

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the CoSP, Texas will conduct a Special City Council Meeting Budget Workshop on Wednesday, August 11, 2021 immediately following the City Council Special Meeting that begins at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

The meeting agenda and agenda packet are posted online at www.shavanopark.org.

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- The Mayor will recognize those citizens who have signed up prior to the start of the meeting.
- Pursuant to Resolution No. R-2019-011 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Members of the public may only speak once and cannot pass the individual’s time allotment to someone else
- Direct your comments to the entire Council, not to an individual member
- Show the Council members the same respect and courtesy that you expect to be shown to you

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion –JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;

- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. AGENDA ITEMS

5.1. Discussion - FY 2021-22 Budget - City Manager / City Council

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T CODE CHAPTER 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion. The Council may vote and/or act upon each of the items set out in this agenda. In addition, the City Council for the City of Shavano Park has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter authorized by Texas Government Code Sections 551.071 (Consultation with Attorney); 551.072 (Deliberations related to Real Property); and Section 551.074 (Personnel Matters).

Attendance by Other Elected or Appointed Officials – NOTICE OF POTENTIAL QUORUM:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-493-3478 x240 or TDD 1-800-735-2989.

CERTIFICATION:

I hereby certify that the above Notice of Meeting was posted on the City Hall bulletin board on the 6th day of August 2021 at 4:05 p.m. at a place convenient and readily accessible to the general public at all times, and to the City's website, www.shavanopark.org, in compliance with Chapter 551, Texas Government Code

Trish Nichols
City Secretary

City of Shavano Park **2022**

Proposed Budget

City Living with Country Charm





This budget will raise more revenue from property taxes than last year's budget by an amount of \$107,219, which is a 2.81% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$72,100.

Record Vote on:

Budget:

Tax Rate Ratify:

Mayor

Bob Werner

(Votes only in event of a tie)

Council Members

Maggi Kautz (Pro Tem)

—

—

Albert Aleman

—

—

Konrad Kuykendall

—

—

Pete Miller

—

—

Lee Powers

—

—

Property Tax Rate Comparison:

	<u>FY 2021</u>	<u>FY 2022</u>
Adopted/Proposed Tax Rate	0.287742	0.287742
No-New-Revenue Tax Rate	0.289401	0.286074
No-New-Revenue Maintenance & Operations	0.276298	0.273811
Voter-Approval Tax Rate	0.301124	0.310192
Debt Tax Rate (I&S)	0.013103	0.012263
De minimis Tax Rate	0.341909	0.335514

Total debt obligation for the City of Shavano Park secured by property taxes: \$3,790,000.



COUNCIL OF THE CITY OF SHAVANO PARK

BOB WERNER

MAYOR

MAGGI KAUTZ

MAYOR PRO TEM

ALBERT ALEMAN

ALDERMAN

KONRAD KUYKENDALL

ALDERMAN

PETE MILLER

ALDERMAN

LEE POWERS

ALDERMAN

BILL HILL

CITY MANAGER

TRISH NICHOLS

CITY SECRETARY

BRENDA MOREY

FINANCE DIRECTOR



VISION

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

MISSION

The City of Shavano Park provides exceptional leadership and delivers exemplary municipal services in a professional, cost-effective and efficient manner to citizens, business owners and visitors to facilitate economic growth and enable an exceptional quality of life and workplace consistent with our small town values and character.

CITY OF SHAVANO PARK

FISCAL YEAR 2021-2022 CITY MANAGER’S PROPOSED BUDGET

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CITY OF SHAVANO PARK



August 5, 2021

Honorable Mayor, City Council, and Citizens:

I am pleased to submit the proposed budget for Fiscal Year (FY) 2021-22. This budget is defined and developed based upon a clear set of goals established in the Town Plan and supporting objectives set by City Council. This memorandum highlights key points that are important to you and the community. The proposed Budget is balanced as required by law despite the economic uncertainty related to the COVID-19 pandemic. This proposed budget and is consistent with the mission, vision, and strategic goals of the City of Shavano Park and reflects our commitment to provide excellent municipal services to citizens, businesses and visitors while maintaining stringent fiscal controls.

The proposed Budget proposes a tax rate of \$0.287742 cent per \$100 of valuation. Based upon the assumed level of revenue, the Budget allocates resources to meet target expenditures for operations, capital improvements, equipment replacement, and debt service. While meeting funding requirements, the budget accounts for an 8% Compensation increase (placeholder), several new requirements, and a number of capital replacement requirements. The budgeted General Fund expenditures are approximately \$5.75M while the total expenditures of all funds are approximately \$7.97M.

BUDGET OVERVIEW

- Budget trends and challenges: increased taxable property values; increased number of properties qualifying for the over 65 tax freeze; increased sales tax revenues; increased permit fees revenues; decreasing plan review fees revenues; lower franchise fees revenues; and increased fuel cost
- Maintains or incrementally improves excellent service levels across Departments
- This is a requirement-based budget (prioritized based upon essential needs and objectives)
- Requires Directors to justify their budget requests to the City Manager
- Includes line item detail and definitions for each line item
- Properly maintains required and separate funds for accountability and transparency
- Fully funds the Capital Improvement Replacement Fund based upon the replacement schedule
- Budgets for the American Rescue Plan Act Funds

STRATEGIC GOALS: Council established eight Strategic Goals with supporting objectives that account for current and future requirements. These objectives are accounted for within the budget.

1. Provide excellent municipal services while anticipating future requirements
2. Protect and provide a city-wide safe and secure environment
3. Preserve City property values, protect fiscal resources and maintain financial discipline
4. Maintain overall excellent infrastructure (buildings, streets and utilities)
5. Enhance and support commercial business activities and opportunities
6. Enhance the City image and maintain a rural atmosphere
7. Promote effective communications and outreach with citizens
8. Mitigate storm water runoff

MAJOR REVENUES

Taxable Assessed Value / New Improvements: The total taxable assessed value of property including property in tax freeze is \$1,454,617,733 and represents a \$43,420,163 or a 3% increase. Of that amount, the total taxable value of new improvements and personal property was \$25,057,440. “New” means the item was not on the 2020 appraisal roll. The average Taxable Homestead Value is \$773,556 up \$24,562 from last year (about 3.2% increase). The City’s portion of tax on average taxable homestead value is approximately \$2,226/year (\$75 increase at last year’s rate).

Advalorem Taxes (Property Taxes): This budget proposes City Council adopt a FY 2021-22 budget tax rate of \$0.287742 / \$100 of valuation, which is no change from prior year’s tax rate. Total revenue collected from property taxes will be approximately \$107,219 or 2.8% more than last year (assuming last year’s rate). Additional revenue available for the General Fund is approximately \$111,866 or 2.9%.

Freeze Taxable Value: The total freeze taxable value (homeowners age 65 or older or disabled) for 2021 tax values amounted to \$407,535,286, which is an increase of 3.7% over the 2020 freeze adjusted taxable value of \$393,034,484 and 28.01% of the net taxable values. There are 1,420 residential properties in Shavano Park and of those 598 (42.1%) qualify for the Over 65 Tax Freeze.

“No-New-Revenue Tax” Rate: The No-New-Revenue Tax rate is the rate that will generate the same amount of property taxes as the previous year based only on the properties that are on the tax roll both years. This is the comparison used in the Truth-in-Taxation calculations to determine if there is an actual tax rate increase. The proposed tax rate of \$0.287742 / \$100 is slightly higher than the 2021 NNR Tax Rate of \$0.286074 / \$100 needed to generate the same amount of taxes from the same properties that were on last year’s tax roll.

“Voter-Approval Tax” Rate: The Voter Approval Tax rate provides about the same amount of tax revenue as the previous year for day-to-day operations, plus an extra 3.5% increase for operations, and sufficient funds to pay debt in the coming year. The proposed tax rate of \$0.287742 / \$100 is well below the “Voter Approval Tax Rate” of \$0.310192 / \$100.

Sales Tax: There are a small number of retail sale companies operating in Shavano Park. One additional retail store was expected to open late FY2021, however unforeseen delays have pushed that back to FY2022. This proposed budget assumes sales tax revenues for the General Fund of \$600,000, which is higher than FY2021’s projected revenues (\$560,000).

Other Revenues:

- Permit Fees: During FY2021, residential and commercial development (and permit fees) increased from FY2020, as the remaining undeveloped property is being built out. For FY2022, we anticipate a continued level of residential and new commercial development. This is projected to generate higher fees than budgeted in FY2021, but slightly less than what was actually collected.
- Franchise revenues are expected to decrease slightly over last year, due to the move away from traditional cable services to streaming options.
- EMS Fees. This budget projects a level revenue stream for this source.
- Other revenues are expected to slightly decline.

MAJOR EXPENDITURES

Personnel: At the time of the City Manager's proposed budget, the 2021 Compensation Study is ongoing. This budget uses an 8% salary increase as a placeholder for all projected salaries. Upon completion of the Compensation Study, Council will consider recommendations and make final compensation decisions which will be used to finalize the budget before adoption. The budget proposes no change in the City's contribution for our employee health benefits provided by the Texas Municipal League Health Benefits Pool. This Budget proposes that the City continues to fund the Texas Municipal Retirement System at the full funding rate. Additionally, an increase in the Texas Workforce Commission's state unemployment tax rate from 1.6% to 3.0% is included in this budget.

General Fund: General Fund expenditures increased in personnel salaries and benefits but remain constant in other day to day operations across all departments. Below is a brief review of requirements and highlighted changes for departments. Additional detail on changes can be located in front of each of the department's budget comparison report or in the budget for line item comparison.

Administration: The Administration Department budget requirements are projected to decrease slightly. This budget includes the replacement of one HVAC unit (purchased only if needed) out of the Capital Replacement Fund. This budget includes funding from the American Rescue Act Fund: a citizen's communication texting service; two replacement computers; an upgraded City Hall security camera system; and a replacement of the City's primary server.

Public Works: The Public Works Department operating expenses are projected to increase slightly. The Budget includes funds for increased salaries and benefits, the street maintenance program, professional tree maintenance on municipal property and continued landscaping and maintenance of City Hall. This budget includes funding from the American Rescue Act Fund: one replacement computer and an emergency generator to supply backup power to the Public Works building and Fire living barracks.

Fire: The Fire Department operating expenses are projected to remain stable. This budget includes the replacement of two cardiac monitors/defibrillators in the Capital Replacement Fund and also funding from the American Rescue Act Fund: the purchase of eight sets of bunker gear, for \$21,584 as required under NFPA standards to protect Firefighters from carcinogen exposure; one replacement computer; two replacement EMS auto-pulse machines; a replacement "jaws of life" machine; and an emergency generator to supply backup power jointly to the Public Works building and Fire barracks.

Police: The Police Department operating expenses are projected to increase to reflect compensation increases for staff. The budget also includes purchases of replacement of two patrol vehicles (\$120,000) funded from the Crime Control Prevention District Fund. This budget includes funding from the American Rescue Act Fund: the purchase of five replacement computers; new vehicle / body worn cameras; new duty rifles; and BOLA wrap restraints.

Capital Improvement/Replacement Fund: The proposed budget includes a "transfer-in" of \$147,340 from General Fund revenues to fund the future purchases of Capital Improvements and Equipment in accordance with the Capital Replacement Schedule. This amount is less than normally allocated as monies from the American Rescue Fund Act are being used to fund the purchase of several Capital items. This year's allocation in support of the Departments as follows: Administrative (\$0); Fire (\$147,340); and Public Works (\$176). A number of updates were made to the replacement schedule to improve accuracy.

Water Fund: The proposed Water Fund Budget includes a small increase in water consumption revenues, a decrease in expenditures and a reduction in Capital Equipment purchases. This budget includes \$30,000 to loop the water lines within one cul-de-sac to improve water flow (there are 8 other cul-de-sacs anticipated for similar improvement). The proposed Budget includes transferring \$66,972 to the Water Capital Replacement Fund for future infrastructure, vehicles, and equipment replacement. This budget includes funding from the American Rescue Act Fund: the purchase of one replacement computer and replacement of approximately 400 water meters (\$154,000).

Street Maintenance Fund: For FY2020-21, the City expects to receive revenues of approximately \$140,000 and projects approximately \$150,000 during the FY 2021-22 budget year. There are \$50,000 proposed expenditures included in this budget. Over time, the City will save funds in advance to address street maintenance requirements. Anticipated requirements include the repair of deteriorating streets in the old section of Shavano Park (Saddletree Road, Shavano Drive, and Fawn Drive), as well as the future resurfacing DeZavala Road, and Lockhill Selma Road.

Court Restricted Fund: The proposed budget includes \$50,000 from court security funds for the installation of bullet resistant glass in the Court Clerks window and \$4,200 police security during the monthly court sessions.

Debt: The City of Shavano Park's total debt obligation is \$3,790,000 with \$2,429,715 of this supported by water revenue.

CHANGES IN PRIORITIES AND SERVICE LEVELS

The overall budget priorities are driven by the City's Strategic Goals as established in the 2018 Town Plan and their corresponding Objectives found on pages 43-47. Major changes include higher emphasis on staff compensation; emergency preparedness in backup power and water distribution; and lifesaving and protective equipment. There are no planned reductions in service levels nor increases in fees. Incremental improvements in service levels include: a new citizen's communication text service; more reliable and effective life-saving devices for the Fire/EMS Department; back-up electrical power capability for all major facilities; an online monitoring application for water customers; new and improved vehicle / body worn cameras for law enforcement officers.

Conclusion. I wish to extend my appreciation to City Council for their contributions put forth by attending budget workshops, reviewing budget documents, and providing guidance in developing the proposed budget. I also want to express my appreciation to City Staff for their input and hard work in striving to maintain high levels of service to our residents.

"Here to Serve!"



Bill Hill
City Manager

PROPOSED BUDGET CALENDAR FOR FY 2021-22

2021

20-30 April	Receive Preliminary Property Tax Report; pass to Council
30 April – 14 May	Budget Kick Off with Departments - FY 2021 -22 Goals, Objectives, Unfunded Requirements
10-21 May	Department Budget Meetings - FY 2021-22 Goals, Objectives, Unfunded Requirements
Monday 10 May	Brief Water Advisory Committee FY 2021-22 Goals and Objectives
Wednesday 9 June	Council Workshop 5:00pm – Set Initial Goals, Objectives, and Budget Guidance
Monday 14 June	Water Advisory Committee Meeting / Budget Workshop (Revenues, G&O)
14-25 June	Prepare Revenues for Preliminary Budget
Monday 28 June	Council Workshop – Budget Basics and Staff Analysis of Council Objectives (before regular City Council meeting – 4:30pm)
Monday 12 July	Water Advisory Committee Meeting - Budget Workshop - Water Fund Expenses
Wednesday 14 July	Budget Work Shop 5:00pm – Capital Replacement Funds; Expense Estimates
25 July	Bexar County Appraisal District Provides Certified Tax Roll; pass to Council
~ July 25 - 6 August	Bexar County Tax Assessor Collector Calculates & Provides No-New-Revenue, Voter-Approval and Deminimis Tax Rates
Thursday 22 July	Water Advisory Committee Meeting – Recommendation of Initial Water Fund Budget
Thursday 5 August	Special Council Meeting 5:30pm - <ul style="list-style-type: none"> - City Manager Submits Proposed FY 2021-22 Budget (No anticipated Council action) - Receive No-New-Revenue, Voter-Approval and Deminimis Tax Rate Calculations
Wednesday 11 August	Special Council Meeting / Workshop 5:30pm <ul style="list-style-type: none"> - Discuss tax rate; if proposed tax rate will exceed the No-New-Revenue Rate, take record vote and schedule Public Hearing.
Tuesday 17 August	Special Council Budget Workshop 5:30pm
Monday 23 August	Budget Work Shop 5:30pm / Regular Council Meeting
Wednesday 25 August	Publication - Notice of 1 st and 2 nd Budget Reading, Notice of 2021 Tax Year Proposed Tax Rate (No-New-Revenue, Voter-Approval and Deminimis)
Monday 13 September	Special Council Meeting 6:30pm – <ul style="list-style-type: none"> - 1st Reading of Budget/Public Hearing - Schedule and announce meeting to adopt tax rate 3-14 days from this date.
Monday 20 September	Regular Council Meeting (a week early)– <ul style="list-style-type: none"> - 2nd Reading of Budget/Public Hearing - Adopt Budget by Ordinance - Levy Tax Rate by Resolution and take record vote

BUDGET BASICS

Budget Process

The budget process is the key to the development of the City of Shavano Park's strategic plan, allowing City Council and the departments the opportunity to reassess goals and objectives and the means for accomplishing them. While the budget is reviewed and approved by the City Council in September of each year, its preparation begins much earlier. In spring, staff begin by projecting revenues, reserves and expenditures for the current and future years, developing goals and objectives and allocating the resources required to achieve them. A series of City Council workshops refine the budget, providing feedback and guidance to staff. In August of each year, the City Manager formally presents the initial Proposed Budget. After accepting this budget, City Council makes final edits and changes to eventually create the final Adopted Budget.

Public Engagement in the Budget Process

Public involvement is critical to the Shavano Park budget process. All budget deliberations take place during public meetings where resident participation is encouraged. All agendas and the entire Council packet are posted on the City website one week in advance of all City Council meetings to give the public plenty of notice. Finally, Texas Law requires two budget public hearings, one for each reading of the Budget by City Council. Residents can attend these public hearings in person, but are also able to watch City Council budget deliberation livestreamed on the YouTube app/website.

All City Finances, from budgets, audits, check registers, and contact information for the City Council is readily available on the City website at <https://www.shavanopark.org/finances>.

What is the City Budget?

The City Budget is one of the key policy documents in any city and is the legal authority to obligate public funds. The budget provides City Council policy direction to the staff and the community regarding the role of the City, its services and programs. It estimates expected revenue and expenditures needed from each fund to meet the City Council's policy objectives relating to the type, quantity and quality of services provided to the community.

According to the Government Finance Officers Association (GFOA), a municipal budget should serve as a policy document, a financial plan, an operations guide, and a communications device. The budget is designed to serve the following purposes:

A Policy Document

The budget functions as a policy document in that the decisions made within the budget will reflect the general principles or plans that guide actions taken for the future. As a policy

document, the budget makes specific attempts to link desired goals and policy direction to the actual day-to-day activities of the city staff.

City Councils adopt a variety of policy statements that are all woven into a budget. These include, but are not limited to, budget development policy guidance in a budget message, the financial policies, goals and priorities, and mission statements.

An Operations Guide

The final budget should provide a clear presentation of each department's goals and objectives and articulate how those goals relate to the City's overall goals, objectives, and priorities. Each department's budget should also describe the level of service or activity necessary to meet the community's needs.

A Communications Tool

The budget should include presentations that allow the reader to quickly grasp major issues, trends and choices. It should include an overview of significant budgetary trends, issues and resource choices that result in the allocation of funds to meet service needs and accomplish the City's highest priority goals.

A Financial Plan

The budget is a Texas State law requirement of all cities. The budget must be adopted as a balanced budget and must be in place prior to the expenditure of any City funds. It is considered the legal authority to expend public monies, and controls those expenditures by limiting the amount of appropriation at the fund or departmental level. The budget must also provide an explanation of major revenue sources, the assumptions used in forecasting, and a discussion used for revenue trends affecting the City.

BASIS OF ACCOUNTING AND BUDGETING

The budgetary and accounting policies contained in the budget document conform to generally accepted accounting principles (GAAP) as established by the Governmental Accounting Standards Board (GASB). The accounting and financial reporting treatment that applies to a fund is determined by its measurement focus: Modified Accrual Basis or Accrual Basis.

Governmental Funds

Governmental fund types use the modified accrual basis of accounting. Under this basis of accounting, revenues are budgeted when they are measurable and available and expenditures are budgeted in the period in which the liability is incurred, which is in accordance with GAAP. “Measurable” means the amount of the transaction that can be determined and “available” means the collectible period. The City considers the majority of its major revenues available when collected. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as liabilities when due.

Those revenues susceptible to accrual under the modified accrual method are property taxes and other taxes, intergovernmental revenue, and interest revenue. Licenses and permits, including fines and forfeiture revenues, are not susceptible to accrual because generally they are not measurable until received.

The fund balance approach of governmental funds or working capital approach can be identified as current assets less current liabilities. Governmental funds budget capital outlays as expenditures, but do not budget for non-cash expenditures such as accruals for sick and vacation liabilities and depreciation.

Proprietary Funds

Proprietary funds use the accrual basis of accounting. Under this basis of accounting, revenues are recognized in the period in which they are earned and expenses are recognized when incurred. Proprietary funds also record depreciation and amortization of debt. For the purposes of this budget presentation, depreciation is not displayed and capital purchases and bond principal payments are included as expenses.

Budget Principles

Budget principles vary from organization to organization, depending upon the local needs and concerns of citizens. Other factors also affect budget principles, such as the state of the local economy, the needs of the organization, the demands of the public for increased services, unfunded mandates and requirements of federal and state regulatory agencies. The budget prepared by the City takes a conservative perspective with regard to both revenues and expenditures. Although historical comparisons and trends are useful, current data trends will sometimes take precedence over prior year trends.

Revenues are often anticipated either at or slightly above prior levels, unless there are other known factors that will significantly affect anticipated revenues either up or down. In addition, day to day expenditures are handled in the same manner. Additional budget assumptions are being considered as follows:

- Current expenditures will not exceed current revenues (balanced budget)
- Efficiently use and protect fiscal resources
- The quality of service will remain at existing levels with incremental improvements
- Staffing will not exceed existing levels (51)
- General Fund targets a fund balance at approximately 50% (~\$2.9M)
- Unassigned fund balance should be used for emergencies, one-time expenditures
- Excess Debt Service fund balance will continue to be used to pay down debt
- The scheduled yearly contribution to the Capital Replacement Fund used for future capital purchases will be fully funded

Budget Adjustments

The City budget may be adjusted under Section 2-180 of the City of Shavano Park Code of Ordinances. Under Section 2-180, the City Manager has the authority to transfer balances within departments and programs. A Department Director may request a budget adjustment between line items, or categories of items, through the Finance Director and City Manager. The City Council must authorize all budget adjustments over \$10,000. In addition, the City Council may authorize three types of adjustments:

Supplemental Appropriations. If the City Manager certifies that revenues are available in excess of those estimated in the budget, an amendment ordinance may be prepared for City Council approval. Budget amendment ordinances are usually considered administrative and only require one reading. In general, the supplemental appropriations are evaluated using the following criteria:

- Why was the item not budgeted in the normal budget process?
- Why can't an adjustment be done within the Department to remedy the condition?

Emergency Appropriations. To meet public emergencies affecting life, health, property or the public peace.

Reduction of Appropriations. If at any time during the fiscal year it appears probable that expected revenues will be insufficient to finance expenditures for which appropriations have been authorized, the City Council may adopt an ordinance to reduce appropriations.

All budget adjustments require approval as outlined in the table that follows this paragraph. All budget adjustments will be included in the Finance Director's monthly financial report to City Council.

		Authority to Approve			
Category	Amount	Department Head	Finance Director	City Manager	Council
Within Budget Category	< \$5,000	X	X		
	\$5,000-\$10,000		X	X	
Between Budget Categories within Department	\$1,000-\$5,000		X		
	\$5,000-\$10,000			X	
	Over \$10,000				X (Ordinance)
Between Departments	ALL			X	X (Ordinance)
Supplemental Appropriations*	ALL				X (Ordinance)
Emergency Appropriations	ALL			X	X (Ordinance)

*City staff must identify revenue to cover any increase in expenditures.

Financial Management Policy

The Financial Management Policy compiles all of the City's financial policies into one document. These statements are the tools used to ensure that the City is financially able to meet its current and future service needs. These policy statements safeguard the fiscal stability required to achieve the City's objectives and ensure long-term financial health.

Financial Objectives

Revenues

The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in economic conditions, which adversely impact that source. One time or unpredictable revenue sources should not be utilized for ongoing expenses/expenditures.

Primary Sources of Revenue:

Ad Valorem Property Taxes - The City shall endeavor to reduce its reliance on property tax revenues by revenue diversification, continued use of user fees, and economic development. The City shall also strive to stabilize its tax rate and minimize tax rate increases.

Sales Taxes - the City's portion of sales taxes percentage generated within the City limits is 2%, of which .5% goes directly to VIA Metropolitan Transit System. The breakdown of the remaining 1.5% is 1% City, .25% Crime Control District, and .25% for Street Maintenance Tax.

User Fees - specific charges established by the City for the purpose of covering City's operational and construction costs. Fees include but are not limited to: franchise, licenses, permits, EMS services, court fines, water, and development impact fees.

Grants - should seek, apply for and effectively administer federal, state and local grants, which support the City's current priorities and policy objectives. The potential for incurring ongoing costs will be considered prior to applying for a grant.

Investments - Invest and manage the City's cash to ensure its safety, provide necessary liquidity needs of the City and to achieve the highest possible yield.

Expenditures

The City shall identify the priority of must-fund services, establish and define appropriate service levels and administer the expenditure of available resources to ensure fiscal stability and the effective and efficient delivery of those services.

Fund Balance

Fund balance, as defined in GASB Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, is reported in the governmental fund financial statements according to five classifications that comprise a hierarchy based on the extent to which the City is bound to honor certain constraints on the use of financial resources with the governmental funds. The City approved a Fund Balance policy by ordinance #400-03-11 on October 6, 2011 following the Statement 54 guidelines. The ordinance is as follows:

Purpose – To provide a stable financial environment for the City of Shavano Park's operations that allows the City to provide quality services to its residents in a fiscally responsible manner designated to keep services and taxes as consistent as possible over time. This fund balance policy is meant to serve as the framework upon which consistent operations may be built and sustained.

Definitions and policies -

- (1) Non-spendable fund balance includes amounts not in spendable form, such as inventory, or amounts required to be maintained intact legally or contractually, (e.g., inventory, prepaid items).
 - At the end of each fiscal year, the City will report the portion of the fund balance that is not in spendable form as Non-Spendable Fund Balance on the financial statements.
- (2) Restricted fund balance includes amounts constrained for a specific purpose by external parties (e.g., Debt Service Fund, Crime Control District Fund, Court Restricted Fund, Street Maintenance Fund, PEG Fund, State and Federal grant funds).
 - At the end of each fiscal year, the City will report "restricted" fund balance for amounts that have applicable legal restrictions per GASB Statement 54.
- (3) Committed fund balance includes amounts constrained for a specific purpose by a government using its highest level of decision-making authority.
 - The amount designated for Oak Wilt shall be classified as a Committed Fund Balance.
 - The amount designated for future capital items in the Capital Improvement/Replacement Fund shall be classified as Committed Fund Balance.
- (4) Assigned fund balance includes General Fund amounts constrained for a specific purpose by a governing body or by an official that has been delegated authority to assign amounts.
 - In accordance with GASB Statement 54, funds that are intended to be used for a specific purpose but have not received the formal approval action at the governing body level may be recorded as Assigned Fund Balance. Likewise, redeploying assigned resources to an alternative use does not require formal action by the governing body. GASB Statement 54 states that resources can be assigned by the governing body or by another internal body or person whom the governing body gives authority to do so.

Therefore, it is the policy of the City that the City Manager will have the authority to assign fund balance of this organization based on intentions for use of fund balance communicated by the City Council.

(5) Unassigned fund balance. This is the residual classification for the government's General Fund and includes all spendable amounts not contained in the other classifications, therefore, not subject to any constraints. Unassigned amounts are available for any purpose. These are the current resources available for which there are no government self-imposed limitations or set spending plan. Unassigned fund balance can be used for emergency expenditures not previously considered. In addition, the resources classified as Unassigned can be used to cover expenditures for revenues not yet received.

- At the end of each fiscal year, the City will report as Unassigned Fund Balance for the General Fund the amount in excess of any funds that are otherwise legally restricted and the Committed Fund Balance. This amount is to be used for accumulating funding for capital projects, equipment replacement, and/or for budgetary shortfalls and unexpected expenditures. Appropriation from the Unassigned General Fund balance shall require the approval of the City Council.

It is the goal of the City to achieve and maintain an unassigned General Fund balance equal to 25 percent to 50 percent of budgeted expenditures. The City considers a balance of less than 20 percent to be a cause for concern, barring unusual or deliberate circumstances, and a balance of more than 50 percent as excessive. An amount in excess of 50 percent is to be considered for reservation to accumulate funding for capital projects and equipment, and/or to reduce the tax levy requirements, and shall be determined in conjunction with the annual budget process. In the event that the unassigned General Fund balance is less than the policy anticipates, the City shall plan to adjust budget resources in the subsequent fiscal years to restore the balance.

Appropriations from unassigned General Fund balance shall require the approval of the City Council and shall be only for one –time expenditures, such as capital purchases, and not for ongoing expenditures unless a viable plan designated to sustain the expenditures is simultaneously adopted.

(6) Spending order. The City Council will utilize funds in the following spending order:

- Restricted
- Committed
- Assigned
- Unassigned

Capital Expenditures and Improvements

The City's current fund balance policy includes the funding mechanism for capital replacement. Council annually reviews and monitors the condition of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources within the budget process.

Debt Management

The City established guidelines for debt financing to provide needed capital equipment and infrastructure improvements, while minimizing the impact of debt payments on current and future annual operating budgets. The Council has the power, except as prohibited by law, to borrow money by whatever method it may deem to be in the public interest.

It is the objective of the Council to limit the debt issue to 1%-3% of valuations when possible.

The City will pay cash for capital improvements within the financial affordability of each fund versus issuing debt when funding capital expenditures and capital improvements. Sources of this cash shall include, but not be limited to, sales tax, utility system revenues, developer fees, inter-local agreements, and state and federal grants. Debt will not be used to fund current operating expenditures.

Types of Debt Sales:

Competitive Sales- choose the bid that results in the lowest effective interest cost for the issuer.

Negotiated Sales- interest rates and underwriting spread are determined through negotiation with the underwriter, who has been previously selected to market the bonds.

Private Placements- a limited distribution to one or several investors.

Types of Debt Instruments:

General Obligation Bonds (GOs) - Require voter approval and are secured by a promise to levy taxes in an amount necessary to pay annual debt services. The bonds must be issued for projects that are in accordance with the wording in the bond propositions.

Certificates of Obligation (COs) - Usually require no voter authorization (petition provision in State law). A notice of intent to issue is required. They can be secured solely by ad valorem taxes, issued for limited purposes such as land acquisition, judgment funding or purchase of heavy equipment or secured by an ad valorem tax and a revenue pledge, issued for any lawful purpose just as GOs.

Contractual Obligations - Require no authorization process and are used solely for the acquisition of personal property and are secured by ad valorem taxes or other pledge able revenue.

Tax Notes - Require authorization by an ordinance and adoption by City Council and have a maximum maturity of 7 years, issued to fund public improvements; purchase of materials, supplies, equipment, machinery, buildings, and land; contractual obligations incurred for professional services; pay operating or current expenses; and cash flow shortfall.

Revenue Bonds - Require authorization by an ordinance and adoption by City Council and are generally payable from a designated source of revenue. Typically issued for revenue producing operating systems/projects, water utility systems, parks improvements, and special projects.

Economic Development

Initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

Fiscal Monitoring

Analyze financial data and prepare reports that reflect the City's financial performance and economic condition.

Accounting, Auditing and Financial Reporting

Comply with prevailing federal, state and local statutes and regulations. Conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). Follow the guidance of the Governmental Finance Officers Association (GFOA), and the Texas Comptroller of Public Accounts' Transparency Stars Program. Contract for, and undergo, an annual financial statement audit performed by an independent public accounting firm experienced in providing municipal auditing services.

Internal Control

Maintain an environment to provide management with reasonable assurance that assets are safeguarded against loss from unauthorized use or disposition.

Risk Management

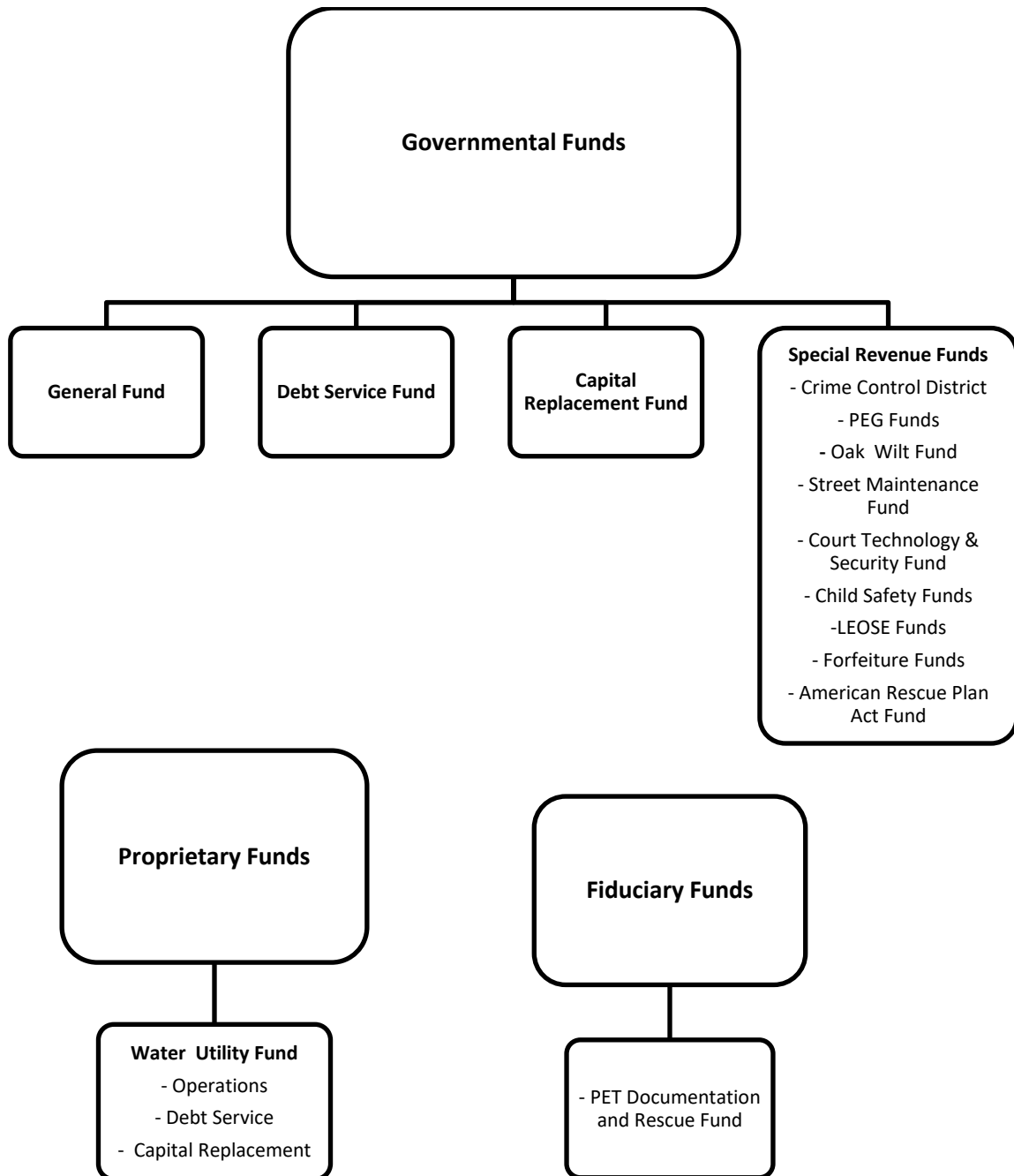
Prevent and/or reduce financial impact of claims and losses to the City through prevention/education and transfer of liability/insurance.

Budget

Develop and maintain a balanced budget (defined as a term signifying budgeted expenditures being offset by budgeted revenues), which presents a clear understanding of goals, service levels and performance standards. The document shall, to the extent possible, be "user-friendly" for citizens.

City of Shavano Park

Fund Structure Flow Chart



Fund Structure

The City accounts for revenues and expenditures based on the fund, an accounting system used by nonprofit organizations and agencies, particularly governments. The main purpose of the fund system is to ensure monies are received and expended in compliance with legal requirements. Funds are also established to ensure accountability and proper tracking of revenues and expenditures for designated purposes. All funds described are governed by annual appropriations approved by the City Council and recorded as such. The budgetary accounting for City of Shavano Park financial activities is reflected within 14 separate funds of the following fund types: Governmental Funds, Proprietary Funds, and Fiduciary Funds.

Governmental Funds

Governmental funds are used to account for general government operations and include the following funds:

Major Funds

The City currently has two funds that are classified as Major: the General Fund and the Capital Replacement Fund.

10 - General Fund

Accounts for all financial resources except those required to be accounted for in another fund. The General Fund is usually referred to as the operating fund and is used to finance the day-to-day operations of the City. It is the largest part of the City's financial operation and is always considered a major fund. Revenues are obtained from taxes, franchise fees, licenses and permits, charges for services, intergovernmental revenues, fines, and interest.

70 – Capital Replacement Fund

This fund is used to account for the acquisition and/or replacement of larger capital items and projects, such as fire equipment, police patrol vehicles, street reconstruction, and drainage projects. Funds are set aside from either current revenues or from unassigned fund balance per the fund balance policy and are designated during the budget process for future use. It is classified as a major fund due to the amount of assets recorded in it.

Non-Major Funds (Special Revenue)

The City has a number of Special Revenue Funds which account for the proceeds of specific revenue sources (other than expendable trusts and major capital projects) that are legally restricted to expenditures for specified purposes either by federal, state or local action.

40 - Crime Control District

Sales tax revenues of one-fourth of one percent are used to finance the costs of crime control and crime prevention programs, including the costs for personnel, administration, expansion, enhancement, and capital expenditures. This tax expires every five years after it takes effect; voters must vote to continue in an election held for that purpose.

42 – Public Education and Governmental Programming Fund (PEG)

Fees paid to the City by state-issued cable/video franchises under Chapter 66 of the Texas Utilities Code. These fees are to be used only for the purchase of capital items such as buildings, equipment, cameras related to PEG's. No operating costs can be compensated with these dollars.

45 – Oak Wilt Fund

Revenues from tree trimming permits and fines collected for noncompliance are designated by ordinance to be placed in a separate fund to assist City residents in defraying costs to prevent the spread of oak wilt, if such event should occur.

48 – Street Maintenance Fund

Sales tax revenues of one-fourth of one percent are used only to maintain and repair municipal streets that existed on the date of the election to adopt the tax. It may not be used to build new streets. This tax expires every four years after it takes effect. Voters must vote to continue with this sales tax in an election held for that purpose.

50 – Court Technology & Security Fund

Court Technology Fund is allowed by state statute, through a municipal ordinance, to collect a court fee used to finance the purchase and maintenance of Court technology.

Court Security fund is also allowed by state statute, through a municipal ordinance, to collect a security fee used for security personnel, services and items related to buildings that house the operations of Municipal Court.

This fund also includes revenues collected under state statute for Truancy Prevention & Diversion and Municipal Jury programs, effective January 1, 2020.

52 – Child Safety Fund

Funds are collected at the county level through a fee on vehicle registration and allocated, after certain expenses, amongst municipalities based on population. The funds are to be used to support programs designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.

53 – Law Enforcement Officers Standards Education Fund (LEOSE)

Funds received from the Texas Comptroller to be utilized for continuing education for full time law enforcement officers.

54 – Forfeiture Funds

Under Code of Criminal Procedure Chapter 59, forfeiture of contraband allows for any proceeds forfeited to be utilized for purchases related to law enforcement.

58 – American Rescue Plan Act Fund

Coronavirus State and Local Fiscal Recovery Funds received from the United States Treasury via the state of Texas under the American Rescue Plan Act. Eligible expenditures must be obligated by December 31, 2024 and paid by December 31, 2026 in accordance with requirements specified in the Act.

Debt Service

30 – Debt Service Fund

The City's Debt Service Fund accounts for the accumulation of ad valorem tax - Interest and Sinking (I&S), intergovernmental revenue for the payment of long-term debt principal, interest, and related costs.

Proprietary Funds

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

Business-Type Activities

20 – Water Utility Fund

The Utility Fund consists of the operating budgets for Water operations in the City and generates revenues from the water services. Water rates must be sufficiently set to pay the total operations, maintenance, debt, and depreciation of the fund.

72 – Capital Replacement Fund

This fund accounts for the acquisition and/or replacement of larger capital items and projects related to water operations and infrastructure. Funds are set aside from either current revenues or from unrestricted net assets. This fund was created October 2016 to assist in tracking for accounting and budgeting purposes.

Fiduciary Funds

Fiduciary funds are used to report assets held in a trustee or agency capacity for others and cannot be used to support the government's own programs.

75 – PET Documentation and Rescue Fund

The PET Documentation Fund was established by ordinance in August 2007 for the funds related to the program.

The following illustrates the relationships between the Funds and the Departments:

FUND:	DEPARTMENT:							
	City Council 600	Admin. 601	Muni. Court 602	Public Works 603	Fire 604	Police 605	Water 606	Dev. Serv. 607
GENERAL (10)								
WATER (20)								
CRIME CONTROL (40)								
PEG (42)								
OAK WILT (45)								
STREET MAINT. (48)								
COURT TECH & SEC. (50)								
CHILD SAFETY (52)								
LEOSE (53)								
POLICE FORFEITURE (54)								
AMER RESCUE PLAN (58)								
CAPITAL REPLACE. (70)								
WATER CAP. REPL (72)								

Chart of Accounts & Account Classification System

All account numbers begin with two digits indicating the fund. (See previous Fund Structure section)

Assets have a five-digit object code beginning with “1” and following in ascending order by liquidity. Liabilities have an object code beginning with “2”, and fund balance accounts have an object code beginning with “3”.

<u>Assets</u>		<u>Liabilities & Fund Balances</u>		
<u>Fund</u>	<u>Object Code</u>	<u>Fund</u>	<u>Object Code</u>	
XX -	1XXXX	XX -	2XXXX	
		XX -	3XXXX	

Revenue accounts follow the fund number with a seven-digit object code starting with “599-” then four digits which indicates the revenue category and source.

<u>Revenues</u>		
<u>Fund</u>	<u>Object Code</u>	<u>Category</u>
XX-	599-1XXX	Taxes
XX-	599-2XXX	Franchise Fees
XX-	599-3XXX	Permits & Licenses
XX-	599-4XXX	Court Fees
XX-	599-5XXX	Water Sales
XX-	599-6XXX	Police/Fire
XX-	599-7XXX	Misc./Grants/Interest
XX-	599-8XXX	Transfers In

Expenditures/expenses follow the fund number with a three-digit department code, followed by a 4-digit code beginning with “1” through “9” delineating the categories.

Expenditures/Expenses

<u>Fund</u>	<u>Department</u>	<u>Object Code</u>	<u>Category</u>
XX-	XXX-	1XXX	Personnel
XX-	XXX-	2XXX	General Supplies/Materials
XX-	XXX-	3XXX	Services
XX-	XXX-	4XXX	Contractual
XX-	XXX-	5XXX	Equipment/Building Maintenance
XX-	XXX-	6XXX	Department Specific Materials
XX-	XXX-	7XXX	Utilities
XX-	XXX-	8XXX	Capital Outlay/Debt Service
XX-	XXX-	9XXX	Grant Funded and Transfers Out

Object Code Classification Definitions for Expenditures

1010 SALARIES

Salaries and wages paid to full, part-time, seasonal, and temporary employees filling council approved positions based on approved salary pay scale.

1015 OVERTIME

Pay received by employees for hours exceeding their regular hour work period in accordance with federal wage and hour laws.

1020 MEDICARE

City's portion of mandatory contributions into the Federal Social Security System at the rate of 1.45% to Medicare.

1025 UNEMPLOYMENT

The City's unemployment tax, assessed by the Texas Workforce Commission, is based on an employee's first \$9,000 of compensation per calendar year and is computed in accordance with Chapter 204, Subgroup F of the Texas Unemployment Compensation Act.

1030 HEALTH INSURANCE

Includes the City's portion of health insurance premiums paid for full-time employees and the portion paid towards dependents. The City contributes a set amount per employee, with any difference between the premium and defined contribution amount applied to dependent coverage, deposited to Health Reimbursement Account (HRA) or Health Savings Account (HSA) at the employee's option.

1031 HEALTH SAVINGS ACCOUNT (HSA)

Charges related to management of the health insurance HRA and HSA funding.

1033 DENTAL

The City covers an employee's dental insurance premium and provides 25% towards dependent dental insurance.

1035 VISION

The City covers an employee's vision insurance premium and provides 25% towards dependent vision insurance.

1036 LIFE/ADD INSURANCE

Includes City's portion of Life/Accidental Death & Dismemberment coverage for employees under the group term life insurance program.

1037 WORKER'S COMP

Premiums paid to Texas Municipal League Intergovernmental Risk Pool (TML) for insurance coverage relating to on-the-job injuries.

1040 TMRS

The City participates in the Texas Municipal Retirement System (TMRS) for all positions performing 1,000 plus hours of service per fiscal year. The City's contribution rate changes in January of each year, is based on the participating employee's compensation and is approximately 14.0%, depending upon the actuarially determined results of the plan.

1070 CERTIFICATE PAY/SPECIAL ALLOWANCES

A fixed amount set by the City for approved certifications held by full-time employees. May also include a mileage and cell phone allowance for certain departments.

2020 OFFICE SUPPLIES

Disposable supplies for general office use such as paper, pads, pens, pencils, ink cartridges, etc. and computer related items costing less than \$250 such as keyboards, mouse, travel drives.

2025 BENEFITS CITYWIDE

Expenditures related to tuition reimbursement for approved coursework, subject to a maximum annual reimbursement per class, per employee.

2030 POSTAGE/METER RENTAL

All material related to postage and delivery for city business, i.e., postage, courier services, express mail, bulk mail permit, and certain invoiced shipping charges.

2035 COUNCIL/EMPLOYEE APPRECIATION

Includes costs to promote Council/employee relations, functions, picnics, awards, proclamations, etc.

2040 MEETING EXPENSE

Materials, supplies, food, drinks, and other items for official council, city, and training meetings.

2050 PRINTING/COPYING

Costs associated with printing of card stock, door hangers, forms, business cards, utility bills, warrant notices, ticket books etc.

2060 MEDICAL EXAMS/EMPLOYEE DRUG SCREENING/BACKGROUND CHECKS/TESTING

Costs directly related for pre-employment drug screens, physicals, on-the-job accidents, drug screens, background and driver license checks, written testing, and immunizations for needed positions.

2070 JANITORIAL/BUILDING SUPPLIES

Items related to general building operations such as toilet paper, soaps, paper towels, light bulbs and cleaning products.

2075 BANK/CREDIT CARD FEES

Fees associated with accepting credit card payments on Water Utility accounts.

2080 UNIFORMS AND CLOTHING

Costs to maintain/replace uniforms, badges, belts, boots, hats, etc., required to be worn in the course of specific employee's job.

2090 SMALL TOOLS

Articles normally of small unit value costing less than \$500, which includes items such as testers, chain saw blades, shovels, weed eater heads, small hand tools, pocket chlorometers, and batteries.

2091 SAFETY SUPPLIES/EQUIPMENT

Equipment and supplies necessary for safety such as; gloves, safety vests, first aid kits, glasses, ice, dehydration drinks, hard hats, and rain slickers.

3010 ADVERTISING (LEGAL NOTICES)

Cost for publication such as legal advertising, public notices, and recruiting.

3012 ENGINEERING AND CONSULTING

Fees paid for professional engineering services for various miscellaneous requirements not related to debt service projects. Also, fees paid for professional plan review services.

3013 PROFESSIONAL SERVICES

Includes services performed for architectural, financial, and contracts not relating to other specified categories approved by the City.

3014 PROFESSIONAL SERVICES – CITY HALL AND MONUMENTS

Includes services performed for at City Hall and the City's monument locations for landscaping, lighting, and related activities.

3015 PROFESSIONAL – LEGAL SERVICES/JUDGE/ PROSECUTOR/BUILDING INSPECTION

Costs of legal services provided by attorneys for City day-to-day operations. Monthly fees paid to Municipal Court Judge and Prosecutor for services performed in Municipal Court. Monthly fees paid to independent firm for inspections of new homes/commercial properties, remodeling and various repair projects.

3016 CODIFICATION/HEALTH INSPECTION SERVICES

Fees paid to update the code of ordinances books and online when new ordinances/codes are passed by City Council. Monthly fees paid to independent party to perform annual health inspections.

3017 PROFESSIONAL – SANITARY INSPECTION

Fees paid to independent party to perform sanitary inspections.

3020 ASSOCIATION DUES/SUBSCRIPTIONS/PUBLICATIONS

Costs for subscriptions, professional publications and reference books, annual memberships, dues, and licenses with professional organizations and associations.

3030 TRAINING/EDUCATION

Costs associated with tuition and registration of all professional meetings, seminars including education reimbursement, continuing education, and class “C” & “D” water licenses.

3040 TRAVEL/MILEAGE/LODGING

Travel costs, lodging and meals while attending outside training and educational functions.

3050 & 3070 GENERAL LIABILITY AND PROPERTY INSURANCE

Premiums paid to TML-Intergovernmental Risk Pool for general comprehensive liability, real and personal property, automobile/automobile physical damage liability, law enforcement liability, errors and omissions insurance coverage.

3060 UNIFORM SERVICE

Costs to maintain/supply uniforms required to be worn in the course of specific employee’s job.

3072 ANIMAL CONTROL OPERATING SUPPLIES/SERVICES

Includes supplies needed for animal control duties such as traps, snake poles/tubes, protective handling gloves costing less than \$250 per item. Services provided by veterinarian for confinement and medical needs.

3075 BANK SERVICE FEES (GENERAL FUND)

CONSERVATION EDUCATION/REBATES (WATER UTILITY FUND)

General Fund - Fees charged for banking services performed by the City depository and fees associated with accepting credit card payments.

Water Utility Fund - Supplies to educate the public on water conservation. Allowed rebate to any water utility customer in accordance with the City adopted ordinance.

3080 SPECIAL SERVICES

Costs associated with hazardous permits obtained from the City of San Antonio for Well Sites #7 & #8, and Texas 811 Locating service.

3082 WATER ANALYSIS FEES

Expenses for monthly water testing for compliance, TCEQ annual tests via 3rd party, Department of State Health Services testing, and Chlorine Tier II reporting to TCEQ.

3085 WEBSITE TECHNOLOGY

Costs associated with maintaining City web site, hosting, programming and posting; in addition to additional professional services for upgrades.

3087 CITIZENS COMMUNICATION/EDUCATION

Costs related to publications either electronically or paper for citizens communications such as directory, e-newsletter, monthly printed newsletter, online survey services, special mailers. Costs associated with supplies for citizen functions such as National Night Out, Town Hall meetings.

3090 COMMUNICATION EQUIPMENT

All materials and services required for the proper maintenance and repair of communication equipment such as hand-held radios including the purchase of new equipment costing less than \$500.

4045 CONTRACT - RADIO FEES

Fees paid to City of San Antonio for radio frequency tower use.

4060 IT SERVICES

Includes fees paid to the City's information technology contractor as well as warranties, licenses and other contractual items needed to maintain the City's information technology network.

4075 COMPUTER SOFTWARE/MAINTENANCE

Includes supplies and software as well as yearly license fees for the operation of computers, finance software, police software and printers thru various vendors such as; Adobe, INCODE, Microsoft, Brazos Technology, and Badger.

4083 AUDIT SERVICES

Fees paid for the annual audit of the City's financial records as performed by a certified public accounting firm.

4084 TAX APPRAISAL FEES

Professional fees paid to Bexar County Appraisal District for the legally mandated appraisal services necessary to value property for ad valorem tax purposes.

4085 TAX COLLECTOR (General Fund) EAA – WATER MANAGEMENT FEES (Water Utility Fund)

General Fund - Professional fees paid to Bexar County Tax Assessor Collector for the collection and processing of statements for ad valorem taxes for the City. The charge is per account on the tax roll, as approved by Bexar County Commissioners Court.

Water Utility Fund - amounts paid to the Edwards Aquifer Authority for monthly water management fees.

4086 CONTRACT LABOR

Amounts paid to outside parties for non-employee related services, typically on a short term, interim basis.

4088 ELECTION EXPENSE

All costs related to City elections as invoiced by the Bexar County Election Department.

4099 WATER RIGHTS/LEASE PAYMENTS

Amounts paid by the Water Utility under signed water lease or purchase agreements.

5005 EQUIPMENT LEASES

Leasing of minor equipment for normal operations and routine maintenance requirements both permanent and temporary. i.e., copiers, lifts, power/air tools, skid steers, excavators, etc.

5010 EQUIPMENT MAINTENANCE & REPAIR

Includes parts and supplies used in normal operation and routine maintenance of all equipment.

5015 ELECTRONIC EQUIPMENT MAINTENANCE

Electronic office equipment needing repair costing less than \$200 in the normal daily routine, i.e., access points, switches and computer replacement parts.

5020 VEHICLE MAINTENANCE

Includes supplies used in normal operation and routine maintenance of motor vehicles, i.e., oil change, inspections, radiator flush, wiper blades, and tire repair/replacement.

5030 BUILDING AND GROUNDS MAINTENANCE

Accounts for general maintenance and repair of buildings and structures including supplies, HVAC, plumbing, and electrical, fire extinguisher recharge, and repairs performed by others.

5060 VEHICLE & EQUIPMENT FUELS

Fuel i.e., gasoline, diesel, off road diesel, butane, natural gas for vehicles, machinery, and equipment.

6011 CHEMICALS

Items routinely needed for disinfection of water system and maintenance of the grounds such as, but not limited to, chlorine, salt, insecticides, fertilizer, ant killer, mosquito dunks, bleach, propane, lime and any other items that would be required as needed.

6030 INVESTIGATIVE SUPPLIES/PROCESSING

Items routinely purchased related to performing criminal investigations and evidence processing. Items such as finger print powder, tape, testing equipment, evidence bags.

6032 POLICE PERSONAL PROTECTIVE EQUIPMENT (PPE) SUPPLIES/MAINTENANCE

Basic supplies and replacement of PPE utilized by police officers such as Self Aid Buddy Aid kits, traffic cones, helmets, gas masks, ballistic shields, gloves, equipment, helmets, boots costing less than \$500.

6035 FIREARMS EQUIPMENT

Ammunition and firearm supplies used for training/carried by public safety personnel, including supplies for cleaning and protection of equipment.

6040 EMS SUPPLIES

General medical supplies related to operating ambulance services such as bandages, medicines, latex gloves, splints, syringes, disposal of biohazards etc.

6045 FIRE FIGHTING/EQUIPMENT SUPPLIES

Basic supplies related to maintenance and replacement for the firefighting equipment not considered an asset replacement such as hoses, nozzles, fittings, small hand tools, foam, etc.

6050 WATER METERS & BOXES

Includes the purchase of new meters and meter boxes for day-to-day operations, general maintenance, and new service.

6055 FIRE HYDRANTS AND VALVES

Includes the purchase of fire hydrants, valves, and or parts for new, replacement, and/or repairs.

6060 HUEBNER STORAGE TANK (Water Utility) FIRE PPE SUPPLIES/MAINTENANCE (General Fund)

Water Utility - 500,000-gallon water storage tank maintenance to include, but not limited to, supplies such as pipes, fittings, valves, meters, registers, chemical pumps, electrical parts for the variable frequency devices or electric panel, water measuring devices, etc. for maintenance, repair and/or replacement of items within the tank as well as required yearly tank inspections. Maintenance of the emergency drive shaft motor, building facility or equipment shelters. Repairs and/or replacement of security fence.

General Fund - basic supplies and replacement of Personal Protective Equipment utilized by fire fighters such as SCBAs, air testing equipment, repair to bunker pants, helmets, boots, etc.

6061 WELL SITE #1 – ELEVATED/GROUND STORAGE TANKS

A well site at Shavano Drive with a 150,000-gallon water storage tower, a 110,000-gallon ground storage tank for water blending, a MIOX/Sand Filter treatment facility which treats the Trinity water prior to blending in the ground storage tank. Includes, but not limited to, supplies such as pipes, meters, registers, fittings, valves, chemical pumps, electrical parts, water measuring devices, salt and filters etc. for maintenance, repair and/or replacement of items within the tanks as well as the required yearly tank inspections. Includes maintenance of building facilities, Well #1 and all equipment needed to day-to-day operations.

6062 WELL SITE #2 – EAA MONITORED

Monitoring site of the Edwards Aquifer located at Fawn Drive. The site is used by the Edwards Aquifer Authority and United States Geological Survey (USGS) to monitor water levels and for possible contaminants within the aquifer. The City only maintains the area for this well.

6063 WELL SITE #3

Site located at Cliffside Drive currently not in operation.

6064 WELL SITE #4

Site located at Cliffside Drive currently not in operation.

6065 WELL SITE #5 - EDWARDS BLENDING

Edwards Aquifer Supply Well located at Broken Bough which blends with Trinity Aquifer at well site 1. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for daily maintenance.

6066 WELL SITE #6 – MUNICIPAL TRACT

A water resource from the Edwards Aquifer located at Bike Way Lane. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance. Also maintain driveway access route to well site.

6067 WELL SITE #7

A water resource from the Edwards Aquifer located at Hunters Stream Street in San Antonio, Texas. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance.

6068 WELL SITE #8

A water resource from the Edwards Aquifer located at Hunters Stream Street in San Antonio, Texas. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance.

6069 WELL SITE #9 – TRINITY ACQUIFER

A Trinity Aquifer water resource located at Wagon Trail Road. To include maintenance and/or repair, replacement of water pipes, pumps, meter, valves, fittings, clamps, electrical parts, landscaping and other items necessary for daily maintenance.

6070 SCADA SYSTEM/MAINTENANCE

Designed to allow for 24-hour continuous operation of the water system. Includes maintenance and repairs made to the electronics that monitor the system to include, CPU's, PLC's, level indicators, transmitters, circuit boards, computers, and monitoring devices.

6071 SHAVANO DRIVE PUMP STATION

Maintenance and repair of pumps, variable frequency drives, and water distribution system.

6072 WATER SYSTEM MAINTENANCE

Maintenance and repair of water distribution system lines and service lines. To include supplies such as pipe, clamps, fittings, valves, and other items necessary for repairs.

6080 STREET MAINTENANCE/SUPPLIES/BEDDING MATERIAL

Maintenance of City dedicated streets, roadways, and sidewalks, including hot mix asphalt, gravel, rock, rebar, crack seal, concrete, form boards, crushed limestone base, top soil and cold mix. Expenses associated to general repairs due to age, maintenance, and water line repairs.

6081 SIGN MAINTENANCE

Includes all materials/services used in replacement/addition/maintenance of signs, signals, and street markings, barricades, traffic/safety cones.

6083 DRAINAGE MAINTENANCE

Includes materials/services used in maintaining storm water drainage system.

6084 PAVILION, PLAYGROUND, PATH MAINTENANCE

Includes general maintenance for the pavilion, playgrounds (including restroom building) and municipal tract walking path.

6085 STRIPING

Materials/services used to restripe new or improved surfaces.

7040 ELECTRIC

Costs for electricity for City facilities.

7041 NATURAL GAS

Costs for natural gas for City facilities.

7042 PHONE/CELL

Costs related to telephone service, city cell phones and other communications services via land, VOIP, and wireless.

7044 WATER

Costs for water service at all City facilities.

7045 STREET LIGHTS

Costs for electricity for City street lights.

NON-CAPITAL OUTLAY - An expenditure that is an acquisition or an improvement (as distinguished from a repair) that is less than \$4,999 that will have a life of more than a year but will not be capitalized per purposes of financial statements. Items to be detailed and approved by Council.

8005 & 8025 NON-CAPITAL - OFFICE FURNITURE AND EQUIPMENT

Includes items such as office furniture, file cabinets, computers, refrigerators, microwave approved by the City Council and with values of less than \$4,999.

8010 NON-CAPITAL - ELECTRONIC EQUIPMENT

Includes items such as vehicle/equipment radios, radars, mobile data terminals (MDT) and printers and various electronic equipment not related to office equipment approved by the City Council and with values of less than \$4,999.

8015 NON-CAPITAL - OFFICE COMPUTER EQUIPMENT

Includes items such as computers, printers, fax machines, monitors approved by the City Council and with values of less than \$4,999

8020 NON-CAPITAL - MAINTENANCE EQUIPMENT

Items such as weed eaters, chain saws, water pumps, generators, push mowers approved by the City Council and with values of less than \$4,999.

CAPITAL OUTLAY - An expenditure that is an acquisition or an improvement (as distinguished from a repair) of \$5,000 or more that will have a life of more than a year that will be capitalized. Items to be detailed and approved by Council.

8030 CAPITAL - ELECTRONIC EQUIPMENT

Includes items such as vehicle/equipment radios, radars, mobile data terminals (MDT) and printers and various electronic equipment not related to office equipment approved by the City Council and with values of more than \$5,000

8045 CAPITAL - COMPUTER EQUIPMENT

Includes items such as servers, firewalls, printers, and copy/fax machines approved by the City Council with values of more than \$5,000.

8050 CAPITAL - VEHICLES

Expenditure towards acquisition of a motor vehicle of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

8060 CAPITAL - EQUIPMENT

Expenditure towards acquisition of equipment such as backhoe, trencher, skid loader of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

8080 CAPITAL – IMPROVEMENT PROJECTS

Expenditure towards major repair/reconstruction/relocation/new projects not otherwise included in existing category for more than \$5,000.

8081 CAPITAL - BUILDINGS

Expenditure towards acquisition of buildings of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

8085 CAPITAL – STREETS

Expenditure towards major repair or reconstruction of existing streets beyond just general maintenance approved by Council costing more than \$5,000.

8087 WATER METER REPLACEMENT

Expense towards replacing failing Water Utility meters in the field, used to measure consumption at each service location. Generally, a large, group purchase of similar sized meters.

8090 CAPITAL – HUEBNER PLANT

Expense towards replacement and improvements at the Huebner Rd ground storage tank facility in excess of \$5,000.

8091 CAPITAL – WELL #1

Expenses towards replacement and improvements at the Well #1 facility in excess of \$5,000.

8095 CAPITAL – WELL #5

Expenses towards replacement and improvements at the Well #5 facility in excess of \$5,000.

8097 CAPITAL – WELL #7

Expenses towards replacement and improvements at the Well #7 facility in excess of \$5,000.

8098 CAPITAL – WELL #8

Expenses towards replacement and improvements at the Well #8 facility in excess of \$5,000.

OTHER LINE ITEMS

9000 GRANT EXPENDITURES

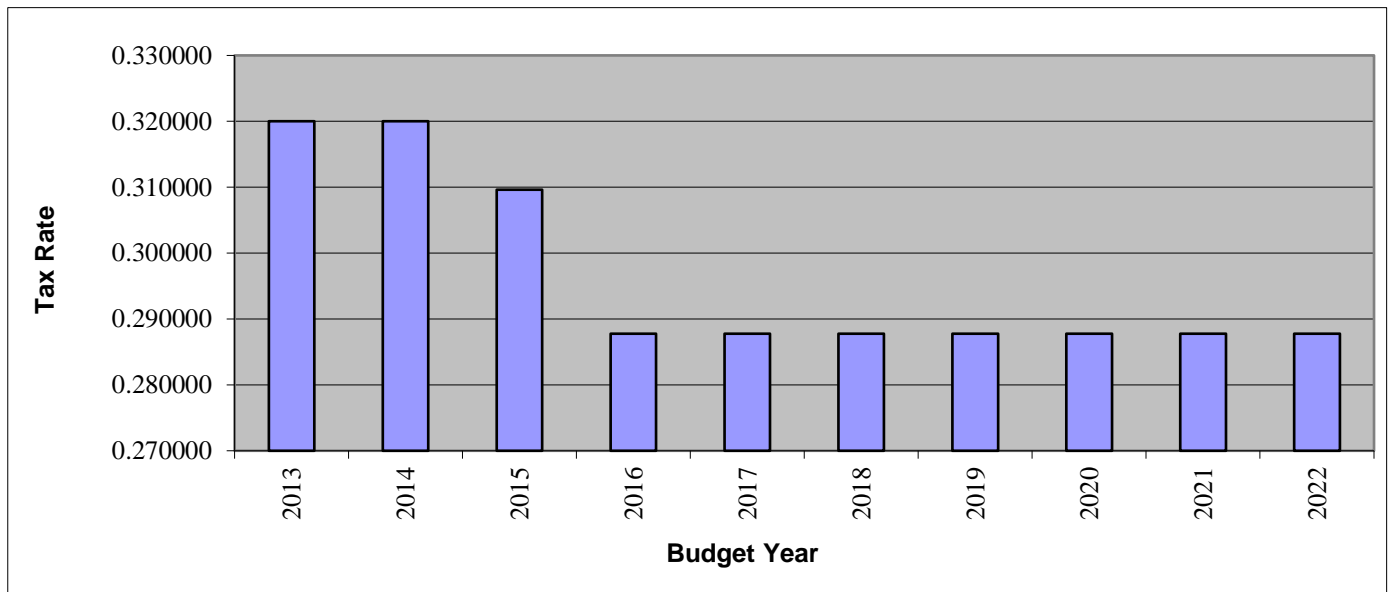
Expenditures financed via grants are separated from normal operations and maintenance items.

90XX TRANSFER TO OTHER FUNDS

Reallocation of City assets from one fund to another, generally for a specific, defined purpose.

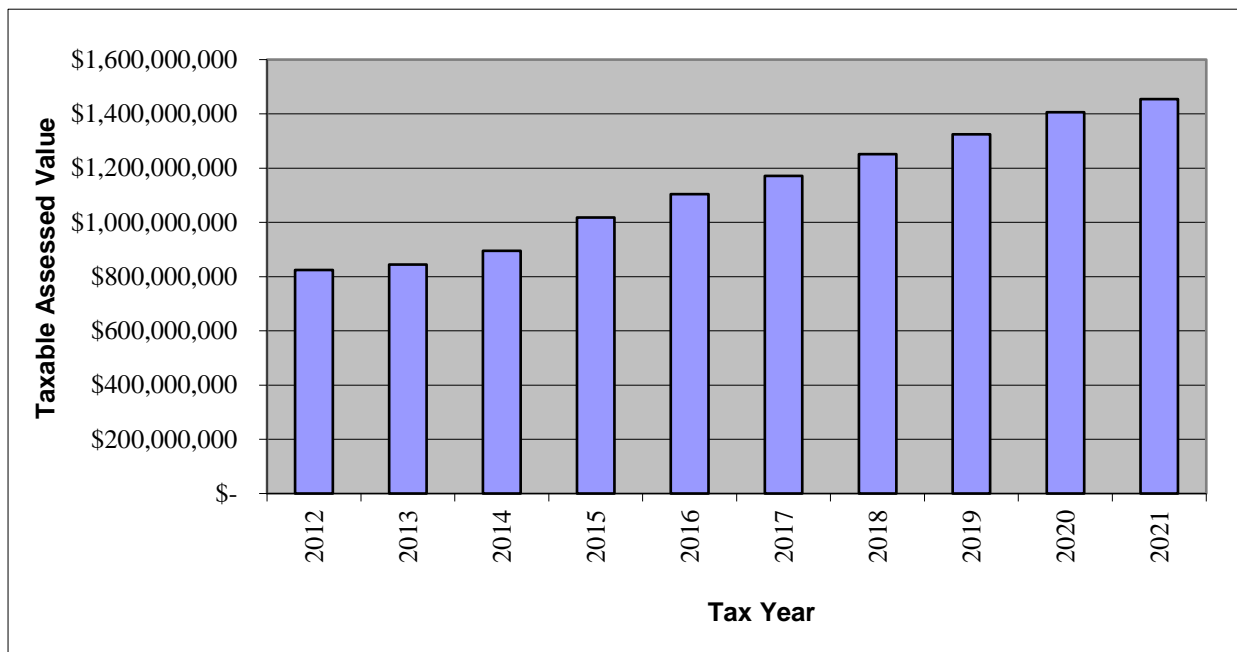
City of Shavano Park Historical Ad Valorem Tax Rates

Budget Year	Tax Year		M&O	I&S	Total Tax Rate	Change	%	Taxes on \$773,556 Home Valuation	Change
2013	2012		0.28243	0.03757	0.320000	0.0000	0.00%	2,476	79
2014	2013		0.27244	0.04756	0.320000	0.0000	0.00%	2,476	0
2015	2014		0.290429	0.019188	0.309617	(0.0104)	-3.35%	2,395	(80)
2016	2015		0.264066	0.023676	0.287742	(0.0219)	-7.60%	2,226	(169)
2017	2016		0.272352	0.015390	0.287742	0.0000	0.00%	2,226	0
2018	2017		0.274870	0.012872	0.287742	0.0000	0.00%	2,226	0
2019	2018		0.273279	0.014463	0.287742	0.0000	0.00%	2,226	0
2020	2019		0.274995	0.012747	0.287742	0.0000	0.00%	2,226	0
2021	2020		0.274639	0.013103	0.287742	0.0000	0.00%	2,226	0
2022	2021	Proposed	0.275079	0.012663	0.287742	0.0000	0.00%	2,226	0



City of Shavano Park Historical Taxable Assessed Value

Budget Year Ending	Tax Year	Taxable Assessed Value Including Freeze	Change from Prior Valuation	%
2013	2012	\$ 824,544,198	\$ 32,901,634	4.16%
2014	2013	\$ 844,730,323	\$ 20,186,125	2.45%
2015	2014	\$ 894,520,940	\$ 49,790,617	5.89%
2016	2015	\$ 1,017,973,298	\$ 123,452,358	13.80%
2017	2016	\$ 1,104,407,608	\$ 86,434,310	8.49%
2018	2017	\$ 1,170,636,184	\$ 66,228,576	6.00%
2019	2018	\$ 1,250,999,383	\$ 80,363,199	6.86%
2020	2019	\$ 1,324,452,185	\$ 73,452,802	5.87%
2021	2020	\$ 1,405,594,925	\$ 81,142,740	6.13%
2022	2021	\$ 1,454,617,733 **	\$ 49,022,808	3.49%



** Certified grand total reported from Bexar Appraisal District as of July 24, 2021. Includes all freeze taxable values as well as properties under protest. Excludes exemption amounts.

City of Shavano Park
Analysis of Tax Rates - FY 2020-21 vs. FY 2021-22

	FY 2020-21 Assessment	FY 2021-22 Current Rate	FY 2021-22 Voter-Approval Tax Rate	FY 2021-22 No-New-Revenue Tax Rate	FY 2021-22 Proposed
Total Taxable Assessed Value (Freeze not Included)	\$ 1,004,367,561	\$ 1,034,623,318	\$ 1,034,623,318	\$ 1,034,623,318	\$ 1,034,623,318
Total Tax Rate (Per \$100)	0.287742	0.287742	0.310192	0.286074	0.287742
Levy on Properties not subject to Ceiling Limit	\$ 2,889,987	\$ 2,977,046	\$ 3,209,319	\$ 2,959,788	\$ 2,977,046
Add Back: Actual Tax on Properties under Ceiling Limit	930,199	950,359	950,359	950,359	950,359
Total City Tax Levy	\$ 3,820,186	\$ 3,927,405	\$ 4,159,678	\$ 3,910,147	\$ 3,927,405
Less: Debt Service Portion (I&S) Collection	(129,670)	(126,880)	(126,880)	(126,880)	(126,880)
Less: Debt Service from Properties under Ceiling Limit	(42,359)	(40,502)	(37,571)	(40,739)	(40,502)
Tax Levy Available to General Fund (M&O) @ 100% *	\$ 3,648,157	\$ 3,760,023	\$ 3,995,227	\$ 3,742,528	\$ 3,760,023
Revenue Difference from FY 2020-21 for General Fund		\$ 111,866	\$ 347,070	\$ 94,371	\$ 111,866
Tax Rate Comparison FY 2020-21 vs. FY 2021-22		\$ -	\$ 0.022450	\$ (0.001668)	\$ -

* Council guidance to utilize 100% collection rate for budget purposes in FY 2021-22.

	FY 2020-21 Assessment	FY 2021-22 Current Rate	FY 2021-22 Voter-Approval Tax Rate	FY 2021-22 No-New-Revenue Tax Rate	FY 2021-22 Proposed
Rate Effects on Average Taxable Homestead Value	\$ 747,676	\$ 773,556	\$ 773,556	\$ 773,556	\$ 773,556
Total Tax Rate (Per \$100)	0.287742	0.287742	0.310192	0.286074	0.287742
Total City Tax Levy	\$ 2,151	\$ 2,226	\$ 2,400	\$ 2,213	\$ 2,226
Difference In City Tax Paid FY 2020-21 vs. FY 2021-22 **		\$ 75	\$ 249	\$ 62	\$ 75

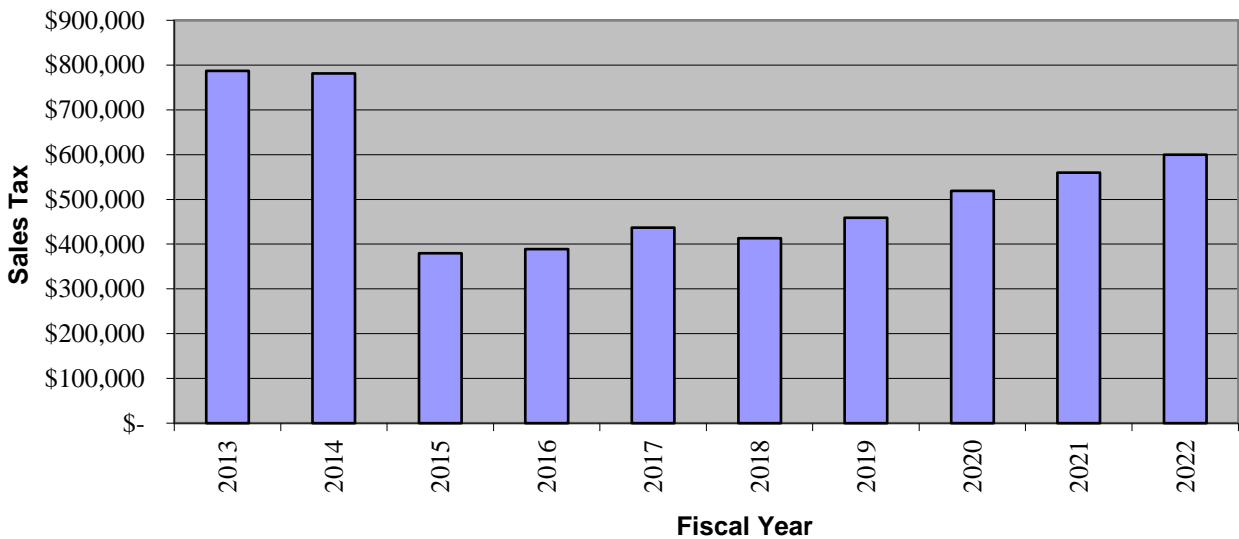
** Difference for individual tax payers may be more or less depending on the specific appraised property values.

City of Shavano Park Historical Sales Tax Rates

Total	8.25%
State	6.25%
General Fund	1.00%
Street Maintenance Fund	0.25%
Crime Control District	0.25%
VIA	0.50%

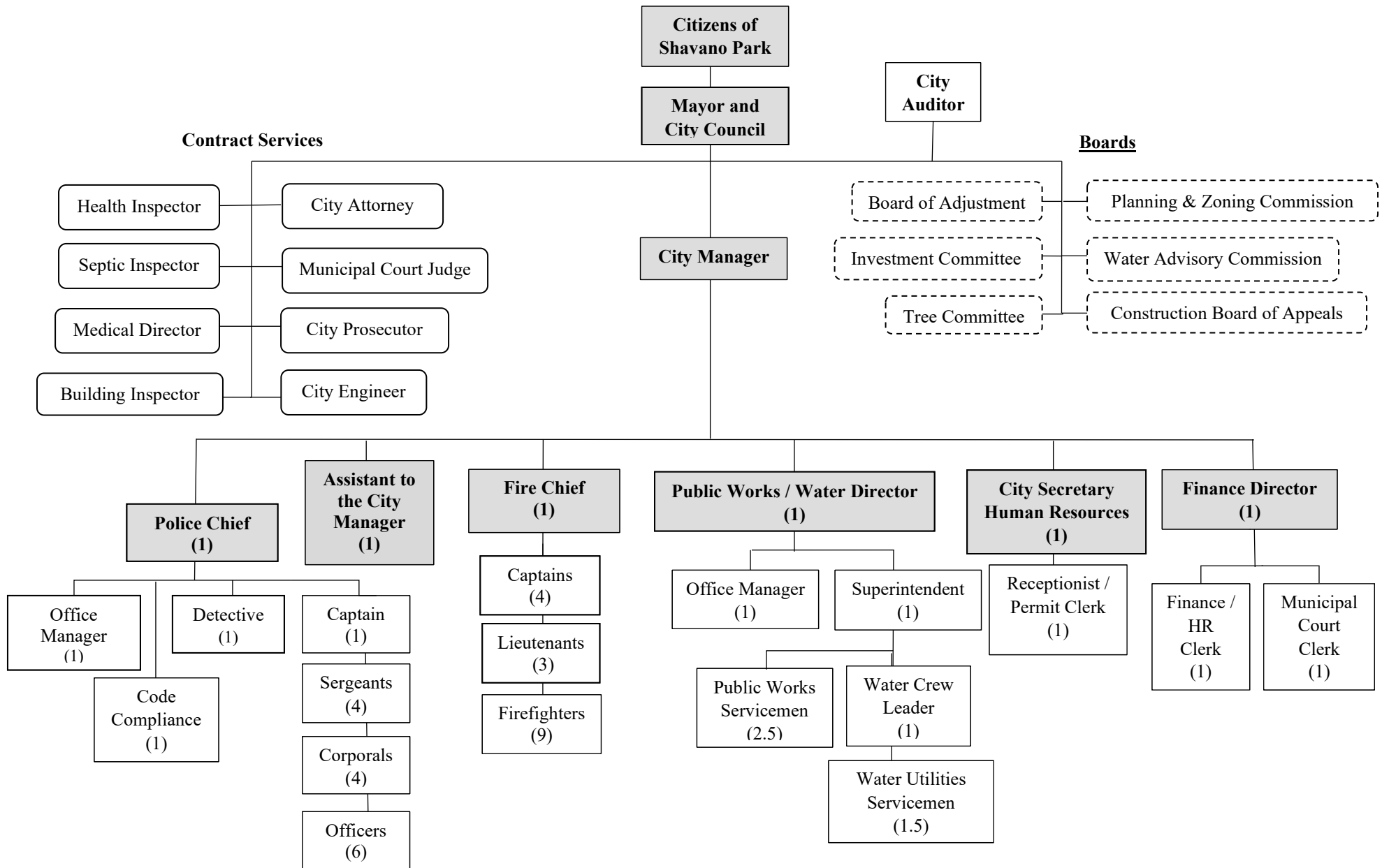
General Fund Sales Tax Collections Only

Budget Year	Sales Tax Collected	Change from Prior Year	%
2013	\$ 786,838	\$ 53,731	7.329%
2014	\$ 781,683	\$ (5,155)	-0.655%
2015	\$ 379,771	\$ (401,912)	-51.416%
2016	\$ 388,949	\$ 9,178	2.417%
2017	\$ 436,447	\$ 47,498	12.212%
2018	\$ 413,230	\$ (23,217)	-5.320%
2019	\$ 458,638	\$ 45,408	10.989%
2020	\$ 518,987	\$ 60,349	13.158%
2021 Estimated	\$ 560,000	\$ 41,013	7.903%
2022 Proposed	\$ 600,000	\$ 40,000	7.143%



ORGANIZATIONAL FLOWCHART

Approved by Council on August 24, 2020.



HISTORICAL STAFFING LEVELS

	<u>2016/2017</u>	<u>2017/2018</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	CITY MANAGER PROPOSED FY 2021-22
10-General Fund						
GENERAL ADMINISTRATION - 601						
City Manager	1	1	1	1	1	1
City Secretary	1	1	1	1	1	1
Finance Director	1	1	1	1	1	1
HR/Finance Clerk	1	1	1	1	1	1
Permit Clerk	1	1	1	1	1	1
Planner/Information Systems Manager	1	0	0	0	0	0
Assistant to the City Manager	0	1	1	1	1	1
Department Total	6	6	6	6	6	6
MUNICIPAL COURT - 602						
Court Clerk	1	1	1	1	1	1
PUBLIC WORKS - 603						
Director of Public Works 50/50	0.5	0.5	0.5	0.5	0.5	0.5
Public Works/Water Office Manager 50/50	0.5	0.5	0.5	0.5	0.5	0.5
Public Works/Water Superintendent 50/50	0	0.5	0.5	0.5	0.5	0.5
Public Works/Water Foreman 50/50	0.5	0	0	0	0	0
Public Works Servicemen	2.5	2.5	2.5	2.5	2.5	2.5
Department Total	4	4	4	4	4	4
FIRE DEPARTMENT - 604						
Fire Chief	1	1	1	1	1	1
Fire Admin/Lieutenant	1	1	1	0	0	0
Captain	1	1	0	0	0	0
Fire Captain	2	2	3	4	4	4
Fire Lieutenant	3	3	3	3	3	3
Fire Fighter	9	9	9	9	9	9
Department Total	17	17	17	17	17	17
Paramedic Certification	10	10	10	10	10	10

Note: Paramedic certification positions are not additional personnel, but are included within the above Fire Department staffing categories.

HISTORICAL STAFFING LEVELS

						CITY MANAGER PROPOSED
	<u>2016/2017</u>	<u>2017/2018</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>
10-General Fund (continued)						
POLICE 605						
Police Chief	1	1	1	1	1	1
Police Office Manager	1	1	1	1	1	1
Police Captain	0	1	1	1	1	1
Police Lieutenant	1	0	0	0	0	0
Police Investigator/Sergeant	1	1	1	1	1	1
Police Sergeant	4	4	4	4	4	4
Police Corporal	4	4	4	4	4	4
Police Officer	4	6	6	6	6	6
Police Officer/Code Enforcement	1	1	1	1	1	1
Department Total	17	19	19	19	19	19
General Fund Total	45	47	47	47	47	47
20 - Water Fund						
WATER - 606						
Director of Public Works 50/50	0.5	0.5	0.5	0.5	0.5	0.5
Public Works/Water Office Manager 50/50	0.5	0.5	0.5	0.5	0.5	0.5
Public Works/Water Superintendent 50/50	0	0.5	0.5	0.5	0.5	0.5
Public Works/Water Foreman	0.5	0	0	0	0	0
Water Crew Leader	0	0	1	1	1	1
Water Servicemen	2.5	2.5	1.5	1.5	1.5	1.5
Water Fund Total	4	4	4	4	4	4
CITY - WIDE TOTAL	49	51	51	51	51	51

Note: All listed positions are full time equivalent (FTE). City Council has not authorized any part time staff.

Strategic Goals and Objectives

Strategic Vision

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

Mission

The City of Shavano Park provides exceptional leadership and delivers exemplary municipal services in a professional, cost-effective and efficient manner to citizens, business owners and visitors to facilitate economic growth and enable an exceptional quality of life and workplace consistent with our small town values and character.

Values

- Honesty
- Integrity
- Accountability
- Excellence
- Professionalism
- Innovation
- Inclusiveness
- Open, clear, proactive and transparent communications and Government
- Responsiveness and Customer Service

Essential Task List

- Provide, Efficiently Use, and Protect Fiscal Resources
- Maintain Effective Staffing Resources
- Provide and Maintain Infrastructure
- Maintain a Superior Water System
- Provide Police Services
- Provide Fire / EMS Services
- Conduct Municipal Planning
- Enforce Ordinances / Standards consistently
- Provide Outstanding Customer Service to citizens and visitors
- Identify and Manage Risk

Strategic Goals

1. Provide excellent municipal services while anticipating future requirements
2. Protect and provide a city-wide safe and secure environment
3. Preserve City property values, protect fiscal resources and maintain financial discipline
4. Maintain overall excellent infrastructure (buildings, streets and utilities)
5. Enhance and support commercial business activities and opportunities
6. Enhance the City image and maintain a rural atmosphere
7. Promote effective communications and outreach with citizens
8. Mitigate storm water runoff

Objectives

1. Provide excellent municipal services while anticipating future requirements

- Provide exceptional customer service to citizens and visitors
- Consistently enforce ordinances / policies
- Engage residents to participate in municipal planning
- Review Contracts / Professional Services and request RFQs as appropriate
- Fully fund Capital Replacement requirements as scheduled
- Resource compensation study recommendations adopted by City Council to ensure City pay scale is within current market range

2. Protect and provide a city-wide safe and secure environment

- Effectively conduct “Community Policing” to keep Shavano Park citizens safe
- Actively respond to citizen concerns
- Proactively pursue reduction of neighborhood crime across the city
- Consistently maintain average police and fire response times to 3-4 minutes
- Routinely emphasize friendly “customer service” and image of City while patrolling
- Proactively enforce city ordinances, criminal statutes and Texas Transportation Code provisions
- Proactively identify visible Code of Ordinance violations, improve internal staff reporting, and effectively engage residents in order to achieve compliance of the Code of Ordinance
- Assess security implications of the Huntington path / gate to the San Antonio linear park
- Effectively communicate to citizens police security efforts in crime control measures and trends
- Continue fire safety measures / improvements by reducing the risk of a forest fire for all municipal areas in coordination with the Texas A&M Forest Service

- Implement Winter Storm Uri safety recommendations
- Consider joining the Bexar County Emergency Action Plan
- Conduct risk assessments for all departments

3. Preserve City property values, protect fiscal resources and maintain financial discipline

- Investigate revenue enhancement options
- Continue growth of the Oak Wilt Fund
- Maintain the City's online financial transparency webpage (<https://shavanopark.org/finances>)
- Earn Government Finance Officers Association Budget Award
- Maintain Reserves in accordance with our Fund Balance Policy
- Investigate bonding options (funds available and costs)
- Coordinate with Bexar County for funding support of NW Military Hwy water line relocation

4. Maintain excellent infrastructure (buildings, streets and utilities)

- Consider options for using the American Rescue Plan Act Funds
- Consider options for street repairs / restoration based upon the 2021 street assessment and develop a 25-30 year restoration plan
- Complete installation of an Emergency Generator for Fire / PW
- Continue to implement asphalt preservation applications on the west side of NW Military from DeZavala to Mossy Cup West; applications include crack seal to assist in maintaining pavement conditions
- Restripe DeZavala pedestrian / bike lanes with thermoplastic materials
- Level and seal the Pavilion concrete floor; tile / seal the outdoor pavilion restrooms
- Implement Winter Storm Uri infrastructure recommendations as appropriate
- Protect existing trees, landscaping, and grounds of the overflow City Hall Parking area, while coordinating options for a future environmentally friendly parking in partnership with TxDOT
- Maintain essential public water infrastructure to include a capital replacement program.
 - Develop requirements and cost estimate for the Arrow Mound cul-de-sac dead end main and water lines and consider remediation
 - Evaluate water system isolation valves and develop recommendations
- Coordinate with TxDOT city requirements for NW Military Hwy improvement project scheduled for 2021-23
- Provide oversight and quality control with TxDOT over the contractor responsible for the City's requirements for relocation and improvements to portions of the water mains on NW Military

5. Enhance and support commercial business activities and opportunities

- Continue to survey Shavano Park businesses concerning city support
- Continue to maintain an updated business directory supplement and include in the Shavano Park resident directory

6. Enhance the City Image while maintaining a rural atmosphere

- Review the International Property Maintenance Code and consider options for adopting
- Emphasize friendly customer service and make opportunities to engage with public
- Continue Tree City USA recognition
- Continue and promote Firewise recognition; investigate additional muni-tract Firewise projects
- Maintain and promote National Wildlife Federation recognition as a Community Wildlife Habitat
- Continue to support the landscaping plan for the City Monument at City Hall and other city properties
- Form a citizen's committee to develop recommendations and funding requirements for possible foliage replacement on NW Military Highway
- Develop and implement a plan to maintain the Lockhill Selma median
- Conduct initial planning to identify considerations, including future operating cost, for a potential future splash pad play area
- Continue to coordinate with Bitterblue, Inc. and TxDOT for completion of sidewalk / trail from NW Military Highway to link up with the Salado Creek Greenway Trail
- Support the City of San Antonio completion of sidewalks on the east side of Lockhill-Selma between DeZavala and Huebner
- Improve and maintain the nature trail adjacent to City Hall
- Incremental improvements to the Cliffside trail accessibility and safety for pedestrians and cyclists; reduce rock obstacles at vicinity of the north-west trail turn

7. Promote effective communications and outreach with citizens

- Maintain and continue to improve the City Communications Plan
- Ensure timely communication to citizens and businesses on the progress of NW Military Highway construction and traffic control
- Conduct up to seven City sponsored events (City-wide Garage Sale, Picnic in the Park, Arbor / Earth Day, Independence Day, National Night Out, Trunk or Treat, Holiday Event)
- Support the City of Shavano Park celebration of Fiesta in coordination with Arbor / Earth Day with Fiesta Medals
- Maintain City website and evaluate additional website applications
- Conduct written engagements with Citizens (Water System, Town Plan, RR Stickers, Key Numbers, i-INFO)
- Continue to conduct website surveys
- Complete the publishing of a Community Directory in 2021
- Consider further implementation options for the 2018 comprehensive Town Plan
- Improve outreach in order to grow the Neighborhood Watch Program

8. Mitigate storm water runoff

- Support the mitigation of stormwater problems throughout the City
- Assess the previously approved Drainage Study for implementation opportunities
- Investigate funding options for the DeZavala culvert drainage project
- Continue drainage improvements
- Provide maintenance of our storm water system, including inlets and channels, ensuring proper drainage into our watersheds to include brush clearing projects

10 - GENERAL FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ 2,678,988	\$ 2,678,988	
TOTAL REVENUES AND OTHER SOURCES	\$ 6,063,741 *	\$ 5,754,864	\$ (308,877)
DEPARTMENT EXPENDITURES AND OTHER USES:			
CITY COUNCIL	\$ 35,158	\$ 41,005	\$ 5,847
ADMINISTRATION	958,282	951,334	(6,948)
COURT	91,238	98,079	6,841
PUBLIC WORKS	1,089,146	653,324	(435,822)
FIRE DEPARTMENT	1,957,238	1,961,968	4,730
POLICE DEPARTMENT	1,848,629	1,958,554	109,925
DEVELOPMENT SERVICES	84,050	90,600	6,550
TOTAL EXPENDITURES AND OTHER USES	\$ 6,063,741	\$ 5,754,864	\$ (308,877)
TOTAL REVENUES AND OTHER SOURCES OVER (LESS) THAN EXPENDITURES AND OTHER USES	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED	\$ 2,678,988	\$ 2,678,988	

* FY 2020 - 2021 Revenues and Other Sources includes \$462,500 proceeds from State Infrastructure Bank loan for water line relocation necessary for the TxDOT Northwest Military Highway expansion project. City Council has determined the project is of benefit to the entire City and the cost of the water line relocation should not be borne entirely by the Water Utility customers and has approved cost sharing between the City and the Utility. A transfer for the same amount is reflected in the Public Works department. Please refer to the Water Utility for more information.

OTHER REQUIRED STATUTORY DISCLOSURES:

The City of Shavano Park does not incur expenditures to directly or indirectly influence or attempt to influence the outcome of legislation or administrative action. Therefore, there have been no amounts budgeted for that purpose for FY 2021 -22, nor are any such expenditures reflected within the City's financial records.

Expenditures pertaining to publication of legally required notices in a newspaper -

Actual expenditures for FY 2021, to date	\$ 1,360
Amount budgeted for FY 2022	\$ 5,750

General Fund - Fund Balance Funding %

FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	PROJECTED 9-30-2021 FUND BALANCE (UNAUDITED)	EXCESS(DEFICIT) UNASSIGNED FUND BALANCE AS A % OF BUDGET
<u>\$ 5,754,864</u>	<u>\$ 2,678,988</u>	

Fund Balance % of Budget

20%	\$ 1,150,973	\$ 1,528,015
25%	\$ 1,438,716	\$ 1,240,272
30%	\$ 1,726,459	\$ 952,529
40%	\$ 2,301,946	\$ 377,042
45%	\$ 2,589,689	\$ 89,299
47%	\$ 2,678,988	
50%	\$ 2,877,432	\$ (198,444)
75%	\$ 4,316,148	\$ (1,637,160)
80%	\$ 4,603,891	\$ (1,924,903)
85%	\$ 4,891,634	\$ (2,212,646)
95%	\$ 5,467,121	\$ (2,788,133)
100%	\$ 5,754,864	\$ (3,075,876)

10 -GENERAL FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
=====								
<u>TAXES</u>								
10-599-1010 CURRENT ADVALOREM TAXES	3,078,356	3,236,219	3,469,667	3,648,157	3,514,391	3,609,000	3,760,000	
10-599-1020 DELINQUENT ADVALOREM TAXES(40,362)	41,072	35,761	24,413	266	1,000	20,000	
10-599-1030 PENALTY & INTEREST REVENUE	11,752	20,434	16,293	15,000	8,719	10,500	15,000	
10-599-1040 MUNICIPAL SALES TAX	413,230	458,638	518,987	520,000	429,715	560,000	600,000	
10-599-1060 MIXED BEVERAGE TAX	<u>20,647</u>	<u>20,991</u>	<u>17,479</u>	<u>20,000</u>	<u>17,717</u>	<u>22,500</u>	<u>23,000</u>	
TOTAL TAXES	3,483,622	3,777,354	4,058,187	4,227,570	3,970,808	4,203,000	4,418,000	
<u>FRANCHISE REVENUES</u>								
10-599-2020 FRANCHISE FEES - ELECTRIC	294,509	282,357	279,711	315,000	202,436	286,000	310,000	
10-599-2022 FRANCHISE FEES - GAS	28,983	27,301	25,775	31,000	27,230	30,000	31,000	
10-599-2024 FRANCHISE FEES - CABLE	80,636	83,311	70,095	66,000	48,793	63,700	62,000	
10-599-2026 FRANCHISE FEES - PHONE	25,138	22,593	14,945	14,200	8,717	11,500	11,000	
10-599-2027 FRANCHISE FEES - SAWS	13,950	11,723	0	0	0	0	0	
10-599-2028 FRANCHISE FEES - REFUSE	<u>31,620</u>	<u>31,774</u>	<u>34,928</u>	<u>35,000</u>	<u>26,788</u>	<u>35,000</u>	<u>35,000</u>	
TOTAL FRANCHISE REVENUES	474,837	459,058	425,455	461,200	313,966	426,200	449,000	
<u>PERMITS & LICENSES</u>								
10-599-3010 BUILDING PERMITS	350,102	313,548	320,469	325,000	305,841	380,000	350,000	
10-599-3012 PLAN REVIEW FEES	59,885	39,507	24,984	40,000	11,063	17,500	25,000	
10-599-3018 CERT OF OCCUPANCY PERMITS	10,400	4,700	3,100	6,000	2,800	4,500	4,500	
10-599-3020 PLATTING FEES	2,965	3,800	2,480	2,000	6,465	6,465	3,000	
10-599-3025 VARIANCE/RE-ZONE FEES	1,100	1,750	2,100	2,000	0	1,000	1,000	
10-599-3040 CONTRACTORS' LICENSES	6,555	1,601	7,570	9,000	5,555	7,500	8,000	
10-599-3045 INSPECTION FEES	9,550	5,880	5,505	7,000	5,950	7,500	7,500	
10-599-3048 COMMERCIAL SIGN PERMITS	2,300	2,150	2,500	1,500	500	1,500	1,500	
10-599-3050 GARAGE SALE & OTHER PERMITS	450	1,560	850	1,500	2,180	2,500	2,500	
10-599-3055 HEALTH INSPECTIONS	3,050	2,600	2,200	4,000	4,500	5,000	4,500	
10-599-3060 DEVELOPMENT FEES	<u>64,440</u>	<u>8,000</u>	<u>2,314</u>	<u>59,268</u>	<u>100,025</u>	<u>100,025</u>	<u>0</u>	
TOTAL PERMITS & LICENSES	510,797	385,096	374,072	457,268	444,879	533,490	407,500	
<u>COURT FEES</u>								
10-599-4010 MUNICIPAL COURT FINES	135,445	132,745	105,269	120,000	90,725	130,000	140,000	
10-599-4021 ARREST FEES	4,872	4,736	3,381	4,000	2,937	4,100	4,500	
10-599-4028 STATE COURT COST ALLOCATION	6,367	4,696	5,340	5,000	0	5,000	6,000	
10-599-4030 WARRANT FEES	20,349	17,430	16,850	18,000	11,779	16,500	18,000	
10-599-4036 JUDICIAL FEE - CITY	<u>682</u>	<u>653</u>	<u>366</u>	<u>500</u>	<u>139</u>	<u>400</u>	<u>500</u>	
TOTAL COURT FEES	167,715	160,260	131,205	147,500	105,580	156,000	169,000	

10 -GENERAL FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>POLICE/FIRE REVENUES</u>								
10-599-6010 POLICE REPORT REVENUE	428	420	285	300	60	125	300	
10-599-6020 POLICE DEPT - UNCLAIMED FUN	0	76	0	0	924	924	0	
10-599-6030 POLICE DEPT. REVENUE	3,534	3,185	1,101	2,500	1,103	1,800	2,500	
10-599-6060 EMS FEES	119,207	159,857	118,099	165,000	104,383	130,000	165,000	
10-599-6065 CARES ACT PROVIDER RELIEF	0	0	4,503	0	619	619	0	
TOTAL POLICE/FIRE REVENUES	123,169	163,538	123,987	167,800	107,088	133,468	167,800	
<u>MISC./GRANTS/INTEREST</u>								
10-599-7000 INTEREST INCOME	54,646	82,505	36,770	10,014	4,466	5,000	7,500	
10-599-7021 FEDERAL GRANTS	13,250	11,880	33,905	0	0	0	0	
10-599-7023 BEXAR COUNTY ILA - CRF	0	0	177,051	0	0	0	0	
10-599-7024 BEXAR COUNTY	0	0	0	0	0	0	20,000	
SUPPORT OF NWM EXPANSIO 0	0.00						20,000	
10-599-7025 US DOJ VEST GRANT	2,260	1,712	2,419	4,000	2,645	4,000	3,000	
REIMBURSED 50% EA VEST 6	500.00						3,000	
10-599-7030 FORESTRY SERVICE GRANT	3,645	8,499	4,000	10,000	2,250	2,250	5,000	
10-599-7037 STRAC	11,115	10,392	12,298	0	14,070	17,435	0	
10-599-7040 PUBLIC RECORDS REVENUE	21	6	14	50	0	0	0	
10-599-7050 ADMINISTRATIVE INCOME	4,169	3,219	8,168	16,264	10,445	13,500	15,764	
VARIOUS MISC COLLECTION 0	0.00						3,000	
TML HEALTH RENEWAL CRED 12	397.00						4,764	
LOCKHILL SELMA COA 0	0.00						8,000	
10-599-7055 BEXAR COUNTY ELECTION	0	0	1,409	6,590	8,551	8,750	300	
10-599-7060 CC SERVICE FEES	4,632	4,557	4,470	4,500	5,452	7,500	7,000	
10-599-7070 RECYCLING REVENUE	3,295	4,215	5,052	4,000	2,573	4,200	4,200	
10-599-7072 PAVILION RENTAL	0	0	0	0	1,505	3,500	5,000	
10-599-7075 SITE LEASE/LICENSE FEES	43,816	45,513	26,154	26,935	21,287	28,150	27,750	
CCATT-AT&T 0	0.00						27,750	
10-599-7084 DONATIONS- FIRE DEPARTMENT	64	0	0	0	0	0	0	
10-599-7085 DONATIONS- POLICE DEPARTMEN	550	50	0	0	0	0	0	
10-599-7086 DONATIONS- ADMINISTRATION	7,180	4,876	2,000	4,500	2,598	2,600	2,500	
10-599-7087 DONATIONS - BEAUTIFICATION	0	1,000	0	0	0	0	0	
10-599-7090 SALE OF CITY ASSETS	39,464	39,447	3,108	22,500	25,089	26,000	15,000	
AMKUS RESCUE TOOLS 0	0.00						5,000	
OTHER MISC EQUIPMENT 1	10,000.00						10,000	
10-599-7097 INSURANCE PROCEEDS	37,543	0	494	0	0	9,000	0	
10-599-7099 PROCEEDS OF DEBT ISSUANCE	0	0	0	462,500	462,500	462,500	0	
TOTAL MISC./GRANTS/INTEREST	225,649	217,869	317,311	571,853	563,431	594,385	113,014	
<u>TRANSFERS IN</u>								
10-599-8020 TRF IN -WATER FUND	22,050	22,050	22,050	22,050	22,050	22,050	22,050	
10-599-8040 TRF IN -CRIME CONTROL	210,054	3,600	0	0	0	0	0	
10-599-8050 TRF IN -COURT RESTRICTED	8,749	8,400	6,650	8,500	6,750	6,750	8,500	
INCODE - COURT 0	0.00						4,300	
COURT SECURITY - SPPD 0	0.00						4,200	
10-599-8070 TRF IN -CAPITAL REPLACEMENT	239,297	0	0	0	0	0	0	
TOTAL TRANSFERS IN	480,150	34,050	28,700	30,550	28,800	28,800	30,550	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

10 -GENERAL FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
TOTAL NON-DEPARTMENTAL	5,465,938	5,197,225	5,458,918	6,063,741	5,534,552	6,075,343	5,754,864	
TOTAL REVENUES	5,465,938	5,197,225	5,458,918	6,063,741	5,534,552	6,075,343	5,754,864	

Council - 600

Major Budget Changes:

Increase in Travel/Lodging/Meals (3040) as the annual TML conference for FY22 is in-person, in Houston with the prior being virtual.

Supplies:

-2037 City Sponsored Events	\$ 24,000
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Up to 6 City sponsored events are funded from this account

Contractual:

-4088 Election Services	\$ 3,750
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Notified by Bexar County the underlying costs are increasing

Capital Outlay:

- 8015 Non-Capital - Computer Equipment

Laptop, replacement	\$ 1,200
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10 -GENERAL FUND
CITY COUNCIL

	(----- 2020-2021 -----) (----- 2021-2022 -----)							
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>SUPPLIES</u>								
600-2020 GENERAL OFFICE SUPPLIES	464	49	208	300	0	200	300	
600-2035 COUNCIL/EMPLOYEE APPRECIATI	892	696	126	900	340	500	750	
600-2037 CITY SPONSORED EVENTS	19,284	25,122	13,004	24,000	7,077	14,000	24,000	
EVENTS(3) ARBOR, JULY,	3	7,000.00						21,000
EVENT (1) PICNIC IN THE	1	2,000.00						2,000
EVENTS (2) GARAGE SALE,	2	500.00						1,000
600-2040 MEETING SUPPLIES	893	1,740	554	900	576	750	900	
COUNCIL MEETINGS	6	75.00						450
GENERAL SUPPLIES	0	0.00						450
600-2080 UNIFORMS	0	601	62	100	0	100	0	
TOTAL SUPPLIES	21,533	28,207	13,955	26,200	7,993	15,550	25,950	
<u>SERVICES</u>								
600-3018 CITY WIDE CLEAN UP	1,400	796	0	1,400	1,400	1,400	1,500	
SHRED	2	750.00						1,500
600-3020 ASSOCIATION DUES & PUBS	1,628	1,747	1,743	1,758	1,743	1,743	1,760	
TML -MEMBERSHIP	0	0.00						1,145
AACOG	0	0.00						600
ARBOR DAY FOUNDATION	0	0.00						15
600-3030 TRAINING/EDUCATION	1,580	1,765	0	1,800	195	1,890	2,475	
TML CONFERENCE	5	415.00						2,075
OTHER TRAININGS	2	200.00						400
600-3040 TRAVEL/LODGING/MEALS	3,269	4,507	162	500	0	200	4,370	
2021 TML CONF - LODGING	0	0.00						2,630
2021 TML CONF - MILEAGE	4	235.00						940
2021 TML CONF - MEALS/O	4	200.00						800
TOTAL SERVICES	7,877	8,815	1,905	5,458	3,338	5,233	10,105	
<u>CONTRACTUAL</u>								
600-4088 ELECTION SERVICES	2,913	4,835	155	3,000	3,327	3,327	3,750	
TOTAL CONTRACTUAL	2,913	4,835	155	3,000	3,327	3,327	3,750	
<u>CAPITAL OUTLAY</u>								
600-8015 NON-CAPITAL-COMPUTER EQUIPM	428	443	1,820	500	23	100	1,200	
LAPTOP REPLACEMENT (if	0	0.00						1,200
TOTAL CAPITAL OUTLAY	428	443	1,820	500	23	100	1,200	
TOTAL CITY COUNCIL	32,751	42,300	17,835	35,158	14,680	24,210	41,005	

Administration Department – 601

Goals:

- Conduct effective master planning to posture the City now and for the future
- Efficiently use and protect fiscal resources through sound financial practices
- Provide planning, research, and support to City Staff and Council
- Effectively communicate with residents, businesses, visitors and other stakeholders
- Provide exceptional customer service and effective administration of services
- Ensure the City IT infrastructure facilitates efficient work and communications and is hardened to cyber threats

Objectives:

Effectively communicate with residents, businesses, visitors and other stakeholders

- Maintain an informative, effective, and user-friendly website
- Survey Shavano Park businesses concerning City services; Update Business Directory
- Update and continue implementation of the City Communications Plan
- Improve quality of staff Roadrunner articles
- Post selected Roadrunner articles on social media

Provide exceptional customer service and effective administration of services

- Hire and maintain an exceptionally talented team based upon the resources available
- Provide excellent Human Resources services to staff
- Review and update the Employee Handbook as needed
- Provide training and professional development opportunities to staff
- Effectively administer municipal elections
- Maintain excellent records management program
- Implement a plan to harden the windows and the walls of the Court Office Area.

Efficiently use and protect fiscal resources through sound financial practices

- Provide City Council and Staff with timely, accurate financial information
- Maintain the City's online financial transparency webpage (<https://shavanopark.org/finances>)
- Earn Government Finance Officers Association Distinguished Budget Presentation Award
- Complete the City's FY21 annual financial audit with no audit adjustments
- Implement Winter Storm Uri infrastructure recommendations as appropriate

Conduct effective master planning to posture the City now and for the future

- Engage residents to participate in municipal planning
- Assist Council in considering options for implementing additional objectives from the 2018 Comprehensive Plan (Town Plan)
- Assist Council to develop funding options for the City's requirements for the 2021 NW Military Highway MPO water line relocation project.
- Review and update the City Emergency Management Plan with experience from Winter Storm event
- Consider adopting an Emergency Management Policy to guide staffing emergency responses
- Assess required FEMA mandated NIMS certifications; develop a training plan for certain staff positions
- Consider City entering into additional Fuel Agreements to provide multiple fuel resources during emergency
- Conduct an annual Emergency Operations Center training & familiarization drill

Provide planning, research, and support to City Staff and Council

- Continue to provide quality City presentations
- Consistently enforce ordinances and policies
- Coordinate with San Antonio to complete the sidewalks (Hike and Bike trail) from Huebner Road north along Lockhill Selma to connect with N. Loop 1604 as well as options to connect to the Salado Creek Trail System.
- Review Contracts /Professional Services and request RFQs/RFPs as appropriate
- Maintain Tree City USA recognition
- Maintain Scenic City recognition
- Provide effective Staff planning and support to the City Sponsored events
- Participate in 2022 ChildSafe Cardboard Kids program to promote child abuse awareness in Bexar County.

Ensure the City IT infrastructure facilitates efficient work and communications and is hardened to cyber threats

- Improve the accessibility of City communications by growing digital presence
- Continue City participation in Multi-State Information Sharing & Analysis Center (MS-ISAC) (annual)
- Renew cloud email security service licenses (annual)
- Renew firewall licenses (annual)
- Complete Cybersecurity Awareness Training (annual)
- Renew web traffic security licenses (annual)
- Replace Administration & Police Departments primary office printers
- Upgrade primary server
- Upgrade City Phone service from legacy Toshiba to an on-premise Avaya Voice-over-IP system

- Upgrade worst performing 2014 purchased computers
- Implement the replacement of Adobe cloud products with alternative permanent license PDF software to save City money on annual licensing costs
- Upgrade Building City Hall video camera system
- Initiate 2-year migration of the City's Official Website and other domains to a .GOV top-level domain administered by the Centers for Internet Security
- Improve Security Information and Event Management
- Improve Water System SCADA cybersecurity
- Create "Cyber Guardian" award for employees for outstanding cybersecurity actions taken during normal work duties
- [PW / W] Provide FirstNet cellphone for on-duty water crew leader
- [FIRE] Purchase two tablet replacements for oldest laptops
- [POLICE] Migrate in-car camera system and body camera system to a new provider
- Purchase texting service to allow residents to text the City for information, request services, and expand City digital communications with text notifications

ADMINISTRATION PERFORMANCE MEASURES:				
Description:	Actual FY18-19	Actual FY19-20	Projected FY20-21	Target FY21-22
Number of Public Meetings Held	52	44	42	45
Number of New Employees On-boarded	4	9	6	3
City Maintenance & Operation Budget:				
Per Capita (Census Bureau)	\$1,308.67	\$1,351.02	\$1,345.42	\$1,325.00
Per Property (BCAD)	\$2,490.34	\$2,560.73	\$2,607.92	\$2,580.00
Tax Rate (per \$100 valuation)	\$0.287742	\$0.287742	\$0.287742	\$0.287742
% of General Fund Fund Balance	51.80%	42.14%	42.14%	43.00%

The Administration Department includes the functions of the City Manager, City Secretary/Human Resources and Finance Director.

Administration - 601

Major Budget Changes:

Personnel Salary/Benefits: \$ 638,666

No change in personnel. Council provided initial guidance for an 8.00% raise for all department staff, pending results, and Council's evaluation & acceptance, of the compensation study currently in process. State unemployment rate has increased to 2.80% with 3.0% budgeted. The actuarial valuation of the City retirement plan increased the annual contribution rate from 13.95% for calendar year 2021 to 14.16% for calendar year 2022. City was notified of a 5% increase in workers compensation insurance premiums.

Supplies: \$ 27,154

Approximately \$1,500 increase in Postage 2030 as pricing on mailing City newsletter expected to rise. Minor increases in other accounts

Services: \$ 101,575

-3013 Professional services - compensation study completed
-3050/-3070 Property and liability insurance premiums expected to increase, 10% and 15% respectively

Contractual: \$ 99,249

-4086 Contract labor - contracted for interim City Secretary/HR Director during FY21, \$18,431 reduction

Maintenance: \$ 37,000

Increase in Building maintenance (5030) of \$3,175 to reflect AC filters and maintenance and increase floor mats services.

Capital Outlay: \$ 1,750

A few non-capital items for replacement monitor - if needed and replacement pavilion furniture - if needed.

Interfund Transfers \$ 28,940

Funds included in this line item are dollars being set aside for future capital replacement. Additional information and further break down can be located in the Capital Replacement Fund portion of the budget.

Decrease as City Council has provided consensus guidance to use a portion of the City's American Rescue Plan Act funding for City Administration purposes. Please refer to Fund 58 for details.

Transfer to Debt Service Fund in support of State Infrastructure Bank debt service, shared with Water Utility

10 -GENERAL FUND
ADMINISTRATION

	(----- 2020-2021 -----) (----- 2021-2022 -----)							
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
601-1010 SALARIES	407,650	429,883	455,069	472,869	357,370	465,950	507,280	
601-1015 OVERTIME	0	369	52	500	1,802	1,802	1,000	
601-1020 MEDICARE	5,696	6,051	6,460	7,166	5,041	6,885	7,465	
601-1025 TWC (SUI)	1,134	54	864	1,080	0	1,469	1,620	
601-1030 HEALTH INSURANCE	33,050	33,180	34,320	34,260	25,454	34,544	36,360	
601-1031 HSA	220	178	204	222	96	120	120	
601-1033 DENTAL INSURANCE	2,589	2,772	2,735	2,720	1,995	2,707	2,848	
601-1035 VISION CARE INSURANCE	497	527	527	528	345	466	427	
601-1036 LIFE INSURANCE	471	473	421	422	298	404	422	
601-1037 WORKERS' COMP INSURANCE	1,128	1,097	1,172	1,151	806	1,040	1,259	
601-1040 TMRS RETIREMENT	56,887	60,778	64,462	66,937	50,838	66,210	72,890	
601-1070 SPECIAL ALLOWANCES	6,375	6,952	6,975	6,975	5,262	6,975	6,975	
TOTAL PERSONNEL	515,698	542,314	573,262	594,830	449,307	588,572	638,666	
SUPPLIES								
601-2020 GENERAL OFFICE SUPPLIES	7,400	7,775	6,015	6,800	5,006	6,850	6,800	
601-2025 BENEFITS CITYWIDE	2,411	2,398	450	1,000	1,050	1,500	1,500	
TUITION REIMBURSEMENT 0	0.00							1,500
601-2030 POSTAGE/METER RENTAL	11,856	11,639	11,919	12,520	9,460	12,450	14,004	
ROADRUNNER POSTAGE 12	800.00							9,600
POSTAGE METER LEASE 4	176.00							704
METER REFILLS 0	0.00							3,500
COURIER SERVICES 0	0.00							200
601-2035 EMPLOYEE APPRECIATION	2,479	2,259	2,239	1,240	827	1,240	1,300	
601-2050 PRINTING & COPYING	989	1,296	1,292	1,250	1,288	1,375	1,300	
601-2060 MED EXAMS/SCREENING/TESTING	1,147	869	629	1,000	1,280	1,400	1,000	
DRUG SCREENS/PHYS/BACK 0	0.00							160
EAP - DEER OAKS 4	210.00							840
601-2070 JANITORIAL SUPPLIES	0	0	1,742	1,250	659	950	1,250	
601-2091 SAFETY SUPPLIES	0	0	2,532	0	0	0	0	
TOTAL SUPPLIES	26,282	26,237	26,817	25,060	19,571	25,765	27,154	
SERVICES								
601-3010 ADVERTISING EXPENSE	3,796	3,901	10,194	4,000	1,221	5,750	5,750	
601-3012 PROF. SERVICES-ENGINEERS	3,200	4,053	1,715	0	0	0	5,000	
NW MILITARY 0	0.00							5,000
601-3013 PROFESSIONAL SERVICES	18,718	8,263	1,950	42,440	1,500	42,440	1,950	
CONTINUING DISCLOSURE - 0	0.00							1,500
SA AREA WAGE SURVEY 0	0.00							450
601-3015 PROF. SERVICES-LEGAL	36,186	68,481	58,560	39,000	27,650	35,000	40,000	
601-3016 CODIFICATION EXPENSE	5,225	3,865	6,376	4,000	3,970	5,000	4,500	
601-3020 ASSOCIATION DUES & PUBLICAT	3,222	4,392	4,498	4,100	4,070	4,200	4,200	
TCMA 0	0.00							275
GFOAT 0	0.00							75
GFOA 0	0.00							505

10 -GENERAL FUND
ADMINISTRATION

		(----- 2020-2021 -----) (----- 2021-2022 -----)							
EXPENDITURES		2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
ICMA	0	0.00							1,730
SHRM	0	0.00							219
TMHRA	0	0.00							150
OTHER DUES/PUBLICATIONS	0	0.00							1,246
601-3030 TRAINING/EDUCATION		4,434	3,644	1,385	4,500	1,400	3,000	4,500	
	0	0.00							4,500
TML CONFERENCE - 2	0	0.00							0
GFOAT FALL/SPRING CONFE	0	0.00							0
TMCA CONFERENCE	0	0.00							0
HR/PAYROLL	0	0.00							0
ELECTIONS	0	0.00							0
VARIOUS DAY SEMINARS	0	0.00							0
601-3040 TRAVEL/MILEAGE/LODGING/PERD		6,671	4,671	1,707	3,000	1,660	2,500	3,000	
601-3050 LIABILITY INSURANCE		9,142	12,440	14,040	11,800	10,298	10,298	14,300	
PREMIUM	0	0.00							11,800
DEDUCTIBLE X1	1	2,500.00							2,500
601-3070 PROPERTY INSURANCE		0	0	0	1,150	1,238	1,238	1,375	
PAVILION/PLAYSCAPES	0	0.00							1,375
601-3075 BANK/CREDIT CARD FEES		4,384	3,204	3,550	3,200	4,931	6,200	6,000	
601-3080 SPECIAL SERVICES		0	1,756	0	0	0	0	0	
601-3085 WEBSITE TECHNOLOGY		2,400	2,400	2,400	2,500	2,200	2,500	2,500	
ANNUAL MAINTENANCE - RE	0	0.00							2,200
WEB PHOTOGRAPHY	0	0.00							300
601-3087 CITIZENS COMMUNICATION/EDUC		4,397	7,633	5,152	5,500	934	4,200	8,500	
VARIOUS PUBLIC MAILINGS	0	0.00							2,664
SURVEY MONKEY	0	0.00							336
DIRECTORY - CITY/BUSINE	0	0.00							2,000
PARKING STICKERS	0	0.00							0
FIESTA MEDALS	0	0.00							3,300
I INFO	0	0.00							200
TOTAL SERVICES		101,774	128,703	111,527	125,190	61,072	122,326	101,575	
<u>CONTRACTUAL</u>									
601-4050 DOCUMENT STORAGE/ARCHIVES		4,454	4,676	3,309	3,000	2,966	3,200	3,800	
MONTHLY STORAGE	12	200.00							2,400
ARCHIVE SERVICES	0	0.00							1,000
SHREDDING SERVICES	0	0.00							400
601-4060 IT SERVICES		32,857	37,331	41,668	45,300	36,904	43,200	46,700	
IT CONTRACT	1	26,000.00							26,000
CLOUD BACKUPS (2.5TB)	0	0.00							11,500
VARIOUS NON-CONTRACT	0	0.00							4,200
EMAIL SECURITY	0	0.00							1,800
FIREWALL LICENSE	0	0.00							1,700
SSL CERTIFICATES	0	0.00							500
CYBER TRAINING/AWARD	0	0.00							1,000
601-4075 COMPUTER SOFTWARE/INCODE		12,607	12,694	15,899	11,471	10,917	11,713	11,209	
INCODE - GL	0	0.00							2,046
INCODE - GL IMPORT	0	0.00							208

10 -GENERAL FUND
ADMINISTRATION

		(----- 2020-2021 -----) (----- 2021-2022 -----)						
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
INCODE - AP	0	0.00						1,461
INCODE - PAYROLL	0	0.00						2,480
INCODE - CASH RECEIPTS	0	0.00						1,171
INCODE - ACUSERV	0	0.00						502
INCODE - BASIC NETWORK	0	0.00						1,403
INCODE - FIXED ASSETS	0	0.00						439
INCODE - POSITIVE PAY	0	0.00						532
PDF APP	0	0.00						400
TYLER ONLINE	0	0.00						1,902
LESS ALLOCATED TO COURT	0	0.00					(1,335)
601-4083 AUDIT SERVICES	16,000	15,500	15,250	16,450	14,805	14,805	16,600	
601-4084 BEXAR COUNTY APPRAISAL DIST	16,182	15,776	16,590	16,500	12,196	16,140	17,340	
601-4085 BEXAR COUNTY TAX ASSESSOR	3,237	3,385	3,549	3,600	3,457	3,457	3,600	
601-4086 CONTRACT LABOR	14,316	2,133	1,990	18,431	18,431	18,431	0	
601-4090 CARES EXPENDITURES	<u>0</u>	<u>0</u>	<u>123,020</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL CONTRACTUAL	99,653	91,495	221,276	114,752	99,676	110,946	99,249	
<u>MAINTENANCE</u>								
601-5005 EQUIPMENT LEASES	4,183	3,968	4,329	3,700	2,870	4,100	3,700	
MONTHLY COPY FEES	0	0.00						3,700
601-5010 EQUIPMENT MAINT & REPAIR	0	0	301	300	0	0	300	
601-5015 ELECTRONIC EQPT MAINT	0	724	0	300	0	0	300	
601-5030 BUILDING MAINTENANCE	45,642	36,728	20,235	29,525	34,128	36,000	32,700	
CH JANITORIAL SERVICES	12	675.00						8,100
CH CARPET/TILE CLEANING	0	0.00						3,500
SECURITY SYSTEM	0	0.00						500
PEST CONTROL	0	0.00						1,500
FIRE EXTINGUISHERS	0	0.00						1,500
SEPTIC MAINTENANCE	0	0.00						2,500
FLOOR MATS	0	0.00						2,600
VARIOUS MINOR REPAIRS	0	0.00						9,000
AC FILTERS/MAINTENANCE	0	0.00						1,500
SUPPLIES	0	<u>0.00</u>						<u>2,000</u>
TOTAL MAINTENANCE	49,825	41,420	24,865	33,825	36,998	40,100	37,000	
<u>UTILITIES</u>								
601-7042 UTILITIES - PHONE/CELL/VOIP	16,636	16,577	20,160	17,000	13,808	18,600	17,000	
ISP CONTRACT	0	0.00						15,800
TIME WARNER	0	<u>0.00</u>						<u>1,200</u>
TOTAL UTILITIES	16,636	16,577	20,160	17,000	13,808	18,600	17,000	

10 -GENERAL FUND
ADMINISTRATION

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>CAPITAL OUTLAY</u>								
601-8010 NON-CAPITAL-ELECTRONIC EQUI	1,376	0	0	0	0	0	0	
601-8015 NON-CAPITAL-COMPUTER	6,216	2,243	2,475	3,500	3,678	3,700	600	
COMPUTER/MONITOR 0	0.00							600
601-8025 NON-CAPITAL-OFFICE FURNITUR	0	156	0	200	110	110	150	
CONSOLE TABLE UNDER MAI 0	0.00							150
601-8026 NON-CAPITAL - FURNITURE	0	0	0	1,000	252	350	1,000	
PAVILION 0	0.00							1,000
601-8045 CAPITAL - COMPUTER EQUIPMEN	0	0	6,172	0	0	0	0	
601-8080 CAPITAL - IMPROVEMENTS	<u>55,164</u>	<u>24,520</u>	<u>341,022</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	
TOTAL CAPITAL OUTLAY	62,756	26,919	349,668	9,700	4,040	9,160	1,750	
<u>INTERFUND TRANSFERS</u>								
601-9010 TRANSFERS/CAPITAL REPLACEME	43,415	52,078	41,837	37,925	37,925	37,925	0	
601-9021 TRANSFER TO WATER (NWM)	0	0	28,900	0	0	0	0	
601-9030 TRANSFER TO DEBT SERVICE FU	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>28,940</u>	
TOTAL INTERFUND TRANSFERS	43,415	52,078	70,737	37,925	37,925	37,925	28,940	
TOTAL ADMINISTRATION	916,038	925,742	1,398,312	958,282	722,396	953,394	951,334	

Municipal Court – 602



Mission Statement

The City of Shavano Park Municipal Court provides an independent forum for the fair and impartial administration of justice during the application and enforcement of the rules and laws of the United States, the State of Texas and the City of Shavano Park, in order to preserve the rule of law and to protect the rights and liberties guaranteed by the Constitution and laws of the United States and this State.

Goals:

- Preserve the rule of law and protect the rights and liberties guaranteed by the Constitution and laws of the United States and this State.
- Provide excellent municipal services while anticipating future requirements.
- A smoothly run Municipal Court, efficiently processing the Judge's standing orders in a timely manner
- Prompt and accurate processing of Class C misdemeanor charges and collections of fines
- Assist defendants during normal daily business hours by following the Judge's standing orders and supplying correct information when requested
- Encourage and support Municipal Court staff with their professional advancement.

Objectives:

- Accurately process payments
- Attend 12 hours of continuing education to maintain Level II Court Clerk Certification (Court Clerk) and Level I Court Clerk Certification (back up Court Clerk).
- Update Standard Operating Process Manual
- Provide new Judge and Alternative Judge with the required 16 hours of judicial education within one year of taking office
- Develop a formal Municipal Court security plan, in conjunction with Shavano Park Police Department, for consistent use and application during official Court proceedings.
- Under guidance of newly appointed Judge, research and consider options for virtual official Court proceedings
- Reevaluate the plan to harden the windows and walls to increase security in the Court Clerk's office to maximize the available funding.

MUNICIPAL COURT PERFORMANCE MEASURES:					
Description:	Actual FY17-18	Actual FY18-19	Actual FY19-20	Projected FY20-21	Target FY21-22
Citations Resolved	1,565	1,424	1,128	1,130	1,400
Warrants Issued	601	433	269	130	400
Warrants Cleared	637	494	657	400	550
Warrant Fines & Fees Collected	\$ 114,582	\$ 105,266	\$ 97,176	\$ 97,500	\$ 110,000
Total Revenue Received	\$ 175,798	\$ 163,297	\$ 138,415	\$ 165,000	\$ 156,300
Total Expenditures	\$ 92,617	\$ 89,633	\$ 95,890	\$ 97,500	\$ 149,738

The City of Shavano Park Municipal Court meets one afternoon a month and employs one full time Court Clerk.

Due to the pandemic, there were no official Court proceedings March – May, July – December 2020 and January – February 2021.

Major Budget Changes:**Personnel Salary/Benefits:**\$ 68,194

No change in personnel. Council provided initial guidance for an 8.00% raise for all department staff, pending results, and Council's evaluation & acceptance, of the compensation study currently in process. State unemployment rate has increased to 2.80% with 3.0% budgeted. The actuarial valuation of the City retirement plan increased the annual contribution rate from 13.95% for calendar year 2021 to 14.16% for calendar year 2022. City notified of 5% increase in workers compensation insurance premiums.

\$1,300 increase in training and related travel for new Municipal Court Judge and back up Judge to meet their continuing education requirements

No significant changes have been made to the day to day operations.

10 -GENERAL FUND
COURT

	(----- 2020-2021 -----) (----- 2021-2022 -----)							
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>PERSONNEL</u>								
602-1010 SALARIES	44,483	46,042	52,135	53,115	40,814	53,115	57,365	
602-1020 MEDICARE	645	684	773	788	605	788	850	
602-1025 TWC (SUI)	162	9	144	180	0	252	270	
602-1036 LIFE INSURANCE	80	79	70	70	53	70	70	
602-1037 WORKERS' COMP INSURANCE	121	118	135	127	93	120	144	
602-1040 TMRS RETIREMENT	6,112	6,561	7,440	7,580	5,822	7,580	8,295	
602-1070 SPECIAL ALLOWANCES	<u>0</u>	<u>1,154</u>	<u>1,200</u>	<u>1,200</u>	<u>923</u>	<u>1,200</u>	<u>1,200</u>	
TOTAL PERSONNEL	51,602	54,648	61,897	63,060	48,311	63,125	68,194	
<u>SUPPLIES</u>								
602-2020 OFFICE SUPPLIES	707	567	601	500	236	375	500	
602-2050 PRINTING & COPYING	843	360	899	850	191	400	850	
602-2091 SAFETY SUPPLIES	<u>0</u>	<u>0</u>	<u>651</u>	<u>250</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL SUPPLIES	1,551	927	2,151	1,600	427	775	1,350	
<u>SERVICES</u>								
602-3015 JUDGE/PROSECUTOR	15,600	15,600	15,600	15,600	13,000	16,900	15,600	
JUDGE 0	0.00							7,800
PROSECUTOR 0	0.00							7,800
602-3020 ASSOCIATION DUES & PUBS	613	300	150	150	75	150	150	
T.M.C.A. 0	0.00							150
602-3030 TRAINING/EDUCATION	770	800	200	1,000	200	800	1,300	
0	0.00							1,000
TMCEC 0	0.00							0
LEGISLATIVE UPDATE 0	0.00							0
COURT CASE MANAGMENT 0	0.00							0
REGIONAL CLERKS SEMINAR 0	0.00							0
ANNUAL JUDGES 2	150.00							300
602-3040 TRAVEL/MILEAGE/LODGING/PERD	912	1,705	187	1,500	0	1,000	2,500	
602-3050 LIABILITY INSURANCE	98	102	100	105	113	113	130	
602-3070 PROPERTY INSURANCE	49	51	50	53	57	57	63	
602-3075 BANK/CREDIT CARD FEES	<u>1,369</u>	<u>1,381</u>	<u>1,049</u>	<u>1,600</u>	<u>701</u>	<u>1,100</u>	<u>1,600</u>	
TOTAL SERVICES	19,410	19,939	17,337	20,008	14,146	20,120	21,343	
<u>CONTRACTUAL</u>								
602-4075 COMPUTER SOFTWARE/INCODE	4,128	4,324	4,432	4,746	4,644	4,644	4,972	
INCODE - COURT CASE MGM 0	0.00							2,338
INCODE - TICKET INTERFA 0	0.00							1,299
INCODE - GL/CASH 0	<u>0.00</u>							<u>1,335</u>
TOTAL CONTRACTUAL	4,128	4,324	4,432	4,746	4,644	4,644	4,972	

10 -GENERAL FUND
COURT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>UTILITIES</u>								
602-7042 UTILITIES - PHONE/CELL/VOIP	1,041	1,234	1,587	1,824	1,466	2,070	2,220	
AT&T 12	<u>185.00</u>							<u>2,220</u>
TOTAL UTILITIES	1,041	1,234	1,587	1,824	1,466	2,070	2,220	
<hr/>								
<u>CAPITAL OUTLAY</u>								
602-8010 NON CAPITAL-ELECTRONIC EQUI	4,736	0	0	0	0	0	0	
602-8015 NON-CAPITAL-COMPUTER	1,401	0	1,835	0	0	0	0	
602-8025 NON-CAPITAL - OFFICE FURNIT	<u>0</u>	<u>163</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL CAPITAL OUTLAY	6,137	163	1,835	0	0	0	0	
<hr/>								
TOTAL COURT	83,869	81,233	89,240	91,238	68,992	90,734	98,079	

Public Works Department – 603

Mission Statement

The Shavano Park Public Works Department conducts master planning and continuously provides essential public infrastructure services in a prompt, courteous, safe, efficient, and cost-effective manner to the citizens and business owners of Shavano Park in order to meet current and long-term infrastructure services.

Goals:

- Maintain all facilities grounds and public Right of Way (R.O.W.)/Easements
- Maintain safe transportation infrastructure (street repairs and transportation maintenance)
- Maintain excellent building facilities and work for energy efficiency
- Improve employee proficiency to include educational training and development opportunities
- Mitigate storm water runoff (improve drainage culverts and infrastructure)
- Maintain strategic partnerships with governmental agencies, and consulting organizations to leverage resources essential to improving quality of service, and efficiency
- Provide excellent municipal services while anticipating future requirements

Objectives:

Maintain all facilities grounds and public Right of Way (R.O.W.)/Easements

- Implement the annual tree maintenance program around City Hall (Municipal Tract)
- Continue to provide ground maintenance for the City Hall building, walking trails, pavilion, playgrounds, garden areas and islands throughout Shavano Park as well as maintain the integrity of the monuments throughout the City.
- Maintain current aesthetics for landscaping around the NW Military Highway, Lockhill Selma and DeZavala monuments
- Provide ground maintenance for trails within the City (Muni Tract, Lockhill Selma to Willow Wood, Loop 1604 access Rd to Salado Trailhead, Cliffside to Salado Creek)
- Maintain or contract services to provide landscape maintenance of the Lockhill Selma medians

Maintain excellent transportation infrastructure (street repairs and transportation maintenance)

- Continue to implement asphalt preservation applications west side of NW Military from DeZavala to S. Warbler (Estates); application includes crack seal to assist in maintaining pavement conditions
- Complete street evaluations for the streets with cul-de-sacs (northwest quadrant)
- Consider options for street repairs based upon the 2021 street assessment and begin engineer and funding planning as needed.
- Continue to partner with TxDOT to provide a clean right of way (ROW) along NW Military Hwy, an improved State highway and safer traffic flow
- Encourage the use of the new online form, a pothole repair program, create a form to be available and submitted online

Maintain excellent transportation infrastructure (street repairs and transportation maintenance) (cont'd)

- Initiate additional online forms for street and transportation maintenance (i.e., street signs, and speed bumps)
- Support TxDOT and Contractor with the widening of NW Military Hwy project
- Complete the relocation and improvements to portions of the water mains on NW Military for MPO project

Maintain excellent building facilities and work for energy efficiency

- Continue to investigate energy efficient ideas to help ensure City facilities are energy efficient
- Clean City Hall floor surfaces yearly
- Replace additional HVAC units for City Hall as required
- Routinely clean and maintain City pavilion, playgrounds, and walking trails

Improve employee proficiency to include educational training and development opportunities.

- Provide effective safety and occupational training opportunities to prevent lost time
- Maintain a zero (0) lost time accident rate
- Continue the preventative maintenance program for Public Works vehicles to include daily, weekly and monthly checks
- Continue preventative maintenance program with Case Equipment for all heavy equipment.
- Improve work order communication and efficiency with field staff

Mitigate storm water runoff (improve drainage culverts and infrastructure)

- Conduct brush clearing projects as needed and within capability to improve storm water drainage
- Storm Drainage – continue the cleaning of existing culverts and bridge crossings
- Assess the implementation of the previously approved prioritized plan to address City drainage issues; revise the plan and implement as it is feasible
- Assist KFW with design for the next phase of the Municipal Tract / Ripple Creek / DeZavala drainage project
- Provide maintenance of our storm water system, including inlets and channels, ensuring proper drainage into our watersheds to include brush clearing projects
- Assess/Implement any TxDOT off system bridge inspection recommendations provided from engineer inspection – Inspection services provided by TxDOT

Maintain strategic partnerships with governmental agencies, and consulting organizations to leverage resources essential to improving quality of service, and efficiency

- Continue to provide assistance to CPS / AT&T during the utility pole replacement during 2021/2022
- Provide locates in a timely manner to lessen risk of utilities being damaged
- Coordinate as required with other service providers (City Public Service, San Antonio Water System, Bexar County, Cable providers, etc.)

Provide excellent municipal services while anticipating future requirements

- Respond in a prompt manner to earn the trust of residents
- Implement Winter Storm Uri infrastructure recommendations as appropriate
- Consider Purchase of Sand Spreader
- Research and Consider Purchase/Lease of Medium Gasoline Fuel Tank
- Refine and improve the capital equipment schedule
- Assess Public Works requirements vs. resources for consideration of organizational structure / personnel change/ contracting arrangements for presentation to City Manager / Council
- Assess the covered parking need for equipment and the available room within the yard

PUBLIC WORKS PERFORMANCE MEASURES:				
Description:	Actual FY18-19	Actual FY19-20	Projected FY20-21	Target FY20-21
Street Repairs (tons of hot mix asphalt):				
In-house	36	36	62.45	35
Contracted	200	-	350	100
Miles of Streets Crack Sealed	7	7	3	3
Pot Holes Repaired (bags of cold mix used)	18	18	52	60
Number of Signs:				
Inspected	N/A	N/A	N/A	80
Replaced	33	33	41	40
Number of Storm Drains Cleared:				
Subsurface Systems (inlets)	26	12	3	10
Earthen Channels	N/A	N/A	8	5

Street repairs encompass large areas, generally over 3ft by 3ft section. Pot holes are those repairs smaller than the 3ft by 3ft section.

One ton of hot mix asphalt will fill an area of nine square yards at two inches deep.

A pot hole that is 3ft by 3ft and two inches deep will need four bags of cold mix to fill/repair it.

Public Works - 603

Major Budget Changes

Personnel Salary/Benefits: \$ 322,982

No change in personnel. Council provided initial guidance for an 8.00% raise for all department staff, pending results, and Council's evaluation & acceptance, of the compensation study currently in process. State unemployment rate has increased to 2.80% with 3.0% budgeted. The actuarial valuation of the City retirement plan increased the annual contribution rate from 13.95% for calendar year 2021 to 14.16% for calendar year 2022. City notified of 5% increase in workers compensation insurance premiums.

Services: \$ 61,825

Increase of \$13,400 proposed, includes \$10,000 for Lockhill Selma median maintenance (new), increase of \$6,800 for tree service of all municipal properties and landscape service at City Hall, \$5,000 decrease in City Hall and Monument landscaping/lighting, 15% increase in liability insurance premiums and 10% increase in property insurance premiums

Maintenance: \$ 37,000

Increase of \$1,000 in Vehicle & Equipment Fuels expected as prices are rising

Dept. Materials - Services : \$ 75,300

Increase of \$29,500 due to DeZavala street striping \$35,000 and pavilion/playground area restrooms tiling/sealing/baseboards project and other maintenance of \$4,500 offset by reduction of \$10,000 in street maintenance

Utilities: \$ 88,000

Increased water usage to maintain pavilion/playground area.

Capital Outlay: \$ 7,050

Expenditures include maintenance equipment and office furniture.

Interfund Transfers: \$ 176

Funds included in this line item are set aside for future capital replacement. Additional information may be located in the Capital Replacement Fund portion of the budget.

Significant decrease from prior year as the General Fund transferred its share of the State Infrastructure Bank loan proceeds to the Water Utility Fund for the water line relocation needed for the Northwest Military Highway expansion in FY21, \$462,500

Additionally, City Council has also provided consensus guidance to utilize a portion of the City's American Rescue Plan Act funds for Public Works purposes. Please refer to Fund 58 for details.

10 -GENERAL FUND
PUBLIC WORKS

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
603-1010 SALARIES	174,145	158,543	192,645	215,107	162,429	210,720	226,700	
603-1015 OVERTIME	1,223	2,014	3,092	7,000	6,832	8,000	9,000	
603-1020 MEDICARE	2,578	2,358	2,879	3,580	2,482	3,275	3,785	
603-1025 TWC (SUI)	817	48	722	720	0	1,764	1,080	
603-1030 HEALTH INSURANCE	24,116	21,969	24,310	29,088	20,604	27,876	29,088	
603-1031 HSA	143	123	157	178	126	167	178	
603-1033 DENTAL INSURANCE	1,368	1,216	1,422	1,706	1,150	1,510	1,640	
603-1035 VISION CARE INSURANCE	324	289	319	365	260	345	325	
603-1036 LIFE INSURANCE	298	268	237	281	194	264	281	
603-1037 WORKERS' COMP INSURANCE	5,753	5,367	5,052	5,166	3,743	5,100	5,870	
603-1040 TMRS RETIREMENT	25,160	23,341	28,416	34,440	24,487	31,450	36,935	
603-1070 SPECIAL ALLOWANCES	<u>7,374</u>	<u>7,391</u>	<u>7,962</u>	<u>7,200</u>	<u>5,764</u>	<u>6,900</u>	<u>8,100</u>	
TOTAL PERSONNEL	243,299	222,927	267,212	304,831	228,070	297,371	322,982	
SUPPLIES								
603-2020 OFFICE SUPPLIES	1,256	681	1,840	1,000	1,010	1,100	1,000	
603-2035 EMPLOYEE APPRECIATION	0	0	0	320	118	320	360	
PW/W EMPLOYEES 8	45.00							360
603-2050 PRINTING & COPYING	0	117	24	175	249	300	175	
603-2060 MEDICAL EXAMS/SCREENING/TES	164	1,121	324	200	175	175	200	
603-2070 JANITORIAL SUPPLIES	2,525	2,923	3,911	3,000	2,312	2,800	3,000	
603-2080 UNIFORMS	1,016	461	751	2,200	694	1,200	2,200	
603-2090 SMALL TOOLS	2,693	3,751	3,250	3,500	2,479	3,300	3,500	
603-2091 SAFETY GEAR	<u>1,378</u>	<u>1,377</u>	<u>2,653</u>	<u>1,000</u>	<u>2,749</u>	<u>2,900</u>	<u>1,500</u>	
TOTAL SUPPLIES	9,033	10,431	12,753	11,395	9,787	12,095	11,935	
SERVICES								
603-3012 PROFESSIONAL - ENGINEERING	23,925	10,161	2,200	5,000	0	0	5,000	
MS4 0	0.00							0
GENERAL 0	0.00							5,000
603-3013 PROFESSIONAL SERVICES	16,112	27,418	24,967	15,000	10,873	14,100	31,800	
TREE SERVICE/MUNICIPAL P 0	0.00							15,000
LANDSCAPE MAINT @ CITY 0	0.00							6,800
LOCKHILL SELMA MEDIAN 0	0.00							10,000
603-3014 PROF SERV - CH & MONUMENTS	0	0	2,813	20,000	12,258	15,000	15,000	
LANDSCAPING/LIGHTING 0	0.00							15,000
603-3020 ASSOCIATION DUES & PUBS	0	400	0	300	0	300	300	
MS4 0	0.00							100
GENERAL 0	0.00							200
603-3030 TRAINING/EDUCATION	455	750	530	300	709	775	600	
603-3040 TRAVEL/MILEAGE/LODGING/PERD	30	0	248	250	146	250	250	
603-3050 LIABILITY INSURANCE	3,457	3,702	3,625	3,750	4,107	4,107	4,700	
603-3060 UNIFORM SERVICE	1,016	1,825	2,902	2,000	2,457	2,600	2,000	
603-3070 PROPERTY INSURANCE	<u>1,705</u>	<u>1,836</u>	<u>1,799</u>	<u>1,825</u>	<u>1,965</u>	<u>1,965</u>	<u>2,175</u>	
TOTAL SERVICES	46,700	46,092	39,083	48,425	32,513	39,097	61,825	

10 -GENERAL FUND
PUBLIC WORKS

		2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
EXPENDITURES		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
								PROPOSED BUDGET
CONTRACTUAL								
603-4075 COMPUTER SOFTWARE		0	0	200	1,180	0	1,180	1,200
BLUBEAM LICENSE	1	200.00						200
PAVER	0	0.00						1,000
603-4086 CONTRACT LABOR		0	2,194	0	0	0	0	0
TOTAL CONTRACTUAL		0	2,194	200	1,180	0	1,180	1,200
MAINTENANCE								
603-5005 EQUIPMENT LEASES		3,467	4,057	3,285	3,000	1,404	2,300	3,500
603-5010 EQUIPMENT MAINT & REPAIR		16,550	10,981	10,635	12,000	13,955	14,500	12,000
603-5015 ELECTRONIC EQPT MAINT		0	0	63	0	0	0	0
603-5020 VEHICLE MAINTENANCE		8,600	7,757	4,783	7,000	2,080	4,500	7,000
603-5030 BUILDING MAINTENANCE		13,217	13,293	13,038	7,000	7,035	7,500	7,500
SECURITY SYSTEM	0	0.00						1,000
JANITORIAL SUPPLIES-MAT	0	0.00						1,000
VARIOUS	0	0.00						2,500
CAMERAS	0	0.00						3,000
603-5060 VEHICLE & EQPT FUELS		6,520	6,037	6,219	6,000	4,125	5,500	7,000
TOTAL MAINTENANCE		48,354	42,125	38,023	35,000	28,599	34,300	37,000
DEPT MATERIALS-SERVICES								
603-6011 CHEMICALS		718	810	1,512	800	530	750	800
603-6055 FIRE HYDRANTS		1,993	0	0	0	0	0	0
603-6080 STREET MAINTENANCE		19,660	29,762	47,245	41,000	22,294	35,000	31,000
MAINTENANCE	0	0.00						31,000
603-6081 SIGN MAINTENANCE		2,912	2,008	4,288	3,000	4,529	4,750	3,000
GENERAL SIGN MAINTENANC	0	0.00						1,000
BARRICADES	0	0.00						2,000
603-6083 DRAINAGE MAINT		0	0	123	500	0	300	500
603-6084 PAVILION/PLAY/PATH MAINT		0	0	0	500	1,111	1,500	5,000
RR TILE BASEBOARDS, SEA	0	0.00						3,000
OTHER MAINTENANCE	0	0.00						2,000
603-6085 STRIPING		0	0	0	0	0	0	35,000
DEZAVALA	0	0.00						35,000
TOTAL DEPT MATERIALS-SERVICES		25,283	32,580	53,169	45,800	28,464	42,300	75,300
UTILITIES								
603-7040 UTILITIES - ELECTRIC		39,738	38,272	35,663	38,000	28,137	37,500	38,000
603-7041 UTILITIES - GAS		1,340	307	320	500	242	320	500
603-7042 UTILITIES - PHONE		434	505	444	500	333	444	500
603-7044 UTILITIES - WATER		15,241	16,175	24,051	13,000	20,860	22,000	20,000
603-7045 STREET LIGHTS		34,018	28,364	29,345	29,000	22,794	28,500	29,000
TOTAL UTILITIES		90,772	83,623	89,823	81,000	72,367	88,764	88,000

10 -GENERAL FUND
PUBLIC WORKS

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
							PROPOSED BUDGET
<u>CAPITAL OUTLAY</u>							
603-8005 OFFICE FURNITURE	0	410	0	0	55	55	1,500
603-8015 NON-CAPITAL-COMPUTER	579	397	725	400	648	650	400
COMPUTER/MONITOR 1	400.00						400
603-8020 NON-CAPITAL-MAINTENANCE EQU	3,540	7,391	0	0	0	0	5,150
KUBOTA WINCH 0	0.00						1,500
STUMP GRINDER 0	0.00						2,500
REPLACEMENT WEED EATER 0	0.00						500
POLE HEDGE TRIMMER 0	0.00						650
603-8060 CAPITAL - EQUIPMENT	61,889	0	0	0	0	0	0
603-8080 CAPITAL IMPROVEMENT PROJECT	0	7,500	0	0	0	0	0
603-8081 CAPITAL - BUILDINGS	0	25,597	0	0	0	0	0
TOTAL CAPITAL OUTLAY	66,008	41,295	725	400	703	705	7,050
<u>INTERFUND TRANSFERS</u>							
603-9010 TRF TO CAPITAL REPLACEMENT	163,877	50,572	46,436	98,615	98,615	139,372	176
FUTURE EQUIPMENT REPLAC 0	0.00						176
603-9048 TRANSFER TO STREET MAINT FU	0	0	0	0	0	0	47,856
603-9072 TRANSFER TO WATER CAPITAL	0	0	0	462,500	462,500	462,500	0
TOTAL INTERFUND TRANSFERS	163,877	50,572	46,436	561,115	561,115	601,872	48,032
TOTAL PUBLIC WORKS	693,326	531,840	547,423	1,089,146	961,617	1,117,684	653,324

Fire Department - 604



Mission Statement

The City of Shavano Park Fire Department continuously works to prevent and suppresses fires, educates and rescues citizens, provides emergency medical services, promote public safety and foster community relations to the residences and businesses within Shavano Park in order to provide first-class protection to our citizens, business owners and visitors.

Goals:

- Develop an organization to effectively administer and manage the resources of the Fire Department
- Develop a system for minimizing the impact of disaster and other emergencies on life and property
- Provide an effective Emergency Medical Service system
- Provide an effective Fire Suppression and Prevention Program

Objectives:

- Effectively communicate the Department's mission and vision to employees, partners and stakeholders
- Recognize and scale to changing budgetary, fiscal, and regulatory conditions
- Seek to improve operational efficiency and effectiveness by shaping, enhancing, and adapting to changing circumstances
- Seek to maintain / improve our current ISO rating of 2
- Implement Winter Storm Uri infrastructure recommendations as appropriate
- Cultivate and strengthen relationships with stakeholders, governing bodies, and our customers
- Foster a culture that emphasizes and enhances employee health and safety
- Promote a highly motivated and well-trained workforce
- Strive to complete the Texas Best Practice program
- Strive to maintain an average response time under 4 minutes
- Investigate options for a long-term cancer screening plan for fire fighters
- Reorganize the rank structure to include Battalion Chiefs for improved ISO credit
- Develop a plan to house female firefighter for future hiring possibilities
- Continue compliance and code enforcement of tree ordinance
- Purchase backup generator to power FD Offices
- Develop/implement commendation program for fire personnel
- Purchase two cardiac monitor/defibrillators to replace end of service life devices on both medic units
- Purchase Autopulse CPR equipment to replace end of service life devices on both medic units
- Purchase Amkus rescue tools (jaws of life), to replace the equipment that has reached the end of

service life

- Add additional electrical service to fire bays to power air trailer
- Develop a plan to replace fitness equipment purchased by employees
- Purchase additional bunker gear (eight sets) to complete outfitting every firefighter with a second set of bunker gear.
- Pursue becoming a Medicaid approved provider creating additional funding for EMS responses.

FIRE & EMS PERFORMANCE MEASURES:				
DESCRIPTION:	Actual FY19-20	Actual FY20-21	To date FY20-21	Target FY21-22
Overall Average Response Time (Minutes)	4:17	4:48	4:36	4:00
Total Number of EMS Responses	503	429	157	500
Number of EMS Transports	130	213	90	275
Number of Fire Calls for Service	377	383	240	500
Total Number of Responses	880	812	397	1000

FIRE DEPARTMENT - 604

Major Budget Changes

Personnel Salary/Benefits: \$ 1,594,121

No change in personnel. Council provided initial guidance for an 8.00% raise for all department staff, pending results, and Council's evaluation & acceptance, of the compensation study currently in process. State unemployment rate has increased to 2.80% with 3.0% budgeted. The actuarial valuation of the City retirement plan increased the annual contribution rate from 13.95% for calendar year 2021 to 14.16% for calendar year 2022. City notified of 5% increase in workers compensation insurance premiums.

No significant changes have been made to the day to day operations.

Services: \$ 84,428

Proposed increase of \$9,840 includes 10% premium increase for property insurance, 15% premium increase for liability insurance, \$1,200 increase for EMS billing services, and \$1,440 increase for mobile communications connectivity

Maintenance: \$ 41,450

Increase of \$2,900 in Vehicle Maintenance to be more in line with recent account history
Increase of \$2,000 in Vehicle & Equipment Fuels expected as prices are rising

Capital Outlay: \$ 6,300

Decrease as City Council has provided consensus guidance to use a portion of the City's American Rescue Plan Act funding for Fire Department purposes. Please refer to Fund 58 for details.

Interfund Transfers:

-9010 Capital Replacement \$ 147,164

Funds included in this line item are set aside for future capital replacement. Additional information may be located in the Capital Replacement Fund portion of the budget. Decrease as City Council has provided consensus guidance to use a portion of the City's American Rescue Plan Act funding for Fire Department purposes. Please refer to Fund 58 for details.

10 -GENERAL FUND
FIRE DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>PERSONNEL</u>								
604-1010 SALARIES	1,006,779	1,019,600	1,062,707	1,104,150	824,004	1,059,000	1,171,200	
604-1015 OVERTIME	39,333	48,063	47,833	40,000	36,275	41,000	40,000	
604-1020 MEDICARE	14,938	15,136	15,698	16,850	12,163	16,200	17,816	
604-1025 TWC (SUI)	2,923	153	2,465	3,060	0	4,284	4,590	
604-1030 HEALTH INSURANCE	108,461	107,327	113,984	123,624	89,688	120,594	123,624	
604-1031 HSA	594	583	570	755	414	560	755	
604-1033 DENTAL INSURANCE	6,479	6,221	6,625	6,825	4,933	6,640	6,653	
604-1035 VISION CARE INSURANCE	1,553	1,477	1,578	1,625	1,173	1,578	1,400	
604-1036 LIFE INSURANCE	1,331	1,306	1,170	1,193	866	1,164	1,193	
604-1037 WORKERS' COMP INSURANCE	22,707	21,666	22,466	32,340	23,347	30,800	35,910	
604-1040 TMRS RETIREMENT	146,136	150,568	157,026	162,090	121,693	156,000	173,980	
604-1070 SPECIAL ALLOWANCES	<u>17,469</u>	<u>15,393</u>	<u>15,093</u>	<u>17,300</u>	<u>12,076</u>	<u>16,000</u>	<u>17,000</u>	
TOTAL PERSONNEL	1,368,703	1,387,494	1,447,216	1,509,812	1,126,631	1,453,820	1,594,121	
<u>SUPPLIES</u>								
604-2020 OFFICE SUPPLIES	1,377	1,480	842	1,200	781	1,000	1,200	
604-2035 EMPLOYEE APPRECIATION	0	0	0	680	0	680	765	
17 FF 17	45.00						765	
604-2060 MEDICAL EXAMS/SCREENING/TES	619	556	954	1,000	545	625	1,000	
DRUG TESTING 0	0.00						200	
HEALTH SCREENING 0	0.00						400	
IMMUNIZATIONS 0	0.00						250	
FIRE FIGHTER CANDIDATE 0	0.00						150	
604-2070 JANITORIAL SUPPLIES	2,799	1,873	3,155	3,000	2,090	2,750	3,000	
604-2080 UNIFORMS & ACCESSORIES	5,597	6,857	7,608	8,500	5,494	7,800	8,500	
UNIFORMS - (17) FIRE FI 0	<u>0.00</u>						<u>8,500</u>	
TOTAL SUPPLIES	10,392	10,766	12,559	14,380	8,910	12,855	14,465	
<u>SERVICES</u>								
604-3017 PROFESSIONAL - MEDICAL DIRE	4,805	5,400	5,400	5,400	4,050	5,400	5,400	
MEDICAL DIRECTOR 12	400.00						4,800	
OTHER PROF. SERV. 0	0.00						200	
EMERGENCY MANAGEMENT PL 0	0.00						400	
604-3020 ASSOCIATION DUES & PUBS	7,255	7,080	7,293	8,420	5,588	7,600	8,420	
TCFP DUES & CERT FEES 0	0.00						4,045	
STRAC DUES 0	0.00						200	
ICC CODE BOOK UPDATE 0	0.00						200	
NATIONAL FIRE CODE UPDA 0	0.00						1,300	
TX AMBULANCE ASSOC. 0	0.00						250	
TDSHS RECERT FEES & CE 0	0.00						1,150	
NFPA MEMBERSHIP 0	0.00						150	
ALAMO AREA FIRE CHIEFS 0	0.00						25	
TX FIRE CHIEFS/BEST PRA 0	0.00						500	
UT/UNIV. HOSPITAL INF C 0	0.00						600	
604-3030 TRAINING/EDUCATION	5,208	6,544	7,048	7,000	3,998	6,500	7,000	

10 -GENERAL FUND
FIRE DEPARTMENT

		(----- 2020-2021 -----) (----- 2021-2022 -----)							
EXPENDITURES		2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CE SOLUTIONS - EMS	0	0.00							2,000
CE - FIRE FIGHTERS	0	0.00							2,500
FIRERMS & EPCR TESTING	0	0.00							2,500
604-3040 TRAVEL/MILEAGE/LODGING/PERD		3,475	2,605	2,730	4,000	771	2,250	4,000	
TRAVEL-MILEAGE-LODGING	0	0.00							3,500
FOOD FOR TRAINING/MEETI	0	0.00							500
604-3050 LIABILITY INSURANCE		16,910	19,653	20,504	21,100	22,714	22,714	26,100	
604-3070 PROPERTY INSURANCE		8,409	11,310	12,116	12,200	13,133	13,133	14,400	
604-3080 SPECIAL SERVICES		2,710	12,218	8,926	11,800	9,319	12,200	13,000	
EMERGICON	12	1,000.00							12,000
DELINQUENT COLLECTIONS	0	0.00							1,000
604-3090 COMMUNICATIONS SERVICES		4,072	4,481	4,867	4,668	4,152	4,400	6,108	
DATA CARDS-MDTS	12	264.00							3,168
PHONE SERVICE	0	0.00							2,700
MDT SERVICE	0	0.00							240
TOTAL SERVICES		52,844	69,291	68,883	74,588	63,724	74,197	84,428	
<u>CONTRACTUAL</u>									
604-4045 RADIO ACCESS FEES - COSA		5,832	5,832	5,832	6,000	5,832	5,832	6,000	
COSA/HARRIS RADIO	0	0.00							6,000
HARRIS RADIO MAINT.	0	0.00							0
604-4075 COMPUTER SOFTWARE/MAINTENAN		216	0	3,900	500	0	0	350	
PDF APP	0	0.00							350
604-4086 CONTRACT LABOR		0	15,902	0	0	0	0	0	
TOTAL CONTRACTUAL		6,048	21,734	9,732	6,500	5,832	5,832	6,350	
<u>MAINTENANCE</u>									
604-5010 EQUIPMENT MAINT & REPAIR		4,224	4,213	4,719	4,500	6,952	7,500	5,000	
FIRE EQUIPMENT	0	0.00							3,000
EMS	0	0.00							1,000
VARIOUS EQUIPMENT	0	0.00							1,000
604-5020 VEHICLE MAINTENANCE		21,063	32,127	18,565	15,200	36,121	38,000	18,100	
FIRE ENGINES	2	4,500.00							9,000
EMS UNITS	2	2,300.00							4,600
BRUSH, SUPPORT, CHIEF T	3	1,500.00							4,500
604-5030 BUILDING MAINTENANCE		6,036	6,824	6,967	6,000	8,633	10,000	6,350	
FIRE STATION	0	0.00							5,250
LIVING QUARTERS	0	0.00							1,100
604-5060 VEHICLE & EQPT FUELS		11,214	10,184	9,842	10,000	6,900	9,200	12,000	
TOTAL MAINTENANCE		42,538	53,349	40,094	35,700	58,605	64,700	41,450	

10 -GENERAL FUND
FIRE DEPARTMENT

(----- 2020-2021 -----) (----- 2021-2022 -----)								
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>DEPT MATERIALS-SERVICES</u>								
604-6015 ELECTRONIC EQPT MAINT	10,048	5,997	6,120	6,500	1,402	2,750	6,500	
STRAC TABLET EPCR USER	2	800.00						1,600
RADIO TOWER MAINTENANCE	0	0.00						300
MDT MAINTENANCE	0	0.00						1,500
ZOLL CARDIAC MONITOR CA	2	500.00						1,000
GAS MONITORING	0	0.00						400
MISC VARIOUS EQUIPMENT	0	0.00						1,700
604-6030 INVESTIGATIVE SUPPLIES/PROC	328	28	880	1,500	0	750	1,000	
604-6040 EMS SUPPLIES	24,664	21,964	25,289	26,240	16,697	26,000	27,940	
EMS OXYGEN	12	120.00						1,440
DISPOSABLE MEDICAL SUPP	0	0.00						15,000
MEDICATIONS	0	0.00						10,000
BIO HAZARD WASTE DISPOS	0	0.00						1,500
604-6045 FIRE FIGHTING EQPT SUPPLIES	9,675	11,724	9,495	10,000	6,918	9,250	10,000	
FIRE HOSE REPLACEMENT	1	3,000.00						3,000
SMALL EQUIPMENT REPLACE	1	2,000.00						2,000
FIRE NOZZLE REPLACEMENT	1	2,000.00						2,000
CLASS A & B FOAM	0	0.00						1,000
VARIOUS SUPPLIES	0	0.00						2,000
604-6060 PPE MAINTENANCE	13,571	9,923	14,824	14,100	10,270	13,700	14,750	
GEAR REPLACEMENT	5	2,100.00						10,500
NEW GEAR	0	0.00						2,000
REPAIRS	0	0.00						1,000
AIR QUALITY TESTING	0	0.00						500
MISC. PPE	0	0.00						750
TOTAL DEPT MATERIALS-SERVICES	58,286	49,636	56,608	58,340	35,287	52,450	60,190	
<u>UTILITIES</u>								
604-7044 UTILITIES - WATER	1,404	1,617	11,244	2,000	1,438	2,200	2,500	
TOTAL UTILITIES	1,404	1,617	11,244	2,000	1,438	2,200	2,500	
<u>CAPITAL OUTLAY</u>								
604-8010 NON-CAPITAL-ELECTRONIC EQUI	16,600	0	0	0	0	0	1,400	
COMMAND CELLULAR	0	0.00						1,400
604-8012 NON-CAPITAL-FIRE ARMS/TASER	797	0	0	0	0	0	0	
604-8015 NON-CAPITAL-COMPUTER EQUIPM	468	0	2,165	400	22	400	4,900	
COMPUTER/MONITOR	0	0.00						400
2 EMS TABLETS	0	0.00						4,500
604-8025 NON CAPITAL-OFFICE FURN/EQU	269	407	0	0	0	0	0	
604-8040 CAPITAL - PPE EQUIPMENT	0	0	1,413	21,200	22,956	22,956	0	
604-8050 CAPITAL - VEHICLE	186,490	0	0	0	0	0	0	
604-8060 CAPITAL - EQUIPMENT	21,575	0	0	0	0	0	0	
604-8080 CAPITAL - IMPROVEMENT	0	0	16,471	0	0	0	0	
TOTAL CAPITAL OUTLAY	226,200	407	20,049	21,600	22,978	23,356	6,300	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

10 -GENERAL FUND
FIRE DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>INTERFUND TRANSFERS</u>								
604-9000 GRANT EXPENDITURES	10,728	13,854	4,000	10,000	2,700	2,700	5,000	
TEXAS FOREST SERVICE 0	0.00							5,000
604-9010 TRF TO CAPITAL REPLACEMENT	<u>422,343</u>	<u>208,106</u>	<u>206,623</u>	<u>224,318</u>	<u>224,318</u>	<u>224,318</u>	<u>147,164</u>	
TOTAL INTERFUND TRANSFERS	433,071	221,960	210,623	234,318	227,018	227,018	152,164	
<hr/>								
TOTAL FIRE DEPARTMENT	2,199,486	1,816,254	1,877,008	1,957,238	1,550,424	1,916,428	1,961,968	

Police Department - 605



Mission Statement

The Shavano Park Police Department in partnership with the community provides exemplary law enforcement services to promote a safe environment, protecting life and property, while preserving the peace with honor and courage.

Goals:

- Effectively conduct Community-Oriented Policing by maintaining positive interaction with the public and a high degree of visibility within the community.
- Proactively educate the public to the community's role and responsibility to aid in the prevention, detection, and resolution of crime.
- Increase safety of citizens and officers by developing and improving internal systems which assure high quality service to our community while increasing the department's efficiency.
- Recruit, train, and resource a diverse, highly skilled, motivated law enforcement workforce, that promotes a rewarding work environment, investing in the personal and professional development of our employees.

Objectives:

Effectively conduct Community-Oriented Policing by maintaining positive interaction with the public and a high degree of visibility within the community.

- Minimize crime rates across the City
- Maintain average police response times to less than 3 minutes
- Continue to seek positive methods for enhancing Community Policing
- Update 5-year historical crime assessment

Proactively educate the public to the community's role and responsibility to aid in the prevention, detection, and resolution of crime.

- Improve citizen/officer interaction through increasing public contact by use of various social media and web opportunities
- Publish monthly crime update

Increase safety of citizens and officers by developing and improving internal systems which assure high quality service to our community while increasing the department's efficiency.

- Purchase new, more efficient and dependable patrol car and body camera system from new provider
- Purchase of 5 BolaWrap Remote Restraint Devices
- Implement Winter Storm Uri infrastructure recommendations as appropriate
- Upgrade Building City Hall video camera system

- Assess emerging technology for officer safety and efficiency
- Obtain re-accreditation with Texas Best Practices Program

Recruit, train, and resource a diverse, highly skilled, motivated law enforcement workforce, that promotes a rewarding work environment, investing in the personal and professional development of our employees.

- Continue to assess staffing needs within the Police Department
- Effectively provide the staff with quality in-service and external training opportunities
- Continue to pursue grant opportunities
- Upgrade worst performing 2014 purchased computers
- Purchase 14 patrol rifles and associated gear for all sworn staff
- Purchase of two replacement patrol vehicles

POLICE DEPARTMENT PERFORMANCE MEASURES:				
Description:	Calendar Year 2018	Calendar Year 2019	Calendar Year 2020	Target 2021
Calls for Service	2,645	2,263	1,950	2,200
Response Time	not measured	3.5 minutes	3.5 minutes	< 3 minutes
Traffic Contacts	not measured	not measured	not measured	3,500
Citations Written	1,114	1,208	793	not measured
Warnings Issued	1,986	2,066	1,708	not measured
# of Offense Reports Generated	98	88	137	200
Number of patrol officers per 1,000 population	3.69	3.69	3.69	3.69

Police Department - 605

Major Budget Changes

Personnel Salary/Benefits: \$ 1,726,030

No change in personnel. Council provided initial guidance for an 8.00% raise for all department staff, pending results, and Council's evaluation & acceptance, of the compensation study currently in process. State unemployment rate has increased to 2.80% with 3.0% budgeted. The actuarial valuation of the City retirement plan increased the annual contribution rate from 13.95% for calendar year 2021 to 14.16% for calendar year 2022. City notified of 5% increase in workers compensation insurance premiums.

A portion of Salaries, Medicare, and TMRS are being supplemented from the Court Restricted Fund (Security) to cover the manpower needed during the monthly Municipal Court sessions.

No significant changes have been made to the day to day operations.

Services: \$ 74,019

Proposed increase of \$8,600 includes \$2,000 for Texas Best Practices recertification, 10% premium increase for property insurance, 15% premium increase for liability insurance and \$800 increase for mobile communications connectivity

Contractual: \$ 27,000

Decrease as interim Police Chief contract labor is not proposed for FY 2022

Maintenance: \$ 75,350

Increase in Vehicle & Equipment Fuels expected as rates are rising

Dept Materials - Services: \$ 16,800

\$2,000 increase in Investigative Supplies (6030) for increased crime laboratory fees

Capital Outlay: \$ 400

As the Police Department capital outlay expenditures are financed via the Crime Control District, those items are being budgeted in that fund.

City Council has also provided consensus guidance to utilize a portion of the City's American Rescue Plan Act funds for Police Department purposes. Please refer to Fund 58 for details.

10 -GENERAL FUND
POLICE DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
605-1010 SALARIES	1,072,728	1,093,180	1,107,975	1,185,352	896,648	1,163,000	1,266,320	
605-1015 OVERTIME	13,585	16,484	22,108	30,000	20,689	28,000	30,000	
605-1020 MEDICARE	15,743	16,255	16,430	18,240	13,355	16,750	19,415	
605-1025 TWC (SUI)	3,078	233	2,892	3,420	144	4,932	5,130	
605-1030 HEALTH INSURANCE	124,463	124,250	126,568	138,168	96,354	129,684	130,896	
605-1031 HSA	799	799	799	844	555	748	800	
605-1033 DENTAL INSURANCE	7,551	7,239	7,371	7,560	5,319	7,160	7,215	
605-1035 VISION CARE INSURANCE	1,776	1,693	1,741	1,785	1,257	1,690	1,485	
605-1036 LIFE INSURANCE	1,540	1,477	1,299	1,334	983	1,322	1,334	
605-1037 WORKERS' COMP INSURANCE	28,335	28,072	28,890	29,860	21,486	27,800	33,355	
605-1040 TMRS RETIREMENT	153,641	158,990	162,257	175,450	131,955	171,500	189,580	
605-1070 SPECIAL ALLOWANCES	31,894	34,025	33,048	35,825	28,581	37,300	40,500	
TOTAL PERSONNEL	1,455,134	1,482,698	1,511,376	1,627,838	1,217,326	1,589,886	1,726,030	
SUPPLIES								
605-2020 OFFICE SUPPLIES	2,541	2,990	3,110	3,000	2,232	3,000	3,000	
605-2035 EMPLOYEE APPRECIATION	0	0	0	760	0	760	855	
19 FTE	45.00						855	
605-2050 PRINTING & COPYING	1,297	1,383	898	1,300	734	1,100	1,500	
FORMS, MIRANDA, LEGISLA	0	0.00					1,500	
605-2060 MEDICAL/SCREENING/TESTING/B	264	368	1,344	500	0	200	1,000	
PSYCHOLOGICAL EVALUATIO	0	0.00					400	
DRUG SCREEN-PHYSICALS	0	0.00					200	
POLYGRAPS	0	0.00					400	
605-2070 JANITORIAL/BUILDING SUPPLIE	490	0	0	0	0	0	500	
605-2080 UNIFORMS & ACCESSORIES	25,286	26,515	27,805	27,000	17,872	25,500	27,000	
UNIFORMS	0	0.00					19,000	
8- BULLET PROOF VESTS	0	0.00					8,000	
605-2091 SAFETY SUPPLIES	0	0	11,596	0	0	0	0	
TOTAL SUPPLIES	29,878	31,256	44,753	32,560	20,838	30,560	33,855	
SERVICES								
605-3020 ASSOCIATION DUES & PUBS	6,023	2,287	1,877	2,869	1,085	1,900	4,869	
NATIONAL ASSN. OF POLIC	0	0.00					60	
TX POLICE CHIEF ASSN. -	0	0.00					50	
TEXAS POLICE ASSOCIATIO	0	0.00					30	
CRIMINAL LAW & TRAFFIC	0	0.00					1,200	
TX POLICE CHIEF ASSN -	0	0.00					350	
NOTARY PUBLIC - RENEWAL	0	0.00					130	
TX BEST PRACTICE RENEWA	0	0.00					2,500	
PERF	0	0.00					360	
SHRM	0	0.00					189	
605-3030 TRAINING/EDUCATION	2,013	150	300	3,500	317	500	3,500	
	0	0.00					3,500	
FIREARMS TRAINING 22 OF	0	0.00					0	

10 -GENERAL FUND
POLICE DEPARTMENT

		(----- 2020-2021 -----) (----- 2021-2022 -----)						
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
~ 20 VARIOUS TRAINING C	0	0.00						0
TML CONFERENCE	0	0.00						0
605-3040 TRAVEL/MILEAGE/LODGING/PERD	2,653	4,962	2,232	5,000	3,361	4,500	5,000	
605-3050 LIABILITY INSURANCE	17,343	17,029	16,683	18,350	19,753	19,753	22,700	
605-3060 UNIFORM MAINTENANCE	3,862	4,052	5,677	6,000	3,107	4,700	6,000	
21 OFFICERS AT ~\$350 EA	0	0.00						6,000
605-3071 PROPERTY INSURANCE	6,938	7,960	7,829	7,900	8,504	8,504	9,350	
605-3072 ANIMAL CONTROL SERVICES	12,000	12,000	12,500	12,500	8,040	12,040	12,500	
DEZAVALA SHAVANO VET CL	12	1,000.00						12,000
ANIMAL CONTROL EQUIPMEN	0	0.00						500
605-3087 CITIZENS COMMUNICATION/ED	610	400	120	500	24	350	500	
605-3090 COMMUNICATIONS SERVICES	5,985	5,586	4,371	8,800	6,520	8,875	9,600	
CONNECTIVITY - ROUTERS	0	0.00						4,800
CONNECTIVITY - TICKET W	0	0.00						3,360
MOBILE HOTSPOTS	0	0.00						1,440
TOTAL SERVICES	57,427	54,426	51,589	65,419	50,712	61,122	74,019	
<u>CONTRACTUAL</u>								
605-4045 CONTRACT/RADIO FEES COSA	7,776	7,992	7,776	8,000	7,992	7,992	8,000	
605-4075 COMPUTER SOFTWARE/INCODE	13,403	13,423	14,522	18,264	16,135	18,200	19,000	
INCODE - TDEX INTERFACE	0	0.00						684
INCODE - CALLS FOR SERV	0	0.00						781
INCODE - PUBLIC SAFETY	0	0.00						8,316
INCODE - CASE MANAGEMEN	0	0.00						1,617
INCODE - PERSONNEL	0	0.00						722
INCODE - PROPERTY ROOM	0	0.00						1,155
BRAZOS TECHNOLOGY	0	0.00						2,774
LEADS ONLINE	0	0.00						1,758
PRODUCTIVITY (TCLEDDS)	0	0.00						500
ACCURINT (LEXIS-NEXIS)	0	0.00						693
605-4086 CONTRACT LABOR	0	0	0	6,498	6,498	6,498	0	
TOTAL CONTRACTUAL	21,179	21,415	22,298	32,762	30,624	32,690	27,000	
<u>MAINTENANCE</u>								
605-5005 EQUIPMENT LEASES	2,168	1,803	1,684	2,000	1,354	1,800	2,000	
MONTHLY COPY FEES - PER	0	0.00						2,000
605-5010 EQUIPMENT MAINT & REPAIR	2,836	894	1,714	2,000	1,609	3,250	2,000	
605-5015 ELECTRONIC EQPT MAINT	3,791	1,274	4,591	5,350	780	4,800	5,350	
MIDWEST RADAR-CERTIFICA	0	0.00						350
DAILY WELLS - RAIDO REP	0	0.00						2,000
COPTRAX/TECH SUPPORT/RE	0	0.00						3,000
605-5020 VEHICLE MAINTENANCE	34,697	24,697	43,637	30,000	22,108	28,000	30,000	
605-5060 VEHICLE & EQPT FUELS	35,968	35,207	31,250	30,000	25,813	33,000	36,000	
TOTAL MAINTENANCE	79,460	63,874	82,876	69,350	51,664	70,850	75,350	

10 -GENERAL FUND
POLICE DEPARTMENT

(----- 2020-2021 -----) (----- 2021-2022 -----)								
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>DEPT MATERIALS-SERVICES</u>								
605-6030 INVESTIGATIVE SUPPLIES	2,224	2,983	2,847	3,000	2,007	2,800	5,000	
605-6032 POLICE SAFETY SUPPLIES	2,250	3,391	3,599	3,000	2,526	2,900	3,000	
FLARES	0	0.00						500
SABA	0	0.00						1,700
GLOVES, TRAFFIC CONES,	0	0.00						800
605-6035 FIREARMS EQUIPMENT/SUPPLIES	5,969	5,676	6,649	8,800	3,865	6,900	8,800	
AMMUNITION	0	0.00						6,300
TARGETS/SHOOTING PADS	0	0.00						2,000
CLEANING SUPPLIES	0	0.00						500
TOTAL DEPT MATERIALS-SERVICES	10,443	12,050	13,095	14,800	8,398	12,600	16,800	
<u>UTILITIES</u>								
605-7042 UTILITES- PHONE	4,474	4,144	3,679	5,500	2,956	3,950	5,100	
CELL PHONES	0	0.00						2,500
AT&T DISPATCH LINE	0	0.00						1,500
WAVE APP	0	0.00						1,100
TOTAL UTILITIES	4,474	4,144	3,679	5,500	2,956	3,950	5,100	
<u>CAPITAL OUTLAY</u>								
605-8010 NON-CAPITAL-ELECTRONIC EQUI	20,397	0	0	0	0	0	0	
605-8012 NON CAPITAL-FIRE ARMS/TASER	8,640	0	0	0	0	0	0	
605-8015 NON-CAPITAL-COMPUTER EQUIP.	9,706	0	0	400	812	812	400	
COMPUTER/MONITOR	1 400.00							400
605-8025 NON-CAPITAL - OFFICE FURNIT	3,107	0	0	0	0	0	0	
605-8050 CAPITAL - VEHICLES	147,129	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	188,979	0	0	400	812	812	400	
<u>INTERFUND TRANSFERS</u>								
605-9000 GRANT EXPENDITURES	14,000	16,279	33,905	0	0	0	0	
TOTAL INTERFUND TRANSFERS	14,000	16,279	33,905	0	0	0	0	
TOTAL POLICE DEPARTMENT	1,860,974	1,686,140	1,763,571	1,848,629	1,383,332	1,802,470	1,958,554	

Development Services - 607

Major Budget Changes

Personnel Salary/Benefits

\$ -

There are no personnel located within this department. Services are performed by outside, independent contractors.

Services:

\$ 83,000

-3015 Professional Services - building Inspections
Additional volume of inspections anticipated, increase \$5,000

Contractual:

\$ 6,750

-4075 Computer Software/Maintenance
Additional fees as volume expected to increase for the digital/on-line
permitting process

No other significant changes in the day to day operations of this department.

10 -GENERAL FUND
DEVELOPMENT SERVICES

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>SUPPLIES</u>								
607-2020 OFFICE SUPPLIES	340	0	13	100	253	350	100	
607-2050 PRINTING & COPYING	<u>1,096</u>	<u>864</u>	<u>204</u>	<u>750</u>	<u>60</u>	<u>160</u>	<u>750</u>	
TOTAL SUPPLIES	1,436	864	217	850	313	510	850	
<u>SERVICES</u>								
607-3012 PROF -ENGINEERING REVIEW	0	0	0	2,000	0	0	2,000	
607-3015 PROF -BLDG INSPECTION SERVI	94,603	77,407	75,160	70,000	60,510	75,000	75,000	
607-3016 PROF -HEALTH INSPECTOR	2,160	1,980	2,040	2,000	1,920	2,000	2,000	
607-3017 PROF -SANITARY INSPECTION S	3,000	2,090	4,370	2,500	3,660	5,000	4,000	
607-3020 ASSOCIATION DUES & PUBS	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,700</u>	<u>994</u>	<u>994</u>	<u>0</u>	
TOTAL SERVICES	99,763	81,477	81,570	78,200	67,085	82,994	83,000	
<u>CONTRACTUAL</u>								
607-4075 COMPUTER SOFTWARE/MAINTENAN	1,400	1,400	1,500	5,000	2,413	3,300	6,750	
DIGITAL PERMITTING	0	0.00						6,000
PERMITMD (OLD PERMITS)	0	<u>0.00</u>						<u>750</u>
TOTAL CONTRACTUAL	1,400	1,400	1,500	5,000	2,413	3,300	6,750	
TOTAL DEVELOPMENT SERVICES	102,599	83,741	83,288	84,050	69,811	86,804	90,600	
TOTAL EXPENDITURES	<u>5,889,043</u>	<u>5,167,251</u>	<u>5,776,676</u>	<u>6,063,741</u>	<u>4,771,253</u>	<u>5,991,724</u>	<u>5,754,864</u>	
REVENUE OVER/(UNDER) EXPENDITURES	<u>(423,105)</u>	<u>29,974</u>	<u>(317,758)</u>	<u>0</u>	<u>763,299</u>	<u>83,620</u>	<u>0</u>	

30 - DEBT SERVICE FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ 162,189	\$ 94,093	
REVENUES	\$ 129,670 **	\$ 155,820 ***	\$ 26,150
EXPENDITURES	\$ 197,766	\$ 229,449	\$ 31,683
TOTAL REVENUES LESS THAN EXPENDITURES	\$ (68,096)	\$ (73,629)	
ENDING FUND BALANCE, PROJECTED	<u>\$ 94,093</u>	<u>\$ 20,464</u>	

** Revenues do not include transfer of \$38,096 from prior year excess collection and \$30,000 from Fund Balance.

*** Revenues do not include transfer of \$38,629 from prior year excess collection and \$35,000 from Fund Balance.

DEBT SERVICE *	FUNDING	TOTAL PRINCIPAL	TOTAL INTEREST
General Obligation Refunding Bonds, Series 2017 (2009 CO)	Water Supported	\$ 1,735,000	\$ 686,400
General Obligation Refunding Bonds, Series 2018 (Split)	Water Supported	232,215	15,312
	Tax Supported	897,785	59,201
State Infrastructure Bank Loan, Series 2020	Water Supported	462,500	87,356
	Tax Supported	462,500	87,356
		<u>\$ 3,790,000</u>	<u>\$ 935,624</u>

* Refer to debt service schedules for detail of payments by year.

30 -DEBT SERVICE FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
<u>TAXES</u>								
30-599-1010 CURRENT ADVALOREM TAXES	144,157	171,273	160,831	129,670	167,671	168,000	126,880	
30-599-1020 DELINQUENT ADVALOREM TAXES(3,217)	4,912	2,066	0	86	500	0	
30-599-1030 PENALTY & INTEREST	<u>573</u>	<u>1,345</u>	<u>810</u>	<u>0</u>	<u>417</u>	<u>500</u>	<u>0</u>	
TOTAL TAXES	141,513	177,530	163,708	129,670	168,175	169,000	126,880	
<hr/>								
<u>TRANSFERS IN</u>								
30-599-8001 PROCEEDS OF LONG TERM DEBT	0	1,100,383	0	0	0	0	0	
30-599-8010 INTEREST INCOME	3,789	4,702	1,861	0	65	70	0	
30-599-8012 TRANSFER FROM GENERAL FUND	0	0	0	0	0	0	28,940	
30-599-8030 FUND BALANCE - TRANSFER IN	0	0	0	68,096	0	0	73,629	
EST. 2020 CERT EXCESS C 0	0.00							38,629
FUNDS TO REDUCE DEBT 0	<u>0.00</u>							<u>35,000</u>
TOTAL TRANSFERS IN	3,789	1,105,085	1,861	68,096	65	70	102,569	
<hr/>								
TOTAL NON-DEPARTMENTAL	145,302	1,282,615	165,569	197,766	168,240	169,070	229,449	
<hr/>								
TOTAL REVENUES	<u>145,302</u>	<u>1,282,615</u>	<u>165,569</u>	<u>197,766</u>	<u>168,240</u>	<u>169,070</u>	<u>229,449</u>	<u>=====</u>

30 -DEBT SERVICE FUND
DEBT SERVICE

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
607-8050 2009 GO REFUNDING-PRINCIPAL	143,010	154,928	154,928	0	0	0	0	_____
607-8052 2009 GO REFUNDING-INTEREST	59,071	9,296	3,099	0	0	0	0	_____
607-8054 BOND AGENT FEES	300	150	0	500	0	0	0	_____
607-8055 BOND ISSUE COSTS	0	28,707	0	0	0	0	0	_____
607-8056 2018 GO REFUNDING (2009) PR	0	19,863	11,918	170,818	170,818	170,818	178,763	_____
607-8057 2018 GO REFUNDING (2009) IN	0	21,522	28,906	26,448	14,373	26,448	21,746	_____
607-8060 SIB LOAN - PRINCIPAL	0	0	0	0	0	0	28,940	_____
607-8090 PMT TO REFUNDING AGENT ESCR	<u>0</u>	<u>1,070,827</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>_____</u>
TOTAL CAPITAL OUTLAY	202,381	1,305,292	198,849	197,766	185,190	197,266	229,449	_____
<hr/>								
TOTAL DEBT SERVICE	202,381	1,305,292	198,849	197,766	185,190	197,266	229,449	_____
<hr/>								
TOTAL EXPENDITURES	202,381	1,305,292	198,849	197,766	185,190	197,266	229,449	=====
<hr/>								
REVENUE OVER/ (UNDER) EXPENDITURES	(57,079)	(22,677)	(33,280)	0	(16,950)	(28,196)	0	=====

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2018
 *** Payment Source: 79.45% General Fund ***

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2022	178,762.50	2.690%	12,075.21	190,837.71	
08/15/2022			9,670.85	9,670.85	
09/30/2022					200,508.56
02/15/2023	182,735.00	2.690%	9,670.85	192,405.85	
08/15/2023			7,213.07	7,213.07	
09/30/2023					199,618.92
02/15/2024	190,680.00	2.690%	7,213.07	197,893.07	
08/15/2024			4,648.42	4,648.42	
09/30/2024					202,541.49
02/15/2025	194,652.50	2.690%	4,648.42	199,300.92	
08/15/2025			2,030.34	2,030.34	
09/30/2025					201,331.26
02/15/2026	150,955.00	2.690%	2,030.34	152,985.34	
09/30/2026					152,985.34
	897,785.00		59,200.57	956,985.57	956,985.57

BOND DEBT SERVICE

City of Shavano Park, Texas
 State Infrastructure Bank Loan, Series 2020
 Payment Source: 50% General Fund

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
08/15/2022	28,940.00			28,940.00	
09/30/2022					28,940.00
08/15/2023	28,940.00			28,940.00	
09/30/2023					28,940.00
08/15/2024	21,764.52	2.330%	7,175.49	28,940.01	
09/30/2024					28,940.01
08/15/2025	20,019.47	2.330%	8,920.53	28,940.00	
09/30/2025					28,940.00
08/15/2026	20,485.92	2.330%	8,454.08	28,940.00	
09/30/2026					28,940.00
08/15/2027	20,963.25	2.330%	7,976.76	28,940.01	
09/30/2027					28,940.01
08/15/2028	21,451.69	2.330%	7,488.31	28,940.00	
09/30/2028					28,940.00
08/15/2029	21,951.51	2.330%	6,988.49	28,940.00	
09/30/2029					28,940.00
08/15/2030	22,462.98	2.330%	6,477.02	28,940.00	
09/30/2030					28,940.00
08/15/2031	22,986.37	2.330%	5,953.63	28,940.00	
09/30/2031					28,940.00
08/15/2032	23,521.95	2.330%	5,418.05	28,940.00	
09/30/2032					28,940.00
08/15/2033	24,070.01	2.330%	4,869.99	28,940.00	
09/30/2033					28,940.00
08/15/2034	24,630.85	2.330%	4,309.16	28,940.01	
09/30/2034					28,940.01
08/15/2035	25,204.74	2.330%	3,735.26	28,940.00	
09/30/2035					28,940.00
08/15/2036	25,792.01	2.330%	3,147.99	28,940.00	
09/30/2036					28,940.00
08/15/2037	26,392.97	2.330%	2,547.03	28,940.00	
09/30/2037					28,940.00
08/15/2038	27,007.92	2.330%	1,932.08	28,940.00	
09/30/2038					28,940.00
08/15/2039	27,637.21	2.330%	1,302.79	28,940.00	
09/30/2039					28,940.00
08/15/2040	28,276.67	2.330%	658.85	28,935.52	
09/30/2040					28,935.52
	462,500.04		87,355.51	549,855.55	549,855.55

20 - WATER FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
UNRESTRICTED	\$ 537,193	\$ 537,193	
COMMITTED FOR CAPITAL REPLACEMENT	605,446	469,776	
BEGINNING FUND BALANCE	<u>\$ 1,142,639</u>	<u>\$ 1,006,969</u>	
REVENUES AND OTHER SOURCES	<u>\$ 1,968,500</u>	<u>\$ 1,042,662</u>	<u>\$ (925,838)</u>
DEPARTMENT EXPENSES AND OTHER USES:			
WATER DEPARTMENT OPERATIONS	\$ 970,696	\$ 738,884	\$ (231,812)
TRANSFER TO GENERAL FUND	22,050	22,050	-
DEBT SERVICE	186,424	214,803	28,379
CAPITAL PROJECT	925,000	110,000 **	(815,000)
TOTAL EXPENSES	<u>\$ 2,104,170</u>	<u>\$ 1,085,737</u>	<u>\$ (1,018,433)</u>
Income/(Loss)	\$ (135,670)	\$ (43,075)	
ESTIMATED UNRESTRICTED	<u>\$ 537,193</u>	<u>\$ 427,193</u>	
COMMITTED FOR CAPITAL REPLACEMENT	<u>469,776</u>	<u>536,701</u>	<u>\$ 66,925</u>
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ 1,006,969</u></u>	<u><u>\$ 963,894</u></u>	
CAPITAL REPLACEMENT	<u><u>\$ 121,255 *</u></u>	<u><u>\$ 66,925 *</u></u>	<u><u>\$ (54,330)</u></u>

* Capital replacement reflects the funds set aside for future capital outlay, not a true expense.

Notes: Fund Balance amounts do not include the Net Investment in Capital Assets, \$2,384,865 at September 30, 2020.

While the Utility uses the 72 Fund - Water Capital Replacement to assist in the tracking of amounts set aside for equipment and water plant replacement, the amounts reflected here are consolidated to include both the 20 Fund - Water Utility and the 72 Fund - Water Capital Replacement with interfund activity eliminated.

FY 2020 - 2021 Revenues and Other Sources includes \$462,500 proceeds from State Infrastructure Bank loan and \$462,500 Transfer in from General Fund for water line relocation necessary for the TxDOT Northwest Military Highway expansion project. City Council has determined the project is of benefit to the entire City and the cost of the water line relocation should not be borne entirely by the Water Utility customers and has approved cost sharing between the City and the Utility. Although not required in an enterprise fund, all amounts related to the project are being budgeted for transparency and full disclosure.

** For FY 2021 - 2022, the Water Utility has approximately \$110,000 of unutilized State Infrastructure Bank loan proceeds. If these funds are not needed for the Northwest Military Highway expansion project, they will be repaid the State Infrastructure Bank, reducing the loan amount.

20 -WATER FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
=====								
<u>WATER SALES</u>								
20-599-5015 WATER CONSUMPTION	661,864	586,511	709,130	623,000	482,081	645,000	640,000	
20-599-5016 LATE CHARGES	6,010	7,401	505	6,000	0	2,000	6,000	
20-599-5018 DEBT SERVICE	53,530	87,465	189,198	189,900	142,277	189,900	189,900	
20-599-5019 WATER SERVICE FEE	58,646	59,270	58,764	58,800	44,261	58,800	58,800	
20-599-5036 EAA PASS THRU CHARGE	89,139	76,975	91,813	82,700	64,352	84,500	84,700	
20-599-5040 TAPPING FEES	<u>0</u>	<u>1,800</u>	<u>0</u>	<u>0</u>	<u>2,800</u>	<u>2,800</u>	<u>0</u>	
TOTAL WATER SALES	869,190	819,421	1,049,409	960,400	735,770	983,000	979,400	
<u>MISC./GRANTS/INTEREST</u>								
20-599-7000 INTEREST INCOME	11,822	15,964	9,295	2,000	2,726	2,990	1,000	
20-599-7011 OTHER INCOME	49	1,181	93	0	105	107	20,000	
BEXAR COUNTY - NWM 0	0.00							20,000
20-599-7012 LEASE OF WATER RIGHTS	10,000	10,000	10,500	15,000	15,750	15,750	15,000	
20-599-7028 TCEQ GRANT	0	0	42,335	0	0	0	0	
20-599-7060 CC SERVICE FEES	788	1,404	1,958	5,000	3,132	4,500	4,000	
20-599-7075 SITE/TOWER LEASE REVENUE	15,491	15,647	37,244	38,600	28,994	38,662	23,262	
T-MOBILE 0	0.00							23,262
20-599-7090 SALE OF FIXED ASSETS	4,705	641	(10,551)	4,500	5,619	5,800	0	
20-599-7097 INSURANCE PROCEEDS	<u>9,838</u>	<u>0</u>	<u>0</u>	<u>18,000</u>	<u>0</u>	<u>59,216</u>	<u>0</u>	
TOTAL MISC./GRANTS/INTEREST	52,693	44,837	90,874	83,100	56,326	127,025	63,262	
<u>TRANSFERS IN</u>								
20-599-8010 TRANSFER FROM GENERAL (NWM)	0	0	28,900	0	0	0	0	
20-599-8072 TRF IN-CAPITAL REPLACEMENT	37,048	58,645	52,644	256,925	167,014	256,925	0	
WATER METER REPLACEMENT 0	292.00							0
20-599-8090 PRIOR PERIOD ADJUSTMENT	(<u>4,839</u>)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL TRANSFERS IN	32,209	58,645	81,544	256,925	167,014	256,925	0	
TOTAL NON-DEPARTMENTAL	954,092	922,903	1,221,827	1,300,425	959,110	1,366,950	1,042,662	
TOTAL REVENUES	<u>954,092</u>	<u>922,903</u>	<u>1,221,827</u>	<u>1,300,425</u>	<u>959,110</u>	<u>1,366,950</u>	<u>1,042,662</u>	=====

Water Utility Department - 606

Mission Statement

The City of Shavano Park Water Utility Department continuously provides safe and reliable drinking water and maintains essential public water infrastructure for the service connections within Shavano Park in order to provide long-term first-class water utility support to our citizens.

Goals:

- Continually provide safe and reliable drinking water through efficient treatment and delivery of water, meet or exceed environmental and public health standards
- Resource and maintain appropriate equipment and assets
- Improve employee proficiency to include educational training and development opportunities
- Improve water system functions to achieve an efficient operation level while meeting State requirements
- Provide and maintain essential public water infrastructure services while anticipating future requirements

Objectives:

Continually provide safe and reliable drinking water through efficient treatment and delivery of water, exceeding environmental and public health standards

- Maintain 100% compliance of all State and Federal regulations and laws associated with a water system
- Maintain a Superior Water System Rating and investigate and research requirements to obtain an Outstanding Water System rating
- Ensure State requirements are met by having a minimum of 3 Class C groundwater operators and 2 Class D water operators within the Water Department
- Educate the public while implementing the backflow prevention program approved by Council in accordance with an appropriate strategy
- Maintain accurate records of Reduced Pressure Backflow Prevention Device testing per residence / connection for compliance with City ordinance and TCEQ requirements
- Develop Pre-Scripted Public Info Messages

Resource and maintain appropriate equipment and assets

- Maintain sufficient money in reserve to handle emergencies, and provide a cushion for low water consumption years
- Annually re-evaluate adequacy of Edwards water rights and resources
- Implement Winter Storm Uri infrastructure recommendations as appropriate
- Complete Assessment of Water Infrastructure for Emergencies

- Continue to replace old meters with new cellular meters
- Actively apply for grants/funding for other equipment that would make crews more efficient
- Continue working with City Engineer to initiate a geographic information system (GIS) program to include utilities, streets, and drainage information
- Continue preparing a schedule based on needs to replace all undersized water mains within the system
- Based on power supply needs, initiate applying for grants to pay a portion of or all costs for installation of emergency power supply (generators) for water facilities
- Assess all wooden well houses (chorine buildings), develop a plan to incrementally rebuild, to enclose (weatherize) all well pumps and chemical feeds
- Consider a water rate study to determine if the tiered water rates / water service fee should be restructured/increased
- Assess all 6 ft well site security fences, develop a plan to incrementally replace as needed with 8ft chain link

Improve employee quality to include educational training and development opportunities.

- Provide additional quality educational opportunities and send crews to classes to earn credits to upgrade and improve knowledge of water systems
- Continue to have a safe working environment and maintain the safety and training program on all equipment and water system functions
- Maintain a safe working environment and a zero (0) lost time accident rate
- Improve the preventative maintenance program by establishing a tracking schedule for each piece of equipment/vehicle and when they should be replaced

Improve water system functions to achieve an efficient operation level and meet State requirements

- Continue with corrective action on dead end main issues to lessen flushing and reduce loss ratio rate
- Work with TxDOT during construction of NW Military to avoid any additional issues or concerns with the water system infrastructure
- Identify cul-de-sac dead end mains, including gross cost estimate for each and prioritization for addressing. Complete remediation of at least one such dead end main each year until all resolved
- Stay current on new and proposed TCEQ water system requirements.
- Propose updates for Shavano Park Ordinances to meet all TCEQ and pertinent Edwards Aquifer Authority requirements
- Achieve annual water loss of less than 5%
- Respond to all water system complaints within one service day. Provide summary of complaints and resolutions to Water Advisory Committee
- Provide adequate maintenance for all fire hydrants to include installation of valves if necessary and/or raise to proper height for Fire Department access.
- Consider outsourcing printing water utility bills

- Televis and investigate options of some or all wells not in production, evaluate possibilities to place back in production or plug. (Wells #3, and #4)
- Assess and maintain all inactive wells to prevent Freezing
- Initiate assessments of sanitary sewer easements or obtain variance for all active wells (#5, 6, 7, 8)

Provide and Maintain essential public water infrastructure and services while anticipating future requirements.

- Develop and execute a fiscally responsible budget that meets mission requirements
- Update the capital equipment replacement schedule. (Water system, pumps, motors, VFD's, water mains, and hydrants)
- Maintain quality of new SCADA system and entire water system as changes and repairs are accomplished

WATER UTILITY FUND PERFORMANCE MEASURES:				
Description:	Actual FY18-19	Actual FY19-20	Projected FY20-21	Target FY21-22
Number of Cellular Water Meters Installed	0	67	184	461
Number of Fire Hydrants not in Compliance	N/A	N/A	10	8
Percentage of Backflow Devices in Compliance	N/A	N/A	3%	5%
Number of Main Valves Exercised	N/A	N/A	30	10
Lost Water Ratio	6.62%	4.03%	8.91%	5.00%

The Shavano Park Water Utility has approximately 713 customers and provides water service only, no sanitary sewer.

Water Department - 606

Major Budget Changes:

Personnel Salary/Benefits:	\$	328,312
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No change in personnel. Council provided initial guidance for an 8.00% raise for all department staff, pending results, and Council's evaluation & acceptance, of the compensation study currently in process. State unemployment rate has increased to 2.80% with 3.0% budgeted. The actuarial valuation of the City retirement plan increased the annual contribution rate from 13.95% for calendar year 2021 to 14.16% for calendar year 2022.

Supplies:	\$	20,005
Slight increases in postage and printing		

Services:	\$	37,345
Increase in property (10%) and liability (15%) insurance planned.		

Contractual:	\$	97,252
Increase approximately \$4,300 due mainly to Beacon meter fee for cellular meters at \$.89/meter/month versus handheld-read meter fee at \$.06/meter/month.		

Maintenance:	\$	20,000
Increase of \$3,500 planned, all in equipment leases related to planned projects		

Dept. Materials - Services:	\$	113,650
Minor increase of \$1,600		

Utilities:	\$	73,750
No changes planned		

Capital Outlay:	\$	48,570
Proposing \$30,000 to repair spider lines in one cul-de-sac, \$13,050 for miscellaneous projects and \$4,820 for maintenance equipment		

<u>Interfund Transfers- Capital Replacement (9010)</u>	\$	88,975
- 9010 Transfer to General Fund		
Contribution toward general City operations \$22,050		
- 9020 Transfer to Capital Replacement Fund, Fund 72		
Amounts set aside for future capital repair/replacement of infrastructure, vehicles, and equipment \$66,925		

City Council has provided consensus guidance to utilize \$154,000 of American Rescue Plan Act funding to purchase cellular-read water meters. Once these meters are installed, all customer meters will be cellular read. Please refer to Fund 58 - American Rescue Plan Act.

20 -WATER FUND
WATER DEPARTMENT

	(----- 2020-2021 -----)				(----- 2021-2022 -----)			
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
606-1010 SALARIES	169,239	175,518	191,971	212,300	154,527	202,400	224,560	
606-1015 OVERTIME	8,741	11,405	12,132	15,000	14,704	20,000	15,000	
606-1020 MEDICARE	2,617	2,737	2,932	3,200	2,482	2,950	3,400	
606-1025 TWC (SUI)	508	27	432	720	0	737	1,080	
606-1030 HEALTH INSURANCE	22,453	25,086	26,026	29,088	21,210	28,482	29,088	
606-1031 HSA	135	147	168	178	130	178	178	
606-1033 DENTAL INSURANCE	1,284	1,371	1,379	1,365	1,093	1,480	1,535	
606-1035 VISION CARE INSURANCE	309	326	340	365	297	406	330	
606-1036 LIFE INSURANCE	298	301	256	281	200	272	281	
606-1037 WORKERS' COMP INSURANCE	5,218	4,684	6,393	5,760	4,060	5,200	6,450	
606-1040 TMRS RETIREMENT	25,154	26,867	28,804	30,680	24,410	32,200	33,210	
606-1070 SPECIAL ALLOWANCES	8,666	7,604	6,277	11,500	6,260	8,375	13,200	
TOTAL PERSONNEL	244,619	256,071	277,111	310,437	229,372	302,680	328,312	
SUPPLIES								
606-2020 OFFICE SUPPLIES	1,463	1,601	1,886	1,700	1,238	1,650	1,700	
606-2030 POSTAGE	2,776	3,124	3,868	3,100	2,318	3,060	3,160	
POSTAGE 12	245.00							2,940
ANNUAL BULK MAIL PERMIT 0	0.00							220
606-2035 EMPLOYEE APPRECIATION	0	0	22	150	39	150	150	
606-2050 PRINTING & COPYING	459	971	426	500	522	600	600	
606-2060 MED EXAMS/SCREENING/TESTING	147	45	0	100	0	0	100	
606-2070 JANITORIAL SUPPLIES	384	0	70	100	0	100	100	
606-2075 BANK/CREDITCARD FEES	7,001	5,820	9,624	8,000	7,093	9,400	8,000	
ELAVON - 2 ACCOUNTS 0	0.00							8,000
606-2080 UNIFORMS	743	864	622	1,795	1,349	1,750	1,795	
BOOTS - ANNUAL ALLOWANC 4	200.00							800
RAINWARE/ WINTER COATS/ 0	0.00							400
OTHER 0	0.00							595
606-2090 SMALL TOOLS	1,929	2,901	2,137	2,500	1,167	2,400	2,500	
606-2091 SAFETY SUPPLIES/EQUIPMENT	1,212	1,213	796	1,900	600	1,200	1,900	
TOTAL SUPPLIES	16,113	16,540	19,451	19,845	14,326	20,310	20,005	
SERVICES								
606-3012 ENGINEERING SERVICES	191	4,635	38,670	8,600	7,626	8,200	10,000	
BASIC MISC SERVICES 0	0.00							5,000
NM MILITARY 0	0.00							5,000
606-3013 PROFESSIONAL SERVICES	0	0	0	0	0	0	2,000	
WATER BILL PRINT-OUTSOU 0	0.00							2,000
606-3020 ASSOCIATION DUES & PUBS	996	1,057	1,510	2,215	1,812	2,200	2,115	
TWUA 0	0.00							360
S.A.R.A. ANNUAL FEE 0	0.00							200
S.A.R.A DUES - SEPARATE 0	0.00							200
REG WTR RES DEV (RWRD) 0	0.00							300
AWWA - AMER WTR WKS ASS 0	0.00							100

20 -WATER FUND
WATER DEPARTMENT

				(----- 2020-2021 -----)			(----- 2021-2022 -----)	
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
TRWA - TX RURAL WATER A	0	0.00						325
WATER LICENSE RENEWALS	5	111.00						555
TX MUNI UTILITIES ASSN	0	0.00						75
606-3030 TRAINING/EDUCATION		2,583	2,251	2,631	3,750	3,683	4,000	3,750
606-3040 TRAVEL/MILEAGE/LODGING/PERD		1,779	1,557	1,609	1,000	37	750	1,000
606-3050 INSURANCE - LIABILITY		6,183	3,870	3,798	3,900	4,198	4,198	4,830
606-3060 UNIFORM SERVICES		1,556	1,728	2,832	3,000	2,417	2,800	3,000
606-3070 INSURANCE - PROPERTY		1,832	1,887	1,850	1,900	2,045	2,045	2,250
606-3075 CONSERV. ED./REBATES		0	0	0	100	0	0	100
606-3080 SPECIAL SERVICES		138	248	598	750	240	360	1,300
SA HAZARDOUS MAT'L PERM	0	0.00						300
ONE CALL LOCATES/PAINT	0	0.00						1,000
606-3082 WATER ANALYSIS FEES		5,074	4,741	7,408	7,000	4,935	7,000	7,000
WATER ANALYSIS FEES	0	0.00						2,145
TCEQ ANNUAL WATER TESTI	0	0.00						3,000
DSHS CENTRAL LAB - TCEQ	0	0.00						1,805
TIER II REPORT FEES - A	0	0.00						50
TOTAL SERVICES		20,332	21,974	60,906	32,215	26,994	31,553	37,345
<u>CONTRACTUAL</u>								
606-4075 COMPUTER SOFTWARE/INCODE		6,083	7,086	7,022	8,870	7,870	8,350	13,168
INCODE-UTILITYSOFTWARE	0	0.00						3,255
INCODE-METER READER INT	0	0.00						702
INCODE-BILLPAY WEB HOST	0	0.00						1,200
INCODE-BILL PAY ONLINE	0	0.00						340
INCODE - HAND HELD METE	0	0.00						636
BEACON SERVICE AGREEMEN	0	0.00						900
BEACON MOBILE READER	1	360.00						360
BEACON METER FEE	0	0.00						5,000
SCADA ANTIVIRUS - 2 COM	0	0.00						75
GIS LICENSE	0	0.00						500
SOFTWARE LICENSE	1	200.00						200
BEACON CELLULAR METER F	0	0.00						0
606-4085 EAA -WATER MANAGEMENT FEES		69,765	79,878	80,298	84,084	57,599	76,518	84,084
MONTHLY EAA FEES	1,001	40.00						40,040
MONTHLY HABITAT FEE	1,001	44.00						44,044
606-4086 CONTRACT LABOR		0	0	0	0	1,301	1,301	0
606-4099 WATER RIGHTS/LEASE PAYMENTS		78,227	12,282	0	0	0	0	0
PURCHASE 13 AC/FT	5,000	0.00						0
TOTAL CONTRACTUAL		154,074	99,245	87,321	92,954	66,770	86,169	97,252

20 -WATER FUND
WATER DEPARTMENT

	(----- 2020-2021 -----)				(----- 2021-2022 -----)			
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>MAINTENANCE</u>								
606-5005 EQUIPMENT LEASES	1,954	600	6,055	1,500	4,563	4,563	5,000	
606-5010 EQUIPMENT MAINT & REPAIR	3,492	1,042	4,193	5,000	2,120	4,750	5,000	
606-5015 ELECTRONIC EQPT MAINTENANCE	0	150	177	500	0	200	500	
606-5020 VEHICLE MAINTENANCE	4,039	5,117	4,310	3,000	2,947	3,750	3,000	
606-5030 BUILDING MAINTENANCE	2,170	1,265	942	2,500	1,913	2,250	2,500	
GENERAL 0	0.00							2,500
606-5060 VEHICLE & EQPT FUELS	3,340	4,712	3,360	4,000	3,774	4,300	4,000	
TOTAL MAINTENANCE	14,995	12,887	19,037	16,500	15,318	19,813	20,000	
<u>DEPT MATERIALS-SERVICES</u>								
606-6011 CHEMICALS	19,295	15,439	10,033	10,000	4,704	7,500	10,000	
606-6050 WATER METERS & BOXES	5,224	4,693	4,349	4,500	3,670	4,350	5,000	
METER BOX REPLACEMENT 0	0.00							5,000
606-6055 FIRE HYDRANTS & VALVES	3,367	11,951	8,941	10,000	0	7,500	10,000	
HYDRANTS AND VALVES 0	0.00							10,000
606-6060 HUEBNER STORAGE TANK	15,232	3,060	12,587	5,000	12,793	13,000	5,000	
GENERAL 0	0.00							5,000
606-6061 WELL SITE #1	3,286	4,641	1,689	8,750	1,941	8,250	8,750	
WELL SITE 0	0.00							6,750
ELEVATED STORAGE TANK 0	0.00							2,000
606-6062 WELL SITE #2-EAA MONITORED	0	0	0	1,300	0	0	1,300	
606-6063 WELL SITE #3-NOT OPERATION	0	0	0	1,800	0	0	1,800	
606-6064 WELL SITE #4-NOT OPERATION	0	0	910	4,700	(3,429)	3,430	1,800	
606-6065 WELL SITE #5-EDWARDS BLENDI	26,282	627	8,328	1,000	2,644	3,600	1,000	
606-6066 WELL SITE #6-MUNI TRACT	8,887	3,720	22,476	4,000	8,039	8,500	4,000	
606-6067 WELL SITE #7	5,907	3,802	6,389	4,000	11,563	12,100	4,000	
GENERAL 0	0.00							4,000
606-6068 WELL SITE #8	2,132	2,544	5,339	4,000	9,137	10,100	4,000	
GENERAL 0	0.00							4,000
606-6069 WELL SITE #9-TRINITY	2,408	279	10,712	1,000	325	325	1,000	
606-6070 SCADA SYSTEM MAINTENANCE	4,967	2,339	12,651	3,000	9,954	9,954	7,000	
ANNUAL MAINTENANCE CONT 0	0.00							3,000
0	0.00							4,000
606-6071 SHAVANO DRIVE PUMP STATION	33,710	22,257	10,979	15,000	1,273	5,000	15,000	
606-6072 WATER SYSTEM MAINTENANCE (34,398)	34,720	25,459	30,000	32,362	34,000	30,000	
USUAL & CUSTOMARY 0	0.00							30,000
NWM RELATED 0	0.00							0
606-6080 STREET MAINT SUPPLIES	1,099	254	2,454	4,000	1,975	3,800	4,000	
TOTAL DEPT MATERIALS-SERVICES	97,398	110,325	143,295	112,050	96,951	131,409	113,650	

20 -WATER FUND
WATER DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>UTILITIES</u>								
606-7040 UTILITIES - ELECTRIC	78,782	59,353	72,583	72,000	51,236	72,000	72,000	
606-7042 UTILITIES - PHONE/CELL	810	696	1,986	1,350	254	587	1,350	
606-7044 UTILITIES - WATER	<u>254</u>	<u>255</u>	<u>505</u>	<u>400</u>	<u>358</u>	<u>475</u>	<u>400</u>	
TOTAL UTILITIES	79,847	60,303	75,074	73,750	51,848	73,062	73,750	
<u>CAPITAL OUTLAY</u>								
606-8015 NON-CAPITAL - COMPUTERS	0	0	724	0	589	589	700	
606-8020 NON-CAPITAL MAINTENANCE EQU	6,210	0	1,078	4,820	4,718	4,718	4,820	
RESPIRATORS (MASK-CARTR 1	320.00							320
TRASH PUMPS 1	2,500.00							2,500
RATCHET/CHAINS/TIEDOWNS 0	0.00							2,000
606-8050 CAPITAL - VEHICLES	0	0	42,335	0	0	0	0	
606-8060 CAPITAL- EQUIPMENT	4,906	31,175	0	0	0	0	0	
606-8080 WATER SYSTEM IMPROVEMENTS	44,674	52,760	0	28,700	0	0	43,050	
REPL SPIDERS IN CUL DE 0	0.00							30,000
PROJECTS 0	0.00							13,050
606-8087 WATER METER REPLACEMENT	5,748	3,185	29,144	62,500	61,010	62,400	0	
METERS 0	0.00							0
606-8090 CAPITAL - HUEBNER PLANT	0	0	0	21,000	19,609	21,000	0	
606-8091 CAPITAL - WELL #1	0	0	23,857	23,500	14,980	23,500	0	
606-8095 CAPITAL - WELL #5	0	0	17,157	0	0	0	0	
606-8097 CAPITAL - WELL #7	0	0	0	80,000	0	80,000	0	
606-8098 CAPITAL - WELL #8	<u>0</u>	<u>0</u>	<u>0</u>	<u>92,425</u>	<u>92,807</u>	<u>92,807</u>	<u>0</u>	
TOTAL CAPITAL OUTLAY	61,537	87,120	114,294	312,945	193,712	285,014	48,570	
<u>INTERFUND TRANSFERS</u>								
606-9000 EOY ASSET RECLASS	(138,963)	(77,914)	(149,094)	0	0	0	0	
606-9010 TRF TO GENERAL FUND	22,050	22,050	22,050	22,050	22,050	22,050	22,050	
606-9020 TRF TO CAPITAL REP. FUND 72	109,487	71,946	124,020	121,255	121,255	121,255	66,925	
INFRASTRUCTURE 0	0.00							32,250
VEHICLES/EQUIPMENT 0	0.00							22,675
METER REPLACEMENT 0	0.00							12,000
606-9050 BAD DEBT EXPENSE	0	0	860	0	0	0	0	
606-9090 DEPRECIATION EXPENSE	190,805	205,401	209,091	0	0	0	0	
606-9095 PENSION EXPENSE	<u>2,883</u>	<u>14,100</u>	<u>4,727</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL INTERFUND TRANSFERS	186,262	235,583	211,654	143,305	143,305	143,305	88,975	
TOTAL WATER DEPARTMENT	875,177	900,047	1,008,144	1,114,001	838,595	1,093,315	827,859	

BOND DEBT SERVICE

City of Shavano Park, Texas
General Obligation Refunding Bonds, Series 2017
Payment Source: 100% Water

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2022	70,000.00	2.000%	32,150.00	102,150.00	
08/15/2022			31,450.00	31,450.00	
09/30/2022					133,600.00
02/15/2023	70,000.00	2.000%	31,450.00	101,450.00	
08/15/2023			30,750.00	30,750.00	
09/30/2023					132,200.00
02/15/2024	75,000.00	3.000%	30,750.00	105,750.00	
08/15/2024			29,625.00	29,625.00	
09/30/2024					135,375.00
02/15/2025	75,000.00	3.000%	29,625.00	104,625.00	
08/15/2025			28,500.00	28,500.00	
09/30/2025					133,125.00
02/15/2026	80,000.00	3.000%	28,500.00	108,500.00	
08/15/2026			27,300.00	27,300.00	
09/30/2026					135,800.00
02/15/2027	80,000.00	4.000%	27,300.00	107,300.00	
08/15/2027			25,700.00	25,700.00	
09/30/2027					133,000.00
02/15/2028	85,000.00	4.000%	25,700.00	110,700.00	
08/15/2028			24,000.00	24,000.00	
09/30/2028					134,700.00
02/15/2029	90,000.00	4.000%	24,000.00	114,000.00	
08/15/2029			22,200.00	22,200.00	
09/30/2029					136,200.00
02/15/2030	90,000.00	4.000%	22,200.00	112,200.00	
08/15/2030			20,400.00	20,400.00	
09/30/2030					132,600.00
02/15/2031	95,000.00	4.000%	20,400.00	115,400.00	
08/15/2031			18,500.00	18,500.00	
09/30/2031					133,900.00
02/15/2032	100,000.00	4.000%	18,500.00	118,500.00	
08/15/2032			16,500.00	16,500.00	
09/30/2032					135,000.00
02/15/2033	100,000.00	4.000%	16,500.00	116,500.00	
08/15/2033			14,500.00	14,500.00	
09/30/2033					131,000.00
02/15/2034	110,000.00	4.000%	14,500.00	124,500.00	
08/15/2034			12,300.00	12,300.00	
09/30/2034					136,800.00
02/15/2035	115,000.00	4.000%	12,300.00	127,300.00	
08/15/2035			10,000.00	10,000.00	
09/30/2035					137,300.00
02/15/2036	120,000.00	4.000%	10,000.00	130,000.00	
08/15/2036			7,600.00	7,600.00	
09/30/2036					137,600.00
02/15/2037	120,000.00	4.000%	7,600.00	127,600.00	
08/15/2037			5,200.00	5,200.00	
09/30/2037					132,800.00
02/15/2038	130,000.00	4.000%	5,200.00	135,200.00	
08/15/2038			2,600.00	2,600.00	
09/30/2038					137,800.00
02/15/2039	130,000.00	4.000%	2,600.00	132,600.00	
09/30/2039					132,600.00
	1,735,000.00		686,400.00	2,421,400.00	2,421,400.00

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2018
 *** Payment Source: 20.55% Water ***

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2022	46,237.50	2.690%	3,123.29	49,360.79	
08/15/2022			2,501.40	2,501.40	
09/30/2022					51,862.19
02/15/2023	47,265.00	2.690%	2,501.40	49,766.40	
08/15/2023			1,865.68	1,865.68	
09/30/2023					51,632.08
02/15/2024	49,320.00	2.690%	1,865.68	51,185.68	
08/15/2024			1,202.33	1,202.33	
09/30/2024					52,388.01
02/15/2025	50,347.50	2.690%	1,202.33	51,549.83	
08/15/2025			525.16	525.16	
09/30/2025					52,074.99
02/15/2026	39,045.00	2.690%	525.16	39,570.16	
09/30/2026					39,570.16
	232,215.00		15,312.43	247,527.43	247,527.43

BOND DEBT SERVICE

City of Shavano Park, Texas
 State Infrastructure Bank Loan, Series 2020
 Payment Source: 50% Water

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
08/15/2022	28,940.00			28,940.00	
09/30/2022					28,940.00
08/15/2023	28,940.00			28,940.00	
09/30/2023					28,940.00
08/15/2024	21,764.52	2.330%	7,175.49	28,940.01	
09/30/2024					28,940.01
08/15/2025	20,019.47	2.330%	8,920.53	28,940.00	
09/30/2025					28,940.00
08/15/2026	20,485.92	2.330%	8,454.08	28,940.00	
09/30/2026					28,940.00
08/15/2027	20,963.25	2.330%	7,976.76	28,940.01	
09/30/2027					28,940.01
08/15/2028	21,451.69	2.330%	7,488.31	28,940.00	
09/30/2028					28,940.00
08/15/2029	21,951.51	2.330%	6,988.49	28,940.00	
09/30/2029					28,940.00
08/15/2030	22,462.98	2.330%	6,477.02	28,940.00	
09/30/2030					28,940.00
08/15/2031	22,986.37	2.330%	5,953.63	28,940.00	
09/30/2031					28,940.00
08/15/2032	23,521.95	2.330%	5,418.05	28,940.00	
09/30/2032					28,940.00
08/15/2033	24,070.01	2.330%	4,869.99	28,940.00	
09/30/2033					28,940.00
08/15/2034	24,630.85	2.330%	4,309.16	28,940.01	
09/30/2034					28,940.01
08/15/2035	25,204.74	2.330%	3,735.26	28,940.00	
09/30/2035					28,940.00
08/15/2036	25,792.01	2.330%	3,147.99	28,940.00	
09/30/2036					28,940.00
08/15/2037	26,392.97	2.330%	2,547.03	28,940.00	
09/30/2037					28,940.00
08/15/2038	27,007.92	2.330%	1,932.08	28,940.00	
09/30/2038					28,940.00
08/15/2039	27,637.21	2.330%	1,302.79	28,940.00	
09/30/2039					28,940.00
08/15/2040	28,276.67	2.330%	658.85	28,935.52	
09/30/2040					28,935.52
	462,500.04		87,355.51	549,855.55	549,855.55

20 -WATER FUND
DEBT SERVICE

	(----- 2020-2021 -----)			(----- 2021-2022 -----)				
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>CAPITAL OUTLAY</u>								
607-8000 BOND PRINCIPAL EOY	(101,990)	(110,210)	(113,155)	0	0	0	0	
607-8011 ACCRUED BOND INTEREST	(427)	(954)	(386)	0	0	0	0	
607-8014 2009 GO REFUND - PRINCIPAL	36,990	40,073	40,073	0	0	0	0	
607-8015 2009 GO REFUND - INTEREST	15,279	4,432	795	0	0	0	0	
607-8016 2017 GO REFUNDING (2009) PR	65,000	65,000	70,000	70,000	70,000	70,000	70,000	
607-8017 2017 GO REFUNDING (2009) IN	70,288	68,163	66,400	65,000	32,850	65,000	63,600	
607-8020 BOND UNAMORTIZED LOSS	(1,702)	1,730	1,720	0	0	0	0	
607-8030 BOND AGENT FEES	200	400	400	400	200	400	400	
607-8035 BOND ISSUANCE COSTS	0	7,470	0	0	0	0	0	
607-8056 2018 GO REFUNDING (2009) PR	0	5,138	3,083	44,183	44,183	44,183	46,238	
607-8057 2018 GO REFUNDING (2009) IN	0	5,567	7,477	6,841	3,718	6,841	5,625	
607-8060 SIB LOAN - PRINCIPAL	0	0	0	0	0	0	28,940	
SIB LOAN, ONE HALF PMT	0							28,940
TOTAL CAPITAL OUTLAY	83,637	86,807	76,406	186,424	150,950	186,424	214,803	
TOTAL DEBT SERVICE	83,637	86,807	76,406	186,424	150,950	186,424	214,803	
TOTAL EXPENDITURES	958,814	986,854	1,084,550	1,300,425	989,545	1,279,739	1,042,662	
REVENUE OVER/(UNDER) EXPENDITURES	(4,722)	(63,951)	137,277	0	(30,436)	87,211	0	

CITY OF SHAVANO PARK
FY 2021 - 22 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance 9/30/2021	Proposed Funding 9/30/2022	Committed Additional Future Yrs Funding	Total Committed Balance
<u>Meter Replacement Program</u>								
713 meters at \$292 per brass meter	various	\$ 208,196	various	10	\$ 25,613	\$ 12,000	\$ 170,583	\$ 208,196
<u>Water Distribution System</u>								
	various	TBD	unknown		\$ 32,500	\$ 4,000	\$ -	\$ 36,500
<u>Raw Water Supply System (Wells to Tanks)</u>								
	various	TBD	unknown		\$ 9,000	\$ 1,000	\$ -	\$ 10,000
<u>Water Line Relocation</u>								
		TBD	TBD		\$ 40,000	\$ 2,500	\$ -	\$ 42,500
<u>Vehicles/Equipment</u>								
Case Bobcat skid loader (one third-W/two thirds-PW)	2019	20,000	2034	15	\$ 2,250	\$ 750	\$ 16,250	\$ 20,000
Mini excavator (50/50)	2018	20,000	2034	15	2,250	750	16,250	20,000
Case Backhoe (\$66,100 - 50/50)	2017	33,050	2042	25	4,080	750	27,470	33,050
Public Works Director Truck (\$40,000 - 50/50)	Future	20,000	2023	15	14,500	825	-	20,000
Vactron	2017	60,000	2047	30	6,972	1,000	51,028	60,000
F250 Ford Utility Truck #1	2014	40,000	2029	15	11,375	1,500	25,625	40,000
Ford F350 Flatbed/Tilt Bed '08 (3492) (\$72,000 - 50/50)	2001	36,000	2023	15	22,535	5,000	1,700	36,000
Chevrolet Silverado HD3500 (2283) (\$45,000 50/50)	2013	22,500	2028	15	8,739	1,000	11,761	22,500
Dump truck, 50/50 (Grant funded)	2020	45,000	2040	20	2,500	1,000	40,500	45,000
Trailer Mounted Ingersol Rand Air Compressor (50/50)	2006	4,000	2026	20	2,389	100	1,411	4,000
SCADA System Main	2017	235,000	2037	20	58,284	10,000	156,716	235,000
Vehicle/Equipment Sub Totals		\$ 535,550			\$ 135,874	\$ 22,675	\$ 348,711	\$ 535,550
<u>General Buildings</u>								
PW/W Shop (50/50)	UNK	\$ 75,000					\$ 75,000	\$ 75,000
Vehicle Covered Parking (50/50)	2017/2018	\$ 15,000					15,000	\$ 15,000
PW/W Administration Building (50/50)	2015	\$ 75,000					75,000	\$ 75,000
<u>Huebner Plant</u>								
Electric Panel	2013	\$ 20,000	2028	15				
500K Gallon Ground Storage Tank								
Repaint	2013	65,000	2023	10				
New construction \$750,000	1992							
Cathodic Protection	UNK	15,000	TBD	30				
60 HP Booster Pump/motor #1	2021	18,000	2031	10				
60 HP Booster Pump/motor #2	2021	18,000	2031	10				
125 HP Booster Pump/motor (refurbished)	2018	20,000	2028	10				
VFD Yaskawa P7 #1	2013	12,000	2028	15				
VFD Yaskawa P7 #2	2013	12,000	2028	15				
VFD Yaskawa P7 #3	2013	12,000	2028	15				
AC Unit	2013	5,000	2023	10				
Drive Shaft Motor (Detroit) - replacing w/generator	1992	50,000	TBD	25				
Huebner Plant- Equipment subtotal		\$ 247,000			\$ 100,025	\$ 2,500	\$ 144,475	\$ 247,000
VFD Building	2013	10,000	2043	30		-	10,000	10,000
Fence	1992	15,000	2022	30		-	15,000	15,000
Huebner Plant- total		\$ 272,000			\$ 100,025	\$ 2,500	\$ 169,475	\$ 272,000

CITY OF SHAVANO PARK
FY 2021 - 22 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance 9/30/2021	Proposed Funding 9/30/2022	Committed Additional Future Yrs Funding	Total Committed Balance
Well #1								
Elevated Storage Tank (150K Gallons) (new \$450,000)								
Repaint, cost saving to paint vs replace	2016	\$ 200,000	2046	30				
Cathodic Protection	2016	15,000	2046	30				
Ground Storage Tank (110K Gallons) (new \$110,000)								
Repaint, cost saving to paint vs replace	2010	50,000	2030	20				
Cathodic Protection	2017	12,000	2047	30				
20 HP Goulds booster pump/motor - #1	2019	12,000	2029	10				
20 HP Goulds booster pump/motor - #2	2019	12,000	2029	10				
VFD Yaskawa iQ1000 #1	2016	8,000	2026	10				
VFD Yaskawa iQ1000 #2	2016	8,000	2026	10				
Electric Panel	2013	15,000	2028	15				
Mioxx System								
Filtration system	2013	45,000	2033	20				
mioxx - cells and all cabinet components	2019	80,000	2029	10				
Chlorine tank	2013	500	2028	15				
Air compressor to actuate the sand filter valves	2018	500	2028	10				
chlorine pump #1 - New	2017	5,500	2027	10				
Chlorine Pump #2 - refurbished	2017	5,500	2027	10				
Kinetico water softener	2013	3,000	2023	10				
Chiller	2013	1,500	TBD	5				
Turbidity Meter	2013	1,500	TBD	5				
Sand Filters (piping needs repairs)	2013	100,000	2033	20				
Sand Filters - media	Empty	12,000	TBD	3				
Back Wash Filters	Empty	5,000	TBD	20				
Back Wash Tank	2013	25,000	2053	40				
Well #1 - Open hole		15,000						
Well #1 Equipment subtotal		\$ 632,000			\$ 72,587	\$ 5,000	\$ 554,413	\$ 632,000
Mioxx Building	2013	\$ 20,000	2113	100			20,000	20,000
Chlorine Bulk storage building	2017	10,000	2117	100			10,000	10,000
Drying Beds	2017	8,000	2117	100			8,000	8,000
Verizon Building	1990	20,000	2090	100			20,000	20,000
Fence	2018	16,000	2048	30			16,000	16,000
Well #1 total		\$ 706,000			\$ 72,587	\$ 5,000	\$ 628,413	\$ 706,000

CITY OF SHAVANO PARK
FY 2021 - 22 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance 9/30/2021	Proposed Funding 9/30/2022	Committed Additional Future Yrs Funding	Total Committed Balance
Well #5								
Electric Panel	2005	\$ 15,000	2025	20				
Pump and Motor (All components in the well)	2019	35,000	2028	10				
Chlorine Equipment								
Scales	2020	2,200	2025	5				
Regulator	2020	1,600	2022	2				
Injector	2019	500	2020	1				
Pump	2014	2,300	2024	10				
Leak Detector	2014	500	2024	10				
Meter (interior replaced)	2020	1,500	2030	10				
Well #5 Equipment subtotal		\$ 58,600			\$ 12,237	\$ 2,000	\$ 44,363	\$ 58,600
Chlorine Building	2014	5,000	2029	15			5,000	5,000
Fence (extended)	2016	3,000	2046	30			3,000	3,000
Well #5 total		\$ 66,600			\$ 12,237	\$ 2,000	\$ 52,363	\$ 66,600
Well #6								
Electric Panel	2005	\$ 15,000	2025	20				
Pump and Motor (All components in the well)	2018	35,000	2028	10				
Chlorine Equipment								
Scales	2021	2,200	2026	5				
Regulator	2020	1,600	2022	2				
Injector	2020	500	2021	1				
Pump	2021	2,300	2031	10				
Leak Detector	2014	500	2024	10				
Meter	2017	1,500	2027	10				
Well #6 Equipment subtotal		\$ 58,600			\$ 21,940	\$ 1,250	\$ 35,410	\$ 58,600
Chlorine Building (relocated to other side of site)	2017	5,000	2032	15			5,000	5,000
Fence (repaired and relocated gate)	2019	500	2049	30			500	500
Well #6 total		\$ 64,100			\$ 21,940	\$ 1,250	\$ 40,910	\$ 64,100
Well #7								
Electric Panel	1983	\$ 15,000	TBD	20				
Pump and Motor (All components in the well)								
Pump	2021	20,000	2041	20				
250 HP Motor (refurbished)	2021	65,000	2041	20				
Misc components	2021	20,000	2041	20				
Chlorine Equipment								
Scales	2019	2,200	2024	5				
Regulator	2019	1,600	2021	2				
Injector	2019	500	2020	1				
Pump	2018	1,800	2028	10				
Leak Detector	2013	500	2023	10				
Meter	UNK	5,000		10				
Well #7 Equipment subtotal		\$ 131,600			\$ -	\$ 8,000	\$ 123,600	\$ 131,600
Well House	1983	10,000	1998	15			10,000	10,000
Chlorine Building	2007	5,000	2022	15			5,000	5,000
Fence	1983	5,000	2013	30			5,000	5,000
Well #7 total		\$ 151,600			\$ -	\$ 8,000	\$ 143,600	\$ 151,600

CITY OF SHAVANO PARK
FY 2021 - 22 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated FY To Replace	Total Life (yrs)	Committed Balance 9/30/2021	Proposed Funding 9/30/2022	Committed Additional Future Yrs Funding	Total Committed Balance
Well #8								
Electric Panel	2007	\$ 15,000	2027	20				
VFD	2007	15,000	2022	15				
VFD AC unit	2019	9,500	2029	10				
Pump and Motor (All components in the well)								
Pump	2020	55,000	TBD	20				
250 HP Motor (refurbished)	2021	25,000	2041	20				
Misc Components	2020	20,000	TBD	20				
Chlorine Equipment								
Scales	2020	2,200	2025	5				
Regulator	2021	1,600	2023	2				
Injector	2021	500	2022	1				
Pump	2021	1,800	2031	10				
Leak Detector	2013	500	2023	10				
Meter (new interior)	2020	5,000	2030	10				
Drive Shaft Motor (John Deere) - replacing w/ generator	2010	50,000	2030	20				
Well #8 Equipment subtotal		\$ 201,100			\$ -	\$ 6,000	\$ 195,100	\$ 201,100
Well House	1983	10,000	1998	15			10,000	10,000
Chlorine Building	2007	5,000	2022	15			5,000	5,000
Fence	1983	16,000	2013	30			16,000	16,000
Well #8 total		\$ 232,100			\$ -	\$ 6,000	\$ 226,100	\$ 232,100
Well #9								
Electric Panel	2013	\$ 20,000	2033	20				
Pump and Motor (All components in the well)	2017	65,000	2027	10				
Meter	2017	3,000	2027	10				
Well #9 Equipment subtotal		\$ 88,000			\$ 20,000	\$ -	\$ 68,000	\$ 88,000
Fence	2014	20,000	2044	30			20,000	20,000
Well #9 total		\$ 108,000			\$ 20,000	\$ -	\$ 88,000	\$ 108,000
TOTAL		\$ 2,509,146			\$ 469,776	\$ 66,925	\$ 2,033,155	\$ 2,598,146

72 -WATER CAPITAL REPLACEMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
MISC./GRANTS/INTEREST								
72-599-7099 PROCEEDS OF DEBT ISSUE	0	0	0	462,500	462,500	462,500	0	
TOTAL MISC./GRANTS/INTEREST	0	0	0	462,500	462,500	462,500	0	
<hr/>								
TRANSFERS IN								
72-599-8015 TRANSFER FROM GENERAL FUND	0	0	0	462,500	462,500	462,500	0	
72-599-8020 TRANSFER FROM WATER FUND	109,487	71,946	124,020	121,255	121,255	121,255	66,925	
INFRASTRUCTURE	0							32,250
VEHICLES/EQUIPMENT	0							22,675
METER REPLACEMENT	0							12,000
TOTAL TRANSFERS IN	109,487	71,946	124,020	583,755	583,755	583,755	66,925	
<hr/>								
TOTAL NON-DEPARTMENTAL	109,487	71,946	124,020	1,046,255	1,046,255	1,046,255	66,925	
<hr/>								
TOTAL REVENUES	109,487	71,946	124,020	1,046,255	1,046,255	1,046,255	66,925	
	=====	=====	=====	=====	=====	=====	=====	=====

72 -WATER CAPITAL REPLACEMENT
WATER DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
606-8080 WATER SYSTEM IMPROVEMENTS	0	0	0	925,000	807,238	807,238	110,000	
606-8087 WATER METER REPLACEMENT	<u>37,048</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL CAPITAL OUTLAY	37,048	0	0	925,000	807,238	807,238	110,000	
<hr/>								
<u>INTERFUND TRANSFERS</u>								
606-9020 TRANSFER TO WATER UTILITY	<u>0</u>	<u>58,645</u>	<u>52,644</u>	<u>256,925</u>	<u>167,014</u>	<u>256,925</u>	<u>0</u>	<u></u>
TOTAL INTERFUND TRANSFERS	0	58,645	52,644	256,925	167,014	256,925	0	
<hr/>								
TOTAL WATER DEPARTMENT	37,048	58,645	52,644	1,181,925	974,252	1,064,163	110,000	

72 -WATER CAPITAL REPLACEMENT
DEBT SERVICE

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
CAPITAL OUTLAY								
607-8055 DEBT ISSUE COSTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,000</u>	<u>7,000</u>	<u>0</u>	<u></u>
TOTAL CAPITAL OUTLAY	0	0	0	0	7,000	7,000	0	
<hr/>								
TOTAL DEBT SERVICE	0	0	0	0	7,000	7,000	0	
<hr/>								
TOTAL EXPENDITURES	<u>37,048</u>	<u>58,645</u>	<u>52,644</u>	<u>1,181,925</u>	<u>981,252</u>	<u>1,071,163</u>	<u>110,000</u>	<u></u>
<hr/>								
REVENUE OVER/ (UNDER) EXPENDITURES	<u>72,439</u>	<u>13,301</u>	<u>71,376</u>	<u>(135,670)</u>	<u>65,003</u>	<u>(24,908)</u>	<u>(43,075)</u>	<u></u>

70 - GENERAL CAPITAL IMPROVEMENT/REPLACEMENT FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
FUND BALANCE, BY DESIGNATION:			
ADMIN	\$ 119,089	\$ 110,514	
PW	161,431	179,778	
FIRE	736,333	822,165	
STREETS	250,000	250,000	
DRAINAGE	599,797	180,198	
PAVILION	16,808	2,357	
NW MILITARY	25,000	25,000	
MUNICIPAL TRACT	2,955	-	
SIDEWALK PATHWAYS	6,923	6,923	
UNDESIGNATED	6,602	7,602	
TOTAL BEGINNING FUND BALANCE	\$ 1,924,938	\$ 1,584,537	
REVENUES AND OTHER SOURCES	\$ 361,858 *	\$ 147,840	\$ (214,018)
EXPENDITURES AND OTHER USES	702,259	102,950	\$ (599,309)
TOTAL REVENUES AND OTHER SOURCES MORE/(LESS) THAN EXPENDITURES AND OTHER USES	\$ (340,401)	\$ 44,890	
ENDING FUND BALANCE, PROJECTED	\$ 1,584,537	\$ 1,629,427	

* Does not include budgeted use of \$340,401 of fund balance to cover expenditures

Significant decrease in Revenues and Other Sources as the City plans to utilize American Rescue Plan Act funding to purchase a number of capital items in FY22 thus reducing the amount of funding needed from the General Fund.

Significant decrease in expenditures from prior year as the three low water crossings drainage project was completed, at approximately \$466,000. Also, the City plans to use American Rescue Plan Act funding to purchase a number of capital items in FY22.

The following projects/purchases are planned for FY 2021-2022:

Replace two cardiac monitors/defibrillators	\$ 94,950
City Hall air conditioning unit replacement (if needed)	8,000
	<u>\$ 102,950</u>

CITY OF SHAVANO PARK
FY 2021 - 22 PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Year To Replace	Total Life (yrs)	Committed Balance at 9/30/2021	Proposed Funding 9/30/2022	Additional Future Yrs Funding	Total Committed Balance
<u>Administrative</u>								
Upgrade - Incode to Invision	Future	\$ 60,000	2027	5	\$ 26,500	\$ 6,580	\$ 26,920	\$ 60,000
City Hall Septic Tank Replacement (w/ Bexar 911)	2020	60,000	2050	30	3,793	2,350	53,857	60,000
Application Server	2012	21,600	2022	7	10,916	(10,916)	21,600	21,600
Email Server	2015	13,000	2023	7	8,832	3,083	1,085	13,000
Firewall Server	2017	7,000	2023	7	7,000	-	-	7,000
Telephone system, from landline to VOIP	Future	32,150	2023	7	12,605	(12,605)	32,150	32,150
A/C Units - City Hall (8)	Various	70,000	Varies	15	29,368	4,000	36,632	70,000
City Hall Roof	2019	100,000	2039	20	10,000	6,000	84,000	100,000
City Hall Sprinkler System & Emergency Lighting (Lighting FY 2017-18)		8,000	TBD		1,500	1,508	4,992	8,000
Backup Power Supply/Auxiliary Power Unit (CH w/Crime Control)	2021	20,000	2051	30	-	-	20,000	20,000
Sub Totals		\$ 391,750			\$ 110,514	\$ -	\$ 281,236	\$ 391,750
<u>Public Works</u>								
Ford F250 Crew Cab	2018	\$ 45,000	2034	15	\$ 6,044	\$ 2,765	\$ 36,191	\$ 45,000
Ford F350 Small Dump/Tilt Bed (3492) (\$60,000 - 50/50)	2001	30,000	2023	15	26,557	1,721	1,722	30,000
Ford XL F350 Pickup/Lift Gate (0612)	2008	36,000	2023	15	32,196	1,902	1,902	36,000
Chevrolet Silverado HD3500 (2283) (\$45,000 - 50/50)	2013	22,500	2028	15	22,500	-	-	22,500
Hotsy 225 Gallon Tank/Washer/Trailer (0193)	2009	10,000	2023	10	6,333	1,834	1,833	10,000
Case Bobcat skid loader(two thirds/one third)	2019	40,000	2038	20	4,000	2,000	34,000	40,000
Vermeer 8" Chipper	2019	37,500	2035	15	3,887	2,400	31,213	37,500
Roller (ASCO)	2016	27,000	2034	18	6,100	1,300	19,600	27,000
Trailer (Magnum) for roller	2016	9,000	2024	8	4,687	1,437	2,876	9,000
Grasshopper MaxTorque Model 325D mower, rear discharge	2019	12,500	2028	8	1,667	1,548	9,285	12,500
Case Backhoe (\$66,100 - 50/50)	2017	33,050	2042	25	3,558	1,336	28,156	33,050
Crack Seal Machine - Trailer Mounted - CL200 Cimline	2017	50,000	2033	15	9,452	3,333	37,215	50,000
Grasshopper MaxTorque Model 325D mower, side discharge	2017	12,000	2025	8	5,500	1,600	4,900	12,000
Mini-excavator (50/50)	2018	20,000	2039	20	2,000	1,000	17,000	20,000
Trailer mounted Ingersoll Rand Air Compressor(50/50)	2006	4,000	TBD	20	1,000	1,000	2,000	4,000
Public Works Director Truck (\$40,000 - 50/50)	Future	20,000	TBD	15	15,500	-	4,500	20,000
Equipment Trailer	2021	6,288	2041	20	797	-	5,491	6,288
Dump truck 50/50 (Grant funded)	2020	45,000	2040	20	-	2,250	42,750	45,000
Landscape Trailer	2018	5,000	2038	20	500	250	4,250	5,000
Kubota UTV	2021	14,712	2036	15	-	-	14,712	14,712
Backup Power Supply/Auxiliary Power Unit	Future	45,000	2022	TBD	27,500	(27,500)	45,000	45,000
Sub Totals		\$ 524,550			\$ 179,778	\$ 176	\$ 344,596	\$ 524,550

CITY OF SHAVANO PARK
FY 2021 - 22 PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year	Estimated Replacement Cost	Estimated Year To Replace	Total Life (yrs)	Committed Balance at 9/30/2021	Proposed Funding 9/30/2022	Additional Future Yrs Funding	Total Committed Balance
Fire Department								
Hallmark Trailer-Wells Cargo (1086)	2004	\$ 8,000	2032	10	\$ 8,000	\$ -	\$ -	\$ 8,000
Ambulance (4617)	2017	180,000	2028	10	54,000	18,000	108,000	180,000
Ambulance (1796) remount box on new cab/chassis	2018	140,000	2029	10	28,000	14,000	98,000	140,000
Hall-Mark Fire Apparatus E-One Typhon Pumper (7377)	2012	800,000	2033	20	281,368	43,200	475,432	800,000
Pierce 2017 Platform Apparatus (purchased 2019)	2017	1,500,000	2039	20	120,000	76,700	1,303,300	1,500,000
Ford F350 Pickup (5691)	2010	75,000	2030	20	27,000	5,300	42,700	75,000
Ford F550 Fire Brush Truck (5797)	2010	86,000	2030	20	40,732	5,030	40,238	86,000
Chevy Tahoe LS - Command 1752	2014	70,000	2030	10	20,600	5,500	43,900	70,000
Max Air Trailer Mounted Breathing Air System Complete	2005/17	20,000	2037	20	750	500	18,750	20,000
Communication System (hand held/mobile mounted radios)	2021	140,000	2036	15	-	9,400	130,600	140,000
Cardiac Monitor-Defibrillator	2012	47,475	2022	10	30,766	16,709	-	47,475
Cardiac Monitor-Defibrillator	2012	47,475	2022	10	30,766	16,709	-	47,475
Stryker - Stretcher	2017	18,000	2028	10	7,200	1,800	9,000	18,000
Stryker - Stretcher	2018	18,000	2029	10	5,400	1,800	10,800	18,000
Roof on Living Quarters (metal)	2016	20,000	2056	40	1,000	500	18,500	20,000
SCBA units (12)	2018	125,000	2034	15	16,357	8,357	100,286	125,000
Thermal Imaging Cameras	2017	10,000	2025	8	5,147	1,191	3,662	10,000
Thermal Imaging Cameras	2017	10,000	2025	8	5,147	1,191	3,662	10,000
Mobile Computers (13)	Various	39,000	Various	7	15,800	4,000	19,200	39,000
A/C systems (Bays 1 5-ton split unit)	2010	10,000	2023	12	10,000	-	-	10,000
A/C systems (Living Quarters 2 5-ton units)	2000	10,000	TBD	10	10,000	-	-	10,000
Zoll Auto Pulse (1)	2012	22,970	2022	10	18,000	(18,000)	22,970	22,970
Zoll Auto Pulse (1)	2012	22,970	2022	10	15,000	(15,000)	22,970	22,970
Generac Emergency Generator 25KW (Gas)(Bay Doors & Radios)	2015	25,000	2035	20	6,250	1,250	17,500	25,000
Amkus Rescue Tool Complete	2006	36,000	2022	15	28,875	(28,875)	36,000	36,000
Skyline 40LB Extractor	2020	8,000	2035	15	1,028	498	6,474	8,000
StairPro Stair Master (1)	2006	4,500	2026	15	3,979	104	417	4,500
StairPro Stair Master (1)	2006	4,500	2026	15	3,250	250	1,000	4,500
Communication System (Radio Repeater Complete) VHF	1990	48,500	Various	30	1,500	1,000	46,000	48,500
Second set - bunker gear (9)	2021	23,000	2031	10	-	2,300	20,700	23,000
Backup Power Supply/Auxiliary Power Unit	Future	45,000	2022	TBD	26,250	(26,250)	45,000	45,000
Sub Totals		\$ 3,614,390			\$ 822,165	\$ 147,164	\$ 2,645,061	\$ 3,614,390
Total Capital Replacement Funds		\$ 4,530,690			\$ 1,112,457	\$ 147,340	\$ 3,270,893	\$ 4,530,690

70 -CAPITAL REPLACEMENT FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
OTHER SOURCES								
=====								
MISC./GRANTS/INTEREST								
70-599-7028 TCEQ GRANT	0	0	25,401	0	0	0	0	
70-599-7090 SALE OF CITY ASSETS	<u>0</u>	<u>45,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL MISC./GRANTS/INTEREST	0	45,000	25,401	0	0	0	0	
TRANSFERS IN								
70-599-8010 INTEREST INCOME	36,427	58,038	14,432	1,000	104	134	500	
70-599-8020 TRF IN - GENERAL FUND	629,635	310,756	294,896	360,858	360,858	401,615	147,340	
ADMINISTRATION 0	0.00							0
FIRE VEHICLES/EQUIPMENT 0	0.00							147,164
PUBLIC WORKS VEHICLES/E 0	0.00							176
70-599-8099 FUND BALANCE RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>340,401</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL TRANSFERS IN	666,062	368,794	309,328	702,259	360,962	401,749	147,840	
TOTAL OTHER SOURCES	666,062	413,794	334,729	702,259	360,962	401,749	147,840	
TOTAL REVENUES	<u>666,062</u>	<u>413,794</u>	<u>334,729</u>	<u>702,259</u>	<u>360,962</u>	<u>401,749</u>	<u>147,840</u>	<u>=====</u>

70 -CAPITAL REPLACEMENT FUND
COUNCIL

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CONTRACTUAL</u>								
600-4030 HIKE AND BIKE TRAILS	<u>0</u>	<u>0</u>	<u>28,077</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL CONTRACTUAL	0	0	28,077	0	0	0	0	
<hr/>								
TOTAL COUNCIL	0	0	28,077	0	0	0	0	

70 -CAPITAL REPLACEMENT FUND
ADMIN

EXPENDITURES	(----- 2020-2021 -----) (----- 2021-2022 -----)							
	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
601-8015 COMPUTER EQUIPMENT	0	0	5,795	0	0	0	0	
601-8080 CAPITAL IMPROVEMENTS	0	0	258,192	17,406	17,859	18,000	0	
601-8081 CAPITAL - BUILDING	0	87,112	56,955	59,327	12,688	50,327	8,000	
CITY HALL HVAC 1	8,000.00							8,000
TOTAL CAPITAL OUTLAY	0	87,112	320,942	76,733	30,547	68,327	8,000	
<hr/>								
<u>INTERFUND TRANSFERS</u>								
601-9010 TRANSFER TO - GENERAL FUND	48,799	0	0	0	0	0	0	
TOTAL INTERFUND TRANSFERS	48,799	0	0	0	0	0	0	
<hr/>								
TOTAL ADMIN	48,799	87,112	320,942	76,733	30,547	68,327	8,000	

70 -CAPITAL REPLACEMENT FUND
PUBLIC WORKS

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
603-8050 CAPITAL - VEHICLES	0	39,236	42,335	0	0	0	0	
603-8060 CAPITAL - EQUIPMENT	0	52,964	37,893	21,000	21,000	21,000	0	
603-8080 CAPITAL-IMPROVEMENT PROJECT	<u>62,914</u>	<u>78,905</u>	<u>486,462</u>	<u>466,040</u>	<u>466,237</u>	<u>466,237</u>	<u>0</u>	
TOTAL CAPITAL OUTLAY	62,914	171,105	566,691	487,040	487,237	487,237	0	
<hr/>								
<u>INTERFUND TRANSFERS</u>								
603-9010 TRANSFER TO - GENERAL FUND	<u>35,527</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL INTERFUND TRANSFERS	35,527	0	0	0	0	0	0	
<hr/>								
TOTAL PUBLIC WORKS	98,441	171,105	566,691	487,040	487,237	487,237	0	

70 -CAPITAL REPLACEMENT FUND
FIRE

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>CAPITAL OUTLAY</u>								
604-8030 ELECTRONIC EQUIPMENT	0	0	0	138,486	138,486	138,486	0	
604-8040 CAPITAL - PPE EQUIPMENT	0	116,318	7,470	0	0	0	0	
604-8050 CAPITAL - APPARATUS	0	1,164,965	0	0	0	0	0	
604-8060 EQUIPMENT	0	0	0	0	0	0	94,950	
CARDIAC MONITORS/DEFIBR 0	<u>0.00</u>							<u>94,950</u>
TOTAL CAPITAL OUTLAY	0	1,281,284	7,470	138,486	138,486	138,486	94,950	
<u>INTERFUND TRANSFERS</u>								
604-9010 TRANSFER TO - GENERAL FUND	<u>154,971</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL INTERFUND TRANSFERS	154,971	0	0	0	0	0	0	
TOTAL FIRE	154,971	1,281,284	7,470	138,486	138,486	138,486	94,950	
TOTAL EXPENDITURES	<u>302,211</u>	<u>1,539,500</u>	<u>923,179</u>	<u>702,259</u>	<u>656,270</u>	<u>694,050</u>	<u>102,950</u>	<u></u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>363,851</u>	<u>(1,125,706)</u>	<u>(588,451)</u>	<u>0</u>	<u>(295,308)</u>	<u>(292,301)</u>	<u>44,890</u>	<u></u>

40 -CRIME CONTROL AND PREVENTION DISTRICT FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ 643,714	\$ 304,837	
REVENUE AND OTHER SOURCES	\$ 130,000 *	\$ 150,000	\$ 20,000
EXPENDITURES AND OTHER USES	468,877	139,025	(329,852)
TOTAL REVENUES AND OTHER SOURCES OVER /(LESS) THAN EXPENDITURES AND OTHER USES	\$ (338,877)	\$ 10,975	\$ 349,852
ENDING FUND BALANCE, PROJECTED BUDGET	\$ 304,837	\$ 315,812	

Included in above ending fund balance amount:

Planned Equipment Replacement	\$ 304,837	\$ 315,812
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* Revenues and other sources do not include budgeted use of \$338,877 of fund balance to cover current year expenditures

Capital and non-capital purchases are budgeted for the Fire and Police Departments.
Larger items include replacing two patrol vehicles for \$120,000.

\$ 123,125

Proposed operating expenditures are included for training, National Night Out and
Neighborhood Watch supplies

\$ 15,900

Significant decrease in expenditures from prior year as the Police Department had replaced the investigator's vehicle, purchased new mobile radios, exterior body armor carriers, mobile field force gear and shared the cost of a new emergency back up power supply for City Hall - totaling \$287,912.

CITY OF SHAVANO PARK

FY 2021 - 22 PROPOSED CRIME CONTROL & PREVENTION DISTRICT - POLICE DEPARTMENT EQUIPMENT REPLACEMENT SCHEDULE

Fleet Number	Description	Year Model	Estimated Replacement Cost	Scheduled Year To Replace	Total Life (yrs)	Committed Balance Thru 9/30/2021	Proposed Funding 9/30/2022	Additional Funding Future Yrs	Total Funding
509	Chevy Tahoe - Chief	2013	***			\$ -	\$ -	\$ -	\$ -
514	Chevy 1500 Silverado - Code Compliance	2015	50,000	2026	10	28,570	4,286	17,144	50,000
516	Ford Explorer	2016	60,000	2022	5	58,880	1,120	-	60,000
517	Ford Explorer	2016	60,000	2022	5	58,880	1,120	-	60,000
518	Ford Explorer	2017	60,000	2023	5	46,167	6,917	6,916	60,000
519	Ford Explorer	2017	60,000	2023	5	39,333	10,334	10,333	60,000
520	Ford Explorer	2017	60,000	2024	5	34,750	8,416	16,834	60,000
521	Ford Explorer	2017	60,000	2024	5	46,937	4,354	8,709	60,000
522	Chevrolet Tahoe	2020	60,000	2026	5	-	12,000	48,000	60,000
523	Chevrolet Tahoe	2020	60,000	2026	5	-	12,000	48,000	60,000
524	Ford Expedition - CID	2020	46,000	2029	8	-	5,750	40,250	46,000
	Back up Power Supply/Auxiliary Power Unit - CH	2021	20,000	2051	30	-	-	20,000	20,000
	Police Department Video Server	2016	13,000	2023	6	9,370	(9,370)	13,000	13,000
	Communication System (mobile radios)	2021	170,000	2036	15	-	11,333	158,667	170,000
Total *			\$ 779,000			\$ 322,887	\$ 68,260	\$ 387,853	\$ 779,000

*** The City does not currently plan to purchase a new vehicle for the Police Chief but will re-allocate from the patrol fleet as the units are replaced.

40 -CRIME CONTROL DISTRICT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
<u>TAXES</u>								
40-599-1050 SALES - CRIME CONTROL DIST	<u>103,244</u>	<u>113,458</u>	<u>129,722</u>	<u>130,000</u>	<u>106,861</u>	<u>140,000</u>	<u>150,000</u>	<u> </u>
TOTAL TAXES	103,244	113,458	129,722	130,000	106,861	140,000	150,000	
<u>MISC./GRANTS/INTEREST</u>								
<u>TRANSFERS IN</u>								
40-599-8005 INTEREST INCOME	8,038	9,573	3,538	0	25	30	0	<u> </u>
40-599-8099 FUND BALANCE RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>338,877</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL TRANSFERS IN	8,038	9,573	3,538	338,877	25	30	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	111,282	123,030	133,259	468,877	106,886	140,030	150,000	
<hr/>								
TOTAL REVENUES	<u>111,282</u>	<u>123,030</u>	<u>133,259</u>	<u>468,877</u>	<u>106,886</u>	<u>140,030</u>	<u>150,000</u>	<u> </u>
	=====	=====	=====	=====	=====	=====	=====	=====

40 -CRIME CONTROL DISTRICT
FIRE DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>SERVICES</u>								
604-3030 TRAINING/EDUCATION	<u>0</u>	<u>0</u>	<u>4,576</u>	<u>2,500</u>	<u>25</u>	<u>150</u>	<u>2,500</u>	<u></u>
TOTAL SERVICES	0	0	4,576	2,500	25	150	2,500	
<hr/>								
<u>CAPITAL OUTLAY</u>								
604-8010 ELECTRONIC EQUIPMENT	0	0	928	0	0	0	0	
604-8012 NON-CAPITAL - FIREARMS/TASE	0	624	624	625	624	624	625	
TASER PROGRAM - YEAR 2 0	<u>0.00</u>							<u>625</u>
TOTAL CAPITAL OUTLAY	0	624	1,552	625	624	624	625	
<hr/>								
<u>INTERFUND TRANSFERS</u>								
604-9011 TRANSFER OUT - GENERAL FUND	<u>6,612</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL INTERFUND TRANSFERS	6,612	0	0	0	0	0	0	
<hr/>								
TOTAL FIRE DEPARTMENT	6,612	624	6,128	3,125	649	774	3,125	

40 -CRIME CONTROL DISTRICT
POLICE DEPARTMENT

	(----- 2020-2021 -----) (----- 2021-2022 -----)							
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>SERVICES</u>								
605-3030 TRAINING/EDUCATION	2,526	2,192	6,616	6,400	4,518	5,250	6,400	
TAPEIT 0	0.00							1,500
VARIOUS CLASSES 15	200.00							3,000
MIDWEST RADAR OFFICER C 0	0.00							600
CHIEF LEADERSHIP TRAINI 0	0.00							1,300
605-3087 CITIZENS COMMUNICATION/EDUC	5,483	6,550	8,015	7,000	1,710	6,700	7,000	
NATIONAL NIGHT OUT - SU 0	0.00							6,000
NEIGHBORHOOD WATCH - SI 0	0.00							500
POP UP CANOPIES/TENTS 0	0.00							500
TOTAL SERVICES	8,009	8,743	14,631	13,400	6,228	11,950	13,400	
<u>CONTRACTUAL</u>								
605-4075 COMPUTER SOFTWARE	0	0	4,624	0	0	0	0	
TOTAL CONTRACTUAL	0	0	4,624	0	0	0	0	
<u>CAPITAL OUTLAY</u>								
605-8010 ELECTRONIC EQUIPMENT PURCHA	0	2,029	15,438	0	0	0	0	
605-8012 NON CAPITAL - FIRE ARMS/TAS	0	8,640	8,640	8,640	0	8,640	0	
0	0.00							0
605-8015 NON-CAPITAL - COMPUTER EQUI	0	6,622	1,953	0	0	0	0	
605-8018 NON-CAPITAL BUILDING	0	0	894	1,300	0	0	0	
605-8025 NON-CAPITAL - OFFICE FURNIT	0	1,000	0	0	0	0	0	
605-8030 POLICE EQUIPMENT PURCHASE	0	0	36,006	204,412	203,567	204,000	0	
605-8042 CAPITAL - FIREARMS	0	23,089	0	0	0	0	0	
605-8045 CAPITAL - COMPUTER EQUIPMEN	0	19,959	0	2,500	0	0	2,500	
LAPTOP COMPUTER/SOFTWAR 0	0.00							2,500
605-8050 CAPITAL - VEHICLES	33,546	0	0	198,000	192,755	195,000	120,000	
PATROL VEHICLES 2	60,000.00							120,000
0	0.00							0
605-8081 CAPITAL - BUILDING	0	0	0	37,500	12,688	37,500	0	
TOTAL CAPITAL OUTLAY	33,546	61,339	62,931	452,352	409,010	445,140	122,500	
<u>INTERFUND TRANSFERS</u>								
605-9011 TRANSFER TO - GENERAL FUND	203,442	3,600	0	0	0	0	0	
NIBRS - LOCAL FUNDS 0	0.00							0
TOTAL INTERFUND TRANSFERS	203,442	3,600	0	0	0	0	0	
TOTAL POLICE DEPARTMENT	244,997	73,681	82,185	465,752	415,237	457,090	135,900	
TOTAL EXPENDITURES	251,609	74,305	88,314	468,877	415,886	457,864	139,025	
REVENUE OVER/(UNDER) EXPENDITURES	(140,327)	48,725	44,946	0	(309,001)	(317,834)	10,975	

42- PUBLIC EDUCATION AND GOVERNMENTAL PROGRAMMING FUNDS (PEG)

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	<u>\$ 109,730</u>	<u>\$ 125,430</u>	
REVENUES	\$ 16,500	\$ 15,200	\$ (1,300)
EXPENDITURES	\$ 800	\$ 5,800	\$ 5,000
ENDING FUND BALANCE, PROJECTED	<u><u>\$ 125,430</u></u>	<u><u>\$ 134,830</u></u>	

Funds can be utilized on capital purchases within the guidelines of Texas Utilities Code Chapter 66.

CAPITAL OUTLAY:

The proposed budget includes \$5,000 to upgrade Council Chambers cameras and \$800 for replacement microphones.

42 -PEG FUNDS

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
FRANCHISE REVENUES								
42-599-2024 FRANCHISE - PEG FEES	<u>16,127</u>	<u>16,662</u>	<u>16,417</u>	<u>16,500</u>	<u>12,119</u>	<u>15,900</u>	<u>15,200</u>	<u> </u>
TOTAL FRANCHISE REVENUES	16,127	16,662	16,417	16,500	12,119	15,900	15,200	
MISC./GRANTS/INTEREST								
42-599-7000 INTEREST	<u>1,255</u>	<u>1,626</u>	<u>628</u>	<u>0</u>	<u>7</u>	<u>10</u>	<u>0</u>	<u> </u>
TOTAL MISC./GRANTS/INTEREST	1,255	1,626	628	0	7	10	0	
TRANSFERS IN								
42-599-8090 PRIOR PERIOD ADJUSTMENT	<u>3,893</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL TRANSFERS IN	3,893	0	0	0	0	0	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	21,275	18,289	17,046	16,500	12,127	15,910	15,200	
<hr/>								
TOTAL REVENUES	<u>21,275</u>	<u>18,289</u>	<u>17,046</u>	<u>16,500</u>	<u>12,127</u>	<u>15,910</u>	<u>15,200</u>	<u> </u>
	=====	=====	=====	=====	=====	=====	=====	=====

42 -PEG FUNDS
ADMINISTRATION

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>CAPITAL OUTLAY</u>								
601-8030 CAPITAL-ELECTRONIC EQUIPMEN	35,784	1,021	14,224	800	345	5,500	5,800	
REPLACEMENT MICROPHONES 2	400.00							800
UPGRADE CHAMBER CAMERAS 0	<u>0.00</u>							<u>5,000</u>
TOTAL CAPITAL OUTLAY	35,784	1,021	14,224	800	345	5,500	5,800	
TOTAL ADMINISTRATION	35,784	1,021	14,224	800	345	5,500	5,800	
TOTAL EXPENDITURES	35,784	1,021	14,224	800	345	5,500	5,800	
REVENUE OVER/ (UNDER) EXPENDITURES	(14,509)	17,268	2,821	15,700	11,782	10,410	9,400	

45- OAK WILT FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	<u>\$ 91,962</u>	<u>\$ 104,462</u>	
REVENUES	\$ 13,000	\$ 12,250	\$ (750)
EXPENDITURES	\$ 500	\$ 500	\$ -
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ 104,462</u></u>	<u><u>\$ 116,212</u></u>	

45 -OAK WILT FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
<u>PERMITS & LICENSES</u>								
45-599-3015 TREE TRIMMING PERMITS	12,915	13,230	11,660	13,000	4,655	12,000	12,250	
TREE TRIMMING PERMITS 350	<u>35.00</u>							<u>12,250</u>
TOTAL PERMITS & LICENSES	12,915	13,230	11,660	13,000	4,655	12,000	12,250	
<u>MISC./GRANTS/INTEREST</u>								
45-599-7030 TEXAS FORESTRY GRANT	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL MISC./GRANTS/INTEREST	0	0	3,000	0	0	0	0	
<u>TRANSFERS IN</u>								
TOTAL NON-DEPARTMENTAL	12,915	13,230	14,660	13,000	4,655	12,000	12,250	
<hr/>								
TOTAL REVENUES	<u>12,915</u>	<u>13,230</u>	<u>14,660</u>	<u>13,000</u>	<u>4,655</u>	<u>12,000</u>	<u>12,250</u>	<u></u>
	=====	=====	=====	=====	=====	=====	=====	=====

45 -OAK WILT FUND
ADMINISTRATION

	2017-2018	2018-2019	2019-2020	CURRENT	2020-2021	2021-2022		
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	Y-T-D	PROJECTED	REQUESTED	PROPOSED
					ACTUAL	YEAR END	BUDGET	BUDGET
SERVICES								
601-3012 PROFESSIONAL SERVICES	0	0	16,061	0	399	400	0	
601-3087 CITIZENS COMMUNICATION/EDUC	0	0	87	500	0	500	500	
TOTAL SERVICES	0	0	16,148	500	399	900	500	
DEPT MATERIALS-SERVICES								
601-6085 SUPPLIES/MATERIAL/CHEMICALS	0	0	3,027	0	2,359	2,360	0	
TOTAL DEPT MATERIALS-SERVICES	0	0	3,027	0	2,359	2,360	0	
TOTAL ADMINISTRATION	0	0	19,175	500	2,758	3,260	500	
TOTAL EXPENDITURES	0	0	19,175	500	2,758	3,260	500	
REVENUE OVER/(UNDER) EXPENDITURES	12,915	13,230	(4,515)	12,500	1,897	8,740	11,750	

48 - STREET MAINTENANCE FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ 599,008	\$ 679,008	
REVENUES	\$ 130,000	\$ 197,856	\$ 67,856
EXPENDITURES	\$ 50,000 *	\$ 50,000	\$ -
ENDING FUND BALANCE, PROJECTED	<u>\$ 679,008</u>	<u>\$ 826,864</u>	

Street Maintenance Fund was approved by voters in May 2014 and began receiving sales tax revenues October 1, 2014. It was re-approved by the voters in May 2018.

FUTURE POTENTIAL PROJECTS

Resurface Shavano Dr.
 Resurface Fawn Dr.
 Resurface Saddletree
 Resurface Lockhill Selma Road
 Resurface DeZavala Road

* Due to unforeseen circumstances, the planned expenditures for FY21 will not be accomplished.

48 -STREET MAINTENANCE FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
<u>TAXES</u>								
48-599-1040 SALES - STREET MAINTENANCE	<u>103,307</u>	<u>114,659</u>	<u>129,747</u>	<u>130,000</u>	<u>107,429</u>	<u>140,000</u>	<u>150,000</u>	<u> </u>
TOTAL TAXES	103,307	114,659	129,747	130,000	107,429	140,000	150,000	
<u>PERMITS & LICENSES</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>TRANSFERS IN</u>								
48-599-8012 TRANSFER FROM GENERAL FUND	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>47,856</u>	<u> </u>
TOTAL TRANSFERS IN	0	0	0	0	0	0	47,856	
<hr/>								
TOTAL NON-DEPARTMENTAL	103,307	114,659	129,747	130,000	107,429	140,000	197,856	
<hr/>								
TOTAL REVENUES	<u>103,307</u>	<u>114,659</u>	<u>129,747</u>	<u>130,000</u>	<u>107,429</u>	<u>140,000</u>	<u>197,856</u>	<u> </u>
	=====	=====	=====	=====	=====	=====	=====	=====

48 -STREET MAINTENANCE FUND
PUBLIC WORKS

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
DEPT MATERIALS-SERVICES								
603-6080 STREET MAINTENANCE	<u>0</u>	<u>49,998</u>	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>50,000</u>	<u></u>
TOTAL DEPT MATERIALS-SERVICES	0	49,998	0	50,000	0	0	50,000	
<hr/>								
TOTAL PUBLIC WORKS	0	49,998	0	50,000	0	0	50,000	
<hr/>								
TOTAL EXPENDITURES	<u>0</u>	<u>49,998</u>	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>50,000</u>	<u></u>
<hr/>								
REVENUE OVER/ (UNDER) EXPENDITURES	<u>103,307</u>	<u>64,661</u>	<u>129,747</u>	<u>80,000</u>	<u>107,429</u>	<u>140,000</u>	<u>147,856</u>	<u></u>

50 - COURT TECHNOLOGY & SECURITY FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
<u>COURT TECHNOLOGY & EFFICIENCY:</u>			
BEGINNING FUND BALANCE	\$ 833	\$ 933	
REVENUES	\$ 4,300	\$ 4,300	\$ -
EXPENDITURES	\$ 4,200	\$ 4,300	\$ 100
ENDING FUND BALANCE, PROJECTED	<u>\$ 933</u>	<u>\$ 933</u>	

The annual maintenance fees related to court software are substantially equal to revenues. A 'Transfer In' is recorded in the General Fund which offsets the expenditures.

COURT SECURITY:

BEGINNING FUND BALANCE	\$ 54,944	\$ 53,944	
REVENUES	\$ 3,200 *	\$ 3,200 *	\$ -
EXPENDITURES AND OTHER USES	\$ 54,200 **	\$ 54,200	\$ -
ENDING FUND BALANCE, PROJECTED	<u>\$ 3,944</u>	<u>\$ 2,944</u>	

* Does not include budgeted use of \$51,000 of fund balance to cover expenditures

** Budgeted expenditures included \$50,000 for the bullet resistance glass and steel panels project. Due to difficulty finding vendors, the project has been re-evaluated and re-proposed for FY2021. Planned expenditures include \$50,000 to add bullet resistance glass and steel panels to the Municipal Court office area and \$4,200 for court security provided by Shavano Park Police Department.

TRUANCY PREVENTION & DIVERSION (new effective 1/1/2020):

BEGINNING FUND BALANCE	\$ 1,019	\$ 2,219	
REVENUES	\$ 1,200	\$ 1,200	\$ -
EXPENDITURES AND OTHER USES	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED	<u>\$ 2,219</u>	<u>\$ 3,419</u>	

Use of this money is restricted to the necessary expenses to of a juvenile case manager and programs directly related to performing those duties.

MUNICIPAL JURY (new effective 1/1/2020):

BEGINNING FUND BALANCE	\$ 20	\$ 120	
REVENUES	\$ 100	\$ 100	\$ -
EXPENDITURES AND OTHER USES	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED	<u>\$ 120</u>	<u>\$ 220</u>	

Use of this money is limited to fund juror reimbursements and otherwise finance jury services.

50 -COURT RESTRICTED FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
COURT FEES								
50-599-4022 COURT EFFICIENCY REVENUE	104	82	70	100	40	65	100	
50-599-4023 COURT SECURITY REVENUE	3,419	3,279	2,836	3,200	2,916	3,200	3,200	
50-599-4024 TRUANCY PREVENTION FUND	0	0	1,019	1,200	2,264	2,750	1,200	
50-599-4025 COURT TECHNOLOGY REVENUE	4,559	4,372	3,265	4,200	2,741	3,600	4,200	
50-599-4026 JURY FUND	<u>0</u>	<u>0</u>	<u>20</u>	<u>100</u>	<u>45</u>	<u>50</u>	<u>100</u>	
TOTAL COURT FEES	8,083	7,734	7,210	8,800	8,008	9,665	8,800	
<hr/>								
TRANSFERS IN								
50-599-8099 FUND BALANCE RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>51,000</u>	<u>0</u>	<u>0</u>	<u>51,000</u>	
TOTAL TRANSFERS IN	0	0	0	51,000	0	0	51,000	
<hr/>								
TOTAL NON-DEPARTMENTAL	8,083	7,734	7,210	59,800	8,008	9,665	59,800	
<hr/>								
TOTAL REVENUES	<u>8,083</u>	<u>7,734</u>	<u>7,210</u>	<u>59,800</u>	<u>8,008</u>	<u>9,665</u>	<u>59,800</u>	<u>=====</u>

50 -COURT RESTRICTED FUND
OPERATING EXPENSES

(----- 2020-2021 -----) (----- 2021-2022 -----)								
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>CAPITAL OUTLAY</u>								
602-8080 CAPITAL IMPROVEMENTS	0	0	0	50,000	0	0	50,000	
BULLET RESISTANT GLASS/ 0	<u>0.00</u>						<u>50,000</u>	
TOTAL CAPITAL OUTLAY	0	0	0	50,000	0	0	50,000	
<u>INTERFUND TRANSFERS</u>								
602-9010 TRANSFER TO GENERAL FUND	8,749	8,400	6,650	8,500	6,750	6,750	8,500	
COURT - INCODE 1	4,300.00						<u>4,300</u>	
COURT SECURITY - SPPD 0	<u>0.00</u>						<u>4,200</u>	
TOTAL INTERFUND TRANSFERS	8,749	8,400	6,650	8,500	6,750	6,750	8,500	
TOTAL OPERATING EXPENSES	8,749	8,400	6,650	58,500	6,750	6,750	58,500	
TOTAL EXPENDITURES	8,749	8,400	6,650	58,500	6,750	6,750	58,500	
=====								
REVENUE OVER/ (UNDER) EXPENDITURES	(665)	(666)	560	1,300	1,258	2,915	1,300	
=====								

52 - CHILD SAFETY FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ 2,641	\$ 1,641	
REVENUES	\$ 4,000 *	\$ 4,000 *	\$ -
EXPENDITURES:			
FIRE DEPARTMENT	\$ 2,000	\$ 2,000	\$ -
POLICE DEPARTMENT	3,000	3,000	\$ -
TOTAL EXPENDITURES	\$ 5,000	\$ 5,000	
TOTAL REVENUES LESS THAN EXPENDITURES	\$ (1,000)	\$ (1,000)	
ENDING FUND BALANCE, PROJECTED	<u>\$ 1,641</u>	<u>\$ 641</u>	

* Does not include budgeted use of \$1,000 of fund balance to cover expenditures.

As the City has no school guard crossing expenditures, funds can only be utilized for education and materials related to child safety.

52 -CHILD SAFETY FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON DEPARTMENTAL								
=====								
MISC./GRANTS/INTEREST								
52-599-7010 SCHOOL CROSSING GUARD FUNDS	4,221	3,995	3,778	4,000	2,884	4,100	4,000	
TOTAL MISC./GRANTS/INTEREST	4,221	3,995	3,778	4,000	2,884	4,100	4,000	
<hr/>								
TRANSFERS IN								
52-599-8089 FUND BALANCE RESERVE	0	0	0	1,000	0	0	1,000	
TOTAL TRANSFERS IN	0	0	0	1,000	0	0	1,000	
<hr/>								
TOTAL NON DEPARTMENTAL	4,221	3,995	3,778	5,000	2,884	4,100	5,000	
<hr/>								
TOTAL REVENUES	4,221	3,995	3,778	5,000	2,884	4,100	5,000	
	=====	=====	=====	=====	=====	=====	=====	=====

52 -CHILD SAFETY FUND
FIRE DEPARTMENT

EXPENDITURES	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>SERVICES</u>								
604-3087 CITIZENS COMMUNICATION/EDUC	3,044	2,012	656	2,000	0	1,800	2,000	
CHILD SAFETY/EDUCATION 0	<u>0.00</u>							<u>2,000</u>
TOTAL SERVICES	3,044	2,012	656	2,000	0	1,800	2,000	
<hr/>								
TOTAL FIRE DEPARTMENT	3,044	2,012	656	2,000	0	1,800	2,000	

52 -CHILD SAFETY FUND
POLICE DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
605-3087 CITIZENS COMMUNICATION/EDUC	2,200	3,242	3,000	3,000	745	3,000	3,000	
CHILD SAFETY/EDUCATION 0	0.00							3,000
TOTAL SERVICES	2,200	3,242	3,000	3,000	745	3,000	3,000	
TOTAL POLICE DEPARTMENT	2,200	3,242	3,000	3,000	745	3,000	3,000	
TOTAL EXPENDITURES	5,244	5,253	3,656	5,000	745	4,800	5,000	
REVENUE OVER/(UNDER) EXPENDITURES	(1,022)	(1,258)	123	0	2,139	(700)	0	

53 - LAW ENFORCEMENT OFFICERS STANDARDS EDUCATION (LEOSE)

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ 183	\$ 103	
REVENUES	\$ 1,550 *	\$ 1,500	\$ (50)
EXPENDITURES	\$ 1,630	\$ 1,500	\$ (130)
TOTAL REVENUES MORE (LESS) THAN EXPENDITURES	\$ (80)	\$ -	
ENDING FUND BALANCE, PROJECTED	<u>\$ 103</u>	<u>\$ 103</u>	

* Does not include budgeted use of \$80 of fund balance to cover expenditures.

Training/Education and Travel/Mileage expenditures in the General Fund Police Department are supplemented with current LEOSE funds.

Theses funds can only be utilized on Full Time Police Officers for training expenses.

53 -LEOSE

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
<u>POLICE/FIRE REVENUES</u>								
53-599-6020 LEOSE FUNDS	<u>1,552</u>	<u>1,653</u>	<u>1,630</u>	<u>1,550</u>	<u>1,480</u>	<u>1,480</u>	<u>1,500</u>	
TOTAL POLICE/FIRE REVENUES	1,552	1,653	1,630	1,550	1,480	1,480	1,500	
<u>TRANSFERS IN</u>								
53-599-8089 FUND BALANCE RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>80</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL TRANSFERS IN	0	0	0	80	0	0	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	1,552	1,653	1,630	1,630	1,480	1,480	1,500	
<hr/>								
TOTAL REVENUES	<u>1,552</u>	<u>1,653</u>	<u>1,630</u>	<u>1,630</u>	<u>1,480</u>	<u>1,480</u>	<u>1,500</u>	
	=====	=====	=====	=====	=====	=====	=====	=====

53 -LEOSE
POLICE DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
SERVICES								
605-3030 TRAINING/EDUCATION	2,065	1,550	1,550	1,630	1,636	1,636	1,500	
TOTAL SERVICES	2,065	1,550	1,550	1,630	1,636	1,636	1,500	
<hr/>								
TOTAL POLICE DEPARTMENT	2,065	1,550	1,550	1,630	1,636	1,636	1,500	
<hr/>								
TOTAL EXPENDITURES	2,065	1,550	1,550	1,630	1,636	1,636	1,500	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	(513)	103	80	0	(156)	(156)	0	
	=====	=====	=====	=====	=====	=====	=====	=====

54 - POLICE FORFEITURE FUNDS

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ -	\$ -	
REVENUES	\$ -	\$ -	\$ -
EXPENDITURES	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED	<u>\$ -</u>	<u>\$ -</u>	

Funds collected can only be spent on equipment for police use.

54 -POLICE FORFEITURE

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
<u>POLICE/FIRE REVENUES</u>								
54-599-6025 POLICE FORFEITURE FUNDS	<u>0</u>	<u>428</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL POLICE/FIRE REVENUES	0	428	0	0	0	0	0	
<u>TRANSFERS IN</u>								
TOTAL NON-DEPARTMENTAL	0	428	0	0	0	0	0	
<hr/>								
TOTAL REVENUES	0	428	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

54 -POLICE FORFEITURE
POLICE DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
605-8025 EQUIPMENT	<u>0</u>	<u>428</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL CAPITAL OUTLAY	0	428	0	0	0	0	0	
<u>INTERFUND TRANSFERS</u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<hr/>								
TOTAL POLICE DEPARTMENT	0	428	0	0	0	0	0	
<hr/>								
TOTAL EXPENDITURES	0	428	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====
	=====	=====	=====	=====	=====	=====	=====	=====

58 - AMERICAN RESCUE PLAN ACT FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ -	\$ -	
REVENUES	\$ -	\$ 480,868	\$ 480,868
EXPENDITURES	\$ -	\$ 480,868	\$ 480,868
ENDING FUND BALANCE, PROJECTED	<u>\$ -</u>	<u>\$ -</u>	

New fund established in FY 2021-22 to separately account for the award provided by the American Rescue Fund Act.

The more significant expenditures proposed include:

Water meter replacement - Water Utility	\$ 154,000
Fire Department EMS equipment	\$ 103,268
Emergency power supply for	
Public Works and Fire Departments	\$ 90,000
Information Technology	\$ 67,200
Police Department Equipment	\$ 63,000

58 -AMER RESCUE PLAN ACT FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON DEPARTMENTAL								
=====								
MISC./GRANTS/INTEREST								
58-599-7021 ARPA FEDERAL FUNDING	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>480,868</u>	<u></u>
TOTAL MISC./GRANTS/INTEREST	0	0	0	0	0	0	480,868	
<hr/>								
TOTAL NON DEPARTMENTAL	0	0	0	0	0	0	480,868	
<hr/>								
TOTAL REVENUES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>480,868</u>	<u></u>
	=====	=====	=====	=====	=====	=====	=====	=====

58 -AMER RESCUE PLAN ACT FUND
CITY ADMINISTRATION

EXPENDITURES	(----- 2020-2021 -----) (----- 2021-2022 -----)							
	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>SERVICES</u>								
601-3087 CITIZEN COMMUNICATION	0	0	0	0	0	0	3,400	
TEXTING SERVICE 0	<u>0.00</u>							<u>3,400</u>
TOTAL SERVICES	0	0	0	0	0	0	3,400	
<u>CAPITAL OUTLAY</u>								
601-8015 NON CAPITAL - COMPUTERS	0	0	0	0	0	0	2,800	
COMPUTERS 2	1,400.00							<u>2,800</u>
601-8030 CAPITAL - ELECTRONIC EQUIPM	0	0	0	0	0	0	33,000	
CITY HALL SECURITY SYST 0	<u>0.00</u>							<u>33,000</u>
601-8045 CAPITAL - COMPUTER EQUIPMEN	0	0	0	0	0	0	21,600	
PRIMARY SERVER REPLACEM 0	<u>0.00</u>							<u>21,600</u>
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	57,400	
TOTAL CITY ADMINISTRATION	0	0	0	0	0	0	60,800	

58 -AMER RESCUE PLAN ACT FUND
PUBLIC WORKS/GOV. BLDG.

EXPENDITURES	(----- 2020-2021 -----) (----- 2021-2022 -----)							
	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
603-8015 NON CAPITAL - COMPUTERS	0	0	0	0	0	0	700	
COMPUTER (SHARED) 1	700.00							700
603-8081 CAPITAL - BUILDINGS	0	0	0	0	0	0	45,000	
EMER GENERATOR (W/FIRE) 0	<u>0.00</u>							<u>45,000</u>
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	45,700	
<hr/>								
TOTAL PUBLIC WORKS/GOV. BLDG.	0	0	0	0	0	0	45,700	

58 -AMER RESCUE PLAN ACT FUND
FIRE DEPARTMENT

EXPENDITURES	(----- 2020-2021 -----) (----- 2021-2022 -----)							
	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
604-8015 NON CAPITAL - COMPUTERS	0	0	0	0	0	0	1,400	
COMPUTER 1	1,400.00							1,400
604-8040 CAPITAL - FIRE EQUIPMENT	0	0	0	0	0	0	103,268	
AUTOPULSE MACHINES (2)	0	0.00						45,939
JAWS OF LIFE	0	0.00						35,745
8 SETS - BUNKER GEAR	0	0.00						21,584
604-8081 CAPITAL - BUILDING	0	0	0	0	0	0	45,000	
EMER GENERATOR (W/PW)	0	0.00						45,000
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	149,668	
<hr/>								
TOTAL FIRE DEPARTMENT	0	0	0	0	0	0	149,668	

58 -AMER RESCUE PLAN ACT FUND
POLICE DEPARTMENT

		(----- 2020-2021 -----) (----- 2021-2022 -----)						
EXPENDITURES	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
605-8015 NON CAPITAL - COMPUTERS	0	0	0	0	0	0	7,000	
COMPUTERS 5	1,400.00							7,000
605-8030 POLICE EQUIPMENT	0	0	0	0	0	0	63,000	
CAR/BODY WORN CAMERAS	0	0.00						31,000
DUTY RIFLES	0	0.00						25,000
BOLA WRAP RESTRAINTS	0	0.00						7,000
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	70,000	
<hr/>								
TOTAL POLICE DEPARTMENT	0	0	0	0	0	0	70,000	

58 -AMER RESCUE PLAN ACT FUND
WATER DEPARTMENT

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>CAPITAL OUTLAY</u>								
606-8015 NON CAPITAL - COMPUTERS	0	0	0	0	0	0	700	
COMPUTER (SHARED) 1	700.00							700
606-8087 WATER METERS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>154,000</u>	
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	154,700	
<hr/>								
TOTAL WATER DEPARTMENT	0	0	0	0	0	0	154,700	
<hr/>								
TOTAL EXPENDITURES	0	0	0	0	0	0	480,868	
	=====	=====	=====	=====	=====	=====	=====	=====
	=====	=====	=====	=====	=====	=====	=====	=====

75 - PET DOCUMENTATION AND RESCUE FUND

	FY 2020-21 AMENDED BUDGET	FY 2021-22 CITY MANAGER'S PROPOSED BUDGET	DIFFERENCE
BEGINNING FUND BALANCE	\$ 477	\$ 438	
REVENUES	\$ -	\$ -	\$ -
EXPENDITURES	\$ 438 *	\$ 438	\$ -
ENDING FUND BALANCE, PROJECTED	<u>\$ 39</u>	<u>\$ -</u>	

* The City did not have sufficient qualifying expenditures during FY21.
Remaining balance of account will be rebudgeted for FY22

75 -PET DOC & RESCUE FUND

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
ADMINISTRATION								
=====								
MISC./GRANTS/INTEREST								
75-599-7000 INTEREST INCOME	<u>25</u>	<u>41</u>	<u>14</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL MISC./GRANTS/INTEREST	25	41	14	0	0	0	0	
<hr/>								
TRANSFERS IN								
75-599-8099 FUND BALANCE RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>438</u>	<u>0</u>	<u>0</u>	<u>438</u>	<u></u>
TOTAL TRANSFERS IN	0	0	0	438	0	0	438	
<hr/>								
TOTAL ADMINISTRATION	25	41	14	438	0	0	438	
<hr/>								
TOTAL REVENUES	25	41	14	438	0	0	438	
	=====	=====	=====	=====	=====	=====	=====	=====

75 -PET DOC & RESCUE FUND
ADMINISTRATION

	2017-2018	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
<u>PERSONNEL</u>								
607-1010 EXPENSES	<u>0</u>	<u>0</u>	<u>1,903</u>	<u>438</u>	<u>0</u>	<u>438</u>	<u>438</u>	<u></u>
TOTAL PERSONNEL	0	0	1,903	438	0	438	438	
<hr/>								
TOTAL ADMINISTRATION	0	0	1,903	438	0	438	438	
<hr/>								
TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>1,903</u>	<u>438</u>	<u>0</u>	<u>438</u>	<u>438</u>	<u></u>
<hr/>								
REVENUE OVER/ (UNDER) EXPENDITURES	<u>25</u>	<u>41</u>	<u>(1,889)</u>	<u>0</u>	<u>0</u>	<u>(438)</u>	<u>0</u>	<u></u>

Glossary

ACCRUAL BASIS - The recording of the financial effects of transactions and other events and circumstances on a government that have cash consequences in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

ACTIVITY - A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible. (e.g., police is an activity within the public safety function).

AD VALOREM TAX - A tax based on value (e.g., a property tax).

AGENCY FUND - A fund normally used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds.

AMORTIZATION - Allocation of the cost of an intangible asset as an operational cost over the estimated useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

APPROPRIATION - A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

ASSESSED VALUATION - A valuation set upon real estate or other property by a government as a basis for levying taxes.

AUDIT - A systematic examination of resource utilization. The audit is a test of management's internal accounting controls and is intended to verify financial positions and the legality of transactions; to identify improvements in accounting systems and accuracy and consistency of transactions; and to certify the stewardship of officials responsible for governmental funds.

BALANCED BUDGET - A term used to signify budgeted expenditures/expenses are equally offset by budgeted revenues. In some instances, reserves set aside for a specific use may be included to offset budgeted expenditures/expenses; i.e., fire equipment reserves set aside in prior fiscal years to replace outdated equipment in the current fiscal year.

BASIS OF ACCOUNTING - A term used to describe how revenues, expenditures, expenses, and transfers-and the related assets and liabilities-are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

BOND - Bonds are used as long-term debt instruments to pay for capital expenditures. A bond is a written promise to pay a specified sum of money (principal) at a specified future date (maturity date), as well as periodic interest paid at a specified percentage of the principal (interest rate).

BUDGET AMENDMENT - A term used to refer to a change to the budget after its initial adoption. Reflects additional revenue or fund balance/retained earnings appropriations to fund expenditures/expenses not included in the original adopted budget.

BUDGET TRANSFER - A reallocation of appropriated funds between revenue or expenditure accounts.

CAPITAL EXPENDITURES - Expenditures resulting in the acquisition of or addition to the government's capital assets.

CAPITAL IMPROVEMENT PROGRAM - (CIP) A term used to refer to a group of related infrastructure improvements planned for the future. The program is generally either a five or a ten-year plan.

CAPITAL PROJECTS FUND - A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

CASH BASIS - A basis of accounting under which transactions are recognized only when cash is received or disbursed.

DEBT SERVICE FUND - A fund established to account for the accumulation of resources for and the payment of general long-term debt principal and interest (sometimes referred to as a Sinking Fund)

DEBT SERVICE FUND REQUIREMENTS - The resources which must be provided for a debt service fund so that all principal and interest payments can be made in full and on schedule.

DEBT SERVICE REQUIREMENTS - The amount of money required to pay interest on outstanding debt, serial maturities of principal for serial bonds and required contributions to accumulate monies for future retirement of term bonds.

DEFERRED REVENUE - Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, amounts that are measurable but not available are an example of deferred revenue.

DELINQUENT TAXES - Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

DEPRECIATION - Allocation of the cost of a tangible fixed or capital asset as an operational cost over the projected useful life of an asset. The book value of an asset is reduced due to usage and a large expense is spread proportionately over a fixed period of time.

ENTERPRISE FUND - (1) A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, gas and electric utilities; airports; parking garages; or transit systems). In this case, the governing body intends that costs (i.e., expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (2) A fund established because the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or purposes.

EXPENDITURES - Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

EXPENSES - Reduction in net financial resources which represents the operational cost of doing business.

FIDUCIARY FUND - A fund used to account for assets that are held in trust for others.

FISCAL YEAR - A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City's fiscal year is October thru September.

FRANCHISE - A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FUND - A fiscal and accounting entity with self-balancing accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE - The difference between fund assets and fund liabilities of governmental and similar trust funds

FUND BALANCE – ASSIGNED - An account used to segregate a portion of fund balance that is constrained by City Council's intent to be used for specific purposes.

FUND BALANCE – COMMITTED - An account used to segregate a portion of fund balance that can only be used for specific purposes according to constraints imposed by the City Council.

FUND BALANCE-RESTRICTED FOR DEBT SERVICE - An account used to segregate a portion of fund balance for resources legally restricted to the payment of general long-term debt principal and interest maturing in future years.

FUND BALANCE-NONSPENDABLE -FOR PREPAID ITEMS - An account used to segregate a portion of fund balance to indicate that prepaid items do not represent expendable financial resources even though they are a component of net current assets.

FUND TYPE - Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

GENERAL FUND (GF) - The fund used to account for all financial resources, except those required to be accounted for in another fund.

GENERAL LONG-TERM DEBT - Long-term debt expected to be repaid from governmental funds.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

GOVERNMENTAL FUND TYPES - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities-except those accounted for in

proprietary funds and fiduciary funds. In essence, the funds are an accounting segregation of financial resources. Expendable assets are assigned to the particular fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, used and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

INTERFUND TRANSFERS - All inter-fund transactions except loans, quasi-external transactions and reimbursements.

INTERGOVERNMENTAL REVENUES - Revenues from other governments in the forms of grants, entitlements, shared revenues or payment in lieu of taxes (PILOT).

INTERNAL SERVICE FUND - A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

INTEREST AND SINKING (I&S) - The debt rate (I&S) is the component of the adopted tax rate of the taxing unit that will impose the amount of taxed needed to fund the unit's debt service for the year.

LEASE - A contract that conveys control of the right to use another entity's nonfinancial asset, such as buildings, land, vehicles or equipment, as specified in the contract for a period of time in an exchange transaction. Criteria for accounting for leases is set forth in Governmental Accounting Standards Board Statement No. 87, *Leases*.

LEVY - (1) (Verb) to impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) the total amount of taxes, special assessments or service charges imposed by a government.

LIABILITIES - Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer or provide services to other entities in the future as a result of past transactions or events.

MAJOR FUND - A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10% of corresponding totals for all governmental or enterprise funds and at least 5% of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

MAINTENANCE - The act of keeping capital assets in a state of good repair. It includes preventative maintenance, normal periodic repairs; replacement of parts, structural components and so forth and

other activities needed to maintain the asset so that it continues to provide normal services and achieves its optimum life.

MAINTENANCE & OPERATION (M&O) - The component of the adopted tax rate of the taxing unit that will impose the amount of taxes needed to fund maintenance and operation expenditures in the General Fund for the year.

MODIFIED ACCRUAL BASIS - The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resources increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual that is when they become both "measurable" and "available to finance expenditures of the current." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditure either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis accounting.

NON-MAJOR FUND – A non-major fund is a fund whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are less than 10% of corresponding totals for all governmental or enterprise funds and less than 5% of the total amount for all governmental and enterprise funds for the same item. The non-major funds are typically aggregated in one column for reporting in the basic fund financial statements.

OBJECT - As used in expenditure classification, applies to the article purchased or the service obtained, rather than to the purpose for which the article or service was purchased or obtained (e.g., personal services, contractual services, materials and supplies).

ORDINANCE - A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. Revenue-raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

ORGANIZATIONAL-UNIT CLASSIFICATION (ORG UNIT) - Expenditure classification according to responsibility centers within a government's organizational structure. Classification of expenditures by organizational unit is essential to fulfilling stewardship responsibility for individual government resources.

PROPRIETARY FUND TYPES - Also referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income,

financial position and changes in financial position. However, where the GASB has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

RETAINED EARNINGS - An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

REVENUES - (1) Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers. Also, general long-term debt proceeds and operating transfers are classified as "other financing sources" rather than as revenues. (2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers. Also, operating transfers in are classified separately from revenues.

SPECIAL REVENUE FUND - A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes. GAAP only requires the use of special revenue funds when legally mandated.

TAX RATE - The amount of tax (M&O and I&S combined) stated in terms of a unit of the tax base (e.g., 25 mills per dollar of assessed valuation of taxable property.) Adopted by Ordinance by the governing body.

TAX ROLL - The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

TRUST FUNDS - Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include (a) expendable trust funds, (b) nonexpendable trust funds, (c) pension trust funds, and (d) agency funds.

WORKING CAPITAL - Operating liquidity, available to a business, organization or other entity, including governmental entities, that is calculated as Current Assets less Current Liabilities. Working capital is considered and evaluated in enterprise funds.