

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 Thursday, August 2, 2018 at 5:30 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

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.**

- A. Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- B. Only citizens may speak.
- C. Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- D. Direct your comments to the entire Council, not to an individual member.
- E. 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. Presentation / discussion - Receipt of the Effective and Rollback Calculation – City Manager Hill**
- 5.2. Presentation / discussion - Submission of the City Manager Proposed Budget for FY 2018-19 - City Manager Hill**
- 5.3. Presentation / discussion – Update on Drainage Improvements - City Manager Hill**

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 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, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano City Hall, 900 Saddle Tree Court, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 27th day of July 2018 at 2:25 p.m.

Zina Tedford
City Secretary

CITY COUNCIL STAFF SUMMARY

Meeting Date: August 2, 2018

Agenda item: 5.1

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Presentation / discussion - Receipt of the Effective and Rollback Calculation – City Manager Hill

X

Attachments for Reference:

- 1) Tax Analysis Worksheet
- 2) Effective and Rollback Calculation Worksheet
- 3) City of Shavano Park Certified Tax Summary

BACKGROUND / HISTORY: The Bexar Appraisal District provided the 2016 Certified Tax Totals on July 23th (Attachment 3). The Bexar County Assessor Collector then provided the Effective and Rollback Calculation Worksheet (Attachment 2), which staff uses to determine the amount of Ad valorem Taxes that will be received based upon different tax rates.

DISCUSSION: A number of requirements are placed on municipalities who select a tax higher than the effective tax rate or the rollback rates.

The Tax Analysis Worksheet (Attachment 1) provides the “Total Taxable Assessed Value (Freeze not included) and the actual tax assessed on freeze valued properties and summarizes the amounts of potential taxes collected (Total M&O and I&S) based upon last year’s collection and projections for FY 2018-19 based upon the current rate, the rollback rate, the effective rate, and the City Manager Proposed rate.

In July, Staff directed the Bexar County Assessor Collector to use \$50,000 from the unencumbered Debt fund balance in order to use previous excess collections towards the debt payment. This is reflected in Attachment 2, the Effective and Rollback Calculation Worksheet, page five, line item 32 B.

City Manager and Finance Director will summarize during discussions. City Manager Proposed rate equals last year’s rate (no change).

COURSES OF ACTION: N/A

FINANCIAL IMPACT: Varies

MOTION REQUESTED: None

City of Shavano Park
Analysis of Tax Rates - FY 2017-18 vs. FY 2018-19

	FY 2017-18 Assessment	FY 2018-19 Current Rate	FY 2018-19 Rollback Rate	FY 2018-19 Effective Rate	FY 2018-19 Proposed
Total Taxable Assessed Value (Freeze not Included)	\$ 862,574,721	\$ 916,480,009	\$ 916,480,009	\$ 916,480,009	\$ 916,480,009
Total Tax Rate (Per \$100)	0.287742	0.287742	0.313104	0.289630	0.287742
Levy on Properties not subject to Ceiling Limit	\$ 2,481,990	\$ 2,637,098	\$ 2,869,536	\$ 2,654,401	\$ 2,637,098
Add Back: Actual Tax on Properties under Ceiling Limit	757,739	819,811	819,811	819,811	819,811
Total City Tax Levy	\$ 3,239,729	\$ 3,456,909	\$ 3,689,347	\$ 3,474,212	\$ 3,456,909
Less: Debt Service Portion (I&S) Collection	(111,031)	(132,551)	(132,551)	(132,551)	(132,551)
Less: Debt Service from Properties under Ceiling Limit	(33,897)	(41,207)	(37,869)	(40,938)	(41,207)
Tax Levy Available to General Fund (M&O) @ 100% *	\$ 3,094,801	\$ 3,283,152	\$ 3,518,928	\$ 3,300,723	\$ 3,283,152
Revenue Difference from FY 2017-18 for General Fund		\$ 188,351	\$ 424,127	\$ 205,922	\$ 188,351
Tax Rate Comparison FY 2017-18 vs. FY 2018-19		\$ -	\$ 0.025362	\$ 0.001888	\$ -

* Council guidance was to utilize 100% collection rate for budget purposes in FY 18/19.

	FY 2017-18 Assessment	FY 2018-19 Current Rate	FY 2018-19 Rollback Rate	FY 2018-19 Effective Rate	FY 2018-19 Proposed
Rate Effects on Average Taxable Homestead Value	\$ 659,445	\$ 686,846	\$ 686,846	\$ 686,846	\$ 686,846
Total Tax Rate (Per \$100)	0.287742	0.287742	0.313104	0.289630	0.287742
Total City Tax Levy	\$ 1,898	\$ 1,976	\$ 2,151	\$ 1,989	\$ 1,976
Difference In City Tax Paid FY 2017-18 vs. FY 2018-19 **		\$ 79	\$ 253	\$ 92	\$ 79

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

2018 Tax Rate Calculation Worksheet

Date: 07/24/2018 11:33 AM

Taxing Units Other Than School Districts or Water Districts

SHAVANO PARK, CITY OF

Taxing Unit Name

Phone (area code and number)

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the effective tax rate and rollback tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest.

School districts do not use this form, but instead use Comptroller Form 50-859 Tax Rate Calculation Worksheet for School Districts.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 Water District Rollback Tax Rate Worksheet.

This worksheet is provided to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: Effective Tax Rate (No New Taxes)

The effective tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the effective tax rate should decrease.

The effective tax rate for a county is the sum of the effective tax rates calculated for each type of tax the county levies.

Effective Tax Rate Activity	Amount/Rate
1. 2017 total taxable value. Enter the amount of 2017 taxable value on the 2017 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 14). ¹	\$1,161,280,709 ✓
2. 2017 tax ceilings. Counties, cities and junior college districts. Enter 2017 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2017 or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$304,235,882 ✓
3. Preliminary 2017 adjusted taxable value. Subtract Line 2 from Line 1.	\$857,044,827
4. 2017 total adopted tax rate.	\$0.287742/\$100 ✓
5. 2017 taxable value lost because court appeals of ARB decisions reduced 2017 appraised value. A. Original 2017 ARB Values.	\$42,396,375 ✓
B. 2017 values resulting from final court decisions.	\$35,047,182 ✓
C. 2017 value loss. Subtract B from A. ³	\$7,349,193 ✓
6. 2017 taxable value, adjusted for court-ordered reductions. Add Line 3 and Line 5C.	\$864,394,020
7. 2017 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2017. Enter the 2017 value of property in deannexed territory. ⁴	\$0 ✓
8. 2017 taxable value lost because property first qualified for an exemption in 2018. Note that lowering the amount or percentage of an existing exemption does not create a new	

exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost to freeport or goods-in-transit exemptions.	
A. Absolute exemptions. Use 2017 market value:	\$11,750 ✓
B. Partial exemptions. 2018 exemption amount or 2018 percentage exemption times 2017 value:	\$1,233,524 ✓
C. Value loss. Add A and B. ⁵	\$1,245,274 ✓
9. 2017 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2018. Use only properties that qualified in 2018 for the first time; do not use properties that qualified in 2017.	
A. 2017 market value:	\$0
B. 2018 productivity or special appraised value:	\$0 ✓
C. Value loss. Subtract B from A. ⁶	\$0
10. Total adjustments for lost value. Add lines 7, 8C and 9C.	\$1,245,274
11. 2017 adjusted taxable value. Subtract Line 10 from Line 6.	\$863,148,746
12. Adjusted 2017 taxes. Multiply Line 4 by Line 11 and divide by \$100.	\$2,483,641
13. Taxes refunded for years preceding tax year 2017. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2017. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2017. This line applies only to tax years preceding tax year 2017. ⁷	\$51,397 ✓
14. Taxes in tax increment financing (TIF) for tax year 2017. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2018 captured appraised value in Line 16D, enter 0. ⁸	\$0 ✓
15. Adjusted 2017 taxes with refunds and TIF adjustment. Add Lines 12 and 13, subtract Line 14. ⁹	\$2,535,038 ✓
16. Total 2018 taxable value on the 2018 certified appraisal roll today. This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled. ¹⁰	
A. Certified values:	\$1,232,610,753 ✓
B. Counties: Include railroad rolling stock values certified by the Comptroller's office:	\$0 ✓
C. Pollution control and energy storage system exemption : Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property:	\$0 ✓
D. Tax increment financing: Deduct the 2018 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2018 taxes will be deposited	\$0 ✓

into the tax increment fund. Do not include any new property value that will be included in Line 21 below. ¹¹	
E. Total 2018 value. Add A and B, then subtract C and D.	\$1,232,610,753
17. Total value of properties under protest or not included on certified appraisal roll. ¹²	
A. 2018 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value. ¹³	\$15,941,330 ✓
B. 2018 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about, but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value. ¹⁴	\$0 ✓
C. Total value under protest or not certified: Add A and B.	\$15,941,330 ✓
18. 2018 tax ceilings. Counties, cities and junior colleges enter 2018 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2017 or a prior year for homeowners age 65 or older or disabled, use this step. ¹⁵	\$332,072,074
19. 2018 total taxable value. Add Lines 16E and 17C. Subtract Line 18.	\$916,480,009 ✓
20. Total 2018 taxable value of properties in territory annexed after Jan. 1, 2017. Include both real and personal property. Enter the 2018 value of property in territory annexed. ¹⁶	\$0 ✓
21. Total 2018 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2017. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2017, and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2018. ¹⁷	\$41,213,366 ✓
22. Total adjustments to the 2018 taxable value. Add Lines 20 and 21.	\$41,213,366
23. 2018 adjusted taxable value. Subtract Line 22 from Line 19.	\$875,266,643
24. 2018 effective tax rate. Divide Line 15 by Line 23 and multiply by \$100. ¹⁸	\$0.289630/\$100
25. COUNTIES ONLY. Add together the effective tax rates for each type of tax the county levies. The total is the 2018 county effective tax rate. ¹⁹	

¹Tex. Tax Code Section 26.012(14)

²Tex. Tax Code Section 26.012(14)

³Tex. Tax Code Section 26.012(13)

⁴Tex. Tax Code Section 26.012(15)

⁵Tex. Tax Code Section 26.012(15)

⁹Tex. Tax Code Section 26.012(13)

¹⁰Tex. Tax Code Section 26.012

¹¹Tex. Tax Code Section 26.03(c)

¹²Tex. Tax Code Section 26.01(c) and (d)

¹³Tex. Tax Code Section 26.01(c)

⁶Tex. Tax Code Section 26.012(15)

⁷Tex. Tax Code Section 26.012(13)

⁸Tex. Tax Code Section 26.03(c)

¹⁴Tex. Tax Code Section 26.01(d)

¹⁵Tex. Tax Code Section 26.012(6)

¹⁶Tex. Tax Code Section 26.012(17)

SECTION 2: Rollback Tax Rate

The rollback tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O):** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus eight percent. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt:** The debt tax rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The rollback tax rate for a county is the sum of the rollback tax rates calculated for each type of tax the county levies. In most cases the rollback tax rate exceeds the effective tax rate, but occasionally decreases in a taxing unit's debt service will cause the effective tax rate to be higher than the rollback tax rate.

Rollback Tax Rate Activity	Amount/Rate
26. 2017 maintenance and operations (M&O) tax rate.	\$0.274870/\$100
27. 2017 adjusted taxable value. Enter the amount from Line 11.	\$863,148,746
28. 2017 M&O taxes.	
A. Multiply Line 26 by Line 27 and divide by \$100.	\$2,372,536
B. Cities, counties and hospital districts with additional sales tax: Amount of additional sales tax collected and spent on M&O expenses in 2017. Enter amount from full year's sales tax revenue spent for M&O in 2017 fiscal year, if any. Other taxing units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.	\$0
C. Counties: Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other taxing units enter 0.	\$0
D. Transferring function: If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in H below. The taxing unit receiving the function will add this amount in H below. Other taxing units enter 0.	\$0
E. Taxes refunded for years preceding tax year 2017: Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2017. This line applies only to tax years preceding tax year 2017.	\$47,754
F. Enhanced indigent health care expenditures: Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.	\$0
G. Taxes in TIF: Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2018 captured appraised value in Line 16D, enter 0.	\$0
H. Adjusted M&O Taxes. Add A, B, C, E and F. For taxing unit with D, subtract if discontinuing function and add if receiving function. Subtract G.	\$2,420,290

29. 2018 adjusted taxable value. Enter Line 23 from the Effective Tax Rate Worksheet.	\$875,266,643
30. 2018 effective maintenance and operations rate. Divide Line 28H by Line 29 and multiply by \$100.	\$0.276520/\$100
31. 2018 rollback maintenance and operation rate. Multiply Line 30 by 1.08.	\$0.298641/\$100
32. Total 2018 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: <ul style="list-style-type: none"> (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the taxing unit's budget as M&O expenses. <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. Enter debt amount.</p> <p>B. Subtract unencumbered fund amount used to reduce total debt.</p> <p>C. Subtract amount paid from other resources.</p> <p>D. Adjusted debt. Subtract B and C from A.</p>	<p>\$208,897</p> <p>\$50,000</p> <p>\$0</p> <p>\$158,897</p>
33. Certified 2017 excess debt collections. Enter the amount certified by the collector.	\$27,149
34. Adjusted 2018 debt. Subtract Line 33 from Line 32D.	\$131,748
35. Certified 2018 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	99.39%
36. 2018 debt adjusted for collections. Divide Line 34 by Line 35	\$132,557
37. 2018 total taxable value. Enter the amount on Line 19.	\$916,480,009
38. 2018 debt tax rate. Divide Line 36 by Line 37 and multiply by \$100.	\$0.014463/\$100
39. 2018 rollback tax rate. Add Lines 31 and 38.	\$0.313104/\$100
40. COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2018 county rollback tax rate.	

SECTION 3: Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its effective and rollback tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its effective tax rate and/or rollback tax rate because it adopted the additional sales tax.

Activity	Amount/Rate
41. Taxable Sales. For taxing units that adopted the sales tax in November 2017 or May 2018, enter the Comptroller's estimate of taxable sales for the previous four quarters. ²⁰ Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2017, skip this line.	\$0
42. Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ²¹ Taxing units that adopted the sales tax in November 2017 or in May 2018. Multiply the amount on Line 41 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ²² - or - Taxing units that adopted the sales tax before November 2017. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$0
43. 2018 total taxable value. Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.	\$916,480,009
44. Sales tax adjustment rate. Divide Line 42 by Line 43 and multiply by \$100.	\$0/\$100
45. 2018 effective tax rate, unadjusted for sales tax. ²³ Enter the rate from Line 24 or 25, as applicable, on the Effective Tax Rate Worksheet.	\$0.289630/\$100
46. 2018 effective tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November 2017 or in May 2018. Subtract Line 44 from Line 45. Skip to Line 47 if you adopted the additional sales tax before November 2017.	\$0.289630/\$100
47. 2018 rollback tax rate, unadjusted for sales tax. ²⁴ Enter the rate from Line 39 or 40, as applicable, of the Rollback Tax Rate Worksheet.	\$0.313104/\$100
48. 2018 rollback tax rate, adjusted for sales tax. Subtract Line 44 from Line 47.	\$0.313104/\$100

¹⁷Tex. Tax Code Section 26.012(17)

¹⁸Tex. Tax Code Section 26.04(c)

¹⁹Tex. Tax Code Section 26.04(d)

²⁰Tex. Tax Code Section 26.041(d)

²¹Tex. Tax Code Section 26.041(i)

²²Tex. Tax Code Section 26.041(d)

²³Tex. Tax Code Section 26.04(c)

²⁴Tex. Tax Code Section 26.04(c)

SECTION 4: Additional Rollback Protection for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Additional Rollback Protection for Pollution Control Activity	Amount/Rate
49. Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ²⁵ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ²⁶	\$0
50. 2018 total taxable value. Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.	\$916,480,009
51. Additional rate for pollution control. Divide Line 49 by Line 50 and multiply by \$100.	\$0/\$100
52. 2018 rollback tax rate, adjusted for pollution control. Add Line 51 to one of the following lines (as applicable): Line 39, Line 40 (counties) or Line 48 (taxing units with the additional sales tax).	\$0.313104/\$100

SECTION 5: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

Effective tax rate (Line 24; line 25 for counties; or line 46 if adjusted for sales tax)	\$0.289630
Rollback tax rate (Line 39; line 40 for counties; or line 48 if adjusted for sales tax)	\$0.313104
Rollback tax rate adjusted for pollution control (Line 52)	\$0.313104

SECTION 6: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the taxing unit.

print here

Printed Name of Taxing Unit Representative

sign here _____

Taxing Unit Representative

Date

²⁵Tex. Tax Code Section 26.045(d)

²⁶Tex. Tax Code Section 26.045(i)

NOTICE OF 2018 TAX YEAR PROPOSED PROPERTY TAX RATE FOR SHAVANO PARK, CITY OF

A tax rate of \$0.000000 per \$100 valuation has been proposed by the governing body of SHAVANO PARK, CITY OF.

PROPOSED TAX RATE	\$0.000000 per \$100
PRECEDING YEAR'S TAX RATE	\$0.287742 per \$100
EFFECTIVE TAX RATE	\$0.289630 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for SHAVANO PARK, CITY OF from the same properties in both the 2017 tax year and the 2018 tax year.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS
FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Carlos Gutierrez, PCC
Property Tax Division Director
233 N. Pecos-La Trinidad, San Antonio, TX 78207
210-335-6600
taxoffice@bexar.org
home.bexar.org/tax

2018 CERTIFIED TOTALS

Property Count: 1,830

36 - CITY OF SHAVANO PARK
ARB Approved Totals

7/20/2018 10:57:03PM

Land		Value			
Homesite:		234,024,763			
Non Homesite:		86,340,095			
Ag Market:		15,226,730			
Timber Market:		0	Total Land	(+)	335,591,588
Improvement		Value			
Homesite:		726,618,872			
Non Homesite:		188,245,269	Total Improvements	(+)	914,864,141
Non Real		Count	Value		
Personal Property:	232		36,350,644		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+) 36,350,644
			Market Value	=	1,286,806,373
Ag		Non Exempt	Exempt		
Total Productivity Market:	15,226,730		0		
Ag Use:	7,111		0	Productivity Loss	(-) 15,219,619
Timber Use:	0		0	Appraised Value	= 1,271,586,754
Productivity Loss:	15,219,619		0	Homestead Cap	(-) 5,358,048
				Assessed Value	= 1,266,228,706
				Total Exemptions Amount (Breakdown on Next Page)	(-) 33,617,953
				Net Taxable	= 1,232,610,753

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count		
DP	3,978,380	3,978,380	10,448.70	10,943.64	6		
OV65	333,844,055	325,262,545	809,362.39	828,144.48	541		
Total	337,822,435	329,240,925	819,811.09	839,088.12	547	Freeze Taxable	(-) 329,240,925
Tax Rate	0.287742						
						Freeze Adjusted Taxable	= 903,369,828

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX
 3,419,185.50 = 903,369,828 * (0.287742 / 100) + 819,811.09

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

2018 CERTIFIED TOTALS

Property Count: 1,830

36 - CITY OF SHAVANO PARK
ARB Approved Totals

7/20/2018

10:58:12PM

Exemption Breakdown

Exemption	Count	Local	State	Total
DP	6	0	0	0
DV1	6	0	30,000	30,000
DV1S	1	0	5,000	5,000
DV2	6	0	45,000	45,000
DV3	5	0	50,000	50,000
DV4	49	0	468,000	468,000
DV4S	7	0	36,000	36,000
DVHS	17	0	7,790,434	7,790,434
DVHSS	4	0	1,738,230	1,738,230
EX-XV	39	0	9,561,355	9,561,355
EX-XV (Prorated)	1	0	2,686,301	2,686,301
EX366	17	0	4,343	4,343
LVE	17	8,361,720	0	8,361,720
OV65	576	2,812,500	0	2,812,500
OV65S	5	25,000	0	25,000
PC	1	4,070	0	4,070
Totals		11,203,290	22,414,663	33,617,953

2018 CERTIFIED TOTALS

Property Count: 97

36 - CITY OF SHAVANO PARK
Under ARB Review Totals

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Land		Value			
Homesite:		1,706,060			
Non Homesite:		8,427,060			
Ag Market:		93,550			
Timber Market:		0	Total Land	(+)	10,226,670
Improvement		Value			
Homesite:		4,349,800			
Non Homesite:		3,489,940	Total Improvements	(+)	7,839,740
Non Real		Count	Value		
Personal Property:	9		531,450		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+) 531,450
			Market Value	=	18,597,860
Ag	Non Exempt	Exempt			
Total Productivity Market:	93,550	0			
Ag Use:	2,040	0	Productivity Loss	(-)	91,510
Timber Use:	0	0	Appraised Value	=	18,506,350
Productivity Loss:	91,510	0	Homestead Cap	(-)	68,720
			Assessed Value	=	18,437,630
			Total Exemptions Amount (Breakdown on Next Page)	(-)	49,000
			Net Taxable	=	18,388,630

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count		
OV65	2,868,149	2,831,149	6,472.32	6,472.32	5		
Total	2,868,149	2,831,149	6,472.32	6,472.32	5	Freeze Taxable	(-) 2,831,149
Tax Rate	0.287742						
						Freeze Adjusted Taxable	= 15,557,481

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX

51,237.73 = 15,557,481 * (0.287742 / 100) + 6,472.32

Tax Increment Finance Value: 0

Tax Increment Finance Levy: 0.00

2018 CERTIFIED TOTALS

Property Count: 97

36 - CITY OF SHAVANO PARK
Under ARB Review Totals

7/20/2018

10:58:12PM

Exemption Breakdown

Exemption	Count	Local	State	Total
DV4	2	0	24,000	24,000
OV65	5	25,000	0	25,000
Totals		25,000	24,000	49,000

2018 CERTIFIED TOTALS

Property Count: 1,927

36 - CITY OF SHAVANO PARK
Grand Totals

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Land		Value			
Homesite:		235,730,823			
Non Homesite:		94,767,155			
Ag Market:		15,320,280			
Timber Market:		0	Total Land	(+)	345,818,258
Improvement		Value			
Homesite:		730,968,672			
Non Homesite:		191,735,209	Total Improvements	(+)	922,703,881
Non Real		Count	Value		
Personal Property:	241		36,882,094		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+) 36,882,094
			Market Value	=	1,305,404,233
Ag	Non Exempt	Exempt			
Total Productivity Market:	15,320,280	0			
Ag Use:	9,151	0	Productivity Loss	(-)	15,311,129
Timber Use:	0	0	Appraised Value	=	1,290,093,104
Productivity Loss:	15,311,129	0	Homestead Cap	(-)	5,426,768
			Assessed Value	=	1,284,666,336
			Total Exemptions Amount (Breakdown on Next Page)	(-)	33,666,953
			Net Taxable	=	1,250,999,383

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count		
DP	3,978,380	3,978,380	10,448.70	10,943.64	6		
OV65	336,712,204	328,093,694	815,834.71	834,616.80	546		
Total	340,690,584	332,072,074	826,283.41	845,560.44	552	Freeze Taxable	(-) 332,072,074
Tax Rate	0.287742						
						Freeze Adjusted Taxable	= 918,927,309

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX
 3,470,423.23 = 918,927,309 * (0.287742 / 100) + 826,283.41

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

2018 CERTIFIED TOTALS

Property Count: 1,927

36 - CITY OF SHAVANO PARK
Grand Totals

7/20/2018

10:58:12PM

Exemption Breakdown

Exemption	Count	Local	State	Total
DP	6	0	0	0
DV1	6	0	30,000	30,000
DV1S	1	0	5,000	5,000
DV2	6	0	45,000	45,000
DV3	5	0	50,000	50,000
DV4	51	0	492,000	492,000
DV4S	7	0	36,000	36,000
DVHS	17	0	7,790,434	7,790,434
DVHSS	4	0	1,738,230	1,738,230
EX-XV	39	0	9,561,355	9,561,355
EX-XV (Prorated)	1	0	2,686,301	2,686,301
EX366	17	0	4,343	4,343
LVE	17	8,361,720	0	8,361,720
OV65	581	2,837,500	0	2,837,500
OV65S	5	25,000	0	25,000
PC	1	4,070	0	4,070
Totals		11,228,290	22,438,663	33,666,953

2018 CERTIFIED TOTALS

Property Count: 1,830

36 - CITY OF SHAVANO PARK
ARB Approved Totals

7/20/2018

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State Category Breakdown

State Code	Description	Count	Acres	New Value Market	Market Value
A	SINGLE FAMILY RESIDENCE	1,340		\$23,182,210	\$949,381,424
B	MULTIFAMILY RESIDENCE	1		\$0	\$10,191,210
C1	VACANT LOTS AND LAND TRACTS	93		\$0	\$15,318,587
D1	QUALIFIED OPEN-SPACE LAND	11	82.9665	\$0	\$15,226,730
E	RURAL LAND, NON QUALIFIED OPEN SPA	6	47.2053	\$0	\$9,406,320
F1	COMMERCIAL REAL PROPERTY	79		\$8,922,775	\$224,459,032
J4	TELEPHONE COMPANY (INCLUDING CO-O	2		\$0	\$1,986,320
J7	CABLE TELEVISION COMPANY	4		\$0	\$540,085
L1	COMMERCIAL PERSONAL PROPERTY	182		\$333,130	\$25,121,192
L2	INDUSTRIAL AND MANUFACTURING PERS	8		\$0	\$569,174
O	RESIDENTIAL INVENTORY	38		\$8,846,690	\$13,992,580
X	TOTALLY EXEMPT PROPERTY	70		\$4,634,365	\$20,613,719
	Totals		130.1718	\$45,919,170	\$1,286,806,373

2018 CERTIFIED TOTALS

Property Count: 97

36 - CITY OF SHAVANO PARK
Under ARB Review Totals

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State Category Breakdown

State Code	Description	Count	Acres	New Value Market	Market Value
A	SINGLE FAMILY RESIDENCE	10		\$0	\$6,055,860
C1	VACANT LOTS AND LAND TRACTS	5		\$0	\$209,050
D1	QUALIFIED OPEN-SPACE LAND	3	23.7574	\$0	\$93,550
E	RURAL LAND, NON QUALIFIED OPEN SPA	2	0.9963	\$0	\$64,930
F1	COMMERCIAL REAL PROPERTY	7		\$348,930	\$5,075,120
L1	COMMERCIAL PERSONAL PROPERTY	9		\$0	\$531,450
O	RESIDENTIAL INVENTORY	63		\$0	\$6,567,900
	Totals		24.7537	\$348,930	\$18,597,860

2018 CERTIFIED TOTALS

Property Count: 1,927

36 - CITY OF SHAVANO PARK
Grand Totals

7/20/2018

10:58:12PM

State Category Breakdown

State Code	Description	Count	Acres	New Value Market	Market Value
A	SINGLE FAMILY RESIDENCE	1,350		\$23,182,210	\$955,437,284
B	MULTIFAMILY RESIDENCE	1		\$0	\$10,191,210
C1	VACANT LOTS AND LAND TRACTS	98		\$0	\$15,527,637
D1	QUALIFIED OPEN-SPACE LAND	14	106.7239	\$0	\$15,320,280
E	RURAL LAND, NON QUALIFIED OPEN SPA	8	48.2016	\$0	\$9,471,250
F1	COMMERCIAL REAL PROPERTY	86		\$9,271,705	\$229,534,152
J4	TELEPHONE COMPANY (INCLUDING CO-O	2		\$0	\$1,986,320
J7	CABLE TELEVISION COMPANY	4		\$0	\$540,085
L1	COMMERCIAL PERSONAL PROPERTY	191		\$333,130	\$25,652,642
L2	INDUSTRIAL AND MANUFACTURING PERS	8		\$0	\$569,174
O	RESIDENTIAL INVENTORY	101		\$8,846,690	\$20,560,480
X	TOTALLY EXEMPT PROPERTY	70		\$4,634,365	\$20,613,719
	Totals		154.9255	\$46,268,100	\$1,305,404,233

2018 CERTIFIED TOTALS

Property Count: 1,927

36 - CITY OF SHAVANO PARK

Effective Rate Assumption

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New Value

TOTAL NEW VALUE MARKET:	\$46,268,100
TOTAL NEW VALUE TAXABLE:	\$41,213,366

New Exemptions

Exemption	Description	Count		
EX-XV	Other Exemptions (including public property, re	2	2017 Market Value	\$11,750
ABSOLUTE EXEMPTIONS VALUE LOSS				\$11,750

Exemption	Description	Count	Exemption Amount
DV1	Disabled Veterans 10% - 29%	1	\$5,000
DV4	Disabled Veterans 70% - 100%	3	\$36,000
DV4S	Disabled Veterans Surviving Spouse 70% - 100%	2	\$12,000
DVHS	Disabled Veteran Homestead	2	\$551,824
DVHSS	Disabled Veteran Homestead Surviving Spouse	1	\$433,700
OV65	OVER 65	39	\$195,000
PARTIAL EXEMPTIONS VALUE LOSS		48	\$1,233,524
NEW EXEMPTIONS VALUE LOSS			\$1,245,274

Increased Exemptions

Exemption	Description	Count	Increased Exemption Amount
-----------	-------------	-------	----------------------------

INCREASED EXEMPTIONS VALUE LOSS

TOTAL EXEMPTIONS VALUE LOSS	\$1,245,274
------------------------------------	--------------------

New Ag / Timber Exemptions**New Annexations****New Deannexations****Average Homestead Value**

Category A and E

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
1,163	\$691,512	\$4,666	\$686,846
Category A Only			

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
1,163	\$691,512	\$4,666	\$686,846

2018 CERTIFIED TOTALS

36 - CITY OF SHAVANO PARK
Lower Value Used

Count of Protested Properties	Total Market Value	Total Value Used
97	\$18,597,860.00	\$16,150,560

2019

Shavano Park, Texas

City Manager's Proposed Budget





Section 102.005(b) of the Texas Local Government Code, adopted in September 2007, requires any budget adopted after September 2007 to include the following language on a cover page:

“This budget will raise more total property taxes than last year’s budget by \$217,180 or 6.7%, and of that amount \$118,588 is tax revenue to be raised from new property added to the tax roll this year.”



COUNCIL OF THE CITY OF SHAVANO PARK

BOB WERNER

MAYOR

MICHELE BUNTING ROSS

MAYOR PRO TEM

MICHAEL COLEMERE

ALDERMAN

BOB HEINTZELMAN

ALDERMAN

MAGGIE KAUTZ

ALDERMAN

LEE POWERS

ALDERMAN

BILL HILL

CITY MANAGER

ZINA TEDFORD

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 2018-2019 CITY MANAGER PROPOSED BUDGET

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CITY OF SHAVANO PARK



August 2, 2018

Honorable Mayor, City Council, and Citizens:

I am pleased to submit the proposed budget for Fiscal Year (FY) 2018-19. This budget was defined and developed based upon a clear set of goals and objectives. This memorandum highlights key points that are be important to you and the community. The proposed Budget is balanced as required by law and is consistent with the mission, vision and strategic goals of the City of Shavano Park. This proposed Budget 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 our funding requirements, the budget accounts for Council objectives, the compensation study recommendations, several new requirements, and a number of capital replacement requirements. The budgeted General Fund expenditures are approximately \$5.2M while the total sum of all funds is approximately \$7.49M.

BUDGET OVERVIEW

- This is a requirement based budget (prioritized based upon essential needs and objectives)
- Required 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
- Provide funds for the Capital Improvement Replacement Fund

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.

- Provide excellent municipal services while anticipating future requirements
- Protect and provide a city-wide safe environment
- Protect City property values, enhance resources and maintain fiscal discipline
- Maintain excellent infrastructure (buildings, streets and utilities)
- Enhance and support commercial business activities and opportunities
- Enhance the City image and maintain a rural atmosphere
- Promote effective communications and outreach with citizens
- Mitigate storm water runoff

MAJOR REVENUES

Taxable Assessed Value / New Improvements: The total taxable assessed value of property including property in tax freeze is \$1,232,610,753 and represents a \$91,909,153 increase or 8.00%. Of that amount, the total taxable value of new improvements and personal property was \$41,213,366. “New” means the item was not on the 2017 appraisal roll. The average Taxable Homestead Value is \$686,846 up about \$27,000 from last year (about 4% increase). The City’s portion of tax on average taxable homestead value is approximately \$1,976/year (a \$79 increase at last year’s rate).

Advalorem Taxes (Property Taxes): This budget proposes City Council adopt a FY 2018-19 budget tax rate of \$0.287742 / \$100 of valuation, which is no change from last year’s tax rate. Total revenue collected from property taxes will be approximately \$217,180 or 6.7% more than last year (assuming last year’s rate). Additional revenue available for the General Fund is approximately \$188,351 or 5.8%.

Freeze Taxable Value: The total freeze taxable value (homeowners age 65 or older or disabled) for 2018 tax values amounted to \$332,072,074, which is an increase of 10.6% over the 2017 freeze adjusted taxable value of \$300,235,925 and 26.9% of the net taxable values. There are 1350 residential properties in Shavano Park and of those 552 (41%) qualify for the Over 65 Freeze taxes.

Effective Tax Rate: The effective tax rate is the tax rate that will generate the same amount of property taxes as the previous year based only on the same 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 lower than the “2018 Effective Tax Rate” of \$0.28963 / \$100 needed to generate the same amount of taxes from the same property that was on last year’s tax roll.

Rollback Rate: The rollback tax rate provides about the same amount of tax revenue as the previous year for day-to-day operations, plus an extra 8% increase for those operations, and sufficient funds to pay debt in the coming year. The proposed tax rate of \$0.287742 / \$100 is well below the “Rollback Rate” of \$0.313104 / \$100.

Sales Tax: There are a small number of retail sale companies operating in Shavano Park. Last year, the City anticipated the opening of new retail stores that would produce additional sales tax revenue, but these stores openings were delayed. These stores are anticipated to open in early 2019. This proposed budget assumes sales tax revenues of \$460,000, which is the same as last year’s projected revenues (\$460,000).

Other Revenues:

- Permit Fees. In 2018, residential and commercial development (and permit fees) decreased from 2017. Next year, we anticipate continued decrease in the level of residential and new commercial development. Council is also considering an action that may reduce residential permit fees. These factors will result in less permit revenue and this budget projects a lower amount of revenue collected. In the near future, permit fee revenue is predicted to drop further once the remaining undeveloped property is built out.
- Franchise revenues are expected to increase slightly over last year.
- EMS Fees. Last year, EMS Fees increased sharply and this budget projects the same amount as projected for FY2017-18 budget year end.
- Other revenues are expected to generally remain level.

EXPENDITURES

Personnel: Council accepted the 2018 Compensation Study update from Werling Associates, Inc. and this budget accounts for the recommended 3.5% salary raise recommendation and pay grade change recommendations for several positions. The budget accounts for a 3% change in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool. The proposed budget includes an increase of the defined contribution of \$16 per employee/mo, which is an increase from \$537 to \$553 per employee (total cost increase is budgeted for \$9,400). This Budget proposes that the City continues to fund the Texas Municipal Retirement System at the full funding rate.

Capital Expenditures Change: The City Auditors recommended a change to how funds are expended from the Capital Replacement Fund. Previously, funds allocated in the Capital Replacement Fund were transferred to the General Fund and then items were purchased from the General Fund. City Auditors recommended that Capital Equipment be expended directly from the Capital Replacement Fund (similar to how we expend from the Crime Control Prevention District Fund). Over time this will eliminate large fluctuations in the General Fund Operating Budget created by large purchases (e.g. a purchase of a \$800,000 fire truck or a \$600,000 drainage project purchased out of the general fund would significant increase that year's budget). As a result of this change, most Departments will see a drop in expenditures. Capital expenditures will be detailed in the Capital Replacement Fund.

General Fund: General Fund (GF) expenditures increased in personnel salaries and benefits, but remain generally 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 slightly higher than last year. This budget includes initiating funding within the Capital Replacement Fund to pay for a future upgrade of INCODE as well as the end of life for computers using the Windows 7 operating system. From the Capital Replacement Fund, this proposed budget proposes the replacement of one HVAC units (to be purchased only if required) and \$95,000 to repair the roof on City Hall (recent rain indicated there are 16 different leaks and a systematic failure of the roof).

Public Works: The Public Works Department operating expenses are projected to remain stable. The Budget includes funds for increased salaries, the street maintenance program, professional tree maintenance on municipal property and continued landscaping and maintenance of City Hall. Additionally, the budget includes \$8,723 for an on-site fuel tank and a new landscape trailer. From the Capital Replacement Fund, this proposed budget funds the purchase of a replacement Public Works Crew 1996 Truck (\$40,000), a replacement Skid Steer (\$24,480 split 50/50 with water), a new mini-excavator (\$33,640 split 50/50 with water) in support of the Public Works Department. Additionally, from the Capital Replacement Fund under the Public Works this proposed budget proposes \$729,500 for drainage improvement projects and planning.

Fire: The Fire Department operating expenses are projected to remain generally stable. Capital items funded from the Capital Replacement Fund includes \$135,000 for Self-Contained Breathing Apparatus (Oxygen Tanks). The budget proposes the purchase one Taser (\$625) for use during Fire's law enforcement activities from the Crime Control Prevention District Fund.

Police: The Police Department operating expenses are projected to remain stable, The proposed budget switches the funding of four additional hours in the patrolman's 84 hour payroll cycle from the Crime Control Prevention District Fund to the General Fund (four additional hours per pay period (over 80) for each shift patrolman are added in order to ensure full 12 hour coverage during daily shifts worked). The budget includes a number of purchases for Police funded from the Crime Control Prevention District Fund which include: one replacement radar, two thermal units, four replacement MDTs, the continued funding of the Taser program over 5 years, and the replacement of handguns across the force.

Capital Improvement/Replacement Fund: The proposed budget includes a "transfer-in" of \$257,856 from General Fund revenues to fund the future purchases of Capital Improvements and Equipment in accordance with the Capital Replacement Schedule. Expenditures in support of the Departments included: Administrative (\$103,000); Fire (\$135,000); and Public Works (\$69,060) and Drainage (\$729,500). A number of updates were made to the replacement schedule to improve accuracy and prepare for the future.

Water Fund: The proposed Water Fund Budget includes a small increase in water consumption revenues, a small decrease in expenditures and a reduction in Capital Equipment purchases. Significant costs from last year not budgeted this year include the unforecasted requirements to repair/replace water wells #5 and 6. This budget includes \$10,000 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 also includes transferring \$71,946 to the Water Capital Replacement Fund for future infrastructure, vehicles / equipment replacement.

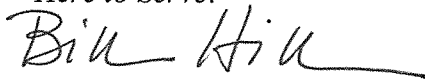
Street Maintenance Fund: In May 2018, voters reapproved a reallocation of our sales tax revenues to include \$0.25 for a Street Maintenance. This past year, the City expects to receive revenues of approximately \$100,000 and projects approximately \$115,000 during the FY 2018-19 budget year. No proposed expenditures are 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 \$10,000 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. Court security funds have very limited use and we have a \$54,867 fund balance.

Debt: The City of Shavano Park's total debt obligation is \$3,650,000 with \$2,291.405 of this supported by water revenue.

I wish to extend my appreciation to each member of City Council for the contributions put forth by attending budget workshops, reviewing budget documents and providing guidance developing the proposed budget. I would also like to express my appreciation to the 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 2018-19

2018

16-30 April	Receive Preliminary Property Tax Report; pass to Council
5- April – 10 May	Budget Kick Off with Departments - FY 2018/19 Goals, Objectives, Unfunded Requirements
Wednesday 15-25 May	Department Budget Meetings - FY 2018/19 Goals, Objectives, Unfunded Requirements
Monday 7 May	Brief Water Advisory Committee FY 2018/19 Goals and Objectives
Monday 11 June	Water Advisory Committee Meeting / Budget Workshop (Rev/Unfunded Requirements)
Wednesday 13 June	Council Workshop – Set Initial Goals, Objectives, and Budget Guidance
1-15 June	Prepare Revenues for Preliminary Budget
Monday 25 June	Council Workshop - Budget Basics and Staff Analysis of Council Objectives / Salary Study Presentation
Monday 9 July	Water Advisory Committee Meeting - Budget Workshop - Water Fund Expenses
Wednesday 11 July	Budget Work Shop – Capital Replacement Funds; Expense Estimates
~ 25 July	Bexar County Appraisal District Provides - Certified Tax Roll; pass to Council
~ July 25 - 3 August	Bexar County Tax Assessor Collector Calculates / Provides Effective and Roll Back Rates
Monday 30 July (T)	Water Advisory Committee Meeting-Approve initial Water Fund Budget
Thursday 2 August	Special Council Meeting - <ul style="list-style-type: none"> - City Manager Submits Proposed FY 2018/19 Budget (No anticipated Council action) - Receive Effective and Rollback Calculation
Wednesday 08 August	Special Council Meeting / Workshop <ul style="list-style-type: none"> - Discuss tax rate; if proposed tax rate will exceed the rollback rate or the effective rate (whichever is lower), take record vote and Schedule Public Hearings.
Wednesday 15 August	Publish Notice of 2018 Tax Year Proposed Tax Rate (Effective & Rollback) (Dates of Public Hearings Published in News Paper)
Tuesday 21 August	Special Council Budget Workshop
Monday 27 August	Budget Work Shop / Regular Council Meeting
Wednesday 29 August	Publication Notice of 1 st and 2 nd Budget Reading
Monday 10 September	Special Council Meeting – <ul style="list-style-type: none"> - 1st Reading of Budget - Schedule and announce meeting to adopt tax rate 3-14 days from this date.
Monday 17 September	Regular Council Meeting – <ul style="list-style-type: none"> - 2nd Reading of Budget - 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 Council, its preparation begins much earlier, reassessing projected revenues, reserves and expenditures for the current year and future years.

What is the City Budget?

The budget is one of the key policy documents in any city. It includes the financial planning and legal authority to obligate public funds.

Also, the budget provides policy direction by the City Council to the staff and the community about the role of the city and its services and programs. The budget estimates expected revenue and expenditures needed from each fund to meet the 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

The 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

The 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

The 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 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 very 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:

- 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)
- Current expenditures will not exceed current revenues (balanced budget)
- General Fund targets a fund balance at approximately 50% (~\$2.76M)
- 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

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/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, implementation and 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. 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, garbage, court fines, water/wastewater, and 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 priority of must-fund services, establish and define appropriate service levels and administer the expenditure of available resources to assure 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, Capital Projects 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.
- (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 propose 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 having considered the requirements to assign fund balance, 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 has established guidelines for debt financing that will provide needed capital equipment and infrastructure improvements, while minimizing the impact of debt payments on current and future revenues. 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.

Type 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 pledgeable 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 preparer 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.

Internal Control

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

Risk Management

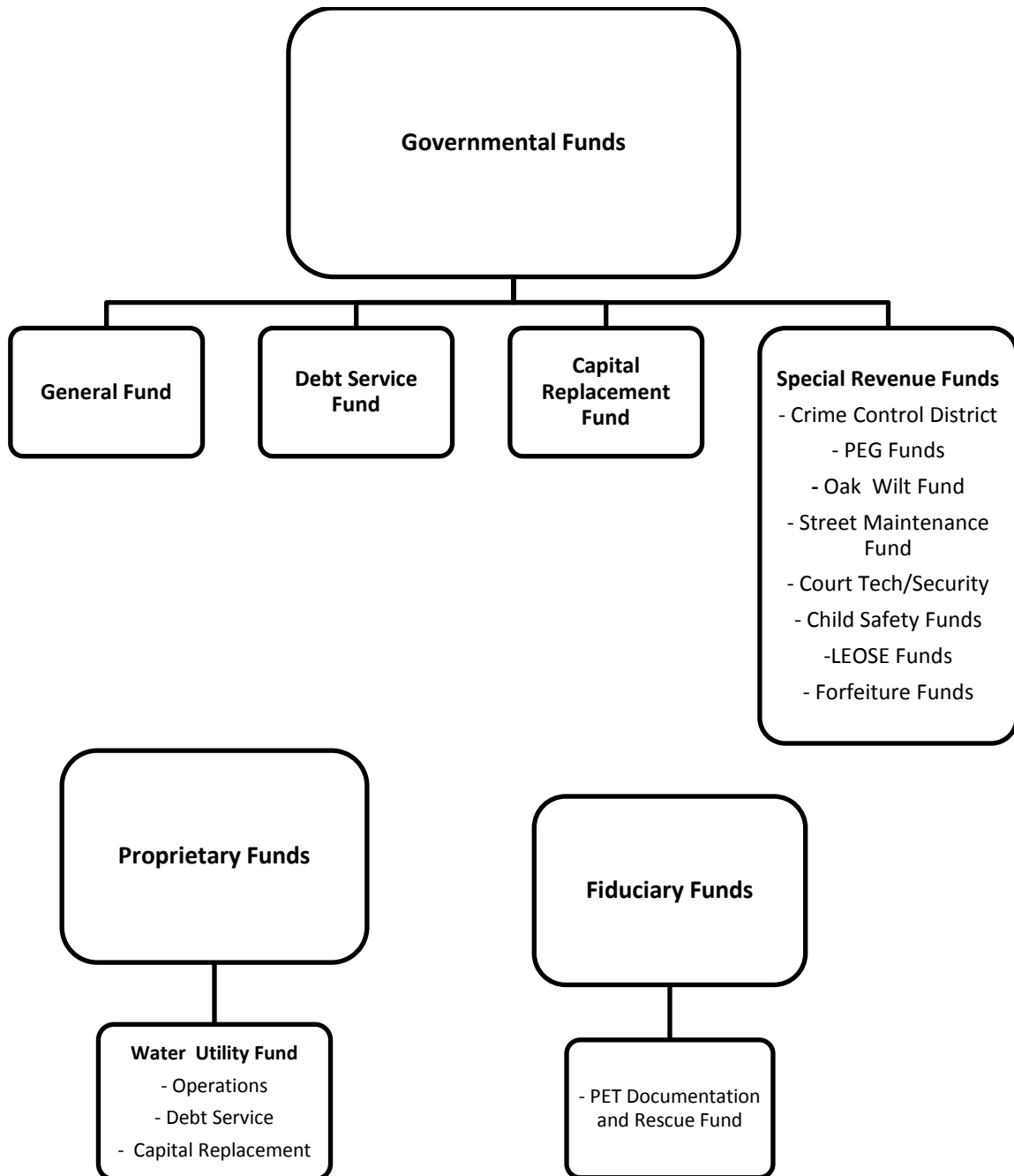
Prevent and/or reduce financial impact of claims and losses to the City through prevention/education and transfer of liability/insurance.

Budget

Develop and maintain a balanced budget (defined as a term signifying budgeted expenditures being offset by budgeted revenues), which presents a clear understating 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 revenue 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 moneys 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 the following funds: Governmental Funds, Proprietary Funds, and Fiduciary Funds which comprise of approximately 13 separate funds.

Governmental Funds

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

Major Funds

The City currently has only the General Fund classified as a Major Fund.

10 - General Fund

Accounts for all financial resources except those required to be accounted for in another fund. 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. Revenues for this fund are obtained from taxes, franchise fee, licenses and permits, charges for services, intergovernmental revenue, fines, and interest.

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 the state statute through a municipal ordinance to collect a court fee designated 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 designated to be used for security personnel, services and items related to buildings that house the operations of Municipal Court.

52 – Child Safety Fund

Funds are collected at the county level through a fee on vehicle registration and divided, after certain expenses, amongst municipalities based on population. The funds are to be utilized 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.

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, drainage projects. Funds are set aside from either current revenues or from unassigned fund balance per the fund balance policy adopted in October 2011 and are designated during the budget process for future use.

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 August 2007 for the funds related to the program.

Chart of Accounts & Account Classification System

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

Assets then 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” thru “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
XX-	XXX-	9XXX	Transfers

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

Includes the City's portion for employees and the portion paid towards dependents for dental coverage.

1035 VISION

Includes the City's portion for employees and the portion paid towards dependents for vision coverage.

1036 LIFE/ADD INSURANCE

Includes City's portion of Life/Accidental Dismemberment coverage for employees.

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 13.74% as of January 1, 2018.

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, cleaning products.

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 \$250, which includes items such as testers, chain saw blades, shovels, weed eater heads, small hand tools, pocket chlorimeters, 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 services provided by engineering firms for various miscellaneous requirements not related to debt services projects. Also fees paid for professional service provided by outside providers for plan reviews.

3013 PROFESSIONAL SERVICES

To include professional service performed for architectural, information technology, financial services, and those not relating to other specified categories approved by the City.

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 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 for general comprehensive liability, real and personal property, automobile/automobile physical damage liability, law enforcement liability, errors and omissions.

3060 UNIFORM SERVICE

Costs to maintain/supply uniforms provided by an outside service provider 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

Fees charged for banking services performed by the City depository and fees associated with accepting credit cards and equipment.

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 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 outside 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; INCODE, Microsoft, Brazos Technology, Cardinal, and Badger.

4083 AUDIT SERVICES

Fees paid for professional service pertaining to the annual auditing of the City's financial records

4084 TAX APPRAISAL FEES

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

4085 TAX COLLECTOR/EAA – WATER MANAGEMENT FEES

Professional fees paid to Bexar County Tax Assessor Collector to account for the cost of collection/processing statements for ad valorem taxes for the City. The charge is 1% on all funds collected by tax collector. Also, in the Water 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, such as location rental, printing of ballots, supplies, election personnel, etc.

4099 WATER RIGHTS/LEASE PAYMENTS

Amounts paid by the Water Utility under signed water lease 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, skidsteers, excavators, etc.

5010 EQUIPMENT MAINTENANCE & REPAIR

Includes parts, supplies used in normal operation and routine maintenance of all equipment, i.e. pumps, motors, fittings, valves, repair clamps, lamps, curb stop replacements repairs to backhoe, bobcat, etc. equipment.

5015 ELECTRONIC EQUIPMENT MAINTENANCE

Electronic office equipment needing repair costing less than \$200 in the normal daily routine, i.e. printers, communication equipment, typewriters, calculator repair, computer replacement parts.

5020 VEHICLE MAINTENANCE

Includes supplies used in normal operation and routine maintenance of motor vehicles, i.e. oil change, radiator flush, wiper blades, flat repair, also to include purchase of tires.

5030 BUILDING AND GROUNDS MAINTENANCE

To account for general maintenance and repair of buildings and structures to include supplies, HVAC, plumbing, and electrical, fire extinguisher recharge, and repairs performed by others.

5060 VEHICLE & EQUIPMENT FUEL

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 firearms 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/ FIRE PPE SUPPLIES/MAINTENANCE

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, water measuring devices, etc. for maintenance, repair and/or replacement of items within the tank as well as required yearly tank inspections. Also, 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, an 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.

6062 WELL SITE #2 – EAA MONITORED

Monitoring site located at Fawn Dr. of the Edwards Aquifer which is performed by the Edwards Aquifer Authority and United States Geological Survey (USGS) for water levels and 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 Bow 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. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, valves, fittings, clamps, electrical parts and other items necessary for maintenance.

6067 WELL SITE #7

A water resource form the Edwards Aquifer located at Hunters Stream. 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. 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

A water resource the Trinity Aquifer located at Wagon Trail. To include maintenance and/or repair, replacement of water pipes, pumps, meter, registers, 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 our 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 well site #1's pumps, VFDs, 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, 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.

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, pagers, cell and other communications services via land, VOIP, and wireless.

7044 WATER

Costs for water and 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.

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 and are approved by the City Council and with values of less than \$4,999.

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.

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, 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/new projects not otherwise included in existing category for more than \$5,000.

8085 CAPITAL – STREETS

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

8081 CAPITAL - BUILDINGS

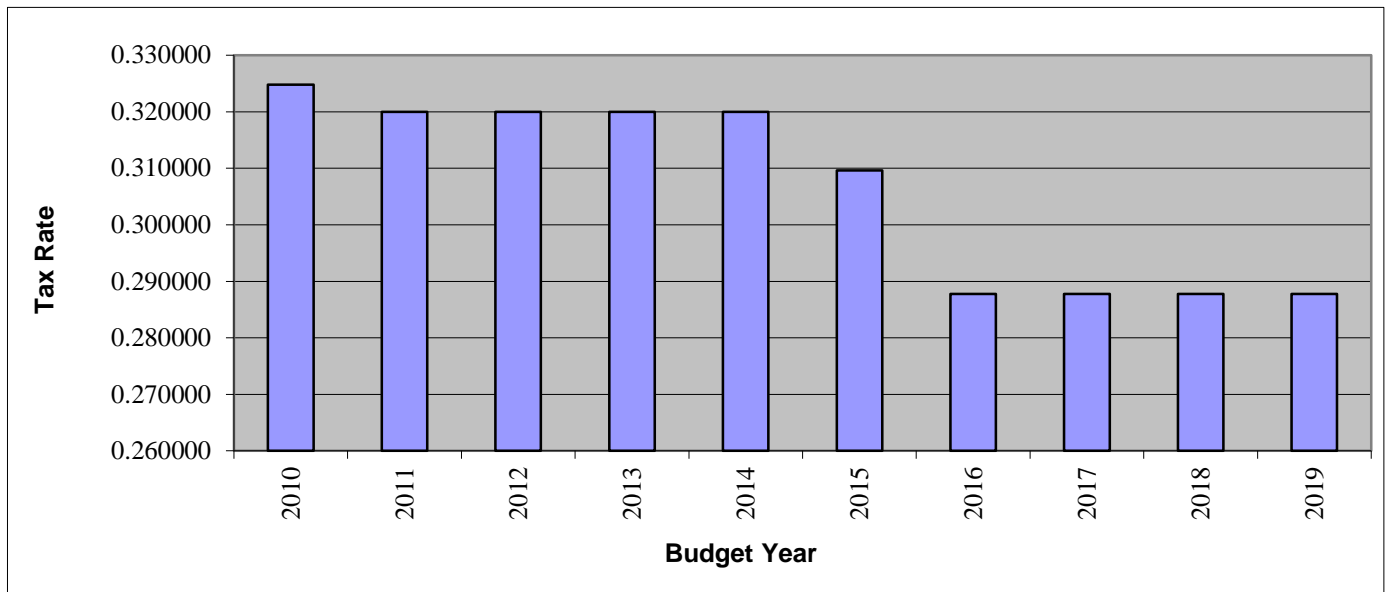
Expenditure towards acquisition of buildings of \$5,000 or more that will have a life of more than a year that will be capitalized and is approved by Council.

OTHER LINE ITEMS**9000 GRANT EXPENDITURES**

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

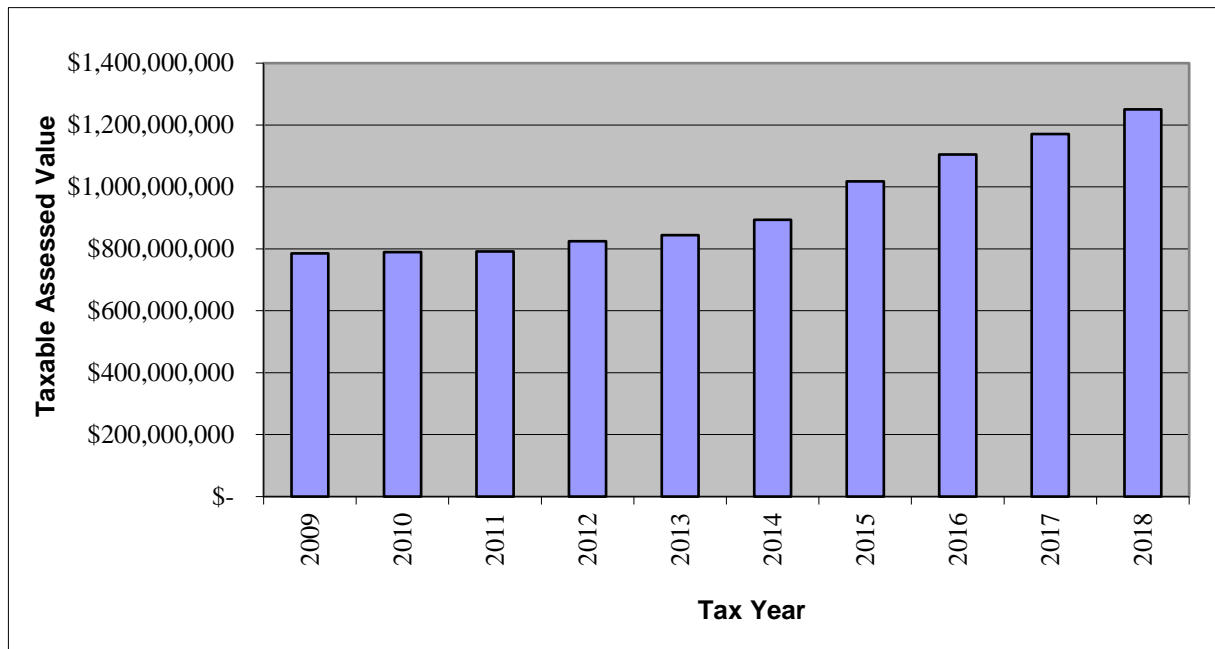
City of Shavano Park Historical Ad Valorem Tax Rates

Budget Year	Tax Year		M&O	I&S	Total Tax Rate	Change	%	Taxes on \$686,846 Home Valuation	Change
2010	2009		0.29087	0.03393	0.324800	(0.0003)	-0.09%	2,231	
2011	2010		0.29087	0.02913	0.320000	(0.0048)	-1.50%	2,198	(33)
2012	2011		0.28173	0.03827	0.320000	0.0000	0.00%	2,198	0
2013	2012		0.28243	0.03757	0.320000	0.0000	0.00%	2,198	0
2014	2013		0.27244	0.04756	0.320000	0.0000	0.00%	2,198	0
2015	2014		0.290429	0.019188	0.309617	(0.0104)	-3.35%	2,126	(71)
2016	2015		0.264066	0.023676	0.287742	(0.0219)	-7.60%	1,976	(150)
2017	2016		0.272352	0.015390	0.287742	0.0000	0.00%	1,976	0
2018	2017		0.274870	0.012872	0.287742	0.0000	0.00%	1,976	0
2019	2018	Proposed	0.273279	0.01446	0.287742	0.0000	0.00%	1,976	0



City of Shavano Park Historical Taxable Assessed Value

Budget Year Ending	Tax Year	Taxable Assessed Value Including Freeze	Change from Prior Valuation	%
2010	2009	\$ 785,865,195	\$ 63,610,422	8.81%
2011	2010	\$ 789,548,590	\$ 3,683,395	0.47%
2012	2011	\$ 791,642,564	\$ 2,093,974	0.27%
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%



** Certified grand total reported from Bexar Appraisal District as of July 20, 2018. Includes all freeze taxable values as well as properties under protest. Excludes exemption amounts.

City of Shavano Park
Analysis of Tax Rates - FY 2017-18 vs. FY 2018-19

	FY 2017-18 Assessment	FY 2018-19 Current Rate	FY 2018-19 Rollback Rate	FY 2018-19 Effective Rate	FY 2018-19 Proposed
Total Taxable Assessed Value (Freeze not Included)	\$ 862,574,721	\$ 916,480,009	\$ 916,480,009	\$ 916,480,009	\$ 916,480,009
Total Tax Rate (Per \$100)	0.287742	0.287742	0.313104	0.289630	0.287742
Levy on Properties not subject to Ceiling Limit	\$ 2,481,990	\$ 2,637,098	\$ 2,869,536	\$ 2,654,401	\$ 2,637,098
Add Back: Actual Tax on Properties under Ceiling Limit	757,739	819,811	819,811	819,811	819,811
Total City Tax Levy	\$ 3,239,729	\$ 3,456,909	\$ 3,689,347	\$ 3,474,212	\$ 3,456,909
Less: Debt Service Portion (I&S) Collection	(111,031)	(132,551)	(132,551)	(132,551)	(132,551)
Less: Debt Service from Properties under Ceiling Limit	(33,897)	(41,207)	(37,869)	(40,938)	(41,207)
Tax Levy Available to General Fund (M&O) @ 100% *	\$ 3,094,801	\$ 3,283,152	\$ 3,518,928	\$ 3,300,723	\$ 3,283,152
Revenue Difference from FY 2017-18 for General Fund		\$ 188,351	\$ 424,127	\$ 205,922	\$ 188,351
Tax Rate Comparison FY 2017-18 vs. FY 2018-19		\$ -	\$ 0.025362	\$ 0.001888	\$ -

* Council guidance was to utilize 100% collection rate for budget purposes in FY 18/19.

	FY 2017-18 Assessment	FY 2018-19 Current Rate	FY 2018-19 Rollback Rate	FY 2018-19 Effective Rate	FY 2018-19 Proposed
Rate Effects on Average Taxable Homestead Value	\$ 659,445	\$ 686,846	\$ 686,846	\$ 686,846	\$ 686,846
Total Tax Rate (Per \$100)	0.287742	0.287742	0.313104	0.289630	0.287742
Total City Tax Levy	\$ 1,898	\$ 1,976	\$ 2,151	\$ 1,989	\$ 1,976
Difference In City Tax Paid FY 2017-18 vs. FY 2018-19 **		\$ 79	\$ 253	\$ 92	\$ 79

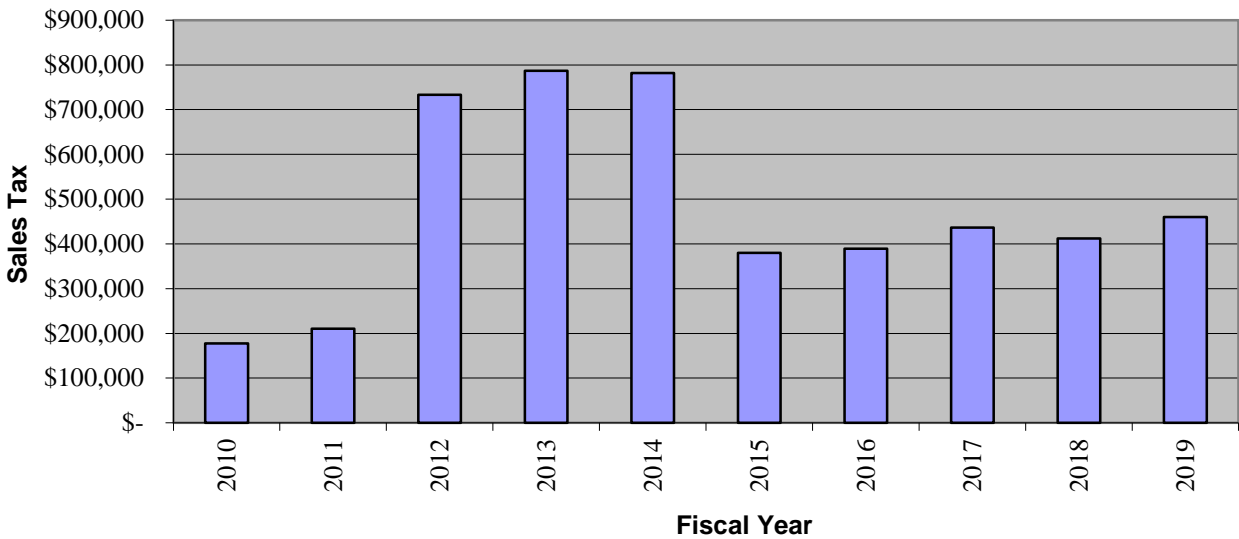
** Difference for individual tax payers may be more or less depending on the specific appraised property values.

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

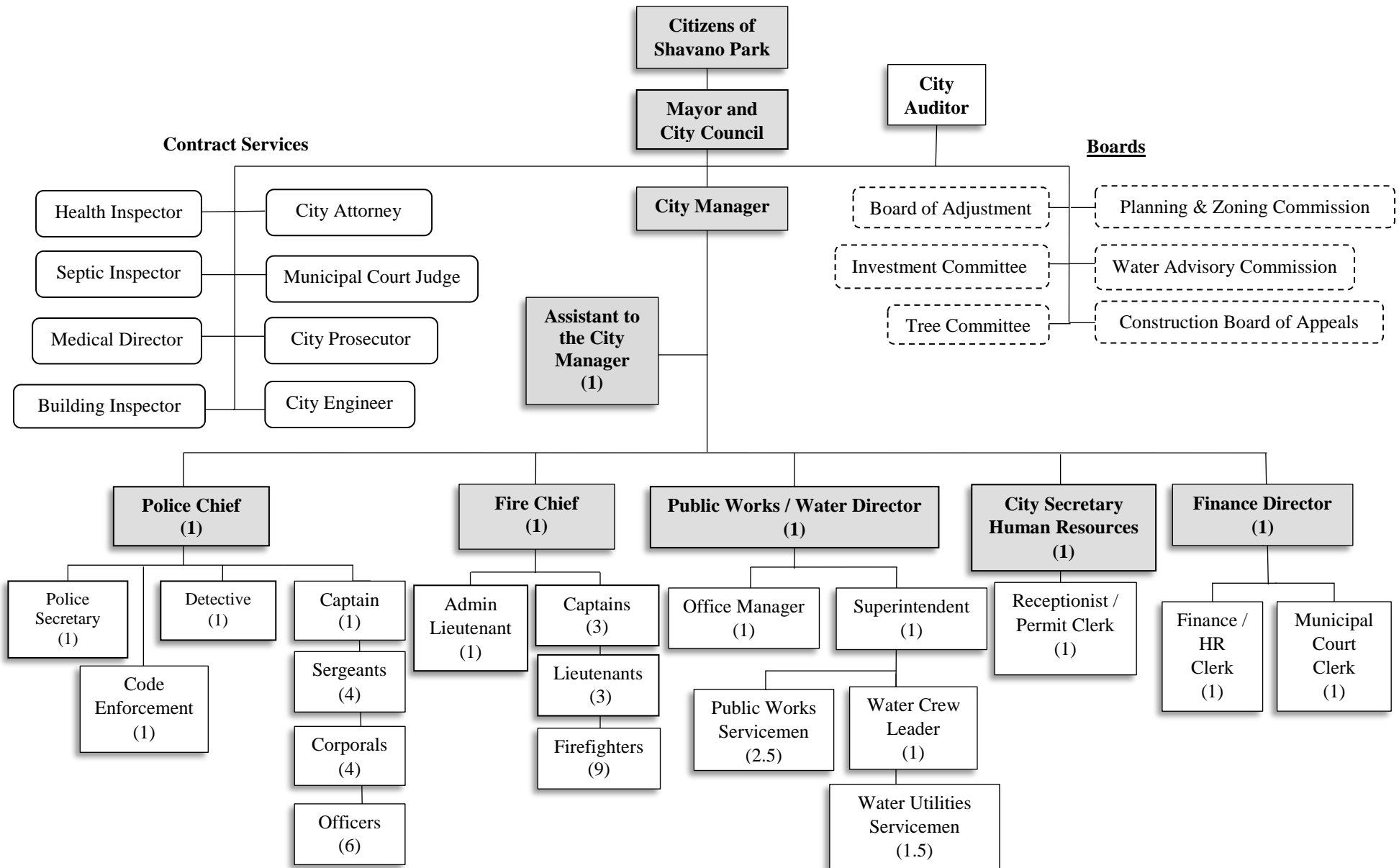
Budget Year	Sales Tax Collected	Change from Prior Year	%
2010	\$ 177,830	\$ 18,798	11.820%
2011	\$ 210,371	\$ 32,541	18.299%
2012	\$ 733,107	\$ 522,736	248.483%
2013	\$ 786,838	\$ 53,731	7.329%
2014	\$ 781,683	\$ (5,155)	-0.655%
2015	\$ 379,771	\$ (401,912)	-51.416%
2016	\$ 388,949	\$ 9,178	2.417%
2017	\$ 436,447	\$ 47,498	12.212%
2018 Estimated	\$ 412,000	\$ (24,447)	-5.601%
2019 Proposed	\$ 460,000	\$ 48,000	11.650%



ATTACHMENT A

ORGANIZATIONAL FLOWCHART

Approved by Council on _____.



HISTORICAL STAFFING LEVELS

	<u>2013/2014</u>	<u>2014/2015</u>	<u>2015/2016</u>	<u>2016/2017</u>	<u>2017/2018</u>	CM Proposed FY 2018-19
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
Finance/HR Clerk	1	1	1	1	1	1
Permit Clerk	1	1	1	1	1	1
Planner/Information Systems Manager	1	1	1	1	0	0
Assistant to the City Manager	0	0	0	0	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	0	0	0.5	0.5
Public Works/Water Foreman 50/50	0.5	0.5	0.5	0.5	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	0	0	0	1	1	1
Captain	2	2	2	1	1	0
Fire Captain	1	1	1	2	2	3
Fire Lieutenant	3	3	3	3	3	3
Fire Fighter	10	10	10	9	9	9
Department Total	17	17	17	17	17	17
Paramedic Certification	8	8	8	10	10	10

Note: Not additional personnel, included within above categories.

HISTORICAL STAFFING LEVELS

						CM Proposed
	<u>2013/2014</u>	<u>2014/2015</u>	<u>2015/2016</u>	<u>2016/2017</u>	<u>2017/2018</u>	<u>FY 2018-19</u>
10-General Fund (continued)						
POLICE 605						
Police Chief	1	1	1	1	1	1
Police Secretary	1	1	1	1	1	1
Police Captain	0	0	0	0	1	1
Police Lieutenant	1	1	1	1	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	5	4	4	4	6	6
Police Officer/Code Enforcement	0	1	1	1	1	1
Department Total	17	17	17	17	19	19
General Fund Total	45	45	45	45	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	0	0	0.5	0.5
Public Works/Water Foreman	0.5	0.5	0.5	0.5	0	0
Water Crew Leader	0	0	0	0	0	1
Water Servicemen	2.5	2.5	2.5	2.5	2.5	1.5
Water Fund Total	4	4	4	4	4	4
CITY - WIDE TOTAL	49	49	49	49	51	51

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

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 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
- Enforce ordinances / policies consistently
- Engage residents to participate in municipal planning
- Review Contracts / Professional Services and request RFQs as appropriate
- Fully fund Capital Replacement requirements as scheduled

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 enforce city ordinances, criminal statutes and Texas Transportation Code provisions
- 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
- Effectively communicate to citizens police security efforts in crime control measures and trends
- Begin the planning for the replacement of Engine 139B (Fire)
- 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
- Consider becoming a Court of Record
- Consider and begin saving for backup power options at City Hall and Fire/PW Buildings

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

- Investigate revenue enhancement options
- Continue growth of the Oak Wilt Fund
- Strive to earn the Texas Comptroller Transparency Star Award
- Earn Government Finance Officers Association Budget Award
- Maintain Reserves IAW our Fund Balance Policy

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

- Complete a city-wide street assessment, maintenance, and replacement schedule
- Continue to implement asphalt preservation applications east side of NW Military from Loop 1604 to De Zavala (including DeZavala); applications include crack seal and seal coat to assist in maintaining pavement conditions
- Implement environmentally friendly parking options (City Hall South)
- Maintain essential public water infrastructure to include a capital replacement program
 - Continue to take corrective action on dead end main issues to lessen flushing and reduce loss ratio rate.
- Complete assessment of city requirements for NW Military MPO project scheduled for 2020
- Complete planning with TxDOT for relocation and improvements to portions of the water mains on NW Military prior/ job bid for MPO project
- Assess City requirements for relocation and improvements to portions of the water mains on NW Military and to determine funding sources
- Investigate alternatives to increase productivity and life expectancy of the Trinity Well pump, motor, and ground storage tank

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

- Emphasize friendly customer service and make opportunities to engage with public
- Continue to coordinate with Bitterblue for completion of sidewalk trail north from Lockhill Selma to Salado Creek
- Secure the donation of a pavilion to the City
- Solicit the donation of a play scape to the City
- Consider security options to include a controlled access gate along the trail from Cliffside to the San Antonio Linear Park and trail system
- Enter into an agreement with the Willow Wood HOA for the maintenance of the pedestrian easement between the Willow Wood and the Pond Hill Villas neighborhoods

- Consider permanent green space on the municipal tract
- Maintain Firewise recognition
- Explore options for second rain garden

7. Promote effective communications and outreach with citizens

- Maintain and continue to improve the City Communications Plan
- Conduct four City sponsored events (Arbor Day, Independence Day, National Night Out, December Celebration)
- Support the City of Shavano Park celebration of Fiesta in coordination with Arbor Day with Fiesta Metals
- Maintain City website and evaluate additional website applications
- Conduct written engagements with Citizens (Town Plan, RR Stickers, Key Numbers, i-INFO)
- Continue to conduct website surveys
- Decide and consider options for comprehensive Town Plan for 2018

8. Mitigate storm water runoff

- Assess and complete Drainage plan culverts at Fawn Drive and Chimney Rock.
- Assess Phase II Drainage plan culverts and complete improvements based upon assessment for Windmill and Bent Oak.
- Initiate a Preliminary Engineering Report to determine the options and a more refined cost estimate for remaining drainage areas as presented in the KFW Engineering Drainage Study
- Assess the implementation of the previously approved prioritized plan to address City drainage issues; revise the plan and implement as it is feasible
- Continue drainage improvements
- Provide maintenance of our storm water to include inlets and channels, ensuring proper drainage into our watersheds to include brush clearing projects
- Examine Lockhill Selma pooling of water and street cleaning practices in coordination with the Bentley Manor HOA.

10 - GENERAL FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	<u>\$ 3,072,119</u>	\$ 2,673,776	
TOTAL REVENUES AND OTHER SOURCES	<u>\$ 5,507,720</u> *	<u>\$ 5,209,811</u>	<u>\$ (297,909)</u>
DEPARTMENT EXPENDITURES AND OTHER USES:			
CITY COUNCIL	\$ 30,084	\$ 35,050	\$ 4,966
ADMINISTRATION	928,279	885,998	(42,281)
COURT	87,695	84,239	(3,456)
PUBLIC WORKS	672,641	572,144	(100,497)
FIRE DEPARTMENT	2,282,515	1,793,499	(489,016)
POLICE DEPARTMENT	1,807,949	1,731,381	(76,568)
DEVELOPMENT SERVICES	96,900	107,500	10,600
TOTAL EXPENDITURES AND OTHER USES	<u>\$ 5,906,063</u>	<u>\$ 5,209,811</u>	<u>\$ (696,252)</u>
TOTAL REVENUES AND OTHER SOURCES OVER (LESS) THAN EXPENDITURES AND OTHER USES	<u>\$ (398,343)</u>	<u>\$ -</u>	<u>\$ 398,343</u>
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 2,673,776</u>	<u>\$ 2,673,776</u>	

* Does not include budgeted use of \$398,343 of fund balance to cover expenditures.

General Fund - Fund Balance Funding %

FY 2018-19 CITY MANAGER PROPOSED BUDGET	PROJECTED UNAUDITED 9-30-2018 FUND BALANCE	EXCESS(DEFICIT) UNASSIGNED FUND BALANCE AS A % OF BUDGET
<u>\$</u>	<u>\$</u>	
<u>\$ 5,209,811</u>	<u>\$ 2,673,776</u>	

Fund Balance % of Budget

20%	\$ 1,041,962	\$ 1,631,814
25%	\$ 1,302,453	\$ 1,371,323
30%	\$ 1,562,943	\$ 1,110,833
40%	\$ 2,083,924	\$ 589,852
45%	\$ 2,344,415	\$ 329,361
50%	\$ 2,604,906	\$ 68,871
75%	\$ 3,907,358	\$ (1,233,582)
80%	\$ 4,167,849	\$ (1,494,073)
85%	\$ 4,428,339	\$ (1,754,563)
95%	\$ 4,949,320	\$ (2,275,544)
100%	\$ 5,209,811	\$ (2,536,035)

10 -GENERAL FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
NON-DEPARTMENTAL								
=====								
TAXES								
10-599-1010 CURRENT ADVALOREM TAXES	2,522,308	2,610,966	2,913,974	3,094,801	2,982,557	3,059,000	3,283,152	
10-599-1020 DELINQUENT ADVALOREM TAXES	16,023	25,378	67,737	20,000	(40,844)	(39,000)	20,000	
10-599-1030 PENALTY & INTEREST REVENUE	8,977	8,875	8,042	7,000	9,331	9,400	8,000	
10-599-1040 MUNICIPAL SALES TAX	379,771	388,949	436,447	460,000	342,145	412,000	460,000	
10-599-1050 CRIME CONTROL DIST SALES TA	0	0	0	0	0	0	0	
10-599-1060 MIXED BEVERAGE TAX	19,371	18,535	19,230	20,000	20,647	20,647	22,000	
TOTAL TAXES	2,946,450	3,052,703	3,445,430	3,601,801	3,313,835	3,462,047	3,793,152	
FRANCHISE REVENUES								
10-599-2020 FRANCHISE FEES - ELECTRIC	251,532	270,026	283,708	282,000	200,987	290,000	290,000	
10-599-2022 FRANCHISE FEES - GAS	33,080	25,494	25,482	33,000	25,861	30,000	33,000	
10-599-2024 FRANCHISE FEES - CABLE	74,713	76,923	77,142	77,677	59,038	78,000	80,000	
10-599-2026 FRANCHISE FEES - PHONE	25,661	24,932	24,684	25,143	19,084	25,000	25,000	
10-599-2027 FRANCHISE FEES - SAWS	19,331	10,962	11,635	11,000	0	11,000	11,000	
10-599-2028 FRANCHISE FEES - REFUSE	24,867	29,072	31,105	30,383	32,174	32,174	32,000	
TOTAL FRANCHISE REVENUES	429,185	437,409	453,756	459,203	337,144	466,174	471,000	
PERMITS & LICENSES								
10-599-3010 BUILDING PERMITS	410,875	376,677	478,524	425,000	283,149	360,000	338,575	
10-599-3012 PLAN REVIEW FEES	116,035	59,370	63,403	62,000	44,299	55,000	55,000	
10-599-3015 TREE TRIMMING PERMITS	0	0	0	0	0	0	0	
10-599-3018 CERTIFICATE OF OCCUPANCY PE	4,400	6,740	6,400	5,000	7,900	8,800	6,000	
10-599-3020 PLATTING FEES	32,155	8,822	11,242	10,000	2,965	4,050	2,000	
10-599-3025 VARIANCE/RE-ZONE FEES	15	3,040	1,850	2,000	1,100	1,100	2,000	
10-599-3040 CONTRACTORS' LICENSES	200	0	1,610	500	5,992	7,000	5,000	
10-599-3045 INSPECTION FEES	11,327	10,705	9,470	11,000	8,550	9,400	10,000	
10-599-3048 COMMERCIAL SIGN PERMITS	0	0	1,700	500	2,200	2,400	500	
10-599-3050 GARAGE SALE & OTHER PERMITS	505	1,720	1,253	1,200	420	550	1,000	
10-599-3055 HEALTH INSPECTIONS	2,100	3,400	4,900	4,500	2,600	3,500	4,000	
10-599-3060 DEVELOPMENT FEES	158,232	52,972	18,005	5,000	64,440	64,440	5,000	
TOTAL PERMITS & LICENSES	735,844	523,446	598,356	526,700	423,615	516,240	429,075	
COURT FEES								
10-599-4010 MUNICIPAL COURT FINES	183,203	162,155	155,342	170,000	111,639	136,700	150,000	
10-599-4021 ARREST FEES	6,627	4,969	4,960	5,000	4,000	4,800	5,000	
10-599-4028 STATE COURT COST ALLOCATION	6,063	6,818	6,467	6,000	0	6,000	6,000	
10-599-4030 WARRANT FEES	28,736	27,724	23,850	24,000	17,741	20,000	20,000	
10-599-4031 STATE JURY FEE	0	0	0	0	0	0	0	
10-599-4035 JUDICIAL FEE - STATE	0	0	0	0	0	0	0	
10-599-4036 JUDICIAL FEE - CITY	907	727	708	1,000	563	650	1,000	
TOTAL COURT FEES	225,535	202,393	191,327	206,000	133,943	168,150	182,000	

10 -GENERAL FUND

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
REVENUES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
POLICE/FIRE REVENUES								
10-599-6010 POLICE REPORT REVENUE	333	448	365	400	377	400	400	
10-599-6020 POLICE OFFICERS EDUCATION F	0	0	0	0	0	0	0	
10-599-6025 POLICE DEPT- FORFITURE	0	0	0	0	0	0	0	
10-599-6030 POLICE DEPT. REVENUE	6,763	7,750	4,525	4,000	2,862	3,200	4,000	
10-599-6060 EMS FEES	74,087	68,606	111,170	110,000	90,124	110,000	110,000	
TOTAL POLICE/FIRE REVENUES	81,183	76,804	116,061	114,400	93,363	113,600	114,400	
MISC./GRANTS/INTEREST								
10-599-7000 INTEREST INCOME	4,471	10,328	22,191	16,000	37,247	45,000	45,000	
10-599-7010 SCHOOL CROSSING GUARD REIMB	0	0	0	0	0	0	0	
10-599-7021 FEDERAL GRANTS	0	0	6,370	15,000	13,250	13,250	15,000	
INTERVIEW ROOM RECORDIN 0	0.00							15,000
10-599-7025 US DOJ VEST GRANT	2,097	1,097	2,781	2,000	1,822	1,822	4,000	
REIMBURSED 50% EA VEST 8	500.00							4,000
10-599-7030 FORESTRY SERVICE GRANT	0	625	0	10,000	400	8,500	10,000	
10-599-7036 TEXAS COMM. ON FIRE PROTECT	0	0	625	0	0	0	0	
10-599-7037 STRAC	6,606	10,229	7,790	7,000	6,460	6,460	7,000	
10-599-7040 PUBLIC RECORDS REVENUE	77	18	1	100	21	21	50	
10-599-7050 ADMINISTRATIVE INCOME	29,465	16,693	90,642	2,000	4,169	4,200	4,000	
VARIOUS MISC COLLECTION 0	0.00							4,000
10-599-7060 CC SERVICE FEES	0	0	4,260	3,000	3,959	4,100	4,000	
10-599-7070 RECYCLING REVENUE	1,818	2,161	2,536	2,000	2,451	2,950	2,500	
10-599-7075 SITE LEASE/LICENSE FEES	38,979	40,619	42,185	44,124	36,653	44,124	45,084	
T-MOBILE 12	1,667.00							20,004
CCATT-AT&T 12	2,090.00							25,080
10-599-7084 DONATIONS- FIRE DEPARTMENT	500	0	0	0	50	50	50	
10-599-7085 DONATIONS- POLICE DEPARTMEN	600	0	255	255	550	550	50	
10-599-7086 DONATIONS- ADMINISTRATION	4,655	7,905	8,393	8,000	7,180	7,180	8,000	
10-599-7090 SALE OF CITY ASSETS	20,859	15,038	23,245	10,000	39,464	39,464	45,000	
AMBULANCE 1	35,000.00							35,000
OTHER MISC EQUIPMENT 1	10,000.00							10,000
10-599-7097 INSURANCE PROCEEDS	10,236	3,909	12,030	0	32,903	32,903	0	
TOTAL MISC./GRANTS/INTEREST	120,364	108,621	223,304	119,479	186,581	210,574	189,734	
TRANSFERS IN								
10-599-8020 TRF IN -WATER FUND	22,050	22,050	79,312	22,050	0	22,050	22,050	
10-599-8040 TRF IN -CRIME CONTROL	83,100	82,459	215,106	212,837	157,770	212,837	0	
SALARIES 80/84 COVER 4H 0	0.00							0
10-599-8050 TRF IN -COURT RESTRICTED	19,766	5,046	4,013	8,749	8,749	8,749	8,400	
INCODE - COURT 0	0.00							4,200
COURT SECURITY - SPPD 0	0.00							4,200
10-599-8054 TRF IN -FORFEITURE FUNDS	0	0	6,244	0	0	0	0	
10-599-8070 TRF IN -CAPITAL REPLACEMENT	20,000	25,100	300,620	236,501	95,168	231,803	0	
10-599-8090 PRIOR PERIOD ADJUSTMENT	43,972	0	118,796	0	0	0	0	
10-599-8099 FUND BALANCE RESERVE	0	0	0	398,343	0	398,343	0	
COVER TRF TO CAPITAL RE 0	0.00							0

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
10-599-8200 CPS CEID Refund	0	0	0	0	0	0	0	
TOTAL TRANSFERS IN	188,888	134,655	724,091	878,480	261,687	873,782	30,450	
TOTAL NON-DEPARTMENTAL	4,727,451	4,536,030	5,752,324	5,906,063	4,750,169	5,810,567	5,209,811	
TOTAL REVENUES	4,727,451	4,536,030	5,752,324	5,906,063	4,750,169	5,810,567	5,209,811	

Major Budget Changes:

Proposed increase in City Sponsored Events (2037) from \$5,000 to \$7,000 per event for three events.
Two city-wide shredding events planned.

Capital Outlay

- 8015 Non-Capital - Computer Equipment

Replacement of 2 IPAD'S if required.

\$ 600

10 -GENERAL FUND
CITY COUNCIL

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
600-1070 MILEAGE REIMURSEMENT	0	0	0	0	0	0	0	
TOTAL PERSONNEL	0	0	0	0	0	0	0	
SUPPLIES								
600-2020 GENERAL OFFICE SUPPLIES	145	95	308	300	397	400	300	
600-2035 COUNCIL/EMPLOYEE APPRECIATI	1,054	758	950	1,000	844	1,000	1,000	
600-2037 CITY SPONSORED EVENTS	13,142	20,239	18,590	15,000	18,082	18,082	21,000	
EVENTS (3)	3	7,000.00						21,000
600-2040 MEETING SUPPLIES		1,163	522	1,000	464	600	1,000	
COUNCIL MEETINGS	6	75.00						450
GENERAL SUPPLIES	0	0.00						550
TOTAL SUPPLIES	15,504	21,614	20,582	17,300	19,788	20,082	23,300	
SERVICES								
600-3018 CITY WIDE CLEAN UP		1,278	1,628	1,750	700	700	1,400	
SHRED	2	700.00						1,400
600-3020 ASSOCIATION DUES & PUBS		1,508	1,628	1,700	1,628	1,628	1,750	
TML -MEMBERSHIP	0	0.00						1,050
AACOG	0	0.00						600
MISC	0	0.00						100
600-3030 TRAINING/EDUCATION		1,093	1,475	2,000	0	1,200	2,000	
VARIOUS SEMINARS	10	200.00						2,000
600-3040 TRAVEL/LODGING/MEALS		223	1,587	3,500	2,677	2,677	3,500	
LODGING ~ 10	0	0.00						2,000
MILEAGE	0	0.00						1,000
PER DIEM	0	0.00						500
600-3080 SPECIAL SERVICES		8,000	0	0	0	0	0	
TOTAL SERVICES	12,102	4,570	6,389	8,950	5,005	6,205	8,650	
CONTRACTUAL								
600-4088 ELECTION SERVICES	2,500	2,233	1,841	2,500	2,913	2,913	2,500	
TOTAL CONTRACTUAL	2,500	2,233	1,841	2,500	2,913	2,913	2,500	
CAPITAL OUTLAY								
600-8010 NON-CAP-ELECTRONIC EQUIPMEN	0	0	576	0	0	0	0	
600-8015 NON-CAPITAL-COMPUTER EQUIPM	274	530	0	1,334	428	428	600	
REPLACEMENT - IPAD	2	300.00						600
600-8080 CAPITAL - IMPROVEMENT PROJE	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	274	530	576	1,334	428	428	600	
TOTAL CITY COUNCIL	30,380	28,947	29,388	30,084	28,134	29,628	35,050	

Administration Department – 601

Goals:

- Effectively communicate with residents, businesses, visitors and other stakeholders
- Provide exceptional customer service and effective administration of services
- Efficiently use and protect fiscal resources through sound financial practices
- Conduct effective master planning to posture the City now and for the future
- Provide planning, research, and support to City Staff and Council
- Upgrade City IT infrastructure in coordination with IT contractor

Objectives:

Effectively communicate with residents, businesses, visitors and other stakeholders

- Maintain an informative and effective and user-friendly website
- Survey Shavano Park businesses concerning City services; Update Business Directory
- Continue implementation of the City Communications Plan
- Develop an internal publications policy
- Post select 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
- Conduct a review and update the Employee Handbook as needed
- Assess and consider options for H/R responsibilities
- Provide training and professional development opportunities to staff
- Investigate emergency power supply (generators) for City buildings and water system

Efficiently use and protect fiscal resources through sound financial practices

- Provide City Council and Staff with timely, accurate financial information
- Earn the Texas Comptroller Transparency Award for Traditional Finances
- Earn Government Finance Officers Association Distinguished Budget Presentation Award
- Complete the City's FY18 annual financial audit with no audit adjustments

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 the proposed 2018 comprehensive plan (Town Plan)
- Complete assessment of city requirements for 2020 NW Military Highway MPO project

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

- Continue to provide quality City presentations
- Enforce ordinances / policies consistently
- Continue work to complete the Hike and Bike trail north from Lockhill Selma to Salado Creek
- 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 four City Sponsored events
- Install a water softener and hot water heater to service the admin kitchen and bathrooms
- Participate in 2019 ChildSafe Cardboard Kids program to promote child abuse awareness in Bexar County

Maintain City IT infrastructure in coordination with IT contractor

- Improve the accessibility of City communications by growing digital presence
- Re-compete City IT Services contract with a new Request for Proposal and implement
- Implement improved backup system utilizing network backups, cloud backups and offline backups
- Analyze City endpoint security software and implement improved solutions
- Conduct Phishing Campaign Assessment through Department of Homeland Security
- Consider performing a Cyber Resilience Review through Department of Homeland Security
- Assistant to the City Manager and Public Works Director join FBI InfraGard
- Continue City participation in Multi-State Information Sharing & Analysis Center (MS-ISAC)
- Increase City internet bandwidth from 50MB to 100MB
- Engineer plans for replacement of City Fiber conduit under NW Military

Administration - 601

Major Budget Changes

Personnel Salary/Benefits:

There have been no additional personnel planned. Council has provided consensus guidance for a 3.5% raise and two grade change recommendations. The budget accounts for a 3% increase in the employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution of \$16 per employee/mo from \$537 to \$553 per employee.

Services:

- 3012 Professional Services - Engineering for NW Military and Fiber Lines	\$	10,000
- 3013 Professional Services	\$	4,500
Drainage Study completed in prior year \$20,000 reduction		
- 3015 Professional Services - Legal, \$10,000 reduction	\$	50,000
- 3050 Liability Insurance, \$1,500 increase	\$	9,000
- 3090 Citizens Communication - Business Directory \$2,000	\$	8,040

Contractual:

- 4060 IT Services - rebidding service provider, strengthening controls	\$	34,000
Increase of \$6,000		

Maintenance:

- 5030 Building maintenance, \$5,500 reduction	\$	21,500
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Capital Outlay

- 8015 Non-Capital - Computer		
Server UPS	\$	500
Computer/Monitor if required	\$	1,000
- 8025 Non-Capital - Office Furniture and Equipment		
Server room storage	\$	200
- 8080 Capital - Improvements - recorded in Capital Replacement Fund	\$	-
\$65,719 reduction from prior year. See 70 Fund - Capital Replacement		

Interfund Transfers- Capital Replacement (- 9010)	\$	74,178
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Funds included in this line item are dollars being setting aside for future capital replacement. Additional information and further break downs can be located in the Capital Replacement Fund portion of the budget. Reduction of \$30,763 from prior year's budget.

10 -GENERAL FUND
ADMINISTRATION

	((----- 2017-2018 -----)) ((----- 2018-2019 -----))							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
601-1010 SALARIES	352,654	354,081	391,812	413,719	343,585	413,719	424,184	
601-1015 OVERTIME	58	0	0	1,000	0	0	1,000	
601-1020 MEDICARE	5,223	5,016	5,574	6,105	4,820	6,000	6,267	
601-1025 TWC (SUI)	397	1,013	67	1,242	1,134	1,134	1,242	
601-1030 HEALTH INSURANCE	21,152	23,625	27,404	32,221	29,267	32,221	33,180	
601-1031 HSA	4,175	200	222	222	202	222	222	
601-1033 DENTAL INSURANCE	1,913	2,144	2,529	2,448	2,363	2,448	2,716	
601-1035 VISION CARE INSURANCE	553	481	527	609	453	609	528	
601-1036 LIFE INSURANCE	385	425	478	477	432	477	477	
601-1037 WORKERS' COMP INSURANCE	1,185	954	1,056	1,178	868	1,178	1,242	
601-1039 DISABILITY INSURANCE	0	0	0	0	0	0	0	
601-1040 TMRS RETIREMENT	49,123	49,527	54,698	57,711	43,595	57,711	60,286	
601-1070 SPECIAL ALLOWANCES	6,375	6,375	6,375	6,300	5,394	6,300	6,975	
TOTAL PERSONNEL	443,193	443,840	490,742	523,232	432,112	522,019	538,319	
SUPPLIES								
601-2020 GENERAL OFFICE SUPPLIES	6,042	6,505	6,991	7,000	6,387	7,000	7,000	
601-2025 BENEFITS CITYWIDE	4,200	3,450	1,613	3,000	1,811	3,000	3,000	
TUITION REIMBURSEMENT 5	600.00						3,000	
601-2030 POSTAGE/METER RENTAL	11,891	10,551	12,372	12,000	7,461	12,000	12,000	
ROAD RUNNER POSTAGE 0	0.00						6,600	
POSTAGE METER 0	0.00						4,440	
COURIER SERVICES 0	0.00						960	
601-2035 EMPLOYEE APPRECIATION	511	1,888	1,284	2,500	659	2,500	2,500	
601-2050 PRINTING & COPYING	901	755	998	1,000	766	1,000	1,000	
601-2060 MED EXAMS/SCREENING/TESTING	574	213	787	2,750	1,147	1,521	2,750	
DRUG SCREENS/PHYS/BACK 0	0.00						750	
EAP 0	0.00						2,000	
601-2080 UNIFORMS	0	0	767	900	0	900	900	
TOTAL SUPPLIES	24,119	23,362	24,812	29,150	18,231	27,921	29,150	
SERVICES								
601-3010 ADVERTISING EXPENSE	3,940	6,694	6,709	5,000	2,574	5,000	5,000	
601-3012 PROF. SERVICES-ENGINEERS	0	0	0	0	2,519	2,519	10,000	
NW MILITARY 1	5,000.00						5,000	
FIBER LINE PLANS 1	5,000.00						5,000	
601-3013 PROFESSIONAL SERVICES	2,500	18,428	5,000	24,500	17,533	24,500	4,500	
SALARY SURVEY - YRLY MA 0	0.00						2,000	
CONTINUING DISCLOSURE - 0	0.00						2,500	
601-3015 PROF. SERVICES-LEGAL	127,491	66,350	34,501	60,000	18,685	30,000	50,000	
601-3016 CODIFICATION EXPENSE	5,023	4,264	4,726	1,000	3,585	3,585	2,500	
601-3020 ASSOCIATION DUES & PUBLICAT	3,100	3,879	3,949	4,000	2,842	4,000	4,000	
TCMA 0	0.00						275	
GFOAT 0	0.00						300	
GFOA 0	0.00						300	

10 -GENERAL FUND
ADMINISTRATION

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
ICMA	0	0.00							920
TMCA	0	0.00							100
TEXAS-COOP	0	0.00							100
ACT-TAX	0	0.00							300
TMHRA	0	0.00							150
OTHER DUES/PUBLICATIONS	0	0.00							1,555
601-3030 TRAINING/EDUCATION		6,845	4,462	4,449	7,000	3,644	7,000	7,000	
	0	0.00							7,000
TML CONFERENCE - 2	0	0.00							0
GFOAT FALL/SPRING CONFE	0	0.00							0
TMCA CONFERENCE	0	0.00							0
NUTS/BOLTS OF HR	0	0.00							0
FLSA SEMINAR	0	0.00							0
TCMA SPRING	0	0.00							0
VARIOUS DAY SEMINARS	0	0.00							0
601-3040 TRAVEL/MILEAGE/LODGING/PERD		3,495	6,360	4,738	5,000	5,502	5,502	5,000	
601-3050 LIABILITY INSURANCE		3,321	4,010	6,268	7,500	9,142	9,142	9,000	
601-3060 WORKERS COMP INS PRIOR YR		0	0	0	0	0	0	0	
601-3070 PROPERTY INSURANCE		0	0	0	0	0	0	0	
601-3075 BANK/CREDIT CARD FEES		3,943	6,284	6,958	6,000	3,696	4,400	5,000	
601-3080 SPECIAL SERVICES		779	0	0	0	0	0	0	
City of San Antonio-Lan	0	0.00							0
601-3082 PROPERT TAX ATTORNEY		0	0	0	0	0	0	0	
601-3085 WEBSITE TECHNOLOGY		12,098	5,228	2,100	2,400	2,400	2,400	2,400	
ANNUAL MAINTENANCE	0	0.00							2,100
WEB PHOTOGRAPHY	0	0.00							300
601-3087 CITIZENS COMMUNICATION/EDUC		3,985	4,715	3,339	6,000	3,162	4,000	8,040	
VARIOUS PUBLIC MAILINGS	0	0.00							2,770
SURVEY MONKEY	0	0.00							270
DIRECTORY - CITY/BUSINE	0	0.00							2,000
PARKING STICKERS	0	0.00							0
FIESTA MEDALS	0	0.00							3,000
601-3090 COMMUNICATIONS SERVICES		0	0	0	0	0	0	0	
TOTAL SERVICES		176,519	130,674	82,737	128,400	75,283	102,048	112,440	
CONTRACTUAL									
601-4050 DOCUMENT STORAGE/ARCHIVES		4,724	3,323	4,663	5,000	2,821	4,000	4,000	
MONTHLY STORAGE	0	0.00							2,000
ARCHIVE SERVICES	0	0.00							2,000
601-4055 CONTRACTUAL-SALARY SURVEY		0	0	0	0	0	0	0	
SALARY SURVEY	0	0.00							0
601-4060 IT SERVICES		34,192	33,000	26,544	28,000	23,077	28,000	34,000	
IT - MONTHLY SERVICE	12	2,100.00							25,200
ANIT-VIRUS	0	0.00							4,000
CLOUD BACKUPS	0	0.00							1,800
VARIOUS NON-CONTRACT	0	0.00							3,000
EMAIL SECURITY	0	0.00							0
FIREWALL LICENSE	0	0.00							0

10 -GENERAL FUND
ADMINISTRATION

(----- 2017-2018 -----) (----- 2018-2019 -----)								
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
601-4075 COMPUTER SOFTWARE/INCODE	12,662	15,436	13,654	13,330	12,607	12,320	12,699	
INCODE - GL	0	0.00						1,768
INCODE - GL IMPORT	0	0.00						180
INCODE - AP	0	0.00						1,263
INCODE - PAYROLL	0	0.00						2,140
INCODE - CASH RECEIPTS	0	0.00						1,012
INCODE - ACUSERV	0	0.00						434
INCODE - BASIC NETWORK	0	0.00						1,212
INCODE - FIXED ASSETS	0	0.00						380
INCODE - POSITIVE PAY	0	0.00						460
OPEN GOV	0	0.00						3,000
ADOBE-CREATIVE-PHOTOSHOP	0	0.00						130
TYLER ONLINE	0	0.00						1,902
LESS ALLOCATED TO COURT	0	0.00					(1,182)
601-4083 AUDIT SERVICES	16,500		16,900	16,900	16,000	16,000	16,150	
601-4084 BEJAR COUNTY APPRAISIAL DIS	14,898	14,335	14,668	15,447	12,203	15,447	15,847	
601-4085 BEJAR COUNTY TAX ASSESSOR	2,670	2,927	2,970	3,032	3,230	3,230	3,375	
601-4086 CONTRACT LABOR	3,755	23,751	(332)	0	14,316	14,316	0	
TOTAL CONTRACTUAL	89,401	109,270	79,066	81,709	84,253	93,313	86,071	
MAINTENANCE								
601-5005 EQUIPMENT LEASES	5,203	4,974	4,600	3,600	2,924	3,600	3,600	
MONTHLY COPY FEES - PER	0	0.00						3,600
601-5010 EQUIPMENT MAINT & REPAIR	0	0	100	500	0	150	500	
601-5015 ELECTRONIC EQPT MAINT	0	1,632	112	1,000	0	400	1,000	
601-5030 BUILDING MAINTENANCE	6,643	17,252	27,769	27,000	37,100	38,500	21,500	
SECURITY SYSTEM	0	0.00						480
PEST CONTROL	0	0.00						1,300
FIRE EXTINGUISHERS	0	0.00						1,400
SEPTIC MAINTENANCE	0	0.00						1,500
FLOOR MATS	0	0.00						1,716
VARIOUS MINOR REPAIRS	0	0.00						5,104
PAINTING	0	0.00						2,500
HOT WATER HEATER	1	2,500.00						2,500
WATER SOFTENER	1	5,000.00						5,000
601-5060 VEHICLE AND EQUIPMENT FUEL	0	0	0	0	0	0	0	
TOTAL MAINTENANCE	11,846	23,858	32,581	32,100	40,024	42,650	26,600	
DEPT MATERIALS-SERVICES								
601-6000 INTERIM CHARGES	0	0	0	0	0	0	0	
TOTAL DEPT MATERIALS-SERVICES	0	0	0	0	0	0	0	

10 -GENERAL FUND
ADMINISTRATION

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
UTILITIES								
601-7042 UTILITIES - PHONE/CELL/VOIP	16,248	16,675	15,651	16,620	13,749	16,620	17,540	
LOGIX FIBER	0	0.00					15,800	
TIME WARNER	0	0.00					1,740	
TOTAL UTILITIES	16,248	16,675	15,651	16,620	13,749	16,620	17,540	
CAPITAL OUTLAY								
601-8010 NON-CAPITAL-ELECTRONIC EQUI	232	0	0	1,500	1,376	1,376	0	
601-8015 NON-CAPITAL-COMPUTER	5,822	323	1,475	6,334	5,881	6,334	1,500	
COMPUTER/MONITOR	0	0.00					1,000	
SERVER UPS	1	500.00					500	
601-8025 NON-CAPTIAL-OFFICE FURNITUR	760	4,086	0	100	0	100	200	
SVR ROOM STORAGE	0	0.00					200	
601-8045 CAPITAL - COMPUTER EQUIPMEN	0	13,500	0	0	0	0	0	
601-8080 CAPITAL - IMPROVEMENTS	0	0	7,684	65,719	37,939	65,719	0	
601-8098 2004 DEBT PAYOFF	0	0	0	0	0	0	0	
601-8099 CONTINGENCY	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	6,813	17,910	9,159	73,653	45,196	73,529	1,700	
INTERFUND TRANSFERS								
601-9010 TRANSFERS/CAPITAL REPLACEME	0	34,000	10,000	43,415	43,415	43,415	74,178	
CITY HALL AC UNITS	0	0.00					2,133	
UPGRADE VARIOUS SERVERS	0	0.00					20,249	
CITY HALL ROOF	0	0.00					13,046	
WIN. 7 - END OF LIFE -	28	100.00					2,800	
WIN. 7 - END OF LIFE -	17	850.00					14,450	
GENERATOR	0	0.00					21,500	
601-9015 TRANSFER TO DEBT SERVICE	0	0	0	0	0	0	0	
601-9018 TRANSFER TO OAK WILT	0	20,000	0	0	0	0	0	
601-9020 MUNICIPAL TRACT (TOWN PLAN)	11,033	0	0	0	0	0	0	
601-9030 IT SERVICES	0	0	0	0	0	0	0	
601-9038 BENEFITS CITYWIDE - SALARY	0	0	0	0	0	0	0	
601-9050 Transfer to Debt Service	0	0	0	0	0	0	0	
TOTAL INTERFUND TRANSFERS	11,033	54,000	10,000	43,415	43,415	43,415	74,178	
TOTAL ADMINISTRATION	779,172	819,588	744,748	928,279	752,263	921,515	885,998	

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.
- 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 giving 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
- Incorporate certification pay into the Court Clerk's compensation package for advanced training incentive and retention purposes
- Update Standard Operating Process Manual
- Fund a bullet proof glass window for the Court Clerk

Major Budget Changes**Personnel Salary/Benefits**

There have been no additional personnel added. Council has provided consensus guidance for 3.5% raise and \$1,200 incentive pay for Municipal Court Clerk II. The Court Clerk does not participate in the City provided employee benefits other than life insurance.

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

Capital Outlay

- 8010 - Non-capital - electronic equipment	\$	-
Metal detector purchased in prior year, \$4,736 reduction		
- 8025 - Non-capital - Office Furniture, new chair	\$	190

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
COURT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
602-1010 SALARIES	35,276	36,545	43,111	44,364	37,488	44,364	45,917	
602-1015 OVERTIME	468	0	0	1,000	0	0	1,000	
602-1020 MEDICARE	516	530	625	658	544	643	698	
602-1022 FICA	0	0	0	0	0	0	0	
602-1025 TWC (SUI)	9	171	9	207	162	162	207	
602-1030 HEALTH INSURANCE	27	0	0	0	0	0	0	
602-1031 HSA	0	0	0	0	0	0	0	
602-1033 DENTAL INSURANCE	0	0	0	0	0	0	0	
602-1035 VISION CARE INSURANCE	111	7	0	122	0	0	0	
602-1036 LIFE INSURANCE	60	76	80	80	73	80	80	
602-1037 WORKERS' COMP INSURANCE	116	97	114	127	93	127	139	
602-1040 TMRS RETIREMENT	4,923	5,021	5,923	6,233	4,682	6,233	6,713	
602-1070 SPECIAL ALLOWANCES	0	0	0	0	0	0	1,200	
TOTAL PERSONNEL	41,505	42,447	49,862	52,791	43,041	51,609	55,954	
SUPPLIES								
602-2020 OFFICE SUPPLIES	553	580	600	700	459	620	600	
602-2050 PRINTING & COPYING	982	1,065	1,075	1,200	801	1,100	1,000	
602-2080 UNIFORMS	0	0	0	0	0	0	0	
TOTAL SUPPLIES	1,536	1,645	1,675	1,900	1,261	1,720	1,600	
SERVICES								
602-3015 JUDGE/PROSECUTOR	15,600	14,400	15,600	16,800	13,000	16,800	16,800	
JUDGE 0	0.00						7,800	
PROSECUTOR 0	0.00						7,800	
ADDITIONAL 0	0.00						1,200	
602-3020 ASSOCIATION DUES & PUBS	96	246	96	200	349	349	200	
T.M.C.A. 0	0.00						200	
602-3030 TRAINING/EDUCATION	250	131	550	800	770	770	1,000	
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	
602-3040 TRAVEL/MILEAGE/LODGING/PERD	131	666	1,050	800	912	912	1,000	
602-3050 LIABILITY INSURANCE	73	80	84	80	98	98	100	
602-3070 PROPERTY INSURANCE	36	40	42	40	49	49	50	
602-3075 BANK/CREDIT CARD FEES	2,409	2,912	1,464	2,900	967	1,260	2,000	
TOTAL SERVICES	18,595	18,475	18,885	21,620	16,144	20,238	21,150	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
COURT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CONTRACTUAL								
602-4075 COMPUTER SOFTWARE/INCODE	3,938	3,770	4,013	4,128	4,128	4,128	4,325	
INCODE - COURT 0	0.00							2,020
INCODE - TICKET INTERFA 0	0.00							1,122
INCODE - GL/CASH 0	0.00							1,183
TOTAL CONTRACTUAL	3,938	3,770	4,013	4,128	4,128	4,128	4,325	
MAINTENANCE								
602-5010 EQUIPMENT MAINT & REPAIR	0	0	0	0	0	0	0	
602-5015 ELECTRONIC EQUIPMENT MX/REP	0	0	0	0	0	0	0	
TOTAL MAINTENANCE	0	0	0	0	0	0	0	
UTILITIES								
602-7042 UTILITIES - PHONE/CELL/VOIP	1,038	929	1,069	1,020	866	953	1,020	
TOTAL UTILITIES	1,038	929	1,069	1,020	866	953	1,020	
CAPITAL OUTLAY								
602-8010 NON CAPITAL-ELECTRONIC EQUI	0	0	0	4,736	4,736	4,736	0	
602-8015 NON-CAPITAL-COMPUTER	735	169	0	1,500	1,401	1,401	0	
602-8025 NON-CAPITAL - OFFICE FURNIT	0	0	0	0	0	0	190	
DESK CHAIR - COURT CLER 1	190.00							190
TOTAL CAPITAL OUTLAY	735	169	0	6,236	6,137	6,137	190	
TOTAL COURT	67,346	67,435	75,504	87,695	71,578	84,785	84,239	

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.)
- Maintain excellent transportation infrastructure (streets 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.)

- Implement a tree maintenance program around City Hall, the triangle, islands (zero scape and trim trees), and 200 – 400 blk of Cliffside properties.
- Continue to provide ground maintenance for the City Hall building, municipal tract, garden areas and islands throughout Shavano Park as well as maintain the integrity of the monuments throughout the City.
- Consider options for landscaping around the NW Mil and DeZavala monument
- Provide ground maintenance for trails within the City.

Maintain excellent transportation infrastructure (streets repairs and transportation maintenance)

- Implement asphalt preservation applications beginning on the east side of NW Military from Loop 1604 to De Zavala (including DeZavala). Applications include crack seal and fog seal to assist in maintaining pavement conditions within the City
- Provide a full street evaluation and propose a 5 to 10 year street maintenance program and consider future improvements.
- Partner with TxDOT to provide a clean right of way (ROW) along NW Military Hwy, an improved State highway and safer traffic flow
- Initiate a Pothole repair program
- Assess city infrastructure associated with the widening of NW Military and funding sources

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 – (Original Equipment 2001)
- Reconfigure Public Works yard install motorized gate and security fence

- Extend building in yard for new equipment/trucks
- Purchase a fuel tank to maintain emergency fuel capacity
- Consider and coordinate for installation of a larger septic tank at City Hall (2020)
- Install a new roof for City Hall

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
- Improve the preventative maintenance program for Public Works equipment to include daily, weekly and monthly checks
- Improve work order communication and efficiency with field staff

Mitigate storm water runoff (improve drainage culverts and infrastructure)

- Coordinate with City Engineer on drainage projects from KFW's study (2017)
- Conduct brush clearing projects as needed and within capability to improve storm water drainage.
- Storm Drainage – Develop a plan and initiate the cleaning of existing culverts and bridge crossings
- Complete Drainage plan culverts at Fawn Drive and Chimney Rock
- Assess, make recommendations on phase II Drainage plan culverts and complete improvements based upon assessment for Windmill and Bent Oak
- Assess the implementation of the previously approved prioritized plan to address City drainage issues; revise the plan and implement as it is feasible

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

- Provide assistance to CPS / AT&T during the utility pole replacement during 2018/2019
- Provide locates in a timely manner to ensure less risk of utilities being damaged
- Coordinate with TxDOT the utilities that will need relocated along NW Military prior to the MPO project start (Fall 2020)
- Coordinate as required with other service providers (City Public Service, San Antonio Water System, Bexar County, Cable providers, etc.)
- Continue to coordinate with AT&T and other providers on fiber / cable installation

Provide excellent municipal services while anticipating future requirements

- Respond in a prompt manner to earn the trust of residents
- Refine and improve the capital equipment schedule
- Assess Public Works requirements vs. resources for consideration of organizational structure / manning change or increased contracting arrangements for presentation to City Manager / Council
- Purchase new skid steer
- Purchase a mini-excavator using excess funds and other from skid steer
- Purchase a crew cab truck
- Purchase a landscape trailer

Public Works - 603

Major Budget Changes

Personnel Salary/Benefits

There have been no additional personnel added. Council has provided consensus guidance for 3.5% raise and the grade change recommendation to Public Works Director and Public Works/Water Superintendent. The budget accounts for a 3% increase in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution of \$16 per employee/mo from \$537 to \$553 per employee.

Services

- 3012 Professional Services - Engineering		
Drainage - Various (Decreased \$16,000 from prior year)	\$	10,000
- 3013 Professional Services		
Tree Services - Municipal Properties - expanded	\$	10,000
Landscape maintenance at City Hall	\$	5,000
Janitorial Services @ City Hall	\$	8,200
City Hall -Carpet and Tile Cleaning	\$	2,300

Maintenance

- 5030 Building Maintenance	\$	10,000
Overall reduction in equipment and vehicle maintenance and repairs		

Dept. Materials - Services

- 6080 Street Maintenance	\$	35,000
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Utilities	\$	81,900
Planned reduction as LED lights are being incorporated		

Capital Outlay

- 8015 Non-Capital Computer		
Computer	\$	400
- 8020 Non-Maintenance Equipment		
Fuel tank, landscape trailer	\$	8,723
- 8081 Capital - Buildings		
Motorized gate/fence	\$	15,000
Equipment - covered parking	\$	10,000
Purchases funded via Capital Replacement Fund are recorded in that fund		

Interfund Transfers- Capital Replacement (- 9010)	\$	47,572
Funds included in this line item are dollars being setting aside for future capital replacement. Additional information and further break downs can be located in the Capital Replacement Fund portion of the budget.		

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
PUBLIC WORKS

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
603-1010 SALARIES	144,557	140,799	149,572	183,482	143,165	173,000	191,706	
603-1015 OVERTIME	3,151	4,099	3,240	4,000	1,123	2,500	4,000	
603-1020 MEDICARE	2,161	2,122	2,222	3,099	2,123	2,550	3,290	
603-1025 TWC (SUI)	36	693	36	828	817	817	828	
603-1030 HEALTH INSURANCE	11,584	18,420	18,903	25,776	21,935	25,776	26,544	
603-1031 HSA	3,157	131	132	178	130	178	178	
603-1033 DENTAL INSURANCE	973	1,139	1,273	1,480	1,247	1,480	1,536	
603-1035 VISION CARE INSURANCE	304	295	302	365	296	365	365	
603-1036 LIFE INSURANCE	266	266	277	318	271	318	318	
603-1037 WORKERS' COMP INSURANCE	5,203	4,416	5,136	7,559	4,420	7,559	8,240	
603-1040 TMRS RETIREMENT	20,915	20,756	21,684	29,364	18,704	29,364	31,644	
603-1070 SPECIAL ALLOWANCES	4,066	3,750	6,508	7,200	6,197	7,200	7,200	
603-1099 PERSONNEL CONTINGENCY	0	0	0	0	0	0	0	
TOTAL PERSONNEL	196,372	196,885	209,286	263,649	200,428	251,107	275,849	
SUPPLIES								
603-2020 OFFICE SUPPLIES	122	497	467	1,000	1,215	1,350	1,000	
603-2040 OTHER SUPPLIES	282	0	0	0	0	0	0	
603-2050 PRINTING & COPYING	0	40	73	150	0	150	150	
603-2060 MEDICAL EXAMS/SCREENING/TES	0	146	225	175	164	175	175	
603-2070 JANITORIAL SUPPLIES	2,767	2,775	2,518	2,000	1,734	2,000	2,000	
603-2080 UNIFORMS	756	371	685	900	525	900	1,500	
603-2090 SMALL TOOLS	280	1,391	2,340	3,000	1,915	3,000	3,000	
603-2091 SAFETY GEAR	478	1,192	889	1,400	1,285	1,400	1,400	
TOTAL SUPPLIES	4,686	6,411	7,198	8,625	6,838	8,975	9,225	
SERVICES								
603-3010 ADVERTISING	0	0	0	0	0	0	0	
603-3012 PROFESSIONAL - ENGINEERING	7,855	0	30,975	26,000	20,600	20,600	10,000	
ENGINEERING - GENERAL	0	0.00					10,000	
603-3013 PROFESSIONAL SERVICES	0	42,553	18,808	19,500	14,132	19,500	25,500	
TREE SERVICE/MUNICIPAL P	0	0.00					10,000	
LANDSCAPE MAINT @ CITY	0	0.00					5,000	
JANITORIAL SERVICES-CIT	0	0.00					8,200	
CTIY HALL - CARPET-TILE	0	0.00					2,300	
603-3020 ASSOCIATION DUES & PUBS	0	0	100	195	0	195	195	
603-3030 TRAINING/EDUCATION	0	824	229	250	455	455	300	
603-3040 TRAVEL/MILEAGE/LODGING/PERD	40	0	0	250	30	250	250	
603-3050 LIABILITY INSURANCE	2,452	2,702	2,836	2,836	3,457	3,457	3,630	
603-3060 UNIFORM SERVICE	1,396	1,469	1,887	1,500	749	1,500	1,500	
603-3070 PROPERTY INSURANCE	1,210	1,333	1,399	1,399	1,705	1,706	1,800	
TOTAL SERVICES	12,953	48,881	56,234	51,930	41,127	47,663	43,175	

10 -GENERAL FUND
PUBLIC WORKS

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CONTRACTUAL								
603-4086 CONTRACT LABOR	0	9,746	0	0	0	0	0	
TOTAL CONTRACTUAL	0	9,746	0	0	0	0	0	
MAINTENANCE								
603-5005 EQUIPMENT LEASES	456	1,015	1,429	3,000	3,467	3,467	3,000	
603-5010 EQUIPMENT MAINT & REPAIR	5,478	9,347	15,534	15,500	11,144	15,500	12,000	
603-5015 ELECTRONIC EQPT MAINT	0	0	316	0	0	0	0	
603-5020 VEHICLE MAINTENANCE	2,091	6,998	13,511	15,500	1,835	6,000	12,000	
603-5030 BUILDING MAINTENANCE	7,334	11,155	9,398	10,000	6,470	8,000	10,000	
SECURITY SYSTEM 0	0.00							1,000
JANITORIAL SUPPLIES-MAT 0	0.00							1,000
VARIOUS 0	0.00							8,000
603-5060 VEHICLE & EQPT FUELS	5,312	2,610	3,581	4,000	4,193	4,800	5,000	
TOTAL MAINTENANCE	20,671	31,124	43,769	48,000	27,110	37,767	42,000	
DEPT MATERIALS-SERVICES								
603-6011 CHEMICALS	392	927	295	1,000	567	1,000	1,000	
603-6055 FIRE HYDRANTS	0	0	0	2,000	0	1,500	0	
RISER REPAIRS ~ 6 HYDRA 0	0.00							0
603-6080 STREET MAINTENANCE	32,870	14,751	40,645	35,000	14,423	25,000	35,000	
603-6081 SIGN MAINTENANCE	1,074	2,859	9,279	3,000	2,438	3,000	2,000	
GENERAL SIGN MAINTENANC 0	0.00							2,000
SHAVANO CREEK - SIGNS 0	0.00							0
603-6085 STRIPPING - BIKE LANES	7,800	0	0	0	0	0	0	
TOTAL DEPT MATERIALS-SERVICES	42,136	18,538	50,219	41,000	17,428	30,500	38,000	
UTILITIES								
603-7040 UTILITIES - ELECTRIC	38,227	37,734	37,847	44,000	28,688	40,000	40,000	
603-7041 UTILITIES - GAS	2,106	1,146	1,025	2,000	1,275	1,800	1,800	
603-7042 UTILITIES - PHONE	1,034	0	934	300	350	500	500	
603-7044 UTILITIES - WATER	8,558	9,808	11,287	7,200	7,196	8,600	8,600	
603-7045 STREET LIGHTS	34,455	34,655	35,163	34,000	26,530	31,000	31,000	
TOTAL UTILITIES	84,381	83,342	86,256	87,500	64,039	81,900	81,900	
CAPITAL OUTLAY								
603-8005 OFFICE FURNITURE	0	0	0	0	0	0	300	
603-8010 NON-CAPITAL-ELECTRONIC EQUI	0	0	6,209	0	0	0	0	
603-8015 NON-CAPITAL-COMPUTER	514	0	1,288	1,000	579	1,000	400	
COMPUTER/MONITOR 1	400.00							400
603-8020 NON-CAPITAL-MAINTENANCE EQU	0	0	2,497	4,000	2,452	4,000	8,723	
FUEL TANK 0	0.00							4,000
LANDSCAPE TRAILER 0	0.00							4,723
603-8025 NON-CAPITAL - FURNITURE	0	0	0	0	0	0	0	
603-8050 CAPITAL - VEHICLE	0	0	0	0	0	0	0	
603-8060 CAPITAL - EQUIPMENT	0	33,599	137,362	62,500	61,889	61,889	0	
ZERO TURN MOWER 0	0.00							0

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
PUBLIC WORKS

EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)	
					CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
								PROPOSED BUDGET
CRACK SEAL TRAILER MOUN	0	0.00						0
603-8070 STREET SIGN PURCH		0	0	0	0	0	0	
603-8080 CAPITAL IMPROVEMENT PROJECT		0	0	0	0	765	765	0
603-8081 CAPITAL - BUILDINGS		84,626	0	10,813	0	0	0	25,000
MOTORIZED GATE/FENCE	0	0.00						15,000
EQUIPMENT COVERED PARKI	0	0.00						10,000
603-8085 CAPITAL - STREETS		0	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY		85,140	33,599	158,168	67,500	65,685	67,654	34,423
INTERFUND TRANSFERS								
603-9010 TRF TO CAPITAL REPLACEMENT		256,600	1,090,972	41,479	104,437	104,437	104,437	47,572
EMERGENCY GENERATOR W F	0	0.00						12,500
FUTURE EQUIPMENT REPLAC	0	0.00						30,072
DRAINAGE DEVELOPMENT	0	0.00						5,000
TOTAL INTERFUND TRANSFERS		256,600	1,090,972	41,479	104,437	104,437	104,437	47,572
TOTAL PUBLIC WORKS								
		702,938	1,519,497	652,609	672,641	527,092	630,003	572,144

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
- 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
- Begin the planning for the replacement of Engine 139B
- Purchase new self-contained breathing apparatus to replace expiring existing units
- Investigate options for a long-term cancer screening plan for fire fighters
- Increase minimum staff to include two Paramedics on-duty at all times
- Initiate a training program to certify all existing fire fighters as aerial apparatus operators
- Increase the minimum training requirements for shift fire officers
- Reorganize the rank structure to include Battalion Chiefs for improved ISO credit
- Develop a plan to house female firefighter for future hiring possibilities

FIRE DEPARTMENT - 604

Major Budget Changes

Personnel Salary/Benefits

There have been no additional personnel added. Council has provided consensus guidance for a 3.5% raise recommendation and pay grade increase for the Fire Chief. The budget accounts for a 3% increase in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution by \$16 per employee/mo from \$537 to \$553 per employee.

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

Capital Outlay

- 8015 Non-capital - computer equipment		
Computer/monitor	\$	500

Planned SCBA purchase is funded out of Capital Replacement and is recorded in that fund.	\$	135,000
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Interfund Transfers - Capital Replacement (- 9010)	\$	136,106
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Funds included in this line item are dollars being setting aside for future capital replacement. Additional information and further break downs are located within the budget document in the Capital Replacement Fund.

10 -GENERAL FUND
FIRE DEPARTMENT

EXPENDITURES	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
604-1010 SALARIES	809,612	833,099	996,280	1,069,162	836,558	1,054,162	1,072,232	
604-1015 OVERTIME	18,217	16,695	26,090	25,000	37,626	40,000	35,000	
604-1020 MEDICARE	11,643	11,935	14,517	16,091	12,489	15,894	16,297	
604-1025 TWC (SUI)	228	3,158	155	3,519	2,836	2,925	3,519	
604-1030 HEALTH INSURANCE	64,680	89,550	86,242	109,489	96,886	109,489	112,812	
604-1031 HSA	17,713	651	662	755	542	755	755	
604-1033 DENTAL INSURANCE	5,166	6,143	6,719	6,908	5,751	6,908	6,543	
604-1035 VISION CARE INSURANCE	1,446	1,591	1,616	1,623	1,379	1,623	1,542	
604-1036 LIFE INSURANCE	985	1,285	1,320	1,351	1,192	1,351	1,353	
604-1037 WORKERS' COMP INSURANCE	19,382	16,186	19,647	22,490	17,421	22,490	25,602	
604-1040 TMRS RETIREMENT	116,883	115,383	141,721	152,741	110,914	152,741	156,781	
604-1070 SPECIAL ALLOWANCES	2,914	2,808	9,077	12,700	14,491	15,000	14,400	
TOTAL PERSONNEL	1,068,870	1,098,486	1,304,044	1,421,829	1,138,087	1,423,338	1,446,836	

604-1015 OVERTIME CURRENT YEAR NOTES:
Based on the current staffing, events and the trends of the last several years

SUPPLIES								
604-2020 OFFICE SUPPLIES	1,808	1,563	1,836	1,500	969	1,500	1,500	
604-2040 OTHER SUPPLIES	0	0	0	0	0	0	0	
604-2060 MEDICAL EXAMS/SCREENING/TES	2,635	638	1,339	2,000	619	1,200	2,000	
DRUG TESTING 0	0.00							400
HEALTH SCREENING 0	0.00							800
IMMUNIZATIONS 0	0.00							500
FIRE FIGHTER CANDIDATE 0	0.00							300
604-2070 JANITORIAL SUPPLIES	2,197	2,352	2,018	2,500	2,264	2,300	2,500	
604-2080 UNIFORMS & ACCESSORIES	7,430	6,508	6,832	7,000	4,648	7,000	7,000	
UNIFORMS - (17) FIRE FI 0	0.00							7,000
TOTAL SUPPLIES	14,069	11,062	12,025	13,000	8,499	12,000	13,000	

604-2020 OFFICE SUPPLIES PERMANENT NOTES:
Recurring Office supplies for both fire and EMS

604-2070 JANITORIAL SUPPLIES PERMANENT NOTES:
Cleaning Supplies for Living Quarters and Fire Bays

604-2080 UNIFORMS & ACCESSORIES PERMANENT NOTES:
Uniforms and personal equipment for 17 full-time and 1 part-time firefighter.

10 -GENERAL FUND
FIRE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES									
604-3017	PROFESSIONAL - MEDICAL DIRE	4,200	4,200	4,500	5,900	4,005	5,900	5,900	
	MEDICAL DIRECTOR 12	400.00							4,800
	OTHER PROF. SERV. 0	0.00							300
	EMERGENCY MANAGEMENT PL 0	0.00							800
604-3020	ASSOCIATION DUES & PUBS	4,480	5,435	6,169	6,820	4,325	6,820	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 FIER 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	2,504	5,905	7,415	9,040	6,081	9,040	9,040	
	CE SOLUTIONS - EMS 0	0.00							2,040
	CE - FIRE FITHGERS 0	0.00							2,500
	SPECIAL TRAINING 0	0.00							2,000
	FIRERMS & EPCR TESTING 0	0.00							2,500
604-3040	TRAVEL/MILEAGE/LODGING/PERD	200	1,686	2,272	3,000	3,305	3,200	4,000	
	TRAVEL-MILAGE-LODGING 0	0.00							3,500
	FOOD FOR TRAINING/MEETI 0	0.00							500
604-3050	LIABILITY INSURANCE	11,995	13,218	13,873	13,873	16,910	16,910	18,100	
604-3070	PROPERTY INSURANCE	5,965	6,573	6,899	6,899	8,409	8,409	9,000	
604-3080	SPECIAL SERVICES	1,250	2,227	1,727	2,710	2,710	2,710	4,160	
	EMS BILLING SOFTWARE 0	0.00							3,200
	ELECTRONIC CLAIMS SERVI 12	80.00							960
604-3081	CITIZENS BRIGADE	0	0	0	0	0	0	0	
604-3090	COMMUNCIATIONS SERVICES	3,654	3,800	4,126	4,668	3,328	4,668	4,668	
	DATA CARDS-MDTS 12	264.00							3,168
	AT&T PHONE SERVICE 12	105.00							1,260
	AT&T MDT SERVICE 12	20.00							240
TOTAL SERVICES		34,246	43,043	46,980	52,910	49,072	57,657	63,288	
604-3050	LIABILITY INSURANCE	PERMANENT NOTES: Administered by Finance							
604-3050	LIABILITY INSURANCE	CURRENT YEAR NOTES: Increase based on the current years charges and the 7% increase per finance							
604-3070	PROPERTY INSURANCE	PERMANENT NOTES: Administered by Finance							
604-3070	PROPERTY INSURANCE	CURRENT YEAR NOTES:							

10 -GENERAL FUND
FIRE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
		Increase based on the current years charges and the 7% increase per finance							
604-3080	SPECIAL SERVICES	PERMANENT NOTES: EMS billing software support fees and electronic claims filing fees							
604-3080	SPECIAL SERVICES	CURRENT YEAR NOTES: Increase based on increases in EMS billing and the associated support cost and increased electronic filing fees to Trizetto							
CONTRACTUAL									
604-4045	RADIO ACCESS FEES - COSA	4,968	5,832	5,832	7,000	5,832	6,000	6,000	
	COSA/HARRIS RADIO	0	0.00					6,000	
	HARRIS RADIO MAINT.	0	0.00					0	
604-4075	COMPUTER SOFTWARE/MAINTENAN	2,439	220	0	0	216	0	500	
		0	0.00					500	
TOTAL CONTRACTUAL		7,407	6,052	5,832	7,000	6,048	6,000	6,500	
604-4075	COMPUTER SOFTWARE/MAINTENAN	PERMANENT NOTES: IT services request \$500 be placed in the budget for misc maintenance and software							
MAINTENANCE									
604-5005	EQUIPMENT LEASES	0	0	0	0	0	0	0	
604-5010	EQUIPMENT MAINT & REPAIR	4,152	4,446	4,331	6,000	2,416	5,000	6,000	
	FIRE EQUIPMENT	0	0.00					4,000	
	EMS	0	0.00					1,000	
	VARIOUS EQUIPMENT	0	0.00					1,000	
604-5020	VEHICLE MAINTENANCE	11,637	20,558	20,453	18,000	14,099	18,000	20,000	
	FIRE ENGINES	2	6,000.00					12,000	
	EMS UNITS	2	2,500.00					5,000	
	BURSH, SUPPORT, CHIEF T	3	1,000.00					3,000	
604-5030	BUILDING MAINTENANCE	9,589	10,175	8,078	7,000	3,759	6,000	7,000	
	FIRE STATION	0	0.00					5,500	
	LIVING QUARTERS	0	0.00					1,500	
604-5060	VEHICLE & EQPT FUELS	11,783	7,839	9,206	9,000	8,957	11,500	10,000	
TOTAL MAINTENANCE		37,161	43,019	42,068	40,000	29,231	40,500	43,000	
604-5020	VEHICLE MAINTENANCE	PERMANENT NOTES: Maintenance for 2 class pumpers (1999 and 2012) Maintenance for 2 EMS Units (2017 and 2018) Maintenance for 1 Brush Truck (2010) Maintenance for 1 Support Truck (2010) Maintenance for 1 Chiefs Vehicle (2014) Maintenance for 1 Air Cascade Trailer							

10 -GENERAL FUND
FIRE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
604-5020	VEHICLE MAINTENANCE	CURRENT YEAR NOTES: Increased mainatenance cost and aging fire engine (E139B) This vehicle will need to remain in service for at least 2 more years.							
604-5030	BUILDING MAINTENANCE	PERMANENT NOTES: Building and grounds maintenance for fire bay and admin/living quarters totaling 12,000 square feet							
604-5060	VEHICLE & EQPT FUELS	CURRENT YEAR NOTES: Increased fuel cost and increased request for service							
DEPT MATERIALS-SERVICES									
604-6011	HEART MONITORS	0	0	0	0	0	0	0	
604-6015	ELECTRONIC EQPT MAINT	9,323	5,978	5,015	9,000	8,684	9,000	9,850	
	STRAC TABLET EPCR USER 3	800.00							2,400
	RADIO TOWER MAINTENANCE 0	0.00							350
	MDT MAINTENANCE 0	0.00							1,600
	ZOLL CARDIAC MONITOR CA 3	500.00							1,500
	GAS MONITORING 0	0.00							500
	MISC VARIOUS EQUIPMENT 0	0.00							3,500
604-6030	INVESTIGATIVE SUPPLIES/PROC	179	120	968	1,500	0	1,500	1,500	
604-6040	EMS SUPPLIES	19,025	20,998	21,120	26,219	14,287	26,219	26,219	
	EMS OXYGEN 12	120.00							1,440
	DISPOSABLE MEDICAL SUPP 0	0.00							16,000
	MEDICATIONS 0	0.00							7,379
	BIO HAZARD WASTE DISPOS 0	0.00							1,400
604-6045	FIRE FIGHTING EQPT SUPPLIES	13,817	14,887	5,548	14,000	2,956	12,000	14,000	
	Fire Hose Replacement 1	5,000.00							5,000
	Small Equipment Replace 1	2,500.00							2,500
	Fire Nozzle Replacement 1	2,500.00							2,500
	Class A & B Foams 0	0.00							1,000
	Various Supplies 0	0.00							3,000
604-6060	PPE MAINTENENCE	14,555	15,572	14,191	14,100	5,049	13,500	14,100	
	GEAR REPLACEMENT 5	2,000.00							10,000
	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							600
TOTAL DEPT MATERIALS-SERVICES		56,899	57,556	46,842	64,819	30,976	62,219	65,669	
604-6011	HEART MONITORS	PERMANENT NOTES: Cardiac monitor purchase							
604-6015	ELECTRONIC EQPT MAINT	CURRENT YEAR NOTES: Increasing cost of maintenance on aging equipment							
604-6030	INVESTIGATIVE SUPPLIES/PROPERMANENT NOTES:								

10 -GENERAL FUND
FIRE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)						
		2014-2015	2015-2016	2016-2017	CURRENT	Y-T-D	PROJECTED	REQUESTED
EXPENDITURES		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
Supplies for fire investigation and prevention								
604-6040	EMS SUPPLIES	PERMANENT NOTES:						
		Disposal medical supplies and equipment for EMS						
UTILITIES								
604-7044	UTILITIES - WATER	1,778	1,744	1,629	2,000	924	1,600	1,600
TOTAL UTILITIES		1,778	1,744	1,629	2,000	924	1,600	1,600
CAPITAL OUTLAY								
604-8010	NON-CAPITAL-ELECTRONIC EQUI	238	18,006	17,043	17,854	15,790	17,854	0
	MOBILE DATA TERMINALS 0	3,334.00						0
	FIRE CHIEF DESK TOP 0	0.00						0
	FIRE CAPTAIN DESK TOP 0	0.00						0
	VEHICLE DASH CAMERA 0	0.00						0
	BODY WORN CAMERA 0	0.00						0
604-8012	NON-CAPITAL-FIRE ARMS/TASER	0	0	0	760	797	797	0
	TASER - 5 YR PROGRAM (Y 0	625.00						0
604-8015	NON-CAPITAL-COMPUTER EQUIPM	440	8,168	394	500	0	500	500
	COMPUTER/MONITOR 0	0.00						500
604-8020	NON-CAPITAL MAINTENANCE EQP	0	0	156	4,000	0	3,000	0
	TOOLS & EQUIPMENT 0	0.00						0
604-8025	NON CAPITAL-OFFICE FURN/EQU	0	0	648	500	269	500	0
604-8035	FIRE FIGHTING EQPT PURCH	0	0	1,273	0	0	0	0
	Fire Fighting Equipment 1	0.00						0
604-8040	CAPITAL - PPE EQUIPMENT	0	0	0	0	0	0	0
	SCBA REPLACEMENT 0	135,800.00						0
604-8050	CAPITAL - VEHICLE	0	0	179,939	180,000	24,473	180,000	0
	AMBULANCE 0	180,000.00						0
604-8060	CAPITAL - EQUIPMENT	0	0	50,828	38,000	16,874	38,000	0
	STRYKER STRETCHER-REPLA 0	0.00						0
	REPLACE AC UNIT LIVING 0	0.00						0
604-8080	CAPITAL - IMPROVEMENT	0	0	8,065	0	0	0	0
	COOLING FAN - EMS BAYS 0	0.00						0
604-8081	CAPITAL - BUILDINGS	0	13,727	0	0	0	0	0
604-8090	DECONTAMINATION EQPT	0	0	0	0	0	0	0
604-8099	CONTINGENCY	0	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY		678	39,902	258,347	241,614	58,203	240,651	500
604-8012	NON-CAPITAL-FIRE ARMS/TASE	PERMANENT NOTES:						
		Tasers for the licensed peace officers within the fire department.						
604-8012	NON-CAPITAL-FIRE ARMS/TASE	CURRENT YEAR NOTES:						
		Taser purchase plan years 2-5 is 624.00. This monies should be funded through crime control - MOVED TO 40 FUND						
604-8015	NON-CAPITAL-COMPUTER EQUIP	PERMANENT NOTES:						

10 -GENERAL FUND
FIRE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
		2014-2015	2015-2016	2016-2017	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
		Routine replacement parts and components for 21 computers within the fire department.							
604-8020	NON-CAPITAL MAINTENANCE EQ	PERMANENT NOTES: Tools and Equipment for maintaining the buildings, grounds and vehicles.							
604-8025	NON CAPITAL-OFFICE FURN/EQ	PERMANENT NOTES: Office chairs, printers and other office equipment							
604-8040	CAPITAL - PPE EQUIPMENT	PERMANENT NOTES: Purchase replacement SCBA's - MOVED TO CAPITAL REPLACEMENT FUND							
604-8050	CAPITAL - VEHICLE	PERMANENT NOTES: Replace existing EMS unit with 2018 Type 1 unit							
INTERFUND TRANSFERS									
604-9000	GRANT EXPENDITURES	6,187	5,457	7,054	17,000	7,058	8,000	17,000	
	STRAC GRANT - EMS	0	0.00						7,000
	TEXAS FOREST SERVICE	0	0.00						10,000
604-9010	TRF TO CAPITAL REPLACEMENT	94,806	780,514	199,553	422,343	422,343	422,343	136,106	
	EQUIPMENT REPLACEMENT	0	0.00						126,106
	EMERGENCY GENERATOR W P	0	0.00						10,000
TOTAL INTERFUND TRANSFERS		100,993	785,971	206,607	439,343	429,401	430,343	153,106	
TOTAL FIRE DEPARTMENT		1,322,102	2,086,834	1,924,374	2,282,515	1,750,441	2,274,308	1,793,499	

Police Department - 605



Mission Statement

The City of Shavano Park Police Department provides for the safety and security of the citizens and visitors of Shavano Park through the implementation of 24-hour proactive and customer-based policing across the City of Shavano Park jurisdiction in order that citizens, business owners and visitors may enjoy the peace and tranquility that the City offers.

Goals:

- Effectively conduct Community-Oriented Policing to provide safety and security of the citizens and visitors of Shavano Park
- Provide proactive enforcement of traffic code, criminal statutes, and city ordinances
- Increase safety of citizens and officers through technology and training
- Reduce potential legal liabilities for City and employees by having a trained and prepared police force
- Publish and execute an annual training plan to increase professional development of employees, improve job performance, and mitigate safety hazards

Objectives:

- Reduce crime rates across the City
- Maintain average police response times to less than 4 minutes
- Continue to assess manning needs for Police Department
- Purchase one replacement computer for Chief office
- Replace MDTs in units 509, 511, 512 and 514
- Replace one vehicle RADAR unit in fleet vehicles, bringing equipment in line with new fleet standards
- Replace damaged patrol vehicle
- Replace issued duty handguns through upgrade program
- Add one night vision vehicle unit to current fleet
- Add one hand held night vision unit
- Continue providing staff quality in-service and outside training opportunities
- Continue to seek positive methods for enhancing Community Policing
- Improve citizen/officer interaction through increasing public contact by use of various social media and web opportunities
- Assess emerging technology for officer safety and efficiency
- Publish monthly crime update
- Update 5 year historical crime assessment
- Continue to pursue grant opportunities

Police Department - 605

Major Budget Changes

Personnel Salary/Benefits

No additional staffing planned. Council has provided consensus guidance for the 3.5% raise recommendation and the grade change for the Chief of Police. The budget accounts for a 3% increase in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution by \$16 per employee/mo from \$537 to \$553 per employee.

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, estimated at three hours per officer for three officers per session.

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

Capital Outlay

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

Interfund Transfers

- 9000 Grant expenditures - includes interview room recording system	\$	15,000
Funded if grant is approved		

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
POLICE DEPARTMENT

	(----- 2017-2018 -----)		(----- 2018-2019 -----)					
	2014-2015	2015-2016	2016-2017	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL								
605-1010 SALARIES	727,572	780,492	959,239	1,075,322	904,778	1,075,322	1,110,817	
605-1015 OVERTIME	1,225	6,643	9,874	12,000	11,630	13,000	16,000	
605-1020 MEDICARE	10,523	11,330	14,001	16,167	13,281	16,167	16,930	
605-1025 TWC (SUI)	293	3,081	351	3,933	3,078	3,078	3,933	
605-1030 HEALTH INSURANCE	59,455	90,675	88,000	122,437	112,023	122,437	126,084	
605-1031 HSA	16,875	699	726	844	733	844	844	
605-1033 DENTAL INSURANCE	4,605	5,397	6,482	6,908	6,740	6,908	7,289	
605-1035 VISION CARE INSURANCE	1,389	1,555	1,639	1,744	1,582	1,744	1,704	
605-1036 LIFE INSURANCE	989	1,278	1,381	1,510	1,388	1,510	1,512	
605-1037 WORKERS' COMP INSURANCE	19,506	18,527	23,085	28,762	21,830	28,762	32,499	
605-1040 TMRS RETIREMENT	99,934	109,554	136,169	153,194	117,789	153,194	162,879	
605-1070 SPECIAL ALLOWANCES	13,543	10,200	21,925	27,625	26,421	27,625	37,775	
605-1080 UNIFORMS	0	0	0	0	0	0	0	
TOTAL PERSONNEL	955,909	1,039,431	1,262,872	1,450,446	1,221,273	1,450,591	1,518,266	
SUPPLIES								
605-2020 OFFICE SUPPLIES	2,077	2,199	2,198	2,500	2,263	2,500	3,000	
605-2035 EMPLOYEE APPRECIATION	0	0	0	0	0	0	0	
605-2040 OTHER SUPPLIES	0	0	0	0	0	0	0	
605-2050 PRINTING & COPYING	753	1,112	1,266	1,300	857	1,300	1,300	
FORMS, MIRANDA, LEGISLA	0	0.00						1,300
605-2060 MEDICAL/SCREENING/TESTING/B	1,799	510	417	1,000	148	800	1,000	
PSYCHOLOGICAL EVALUATIO	0	0.00						400
DRUG SCREEN-PYHSICALS	0	0.00						600
	0	0.00						0
605-2070 JANITORIAL/BUILDING SUPPLIE	284	499	496	500	194	500	0	
605-2080 UNIFORMS & ACCESSORIES	12,546	13,601	24,525	25,500	23,115	25,500	27,000	
UNIFORMS	0	0.00						19,000
8- BULLET PROOF VESTS	0	0.00						8,000
TOTAL SUPPLIES	17,459	17,921	28,901	30,800	26,577	30,600	32,300	
SERVICES								
605-3020 ASSOCIATION DUES & PUBS	943	744	1,235	5,820	6,023	6,023	5,870	
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						300
NOTARY PUBLIC - RENEWAL	0	0.00						130
TX BEST PRACTICE FEE	0	0.00						500
PERF	0	0.00						3,600
605-3030 TRAINING/EDUCATION	1,459	581	1,714	2,000	1,838	2,000	4,800	
	0	0.00						3,500
FIREARMS TRAINING 22 OF	0	0.00						0
~ 20 VARIOUS TRAINING C	0	0.00						0

10 -GENERAL FUND
POLICE DEPARTMENT

		(----- 2017-2018 -----) (----- 2018-2019 -----)							
		2014-2015	2015-2016	2016-2017	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
EXPENDITURES		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
TML CONFERENCE		0	0.00						0
CHIEF LEADERSHIP SCHOOL		0	0.00						1,300
605-3040	TRAVEL/MILEAGE/LODGING/PERD ~ 6-10 CLASSES AVG. \$75	1,836	364	1,286	2,500	2,356	2,500	4,000	
605-3050	LIABILITY INSURANCE	10,879	10,908	12,448	12,448	17,343	17,343	16,000	
605-3060	UNIFORM MAINTENANCE	1,576	2,273	2,715	3,000	3,042	4,000	6,000	
	21 OFFICERS AT ~\$290 EA	0	0.00						6,000
605-3071	PROPERTY INSURANCE	4,922	5,423	5,692	5,692	6,938	6,938	7,300	
605-3072	ANIMAL CONTROL SERVICES	12,000	12,000	12,000	12,500	9,000	12,000	12,500	
	DEZAVALA SHAVANO VET CL	12	1,000.00						12,000
	ANIMAL CONTROL EQUIPMEN	0	0.00						500
605-3080	SPECIAL SERVICES	0	0	0	0	0	0	0	
605-3087	CITIZENS COMMUNICATION/ED	0	0	200	400	240	400	400	
605-3090	COMMUNCIATIONS SERVICES	4,222	4,399	4,391	4,600	4,617	4,620	4,600	
	MDT SERVICES	0	0.00						4,600
TOTAL SERVICES		37,836	36,692	41,681	48,960	51,397	55,824	61,470	
CONTRACTUAL									
605-4016	MOBILE DATA TERMINAL EQPT P	0	0	0	0	0	0	0	
605-4035	CONTRACT/DISPATCH SERVICES	30,000	30,000	0	0	0	0	0	
605-4045	CONTRACT/RADIO FEES COSA	5,832	6,696	6,696	8,400	7,776	7,776	9,600	
605-4075	COMPUTER SOFTWARE/INCODE	11,609	12,275	12,577	13,101	11,216	13,100	13,595	
	INCODE - TDEX INTERFACE	0	0.00						591
	INCODE - CALLS FOR SERV	0	0.00						675
	INCODE - PUBLIC SAFETY	0	0.00						7,184
	BRAZOS TECHNOLOGY	0	0.00						2,491
	LEADS ONLINE	0	0.00						1,758
	PRODUCTIVITY (TCLEDDS)	0	0.00						500
	ACCURINT (LEXIS-NEXIS)	0	0.00						396
TOTAL CONTRACTUAL		47,441	48,971	19,273	21,501	18,992	20,876	23,195	
MAINTENANCE									
605-5005	EQUIPMENT LEASES	3,343	3,333	1,895	2,900	1,568	2,400	3,100	
	MONTHLY COPY FEES - PER	0	0.00						3,100
605-5010	EQUIPMENT MAINT & REPAIR	664	2,530	962	3,000	2,836	3,000	3,000	
605-5015	ELECTRONIC EQPT MAINT	6,023	7,798	9,288	5,350	3,372	5,350	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
		0	0.00						0
605-5020	VEHICLE MAINTENANCE	25,409	15,164	24,689	23,000	16,595	23,000	23,000	
605-5060	VEHICLE & EQPT FUELS	37,772	27,123	29,746	30,000	28,745	30,000	30,000	
TOTAL MAINTENANCE		73,211	55,948	66,581	64,250	53,116	63,750	64,450	

10 -GENERAL FUND
POLICE DEPARTMENT

(----- 2017-2018 -----) (----- 2018-2019 -----)								
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
DEPT MATERIALS-SERVICES								
605-6030 INVESTIGATIVE SUPPLIES	2,030	1,670	3,462	2,500	2,140	2,500	3,000	
605-6032 POLICE SAFETY SUPPLIES	1,459	2,229	2,250	2,250	2,250	2,250	3,400	
FLARES	0	0.00						450
SABA	0	0.00						2,100
GLOVES, TRAFFIC CONES,	0	0.00						850
605-6035 FIREARMS EQUIPMENT/SUPPLIES	4,099	5,036	5,109	6,000	3,105	6,000	6,000	
AMMUNITION	0	0.00						4,000
TARGETS/SHOOTING PADS	0	0.00						1,500
CLEANING SUPPLIES	0	0.00						500
TOTAL DEPT MATERIALS-SERVICES	7,588	8,935	10,821	10,750	7,495	10,750	12,400	
UTILITIES								
605-7042 UTILITES- PHONE	3,823	4,587	5,498	4,300	3,566	4,475	4,300	
CELL PHONES	0	0.00						2,800
AT&T DISPATCH LINE	0	0.00						1,500
TOTAL UTILITIES	3,823	4,587	5,498	4,300	3,566	4,475	4,300	
CAPITAL OUTLAY								
605-8010 NON-CAPITAL-ELECTRONIC EQUI	38,082	3,290	23,851	20,400	14,994	20,400	0	
RADARS - REPLACE	0	2,500.00						0
NOPTIC THERMAL UNIT- VE	0	5,000.00						0
HANDHELD THERMAL UNIT	0	2,000.00						0
PRINTER (SECRETARY)	0	500.00						0
MDT	0	6,250.00						0
605-8012 NON CAPITAL-FIRE ARMS/TASER	0	0	16,219	8,640	8,640	8,640	0	
Taser 5 yr program	0	8,640.00						0
REPLACE ISSUED DUTY HAN	0	1,000.00						0
605-8015 NON-CAPITAL-COMPUTER EQUIP.	1,820	0	3,842	9,800	9,706	9,706	0	
DESKTOP COMPUTERS	0	2,200.00						0
605-8020 NON-CAPITAL MAINT. EQUIPMEN	0	0	4,012	0	0	0	0	
605-8025 NON-CAPITAL - OFFICE FURNIT	264	0	0	3,102	2,827	3,102	0	
FRIDGE RPL / EVIDENCE R	0	1,000.00						0
605-8030 CAPITAL - ELECTRONIC EQUIPM	0	12,231	54,754	0	0	0	0	
605-8040 CAPTIAL - PER PROTECTIVE EQ	0	0	0	0	0	0	0	
605-8045 CAPITAL - COMPUTER EQUIPMEN	0	10,085	7,213	0	0	0	0	
605-8050 CAPITAL - VEHICLES	147,102	75,967	42,044	120,000	116,362	120,000	0	
FORD EXPLORER	0	48,100.00						0
MDT	0	4,200.00						0
RADAR	0	2,300.00						0
CAMERA	0	5,400.00						0
605-8081 CAPITAL - BUILDING	0	0	5,980	0	0	0	0	
TOTAL CAPITAL OUTLAY	187,269	101,573	157,916	161,942	152,529	161,848	0	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
POLICE DEPARTMENT

EXPENDITURES	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
INTERFUND TRANSFERS								
605-9000 GRANT EXPENDITURES	0	0	0	15,000	14,000	14,000	15,000	
INTERVIEW ROOM RECORDIN 0	0.00							15,000
605-9010 TRANSFERS/CAPITAL REPLACEME	0	0	0	0	0	0	0	
605-9018 TRANSFER TO CRIME CONTROL D	0	0	0	0	0	0	0	
TOTAL INTERFUND TRANSFERS	0	0	0	15,000	14,000	14,000	15,000	
TOTAL POLICE DEPARTMENT								
	1,330,536	1,314,060	1,593,543	1,807,949	1,548,944	1,812,714	1,731,381	

Development Services - 607

Major Budget Changes

Personnel Salary/Benefits

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

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

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

10 -GENERAL FUND
DEVELOPMENT SERVICES

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
PERSONNEL								
607-1010 SALARIES	0	0	0	0	0	0	0	_____
607-1015 OVERTIME	0	0	0	0	0	0	0	_____
607-1020 MEDICARE	0	0	0	0	0	0	0	_____
607-1025 TWC	0	0	0	0	0	0	0	_____
607-1030 HEALTH INSURANCE	0	0	0	0	0	0	0	_____
607-1031 HSA	0	0	0	0	0	0	0	_____
607-1033 DENTAL INSURANCE	0	0	0	0	0	0	0	_____
607-1035 VISION CARE INSURANCE	0	0	0	0	0	0	0	_____
607-1036 LIFE INSURANCE	0	0	0	0	0	0	0	_____
607-1037 WORKER'S COMP INSURANCE	0	0	0	0	0	0	0	_____
607-1040 TMRS RETIREMENT	0	0	0	0	0	0	0	_____
607-1070 SPECIAL ALLOWANCES	0	0	0	0	0	0	0	_____
TOTAL PERSONNEL	0	0	0	0	0	0	0	_____
SUPPLIES								
607-2020 OFFICE SUPPLIES	0	0	0	0	105	0	0	_____
607-2050 PRINTING & COPYING	604	675	207	500	873	950	1,000	_____
607-2080 UNIFORMS	0	0	0	0	0	0	0	_____
TOTAL SUPPLIES	604	675	207	500	978	950	1,000	_____
SERVICES								
607-3012 PROF -ENGINEERING REVIEW	23,760	11,530	1,400	10,000	0	2,400	5,000	_____
607-3015 PROF -BLDG INSPECTION SERVI	76,610	81,606	91,292	80,000	74,703	95,000	95,000	_____
607-3016 PROF -HEALTH INSPECTOR	1,560	2,220	2,040	2,000	1,920	2,000	2,000	_____
607-3017 PROF -SANITARY INSPECTION S	3,120	2,340	1,750	3,000	1,750	2,200	3,000	_____
607-3020 ASSOCIATION DUES & PUBS	998	0	0	0	0	0	0	_____
607-3030 TRAINING/EDUCATION	0	0	0	0	0	0	0	_____
607-3040 TRAVEL/MILEAGE/LODING/PERDI	0	0	0	0	0	0	0	_____
607-3050 LIABILITY INSURANCE	0	0	0	0	0	0	0	_____
607-3060 UNIFORM SERVICE	0	0	0	0	0	0	0	_____
607-3070 PROPERTY INSURANCE	0	0	0	0	0	0	0	_____
607-3075 BANK/CREDIT CARD FEES (28)	0	0	0	0	0	0	0	_____
607-3090 COMMUNICATION SERVICES	0	0	0	0	0	0	0	_____
TOTAL SERVICES	106,021	97,696	96,482	95,000	78,373	101,600	105,000	_____
CONTRACTUAL								
607-4075 COMPUTER SOFTWARE/MAINTENAN	1,300	1,300	1,400	1,400	1,400	1,400	1,500	_____
TOTAL CONTRACTUAL	1,300	1,300	1,400	1,400	1,400	1,400	1,500	_____

10 -GENERAL FUND
DEVELOPMENT SERVICES

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
MAINTENANCE								
607-5020 VEHICLE MAINTENANCE	0	0	0	0	0	0	0	_____
607-5060 VEHICLE FUEL	0	0	0	0	0	0	0	_____
TOTAL MAINTENANCE	0	0	0	0	0	0	0	_____
<hr/>								
CAPITAL OUTLAY								
607-8015 COMPUTER HARDWARE/SOFTWARE	0	0	0	0	0	0	0	_____
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	0	_____
<hr/>								
INTERFUND TRANSFERS								
607-9010 TRANSFERS/CAPITAL REPLACEME	0	0	0	0	0	0	0	_____
TOTAL INTERFUND TRANSFERS	0	0	0	0	0	0	0	_____
<hr/>								
TOTAL DEVELOPMENT SERVICES	107,925	99,671	98,089	96,900	80,751	103,950	107,500	
<hr/>								
TOTAL EXPENDITURES	4,340,401	5,936,031	5,118,254	5,906,063	4,759,204	5,856,903	5,209,811	=====
<hr/>								
REVENUE OVER/ (UNDER) EXPENDITURES	387,050	(1,400,001)	634,070	0	(9,035)	(46,336)	(0)	=====

30 - DEBT SERVICE FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ 275,225	\$ 182,911	
REVENUE TOTAL	\$ 111,031 **	\$ 132,551 ***	\$ (21,520)
EXPENDITURES TOTAL	\$ 203,345	\$ 208,897	\$ (5,552)
TOTAL REVENUES LESS THAN EXPENDITURES	\$ (92,314)	\$ (76,346)	
ENDING FUND BALANCE, PROJECTED BUDGET	\$ 182,911	\$ 106,565	

** Revenue does not include the transfer of \$32,051 from prior year excess collection.

*** Revenue does not include the transfer of \$26,346 from prior year excess collection and \$50,000 from Fund Balance.

DEBT SERVICE *	FUNDING	TOTAL PRINCIPAL	TOTAL INTEREST
Certificates of Obligation Bonds, Series 2009	Water Supported	\$ 55,000	\$ 963
General Obligation Refunding Bonds, Series 2017 (2009 CO)	Water Supported	\$ 1,885,000	\$ 885,000
General Obligation Refunding Bonds, Series 2009 (Split)	Water Supported	\$ 351,405	\$ 61,202
	Tax Supported	\$ 1,358,595	\$ 236,617
		<u>\$ 3,650,000</u>	<u>\$ 1,183,781</u>

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

30 -DEBT SERVICE FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
TAXES								
30-599-1010 CURRENT ADVALOREM TAXES	166,644	234,098	164,662	111,031	139,671	141,000	132,551	_____
30-599-1015 TAX FREEZE-CURRENT	0	0	0	0	0	0	0	_____
30-599-1020 DELINQUENT ADVALOREM TAXES	2,411	2,802	7,756	0	(3,244)	(3,000)	0	_____
30-599-1030 PENALTY & INTEREST	767	789	540	0	458	500	0	_____
30-599-1035 ACCRUED INTEREST SOLD	0	0	0	0	0	0	0	_____
TOTAL TAXES	169,822	237,688	172,958	111,031	136,885	138,500	132,551	_____
TRANSFERS IN								
30-599-8010 INTEREST INCOME	67	247	1,537	0	2,744	2,900	0	_____
30-599-8011 OTHER INCOME	0	0	0	0	0	0	0	_____
30-599-8015 TRANSFER FROM WATER FUND	0	0	0	0	0	0	0	_____
30-599-8020 TRANSFER IN - GENERAL FUND	0	0	0	0	0	0	0	_____
30-599-8030 FUND BALANCE - TRANSFER IN	0	0	0	92,051	0	24,633	76,346	_____
2017 CERTIFIED EXCESS C 0	0.00							26,346
FUNDS TO REDUCE DEBT 0	0.00							50,000
30-599-8040 TRANSFER FROM WATER FUND	0	0	0	0	0	0	0	_____
TOTAL TRANSFERS IN	67	247	1,537	92,051	2,744	27,533	76,346	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	169,889	237,935	174,495	203,082	139,628	166,033	208,897	
<hr/>								
TOTAL REVENUES	169,889	237,935	174,495	203,082	139,628	166,033	208,897	=====
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30 -DEBT SERVICE FUND
DEBT SERVICE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
607-8010 PRINCIPAL PAYMT-Ser 2000	0	0	0	0	0	0	0	
607-8014 PRINCIPAL PAYMT-Ser 2004	0	0	0	0	0	0	0	
607-8016 PRINCIPAL - WATER PORT SR20	0	0	0	0	0	0	0	
607-8020 INTEREST-Ser 2000	0	0	0	0	0	0	0	
607-8024 INTEREST-Ser 2004	0	0	0	0	0	0	0	
607-8030 BOND AGENT FEES-Ser 2000	0	0	0	0	0	0	0	
607-8034 BOND AGENT FEES-Ser 2004	0	0	0	0	0	0	0	
607-8035 ISSUANCE COST-2009 REFUNDIN	0	0	0	0	0	0	0	
607-8040 INTEREST-WATER PORT. SR 200	0	0	0	0	0	0	0	
607-8044 INTEREST/PREMIUM SR 2004	0	0	0	0	0	0	0	
607-8050 2009 GO REFUNDING-PRINCIPAL	131,093	139,038	139,038	143,010	143,010	143,010	154,928	
607-8051 PRINCIPAL-WATER PORT. 2009	0	0	0	0	0	0	0	
607-8052 2009 GO REFUNDING-INTEREST	72,578	68,526	64,007	59,072	30,787	59,072	53,470	
607-8053 INTEREST-WATER PRT-2009 REF	0	0	0	0	0	0	0	
607-8054 BOND AGENT FEE - 2009 REF	175	150	300	1,000	150	150	500	
607-8099 FUND BALANCE-EXCESS COLLECT	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	203,845	207,713	203,345	203,082	173,947	202,232	208,897	
607-8052	2009 GO REFUNDING-INTERESTCURRENT YEAR NOTES:							
	Feb pmt \$28,284.20							
	Aug pmt \$25,185.65							
607-8054	BOND AGENT FEE - 2009 REF CURRENT YEAR NOTES:							
	Suggest reduction from prior year's \$1,000							
TOTAL DEBT SERVICE	203,845	207,713	203,345	203,082	173,947	202,232	208,897	
TOTAL EXPENDITURES	203,845	207,713	203,345	203,082	173,947	202,232	208,897	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	(33,956)	30,222	(28,850)	0	(34,318)	(36,199)	(0)	
	=====	=====	=====	=====	=====	=====	=====	=====

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2009
 Original Issue Amount: \$2,795,000
 Callable 2/15/2019 (not eligible for tax-exempt advance refunding)
 Paying Agent: Wells Fargo
 PAYMENT SOURCE: 79.45% GENERAL FUND

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2019	154,927.50	4.000%	28,284.20	183,211.70	
08/15/2019			25,185.65	25,185.65	
09/30/2019					208,397.35
02/15/2020	154,927.50	4.000%	25,185.65	180,113.15	
08/15/2020			22,087.10	22,087.10	
09/30/2020					202,200.25
02/15/2021	162,872.50	4.000%	22,087.10	184,959.60	
08/15/2021			18,829.65	18,829.65	
09/30/2021					203,789.25
02/15/2022	170,817.50	4.000%	18,829.65	189,647.15	
08/15/2022			15,413.30	15,413.30	
09/30/2022					205,060.45
02/15/2023	178,762.50	4.250%	15,413.30	194,175.80	
08/15/2023			11,614.60	11,614.60	
09/30/2023					205,790.40
02/15/2024	186,707.50	4.250%	11,614.60	198,322.10	
08/15/2024			7,647.06	7,647.06	
09/30/2024					205,969.16
02/15/2025	194,652.50	4.375%	7,647.06	202,299.56	
08/15/2025			3,389.04	3,389.04	
09/30/2025					205,688.60
02/15/2026	154,927.50	4.375%	3,389.04	158,316.54	
09/30/2026					158,316.54
	1,358,595.00		236,617.00	1,595,212.00	1,595,212.00

20 - WATER FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
	<u> </u>	<u> </u>	
UNDESIGNATED	\$ 508,205	\$ 277,749	
DESIGNATED FOR CAPITAL REPLACEMENT	<u>448,330</u>	<u>554,037</u>	
BEGINNING FUND BALANCE	<u>\$ 956,535</u>	<u>\$ 831,786</u>	
REVENUE TOTAL	<u>\$ 871,373</u> *	<u>\$ 894,299</u>	\$ 22,926
DEPARTMENT EXPENSES AND OTHER USES:			
WATER DEPARTMENT OPERATIONS	\$ 676,878	\$ 613,088	\$ (63,790)
CAPITAL REPLACEMENT	109,487 **	71,946 **	\$ (37,541)
TRANSFER TO GENERAL FUND	22,050	22,050	\$ -
DEBT SERVICE	187,707	187,215	\$ (492)
TOTAL EXPENSES	<u>\$ 996,122</u>	<u>\$ 894,299</u>	<u>\$ (101,823)</u>
Income/(Loss)	\$ (124,749) *	\$ -	
ESTIMATED UNRESTRICTED	<u>\$ 277,749</u>	<u>\$ 234,583</u>	
UNRESTRICTED-CAPITAL REPLACEMENT	<u>\$ 554,037</u>	<u>\$ 597,203</u>	\$ 43,166
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ 831,786</u></u>	<u><u>\$ 831,786</u></u>	

* Amount does not include budgeted use of \$124,749 of fund balance to cover expenses.

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

*** Pending final FY 2017-18 budget amendments

20 -WATER FUND

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015	2015-2016	2016-2017	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
WATER SALES								
20-599-5015 WATER CONSUMPTION	602,875	585,411	658,287	609,034	521,183	620,000	621,347	_____
20-599-5016 LATE CHARGES	7,386	8,357	4,412	7,000	4,839	5,000	6,000	_____
20-599-5017 CAPITAL RESERVE FUND	0	0	0	0	0	0	0	_____
20-599-5018 DEBT SERVICE	53,498	53,382	53,555	53,376	44,576	53,376	53,453	_____
20-599-5019 WATER SERVICE FEE	57,978	57,980	58,605	58,092	48,951	58,092	58,092	_____
20-599-5036 EAA PASS THRU CHARGE	80,569	79,313	87,732	82,626	70,919	82,626	83,319	_____
20-599-5037 CONNECTION/DISCONNECT FEE	0	0	2,800	0	0	0	0	_____
20-599-5040 TAPPING FEES	0	0	750	0	0	0	0	_____
20-599-5045 WATER MONITOR REIMBURSEMENT	0	0	0	0	0	0	0	_____
TOTAL WATER SALES	802,305	784,443	866,141	810,128	690,467	819,094	822,211	_____
MISC./GRANTS/INTEREST								
20-599-7000 INTEREST INCOME	1,958	3,139	6,852	5,000	8,609	8,750	9,500	_____
20-599-7011 OTHER INCOME	277	3,406	40	500	49	24	0	_____
20-599-7012 LEASE OF WATER RIGHTS	9,600	7,043	7,000	8,800	7,500	7,500	17,108	_____
20-599-7040 ASR LEASE PROGRAM	24,000	36,000	24,000	24,000	24,000	24,000	0	_____
20-599-7050 SYSTEM DAMAGE REIMBURSEMENT	0	0	0	0	0	0	0	_____
20-599-7060 CC SERVICE FEES	0	0	337	4,000	428	600	1,200	_____
20-599-7075 SITE/TOWER LEASE REVENUE	13,903	14,320	14,749	15,165	11,391	15,201	15,500	_____
20-599-7090 SALE OF FIXED ASSETS	0	0	(18,787)	0	4,705	4,705	0	_____
20-599-7097 INSURANCE PROCEEDS	0	2,390	45,707	0	0	0	0	_____
TOTAL MISC./GRANTS/INTEREST	49,737	66,297	79,897	57,465	56,683	60,780	43,308	_____
TRANSFERS IN								
20-599-8000 PROCEEDS FROM BOND SALE	0	0	0	0	0	0	0	_____
20-599-8072 TRF IN - CAPITAL REPLACEMEN	0	0	0	3,780	0	20,180	28,780	_____
WATER METER REPLACEMENT	0	0.00						3,780
SKID STEER (50/50)	0	0.00						12,240
MINI EXCAVATOR	0	0.00						12,760
20-599-8090 PRIOR PERIOD ADJUSTMENT	0	0	0	0	0	0	0	_____
20-599-8099 TRF IN - RESERVES	0	0	0	124,749	0	124,749	0	_____
TOTAL TRANSFERS IN	0	0	0	128,529	0	144,929	28,780	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	852,042	850,740	946,038	996,122	747,150	1,024,803	894,299	_____
<hr/>								
TOTAL REVENUES	852,042	850,740	946,038	996,122	747,150	1,024,803	894,299	_____
	=====	=====	=====	=====	=====	=====	=====	=====

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 initiate steps to achieve Outstanding rating
- Ensure State requirements are met by having all employees of the Water Department certified and licensed in groundwater operations

Resource and maintain appropriate equipment and assets

- Maintain enough money in reserve to handle emergencies, and cushion for low water consumption years (approx. \$500K)
- Annually re-evaluate adequacy of Edwards water rights and Trinity resources
- Continue to replace meters that have registered approximately 2 million gallons
- Actively apply for grants/funding for other equipment that would make crews more efficient
- Continue working with KFW (City Engineer) to initiate a geographic information system (GIS) program to include utilities, streets, and drainage information
- Purchase a GIS License
- Continue preparing a schedule based on needs to replace all undersized water mains within the system
- Determine surplus availability and cost of emergency power supply (generators) for City buildings and water system
- Actively support a water rate study to be implemented before end of Fiscal Year 2019
- Purchase a mini excavator in order to work in tight areas where a backhoe cannot reach.
- Purchase a skid steer to replace with the old skid steer (50/50 split)
- Install an intruder protection to prevent roof access, per TCEQ requirements (Huebner)

Improve employee quality to include educational training and development opportunities.

- Provide additional quality educational opportunities ~~when available~~ 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

- Investigate alternatives to increase productivity and life expectancy of the Trinity Well pump, motor, and ground storage tank
- Continue to take corrective action on dead end main issues to lessen flushing and reduce loss ratio rate
- Work with TxDOT on preliminary reports for relocating portions of the water mains on NW Military prior to job bid for MPO project
- Identify cul-de-sac dead end mains, including gross cost estimate for each and prioritization for addressing. Complete at 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
- Raise 5 fire hydrants to proper height for Fire Department access
- Prepare drainage culvert to install pipe for crossing the creek to Well site # 8
- Consider outsourcing printing water utility bills
- Research Flowatch Software for more efficient water reporting

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
- Conduct water system customer satisfaction survey

Water Department - 606

Major Budget Changes

Personnel Salary/Benefits

There have been no additional personnel added. Council has provided consensus guidance for the 3.5% raise recommendation and the grade change recommendation to Public Works Director and Public Works/Water Superintendent. The budget accounts for a 3 % increase in our employee health benefits provided by the Texas Municipal League Intergovernmental Employee Benefits Pool, which increases the defined contribution by \$16 per employee/mo from \$537 to \$553 per employee.

No significant changes have been made to the day to day operations. Numerous line items have been reduced to operate within the budgeted revenues and no use of undesignated reserves is planned.

Services	\$	23,760
Reduction of \$7,500 for out-sourcing water bill printing, as further research is being conducted to move away from postcards		

Contractual	\$	105,227
Reduction of \$67,100 as the purchase of 100 AC/FT of water is foregone this year. Offset by \$14,000 increase in water management fees to EAA due to end of ASR Lease program		

Capital Outlay

- 8020 Non-Capital - Maintenance Equipment	\$	1,000
Replacement of Respirators and Parts/Toolbox.		
- 8060 Capital - Equipment		
Skid steer (50/50)	\$	12,240
Mini- excavator (50/50)	\$	16,820
- 8080 Water System Improvements		
Replace spider lines in cul-de-sacs	\$	10,000
- 8081 Water Meter Replacement	\$	3,780
Replacement of meters in house. Funding comes from the capital replacement funds set aside from the water service fees charged to customers.		

<u>Interfund Transfers- Capital Replacement (- 9010)</u>	\$	93,996
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Funds included in this line item are dollars being set aside for future capital repair/replacement of infrastructure, vehicles, and equipment in the 72 Fund and a transfer to the General Fund under City ordinance.

20 -WATER FUND
WATER DEPARTMENT

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
606-1010 SALARIES	135,504	150,066	148,231	173,594	139,304	173,594	185,260	
606-1015 OVERTIME	3,551	17,067	8,280	7,600	7,272	8,000	7,000	
606-1020 MEDICARE	2,051	2,485	2,398	2,523	2,176	2,632	2,615	
606-1025 TWC (SUI)	156	684	55	828	508	486	828	
606-1030 HEALTH INSURANCE	13,661	22,530	19,442	25,776	20,472	20,467	26,544	
606-1031 HSA	2,918	161	142	178	122	178	178	
606-1033 DENTAL INSURANCE	1,091	1,377	1,361	1,480	1,154	1,480	1,480	
606-1035 VISION CARE INSURANCE	342	357	319	365	275	365	325	
606-1036 LIFE INSURANCE	286	322	301	318	280	318	318	
606-1037 WORKERS' COMP INSURANCE	3,998	4,528	4,398	6,153	3,865	5,465	6,551	
606-1040 TMRS RETIREMENT	3,331	0	22,423	23,903	18,874	24,951	25,157	
606-1070 SPECIAL ALLOWANCES	2,197	8,285	6,658	11,700	7,235	9,150	11,400	
606-1099 PERSONNEL CONTINGENCY	0	0	0	0	0	0	0	
TOTAL PERSONNEL	169,085	207,863	214,007	254,418	201,536	247,086	267,656	
SUPPLIES								
606-2010 DATA PROCESSING SUPPLIES	0	0	0	0	0	0	0	
606-2020 OFFICE SUPPLIES	943	1,596	1,724	1,400	1,330	1,400	1,400	
606-2030 POSTAGE	3,688	3,043	3,018	4,000	2,315	2,500	2,500	
POSTAGE	0	0.00					2,000	
ANNUAL CCR REPORT	0	0.00					250	
ANNUAL BULK MAIL PERMIT	0	0.00					250	
606-2050 PRINTING & COPYING	441	931	722	500	459	500	600	
606-2060 MED EXAMS/SCREENING/TESTING	0	39	544	0	147	147	0	
606-2070 JANITORIAL SUPPLIES	0	0	0	500	0	100	100	
606-2075 BANK/CREDITCARD FEES	4,015	5,950	5,485	4,000	4,752	5,650	5,100	
MONTHLY AVERAGE \$425	0	0.00					5,100	
606-2080 UNIFORMS	0	843	1,102	1,000	603	750	1,200	
NEW BOOTS AND CLOTHING	0	0.00					1,200	
606-2090 SMALL TOOLS	1,206	1,060	1,314	2,000	1,900	2,000	2,000	
606-2091 SAFETY SUPPLIES/EQUIPMENT	0	993	1,818	1,200	1,173	1,200	1,200	
TOTAL SUPPLIES	10,294	14,456	15,727	14,600	12,678	14,247	14,100	
SERVICES								
606-3010 ADVERTISING	0	0	0	0	0	0	0	
606-3012 ENGINEERING SERVICES	2,265	3,710	6,000	1,000	191	192	1,000	
BASIC MISC SERVICES	0	0.00					500	
NW MILITARY LINE LOCAT	0	0.00					500	
606-3013 PROFESSIONAL SERVICES	0	0	0	8,000	0	0	500	
WATER BILL PRINT-OUTSOU	0	0.00					500	
606-3020 ASSOCIATION DUES & PUBS	847	716	895	1,800	921	850	2,215	
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	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

20 -WATER FUND
WATER DEPARTMENT

			(----- 2017-2018 -----) (----- 2018-2019 -----)					
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
AWWA - AMER WTR WKS ASS	0	0.00						100
Stormwater Impact Fee	0	0.00						100
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	222	4,655	2,859	3,000	2,463	2,800	3,000	
606-3040 TRAVEL/MILEAGE/LODGING/PERD	501	1,678	1,387	1,500	1,407	1,500	1,500	
606-3050 INSURANCE - LIABILITY	2,613	2,880	3,022	3,022	3,683	3,683	3,795	
606-3060 UNIFORM SERVICES	1,755	1,383	1,533	2,000	1,288	1,650	3,000	
606-3070 INSURANCE - PROPERTY	1,300	1,432	1,503	1,503	1,832	1,832	1,850	
606-3075 WATER CONSERVATION EDUCATIO	0	0	0	100	0	0	100	
606-3080 SPECIAL SERVICES	0	10	0	0	76	100	300	
SA HAZARDOUS MAT'L PERM	0	0.00						300
606-3082 WATER ANALYSIS FEES	5,299	3,949	7,421	9,000	4,628	6,000	6,500	
WATER ANALYSIS FEES	0	0.00						2,145
TCEQ ANNUAL WATER TESTI	0	0.00						2,500
DSHS CENTRAL LAB - TCEQ	0	0.00						1,805
TIER II REPORT FEES - A	0	0.00						50
606-3090 COMMUNCIATIONS SERVICES	0	0	0	0	0	832	0	
	0.00							0
TOTAL SERVICES	14,803	20,413	24,620	30,925	16,490	17,775	23,760	
CONTRACTUAL								
606-4075 COMPUTER SOFTWARE/INCODE	5,220	5,138	7,597	8,625	4,662	5,800	10,292	
INCODE-UTILITYSOFTWARE	0	0.00						2,825
INCODE-METER READER INT	0	0.00						600
INCODE-BILLPAY WEB HOST	0	0.00						1,200
INCODE-BILL PAY ONLINE	0	0.00						336
INCODE - HAND HELD METE	0	0.00						606
BEACON METER SOFTWARE	0	0.00						1,810
SCADA SOFTWARE UPDATES	0	0.00						2,340
SCADA ANTIVIRUS - 2 COM	0	0.00						75
GIS LICENSE	0	0.00						500
606-4082 TRINITY WATER WELL PROJECT	0	0	0	0	0	0	0	
606-4085 EAA -WATER MANAGEMENT FEES	109,748	75,735	75,726	70,045	58,552	69,765	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	5,513	100	0	0	0	0	
606-4099 WATER RIGHTS/LEASE PAYMENTS	48,019	47,969	33,292	77,951	78,227	78,227	10,851	
RWRDG-ADMIN FEE 1 1/2%	0	0.00						851
100 AF - P102-648	0	0.00						10,000
PURCHASE 13 AC/FT	5,000	0.00						0
TOTAL CONTRACTUAL	162,987	134,355	116,715	156,621	141,441	153,792	105,227	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

20 -WATER FUND
WATER DEPARTMENT

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
MAINTENANCE								
606-5005 EQUIPMENT LEASES	624	1,647	1,883	2,000	1,954	2,000	1,500	
606-5010 EQUIPMENT MAINT & REPAIR	1,294	6,862	8,937	9,000	2,448	3,500	6,500	
606-5015 ELECTRONIC EQPT MAINTENANCE	18	370	89	500	0	150	500	
606-5020 VEHICLE MAINTENANCE	428	5,441	1,914	3,000	1,902	7,000	2,000	
606-5030 BUILDING MAINTENANCE	1,320	1,118	2,962	2,000	3,623	4,000	2,000	
GENERAL 0	0.00							2,000
606-5060 VEHICLE & EQPT FUELS	5,104	3,833	4,282	3,500	2,549	3,000	3,000	
606-5099 CONTINGENCY	0	0	0	0	0	0	0	
TOTAL MAINTENANCE	8,788	19,271	20,067	20,000	12,476	19,650	15,500	
DEPT MATERIALS-SERVICES								
606-6011 CHEMICALS	11,852	19,678	17,163	14,000	16,763	17,000	17,000	
606-6050 WATER METERS & BOXES	45	(5,967)	2,193	1,134	5,224	5,224	4,500	
MAINTENANCE-METER/BOX R 0	0.00							4,500
606-6055 FIRE HYDRANTS	0	2,918	1,691	2,000	3,367	3,367	3,000	
MAINTENANCE 0	0.00							3,000
606-6060 HUEBNER STORAGE TANK	8,600	10,922	20,988	8,000	13,227	8,081	6,000	
GENERAL 0	0.00							6,000
606-6061 ELEVATED STORAGE TANK- #1 W	3,615	5,076	11,598	5,000	2,936	3,000	3,000	
GENERAL 0	0.00							3,000
606-6062 WELL SITE #2-EAA MONITORED	0	432	75	500	0	0	100	
606-6063 WELL SITE #3-NOT OPERATION	7	0	0	0	0	0	0	
606-6064 WELL SITE #4-NOT OPERATION	0	0	0	0	0	0	0	
606-6065 WELL SITE #5-EDWARDS BLENDI	346	1,400	4,214	3,000	3,721	3,721	3,000	
606-6066 WELL SITE #6-MUNI TRACT	334	2,040	9,299	3,000	8,887	13,500	1,000	
606-6067 WELL SITE #7	3,184	1,006	6,873	5,000	5,557	6,000	5,000	
GENERAL 0	0.00							5,000
606-6068 WELL SITE #8	1,377	2,209	9,092	5,000	2,132	2,500	3,500	
GENERAL 0	0.00							3,500
606-6069 WELL SITE #9-TRINITY	8,898	40,087	182,801	5,000	2,408	1,000	2,000	
606-6070 SCADA SYSTEM MAINTENANCE	1,558	9,224	1,233	2,000	4,967	5,000	2,000	
606-6071 SHAVANO DRIVE PUMP STATION	11,136	56,681	21,239	10,000	19,958	21,500	7,000	
606-6072 WATER SYSTEM MAINTENANCE	8,614	21,181	20,101	15,000	19,432	20,000	13,305	
606-6073 WATER TANK MAINTENANCE	0	0	0	0	0	0	0	
606-6080 STREET MAINT SUPPLIES	333	187	3,294	3,000	527	1,000	1,500	
TOTAL DEPT MATERIALS-SERVICES	59,899	167,074	311,854	81,634	109,106	110,893	71,905	
UTILITIES								
606-7005 UTILITIES - GAS	0	0	0	0	0	0	0	
606-7040 UTILITIES - ELECTRIC	71,441	66,188	79,063	61,000	53,724	70,000	70,000	
606-7042 UTILITIES - PHONE/CELL	1,062	0	814	800	754	800	800	
606-7044 UTILITIES - WATER	368	320	348	600	216	300	300	
TOTAL UTILITIES	72,870	66,508	80,225	62,400	54,694	71,100	71,100	

20 -WATER FUND
WATER DEPARTMENT

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
606-8010 NON-CAP ELECTRONIC EQUIPMEN	0	0	6,091	1,000	0	1,000	0	
606-8015 NON-CAPITAL - COMPUTERS	535	0	0	0	0	0	0	
COMPUTER/MONITOR 0 400.00								0
606-8020 NON-CAPITAL MAINTENANCE EQU	0	8,214	2,408	6,500	5,002	5,500	1,000	
RESPIRATORS (MASK-CARTR 1 500.00								500
PARTS/TOOL BOX - VEHICL 1 500.00								500
606-8025 NON-CAPITAL - OFFICE FURNIT	0	0	0	0	0	0	0	
606-8045 CAPITAL-COMPUTER EQUIPMENT	0	0	11,000	0	0	0	0	
606-8050 CAPITAL - VEHICLES	0	0	0	0	0	0	0	
DIRECTOR'S TRUCK 50/50 0 20,000.00								0
606-8060 CAPITAL- EQUIPMENT	0	0	30,000	5,000	4,906	4,906	29,060	
SKID STEER 50/50 0 0.00								12,240
MINI EXCAVATOR 50/50 0 0.00								16,820
606-8080 WATER SYSTEM IMPROVEMENTS	0	0	253,149	40,000	43,909	45,000	10,000	
REPL SPIDERS IN CUL DE 0 0.00								10,000
606-8081 CAPITAL - BUILDING	91,363	0	15,237	0	0	0	0	
606-8085 CAPITAL-WATER TOWER/STORAGE	0	192,258	11,976	0	0	0	0	
606-8087 WATER METER REPLACEMENT	29,510	0	2,575	3,780	5,748	5,562	3,780	
METER 0 0.00								3,780
TOTAL CAPITAL OUTLAY	121,408	200,472	332,434	56,280	59,564	61,968	43,840	
INTERFUND TRANSFERS								
606-9000 EOY ASSET RECLASS (91,363) (192,258) (316,938)				0	0	0	0	
606-9010 TRF TO GENERAL FUND	22,050	22,050	79,312	22,050	0	22,050	22,050	
606-9011 TRF TO DEBT SERVICE	0	0	0	0	0	0	0	
606-9012 TRANSFERS/CAPITAL REPLACEME	0	0	0	0	0	0	0	
606-9020 TRF TO CAPITAL REP. FUND 72	0	0	0	109,487	109,487	109,487	71,946	
INFRASTRUCTURE 0 0.00								34,845
VEHICLES/EQUIPMENT 0 0.00								31,377
METER REPLACEMENT 0 0.00								5,724
606-9050 BAD DEBT EXPENSE	0	0	0	0	0	0	0	
606-9090 DEPRECIATION EXPENSE	196,615	195,206	203,800	0	0	0	0	
606-9095 PENSION EXPENSE	15,250	21,989	6,066	0	0	0	0	
TOTAL INTERFUND TRANSFERS	142,552	46,987	(27,760)	131,537	109,487	131,537	93,996	
TOTAL WATER DEPARTMENT								
	762,686	877,401	1,087,891	808,415	717,471	828,048	707,084	

BOND DEBT SERVICE

City of Shavano Park, Texas
Combination Tax & Limited Pledge Revenue Certificates of Obligation, Series 2009
Original Issue Amount: \$2,299,999
Callable maturities 2020-2039 refunded by Series 2017
Paying Agent: Wells Fargo
Payment Source: 100% Water

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2019	55,000	3.500%	962.50	55,962.50	
09/30/2019					55,962.50
	55,000		962.50	55,962.50	55,962.50

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2009
 Original Issue Amount: \$2,795,000
 Callable 2/15/2019 (not eligible for tax-exempt advance refunding)
 Paying Agent: Wells Fargo
 PAYMENT SOURCE: 20.55% WATER

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2019	40,072.50	4.000%	7,315.80	47,388.30	
08/15/2019			6,514.35	6,514.35	
09/30/2019					53,902.65
02/15/2020	40,072.50	4.000%	6,514.35	46,586.85	
08/15/2020			5,712.90	5,712.90	
09/30/2020					52,299.75
02/15/2021	42,127.50	4.000%	5,712.90	47,840.40	
08/15/2021			4,870.35	4,870.35	
09/30/2021					52,710.75
02/15/2022	44,182.50	4.000%	4,870.35	49,052.85	
08/15/2022			3,986.70	3,986.70	
09/30/2022					53,039.55
02/15/2023	46,237.50	4.250%	3,986.70	50,224.20	
08/15/2023			3,004.15	3,004.15	
09/30/2023					53,228.35
02/15/2024	48,292.50	4.250%	3,004.15	51,296.65	
08/15/2024			1,977.94	1,977.94	
09/30/2024					53,274.59
02/15/2025	50,347.50	4.375%	1,977.94	52,325.44	
08/15/2025			876.59	876.59	
09/30/2025					53,202.03
02/15/2026	40,072.50	4.375%	876.59	40,949.09	
09/30/2026					40,949.09
	351,405.00		61,201.76	412,606.76	412,606.76

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2017
 Original Issue Amount: \$1,925,000
 Callable 2/15/2027 (not eligible for tax-exempt advance refunding)
 Paying Agent: Bank of Texas
 Payment Source: 100% Water

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2019	10,000	2.000%	33,650	43,650	
08/15/2019			33,550	33,550	
09/30/2019					77,200
02/15/2020	70,000	2.000%	33,550	103,550	
08/15/2020			32,850	32,850	
09/30/2020					136,400
02/15/2021	70,000	2.000%	32,850	102,850	
08/15/2021			32,150	32,150	
09/30/2021					135,000
02/15/2022	70,000	2.000%	32,150	102,150	
08/15/2022			31,450	31,450	
09/30/2022					133,600
02/15/2023	70,000	2.000%	31,450	101,450	
08/15/2023			30,750	30,750	
09/30/2023					132,200
02/15/2024	75,000	3.000%	30,750	105,750	
08/15/2024			29,625	29,625	
09/30/2024					135,375
02/15/2025	75,000	3.000%	29,625	104,625	
08/15/2025			28,500	28,500	
09/30/2025					133,125
02/15/2026	80,000	3.000%	28,500	108,500	
08/15/2026			27,300	27,300	
09/30/2026					135,800
02/15/2027	80,000	4.000%	27,300	107,300	
08/15/2027			25,700	25,700	
09/30/2027					133,000
02/15/2028	85,000	4.000%	25,700	110,700	
08/15/2028			24,000	24,000	
09/30/2028					134,700
02/15/2029	90,000	4.000%	24,000	114,000	
08/15/2029			22,200	22,200	
09/30/2029					136,200
02/15/2030	90,000	4.000%	22,200	112,200	
08/15/2030			20,400	20,400	
09/30/2030					132,600
02/15/2031	95,000	4.000%	20,400	115,400	
08/15/2031			18,500	18,500	
09/30/2031					133,900
02/15/2032	100,000	4.000%	18,500	118,500	
08/15/2032			16,500	16,500	
09/30/2032					135,000
02/15/2033	100,000	4.000%	16,500	116,500	
08/15/2033			14,500	14,500	
09/30/2033					131,000
02/15/2034	110,000	4.000%	14,500	124,500	
08/15/2034			12,300	12,300	
09/30/2034					136,800
02/15/2035	115,000	4.000%	12,300	127,300	
08/15/2035			10,000	10,000	

BOND DEBT SERVICE

City of Shavano Park, Texas
 General Obligation Refunding Bonds, Series 2017
 Original Issue Amount: \$1,925,000
 Callable 2/15/2027 (not eligible for tax-exempt advance refunding)
 Paying Agent: Bank of Texas
 Payment Source: 100% Water

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
09/30/2035					137,300
02/15/2036	120,000	4.000%	10,000	130,000	
08/15/2036			7,600	7,600	
09/30/2036					137,600
02/15/2037	120,000	4.000%	7,600	127,600	
08/15/2037			5,200	5,200	
09/30/2037					132,800
02/15/2038	130,000	4.000%	5,200	135,200	
08/15/2038			2,600	2,600	
09/30/2038					137,800
02/15/2039	130,000	4.000%	2,600	132,600	
09/30/2039					132,600
	1,885,000		885,000	2,770,000	2,770,000

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

20 -WATER FUND
DEBT SERVICE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
607-8000 BOND PRINCIPAL EOY	(83,908)	(85,963)	(120,963)	0	0	0	0	
607-8010 BOND PRINCIPAL PAYMENT	0	0	0	0	0	0	0	
607-8011 ACCRUED BOND INTEREST	(346)	0	(3,571)	0	0	0	0	
607-8012 2009 CO - PRINCIPAL	50,000	50,000	55,000	0	0	0	0	
607-8013 2009 CO - INTEREST	98,455	96,830	72,883	0	0	0	0	
607-8014 2009 GO REFUND - PRINCIPAL	33,908	35,963	35,963	36,990	36,990	36,990	40,073	
607-8015 2009 GO REFUND - INTEREST	18,772	17,724	16,556	15,279	7,963	15,279	13,830	
607-8016 2017 GO REFUNDING (2009) PR	0	0	30,000	65,000	65,000	65,000	65,000	
607-8017 2017 GO REFUNDING (2009) IN	0	0	10,215	70,288	37,600	70,288	68,163	
607-8020 BOND UNAMORTIZED LOSS	2,693	2,693	2,027	0	0	0	0	
607-8030 BOND AGENT FEES	0	150	150	150	0	200	150	
607-8035 BOND ISSUANCE COSTS	0	0	76,349	0	0	0	0	
TOTAL CAPITAL OUTLAY	119,575	117,397	174,609	187,707	147,553	187,757	187,215	
TOTAL DEBT SERVICE								
	119,575	117,397	174,609	187,707	147,553	187,757	187,215	
TOTAL EXPENDITURES								
	882,261	994,798	1,262,499	996,122	865,024	1,015,805	894,299	
REVENUE OVER/ (UNDER) EXPENDITURES								
	(30,219)	(144,058)	(316,462)	0	(117,874)	8,998	(0)	

CITY OF SHAVANO PARK
2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2017	Council Adopted 2017/2018 Funding 09/30/2018	2017/2018 Funding (Spent) Transfers	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
<u>Meter Replacement Program</u>											
706 meters at \$214	various	\$ 151,084	various	10	\$ 88,366	\$ 10,100	\$ (3,780)	\$ 94,686	\$ 5,724	\$ 50,674	\$ 151,084
<u>Water Distribution System</u>											
	various	TBD	unknown		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>Vehicles/Equipment</u>											
Bobcat Skid-Steer Loader (\$50,000 - 50/50)	1999	\$ 25,000	2019	15	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
Case Backhoe (\$66,100 - 50/50)	2017	33,050	2042	25	-	473	-	473	1,357	31,220	33,050
Public Works Director Truck (\$40,000 - 50/50)	2021	20,000	2020	15	-	473	-	473	7,527	12,000	20,000
Vactron	2017	60,000	2047	30	2,000	473	-	2,473	959	56,568	60,000
F250 Ford Utility Truck #1	2014	40,000	2029	15	1,000	473	-	1,473	3,502	35,025	40,000
Ford F350 Flatbed/Tilt Bed '08 (3492) (\$60,000 - 50/50)	2001	30,000	2031	30	1,500	473	-	1,973	2,156	25,871	30,000
Chevrolet Silverado HD3500 (2283) (\$45,000 50/50)	2013	22,500	2028	15	2,293	473	-	2,766	1,973	17,761	22,500
5 yd International Dump Truck (\$80,000, 50/50)	2006	40,000	2031	25	4,000	473	-	4,473	2,733	32,794	40,000
Ingersol Rand Air Compressor	2006	8,000	2026	20	1,000	473	-	1,473	816	5,711	8,000
SCADA System Main	2017	235,000	2037	20	16,359	11,571	-	27,930	10,354	196,716	235,000
Vehicle/Equipment Sub Totals		\$ 513,550			\$ 53,152	\$ 15,355	\$ -	\$ 68,507	\$ 31,377	\$ 413,666	\$ 513,550
<u>General Buildings</u>											
PW/W Shop	UNK	\$ 150,000								150,000	150,000
Vehicle Covered Parking	2017	\$ 10,000								10,000	10,000
PW/W Administration Building	2015	\$ 150,000								150,000	150,000
<u>Huebner Plant</u>											
Electric Panel	2013	\$ 20,000	2028	15							
500K Gallon Ground Storage Tank											
Repaint	2013	50,000	2023	10							
New construction \$750,000	1992										
Cathodic Protection	UNK	15,000		30							
60 HP Booster Pump/motor #1	2013	18,000	2023	10							
60 HP Booster Pump/motor #2	2013	18,000	2023	10							
125 HP Booster Pump/motor	2013	20,000	2023	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)	1992	25,000	2017	25							
Huebner Plant- Equipment subtotal		\$ 207,000			\$ 99,740	\$ 32,174	\$ -	\$ 131,914	\$ 3,754	\$ 71,332	\$ 207,000
VFD Building	2013	\$ 10,000	2063	50	-	-	-	-	-	10,000	10,000
Fence	1992	10,000	2042	50	-	-	-	-	-	10,000	10,000
Huebner Plant- total		\$ 227,000			\$ 99,740	\$ 32,174	\$ -	\$ 131,914	\$ 3,754	\$ 91,332	\$ 227,000

CITY OF SHAVANO PARK
2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2017	Council Adopted 2017/2018 Funding 09/30/2018	2017/2018 Funding (Spent) Transfers	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated 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	2017	6,000	2027	10							
20 HP Goulds booster pump/motor - #2	2018	6,000	2028	10			(6,000)				
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											
2 - 100 gallon filter tanks	2013	15,000	2033	20							
mioxx - cells and all cabinet components	2013	15,000	2023	10							
Chlorine tank	2013	500	2028	15							
Air compressor to actuate the sand filter valves	2018	400	2028	10			(400)				
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	2018	5							
Turbidity Meter	2013	1,000	2018	5							
Sand Filters	2013	100,000	2033	20							
Sand Filters - media	2016	10,000	2019	3							
Back Wash Filters	2013	5,000	2033	20							
Back Wash Tank	2013	25,000	2053	40							
Well #1 - Open hole		15,000									
Well #1 Equipment subtotal		\$ 522,400			\$ 95,740	\$ 22,770	\$ (6,400)	\$ 112,110	\$ 13,463	\$ 396,827	\$ 522,400
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
Green Shed	1980	10,000	2080	100						10,000	10,000
Fence	2018	16,000	2048	30						16,000	16,000
Well #1 total		\$ 606,400			\$ 95,740	\$ 22,770	\$ (6,400)	\$ 112,110	\$ 13,463	\$ 480,827	\$ 606,400
Well #5											
Electric Panel	2005	\$ 15,000	2020	15							
Pump and Motor (All components in the well)	2014	35,000	2018	10			(10,000)				
Chlorine Equipment											
Scales	2014	2,200	2024	10							
Regulator	2018	1,000	2028	10							
Injector	2018	500	2028	10							
Pump	2014	1,200	2024	10							
Leak Detector	2014	500	2024	10							
Meter	2017	1,500	2027	10							
Well #5 Equipment subtotal		\$ 56,900			\$ 15,289	\$ 4,051	\$ (10,000)	\$ 9,340	\$ 1,897	\$ 45,663	\$ 56,900
Chlorine Building	2014	\$ 5,000	2064	50						5,000	5,000
Fence	1990	3,000	2040	50						3,000	3,000
Well #5 total		\$ 64,900			\$ 15,289	\$ 4,051	\$ (10,000)	\$ 9,340	\$ 1,897	\$ 53,663	\$ 64,900

CITY OF SHAVANO PARK
2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2017	Council Adopted 2017/2018 Funding 09/30/2018	2017/2018 Funding (Spent) Transfers	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
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	2014	2,200	2024	10							
Regulator	2014	1,000	2024	10							
Injector	2014	500	2024	10							
Pump	2014	1,200	2024	10							
Leak Detector	2014	500	2024	10							
Meter	2017	1,500	2027	10							
Well #6 Equipment subtotal		\$ 56,900			\$ 15,793	\$ 4,202	\$ -	\$ 19,995	\$ 1,845	\$ 35,060	\$ 56,900
Chlorine Building	2006	\$ 5,000	2056	50						5,000	5,000
Fence	1995	500	2045	50						500	500
Well #6 total		\$ 62,400			\$ 15,793	\$ 4,202	\$ -	\$ 19,995	\$ 1,845	\$ 40,560	\$ 62,400
Well #7											
Electric Panel	1983	\$ 15,000	2003	20							
Pump and Motor (All components in the well)											
Pump	1999	55,000	2019	20							
250 HP Motor	1999	25,000	2019	20							
Misc components	1999	20,000	2019	20							
Chlorine Equipment											
Scales	2018	2,200	2028	10							
Regulator	2017	1,000	2027	10							
Injector	2017	500	2027	10							
Pump	2018	1,200	2028	10							
Leak Detector	2013	500	2023	10							
Meter	UNK	5,000		10							
Well #7 Equipment subtotal		\$ 125,400			\$ 19,923	\$ 4,905	\$ -	\$ 24,828	\$ 5,029	\$ 95,543	\$ 125,400
Well House	1983	\$ 10,000	2033	50						10,000	10,000
Chlorine Building	2007	5,000	2057	50						5,000	5,000
Fence	1983	5,000	2033	50						5,000	5,000
Well #7 total		\$ 145,400			\$ 19,923	\$ 4,905	\$ -	\$ 24,828	\$ 5,029	\$ 115,543	\$ 145,400
Well #8											
Electric Panel	2007	\$ 15,000	2027	20							
VFD	2007	15,000	2022	15							
Pump and Motor (All components in the well)	2010		2010								
Pump	1983	55,000	2003	20							
250 HP Motor	2010	25,000	2030	20							
Misc Components	1983	20,000	2003	20							
Chlorine Equipment											
Scales	2017	2,200	2027	10							
Regulator	2013	1,000	2023	10							
Injector	2013	500	2023	10							
Pump	2018	1,200	2028	10							
Leak Detector	2013	500	2023	10							
Meter	2017	5,000	2027	10							
Drive Shaft Motor (John Deere)	2010	25,000	2030	20							
Well #8 Equipment subtotal		\$ 165,400			\$ 41,655	\$ 11,310	\$ -	\$ 52,965	\$ 5,622	\$ 106,813	\$ 165,400
Well House	1983	\$ 10,000	2033	50						10,000	10,000
Chlorine Building	2007	5,000	2057	50						5,000	5,000
Fence	1983	12,000	2033	50						12,000	12,000
Well #8 total		\$ 192,400			\$ 41,655	\$ 11,310	\$ -	\$ 52,965	\$ 5,622	\$ 133,813	\$ 192,400

CITY OF SHAVANO PARK
2018/2019 PROPOSED WATER FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2017	Council Adopted 2017/2018 Funding	2017/2018 Funding (Spent) Transfers	Designated Balance Thru 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
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			\$ 18,672	\$ 4,620	\$ -	\$ 23,292	\$ 3,235	\$ 61,473	\$ 88,000
Fence	2014	20,000	2064	50						20,000	20,000
Well #9 total		\$ 108,000			\$ 18,672	\$ 4,620	\$ -	\$ 23,292	\$ 3,235	\$ 81,473	\$ 108,000
TOTAL		\$ 2,381,134			\$ 448,330	\$ 109,487	\$ (20,180)	\$ 537,637	\$ 71,946	\$ 1,771,551	\$ 2,381,134

72 -WATER CAPITAL REPLACEMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
TRANSFERS IN								
72-599-8010 INTEREST INCOME	0	0	0	0	0	0	0	
72-599-8020 TRANSFER FROM WATER FUND	0	0	0	109,487	109,487	109,487	71,946	
TOTAL TRANSFERS IN	0	0	0	109,487	109,487	109,487	71,946	
<hr/>								
TOTAL NON-DEPARTMENTAL	0	0	0	109,487	109,487	109,487	71,946	
<hr/>								
TOTAL REVENUES	0	0	0	109,487	109,487	109,487	71,946	
	=====	=====	=====	=====	=====	=====	=====	=====

72 -WATER CAPITAL REPLACEMENT
WATER DEPARTMENT

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
CONTRACTUAL								
606-4050 VEHICLE PURCHASE	0	0	0	0	0	0	0	
TOTAL CONTRACTUAL	0	0	0	0	0	0	0	
CAPITAL OUTLAY								
606-8060 CAPITAL - EQUIPMENT	0	0	0	0	0	0	0	
606-8087 WATER METER REPLACEMENT	0	0	0	3,780	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	0	3,780	0	0	0	
INTERFUND TRANSFERS								
606-9020 TRANSFER TO WATER UTILITY	0	0	0	0	0	20,180	28,780	
SKID STEER (50/50) 0	0.00							12,240
MINI EXCAVATOR (50/50) 0	0.00							12,760
WATER METER REPLACEMENT 0	0.00							3,780
TOTAL INTERFUND TRANSFERS	0	0	0	0	0	20,180	28,780	
<hr/>								
TOTAL WATER DEPARTMENT	0	0	0	3,780	0	20,180	28,780	
<hr/>								
TOTAL EXPENDITURES	0	0	0	3,780	0	20,180	28,780	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	0	105,707	109,487	89,307	43,166	
	=====	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES & USES								
OTHER SOURCES								
72-599-9010 TRANSFER FROM GENERAL FUND	0	0	0	0	0	0	0	
TOTAL OTHER SOURCES	0	0	0	0	0	0	0	
<hr/>								
TOTAL OTHER SOURCES & USES	0	0	0	0	0	0	0	
<hr/>								
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES)	0	0	0	105,707	109,487	89,307	43,166	

70 - GENERAL CAPITAL IMPROVEMENT/REPLACEMENT FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
ADMIN	\$ 93,000	\$ 175,036	
PW	116,997	203,934	
FIRE	1,221,615	1,488,987	
POLICE	-	-	
STREETS	250,000	250,000	
DRAINAGE	1,481,649	1,305,672	
NW MILITARY	25,000	25,000	
MUNICIPAL TRACT	26,030	16,030	
SIDEWALK PATHWAYS	35,000	35,000	
UNDESIGNATED	25,952	-	
TOTAL BEGINNING FUND BALANCE	\$ 3,275,243	\$ 3,499,659	
REVENUES AND OTHER SOURCES TOTAL	\$ 575,195 *	\$ 287,856 *	\$ (287,339)
EXPENDITURES AND OTHER USES TOTAL	350,779 **	1,037,360	\$ 686,581
TOTAL REVENUES AND OTHER SOURCES LESS THAN EXPENDITURES AND OTHER USES	\$ 224,416	\$ (749,504)	
ENDING FUND BALANCE, PROJECTED BUDGET	\$ 3,499,659	\$ 2,750,155	

* Does not include budgeted use of \$564,188 and \$749,504, respectively, of fund balance to cover expenditures.

** Budgeted amount of \$800,689 will be amended as drainage projects will not be completed in FY 2017-18. Have used projected actual expenditure amount.

CITY OF SHAVANO PARK
2018/2019 CITY MANAGER'S PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance At 09/30/2017	Council Adopted 2017/2018 Funding	Amended 2017/2018 Funding (Spent) Transfers	Designated Balance At 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
Administrative											
Upgrade - Incode to Invision	Future	\$ 60,000	2020	5	\$ 16,500	\$ 14,000	\$ -	\$ 30,500	\$ 14,000	\$ 15,500	\$ 60,000
Application Server	2012	13,000	2023	7	500	4,166	-	4,666	4,166	4,168	13,000
Email Server	2015	13,000	2023	7	500	2,083	-	2,583	2,083	8,334	13,000
Firewall Server	2013	7,000	2019	7	500	6,500	-	7,000	-	-	7,000
Windows 7 - end of life											
License upgrade - 28 devices @ \$200 each		5,600	2020	5	-	-	-	-	2,800	2,800	5,600
Hardware upgrade - 17 devices @ \$1,700 each		28,900	2020	5	-	-	-	-	14,450	14,450	28,900
A/C Units - City Hall (4)	2001	40,000	Varies	15	60,000	12,000	(32,000)	40,000	-	-	40,000
A/C Units - City Hall (3)	2017	16,000	2020	15	-	1,333	-	1,333	1,333	13,334	16,000
A/C Units - City Hall (1)	2018	8,000	2028	10	-	-	-	-	800	7,200	8,000
City Hall Roof (Replace in FY 2018-19)	2001	95,000	2019	20	-	3,333	78,621	81,954	13,046	-	95,000
City Hall Sprinkler System & Emergency Lighting (Lighting done FY 2017-18)		8,000	TBD		8,000		(8,000)	-	-	8,000	8,000
Emergency Management Infrastructure/Generator (City Hall)		50,000	2020		7,000	-	-	7,000	21,500	21,500	50,000
Sub Totals		\$ 344,500			\$ 93,000	\$ 43,415	\$ 38,621	\$ 175,036	\$ 74,178	\$ 95,286	\$ 344,500
Public Works											
Ford F150 Pickup (2454) (Replace in FY 2018-19)	1996	\$ 40,000	2019		\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
Ford F350 Flatbed/Tilt Bed '08 (3492) (\$60,000 - 50/50)	2001	30,000	2026	6	15,000	15,000	-	30,000	-	-	30,000
Ford XL F350 Pickup/Lift Gate (0612)	2008	36,000	2020	9	19,973	10,806	-	30,779	2,611	2,610	36,000
Chevrolet Silverado HD3500 (2283) (\$45,000 - 50/50)	2013	22,500	2028	15	17,343	9,787	-	27,130	(4,630)	-	22,500
Hotsy 225 Gallon Tank/Washer/Trailer (0193)	2009	10,000	2023	10	10,000	-	-	10,000	-	-	10,000
Bobcat Skid-Steer Loader (\$50,000 - 50/50)	1999	25,000	2019	15	17,500	7,500	-	25,000	-	-	25,000
Morbark 2070 XL Brush Chipper (0134)	2001	18,100	2020	5	16,699	1,401	-	18,100	-	-	18,100
Beaver Chipper, 4"	2012	19,000	2027	15	-	-	-	-	2,111	16,889	19,000
Roller (ASCO)	2016	27,000	2031	15	-	1,800	-	1,800	1,800	23,400	27,000
Trailer (Magnum) for roller	2016	9,000	2024	8	-	1,125	-	1,125	1,125	6,750	9,000
Gravely Mower Rapid XZ	2012	12,500	2020	10	-	-	-	-	-	12,500	12,500
Case Backhoe (\$66,100 - 50/50)	2017	33,050	2042	25	-	-	-	-	1,322	31,728	33,050
Crack Seal Machine - Trailer Mounted - CL200 Cimline	2017	50,000	2033	15	-	-	-	-	3,333	46,667	50,000
Zero turning mower Maxtorque 898cc	2017	12,000	2023	5	12,500	-	(12,500)	-	2,400	9,600	12,000
Public Works Director Truck (\$40,000 - 50/50)	Future	20,000	2021	7	7,982	14,000	(21,982)	-	10,000	10,000	20,000
5 yd International Dump Truck (\$80,000, 50/50)	2006	40,000	2031	25	-	-	20,000	20,000	10,000	10,000	40,000
Generator (\$50,000, joint with SPFD)	Future	25,000	2021	TBD	-	-	-	-	12,500	12,500	25,000
Sub Totals		\$ 429,150			\$ 116,997	\$ 61,419	\$ 25,518	\$ 203,934	\$ 42,572	\$ 182,644	\$ 429,150

CITY OF SHAVANO PARK
2018/2019 CITY MANAGER'S PROPOSED GENERAL FUND EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Estimated Replacement Cost	Estimated Scheduled Year To Replace	Total Life (yrs)	Designated Balance At 09/30/2017	Council Adopted 2017/2018 Funding	Amended 2017/2018 Funding (Spent) Transfers	Designated Balance At 09/30/2018	Proposed Additional Funding 09/30/2019	Designated Additional Future Yrs Funding	Total Designated Balance
Fire Department											
Hallmark Trailer-Wells Cargo (1086)	2004	\$ 8,000	2032	10	\$ 5,000	\$ 1,500	\$ -	\$ 6,500	\$ 1,500	\$ -	\$ 8,000
Ambulance (4617)	2017	180,000	2027	10	-	-	-	-	18,000	162,000	180,000
Chevy/Frazer EMS 2 Amb (7345)	2007	sold			140,971	-	(140,971)	-	-	-	-
Ambulance (FY 2017-18 purchase)	2018	180,000	2028	10	-	-	-	-	-	180,000	180,000
Hall-Mark Fire Apparatus E-One Typhon Pumper (7377)	2012	700,000	2033	20	255,979	32,045	-	288,024	32,045	379,931	700,000
Ferrara/Spartan Fire Tk Pumper (2511)	2000	800,000	2020	20	602,293	24,000	175,581	801,874	-	(1,874)	800,000
Ford F350 Pickup (5691)	2010	35,000	2020	10	21,000	3,500	-	24,500	3,500	7,000	35,000
Ford F550 Fire Brush Truck (5797)	2010	86,000	2026	15	36,728	5,475	-	42,203	5,475	38,322	86,000
Chevy Tahoe LS - Command 1752	2014	35,000	2025	10	7,000	3,500	-	10,500	3,500	21,000	35,000
Scag Mower (9300006)	2005	5,000	2020	15	4,335	665	-	5,000	-	-	5,000
Max Air Trailer Mounted Breathing Air System Complete (Rehabbed)	2005/17	20,000	2037	20	(7,382)	7,382	-	(0)	-	20,000	20,000
Communication System (hand held/mobile mounted radios) 800mHZ (44 units)	2012	150,000	2022	10	75,496	18,626	-	94,122	626	55,252	150,000
Cardiac Monitor-Defibrillator	2012	35,000	2022	10	9,600	6,350	-	15,950	6,350	12,700	35,000
Cardiac Monitor-Defibrillator	2012	35,000	2022	10	9,600	6,350	-	15,950	6,350	12,700	35,000
Stryker - Stretchers - spare unit - not to be replaced	2006	-	2016	10	(4,000)	4,000	-	-	-	-	-
Stryker - Stretchers - Planned Sale FY 2018-19	2006	-	2016	10	14,000	-	(14,000)	-	-	-	-
Stryker - Stretcher, new FY 2016-2017	2017	18,000	2027	10	-	1,800	-	1,800	1,800	14,400	18,000
Stryker - Stretcher, new FY 2017-2018	2018	18,000	2028	10	-	-	-	-	1,800	16,200	18,000
Roof on Living Quarters	Unknown	20,000	2018	50	-	-	-	-	-	20,000	20,000
SCBA (14) ~ \$9,090 each (Jan 2018 \$9,700 ea)	Unknown	135,800	2019	15	68,975	30,000	37,000	135,975	(175)	-	135,800
Thermal Imaging Cameras (will not be replaced)	Unknown	-	2017	7	(3,550)	3,550	-	-	-	-	-
Thermal Imaging Cameras(will not be replaced)	Unknown	-	2017	7	(3,550)	3,550	-	-	-	-	-
Thermal Imaging Cameras (New FY 2016-17)	2017	10,000	2024	7	-	1,428	-	1,428	1,428	7,144	10,000
Thermal Imaging Cameras (New FY 2016-17)	2017	10,000	2024	7	-	1,428	-	1,428	1,428	7,144	10,000
Mobile Computers (13)	Various	39,000	Various	7	(11,600)	11,600	-	-	7,800	31,200	39,000
A/C systems (Bays 1 5-ton split unit)	2010	10,000	2020	10	3,333	6,667	-	10,000	-	-	10,000
A/C systems (Living Quarters 2 5-ton units)	2000	10,000	2010	10	3,333	6,667	-	10,000	-	-	10,000
Zoll Auto Pulse (1)	2012	18,000	2022	10	5,000	13,000	-	18,000	-	-	18,000
Zoll Auto Pulse (1)	2012	18,000	2022	10	-	4,500	-	4,500	4,500	9,000	18,000
Generac Emergency Generator 25KW (Gas)(Bay Doors & Radios)	2015	25,000	2035	20	1,250	1,250	-	2,500	1,250	21,250	25,000
Amkus Rescue Tool Complete	2006	25,000	2021	15	3,250	7,250	-	10,500	7,250	7,250	25,000
Skyline 40LB Extractor	2004	10,000	2024	20	1,429	1,429	-	2,858	1,429	5,713	10,000
StairPro Stair Master (1)	2006	4,500	2020	15	1,125	1,125	-	2,250	1,125	1,125	4,500
StairPro Stair Master (1)	2006	4,500	2021	15	-	1,125	-	1,125	1,125	2,250	4,500
Communication System (Radio Repeater Complete) VHF	1990	48,500	Various	30	(18,000)	-	-	(18,000)	18,000	48,500	48,500
Generator (\$50,000, joint with SPPW)	Future	25,000	2021	TBD	-	-	-	-	10,000	15,000	25,000
Sub Totals		\$ 2,718,300			\$ 1,221,615	\$ 209,762	\$ 57,610	\$ 1,488,987	\$ 136,106	\$ 1,093,207	\$ 2,718,300
Total Capital Replacement Funds		\$ 3,491,950			\$ 1,431,612	\$ 314,596	\$ 121,749	\$ 1,867,957	\$ 252,856	\$ 1,371,136	\$ 3,491,950

70 -CAPITAL REPLACEMENT FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
OTHER SOURCES								
=====								
MISC./GRANTS/INTEREST								
70-599-7020 FEMA GRANT REVENUE	0	0	0	0	0	0	0	_____
70-599-7030 TEXAS FOREST SERVICE REVENUE	0	0	0	0	0	0	0	_____
70-599-7040 HEALTH FACILITIES DEV. CORP	0	0	0	0	0	0	0	_____
TOTAL MISC./GRANTS/INTEREST	0	0	0	0	0	0	0	_____
TRANSFERS IN								
70-599-8010 INTEREST INCOME	109	213	10,117	5,000	24,226	34,926	30,000	_____
70-599-8020 TRF IN - GENERAL FUND	351,406	1,905,486	251,032	570,195	570,195	570,195	257,856	_____
ADMINISTRATION 0	0.00							74,178
FIRE VEHICLES/EQUIPMENT 0	0.00							136,106
PUBLIC WORKS VEHICLES/E 0	0.00							42,572
DRAINAGE DEVELOPMENT 0	0.00							5,000
70-599-8025 TRANSFER FROM UTILITY FUND	0	0	0	0	0	0	0	_____
70-599-8026 TRF IN - CRIME CONTROL FUND	37,241	0	0	0	0	0	0	_____
70-599-8030 TRANSFER FROM CAPITAL IMPRO	0	0	0	0	0	0	0	_____
70-599-8099 FUND BALANCE RESERVE	0	0	0	564,188	0	0	749,504	_____
TOTAL TRANSFERS IN	388,757	1,905,699	261,149	1,139,383	594,421	605,121	1,037,360	_____
<hr/>								
TOTAL OTHER SOURCES	388,757	1,905,699	261,149	1,139,383	594,421	605,121	1,037,360	
<hr/>								
TOTAL REVENUES	388,757	1,905,699	261,149	1,139,383	594,421	605,121	1,037,360	=====

70 -CAPITAL REPLACEMENT FUND
COUNCIL

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
CONTRACTUAL								
600-4010 TP - NW MILITARY HWY	0	0	0	0	0	0	0	<u> </u>
600-4020 TP - MUNI TRACT DEVELOPMENT	0	0	0	0	0	0	0	<u> </u>
MUNICIPAL TRACT-SURVEY 0	0.00							0
600-4030 TP - HIKE AND BIKE TRAILS	0	0	0	0	0	0	0	<u> </u>
TOTAL CONTRACTUAL	0	0	0	0	0	0	0	
<hr/>								
TOTAL COUNCIL	0	0	0	0	0	0	0	

70 -CAPITAL REPLACEMENT FUND
ADMIN

EXPENDITURES	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CONTRACTUAL								
601-4000 PAYROLL INCODE SOFTWARE	0	0	0	0	0	0	0	_____
601-4010 PURCHASE ORDER INCODE SOFTW	0	0	0	0	0	0	0	_____
601-4020 CITY HALL SERVER/IT NETWORK	0	0	0	0	0	0	0	_____
601-4030 RECORDS STORAGE PROJECT	0	0	0	0	0	0	0	_____
601-4040 GENERATOR OFFSET PROJECT	0	0	0	0	0	0	0	_____
TOTAL CONTRACTUAL	0	0	0	0	0	0	0	_____
CAPITAL OUTLAY								
601-8081 CAPITAL - BUILDING	0	0	0	0	0	0	103,000	_____
CITY HALL ROOF REPLACEM 0 0.00								95,000
CITY HALL HVAC 1 8,000.00								8,000
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	103,000	_____
INTERFUND TRANSFERS								
601-9010 TRANSFER TO - GENERAL FUND	0	0	7,684	44,030	21,019	44,030	0	_____
REPLACE (2) AC UNIT CIT 0 0.00								0
ELECTRICAL UPGRADE -MUN 0 0.00								0
ENVIRONMENT FRIENDLY PA 0 0.00								0
TOTAL INTERFUND TRANSFERS	0	0	7,684	44,030	21,019	44,030	0	_____
TOTAL ADMIN	0	0	7,684	44,030	21,019	44,030	103,000	

70 -CAPITAL REPLACEMENT FUND
PUBLIC WORKS

				(----- 2017-2018 -----)		(----- 2018-2019 -----)		
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CONTRACTUAL								
603-4000 2001 SILVERADO TRUCK XFER	0	0	0	0	0	0	0	_____
603-4010 VEHICLE - PW DIRECTOR 50/50	0	0	0	0	0	0	0	_____
603-4020 REPLACE '96 PU W/ UTILITY B	0	0	0	0	0	0	0	_____
603-4030 SRVC CNTR BLDG/SITE IMPROVE	0	0	0	0	0	0	0	_____
603-4040 TRAILER MNTD LIGHT TOWER	0	0	0	0	0	0	0	_____
TOTAL CONTRACTUAL	0	0	0	0	0	0	0	_____
CAPITAL OUTLAY								
603-8050 CAPITAL - VEHICLES	0	0	0	0	0	0	40,000	_____
PW CREW TRUCK 0 0.00								40,000
603-8060 CAPITAL - EQUIPMENT	0	0	0	0	0	0	29,060	_____
SKID STEER (50/50) 0 0.00								12,240
MINI EXCAVATOR (50/50) 0 0.00								16,820
603-8080 CAPITAL-IMPROVEMENT PROJECT	0	0	0	564,188	47,664	118,976	729,500	_____
DRAINAGE PROJECTS 0 0.00								729,500
603-8081 CAPITAL - BUILDING	0	0	0	0	0	0	0	_____
TOTAL CAPITAL OUTLAY	0	0	0	564,188	47,664	118,976	798,560	_____
INTERFUND TRANSFERS								
603-9010 TRANSFER TO - GENERAL FUND	0	0	48,455	37,500	32,802	32,802	0	_____
ENGINEERING SERVICES DR 0 0.00								0
ZERO TURN RADIUS MOWER 0 0.00								0
TOTAL INTERFUND TRANSFERS	0	0	48,455	37,500	32,802	32,802	0	_____
TOTAL PUBLIC WORKS	0	0	48,455	601,688	80,466	151,778	798,560	

70 -CAPITAL REPLACEMENT FUND
FIRE

				(----- 2017-2018 -----)			(----- 2018-2019 -----)	
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
CONTRACTUAL								
604-4000 NEW EQUIPPED AMBULANCE	0	0	0	0	0	0	0	_____
604-4010 REMOUNT/CURRENT AMBULANCE	0	0	0	0	0	0	0	_____
604-4020 BRUSH TRUCK/QUICK RESPONSE	0	0	0	0	0	0	0	_____
604-4030 ELECTRONIC EQUIPMENT	0	21,100	0	0	0	0	0	_____
604-4040 EMS/FIRE UTILITY VEHICLE	0	0	0	0	0	0	0	_____
604-4050 FEMA GRANT EXPENDITURE	0	0	0	0	0	0	0	_____
604-4060 FIRE FACILITY IMPROVEMENTS	0	0	0	0	0	0	0	_____
TOTAL CONTRACTUAL	0	21,100	0	0	0	0	0	_____
CAPITAL OUTLAY								
604-8040 CAPITAL - PPE EQUIPMENT	0	0	0	0	0	0	135,800	_____
SCBA REPLACEMENTS 0	0.00							135,800 _____
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	135,800	_____
INTERFUND TRANSFERS								
604-9010 TRANSFER TO - GENERAL FUND	0	4,000	244,481	154,971	41,347	154,971	0	_____
AMBULANCE REPLACEMENT 0	0.00							0 _____
STRETCHER 0	0.00							0 _____
TOTAL INTERFUND TRANSFERS	0	4,000	244,481	154,971	41,347	154,971	0	_____
<hr/>								
TOTAL FIRE	0	25,100	244,481	154,971	41,347	154,971	135,800	

70 -CAPITAL REPLACEMENT FUND
POLICE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
CONTRACTUAL								
605-4000 PATROL VEHICLE VIDEO/AUDIO	0	0	0	0	0	0	0	_____
605-4010 POLICE PACKAGE/INCODE SOFTW	0	0	0	0	0	0	0	_____
605-4020 PATROL VEHICLE	20,000	0	0	0	0	0	0	_____
CODE ENFORCEMENT TRUCK 0	0.00							0
605-4030 POLICE MTD's & COMPUTERS	0	0	0	0	0	0	0	_____
605-4035 ELECTRONIC EQUIPMENT	0	0	0	0	0	0	0	_____
TOTAL CONTRACTUAL	20,000	0	0	0	0	0	0	_____
MAINTENANCE								
605-5015 ELECTRONIC EQUIPMENT MAINTA	0	0	0	0	0	0	0	_____
TOTAL MAINTENANCE	0	0	0	0	0	0	0	_____
INTERFUND TRANSFERS								
605-9018 TRF TO CRIME CONTROL DIST.	0	148,782	0	0	0	0	0	_____
TOTAL INTERFUND TRANSFERS	0	148,782	0	0	0	0	0	_____
<hr/>								
TOTAL POLICE	20,000	148,782	0	0	0	0	0	
<hr/>								
TOTAL EXPENDITURES	20,000	173,882	300,620	800,689	142,832	350,779	1,037,360	=====
<hr/>								
REVENUE OVER/ (UNDER) EXPENDITURES	368,757	1,731,817	(39,471)	338,694	451,589	254,342	0	=====

40 -CRIME CONTROL DISTRICT

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ 690,370	\$ 586,042	
REVENUE AND OTHER SOURCES TOTAL	\$ 116,509 *	\$ 121,000	\$ 4,491
EXPENDITURES AND OTHER USES TOTAL	\$ 220,837	\$ 83,765	\$ (137,072)
TOTAL REVENUES AND OTHER SOURCES OVER (LESS) THAN EXPENDITURES AND OTHER USES	\$ (104,328)	\$ 37,235	\$ 141,563
ENDING FUND BALANCE, PROJECTED BUDGET	\$ 586,042	\$ 623,277	
Included in above ending fund balance amount:			
Planned Equipment Replacement	\$ 300,278	\$ 422,795 **	

* Does not include budgeted use of \$104,328 of fund balance to cover expenditures.

** Does not include the affect of equipment purchases for replacement patrol vehicle done in FY 2017-18 as amounts are to be determined.

Capital and non-capital purchases budgeted with Crime Control District funds for the Fire and Police Departments will be expended from the Crime Control District Fund, at the suggestion of the City's Auditor. Larger items include replacing the duty handguns \$25,000, replacing 4 mobile data terminals \$25,000 and Tasers \$9,265. \$ 73,765

Adopted operating expenditures are included for training, National Night Out supplies, and Neighborhood Watch Signs/Supplies \$ 10,000

40 -CRIME CONTROL DISTRICT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
TAXES								
40-599-1050 SALES - CRIME CONTROL DIST	97,040	98,423	109,944	115,009	85,548	104,500	115,000	_____
TOTAL TAXES	97,040	98,423	109,944	115,009	85,548	104,500	115,000	
MISC./GRANTS/INTEREST								
40-599-7085 POLICE DEPT - DONATIONS	500	0	0	0	0	0	0	_____
TOTAL MISC./GRANTS/INTEREST	500	0	0	0	0	0	0	
TRANSFERS IN								
40-599-8005 INTEREST INCOME	65	67	2,582	1,500	5,289	7,650	6,000	_____
40-599-8020 TRF IN GENERAL FUND	0	0	0	0	0	0	0	_____
40-599-8070 TRF IN - CAPITAL FUND	0	148,782	0	0	0	0	0	_____
40-599-8090 PRIOR PERIOD ADJUSTMENT	21,132	0	0	0	0	0	0	_____
40-599-8099 FUND BALANCE RESERVE	0	0	0	104,328	0	104,328	0	_____
40-599-8999 REPAY-SALES TAX	0	0	0	0	0	0	0	_____
TOTAL TRANSFERS IN	21,197	148,849	2,582	105,828	5,289	111,978	6,000	
<hr/>								
TOTAL NON-DEPARTMENTAL	118,736	247,272	112,526	220,837	90,837	216,478	121,000	
<hr/>								
TOTAL REVENUES	118,736	247,272	112,526	220,837	90,837	216,478	121,000	=====
	=====	=====	=====	=====	=====	=====	=====	=====

40 -CRIME CONTROL DISTRICT
FIRE DEPARTMENT

				(----- 2017-2018 -----)			(----- 2018-2019 -----)	
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
604-8012 NON-CAPITAL - FIREARMS/TASE	0	0	0	0	0	0	625	
TASER PROGRAM - YEAR 2 0	0.00							625
604-8020 FIRE VEHICLE PURCHASE	0	0	0	0	0	0	0	
604-8030 FIRE EQUIPMENT PURCHASE	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	625	
INTERFUND TRANSFERS								
604-9011 TRANSFER OUT - GENERAL FUND	0	0	0	6,612	6,612	6,612	0	
0	0.00							0
TOTAL INTERFUND TRANSFERS	0	0	0	6,612	6,612	6,612	0	
604-9011	CURRENT YEAR NOTES:							
	Additional year 2-5 will be funded at \$624.00 for the Taser only							
TOTAL FIRE DEPARTMENT	0	0	0	6,612	6,612	6,612	625	

40 -CRIME CONTROL DISTRICT
POLICE DEPARTMENT

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
605-1010 SALARIES	0	0	0	0	0	0	0	
TOTAL PERSONNEL	0	0	0	0	0	0	0	
SERVICES								
605-3030 TRAINING/EDUCATION	173	2,042	1,987	2,500	2,241	2,500	4,000	
TAPEIT 0	0.00							1,400
TEEX -VARIOUS CLASSES 10	200.00							2,000
Midwest Radar Officer C 0	0.00							600
605-3087 CITIZENS COMMUNICATION/EDUC	4,986	5,619	5,233	5,500	5,016	5,500	6,000	
National Night Out- Sup 0	0.00							5,500
Neighborhood Watch - Si 0	0.00							500
TOTAL SERVICES	5,158	7,661	7,220	8,000	7,257	8,000	10,000	
MAINTENANCE								
605-5060 VEHICLE & EQUIPMENT FUEL	0	0	0	0	0	0	0	
TOTAL MAINTENANCE	0	0	0	0	0	0	0	
CAPITAL OUTLAY								
605-8010 ELECTRONIC EQUIPMENT PURCHA	0	0	0	0	0	0	10,000	
REPLACEMENT RADAR 1	2,500.00							2,500
NOPTIC THERMAL UNIT - V 1	5,000.00							5,000
HANDHELD THERMAL UNIT 1	2,000.00							2,000
PRINTER (SECRETARY) 1	500.00							500
605-8012 NON CAPITAL - FIRE ARMS/TAS	0	0	0	0	0	0	8,640	
TASER 5 YR PROGRAM 0	0.00							8,640
605-8015 NON-CAPITAL - COMPUTER EQUI	0	0	0	0	0	0	2,200	
COMPUTER - CHIEF 1	2,200.00							2,200
605-8018 NON-CAPITAL BUILDING	0	0	0	0	0	0	1,300	
PD / CH ALARM REPLACEME 0	0.00							1,300
605-8020 POLICE VEHICLE	0	0	0	0	0	0	0	
605-8025 NON-CAPITAL - OFFICE FURNIT	0	0	0	0	0	0	1,000	
FRIDGE REPL - EVIDENCE 1	1,000.00							1,000
605-8030 POLICE EQUIPMENT PURCHASE	0	0	0	0	0	0	0	
605-8040 POLICE UNIFORMS & ACCESSORI	0	0	0	0	0	0	0	
605-8042 CAPITAL - FIREARMS	0	0	0	0	0	0	25,000	
REPLACE DUTY HANDGUNS 25	1,000.00							25,000
605-8045 CAPITAL - COMPUTER EQUIPMEN	0	0	0	0	0	0	25,000	
MDT - 509, 511, 512, 51 4	6,250.00							25,000
605-8050 CAPITAL - VEHICLES	0	0	0	0	0	0	0	
	0							0
605-8080 POLICE EQPT, CAP REPL FUND	0	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	73,140	

40 -CRIME CONTROL DISTRICT
POLICE DEPARTMENT

EXPENDITURES	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
INTERFUND TRANSFERS								
605-9010 TRF TO- EQUIP REPL FUND	37,241	0	0	0	0	0	0	
605-9011 TRANSFER TO - GENERAL FUND	83,100	82,459	215,106	206,225	151,158	206,225	0	
POLICE VEHICLE/EQUIPMEN	0 60,000.00							0
SALARIES 80/84 COVER 4	0 0.00							0
OFFICE FURNITURE/SHELVI	0 0.00							0
2 DESKTOP COMPUTERS-COP	0 0.00							0
DESKTOP COMPUTER REPLAC	0 0.00							0
MDT REPLACEMENT	0 0.00							0
TASERS - 5Y PROGRAM	0 0.00							0
2 RADAR REPLACEMENT	0 0.00							0
NOPTIC THERMAL UNIT	0 0.00							0
2 HANDHELD RADARS	0 0.00							0
HANDHELD THERMAL UNIT	0 0.00							0
2 CRIME CONTROL-CID CAM	0 0.00							0
2 OFFICE PRINTERS	0 0.00							0
SHREDDER-LARGE CAPACITY	0 0.00							0
TOTAL INTERFUND TRANSFERS	120,341	82,459	215,106	206,225	151,158	206,225	0	
TOTAL POLICE DEPARTMENT	125,499	90,120	222,326	214,225	158,416	214,225	83,140	
TOTAL EXPENDITURES	125,499 =====	90,120 =====	222,326 =====	220,837 =====	165,028 =====	220,837 =====	83,765 =====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	(6,763) =====	157,152 =====	(109,800) =====	0 =====	(74,191) =====	(4,359) =====	37,235 =====	=====

2018/2019 PROPOSED CRIME CONTROL DISTRICT - POLICE DEPARTMENT EQUIPMENT REPLACEMENT SCHEDULE

	Year Model	Original Beginning Replacement Cost	2018-2019 Updated Replacement Cost	Scheduled Year To Replace	Total Life (yrs)	Designated Balance Thru 09/30/2017	Council Adopted Additional Funding 09/30/2018	Designated Balance Thru 09/30/2018	** Transfers FY 2018	Proposed Additional Funding 09/30/2019	Additional Funding Future Yrs	Total Funding Needs
Police Department												
	Chevy Tahoe (2368) Chief	2013	35,000	\$ 50,000	2021	8	\$ 60,000	\$ -	\$ 60,000	\$ (10,000)	\$ -	\$ - \$ 50,000
	Chevy Tahoe (1003) CID	2013	35,000	50,000	2020	8	60,000	-	60,000	(10,000)	-	- 50,000
	Ford Explorer (2434)	2015	36,375	60,000	2021	5	10,275	12,431	22,706	-	12,431	24,863 60,000
	Ford Explorer (2433)	2015	36,375	60,000	2021	5	10,275	12,431	22,706	-	12,431	24,863 60,000
	Ford Explorer (3822 - totalled in accident)	2016			2018	5	10,521	12,370	22,891	(22,891)	-	- -
	Chevy 1500 Silverado - Code Enf. (8590)	2015	35,752	50,000	2024	8	5,000	6,428	11,428	-	6,428	32,144 50,000
	Ford Explorer (4064)	2016	40,000	60,000	2022	5	10,235	9,953	20,188	-	9,953	29,860 60,000
	Ford Explorer (4065)	2016	40,000	60,000	2022	5	10,235	9,953	20,188	-	9,953	29,860 60,000
	Ford Explorer (2961)	2017		60,000	2023	5	-	10,000	10,000	-	10,000	40,000 60,000
	Ford Explorer (7362)	2017		60,000	2024	5	-	-	-	-	10,000	50,000 60,000
	Ford Explorer (7363)	2017		60,000	2024	5	-	-	-	-	10,000	50,000 60,000
	Ford Explorer (replace 515 above)	2017		60,000	2023	5			22,891	7,422	29,687	60,000
	Communication System (radios)	2012	72,205	162,500	2021	10	33,264	12,980	46,244	20,000	32,085	64,171 162,500
	Police Department Video Server	2016	11,000	13,000	2023	6	1,571	2,357	3,928	-	1,814	7,258 13,000
	Total *		341,707	\$ 805,500			\$ 211,375	\$ 88,903	\$ 300,278	\$ -	\$ 122,517	\$ 382,705 \$ 805,500

* Equipment Replacement funding shows as Committed Funds on the balance sheet in the financials.

** Chief's request to re-allocate amounts.

42- PUBLIC EDUCATION AND GOVERNMENTAL PROGRAMMING FUNDS (PEG)

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	<u>\$ 104,150</u>	<u>\$ 83,155</u>	
REVENUE TOTAL	\$ 15,005 *	\$ 15,505	\$ 500
EXPENDITURE TOTAL	\$ 36,000	\$ 1,600	\$ (34,400)
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ 83,155</u></u>	<u><u>\$ 97,060</u></u>	

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

* Does not include budgeted use of \$20,495 of fund balance to cover expenditures.

CAPITAL OUTLAY

The proposed budget includes \$1,600 in capital outlay for replacement microphones and a battery backup for the City Hall Council chambers audio and video recording infrastructure.

\$ 1,600

42 -PEG FUNDS

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
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	14,942	15,385	15,212	15,500	11,808	15,800	15,500	
TOTAL FRANCHISE REVENUES	14,942	15,385	15,212	15,500	11,808	15,800	15,500	
MISC./GRANTS/INTEREST								
42-599-7000 INTEREST	4	7	27	5	953	1,225	1,000	
TOTAL MISC./GRANTS/INTEREST	4	7	27	5	953	1,225	1,000	
TRANSFERS IN								
42-599-8099 FUND BALANCE RESERVE	0	0	0	20,495	0	0	0	
TOTAL TRANSFERS IN	0	0	0	20,495	0	0	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	14,946	15,392	15,239	36,000	12,761	17,025	16,500	
<hr/>								
TOTAL REVENUES	14,946	15,392	15,239	36,000	12,761	17,025	16,500	
	=====	=====	=====	=====	=====	=====	=====	=====

42 -PEG FUNDS
ADMINISTRATION

EXPENDITURES	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL OUTLAY								
601-8030 CAPITAL-ELECTRONIC EQUIPMEN	0	0	0	36,000	35,784	0	1,600	
REPLACEMENT MICROPHONES	0	0.00						1,000
BATTERY BACKUP	0	0.00						600
TOTAL CAPITAL OUTLAY	0	0	0	36,000	35,784	0	1,600	
TOTAL ADMINISTRATION								
	0	0	0	36,000	35,784	0	1,600	
TOTAL EXPENDITURES								
	0	0	0	36,000	35,784	0	1,600	
REVENUE OVER/ (UNDER) EXPENDITURES								
	14,946	15,392	15,239	0	(23,023)	17,025	14,900	

45- OAK WILT FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ 70,332	\$ 80,832	
REVENUE TOTAL	\$ 10,500	\$ 10,500	\$ -
EXPENDITURE TOTAL	\$ -	\$ 500	\$ 500
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 80,832</u>	<u>\$ 90,832</u>	

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

45 -OAK WILT FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
PERMITS & LICENSES								
45-599-3015 TREE TRIMMING PERMITS	7,701	17,710	13,700	10,500	7,785	10,500	10,500	_____
TOTAL PERMITS & LICENSES	7,701	17,710	13,700	10,500	7,785	10,500	10,500	
MISC./GRANTS/INTEREST								
45-599-7030 TEXAS FORESTRY GRANT	10,000	0	0	0	0	0	0	_____
TOTAL MISC./GRANTS/INTEREST	10,000	0	0	0	0	0	0	
TRANSFERS IN								
45-599-8005 INTEREST	0	0	0	0	0	0	0	_____
45-599-8010 TRF IN - GENERAL FUND	0	20,000	0	0	0	0	0	_____
45-599-8099 FUND BALANCE RESERVE	0	0	0	0	0	0	0	_____
TOTAL TRANSFERS IN	0	20,000	0	0	0	0	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	17,701	37,710	13,700	10,500	7,785	10,500	10,500	
<hr/>								
TOTAL REVENUES	17,701	37,710	13,700	10,500	7,785	10,500	10,500	
	=====	=====	=====	=====	=====	=====	=====	=====

45 -OAK WILT FUND
ADMINISTRATION

EXPENDITURES	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
601-3012 PROFESSIONAL SERVICES	36,397	0	0	0	0	0	0	
601-3087 CITIZENS COMMUNICATION/EDUC	0	0	0	500	0	0	500	
TOTAL SERVICES	36,397	0	0	500	0	0	500	
DEPT MATERIALS-SERVICES								
601-6085 SUPPLIES/MATERIAL/CHEMICALS	7,325	0	0	0	0	0	0	
TOTAL DEPT MATERIALS-SERVICES	7,325	0	0	0	0	0	0	
TOTAL ADMINISTRATION								
	43,722	0	0	500	0	0	500	
TOTAL EXPENDITURES								
	43,722	0	0	500	0	0	500	
REVENUE OVER/ (UNDER) EXPENDITURES								
	(26,021)	37,710	13,700	10,000	7,785	10,500	10,000	

48 - STREET MAINTENANCE FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	<u>\$ 301,292</u>	<u>\$ 416,301</u>	
REVENUE TOTAL	\$ 115,009	\$ 115,000	\$ (9)
EXPENDITURE TOTAL	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ 416,301</u></u>	<u><u>\$ 531,301</u></u>	

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

No funds are included to be expended. The Public Works Department within the General Fund still maintains funds for day to day maintenance within its budget.

FUTURE POTENTIAL PROJECTS

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

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

48 -STREET MAINTENANCE FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
TAXES								
48-599-1040 SALES - STREET MAINTENANCE	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
TOTAL TAXES	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
<hr/>								
TOTAL NON-DEPARTMENTAL	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
<hr/>								
TOTAL REVENUES	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	94,943	97,237	109,112	115,009	85,536	104,000	115,000	
	=====	=====	=====	=====	=====	=====	=====	=====

50 - COURT TECHNOLOGY & SECURITY FUND

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
COURT TECHNOLOGY & EFFICIENCY			
BEGINNING FUND BALANCE	\$ 794	\$ 1,081	
REVENUE TOTAL	\$ 4,300	\$ 4,300	\$ -
EXPENDITURE TOTAL	\$ 4,013	\$ 4,200	\$ 187
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 1,081</u>	<u>\$ 1,181</u>	

The annual maintenance fees related to court software are about equal to revenues. A Transfer-In is located in the General Fund revenues which offset the expenses.

CAPITAL

No requests

COURT SECURITY

BEGINNING FUND BALANCE	\$ 56,795	\$ 55,459	
REVENUE TOTAL	\$ 3,400 *	\$ 3,400	\$ -
EXPENDITURES AND OTHER USES TOTAL	\$ 4,736	\$ 14,200	\$ 9,464
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 55,459</u>	<u>\$ 44,659</u>	

* Does not include budgeted use of \$4,736 of fund balance to cover expenditures.

Planned expenditures include \$10,000 to add bullet resistance glass and steel panels to the Municipal Court office and \$4,200 for court security provided by Shavano Park Police Department.

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

50 -COURT RESTRICTED FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
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	118	130	61	100	91	100	100	_____
50-599-4023 COURT SECURITY REVENUE	4,613	3,690	3,559	3,400	2,821	3,450	3,400	_____
50-599-4025 COURT TECHNOLOGY REVENUE	6,151	4,920	4,746	4,200	3,761	4,600	4,200	_____
TOTAL COURT FEES	10,882	8,739	8,366	7,700	6,673	8,150	7,700	_____
TRANSFERS IN								
50-599-8010 INTEREST INCOME	0	0	0	0	0	0	0	_____
50-599-8099 FUND BALANCE RESERVE	0	0	0	4,736	0	599	10,700	_____
TOTAL TRANSFERS IN	0	0	0	4,736	0	599	10,700	_____
<hr/>								
TOTAL NON-DEPARTMENTAL	10,882	8,739	8,366	12,436	6,673	8,749	18,400	
<hr/>								
TOTAL REVENUES	10,882	8,739	8,366	12,436	6,673	8,749	18,400	
	=====	=====	=====	=====	=====	=====	=====	=====

50 -COURT RESTRICTED FUND
OPERATING EXPENSES

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
SUPPLIES								
602-2015 Computer Software Purchases	0	0	0	0	0	0	0	_____
602-2020 SUPPLIES	0	0	0	0	0	0	0	_____
TOTAL SUPPLIES	0	0	0	0	0	0	0	
SERVICES								
602-3030 TRAINING/EDUCATION	0	0	0	0	0	0	0	_____
TOTAL SERVICES	0	0	0	0	0	0	0	
CONTRACTUAL								
602-4090 DAIS	0	0	0	0	0	0	0	_____
TOTAL CONTRACTUAL	0	0	0	0	0	0	0	
MAINTENANCE								
602-5015 ELECTRONIC EQUIPMENT REPAIR	0	0	0	0	0	0	0	_____
TOTAL MAINTENANCE	0	0	0	0	0	0	0	
CAPITAL OUTLAY								
602-8010 ELECTRONIC EQUIP PURCHASE	0	0	0	0	0	0	0	_____
602-8080 CAPITAL IMPROVEMENTS	0	0	0	0	0	0	10,000	_____
BULLET RESISTANT GLASS/ 0	0.00							10,000_____
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	10,000	
INTERFUND TRANSFERS								
602-9010 TRANSFER TO GENERAL FUND	19,766	5,046	4,013	8,749	8,749	8,749	8,400	_____
COURT - INCODE 1	4,200.00							4,200
COURT SECURITY - SPPD 0	0.00							4,200
TOTAL INTERFUND TRANSFERS	19,766	5,046	4,013	8,749	8,749	8,749	8,400	
<hr/>								
TOTAL OPERATING EXPENSES	19,766	5,046	4,013	8,749	8,749	8,749	18,400	
<hr/>								
TOTAL EXPENDITURES	19,766	5,046	4,013	8,749	8,749	8,749	18,400	=====
<hr/>								
REVENUE OVER/ (UNDER) EXPENDITURES	(8,884)	3,693	4,353	3,687	(2,075)	0	0	=====

52 - CHILD SAFETY FUND

	<u>FY 2017-18 AMENDED BUDGET</u>	<u>FY 2018-19 CITY MANAGER PROPOSED BUDGET</u>	<u>DIFFERENCE BETWEEN AMENDED AND PROPOSED</u>
BEGINNING FUND BALANCE	\$ 4,939	\$ 3,279	
REVENUE TOTAL	\$ 3,840 *	\$ 4,200	\$ 360
EXPENDITURES:			
FIRE DEPARTMENT	\$ 3,000	\$ 2,000	\$ (1,000)
POLICE DEPARTMENT	2,500	3,000	\$ 500
EXPENDITURES TOTAL	\$ 5,500	\$ 5,000	
TOTAL REVENUES LESS THAN EXPENDITURES	\$ (1,660)	\$ (800)	
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 3,279</u>	<u>\$ 2,479</u>	

* Does not include budgeted use of \$1,660 of fund balance to cover expenditures.

Funds can only be utilized for education and materials related to child safety in the absence of School Crossing Guard expenditures.

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

52 -CHILD SAFETY FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
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	3,799	3,928	3,487	3,840	3,527	4,200	4,200	_____
TOTAL MISC./GRANTS/INTEREST	3,799	3,928	3,487	3,840	3,527	4,200	4,200	
TRANSFERS IN								
52-599-8010 INTEREST	0	0	0	0	0	0	0	_____
52-599-8089 FUND BALANCE RESERVE	0	0	0	1,660	0	300	800	_____
TOTAL TRANSFERS IN	0	0	0	1,660	0	300	800	
<hr/>								
TOTAL NON DEPARTMENTAL	3,799	3,928	3,487	5,500	3,527	4,500	5,000	
<hr/>								
TOTAL REVENUES	3,799	3,928	3,487	5,500	3,527	4,500	5,000	=====
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

52 -CHILD SAFETY FUND
FIRE DEPARTMENT

EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	(----- 2017-2018 -----)		(----- 2018-2019 -----)		PROPOSED BUDGET
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	
SERVICES								
604-3087 CITIZENS COMMUNICATION/EDUC	1,008	1,519	1,182	3,000	556	2,000	2,000	
CHILD SAFETY/ED/FIRE WI 0	0.00							2,000
TOTAL SERVICES	1,008	1,519	1,182	3,000	556	2,000	2,000	
TOTAL FIRE DEPARTMENT	1,008	1,519	1,182	3,000	556	2,000	2,000	

52 -CHILD SAFETY FUND
POLICE DEPARTMENT

EXPENDITURES	(----- 2017-2018 -----) (----- 2018-2019 -----)							
	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
605-3087 CITIZENS COMMUNICATION/EDUC	1,839	2,011	2,445	2,500	2,140	2,500	3,000	
CHILD SAFETY/EDUCATION 0	0.00							3,000
TOTAL SERVICES	1,839	2,011	2,445	2,500	2,140	2,500	3,000	
TOTAL POLICE DEPARTMENT	1,839	2,011	2,445	2,500	2,140	2,500	3,000	
TOTAL EXPENDITURES	2,847	3,530	3,627	5,500	2,696	4,500	5,000	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	952	398	(140)	0	831	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

53 - LAW ENFORCEMENT OFFICERS STANDARDS EDUCATION (LEOSE)

	<u>FY 2017-18 AMENDED BUDGET</u>	<u>FY 2018-19 CITY MANAGER PROPOSED BUDGET</u>	<u>DIFFERENCE BETWEEN AMENDED AND PROPOSED</u>
BEGINNING FUND BALANCE	\$ 513	\$ -	
REVENUE TOTAL	\$ 1,557 *	\$ 1,550	\$ (7)
EXPENDITURE TOTAL	<u>\$ 2,070</u>	<u>\$ 1,550</u>	\$ (520)
TOTAL REVENUES LESS THAN EXPENDITURES	\$ (513)	\$ -	
ENDING FUND BALANCE, PROJECTED BUDGET	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	

* Does not include budgeted use of \$507 of fund balance to cover expenditures.

Training/Education and Travel/Mileage lines 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

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
POLICE/FIRE REVENUES								
53-599-6020 LEOSE FUNDS	1,669	1,583	1,563	1,563	1,552	1,552	1,550	_____
TOTAL POLICE/FIRE REVENUES	1,669	1,583	1,563	1,563	1,552	1,552	1,550	
TRANSFERS IN								
53-599-8010 INTEREST	2	11	7	0	0	0	0	_____
53-599-8089 FUND BALANCE RESERVE	0	0	0	507	0	513	0	_____
TOTAL TRANSFERS IN	2	11	7	507	0	513	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	1,672	1,594	1,570	2,070	1,552	2,065	1,550	
<hr/>								
TOTAL REVENUES	1,672	1,594	1,570	2,070	1,552	2,065	1,550	=====
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

53 -LEOSE
POLICE DEPARTMENT

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
SERVICES								
605-3030 TRAINING/EDUCATION	2,131	3,469	3,871	2,070	2,065	2,065	1,550	
TOTAL SERVICES	2,131	3,469	3,871	2,070	2,065	2,065	1,550	
TOTAL POLICE DEPARTMENT	2,131	3,469	3,871	2,070	2,065	2,065	1,550	
TOTAL EXPENDITURES	2,131 =====	3,469 =====	3,871 =====	2,070 =====	2,065 =====	2,065 =====	1,550 =====	
REVENUE OVER/ (UNDER) EXPENDITURES	(459) =====	(1,874) =====	(2,300) =====	0 =====	(513) =====	0 =====	0 =====	

54 - POLICE FORFEITURE FUNDS

	FY 2017-18 AMENDED BUDGET	FY 2018-19 CITY MANAGER PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	\$ -	\$ -	
REVENUE TOTAL	\$ -	\$ -	\$ -
EXPENDITURE TOTAL	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ -</u>	<u>\$ -</u>	

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

54 -POLICE FORFEITURE

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
NON-DEPARTMENTAL								
=====								
POLICE/FIRE REVENUES								
54-599-6025 POLICE FORFEITURE FUNDS	0	0	0	0	0	0	0	
TOTAL POLICE/FIRE REVENUES	0	0	0	0	0	0	0	
TRANSFERS IN								
54-599-8005 INTEREST	1	1	19	0	0	0	0	
TOTAL TRANSFERS IN	1	1	19	0	0	0	0	
<hr/>								
TOTAL NON-DEPARTMENTAL	1	1	19	0	0	0	0	
<hr/>								
TOTAL REVENUES	1	1	19	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

54 -POLICE FORFEITURE
POLICE DEPARMENT

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<hr/>								
INTERFUND TRANSFERS								
605-9010 TRANSFER TO GENERAL FUND	0	0	6,244	0	0	0	0	
TOTAL INTERFUND TRANSFERS	0	0	6,244	0	0	0	0	
<hr/>								
TOTAL POLICE DEPARMENT	0	0	6,244	0	0	0	0	
<hr/>								
TOTAL EXPENDITURES	0	0	6,244	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	1	1	(6,226)	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

75 - PET DOCUMENTATION AND RESCUE FUND

	2016/2017 AMENDED BUDGET	2017/2018 COUNCIL PROPOSED BUDGET	DIFFERENCE BETWEEN AMENDED AND PROPOSED
BEGINNING FUND BALANCE	<u>\$ 2,300</u>	<u>\$ 2,300</u>	
REVENUE TOTAL	\$ -	\$ -	\$ -
EXPENDITURE TOTAL	\$ -	\$ -	\$ -
ENDING FUND BALANCE, PROJECTED BUDGET	<u>\$ 2,300</u>	<u>\$ 2,300</u>	

Currently no funds are to be expended.

75 -PET DOC & RESCUE FUND

	2014-2015	2015-2016	2016-2017	(----- 2017-2018 -----)	(----- 2018-2019 -----)			
REVENUES	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
ADMINISTRATION								
=====								
TAXES								
75-599-1010 PET DOC DONATIONS	0	0	0	0	0	0	0	_____
75-599-1020 PET RESCUE DONATIONS	0	0	0	0	0	0	0	_____
75-599-1030 POLICE OFFICER DONATIONS	0	0	0	0	0	0	0	_____
TOTAL TAXES	0	0	0	0	0	0	0	_____
MISC./GRANTS/INTEREST								
75-599-7000 INTERES INCOME	0	0	7	0	17	0	0	_____
TOTAL MISC./GRANTS/INTEREST	0	0	7	0	17	0	0	_____
TOTAL ADMINISTRATION	0	0	7	0	17	0	0	
TOTAL REVENUES	0	0	7	0	17	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF SHAVANO PARK
PROPOSED BUDGET WORKSHEET
AS OF: JULY 31ST, 2018

75 -PET DOC & RESCUE FUND
ADMINISTRATION

	(----- 2017-2018 -----) (----- 2018-2019 -----)							
EXPENDITURES	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL								
607-1010 EXPENSES	0	0	0	0	0	0	0	
TOTAL PERSONNEL	0	0	0	0	0	0	0	
TOTAL ADMINISTRATION	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	7	0	17	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

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.

BALANCED BUDGET- A budgeting term used to signify budgeted expenditures are offset by budgeted revenues. In some instances reserves set aside for a specific use could be included to offset budgeted expenditures; i.e. election equipment reserves set aside in previous fiscal years to replace outdated equipment in a future fiscal year.

BASIS OF ACCOUNTING- A term used when 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.

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

BUDGET TRANSFER- A term used to refer to the reallocation of appropriated funds between revenue or expenditure accounts within a department.

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

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

CAPITAL LEASE -An agreement that conveys the right to use property, plant or equipment, usually for a stated period of time, that meets one or more of the criteria set forth in SFAS No. 13 for lease capitalization.

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.

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 a self-balancing set of 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-RESERVED 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-RESERVE FOR ENCUMBRANCES- An account used to segregate a portion of fund balance for expenditures upon vendor performance.

FUND BALANCE-RESERVE -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.

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.

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 - Sometimes 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.

RESERVED - An element of the equity section of the governmental fund balance sheet comprised of three major fund balance elements: reserved; unreserved, designated; and unreserved, undesignated. When used in association with the governmental funds, the term "reserved" should be limited to describing the portion of fund balance that is (1) not available for appropriation or expenditure and/or (2) is segregated legally for a specific future use. A common example of the first type of reservation within the governmental funds is "reserved for inventories." Another example, "reserved for loans receivable," represents amounts expected to be collected in the future. Therefore, this receivable is not available for expenditure or appropriation at the balance sheet date. In this instance, the loans receivable amount is not associated with revenue recognition. However, if outstanding receivables (e.g., property taxes) are related to revenue that is not available, deferred revenue should be reported, not a reservation of fund balance. "Reserved for Encumbrances" is a common example of the second reserve type. This type of reserve is legally earmarked for a specific purpose. Generally, the reservations are based on third party restrictions (e.g., contract with vendor).

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.

UNRESERVED -The equity section of the governmental fund balance sheet is comprised of three major fund balance elements: reserved; unreserved, designated; and unreserved, undesignated. (Also reference Unreserved, Designated and Unreserved, Undesignated.)

UNRESERVED, DESIGNATED- A designation of unreserved fund balance established by a government to indicate tentative plans for the use of current financial resources in the future. Examples of designations include equipment replacement and contingencies. These designations should not cause the government to report a deficit unreserved, undesignated fund balance. In addition, a government should not report a deficit unreserved, designated fund balance. In effect, a government cannot designate resources that are not available for expenditure.

UNRESERVED, UNDESIGNATED- An unreserved, undesignated fund balance represents financial resources available to finance expenditures other than those tentatively planned by the government.

VEHICLE REPLACEMENT PLAN (VRP)- A term used to refer to a plan of vehicle fleet replacements over the next ten years.

WORKING CAPITAL -The difference between current assets and current liabilities of enterprise funds.

CITY COUNCIL STAFF SUMMARY

Meeting Date: August 2, 2018

Agenda item: 5.3

Prepared by: Bill Hill

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION: Presentation / discussion – Update on Drainage Improvements - City Manager Hill

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Attachments for Reference: 1) 5.3a KFW Task Order 6

BACKGROUND / HISTORY: After a presentation by staff in February, at the March 26, 2018 City Council Meeting the Council approved Ordinance O-2018-001. This Budget Amendment authorized \$564,188 from capital reserves to drainage projects in the City. The approved projects and engineering costs were:

Presented to Council February 26, 2018	
Engineer Planning	
KFW Engineering Task Order 4	\$63,307.00
KFW Engineering Task Order 5	\$78,700.00
KFW Engineering Task Order 6	\$118,000.00
Phase 1 & 2 Engineering costs	\$260,007.00
Construction	
Drainage Area 1 – Wagon Trail Depression	\$10,000.00
Drainage Area 2 – Kinnan Way Berm	\$21,400.00
Drainage Area 5 – Bent Oak Clearing	\$15,000.00
Drainage Area 12 – Chimney Rock	\$143,610.00
Drainage Area 12 – Fawn Drive	\$114,171.00
Phase 1 Execution costs	\$304,181.00
Total Drainage Transfer	\$564,188.00

DISCUSSION: In the past five months staff and KFW have made significant progress. As of August 1, 2018 progress achievements include:

- Kinnan Way Berm constructed and drainage ditches cleaned out by Bitterblue (no cost to City)
- Wagon Trail depression pump plans submitted to CPS – awaiting CPS approval
- Surveying, hydrological studies and 40% plans completed for culverts on Bent Oak, Chimney Rock and Windmill – progress underway on 95% plans
- Natural drainage gulley running from Bent Oak to NW Military cleared of all brush and debris
- Significant communication with residents led to determination that culverts on Cliffside and Fawn were not necessary; close coordination with residents regarding other proposed culvert on Bent Oak, Windmill and Fawn

However, by the end of the budget year not all projects and engineering approved in the March Budget Amendment will be complete. These include KFW Engineering Task Order 6 (preliminary engineering and partial survey for the three largest projects concerning Turkey Creek, Elm Spring / Bikeway and Munitract / Ripple Creek areas) and the construction of the culvert on Chimney Rock.

It is anticipated that bidding for construction of culverts on Bent Oak, Windmill and Chimney Rock can begin in October 2018 timeframe. In addition to the unspent monies for work not complete yet, staff have achieved significant savings from original approved scope by dropping costs associated with Cliffside & Fawn culverts as well as rigorous oversight of expenses.

The table below shows the approved Council items, actual expenses, savings achieved and finally projected costs for work in August – September before close of fiscal year. Finally this table shows fiscal year 2017-18 unspent capital reserves from the portion allocated by Council.

Engineer Planning	FY18 Approved Costs	Actual Expenses (as of 8/2/18)	Savings	Projected Costs Rest of FY18
KFW Engineering Task Order 4*	\$ 60,307.00	\$ 11,135.21	\$ 24,764.79	\$ 24,407.00
KFW Engineering Task Order 5	\$ 78,700.00	\$ 23,934.13	\$ 25,265.87	\$ 29,500.00
KFW Engineering Task Order 6	\$ 118,000.00	\$ -	\$ -	\$ -
*Extra \$3,000 saved after staff noticed error in Task Order 4 before signing	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -
Phase 1 & 2 Engineering costs	\$ 260,007.00	\$ 35,069.34		\$ 53,907.00
Construction				
Drainage Area 1 – Wagon Trail Depression	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Drainage Area 2 – Kinnan Way Berm	\$ 21,400.00	\$ -	\$ 21,400.00	\$ -
Drainage Area 5 – Bent Oak Clearing	\$ 15,000.00	\$ 10,000.00	\$ 5,000.00	\$ -
Drainage Area 12 – Chimney Rock	\$ 143,610.00	\$ -	\$ -	\$ -
Drainage Area 12 – Fawn Drive	\$ 114,171.00	\$ -	\$ 114,171.00	\$ -
Phase 1 Execution costs	\$ 304,181.00	\$ 10,000.00		\$ 10,000.00
Totals	\$ 564,188.00	\$ 55,069.34	\$ 193,601.66	\$ 63,907.00
			Total Expenses FY18	\$ 118,976.34
			FY 18 Unspent (Approved Costs - Total Expenses)	\$ 445,211.66

For fiscal year 2018-2019 staff propose the completion of the three culverts on Bent Oak, Windmill and Chimney Rock (and associated engineering work in Task Order 10) as well as completion of KFW Task Order 6. The total cost of these projects is \$729,500 but with the projected unspent monies from this budget year, only an additional \$284,288 would require being released from drainage reserves.

FY19 Drainage Projects		
Construction Projects + Services	Cost	
Chimney Rock culvert*	\$ 183,000.00	*Updated figure
Windmill culvert	\$ 164,500.00	
Bent Oak culvert	\$ 230,500.00	
KFW Engineering Task Order 10	\$ 33,500.00	
Total	\$ 611,500.00	
FY19 Planning - Continuing Requirements		
KFW Engineering Task Order 6	\$ 118,000.00	
Total	\$ 118,000.00	
Total	\$ 729,500.00	
Additional Monies Required FY 19 (FY 19 Projects - FY 18 Unspent)	\$ 284,288.34	

COURSES OF ACTION: N/A

FINANCIAL IMPACT: \$284,288 proposed additional expenses in FY19 from drainage reserves.

MOTION REQUESTED: None

August 1, 2018

City of Shavano Park
Attn: Bill Hill
City Manager
900 Saddletree Court
Shavano Park, Texas 78231

Re: Proposal for Task Order #6
Preliminary Engineering – Areas 3, 4, and 4.2 (the “Project”)

Mr. Hill;

We appreciate this opportunity to provide you with a proposal for Professional Civil Engineering and Surveying Services on the project. Our proposed scope of services for the above-mentioned project is outlined below (the “Scope of Services”):

The previously prepared Master Drainage Plan was conducted a very high level to identify areas of drainage concerns and potential solutions. The solutions presented at that time were not fully vetted out. Each area requires additional analysis to further vet the proposed solution, identify other alternatives and determine the most appropriate solution for each area. City Council has requested further analysis on three areas identified in the Master Drainage Plan as Area 3 – Turkey Creek, Area 4 – Elm Spring, and Area 4.2 Munitract/Ripple Creek.

For each of these areas KFW will perform limited field survey to gather additional information to supplement the LiDAR data that was previously used. This survey data will be used to refine the hydraulic models to provide a more accurate representation of how runoff will flow during a design storm event. Using this model as a base line we will analysis up to 3 proposed alternatives to alleviate flooding. With each alternative we will perform a route analysis to determine approximate impact to adjacent properties, easement needs, utility conflicts, and prepare Opinions of Probably Construction Cost (OPCC). Based upon our findings KFW will provide a recommendation for which alternative we believe is most viable for detailed design consideration.

The deliverable for each area will include exhibits identifying schematic route of each alternative, updated hydrology and hydraulic models, utility conflict matrix, OPCC, and recommendations.

EXCLUSIONS

This proposal is specifically limited to the Scope of Services, with any and all other services or matters being expressly excluded. Without limiting the generality of the foregoing sentence, and by way of example only, the following items are assumed to be done by others and/or excluded from this proposal:

- Environmental and Geotechnical Reports
- Pavement types and design
- Structural design, including retaining walls
- Landscape, Lighting, and Irrigation Plans
- Tree ordinance compliance
- Platting services
- Storm drain detention design
- Construction documents
- Preparation of As-Built Drawings
- Design of a fire sprinkler system, hydraulic calculations, or a fire flow test
- Submittal for a SAWS Utility Service Agreement
- FEMA submittals
- Construction staking services
- Construction phase services
- Design of public utility extensions and drainage improvements
- Fire flow tests and hydraulic calculations will be billed as a direct expense.
- Exact service entrances and sizes for domestic water, fire lines, sanitary sewer, gas, and electric services will be provided by the Architect or MEP Engineer.
- All agency review and impact fees are to be provided by the client.
- Additional services requested by the client will be compensated by a negotiated lump sum fee. Additional services shall include, but are not limited to, any revisions to plans to accommodate revisions after computations are complete.

Fee Summary:

Area 3 – Turkey Creek	\$67,000
Area 4 – Elm Spring	\$27,000
Area 4.2 – Munitract/Ripple Creek	<u>\$24,000</u>

Total Lump Sum Fee:	\$118,000
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PROFESSIONAL SERVICES AGREEMENT

The basis of compensation for the Scope of Services will be a lump sum fee invoiced monthly by percentage of completeness of each task. A fee of **\$118,000** is the cost of the Scope of Services. This budget does not include any other services or matters, including, without limitation, applicable tax or direct expenses for reprographics, travel, express mail, courier services, or any required sub-consultant services not covered under the Scope of Services. Direct expenses will be invoiced monthly with a 10% markup. Any and all other terms and conditions related to this proposal will be included in the Professional Services Agreement attached hereto and incorporated for all purposes herein.

We appreciate the opportunity to provide this proposal and work with you on the Project. If this proposal meets with your approval, please sign and return an executed copy of the attached Professional Services Agreement.

Sincerely,
KFW Engineers



Christopher Otto, P.E., C.F.M
Director of Infrastructure Services

I hereby accept this proposal and authorize the execution of the scope of services presented herein under the terms of the current Professional Services Agreement between The City of Shavano park and KFW Engineers and all modification hereto.

TASK ORDER APPROVAL
Bill Hill, City Manager

DATE