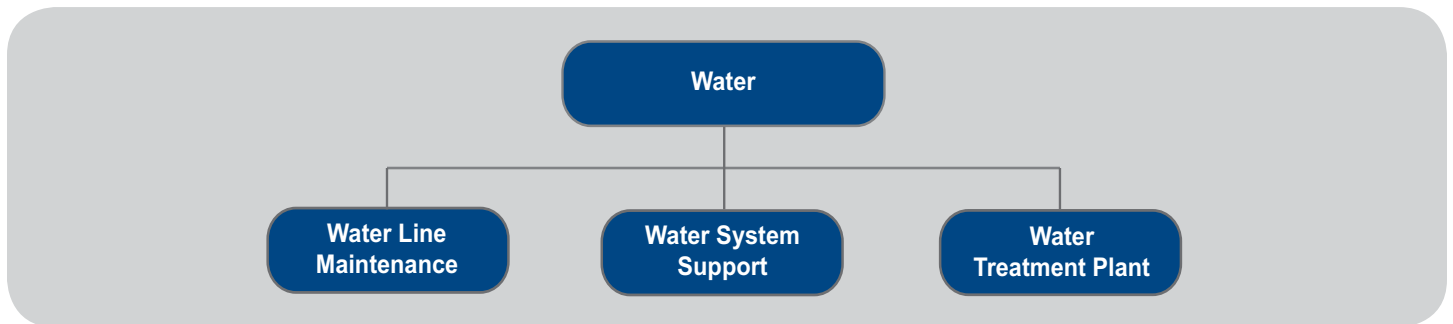


# WATER

The City provides water to over 140,000 people living in the City Limits and ETJ. The sources of water are from the Edwards Aquifer, Lake Georgetown, Lake Stillhouse Hollow, and, in the future, Lake Travis. The Operations are divided up into the Water Treatment Plant, Water System Support, and Water Line Maintenance divisions. The Water Treatment Plant Division handles the treatment of surface water, ground water, and reuse water to a level that meets or exceeds state and federal regulations. This is accomplished by utilizing sophisticated equipment, innovative treatment technologies, and state certified waterworks operators. The Water Treatment Plant is also responsible for the operations of the computer system used to monitor and control the treatment and distribution of water and the collection of wastewater.

The Water System Support Division is responsible for the operation, maintenance, accountability, and repair of the City's water distribution system. Water System Support is structured utilizing multiple maintenance crews and is under the direction of a Utility Support Superintendent.

The Water Line Maintenance Division maintains approximately 563 miles of waterlines, 12,915 valves, and 4,912 fire hydrants in the City's water distribution system. Water Line Maintenance uses multiple three-man maintenance crews and a three-man night crew under the direction of a Water Line Maintenance Superintendent.



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## GUIDING COUNCIL STRATEGIC GOALS:





# WATER

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## **FY 2018 HIGHLIGHTS:**

### **Water Treatment Plant:**

- Installation of Monochloramine and Free Ammonia analyzers at the WTP and Lake Creek site to have greater control over chlorine/ammonia ratios.
- Installation of drum scales to ensure operator safety when changing polymer drums.
- Replacement of four Aluminum Sulfate pumps for greater reliability with chemical feed processes.
- Complete rehabilitation of chlorine scrubber system to ensure public and personnel safety in the event of a chlorine gas release.
- Large rehabilitation of Phase 5 chain and flight equipment and sludge collection lines to prevent future failures.
- Replacement of main circuit breakers at the WTP.
- Installation of power monitors at WTP, SE Elevated, and Lake Creek.

### **Water System Support:**

- Additional 6" PRV (Pressure Reducing Valve) 1031' Pressure Plane to the 924' Pressure Plane to improve water quality in Round Rock West Area.
- Reuse Elevated and Clear Well Tank, Chandler/Meadows Elevated, South 81 Elevated and High Country Elevated Storage Tanks had internal cleaning to remove sediment.
- South 81 Pump Station and SE Booster Site Improvements are in progress and due to be completed this fall.
- Lake Georgetown Raw Water Intake Improvements planning in progress.
- PRV's 2, 4 & 9 Vault Improvements and BCRUA 16" Interconnect plans are near completion.
- Water Treatment Plant System Mechanic is maintaining treatment equipment at WTP and Lake Creek Well Site.
- All 2" or smaller meter installations should be completed this year.

### **Water Line Maintenance:**

- Continuous leak detection conducted by JBS Associates. From October 2017 to date, 7 water leaks have been identified and repaired by our staff. This improvement has prevented a water loss of 11 million gallons per year, which is equivalent to \$27,000.
- Installed a 6" PRV for the Round Rock West subdivision. All design as well as the installation was completed by city staff. The addition of the PRV to this area has improved our chlorine residuals, water quality, and cost savings.
- Fire Hydrant team competed at this years American Water Works Association conference held San Antonio. Twelve teams competed and our team won first place. The team is now eligible to compete in Las Vegas AWWA conference.

## **FY 2019 OVERVIEW & SIGNIFICANT CHANGES:**

### **Water Treatment Plant:**

- Phase 5 MUD valve stem replacements should be starting.
- Restructuring the Water Treatment Plant to also include the System Mechanics for the WTP and Distribution System.

### **Water System Support:**

- Lake Georgetown Raw Water Intake Improvement plans should be completed.
- PRV's 2, 4, and 9 Vault Improvements and BCRUA 16" Interconnect construction should be in progress.
- Chisholm Valley Elevated, SE Elevated, Barton Hill Elevated, 1431 Elevated, and Clearwell #4 will have sediment removal.
- 3" or larger AMI meter installations in progress.

### **Water Line Maintenance:**

- Restructure the distribution division (WLM) to included water line maintenance and meter maintenance. Meter maintenance will also have added tasks such as day timing and TCEQ dead-end flushing.

# **WATER**

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## **NEW PROGRAMS FOR FY 2019:**

### **Water Treatment Plant:**

- Hazwoper training for operational personnel to ensure proper safety procedures are followed in the event of a chemical spill/release.
- Annual SCBA fit-testing to begin.
- Will replace the WTP PLC's. This is a three-phase project.
  - Phase 1: CPU replacement.
  - Phase 2: Ethernet I/O.
  - Phase 3: I/O module replacement.

### **Water System Support:**

- No new programs.

### **Water Line Maintenance:**

- No new programs.

## **FY 2020 OVERVIEW AND BEYOND:**

### **Water Treatment Plant:**

- Start migration of WTP data to an online database to be able to trend historical data.

### **Water System Support:**

- Lake Georgetown Raw Water Intake Improvement under construction.
- Completion of AMI infrastructure and meter installations.

### **Water Line Maintenance:**

- Will continue to improve our valves, fire hydrants, meters and flushing, as well as leak detection programs by cross training and obtaining dual licensing for employees.
- Will continue to update maps and provide hardware necessary for field personnel so that they will be able to access utility maps on the job site.
- Will continue promoting the leadership development academy. This training will allow us to identify, grow and promote a sustainable workforce, which in turn will help with succession planning.

- Will continue with cross-training program approved by Human Resources. Adopting this program has improved customer service, reduced labor costs, and maximized overall staff efficiencies.

# WATER

## WORKLOAD INDICATORS

### Water Treatment Plant:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Gallons of Water Treated	6,629,875,000	6,926,717,000	6,895,102,560	7,033,004,000	7,170,905,440
Hours of Maintenance	90	90	88	88	88
Gallons of Type I Reuse	129,795,000	148,556,000	185,005,728	222,006,000	259,006,272

### Water System Support:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
KW Usage Reduction	3%	5%	5%	6%	5%
AMI Meter Installations	90%	95%	100%	100%	98%
Water Loss	8%	7%	6%	6%	5%
KWH/ MG distributed (Surface)	437	400	380	390	380
KWH/MG water treated plus distributed (Surface)	2,550	2,550	2,500	2,450	2,400

### Water Line Maintenance:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Valve Maintenance 13,549 Valves	43%	43%	50%	50%	50%
Fire Hydrant Maintenance 4,923 FH	94%	94%	94%	94%	94%
Customer Service Satisfaction Surveys	92%	98%	97%	98%	99%



# WASTEWATER 5 YEAR SUMMARY OF EXPENDITURES

	2015 Actual	2016 Actual	2017 Actual	2018 Revised Budget	2019 Proposed Budget
Personnel Services	1,852,997	1,975,543	2,005,153	2,181,101	3,414,383
Operating Expenses	4,971,336	4,369,975	4,665,626	5,801,683	6,238,682
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$6,824,333</b>	<b>\$6,345,518</b>	<b>\$6,670,779</b>	<b>\$7,982,784</b>	<b>\$9,653,065</b>
<b>Expenditures per Capita:</b>	<b>\$64.74</b>	<b>\$59.53</b>	<b>\$61.57</b>	<b>\$71.15</b>	<b>\$83.69</b>
<b>FTEs:</b>	<b>30.00</b>	<b>30.00</b>	<b>31.00</b>	<b>33.00</b>	<b>53.00</b>
<b>% Change:</b>	<b>6.6%</b>	<b>-7.0%</b>	<b>5.1%</b>	<b>19.7%</b>	<b>20.9%</b>

**FY 2019: Added Twenty (20) FTEs to WWTP**

- Several years show increased Personnel costs resulting from market and merit salary increases in each year
- Each year reflects an increase in Contractual Services due to increased O&M costs at the Brushy Creek Regional Wastewater System

## **FY 2016/17**

- 1 FTE transferred from Water to Wastewater

## **FY 2017/18**

- \$13,000 added for cost increases Pump Replacement & Maintenance lift stations
- Variance from FY 2017 Actuals to FY 2018 Budget is due to operational cost savings

## **PROPOSED FY 2018/19**

- Assuming operational control of regional wastewater treatment plant from BCRWWS which includes adding 20 FTEs, expenses of \$6 million and anticipated revenues from regional partners of \$3.2 million
- Additional line items for Training & Licenses \$2,000
- 6 wastewater vehicles proposed for replacement at a cost of \$303,293 from Utility Capital Projects/Equipment Fund



# WASTEWATER

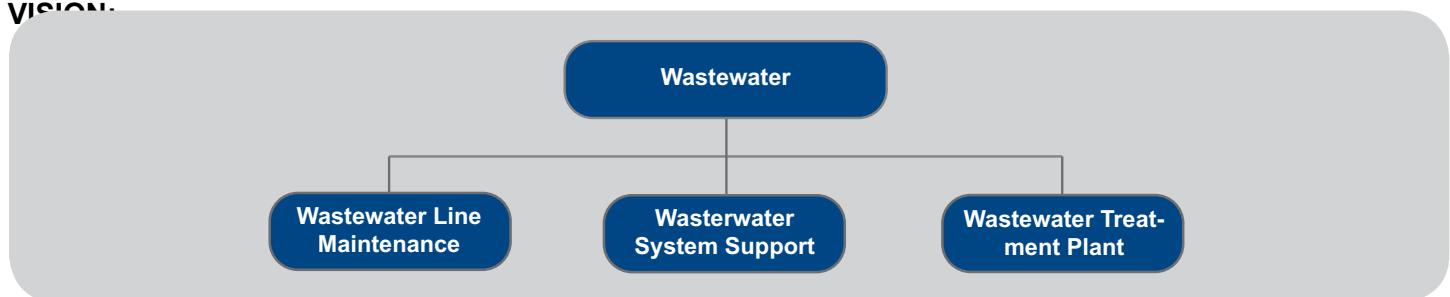
Operations of wastewater services in the City are divided up into the Wastewater Line Maintenance, Wastewater Systems Support, and Wastewater Treatment divisions.

The Wastewater Line Maintenance Division is responsible for the maintenance and repair of 7,569 manholes and 354 miles of wastewater line in the City's Wastewater Collection System. Wastewater Line Maintenance is structured utilizing multiple three-man maintenance crews under the direction of the Wastewater Line Maintenance Superintendent.

The Wastewater Systems Support Division is responsible for the operation, maintenance and repair of the City's Wastewater Collection System Lift Stations and Reuse Water Treatment and Distribution System. Wastewater Systems Support is structured utilizing multiple water/wastewater maintenance crews and is under the direction of a Utility Support Superintendent.

The Wastewater Treatment Plant Division is responsible for 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. The City shares ownership in two Regional Wastewater Treatment Plants with the Cities of Austin, Cedar Park, and Leander.

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## GUIDING COUNCIL STRATEGIC GOALS:



# WASTEWATER

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## FY 2018 HIGHLIGHTS:

### Wastewater Line Maintenance:

- Successfully completed the 2017 Rehab schedule required by TCEQ.
- CCTV 153,082 linear feet of the wastewater collection system as well as inspected 703 manholes.
- Successfully assisted the storm water team with CCTV on storm waterlines as well as assisted PARD with the private re-use lines.

### Wastewater System Support:

- Forest Creek Lift Station Rehabilitation is complete.

### Wastewater Treatment Plant:

- Transitioning for taking over operation and maintenance of the East and the West Wastewater Treatment Plants.
- East WWTP expansion plans in progress.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

### Wastewater Line Maintenance:

- The collection division will be responsible for a regional wastewater line starting October 2018. Going forward there will be more duties added such as maintaining the regional wastewater line and manholes, as well as maintaining the flow meters.
- Replace old and outdated CCTV systems.
- Creating a new wastewater night crew. This will improve customer service and save on overtime.

### Wastewater Treatment Plant:

- City of Round Rock has taken over operation and maintenance of the East and the West Wastewater Treatment Plants.
- East WWTP expansion plans completed.

## NEW PROGRAMS FOR FY 2019:

- Assuming operational control of regional wastewater treatment plant from BCRWWS which includes adding 20 FTEs, expenses of \$6 million and anticipated revenues from regional partners of \$3.2 million
- Additional line items for Training & Licenses \$2,000
- 6 wastewater vehicles proposed for replacement at a cost of \$303,293 from Utility Capital Projects/Equipment Fund

## FY 2020 OVERVIEW AND BEYOND:

### Wastewater Line Maintenance:

- Will continue to improve our Inflow and Infiltration and Wastewater Repair program by cross training and obtaining dual licensing for employees.
- Will continue to update maps and provide hardware necessary for field personnel so that they will be able to access utility maps on the job site.
- Will continue promoting the leadership development academy. This training will allow us to identify, grow and promote a sustainable workforce, which in turn will help succession planning.
- Will continue with cross-training program approved by Human Resources. Adopting this program has improved customer service, reduced labor costs, and maximized overall staff efficiencies.

### Wastewater Treatment Plant:

- East WWTP expansion construction starts.

# WASTEWATER

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## WORKLOAD INDICATORS:

### Wastewater Line Maintenance:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Manholes Inspected in Selected Edwards Aquifer Basins	100%	100%	100%	100%	100%
Miles of Lines Inspected in Selected Edwards Aquifer Basins	100%	100%	100%	100%	100%

### Wastewater Treatment Plant:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
KWH/MG of Wastewater Treated	2,500	2,400	2,300	2,300	2,300
Effluent Parameters Reduction (BOD, TSS, and Ammonia)	98%	98%	98%	98%	98%



# DRAINAGE 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	1,229,743	1,286,307	1,512,597	1,627,916	1,714,203
Operating Expenses	475,968	455,374	229,800	451,754	577,883
Capital Outlay	498,500	41,358	281,243	385,000	273,000
<b>Total Expenditures:</b>	<b>\$2,204,211</b>	<b>\$1,783,039</b>	<b>\$2,023,640</b>	<b>\$2,464,670</b>	<b>\$2,565,086</b>
<b>Expenditures per Capita:</b>	<b>\$20.91</b>	<b>\$16.73</b>	<b>\$18.68</b>	<b>\$21.97</b>	<b>\$22.24</b>
<b>FTEs:</b>	<b>19.00</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>	<b>24.00</b>
<b>% Change:</b>	<b>24.4%</b>	<b>-19.1%</b>	<b>13.5%</b>	<b>21.8%</b>	<b>4.1%</b>

## FY 2014/15

- FY 14/15- Several one-time large capital purchases were made in the amount of \$490,500. Items purchased were gradall equipment, mowing tractor, skid steer loader, gooseneck trailer and a replacement pickup truck
- 1 FTE (City Engineer) transferred Transportation (General Fund) to Drainage

## FY 2015/16

- Drainage Crew (3 FTEs) was added at a cost of \$192,000 to accommodate growth in the drainage system

## FY 2016/17

- \$15,000 was added for Storage Building for Drainage Operation & Maintenance Crews
- \$21,500 was added for cost increases for Contractual Services, Materials & Supplies

## FY 2017/18

- \$39,000 added for New Equipment Trailer
- \$385,000 added for replacing a Combo Truck
- \$11,500 added for cost increases for contract services, materials & supplies
- Variance from FY 2017 Actuals to FY 2018 Budget is due to operational cost savings

## PROPOSED FY 2018/19

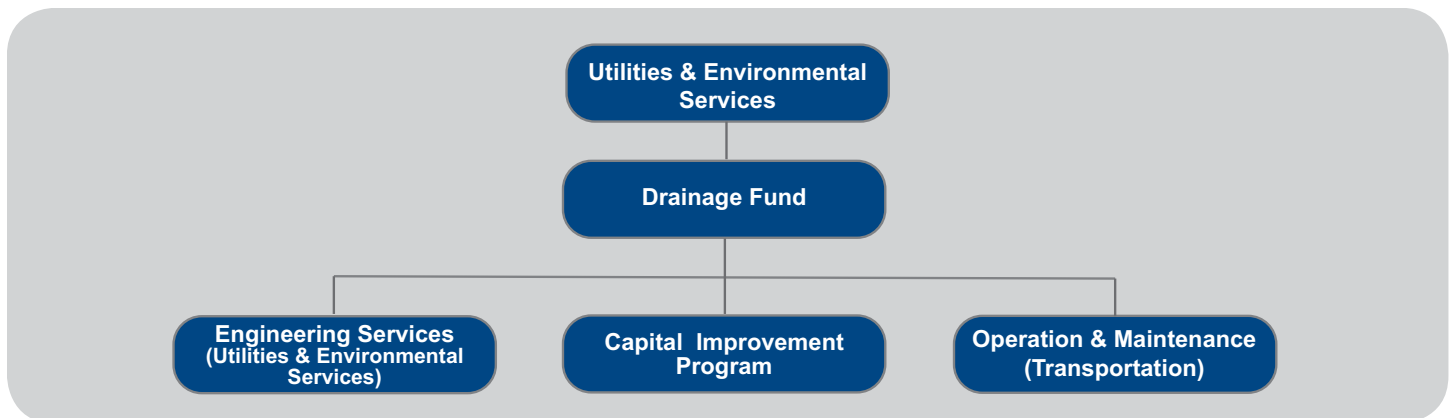
- Transfer 2 FTEs from General Fund to Drainage Fund- \$129,780 (Transfer Effective Date: 10/1/18)
- 4 drainage vehicles proposed for replacement at a cost of \$273,000 from General Capital Projects/Equipment Fund





# DRAINAGE

The Drainage Utility funds all aspects of the Storm Water Program associated with storm water drainage, flood-plain management and water quality management. The Storm Water Program Division is composed of three areas: Engineering Services, Capital Improvement Program, and Operations and Maintenance.



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## GUIDING COUNCIL STRATEGIC GOALS:



# DRAINAGE

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## FY 2018 HIGHLIGHTS:

- Lake Creek Flood Mitigation - Completed 30% Design for Dam 101 and updated the ILA.
- Started construction on the remaining two creek flood mitigation projects that were anticipated in the Drainage Master Plan and initial debt issuance. (Dry Branch and Kensington Detention)
- Initiate analysis, prioritization, and cost estimates for Neighborhood Drainage projects.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Review existing Drainage Utility fee and recommend any necessary changes.
- Determine funding plan for Neighborhood Drainage projects.
- FEMA finalizes the new Flood Insurance Risk Map (FIRM) based on modernized flood models.
- Submit revised Stormwater Management Plan to renew the City's 5-year TPDES MS4 Permit.

## NEW PROGRAMS FOR FY 2019:

- Transfer 2 FTEs from Drainage Operations division in the General Fund to the Drainage Fund

## FY 2020 OVERVIEW AND BEYOND:

- Lake Creek Watershed Flood Mitigation Projects - coordinate construction of Dam 101 and establish plan for 620 Quarry detention.
- Implement revised Stormwater Management Plan for intensified 5-year TPDES MS4 Permit.
- Consolidate Drainage Operations and Drainage Engineering into the same management structure.

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Street Sweeping	602 Curb Miles	602 Curb Miles	602 Curb Miles	615 curb Miles	625 curb Miles
Drainage Maintenance	150 Miles	150 Miles	151 Miles	151 Miles	152 Miles
Mowing of Drainage Structures	530 Acres	530 Acres	530 Acres	530 Acres	530 Acres



## RECYCLING 5 YEAR SUMMARY OF EXPENDITURES

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Revised Budget	Proposed Budget
Personnel Services	107,919	103,878	110,816	115,798	119,011
Operating Expenses	34,102	33,707	34,838	35,158	54,188
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$142,021</b>	<b>\$137,585</b>	<b>\$145,654</b>	<b>\$150,956</b>	<b>\$173,199</b>
<b>Expenditures per Capita:</b>	<b>\$1.35</b>	<b>\$1.29</b>	<b>\$1.34</b>	<b>\$1.35</b>	<b>\$1.50</b>
<b>FTEs:</b>	<b>2.75</b>	<b>2.75</b>	<b>2.48</b>	<b>2.48</b>	<b>2.48</b>
<b>% Change:</b>	<b>3.3%</b>	<b>-3.1%</b>	<b>5.9%</b>	<b>3.6%</b>	<b>14.7%</b>

### FY 2016/17

- Personnel Services costs reflect market and merit salary increases implemented in FY 2016/17
- \$3,000 Additional funding added for Contract Labor and R&M Plant & Equipment
- Parking Lot resurfaced from General Self Finance

### FY 2017/18

- No new programs or notable additions requested for FY 2017/18

### PROPOSED FY 2018/19

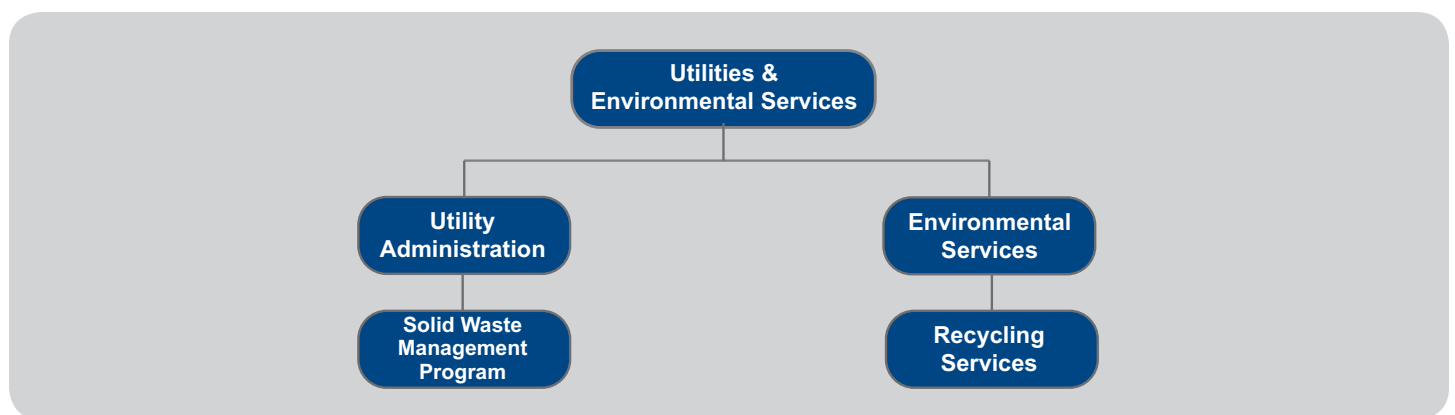
- \$10,000 for additional funding for hauling costs since the price for recycled material decreased



# RECYCLING

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

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



## VISION:

Be the best at what we do.

## MISSION:

Provide excellent service at the best value.

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

- Public Health, Safety, and the Environment – ensure efficient compliance with regulations, minimization of risk, and proactive efforts toward preserving and enhancing our natural resources.
- Financial Strength – strive to know the true cost of service, be transparent and competitive in our rates and fees, and provide a solid fiscal foundation for our customers and financiers.
- Employee Success - select and promote the best, encourage empowerment and leadership at every level, and foster development through continued education and knowledge sharing.

- System Management - proactively plan, monitor, replace, and expand our utility systems to ensure infrastructure stability, orderly and sustainable growth, and cost efficiencies.
- Operational Excellence - efficiently operate and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.

## GUIDING COUNCIL STRATEGIC GOALS:



# RECYCLING

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## FY 2018 HIGHLIGHTS:

- Improved commercial recycling collection in the downtown district.
- Created the multi-family recycling program strategies and ordinance.

## FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Explore opportunities for recycling electronics.
- Implement the multi-family recycling ordinance.
- Streamline the household hazardous waste collections.

## NEW PROGRAMS FOR FY 2019:

- Additional funding for contract labor due to changes in re-sale market

## FY 2020 OVERVIEW AND BEYOND:

- Continue coordinate with multi-family properties to achieve compliance with the recycling program.
- Explore strategies for recycling and/or educating the public on yard waste.
- Investigate new opportunities for recycling electronic waste.

## WORKLOAD INDICATORS:

Indicator	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Projected	FY2019 Target
Traditional Recyclables (tons)	277.94	301.75	502	525	502
Automotive Fluids (gallons)	17,681	20,375	17,531	18,520	19,000
Electronics (tons)	102.2	30	187.5	0	0

Trend: Recycling of electronics is down because the drop off facility stopped taking televisions in 2015.



# SUPPLEMENTAL

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# TAX RATE TERMINOLOGY

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**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 WCAD & TCAD).

**Certified Tax Roll** – A list of all taxable properties, values, and exemptions in the City. This roll is established by WCAD & TCAD.

**Property Tax** – Taxes that are levied on both real and personal property according to the property's valuation and tax rate.

**Tax Base** – The total value of all real and personal property in the City as of January 1<sup>st</sup> 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 (TCAD)** – 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. (1)

**Williamson Central Appraisal District (WCAD)** – 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. (2)

(1) In 2018, TCAD was 3% of City's total taxable AV.

(2) In 2018, WCAD was 97% of City's total taxable AV.

# GLOSSARY

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**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”).

**Appropriation** - A specific amount of money authorized by City Council to make expenditures and incur obligations for specific purposes, frequently used interchangeably with “expenditures”.

**Assessed Valuation** - A valuation set upon real estate or other property by a government as a basis for levying taxes. (Note: Property values are established by the Williamson County Appraisal District).

**Benchmark** - A comparison of performances across many organizations in order to better understand one’s own performance.

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

**Bonded Debt** - The portion of indebtedness represented by outstanding bonds.

**Budget** - A plan of financial operation specifying expenditures to be incurred for a given period to accomplish specific goals, and the proposed means of financing them.

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

**Budget Year** - From October 1st through September 30th, this is the same as the fiscal year.

**Capital Improvement Program** - A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed

period of several future years. Examples include land, improvements to land, easements, buildings, building improvements and infrastructure.

**Capitalized Lease Proceeds** - Financing obtained through a three to five year leasing program for durable equipment and rolling stock.

**Capital Outlay** - Expenditures which result in the acquisition of or addition to fixed assets.

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

**Capital Recovery Fee** - see Impact Fee

**Community Development Block Grant (CDBG)** - Federal HUD entitlement funds to meet a variety of needs of low income citizens including housing, infrastructure, equipment, facilities and public services.

**Certificate of Obligation (C.O.)** - A form of general obligation debt.

**Certified Tax Roll** - A list of all taxable properties, values, and exemptions in the City. These rolls are established by the Williamson Central Appraisal District and the Travis Central Appraisal District.

**Comprehensive Annual Financial Report (CAFR)** - The annual financial report prepared by the City of Round Rock covering all financial activities and audited by an independent certified public accountant.

**Convention and Visitor’s Bureau (CVB)** - The designated sales and marketing department for the City.

**Debt Service** - The payment of principal and interest on borrowed funds.



# GLOSSARY

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**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.

**Department** - A logical division or classification of activities within the City (e.g. Police Department, Transportation 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 departments used to help manage expenditures by activity.

**Encumbrance** - Commitments related to unperformed (executory) contracts for goods or services.

**Enterprise Fund** - A fund used to account for operations financed and operated in a manner similar to private business enterprises in that they are self-supported by user fees. These funds use full accrual accounting.

**Executive Pay** - This is the pay structure established for the City Management and City Director level positions.

**Exempt Pay** - This is the City's pay structure for positions that are not paid by the hour. These positions also do not have overtime compensation.

**Expenditure** - The actual outflow of funds paid for an asset obtained or goods and services obtained.

**Expense** - A charge incurred in an accounting period, whether actually paid in that accounting period or not.

**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. The City's fiscal year is from October 1 to September 30.

**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 (except for shift Fire positions) 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.

**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.

**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.)

# GLOSSARY

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**Governmental Fund** - A fund accounting for core government services such as 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.

**Hotel Occupancy Tax (HOT)** - A 7% tax on City room rentals, limited by state law to specific tourism promotion purposes.

- Typically termed as “heads in beds” programs

**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.

**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.

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

**Modified Accrual Basis** - The basis of accounting in which revenues are recognized in the accounting period in which they become measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

**Non-exempt Pay** - This is the City’s pay structure for positions that are paid by the hour. These positions are eligible for overtime pay after working eight hours a day which would reflect a week’s total hours above 40.

**Operating Budget** - Plans of current, day-to-day expenditures and the proposed means of financing them.

**Policy** - A plan, course of action, or guiding principle designed to set parameters for decisions and actions.

**Property Tax** - Taxes that are levied on both real and personal property according to the property’s valuation and tax rate.

**Reserve** - An account used to indicate that a portion of a fund’s balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**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).

**Risk Management** - An organized effort to protect the City’s assets against loss, utilizing the most economical methods.

**Round Rock Transportation and Economic Development Corporation (RRTEDC)**

- The City’s Type B sales tax entity that funds transportation improvements and economic development projects. The main funding source is 0.5 cents of the City’s sales tax.

**Sales Tax** - Levied on applicable sales of goods and services at the rate of 8.25 percent in Round Rock. The City receives revenue from the sales tax at the rate of 1.5 percent. The Round Rock Transportation and Economic Development Corp. receives 0.5 percent. Revenue from the remaining portion of the rate is collected by the state.

- 1.0% - General uses – goes to General Fund
- 0.5% - Property tax reduction – goes to General Fund

# GLOSSARY

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- 0.5% - Economic Development / Transportation – goes to Type B fund

**Self-Financed Construction Fund** - A fund used to allocate cash funding for projects rather than issuing debt. The fund's sources are year-end transfers from the respective fund.

- Cash balances to fund major CIP and Repair & Maintenance of facilities, parks and internal services
- These funds support the City's pay-as-you-go philosophy
- City has typically used conservative revenue projections to create excess sales tax revenues from prior years to cash fund projects and maintenance that might otherwise be debt financed or deferred
- Both the General Fund and Utilities strategically manage cash available to fund current and future projects
- GSFC – General Self Financed Construction, from excess General Fund Revenues or unspent General Fund budget
- UFSC – Utility Self Financed Construction, from excess water and wastewater revenues or unspent utility budget

**Special Revenue Fund** - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes (e.g. Hotel/Motel Special Revenue Funds, Drainage Fund, Law Enforcement Fund, Library Fund, Municipal Court Fund, Parks Improvement and Acquisition Fund, PEG Fund, Tree Replacement Fund).

**Strategic Budget** - A budget that is closely linked to the City's Strategic Plan and Departmental Goals, Objectives, and Performance Measures. Strategic Budgeting is the process that the City of Round Rock utilizes to link the City's Strategic Plan and individual Departmental strategy and performance to the City's Budget.

**Strategic Plan** - A collectively supported vision of the City's future including observations regarding the potential effects of various operating decisions.

**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 (TCAD)** - 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** - 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.

**Venue Tax** - A 2% hotel occupancy tax on City room rentals dedicated to funding the Round Rock Sports Center.

**Williamson Central Appraisal District (WCAD)** - Established under state law and granted responsibility for discovering and listing all taxable property, appraising that property at market/production value, processing taxpayer applications for exemptions, and submitting the appraised values and exemptions to each taxing unit. This listing becomes the Certified Tax Roll for the taxing unit.

**Working Capital** - The excess of current assets over current liabilities.

# ACRONYMS

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**ACC** – Austin Community College

**ADA** – Americans with Disabilities Act

**AMI** – Automated Metering Infrastructure

**ASE** – Automotive Service Excellence. The City's Fleet division in General Services has maintained its ASE Blue Seal Certification.

**BACA** – Allen R. Baca Center for Senior/Activity Center for adults ages 50 and older

**BCRUA** – Brushy Creek Regional Utility Authority

**BCRWWS** – Brushy Creek Regional Wastewater System

**BRA** – Brazos River Authority

**CALEA** – Commission on the Accreditation of Law Enforcement Agencies – The Round Rock Police Department has been CALEA-certified since 2004.

**CAMPO** – Capital Area Metropolitan Planning Organization

**CCTV** – Closed Circuit Television

**CDBG** – Community Development Block Grants

**CIP** – Capital Improvement Plan

**CMRC** – Clay Madsen Recreation Center

**CORR** – City of Round Rock

**CVB** – Convention and Visitors Bureau

**DEA** – Drug Enforcement Agency

**DSO** – Development Services Office

**DWI** – Driving While Intoxicated

**EMS** – Emergency Medical Services

**ETJ** – Extra Territorial Jurisdiction

**FBI** – Federal Bureau of Investigation

**FEMA** – Federal Emergency Management Association

**FTE** – Full-time Equivalent

**GASB** – Governmental Accounting Standards Board

**GIS** – Geographical Information Systems

**GTOT** – Government Treasurers' Organization of Texas

**HR** – Human Resources

**ICMA** – International City/County Management Association

**ILA** – Interlocal Agreement

**ISO** – Insurance Service Office is a for-profit organization that provides statistical information on risk. The "ISO Rating" has a large impact on most fire departments.

**IT** – Information Technology

**HIPPA** – Health Insurance Portability and Accountability Act of 1996

**LED** – Light-Emitting Diode

**MGD** – Millions of Gallons per Day

**MOT** – Mobile Outreach Team. The Williamson County MOT is our County's emergency behavioral health response unit and is partnering with the Round Rock Fire Department and Round Rock Police Department on the opioid response grant.

**MPC** – Multipurpose Complex

**NELAP** – National Environmental Laboratory Accreditation Program

**NFIRS** – National Fire Incident Reporting System

**OSP** – Old Settlers Park

**PARD** – Parks and Recreation Department

**RRFD** – Round Rock Fire Department

**RRISD** – Round Rock Independent School District

**RRPD** – Round Rock Police Department

**RTL** – Right-turn lane

**PSTC** – Public Safety Training Center

**SWDT** – Southwest Downtown – Phase 5A & 5B are transportation projects currently underway

**TCEQ** – Texas Commission on Environmental Quality

**TCCF** – Texas Commission on Fire Protection

**TCOLE** – Texas Commission on Law Enforcement

**TCM** – Tyler Content Manager

**TPDES** – Texas Pollutant Discharge Elimination System

**TRAPS** – Texas Recreation and Parks Society

**UB** – Utility Billing

**WTP** – Water Treatment Plant

**WWTP** – Wastewater Treatment Plant

# HOME RULE CHARTER

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## 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;

# HOME RULE CHARTER

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- (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



# HOME RULE CHARTER

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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, and 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)

# HOME RULE CHARTER

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## **SECTION 8.07      BORROWING IN APPLICATION 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 authorize 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, as amended by Charter amendment approved by voters 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 Clerk's office as public record.

(Charter amendment approved by voters January 20, 1996; May 15, 2004; May 10, 2008; November 8, 2011)



# FINANCIAL POLICIES

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## **PURPOSE**

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. ***These policies implement and enhance the City Council's strategic goal which states "The City of Round Rock is a financially sound city providing high value services."*** To facilitate this responsibility, certain financial policies have been developed and implemented within the parameters established by provisions of the Texas Local Government Code and the City Charter. These policies, as itemized below, are adopted by the City Council annually and considered the basis for financial management, planning and budget preparation. These policies guide both the City of Round Rock and its component unit, the Round Rock Transportation and Economic Development Corporation (RTEDC).

## **FUND STRUCTURE & 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**

Governmental funds revenues and expenditures are recognized on the modified accrual basis. Revenues are recognized in the accounting period in which they become 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.

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

- **General Fund**  
The General Fund is the Primary fund for core government services and is used to account for all resources not required to be accounted for in another fund and not otherwise devoted to specific activities. Most of the financial transactions for the City are reported in this fund. 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.

# FINANCIAL POLICIES

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- **Capital Project Funds**

Capital Projects funds are used to account for resources restricted for the acquisition or development of major capital equipment and structures. Financing sources are usually provided by transfers from other funds, bond issue proceeds, or grants-in-aid. Capital projects are generally tracked on a project-length basis. 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. The expected expenditures under the Capital Improvement Programs (called CIP) are presented as part of the overall budget adoption to accurately reflect the City's total expected use of funds in any given budget year but these estimates are not considered binding appropriations.

- **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.

## PROPRIETARY FUNDS

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. Depreciation and compensates absences are not recognized as budgeted expenses.

Proprietary funds are used to account for the City's activities that are similar to commercial enterprise accounting. These funds include the Utility Fund and the Drainage Fund.

- **Utility Fund**

The Utility Fund consists of utility administration, water and wastewater operations, billing and collections, environmental services, and utility fiscal support. It is the policy of the City that the water and wastewater operations be self-sufficient and not cross subsidize the other. Rates will be set to reflect cost of service by customer class where practical. The Utility Fund also accounts for the debt service and capital improvements of the utility system.

- **Water** - Water operations include water line maintenance, water systems support, and the water treatment plant.
- **Wastewater** - Wastewater operations include wastewater line maintenance, wastewater systems support, and the wastewater treatment plant.

- **Drainage Fund**

The Drainage Fund administers 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. The fund also accounts for the debt service and capital improvements of the drainage system.

# FINANCIAL POLICIES

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## **STRATEGIC PLANNING AND GOALS**

### **City Council Strategic Plan**

The Council's Strategic Plan consists of the long-term Vision (15 years), five year Goals, and near term Policy and Management priorities. The Vision, Goals, and Priorities are reviewed by Council and staff annually and are amended and refined by the City Council at its annual Strategic Planning retreat.

### **Council Vision and Goals**

The Council has further defined the City's Strategic Plan around six (6) Goals. These Goals become the City's strategic direction for development and implementation of its master planning, capital improvement programs for infrastructure, long-term financial plans and annual budgets. The Goals may be reprioritized or refined from year to year, but generally stay consistent.

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

## **LONG TERM FINANCIAL PLANNING**

A Five-Year Financial Forecast and Plan will be maintained and updated annually that will identify potential tax impacts, rate adjustments, and other factors that will enable or impede the implementation of the City's Strategic Goals. Five-year plans will be created and updated for each of the City's major operating funds, including:

- General Fund, including impacts to the M&O and Debt portions of the property tax rate
- Utility Fund
- Drainage Fund
- RRTEDC (also known as Type B) Fund
- Hotel Occupancy Tax Fund
- Sports Center Fund
- Multi-Purpose Field Complex Fund
- Golf Course Fund

The financial forecasts will assess long-term financial implications of current and proposed policies, programs and assist with the development of strategies to achieve the City's goals.

## **ANNUAL BUDGET**

### **Preparation**

The Charter (Section 8.03) requires that "the budget will provide a complete financial plan for all City funds and activities and, except as required by law or this Charter, shall be in such a form as the City Manager deems desirable or the City Council may require." The budget shall be

# FINANCIAL POLICIES

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submitted on or before the first day of August of each year to the City Council.

## Guiding Principles:

- The annual budget will be prepared to address Council Strategic Goals and direction.
- Long-term financial needs identified in the five-year plans will be considered and addressed when appropriate.
- Current expenditures (operating and recurring capital) are to be funded with current, on-going revenues.

## Proposed Budget

A proposed budget shall be prepared by the City Manager with participation from all of the City's Division Directors within the provision of the Charter and the City Council's strategic goals. A copy of the proposed budget will be available for citizen review at Round Rock City Hall and the public library.

## Balanced Budget

The goal of the City is to adopt and maintain a balanced operating budget using sustainable funding sources that are expected to continue to be available in subsequent fiscal years.

## Revenues and Expenditures

The annual budget is staff and Council's best estimate of the revenues, expenditures, and available fund balances at the time of preparation. Therefore, transfers and amendments may be needed from time to time due to changing conditions.

## Administrative allocations

Allocations for the general support services to the Utilities Fund, Drainage Fund, RRTEDC and any other operating funds will be reviewed, documented, and adjusted if necessary at least once every three years to assure reasonable cost of services is allocated to those funds.

## Personnel

The annual Budget will also include the approved number of full time equivalents (FTEs) for the City. Approval of budget is considered approval of the FTEs. City Manager may transfer and/or repurpose FTEs among departments and funds as needed to meet the needs of the community. If the transfer changes the total appropriations for any particular fund, then City Council approval is necessary.

In order to maintain effective staffing levels, the Police department may exceed total budgeted FTEs by 4.0 FTEs to accommodate planned departures and retirements in light of the long recruitment and training times required. The department must stay within appropriated budget for that fiscal year and receive advanced approval from the City Manager.

## Fund Balance

Balances in excess of authorized reserves will be used to fund the pay-as-you-go repair and maintenance programs, major capital projects and other one-time needs.

## Adoption

Upon finalization of the budget proposal, the City Council will hold a public hearing, and

# FINANCIAL POLICIES

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subsequently adopt by Ordinance the final budget as amended. State law requires at least 60 percent of the members of the governing body to vote in favor of an ordinance setting a property tax rate that exceeds the effective tax rate. The budget shall be finally adopted not later than the final day of the last month of the fiscal year. The budget will be effective for the fiscal year beginning October 1st.

The Annual Budget document will be submitted annually to the Government Finance Officers Association (GFOA) for evaluation and consideration for the Distinguished Budget Presentation Award.

## **Reporting**

Summary financial reports will be presented to the City Council quarterly. These reports will be in a format appropriate to enable the City Council to understand the overall budget and financial status.

## **Budget Amendments**

The City will amend the budget at year end, if needed, for revenue based expenditures that exceeded budgeted amounts due to increased revenues. The City will also amend the budget if necessary as part of the Mid-Year Review process if any known adjustments are needed and approved at that time. The Chief Financial Officer must certify availability of revenues or funding sources prior to amendment.

## **Emergency Appropriations**

The Charter (Section 8.05) allows for 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.” An ordinance must be adopted by favorable votes of five (5) or more of the City Council members.

## **CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET**

The City’s goal is to maintain City facilities and infrastructure in order to provide services to the citizens within the community, meet growth related needs, and comply with all state and federal regulations.

### **Preparation**

The City will maintain and periodically update master plans to maintain and expand its infrastructure including, but not limited to: City Facilities, Drainage, Parks and Recreation, Transportation, Water and Wastewater. The City annually updates a five-year CIP schedule. The capital budget will include all capital projects, capital resources, and estimated operational impacts. Capital projects are generally tracked on a project-length basis. The required financing is not appropriated on an annual basis but is approved at the outset of the project. The expected expenditures under the CIP schedule are presented as part of the overall budget adoption to accurately reflect the City’s total expected use of funds in any given budget year but these estimates are not considered binding appropriations in that year.

### **Financing Programs**

When determining the financing options for CIP, the City will first evaluate the available funds in the Self Finance Construction funds. Where applicable, assessments, impact fees, pro rata

# FINANCIAL POLICIES

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charges, or other fees should be used when a specific developer can be identified as specifically benefitting from a particular project. Once other financing options have been considered, long-term debt financing will be explored to acquire major assets with expected lives equal to or exceeding the average life of the debt issue.

Short-term financing including Capital Leasing and other tax-supported obligations can be used to fund vehicles, computers, and other operating equipment provided the impact to the tax rate is minimal.

## **CAPITAL MAINTENANCE AND REPLACEMENT**

The City recognizes that deferred maintenance increases future capital costs. Assessments are made annually as part of the budget preparation process to ensure that major repairs, replacements, and maintenance necessary to preserve the City's capital investments are funded. To the extent that prior year excess fund balances are available, the City will annually fund allocations to the following:

- Fleet Maintenance and Replacement
- Information Technology
- Facilities Maintenance
- Parks and Recreation
- Public Safety Equipment

## **BUDGET CONTINGENCY PLAN**

The City will take immediate corrective action at any time during the fiscal year if expenditure and revenue estimates are such that an operating deficit is projected at year end. Corrective actions in order of the precedence they will be explored are:

1. Reduce transfers to Self Finance Construction Funds for pay-as-you-go CIP
2. Deferral of capital purchases
3. Expenditure reductions
4. Hiring freezes
5. Freeze merit increases
6. Use of fund balance, including repair and maintenance funds
7. Increase fees
8. Lay-off employees

The use of fund balance, which is a one-time revenue source, may be used to fund an annual operating deficit only with a subsequent approval of a plan to replenish the fund balance if it is brought down below policy level.

# FINANCIAL POLICIES

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## **FUND RESERVES AND DESIGNATIONS**

The City of Round Rock will maintain budgeted minimum reserves in the ending working capital/fund balances of its operating and debt funds to provide a secure, healthy financial base for the City in the event of a natural disaster or other emergency and to maintain or enhance its credit worthiness.

### **General Fund**

- **Reserve**

In recognition of fund balance reserve best practices, the fund balance reserve in the General Fund shall be transitioned from one hundred twenty (120) days to ninety (90) days or 25% of annual budgeted General Fund operating expenditures beginning with the FY 2017/18 budget year. Reserves will be set at the 2016/17 amount and allowed to stay level until such time as General Fund operating expenditures require increasing reserves to meet the new 90 day requirement. Staff will evaluate the financial stability of the General Fund revenues annually to ensure the reserve requirement remains adequate.

- **Designation**

Concentration Risk account: For any single sales tax payer that represents more than 5% of the City's net General Fund revenues, the city will designate a concentration risk fund at or above the City's annual net exposure to that revenue source. If at any time a single tax payer drops below that threshold or no tax payer meets this threshold, this account may be gradually reduced and used for one-time expenditures.

### **Self Finance Construction Funds**

These designated funds support the City's pay-as-you-go philosophy for repair and maintenance and major capital projects to reduce or eliminate the use of long-term debt where possible. The funding sources are year-end transfers from the respective fund using excess fund balance.

- **General Self Finance Construction (GSFC)**

Transfers from the General Fund provides funding for the repairs and maintenance of fleet, facilities, parks, information technology, public safety equipment, one-time programs and general capital improvements.

- **Utility Self Finance Construction (USFC)**

Transfers from the Utility fund provides funding for major capital improvements of the Utility System.

### **Utilities Fund**

- **Reserve**

Working capital reserves should be 33% or one hundred twenty (120) days of operating expenses and annual payments for long-term water contract costs. The City will maintain 1.35 times average annual debt service, above the bond covenant minimum requirement of 1.25 times average annual debt service.



# FINANCIAL POLICIES

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## **Drainage Fund**

Working capital reserves should be 25% or ninety (90) days of operating expenses, net of debt service requirements. The City will maintain 1.35 times average annual debt service, above the bond covenant minimum requirement of 1.25 times average annual debt service.

## **Hotel Occupancy Tax (HOT) Fund**

- **Reserve**  
Fund balance reserves should be 25% or ninety (90) days of operating expenditures, net of debt service requirements and other designations. Bond covenant also requires 1.40 times average annual debt service to be reserved.
- **Designations**
  - **Capital Infrastructure**  
The City Council may designate available fund balance for the maintenance of assets considered part of the City's "Sports Capital of Texas" strategic goal and to meet the statutory requirements for the use of these funds. These projects may include the city-owned Dell Diamond Triple A baseball stadium and conference center, the Round Rock Sports Center, and the Old Settlers Park Multi-Purpose Field Complex.
  - **Promotion of the Arts**  
A minimum of five percent (5%) of HOT revenues, net of any rebates, is designated to fund the promotion of the Arts. The City will ensure that these funds are used to promote tourism as required by statute through an annual review of the use of the funds.

## **Round Rock Transportation and Economic Development Corporation (RRTEDC) (Type B)**

- **Transportation Projects**  
No less than 90% of the Type B Funds received will be used for Transportation projects. The transportation capital improvement projects (TCIP) will be reviewed by staff at least quarterly and will be presented to the Type B board at the next scheduled meeting, as needed.
- **Economic Development Purposes**  
The remaining 10% may be used for Economic Development purposes covered under local government code including:
  - City funding for the Round Rock Economic Development Partnership for ongoing programs.
  - Any remaining funds will be placed into a dedicated Economic Development Account to be used for any lawful purpose under the local government code and in accordance with economic development strategies.

The economic incentive programs (EIP) will be reviewed by staff at least quarterly and will be presented to the Type B board at its next scheduled meeting, as needed.

- **Reserve**  
The RRTEDC shall maintain a minimum of \$1 million or 33% of recurring operating type expenditures.



# FINANCIAL POLICIES

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## Sports Center

- **Reserve**  
Fund Balance reserves should be 25% or ninety (90) days of operating expenses, net debt service requirements and other designations.
- **Designation**  
It is the goal of the City Council to establish a capital replacement account of \$3 million to ensure the facility is maintained.
  - **Investment Reimbursement**  
At such time as revenues are sufficient to meet operations, reserve and replacement funds, this fund is expected to repay the GSFC and HOT for initial investment in the Sports Center Facility.

## Multi-Purpose Field Complex

- **Reserve**  
Fund Balance reserves should be 25% or ninety (90) days of operating expenses. Operations not covered by tournament and field rentals will be funded by transfers from the General Fund and HOT Fund at 50% from each fund.
- **Designation**  
It is the goal of the City Council to establish a capital replacement account once the complex is fully operational.

## REVENUES

The City will maintain a diverse and stable revenue system. In order to protect the City from revenue shortfalls and to maintain a stable level of service, revenues will be estimated realistically and conservatively taking into account the volatile nature of various revenue streams. The analysis will include probable economic changes and their impacts on revenues, historical collection rates, and trends. The benefits of a revenue source should exceed the cost of administration and collection of that revenue.

- **Property Tax**  
All real and business personal property located within the City will be valued at 100% of the fair market value for any given year based on the current appraisal supplied by Williamson and Travis Central Appraisal Districts.
- **Sales Tax**  
Used to fund the recurring operations of the General Fund and the transportation improvements and economic development activities of the RRTEDC (Type B) fund. Sales tax revenue fluctuates due to changes in economic conditions and will be closely monitored to ensure the needs of the City are met. When financially feasible, a transfer from the General Fund sales tax will be budgeted to fund pay-as-you-go one time capital expenditures or projects.
- **User Fees and Charges**  
For services associated with a user fee or charge, the direct and/or indirect costs of that service will be offset by a fee where possible. The City will review fees and charges no

# FINANCIAL POLICIES

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less than once every two years to ensure that fees provide adequate coverage for the cost of services. The City Council will determine how much of the cost of a service should be recovered by fees and charges.

- **Utility Rates**

Rates will be reviewed periodically and adopted to generate sufficient revenues to fully cover operating expenses, meet debt coverage requirements and provide an adequate level of working capital. The utility revenues will be budgeted based on an average year's rainfall/consumption. The rate analysis will anticipate neither drought nor wet conditions. Adjustments to the utility rates will be made based on revenue requirements over the five-year forecast for the Utility Fund. When financially feasible, a transfer from the Utility Fund will be budgeted to fund pay-as-you-go one time capital expenditures or projects. It is the City's goal to have growth pay for growth through impact fees and developer contributions where practical.

- **Franchise Fees**

Derived from major public utilities operating within the City, franchise fees are intended to reimburse the City for use of public streets and rights of way.

- **Hotel Occupancy & Venue Taxes**

Taxes imposed on hotel room nights allowed by statutory and charter authority. The use of these revenues are limited by state law to specific tourism promotion activities. The revenues will be estimated using actual properties and occupancy rates and prior year revenue collections.

- **Non-Recurring Revenues**

One-time or non-recurring revenues should not be used to finance current ongoing operations.

## **EXPENDITURES**

- **Appropriations & Transfers**

All expenses of the City will be made in accordance with the adopted annual budget or as legally amended. The legal level of control is at the fund level. The City Manager is authorized to transfer budgeted amounts among departments within any fund; however, any transfers or amendments that change the total expenditures of any fund must be approved by the City Council.

- **Procurement**

In accordance with state law and city ordinances, the City is to provide for the fair and equitable treatment of all persons involved in public purchasing with the City of Round Rock, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity while meeting all legally mandated federal, state, and local requirements. Competitive pricing will be sought in accordance with the following guidelines to ensure the best value is obtained through the procurement of products and services.

# FINANCIAL POLICIES

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- **Formal Approvals**

The City Manager or City Council approval is required as detailed below.

- City Manager Approval
  - Any outside agreement/contract that requires a signature under \$50,000.00;
- City Council Approval
  - Any item the City Manager deems necessary to require City Council approval;
  - Any outside agreement/contract over \$50,000.00;
  - All intergovernmental agreements

- **Authorized Purchases**

The adopted annual budget will include an Authorized Purchases list that considers certain planned purchases as approved in advance by Council. This policy allows the City Manager to approve items as listed without going back to Council under certain conditions.

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

## **CASH MANAGEMENT AND INVESTMENTS**

The City Council has formally approved a separate Investment Policy for the City of Round Rock that meets the requirements of the Public Funds Investment Act (PFIA), Section 2256 of the Texas Local Government Code. This policy is reviewed annually by the City Council and applies to all financial assets held by the City and applies to all entities (component units) included in the City's Comprehensive Annual Financial Report (CAFR) and/or managed by the City. The City will maintain cash management and investment policies and procedures will maintain the public trust through responsible actions as custodians of public funds.

### **Cash Management Philosophy**

The City shall maintain a comprehensive cash management program to include the effective collection of all accounts receivable, the prompt deposit of receipts to the City's depository, the payment of obligations, and the prudent investment of idle funds in accordance with this policy.

### **Investment Objectives**

The City's investment program will be conducted as to accomplish the following listed in priority order:

- Safety of the principal invested
- Liquidity and availability of cash to pay obligations when due

# FINANCIAL POLICIES

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- Maximize earnings (yield) to the greatest extent possible consistent with the City's investment policy.

## **DEBT**

The City of Round Rock establishes the following policy concerning the issuance and management of debt. This policy is to improve the quality of decisions in relation to the City's financing activities, provide a comprehensive view of the City's long-term debt picture and make it easier for decision-makers to understand issues concerning debt issuance and management. It is the intent of this policy that the City's debt be managed and monitored so as to enhance or maintain its credit rating with major ratings agencies.

## **CONDITIONS OF DEBT ISSUANCE**

Debt should be issued for the purpose of meeting the needs of the community through funding of capital projects and equipment but without constituting an unreasonable burden to taxpayers.

Long-term debt is only issued to finance the acquisition and/or construction of capital improvements. Additionally, only capital needs identified in the capital improvement program will be considered. Refunding bonds will only be issued if the present value of debt service savings exceeds three percent of the par value of the refunded bonds.

## **TYPES OF DEBT**

- **General Obligation Bonds**  
General Obligation Bonds may only be issued with a majority approval of a popular vote. The use of the proceeds from GO Bonds is limited to the acquisition or improvement of real property and other uses allowed by law and applicable bond ordinances. Libraries, parks and public safety facilities are all types of facilities that could be financed with GO Bonds. To the extent that property tax revenues are used to fund debt service, an increase to the property tax will be proposed.
- **Certificate of Obligations**  
Certificate of Obligations may be used to fund capital improvements or equipment that are not otherwise funded by general obligation or revenue bonds. With CO bonds, the voters have an option to petition for an election on whether the certificates should be issued. There is a thirty (30) day notice period before a city can pass an ordinance to issue the certificates giving time for citizen input and time to gather signatures for a petition to call an election. To the extent that property tax revenues are used to fund debt service, an increase to the property tax will be proposed.
- **Enterprise Revenue Bonds**  
Enterprise Revenue Bonds finance facilities for a revenue producing enterprise, and are payable from revenue sources within that enterprise. Municipal Water and Sewer and Solid Waste are examples of revenue producing enterprises within the City.

# FINANCIAL POLICIES

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- **Refunding Obligations**

Pursuant to the Government Code and various other financing statutes applicable in particular situations, the City Council is authorized to provide for the issuance of bonds for the purpose of refunding any long-term obligation of the City. Absent any significant non-economic factors, a refunding should produce minimum net debt service savings (net of reserve fund earnings and other offsets) of at least 3% of the par value of the refunded bonds on a net present value basis, using the refunding issue's True Interest Cost (TIC) as the discount rate, unless the Finance Department determines that a lower savings percentage is acceptable for issues or maturities with short maturity dates.

- **Tax Anticipation Notes**

Proceeds from Tax Anticipation Notes are used to fund projects whose source of payment is future tax revenues. These instruments have a term of one to three years and are for a specific purpose such as temporary financing for capital improvements, cash flow needs and major equipment leasing.

- **Leases**

Leases may be used to finance major capital purchases, other than infrastructure, including fleet, major system upgrades and large equipment purchases.

- **Assessment Bonds**

Proceeds from Assessment Bonds may be used to finance local public improvements, provided that said improvements benefit the parcels of land to be assessed. Local streets, street lights, landscaping, sidewalks and sanitary sewers are some examples of local improvements commonly financed by assessment bonds.

- **Internal borrowing between City funds**

The City can authorize use of existing long-term reserves as "loans" between funds. The borrowing fund will repay the loan at a rate consistent with current market conditions. The loan will be repaid within ten (10) years. The loan will be considered an investment of working capital reserves by the lending fund.

- **Other Obligations**

There may be special circumstances when other forms of debt are appropriate and may be evaluated on a case-by-case basis. Such other forms include, but are not limited to limited tax notes, non-enterprise revenue bonds, bond anticipation notes, grant anticipation notes and judgment or settlement obligation bonds.

## RESTRICTION ON DEBT ISSUANCE

- The City of Round Rock **will not** use long-term debt to finance current operations or normal maintenance.
- Derivative products **will not** be used by the City.
- Swaps **will not** be entered into without establishment of a Swap Policy.
- Variable rate debt **will not** be entered into without establishment of a Variable Rate Debt Policy.

# FINANCIAL POLICIES

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## LIMITATIONS ON OUTSTANDING DEBT

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 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.

## CHARACTERISTICS OF DEBT ISSUANCE

When the City finances capital projects by issuing bonds, it will pay back the bonds within standard terms that include the following:

- Term may be up to 30 years depending on cash flow assumptions, or useful life of asset being financed.
- Call provisions will be shortest possible optional call consistent with optimal pricing.
- The City will seek level or declining debt repayment schedules and will avoid issuing debt that provides for balloon principal payments reserved at the end of the term of the issue.
- The City will avoid variable-rate debt due to the potential volatility of such instruments. Therefore, the City will avoid the use of variable-rate debt for its general obligation bond issues.
- The Debt service program will be managed in conformity with applicable bond covenants.

Commercial insurance or other credit enhancements to the bond rating shall be considered when cost-effective.

## DEBT ISSUANCE PROCESS

The City shall utilize the services of an independent, Municipal Securities Rulemaking Board-registered financial advisor on all debt financing. Although not required, the City may utilize an RFP-selected pool of underwriters to mitigate time constraints and reduce overhead costs to the City in procuring such services. Bond counsel will be used for each transaction.

The Finance Department shall review each debt issuance transaction on a case-by-case basis to determine the most appropriate method of sale.

- **Competitive Sale**  
In a competitive sale, bids for the purchase of the bonds are opened at a specified place and time and are awarded to the underwriter (or syndicate) whose conforming bid represents the lowest true interest cost to the City (TIC). This method is most advantageous when the debt to be issued is less complex, the municipal bond market for high-grade credits is stable, and the sale of the City's bonds is assured.
  - Bond sales shall be cancelable at any time prior to the time bids are to be received.
  - Upon award to the bidder whose conforming bid represents the lowest true interest cost, the City may restructure the bonds in accordance with the Official

# FINANCIAL POLICIES

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Notice of Sale. The City shall reserve the unfettered right to reject all bids or waive bid irregularities.

- **Negotiated Sale**

In a negotiated sale, the City chooses the initial buyer of the bonds in advance of the sale date. The initial buyer is usually an investment banking firm, or a syndicate of investment banking firms interested in reoffering the bonds to investors through an underwriting process. This type of sale allows the City to discuss different financing techniques with the underwriter in advance of the sale date. This method is most advantageous when the debt issue is complex, debt structuring flexibility is required (as would be the case in a bond refunding) or the municipal bond market is unstable or uncertain.

- **Direct Purchase**

In a direct purchase, the City may select a private purchaser willing to bid a below market rate or other preferential financing terms. Such transactions often allow debt to be issued more efficiently by eliminating the need for bond ratings and other associated issuance costs. Such financing will be analyzed on a case-by-case basis, depending primarily on rates prevailing in the market from time to time.

## RATING AGENCY COMMUNICATION & DISCLOSURE

The City will seek to maintain and improve its current bond ratings so its borrowing costs are reduced to a minimum and its access to credit is preserved. In conjunction with the financial advisor, the City will open a line of communication with at least one of the rating agencies (Standard and Poor's, Moody's or Fitch) when issuing new bonds or refunding existing bonds to obtain an affirmed or upgraded rating.

Full disclosure of the City's operations will be made to the bond rating agencies. The City staff, with the assistance of the financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies.

The City will adhere to the recommended disclosure guidelines as endorsed by the Public Securities Association, the Government Finance Officers Association, the Municipal Securities Rulemaking Board, the Government Accounting Standards Board, and the nationally recognized municipal securities information repository (NRMSIR) and any state information depository (SID) that is designated by the State of Texas and approved by the staff of the United States Securities and Exchange Commission (the SEC). SEC Rule 15c2-12 defines disclosure required by the SEC.

## BOND REIMBURSEMENT RESOLUTIONS

The City may utilize bond reimbursements as a tool to manage its debt issues, due to arbitrage requirements and project timing. In so doing, the City uses its capital reserve "cash" to delay bond issues until such time when issuance is favorable and beneficial to the City.

The City Council may authorize a bond reimbursement resolution for General Capital projects that have a direct impact on the City's ad valorem tax rate when the bonds will be issued within the term of the existing City Council. In the event of unexpected circumstances that delay the



# FINANCIAL POLICIES

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timing of projects, or market conditions that prohibit financially sound debt issuance, the approved project can be postponed and considered by a future council until circumstantial issues can be resolved.

The City Council may also authorize revenue bond reimbursements for approved utility and other self-supporting capital projects within legislative limits.

The total outstanding bond reimbursements may not exceed the total amount of the City's reserve funds.

## INVESTMENT OF BOND PROCEEDS

The City maintains in its Investment Policy document approved by the City Council, the strategy and policies for investing bond proceeds. The City's Investment Policy complies, and will at all times comply, with the provisions of the Public Funds Investment Act, Chapter 2256, Texas Government Code, as amended. Interest on bond proceeds is restricted such that it may only be used to fund projects that have the same purpose as the purpose for which the bonds were originally issued. Construction proceeds are typically invested in short-term securities so that they are liquid. Interest & Sinking funds may be invested longer as they have to be maintained for the life of the issue.

## FEDERAL REQUIREMENTS

The City will maintain written procedures to follow post issuance compliance rules, arbitrage rebate and other Federal requirements.

- Post issuance tax compliance rules will include records retention, arbitrage rebate, use of proceeds, and
- Continuing disclosure requirements under SEC Rule 15c2-12, MSRB standards, or as may be required by bond covenants or related agreements.

## ECONOMIC DEVELOPMENT

The City will actively promote economic development and business retention with prescribed business focus areas to maintain and expand the long-term business, financial and employment base for the community. These efforts will be accomplished through a contract with the Chamber of Commerce and partnership with City staff, Council and local business leadership.

- An economic development plan or strategy will be developed and periodically reviewed and updated as conditions change.
- Financial incentive guidelines will be established and periodically reviewed.
- Both economic impact and direct financial impact to the City will be evaluated and considered for each incentive proposal.
- Risks will be assessed as part of each proposed agreement and mitigated by emphasizing performance based programs and financial surety provisions where possible for any up front investments by the City or its partners.



# FINANCIAL POLICIES

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Approved incentive agreements will be monitored for compliance with reporting of that compliance made to the City Manager at least annually.

## **ACCOUNTING, AUDITING AND FINANCIAL REPORTING**

- **Accounting**

The City is solely responsible for the recording and reporting of its financial affairs, both internally and externally. The Chief Financial Officer (CFO) is responsible for establishing the structure for the City's Chart of Accounts and for assuring that procedures are in place to properly record financial transactions and report the City's financial position.

- **Audit of Accounts**

In accordance with the City Charter, an independent audit of the City accounts will be performed every year. The auditor is retained by and is accountable to the City Council and will have no personal interest, directly or indirectly, in the financial affairs of the city or any of its officers. The auditing firm will serve for up to 5 years, at which time, the City will re-solicit proposals for these services if deemed necessary by the City Council. The actual need to rotate an auditing firm will be considered, but only at the discretion of the City Council in providing for the best financial oversight of the City.

- **External Reporting**

Upon completion and acceptance of the annual audit by the City's auditors, the City will prepare a written Comprehensive Annual Financial Report (CAFR) which will be presented to the City Council within 180 calendar days of the City's fiscal year end. The CAFR will be prepared in accordance with Generally Accepted Accounting Principles (GAAP) and will be presented annually to the Government Finance Officer Association (GFOA) for evaluation and consideration for the Certificate of Achievement in Financial Reporting.

- **Receivables Policy**

All receivables of the City are accounted for, aged and collected at the earliest opportunity. Delinquent receivables are processed expediently and collection agencies are utilized when appropriate.

- **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.

## **INTERNAL CONTROLS**

The Finance Department is responsible for designing appropriate controls for the departments and the departments are responsible for implementation. Inherent in these responsibilities is the recognition that the cost of the internal control should not exceed the benefits expected to be derived. The objective of internal controls is to provide management with reasonable, but not absolute, assurance that assets are safeguarded from fraud and are recorded properly.

# FINANCIAL POLICIES

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- **Department Policies**

Where appropriate, this City will maintain appropriate policies to manage budgetary expenditures and control, procurements, personnel, and staffing management. These policies will be developed, updated, and approved by the City Manager as necessary.

- **Written Procedures**

Wherever possible, written procedures will be established and maintained by the CFO for all functions involving cash handling and/or accounting throughout the City.

- **Internal Audit Program**

An internal audit program will be maintained by the CFO to ensure compliance with City policies and procedures and to prevent the potential for fraud.

## **EMPLOYEES & COMPENSATION**

Realizing the importance and contribution of employees in achieving the Strategic Goals of the City and to maintaining its high standards, the City's policy as an employer is to attract and retain quality employees who provide excellent, friendly service to the Round Rock community in an effective and efficient manner.

To meet the goal of a quality workforce, the City will maintain competitive compensation and benefit programs.

- The proposed budget will include an amount adequate to cover changes in market salaries, as well as funds for performance-based merit increases as determined annually by the City Manager.
- The City will maintain a competitive health insurance program, including considering new options and adjustments to provide quality benefits in a cost effective manner.

## **SELF INSURANCE & RISK MANAGEMENT**

The City will maintain an internal service fund to account for the self-funded health insurance coverage for all City employees. In addition to the basic coverage provided to each employee, the employee may purchase dependent coverage through payroll deductions. Coverage will be financed by contributions from the City and employee payroll deductions.

The City will make a diligent effort to avoid or prevent loss of City assets and to reduce the City's exposure to liability. All reasonable options will be investigated to finance risk exposure. If risk is retained, reserves will be established based on actuarial determinations.

## **FEDERAL AND STATE GRANTS**

The City will seek State and Federal grants where applicable and practical. The benefits of the grant should exceed the cost of administration of the grant when possible. Council should approve the application of all grants that will have future funding requirements.

# SENIOR TAX EXEMPTION INFORMATION

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## Benchmarking Over 65 Property Tax Exemptions

City	Over 65 Exemption Amount	Over 65 Property Tax Freeze
Round Rock	\$22,000	No
Cedar Park	30,000	Yes
Georgetown	12,000	Yes
Leander	10,000	Yes
Austin	82,500	No
Pflugerville	35,000	No
Sugar Land	70,000	No
McKinney	60,000	No
Carrollton	60,000	No
Pearland	40,000	No
Temple	10,000	No

## Senior Tax Exemption Facts

- Total parcels in 2017 - 30,067
- Homesteads - 19,141 parcels (zero exemption)
- Over 65 exemptions - 3,970 parcels (\$22,000 exemption)
- \$86 million in taxable assessed value reduced for seniors due to exemption - results in \$370,000 of property tax burden redistributed
- \$10,000 increase in the Over 65 Exemption would redistribute \$170,000 of property tax burden to other tax payers

## History of City of Round Rock Senior Exemption

- 1974 - Senior exemption first adopted with an amount of \$3,000
- 1981 - Senior exemption increased from \$3,000 to \$15,000
- 1994 - Senior exemption increased from \$15,000 to current \$22,000