

City of Round Rock Adopted 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 \$1,354,003.

On September 13, 2018, the following City Council members voted to adopt the fiscal year 2018-2019 proposed budget.

Mayor Craig Morgan  
Mayor Pro-Tem Writ Baese  
Tammy Young  
Rene Flores

Matt Baker  
Will Peckham  
Hilda Montgomery

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

<b>Tax Rate</b>	<b>Adopted 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 total amount of municipal debt obligations secured by property taxes for the City of Round Rock is \$198,184,268.

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

In accordance with, Section 140.0045 "Itemization of Certain Public Notice Expenditures Requires 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.

**CITY LEADERSHIP**

Craig Morgan  
Writ Baese

Mayor  
Mayor Pro Tem - Place 5

Tammy Young  
Rene Flores  
Matt Baker  
Will Peckham  
Hilda Montgomery

Council Member - Place 1  
Council Member - Place 2  
Council Member - Place 3  
Council Member - Place 4  
Council Member - Place 6

Laurie Hadley

City Manager

Bryan Williams  
Brooks Bennett

Assistant City Manager  
Assistant City Manager

Susan L. Morgan, CPA

Chief Financial Officer



## BUDGET PRESENTATION AWARD



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Round Rock  
Texas**

For the Fiscal Year Beginning

**October 1, 2017***Christopher P. Morill*

Executive Director

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Round Rock, Texas, for its Annual Budget for the fiscal year beginning October 1, 2017. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

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

## INTRODUCTION

### BUDGET PROCESS

The City's budget is a complex document representing the culmination of months of preparation and discussion among the City Council and City staff regarding the best ways to provide services to the community at the greatest value. The process for developing the City's annual budget is a year-round effort spanning the City's fiscal year of October 1 through September 30.

The City Council meets each winter to reaffirm the City's vision and goals and to identify specific actions for the upcoming fiscal year. The resulting strategic plan serves as the foundation of the department budget requests. The Executive Team, made up of the Department Directors, Assistant City Managers, and the City Manager, reviews all budget requests for alignment with Council direction and potential efficiencies. The team works together to refine requests into a balanced proposed budget.

In accordance with the City Charter, the proposed budget must be presented to the City Council by August 1 each year. Typically, Council receives the proposal in early to mid July. Copies of the proposed budget are also made available to the public through the City's website and on file at the Round Rock Public Library. The City Council considers the proposed budget and provides public hearings where public input regarding budget programs and financial impact is heard. Communication regarding the budget is pushed out to the public via the community cable television system, the City's website, social media, and local newspapers. Summaries of fees and tax rate implications are included in these communications.

The budget and the tax rate are formally adopted by the City Council during two separate readings of enabling legislation at regularly scheduled Council meetings in late August and in September. The Adopted Budget and tax rate go into effect October 1 for the start of the new fiscal year.

#### January - February

- Council Budget Retreat
- 5-year Capital Improvement Plan & Operating Plan
- Salary & Benefit projections

#### March - April

- Departments submit budget requests
- Revenue projections

#### May - June

- Executive review of budget requests
- Strategic budget narratives

#### July - August

- Tax rolls certified by Chief Appraisers
- Proposed Budget presented to City Council
- Publication of proposed tax rates

#### September - October

- Budget & Tax Rate finalized and approved by City Council
- Adopted Budget and Tax rate effective October 1 for new fiscal year.



## HOW TO USE THIS DOCUMENT

This budget document is intended to give the reader a comprehensive overview of funding for the City's day-to-day operations, scheduled capital improvement expenditures, and principal and interest payments for the City's outstanding long-term debt. The document complies with recommended practices for fiscal and budgetary transparency of the Government Finance Officers Association (GFOA). Hyperlinks have been added where appropriate to link various sections of the document or to link to specific pages of the City's website to enhance electronic accessibility of the document.

The first three sections, the Budget Message, Strategic Plan, and City Profile, provide an overview of the City's strategic planning efforts and how this budget is targeted to continue to provide high-quality services. The operating expenditures are presented by fund and by department in the General Fund, Utility Fund, Drainage Fund, and Special Revenue Fund sections to give the reader a clear idea of how resources are allocated across the City's various programs.

The following icons have been created to graphically depict the City Council's six strategic goals consistently throughout the document in order to more clearly identify how the budget is founded on the goals.



**Financially Sound City  
Providing High Value  
Services**



**City Infrastructure for  
Today and Tomorrow**



**Great Community  
to Live**



**"The Sports Capital of  
Texas" for Tourism &  
Residents**



**Authentic Downtown -  
Exciting Community  
Destination**



**Sustainable  
Neighborhoods**

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September 13, 2018

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

We are pleased to present the City's Adopted Budget for the fiscal year of October 1, 2018 through September 30, 2019. This total budget of \$356.9 million reflects the City Council's continued commitment to long-range strategic planning and City staff's teamwork and collaboration in providing high-value services to Round Rock's citizens and customers. This Budget Message section provides a high-level summary of some of the major components of the budget. The other sections of this document outline the budget in much more detail, both in summary for the whole City and by specific fund.

We believe the adopted budget reflects a fiscally responsible approach to improving the City's infrastructure and meets current demands while maintaining the City's strong financial position. Attention has been given to preservation of the City's infrastructure and maintaining quality City services to the growing population. This budget builds on high customer satisfaction ratings and prudent strategies implemented to diversify our economic base. We envision this adopted budget as a policy statement, a financial summary, and a communication tool to show Round Rock has been and will continue to be a premier City, remaining financially sound, and providing high value services.

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

A handwritten signature in black ink that reads "Laurie Hadley".

Laurie Hadley  
City Manager

A handwritten signature in black ink that reads "Bryan Williams".

Bryan Williams  
Assistant City Manager

A handwritten signature in black ink that reads "Brooks Bennett".

Brooks Bennett  
Assistant City Manager



The City of Round Rock's vision is to be:

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

### INCREASING TRANSPARENCY



Texas Comptroller Glenn Hegar has awarded the City of Round Rock 4 Transparency Stars, recognizing the City's efforts to make information on the City's traditional finances, debt obligations, economic development, and public pensions are readily available to the public.

The stars, awarded through the Comptroller's Transparency Stars Program, are a great achievement by our Finance Department staff who strive to meet the best practices in transparency. During FY 2019 the City will continue to increase the level of transparency and will apply for the last remaining star: Contracts and Procurement. <https://www.roundrocktexas.gov/departments/finance/transparency-stars/>



## STRATEGIC PRIORITIES

In February 2018 the City Council affirmed and refined Round Rock's 6 strategic goals. The total proposed budget of \$356.9 million is focused on furthering these goals listed below:



**Financially Sound City  
Providing High Value Services**



**City Infrastructure:  
Today and or Tomorrow**



**Great Community  
to Live**



**"Sports Capital of Texas" for  
Tourism and Residents**



**Authentic Downtown - Exciting  
Community Destination**



**Sustainable Neighborhoods -  
Old and New**

The City's most recent biennial citizen survey revealed that traffic and transportation is the top concern of our community. While major improvements to I-35, SH45, and U.S. 79 remain under the jurisdiction of TxDOT and outside the scope of our City budget, this adopted budget does include funding for improvements to the City's transportation network that will provide relief to our residents. Some of these improvements include:

- Additional annual funding for neighborhood street maintenance, bringing the total adopted amount to \$4.3 million for FY 2019.
- The McNeil (East Bagdad) Extension will extend McNeil Road east to Georgetown Street to help redirect traffic around our historic downtown, enhancing the downtown core for pedestrians.
- Significant engineering and staff work to prepare for upcoming road improvement projects - including Kenney Fort Boulevard, Gattis School Road, Red Bud Lane, and University Boulevard.
- Downtown parklets, landscaping, lighting, and sidewalk improvements will help make the downtown more accessible and inviting for visiting, dining, shopping, and socializing.



### STRATEGIC PRIORITIES

Round Rock's recreation and cultural amenities set our City apart from many municipalities. This FY 2019 Adopted Budget includes funding for improvements and connections to these amenities that will continue to make Round Rock distinctive. Some of these improvements and connections include:

- Trail connectivity has been a goal for several years now. The timing has been delayed due to some right-of-way acquisition challenges, but this budget includes the funding necessary to connect our major trail systems and to provide a continuous trail experience across our City.
- The design of our new library facility to be built downtown along Brushy Creek will continue in FY 2019. Groundbreaking is tentatively planned for May 2020 with an opening date in January 2022.
- Continued funding for our ever popular family-friendly events including the July 4th Parade, Home-town Holiday Lights, and more.
- The Forest Creek Golf Club reopened October 1, 2018. This budget includes a full year of operations of the newly improved course which will generate sufficient revenues to be self-sufficient and not require any General Fund support to cover operating costs.

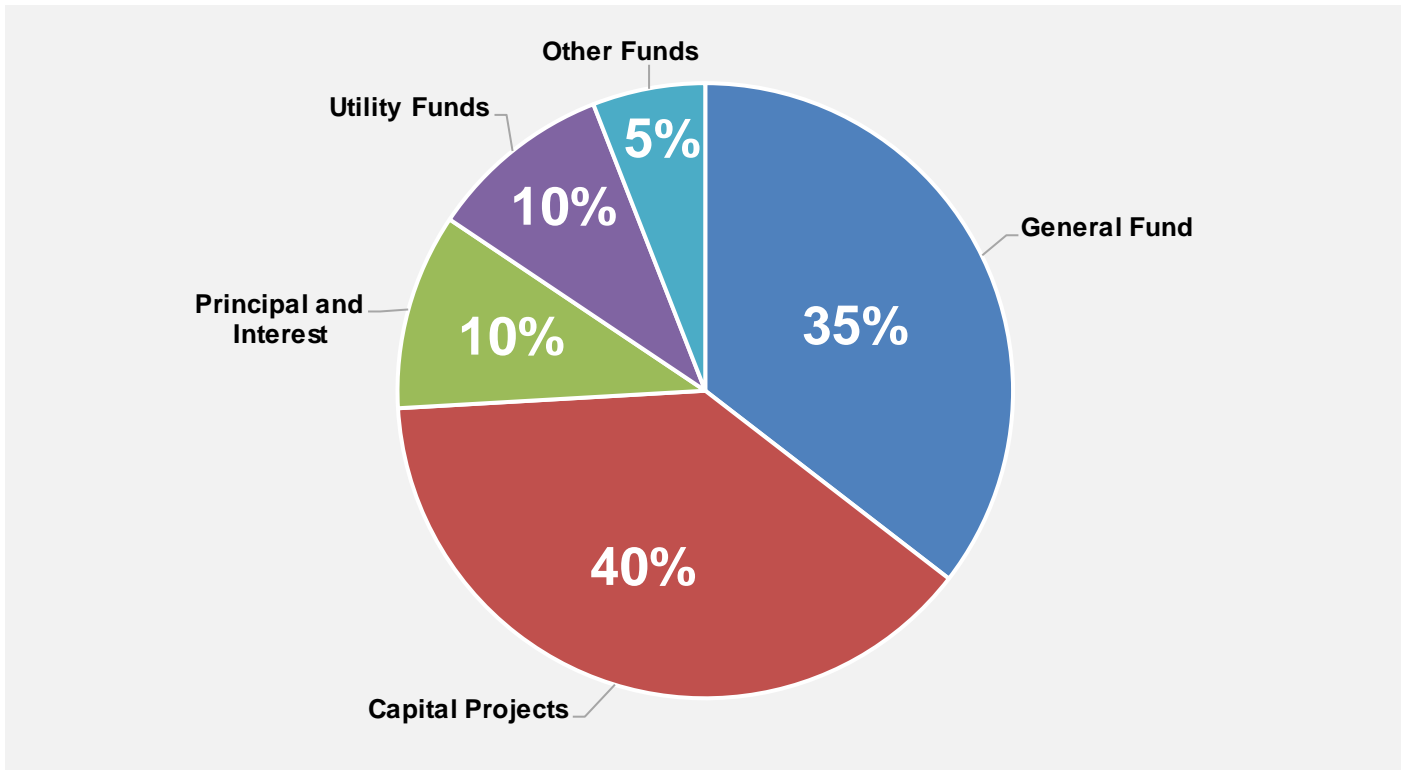
Public Safety remains a top priority for the City Council and Round Rock consistently ranks as one of the safest cities in the nation. This budget includes funding for several initiatives to secure the highest level of public safety for years to come, including:

- A grand opening of a Public Safety Training Center that was approved by the voters as part of a bond package in 2013. This new facility will provide more resources to police and fire staff to enhance training opportunities to ensure the highest quality public safety capabilities.
- Three **additional firefighters** to complete staffing of the city's newest fire station - Station 9 on Sam Bass Road.
- Two **additional police officers** to assist in efforts to keep Round Rock one of the safest cities in the nation.



## CITYWIDE BUDGET

The Fiscal Year 2019 Budget totals \$356.9 million. The expenses are categorized in the pie chart below and are summarized in the pages that follow.



## ADOPTED PROPERTY TAX RATE

The adopted property tax rate for FY 2019 is \$0.42 per \$100 of valuation, 1 cent less than the FY 2018 nominal rate of \$0.43.

- The tax rate of \$0.42 is an increase of 1.4 cents or 3.4% above the effective tax rate of \$0.406, which takes into account the 6% growth in existing property values from last year.
- New property valued at \$322 million was added to the property tax roll since last year. This amount of new property will generate \$1.35 million in additional property tax revenues for FY 2019 - which is enough to cover one-third of the salary and benefit increases budgeted for FY 2019 to keep the City's current employee salaries in the General Fund competitive.

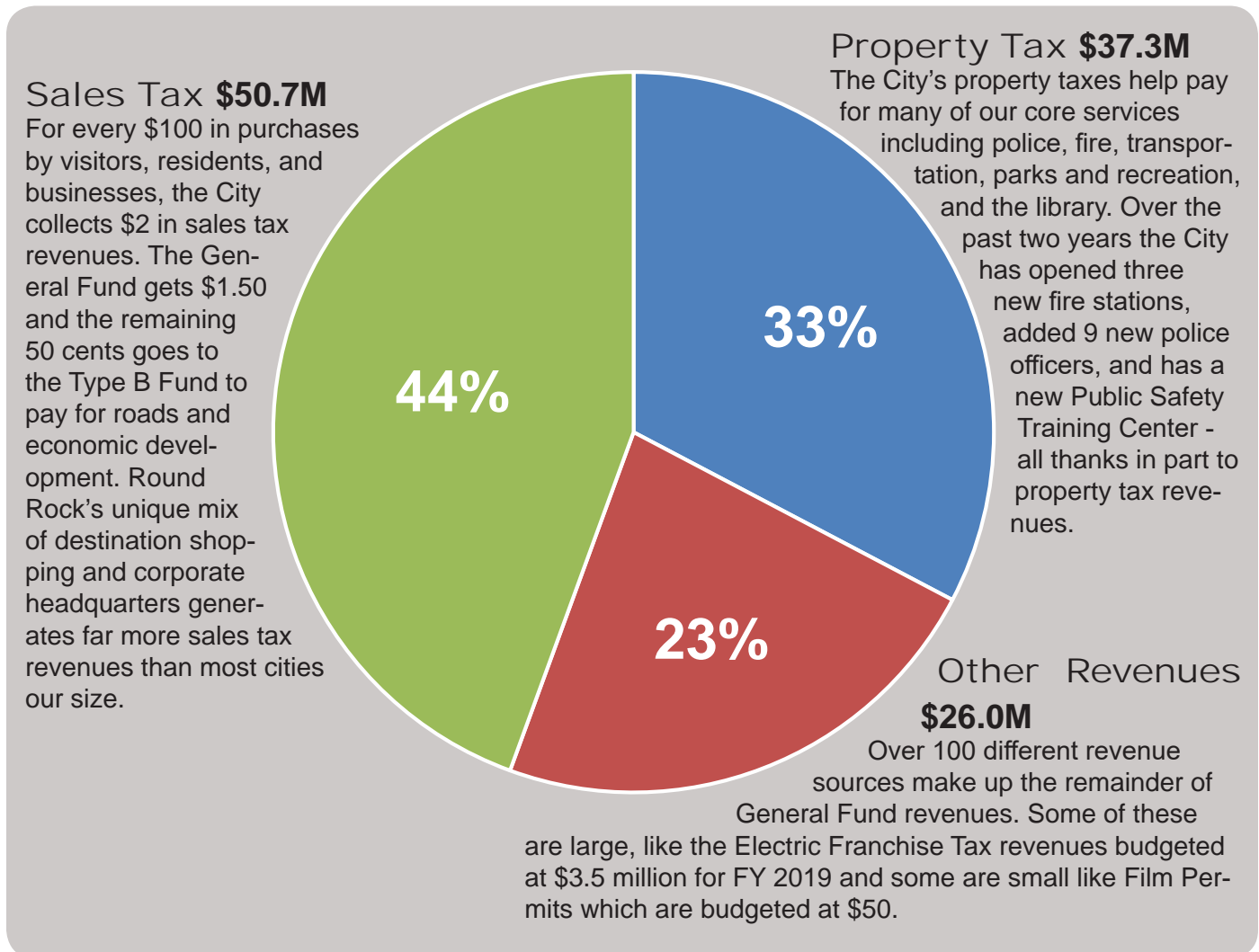
The median home value in Round Rock for FY 2019 is \$241,538. An owner of a median valued home will pay \$85 per month in City property taxes for next year.

Sales tax revenues continue to grow thanks to the strong local economy and continued population growth. These sales tax revenues help the property tax rate as well.

- Built into the 2% local option sales tax rate is a half-cent for property tax reduction.
- This piece reduces the property tax rate for FY 2019 by 14 cents. That saves the median home-owner \$28 a month or 25% on their monthly tax bill.

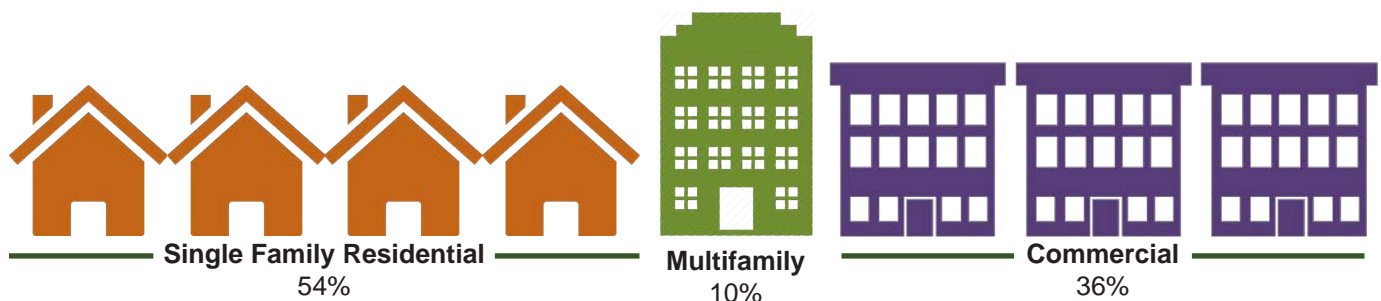
## GENERAL FUND REVENUES

The City's General Fund Revenues come from a wide variety of revenue sources. A more detailed look at the General Fund Revenues is available in the Revenues Summary section of this document.



## TAXABLE VALUE BY PROPERTY TYPE

Round Rock enjoys a diverse and growing economy with all types of development happening across the City. This diversity of land use means that even though residential homeowners make up 93% of the properties in Round Rock, **nearly half of all property tax revenues are paid by owners of non-single family property.**



## GENERAL FUND EXPENSES

The City's General Fund operating expenses in the FY 2019 Adopted Budget total \$114.0 million. A more detailed look at the General Fund Revenues is available in the FY 2019 Proposed Budget Book on the City website.

### Transportation and Planning

**\$19.7M**

Transportation and Planning and Development Services are on the front lines of planning and managing the City's growth and development and managing the City's roadways and neighborhood streets.

### Recreation and Culture

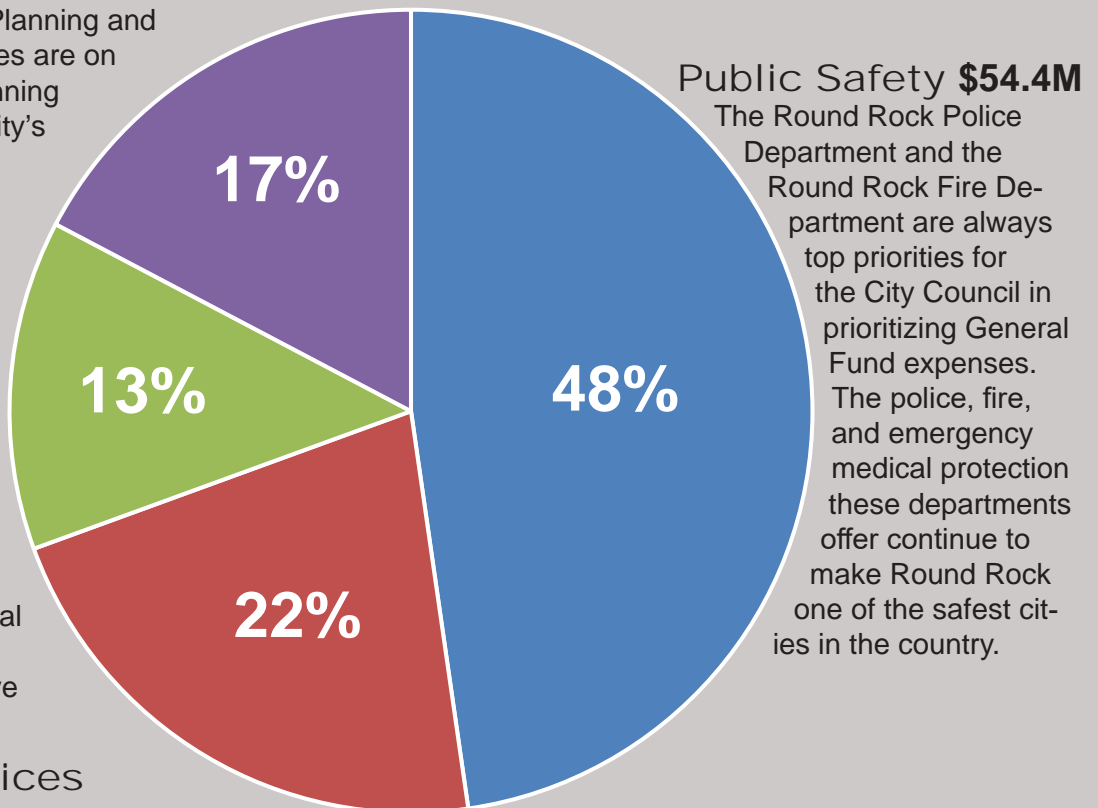
**\$15.1M**

The Parks and Recreation and Library Departments offer the high-quality recreation and cultural services that Round Rock's residents have come to expect.

### Support Services

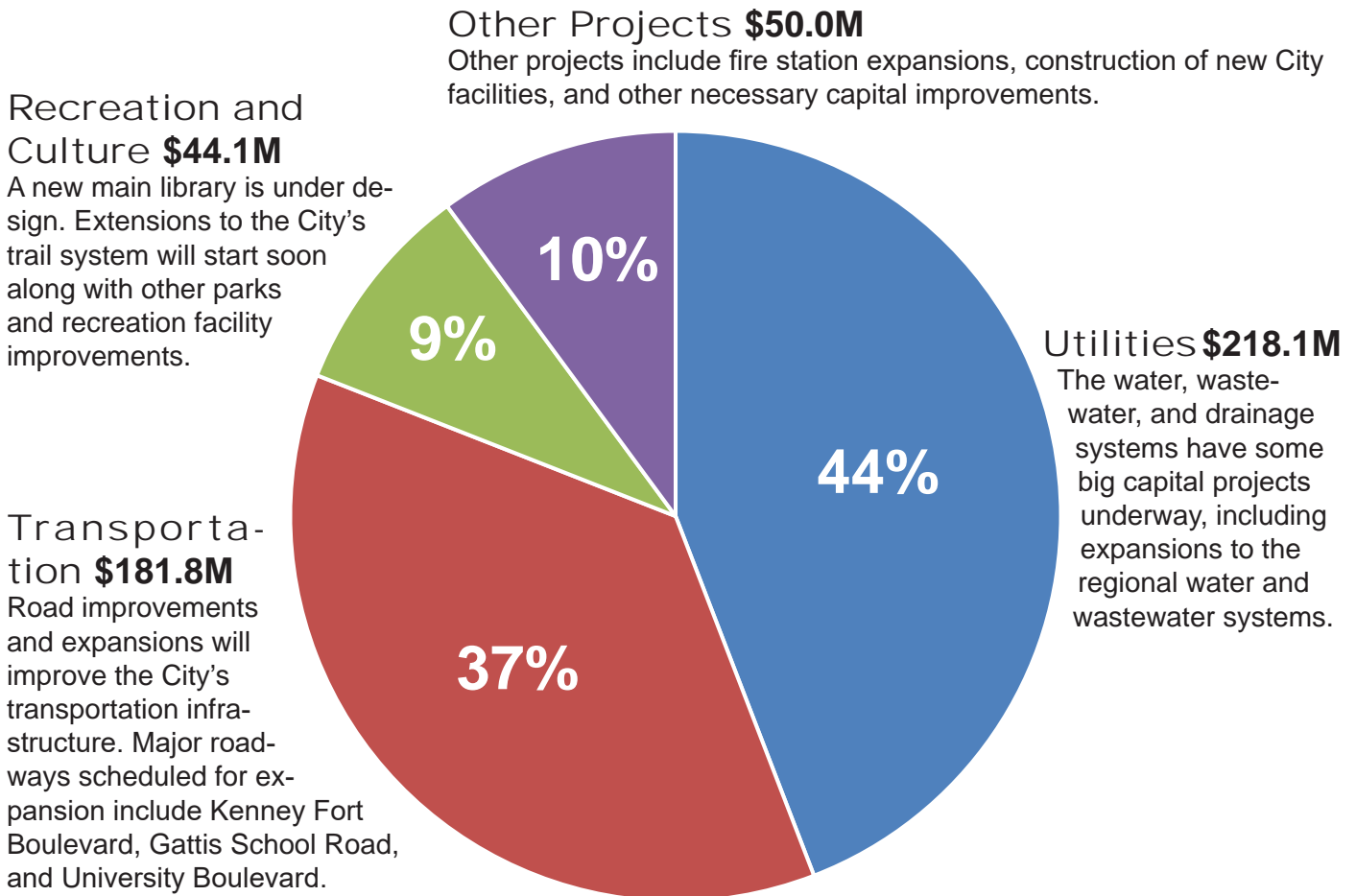
**\$24.8M**

Support Services departments in the General Fund include Administration, HR, IT, Finance, Facilities Maintenance, and Vehicle Maintenance. These departments provide support to all City divisions and functions, even those housed in other funds.



## CAPITAL PROJECTS

The City has a five-year capital plan that enables long-range, proactive planning for the maintenance, improvements, and expansions to the City's infrastructure. The total cost of the capital plan included in the FY 2019 adopted budget over the next five years is \$494.0 million. Because of our conservative approach to financial planning, only 40% of our planned capital projects will be debt-financed.



## Major Capital Projects

Project	Estimated Completion Date	Total Project Cost
Trail Projects (Brushy Creek, Heritage Trail, and Lake Creek Trails)	Fall 2020	\$18.9M
New Main Library Facility	Jan 2022	36.6M
Luther Peterson Service Center	Aug 2019	19.9M
University Blvd Improvements	FY 2020	23.3M
East Wastewater Treatment Plan Expansion	Fall 2022	105.0M



## UTILITIES AND DRAINAGE

Round Rock operates water, wastewater, and drainage systems that serve over 34,000 customers. The FY 2019 Adopted Budget includes a program for assuming operational control of the Brushy Creek Regional Wastewater System for no net cost increase.



### Water

\$32.1M

The City provides water to over 140,000 people within the City limits and the ETJ. All of these customers rely daily on our water system to deliver clean, safe water.



### Drainage

\$9.2M

The Drainage Utility accounts for all aspects of the Storm Water program associated with storm water drainage, floodplain management, and water quality management.

## Utility Funds Expenses

**Utility Billing Department**  
221 East Main Street  
Round Rock, TX 78664

**ROUND ROCK TEXAS**

**DOE JANE**  
211 E MAIN ST  
ROUND ROCK, TX 78664-0

**ACCOUNT STATEMENT**

CID - ACCOUNT #	DUE DATE	AMOUNT DUE
00000-000000	08/10/2018	\$99.12

**ACCOUNT INFORMATION**

Account Name: DOE JANE  
Service Address: 211 E MAIN ST  
Current Statement Date: 07/23/2018  
Last Payment: 07/09/2018  
Last Payment Amount: 89.16  
Penalty Applied: 08/13/2018

**CURRENT CHARGE SUMMARY**

Water:	\$54.90
Wastewater:	\$22.08
Solid Waste:	\$18.83
Storm Water Drainage:	\$4.75

**TOTAL AMOUNT DUE** \$99.12  
Total Due After 08/10/2018 \$108.41

**WATER CONSUMPTION (IN HUNDREDS)**

THANK YOU FOR PAYING ON TIME!  
WE APPRECIATE YOUR PROMPTNESS



### Wastewater

\$29.5M

The City's Wastewater system includes over 7,500 manholes, 354 miles of wastewater line, lift stations, a reuse water system, and two wastewater treatment plants.

## Utility Revenues

Utility rates are structured to generate sufficient revenues to fully cover the operations, maintenance, and expansions to the water, wastewater, and drainage systems.

Charges for Utility Service	\$51.5 M
Impact Fees	8.0 M
Contracts & Other	6.4 M
	<b>\$65.9 M</b>

### HOTEL OCCUPANCY TAX AND VENUE TAX FUNDS

Tourism is a big deal in Round Rock, especially so for a City of our size. We have over 3,000 hotel rooms with another 540 under construction not including the 975 rooms that Kalahari will bring. Visitors come to Round Rock for the wide-range of indoor and outdoor sporting events held in the Sports Capital of Texas; for our destination-based retail including IKEA, Bass Pro Shops, and the Round Rock Premium Outlets; and for the variety of restaurants, outdoor adventures, and numerous lodging options in the heart of Central Texas. Each one of these visitors who come and stay overnight in one of Round Rock's hotels pays a 9% City occupancy tax that is split between our two tourism-related funds: the Hotel Occupancy Tax Fund and the Venue Tax Fund.

#### Hotel Occupancy Tax Fund

The Hotel Occupancy Tax Fund has a FY 2019 Adopted Budget of \$7.3 million which funds the following attractions in Round Rock.

The Dell Diamond opened in 2000, is consistently recognized as one of the best minor league stadiums in the country ever since, and has one of the highest attendance rates.



The Round Rock Multipurpose Complex opened in May 2017. Since its inception it has hosted dozens of regional tournaments, national tournaments for US Women's Lacrosse and Quidditch, has been named a home field for a new professional rugby team, and has been selected as the future host for national tournaments of Ultimate, flag football, and second-year of Quidditch.



#### Venue Tax Fund

The Venue Tax or Sports Center Fund has a FY 2019 Adopted Budget of \$2.3 million which funds the Round Rock Sports Center.

The Round Rock Sports Center opened in January 2014 and has since been the host of numerous sporting events as well as banquets, wedding expos, corporate meetings, and other events that bring visitors to Round Rock.





## LOCAL ECONOMY

Round Rock's economy is strong and vibrant. As the largest city in Williamson County and part of the Austin Metropolitan Statistical Area (MSA), Round Rock is a key part of one of the fastest growing regions in Texas and the country. From 2010 to the projected population for 2019, the City of Round Rock has experienced population growth of 15% over the past 10 years. Our long-range population estimates predict this increase continuing at a growth rate of around 2% per year for the foreseeable future. The state's strong economy, low unemployment rate, and low rate of overall taxation continues to draw new residents and businesses into Central Texas.

Round Rock businesses have seen continued growth in revenues, especially in the hotel and restaurant industries as more tourists and visitors come to enjoy Round Rock's "Sports Capital of Texas" sporting events, historic downtown, and unique blend of destination shopping experiences. The first year of operations of the Round Rock Multipurpose Complex has contributed the economic impact of an additional 30,000 visitors who attended a variety of regional and national tournaments and championships.

Dell is the largest employer in Round Rock with an estimated 12,000 employees in 2018. Since Dell relocated to Round Rock in 1994 their economic impact to the City has been transformative. Dell remains the City's largest sales tax payer with sales tax receipts projected to continue to grow into FY 2019. Because of the company's commitment to Round Rock, the employment opportunities they offer, and the property tax and sales tax revenues they generate Dell remains a major driver to the City's economy. The City is excited to join with Dell in 2019 in celebrating their 25th anniversary of making Round Rock their home.



Dell Round Rock One by Stephen Foscett

Over the next five years new economic development projects will reshape Round Rock's economy by diversifying the economy and bringing in new residents and visitors. City Centre is a Class A office development underway at the intersection of McNeil Road and IH 35. The City has committed a loan of \$2.2 million towards the total project cost of \$24 million which will culminate in a three-building business center providing a total of 125,000-square-feet of Class A office space within walking distance to the historic downtown core.



Downtown with completed roundabout

Another potential economic development project for the downtown core is in the planning process which would add a mixed-use development on the downtown block where the City's iconic water tower sits. Pearlstone Holdings is interested in redeveloping that block that could include 76,000-square-feet of Class A office space, 9,600-square-feet of retail space, a hotel, and a 372-space parking garage.

A new Embassy Suites Hotel and Conference Center is planned to be built for \$20 million on about 6 acres of land near the Bass Pro Shops and Round Rock Premium Outlets. The project will bring a 160-room hotel with at least 14,000 square feet of convention and meeting space and will generate at least 60 jobs. The hotel and conference center is anticipated to open in 2020.

### LOCAL ECONOMY

United Parcel Service (UPS) announced they will be the next Fortune 500 company to expand in Round Rock with a new regional distribution center that will provide additional operating capacity for the Austin area. The \$70 million facility, projected to open Fall 2018 in time for the holiday shipping season, will be 225,000 square feet located on fifty acres of land near SH 45 and A.W. Grimes Boulevard. The new distribution center will employ more than 300 people with an annual average salary of at least \$50,000.



ProPortion Foods LLC, a Los Angeles-based food service company, finalized an economic development agreement in December 2015 to relocate its office, food processing, storage, and warehouse facility to Round Rock. The company bought the building at 101 Chisholm Valley Trail previously used by Sysco, a food and food products distributor. In order to receive the economic incentives outlined in the economic development agreement, the total investment in renovations to the building must be at least \$13 million and ProPortion Foods must retain at least 400 full-time employees over a five-year period.

Kalahari Resorts selected Round Rock as the location of its fourth family resort and convention center. The authentically African-themed Kalahari Resorts and convention center will feature a minimum of 975 well-appointed guest rooms, full-service amenities, fully equipped fitness centers, on-site restaurants, unique retail shops, state-of-the-art 150,000 square-foot conference center, and a 200,000 square-foot indoor/outdoor water park. This opens up new opportunities for Round Rock and will provide substantial property tax revenues and diversify the local economy and available employment opportunities. The proposed project broke ground on May 15, 2018 and is expected to open late 2020.



Kalahari Sunset by Rock Studios

Round Rock continues to see significant growth in the medical industry. The City is home to several hospitals offering comprehensive world-class healthcare services. Post Acute Medical Rehabilitation Hospital is under construction at the intersection of Medical Center Way and North A.W. Grimes Boulevard. This 48,000 square-foot 40-bed facility will be City's sixth hospital and is designed to treat patients who have suffered traumatic brain injuries and strokes.

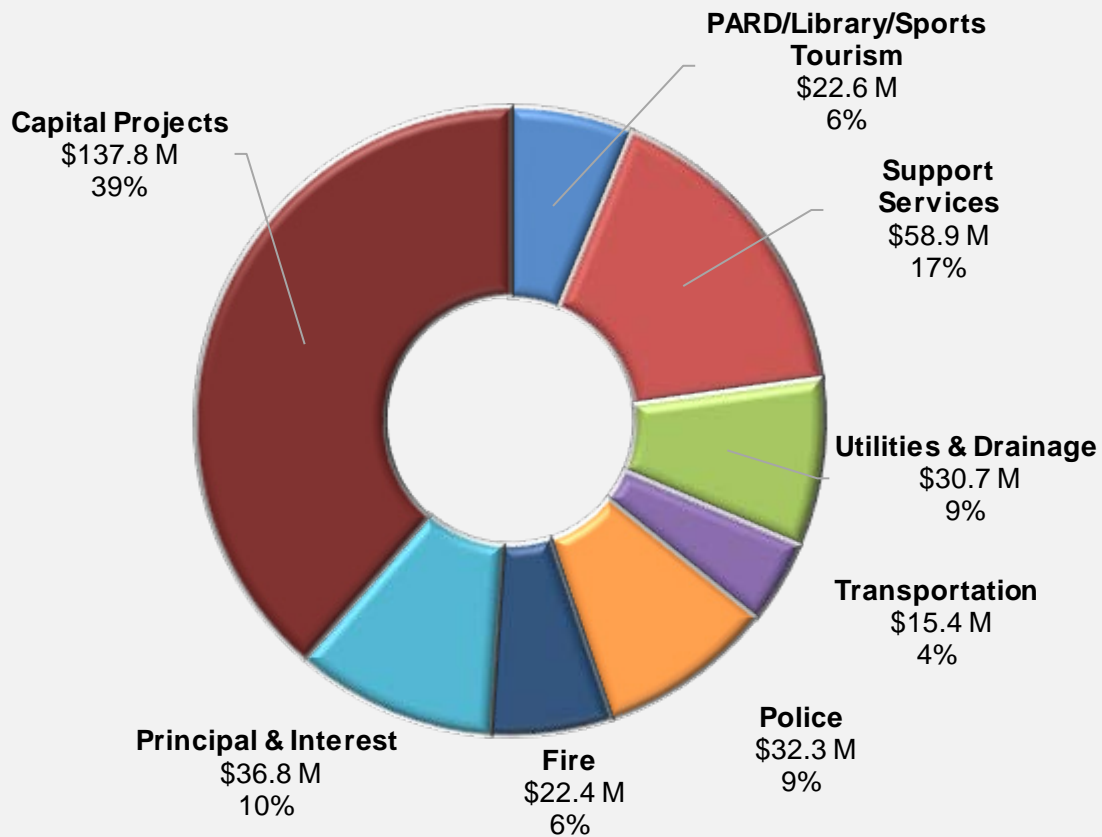
Round Rock also has several higher education facilities, many of which focus on healthcare disciplines. These institutions of higher learning include the Texas A&M Health Science Center, Texas State University, Austin Community College, and the Art Institute of Austin. Texas State University opened its newest building, Willow Hall, on May 24, 2018. This new \$67.5 million, 107,000-square-foot facility is home to the university's departments of communication disorders, physical therapy, and respiratory care which moved from the university's San Marcos campus as the university continues to consolidate the College of Health Professionals here in Round Rock.



Austin Community College celebrated the opening of a \$33 million, 45,000-square-foot expansion of its Round Rock campus on September 26, 2018. The new expansion features the college's third state-of-the-art ACCelerator with more than 140 computers, advanced science labs, classrooms, and a social staircase where students can gather to relax or study. The new expansion will make room for the enrollment of an additional 1,000 students.

## FINANCIAL REVIEW

### ALL FUNDS BY USE



The FY 2019 Annual Budget totals \$356.9 million, an increase of \$26.9 million or 8.2% from last year.

### GENERAL FUND

The General Fund is the primary fund for the City and accounts for core services including police and fire service, parks and recreation programs, the Round Rock Public Library, transportation planning, and various administrative and management functions. Most of the new staffing and operating costs intended to maintain service levels in the midst of rapid population growth are included in the General Fund. Additional spending totaling \$3.8 million, or an increase of 3.5%, provides for 17.55 additional full-time equivalents (FTEs) and additional operating costs. A complete breakdown of these additions can be found in the Budget Summaries section of this document.

### STAFFING & COMPENSATION

The budget includes a total of 40.55 new FTEs citywide. Twenty of these positions are coming onboard as the City assumes operation control of the Brushy Creek Regional Wastewater System. Of the remaining 20 positions, 3 are for staffing and maintaining voter-approved bond projects, 5 are sworn public safety officers, and the remainder will make sure other core City services keep up with population growth. The Budget also includes funding for both market-based salary adjustments and pay for performance salary increases.

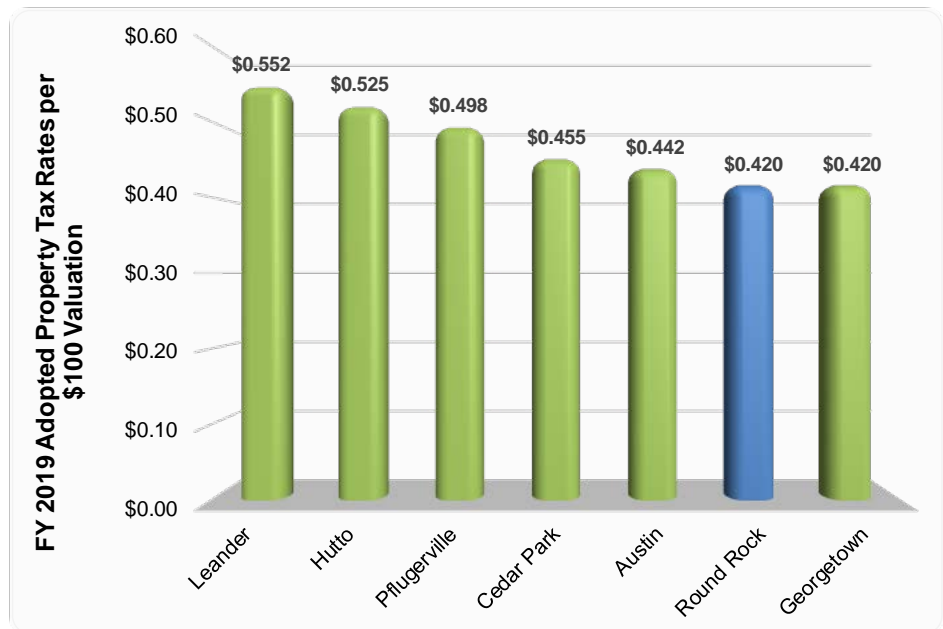
# FINANCIAL REVIEW

## PROPERTY TAX

The FY 2019 certified taxable property value for Round Rock is \$13.6 billion, an increase of 8.8% from last year's \$12.5 billion. The adopted property tax rate for FY 2019 is \$0.42000 per \$100 of valuation. The tax rate is an increase of 1.4 cents over the effective rate of \$0.40624, and well below the rollback rate of \$0.43074. An owner of a median valued home, valued at \$241,538, will pay \$1,014 per year in city property taxes, or \$85 per month.

The 1.4 cents of increase in the adopted tax rate over the effective rate provides funding for additional neighborhood street maintenance, voter-approved bond program operating costs, and to keep up with growth. For an owner of a median valued home, this 1.4 cent increase equates to an additional \$2.94 per month in City property taxes.

With an adopted rate of \$0.42000, the City continues to have one of the lowest property tax rates in Central Texas, and is among the lowest rates in the state for medium-sized cities.

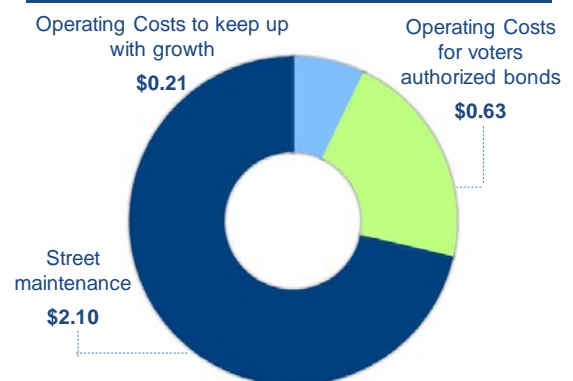


## ALLOCATION OF TAX RATE INCREASE

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

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

## MONTHLY COST = \$2.94

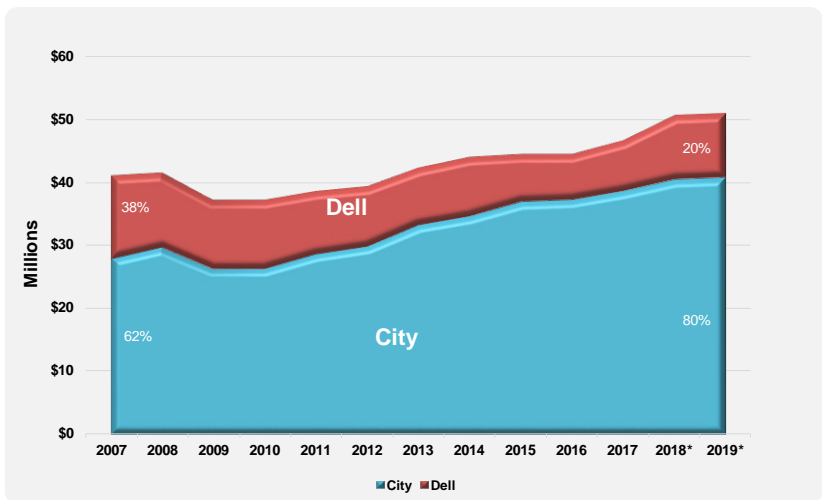


## SALES TAX REVENUE

The economic environment is a major contributor to City resources. Sales tax provides 44% of the revenue needed for the City's \$114.0 million General Fund budget, and is the primary funding source for the City's



Type B Corporation which supports roads and economic development. Total sales tax collections for the City have increased gradually over the past 12 years from \$41.1 million in 2007 to \$50.7 million expected in 2019. The Financial Policies adopted with this FY 2019 Budget include new initiatives to reduce the financial risk of the reliance on Dell as the City's largest sales tax payer.



## GENERAL SELF FINANCE FUNDS

The City uses excess revenues and unspent funds to pay for major capital expenses, one-time capital needs, and repair and rehabilitation costs for City parks, streets, public safety equipment, and facilities. Using this pay-as-you-go philosophy has been a major contributing factor to maintaining a low property tax rate and excellent long-term financial stability while providing high quality, well-maintained equipment and facilities. In FY 2019 the City has designated available cash funds to pay for the following projects.

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	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**

# FINANCIAL REVIEW

## GENERAL FUND RESERVE POLICY

The City Council approved a change last year to the General Fund reserve policy to lower the reserve requirement from 33% to 25% of budgeted operating expenditures since the City is not as dependent on volatile sales tax revenues as it once was. The FY 2019 Budget includes a transfer to General Self-Finance to fund the one-time capital projects listed above that maintains the reserve to meet the new policy. The City's Concentration Risk Fund, a separate account to provide additional surety on the City's highest sales tax remitters, remains in place. The Financial Policies were updated with the adoption of the FY 2019 Budget to limit the City's dependence on Dell, our single largest sales tax payer. Any Dell sales tax in excess of 20% of budgeted General Fund sales tax revenues will be budgeted and deposited in the General Self Finance Construction Fund for pay-as-you-go one time capital expenditures.

## DEBT

The City continues to maintain excellent credit and received an upgrade from Standard and Poor's on its Utility Revenue bonds in December 2017 and General Obligation bonds in October 2018 to AAA, the highest rating of credit worthiness. In August 2018, the Hotel Occupancy Tax (HOT) Fund received a rating upgrade to A+. City debt is managed through dedicated funds and long-term planning for projects. For a more in-depth look at the City's outstanding debt obligations please see the Debt section of this document.

## UTILITY FUND - WATER AND WASTEWATER

The City's water and wastewater operations total \$83.8 million in FY 2019 for operations and capital needs. There is a 3.0% water rate increase included in the adopted budget that went into effect on October 1, 2018. This rate increase for FY 2019 is the second year of a three year planned implementation stemming from a recent update to water and wastewater rate model. With future development demands anticipated for the water system these rate increases are needed to fund capital improvement programs, an increase in system demands, and operating pressures. Based on the water and wastewater rate model, **no wastewater increases are anticipated for the next several years**. More information on the Utility Fund is available in the Utility Fund section of this document.

## DRAINAGE FUND

This fund provides a stable funding source for the maintenance of the City's stormwater system. There are **no rate increases** included in the adopted budget. This fund includes \$3.4 million in operating costs, and \$5.8 million for capital improvements to the City's drainage system. More information on the City's Drainage Fund is available in the Drainage Fund section of this document.

## HOTEL OCCUPANCY TAX AND SPORTS CENTER FUNDS

The local hotel/motel industry continues to be particularly vibrant in Round Rock. The City has 3,000 hotel rooms with another 1,515 under construction. Occupancy rates remain among the highest in the state at 78%. Hotel Occupancy Tax proceeds support the City-owned Dell Diamond, the Convention & Visitor's Bureau, the Round Rock Sports Center, and the Multipurpose Complex. More information on the Hotel Occupancy Tax and Sports Center Funds is available in the Special Revenue Funds section of this document.

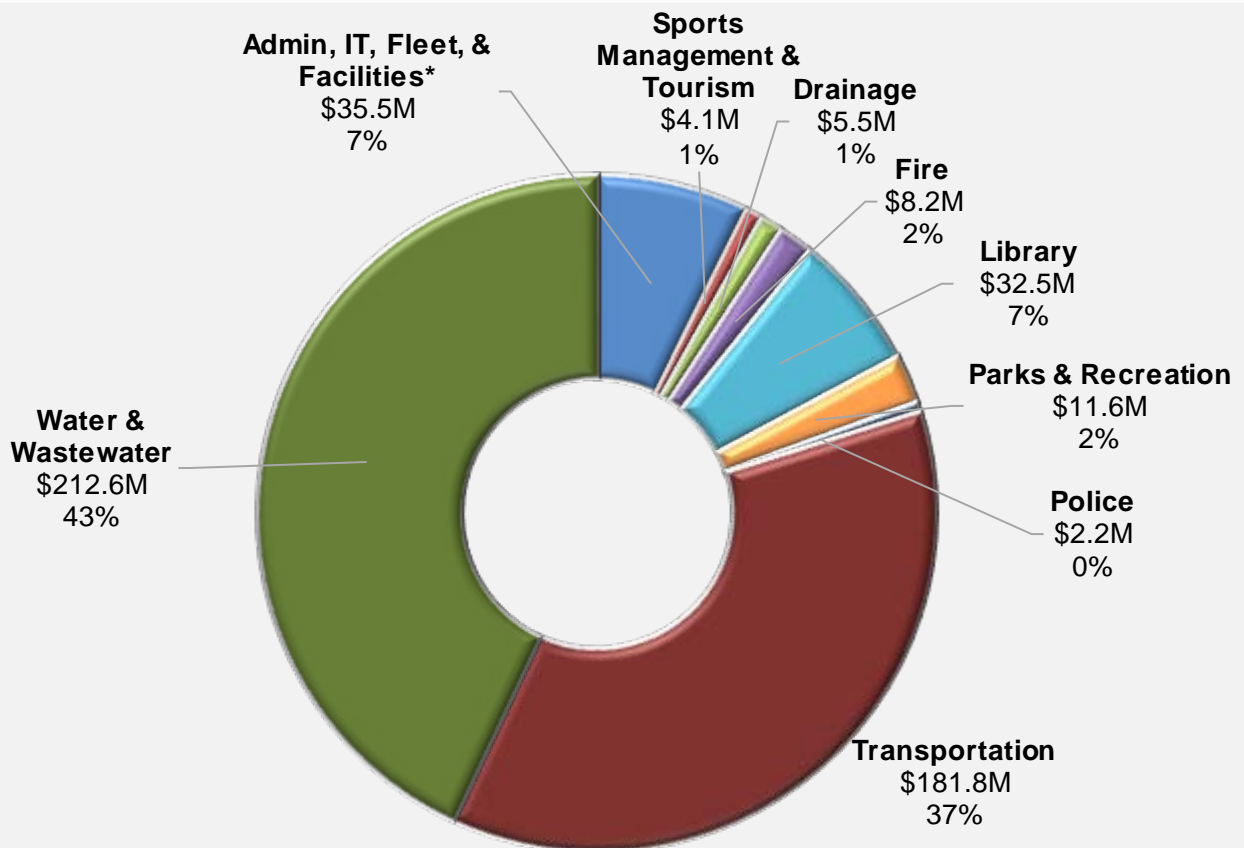
## ROUND ROCK TRANSPORTATION AND ECONOMIC DEVELOPMENT CORPORATION (TYPE B) FUND

The Type B Fund receives its revenue from 0.5 cents of the City's local sales tax. This provides \$19.5 million per year for various transportation and economic development programs. These revenues are allocated between transportation improvements and economic development projects as needed.

### CAPITAL IMPROVEMENTS PROGRAM (CIP)

The City manages its current assets and keeps up with growth through CIP master-planning for Parks & Recreation, Roads, Water and Wastewater Utilities, Stormwater Drainage, and City Facilities. Over the next five (5) years the City expects to spend \$494.0 million on improvements in these areas. Around 60% of these expenditures will be made with cash reserves the City has on hand which shows the financial stability of Round Rock. Not having to borrow for well over half of the planned capital expenditures saves the community money. For more details on the CIP, including a complete list of all planned capital projects over the next five (5) years please see the Capital Project Funds section of this document.

### 5 YEAR CIP BY USE







## STRATEGIC PLANNING FOR THE CITY

The Round Rock City Council uses focused long-range strategic planning to ensure the City continues to provide high-quality services well into the future. At the core of this approach to planning is a multi-year strategic plan first developed in 2012. Each year the City Council meets with the City Manager and Department Directors to revisit the strategic plan, recommit to the long-range vision, and identify specific measurable actions to be taken to help the City achieve its goals.

The Strategic Plan includes three major components that help focus operations and capital projects on the long-range plan: a broad fifteen (15) year vision, more specific five (5) year goals, and measurable actions to be taken each year to help achieve the goals and the broader vision. By basing the short-term actions on the medium-term goals which are founded on the long-range vision, the City is laying out a strategic path for daily operations, for capital projects, and for the future to continue Round Rock's success.



## PERFORMANCE MEASUREMENT

The City uses its strategic plan not only to set policy direction and guide annual budget decisions, but also as a basis against which to gauge the level and quality of City services. By providing information about department performance, the City hopes to allow the public, City Council, and City staff the opportunity to analyze the results, to see if desired outcomes are being met, and to look for ways the City can continue to improve.

This document attempts to provide performance measures for each department along with basic financial information. Each department's section within the General Fund, Water/Wastewater Utility Fund, Drainage Fund, and Special Revenue Fund tabs provides the departments' specific vision and mission, financial and personnel information, and some performance measures. Most of these measures for FY 2019 are basic measures that gauge the level and quantity of services provided to the City's residents and customers. Over the next few years City staff hopes to identify additional measures to assess the quality of service provided and the outcomes to the City's neighborhoods and to the residents resulting from the services.

### CITY VISION

The City Council reaffirmed the City of Round Rock's long-range fifteen (15) year vision during the Strategic Planning Retreat in February. The vision provides the foundation for the Strategic Plan and the FY 2019 Budget.

The vision outlined for 2033 is for Round Rock to be:

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

For each of these components of the vision, these are the guiding principles identified for each.

#### FAMILY-FRIENDLY COMMUNITY

- A sense of community identity and pride.
- Strong community events, festivals, and activities.
- Top quality schools and educational programs.
- Strong presence of faith institutions.
- Strong cultural arts scene with residents engaged and participating in programs and activities.
- Outdoor gathering places and parks for family activities, both active and passive.
- A reputation as a great place for family living.



By Rock Studios

#### SAFE

- Recognition as the safest community in the nation.
- Zero tolerance for criminal activities.
- Low crime rate, especially for Part I and Part II crimes as defined by the FBI.
- Timely response to emergency calls for service.
- No visual blight – an attractive and safe appearance.
- Residents partnering with the City to create a safe community.
- A safe, secure water supply.
- Residents and visitors should feel safe and secure anywhere, anytime.

#### DISTINCTIVE BY DESIGN

- Distinctive gateways and entrances so that residents and visitors know that they are entering Round Rock.
- City facilities and landscaping that are reflective of the local character.
- New developments and major buildings designed for attractiveness.
- Preservation of Round Rock's historic character.
- Native water-wise landscaping in both public and private areas.
- Round Rock with a distinctive community appearance from other Texas cities.

#### THE SPORTS CAPITAL OF TEXAS

- Round Rock recognized as "The Sports Capital of Texas".
- First class sports facilities and fields that are state of the art and well-maintained.
- Balance field and facilities usage between local recreation, tournaments, and tourism.
- Multi-use fields and facilities for practice and games.
- Attract regional and national tournaments.
- Host tournaments for mainstream sports, such as baseball/softball, football, basketball,

- volleyball, soccer, and cheer-leading.
- City and Round Rock Independent School District (RRISD) working together and collaborating on facilities and field use.

### MAJOR MEDICAL AND EDUCATIONAL DESTINATION

- World-class hospitals and medical facilities.
- Medical research, biotechnology and technology businesses.
- Attract medical related businesses, including small-scale trial manufacturing and medical biotechnology manufacturing.
- Technology incubator supporting opportunities to start and grow a business.
- Expanded educational institutions: Austin Community College, Texas A&M Medical School, Texas State, trade and technical schools.
- Upscale housing development and mixed residential uses in northeast area.

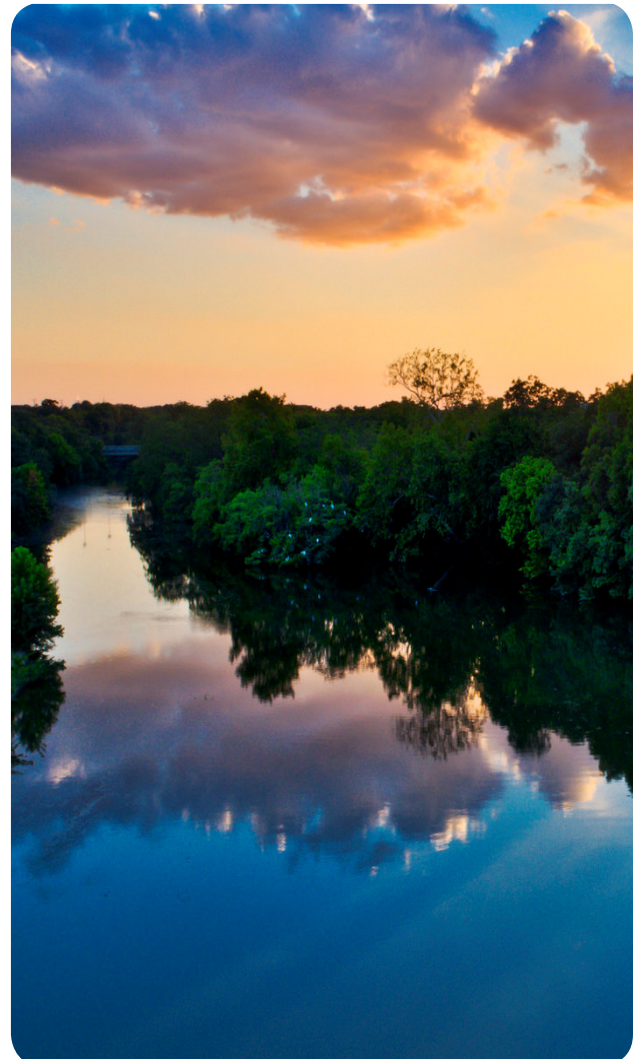
### AUTHENTIC DOWNTOWN

- Reputation as an exciting and “trendy” place to come and hang out.
- A variety of entertainment venues and activities, restaurants, bars, and live music.
- Public trail access and use of Brushy Creek.
- Public spaces and commercial businesses located along Brushy Creek.
- Preservation of historic buildings and character.
- Cultural arts, performing theater, and public art presence.
- Easy access, convenient parking, and pedestrian-friendly downtown.
- Relocation of businesses to the Downtown area.

### CHOICE OF GREAT NEIGHBORHOODS

- Range of housing choices including town homes, patio homes, upscale homes, and starter homes.

- Easy access to open spaces, neighborhoods, recreation and leisure facilities, and activities.
- Well-maintained modernized housing stock.
- High-end housing in executive neighborhoods.
- Active home-owner associations and organizations for socializing and sharing responsibility for the neighborhood.
- Walkable pedestrian-friendly neighborhoods.
- Increase non-vehicular connectivity with trails and bike lanes.
- Green building with energy efficient and water-wise features.



Brushy Creek Sunset by Rock Studios

### CITY GOALS

The City Council has identified six (6) strategic goals based on the long range vision. These goals serve as the foundation for all budget decisions and are presented throughout the document to remind the readers how the various programs and initiatives contained in this document relate back to these six goals.

The goals and the objectives identified for each are:

#### FINANCIALLY SOUND CITY PROVIDING HIGH VALUE SERVICES



- Diversify City revenues to support defined City services and service levels
- Expand the City tax base through economic expansion
- Maintain financial reserves consistent with City financial policies and national standards
- Hire and retain top quality, diverse City workforce dedicated to serving the Round Rock community
- Maintain City facilities, equipment, and apparatus
- Deliver cost effective City services in a customer friendly, pro-business manner
- Develop, update and use long-range organization and strategic master planning

#### CITY INFRASTRUCTURE: TODAY & FOR TOMORROW



- Responsible water use by City customers and City facilities and parks
- Invest in City infrastructure to support future community growth and economic development
- Expand water reuse system serving the northeast areas and parks (where applicable)
- Improve mobility throughout the City
- Upgrade and expand roads
- Upgrade and expand drainage and storm water system

#### GREAT COMMUNITY TO LIVE



- Expand and diversify the local economy
- Redevelopment of older commercial/retail corridors
- Expand/maintain quality of life amenities for residents
- Build a community where people want to live
- Diversify housing – better multifamily opportunities
- Expand education campuses and programs





Downtown by Rock Studios

### “THE SPORTS CAPITAL OF TEXAS” FOR TOURISM AND RESIDENTS



- Expand sports facility to support sports tourism
- Increase number of tournaments: regional and national
- Develop additional sports fields – practice, games, sports tourism
- Upgrade the quality and maintenance of current City outdoor facilities
- Increase revenues from sports tourism for benefit of residents and the local economy
- Expand conventions/conferences
- Develop effective relationship with RRISD for joint use: facilities and programs

### AUTHENTIC DOWNTOWN - EXCITING COMMUNITY DESTINATION



- Increase public and commercial use of Brushy Creek
- Expand housing opportunities: townhomes, apartments, condos
- Develop the Depot
- Increase Downtown connectivity
- Provide safe, convenient, lighted parking
- Improvements to downtown aesthetics

### SUSTAINABLE NEIGHBORHOODS



- Maintain reputation as the safest large city
- Upgrade older housing stock: exterior and interior
- Ensure homes and commercial buildings comply with City codes
- Increase neighborhood connectivity through streets, trails, and bike lanes
- Increase effectiveness of homeowner associations
- Repair and upgrade neighborhood infrastructure: streets, sidewalks, utilities, fences, and streetscapes
- Upgrade neighborhood parks and open spaces

## POLICY AGENDA - TOP PRIORITY GOALS

TARGET AREA	ACTION	DUE DATE	COMPLETE
<b>Kalahari Resort Development</b>			
<b>Strategic Goal:</b>	<b>Goal 3</b>		
<b>Department:</b>	Assistant City Manager		
<b>Milestones:</b>	1 Planning and Zoning: Zoning/PUD	2/18	✓
	2 City Council Decision: Zoning/Construction Contract- Convention Center	4/18	✓
	3 City Council Decision: Monarch Tree Removal	4/18	✓
	4 Issue permit on site improvements	5/18	✓
	5 Construction begins	5/18	✓
	6 Construction Complete	11/20	
<b>Status:</b>	Site improvements underway		





TARGET AREA	ACTION	DUE DATE	COMPLETE
Nutty Brown Development			
Strategic Goal:	Goal 3		
Department:	Assistant City Manager		
Milestones:	1 City Council Decision: Economic Incentives	7/18	✓
	2 Issue Permit	7/18	
	3 Construction: Facility	7/18-4/19	
	4 Construction: Fields Construction	7/18-4/19	
	5 Property Sale	9/18	
Status:	Transportation working to provide additional access from Mays		
Commercial Redevelopment Strategy			
Strategic Goal:	Goal 3		
Department:	Planning		
Milestones:	1 Develop Plan	11/18	
	2 City Council Decision: Plan Direction	11/18	
Status:	In progress; initial scope and research completed.		
Neighborhood Street Maintenance			
Strategic Goal:	Goal 6		
Department:	Transportation		
Milestones:	1 Prepare Budget	5/18	✓
	2 City Council Budget Decision: Service Level, Funding	9/18	✓
	Annual funding increased from \$3.0 million to \$4.3 million in 2018/19		
Status:	60-70% complete on pavement management update; additional projects are in development		
The District Development			
Strategic Goal:	Goal 3		
Department:	Planning & Transportation		
Milestones:	1 Develop Incentive Agreement	8/18	
	2 City Council Action: Incentive Agreement	8/18	
	3 Complete Development Agreement	12/18	
	4 City Council Decision: Development Agreement	12/18	
Status:	Development agreement under review		

**POLICY AGENDA - HIGH PRIORITY PROJECTS**

TARGET AREA	ACTION	DUE DATE	COMPLETE
Community Communications and Outreach Enhancement			
Strategic Goal:	Goal 1		
Department:	Communications		
Milestones:	1 Evaluate working well/areas of improvements and Best Practices	4/18	✓
	2 Complete the community survey - including communications	04/18-6/18	✓
	3 Prepare reports with options	6/18	✓
	4 City Council Decision: Direction and Funding	7/18	✓
	5 Develop budget proposal	7/18	✓
	6 City Council Budget Decision: Funding Level	9/18	✓
Status:	Plan execution in progress		
Type B: Direction and Economic Development and Roads			
Strategic Goal:	Goal 1		
Department:	Finance, Transportation, & City Attorney		
Milestones:	1 Review/evaluate pressure points	4/18	✓
	2 Prepare report with recommendations	5/18	✓
	3 City Council Briefing	6/18	✓
	4 City Council Decision: Policy/Guidelines	8/18	✓
Status:	1) Financial Policy change was approved at the 08/23/18 Council meeting. 2) Council and Type B Board training on use of Type B funds scheduled for 09/27. 3) Staff will prepare 5 year transportation and economic dev. Project funding plan and present to Council & Type B by 12/18. Type B and impact fees which is expected to be completed in October/November 2018.		
Kenney Fort (Arterial A) Segment 2 and Segment 3			
Strategic Goal:	Goal 2		
Department:	Transportation		
Milestones:	1 Complete Design	3/19	
	2 Decision: Funding for Land Acquisition and Construction	TBD	
Status:	Right-of-way acquisition have begun.		

TARGET AREA	ACTION	DUE DATE	COMPLETE
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## ILA Finalization/Funding for Dam 101

<b>Strategic Goal:</b>	<b>Goal 2</b>		
<b>Department:</b>	Utilities & Environmental Services		
<b>Milestones:</b>	1 Complete negotiations to update ILA between WCID/City	10/18	
	2 City Council Decision: ILA between WCID / City funding responsibility	11/18	
	3 City Council Decision: Award Contract for design	11/18	
	4 Complete design/permitting	TBD	
	5 Develop budget proposal	TBD	
<b>Status:</b>	Council and WCID officials met in 07/18 to discuss project and next steps, which include updating ILA to include easement acquisitions and design only.		

## Old Settlers Park Maintenance Plan Direction and Funding

<b>Strategic Goal:</b>	<b>Goal 4</b>		
<b>Department:</b>	Parks & Recreation		
<b>Milestones:</b>	1 Finalize maintenance plan	5/18	✓
	2 Prepare budget	5/18	✓
	3 City Council Decision: Funding	9/18	✓
<b>Status:</b>	Begin execution in FY 19		

## Crime Response Action Plan

<b>Strategic Goal:</b>	<b>Goal 6</b>		
<b>Department:</b>	Police		
<b>Milestones:</b>	1 Presentation: Current actions	3/18	✓
	2 Develop more specific response plan	10/18	
	3 City Council Presentation: Crime Response Plan	11/18	
<b>Status:</b>	The Departments' Patrol Division has planned and is conducting multiple vehicle burglary - suppression and narcotics interdiction operations each month through the year's end. RRPD also continues to work with apartment complexes to address crime and quality-of-life issues.		

## Convention / Conference Marketing Strategy

<b>Strategic Goal:</b>	<b>Goal 4</b>		
<b>Department:</b>	Sports Management & Tourism		
<b>Milestones:</b>	1 Finalize strategy	4/18	✓
	2 City Council Decision: Marketing Contract	5/18	✓
	3 Presentation: Marketing strategy	12/18	
	4 Refine marketing strategy	5/19	
	5 City Council Presentation: Market Strategy		
<b>Status:</b>	Agency work has begun with a goal of December for first strategy presentation. May 2019 for final implementation of all components of marketing strategy.		

## STRATEGIC PLAN

### MANAGEMENT AGENDA - TOP PRIORITY PROJECTS

TARGET AREA		ACTION		DUE DATE		COMPLETE	
School Police/SRO: Phase Out							
Strategic Goal:	Goal 1						
Department:	Police						
Milestones:	1 Submit plan to RRISD			3/18		✓	
	2 Receive school response (Deadline - May 2021)			5/18		✓	
	3 Develop plan: Re-absorb police officers (12)			12/18			
	4 Council discussion with school board members			Ongoing			
Status:	The Department continues to work with the school district and serve as a resource as it makes the transition to RRISD Police Department.						
Highway 620 ROW: Acquisitions							
Strategic Goal:	Goal 2						
Department:	Transportation						
Milestones:	1 Continue project oversight			Ongoing			
	2 Complete utility relocation (City)			04/18-04/19			
	3 TxDOT: Construction			4/19			
	4 Project completion			6/21			
Status:	Utility relocations underway.						
Extended Drinking Hours / Noise Ordinance Enforcement: Direction							
Strategic Goal:	Goal 3						
Department:	Assistant City Manager						
Milestones:	1 Noise						
	a Meeting with Business Owners			4/18		✓	
	b Present to City Manager			4/18		✓	
	c Update report			4/18		✓	
	2. Extended Drinking Hours						
	a Public education campaign			1/19			
	b Prepare report			1/19			
	c City Council Decision: Direction			1/19			
Status:	Continue regular monitoring of noise through next few months.						
The Depot Development							
Strategic Goal:	Goal 5						
Department:	Planning						
Milestones:	1 Developer: Land acquisition with Union Pacific			9/18			
	2 Land closing			9/18			
Status:	Awaiting development agreement with UP. Anticipate construction commencing fall 2018						
The Flats Neighborhood Improvements							
Strategic Goal:	Goal 5						
Department:	City Manager						
Milestones:	1 Complete street resurfacing			6/18			
	2 Compile report: Veterans Park, City infrastructure			9/18			
	3 Provide Report to Council			9/18			
	4 City Council Briefing: HDR Downtown Improvement Plan (DIP)			1/19			
	5 City Council Decision: Direction			TBD			
Status:	Project underway						
Old Neighborhoods Revitalization Strategy							
Strategic Goal:	Goal 4						
Department:	Planning						
Milestones:	1 City Council Presentation: Neighborhood Services Success Report and Action Plan			4/18		✓	
Status:	Project complete with presentation to the Council in April 12th.						

## MANAGEMENT AGENDA - HIGH PRIORITY PROJECTS

TARGET AREA	ACTION	DUE DATE	COMPLETE
Parks and Recreation Master Plan			
Strategic Goal:	Goal 3		
Department:	Parks & Recreation		
Milestones:	1 City Council Presentation: Neighborhood Services Success Report and Action Plan	3/18	✓
	2 City Council Decision: Presentation and Adoption	8/18	✓
Status:	City Council approved Plan Update at 08/23 meeting.		
Gattis School Road; Next Steps			
Strategic Goal:	Goal 2		
Department:	Transportation		
Milestones:	1 Segment 6 - complete design	2/19	
	2 Segment 3 - complete design	8/19	
	3 Decision: Funding (linked to road bond package)	TBD	
Status:	Seg 6 - Right of Way Acquisitions have begun, 60% PS&E; Seg 3 - Design phase 30% complete		
Round Rock Development Code			
Strategic Goal:	Goal 6		
Department:	Planning		
Milestones:	1 Finalize Code	3/18	✓
	2 City Council Decision: Final review and adoption	9/18	✓
Status:	Council adoption in September 2018		
Embassy Suites Hotel Development			
Strategic Goal:	Goal 3		
Department:	Planning		
Milestones:	1 Submit Permits	1/19	
	2 Issue Permits	1/19	
	3 Construction	09/19-7/20	
Status:	Development applications under review. Applicant not aggressively pursuing permit approval. Permit issuance expected by early 2019.		
Parks Security Assessment and Plan			
Strategic Goal:	Goal 2		
Department:	Parks & Recreation & Human Resources		
Milestones:	1 City Manager: Parks Facility Security	5/18	✓
	2 Prepare Budget proposal	5/18	✓
	3 City Council Decision: Funding decision	6/18	✓
Status:	Funding has been decided and approved.		



## LONG RANGE FINANCIAL PLANNING

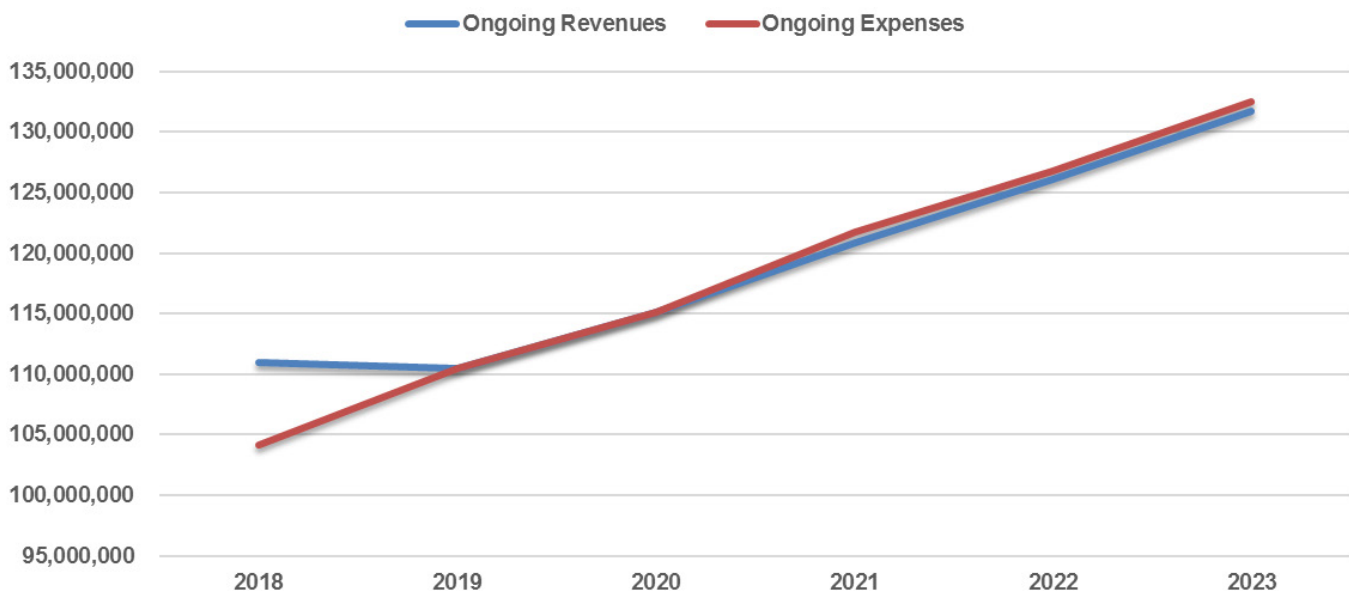
### GENERAL FUND PLANNING MODEL

The City uses a 5-year planning model for the General Fund which projects revenues and expenditures over a long-term period using assumptions about economic conditions and future spending scenarios. This model is developed internally and focuses on the anticipated future funding necessary to meet the City's strategic goals.

The projected revenues in the 5-year planning model are based on continued growth in property tax revenues through newly developed property being added to the tax roll and modest growth in sales tax revenues. Growth of other revenue categories are projected at a conservative 1% per year.

The projected expenditures in the 5-year planning model incorporate anticipated General Fund department needs necessary to meet the City's strategic goals. The large additional expenditures included in the General Fund model for FY 2019 to FY 2023 include staffing and operating an additional fire station, staffing and operating the new main library currently under design, and additional staffing for public safety and transportation to continue to provide high quality services to the City's growing population.

### Ongoing Alignment



### WATER AND WASTEWATER RATE MODEL

The City just completed an update to the long-range water and wastewater rate model. This long-range financial planning tool maps out the anticipated revenues and expenses for the Utility Fund over the next 10 years based on certain assumptions. Based on the updated model, the FY 2019 Budget includes a 3% water rate increase with a future water rate increase of 3% for FY 2020. The City's wastewater rates are not increasing since the model shows the future needs of the wastewater program are adequately funded within current revenues, impact fees, and other developer contributions.

ROUND ROCK CITY COUNCIL



Mayor  
Craig Morgan



Mayor Pro Tem  
Writ Baese



Place 1  
Tammy Young



Place 2  
Rene Flores



Place 3  
Matt Baker



Place 4  
Will Peckham



Place 6  
Hilda Montgomery

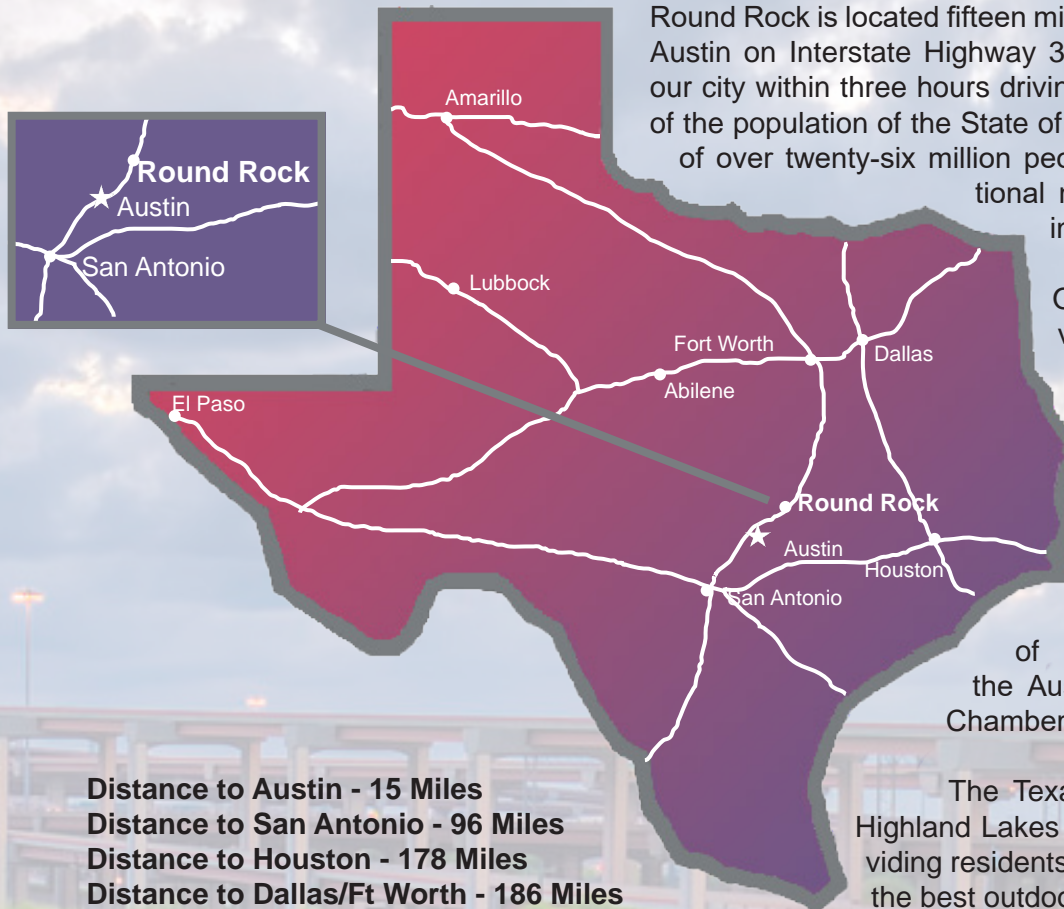


## CITY ORGANIZATIONAL CHART

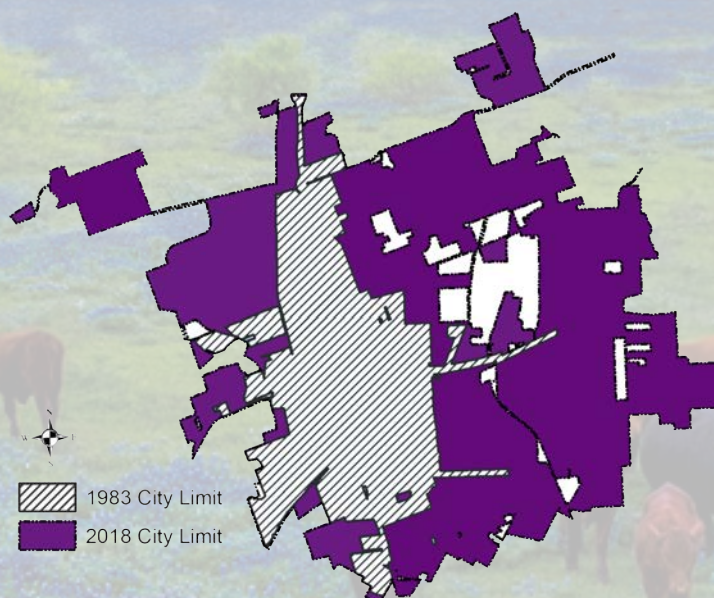




## LOCATION OF ROUND ROCK



## GROWTH IN ROUND ROCK





## HISTORY OF ROUND ROCK



The Round Rock

**1884**

Local fire protection was organized as a volunteer hose and hand pump company.



Volunteer Hook and Ladder Company, 1907

**1848**

Settlers voted to form Williamson County out of the Milam District.

**1867 - 1880s**

Round Rock became a stop on the famed Chisholm Trail. Cowboys moved their herds of cattle through Brushy Creek and past the round rock.

**1913**

The City's first streetlights and speed limit signs (12 mph) were installed.

**1877**

Round Rock citizens first voted to incorporate. W.T. Smith served as the City's first "Worthy Mayor."



Tonkawa Tribe in Williamson County, 1898

**1913**

The City was incorporated in its present state. Jack Jordon was elected the first Mayor. Serving as the first City Council Members were: John A. Nelson, Dr. W.G. Weber, E.J. Walsh, J.A. Jackson, W.A. Gannt, and A.K. Anderson.

**1854**

The U.S. Post Office requested that the Brushy Creek Post Office choose a new name. Postmaster Thomas C. Oatts chose "Round Rock" because of the landmark rock located in the middle of Brushy Creek.



Old Town Round Rock, circa 1890





New Town Round Rock,  
1930

### 1918

The City granted a license to Mr. S.E. Bergstrom to operate an electric plant to provide electricity for the City.

### 1936

City water service was established.

### 1962

The Ladies Home Demonstration Club organized a citywide library, which eventually became the Round Rock Public Library.

### 1927

The Texas Power and Light Company assumed operations to provide electricity for the City.

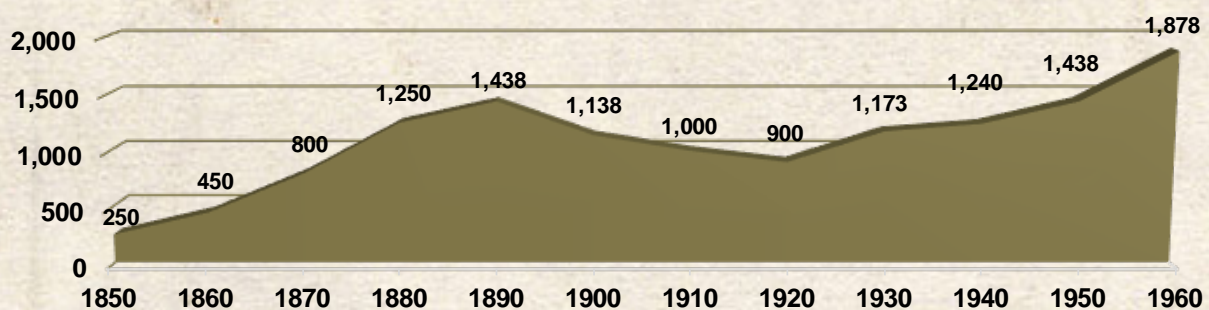
### 1938

The City constructed a \$90,000 citywide sewer system.

### 1950

The US Census lists 1,438 people in Round Rock, ranked the fifth largest town in Williamson County behind Taylor, 9,071; Georgetown, 4,951; Bartlett, 1,727; and Granger, 1,637 (Census).

HISTORICAL CITY POPULATION, 1850 TO 1960



SOURCE: US CENSUS BUREAU



## PRESENT DAY ROUND ROCK

Photo Courtesy of Rock Studios

**1980**

By 1980 the City had established itself as the largest City in Williamson County.

**1998**

Voters overwhelmingly approve the use of hotel-motel tax revenue to fund a new minor league baseball stadium and conference center.

**2006**

Round Rock Premium Outlets opened.



Round Rock Premium Outlets



Dell Inc.

**2000**

The Round Rock Express played their first home game at the Dell Diamond on April 16.

**2003**

Round Rock set the goal to become the "Sports Capital of Texas."

**2005**

Classes begin at the Round Rock Higher Education Center, a shared venture between Texas State University and Austin Community College.



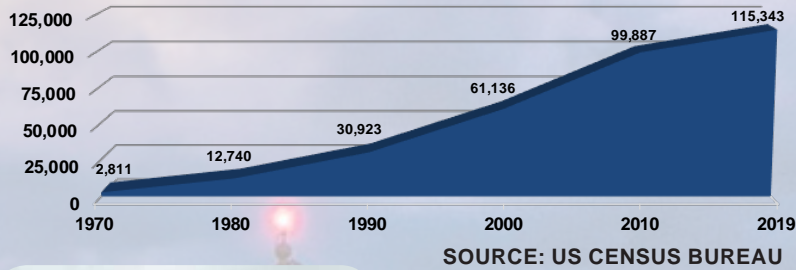
Texas State University - Round Rock

**1994**

Dell relocated its world headquarters from Austin to Round Rock. The expansion of the City's tax base resulted in a series of public works projects and additional public amenities such as the expansion of the water plant, an additional wastewater treatment plant, and the development of the 570-acre Old Settlers Park without an increase in the property tax rate.



## HISTORICAL CITY POPULATION, 1970-2019

**2007**

IKEA

IKEA opened, becoming the largest single retail store in Central Texas.

**2012**

Emerson Process Management relocated its international headquarters and technology center to Round Rock.

**2018**

Kalahari Resorts and Conventions broke ground May 15, 2018 and is slated to open on Nov. 1, 2020. This new growth will bring 975 room resort destination that will feature a large convention center, spa, multiple restaurants, a waterpark and much, much more! This is a true game-changer for the Round Rock community that will bring needed diversity to the Round Rock economy, in addition to significant convention and hotel space.



**RESORTS & CONVENTIONS**

**2008**

Seton Hospital opened its regional medical center, Texas A&M broke ground on a medical school branch campus, and Texas State University opened a nursing school campus making Round Rock a major healthcare destination.

**2010**

Austin Community College's Round Rock campus opens for classes.



UPS

**2018**

United Parcel Service (UPS) new regional distribution center is expected to open at the end of this year.



Texas A&amp;M - Round Rock



Bass Pro Shops

**2015**

Bass Pro Shops opened a 104,000 square foot store just north of the Round Rock Premium Outlets.



# DESTINATION ROUND ROCK



- |                                       |   |                              |
|---------------------------------------|---|------------------------------|
| 1. The "Round Rock"                   | 6. Dell Diamond   | 10. Bass Pro Shops           |
| 2. Historic Downtown                  | 7. Rock'N River   | 11. Premium Outlets          |
| 3. Play for All Park                  | 8. Old Settlers Park  | 12. IKEA                     |
| 4. Kalahari Resorts                   | 9. Austin Community College,<br>Texas State University,<br>Texas A&M University | 13. Round Rock Sports Center |
| 5. Round Rock Multipurpose<br>Complex |   |                              |

## ACCOLADES

Round Rock continues to gain recognition for the value of the high quality services provided to our residents. Some of the most recent accolades are summarized below. A full listing of the City's awards and accolades is available on the [City's website](#).



### SAFEST CITIES IN AMERICA

Niche.com ranked the [2018 Safest Cities in the Country](#) and Round Rock placed Number 5. Selections are based on violent and property crime rates.



### BEST CITY TO START A FAMILY

In its latest study, LendEDU ranked Round Rock the Number 3 best city in the nation to start a family. Yep, that's right! Round Rock has found itself atop a city ranking, and this time, it's for something that's near and dear to our hometown heart - family.



### BEST AFFORDABLE PLACES TO LIVE IN

Livability.com ranked the [Best Affordable Places to Live](#) and Round Rock placed Number 4. Selections are based on economic and leisure opportunities, affordable housing, strong job market, and amenities.



### BEST MINOR LEAGUE BASEBALL TOWNS

SmartAsset.com ranked the [Best Minor League Baseball Towns of 2018](#) and Round Rock, the "Sports Capital of Texas", placed Number 2. Selections are based on quality of life and game experience measures.



### ONE OF THE NATION'S COOLEST SUBURBS

Round Rock has been named as [One of the Coolest Suburbs in America](#) according to Thrillist Travel. Selections were based on three main factors: a good food/drink scene, a decent commute from the city, a place with history or its own unique elements.



### BEST CITIES FOR LIVING THE AMERICAN DREAM

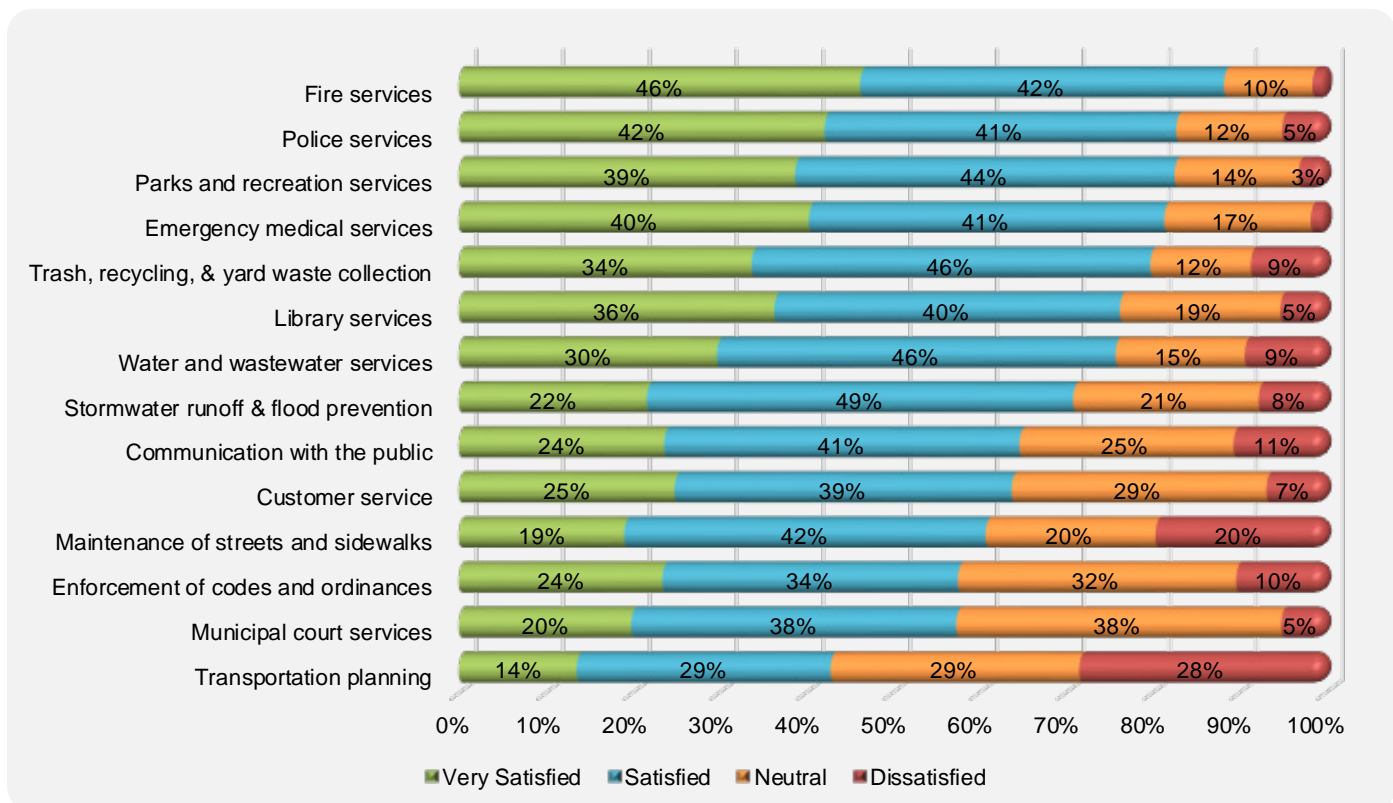
SmartAsset.com ranked the [Best Cities for Living the American Dream](#) and Round Rock placed Number 5. Selections are based on homeownership rate, median home value, racial and ethnic diversity, unemployment, and intergenerational economic mobility.



## CITY SURVEY RESULTS

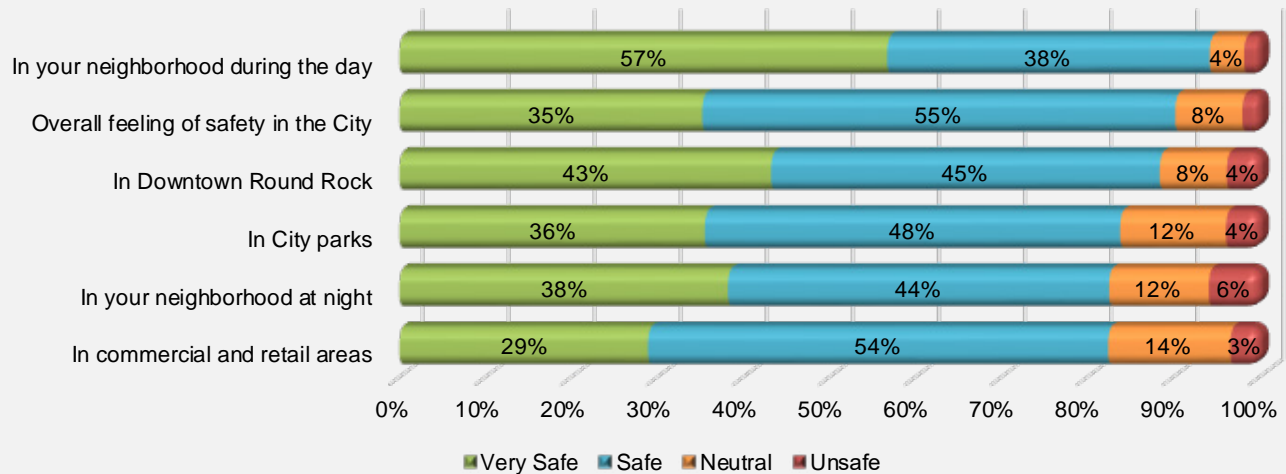
The City believes that it is important to not only plan for and provide adequate levels of quality service, but to also provide a means of measuring and reporting the results of our efforts. When information is provided about the City's performance the City Council, the public, and the staff can determine the value of programs and opportunities for improvements. To fulfill this intention, the City has hired an independent outside agency to conduct a comprehensive biennial citizen survey. The survey has been conducted every two years since 2010; the most recent survey was completed in Spring 2018. Some key results of this most recent survey are summarized here. The complete results are available on the Communication Department's section of the City's [website](#).

## OVERALL SATISFACTION WITH CITY SERVICES BY MAJOR CATEGORY



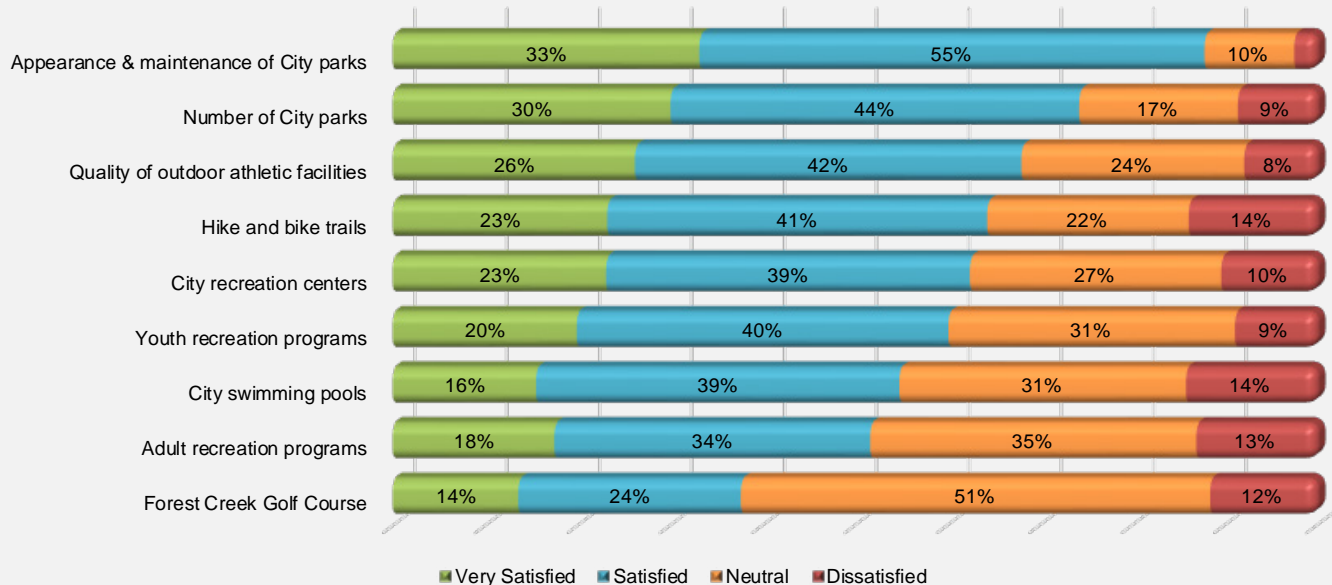
Residents were generally satisfied with City services. Seventy-one percent (71%) of residents who had an opinion were "very satisfied" or "satisfied" with the overall quality of services provided by the City. The City services with the highest levels of satisfaction were fire services (88%); police services (83%); parks and recreation services (83%); emergency medical services (81%); and trash, recycling, and yard waste collection (80%). Residents were least satisfied with transportation planning (28% responded "dissatisfied"), maintenance of streets and sidewalks (20%), enforcement of codes and ordinances (10%), and communication with the public (11%). The City values the input from our residents and several new initiatives in the FY 2019 Budget are targeted to improve these services that received the highest levels of dissatisfaction.

## HOW SAFE DO YOU FEEL?



Residents answered that they generally feel safe in various locations within the City. Round Rock has won acclaim as one of the safest cities, not only in the state but across the entire nation. To continue to make Round Rock safe, the FY 2019 Budget includes funding for five (5) new public safety employees and the new Public Safety Training Facility will open to assist our public safety employees with training.

## SATISFACTION WITH VARIOUS ASPECTS OF PARKS AND RECREATION

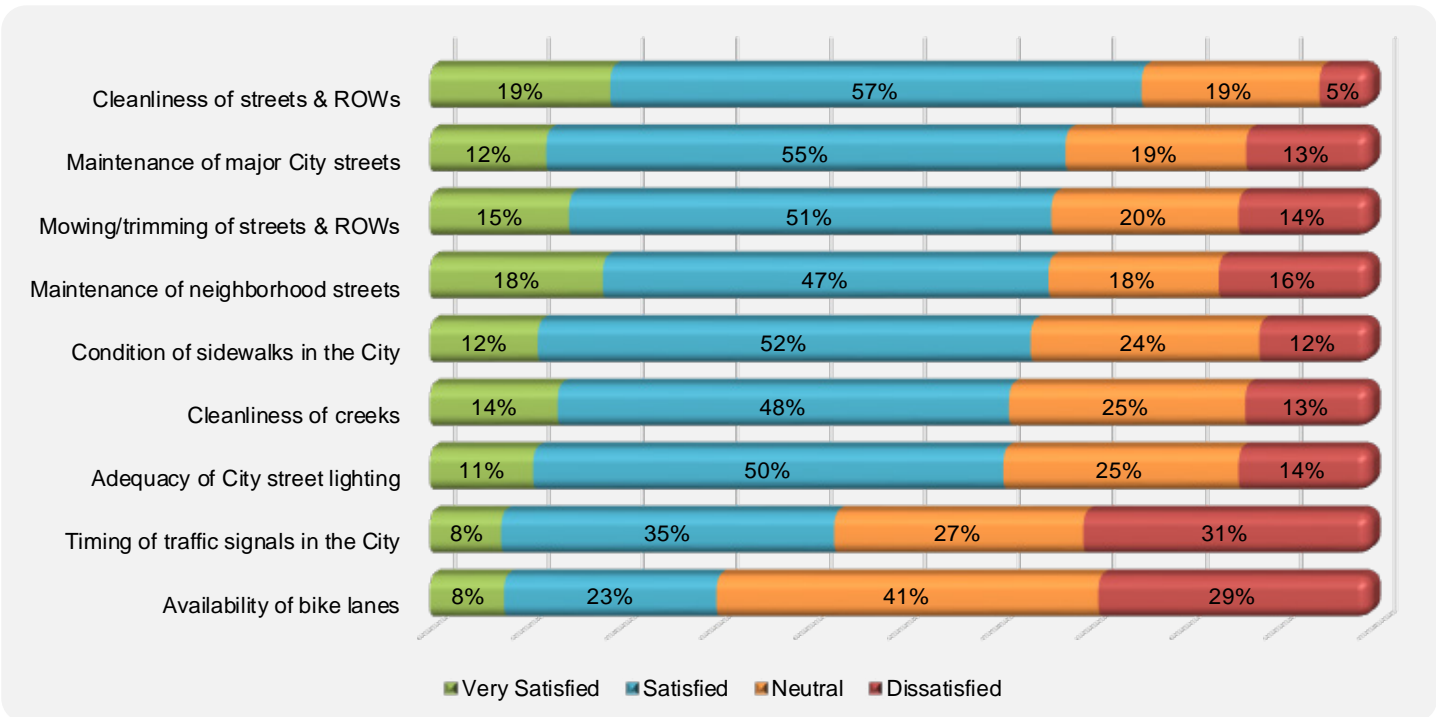


The majority of residents expressed satisfaction with various aspects of Parks and Recreation. Fourteen percent (14%) of respondents were dissatisfied with the City's Hike and bike trails. The voter approved bond referendum from 2013 included trail expansions that have not yet been completed. Improvements and expansions for the Heritage Trail (East & West), Lake Creek Trail, and Brushy Creek Trail are scheduled and funded for FY 2019.

## CITY PROFILE

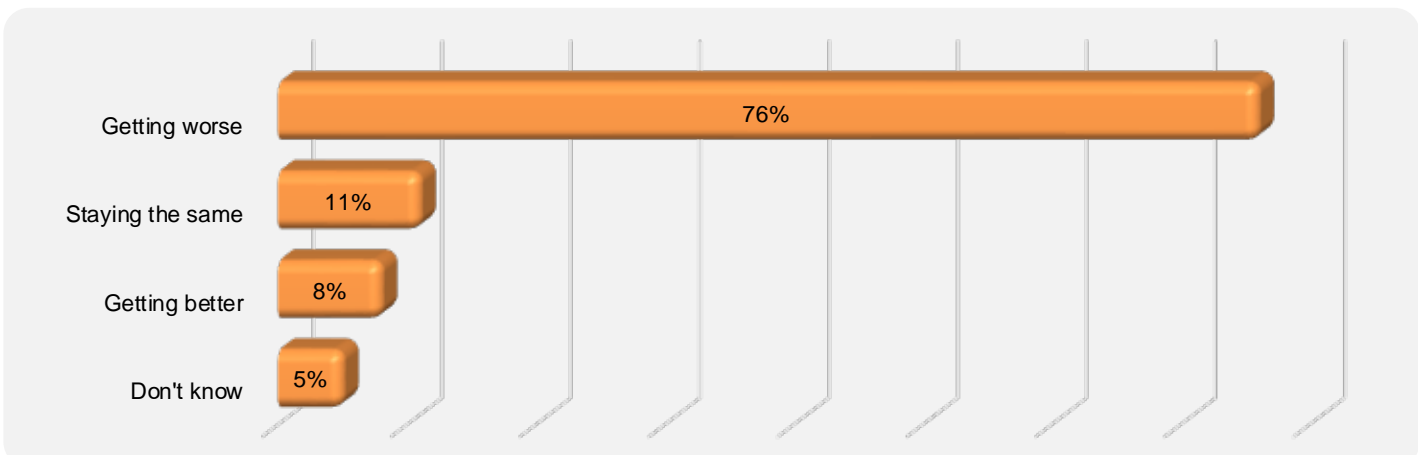
# CITY SURVEY RESULTS

## SATISFACTION WITH VARIOUS ASPECTS OF TRANSPORTATION

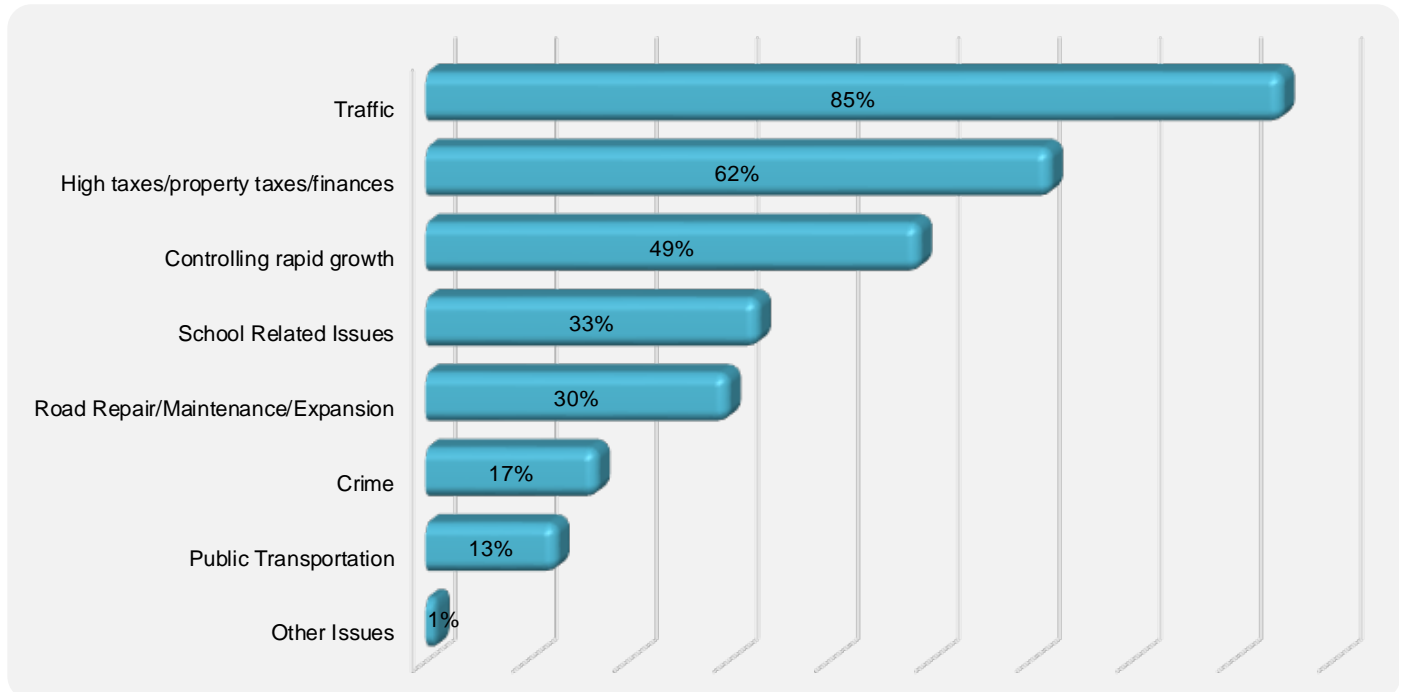


Residents rated various aspects of transportation in and around the City. The majority of respondents said that they were satisfied with the cleanliness and maintenance of streets and rights-of-way, adequacy of street-lighting, and the cleanliness of the City's creeks. The timing of traffic signals and the availability of bike lanes were both met with overall dissatisfaction. The FY 2019 budget added a Traffic Management Operator to help address traffic issues and added an additional \$1.3 million for neighborhood street maintenance.

## HOW RESIDENTS FEEL TRAFFIC FLOW HAS CHANGED FROM TWO YEARS AGO



When asked how traffic flow in the City has changed over the past two years the overwhelming majority of respondents think it is getting worse. The FY 2019 Budget includes an expansion and improvements to the City's existing transit system. The expanded transit service should help with traffic concerns and will provide an additional option for commuters. The City Council is considering issuing Certificates of Obligation to fund much needed road improvement projects.

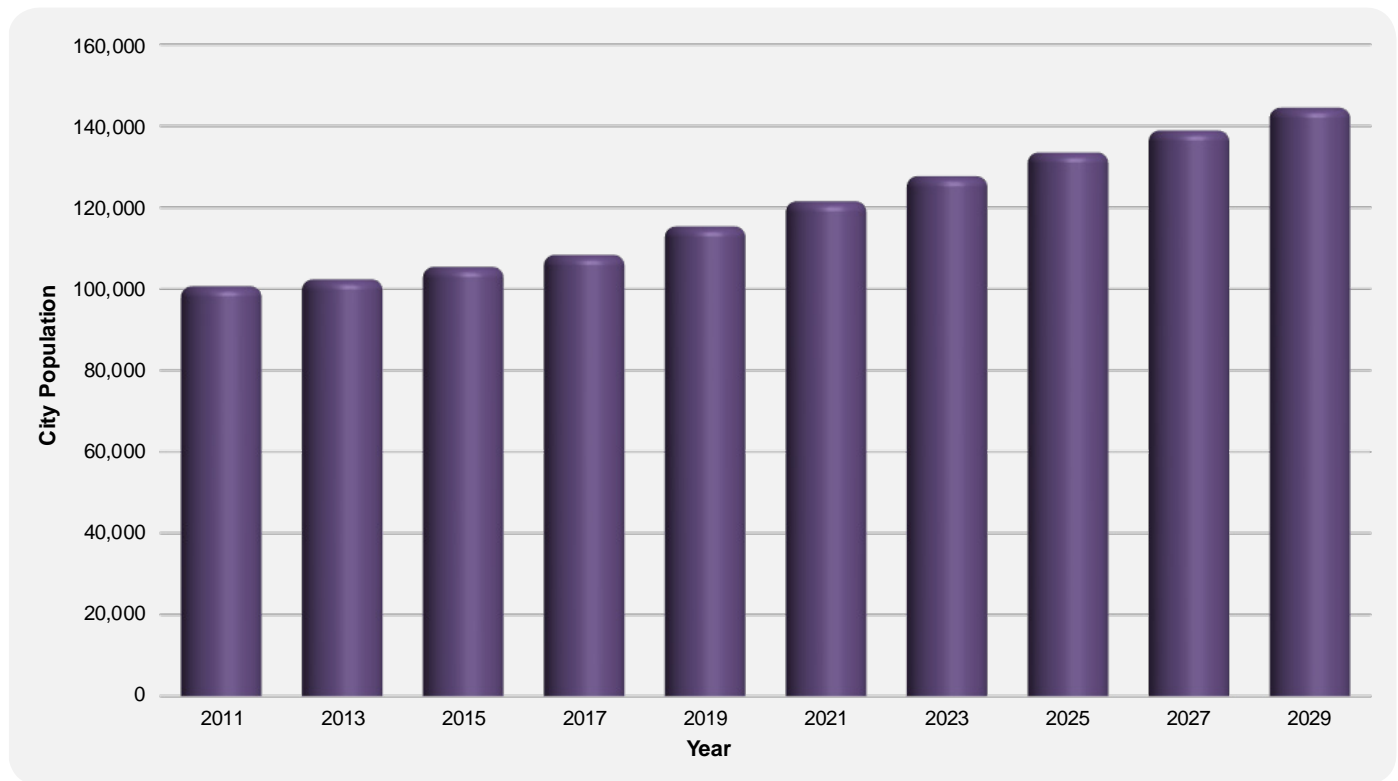
**BIGGEST ISSUES FACING ROUND ROCK OVER THE NEXT FIVE YEARS**

When asked about the biggest issues facing Round Rock over the next five years an overwhelming majority (85%) of respondents listed traffic as one of their top five concerns. Other popular responses include controlling rapid growth (49%), property taxes (62%), school related issues (33%), and road repair/maintenance (30%). The FY 2019 Budget includes funding for programs to address many of these top concerns, including additional funding for neighborhood street maintenance.



Transportation crews repaving Deep Wood Drive

## CITY POPULATION



The City is in the middle of a rapid growth in population. The estimated population for 2019 is 115,343, a fifteen point nine percent (15.9%) increase from just 10 years ago and a eighty-two percent (82%) increase from the 2000 census.

## DEMOGRAPHICS:

## Population by Age Range:

Age Range	Percent of Population
Under age 5	7.3%
Under age 18	29.0%
Ages 18 to 64	63.6%
Ages 65 and over	7.4%

## Population by Ethnicity:

Ethnicity	Percent of Population
White	75.6%
Black or African American	10.4%
American Indian and Alaska Native	0.3%
Asian	6.3%
Native Hawaiian/Other Pacific Islander	0.0%
Two or more races	4.3%
Hispanic or Latino origin	30.5%
Non-Hispanic White	50.3%

Source: US Census Bureau



## CITY TOP TENS

## PRINCIPAL EMPLOYERS

Rank	Employer	Employees (2018)
1	Dell, Inc.	13,000
2	Round Rock Independent School	6,106
3	City of Round Rock, Texas	1,005
4	Emerson Process Management	875
5	Round Rock Premium Outlets	800
6	Scott & White Healthcare	750
7	Round Rock Medical Center	689
8	Sears TeleServe	600
9	Liquidation Channel	600
10	Wayne, a GE Energy Business	550

## PRINCIPAL WATER CUSTOMERS\*

Rank	Customer	FY 2017 Water Consumption (in Gallons)
1	Fern Bluff Municipal Utility District	298,368,600
2	Williamson County MUD #1	203,914,000
3	Williamson County MUD #11	194,950,300
4	Williamson County MUD #10	166,480,100
5	Chandler Creek MUD	153,397,800
6	Vista Oaks MUD	124,819,100
7	Dell, Inc.	92,367,700
8	Round Rock ISD	69,615,000
9	Walsh Ranch MUD	53,419,000
10	Michael Angelo's	52,187,000

\* Due to the new Utility Billing software, FY 2018 information not available yet.

## PRINCIPAL TAXPAYERS

Rank	Taxpayer	Net Assessed Valuation (2018)
1	Dell Computer Holdings, LP	\$401,361,317
2	CPG Round Rock, LP (Round Rock Premium Outlets)	150,947,112
3	CMF 15 Portfolio, LLC (Colonial Grand Apt)	83,610,464
4	Baltgem Development Corp. (La Frontera Village)	77,421,702
5	Fisher-Rosemount Systems Inc. (Emerson Process Management)	76,228,219
6	Columbia/ST David Healthcare	75,388,833
7	Dell Computer Corp	58,230,331
8	2811 La Frontera LP	57,230,500
9	FST La Frontera (La Frontera)	55,302,820
10	Baev-Lasalle Round Rock University	53,425,600

## PRINCIPAL HOTELS

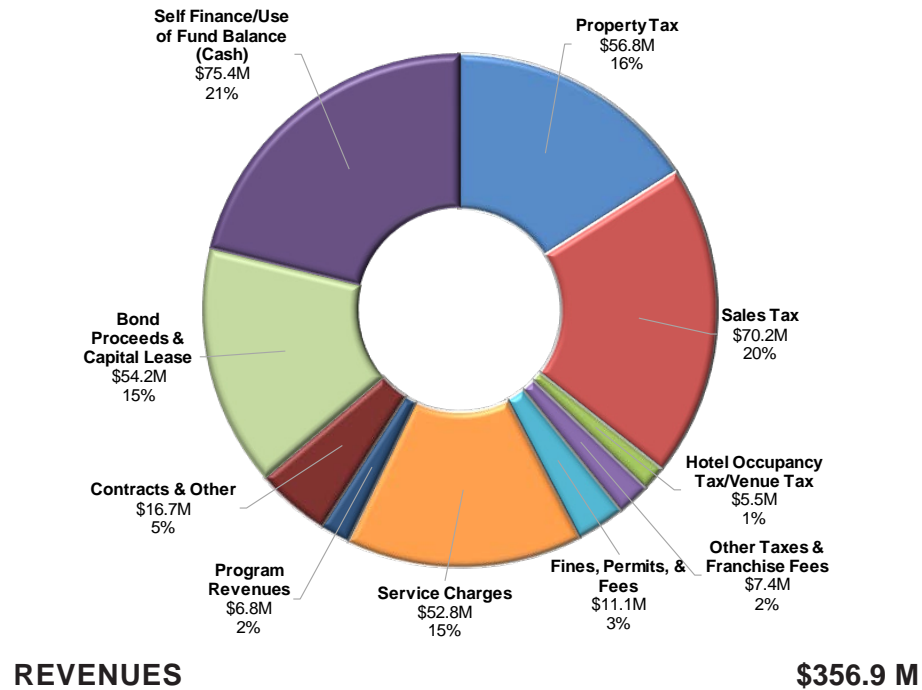
Rank	Hotel	Number of Rooms	FY 2018 Hotel Occupancy Tax Collected
1	Austin Marriott North	295	\$821,820
2	Homewood Suites	115	390,005
3	Hilton Garden Inn	122	339,823
4	Hyatt Place	138	321,798
5	Home2 Suites	91	279,830
6	Courtyard Marriott	113	268,129
7	Holiday Inn Express N	91	256,131
8	Hampton Inn	93	252,885
9	Residence Inn	96	239,725
10	Holiday Inn	116	212,864



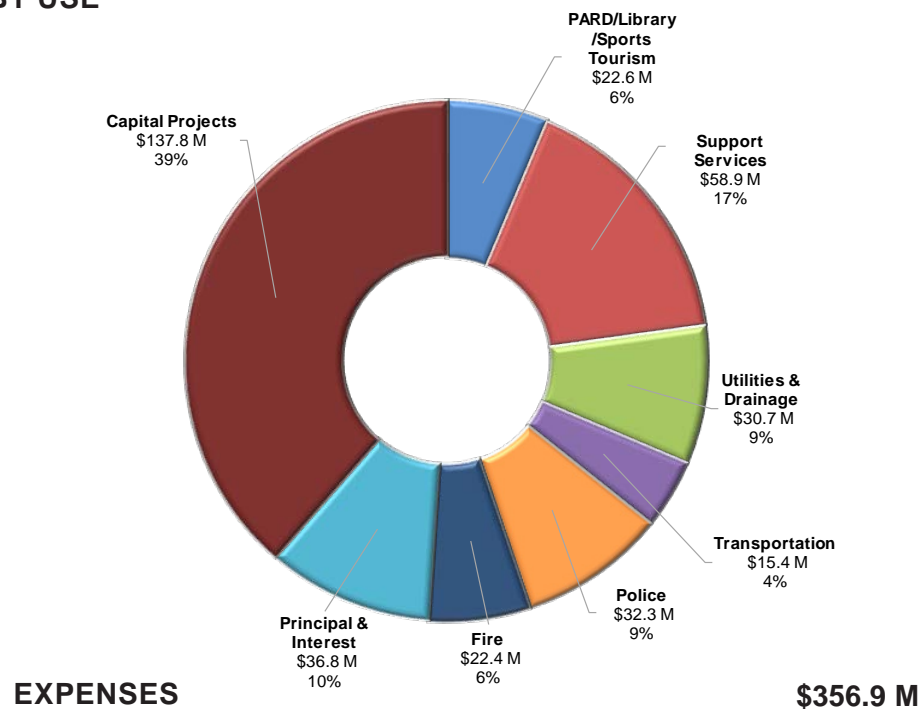
## TOTAL ADOPTED BUDGET

The FY 2019 Adopted Budget totals \$356.9 million dedicated to continuing to provide high quality services to the City's residents and customers. The charts below summarize the total adopted budget by source and by use.

### SUMMARY BY SOURCE



### SUMMARY BY USE



## BUDGET SUMMARIES

### FINANCIAL SUMMARIES FOR ALL FUNDS

	Total Budget	General Fund	General Capital Projects & Equipment	Debt Service Fund	Utility Fund
<b>Estimated Fund Balance/Working Capital</b>	<b>\$244,445,751</b>	<b>\$51,210,349</b>	<b>\$22,276,024</b>	<b>\$2,803,122</b>	<b>\$111,044,701</b>
<b>Revenues &amp; Sources</b>					
Property Tax	56,797,448	37,300,000		19,497,448	
Sales Tax	70,165,000	50,665,000			
Hotel Occupancy Tax	5,530,000				
Other Taxes & Franchise Fees	7,418,000	7,418,000			
Licenses, Permits, & Fees	9,847,150	1,572,150			8,000,000
Service Charges	52,837,295	1,351,000			47,941,493
Program Revenues	6,821,696	3,540,400			
Fines & Forfeitures	1,232,000	1,125,000			
Contracts & Other	16,633,288	6,513,085	599,120	50,000	6,225,192
Bond Proceeds	51,200,000		28,700,000		
Capital Lease	3,000,000		3,000,000		
Transfers In	20,064,193	4,555,000	14,084,193	750,000	
<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>Expenditures &amp; Uses</b>					
Administration	4,614,591	1,859,069			
Communications	1,437,546	1,162,546			
Finance	6,127,841	3,617,465			2,020,083
Fire	22,410,885	22,410,885			
Fiscal Support	8,477,542	5,136,882			1,492,885
General Services	5,164,187	5,164,187			
Human Resources	1,494,981	1,494,981			
Information Technology	4,744,291	4,744,291			
Legal Services	1,275,000	1,275,000			
Library	2,955,057	2,936,485			
Parks & Recreation	12,789,103	12,135,832			
Planning & Development	5,368,877	5,132,998			
Police	32,310,304	32,004,180			
Recycling	173,199	173,199			
Sports Management & Tourism	6,643,270				
Transportation	15,414,265	14,581,945			
Utilities & Drainage	30,748,217				28,183,131
Debt Service	36,794,824			21,583,071	9,699,000
Transfers Out	20,064,193	12,722,193	487,500		3,525,000
Proposed Uses - General SFC	12,513,000		12,513,000		
GSFC - Designated, not yet spent	5,411,303		5,411,303		
Fleet Replacement	3,273,000		3,000,000		
Capital Improvement Projects	116,644,939		22,092,302		38,847,968
<b>Total Expenditures &amp; Uses</b>	<b>356,850,415</b>	<b>126,552,138</b>	<b>43,504,105</b>	<b>21,583,071</b>	<b>83,768,067</b>
<b>Net Revenues &amp; Sources</b>	<b>(55,304,346)</b>	<b>(12,512,503)</b>	<b>2,879,208</b>	<b>(1,285,623)</b>	<b>(21,601,382)</b>
<b>Less Reservations</b>					
Contingency	46,637,265	28,507,486			14,790,633
Concentration Risk Fund	10,182,573	10,182,573			
Debt Reserves	2,672,328			1,517,499	
Bond Proceeds	17,016,086		16,927,782		
Designations - Projects	12,803,733		7,453,733		
<b>Total Reservations</b>	<b>89,311,985</b>	<b>38,690,059</b>	<b>24,381,515</b>	<b>1,517,499</b>	<b>14,790,633</b>
<b>Available Ending Fund Balance/Working</b>	<b>\$99,829,420</b>	<b>\$7,787</b>	<b>\$773,717</b>	<b>\$0</b>	<b>\$74,652,687</b>

## BUDGET SUMMARIES

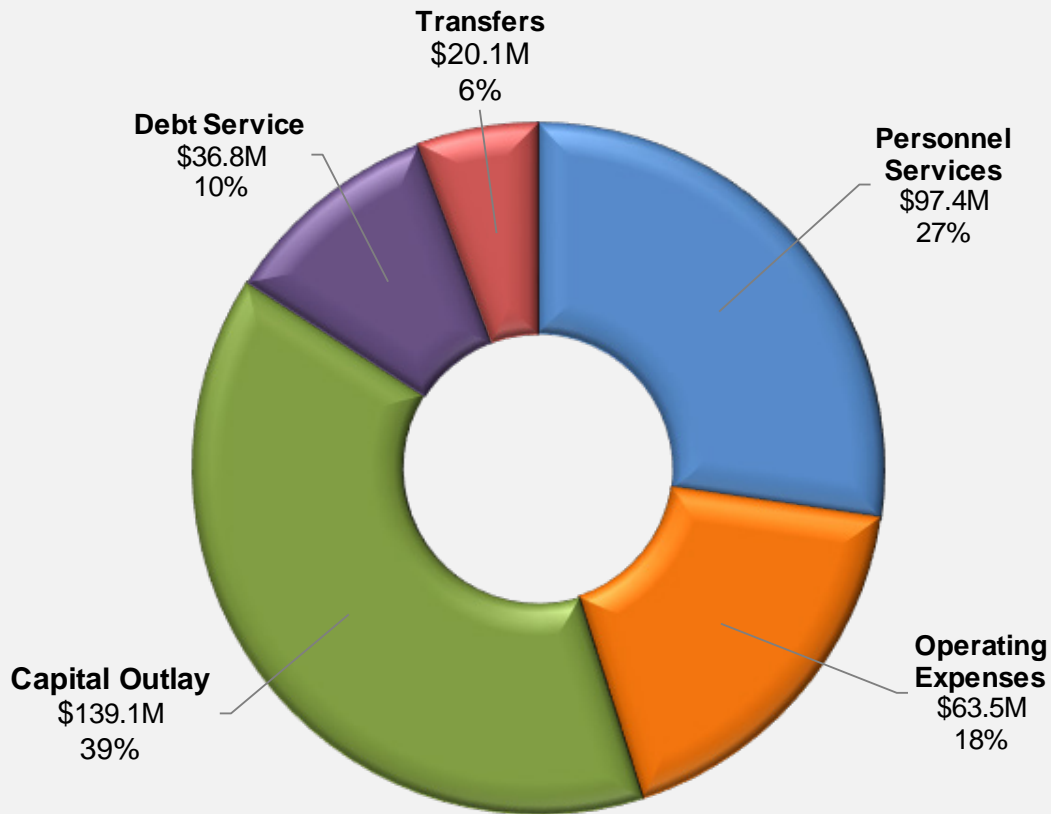
Drainage Fund	Type B Fund	HOT Fund	Sports Center Fund	Special Revenue & Other Funds						
\$10,713,792	\$28,827,058	\$9,420,507	\$4,541,078	\$3,609,120						
Revenues & Sources										
					Property Tax					
19,500,000					Sales Tax					
4,300,000					Hotel Occupancy Tax					
1,230,000					Other Taxes & Franchise Fees					
275,000					Licenses, Permits, & Fees					
3,544,802	Service Charges									
930,000					Program Revenues					
2,351,296					107,000					
180,000	1,342,800	35,000	365,000	1,323,091	Fines & Forfeitures					
22,500,000					Contracts & Other					
					Bond Proceeds					
					Capital Lease					
675,000					Transfers In					
3,724,802	43,342,800	4,335,000	2,525,000	4,731,387	Total Revenues					
Expenditures & Uses										
1,172,225					1,583,297	Administration				
275,000						Communications				
					490,293	Finance				
						Fire				
1,847,775						Fiscal Support				
						General Services				
						Human Resources				
						Information Technology				
						Legal Services				
					18,572	Library				
					653,271	Parks & Recreation				
					235,879	Planning & Development				
					306,124	Police				
						Recycling				
					1,728,496	1,874,704	3,040,070	Sports Management & Tourism		
832,320								Transportation		
2,565,086									Utilities & Drainage	
564,381	3,935,567	644,225	368,580	Debt Service						
250,000	780,000	2,299,500	Transfers Out							
					Proposed Uses - General SFC					
					GSFC - Designated, not yet spent					
					Fleet Replacement					
273,000						Capital Improvement Projects				
5,522,500	46,896,967	2,322,300	50,000	912,902						
9,174,967	55,464,854	7,269,521	2,293,284	7,240,408	Total Expenditures					
(5,450,165)	(12,122,054)	(2,934,521)	231,716	(2,509,021)	Net Revenues					
Less Reservations										
703,772	1,000,000	923,574	468,676	243,124	Contingency					
					Concentration Risk Fund					
					642,506	512,323	Debt Reserves			
88,304						Bond Proceeds				
1,600,000						3,000,000	750,000	Designations - Projects		
2,392,076	1,000,000	1,566,080	3,980,999	993,124	Total Reservations					
\$2,871,551	\$15,705,004	\$4,919,906	\$791,795	\$106,976	Capital					



## BUDGET SUMMARIES

### COMBINED EXPENDITURES BY CATEGORY

Fund	Personnel Services	Operating Expenses	Capital Outlay	Debt Service	Transfers	Total Budget
General Fund	\$ 82,481,519	\$ 30,894,994	\$ 453,432		\$ 12,722,193	\$ 126,552,138
General Capital Projects & Equipment			43,016,605		487,500	43,504,105
Debt Service Fund				21,583,071		21,583,071
Utility Fund	11,500,573	19,505,680	39,537,814	9,699,000	3,525,000	83,768,067
Drainage Fund	1,833,983	731,103	5,795,500	564,381	250,000	9,174,967
Type B Fund		3,852,320	46,896,967	3,935,567	780,000	55,464,854
HOT Fund	367,656	1,535,840	2,422,300	644,225	2,299,500	7,269,521
Sports Center Fund	1,258,872	615,832	50,000	368,580		2,293,284
Special Revenue Funds		6,327,506	912,902			7,240,408
<b>Total</b>	<b>\$ 97,442,603</b>	<b>\$ 63,463,275</b>	<b>\$ 139,085,520</b>	<b>\$ 36,794,824</b>	<b>\$ 20,064,193</b>	<b>\$ 356,850,415</b>



## GENERAL FUND NEW PROGRAMS

	New FTEs	Amount
<b>Communications</b>		
Hometown Holiday Lights		221,149
Web/Graphic Design Coordinator (Hire Date: 2/1/19)	1.00	51,564
Graphic Design Services and Social Media Advertising		35,000
Community Impact Campaign		61,380
<b>Total Communications</b>	<b>1.00</b>	<b>369,093</b>
<b>Finance</b>		
Accountant - Senior (Hire Date: 10/1/18)	1.00	89,675
HOT Audit		35,000
<b>Total Finance</b>	<b>1.00</b>	<b>124,675</b>
<b>Fire</b>		
Station 9 (FM3406) Firefighters (Hire Date: 2/1/19)	3.00	194,774
Administrative Assistant (Hire Date: 2/1/19)	1.00	40,897
Public Safety Training Center Operating Costs		43,000
<b>Total Fire</b>	<b>4.00</b>	<b>278,671</b>
<b>General Services</b>		
Facility Maintenance Tech & Custodian for PSTF (Hire Date: 10/1/18)	2.00	116,245
Mechanic - Fire Department (Hire Date: 2/1/19)	1.00	50,738
Convert 2 Part-time Custodians to Full-time (Eff. Date: 10/1/18)	1.00	68,532
<b>Total General Services</b>	<b>4.00</b>	<b>235,515</b>
<b>Human Resources</b>		
Organizational Development Trainer (Hire Date: 10/1/18)	1.00	93,040
<b>Total Human Resources</b>	<b>1.00</b>	<b>93,040</b>
<b>Library</b>		
Part-time Library Assistant - Youth Services (Hire Date: 10/1/18)	0.50	22,825
Additional Line Item Requests		12,850
<b>Total Library</b>	<b>0.50</b>	<b>35,675</b>
<b>Parks &amp; Recreation</b>		
July 4th Parade Enhancements		56,961
Parks Irrigation Team (Hire Date: 2/1/19)	2.00	79,500
Park Ranger (Hire Date: 2/1/19)	1.00	47,266
Additional Line Item Requests		145,639
<b>Total Parks &amp; Recreation</b>	<b>3.00</b>	<b>329,366</b>
<b>Planning</b>		
Comprehensive Plan 2030		50,000
<b>Total Planning</b>	<b>0.00</b>	<b>50,000</b>
<b>Police</b>		
Additional FTE authorization for 2 Part-time positions	0.05	7,280
Police Officers (Hire Date: 2/1/19)	2.00	126,793
Additional Line Item Requests		191,074
<b>Total Police</b>	<b>2.05</b>	<b>325,147</b>
<b>Transportation</b>		
Asphalt Maintenance Equipment Operator (Hire Date: 2/1/19)	2.00	80,322
Traffic Management Operator (Hire Date: 2/1/19)	1.00	61,243
Transfer 2 FTEs from the General Fund to the Drainage Fund	-2.00	(129,780)
Roadway Lighting Maintenance Contract		75,000
Additional Funding for Neighborhood Street Maintenance		1,300,000
Transit Service - Improvements		579,638
<b>Total Transportation</b>	<b>1.00</b>	<b>1,966,423</b>
<b>Recycling</b>		
Additional Line Items Request		10,000
<b>Total Recycling</b>	<b>0.00</b>	<b>10,000</b>
<b>Total General Fund</b>	<b>17.55</b>	<b>3,817,605</b>

## BUDGET SUMMARIES

### OTHER FUNDS NEW PROGRAMS

	New FTEs	Amount
<b>Hotel Occupancy Tax (HOT) Fund</b>		
Arts Grants-Space Rentals and PT Special Events Asst.		60,000
Fiscal Impact Analysis Reporting		100,000
<b>Total HOT Fund</b>	<b>0.00</b>	<b>160,000</b>
<b>Multipurpose Field Complex Fund</b>		
Sports Facility Maintenance Worker (Hire Date: 10/1/18)	1.00	57,494
Additional Line Item Requests		80,738
<b>Total Multipurpose Field Complex Fund</b>	<b>1.00</b>	<b>138,232</b>
<b>Drainage Fund</b>		
Transfer 2 FTEs from General Fund to Drainage Fund	2.00	129,780
<b>Total Drainage Fund</b>	<b>2.00</b>	<b>129,780</b>
<b>Utility Admin, Water, &amp; Wastewater</b>		
New Wastewater Treatment Plant	20.00	6,088,519
Additional Funding for Training & Licenses		2,000
Linko Computer Software		11,030
<b>Total UtilityAdmin, Water, &amp; Wastewater</b>	<b>20.00</b>	<b>6,101,549</b>
<b>Total Utility Fund</b>	<b>20.00</b>	<b>6,101,549</b>
<b>Total Citywide</b>	<b>40.55</b>	<b>10,347,166</b>

## GENERAL FUND REVENUE SUMMARY

Revenues	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Projected Actual	2019 Adopted Budget
Property Tax	27,017,296	31,397,927	34,200,000	34,386,000	37,300,000
Sales Tax	44,470,674	46,595,602	47,612,655	50,500,000	50,665,000
Other Taxes & Franchise Fees	7,552,734	7,579,548	7,428,000	7,453,000	7,418,000
Licenses, Permits, & Fees	1,814,411	1,594,007	1,658,125	1,645,738	1,572,150
Service Charges	1,415,635	1,377,734	1,423,000	1,358,000	1,351,000
Program Revenues	3,498,368	3,593,825	3,428,900	3,349,900	3,540,400
Fines & Forfeitures	1,220,816	1,119,737	980,000	1,080,136	1,125,000
Contracts & Other	5,762,723	5,788,530	6,646,321	7,768,935	6,513,085
Transfers In	3,590,000	3,355,800	3,389,358	3,389,358	4,555,000
<b>Total Revenues</b>	<b>96,342,657</b>	<b>102,402,710</b>	<b>106,766,359</b>	<b>110,931,067</b>	<b>114,039,635</b>

**PROPERTY TAX** revenues are higher in FY 2019 due to the recommended rate. The adopted property tax rate was increased by 3.4% to \$0.42 per \$100 valuation to pay for additional neighborhood street maintenance, operating costs of voter-approved bond projects, and a small amount to keep up with growth and rising costs.

**SALES TAX** revenues for FY 2019 are projected to increase to \$50.7 million. For FY 2018, Dell sales tax revenues have rebounded with an increase of 48% over FY 2017 and other sectors continue to grow at a healthy rate. These sales tax revenues help the property tax rate as well. A half cent rate for property tax reduction saves 14 cents on the property tax bill for FY 2019.

**OTHER TAXES & FRANCHISE FEES** 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 fluctuations can reduce fees received from electric and gas providers.

**LICENSES, PERMITS, & FEES** include planning and development related revenues, beer and 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.

**SERVICE CHARGES** include garbage and brush hauling revenues that 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 for the service.

**PROGRAM REVENUES** are mostly recreation fees and charges for all Parks and Recreation programs, rentals, leagues, and the Clay Madsen Recreation Center.

**FINES AND FORFEITURES** include library fines and fees for overdue and lost library material and Police Department fines for citations issued for traffic violations or violation of City ordinances.

**CONTRACTS AND OTHER** includes other revenues include sale of assets, capitalized lease proceeds, donations and contributions, insurance and grant reimbursements, police reimbursements, and other miscellaneous small revenue categories.

**TRANSFERS IN** 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.



## REVENUE SUMMARIES

### GENERAL FUND REVENUE DETAIL

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
<b>Property Tax</b>					
Current Property Taxes	\$ 26,950,971	\$ 31,344,199	\$ 34,150,000	\$ 34,336,000	\$ 37,250,000
Delinquent Taxes	66,325	53,728	50,000	50,000	50,000
<b>Total Property Tax</b>	<b>27,017,296</b>	<b>31,397,927</b>	<b>34,200,000</b>	<b>34,386,000</b>	<b>37,300,000</b>
<b>Sales Tax</b>	<b>44,470,674</b>	<b>46,595,602</b>	<b>47,612,655</b>	<b>50,500,000</b>	<b>50,665,000</b>
<b>Other Taxes &amp; Franchise Fees</b>					
Penalty & Interest Del Taxes	21,964	20,873	15,000	15,000	15,000
Penalty & Interest Current Tax	53,080	56,462	60,000	60,000	55,000
Franchise-Recycle Rebate Prog	5,887	19,860	5,000	5,000	5,000
Franchise - Gas	953,721	941,107	900,000	980,000	950,000
Franchise - Communications	561,437	527,623	560,000	530,000	530,000
Franchise - Electric	3,530,444	3,578,661	3,500,000	3,500,000	3,550,000
Franchise - Cablevision	1,324,846	1,144,813	1,350,000	1,250,000	1,050,000
Franchise - Garbage Collection	534,644	662,985	500,000	500,000	675,000
Mixed Drink Tax	527,953	589,008	500,000	575,000	550,000
Bingo Tax	38,759	38,156	38,000	38,000	38,000
<b>Total Other Taxes &amp; Franchise Fees</b>	<b>7,552,734</b>	<b>7,579,548</b>	<b>7,428,000</b>	<b>7,453,000</b>	<b>7,418,000</b>
<b>Licenses, Permits &amp; Other Fees</b>					
Beer & Liquor Licenses	39,318	37,330	37,000	37,000	37,000
Animal Control Licensing Fees	15,902	12,503	15,000	15,000	13,000
Building Permits	595,137	646,211	587,987	600,000	630,000
Title Report Fees	5,850	15,500	4,500	8,100	6,000
Building Reinspections	19,800	16,950	21,000	21,000	23,000
Filing Fees	103,944	56,567	90,000	90,000	70,000
Annual Site Plan Fees	125,424	75,157	60,000	60,000	70,000
Fire Inspection Fees	247,404	191,234	220,000	192,000	200,000
Library Fees - Non Resident	(40)				
GIS Fees	14,855	19,394	12,000	12,000	3,100
Subdivision Development Fees	619,450	507,046	589,988	589,988	500,000
Developer Landscape Fees	16,200	6,600	10,000	10,000	10,000
Sign Permit Fees	10,215	9,465	10,000	10,000	10,000
Easement Vacated Fees	903		600	600	
Film Industry Fees	50	50	50	50	50
<b>Total Fines, Permits &amp; Other Fees</b>	<b>1,814,411</b>	<b>1,594,007</b>	<b>1,658,125</b>	<b>1,645,738</b>	<b>1,572,150</b>
<b>Charges for Services</b>					
Lot Clearing Services	29,328	35,380	25,000	30,000	30,000
Garbage Services	1,097,478	1,170,249	1,220,000	1,150,000	1,150,000
Brush Hauling Revenue	2,793	5,677	3,000	3,000	3,000
Garbage Penalty	237,034	116,596	125,000	125,000	118,000
PARC Brush Recycling Fees	49,002	49,832	50,000	50,000	50,000
<b>Total Charges for Services</b>	<b>1,415,635</b>	<b>1,377,734</b>	<b>1,423,000</b>	<b>1,358,000</b>	<b>1,351,000</b>

## REVENUE SUMMARIES

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
<b>Program Revenues</b>					
Swim Pool Agreements	52,160	60,634	54,000	54,000	54,000
Recreation Programs - Pool	52,129	51,157	45,000	50,000	48,000
Recreation Programs	62,799	56,507	50,000	50,000	50,000
Swimming Pool Receipts	974,666	1,099,165	970,000	1,000,000	1,200,000
Sports League Fees	302,339	318,485	310,400	310,400	310,400
Ball Field Lights	90,077	71,820	65,000	65,000	65,000
Facility Rental - Parks/Rec	344,170	301,824	355,000	355,000	330,000
Library - Photocopy	27,410	27,598	25,000	25,000	25,000
Meeting Room Revenue	19,447	16,215	14,000	14,000	15,500
Convenience Fees	7,053	10,325	6,000	6,000	6,000
General Special Events Revenue	100	460	500	500	500
PARD Special Events	113,724	118,457	114,000		
Recreation Programs	79,631	71,118	60,000	60,000	65,000
Recreation Programs - Seniors	81,529	79,502	70,000	70,000	70,000
Membership Fees	49,130	56,442	45,000	45,000	50,000
Recreation Programs - Pool	11,539	9,086	15,000	15,000	11,000
Recreation Programs	869,229	868,214	850,000	850,000	850,000
Membership Fees	361,236	376,816	380,000	380,000	390,000
<b>Total Program Revenues</b>	<b>3,498,368</b>	<b>3,593,825</b>	<b>3,428,900</b>	<b>3,349,900</b>	<b>3,540,400</b>
<b>Fines &amp; Forefeitures</b>					
Municipal Court Collections	959,606	1,046,696	900,000	1,000,000	1,045,000
Red Light Camera Fines	178,460	200			
Library Fines	82,751	72,411	80,000	80,000	80,000
Library Receipts		430		136	
<b>Total Fines &amp; Foreitures</b>	<b>1,220,816</b>	<b>1,119,737</b>	<b>980,000</b>	<b>1,080,136</b>	<b>1,125,000</b>



Rock'N River is projected to bring in \$1 million in General Fund revenues for FY 2019.

## REVENUE SUMMARIES

### GENERAL FUND REVENUE DETAIL

	2016	2017	2018	2018	2019
	Actual	Actual	Revised Budget	Projected Actual	Adopted Budget
<b>Contracts &amp; Other</b>					
Police Dept - Misc	24,422	22,486	24,000	24,000	26,452
Structural Steel Inspections	53,770	(13,968)	21,000	21,000	30,000
Training Fees	9,614	150			
Interest Income	373,585	550,956	425,000	550,000	550,000
Increase/Decrease in Fair Valu		(32,088)			
Miscellaneous Revenue	329,472	269,723	316,500	316,500	300,000
Fire Protection/MUD Contract	1,842,182	2,386,232	1,800,000	2,718,215	3,100,000
Emergency Service Organization	88,890	91,319	85,000	85,000	85,000
Returned Check Fee	275	125	500	500	500
Advertising Revenue	2,500	(500)			
Historic Preservation Proceeds	50	35	30	30	30
Donations/Contributions	678,358		1,000	1,000	1,000
Insurance Proceeds	44,919	72,305	40,000	40,000	40,000
Plat Reproductions	1,080	940	500	500	800
Street Cuts	300	200		100	
Proceeds - Sale of Assets	51,508	162,629	40,000	62,000	40,000
FTA Reimbursement	335,636	322,471	688,101	688,101	923,903
Hazmat Recovery Proceeds	11,860		1,000	1,000	
Special Events Permits	1,000	955	1,000	1,000	900
4B Corporation Reimbursement			312,090	312,090	
Federal Program Income	3,545	4,561		66,299	
Grant Proceeds	77,320	498,453	1,325,000	1,325,000	250,000
Non-Grant Reimbursements	79,315	21,452		14,000	
Court Fund Reimbursement	63,000	52,000	75,000	52,000	52,000
RRISD Reimbursement	1,401,652	969,368	1,192,000	1,192,000	772,500
Recycling Revenue	15,571	25,998	15,600	15,600	25,000
CDBG Reimbursement	54,487	84,211	65,000	65,000	65,000
State Grant - Training		25,259			
PD Special Events Reimbursment	218,413	266,958	218,000	218,000	250,000
Grant Proceeds		6,300			
<b>Total Contracts &amp; Other</b>	<b>5,762,723</b>	<b>5,788,530</b>	<b>6,646,321</b>	<b>7,768,935</b>	<b>6,513,085</b>
<b>Total Transfers In</b>	<b>3,590,000</b>	<b>3,355,800</b>	<b>3,389,358</b>	<b>3,389,358</b>	<b>4,555,000</b>
<b>TOTAL General Fund Revenues</b>	<b>\$ 96,342,657</b>	<b>\$102,402,710</b>	<b>\$106,766,359</b>	<b>\$110,931,067</b>	<b>\$114,039,635</b>

## 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	$0.20 + 0.28 = 0.48$

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.



### PROPERTY TAX 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 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).

**WILLIAMSON CENTRAL APPRAISAL DISTRICT (WCAD) AND 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. Approximately 96% of the City's taxable value is in Williamson County and 4% is in Travis County.

### Calculating the Effective Tax Rate

$$\frac{\text{Prior Year's Taxes} - \text{Taxes on Property Lost this Year}}{\text{Current Value of Property Taxes in the Prior Year}} \times \$100 = \text{Effective Tax Rate}$$

Source: Texas Comptroller of Public Accounts, 2013.

## PROPERTY TAX &amp; VALUE SUMMARY

**Taxable Property**

	FY 2018 Actual	FY 2019 Adopted	\$ Diff	% Diff
Total Assessed Value (AV)	\$12.5B	\$13.6B	\$1.1B	+ 8.8%
New Property	\$250M	\$322M	\$72M	+ 29%

**Tax Rate Components**

Maintenance & Operations Rate	0.28786	0.29813	0.01027	+ 3.6%
Debt Rate	0.14214	0.12187	-0.02023	-14.3%
<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	\$21.4M	+ \$1.9M	+ 9.7%

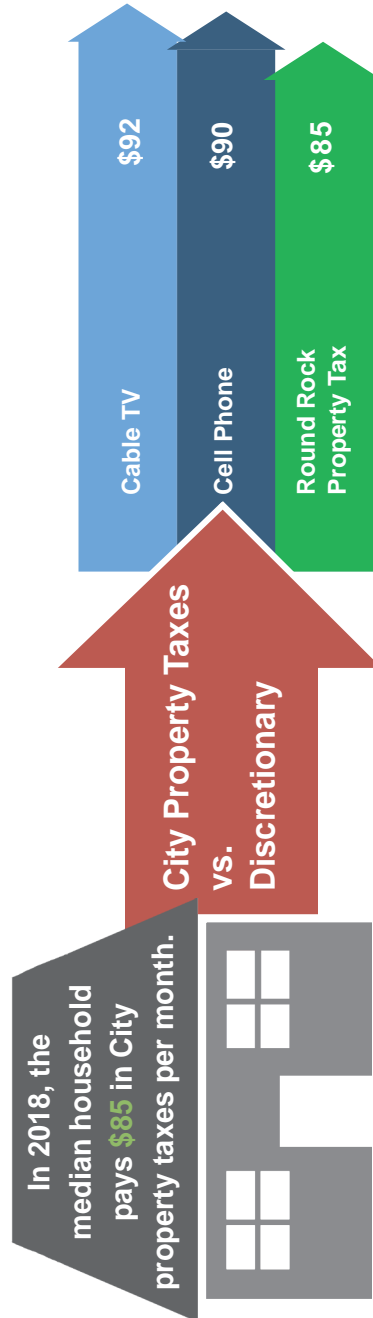
**Tax Rate Components**

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		

For every \$100,000 in property value, the FY 2019 City tax bill is \$420, which is an increase of \$14 or 3.4% over last year.

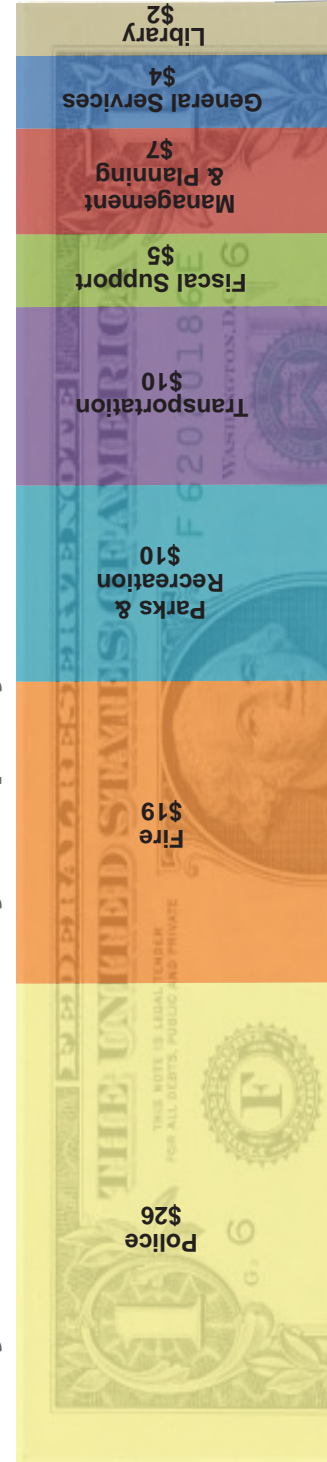
# PROPERTY TAX VALUE INFOGRAPHIC

## UNDERSTANDING HOW YOUR CITY TAX DOLLARS WORK

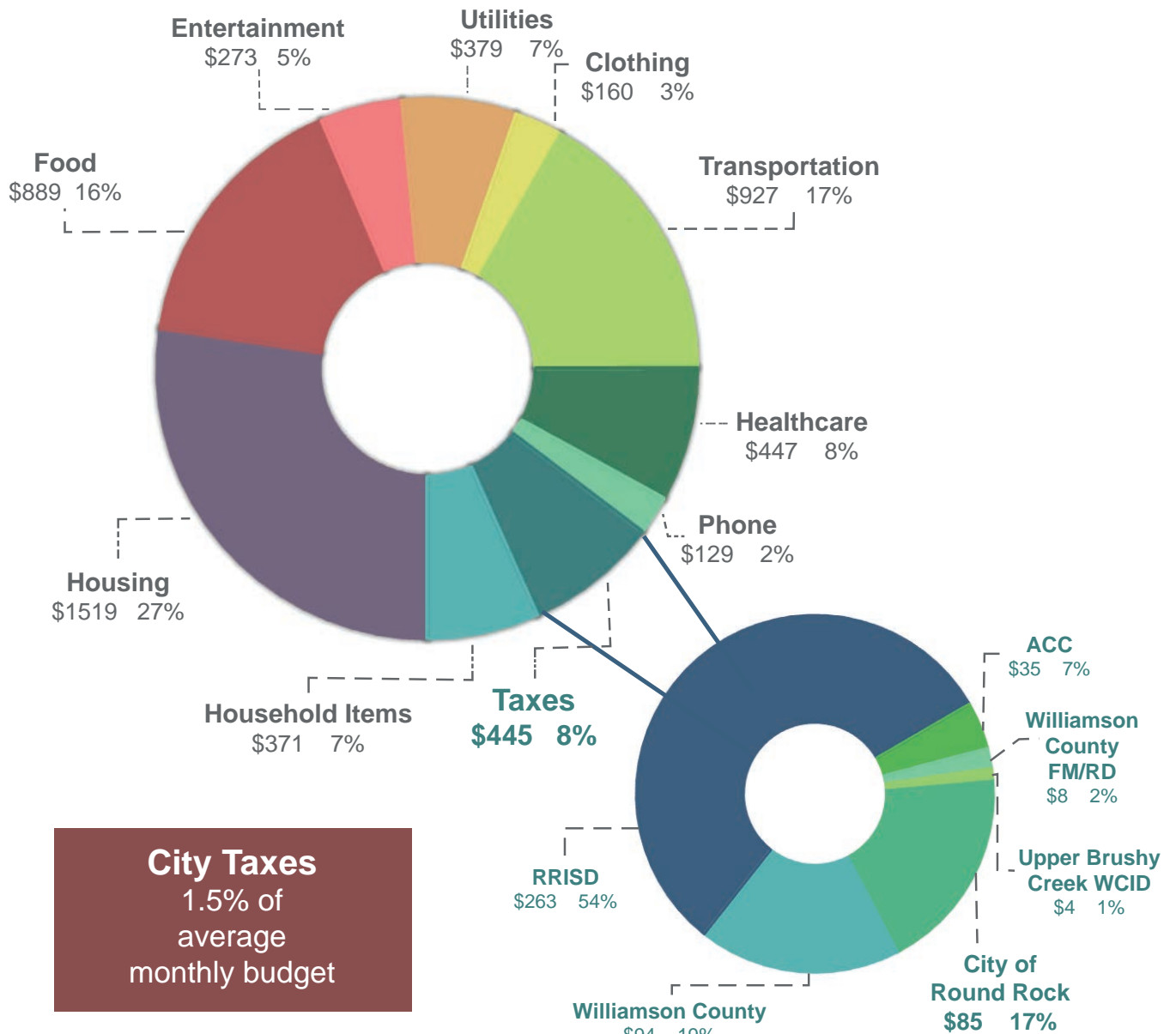


Source: Consumer Expenditure Survey, U.S. Bureau of Labor Statistics, September 2017

## Monthly breakdown of City Property Tax distribution



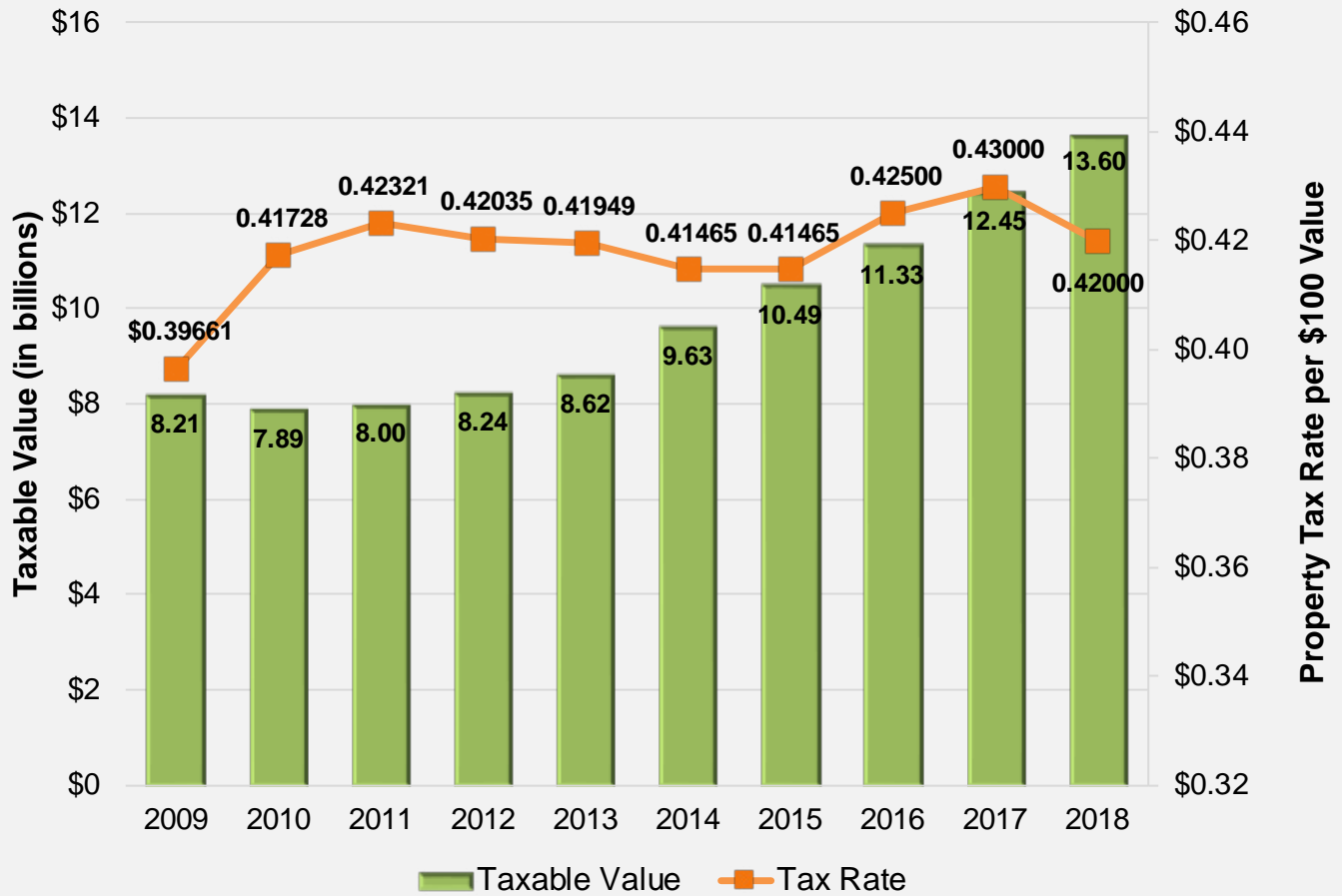
# AVERAGE HOUSEHOLD MONTHLY EXPENSES





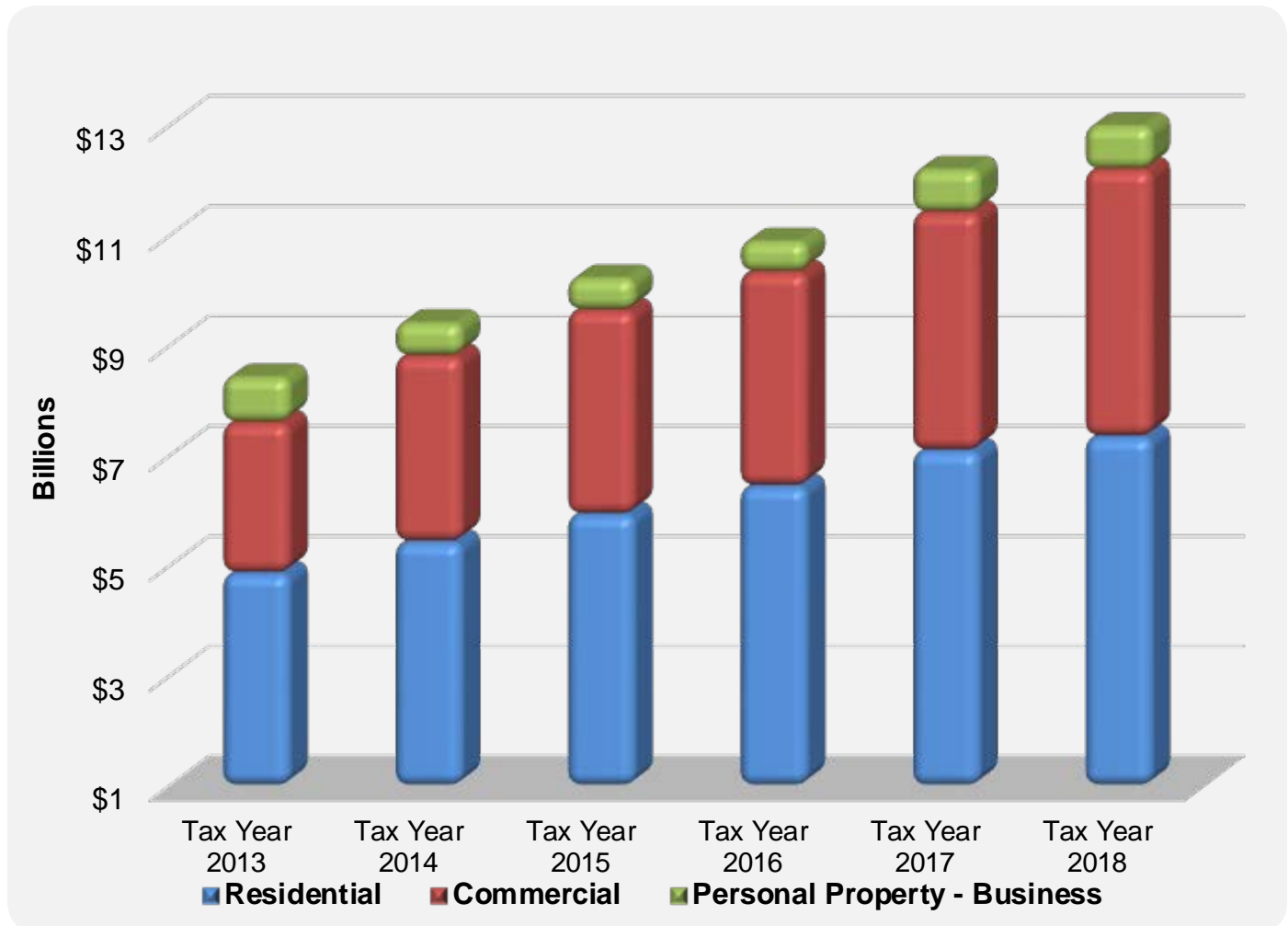
## REVENUE SUMMARIES

### 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

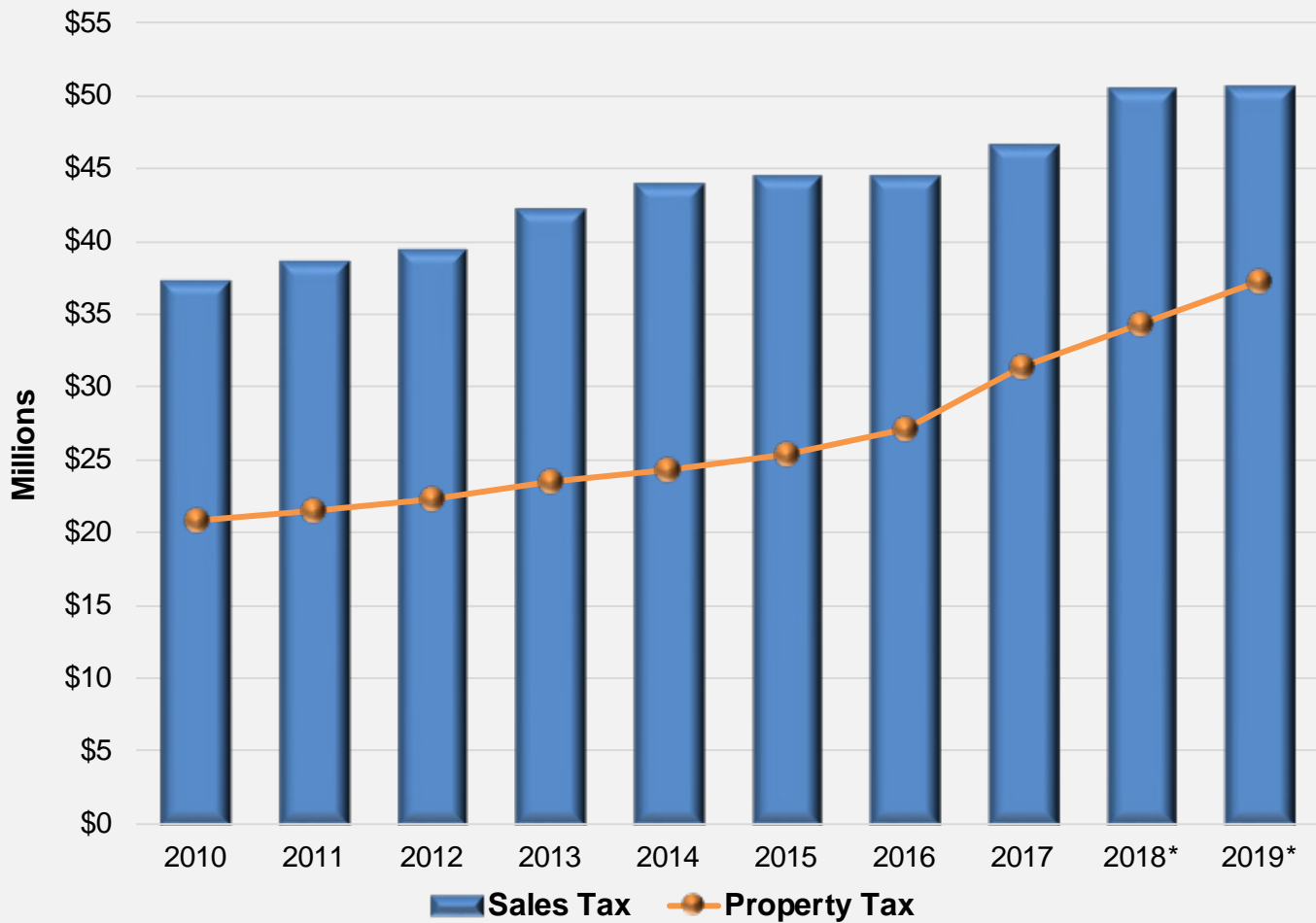
## TAXABLE ASSESSED VALUATION



Class of Property	Tax Year 2013	Tax Year 2014	Tax Year 2015	Tax Year 2016	Tax Year 2017	Tax Year 2018
Residential	4,863,360,862	5,431,201,350	5,933,189,051	6,443,692,473	7,088,512,604	7,343,627,722
Commercial	2,735,922,464	3,377,983,098	3,706,097,433	3,891,783,865	4,331,258,739	4,855,627,363
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	13,018,210,341
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>\$13,599,419,854</b>

## REVENUE SUMMARIES

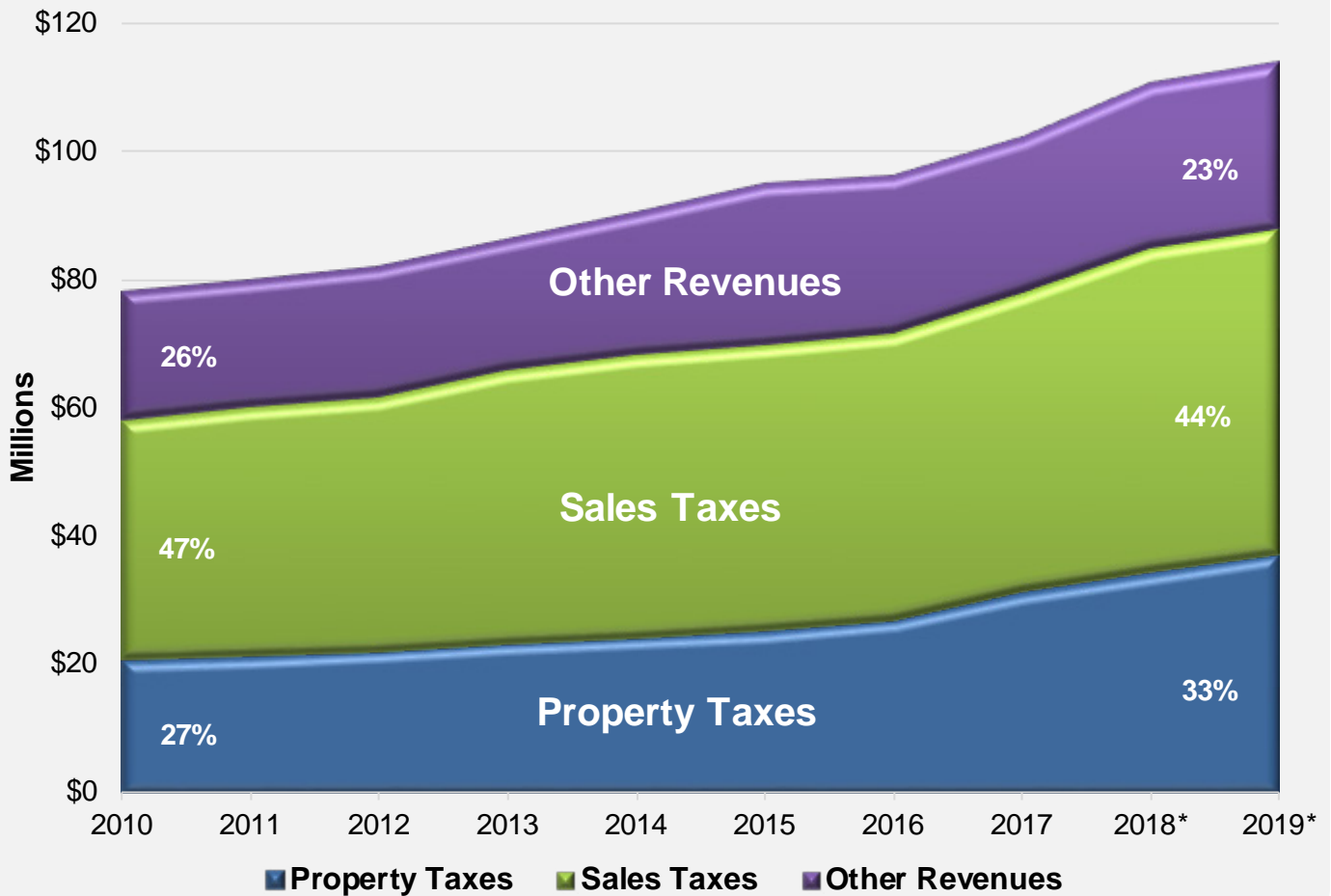
### 10 YEAR PROPERTY & SALES TAX ANALYSIS - GENERAL FUND



Year	Property Tax	Sales Tax
2010	20,826,670	37,296,834
2011	21,457,249	38,626,231
2012	22,248,742	39,443,432
2013	23,493,510	42,280,277
2014	24,330,110	43,926,440
2015	25,416,408	44,456,908
2016	27,092,340	44,470,674
2017	31,397,927	46,595,602
2018*	34,386,000	50,500,000
2019*	37,300,000	50,665,000

\*Projected amounts

## GENERAL FUND REVENUES





## UTILITY FUND REVENUE HIGHLIGHTS &amp; SUMMARY

Revenues	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Projected Actual	2019 Adopted Budget
Water & Related Services	24,912,984	26,984,345	25,792,485	25,657,149	27,382,585
Wastewater & Related Services	18,625,442	19,809,511	19,070,680	19,100,680	20,498,908
Other Charges	1,453,804	1,991,809	1,403,000	1,590,675	1,223,000
Impact Fees	8,269,653	8,215,831	4,250,000	8,000,000	8,000,000
Contracts & Other	2,141,046	1,885,756	2,277,664	3,176,095	5,062,192
<b>Total Revenues</b>	<b>\$55,402,929</b>	<b>\$58,887,252</b>	<b>\$52,793,829</b>	<b>\$57,524,599</b>	<b>\$62,166,685</b>

**WATER AND RELATED SERVICES** and **WASTEWATER AND RELATED SERVICES** revenues are fees from the City's water and wastewater customers for water and wastewater service. There is a 3.0% water rate increase included in the adopted budget that went into effect on October 1, 2018. This rate increase for FY 2019 is the second year of a three year planned implementation stemming from a recent update to water and wastewater rate model. With future development demands anticipated for the water system these rate increases are needed to fund capital improvement programs, an increase in system demands, and operating pressures. Based on the water and wastewater rate model, no wastewater increases are anticipated for the next several years.

**OTHER CHARGES** include revenues from Oversize Utility Line Fees, Interest Income, Convenience Fees, Connection & Transfer fees, and other smaller fees charged to the City's water and wastewater customers to help fund the water and wastewater systems. These revenues are projected to decrease for FY 2019 since the City is no longer charging convenience fees for credit card transactions with the implementation of a new utility billing system and web-based customer portal.

**IMPACT FEE** revenues are charges to developers to offset some of the costs for expanding the water and wastewater systems for new developments. These revenues are one-time in nature and fluctuate depending on the timing of large development projects. Impact Fee revenues are projected at \$8 million in FY 2019.

**CONTRACTS AND OTHER** include a variety of revenues for the City's water and wastewater systems. The FY 2019 actuals are projected higher because of the timing of intergovernmental revenues for regional capital projects of which Round Rock is a partner.

## UTILITY FUND REVENUE DETAILS

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
<b>Water &amp; Related Services</b>					
Water Service	24,436,796	25,350,629	24,263,420	25,312,149	27,067,585
Water Conservation Revenue	125,699	1,255,881	1,214,065		
Water Inspec & Meter Service	50,100	77,200	30,000	60,000	30,000
Water Penalty	300,389	300,636	285,000	285,000	285,000
<b>Total Water &amp; Related Services</b>	<b>24,912,984</b>	<b>26,984,346</b>	<b>25,792,485</b>	<b>25,657,149</b>	<b>27,382,585</b>
<b>Wastewater &amp; Related Services</b>					
Sewer Service	16,911,448	17,916,056	17,167,680	17,167,680	17,660,908
Sewer Service-BCRWWS	1,430,567	1,586,240	1,640,000	1,640,000	2,575,000
Sewer Inspection Fee	49,500	75,100	30,000	60,000	30,000
Sewer Discharge Permit	5,925	2,400	3,000	3,000	3,000
Sewer Penalty	228,002	229,715	230,000	230,000	230,000
<b>Total Wastewater &amp; Related Services</b>	<b>18,625,442</b>	<b>19,809,511</b>	<b>19,070,680</b>	<b>19,100,680</b>	<b>20,498,908</b>
<b>Other Charges</b>					
Connection & Transfer	175,225	180,321	145,000	175,000	145,000
Convenience Fees	195,803	207,135	180,000	91,175	
Environmental Lab	199,200	194,775	160,000	180,000	160,000
Industrial Pre-Treatment Surcharge	169,644	239,224	390,000	300,000	390,000
Interest Income	91,186	769,568	260,000	500,000	260,000
Meters & Fittings Sale	154,549	198,151	75,000	150,000	75,000
Oversize Utility Line Fees	209,493				
Reconnect Charges	168,373	144,483	170,000	170,000	170,000
Other Charges	90,331	58,153	23,000	24,500	23,000
<b>Total Other Revenues</b>	<b>1,453,804</b>	<b>1,991,810</b>	<b>1,403,000</b>	<b>1,590,675</b>	<b>1,223,000</b>
<b>Impact Fees</b>					
Impact Fess Revenues	8,269,653	8,215,831	4,250,000	8,000,000	8,000,000
<b>Total Impact Fees</b>	<b>8,269,653</b>	<b>8,215,831</b>	<b>4,250,000</b>	<b>8,000,000</b>	<b>8,000,000</b>
<b>Contracts &amp; Other</b>					
Donations & Other Miscellaneous	2,141,046	1,885,756	2,277,664	3,176,095	5,062,192
<b>Total Contracts &amp; Other</b>	<b>2,141,046</b>	<b>1,885,756</b>	<b>2,277,664</b>	<b>3,176,095</b>	<b>5,062,192</b>
<b>Total Utility Fund Revenues</b>	<b>55,402,929</b>	<b>58,887,253</b>	<b>52,793,829</b>	<b>57,524,599</b>	<b>62,166,685</b>

## REVENUE SUMMARIES

### DRAINAGE FUND REVENUE HIGHLIGHTS & SUMMARY

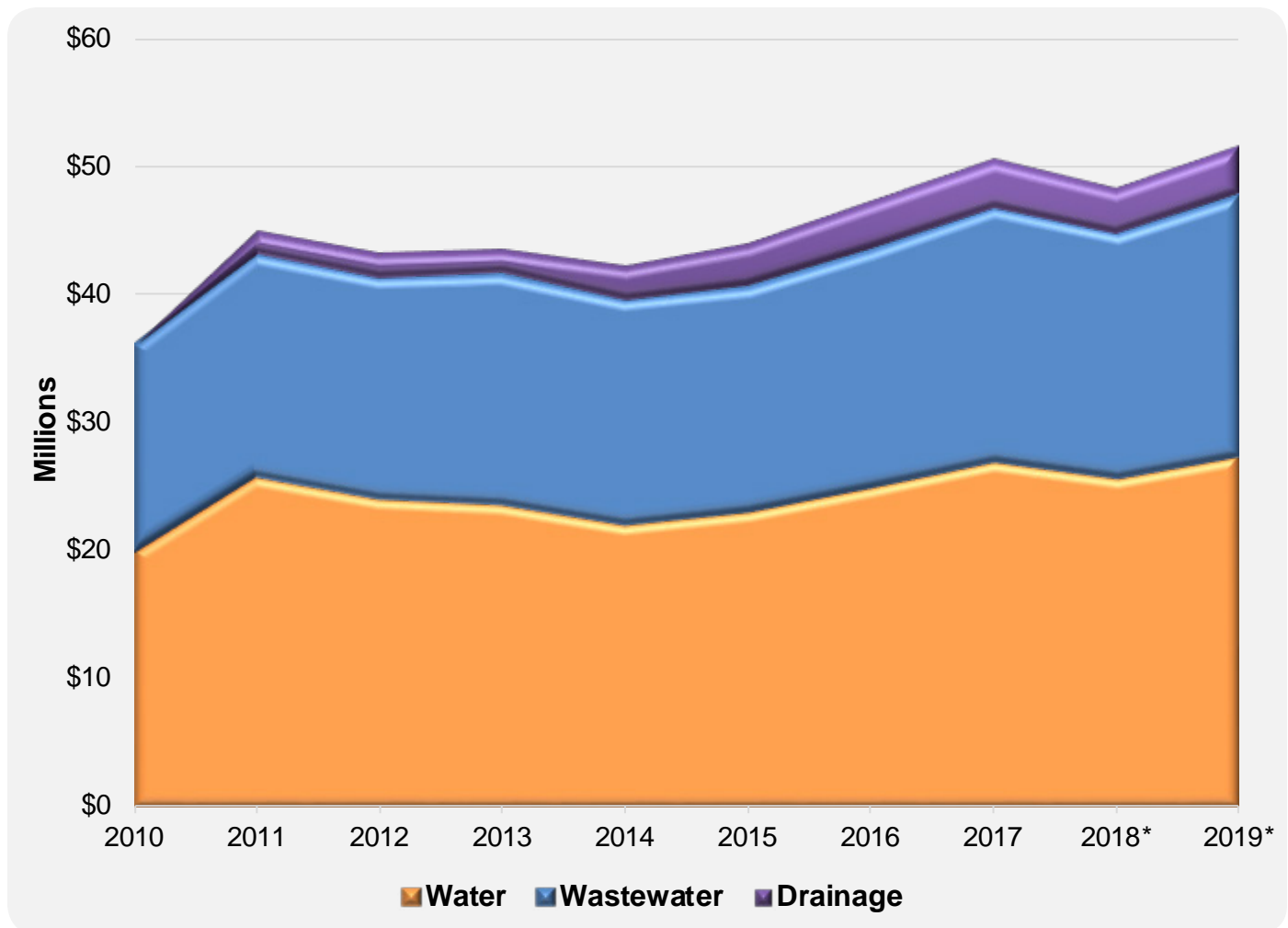
Revenues	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Drainage Fees - Residential	1,621,288	1,630,278	1,637,937	1,630,000	1,648,066
Drainage Fees - Commercial	1,750,464	1,818,702	1,791,088	1,800,000	1,896,736
Contracts & Other	398,168	373,454	180,000	213,101	180,000
<b>TOTAL Revenues</b>	<b>\$3,769,920</b>	<b>\$3,822,434</b>	<b>\$3,609,025</b>	<b>\$3,643,101</b>	<b>\$3,724,802</b>

**DRAINAGE FEES** for residential and commercial properties in the City are charged based on each property's impact to the City's drainage system. The current drainage fee rate is \$4.75 per month per Equivalent Residential Rate (ERU) which is based on the total impervious surface that contributes to drainage run-off.



Drainage crews cleaning up drainage ditch

## UTILITY &amp; DRAINAGE SERVICE REVENUES - 10 YEAR HISTORY



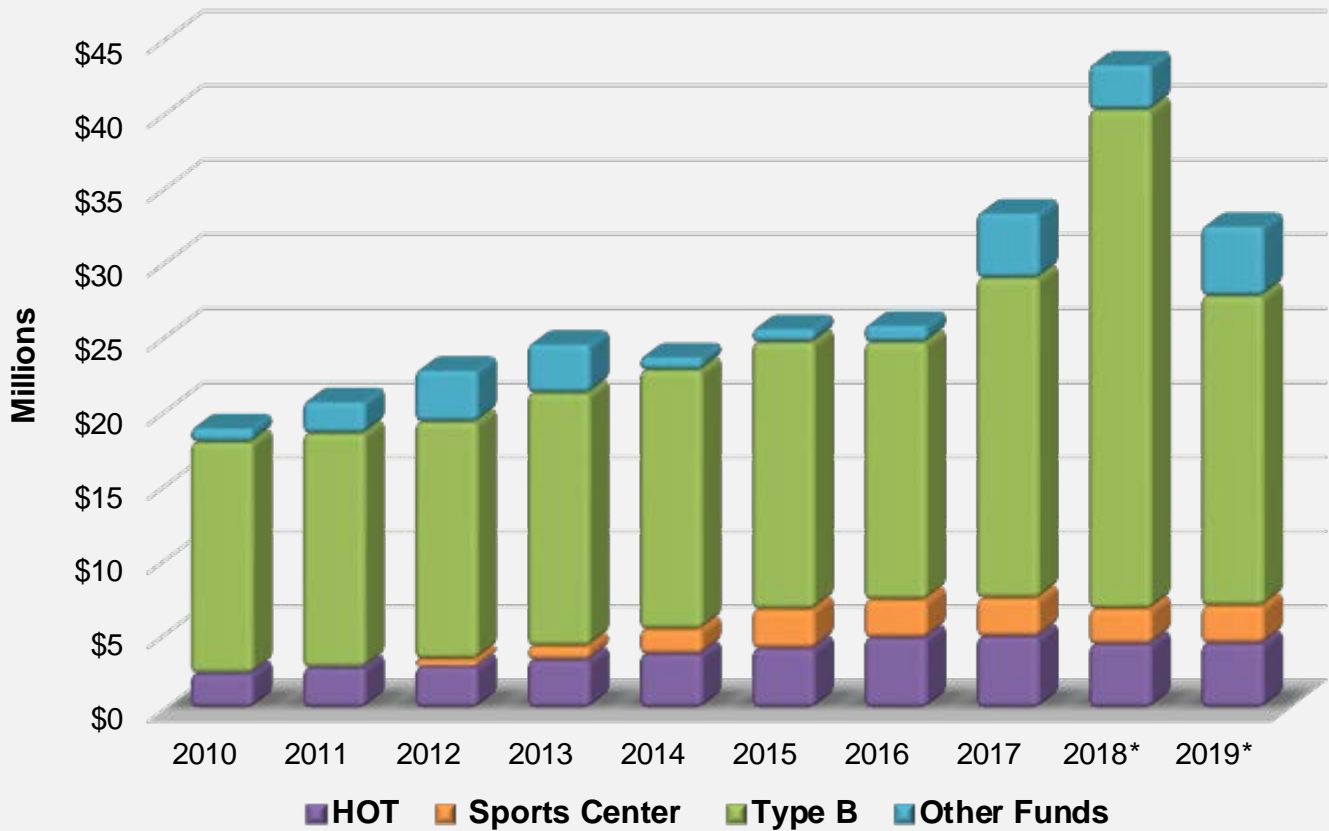
\*Projected amounts

**Note:** A separate Drainage Utility was established in FY 2011



## REVENUE SUMMARIES

### OTHER REVENUES- 10 YEAR HISTORY



\*Projected amounts

**Note:** The Special Revenue Funds increased in FY 2018 because the CDBG Fund was included in the annual budget for the first time, the Golf Course Fund was restructured, and the Type B Fund included \$8 million in grant revenues and received \$5 million through a partnership with Williamson County for transportation projects.

## OTHER REVENUES

**HOTEL & OCCUPANCY TAX** is a 7% tax on hotel stays that is used to promote tourism in Round Rock.

**SPORTS CENTER FUND** consists mainly of the Venue Tax which is a 2% voter-approved tax on hotel stays that funds the Round Rock Sports Center.

**TYPE B FUND** revenues include proceeds from one-half cent of the City's local option sales tax that funds transportation improvements and economic development projects in the City. This fund also includes contributions from Williamson County, Texas Department of Transportation (TxDOT), and other regional partners that fluctuate based on project timelines.

**OTHER SPECIAL REVENUE FUNDS** revenues are specific revenue sources that are restricted for certain expenditures based on state law.



Dell Diamond by Rock Studios- The Dell Diamond is funded in part from the Hotel Occupancy Tax Fund revenues



## GENERAL FUND SCHEDULE

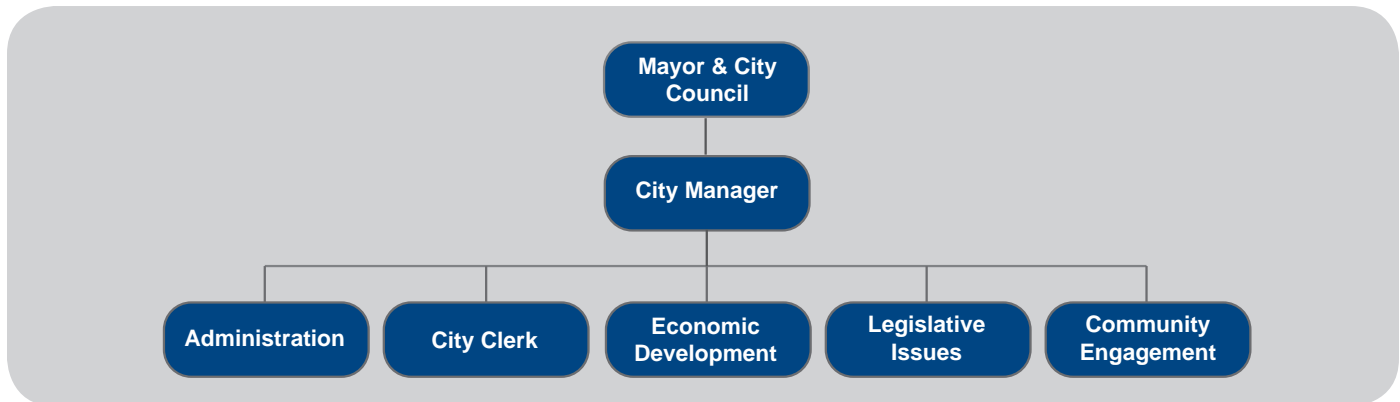
	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget	2020 Estimated Budget
<b>Beginning Fund Balance</b>	<b>\$ 52,800,084</b>	<b>\$ 47,660,554</b>	<b>\$ 50,322,084</b>	<b>\$ 51,210,349</b>	<b>\$ 38,697,846</b>
<b>Revenues</b>					
Property Tax	31,397,927	34,200,000	34,386,000	37,300,000	40,417,703
Sales Tax	46,595,602	47,612,655	50,500,000	50,665,000	51,338,208
Other Taxes & Franchise Fees	7,579,548	7,428,000	7,453,000	7,418,000	7,492,000
Licenses, Permits & Fees	1,594,007	1,658,125	1,645,738	1,572,150	1,588,000
Service Charges	1,377,734	1,423,000	1,358,000	1,351,000	1,385,000
Program Revenues	3,593,825	3,428,900	3,349,900	3,540,400	3,576,000
Fines & Forfeitures	1,119,737	980,000	1,080,136	1,125,000	1,136,000
Contracts & Other	5,788,530	6,646,321	7,768,935	6,513,085	6,578,000
Transfers In	3,355,800	3,389,358	3,389,358	4,555,000	4,601,000
<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>118,111,911</b>
<b>Expenses</b>					
Administration	1,866,240	1,823,328	1,821,928	1,859,069	1,924,577
Communications	732,651	793,197	723,443	1,162,546	1,191,935
Finance	3,206,329	3,302,532	3,302,018	3,617,465	3,752,194
Fire	18,618,554	22,114,976	21,796,067	22,410,885	23,355,198
Fiscal Support	2,950,227	3,378,367	3,043,162	5,136,882	5,218,061
General Services	4,153,471	4,666,178	4,368,021	5,164,187	5,318,115
Human Resources	1,251,362	1,357,848	1,255,519	1,494,981	1,545,387
Information Technology	4,211,430	4,676,879	4,417,676	4,744,291	4,782,345
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	3,031,708
Parks & Recreation	11,508,471	11,768,746	11,723,691	12,135,832	12,408,573
Planning & Development	3,854,211	4,912,527	4,751,159	5,132,998	5,327,151
Police	28,732,478	30,906,733	30,820,724	32,004,180	33,287,077
Recycling	145,654	150,956	150,879	173,199	179,136
Transportation	7,135,312	12,452,351	11,488,584	14,581,945	14,670,611
Operating Transfer	350,000	320,000	320,000	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>117,267,067</b>
<b>Net Change in Operations</b>	<b>\$ 9,832,934</b>	<b>\$ 9,357</b>	<b>\$ 6,925,718</b>	<b>\$ 9,690</b>	<b>\$ 844,844</b>
<b>Less:</b>					
Transfers	12,310,934	6,037,453	6,037,453	12,522,193	
Reservations & Designations	38,262,438	38,262,438	38,262,438	38,690,059	39,542,690
<b>Ending Fund Balance</b>	<b>\$ 12,059,646</b>	<b>\$ 3,370,020</b>	<b>\$ 12,947,911</b>	<b>\$ 7,787</b>	<b>\$ 0</b>

**Note:** The FY 2018 Projected Ending Fund Balance came in \$9.6 million above budgeted because revenues exceeded budget projections and expenses came in under budget. The FY 2019 Budget includes a transfer of \$12.5 million in fund balance to capital project funds for large one-time capital purchases including partial cash funding of the new City library.



## 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:



**FY 2018 HIGHLIGHTS:**

- Mayor Morgan and City Manager Laurie Hadley, along with participants from the Economic Development Partnership, opened communication with over 20 biotechnology 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:**

- Council to consider issuing certificates of obligation to fund much needed road improvements.

**WORKLOAD INDICATORS:**

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Agendas Posted	N/A	250	250	250	250
Public Notices Posted	N/A	106	100	100	100
City Council Items Processed	N/A	346	360	380	500
Open Record Requests Processed	N/A	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.

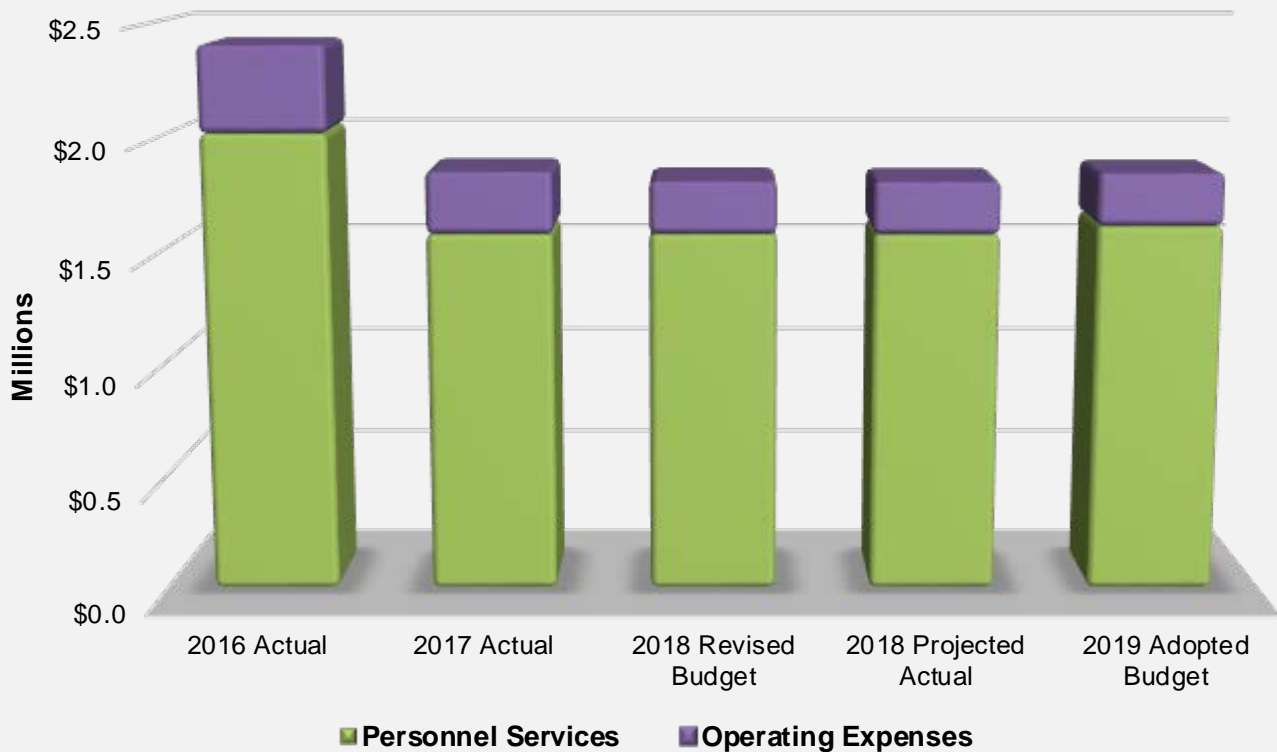
## GENERAL FUND

### ADMINISTRATION

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	2,029,170	1,589,933	1,590,369	1,588,969	1,625,051
Operating Expenses	382,368	276,307	232,959	232,959	234,018
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$2,411,538</b>	<b>\$1,866,240</b>	<b>\$1,823,328</b>	<b>\$1,821,928</b>	<b>\$1,859,069</b>
<b>Expenditures as a % of General Fund</b>	<b>2.9%</b>	<b>2.2%</b>	<b>2.0%</b>	<b>1.7%</b>	<b>1.8%</b>
<b>FTEs:</b>	<b>16.00</b>	<b>11.50</b>	<b>10.50</b>	<b>10.50</b>	<b>10.50</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>2.2%</b>	<b>1.5%</b>	<b>1.3%</b>	<b>1.3%</b>	<b>1.3%</b>

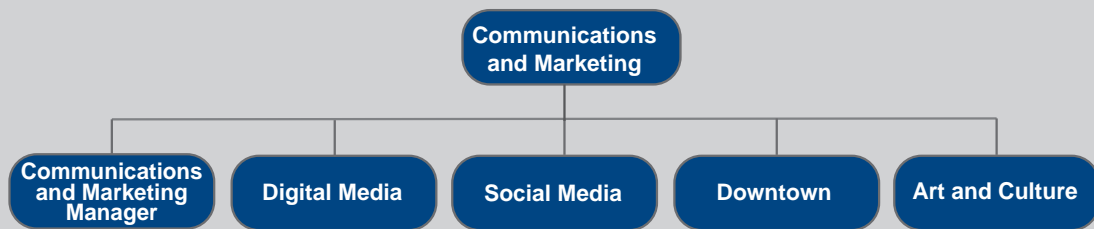
**FY 2018:** Two (2) FTEs transferred to a new Community Development division in the Planning Department.  
**FY 2017:** Decreased due to Communications & Marketing being moved out of Administration into its own department.

### Expenditures by Category



## 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:



### 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.



## COMMUNICATIONS AND MARKETING

### 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.

### 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.

### NEW PROGRAMS FOR FY 2019:

- A web/graphic design coordinator will ensure the content and design of our websites – roundrocktexas.gov, downtownroundrock-texas.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.

### WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Special Events Permit	21	25	30	35	35
Film Permits	13	15	20	20	10
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
Video Public Service Announcements	37	24	30	35	40
Billboard Videos	52	18	40	40	45
You Tube Subscribers	425	517	600	700	750

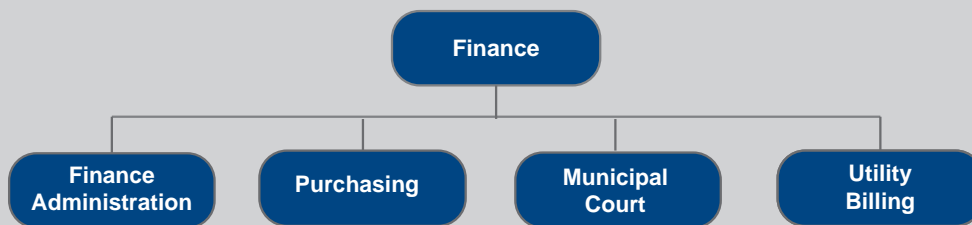
	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	-	524,091	519,962	490,313	606,757
Operating Expenses	-	208,560	273,235	233,130	530,789
Capital Outlay	-	-	-	-	25,000
<b>Total Expenditures:</b>	<b>\$0</b>	<b>\$732,651</b>	<b>\$793,197</b>	<b>\$723,443</b>	<b>\$1,162,546</b>
<b>Expenditures as a % of General Fund</b>	<b>0.0%</b>	<b>0.9%</b>	<b>0.9%</b>	<b>0.7%</b>	<b>1.1%</b>
<b>FTEs:</b>	<b>0.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>0.0%</b>	<b>0.7%</b>	<b>0.6%</b>	<b>0.6%</b>	<b>0.7%</b>

### Expenditures by Category



## 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 sup-

ports 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 investment 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 & SIGNIFICANT CHANGES:

- Earn fifth and final Transparency Star for

#### WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Accounts Payable Payments Processed	8,932	9,400	9,700	9,800	8,500
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	10,000	11,000
Courtroom appearances	2,970	2,783	3,513	3,500	3,500

#### 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

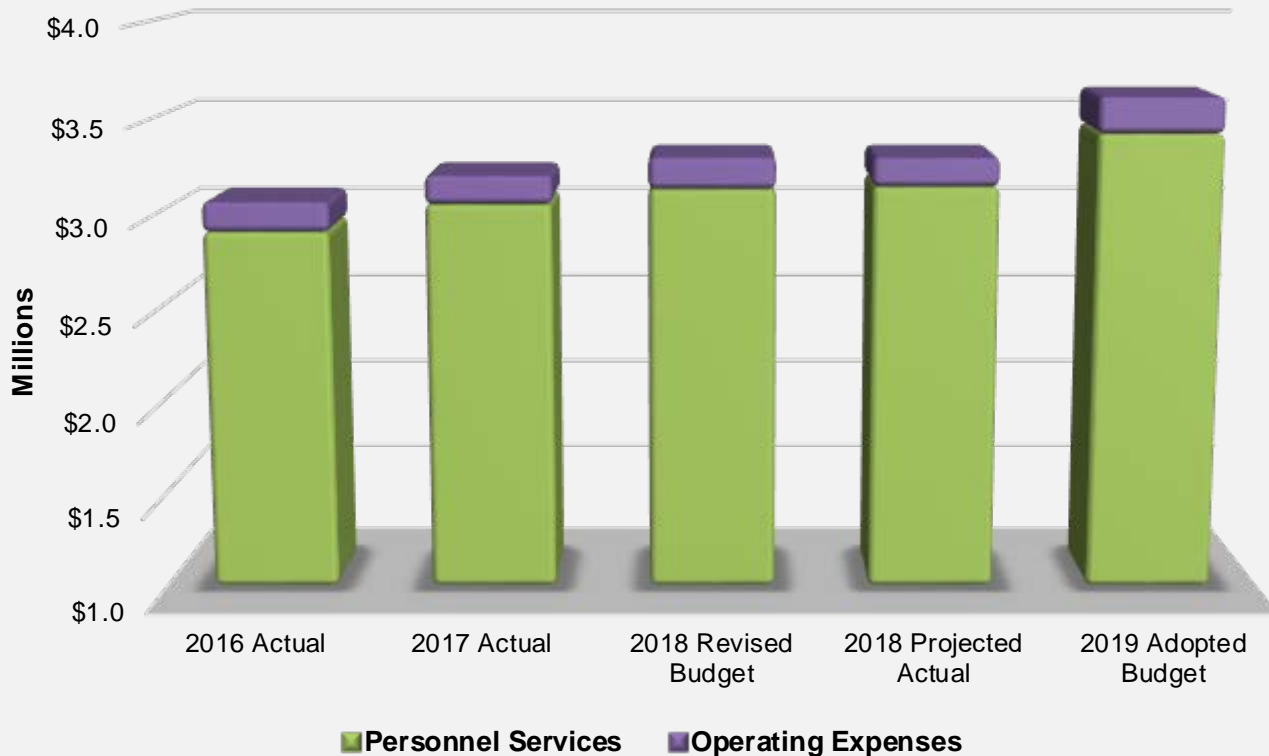


## FINANCE

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	2,908,967	3,054,524	3,134,872	3,146,558	3,423,098
Operating Expenses	159,684	151,805	167,660	155,460	194,367
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$3,068,651</b>	<b>\$3,206,329</b>	<b>\$3,302,532</b>	<b>\$3,302,018</b>	<b>\$3,617,465</b>
<b>Expenditures as a % of General Fund</b>	<b>3.7%</b>	<b>3.8%</b>	<b>3.6%</b>	<b>3.1%</b>	<b>3.5%</b>
<b>FTEs:</b>	<b>39.50</b>	<b>38.75</b>	<b>39.75</b>	<b>39.75</b>	<b>40.75</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>5.6%</b>	<b>5.2%</b>	<b>5.0%</b>	<b>5.0%</b>	<b>5.0%</b>

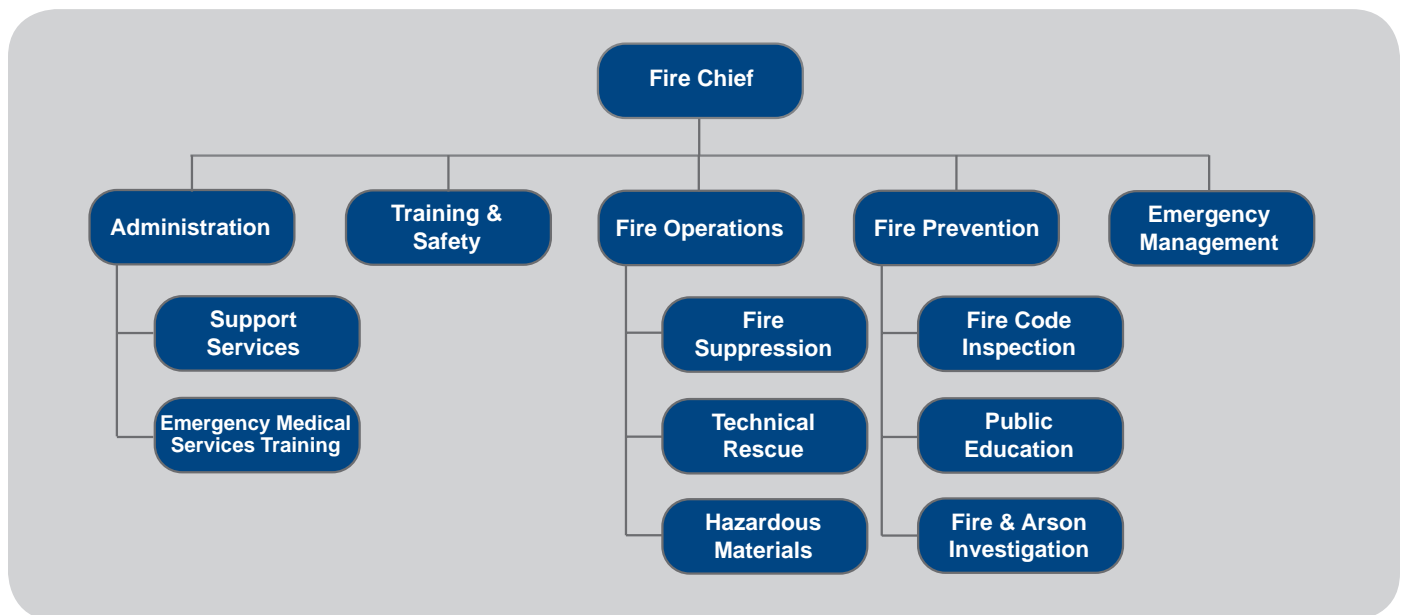
FY 2018: One (1) FTE transferred to new Community Development division in the Planning department.

## Expenditures by Category



## 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

## 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, Lowe's, 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 &amp; 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.
- 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.

#### WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
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

- **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

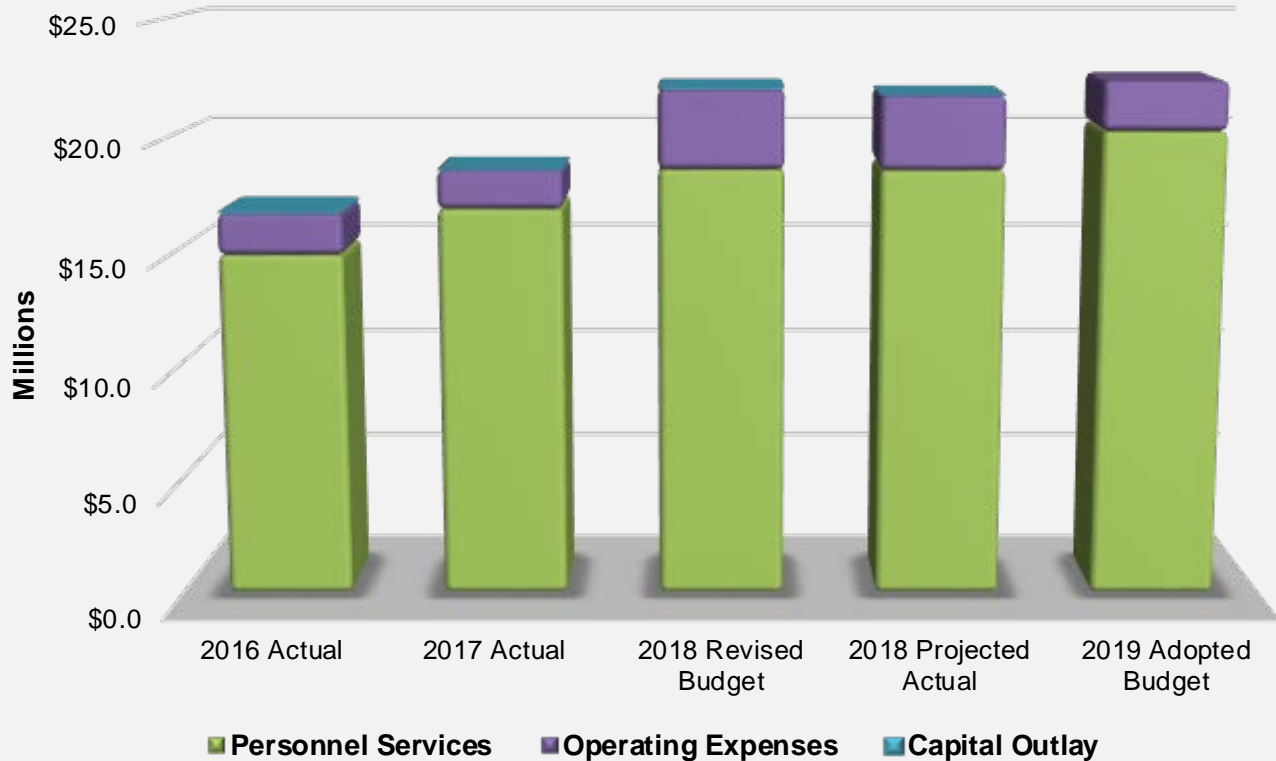


## GENERAL FUND

### FIRE

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	14,953,346	16,942,370	18,626,847	18,594,176	20,262,856
Operating Expenses	1,778,639	1,654,184	3,396,049	3,179,891	2,148,029
Capital Outlay	116,000	22,000	92,080	22,000	-
<b>Total Expenditures:</b>	<b>\$16,847,985</b>	<b>\$18,618,554</b>	<b>\$22,114,976</b>	<b>\$21,796,067</b>	<b>\$22,410,885</b>
<b>Expenditures as a % of General Fund</b>	<b>20.2%</b>	<b>21.9%</b>	<b>20.7%</b>	<b>21.0%</b>	<b>19.7%</b>
<i>Sworn</i>	<i>132.00</i>	<i>132.00</i>	<i>149.00</i>	<i>149.00</i>	<i>152.00</i>
<i>Civilian</i>	<i>8.00</i>	<i>8.00</i>	<i>9.00</i>	<i>9.00</i>	<i>10.00</i>
<b>FTEs:</b>	<b>140.00</b>	<b>140.00</b>	<b>158.00</b>	<b>158.00</b>	<b>162.00</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>19.8%</b>	<b>18.9%</b>	<b>20.0%</b>	<b>20.0%</b>	<b>20.1%</b>

### Expenditures by Category



## FISCAL SUPPORT & LEGAL SERVICES

The Fiscal Support Services department 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.

The Legal Services Department consists of the appointed City Attorney, the special counsel for the Ethics Commissions, and other outside attorneys retained from time to time to represent the City in specific matters.



### 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.

### GUIDING COUNCIL STRATEGIC GOAL:



### 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.

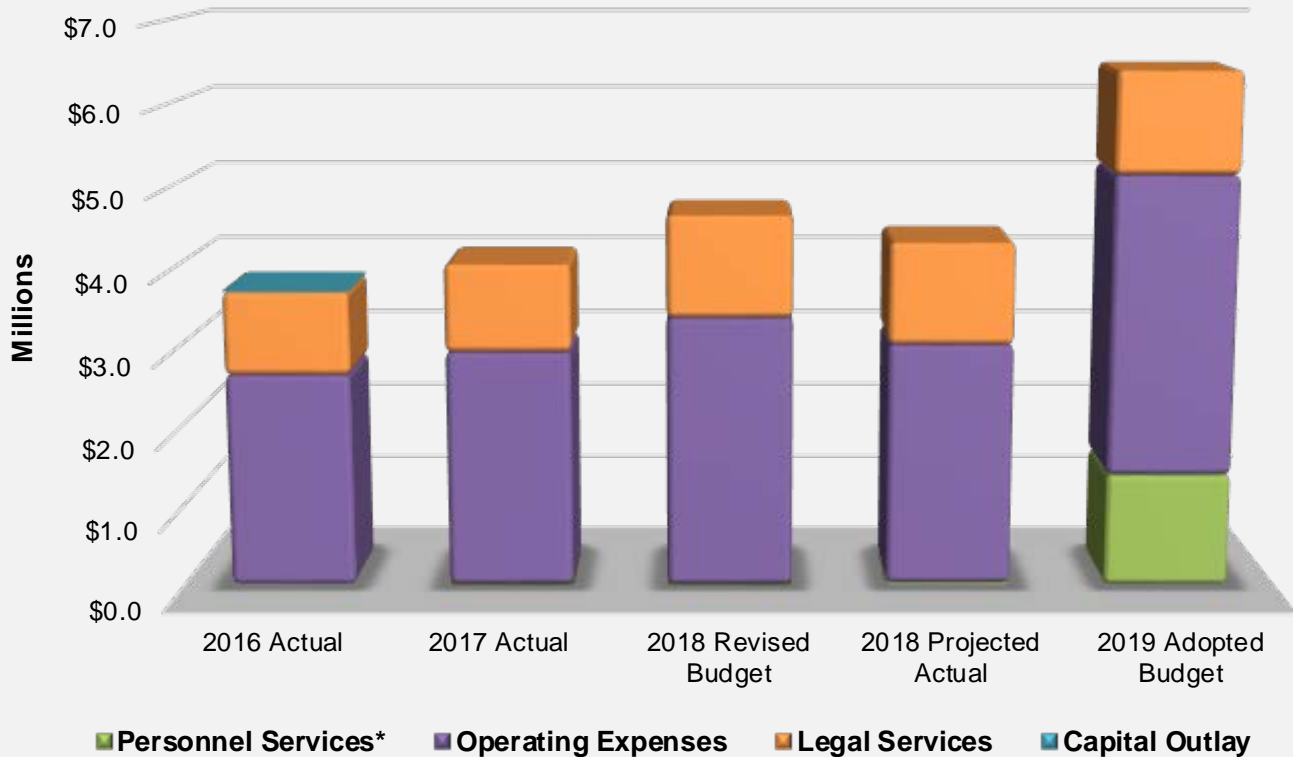
## GENERAL FUND

### FISCAL SUPPORT & LEGAL SERVICES

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services*	296,604	-	-	16,106	1,401,600
Operating Expenses	2,663,628	2,950,227	3,378,367	3,027,056	3,735,282
Legal Services	1,036,423	1,099,435	1,275,000	1,275,000	1,275,000
Capital Outlay	18,000	-	-	-	-
<b>Total Expenditures:</b>	<b>4,014,655</b>	<b>4,049,662</b>	<b>4,653,367</b>	<b>4,318,162</b>	<b>6,411,882</b>
<b>Expenditures as a % of General Fund</b>	<b>4.8%</b>	<b>4.8%</b>	<b>5.0%</b>	<b>4.0%</b>	<b>6.2%</b>
<b>FTEs:</b>	-	-	-	-	-
<b>Authorized Personnel as a % of General Fund</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>

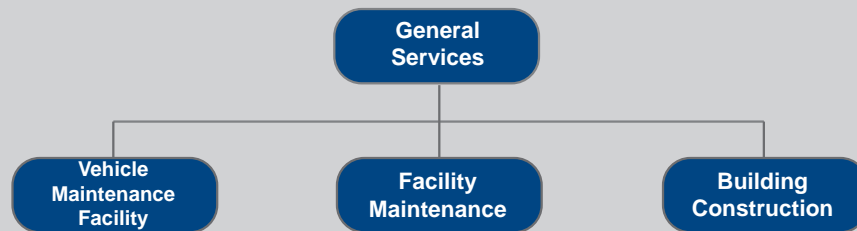
**Note:** Personnel Services for FY 2019 include funding for projected health insurance premium increases and salary increases for Non-Public Safety personnel that will be allocated to other departments.

### Expenditures by Category



## 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 & SIGNIFICANT CHANGES:

- 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

### NEW PROGRAMS FOR FY 2019:

- Facility Tech and Custodian for Public Safety Training Facility
- Mechanic - Fire
- Convert two (2) part-time Custodians to full-time

### FY 2020 OVERVIEW AND BEYOND:

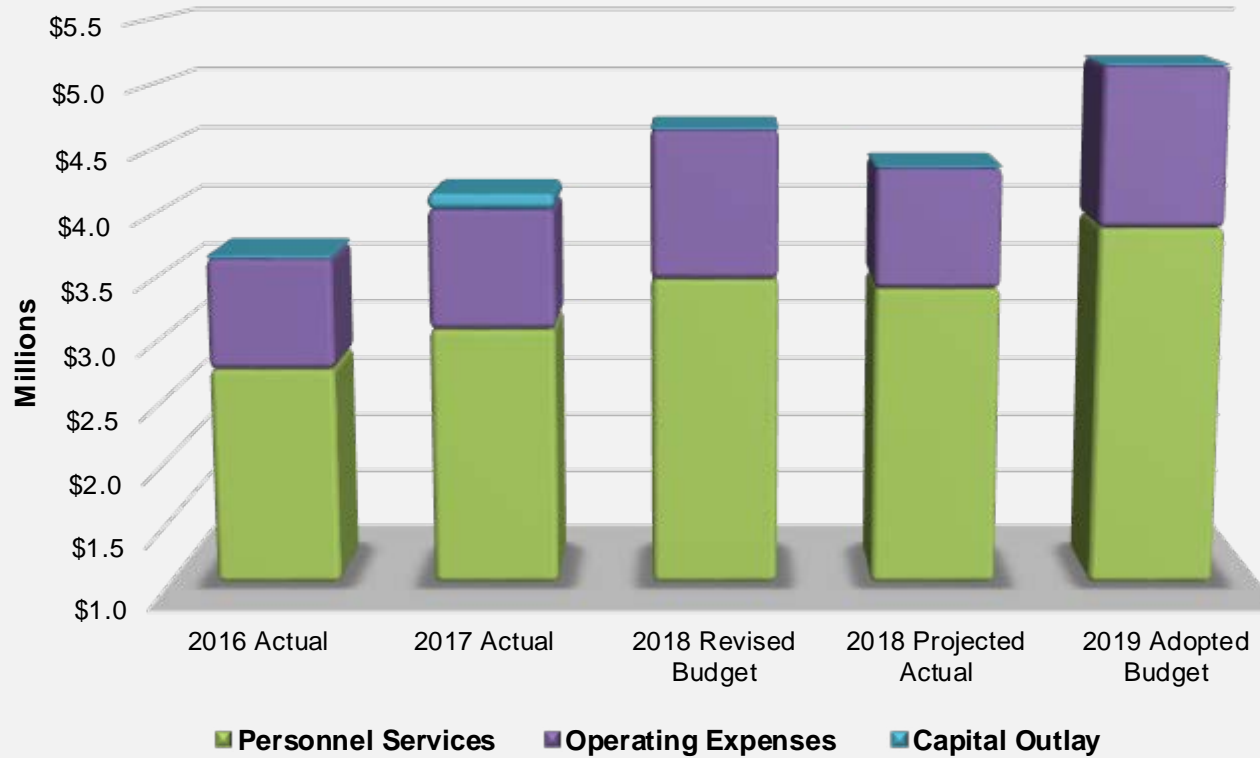
- Building Construction - start construction of Public Library
- Building Construction - complete construction of Fire Station 3

### WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
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	2

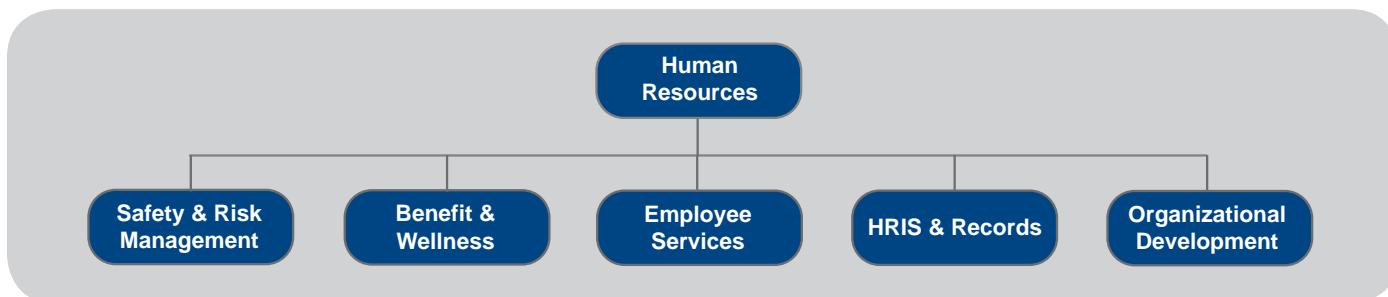
	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	2,747,067	3,068,062	3,470,067	3,394,779	3,876,964
Operating Expenses	884,059	954,489	1,176,111	953,242	1,267,223
Capital Outlay	31,975	130,920	20,000	20,000	20,000
<b>Total Expenditures:</b>	<b>\$3,663,101</b>	<b>\$4,153,471</b>	<b>\$4,666,178</b>	<b>\$4,368,021</b>	<b>\$5,164,187</b>
<b>Expenditures as a % of General Fund</b>	<b>4.4%</b>	<b>4.9%</b>	<b>5.0%</b>	<b>4.1%</b>	<b>5.0%</b>
<b>FTEs:</b>	<b>41.00</b>	<b>44.00</b>	<b>48.00</b>	<b>48.00</b>	<b>52.00</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>5.8%</b>	<b>5.9%</b>	<b>6.1%</b>	<b>6.1%</b>	<b>6.4%</b>

### Expenditures by Category



## 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:



### 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:**

<b>Indicator</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Projected</b>	<b>FY 2019 Projected</b>
Number of Employment Verifications	119	59	136	90	125
Number of Applicant Background Checks and Drug Screens	117	183	180	190	225
Number of Exit Interviews	52	20	45	17	30
Number of Compensation Surveys	70	35	30	36	40
Number of Employee Development Trainings	82	55	72	75	85
Number of Employment Applications	11,258	7,575	14,049	12,179	15,000
Number of Open Records Requests	19	13	21	20	25



**Human Resources is located in Downtown Round Rock, off Main Street.  
Sharon Prete Plaza by Beth Wilson**

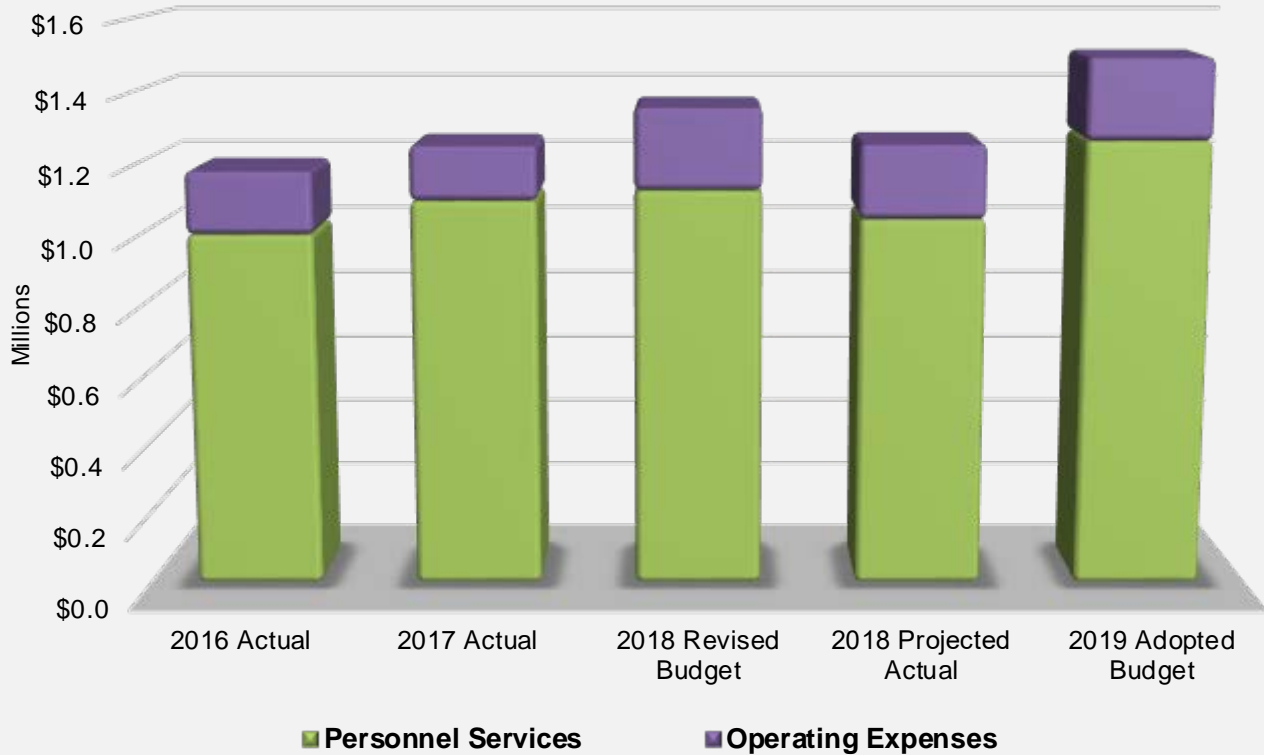


## GENERAL FUND

### HUMAN RESOURCES

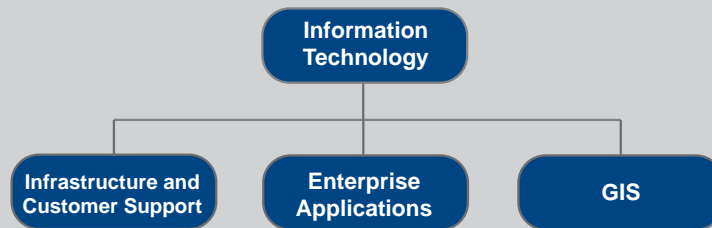
	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	1,002,728	1,097,192	1,126,708	1,045,379	1,264,191
Operating Expenses	177,968	154,170	231,140	210,140	230,790
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$1,180,696</b>	<b>\$1,251,362</b>	<b>\$1,357,848</b>	<b>\$1,255,519</b>	<b>\$1,494,981</b>
<b>Expenditures as a % of General Fund</b>	<b>1.4%</b>	<b>1.5%</b>	<b>1.5%</b>	<b>1.2%</b>	<b>1.4%</b>
<b>FTEs:</b>	<b>11.75</b>	<b>11.75</b>	<b>11.75</b>	<b>11.75</b>	<b>12.75</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>1.7%</b>	<b>1.6%</b>	<b>1.5%</b>	<b>1.5%</b>	<b>1.6%</b>

### Expenditures by Category



## 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)

### FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- 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

## INFORMATION TECHNOLOGY

- 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

## NEW PROGRAMS FY 2019:

- 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:

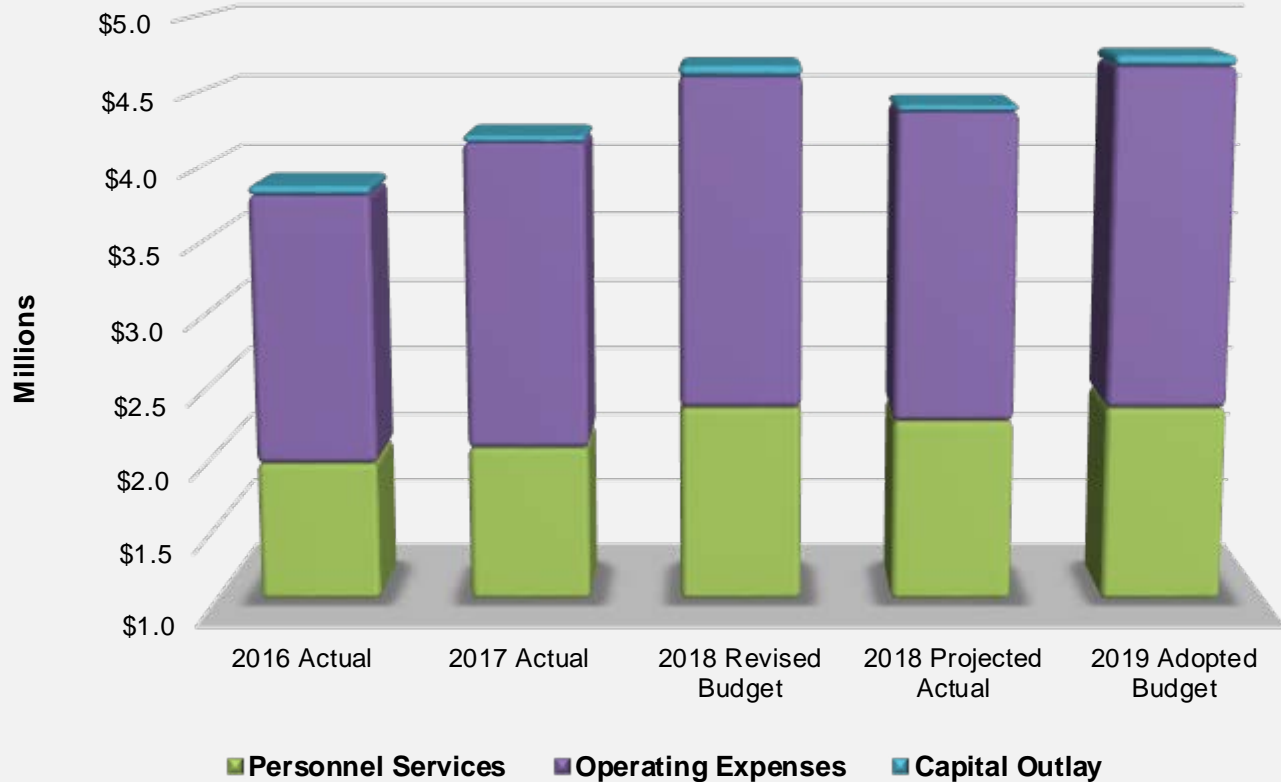
Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Help Desk Tickets Resolved	5,700	5,000	5,400	6,400	7,600
PC Replacement	160	195	230	250	260
IT Major Projects Implemented	10	14	12	9	10
Page Visits for Public Facing Websites	4,039,314	4,296,463	4,359,352	4,400,000	4,700,000
Usage of RRTX Wi-Fi (Data Usage)	26 TB	34 TB	48 TB	55 TB	60 TB
Technology Funded Projects	8	15	13	5	10
Mobile App Downloads	1,438	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

**Note:** The IT Department did not begin tracking total email messages processed, email malware campaigns blocked, and email threats blocked till FY 2018.

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	1,960,924	2,070,597	2,351,259	2,257,476	2,348,319
Operating Expenses	1,846,357	2,090,332	2,250,620	2,109,200	2,320,972
Capital Outlay	65,569	50,501	75,000	51,000	75,000
<b>Total Expenditures:</b>	<b>\$3,872,850</b>	<b>\$4,211,430</b>	<b>\$4,676,879</b>	<b>\$4,417,676</b>	<b>\$4,744,291</b>
<b>Expenditures as a % of General Fund</b>	<b>4.6%</b>	<b>4.9%</b>	<b>5.1%</b>	<b>4.1%</b>	<b>4.6%</b>
<b>FTEs:</b>	<b>22.00</b>	<b>22.00</b>	<b>21.00</b>	<b>21.00</b>	<b>22.00</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>3.1%</b>	<b>3.0%</b>	<b>2.7%</b>	<b>2.7%</b>	<b>2.7%</b>

FY 2019: Transferred 1 FTE from Parks & Recreation Department

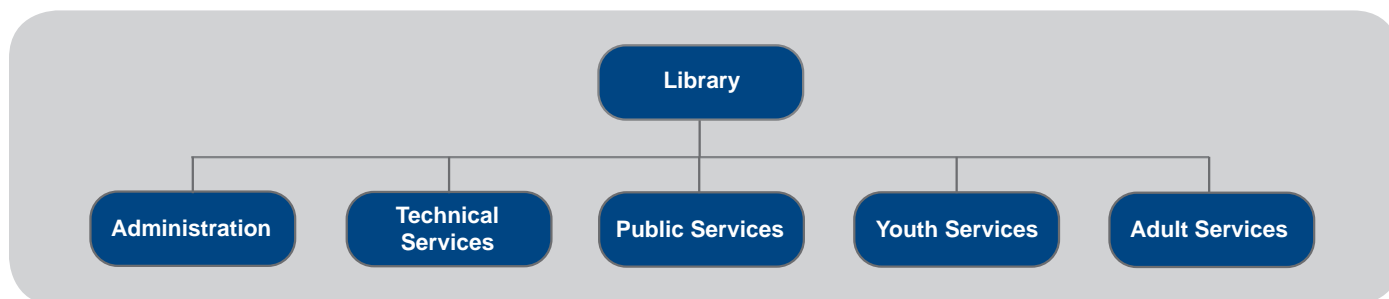
### Expenditures by Category





## **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.
- 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	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
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



**The Round Rock Public Library is a popular destination for tens of thousands from across our community each year**

## GENERAL FUND

### LIBRARY

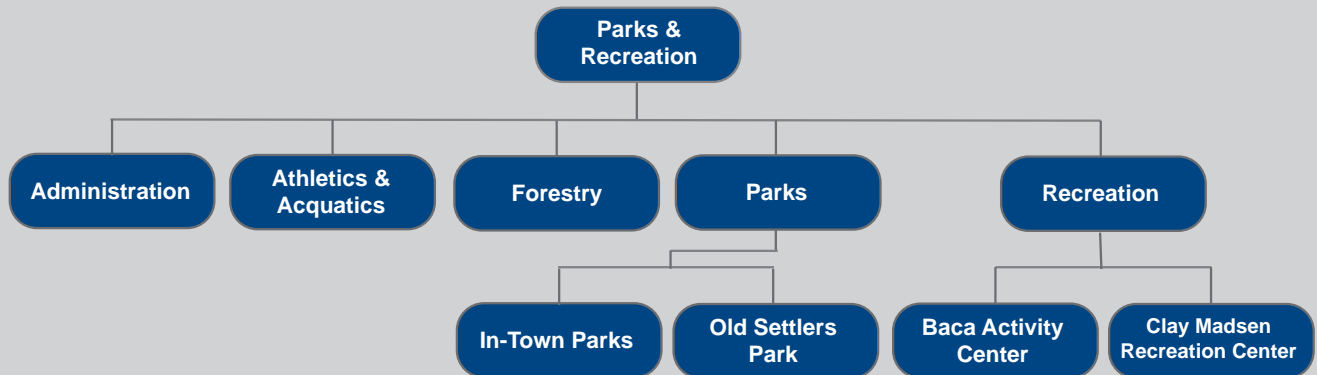
	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	1,940,131	2,078,411	2,138,278	2,028,372	2,214,158
Operating Expenses	663,129	658,045	719,105	719,105	722,327
Capital Outlay	-	17,495	-	-	-
<b>Total Expenditures:</b>	<b>\$2,603,260</b>	<b>\$2,753,951</b>	<b>\$2,857,383</b>	<b>\$2,747,477</b>	<b>\$2,936,485</b>
<b>Expenditures as a % of General Fund</b>	<b>3.1%</b>	<b>3.2%</b>	<b>2.7%</b>	<b>2.6%</b>	<b>2.6%</b>
<b>FTEs:</b>	<b>30.50</b>	<b>30.50</b>	<b>31.00</b>	<b>31.00</b>	<b>31.50</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>4.3%</b>	<b>4.1%</b>	<b>3.9%</b>	<b>3.9%</b>	<b>3.9%</b>

### Expenditures by Category



## PARKS & RECREATION

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



### VISION:

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

**PARKS & RECREATION**

PARC Repair & Replacement Program Projects including: Frontier Park Renovation, RR West Park Tennis Court Lights, Shayla Dame Skatepark Renovations, Memorial Park Playground 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 Guide's Best of Award for the second year in a row.
- Increased PARC 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 PARC 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)

**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 PARC Repair & Replacement Program to include: Krebsbach Pool Improvements, 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 PARC 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).
- Design and construction of OSP Maintenance Yard Security Improvements.

**NEW PROGRAMS FY 2019:**

- July 4<sup>th</sup> Parade enhancements
- PARC Maintenance Worker
- PARC Maintenance Worker- Senior
- 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 PARC Repair & Replacement Program to include: Rock Hollow Playground Replacement, Bradford Park Playground Replacement, Meadow Lake Playground Replacement and Kinningham Park Playground Replacement.



## WORKLOAD INDICATORS:

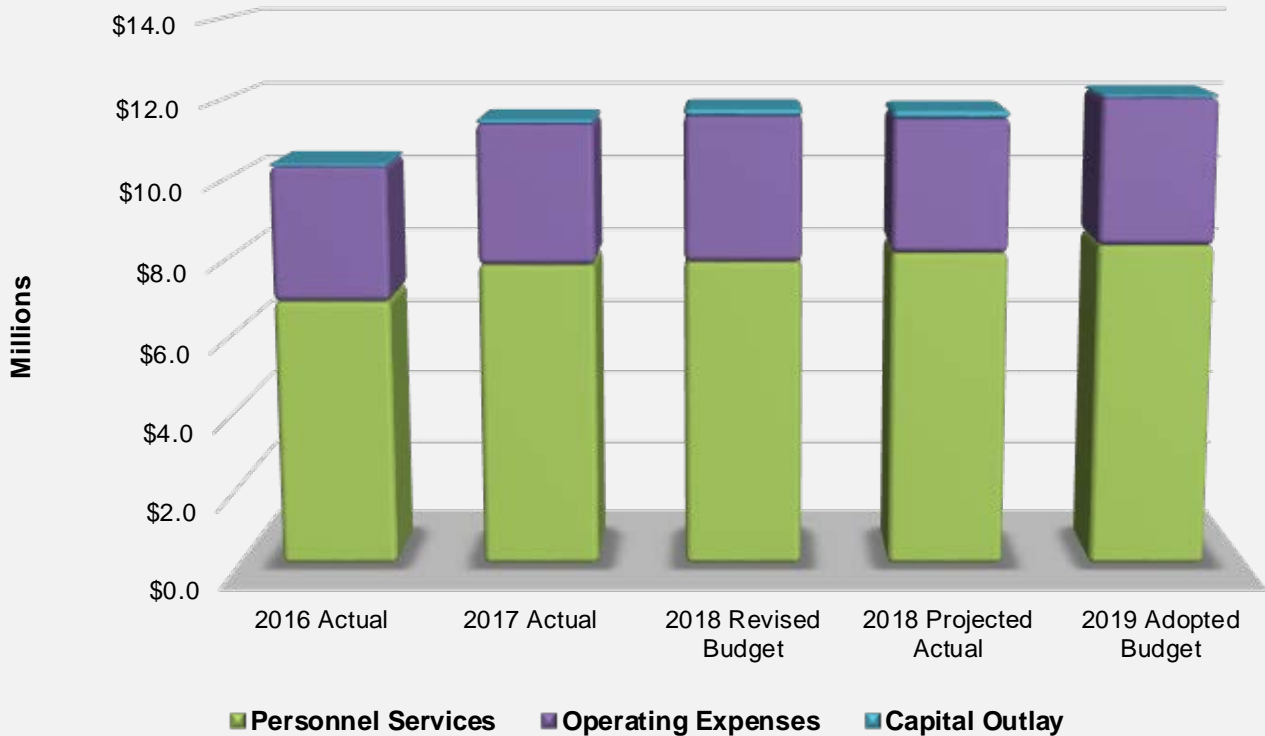
Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
<b>Parks Division Measures</b>					
Acres of parkland and open space	2,035	2,270	2,270	2,280	2,285
Hours of athletic field use	23,450	25,669	25,000	25,000	22,500
Miles of trail	18.81	22.95	23.19	23.95	25
Average 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	\$120,000	\$130,000
Sponsorships and donations received	\$75,083	\$89,580	\$329,285	\$150,000	\$160,000
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

## GENERAL FUND

### PARKS & RECREATION

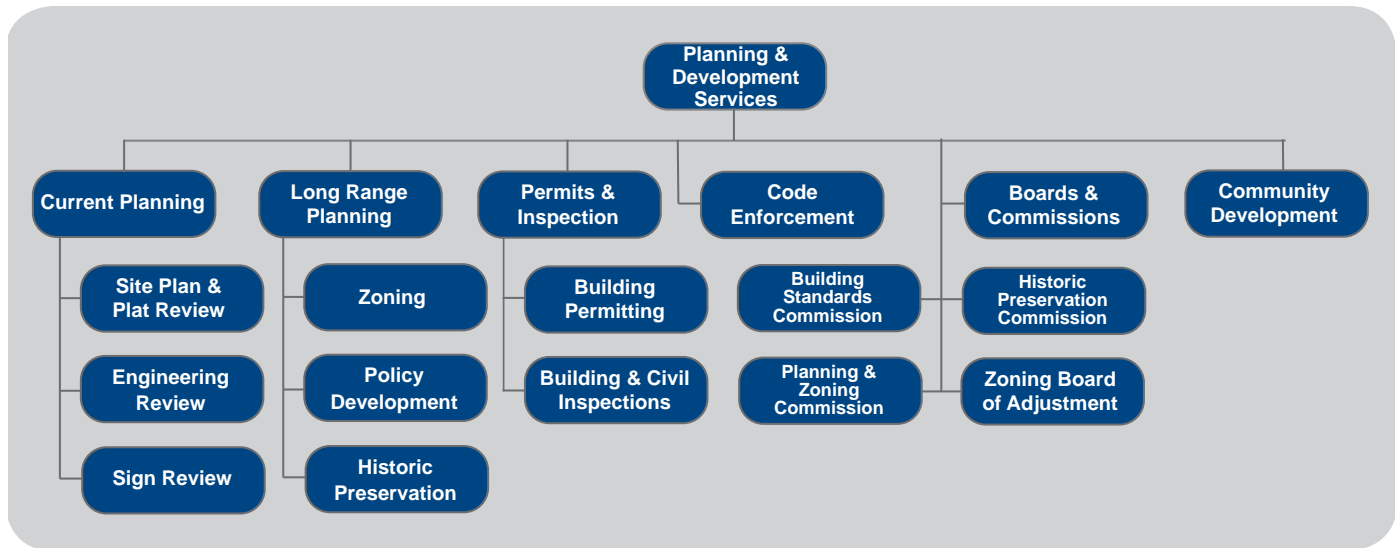
	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	6,877,099	7,818,573	7,893,367	8,122,718	8,319,691
Operating Expenses	3,429,110	3,566,766	3,696,919	3,400,072	3,719,141
Capital Outlay	101,242	123,132	178,460	200,901	97,000
<b>Total Expenditures:</b>	<b>\$10,407,451</b>	<b>\$11,508,471</b>	<b>\$11,768,746</b>	<b>\$11,723,691</b>	<b>\$12,135,832</b>
<b>Expenditures as a % of General Fund</b>	<b>12.5%</b>	<b>13.5%</b>	<b>12.7%</b>	<b>11.0%</b>	<b>11.7%</b>
<b>FTEs:</b>	<b>105.88</b>	<b>102.00</b>	<b>105.38</b>	<b>105.38</b>	<b>107.38</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>15.0%</b>	<b>13.8%</b>	<b>14.0%</b>	<b>13.3%</b>	<b>13.6%</b>

**Expenditures by Category**



## PLANNING & 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 &amp; DEVELOPMENT SERVICES

## 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

## FY 2019 OVERVIEW &amp; 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

## 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

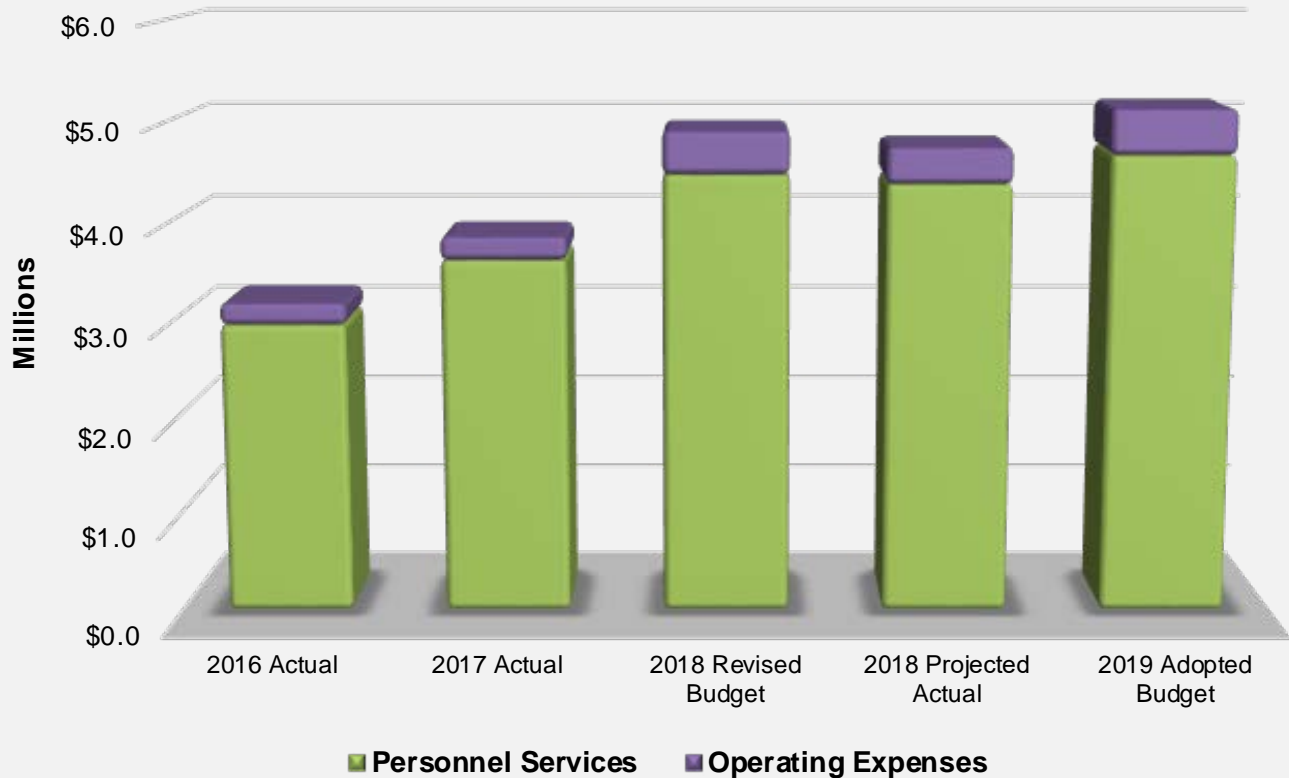
## WORKLOAD INDICATORS:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
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

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
<b>Personnel Services</b>	2,961,840	3,618,263	4,477,004	4,381,656	4,670,330
<b>Operating Expenses</b>	219,488	235,948	435,523	369,503	462,668
<b>Capital Outlay</b>	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$3,181,328</b>	<b>\$3,854,211</b>	<b>\$4,912,527</b>	<b>\$4,751,159</b>	<b>\$5,132,998</b>
<b>Expenditures as a % of General Fund</b>	3.8%	4.5%	5.3%	4.5%	4.9%
<b>FTEs:</b>	<b>36.75</b>	<b>43.75</b>	<b>52.00</b>	<b>52.00</b>	<b>52.00</b>
<b>Authorized Personnel as a % of General Fund</b>	5.2%	5.9%	6.9%	6.6%	6.6%

**FY 2018:** FTEs include three (3) transferred from Administration and Finance for a new Community Development division.

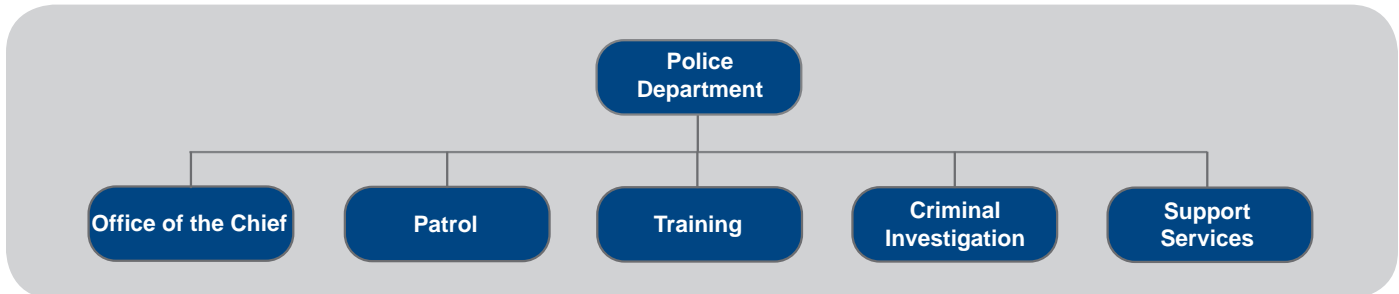
### Expenditures by Category





## 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:

- 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, 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.

**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.

ment'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:**

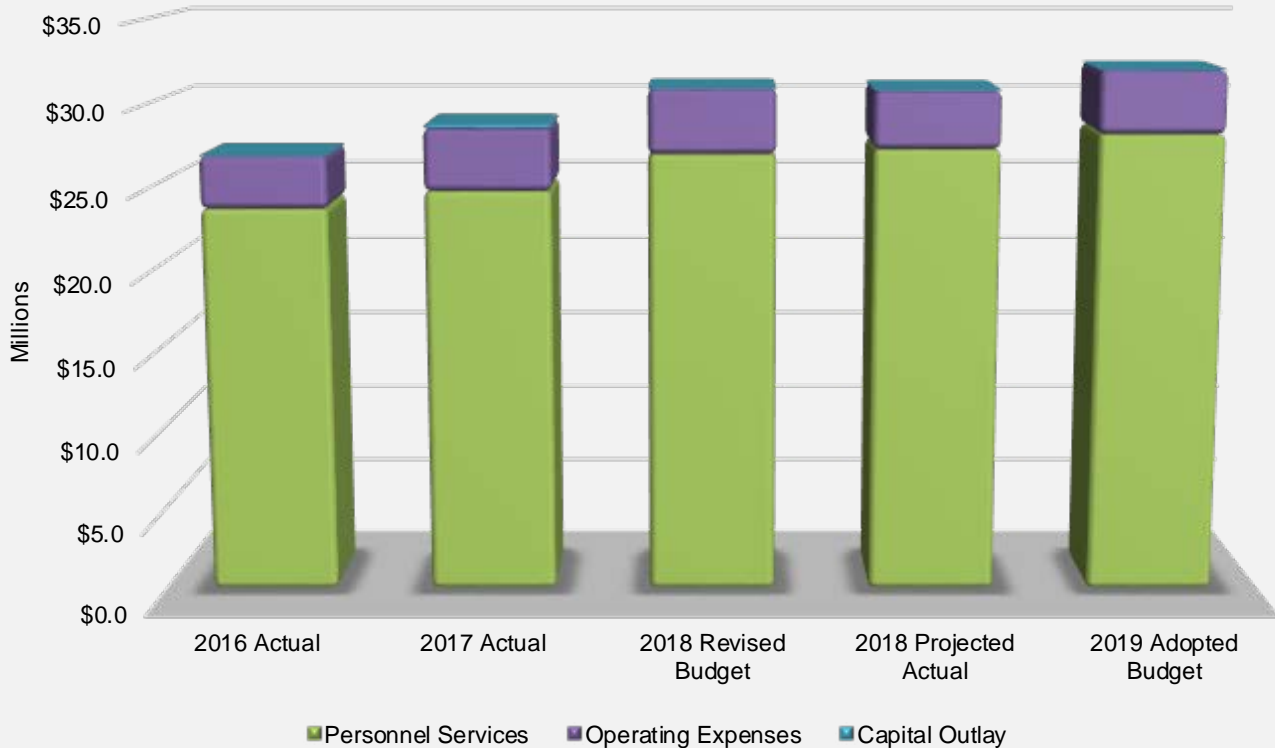
Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
External Calls for Service	64,114	70,973	70,067	71,413	72,841
Self-Initiated Events	52,568	48,473	51,003	55,936	57,055
Total Police Events	116,682	119,446	121,070	127,349	129,896
Felony Arrests	633	753	689	578	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

## GENERAL FUND

### POLICE

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	23,639,744	24,706,329	26,939,262	27,231,632	28,139,514
Operating Expenses	3,181,513	3,755,035	3,900,359	3,483,592	3,814,234
Capital Outlay	16,685	271,114	67,112	105,500	50,432
<b>Total Expenditures:</b>	<b>\$26,837,942</b>	<b>\$28,732,478</b>	<b>\$30,906,733</b>	<b>\$30,820,724</b>	<b>\$32,004,180</b>
<b>Expenditures as a % of General Fund</b>	<b>32.2%</b>	<b>33.8%</b>	<b>29.0%</b>	<b>29.6%</b>	<b>28.1%</b>
<i>Sworn</i>	<i>166.00</i>	<i>173.00</i>	<i>176.00</i>	<i>176.00</i>	<i>178.00</i>
<i>Civilian</i>	<i>73.50</i>	<i>74.90</i>	<i>74.90</i>	<i>74.90</i>	<i>74.95</i>
<b>FTEs:</b>	<b>239.50</b>	<b>247.90</b>	<b>250.90</b>	<b>250.90</b>	<b>252.95</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>33.9%</b>	<b>33.5%</b>	<b>31.8%</b>	<b>31.8%</b>	<b>31.3%</b>

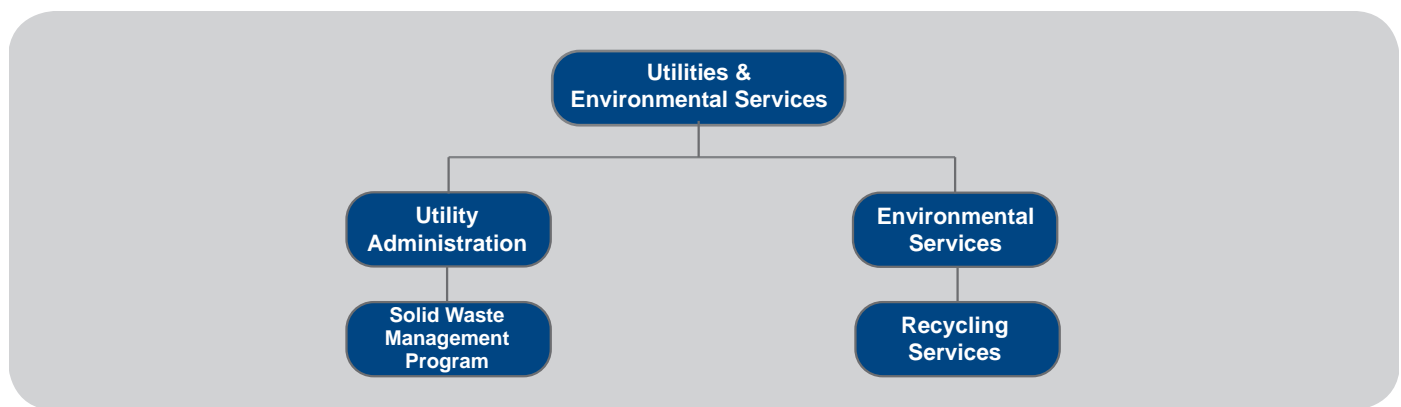
### Expenditures by Category



## RECYCLING/SOLID WASTE SERVICES

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/SOLID WASTE SERVICES

### FY 2018 HIGHLIGHTS:

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

### NEW PROGRAMS FOR FY 2019:

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

### FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

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

### 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	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Traditional Recyclables (tons)	278	302	502	525	525
Automotive Fluids (gallons)	17,681	20,375	17,531	19,000	19,000
Electronics (tons)	102	30	188	-	-

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



Mixed household recyclables at the City's Recycling Center



	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	103,878	110,816	116,868	116,791	119,011
Operating Expenses	33,707	34,838	34,088	34,088	54,188
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$137,585</b>	<b>\$145,654</b>	<b>\$150,956</b>	<b>\$150,879</b>	<b>\$173,199</b>
<b>Expenditures as a % of General Fund</b>	0.2%	0.2%	0.1%	0.1%	0.2%
<b>FTEs:</b>	<b>2.75</b>	<b>2.48</b>	<b>2.48</b>	<b>2.48</b>	<b>2.48</b>
<b>Authorized Personnel as a % of General Fund</b>	0.4%	0.3%	0.3%	0.3%	0.3%

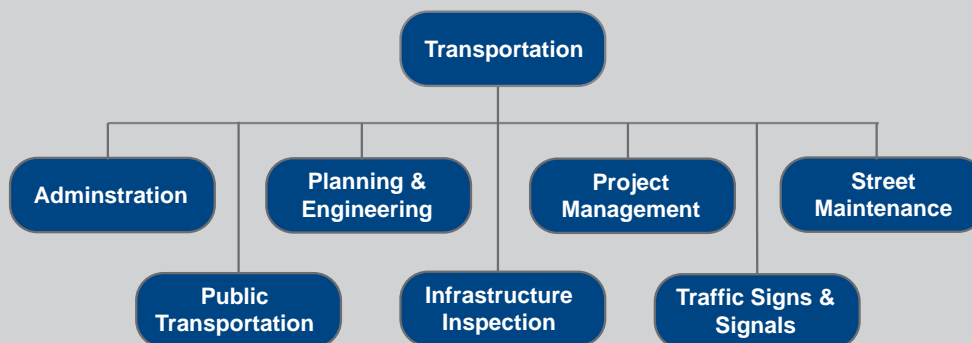
### Expenditures by Category



## 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
- 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

- \$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 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

#### 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	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Concrete Structures Repaired: sidewalks, curb and gutters, headwalls, valley gutters, trickle channels, etc. (cubic yds.)	650	1,000	1,200	1,400	1,600
Pavement Maintenance: street, alley, parking lot	1,600	1,600	2,000	2,500	2,500
Right-of-way mowing (acres)	240	240	240	240	240
Pavement Maintenance: crack fill (linear ft.)	376,175	400,000	450,000	450,000	475,000

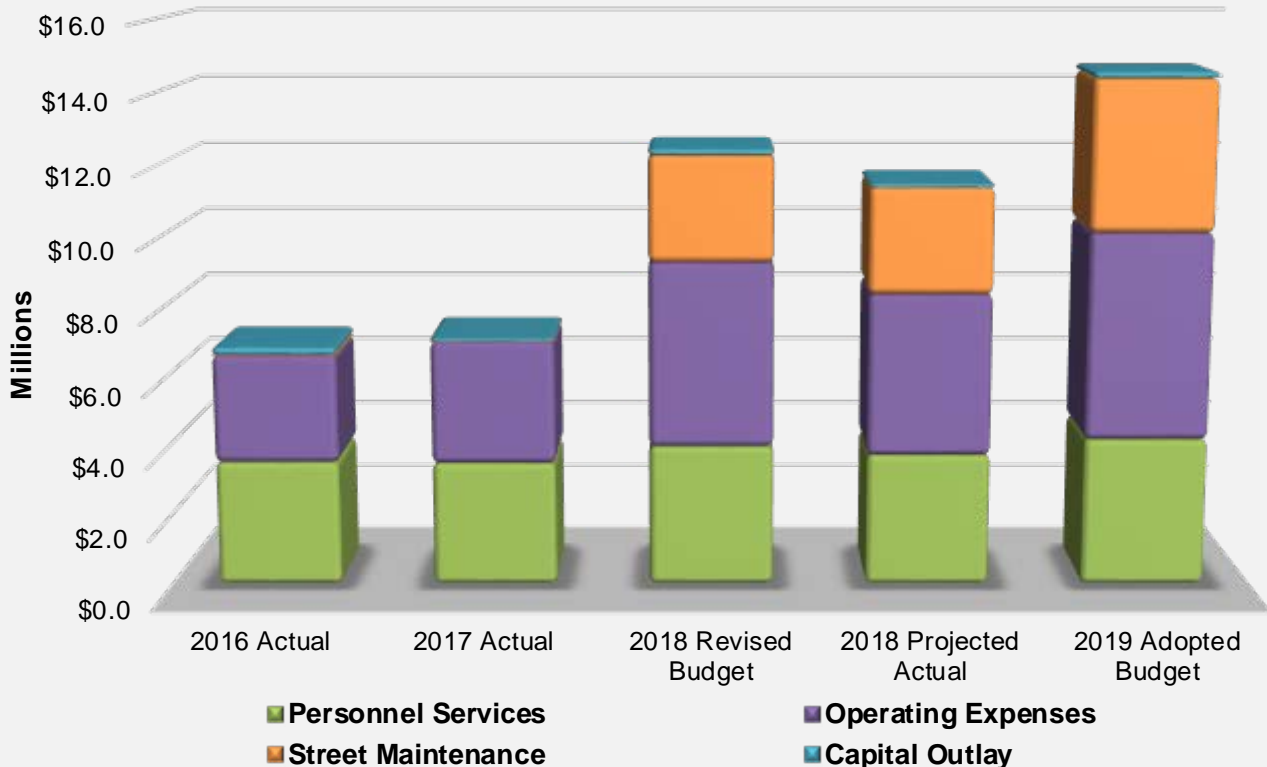
## GENERAL FUND

### TRANSPORTATION

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	3,549,274	3,518,874	4,006,347	3,755,833	4,209,979
Operating Expenses	3,086,229	3,502,873	5,260,004	4,607,751	5,885,966
Street Maintenance	-	-	3,000,000	3,000,000	4,300,000
Capital Outlay	232,430	113,565	186,000	125,000	186,000
<b>Total Expenditures:</b>	<b>\$6,867,933</b>	<b>\$7,135,312</b>	<b>\$12,452,351</b>	<b>\$11,488,584</b>	<b>\$14,581,945</b>
<b>Expenditures as a % of General Fund</b>	<b>8.2%</b>	<b>8.4%</b>	<b>11.7%</b>	<b>11.0%</b>	<b>12.8%</b>
<b>FTEs:</b>	<b>54.00</b>	<b>51.00</b>	<b>55.00</b>	<b>55.00</b>	<b>56.00</b>
<b>Authorized Personnel as a % of General Fund</b>	<b>7.6%</b>	<b>6.9%</b>	<b>7.0%</b>	<b>7.0%</b>	<b>6.9%</b>

**Note:** Street maintenance budget is moved to transfers at the end of each fiscal year to be accumulated in the General Self Finance Fund.

### Expenditures by Category



## UTILITY FUND SCHEDULE

	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget	2020 Estimated Budget
<b>Beginning Fund Balance</b>	<b>\$104,901,512</b>	<b>\$85,687,769</b>	<b>\$122,823,003</b>	<b>\$111,044,701</b>	<b>\$89,443,319</b>
<b>Revenues</b>					
Water Service	25,350,629	24,313,084	25,527,149	26,652,585	27,549,130
Water Related Charges	1,633,717	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	1,640,000	3,464,700	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	8,215,831	4,250,000	8,000,000	8,000,000	8,000,000
Investment, Donations & Other Misc	2,277,664	1,972,000	3,176,095	5,062,192	25,557,869
<b>Total Revenues</b>	<b>58,887,252</b>	<b>52,793,829</b>	<b>57,524,599</b>	<b>62,166,685</b>	<b>83,446,304</b>
<b>Expenditures</b>					
Utility Administration	3,208,098	4,092,143	3,763,970	4,031,196	4,439,847
Utility Billings & Collection	1,936,457	2,055,017	2,246,948	2,020,083	2,053,907
Water Services	12,539,534	15,688,695	14,898,623	15,891,755	16,043,729
Wastewater Services	6,670,779	7,981,784	7,979,710	9,653,065	9,225,897
Administrative Allocation	3,151,800	3,183,318	3,183,318	3,525,000	3,595,500
Debt Service Payment	9,654,477	9,912,000	9,013,000	9,699,000	9,742,000
Regional Water/WW Reimbursable Expense	196,802	100,000	120,431	100,000	100,000
<b>Total Operating</b>	<b>37,357,948</b>	<b>43,012,957</b>	<b>41,206,000</b>	<b>44,920,099</b>	<b>45,200,880</b>
<b>Net Change in Operations</b>	<b>\$21,529,304</b>	<b>9,780,872</b>	<b>\$16,318,599</b>	<b>\$17,246,586</b>	<b>\$38,245,424</b>
Capital Outlay	3,043,138	32,915,282	28,096,901	38,847,968	53,104,527
<b>Total Expenses</b>	<b>\$ 40,401,086</b>	<b>\$ 75,928,239</b>	<b>\$ 69,302,901</b>	<b>\$ 83,768,067</b>	<b>\$ 98,305,407</b>
<b>Less:</b>					
Transfers	564,674				
Reservations & Designations	12,270,891	14,161,276	13,558,238	14,790,633	14,883,291
<b>Ending Fund Balance</b>	<b>\$110,552,112</b>	<b>\$48,392,083</b>	<b>\$97,486,463</b>	<b>\$74,652,687</b>	<b>\$59,700,925</b>

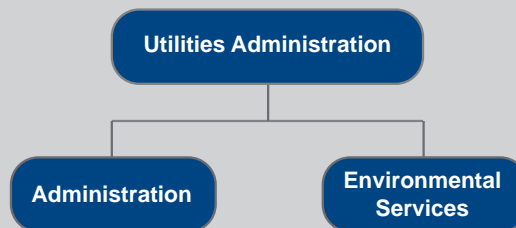
**Note:** The FY2019 Budget includes a large use of the Utility Fund's fund balance to cash fund capital improvement projects to improve and expand the City's water and wastewater systems.



## 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.



### 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.

### WGUIDING COUNCIL STRATEGIC GOALS:



## 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 online 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

### WORKLOAD INDICATORS:

#### Administration:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
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	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
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

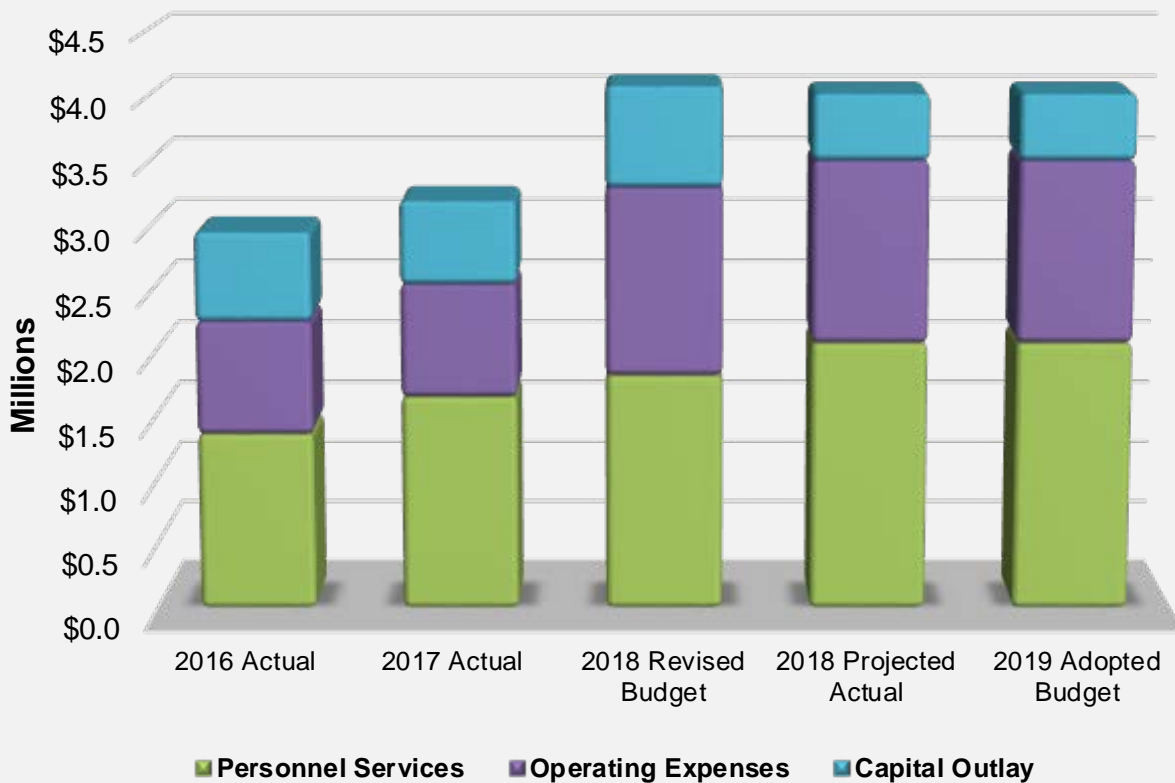


The Environmental Services laboratory analyzes over 10,000 samples each year

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	1,382,283	1,676,031	1,844,754	1,604,664	2,098,717
Operating Expenses	884,990	882,276	1,462,889	1,374,806	1,415,378
Capital Outlay	698,684	649,791	784,500	784,500	517,101
<b>Total Expenditures:</b>	<b>\$2,965,957</b>	<b>\$3,208,098</b>	<b>\$4,092,143</b>	<b>\$3,763,970</b>	<b>\$4,031,196</b>
<b>Expenditures as a % of Utility Fund</b>	<b>12.7%</b>	<b>14.1%</b>	<b>14.2%</b>	<b>13.6%</b>	<b>13.5%</b>
<b>FTEs:</b>	<b>18.00</b>	<b>18.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>
<b>Authorized Personnel as a % of Utility Fund</b>	<b>14.1%</b>	<b>14.1%</b>	<b>15.3%</b>	<b>15.3%</b>	<b>13.2%</b>

Utility Administration includes: Utility Administration, Environmental Services, and Fiscal Support Services

Expenditures by Category



# UTILITY BILLING AND COLLECTIONS

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.

Finance

Utility Billing

### 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:





**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.

**FY 2019 OVERVIEW & SIGNIFICANT CHANGES:**

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

**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.

**WORKLOAD INDICATORS:**

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
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	6.113B	6.438B	6.853B	6.900B	7.000B
Dollars Billed	\$51.1M	\$54.4M	\$57.7M	\$58.5M	\$60.0M
Collection Rate	99%	99%	99%	99%	99%

## UTILITY FUND

### UTILITY BILLING AND COLLECTIONS

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	930,739	1,043,853	1,113,785	1,054,336	1,047,680
Operating Expenses	741,471	892,604	941,232	1,192,612	972,403
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$1,672,210</b>	<b>\$1,936,457</b>	<b>\$2,055,017</b>	<b>\$2,246,948</b>	<b>\$2,020,083</b>
<b>Expenditures as a % of Utility Fund</b>	<b>7.1%</b>	<b>8.5%</b>	<b>7.1%</b>	<b>8.1%</b>	<b>6.8%</b>
<b>FTEs:</b>	<b>16.50</b>	<b>16.88</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>
<b>Authorized Personnel as a % of Utility Fund</b>	<b>12.9%</b>	<b>13.2%</b>	<b>11.9%</b>	<b>11.9%</b>	<b>10.3%</b>

### Expenditures by Category



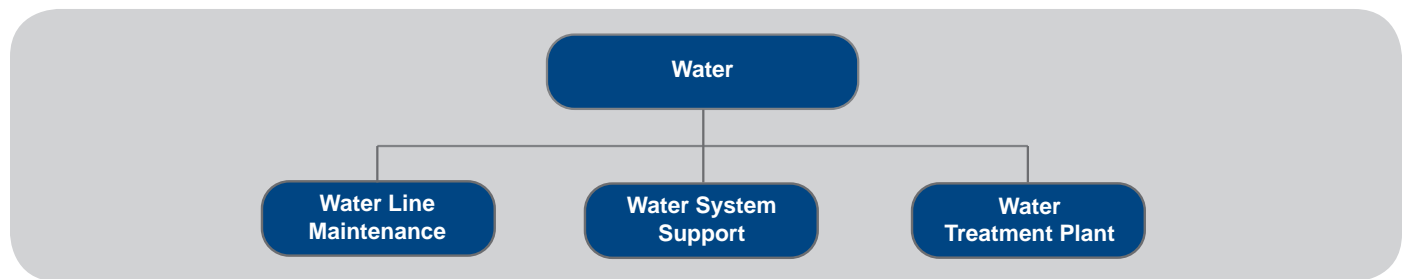
## WATER SERVICES

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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- **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:



## WATER SERVICES

### 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 include water line maintenance and meter maintenance. Meter maintenance will also have added tasks such as day timing and TCEQ dead-end flushing.

**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 SERVICES

### WORKLOAD INDICATORS:

#### Water Treatment Plant:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
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	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
KW Usage Reduction	3%	5%	5%	6%	5
AMI Meter Installations	90%	91%	100%	100%	98%
Water Loss	8%	7%	6%	6%	5
KWH/ MG Distributed (Surface)	2550	2550	2500	2450	2,400

#### Water Line Maintenance:

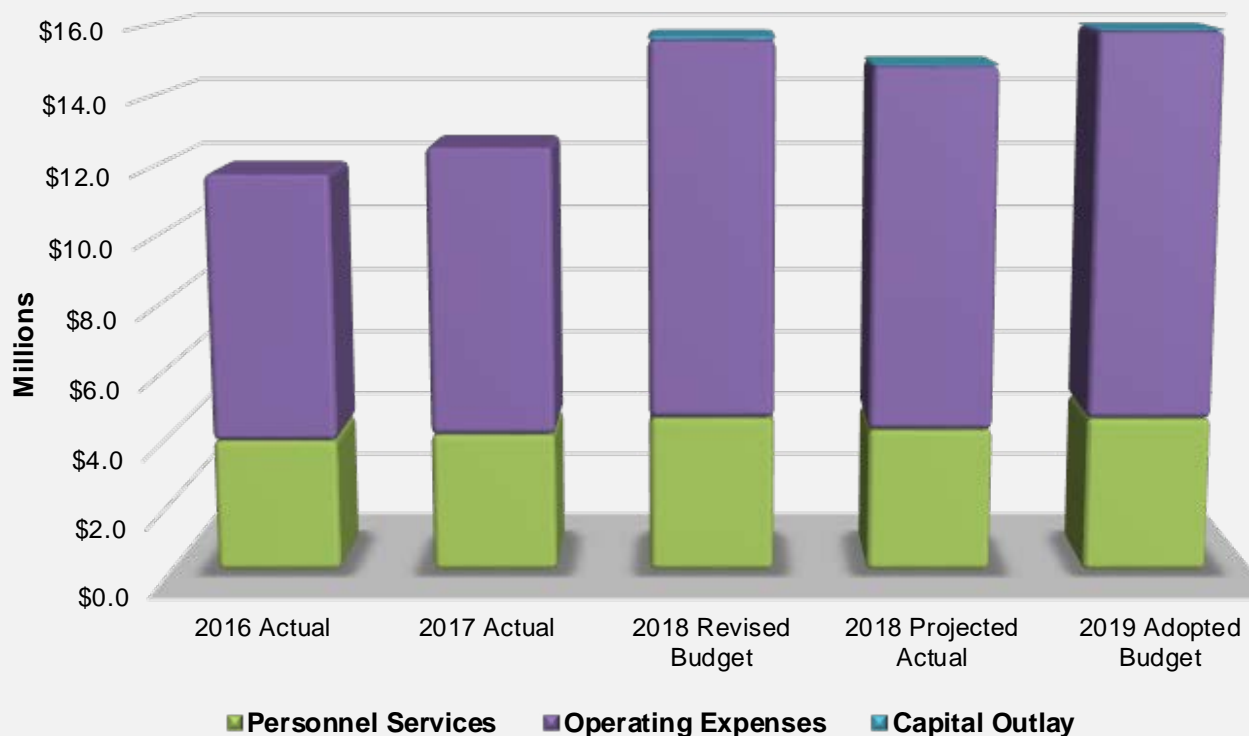
Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Valve Maintenance 13,549 Valves	43%	43%	50%	50%	50%
Fire Hydrant Maintenance 4,923 FH	94%	94%	94%	94%	94%
Customer Service Satisfaction Surveys	92%	98%	97%	98%	99%



By Adrian Jacob Ramirez

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	3,920,623	4,101,281	4,602,587	4,247,279	4,578,571
Operating Expenses	7,843,883	8,438,253	10,973,108	10,586,344	11,248,184
Capital Outlay	-	-	113,000	65,000	65,000
<b>Total Expenditures:</b>	<b>\$11,764,506</b>	<b>\$12,539,534</b>	<b>\$15,688,695</b>	<b>\$14,898,623</b>	<b>\$15,891,755</b>
<b>Expenditures as a % of Utility Fund</b>	<b>50.2%</b>	<b>55.1%</b>	<b>54.5%</b>	<b>53.8%</b>	<b>53.3%</b>
<b>FTEs:</b>	<b>63.00</b>	<b>61.63</b>	<b>61.63</b>	<b>61.63</b>	<b>61.63</b>
<b>Authorized Personnel as a % of Utility Fund</b>	<b>49.4%</b>	<b>48.3%</b>	<b>47.0%</b>	<b>47.0%</b>	<b>40.8%</b>

### Expenditures by Category



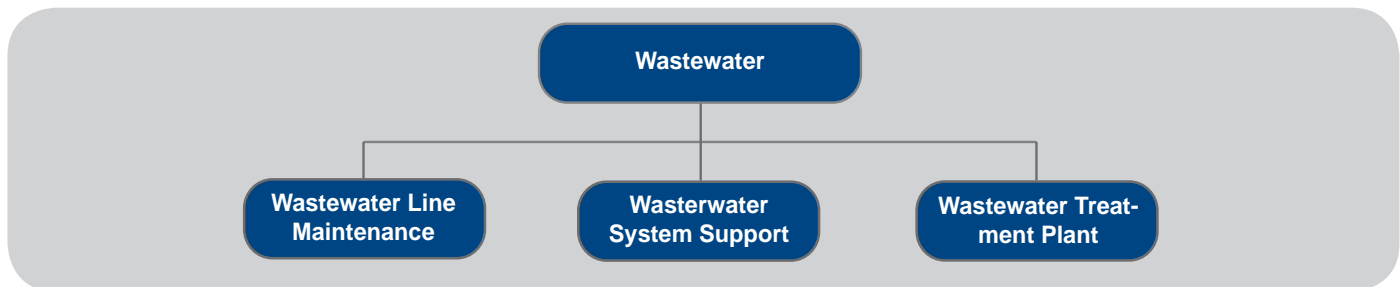
## WASTEWATER SERVICES

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.



### 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:



**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 SERVICES

### WORKLOAD INDICATORS:

#### Wastewater Treatment Plant:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
KWH/MG of Wastewater Treated	2,500	2,400	2,300	2,300	2,300
Effluent Parameters Reduction (BOD, TSS, an	98%	98%	98%	98%	98%

#### Wastewater System Support:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
KW Usage Reduction	3%	5%	7%	7%	7%
AMI Meter Installations	90%	91%	93%	94%	95%
Water Loss	8%	7%	6%	6%	6%
KWH/ MG Distributed (Surface)	437	400	380	380	380

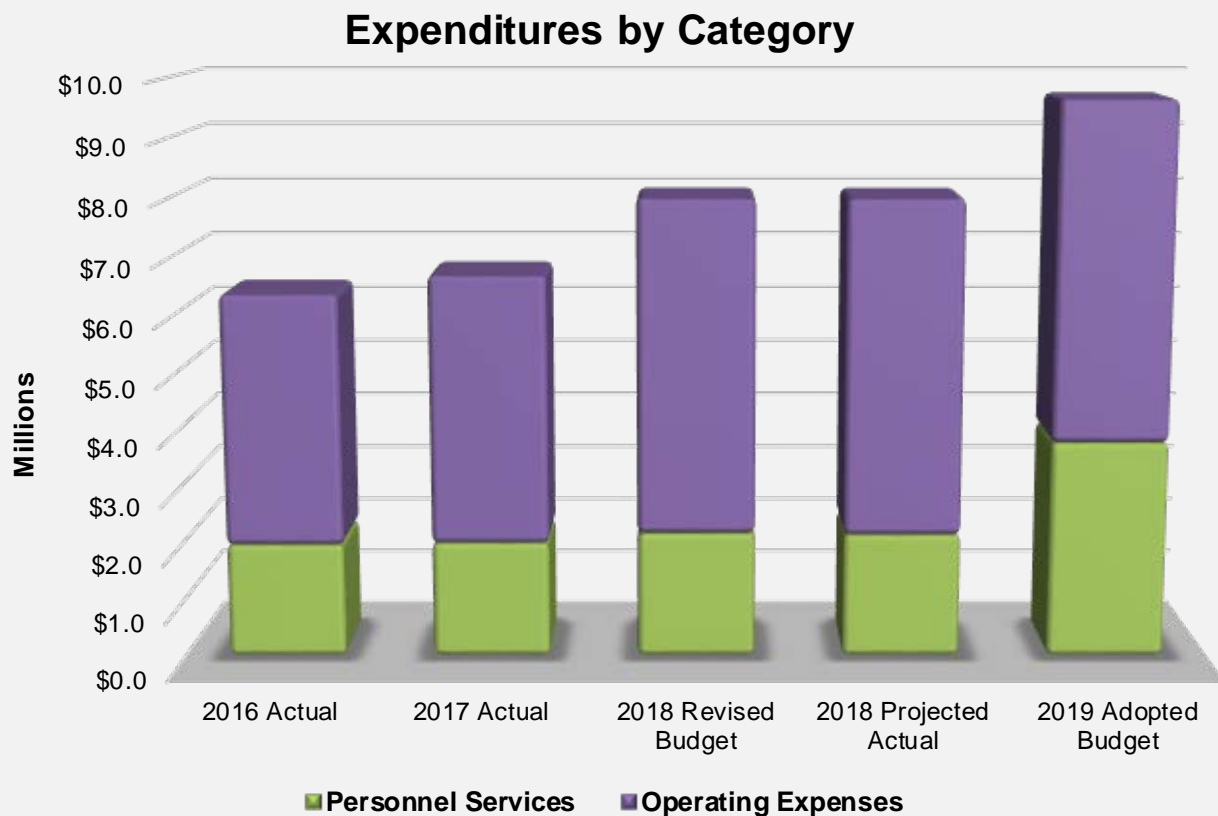
#### Wastewater Line Maintenance:

Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Manholes Inspected in Selected Edwards Aqu	100%	100%	100%	100%	100%
Miles of Lines Inspected in Selected Edwards	100%	100%	100%	100%	100%





	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	1,975,543	2,005,153	2,180,101	2,152,993	3,775,605
Operating Expenses	4,369,975	4,665,626	5,801,683	5,826,717	5,877,460
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$6,345,518</b>	<b>\$6,670,779</b>	<b>\$7,981,784</b>	<b>\$7,979,710</b>	<b>\$9,653,065</b>
<b>Expenditures as a % of Utility Fund</b>	<b>27.1%</b>	<b>29.3%</b>	<b>27.7%</b>	<b>28.8%</b>	<b>32.4%</b>
<b>FTEs:</b>	<b>30.00</b>	<b>31.00</b>	<b>33.00</b>	<b>33.00</b>	<b>53.00</b>
<b>Authorized Personnel as a % of Utility Fund</b>	<b>23.5%</b>	<b>24.3%</b>	<b>25.2%</b>	<b>25.2%</b>	<b>35.1%</b>





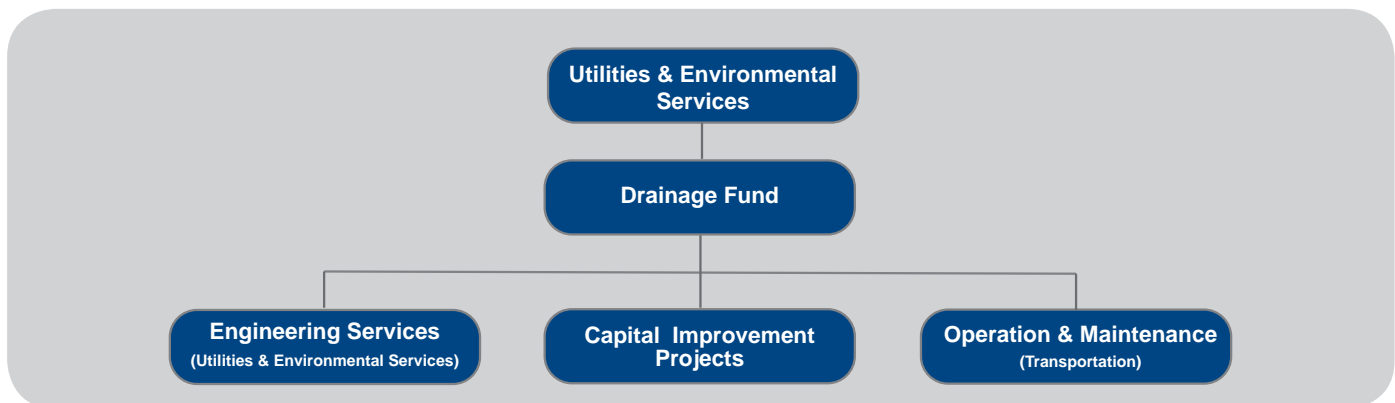
## DRAINAGE FUND SCHEDULE

	2017 Actual	2018 Revised Budget	2018 Projected Actual	2018 Adopted Budget	2019 Estimated Budget
<b>Beginning Fund Balance</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</b>					
Drainage Fees- Residential Fees	1,630,278	1,637,937	1,630,000	1,648,066	1,664,572
Drainage Fees- Commercial Fees	1,818,702	1,791,088	1,800,000	1,896,736	1,915,686
Contacts & Other	373,454	180,000	213,101	180,000	180,000
<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>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 Change in Operations</b>	<b>\$ 1,016,712</b>	<b>\$ 365,733</b>	<b>\$ 628,680</b>	<b>\$ 345,335</b>	<b>\$ 330,066</b>
Capital Outlay	1,871,991	6,655,000	3,714,867	5,795,500	177,000
<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>Less:</b>					
Reservations & Designations	556,910	667,678	610,460	703,772	717,303
<b>Ending Fund Balance</b>	<b>\$13,243,069</b>	<b>\$4,694,909</b>	<b>\$10,103,332</b>	<b>\$4,559,856</b>	<b>\$4,699,390</b>

**Note:** The FY 2019 Budget includes a large use of the Drainage Fund's fund balance to cash fund capital improvement projects to improve and expand the City's drainage system.

## DRAINAGE FUND

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



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- **Operational Excellence:** efficiently operate

and maintain systems, embrace technology and creative strategies, and strive for continuous improvement in managing and reducing costs.

### GUIDING COUNCIL STRATEGIC GOALS:



**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	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Street Sweeping (curb miles)	602	602	602	615	625
Drainage Maintenance (miles)	150	150	151	151	152
Mowing of Draining Structures (acres)	530	530	530	530	530

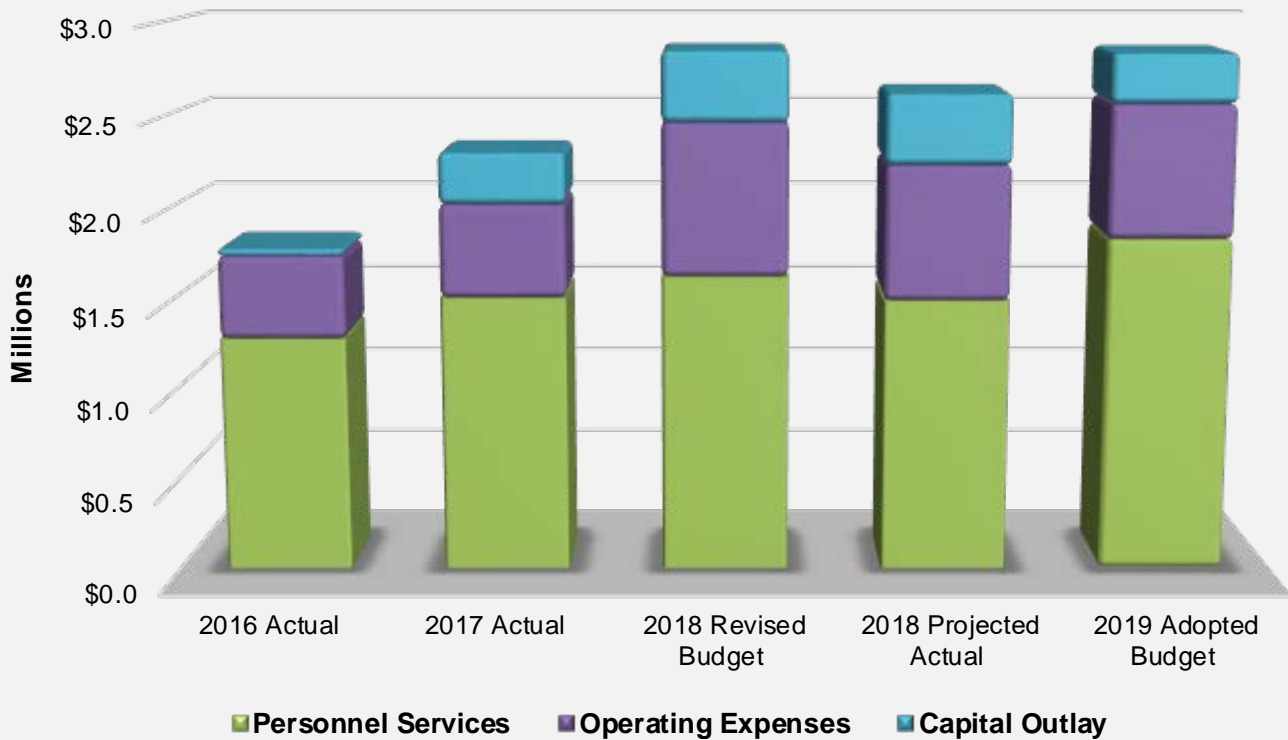


## DRAINAGE FUND

### DRAINAGE FUND

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	1,286,307	1,512,597	1,627,916	1,497,045	1,833,983
Operating Expenses	455,374	511,043	836,754	738,754	731,103
Capital Outlay	41,358	281,243	385,000	385,000	273,000
<b>Total Expenditures:</b>	<b>\$1,783,039</b>	<b>\$2,304,883</b>	<b>\$2,849,670</b>	<b>\$2,620,799</b>	<b>\$2,838,086</b>
<b>FTEs:</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>	<b>24.00</b>

### Expenditures by Category



## SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted for specified purposes.

### SPORTS MANAGEMENT & TOURISM DEPARTMENT

The Sports Management & Tourism Department was created in FY 2017 to centralize the efforts to promote Round Rock as the “Sports Capital of Texas.” The Department includes several functions in various Special Revenue funds, including costs related to maintaining the Dell Diamond/Convention Center, the Convention & Visitors Bureau (CVB) in the **Hotel Occupancy Tax Fund**, the Sports Center in the **Sports Center Fund**, and the Multipurpose Complex in the **Multipurpose Complex Fund**.

### COMMUNICATIONS & MARKETING DEPARTMENT

The Arts and Culture division of the Communications and Marketing Department 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 and is funded by a minimum of five percent (5%) of the Hotel Occupancy Tax revenues in the **Hotel Occupancy Tax Fund**.

### TYPE B FUND

The Type B Fund accounts for one-half of one-percent (0.5%) local option sales tax authorized by Round Rock voters to fund the Round Rock Transportation & Economic Development Corporation. These revenues are used for transportation, economic development, and other allowed uses in accordance with a five-year project spending plan adopted annually by the Type B board and ratified by City Council.

### OTHER SPECIAL REVENUE FUNDS

The City has several other special revenue funds to account for specific revenue sources that are restricted for specified purposes. These other funds are relatively small and are not outlined in as much detail as the larger funds listed above. These funds are listed below and are described briefly on the last page of this Special Revenue Funds Section.

- Community Development Block Grant (CDBG) Fund
- Golf Fund
- Law Enforcement Fund
- Library Fund
- Municipal Court Fund
- Parks Improvement Fund
- Public, Educational, and Government Access Fund
- Traffic Safety Program Fund
- Tree Replacement/Landscape Fund

## SPECIAL REVENUE FUNDS

### HOTEL OCCUPANCY TAX (HOT FUND)

	FY 2017 Actual	FY 2018 Adopted Budget	FY 2018 Projected Actual	FY 2019 Adopted Budget	FY 2020 Estimated Budget
<b>Beginning Fund Balance</b>	\$ 9,538,638	\$ 3,843,200	\$ 9,949,927	\$ 9,420,507	\$ 6,485,986
<b>Revenues</b>					
Hotel Occupancy Tax	4,289,595	4,200,000	4,250,000	4,300,000	4,386,000
Contracts & Other	498,900	25,000	35,000	35,000	35,000
<b>Total Revenues</b>	<b>4,788,495</b>	<b>4,225,000</b>	<b>4,285,000</b>	<b>4,335,000</b>	<b>4,421,000</b>
<b>Expenditures</b>					
Arts and Culture	201,561	294,000	292,751	275,000	219,300
Convention & Visitors Bureau	655,482	1,725,661	1,653,402	1,625,996	1,649,880
Dell Diamond/Convention Center	57,856	102,500	102,500	102,500	102,500
Debt Service	500,000	651,800	651,800	644,225	638,925
<b>Total Operating Expenditures</b>	<b>1,414,899</b>	<b>2,773,961</b>	<b>2,700,453</b>	<b>2,647,721</b>	<b>2,610,605</b>
<b>Net Change in Operations</b>	<b>\$ 3,373,596</b>	<b>\$ 1,451,039</b>	<b>\$ 1,584,547</b>	<b>\$ 1,687,279</b>	<b>\$ 1,810,395</b>
Capital Improvements	2,612,307	2,200,000	1,793,967	3,684,300	650,000
<b>Total Expenditures</b>	<b>\$ 4,027,206</b>	<b>\$ 4,973,961</b>	<b>\$ 4,494,420</b>	<b>\$ 6,332,021</b>	<b>\$ 3,260,605</b>
<b>Less:</b>					
Transfers	350,000	320,000	320,000	937,500	937,500
Reservations & Designations	2,017,323	1,260,546	1,247,169	1,566,080	1,457,301
<b>Ending Fund Balance</b>	<b>\$ 7,932,604</b>	<b>\$ 1,513,693</b>	<b>\$ 8,173,338</b>	<b>\$ 4,919,906</b>	<b>\$ 5,251,580</b>

**Note:** The FY 2019 Adopted Budget includes over \$3.6 million in one-time capital projects that will intentionally spend down the fund balance.



RR Express by Rock Studios

## 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.

Communications  
and Marketing

Arts and Culture

### 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

#### 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 AECOM 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
- Contract 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



The annual Chalk Walk Festival brings over 35,000 people into Downtown Round Rock

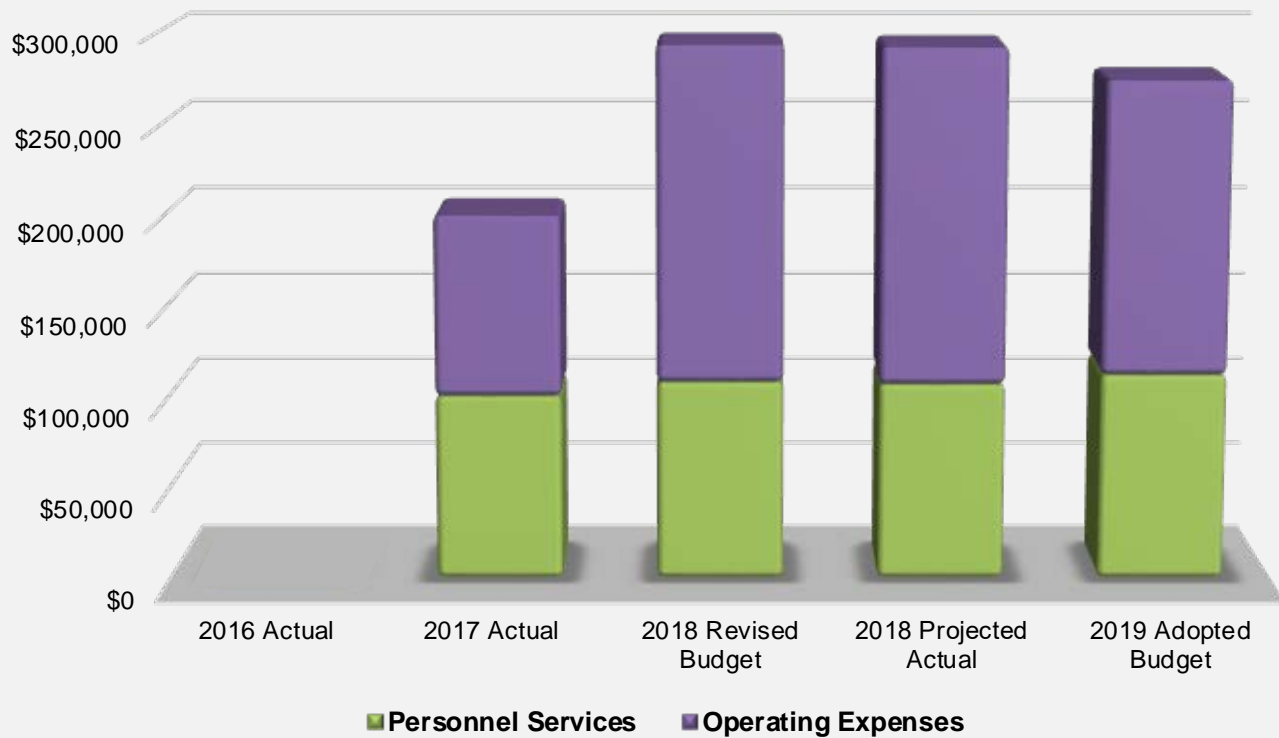


## SPECIAL REVENUE FUNDS

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
<b>Personnel Services</b>	-	101,848	109,570	108,321	113,519
<b>Operating Expenses</b>	-	99,713	184,430	184,430	161,480
<b>Capital Outlay</b>	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$0</b>	<b>\$201,561</b>	<b>\$294,000</b>	<b>\$292,751</b>	<b>\$275,000</b>
<b>FTEs:</b>	-	1.00	1.00	1.00	1.00

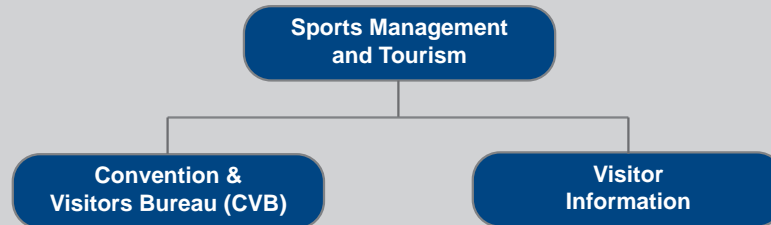
**Note:** Before Arts and Culture was moved to the Hotel Occupancy Tax fund in FY 2017, these programs were funded in the Administration Department in the General Fund.

### Expenditures by Category



## CONVENTION & VISITORS BUREAU

The function of this department is to implement the City's long-term Tourism Plan and represent the City in all other functions related to tourism and the Convention and Visitors Bureau (CVB). The CVB is the designated sales and marketing department for the City of Round Rock (designated DMO - "Destination Marketing Organization"). The tourism department's mission aligns with the strategic plan by directly contributing to the economic vitality and enhancing the quality of life in Round Rock.



### VISION:

To help promote Round Rock as the city of choice for tourists and citizens.

pressions; 68,615 engaged users; and 52,976 stories.

### MISSION:

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

### 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.

### GUIDING COUNCIL STRATEGIC GOALS:



### 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.

### 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 Quiditch 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 im-

### 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	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Events Held	45	50	55	60	60

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	272,332	272,177	449,686	295,927	254,137
Operating Expenses	379,842	383,305	1,275,975	1,357,475	1,371,859
Capital Outlay	-	-	-	-	-
<b>Total Expenditures:</b>	<b>\$652,174</b>	<b>\$655,482</b>	<b>\$1,725,661</b>	<b>\$1,653,402</b>	<b>\$1,625,996</b>
<b>FTEs:</b>	<b>3.00</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

**Expenditures by Category**



## SPECIAL REVENUE FUNDS

### MULTIPURPOSE COMPLEX FUND SCHEDULE

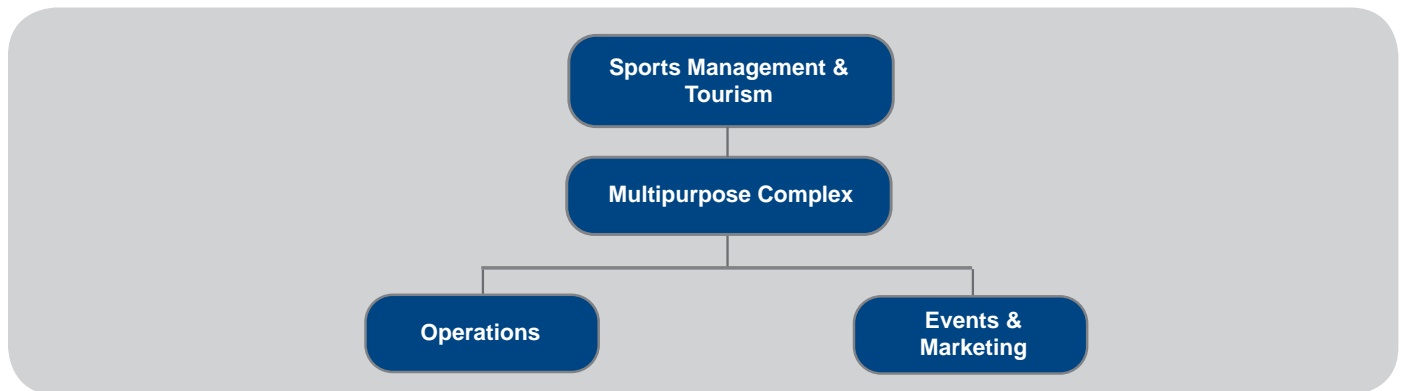
	2017 Actual	2018 Adopted Budget	2018 Projected Actual	2019 Adopted Budget	2020 Estimated Budget
<b>Beginning Fund Balance</b>	\$ -	\$ 952,554	\$ 988,656	\$ 1,079,666	\$ 1,079,666
<b>Revenues</b>					
Program Revenues	171,232	114,201	280,000	282,494	316,100
Contracts & Other	7,453	40,444	65,000	65,000	65,000
Transfers In	1,200,000	640,000	640,000	675,000	675,000
<b>Total Revenues</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>Expenditures</b>					
Personnel	139,068	278,974	386,638	447,712	465,620
Contractual Services	50,568	128,220	128,220	179,646	181,442
Materials & Supplies	161,007	299,532	299,532	309,036	312,126
Other Services & Charges	36,886	36,100	36,100	36,100	36,461
<b>Total Expenditures</b>	<b>387,529</b>	<b>742,826</b>	<b>850,490</b>	<b>972,494</b>	<b>995,650</b>
<b>Net Change in Operations</b>	<b>\$ 991,156</b>	<b>\$ 51,819</b>	<b>\$ 134,510</b>	<b>\$ 50,000</b>	<b>\$ 60,450</b>
Capital Outlay	2,500	50,000	43,500	50,000	50,000
<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>Less:</b>					
Reservations & Designations	96,882	235,707	262,624	993,124	998,913
<b>Ending Fund Balance</b>	<b>\$ 891,774</b>	<b>\$ 718,667</b>	<b>\$ 817,043</b>	<b>\$ 86,543</b>	<b>\$ 91,203</b>



The Round Rock Multipurpose Complex opened May 18, 2017

## 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.

### 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

### GUIDING COUNCIL STRATEGIC GOAL:



### FY 2019 OVERVIEW & 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



## SPECIAL REVENUE FUNDS

### MULTIPURPOSE COMPLEX

#### NEW PROGRAMS FY 2019:

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

#### 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.

#### WORKLOAD INDICATORS:

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

**Note:** The Multipurpose Complex was not open in FY 2015 or FY 2016.

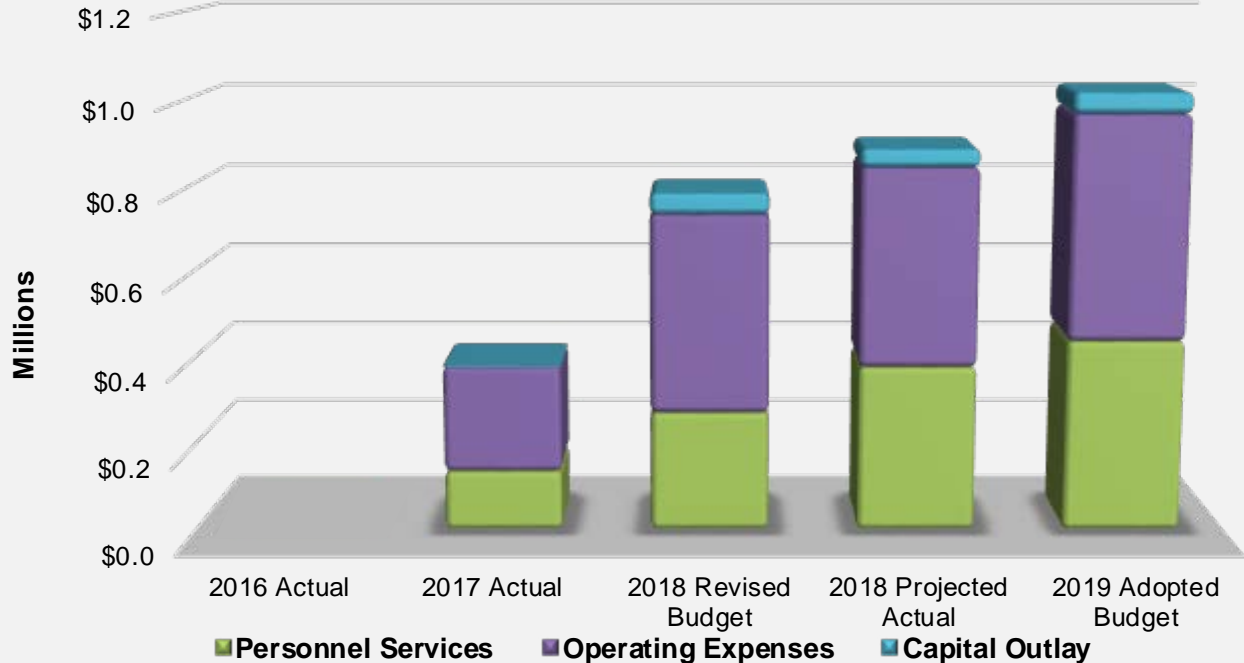


The Multipurpose Complex has a variety of outdoor events scheduled throughout FY 2018

## SPECIAL REVENUE FUNDS

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	-	139,068	278,974	386,638	447,712
Operating Expenses	-	248,461	463,852	463,852	524,782
Capital Outlay	-	2,500	50,000	43,500	50,000
<b>Total Expenditures:</b>	<b>\$0</b>	<b>\$390,029</b>	<b>\$792,826</b>	<b>\$893,990</b>	<b>\$1,022,494</b>
<b>FTEs:</b>	<b>-</b>	<b>4.00</b>	<b>4.50</b>	<b>4.50</b>	<b>5.50</b>

### Expenditures by Category



## SPECIAL REVENUE FUNDS

### SPORTS CENTER FUND SCHEDULE

	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projected Actual	FY 2019 Proposed Budget	FY 2020 Estimated Budget
<b>Beginning Fund Balance</b>	\$ 3,843,704	\$ 3,798,751	\$ 4,404,649	\$ 4,541,078	\$ 4,772,794
<b>Revenues</b>					
Hotel Occupancy Tax	1,225,568	1,200,000	1,215,000	1,230,000	1,254,600
Program Revenues	1,278,991	1,080,000	1,080,000	1,215,000	1,251,450
Contracts & Other	79,185	65,000	80,000	80,000	80,000
<b>Total Revenues</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>Expenditures</b>					
Sports Center Operations	1,649,319	1,836,231	1,872,541	1,924,704	1,981,217
Debt Service	373,480	366,030	366,030	368,580	371,030
<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>Net Change in Operations</b>	<b>\$ 560,945</b>	<b>\$ 142,739</b>	<b>\$ 136,429</b>	<b>\$ 231,716</b>	<b>\$ 233,803</b>
<b>Less:</b>					
Reservations & Designations	2,905,122	3,840,057	3,835,324	3,980,999	3,995,127
<b>Ending Fund Balance</b>	<b>\$ 1,499,527</b>	<b>\$ 101,433</b>	<b>\$ 705,754</b>	<b>\$ 791,795</b>	<b>\$ 1,011,470</b>



The Round Rock Sports Center is a premiere 82,800-square-foot indoor sports facility that includes six basketball courts, twelve volleyball courts, and 48,000-square-feet of open space.

## SPORTS CENTER

The function of this department is to program, schedule, and maintain the City's sports facilities assets and to implement the City's long-term Tourism Plan. This department is responsible for the events and operations of the Sports Center (RRSC), the Round Rock Multipurpose Complex (MPC), oversees the management teams responsible for the events and operations of the Dell Diamond and Forest Creek Golf Course, and represents the City in all other functions related to tourism through the Convention and Visitors Bureau (CVB).



### VISION:

To help promote Round Rock as the city of choice for tourists and citizens while maintaining world-class facilities that are the keystones to the sports tourism marketing program for the city.

### MISSION:

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

### GUIDING COUNCIL STRATEGIC GOAL:



### FY 2018 HIGHLIGHTS:

- Hosted 5 National Championships in our facilities.
- Economic Activity from the total events held in 2017 was \$13,960,370 with 109,198 guests and participants in those events.
- Social media efforts yielded 2,200,000 im-

pressions; 68,615 engaged users; and 52,976 stories.

- Started and completed a \$5.1M renovation of the course and grounds of Forest Creek Golf Club

### FY 2019 OVERVIEW & SIGNIFICANT CHANGES:

- Continue to recruit, develop, maintain, and build long-term partnerships with local sports organizations who will call the Sports Center and 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
- 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.
- Grand re-opening of Forest Creek Golf Club.

### NEW PROGRAMS FY 2019:

- One (1) FTE - Sports Facilities Maintenance Worker
- Seasonal Employees Budget Line Item
- Fiscal Impact Reporting Analysis to provide

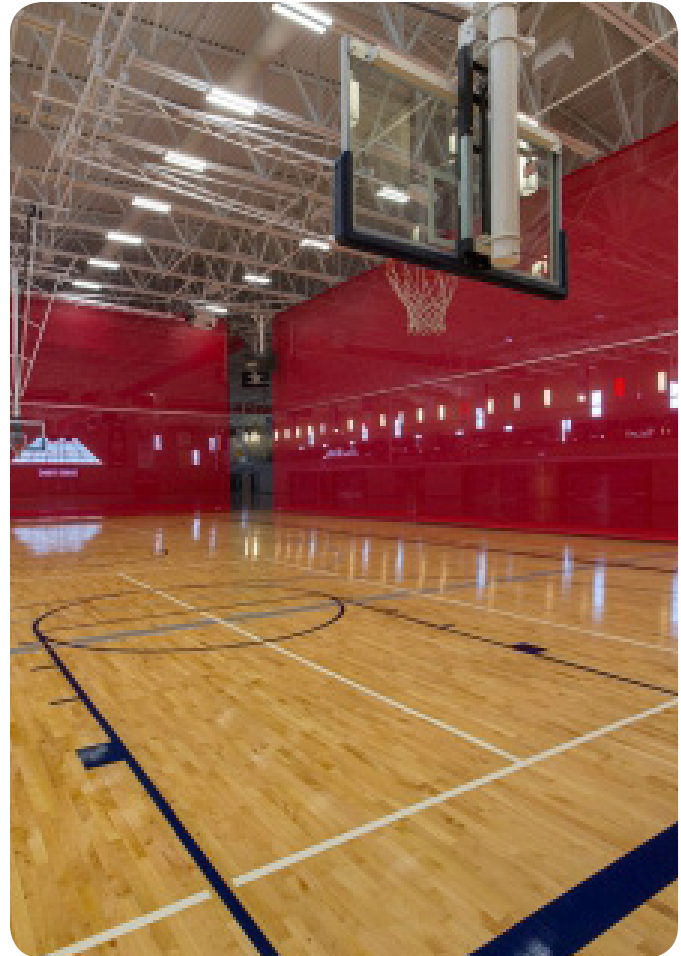
## SPECIAL REVENUE FUNDS

### SPORTS CENTER

a detailed study examining the impact the City's "Sports Capital of Texas" initiative continues to have.

#### FY 2020 OVERVIEW AND BEYOND:

- Continue to establish and maintain positive relationships with local organizations and tournament directors to ensure our facilities become the premier destination for indoor and outdoor sports in the state.
- Continue to provide routine and preventative maintenance along with daily cleaning to maintain the City's "first class" facilities.
- Increase participation in local programs and develop/operate tournaments in-house.
- Continue to develop and grow relationships with 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.
- Look at the possibilities of future land acquisition to develop additional indoor and/or outdoor sporting venues



#### WORKLOAD INDICATORS:

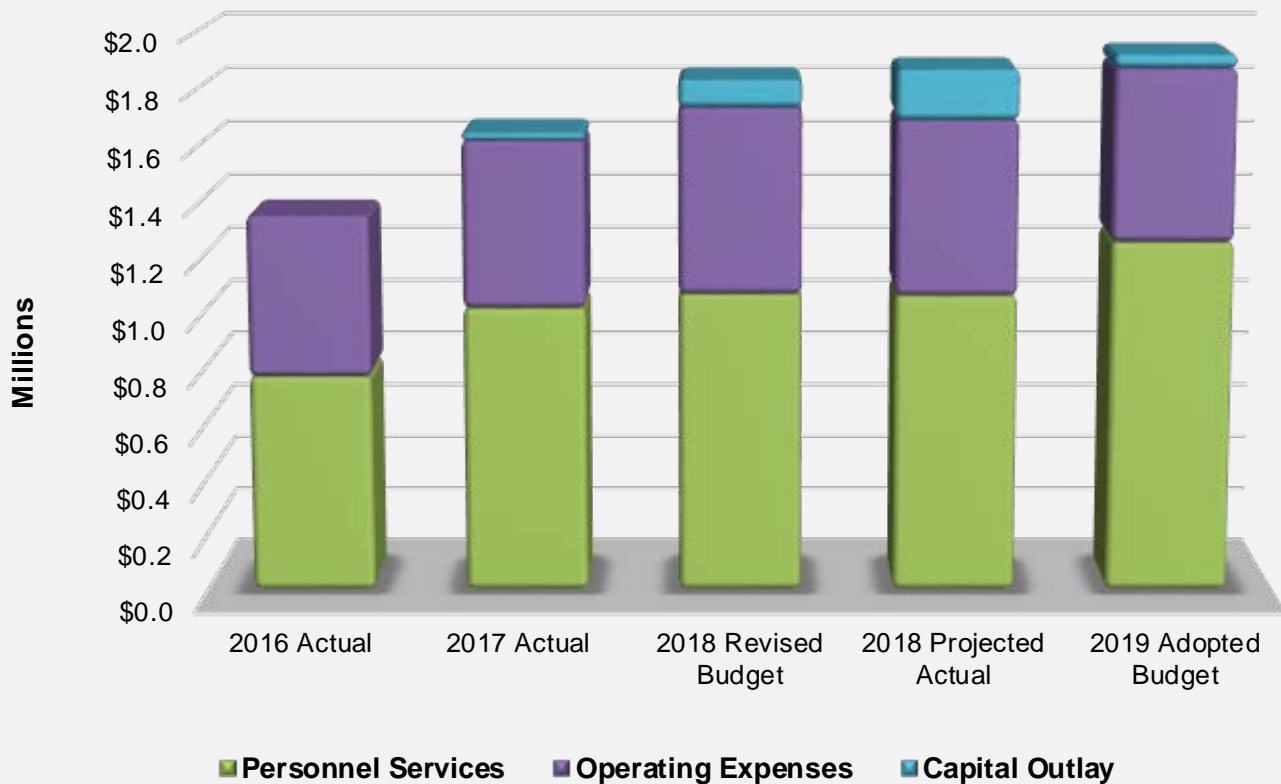
Indicator	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Projected	FY 2019 Projected
Multi-day Tournaments/Events Hosted	27	34	38	34	35
One-day Tournaments/Events Hosted	18	19	12	18	10
Total # of Court Bookings	5,925	6,752	7,200	7,000	6,800
Total Revenues	\$2,642,957	\$2,228,775	\$2,583,744	\$2,375,000	\$2,525,000



## SPECIAL REVENUE FUNDS

	2016 Actual	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget
Personnel Services	775,683	1,022,389	1,072,991	1,067,196	1,258,872
Operating Expenses	579,209	597,723	663,240	624,809	615,832
Capital Outlay	-	29,207	100,000	180,536	50,000
<b>Total Expenditures:</b>	<b>\$1,354,892</b>	<b>\$1,649,319</b>	<b>\$1,836,231</b>	<b>\$1,872,541</b>	<b>\$1,924,704</b>
<b>FTEs:</b>	<b>11.00</b>	<b>11.00</b>	<b>13.50</b>	<b>13.50</b>	<b>13.50</b>

### Expenditures by Category



## SPECIAL REVENUE FUNDS

### OTHER SPECIAL REVENUE FUND SCHEDULE

	Total Special Revenue Funds	Community Dev Block Grant (CDBG) Fund	Golf Fund	Law Enforcement Fund	Library Fund
<b>Beginning Fund Balance</b>	<b>\$3,609,120</b>	<b>\$0</b>	<b>\$8,206</b>	<b>\$115,227</b>	<b>\$15,562</b>
<b>Revenues</b>					
Licenses, Permits, & Fees	275,000				
Program Revenues	2,351,296		2,029,802		
Fines & Forfeitures	107,000				
Contracts & Other	1,323,091	1,148,781			3,010
Transfers In	675,000				
<b>Total Revenues</b>	<b>4,731,387</b>	<b>1,148,781</b>	<b>2,029,802</b>	<b>0</b>	<b>3,010</b>
<b>Expenditures</b>					
Administration	1,583,297				
Finance	490,293				
Library	18,572				18,572
Parks & Recreation	653,271				
Planning & Development	235,879	235,879			
Police	306,124			115,227	
Sports Management & Tourism	3,040,070		2,017,576		
Transfers Out	0				
Capital Improvement Projects	912,902	912,902			
<b>Total Expenditures</b>	<b>7,240,408</b>	<b>1,148,781</b>	<b>2,017,576</b>	<b>115,227</b>	<b>18,572</b>
<b>Net Change in Operations</b>	<b>(\$2,509,021)</b>	<b>\$0</b>	<b>\$12,226</b>	<b>(\$115,227)</b>	<b>(\$15,562)</b>
<b>Less:</b>					
Contingency	243,124				
Reservations & Designations	750,000				
<b>Available Fund Balance</b>	<b>106,975</b>	<b>-</b>	<b>20,432</b>	<b>-</b>	<b>-</b>



The Round Rock Police Department oversees the Law Enforcement Fund



The Round Rock Multipurpose Complex has its own Special Revenue Fund

## SPECIAL REVENUE FUNDS

Multipurpose Complex Fund	Municipal Court Funds	Parks Improvement & Acquisition Fund	Public, Educational, & Government Access Fund	Traffic Safety Fund	Tree Replacement Fund	
\$1,079,666	\$379,693	\$305,173	\$1,332,298	\$190,897	\$182,398	Beginning Fund Balance
						<b>Revenues</b>
			240,000		35,000	Licenses, Permits, & Fees
307,494		14,000				Program Revenues
	107,000					Fines & Forfeitures
40,000	3,600	114,000	11,000		2,700	Contracts & Other
675,000						Transfers In
<b>1,022,494</b>	<b>110,600</b>	<b>128,000</b>	<b>251,000</b>	<b>0</b>	<b>37,700</b>	<b>Total Revenues</b>
						<b>Expenditures</b>
			1,583,298			Administration
	490,293					Finance
		433,173			220,098	Library
						Parks & Recreation
				190,897		Police
1,022,494						Sports Management & Tourism
						Transfers Out
						Capital Improvement Projects
<b>1,022,494</b>	<b>490,293</b>	<b>433,173</b>	<b>1,583,298</b>	<b>190,897</b>	<b>220,098</b>	<b>Total Expenditures</b>
<b>\$0</b>	<b>(\$379,693)</b>	<b>(\$305,173)</b>	<b>(\$1,332,298)</b>	<b>(\$190,897)</b>	<b>(\$182,398)</b>	<b>Net Change in Operations</b>
						<b>Less:</b>
243,124						Contingency
750,000						Reservations & Designations
<b>86,543</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>Available Fund Balance</b>



The Parks Improvement & Acquisition Fund helps pay for play equipment in City parks



The Tree Replacement Fund pays for trees in public rights-of-way and parkland around town.

## SPECIAL REVENUE FUNDS

### TYPE B FUND

	2017 Actual	2018 Revised Budget	2018 Projected Actual	2019 Adopted Budget	2020 Estimated Budget
<b>Beginning Fund Balance</b>	<b>\$ 36,178,595</b>	<b>\$ 36,886,650</b>	<b>\$ 36,886,650</b>	<b>\$ 28,827,058</b>	<b>\$ 15,705,004</b>
<b>Revenue</b>					
Sales Tax	17,614,117	19,300,000	19,300,000	19,500,000	19,890,000
Contracts & Other	3,924,739	14,263,538	14,263,538	1,342,800	581,750
Bond Proceeds				22,500,000	32,500,000
<b>Total Revenue</b>	<b>21,538,856</b>	<b>33,563,538</b>	<b>33,563,538</b>	<b>43,342,800</b>	<b>52,971,750</b>
<b>Expenditures</b>					
Transportation Contracts	404,847	816,000	816,000	832,320	848,966
Chamber Agreement	535,000	660,000	660,000	535,000	535,000
Economic Development Projects	218,000	2,689,259	2,689,259	597,575	447,575
Downtown Marketing	80,567	150,200	150,200	250,200	250,200
Debt Service	4,020,199	3,930,485	3,930,485	3,935,567	4,305,505
<b>Total Operating Expenditures</b>	<b>5,258,613</b>	<b>8,245,944</b>	<b>8,245,944</b>	<b>6,150,662</b>	<b>6,387,246</b>
<b>Net Change in Operations:</b>	<b>\$ 16,280,243</b>	<b>\$ 25,317,594</b>	<b>\$ 25,317,594</b>	<b>\$ 37,192,138</b>	<b>\$ 46,584,504</b>
Capital Improvements	15,272,188	33,077,186	33,077,186	48,534,192	20,927,603
<b>Total Expenditures</b>	<b>\$ 20,530,801</b>	<b>\$ 41,323,130</b>	<b>\$ 41,323,130</b>	<b>\$ 54,684,854</b>	<b>\$ 27,314,849</b>
<b>Less:</b>					
Transfers	300,000	300,000	300,000	780,000	780,000
Reserves & Designations	5,628,279	1,000,000	1,000,000	1,000,000	1,000,000
<b>Ending Fund Balance</b>	<b>\$ 31,258,371</b>	<b>\$ 27,827,058</b>	<b>\$ 27,827,058</b>	<b>\$ 15,705,004</b>	<b>\$ 39,581,905</b>

Note: FY 2019 and FY 2020 include bond proceeds and associated capital expenditures for the Kalahari project.



DownTown RR By Rock Studios - The Downtown Transportation Improvements were paid from the Type B Fund



## OTHER SPECIAL REVENUE FUNDS

### COMMUNITY DEVELOPMENT BLOCK GRANT FUND

The Community Development Block Grant (CDBG) Fund accounts for the proceeds the City receives through the CDBG program administered by the federal Department of Housing and Urban Development. The funds received are used for capital projects and for social services in low- to moderate-income areas within the City.

### GOLF FUND

The Golf Fund accounts for the collection and expenditure of fees from proceeds the City receives through the Forest Creek Golf Club. Revenue collections include green fees, cart rentals, range fees, concessions and the Pro Shop. Fees collected are used for improvement & maintenance and contracted services for the Forest Creek Golf Club. The Golf Club is managed by Kemper Sports.

### LAW ENFORCEMENT FUND

The Law Enforcement Fund accounts for the forfeiture of contraband gained from the commission of criminal activity. Proceeds from the fund are used for law enforcement purposes.

### LIBRARY FUND

The Library Fund accepts donations by patrons of the library for various books and videos to be purchased and housed in the Library.

### MUNICIPAL COURT FUND

The Municipal Court Fund accounts for fees collected on conviction of certain Municipal Court offenses and is intended to enhance the safety of children, provide the technology for processing court cases, create a security plan for the courtroom, and establish a Juvenile Case Manager program.

### PARKS IMPROVEMENT FUND

The Parks Improvement and Acquisitions Fund accounts for the collection and expenditure of fees from two specific parks and recreation related sources: (1) sports league teams fees used for the improvement and maintenance of facilities and, (2) park development fees collected from developers of subdivisions who choose to provide cash in lieu of designating parkland. These funds are restricted based on guidelines provided in the subdivision ordinance.

### PUBLIC, EDUCATIONAL, AND GOVERNMENT ACCESS FUND

The Public, Educational, and Government Access (PEG) Fund accounts for cable franchise fees which are used for public, educational, and government access purposes consistent with state and federal law.

### TRAFFIC SAFETY PROGRAM FUND

The Traffic Safety Program Fund accounted for revenues received through the City's Red Light Camera program which was discontinued effective December 31, 2015. The fund still has some remaining fund balance which will be spent on traffic safety related expenditures during FY 2019.

### TREE REPLACEMENT FUND

The Tree Replacement Fund accounts for developer contributions used solely for the purpose of purchasing and planting trees in public rights-of-way, public parkland, or any other City-owned property.





## CAPITAL IMPROVEMENT FUNDS EXPENDITURES

### Capital Improvement Program (CIP)

The City of Round Rock has a capital plan which represents the funding plans for City construction and repair projects. A “capital project” is defined as the construction, reconstruction, acquisition, or installation of a physical public improvement with a value of \$50,000 or more and a useful life of at least five years. The City looks to the future for planning community growth and development and providing citizens with quality services and programs. The City meets the challenges of growth by providing the needed capital improvements and infrastructure.

The City’s capital projects are paid for with a self-funding, “pay-as-you-go” approach, Type B sales tax, or borrowed funds.

The projects funded are essential to the City’s future, reflecting how Round Rock will evolve in the coming years. Many of these projects have a significant impact on the City’s plan to stimulate growth in the local economy. These projects are “quality of life” improvements for the City as a whole.

### Planning

Master planning involves assessing the needs of the community through citizen and customer surveys, researching technological innovation, demographic trend analysis, and observation of other factors affecting the community. This assessment also determines the needs of each City department for its area of responsibility and makes informed assumptions concerning the community’s general needs for an ultimate growth scenario. This assessment combined with the City Council’s direction, provides a foundation for master planning. Some of the planning documents include:

- Transportation Master Plan
- Water Master Plan
- Wastewater Master Plan
- Parks and Recreation Master Plan
- Citywide Trails Master Plan
- Facilities Master Plan

These planning documents are updated every ten years with a major amendment at the five year midpoint. Updates and amendments are presented to the Council and the public through formal hearings.

The City’s Strategic Plan contains goals which serve as the foundation of the entire budget, also guides the planning and prioritization of capital projects.



## CAPITAL IMPROVEMENT FUND EXPENDITURES

### PROJECT SELECTION

The master planning process and documents establish near term planning horizons for the initial ranking of Capital Improvement Projects. City staff determines the timing, cost, and priorities for each project to further refine ranking which is coordinated with the City Manager. This information is used to translate Council priorities into project priorities. Final priorities are approved by the City Council. In the case of a general obligation bond, project approval must be obtained from the voters.

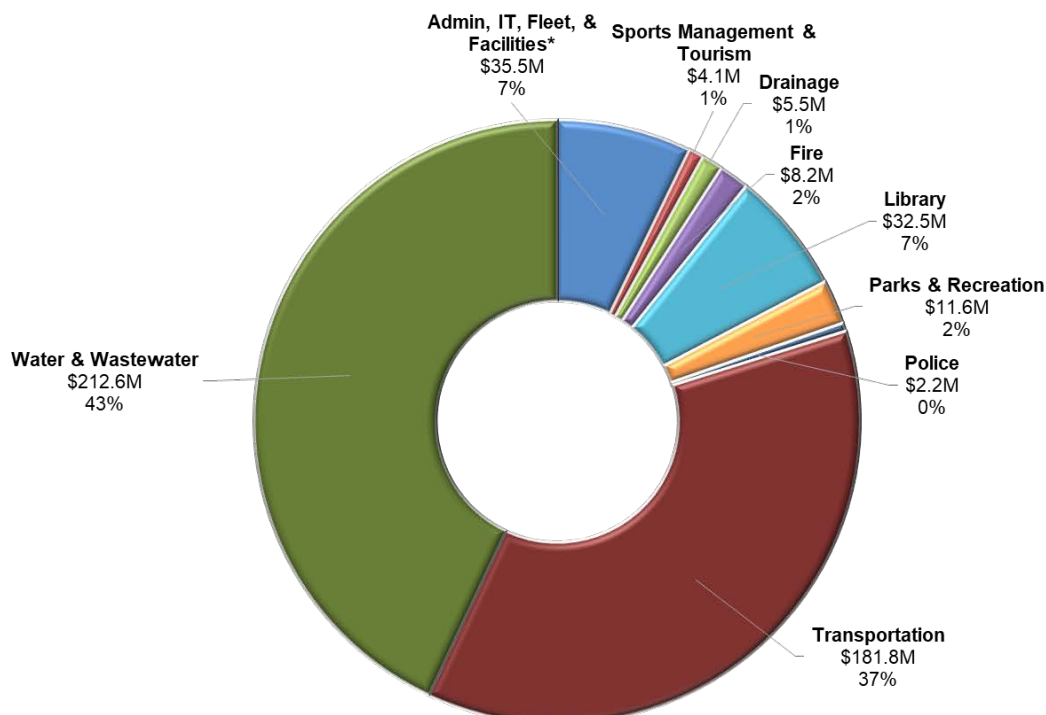
One of the key elements in developing and coordinating capital projects is identifying the funding sources. This requires the review of potential internal and external funding sources and assessing the City's financial condition and the ability to service existing and new debt. The evaluation of the best source of funds needed for capital projects provides the foundation for the proposed project.

Using the prioritized list of needed improvements along with the assessment of sources and availability of funding, the capital improvement spending plan is prepared. The plan identifies the capital improvements that are programmed in the next fiscal year. The capital improvement spending plan is presented to Council for approval, and then used by City staff to execute projects.

The CIP project selections will vary from year to year due to changes in priority and needs of the City. With the annual review and planning process the five year road map evolves to meet those needs and priority changes.

The total 5 year CIP plan is \$494.0 million allocated into categories as noted in the following chart.

### 5 YEAR CIP BY USE



## PROJECT MANAGEMENT

The City of Round Rock executes projects that meet the needs of the citizens within schedule and cost constraints. City staff uses a comprehensive method for managing projects which begins during the planning process and continues through project close out. Project management starts with establishing the project's technical requirements, scope, cost estimate, scheduling and an annual operating cost estimate. Once a project has been executed City staff monitors at all levels for adjustments to scope, scheduling, and cash flows. Cash flows determine the timing and size of project expenditures to assure the project's financial commitments.

Annual operating cost estimates and potential savings resulting from a capital project are developed during the planning process and used as an element in ranking project priority. Annual operating costs can include personnel, equipment, scheduled repairs, maintenance, and utilities. Annual savings can include a reduction in any of these costs. Future operating budgets will reflect these costs and savings in the year the budget is impacted, though funding is still contingent on City Council approval of the annual budget.

## MULTI-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECT SUMMARY

The CIP is a 5-year plan that forecasts spending for all anticipated capital projects. The plan addresses repair and replacement of existing infrastructure, as well as the development or acquisition of new facilities, property, improvements, and capital equipment to accommodate future growth. As a planning tool it enables the City to identify needed capital projects and coordinate facility financing, construction, operation, and scheduling. The CIP encompasses the following components.

### General Government

These projects include municipal facilities, parks and park improvements, sidewalks, landscaping, traffic signals, street, regional detention, drainage improvements, public safety capital equipment and facilities. Projects in this component are funded from resources such as property tax, sales tax, and the issuance of authorized bonds.

### Transportation

In August 1997, the Citizens of Round Rock authorized the adoption of an additional sales and use tax within the City at the rate of one-half of one percent, with the proceeds thereof to be used for arterial roadways and other related transportation system improvements. In 2011, the citizens voted to approve expanding the use of funds for economic development while maintaining the transportation infrastructure efforts. As a result the Round Rock Transportation and Economic Development and Corporation (RRTEDC) oversees the expenditures of this special sales tax for transportation and economic development purposes with the approval of the City Council.

### Water and Wastewater Utility

These projects are major water and wastewater repairs, replacements, and the development or acquisition of new facilities. Water and wastewater utility projects are funded from the sale of water and wastewater services, utility impact fees, and the issuance of revenue bonds.

## CIP OPERATIONAL IMPACTS BY PROJECT

The City evaluates potential operating impacts as part of its annual CIP update process. For budgeting purposes, only those impacts that are material and readily identifiable and measurable are included in this analysis and used for long-term financial planning purposes.

### Operating Impact by Department Project

Project		2019	2020	2021	2022	2023	Total
Luther Peterson Complex	Personnel	-	-	-	-	-	-
	Operating	-	200,000	202,000	204,020	206,060	812,080
	<b>Total</b>	-	<b>200,000</b>	<b>202,000</b>	<b>204,020</b>	<b>206,060</b>	<b>812,080</b>
New Main Library *	Personnel	-	-	-	367,000	367,000	734,000
	Operating	-	-	-	1,000,000	1,000,000	2,000,000
	<b>Total</b>	-	-	-	<b>1,367,000</b>	<b>1,367,000</b>	<b>2,734,000</b>
Bond-Related Trail Projects * (Lake Creek Trail, Brushy Creek Trail, Heritage Trail East & West)	Personnel	152,233	189,418	195,100	200,953	206,982	944,685
	Operating	5,894	5,953	6,012	6,072	6,133	30,065
	<b>Total</b>	<b>158,126</b>	<b>195,370</b>	<b>201,112</b>	<b>207,026</b>	<b>213,115</b>	<b>974,750</b>
Adult Sports Complex *	Personnel	117,000	119,340	122,920	126,608	130,406	616,274
	Operating	50,000	60,000	60,600	61,206	61,818	293,624
	<b>Total</b>	<b>167,000</b>	<b>179,340</b>	<b>183,520</b>	<b>187,814</b>	<b>192,224</b>	<b>909,898</b>
		<b>\$ 325,126</b>	<b>\$ 574,710</b>	<b>\$ 586,633</b>	<b>\$1,965,859</b>	<b>\$1,978,399</b>	<b>\$ 5,430,728</b>

\* Operating costs for bond projects approved by voters in November 2013.



Kelly Colson Photography



## ADMINISTRATION

The cities of Round Rock, Cedar Park, Hutto, and Leander joined with Williamson County in an inter-local agreement creating the Williamson County Regional Animal Shelter in 2006. The shelter opened in 2007 and almost immediately reached full capacity. The continued population growth in the cities and the county has stretched the capacity of the shelter. Round Rock's City Council authorized an expansion and remodel of the facility on August 11, 2016. Round Rock's portion is 27.23% of the total project cost and the remaining portion is \$1.26 million for FY 2019.

Projects	2019	2020	2021	2022	2023	Total
Williamson Co. Regional Animal Shelter	1,259,173					1,259,173
<b>Total</b>	<b>1,259,173</b>	-	-	-	-	<b>1,259,173</b>

Funding Sources	2019	2020	2021	2022	2023	Total
General Self Financed Construction	1,259,173					1,259,173
<b>Total</b>	<b>1,259,173</b>	-	-	-	-	<b>1,259,173</b>



Architecture designed by Jackson & Ryan Architects with construction by Vaughn Construction. Expected to be completed by Spring 2019.

## CAPITAL PROJECTS FUNDS

### DRAINAGE

Drainage and Storm Water Capital Improvements are projects designed to rehabilitate and/or enhance storm water infrastructure in order to mitigate potential flooding issues and protect life and property. Projects range in size and complexity and are prioritized first by those having the greatest impact in protecting life and enhancing safety and second by those that can most cost-effectively improve the drainage system. In addition to drainage utility fees and issuance of revenue bonds for funding, the City has partnered with the Upper Brushy Creek Water Control and Improvement District in funding the large regional Dam 101 project and to assist in obtaining potential grant funds.



Projects	2019	2020	2021	2022	2023	Total
Brushy Slopes	147,500					147,500
Chisolm Valley Drainage Assessment	25,000					25,000
Dam 101	2,075,000					2,075,000
Dry Branch Tributaries	750,000					750,000
Kensington Drainage Improvements	1,250,000					1,250,000
Meadows Area Drainage Assessment	25,000					25,000
Oak Bluff Flooding Improvements	875,000					875,000
Greater Round Rock West Drainage Assessment	75,000					75,000
Creek Stormwater Modeling	300,000					300,000
<b>Total</b>	<b>5,522,500</b>	-	-	-	-	<b>5,522,500</b>

Funding Sources	2019	2020	2021	2022	2023	Total
2014 Drainage Revenue Bonds	3,147,500					3,147,500
Self-Financed Drainage Construction	836,915					836,915
Regional Detention Fund	1,538,085					1,538,085
<b>Total</b>	<b>5,522,500</b>	-	-	-	-	<b>5,522,500</b>

## GENERAL SERVICES

General Services oversees the construction of City buildings and facilities. Their current projects include the Luther Peterson Public Works Facility and a new Main Library.

### LUTHER PETERSON PUBLIC WORKS FACILITY

This project involves the design and construction of a service center complex which will consist of shops, offices, and warehouse space for the Utility and Transportation Departments. The facility will be configured to accommodate future growth of the departments. The Luther Peterson Public Works Facility broke ground June 1, 2018.



Projects	2019	2020	2021	2022	2023	Total
Luther Peterson Bldg Imprvts	10,790,860					10,790,860
<b>Total</b>	<b>10,790,860</b>	-	-	-	-	<b>10,790,860</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Self-Finance Water Construction	4,040,860					4,040,860
Future CO Bond Issuance	6,750,000					6,750,000
<b>Total</b>	<b>10,790,860</b>	-	-	-	-	<b>10,790,860</b>



An artist rendering of the Luther Peterson Service Center which is under construction. The estimated completion date for the project is August 2019.



## CAPITAL PROJECTS FUNDS

### INTERNAL SERVICES

#### FACILITY MAINTENANCE

Facility Maintenance coordinates all the building maintenance throughout the City. The funds designated as internal service will be used for major repairs, replacements and renovations to the City's buildings. The maintenance on public buildings increases as the population grows and the quality of life expectations increase. The City currently has forty six buildings.

Projects	2019	2020	2021	2022	2023	Total
Internal Services-All Departments	950,000	750,000	750,000	750,000	750,000	3,950,000
<b>Total</b>	<b>950,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>3,950,000</b>

Funding Sources	2019	2020	2021	2022	2023	Total
Pay As You Go	950,000	750,000	750,000	750,000	750,000	3,950,000
<b>Total</b>	<b>950,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>3,950,000</b>

#### FLEET MAINTENANCE

Fleet Services is responsible for the acquisition and maintenance of all City vehicles and equipment. Replacement vehicles are determined through a rigorous and well defined replacement process.

Projects	2019	2020	2021	2022	2023	Total
Vehicle & Equipment Additions						-
Vehicle & Equipment Replacements	4,108,000	3,927,000	3,850,000	3,850,000		15,735,000
<b>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>

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Lease	3,085,000	3,000,000	3,000,000	3,000,000		12,085,000
Drainage Fund	273,000	177,000	100,000	100,000		650,000
Utility Fund	750,000	750,000	750,000	750,000		3,000,000
<b>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>

#### INFORMATION TECHNOLOGY

Information Technology covers the City for the reviewing, servicing and acquisition of new and updated technology. Some of the IT components will be document imaging, GIS consulting, software, networking, fiber optics, cloud infrastructure, data center improvements and communications such as Police and Fire dispatching.

Projects	2019	2020	2021	2022	2023	Total
Internal Services-All Departments	750,000	750,000	750,000	750,000	750,000	3,750,000
<b>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>

Funding Sources	2019	2020	2021	2022	2023	Total
Pay As You Go	750,000	750,000	750,000	750,000	750,000	3,750,000
<b>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>

## LIBRARY

In November 2013, Round Rock voters approved the use of \$23.2 million in bond proceeds to build a new main library. Having additional space will allow the library to expand its core services to children, teens, and adults; roll out more technology programs; and provide a wider variety of meeting spaces and program rooms. The City worked with the Round Rock Independent School District (RRISD) to secure a location next to CD Fulkes Middle School for the new library, located at 300 W Anderson Avenue and design will be under-way in FY 2018. The estimated opening date for the new library is 2022. That may seem like a long ways off, but the City wants to ensure that we design and build a quality facility that helps make Round Rock a great community for generations to come.

<b>Projects</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
New Main Library	5,000,000	12,000,000	15,491,573	-	-	32,491,573
<b>Total</b>	<b>5,000,000</b>	<b>12,000,000</b>	<b>15,491,573</b>	<b>-</b>	<b>-</b>	<b>32,491,573</b>

<b>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
2014 GO Bonds						-
Future GO Bond Issuance	5,000,000	12,000,000	2,091,573			19,091,573
To Be Determined			13,400,000	-		13,400,000
<b>Total</b>	<b>5,000,000</b>	<b>12,000,000</b>	<b>15,491,573</b>	<b>-</b>	<b>-</b>	<b>32,491,573</b>





## PARKS AND RECREATION

Parks and Recreation capital projects enhance and expand the trails, parks, and other recreation amenities that bolster a high quality of life for the Round Rock community. Recreation and cultural benefits include providing opportunities to increase frequency of exercise, relaxation and revitalization, community involvement, and protecting and preserving green space. Developing more interconnected trails throughout Round Rock is a key strategy that provides greater mobility and contributes to clean air and increasing property values. Voters demonstrated their commitment to parks and recreation amenities by approving \$56 million for Parks and Recreation projects as part of the 2013 General Obligation Bond package.



### LAKE CREEK TRAIL

This trail will connect Western Round Rock and Downtown from Round Rock West Drive to McNeil Road. It will include a 10 foot wide concrete trail, pedestrian underpass at I-35 and the frontage roads, and a pedestrian bridge over Lake Creek.

### CLAY MADSEN SOCCER FIELDS

The vacant land next to the Clay Madsen Recreation Center will be converted into soccer fields to support league play.

### BRUSHY CREEK TRAIL

This project provides a connection along the Brushy Creek Regional Trail from Mays Street to A.W. Grimes Boulevard. It will include a 10 foot wide concrete trail, a pedestrian underpass at Georgetown Street, and interpretive signs.

### HERITAGE TRAIL WEST

This portion of Heritage Trail begins at Chisholm Trail Road and continues to Mays Street. It will offer a unique outdoor experience and will include sculptures, interpretive signs, pedestrian overlooks, and thematic elements along the trail depicting a time line of Round Rock's history.

**HERITAGE TRAIL EAST**

This trail will be from Mays Street to Georgetown Street along Brushy Creek. This portion of the project includes improvements to a newly acquired piece of land along Heritage Circle, design of a destination playground, and a pedestrian bridge over Brushy Creek. It will include interpretive signage, sculptural elements, and thematic elements along the trail depicting a time line of Round Rock's history.

**ADULTS SPORT COMPLEX**

The Adults Sport Complex will be located in Old Settler's Park and will feature two permanent softball fields and one "super-flex" field, which can support softball, flag football, soccer and other activities.

<b>Projects</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
2018 PARD R&R Memorial Pk Playground	195,000					195,000
Adults Sports Complex	913,632					913,632
Brushy Creek Trail- Veterans Pk to Rabb	480,457					480,457
Heritage Trail East	430,000					430,000
PARD Repair & Replace		250,000	250,000	250,000	250,000	1,000,000
OSP Repair & Replace Bucket		700,000	700,000	700,000	700,000	2,800,000
Repair/Replace ADA 2020		775,000				775,000
PARD Sports Complex	250,000					250,000
Lake Creek Trail	1,041,838					1,041,838
Facility Improvements-Krebsbach Pool	42,414					42,414
Clay Madsen Rec Center	274,920					274,920
Rock'N River Improvements	250,000					250,000
Heritage Trail West	2,530,000	661,402				3,191,402
	<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>Funding Sources</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total</b>
General Self Financed Construction	195,000					195,000
2017 GO Bond Issuance	1,413,632	775,000				2,188,632
2014 GO Bond Issuance	4,799,629	661,402				5,461,031
Pay As You Go		750,000	750,000	750,000	750,000	3,000,000
PARD Capital Ex Revenue		200,000	200,000	200,000	200,000	800,000
<b>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>

## PUBLIC SAFETY

The Public Safety's infrastructure focuses on meeting the City's goal to be the "Best Community to Live". The Fire Department uses response times to emergency calls and population growth patterns when determining the placement of fire stations. Fire Station 3 will be re-located from Rawhide Drive to Sundance Parkway in the La Frontera shopping center. The proposed station will have a similar design to recently opened Stations 4 and 8, and be able to house existing vehicles and crews assigned to that district with room to grow. Also included in the layout is an office for Round Rock Police Department employees to use for completing paperwork and meet with the public while on duty. Round Rock residents approved funding for fire station projects in the 2013 bond election.

Projects	2019	2020	2021	2022	2023	Total
Fire Apparatus		770,000	777,000	816,000		2,363,000
Fire Station #3 - La Frontera	3,579,041					
Temporary Fire Station #10 - 1431	500,000					
Fire Safety Equipment Replacement Program	250,000	250,000	250,000	250,000	250,000	1,250,000
Battalion Command Vehicle	135,000					135,000
RRFD Radio Apex Replacement	368,000					368,000
Police Automated License Plate Reader	49,530					49,530
Police Safety Equipment Replacement Program	350,000	350,000	350,000	350,000	350,000	1,750,000
Police Radio Replacements	368,084					368,084
<b>Total</b>	<b>5,599,655</b>	<b>1,370,000</b>	<b>1,377,000</b>	<b>1,416,000</b>	<b>600,000</b>	<b>10,362,655</b>

Funding Sources	2019	2020	2021	2022	2023	Total
2017 GO Bond Issuance	3,579,041					3,579,041
General Self Finance Purchases	785,614					785,614
Pay As You Go	600,000	600,000	600,000	600,000	600,000	3,000,000
Capital Lease	135,000	770,000	777,000	816,000		2,498,000
Other Governmental Entity Funds (Williamson County)	500,000					500,000
<b>Total</b>	<b>5,599,655</b>	<b>1,370,000</b>	<b>1,377,000</b>	<b>1,416,000</b>	<b>600,000</b>	<b>10,362,655</b>



## SPORTS MANAGEMENT AND TOURISM

The Sports Management & Tourism Department centralizes the efforts to promote Round Rock as the “Sports Capital of Texas.” Capital expenditures for the department are for the continued maintenance, improvement, and expansion of the City’s sports tourism facilities including the Dell Diamond. Improvements to these facilities continue to bring even more visitors to Round Rock to enjoy the City’s sports offerings.

### DELL DIAMOND

Repair and maintenance projects include reconfiguration of the home plate entrance ticket window, replacement of control room computer equipment, and replacement and rework of plumbing for concourse hand sinks. Additional improvement projects include addition of electronic access points and stadium seat replacements.

Projects	2019	2020	2021	2022	2023	Total
Dell Diamond Capital Improvement & Repair	350,000	350,000	350,000	350,000	350,000	1,750,000
Dell Diamond Capital Imp & Repair - PY Allotment	403,300					403,300
Dell Diamond Stadium Seating Replacement	1,569,000					1,569,000
Dell Diamond Parking Lot		300,000				300,000
Multipurpose Sports Complex Initial Capital Outlay	50,000					50,000
<b>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>

Funding Sources	2019	2020	2021	2022	2023	Total
Hotel Occupancy Tax Fund	2,322,300	650,000	350,000	350,000	350,000	4,022,300
Multipurpose Sports Complex Fund	50,000					50,000
<b>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>

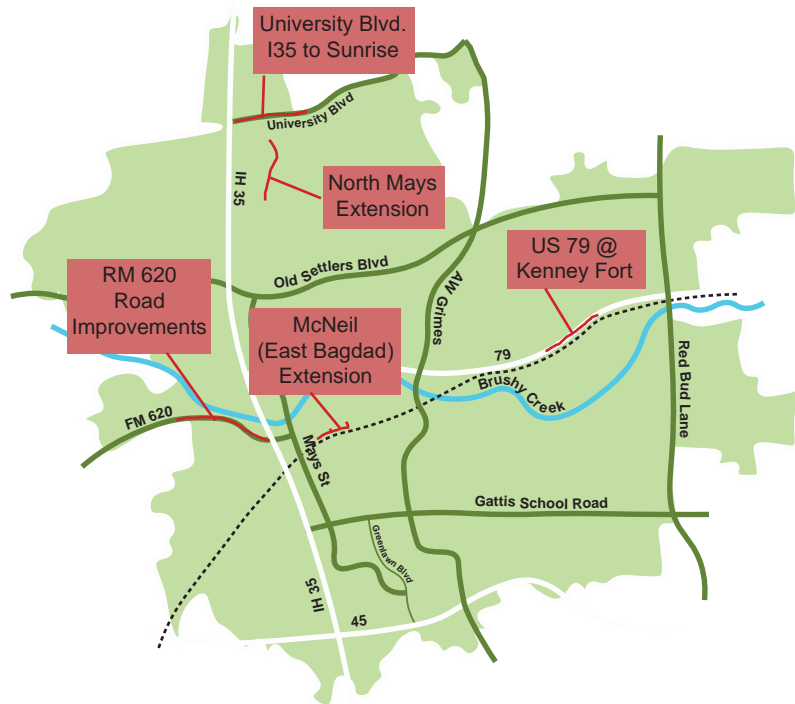


Kelly Colson Photography



## TRANSPORTATION

Capital Projects identify and plan for future connectivity and mobility needs and options by constructing systems that support the development of major density centers. This supports the growth and expansion of business clusters of destination retail, supply chain, management, health care, higher education, construction, arts and culture and information technology. The transportation infrastructure is needed to make the City attractive to target businesses and strengthen economic development and diversity. These projects also improve the mobility of the citizens and responds to their needs while maintaining these requirements within scheduling and cost constraints.



### MCNEIL EXTENSION

The McNeil Extension project will essentially bypass Downtown Round Rock by continuing the upcoming alignment of McNeil Road and carrying it through to Georgetown Street and up to Main Street. The McNeil Extension is being planned as a 3-lane roadway connection. The approximate length of the project is 0.54 miles.

### RM620 ROAD IMPROVEMENTS

This project will improve safety and enhance mobility on RM 620 from Deep Wood Drive to IH 35. It will include a bridge to carry RM 620 traffic over the Union Pacific Railroad (UPRR) and Chisholm Trail Road and access roads between Lake Creek Drive & Chisholm Trail Road.

### UNIVERSITY BOULEVARD

This project encompasses the section of University Blvd that runs from IH 35 to Sunrise Blvd. This section of University will be reconstructed into a six-lane, median divided road and will include dual turn lanes at the intersections of Oakmont and University Oaks.

### US 79 – KALAHARI

This project is for transportation improvements relating to the Kalahari Project. The work consists of enlarging the US 79 and Harrell Parkway Intersection to a 4-leg intersection with an at-grade crossing of the railroad at this location. It will also include the upgrade of the existing sewer plant rail road crossing on US 79.



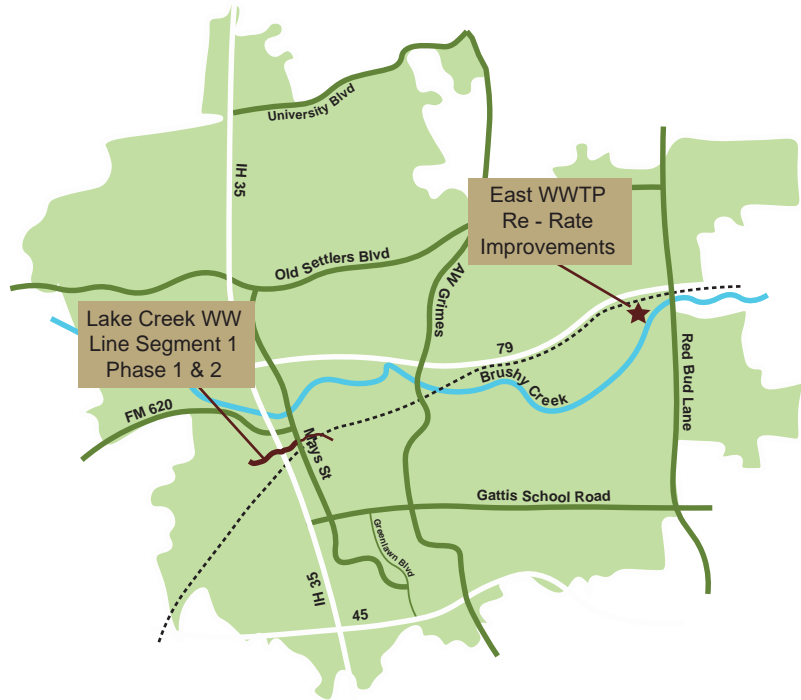
## CAPITAL PROJECTS FUNDS

Projects	2019	2020	2021	2022	2023	Total
Bridge Maintenance	33,503					33,503
Arterial Improvements - Bottlenecks	500,000	500,000	224,550			1,224,550
Roundville Lane	328,000					328,000
North Mays Extension (PD & North)	2,000,000	1,400,000				3,400,000
McNeil (East Bagdad) Extension	2,786,305					2,786,305
Lisa Rae Drive	666,675					666,675
Gattis School Road Seg 3	768,037	5,081,963	6,250,000	7,250,000	5,752,057	25,102,057
Gattis School Road Seg 6	462,074	5,537,926	8,000,000	7,382,074		21,382,074
US 79 @ Kenney Fort (Kalahari)	1,881,436	7,118,564	4,231,436			13,231,436
Kenney Fort Blvd Seg 2 & 3	2,038,516	12,961,484	12,093,696			27,093,696
Kenney Fort Blvd Seg 4	100,000	12,000,000	6,000,000	6,270,000		24,370,000
Logan Drive Bridge	210,000					210,000
Street Maintenance Non-Arterial	4,800,000	3,800,000	4,000,000	4,200,000		16,800,000
RM 620 Road Improvements	2,245,744					2,245,744
SH45 Frontage Roads	323,124	626,283	2,500,000	2,000,000	1,623,717	7,073,124
Sign Replacement Program	350,000					350,000
Southwest Downtown Phase 5B	200,000					200,000
Texas Avenue	90,000					90,000
University Blvd - I35 to Sunrise	5,000,000	3,425,000				8,425,000
Red Bud North		2,900,000	6,000,000	7,420,800		16,320,800
University East			3,500,000	3,500,000	2,400,000	9,400,000
Railroad Quiet Zone	1,098,683					1,098,683
<b>Total</b>	<b>25,882,097</b>	<b>55,351,220</b>	<b>52,799,682</b>	<b>38,022,874</b>	<b>9,775,774</b>	<b>181,831,647</b>

Funding Sources	2019	2020	2021	2022	2023	Total
General Self Financed Construction	5,874,275	3,800,000	4,000,000	4,200,000		17,874,275
RR Trans & EcoDev Corp	18,865,082	5,325,000	224,550			24,414,632
Other Contributions	406,932					406,932
Other Governmental Entity Funds	700,490					700,490
Grant Funds	35,318	11,567,500	12,232,500	2,450,000	1,400,000	27,685,318
To Be Determined		34,658,720	36,342,632	31,372,874	8,375,774	110,750,000
<b>Total</b>	<b>25,882,097</b>	<b>55,351,220</b>	<b>52,799,682</b>	<b>38,022,874</b>	<b>9,775,774</b>	<b>181,831,647</b>

## WATER AND WASTEWATER UTILITIES

Utility Capital Improvements are projects designed to maintain, enhance, or expand the City's utility system to meet the increasing demand from the Round Rock community. Expanding the utility services is necessary to accommodate the City's current and future growth. Major renovations and repairs to the existing system keep the water system running efficiently and reduce future wastewater treatment cost by preventing ground water seeping into collector lines. The projects are funded through water and wastewater sales, impact fees, and issuance of revenue bonds.

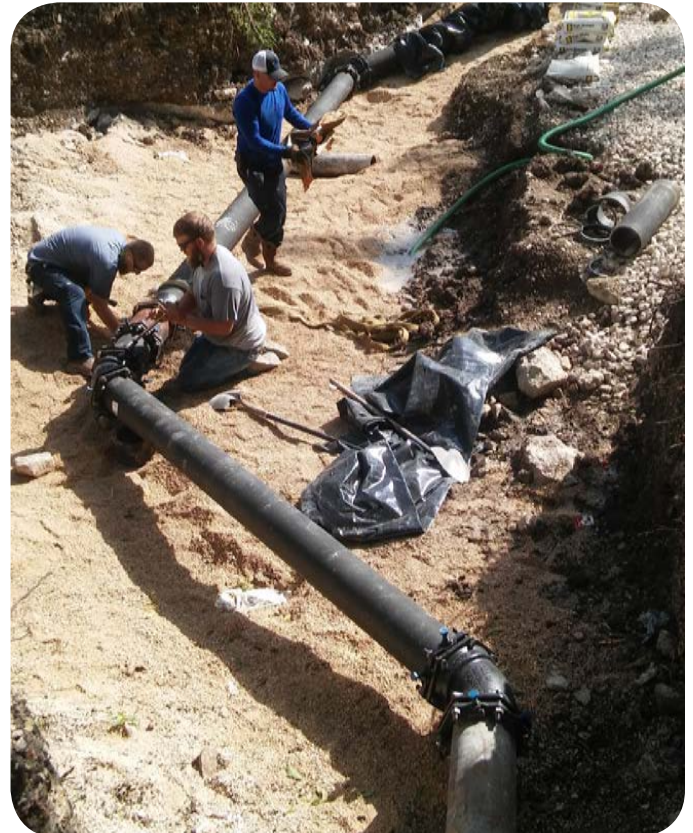


Projects	2019	2020	2021	2022	2023	Total
Brushy Creek Regional WTP Phase 1B	34,000					34,000
BRCUA Phase 2 Deep Water & Raw Waterling Planning	1,200,000	1,500,000	2,500,000			5,200,000
BRCUA Phase 2 Deep Water & Raw Waterling Con			7,600,000	7,600,000	7,600,000	22,800,000
East WWTP Re-Rate Improvements	6,506,192	35,231,869	41,413,272	18,375,150		101,526,483
SH29 & DB WOOD Raw Water Line	450,000					450,000
Arterial "H" 16" Phase 2	1,700,000					1,700,000
Chandler Creek 2 Wastewater Improvements			260,111	260,111		520,222
McNeil Extension WTR/WW Phase 2	275,000					275,000
WTP Phase 3 & 4 Filter Rehab	1,000,000					1,000,000
Water Blending Study	30,000					30,000
Forest Creek WW Force Main Rehab		3,000,000	2,000,000			5,000,000
Southeast Red Bud Annexation Improvements			629,000			629,000
Brenda Lane 12" Waterline Annexation Improvements			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
Meadow Lake Waterline Improvements		2,367,000				2,367,000
Palm Valley Waterline Improvements, Phase 1	177,000	177,000	413,000	413,000		1,180,000
Saddlebrook Annexation Improvements	629,000					629,000
Misc Water Treatment Plant Improvements		500,000	500,000	500,000	500,000	2,000,000
PRV Installation Program	800,000					800,000
Water Master Plan & Impact Fee Update	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
Gattis School Rd 24" Waterline			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
TANK COATING REHAB	935,000	3,273,350	156,500	1,030,860	2,502,650	7,898,360
Utility Office Remodel	35,000					35,000
Chandler Creek 3 WW Line			857,600			857,600
Lake Creek 4 WW Line Segments			2,235,053			2,235,053

## CAPITAL PROJECTS FUNDS

Projects	2019	2020	2021	2022	2023	Total
WW Collection System Inspection & Rehab Program	3,798,613	2,117,433	1,957,295			7,873,341
McNutt Creek WW Line Segments	1,265,887	765,875				2,031,762
Lake Creek WW Line Segment 1 Phase 1	1,925,000					1,925,000
Lake Creek 10	493,000					493,000
Lake Creek 11	1,112,500					1,112,500
Lake Creek WW Line Segment 1 Phase 2	2,932,665					2,932,665
BRA Zebra Mussel Prevention Project	800,000					800,000
Gattis School Road WW Extension	505,925					505,925
16-17 WW Collection Inspections	100,000					100,000
Kenney Fort Seg 2/3 Waterline	1,700,000					1,700,000
Kenny Fort 24" Waterline Seg 4			2,337,000	2,337,000		4,674,000
Lisa Rae Public Imp Proj. Wtr/WW	258,326					258,326
WTP & Lake Georgetown Pump Station Improvements	3,400,000	2,500,000				5,900,000
2016 Rehab WW Collection System	1,000,000					1,000,000
SE, South 81 & McNeil GST Pump Improvements	750,000					750,000
<b>Total</b>	<b>36,041,108</b>	<b>54,604,527</b>	<b>68,769,781</b>	<b>37,869,646</b>	<b>15,305,175</b>	<b>212,590,237</b>

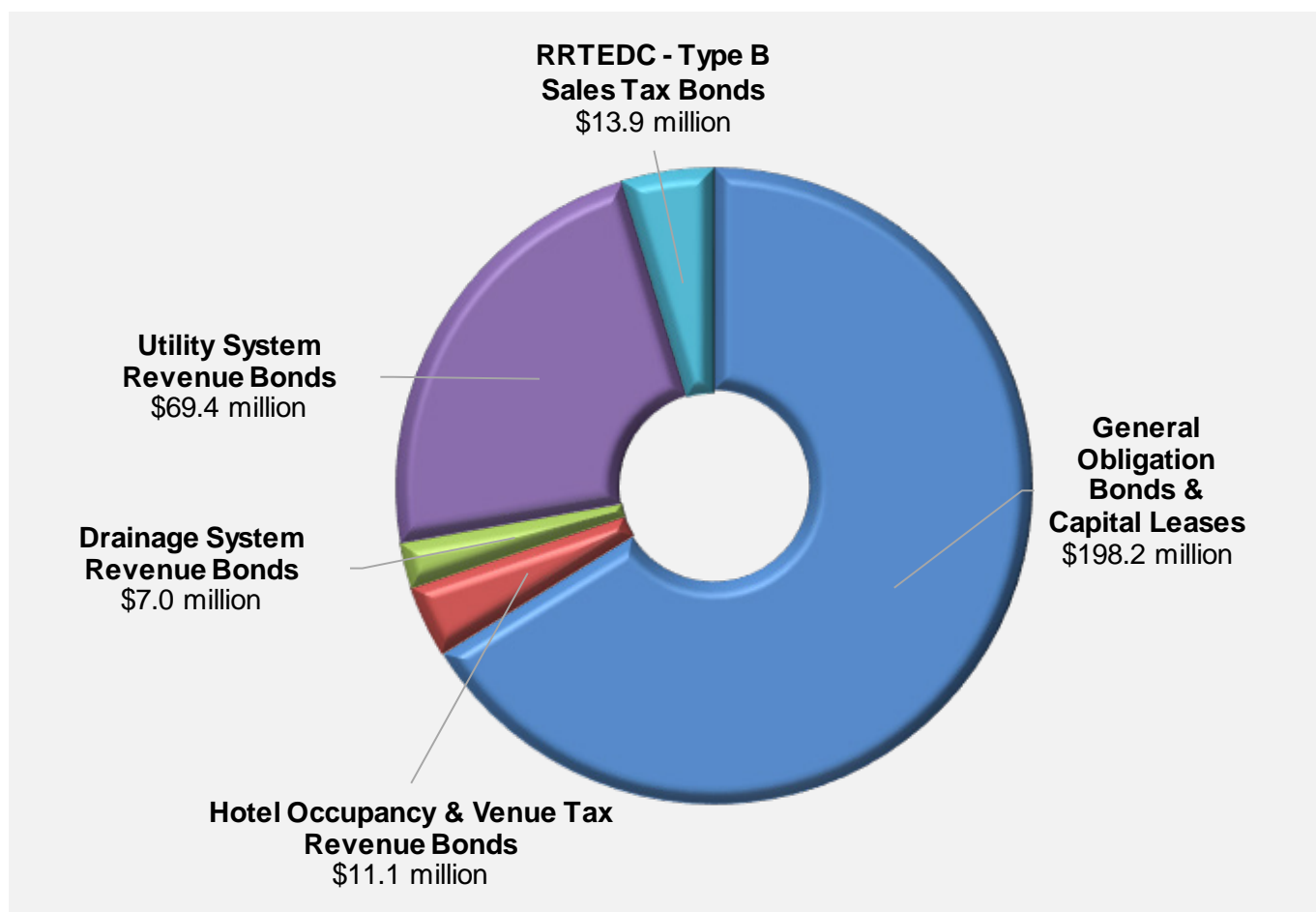
Funding Sources	2019	2020	2021	2022	2023	Total
Self-Finance Wastewater Construction	15,205,253	15,973,308	19,140,059	5,508,011		55,826,631
Self-Finance Water Construction	14,955,663	11,989,350	9,946,450	11,634,385	7,705,175	56,231,023
Regional Wastewater System Partners	4,646,192	25,141,869	29,583,272	13,127,250		72,498,583
Future BCRUA Revenue Bonds	1,234,000	1,500,000	10,100,000	7,600,000	7,600,000	28,034,000
<b>Total</b>	<b>36,041,108</b>	<b>54,604,527</b>	<b>68,769,781</b>	<b>37,869,646</b>	<b>15,305,175</b>	<b>212,590,237</b>





## OUTSTANDING DEBT

The City has \$300 million in outstanding debt obligations. Like most governments, Round Rock uses municipal bonds to strategically fund large capital purchases like new road improvements, parks, water lines, trails, fire stations, public safety training facilities, and libraries. The outstanding debt is summarized by type in the chart and the table below.



	Amount Issued	10/1/18 Amount O/S (Net of Refunding)
General Obligation Bonds & Capital Leases	231,135,000	198,184,268
Hotel Occupancy & Venue Tax Revenue Bonds	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
RRTEDC - Type B Sales Tax Bonds	21,070,000	13,925,000
<b>Total</b>	<b>419,130,000</b>	<b>299,594,268</b>



## DEBT ISSUANCE POLICY

There is no direct debt limitation in the City Charter or under state law. The City operates under a Home Rule Charter authorized by the Texas Constitution which limits the maximum tax rate, for all City purposes to be \$2.50 per \$100 of assessed valuation. Administratively, the Attorney General for the State of Texas will permit an allocation of up to \$1.50 of the \$2.50 maximum tax rate for general obligation debt service. Assuming this maximum tax rate for debt service of \$1.50 on the 2018 total assessed valuation of \$13,599,419,854 at a 95% collection rate, property tax revenues of \$203,991,298 could be generated for debt payment purposes. This revenue would be sufficient to cover the debt service on over \$2.4 billion of bonds. Using this maximum limit of indebtedness the City is using just 10% of its debt capacity.

From a practical point of view, however, even though the City has the capacity to issue additional billions of dollars of bonds it will never likely come close to the maximum capacity. Round Rock is fiscally conservative when it comes to issuing debt and many factors are taken into account for each debt decision including prudence, need, affordability, and rating agency guidelines. Because of the City's history of smart prudent debt decisions, the City's general obligation bonds received a rating upgrade in October 2018 to AAA, the highest rating of credit worthiness. The Utility System and BCRUA both received a rating upgrade in December 2017 to AAA.



Public Safety Training Facility which was approved in the 2013 General Obligations Bonds broke ground November 2016.

## 2013 BOND AUTHORIZATION

In November 2013, Round Rock residents approved four bond propositions totaling \$123.6 million for capital projects to improve public safety, the library, and parks and recreation facilities.

- Proposition 1 - \$16.5 million for Fire Department facilities
- Proposition 2 - \$56.5 million for parks and recreation purposes
- Proposition 3 - \$23.2 million for library facilities
- Proposition 4 - \$27.4 million for police and fire training facilities

The first phase of bond funding, issued in early 2014, paid for \$71 million in projects. The second issuance in Spring 2017 for \$30.9 million funded the remaining Fire, Parks & Recreation, and Public Safety projects. The final issuance of \$21.7 million, for construction of the new main Library facility is scheduled for 2019. The table below summarizes past and future issuances.

General Obligation Bonds		2014 1st Issuance Actual	2017 2nd Issuance Actual	2019 3rd Issuance Projected	Total
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>



Joanna Land Playground located inside Old Settler's Park was renovated and reopened January 2017.

## DEBT

### GENERAL FUND DEBT

The General Fund issues debt in the form of General Obligation (GO) Bonds, Refunding Bonds, Certificates of Obligation (COs), and Capital Leases. GO Bonds may only be issued with a majority approval of Round Rock's voters and are limited in use for the acquisition or improvement of real property. Refunding Bonds are issued to refinance existing debt when the market conditions allow the City to achieve significant cost savings in future debt payments. COs are issued for a particular limited purpose such as road improvements. The City uses Capital Lease financing to replace fleet and other large equipment and for major Information Technology system upgrades.

### SUMMARY OF OUTSTANDING GENERAL FUND DEBT

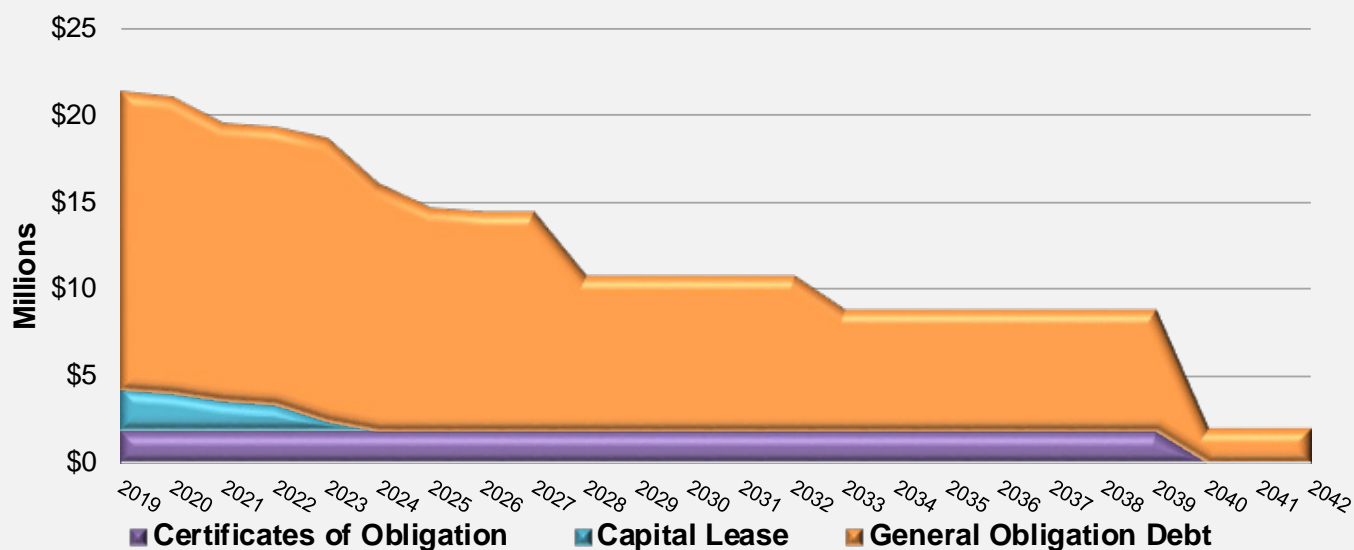
Issue	Interest Rates (%)	Date of Issue	Date of Maturity	10/1/18 Amount	
				Amount Issued	Outstanding (Net of Refunding)
2017 GO Bonds	3.00 - 5.00	5/23/2017	9/30/2042	28,585,000	28,585,000
2016 GO Refunding Bonds	2.00 - 4.00	6/14/2016	8/15/2032	6,995,000	5,875,000
2015 GO Refunding Bonds	4.00 - 5.00	1/15/2015	8/15/2032	32,465,000	27,920,000
2014 Combined Tax/Rev COs	2.00 - 5.00	12/18/2014	8/15/2039	27,270,000	25,520,000
2014A GO Refunding Bonds	2.00 - 5.00	5/20/2014	8/15/2021	10,465,000	4,030,000
2014 GO Bonds	3.00 - 5.00	3/6/2014	8/15/2039	66,885,000	66,885,000
2013 GO Refunding Bonds	0.50 - 2.00	5/21/2013	8/15/2024	8,615,000	4,135,000
2011 GO Refunding Bonds	2.00 - 5.00	11/15/2011	8/15/2027	19,580,000	10,410,000
2010 GO Refunding Bonds	2.00 - 4.00	8/15/2010	8/15/2027	18,575,000	14,980,000
Capital Leases - existing	Var.	Var.	Var.	8,700,000	6,844,268
Capital Leases - FY 2018	Var.	Var.	Var.	3,000,000	3,000,000
<b>Total</b>				<b>\$ 231,135,000</b>	<b>\$ 198,184,268</b>

\*Note: Due to favorable interest rates at the time of issuance, the first set of 2013 Voter Authorized GO bonds was issued at a premium, reducing the face value to \$66,885,000. The total authorization used on this issue was \$71,000,000.

### PURPOSE OF GENERAL FUND DEBT ISSUED

Issue	Purpose
2017 GO Bonds	Fire stations, Park & Recreation facilities, Public Safety Training Facility
2016 GO Refunding Bonds	Partial refund of prior debt for Park and Recreation facilities
2015 GO Refunding Bonds	Partial refund of prior debt for transportation and building improvements
2014 Combined Tax/Rev COs	Transportation improvements
2014A GO Refunding Bonds	Partial refund of prior debt
2014 GO Bonds	Fire stations, Park & Recreation facilities, Library facility, Public Safety Training Facility
2013 GO Refunding Bonds	Partial refund of prior debt
2011 GO Refunding Bonds	Partial refund of prior debt
2010 GO Refunding Bonds	Partial refund of prior debt

## SCHEDULE OF GENERAL FUND 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
	<b>\$ 37,054,763</b>	<b>\$ 8,452,374</b>	<b>\$ 234,674,358</b>	<b>\$ 280,181,495</b>



## DEBT

### TYPE B FUND DEBT

The Round Rock Transportation and Economic Development Corporation (or “Type B”) Fund issues debt for transportation and economic development related projects. The corporation has used State infrastructure loans to finance transportation improvements and issues sales tax revenue bonds for projects that will generate future sales tax revenues. The Type B Fund has a dedicated revenue source of a 0.5 cent local option sales tax.

#### SUMMARY OF OUTSTANDING TYPE B DEBT

Issue	Interest Rates (%)	Date of Issue	Date of Maturity	Amount Issued	10/1/18 Amount Outstanding (Net of Refunding)
2017 Sales Tax Refunding Bonds	1.78	7/6/2017	9/30/2023	\$ 10,140,000	\$ 8,335,000
2015 Sales Tax Refunding Bonds	1.56	5/20/2015	8/15/2021	10,930,000	5,590,000
Total				<b>\$ 21,070,000</b>	<b>\$ 13,925,000</b>

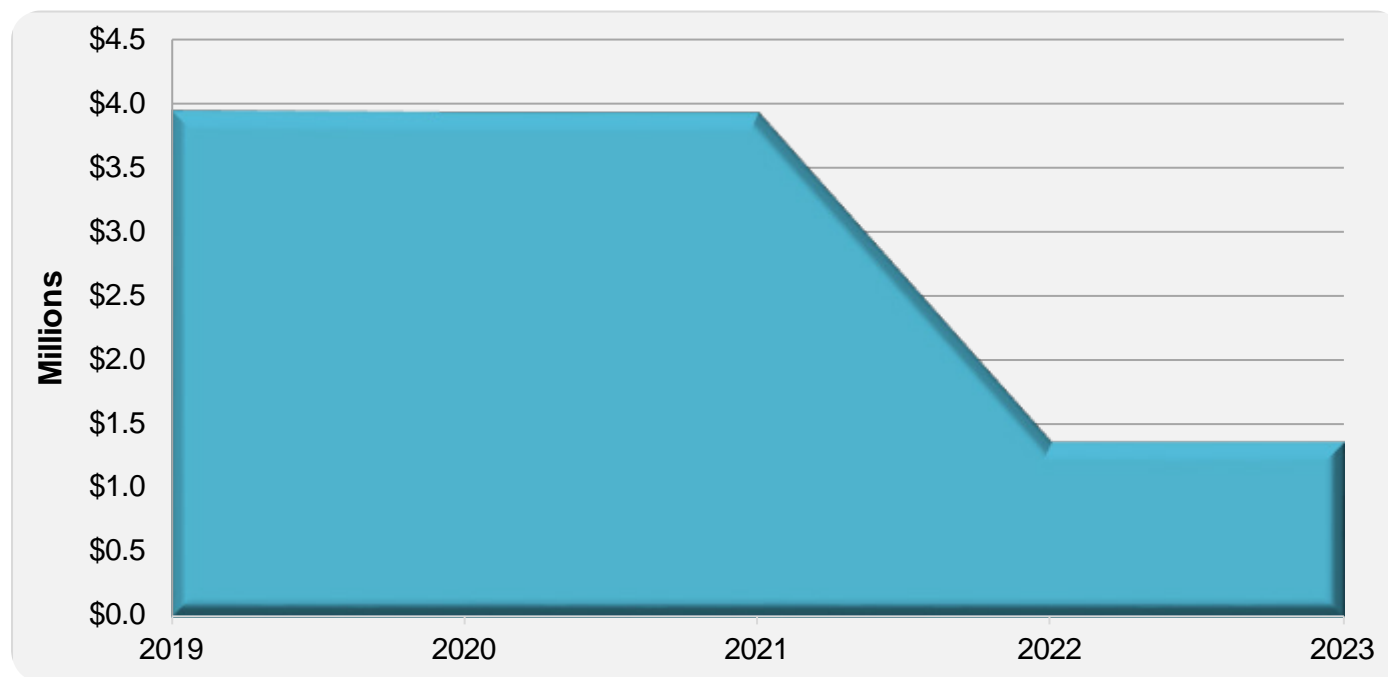
#### PURPOSE OF TYPE B FUND ISSUED DEBT

Issue	Purpose
2017 Sales Tax Refunding Bonds	Partial refund of prior debt for transportation improvements
2015 Sales Tax Refunding Bonds	Partial refund of prior debt for transportation improvements





## SCHEDULE OF TYPE B FUND 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
		<b>\$ 591,797</b>	<b>\$ 13,925,000</b>	<b>\$ 14,516,797</b>

## DEBT

### HOTEL OCCUPANCY TAX (HOT) FUND DEBT

The Hotel Occupancy Tax (HOT) Fund issues debt for capital projects that promote tourism and increase the number of visitors to the City. The HOT Fund issues revenue bonds for projects that will increase future Hotel Occupancy Tax revenues. In August 2018 the Hotel Occupancy Tax Revenue Bonds received a rating upgrade from A to A+ from Standard & Poor's.

#### SUMMARY OF OUTSTANDING HOT FUND DEBT

Issue	Interest Rates (%)	Date of Issue	Date of Maturity	Amount Issued	10/1/8 Amount Outstanding (Net of Refunding)
2016 HOT Refunding Bonds	2.00 - 4.00	8/15/2016	12/1/2024	\$ 4,455,000	\$ 3,925,000
2012 HOT Revenue Bonds	2.00 - 4.00	2/28/2012	12/1/2037	7,715,000	7,130,000
Total				\$ 12,170,000	\$ 11,055,000

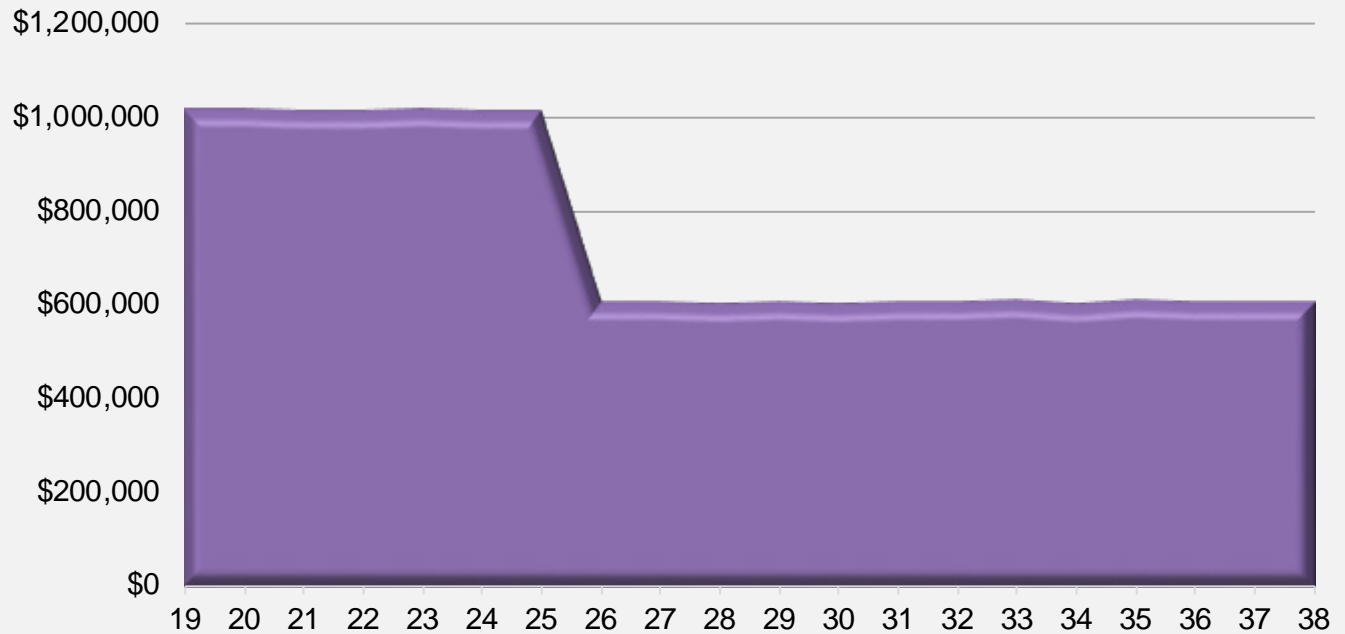
#### PURPOSE OF HOT FUND ISSUED DEBT

Issue	Purpose
2016 HOT Refunding Bonds	Partial refund of prior debt for the Dell Diamond
2012 HOT Revenue Bonds	Sports Center



The Round Rock Sports Center

## SCHEDULE OF HOT FUND 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
		<b>\$ 3,826,005</b>	<b>\$ 11,055,000</b>	<b>\$ 14,881,005</b>

## DEBT

### UTILITY FUND DEBT

The Utility Fund issues debt for improvements and expansions to the City's water and wastewater utility systems. The Fund uses revenue bonds with future debt payments paid by water and wastewater revenues in the form of customer service charges. In December 2017, the Utility System Revenue Bonds and BCRUA Revenue Bonds both received rating upgrades from AA+ to AAA from Standard & Poor's.

#### SUMMARY OF OUTSTANDING UTILITY FUND DEBT

Issue	Interest Rates (%)	Date of Issue	Date of Maturity	Amount Issued	10/1/18 Amount Outstanding (Net of Refunding)
2017 Utility System Revenue Refunding Bonds	3.00 - 5.00	12/21/2017	9/30/2039	\$ 32,785,000	\$ 32,785,000
2016 Utility System Revenue Refunding Bonds	2.00 - 5.00	6/14/2016	8/1/2035	35,185,000	35,030,000
2009 Utility System Revenue Bonds	2.00 - 5.00	12/8/2009	8/1/2039	78,785,000	9,585,000
Total				\$ 146,755,000	\$ 69,400,000

#### PURPOSE OF UTILITY FUND ISSUED DEBT

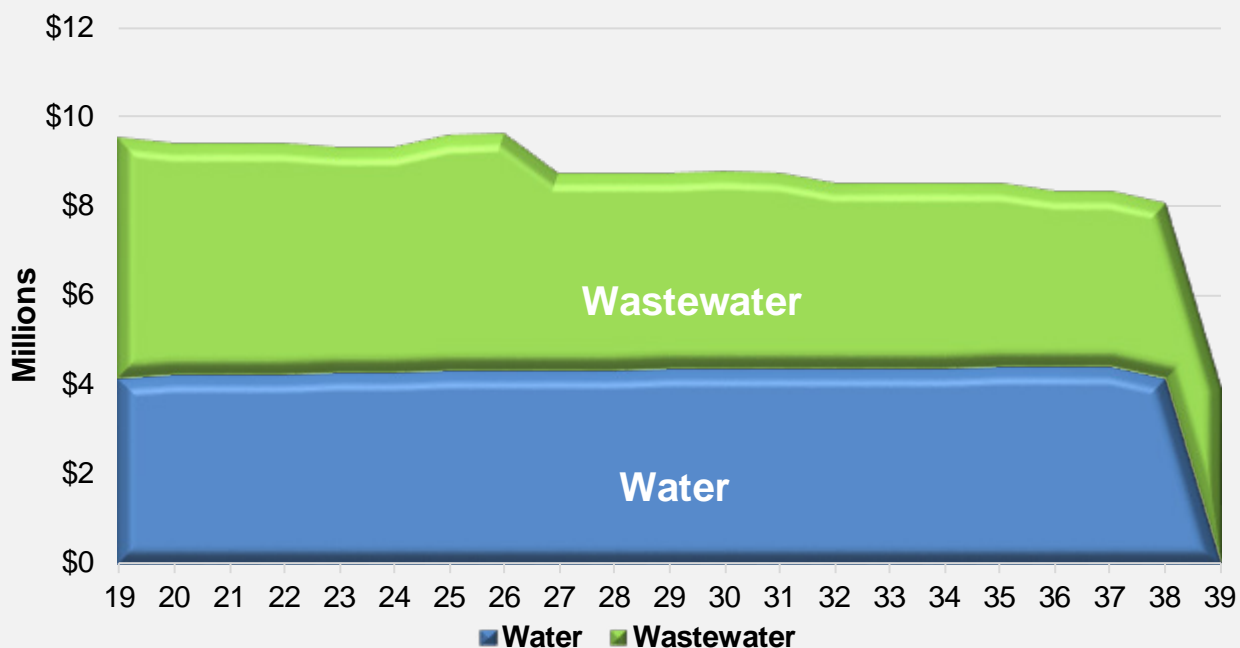
Issue	Purpose
2017 Utility System Revenue Refunding Bonds	Partial refund of prior debt for Regional wastewater system
2016 Utility System Revenue Refunding Bonds	Partial refund of prior debt for Regional wastewater system
2009 Utility System Revenue Bonds	Regional wastewater system



Wastewater Tap & Tie-in that the crew did to tie in a customer to an existing wastewater line. This occurred on North Georgetown Street.



## SCHEDULE OF UTILITY FUND 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
	<b>\$ 86,246,935</b>	<b>\$ 96,037,725</b>	<b>\$182,284,660</b>



## DEBT

### DRAINAGE FUND DEBT

The Drainage Fund issues debt for improvements and expansions to the City's drainage and stormwater utility systems. The Fund uses revenue bonds with future debt payments paid by drainage utility revenues in the form of customer service charges.

#### SUMMARY OF OUTSTANDING DRAINAGE FUND DEBT

Issue	Interest Rates (%)	Date of Issue	Date of Maturity	Amount Issued	10/1/18 Amount Outstanding (Net of Refunding)
2014 Drainage System Revenue Bonds	2.00 - 4.00	5/29/2014	8/1/2034	\$ 8,000,000	\$ 7,030,000
Total				\$ 8,000,000	\$ 7,030,000

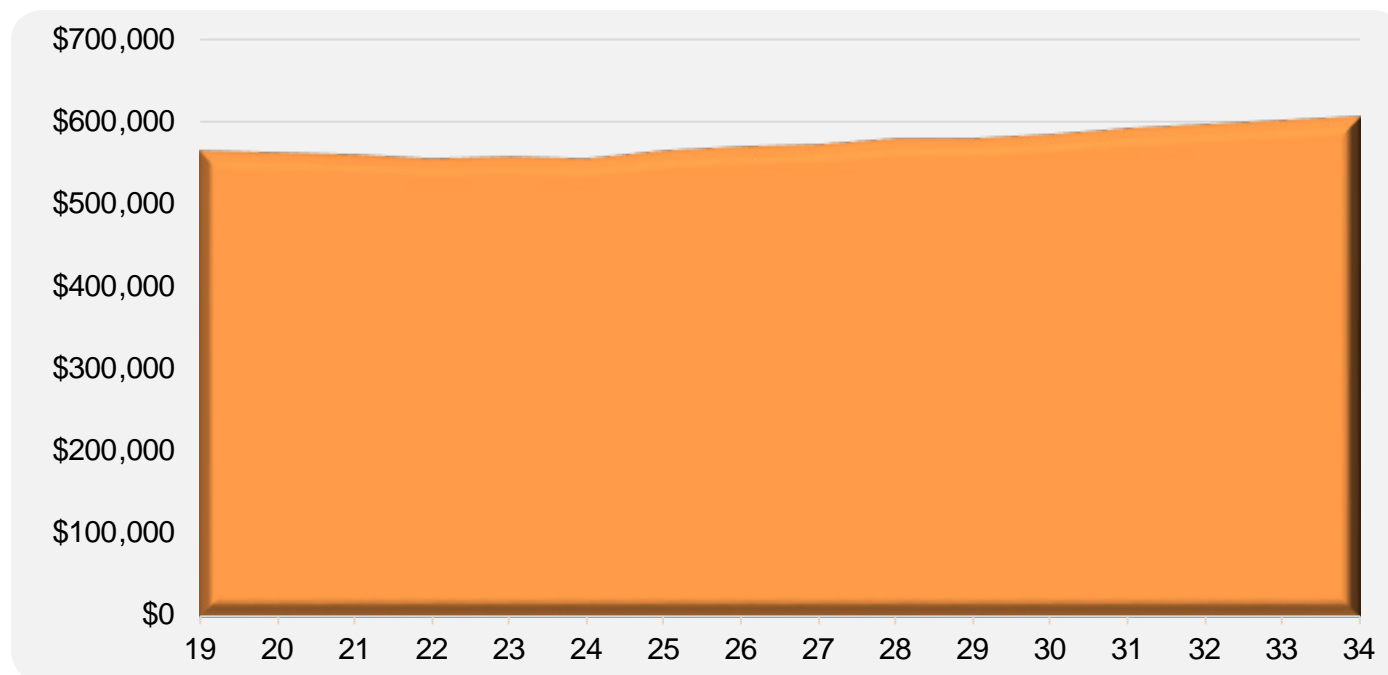
#### PURPOSE OF DRAINAGE FUND ISSUED DEBT

Issue	Purpose
2014 Drainage System Revenue Bonds	Drainage improvements



Waterline Maintenance moved a water line as Transportation had to redo/move a bridge that washed out in Lake Creek park.

## SCHEDULE OF DRAINAGE FUND DEBT PAYMENTS



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

## DEBT RATINGS

	Agency	Rating	Date
<b>General Obligation</b>	Standard & Poor's	AAA	Oct 2018 (upgraded)
	Moody's	Aa1	Feb 2014
<b>Utility</b>	Standard & Poor's	AAA	Dec 2017 (upgraded)
	Moody's	Aa2	April 2010
<b>BCRUA</b>	Standard & Poor's	AAA	Dec 2017 (upgraded)
	Moody's	Aa3	Jan 2008
<b>Type B</b>	Standard & Poor's	AA	June 2014
	Moody's	Aa3	Apr 2010
	Fitch	AA	Mar 2015
<b>Hotel</b>	Standard & Poor's	A+	Aug 2018 (upgraded)
	Fitch	A+	Mar 2015

The Debt Rating represents the credit worthiness of corporate or government bonds. The ratings are published by credit rating agencies and used by investment professionals to assess the likelihood the debt will be repaid.

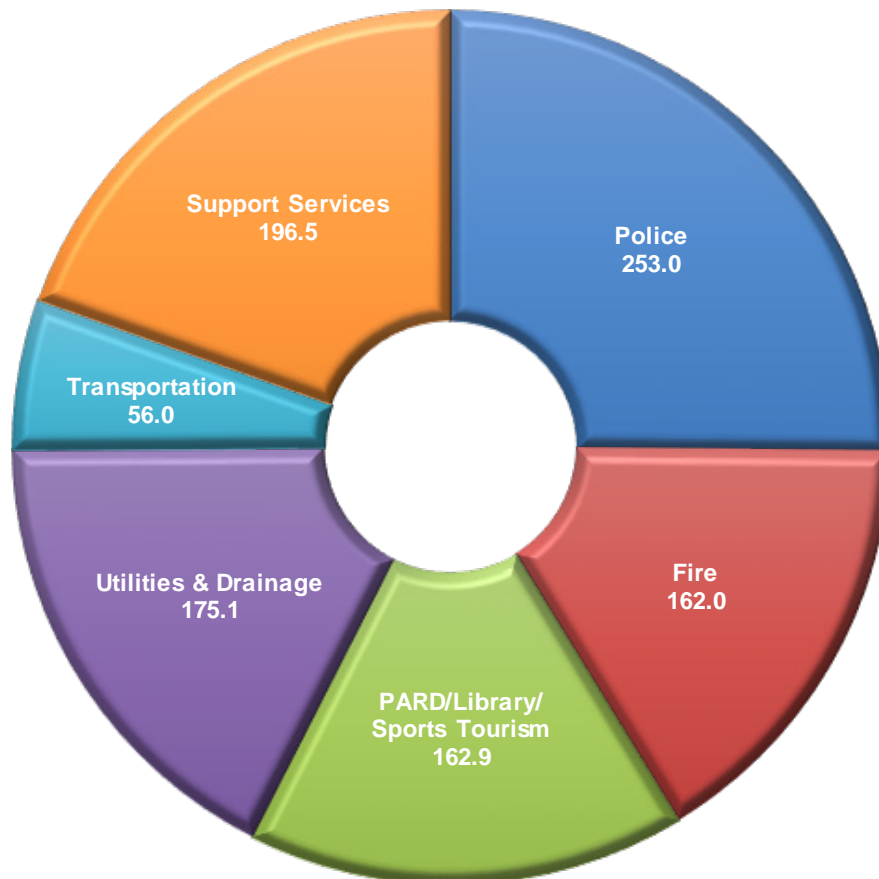
In October 2018, the City's General Obligation (GO) bonds received a rating upgrade to AAA from Standard & Poor's, the highest credit rating possible. This marks the second time in less than a year that the City's fiscal worthiness has been recognized with an AAA rating. Round Rock is one of only eight cities in Texas with AAA ratings for both General Obligation and Utility debt and one of 36 cities in Texas with a AAA rating for GO Debt. The highest rating will bring lower interest rates for future debt issuances, which reduces the City's borrowing costs. Standard & Poor's noted the upgrade "reflects Round Rock's very strong economy and maintenance of a strong financial position..(and) very strong management, with strong financial policies and practices."

In December 2017, the Utility System and BCRUA both received a rating upgrade to AAA from Standard & Poor's with comments stating "The upgrade reflects the city's continued extremely strong financial risk profile, which we believe is sustainable even with planned use of a portion of substantial available reserves in coming years to pay for growth-driven capital expenditures". The Utility System and BCRUA had an average total annual interest savings of \$488,742 from the 2017 Utility System Revenue refunding bonds.

In August 2018, the Hotel Occupancy Tax (HOT) Fund received a rating upgrade to A+ from Standard & Poor's.

During FY 2018, due to the current market conditions the City was able to refund a Type B debt issue which saved a total of \$600,951 in debt service with annual savings of \$90,449

## SUMMARY OF FTES BY FUNCTION



Function	FY 2016 Actual	FY 2017 Actual	FY 2018 Revised	FY 2019 Adopted	% 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>

## PERSONNEL

### SUMMARY OF FTES BY FUND

	2016 Actual	2017 Actual	2018 Revised	2019 Adopted	FY18-FY19 Change
General Fund	739.63	751.63	789.75	807.30	17.55
Utility Fund	127.50	127.50	131.13	151.13	20.00
Drainage Fund	22.00	22.00	22.00	24.00	2.00
Hotel Occupancy Tax Fund	3.00	5.00	4.00	4.00	0.00
Sports Center Fund	11.00	11.00	13.50	13.50	0.00
Multipurpose Field Complex Fund	0.00	4.00	4.50	5.50	1.00
<b>Total</b>	<b>903.13</b>	<b>921.13</b>	<b>964.88</b>	<b>1,005.43</b>	<b>40.55</b>

#### NEW FTES BY FUND

GENERAL FUND	FTE	UTILITY FUND	FTE
<i>Fire</i>		<i>Utility Admin, Water, Wastewater</i>	
Firefighter	3.00	Wastewater Treatment Plant <sup>2</sup>	20.00
Administrative Assistant	1.00	<b>Utility Fund Total</b>	<b>20.00</b>
<i>General Services</i>			
Facility Maintenance Tech – PSTF <sup>1</sup>	1.00		
Custodian – PSTF <sup>1</sup>	1.00	<b>DRAINAGE FUND</b>	<b>FTE</b>
Mechanic- Fire Department	1.00	Transfer 2 Positions from General Fund	2.00
Convert 2 PT Custodians to FT	1.00	<b>Utility Fund Total</b>	<b>2.00</b>
<i>Library</i>			
PT Services Assistant	0.50		
<i>Parks and Recreation</i>		<b>SPORTS MANAGEMENT &amp; TOURISM</b>	<b>FTE</b>
Parks Maintenance Worker	1.00	<i>Multipurpose Field Complex</i>	
Parks Maintenance Worker Senior	1.00	Sports Facility Maintenance Worker	1.00
Park Ranger	1.00	<b>Sports Management &amp; Tourism Total</b>	<b>1.00</b>
<i>Police</i>			
Police Officers	2.00		
Additional FTE authorization for 2 PT	0.05		
<i>Transportation</i>			
Asphalt Maintenance Equipment Operators	2.00		
Traffic Management Operator	1.00		
Transfer 2 Positions to Drainage Fund	-2.00		
<i>Human Resources</i>			
Organizational Developmental Trainer	1.00		
<i>Finance</i>			
Accountant- Senior	1.00		
<i>Communications</i>			
Web/Graphic Design Coordinator	1.00		
<b>General Fund Total</b>	<b>17.55</b>		

**CITYWIDE NEW FTE TOTAL 40.55**

<sup>1</sup>Public Safety Training Facility

<sup>2</sup> Round Rock is assuming operational control of the Brushy Creek Regional wastewater system (BCRWWS) which adds 20 FTEs with no net cost increase.



# AUTHORIZED PERSONNEL- DETAIL BY DEPARTMENT

Department	Grade	FY2017 Actual	FY2018 Actual	FY2019 Adopted
<b>ADMINISTRATION</b>				
City Manager	N/A	1.00	1.00	1.00
Assistant City Manager	EX	2.00	2.00	2.00
Administrative Associate	207	1.00	1.00	1.00
Administrative Technician	206	1.50	1.50	1.50
Management Analyst	111	0.00	1.00	1.00
Assistant to the City Manager	112	1.00	1.00	1.00
City Clerk	EX	1.00	1.00	1.00
Deputy City Clerk	110	1.00	1.00	1.00
Executive Administrative Assistant	108	1.00	1.00	1.00
Neighborhood Services Coordinator <sup>1</sup>	110	1.00	0.00	0.00
Neighborhood Services Assistant <sup>1</sup>	213	1.00	0.00	0.00
<b>TOTAL</b>		<b>11.50</b>	<b>10.50</b>	<b>10.50</b>

(1) Transferred to Planning in FY 2018

## COMMUNICATIONS AND MARKETING

<i>Communications</i>				
Communications Director	EX	1.00	1.00	1.00
Communications & Marketing Manager	112	1.00	1.00	1.00
Web/Graphic Design Coordinator	212	0.00	0.00	1.00
Multi-Media Specialist	214	1.00	1.00	1.00
Public Information Specialist	110	2.00	2.00	2.00
<i>Arts and Culture</i>				
Arts Director	112	1.00	1.00	1.00
<b>TOTAL</b>		<b>6.00</b>	<b>6.00</b>	<b>7.00</b>

## FINANCE

<i>Administration</i>				
Chief Financial Officer (CFO)	EX	1.00	1.00	1.00
Accountant - Senior	108	2.00	3.00	4.00
Accounting Manager	113	3.00	3.00	3.00
Accounting Supervisor	110	3.00	3.00	3.00
Accounting Technician	207	4.00	4.00	4.00
Administrative Assistant	208	1.00	1.00	1.00
Budget Analyst	108	1.00	1.00	1.00
Budget Technician	210	1.00	1.00	1.00
Deputy CFO	116	1.00	1.00	1.00
Senior Accounting Technician	209	2.00	2.00	2.00
Payroll Technician	209	1.50	1.50	1.50
CDBG Coordinator <sup>1</sup>	109	1.00	0.00	0.00
<i>Municipal Court</i>				
Court Bailiff	207	1.25	1.25	1.25
Court Clerk Administrator	114	1.00	1.00	1.00
Deputy Court Clerk	207	4.00	4.00	4.00
Deputy Court Clerk Administrator	110	1.00	1.00	1.00
Deputy Court Clerk Coordinator	210	1.00	1.00	1.00
Juvenile Case Manager	208	1.00	1.00	1.00
Supervisor Municipal Court	109	1.00	1.00	1.00
<i>Purchasing</i>				
Contract Specialist	108	1.00	1.00	1.00
Purchaser	211	2.00	3.00	3.00
Purchasing Manager	113	1.00	1.00	1.00
Purchasing Technician	208	3.00	3.00	3.00
<i>Utility Billing</i>				
Accountant - Senior	108	1.00	0.00	0.00
Customer Service Coordinator	210	1.00	1.00	1.00
Customer Service Representative	205	8.25	8.50	8.50
Manager - Utility Billing	112	1.00	1.00	1.00
Meter Services Representative	206	3.63	3.00	3.00
Supervisor - Meter Service	212	1.00	1.00	1.00
Supervisor - Utility Billing	109	1.00	1.00	1.00
<b>TOTAL</b>		<b>55.63</b>	<b>55.25</b>	<b>56.25</b>

(1) Transferred to Planning in FY 2018

Department	Grade	FY2017 Actual	FY2018 Actual	FY2019 Adopted
<b>FIRE</b>				
<i>Administration</i>				
Fire Chief	EX	1.00	1.00	1.00
Administrative Assistant	209	1.00	1.00	2.00
Administrative Associate	207	2.00	2.00	2.00
Administrative Manager	111	1.00	1.00	1.00
Assistant Fire Chief	EX	2.00	2.00	2.00
Asst. Emergency Management Coord.	111	1.00	1.00	1.00
Battalion Chief	CSPS	5.00	5.00	5.00
Captain	CSPS	4.00	4.00	4.00
Driver	CSPS	1.00	2.00	2.00
Emergency Management Coord.	113	1.00	1.00	1.00
Lieutenant	CSPS	4.00	5.00	5.00
Logistics Officer	210	2.00	3.00	3.00
<i>Central Fire</i>				
Battalion Chief	CSPS	4.00	4.00	4.00
Driver	CSPS	30.00	32.00	32.00
Captain	CSPS	12.00	12.00	12.00
Firefighter	CSPS	54.00	63.00	66.00
Lieutenant	CSPS	17.00	19.00	19.00
<b>TOTAL</b>		<b>142.00</b>	<b>158.00</b>	<b>162.00</b>

CSPS - Civil Service Pay Structure

## GENERAL SERVICES

<i>Facility Maintenance</i>				
General Services Director	EX	1.00	1.00	1.00
Administrative Assistant	209	1.00	1.00	1.00
Administrative Associate	207	1.00	1.00	1.00
Custodian	203	8.00	9.00	11.00
Custodian Supervisor	211	1.00	1.00	1.00
Downtown Maintenance Tech		0.00	1.00	1.00
Electrician Journeyman	210	1.00	1.00	1.00
Facility Maintenance Manger	113	1.00	1.00	1.00
Facility Maintenance Superintendent	111	1.00	1.00	1.00
Facility Maintenance Tech	206	4.00	5.00	6.00
HVAC Tech	209	1.00	1.00	1.00
<i>Building Construction</i>				
Assistant General Services Director <sup>1</sup>	116	1.00	1.00	1.00
Administrative Associate	207	1.00	1.00	1.00
Building Construction Manager	111	1.00	1.00	1.00
Building Construction Superintendent	111	2.00	3.00	3.00
Development Services Manager	113	1.00	1.00	1.00
<i>Vehicle Maintenance</i>				
Administrative Associate	207	1.00	1.00	1.00
Fleet Operations Manager	113	1.00	1.00	1.00
Fleet Operations Superintendent	111	1.00	1.00	1.00
Fleet Operations Supervisor	212	2.00	2.00	2.00
Mechanic	209	9.00	9.00	9.00
Mechanic - Public Safety	210	2.00	2.00	3.00
Parts Inventory Specialist	207	2.00	2.00	2.00
<b>TOTAL</b>		<b>44.00</b>	<b>48.00</b>	<b>52.00</b>

## HUMAN RESOURCES

Human Resources Director	EX	1.00	1.00	1.00
Human Resources Assistant Director	116	0.00	1.00	1.00
Administrative Assistant	209	0.75	0.75	0.75
Benefits Manager	112	1.00	1.00	1.00
Human Resources Assistant	207	1.00	1.00	1.00
Human Resources Generalist	110	2.00	2.00	2.00
Human Resources Manager	115	1.00	0.00	0.00
Human Resources Specialist	211	2.00	2.00	2.00
HR Compensation/HRIS Administrator	111	0.00	1.00	1.00
Organizational Development Trainer	110	1.00	0.00	1.00
Safety Coordinator	109	1.00	1.00	1.00
Safety/Risk Manager	112	1.00	1.00	1.00
<b>TOTAL</b>		<b>11.75</b>	<b>11.75</b>	<b>12.75</b>

## PERSONNEL

### AUTHORIZED PERSONNEL- DETAIL BY DEPARTMENT

Department	Grade	FY2017 Actual	FY2018 Actual	FY2019 Adopted
<b>INFORMATION TECHNOLOGY</b>				
Information Technology Director	EX	1.00	1.00	1.00
Assistant IT Director	116	1.00	1.00	1.00
Applications Development	112	1.00	1.00	1.00
Computer Support Technician	212	3.00	3.00	3.00
Enterprise Application Manager	114	1.00	1.00	1.00
GIS Analyst	212	2.00	2.00	2.00
GIS Manager	114	1.00	1.00	1.00
Infrastructure Manager	114	1.00	1.00	1.00
Logistics Officer - IT	211	1.00	1.00	1.00
Network Administrator	112	2.00	2.00	2.00
Systems Administrator <sup>1</sup>	112	6.00	6.00	7.00
Virtualization Architect	112	1.00	1.00	1.00
<b>TOTAL</b>		<b>21.00</b>	<b>21.00</b>	<b>22.00</b>

(1) One position transferred from PARD in FY 2019

#### LIBRARY

<i>Administration</i>				
Library Director	EX	1.00	1.00	1.00
Administrative Associate	207	1.00	1.00	1.00
Librarian	108	3.00	3.00	3.00
Library Assistant	206	3.00	3.00	3.00
Library Manager	112	1.00	1.00	1.00
<i>Children</i>				
Librarian	108	3.00	3.00	3.00
Library Assistant	206	1.00	1.00	1.50
Library Associate	204	0.50	0.50	0.50
Library Manager	112	1.00	1.00	1.00
<i>Public Services</i>				
Adult Services Assistant	206	0.00	0.50	0.50
Librarian	108	3.00	3.00	3.00
Library Assistant	206	2.00	2.00	2.00
Library Associate	204	5.75	5.75	5.75
Library Page	201	1.25	1.25	1.25
Library Supervisor	110	3.00	3.00	3.00
Senior Library Manager	113	1.00	1.00	1.00
<b>TOTAL</b>		<b>30.50</b>	<b>31.00</b>	<b>31.50</b>

#### PARKS AND RECREATION

<i>Administration</i>				
PARD Director	EX	1.00	1.00	1.00
Administrative Assistant	209	1.00	1.00	1.00
Administrative Associate	207	3.50	3.50	3.50
Assistant PARD Director	116	1.00	1.00	1.00
Business Systems Analyst <sup>1</sup>	210	1.00	1.00	0.00
Marketing & Events Coordinator	110	2.00	2.00	2.00
Park Development Manager	112	1.00	1.00	1.00
Park Development Specialist	109	2.00	2.00	2.00
Park Ranger	210	2.50	2.50	3.50
Park Ranger - Senior	212	1.00	1.00	1.00
<i>Athletics</i>				
Athletics/Aquatics Programs Suprv.	108	2.00	2.00	2.00
Athletics/Aquatics Manager	112	1.00	1.00	1.00
Aquatics Manager	112	1.00	1.00	1.00
Recreation Program Coordinator	211	1.00	1.00	1.00
Senior Parks Maintenance Worker	206	2.00	2.00	2.00
<i>Clay Madsen Recreation Center</i>				
Administrative Technician	206	1.25	1.25	1.25
Bus Driver	203	1.25	1.25	1.25
Recreation Assistant	201	5.75	8.13	8.13
Recreation Center Supervisor	108	1.00	1.00	1.00
Recreation Program Coordinator	211	3.00	3.00	3.00
Recreation Shift Leader	207	6.25	6.25	6.25

(1) One position transferred to IT in FY 2019

Department	Grade	FY2017 Actual	FY2018 Actual	FY2019 Adopted
<b>PARKS AND RECREATION CONTINUED</b>				
<i>Forestry</i>				
Arborist	211	1.00	1.00	1.00
Forestry Manager	112	1.00	1.00	1.00
Forestry Technician	205	3.00	3.00	3.00
Parks Maintenance Worker	204	3.00	3.00	3.00
Parks Maintenance Crew Leader	209	1.00	1.00	1.00
<i>Old Settlers Park (OSP)</i>				
Parks Maintenance Crew Leader	209	3.00	3.00	3.00
Parks Maintenance Supervisor	212	1.00	1.00	1.00
Parks Maintenance Worker	204	7.00	7.00	7.00
Parks Maintenance Worker - Senior	206	10.00	10.00	10.00
Parks Superintendent	110	1.00	1.00	1.00
<i>Parks</i>				
Electrician Journeyman	210	1.00	1.00	1.00
Parks Maintenance Crew Leader	209	3.00	3.00	3.00
Parks Maintenance Supervisor	212	2.00	2.00	2.00
Parks Maintenance Worker	204	5.00	6.00	7.00
Parks Maintenance Worker - Senior	206	9.00	9.00	10.00
Parks Manager	112	1.00	1.00	1.00
Parks Superintendent	110	1.00	1.00	1.00
<i>Recreation</i>				
Administrative Associate	207	1.63	1.63	1.63
Bus Driver	203	0.63	0.63	0.63
Recreation Assistant	201	1.25	1.25	1.25
Recreation Center Supervisor	108	1.00	1.00	1.00
Recreation Shift Leader	207	1.00	1.00	1.00
Recreation Manager	112	1.00	1.00	1.00
Recreation Program Coordinator	211	1.00	1.00	1.00
<b>TOTAL</b>		<b>102.00</b>	<b>105.38</b>	<b>107.38</b>

#### PLANNING AND DEVELOPMENT SERVICES

<i>Administration</i>				
Director Planning & Dev. Services	EX	1.00	1.00	1.00
Administrative Associate	207	1.00	1.00	1.00
Administrative Assistant	209	1.00	1.00	1.00
Assistant Director Planning & Dev. Svcs	116	0.00	1.00	1.00
Development Facilitator	112	1.00	1.00	1.00
Planner	108	1.00	1.00	1.00
Planner - Senior	110	2.00	2.00	2.00
Planning Manager	113	0.75	1.00	1.00
Planning Technician	208	2.00	2.00	2.00
Principal Planner	112	2.00	2.00	2.00
<i>Code Enforcement</i>				
Code Enforcement Manager	110	1.00	1.00	1.00
Code Enforcement Officer	209	2.00	3.00	3.00
Senior Code Enforcement Officer	212	1.00	1.00	1.00
<i>Community Development</i>				
Community Engagement Administrator <sup>1</sup>	112	0.00	1.00	1.00
Neighborhood Services Assistant <sup>1</sup>	110	0.00	1.00	1.00
CDBG Coordinator <sup>2</sup>	109	0.00	1.00	1.00
<i>Development Services Office (DSO)</i>				
Associate Engineer	110	2.00	2.00	2.00
DSO Manager	113	1.00	0.00	0.00
Engineering Services Manager	113	0.00	1.00	1.00
Engineering Tech	207	0.00	1.00	1.00
Engineering Tech - Senior	211	0.00	1.00	1.00
Planning Technician	208	2.00	2.00	2.00
Principal Planner	112	1.00	1.00	1.00
Planner - Senior	110	1.00	1.00	1.00
Senior Engineer	112	1.00	1.00	1.00
Staff Engineer	111	0.00	1.00	1.00

# AUTHORIZED PERSONNEL- DETAIL BY DEPARTMENT

Department	Grade	FY2017 Actual	FY2018 Actual	FY2019 Adopted
<b>PLANNING AND DEVELOPMENT SERVICES CONTINUED</b>				
<i>Inspection Services</i>				
Assistant Building Official	113	2.00	2.00	2.00
Building Inspector	210	2.00	2.00	2.00
Building Official	114	1.00	1.00	1.00
Building Permits Technician	207	2.00	2.00	2.00
Building Plans Examiner	212	1.00	1.00	1.00
Chief Civil Inspector	214	1.00	1.00	1.00
Chief Residential Inspector	214	1.00	1.00	1.00
Commercial Inspector	213	3.00	3.00	3.00
Construction Inspector	211	4.00	4.00	4.00
Senior Building Inspector	212	3.00	3.00	3.00
<b>TOTAL</b>		<b>43.75</b>	<b>52.00</b>	<b>52.00</b>

(1) Transferred from Administration in FY 2018 (2) Transferred from Finance in FY 2018

## POLICE

<i>Office of the Chief</i>				
Police Chief	EX	1.00	1.00	1.00
Administrative Associate	207	10.00	10.00	10.00
Accreditation Coordinator	210	1.00	1.00	1.00
Administrative Assistant	209	1.00	1.00	1.00
Animal Control Officer	205	5.00	5.00	5.00
Animal Control Supervisor	213	1.00	1.00	1.00
Assistant Police Chief	116	2.00	2.00	2.00
Call Taker	209	6.00	6.00	6.00
Communications Training Officer	211	5.00	5.00	5.00
Community Affairs Specialist	214	1.00	1.00	1.00
Crime Analyst	212	5.00	5.00	5.00
Crime Analyst & Statistics Manager	111	1.00	1.00	1.00
Crime Scene & Evidence Supervisor	214	1.00	1.00	1.00
Crime Scene Specialist	212	2.00	3.00	3.00
Crime Scene Supervisor	214	1.00	1.00	1.00
Division Manager - PD Support	113	1.00	1.00	1.00
Evidence Technician	206	3.48	3.48	3.48
Law Enforcement Specialist	212	0.00	0.00	0.00
Law Enforcement Support Tech.	207	4.43	4.43	4.48
Logistics Officer	210	2.00	2.00	2.00
Multi Media Specialist	214	1.00	1.00	1.00
Public Information Specialist	110	1.00	1.00	1.00
Public Safety Communications Mgr.	110	1.00	1.00	1.00
Public Safety Communications Op.	210	15.00	15.00	15.00
Public Safety Communications Super.	213	4.00	4.00	4.00
Records Supervisor	213	1.00	1.00	1.00
Victim Services Advocate	209	1.00	1.00	1.00
Victim Services Coordinator	207	1.00	1.00	1.00
<i>Patrol</i>				
Police Commander	CSPS	3.00	3.00	3.00
Police Lieutenant	CSPS	9.00	9.00	9.00
Police Officer	CSPS	130.00	132.00	134.00
Police Sergeant	CSPS	27.00	27.00	27.00
<b>TOTAL</b>		<b>247.90</b>	<b>250.90</b>	<b>252.95</b>

## TRANSPORTATION

<i>Administration</i>				
Transportation Services Director	EX	1.00	1.00	1.00
<i>CIP/Infrastructure Inspection</i>				
Chief Construction Inspector	112	1.00	1.00	1.00
Construction Inspector	211	2.00	2.00	2.00
<i>CIP Management</i>				
Administrative Associate	207	2.00	2.00	2.00
CIP Program Manager	112	1.00	1.00	1.00
Project Manager - Senior	111	2.00	2.00	2.00
Operations Manager	113	1.00	1.00	1.00

Department	Grade	FY2017 Actual	FY2018 Actual	FY2019 Adopted
<b>TRANSPORTATION CONTINUED</b>				
<i>Drainage Operations</i>				
Assist. Transportation Superintendent	109	1.00	1.00	1.00
Bridge Maintenance Technician	209	1.00	1.00	1.00
Equipment Operator	206	5.00	5.00	7.00
Street Maintenance Worker	204	4.00	4.00	4.00
Transportation Crew Leader	211	5.00	5.00	5.00
<i>Planning &amp; Engineering</i>				
Engineering Associate	110	1.00	1.00	1.00
Assistant Transportation Director	116	1.00	1.00	1.00
Transportation Engineer	114	1.00	1.00	1.00
Transportation Planner	113	1.00	1.00	1.00
<i>Traffic Signs &amp; Signals</i>				
Assistant Transportation Superintendent	109	1.00	1.00	1.00
Signs & Marketing Technician	206	5.00	5.00	5.00
Traffic Signal Supervisor	213	1.00	1.00	1.00
Traffic Signal Technician - Senior	210	3.00	3.00	4.00
Transportation Superintendent	112	1.00	1.00	1.00
<i>Transit</i>				
Transit Coordinator	110	1.00	1.00	1.00
<i>Street Maintenance</i>				
Administrative Associate	207	1.00	1.00	1.00
Equipment Operator	206	8.00	8.00	8.00
Street Maintenance Worker	204	9.00	12.00	12.00
Transportation Crew Leader	211	5.00	6.00	6.00
Transportation Superintendent	112	1.00	1.00	1.00
Transportation Supervisor	213	1.00	1.00	1.00
<b>TOTAL</b>		<b>67.00</b>	<b>71.00</b>	<b>74.00</b>

## UTILITIES AND DRAINAGE

<i>Administration</i>				
Director of Utilities	EX	1.00	1.00	1.00
Administrative Assistant	207	1.00	1.00	1.00
Administrative Associate	206	1.00	1.00	1.00
Construction Inspector	211	0.00	1.00	1.00
Coord. - Utility Svc. Marketing	212	1.00	1.00	1.00
Engineer Senior	112	1.00	1.00	1.00
Engineer Technician Senior	211	1.00	1.00	1.00
GIS Analyst	212	2.00	2.00	2.00
Manager - Utility Engineering	113	1.00	1.00	1.00
Project Manager - Senior	111	2.00	2.00	2.00
Utility Engineer	114	1.00	1.00	1.00
<i>Drainage Engineering</i>				
City Engineer	114	1.00	1.00	1.00
Engineer - Associate	110	1.00	1.00	1.00
Staff Engineer	111	1.00	1.00	1.00
Storm Water Manager	113	1.00	1.00	1.00
Storm Water Technician	208	1.00	1.00	1.00
Storm Water Technician - Senior	210	1.00	1.00	1.00
<i>Environmental Services</i>				
Administrative Associate	207	1.00	1.00	1.00
Environmental Services Supervisor	112	1.00	1.00	1.00
Field Lab Technician	206	1.00	1.00	1.00
Laboratory Analyst	209	1.00	1.00	1.00
Laboratory Analyst - Senior	212	1.00	1.00	1.00
Pretreatment Comp. Specialist	212	1.00	1.00	1.00
Pretreatment Technician	210	0.00	1.00	1.00
<i>Recycling/Solid Waste Services</i>				
Recycling Attendant	203	2.48	2.48	2.48

## PERSONNEL

### AUTHORIZED PERSONNEL- DETAIL BY DEPARTMENT

Department	Grade	FY2017 Actual	FY2018 Actual	FY2019 Adopted
<b>UTILITIES AND DRAINAGE CONTINUED</b>				
<i>Wastewater Treatment Plant</i>				
Administrative Associate	207	0.00	0.00	1.00
Utility Services Superintendent	112	0.00	0.00	1.00
Utility Services Supervisor	213	0.00	0.00	3.00
Wastewater Treatment Plant Senior	211	0.00	0.00	1.00
Wastewater Treatment Plant Operator	210	0.00	0.00	6.00
Utility Services Worker	206	0.00	0.00	2.00
Laboratory Analyst	209	0.00	0.00	1.00
Systems Mechanic	209	0.00	0.00	2.00
Systems Mechanic- Senior	210	0.00	0.00	1.00
SCADA Technician	210	0.00	0.00	1.00
Field Lab Technician	206	0.00	0.00	1.00
<i>Wastewater Line Maintenance</i>				
Administrative Technician	206	1.00	1.00	1.00
Utility Services Crew Leader	210	9.00	9.00	9.00
Utility Services Superintendent	112	1.00	1.00	1.00
Utility Services Supervisor	213	2.00	2.00	2.00
Utility Services Technician	210	1.00	1.00	1.00
Utility Services Worker	206	8.00	8.00	8.00
Utility Services Worker - Senior	209	5.00	5.00	5.00
<i>Wastewater Systems Support</i>				
Backflow Technician	206	0.00	1.00	1.00
Systems Mechanic	209	2.00	3.00	3.00
Utility Services Superintendent	112	1.00	1.00	1.00
Utility Systems Mechanic Supervisor	214	1.00	1.00	1.00
<i>Water Line Maintenance</i>				
Administrative Assistant	209	1.00	1.00	1.00
Logistics Officer	210	1.00	1.00	1.00
Utility Crew Leader	210	8.00	8.00	8.00
Utility Operations Manager	115	1.00	1.00	1.00
Utility Services Superintendent	112	1.00	1.00	1.00
Utility Services Supervisor	213	2.00	2.00	2.00
Utility Services Technician	210	1.00	1.00	1.00
Utility Services Worker	206	6.00	6.00	6.00
Utility Services Worker - Senior	209	10.00	10.00	10.00
<i>Water Systems Support</i>				
Administrative Technician	206	1.00	1.00	1.00
Backflow Coordinator	210	1.00	1.00	1.00
Meter Services Supervisor	212	1.00	1.00	1.00
Meter Services Technician	208	4.00	4.00	4.00
Systems Mechanic	209	6.00	6.00	6.00
Systems Mechanic Crew Leader	210	2.00	2.00	2.00
Utility Crew Leader	210	1.00	1.00	1.00
<i>Water Treatment Plant</i>				
Environmental Services Manager	113	1.00	1.00	1.00
SCADA Technician	211	1.00	1.00	1.00
Utility Services Superintendent	112	1.00	1.00	1.00
Utility System Integrator	111	1.00	1.00	1.00
Water Conservation Coordinator	209	1.00	1.00	1.00
Water Plant Operator	210	5.00	5.00	5.00
Water Plant Operator Senior	211	4.63	4.63	4.63
<b>TOTAL</b>		<b>119.10</b>	<b>123.10</b>	<b>143.10</b>

Department	Grade	FY2017 Actual	FY2018 Actual	FY2019 Adopted
<b>SPORTS MANAGEMENT AND TOURISM</b>				
<i>Convention and Visitors Bureau</i>				
CVB Director	EX	1.00	1.00	1.00
Administrative Associate	209	1.00	1.00	1.00
Events Manager	110	1.00	1.00	1.00
Marketing & Events Coordinator	110	1.00	0.00	0.00
<i>Multipurpose Field Complex</i>				
Assist. Coord. - Operations & Events	211	1.00	1.50	1.50
Parks Maintenance Crew Leader	209	1.00	1.00	1.00
Parks Maintenance Worker	204	2.00	2.00	3.00
<i>Sports Center</i>				
Sports Management & Tourism Director	EX	1.00	1.00	1.00
Administrative Assistant	209	1.00	1.00	1.00
Assist. Coord. - Operations & Events	211	3.00	3.50	3.50
Parks Maintenance Worker	204	0.00	1.00	1.00
Custodian	203	2.00	2.00	2.00
Facility Maintenance Technician	206	1.00	1.00	1.00
Operations Coordinator	110	1.00	1.00	1.00
Marks & Events Coordinator	110	0.00	1.00	1.00
Sports Center Manager	113	2.00	2.00	2.00
<b>TOTAL</b>		<b>19.00</b>	<b>21.00</b>	<b>22.00</b>

<b>CITYWIDE FTE GRAND TOTAL</b>	<b>921.13</b>	<b>964.88</b>	<b>1,005.43</b>
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## PAY STRUCTURE

### CIVIL SERVICE PAY STRUCTURE

POLICE	MINIMUM	MAXIMUM
Officer	\$58,481	\$82,679
Sergeant	\$74,258	\$94,661
Lieutenant	\$88,243	\$107,794
Commander	\$101,227	\$123,421

FIRE	MINIMUM	MAXIMUM
Firefighter	\$53,051	\$83,479
Driver	\$63,403	\$91,827
Lieutenant	\$74,682	\$101,010
Captain	\$84,683	\$111,111
Battalion Chief	\$97,867	\$122,222

Shift Firefighters are annualized at 2,912 hours.

Non-shift Firefighters are annualized at 2,080 hours.

### NON-CIVIL SERVICE GRADE AND PAY STRUCTURE

EXEMPT	PAY CYCLE	MINIMUM	MAXIMUM
108	Annual	\$47,486	\$71,240
109	Annual	\$49,442	\$74,173
110	Annual	\$52,416	\$78,624
111	Annual	\$55,578	\$83,346
112	Annual	\$59,446	\$89,170
113	Annual	\$66,581	\$99,882
114	Annual	\$78,582	\$117,853
115	Annual	\$92,726	\$139,069
116	Annual	\$102,960	\$205,920

NON-EXEMPT	PAY CYCLE	MINIMUM	MAXIMUM
201	Annual	\$23,795	\$35,714
202	Annual	\$24,752	\$37,128
203	Annual	\$25,750	\$38,626
204	Annual	\$26,770	\$40,165
205	Annual	\$28,101	\$42,182
206	Annual	\$29,515	\$44,283
207	Annual	\$30,992	\$46,509
208	Annual	\$32,552	\$48,818
209	Annual	\$34,486	\$51,750
210	Annual	\$36,566	\$54,850
211	Annual	\$39,125	\$58,698
212	Annual	\$42,266	\$63,378
213	Annual	\$46,072	\$69,098
214	Annual	\$50,211	\$75,317





## FINANCIAL POLICIES

Adopted September 13, 2018

### 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 (RRTEDC).

### 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

- **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 Drainage 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.

## **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 and updated 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. Great Community to Live
4. "The Sports Capital of Texas" for Tourism and Residents
5. Authentic Downtown – Exciting Community Destination
6. Sustainable Neighborhoods – Old and New

## **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 and 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

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 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. In practical terms, that means five of the seven members must vote in favor of the 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 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.

**FINANCIAL POLICIES****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 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.

## **FUNDS, 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. Funds will be used for purposes as designated by state law, charter and this policy.

### **General Fund**

- **Reserve**

In recognition of fund balance reserve best practices, the fund balance reserve in the General Fund shall be ninety (90) days or 25% of annual budgeted General Fund operating expenditures. *{Staff comment: Beginning in 2018/19, the 25% target is achieved, therefore the transition wording is no longer necessary}* 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.

- **Coverage**

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.

### **Drainage Fund**

- **Reserve**

Working capital reserves should be 25% or ninety (90) days of operating expenses, net of debt service requirements.

## FINANCIAL POLICIES

- **Coverage**

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)**

- **Allocation of Funds for Projects**

A five-year project spending plan will be presented and adopted at least annually to ensure adequate funds are available for transportation, economic development and other allowed uses of Type B funds. This five-year plan will be reviewed by staff at least quarterly and updates will be presented to the Type B board as needed for *transportation capital improvements programs (TCIP)*, *economic incentive programs (EIP)* and *other legally allowable projects* approved by the Type B board and ratified by Council.

- **Reserve**

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

#### **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.
- **Designation**  
It is the goal of the City Council to establish a capital replacement account once the complex is fully operational.
- **Funding Source**  
Operating and debt principal and interest costs not covered by tournament and field rentals will be funded by transfers from the General Fund and HOT Fund at 50% from each fund.

## **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**  
Sales tax revenue will be used to fund the recurring operations of the General Fund, the transportation improvements and economic development activities of the RRTEDC (Type B) fund, and one-time capital requirements in the General Self Finance Construction 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.

The City's goal is to have balanced and reliable on-going revenues for its General Fund operations without over-reliance on any single sales tax provider. Therefore, Dell sales tax receipts, net of rebate, are not to exceed 20% of budgeted sales tax revenues in the General Fund. Any funds in excess of expected or realized sales tax in excess of 20% will be budgeted and deposited in the General Self Finance Construction Fund for 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 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



## FINANCIAL POLICIES

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.
- **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
- 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.

## FINANCIAL POLICIES

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.
- **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.

## 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.

## FINANCIAL POLICIES

- 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 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 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

## **FINANCIAL SUMMARIES**

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.

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 expeditiously 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.

- **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

## FINANCIAL SUMMARIES

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.

# HOME RULE CHARTER

Amended May 6, 2017

## ARTICLE 8 FINANCIAL ADMINISTRATION

### Sec. 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.

**State Law reference**— City fiscal year, V.T.C.A., Local Government Code § 101.022, V.T.C.A., Tax Code § 1.05.

### Sec. 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.

**State Law reference**— Local Government Records Act, V.T.C.A., Local Government Code ch. 201.

### Sec. 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;



**HOME RULE CHARTER**

- (3) a separate schedule for each department, indicating tasks to be accomplished by the department during the year, and additional desirable tasks to be accomplished, if possible;
  - (4) a statement of the total probable income of the City from taxes for the period covered by the estimate;
  - (5) tax levies, rates, and collections for the preceding five years;
  - (6) an itemization of all anticipated revenue from sources other than the tax levy;
  - (7) the amount required for interest on the City's debts, for sinking fund and for maturing serial bonds;
  - (8) the total amount of outstanding City debts, with a schedule of maturities on bond issue;
  - (9) anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the City and the proposed method of its disposition (subsidiary budgets for each such utility giving detailed income and expenditure information shall be attached as appendices to the budget);
  - (10) a Capital Improvement Program, which may be revised and extended each year to indicate capital improvements pending or in process of construction or acquisition, and shall include the following items:
    - i. a summary of proposed programs;
    - ii. a list of all capital improvements which are proposed to be undertaken during the five (5) fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;
    - iii. cost estimates, method of financing and recommended time schedules for each such improvement; and
    - iv. the estimated annual cost of operating and maintaining the facilities to be constructed or acquired; and
  - (11) such other information as may be required by the City Council.
- (b) Submission. On or before the first day of August of each year, the City Manager shall submit to the City Council a proposed budget and an accompanying message. The City Council shall review the proposed budget and revise same as deemed appropriate prior to general circulation for public hearing.
- (c) Public Notice and Hearing. The City Council shall post in the City Hall a general summary of the proposed budget and a notice stating:
- (1) the times and places where copies of the message and budget are available for inspection by the public; and

(2) the time and place, not less than two (2) weeks after such publication, for a public hearing on the budget.

(d) Amendment Before Adoption. After the hearing, the City Council may adopt the budget with or without amendment. In amending the budget, it may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt service or for estimated cash deficit, provided that no amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income plus funds available from prior years.

(e) Adoption. The budget shall be finally adopted not later than the final day of the last month of the fiscal year. Adoption of the budget shall constitute a levy of the property tax therein proposed. Should the City Council take no final action on or prior to such day the budget, as submitted, together with its proposed tax levy, shall be deemed to have been finally adopted by the City Council. No budget shall be adopted, or appropriations made unless the total of estimated revenues, income and funds available shall be equal to or in excess of such budget or appropriations, except as otherwise provided in this Article.

(Charter amendment approved by voters January 20, 1996; May 10, 2008)

**State Law reference—** Municipal budget, V.T.C.A., Local Government Code ch. 102; when charter provisions control, V.T.C.A., Local Government Code § 102.011.

#### **Sec. 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 employee who knowingly authorized or made such payment or incurred such obligations, and such employee 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; May 6, 2017)

## HOME RULE CHARTER

**Sec. 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)

**Sec. 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)

**Sec. 8.07. - Borrowing in anticipation of property taxes.**

In any fiscal year, in anticipation of the collection of the ad valorem property tax for such year, whether levied or to be levied in such year, the City Council may by resolution authorize the borrowing of money, not to exceed in any fiscal year an amount equal to ten percent (10%) of the budget for that fiscal year. Such borrowing shall be by the issuance of negotiable notes of the City, each of which shall be designated, "Tax Anticipation Note for the Year \_\_\_\_\_" (stating the tax year). Such notes shall mature and be payable not later than the end of the fiscal year in which issued.

(Charter amendment approved by voters January 20, 1996)

**Sec. 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)

**State Law reference—** Depositories for municipal funds, V.T.C.A., Local Government Code ch. 105.

**Sec. 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)

**State Law reference**— Competitive bidding, V.T.C.A., Local Government Code § 252.021 et seq.; exemptions, V.T.C.A., Local Government Code §§ 252.022, 252.023.

**Sec. 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 elected officials. 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; May 6, 2017)

**State Law reference**— Audit of municipal finances, V.T.C.A., Local Government Code ch. 103.

**BUDGET****ORDINANCE NO. O-2018-5772**

**AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF ROUND ROCK, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019, DIRECTING THE CITY CLERK TO FILE A TRUE COPY OF THE BUDGET WITH THE COUNTY CLERKS OF WILLIAMSON AND TRAVIS COUNTIES, TEXAS.**

**WHEREAS**, the City Manager of the City of Round Rock, Texas, has heretofore submitted, in accordance with the state law and the City's Charter, a budget for said City, for the fiscal year beginning October 1, 2018, and ending September 30, 2019; and

**WHEREAS**, proper and timely notice that a public hearing on such budget would be held on August 23, 2018 was given and made in accordance with the law and within the time limits set forth by law; and

**WHEREAS**, such public hearing was held in accordance with law on August 23, 2018, prior to final adoption of this ordinance; Now Therefore

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS, THAT:**

The budget submitted by the City Manager for the fiscal year beginning October 1, 2018 and ending September 30, 2019, as summarized in Exhibit "A" attached hereto, is hereby in all things approved and adopted and it shall be effective as of October 1, 2018. The attached budget also contains the budget for the Round Rock Transportation and Economic Development Corporation, which is approved and adopted.

In accordance with §102.008(a)(1), Local Government Code, the Chief Financial Officer is directed to file with the City Clerk a true copy of the final budget as adopted by the City Council, and the City Clerk is directed to certify as a true copy said budget and file it with this ordinance in the official records of the City.



In accordance with §102.008(a)(2)(A), Local Government Code, the City Clerk is directed to ensure that a copy of the budget, including the cover page, is posted on the City's website.

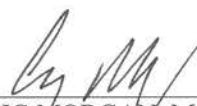
In accordance with §102.008(a)(2)(B), Local Government Code, the City Clerk is directed to ensure that the record vote described by §102.007 (d)(2), Local Government Code is posted on the City's website at least until the first anniversary of the date this ordinance is adopted.

In accordance with §102.009(d), Local Government Code, the City Clerk is directed to file a certified copy of this ordinance along with a true copy of the budget with the County Clerk of Williamson County and the County Clerk of Travis County.

The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

**READ and APPROVED** on first reading this the 23<sup>rd</sup> day of August, 2018.

**READ, APPROVED and ADOPTED** on second reading this the 13<sup>th</sup> day of September, 2018.

  
CRAIG MORGAN, Mayor  
City of Round Rock, Texas

ATTEST:

  
SARA L. WHITE, City Clerk

## TAX LEVY

## ORDINANCE NO. O-2018-5770

AN ORDINANCE LEVYING TAXES FOR THE MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF ROUND ROCK, TEXAS, AND PROVIDING FOR THE INTEREST AND SINKING FUND FOR THE YEAR 2018.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS:

## I.

That there is hereby levied and there shall be collected for the maintenance and operation of the municipal government of the City of Round Rock, Texas, for the year 2018 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 42.00 cents on each One Hundred Dollars (\$100.00) valuation of property. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.25 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$22.73.

That there is hereby levied and there shall be collected for the City of Round Rock, Texas, to provide for Interest and Sinking Funds for the year 2018 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of 12.187 cents on each One Hundred Dollars (\$100.00) valuation of property.

## SUMMARY

Maintenance and operation of the Municipal Government	29.813 cents
Interest and Sinking	<u>12.187</u> cents
Total Tax per \$100.00 of valuation	42.000 cents

That the City Clerk shall ensure that the City's home page of its internet website shall include the following statement: "THE CITY OF ROUND ROCK ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.25 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$22.73."

II.


All monies collected under this ordinance for the specific items herein named, be and the same are hereby appropriated and set apart for the specific purpose indicated in each item and that the Assessor and Collector of Taxes, and the City Chief Financial Officer shall keep these accounts so as to readily and distinctly show the amount collected, the amounts expended and the amount on hand at any time, belonging to such funds. All receipts for the City not specifically apportioned by this ordinance are hereby made payable to the General Fund of the City.

The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

**READ** and **APPROVED** on first reading this the 23<sup>rd</sup> day of August, 2018.

TAX LEVY

READ, APPROVED and ADOPTED on second reading this the 13<sup>th</sup> day of September, 2018.

  
CRAIG MORGAN, Mayor  
City of Round Rock, Texas

ATTEST:

  
SARA L. WHITE, City Clerk

## WATER / SEWER UTILITY RATES

### ORDINANCE NO. O-2017-4779

AN ORDINANCE AMENDING CHAPTER 44, SECTION 44-32 WATER RATES, SECTION 44-33 REUSE WATER RATES, AND SECTION 44-34 SEWER RATES, CODE OF ORDINANCES (2010 EDITION), CITY OF ROUND ROCK, TEXAS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS:

#### I.

That Chapter 44, Section 44-32, Code of Ordinances (2010 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

#### Sec. 44-32. Water rates.

(a) *Water rates for retail customers.*

(2) *Determination of service units.*

- a. *Conversion table.* The number of service units for water service is determined by the size and type of the water meter purchased for and/or providing service to the property in accordance with the following schedule:

Meter Size (inches)	Service Units
5/8	1.0
¾	1.5
1	2.5
1.5	5.0
2	8.0
3	16.0
4	25.0
6	50.0
8	80.0
10 or more	115.0

(4) *Rate blocks for residential customers by service units.*

a. *Rate block one by service units is as follows:*

Meter Size in inches	Number of Service Units	Volume by Gallons
5/8	1.0	0 to 15,000
¾	1.5	0 to 22,500
1.0	2.5	0 to 37,500

b. *Rate block two by service units is as follows:*

Meter Size in inches	Number of Service Units	Volume by Gallons
5/8	1.0	15,001 to 21,000
¾	1.5	22,501 to 31,500
1.0	2.5	37,501 to 52,500



## WATER / SEWER UTILITY RATES

c. Rate block three by service units is as follows:

Meter Size in inches	Number of Service Units	Volume by Gallons
5/8	1.0	21,001 to 27,000
¾	1.5	31,501 to 40,500
1.0	2.5	52,501 to 67,500

d. Rate block four by service units is as follows:

Meter Size in inches	Number of Service Units	Volume by Gallons
5/8	1.0	More than 27,000
¾	1.5	More than 40,500
1.0	2.5	More than 67,500

(5) Residential customer volume rates for billing periods. For water consumed by residential customers during billing periods, each residential customer shall pay a volume rate in the amount set forth below per 1,000 gallons or fraction thereof consumed during such billing period:

	Volume Charge	Volume Charge	Volume Charge
Rate Block One	\$2.49	\$2.56	\$2.64
Rate Block Two	\$3.11	\$3.20	\$3.30
Rate Block Three	\$3.74	\$3.85	\$3.97
Rate Block Four	\$5.60	\$5.77	\$5.94

(6) Commercial customer volume rates for billing periods. For water consumed by commercial customers during billing periods, each commercial customer shall pay a volume rate in the amount set forth below per 1,000 gallons or fraction thereof consumed during such billing period:

Volume Charge Effective October 1, 2017	Volume Charge Effective October 1, 2018	Volume Charge Effective October 1, 2019
\$2.72	\$2.80	\$2.89

(7) Rate blocks for irrigation customers by service units.

a. Rate block one by service units is as follows:

Meter Size in inches	Number of Service Units	Volume by Gallons
5/8	1.0	0 to 21,000
¾	1.5	0 to 31,500
1.0	2.5	0 to 52,500
1.5	5.0	0 to 105,000
2.0	8.0	0 to 168,000
3.0	16.0	0 to 336,000
4.0	25.0	0 to 525,000
6.0	50	0 to 1,050,000
8.0	80	0 to 1,680,000
10 or more	115	0 to 2,415,000

b. Rate block two by service units is as follows:

Meter Size in inches	Number of Service Units	Volume by Gallons
----------------------	-------------------------	-------------------

5/8	1.0	21,001 to 27,000
¾	1.5	31,501 to 40,500
1.0	2.5	52,501 to 67,500
1.5	5.0	105,001 to 135,000
2.0	8.0	168,001 to 216,000
3.0	16	336,001 to 432,000
4.0	25	525,001 to 675,000
6.0	50	1,050,001 to 1,350,000
8.0	80	1,680,001 to 2,160,000
10 or more	115	2,415,001 to 3,105,000

c. Rate block three by service units is as follows:

Meter Size in inches	Number of Service Units	Volume by Gallons
5/8	1.0	More than 27,000
¾	1.5	More than 40,500
1.0	2.5	More than 67,500
1.5	5.0	More than 135,000
2.0	8.0	More than 216,000
3.0	16	More than 432,000
4.0	25	More than 675,000
6.0	50	More than 1,350,000
8.0	80	More than 2,160,000
10 or more	115	More than 3,105,000

	Volume Charge Effective October 1, 2017	Volume Charge Effective October 1, 2018	Volume Charge Effective October 1, 2019
Rate Block One	\$3.11	\$3.20	\$3.30
Rate Block Two	\$3.74	\$3.85	\$3.97
Rate Block Three	\$5.60	\$5.77	\$5.94

Meter Size in inches	Monthly Service Charge Effective October 1, 2017	Monthly Service Charge Effective October 1, 2018	Monthly Service Charge Effective October 1, 2019
5/8	\$16.04	\$16.52	\$17.02
¾	\$22.33	\$23.00	\$23.69
1	\$35.26	\$36.32	\$37.41
1½	\$67.56	\$69.59	\$71.67
2	\$106.32	\$109.51	\$112.79
3	\$196.78	\$202.68	\$208.76
4	\$326.01	\$335.79	\$345.86

## WATER / SEWER UTILITY RATES

6	\$1,016.37	\$1,046.86	\$1,078.27
8	\$1,776.48	\$1,829.77	\$1,884.67
10	\$2,789.97	\$2,873.67	\$2,959.88
12	\$3,423.41	\$3,526.11	\$3,631.90

1. *Rate.*

Number of Gallons	Monthly Water Rates
1—20,000 gallons	\$1.20 per 1,000 gallons
20,000 gallons to 75,000 gallons	\$1.45 per 1,000 gallons used exceeding 20,000 gallons up to 75,000
Use exceeding 75,000 gallons	\$1.70 per 1,000 used exceeding 75,000 gallons

(b) *Water rates and permit fees for bulk users.*

Fire Hydrant Meter Size	Monthly Base Rate
5/8 inch	\$75.00
1 inch	\$100.00
3 inch	\$150.00

Volume Charge Effective October 1, 2017	Volume Charge Effective October 1, 2018	Volume Charge Effective October 1, 2019
\$2.72	\$2.80	\$2.89

(c) *Rates for water service to wholesale customers.*

- (1) The rate for water service to a wholesale customer shall consist of a monthly base charge and a volumetric charge per 1,000 gallons of water used.
- (2) The monthly base charge and the volumetric charge for water to wholesale customers are as follows:

a. *Aqua Texas Inc.*

	Effective October 1, 2017	Effective October 1, 2018	Effective October 1, 2019
Base Charge	\$5,193.00	\$5,364.00	\$5,477.00
Volume Charge	\$2.63	\$2.71	\$2.77

b. *Fern Bluff Municipal Utility District*

	Effective October 1, 2017	Effective October 1, 2018	Effective October 1, 2019
Base Charge	\$25,634.00	\$26,506.00	\$27,063.00
Volume Charge	\$2.81	\$2.90	\$2.97

c. *Paloma Lake Municipal District Nos. 1 & 2 (Consolidated)*

	Effective October 1, 2017	Effective October 1, 2018	Effective October 1, 2019
Base Charge	\$5,318.00	\$5,566.00	\$5,728.00
Volume Charge	\$3.82	\$3.97	\$4.05

## d. R&amp;R Mobile

	Effective October 1, 2017	Effective October 1, 2018	Effective October 1, 2019
<b>Base Charge</b>	\$1,035.00	\$1,070.00	\$1,094.00
<b>Volume Charge</b>	\$2.31	\$2.39	\$2.44

## e. Walsh Ranch Municipal Utility District

	Effective October 1, 2017	Effective October 1, 2018	Effective October 1, 2019
<b>Base Charge</b>	\$3,462.00	\$3,580.00	\$3,655.00
<b>Volume Charge</b>	\$3.13	\$3.23	\$3.30

## f. Williamson County Municipal Utility District #10

	Effective October 1, 2017	Effective October 1, 2018	Effective October 1, 2019
<b>Base Charge</b>	\$14,996.00	\$15,506.00	\$15,832.00
<b>Volume Charge</b>	\$2.76	\$2.85	\$2.91

## g. Williamson County Municipal Utility District #11

	Effective October 1, 2017	Effective October 1, 2018	Effective October 1, 2019
<b>Base Charge</b>	\$14,173.00	\$14,655.00	\$14,963.00
<b>Volume Charge</b>	\$3.11	\$3.22	\$3.29

## h. Vista Oaks Municipal Utility District

	Effective October 1, 2017	Effective October 1, 2018	Effective October 1, 2019
<b>Base Charge</b>	\$11,873.00	\$12,277.00	\$12,535.00
<b>Volume Charge</b>	\$2.76	\$2.85	\$2.91

## II.

That Chapter 44, Section 44-33, Code of Ordinances (2010 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

**Sec. 44-33. Reuse water rates.**(a) *Reuse water rates.*

- (1) *Volume rates.* For reuse water consumed, each reuse water customer shall pay a volume rate in the amount set forth below per 1,000 gallons or fraction thereof consumed during such billing period:

Rate Effective October 1, 2017	Rate Effective October 1, 2018	Rate Effective October 1, 2019
\$1.87	\$1.92	\$1.98

Meter Size	Monthly Service Charge	Monthly Service Charge	Monthly Service Charge
5/8	\$16.04	\$16.52	\$17.02

## WATER / SEWER UTILITY RATES

¾	\$22.33	\$23.00	\$23.69
1	\$35.26	\$36.32	\$37.41
1½	\$67.56	\$69.59	\$71.67
2	\$106.32	\$109.51	\$112.79
3	\$196.78	\$202.68	\$208.76
4	\$326.01	\$335.79	\$345.86
6	\$1,016.37	\$1,046.86	\$1,078.27
8	\$1,776.48	\$1,829.77	\$1,884.67
10	\$2,789.97	\$2,873.67	\$2,959.88
12	\$3,423.41	\$3,526.11	\$3,631.90

## III.

That Chapter 44, Section 44-34, Code of Ordinances (2010 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

**Sec. 44-34. Sewer rates.**

- (a) *Sewer rates for retail customers inside the city limits.* The rate schedule for retail customers of the city's sanitary sewer system shall be as hereinafter set forth.
- (1) *Volume rates.* The sewer volume rate for retail customers shall be in an amount set forth below per 1,000 gallons of water used for all users:

<b>Charge Effective October 1, 2017</b>
\$3.39

Meter Size	Monthly Service Charge
5/8"	\$13.27
¾"	\$17.31
1"	\$24.82
1½"	\$45.26
2"	\$69.79
3"	\$127.01
4"	\$208.75
6"	\$615.27
8"	\$1,073.67
10"	\$1,684.85
12"	\$2,066.84

- (b) *Sewer rates for retail customers outside city limits.* All customers located outside the corporate limits of the city shall pay double the applicable rates charged customers within the corporate limits of the city, unless a different rate is approved by the council pursuant to a contractual agreement.

(1) Rate:	\$1.20 per 1,000 gallons of water used; and
(2) Monthly charge:	\$5.50 per month regardless of the amount of water used.



- (e) *Rates for sewer service to wholesale customers.* The monthly volumetric charge for sewer service to all wholesale customers, per 1,000 gallons of water used in accordance with each entity's respective contractual obligation, is as follows:

Charge Effective October 1, 2017
\$3.90

IV.

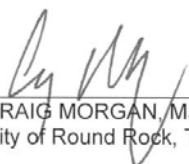
A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

B. The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.

C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

**READ** and **APPROVED** on first reading this the 14<sup>th</sup> day of SEPTEMBER, 2017.

**READ, APPROVED** and **ADOPTED** on second reading this the 28<sup>th</sup> day of SEPTEMBER, 2017.

  
CRAIG MORGAN, Mayor  
City of Round Rock, Texas

ATTEST:

  
SARA L. WHITE, City Clerk

## GLOSSARY

**Accrual Basis** – A method of accounting that recognizes the financial effect of events, and interfund activities when they occur, regardless of the timing of related cash flows.

**Ad Valorem Tax** – A tax levied on the assessed value of real property (also known as “property taxes”).

**Amortize** – To provide for the gradual extinguishment of (as a mortgage) usually by contribution to a sinking fund at the time of each periodic payment.

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

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

**Asset** - A probable future economic benefit obtained or controlled by an entity because of past transactions or events. A current asset is cash or readily convertible into cash within a one-year time frame.

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

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

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

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

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

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

**Capital Improvement Program** – A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years. Examples include land, improvements to land, easements, buildings, building improvements and infrastructure.

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

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

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

**Capital Recovery Fee** - see Impact Fee

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

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

**Certified Tax Roll** - A list of all taxable properties, values and exemptions in the City. This roll is established by the Williamson County Appraisal District.

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

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

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

**Debt Service Fund** - A fund established to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

**Delinquent Taxes** - Taxes remaining unpaid on and after the date due.

**Dell Sales Tax** – Economic development agreement entitles Dell to 41.67% rebate of the 1.5% - expires 2043

**Demand** - Reflects the scope of a program in terms of population or user activity.

**Department** - A logical division or classification of activities within the City (e.g. Police Department, Water Treatment Plant Department, etc.).

**Depreciation** – The decrease in value of physical assets due to use and the passage of time.

**Destination Marketing Organization (DMO)** – A resource used by the CVB to enhance the “Sports Capital of Texas” marketing program for the City.

**Division** – A logical subset of the city department used to help manage expenditures by activity.

**Effectiveness** - A program performance indicator that measures the quality of the program outputs.

**Efficiency** - A program performance indicator that measures the accomplishments of program goals and objectives in an economical manner.

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

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

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

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

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

**Expense** – A charge incurred in an accounting period, whether actually paid in that accounting

## GLOSSARY

period or not.

**Filing Fee** - A processing and review fee charge when any map (or plat) is tender to the planning department.

**Fiscal** - Pertaining to finances in general

**Fiscal Year** - A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**Fixed Assets** - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

**Franchise** - A special privilege granted by a government permitting the continuing use of public property and rights-of-way, such as city streets.

**Full Faith and Credit** - A pledge of the general taxing power of the City to repay debt obligations. This term is typically used in reference to general obligation bonds.

**Full-time Equivalent (FTE)** – A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal employees into hours worked by full-time employees. Full-time employees work 2080 hours annually. A part-time employee working 1040 hours annually represents a .5 FTE.

**Fund** - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein. Funds are usually established to account for activities of a certain type.

**Fund Balance** - The excess of assets over liabilities in a governmental fund.

**Gap Analysis** - A technique for determining the steps to be taken in moving from a current state to a desired future-state. Also called need-gap analysis, needs analysis, and needs assessment.

**GAAP** – Generally Accepted Accounting Principles.

**General Fund** - The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as police and fire protection, parks and recreation, library services, street maintenance and general administration.

**General Obligation Bonds** - Bonds for the payment of which the full faith and credit of the City is pledged.

**GIS (Geographical Information System) Fees** - A fee intended to defray costs of adding plats to the City's electronic mapping system.

**Goals** - Generalized statements of where an organization desires to be at some future time with regard to certain operating elements (e.g. financial condition, service levels provided, etc.)

**Governmental Fund** – It refers to the General Fund, all Special Revenue Funds and Debt Service Funds.

**Grant** – Contributions or gifts of cash or other assets from another government to be used for a specific purpose, activity or facility.

**HOT** – Hotel Occupancy Tax – 7% of room rental  
Limited by state law to specific tourism promotion purposes

Typically termed as “heads in beds” programs

**I&S G.O. Bond Fund** - Interest and Sinking General Obligation Bond Fund (See also Debt Service Fund).

**Impact Fee** - A fee assessed to new water and wastewater service connections. Fees are to be used for specific water and wastewater system improvements and are accounted for in the Water/Wastewater Utility Impact Fee account group.

**Income** - Funds available for expenditure during a fiscal year.

**Infrastructure** - Substructure or underlying foundation of the City (e.g. streets, utility lines, water and wastewater treatment facilities, etc.)

**Inputs** – A program performance indicator that measures the amount of resources expended or consumed by the program in the delivery of service during the fiscal year.

**Inventory** – A detailed listing of property currently held by the City.

**LaserFiche** - A document management system.

**Liability** – Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events. Current liabilities are expected to require the use of cash within a one-year time frame.

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

**Line Item Budget** – A budget that itemizes each expenditure category (personnel, supplies, contract services, capital outlay, etc.) separately, along with the dollar amount budgeted for each specified category.

**Long-Term Debt** – Any un-matured debt that is not a fund liability with a maturity of more than one year.

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

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

**Objectives** - Specific, measurable targets set in relation to goals.

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

**Outputs** - These are program performance indicators that measure the quantity of work performed by the program. These are units of service delivered by the program to its customers. Sometimes this is called workload.

**Performance Budget** - A budget that focuses upon activities rather than line item expenditure.



## GLOSSARY

tures. Work load and unit cost data are collected in order to assess efficiency of services.

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

**Program** - A logical division or classification of activities within the City or within a Department. See also Department.

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

**Public Works** – A combination of city departments organized to support the City Strategic Plan by sharing resources to improve efficiencies of common tasks.

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

**Re-use Water** – Water that has been treated from the wastewater treatment plant which meets TCEQ requirements to be used in limited ways rather than potable water.

**Revenue** - Funds received as income. It includes such items as tax payments, fees from specific services, fines, interest income, franchise fees, etc.

**Revenue Bond** - Bonds whose principal and interest are payable exclusively from user fees (e.g. Water and Wastewater utility rates).

**Repair and Replacement Fund** - A utility fund established for major wastewater system improvements. Funding originated through the

conveyance of a portion of the City's regional wastewater plant to the City of Austin.

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

**RRTEDC** –  
Round Rock Transportation and Economic Development Corporation  
Type B Sales Tax entity – 0.5% of sales tax

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

1.0% - General uses – goes to General Fund  
0.5% - Property tax reduction – goes to General Fund  
0.5% - Economic Development / Transportation – goes to Type B fund

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

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

unspent General Fund budget

- **UFSC** – Utility Self-Financed Construction, from excess water and wastewater revenues or unspent utility budget

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

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

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

**Subdivision Development Fee** - A fee related to the inspection of subdivision improvements equating to 1.5 percent of the actual total construction costs.

**Tax Base** – The total value of all real and personal property in the City as of January 1st of each year, as certified by the Appraisal Review Board.

**Tax Levy** – The total amount of taxes imposed by the City on taxable property, as determined by the Williamson Central Appraisal District.

**Tax Rate** - The amount of tax stated in terms of a unit of the tax base (e.g. cents per hundred dollars valuation).

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

**Utility Fund** - See Water/Wastewater Utility Fund.

**Venue** –

Separately voted HOT tax of 2% of room rental Dedicated to Sports Center

**Water/Wastewater Utility Fund** - A governmental accounting fund better known as an enterprise fund or proprietary fund in which the services provided are financed and operated similarly to those of a private business. The rates for these services are established to ensure that revenues are adequate to meet all necessary expenditures.

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

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

## ACRONYMS

**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

**TCFP** – 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