

The City of Woodway presents the

2019-20

Fiscal Year Budget



FY2019-20 ANNUAL BUDGET AND PROGRAM OF SERVICES

Adopted by the Honorable Mayor and City Council

August 30, 2019

Shawn Oubre, City Manager

**CITY OF WOODWAY
 FY 2019-20 ANNUAL BUDGET
 AND PROGRAM OF SERVICES
 AUGUST 30, 2019**

This budget will raise more revenue from property taxes than last year's budget by an amount of \$383,021, which is a 7.31 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$70,057.

The record vote of each member of the governing body by name voting on the adoption of the budget is as follows:

FOR: Bob Howard, Scott A. Giddings, Barbara Grandy, Keven Kehlenbach

AGAINST: None

PRESENT and not voting: None

ABSENT: Jane Kittner, Vic Sober, Amine Qourzal

The municipal property tax rates for the preceding fiscal year, and each municipal property tax rate that has been adopted or calculated for the current fiscal year, include:

| | <u>Adopted FY 2019-20</u> | <u>Adopted FY 2018-19</u> |
|---|---------------------------|---------------------------|
| Property Tax Rate: | \$0.450000/100 | \$0.450000/100 |
| Effective Tax Rate | \$0.424272/100 | \$0.437280/100 |
| Effective Maintenance & Operations Tax Rate | \$0.425194/100 | \$0.429306/100 |
| Rollback Tax Rate | \$0.465049/100 | \$0.469634/100 |
| Debt Rate | \$0.000000/100 | \$0.000000/100 |

The total amount of outstanding municipal debt obligations secured by property taxes, including principal and interest, is \$20,555,237. This includes \$20,555,237 of outstanding municipal debt obligations considered self-supporting. Self-supporting debt is currently secured by water and wastewater revenues and special revenues. In an event that such amounts are insufficient to pay debt service, the City will be required to assess an ad valorem tax to pay such obligations.

Fiscal Year 2019-20 Principal & Interest Requirements for Debt Service are:

Property Tax Supported Debt: \$0

Self-Supporting Debt: \$1,324,462



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Woodway
Texas**

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morrill

Executive Director

Government
Finance Officers Association
of the United States and Canada (GFOA)
presented a Distinguished Budget Presentation Award to City of Woodway, Texas,
for its Annual Budget
for the fiscal year
beginning October 1, 2018.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

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

CITY OF WOODWAY KEY OFFICIALS 2019/2020



BOB HOWARD, MAYOR
(Ward 1, Place 1)

Mayor Howard has served on the Parks & Recreation Commission and City Council. His first appointment was to the Parks & Recreation Commission in 2006. He was elected to the City Council in 2012 and was subsequently elected in 2014 and 2017. Mayor Howard is managing partner of 855bugs.com of Central Texas.



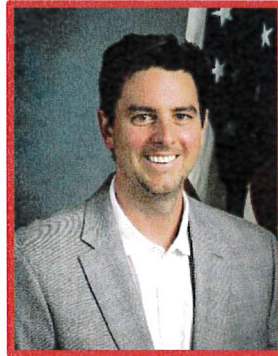
SCOTT A. GIDDINGS, COUNCILMEMBER
(Ward 2, Place 2)

Councilmember Giddings has served on the Planning & Zoning Commission and City Council. His first appointment was to the P&Z Commission in May 2009. He has served on City Council since September 2009. Councilmember Giddings is a sales manager for GM Wholesale



JANE KITTNER, COUNCILMEMBER
(Ward 3, Place 2)

Councilmember Kittner has served on the Planning & Zoning Commission and City Council. Her first appointment was to P&Z in 1991, and she has served on the City Council since 1995. She served as Mayor Pro Tem from 2013 to 2018. Councilmember Kittner is an architect with Kittner & Pate Design Associates.



KEVEN KEHLENBACH,
MAYOR PRO TEM
(Ward 2, Place 1)

Mayor Pro Tem Kehlenbach was first elected to the City Council in May 2018. Mayor Pro Tem Kehlenbach is the Assistant Vice President of Baylor Construction Services.



VIC SOBER, COUNCILMEMBER
(Ward 3, Place 1)

Councilmember Sober was appointed to the Parks and Recreation Commission in 2016. He also served as a Woodway Volunteer Fire Fighter from 2007-2012. He was elected to the City Council May 2018. Councilmember Sober is a Technical Manager at Summit Dental Laboratory.



BARBARA GRANDY, COUNCILMEMBER
(Councilmember at Large)

Councilmember Grandy was appointed to the City Council in December 2011 and was subsequently elected in 2012, 2014 and 2017. Prior to her Council service, she served on the Woodway Beautiful Commission, Carleen Bright Arboretum Board, and Parks and Recreation Commission. Her first appointment was in 1995. Councilmember Grandy is an investor.



AMINE QOURZAL, COUNCILMEMBER
(Ward 1, Place 2)

Councilmember Qourzal has served on the Parks & Recreation Commission and the Planning & Zoning Commission. His first appointment was to the Parks & Recreation Commission in 2013 and then to the Planning & Zoning Commission in 2017. He was elected to City Council May 2019. Councilmember Qourzal is Sr. Director of Operations and Finance at Baylor University's Career Center.

SHAWN OUBRE, CITY MANAGER

WILLIAM KLUMP, FINANCE DIRECTOR

CITY OF WOODWAY

MISSION STATEMENT

As a high-quality community of quiet neighborhoods and unique natural beauty, the City of Woodway is committed to being a leader among cities in delivering outstanding quality services to all of its citizens through innovative and efficient use of resources.

STRATEGIES

We will achieve this through:

- * providing the most responsive services possible by focusing on the citizen as the customer;*
 - * recruiting, developing and retaining highly qualified staff;*
 - * practicing a well-established conservative fiscal policy;*
 - * planning and providing for a strong infrastructure;*
 - * maintaining highly effective equipment resources for delivery of services;*
- * remaining a "city of choice" by providing a model environment in which to live through enhancing and preserving the city's existing neighborhoods, unique beauty and quality of life*
 - * providing leadership and cooperation in addressing regional programs and issues;*
- * supporting our school system by working with local districts to maintain our high quality of public education;*
- * continuing to place a high priority on public safety by providing superior police, fire and emergency services; and*
 - * fostering a healthy city economy through encouraging high quality residential and retail development.*

GOALS

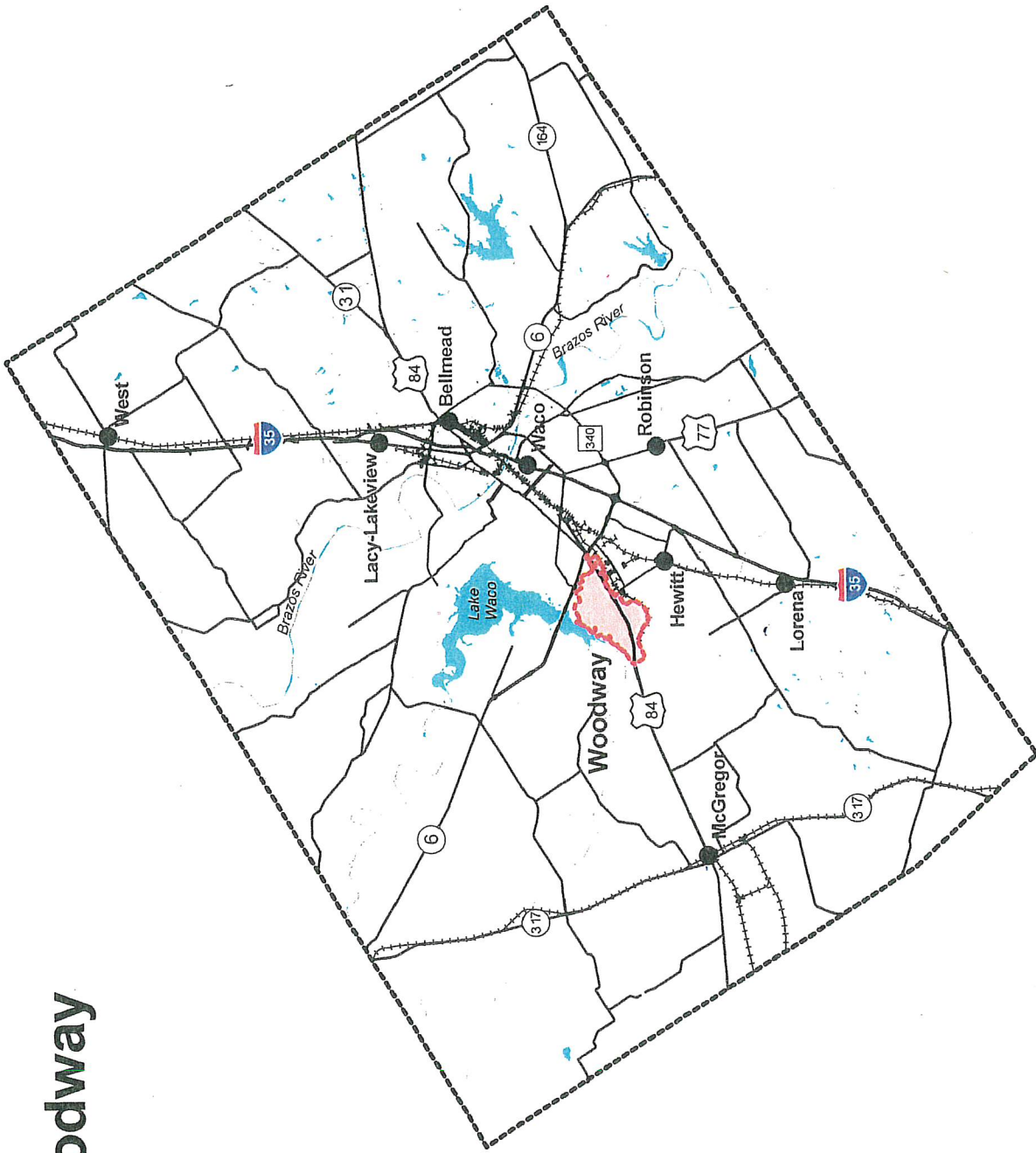
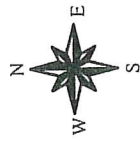
We will respectively measure our achievement of the above by:

- * high citizen satisfaction;*
- * improved employee productivity;*
- * strong fiscal health and favorable financial audits and bond ratings;*
- * ongoing development of a capital improvement program (CIP) and subsequent successful bond elections;*
 - * ability to continue to control costs;*
- * appreciation of existing property values and regional, state and national recognition for quality of life efforts;*
 - * continued active involvement in successful regional economic development efforts;*
 - * a high-quality public education system;*
 - * low crime and favorable property insurance ratings; and*
 - * growth in the city's property tax base and retail sales tax receipts.*

"WELCOME HOME TO WOODWAY"

City of Woodway

City of Woodway



CITY OF WOODWAY ORGANIZATIONAL CHART

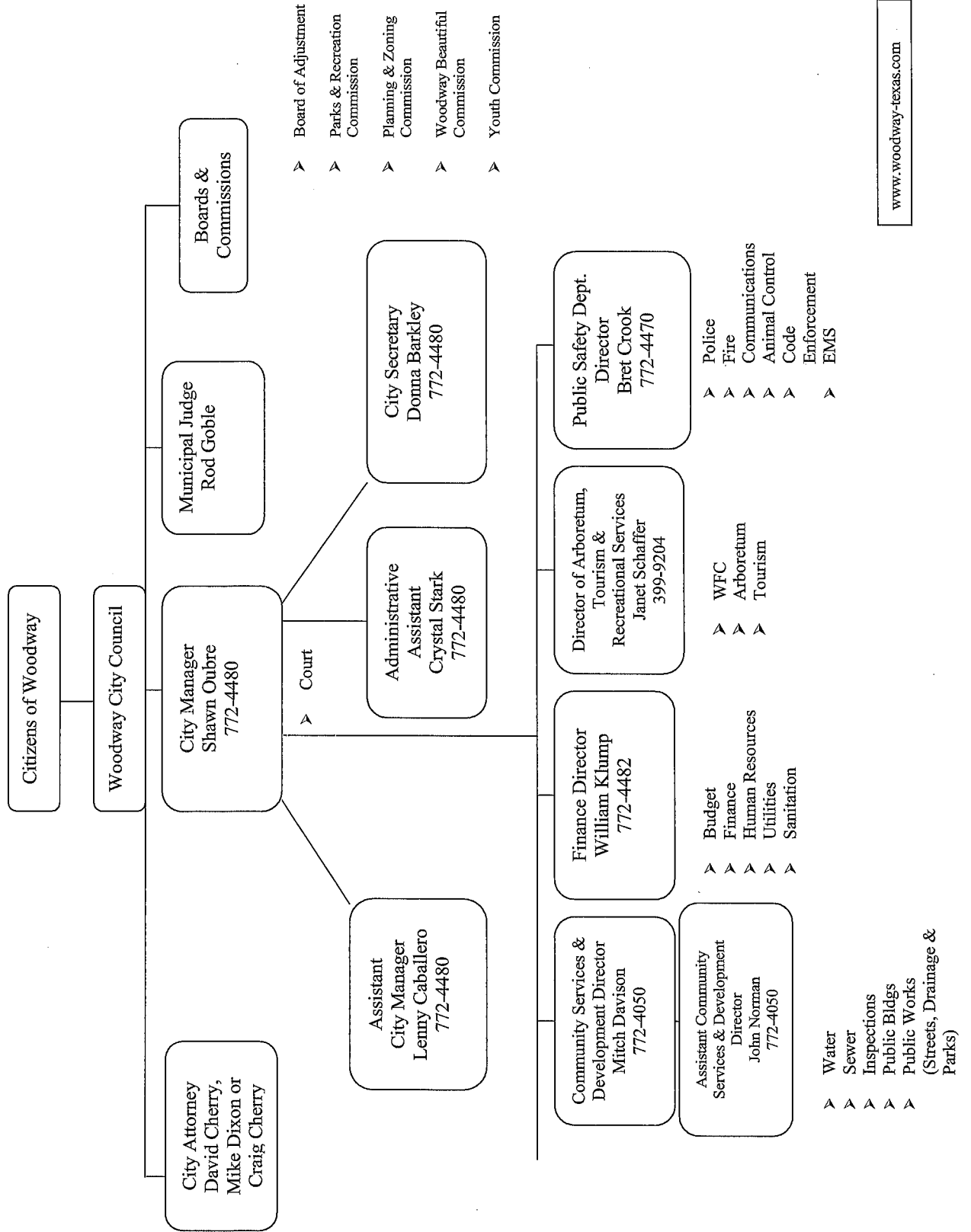


TABLE OF CONTENTS



PAGE

| | PAGE |
|---|--------|
| READER'S GUIDE | 1 |
| <i>BUDGET CALENDAR</i> | 2 |
| <i>GUIDE TO PROGRAM OF SERVICES</i> | 4 |
| <i>FUND STRUCTURE</i> | 10 |
| <i>FUND DESCRIPTIONS</i> | 11 |
| MANAGER'S MESSAGE | 13 |
| <i>PROPOSED BUDGET TRANSMITTAL LETTER</i> | 15 |
| <i>MAJOR ISSUES</i> | 17 |
| <i>PROPOSED BUDGET OVERVIEW</i> | 19 |
| <i>ADOPTING INSTRUMENTS</i> | 31 |
| <i>FINANCE POLICIES</i> | 35 |
| BUDGET SUMMARIES | 57 |
| <i>COMBINED FUNDS SUMMARY</i> | 59 |
| <i>REVENUES AND EXPENDITURES BY CATEGORY - COMBINED</i> | 62 |
| <i>COMBINED PERSONNEL SUMMARY BY DEPARTMENT</i> | 64 |
| <i>OPERATING FUNDS SUMMARY</i> | 65 |
| <i>GENERAL FUND REVENUES BY CATEGORY</i> | 66 |
| <i>GENERAL FUND EXPENDITURES BY CATEGORY</i> | 67 |
| <i>UTILITY FUND REVENUES BY CATEGORY</i> | 68 |
| <i>UTILITY FUND EXPENDITURES BY CATEGORY</i> | 69 |
| <i>GOVERNMENTAL FUND TYPES PROJECTED FUND BALANCE</i> | 70 |
| <i>PROPRIETARY FUND TYPES PROJECTED CASH BALANCE</i> | 71 |
| <i>SPECIAL REVENUE FUND TYPES PROJECTED FUND BALANCE</i> | 72 |
| <i>CAPITAL PROJECT FUND TYPES PROJECTED FUND BALANCE</i> | 73 |
| <i>CAPITAL PROJECT FUNDS SUMMARY</i> | 74 |
| <i>OVERALL DEBT SERVICE SCHEDULE</i> | 75 |
| GENERAL FUND | 77 |
| <i>GENERAL FUND BUDGET SUMMARY</i> | 79 |
| <i>GENERAL FUND REVENUE DETAIL</i> | 82 |
| <i>ESTIMATED TAX COLLECTION AND DISTRIBUTION</i> | 84 |
| GENERAL FUND DETAIL | 85 |
| <i>GENERAL GOVERNMENT DEPARTMENT</i> | 86 |
| CITY SECRETARY'S OFFICE | 88 |
| ADMINISTRATION | 92 |
| FINANCE | 96 |
| NON-DEPARTMENTAL | 100 |

TABLE OF CONTENTS



PAGE

| | |
|--|-----|
| GENERAL FUND DETAIL CONT. | |
| <i>PUBLIC SAFETY SERVICES</i> | 102 |
| POLICE/FIRE/ANIMAL CONTROL | 104 |
| MUNICIPAL COURT | 112 |
| | |
| <i>COMMUNITY SERVICES DEPARTMENT</i> | 116 |
| STREETS | 118 |
| SANITATION | 122 |
| PARKS | 126 |
| PUBLIC BUILDINGS | 130 |
| ADMINISTRATION/INSPECTIONS | 134 |
| | |
| <i>COMMUNITY PROGRAMS</i> | 138 |
| COMMUNITY DEVELOPMENT | 140 |
| ECONOMIC DEVELOPMENT | 142 |
| WOODWAY BEAUTIFUL | 144 |
| YOUTH COMMISSION | 147 |
| CARLEEN BRIGHT ARBORETUM | 149 |
| WOODWAY FAMILY CENTER | 153 |
| | |
| GENERAL DEBT SERVICE FUND | 157 |
| <i>ESTIMATED TAX COLLECTION AND DISTRIBUTION</i> | 159 |
| <i>REVENUE AND EXPENDITURE SUMMARY</i> | 160 |
| | |
| UTILITY FUND | 161 |
| <i>UTILITY FUND BUDGET SUMMARY</i> | 163 |
| UTILITY FUND REVENUE DETAIL | 165 |
| | |
| UTILITY FUND DETAIL | 167 |
| <i>PUBLIC UTILITIES DEPARTMENT</i> | 168 |
| WATER | 170 |
| SEWER | 174 |
| CUSTOMER SERVICE | 178 |
| | |
| UTILITY DEBT SERVICE FUND | 183 |
| <i>REVENUE AND EXPENDITURE SUMMARY</i> | 185 |
| <i>WATERWORKS & SEWER SYSTEM DEBT SERVICE SCHEDULE</i> | 186 |
| LONG-TERM DEBT | 187 |
| <i>SCHEDULE OF BONDS OUTSTANDING</i> | 188 |

TABLE OF CONTENTS



PAGE

| | |
|--|---------|
| CAPITAL PROJECT FUNDS | 189 |
| <i>PARK PROJECTS FUND</i> | 190 |
| <i>PARK DEDICATION FUND</i> | 191 |
| <i>GENERAL PROJECTS FUND</i> | 192 |
| <i>FUTURE CAPITAL STREET IMPROVEMENT FUND</i> | 195 |
| <i>ARBORETUM CONSTRUCTION FUND</i> | 196 |
| <i>DEVELOPMENT FUND</i> | 197 |
| <i>FAMILY CENTER CONSTRUCTION FUND</i> | 198 |
| <i>LONG - TERM CAPITAL PROJECTS FUND</i> | 199 |
| <i>UTILITY PROJECTS FUND</i> | 200 |
| <i>UTILITY IMPACT IMPROVEMENTS FUND</i> | 203 |
| <i>2007 UTILITY IMPROVEMENT FUND</i> | 204 |
| <i>2016 UTILITY IMPROVEMENT FUND</i> | 205 |
| OTHER FUNDS | 207 |
| <i>TOURISM FUND</i> | 208 |
| <i>EQUIPMENT REPLACEMENT FUND</i> | 211 |
| <i>UNCLAIMED MONEY FUND</i> | 216 |
| <i>DRUG SEIZURE/FORFEITURE FUND</i> | 217 |
| <i>LAW ENFORCEMENT OFFICER CONTINUING EDUCATION FUND</i> | 218 |
| <i>MUNICIPAL COURT BUILDING SECURITY FUND</i> | 219 |
| <i>MUNICIPAL COURT TECHNOLOGY FUND</i> | 220 |
| <i>MUNICIPAL COURT CHILD SAFETY FUND</i> | 221 |
| <i>ASSET FORFEITURE FUND</i> | 222 |
| <i>GENERAL EMERGENCY RESERVE FUND</i> | 223 |
| <i>UTILITY EMERGENCY RESERVE FUND</i> | 223 |
| STATISTICAL INFORMATION | 225 |
| <i>AREA ECONOMIC INFORMATION</i> | 227 |
| <i>DEMOGRAPHIC INFORMATION</i> | 229 |
| <i>CITY PROFILE</i> | 230 |
| <i>KEY PUBLIC OFFICIALS</i> | 230 |
| <i>TEN LARGEST TAXPAYERS</i> | 231 |
| <i>APPLICABLE TAX RATES</i> | 232 |
| <i>COMPARISON OF PROPERTY VALUES</i> | 234 |
| <i>SERVICE CHARGE CALCULATION</i> | 235 |
| <i>SALES & USE TAX COMPARISON</i> | 236 |
| <i>PUBLIC UTILITIES PROFILE</i> | 238 |
| <i>HISTORICAL WATER SALES</i> | 240 |
| <i>ANALYSIS OF CHANGE IN EXPENDITURES</i> | 242 |
| <i>SUMMARY OF NEW CAPITAL EXPENDITURES</i> | 243 |

TABLE OF CONTENTS



PAGE

STATISTICAL INFORMATION CONT.

| | |
|----------------------------|-----|
| <i>MASTER FEE SCHEDULE</i> | 245 |
| <i>CHART OF ACCOUNTS</i> | 257 |
| <i>BUDGET GLOSSARY</i> | 265 |

READER'S GUIDE



" Welcome Home to Woodway "

W O O D W A Y, T E X A S

CITY OF WOODWAY
2019-2020 BUDGET SCHEDULE

| | |
|-----------|---|
| March 1 | Budget Kickoff - Begin Preparing Capital Requests, Dept. Summaries, Perf. Measures, and Base Budget Worksheets |
| March 11 | Regular Council Meeting |
| March 25 | Regular Council Meeting |
| March 29 | Capital Requests, Dept. Summaries, Perf. Measures, and Base Budget Worksheets Due |
| April 2 | Council Strategic Planning Session |
| April 8 | Regular Council Meeting |
| April 22 | Regular Council Meeting |
| April 25 | Preliminary Appraisal Roll Received |
| May 13 | Regular Council Meeting |
| May 20 | Regular Council Meeting |
| May 27 | Memorial Day Holiday (Monday) |
| June 10 | Proposed Budget Delivered to City Council |
| June 10 | Regular Council Meeting Presentation of Proposed Budget Schedule Proposed Budget Public Hearing for August 21, 2019 |
| July 8 | Regular Council Meeting Follow-up Discussion on Proposed Budget |
| July 22 | Received Certified Appraisal Roll |
| July 25 | Deadline for chief appraiser to certify rolls to taxing units. Calculation of Effective and Rollback Tax Rates |
| August 5 | <u>Publish Notice of Public Hearing on Proposed Budget</u> |
| August 12 | Regular Council Meeting Follow-up Discussion on Proposed Budget and Tax Rate Record Vote Taken to Place Item on Future Agenda for Voting on Tax Rate Schedule Proposed Tax Rate Public Hearings for August 21, 2019 and August 26, 2019 |
| August 14 | <u>Publish Notice of 2019 Tax Year Proposed Property Tax Rate</u> |
| August 21 | Special Council Meeting Public Hearing on Proposed Budget First Public Hearing on Proposed Tax Rate Council schedules and announces meeting of August 30 to adopt proposed tax rate |

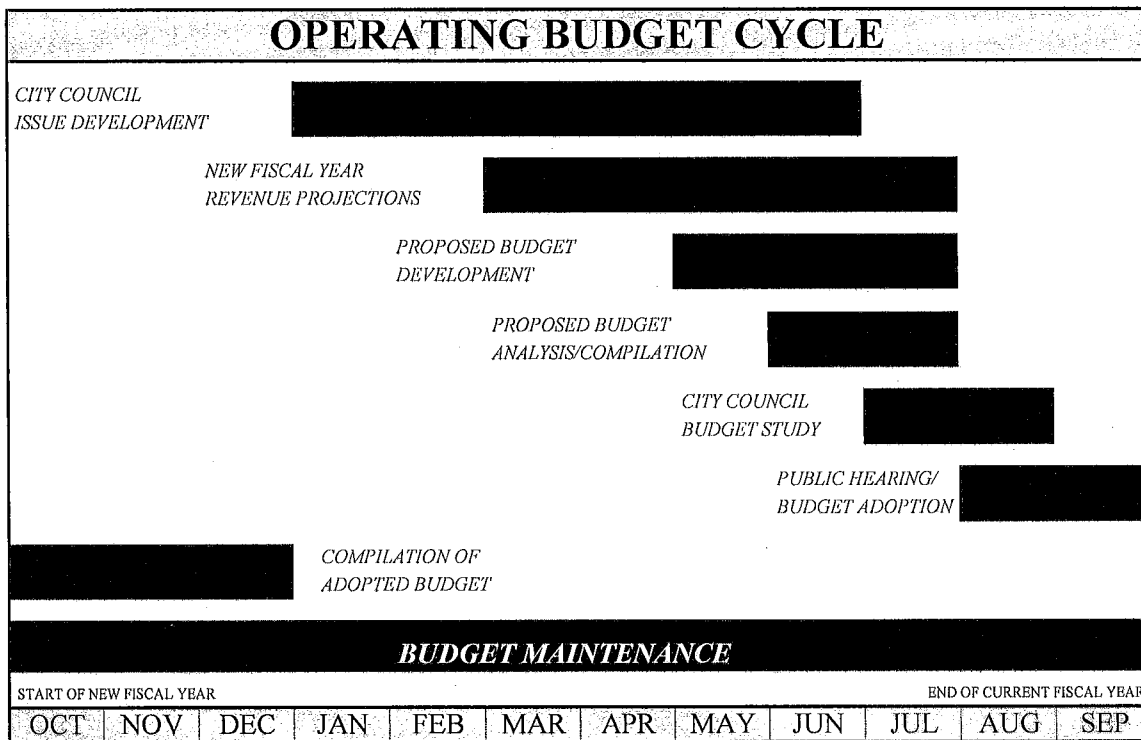
WOODWAY, TEXAS

| | |
|--------------|---|
| August 26 | Regular Council Meeting Second Public Hearing on Proposed Tax Rate Council announces meeting of August 30 to adopt proposed tax rate |
| August 30 | Special Council Meeting Final Adoption of Budget Final Adoption of Tax Rate |
| September 2 | Labor Day Holiday (Monday) |
| September 9 | Regular Council Meeting |
| September 23 | Regular Council Meeting |
| October 1 | New Fiscal Year Begins |

**READER'S GUIDE TO THE
BUDGET
AND
PROGRAM OF SERVICES**

The Reader's Guide provides an overview of the City of Woodway's budget process. City financial policies related to budgeting are published in the "Manager's Message" of this document, and a glossary of budget terms is published in the "Statistical Information" of this document.

The City of Woodway has prepared a budget designed to meet the highest standards of performance in municipal budgeting. The budget presentation format of division/department summaries include program goals and performance measures. Various financial summaries, statistical information, and detailed revenue data are provided to help define the City's goals, purposes, and assumptions for projections. The budget process and organization of the budget itself are described below.



THE BUDGET PROCESS

1. City Council Issue Development

Early in the budget process, the City Council is requested to provide Staff with budget priorities. Also, initial capital improvements are discussed for later inclusion in the budget and five (5) year capital improvement plan. Council response and feedback from discussions are then later incorporated and considered during budget review and analysis of budget requests. Major issues are fully addressed in the "Manager's Message" of this document.

2. Revenue Projection

The budget revenue projection for the new fiscal year begins mid-year of the current fiscal year. This projection is made by the City's Budget Committee (comprised of the City Manager and Finance Director) with the help of department directors and division managers. Projections are based upon consultations with state and local agencies, trend analysis, anticipated changes in the local and regional economy, and discussions with directly associated Staff. Although beginning earlier, the budget revenue projection occurs concurrently with departmental budget development and extends until the budget is adopted based upon the receipt of any new information.

3. Proposed Budget Development

During budget development at the division and department level, the City's Budget Committee works with division/department managers to analyze requests, provide advice and lend assistance. Staff work sessions are held to discuss and develop goals and performance measures, as are one-on-one consultations for the development of cost estimates. Department/division budget requests are based upon a baseline funding level of 5% less than appropriated in the prior year, and any additional funding requests are made in the form of supplemental budget "packages".

4. Proposed Budget Analysis/Compilation

Once division and departmental budget requests are completed, the Budget Committee reviews and compiles a preliminary draft of the proposed budget in the form of detailed work papers. These work papers are then referenced during staff budget hearings.

After each department head provides a summary budget presentation and answers questions from the Budget Committee during staff budget hearings, funding requests are reviewed and discussed. Given revenue projections and funding requirements, requests are proposed for funding according to ranking received by the City Manager. At this time, funding level is weighed against available resources, and a tax rate adjustment may or may not be recommended depending upon Council program priorities and issues/concerns expressed during budget development.

5. City Council Budget Study

Several budget work sessions are held with the City Council to review and discuss the proposed budget. First, the City Manager reviews major issues as expressed in the "Manager's Message." Second, department directors again present funding requests, then discussions and study follow at subsequent work sessions up until budget adoption.

6. Public Hearing/Budget Adoption

A public hearing on the budget is held in August prior to final budget consideration. At said hearing, citizens or any other individual may make formal comment either for or against the proposed budget. The public also has the opportunity to attend City Council budget work sessions scheduled in July and August.

Budget adoption occurs in September after City Council deliberations and the public hearing. City Council may take action to modify the proposed budget per its discretion. The City Council also adopts a tax rate to support adopted funding levels.

7. Compilation of Adopted Budget/Budget Maintenance

An adopted budget is compiled and published during the first months of the new fiscal year. The adopted budget in the form of an amended proposed budget is available for public inspection in late September. Ledger accounts are prepared for the new fiscal year prior to October 1.

Budget maintenance is a year-round activity of division/department directors and the Budget Committee. Spending control mechanisms include monthly review of expenditures by the Budget Committee and authorization to purchase from the City's purchasing office. Beginning with the month of January, monthly budget analysis reports are prepared to present budget versus estimated expenditure variances. These reports are reviewed by Staff and presented to City Council to identify and communicate any major expenditure variances. If necessary, a budget adjustment ordinance is prepared and adopted in the fourth quarter of the fiscal year.

Finally, program goals, objectives and measures are evaluated during budget development to determine effectiveness of program activities and levels of appropriate funding.

DEPARTMENT/DIVISION PROGRAM SUMMARIES

Department/Division programs summaries are presented in a program-oriented format. Each division within a department is described by narrative information displayed facing an opposite page of resource and expenditure information in order to give the City Council and public a well rounded presentation of each division. Program summaries include the following information.

Program Description - This section outlines the function and responsibilities performed by each division or operation. It is provided to enable the reader to understand the program elements included in each particular division budget.

Major Goals and Objectives - Goals describe the purpose or benefit of the division/department and associated plans to provide services to the community and/or organizations it serves. Goals also identify the end result the division/department desires to achieve with its activities. Objectives are quantifiable steps toward accomplishing stated goals. They should have a specific time frame and be capable of measurement. Objectives should be able to be reached or completed within the current fiscal year. Objective statements are not required for every activity performed, but should focus on the major steps necessary for achieving established goals.

Performance Measures - Performance measures include workload indicators which reflect major activities of each division or operation. Workload indicators also indicate the amount of work that has been done in the past and projected workload levels for the current and following fiscal years. These indicators should require only a reasonable amount of time and effort to track. Performance measures may also include productivity indicators. Productivity indicators reflect how well a program is performing activities to meet the needs of the public. While workload indicators indicate "how much" activity the division/department is performing, productivity indicators identify "how well" the division/department is performing.

Resources - The summary of resources identified by division highlights revenues which are generated as a result of division activities. In many divisions, a change in level of activity will have an impact on associated revenues.

Expenditures - The summary of expenditures identified by division shows the category of expenses for each of the division's programs as compared from year to year.

Personnel Summary - The Personnel summary section shows the positions or personnel resources budgeted to carry out services. Personnel are stated in worker years, or full-time equivalents, job family.

Major Budget Changes - The summary of major budget changes identifies significant changes in funding levels and organizational alignment. This section also details major new programs and items proposed for funding.

BUDGETARY POLICIES

The City of Woodway practices administrative and fiscal policies which govern the formulation and administration of the annual budget. These policies are published in the "Manager's Message" of this document.
" Welcome Home to Woodway "

BUDGET BASIS

Formal budgetary accounting is employed for all funds of the City. Annual operating budgets are adopted each fiscal year through passage of a budget ordinance. All unencumbered budget appropriations lapse at the end of each fiscal year.

The budget for governmental fund types is prepared on a modified accrual basis with certain exceptions. Under this basis of accounting, revenues are recognized when they are both "measurable" and "available".

Those revenues subject to accrual are franchise taxes, interest revenue and charges for services. Sales tax collected and held by the State at year-end on behalf of the City is also recognized as revenue. Expenditures are recognized when the related fund liability is incurred, except for 1) inventories of material and supplies which may be considered expenditures either when purchased or used; 2) prepaid insurance and similar items which need not be reported; 3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period; 4) principal and interest on long-term debts which are generally recognized when due. The exceptions to the modified accrual basis of accounting are:

- Budgetary amounts do not include provisions for adjustment in accrued compensated absences.
- Interest on general long-term debt is recognized when due.

On the other hand, budgets for the proprietary funds are prepared on the accrual basis of accounting, with certain exceptions, under which revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The following exceptions apply:

- Budgetary amounts do not include provisions for adjustments in accrued compensated absences.
- Interest on long-term debt is recognized when due.
- Capital expenses are budgeted, but not depreciation.
- Budgetary amounts include principal for long-term debt.

FINANCIAL STRUCTURE

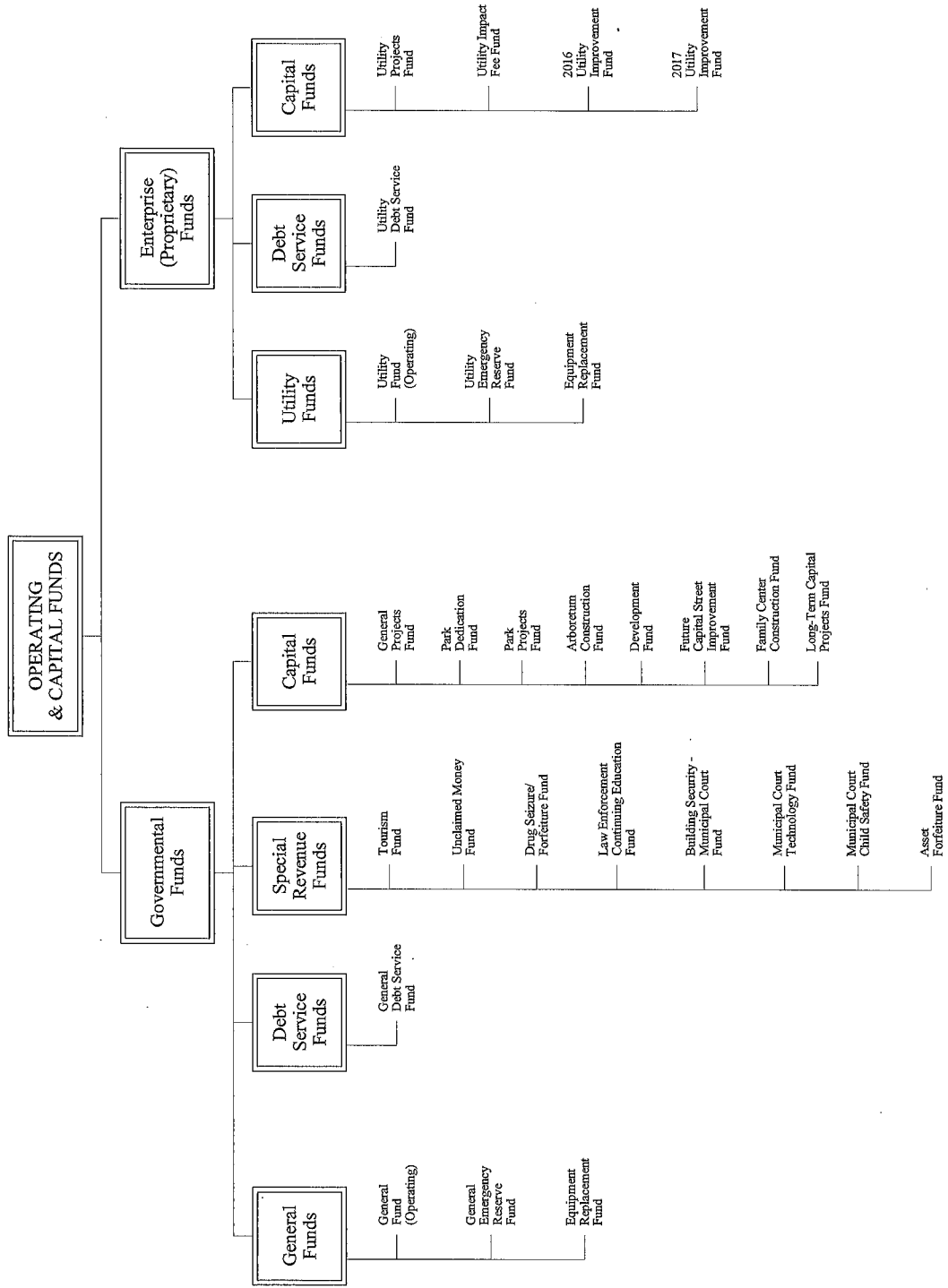
The financial structure of the Budget is organized by funds. The two types of Funds which are utilized in this budget are Governmental and Proprietary. The specific funds which make up the Governmental Fund type are: General Fund, General Emergency Reserve Fund, General Equipment Replacement Fund, General Debt Service Fund, Tourism Fund, Unclaimed Money Fund, Drug Seizure/Forfeiture Fund, Law Enforcement Officer Continued Education Fund, Municipal Court Building Security Fund, Municipal Court Technology Fund, Municipal Court Child Safety Fund, Asset Forfeiture Fund, Park Projects Fund, Park Dedication Fund, General Projects Fund, Future Capital Street Improvement Fund, Arboretum Construction Fund, Development Fund, Family Center Construction Fund, and Long-Term Capital Projects Fund. On the other hand, the Utility Fund, Utility Debt Service Fund, Utility Emergency Reserve Fund, Utility Equipment Replacement Fund, Utility Projects Fund, Utility Impact Improvements Fund, 2016 Utility Improvement Bond Fund, and 2017 Utility Improvement Bond Fund, are all Proprietary Funds.

Funds operate separately and independently from one another; therefore, they are budgeted separately and include separate financial statements. A fund is generally defined as a fiscal and accounting entity which has its own self-balancing set of accounts recording cash and other financial resources, as well as any liabilities or residual equities or balances. Normally funds are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Refer to The Chart of Accounts in the Statistical Information section for more details.

ORGANIZATIONAL RELATIONSHIPS

A department is a major administrative segment of the City which indicates overall management responsibility for an operation or a group of related operations within a functional area (e.g., Public Safety Department, Community Services Department, etc.). The smallest organizational unit budgeted is the division. When divisions are aligned by similar type of activities or designation of management responsibility, broader operational responsibility is created and a department is established. For example, the Community Services Department is comprised of the Streets Division, Sanitation Division, Parks Division, Public Buildings Division, and Administration/Inspections Division.

CITY OF WOODWAY FUND STRUCTURE



" Welcome Home to Woodway "

CITY OF WOODWAY
OPERATING & CAPITAL FUNDS

Governmental Funds

General Funds

General - includes general government activities, public safety, streets, parks, etc. These services are financed by taxes, charges for services, fines, and interest.

General Emergency Reserve - maintains an emergency reserve balance for General Fund operations as required by Finance Policy #200.10.

General Equipment Replacement - accounts for routine equipment replacement purchases on a payback basis from the General Fund.

Debt Service Funds

General Debt Service - accounts for ad valorem tax revenues and expenditures for general debt service.

Special Revenue Funds

Tourism - accounts for hotel occupancy tax revenue and expenditures authorized by State law.

Unclaimed Money - accounts for unclaimed property under \$100 as required by Chapter 76 of the Texas Property Code.

Drug Seizure/Forfeiture - accounts for money seized in drug related incidents as well as the forfeiture of these funds and authorized expenditures.

Law Enforcement Continuing Education - accounts for funds received from the state for the sole purpose of law enforcement officer education.

Building Security - Municipal Court - accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of improving municipal court building security.

Municipal Court Technology - accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of financing the purchase of technological enhancements for a municipal court

Municipal Court - Child Safety - established in September 2001 this fund accounts for court fees assessed for the offense of Passing a School Bus Loading or Unloading. Funds are restricted to expenses related to enhancing child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.

Asset Forfeiture - accounts for money received from the sale of seized assets.

Capital Funds

General Capital Projects - provides a funding source for general City projects typically significant in cost. Revenue sources for this fund include surplus funds transferred from the General Fund and interest.

Park Dedication - accounts for funds collected in lieu of parkland dedications to be used for park development within specified zones of the City.

Park Projects - accounts for park improvements as approved by the City Parks & Recreation Commission. Projects are funded by annual transfers from the General Fund.

Arboretum Construction - accounts for construction and capital needs of the Carleen Bright Arboretum. Financing sources include bond proceeds, donations, and internal transfers.

Development - established in FY2001 to account for new Economic Development and Community Development initiatives. Programs are funded by internal transfers.

Future Capital Street Improvements - established in FY2002 to account for the proceeds of an incremental property tax increase. These proceeds shall only be used for future capital street improvements in order to offset debt issues and payment of such debt requirements.

Family Center Construction - accounts for construction and capital needs of the Family Center. Financing sources include donations, and internal transfers.

Long-Term Capital Projects - established in FY2015 to account for the proceeds of a property tax increase. These proceeds shall only be used for long-term capital projects in order to offset debt issues and payment of such debt requirements.

Enterprise Funds

Utility Funds

Utility - accounts for water and sewer services that are self-supporting and operate much like a private business.

Utility Emergency Reserve - maintains an emergency reserve balance for Utility Fund operations as required by Finance Policy #200.10.

Utility Equipment Replacement - accounts for routine equipment replacement purchases on a payback basis from the Utility Fund.

Debt Service Funds

Revenue Debt Service - accounts for debt service related to water and sewer activities. Funds are provided as transfers from the Utility Fund.

Capital Funds

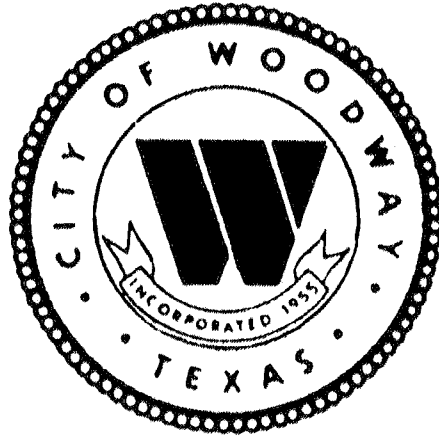
Utility Capital Projects - provides a funding source for water and sewer related projects typically significant in cost. Revenue sources for this fund include transfers from the Utility Fund and interest.

Utility Impact Improvements - accounts for impact fee revenues received for future water and sewer capital improvements resulting from economic growth as provided for in the City's impact fee program.

16 Utility Improvements - accounts for bond funds issued in 2016 for water and sewer utility improvements.

17 Utility Improvements - accounts for bond funds issued in 2017 for water and sewer utility improvements.

" Welcome Home to Woodway "

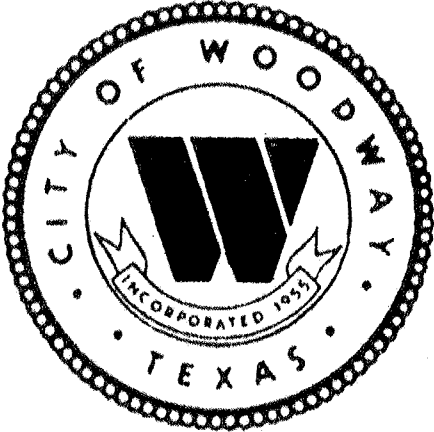


" Welcome Home to Woodway "

MANAGER'S MESSAGE



" Welcome Home to Woodway "





August 30, 2019

Dear Honorable Mayor, City Council Members,
and Citizens of The City of Woodway, Texas

Re: Operating Budget for Fiscal Year 2019–2020

I am pleased to present to you the Fiscal Year (FY) 2019-2020 Operating Budget. This budget as presented is balanced (revenues are equal to expenses). This budget represents a process of input and review by employees, City Council, and citizens. It incorporates the priorities of the City Council as discussed during the Budget Workshop, discussions during Council Meetings, Public Hearings, and within accordance of the City of Woodway Mission Statement.

The City of Woodway 2019 Certified Property Values are \$1,249,624,019.00. The 2018 Certified Property Values were \$1,161,150,073.00. This is an increase of \$88,473,946.00 in appraisal value or 7.6 percent.

The 2019-2020 FY Budget contains two components; the first is the General Fund Budget and the second is the Utility Fund Budget. The General Fund Budget is \$11,045,986.00 which includes an ad-valorem (property tax) rate of \$0.450000/\$100 levy. This is the same rate as the 2018-2019 levy. The effective rate is \$0.424272 and the rollback rate is \$0.465049. The budgeted revenues for the General Fund are \$11,045,986.00. The Utility Fund Budget is \$5,560,800.00 with budgeted revenues for the Utility Fund of \$5,560,800.00

In the General Fund, the City Council continues to invest in infrastructure, operations, and quality of life projects. This FY the City Council has allocated funds to replace aging equipment and fleet. The City Council also approved the purchase and placement of restrooms at Woodway Parks I and II for \$186,000.00, renovate the Community Services Building for \$500,000.00, construct a sidewalk linking the Family Center to the adjacent Lake Forest parking area for \$28,000.00, reserved an additional \$200,000.00 for the purchase of a new fire truck, and continue the micro resurfacing of targeted streets for \$300,000.00.

In the Utility Fund, Council has allocated funds to replace aging equipment and fleet and continued construction to replace the West Fairway Waste Water Interceptor using the 2017 bond proceeds to fund the project. The Council also approved the purchase of the backup generator at Summit Ridge for \$45,000.00, upgrade two-inch waterlines to six-inch water lines in targeted areas for \$200,000.00,

and complete the McGregor waterline project which was a joint project between the cities of Waco, McGregor, and Woodway. Other projects are Allison's Garden makeover for \$10,000.00 and walkway lighting on Wood Valley leading to the Arboretum for \$22,950.00. These latter two items will be paid for using restricted funds from the hotel/motel tax.

This budget follows the same practices of previous years with employee compensation. A two percent cost of living adjustment has been calculated into the personnel expenditures. Also, an additional two percent increase for employees receiving an above standard evaluation and a four percent increase for an employee whose rating is significantly above standards in their evaluation. Once an employee reaches the top of their pay range, and their evaluation merits an increase, they will receive a "one-time" check in the value of their increase. They will remain at the same level in their pay range. Retention pay (or longevity pay), which compensates employees with two or more years of service with the City, will remain at \$7.50 per month of service. Certification/Education pay, which compensates employees with applicable certificates or degrees, will remain the same.

The City renewed its health insurance with Blue Cross Blue Shield of Texas after negotiating it down from a proposed 20.6 percent increase. The City saw an eight percent increase in premiums over last year. The City will increase its contributions to the employee's dependent coverage from \$375.00 to \$400.00 per month. Not all employees receive this amount. It is dependent on the type of dependent coverage the employee chooses.

During the annual salary survey that the City conducts, it was determined a need existed to adjust the Executive Secretary pay and the entry level pay for Public Safety Officer I and II. This was done to attract and retain employees in a competitive employment market.

For 24 consecutive years, the City of Woodway has received the Distinguished Budget Presentation Award given by the Government Finance Officers Association. This award is presented because the budget document is organized and presented in a way to be used as a fiscal policy manual, operations guide, financial plan, and communications device.

A synopsis of major budget issues, an overview of projected revenues and proposed expenditures for each separate fund is provided in the following reports.

FY 2019-20
MAJOR BUDGET ISSUES

The following is a review and outline of major budget issues for FY 2019-2020.

COMMUNITY DEVELOPMENT

Supporting City Strategies:

- (1) *Providing the most responsive possible services, by focusing on the citizens as the customer*
- (4) *Planning and providing for a strong infrastructure; and,*
- (6) *Remaining a "city of choice" by providing a model environment in which to live through enhancing and preserving the City's existing neighborhoods, unique beauty and quality of life.*

As part of a holistic approach to community development, a conservative neighborhood revitalization effort is now under formation. Recognizing that streets, drainage and utility improvements are a large part of any effort to enhance neighborhoods, other on-going community development strategies programmed are the continued infrastructure improvements.

With regard to other major infrastructure maintenance that impacts community development, we are also reprogramming a full year of our very popular slurry seal program for FY 2019-20.

As part of the concept of getting and providing each excellent quality service, several initiatives are under way. We are in the nineteenth year of our customer service work order tracking system. This continues to ensure that all customer service orders are processed in a timely manner. Customer service input will be obtained by customer through surveys and feedback. Many requests for service come through the City web site and are processed daily.

WORKFORCE DEVELOPMENT

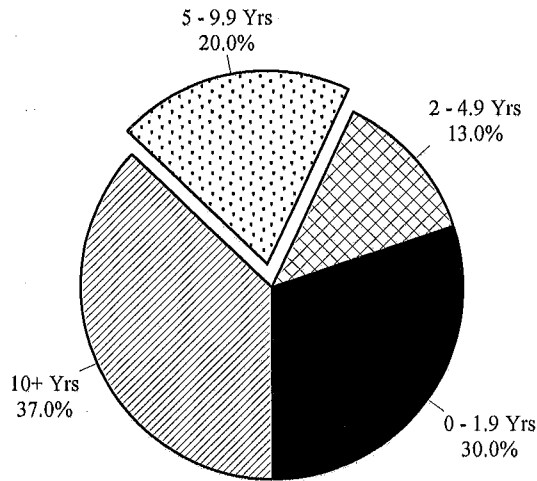
Supporting City Strategy:

- (2) *Recruiting, developing and retaining highly qualified staff.*

To borrow sentiments, which have been repeatedly expressed and discussed by the Council, "an organization is only as good as its people." Employees make the difference in any service organization. Highly qualified and productive staff members reduce the need for additional employees, improve service delivery and afford more efficient and innovative use of other resources. In the last year, turnover has improved in many areas but remains a significant problem in some operations. The average length of service for employees at the end of FY 2018-19 was 7.92 years, and turnover for the year was 19% (which may include more than one new employee in a single position - such as a maintenance worker, clerk or dispatcher.)

EMPLOYEE TENURE

(Average 7.92 Yrs)



Like all other employers in Texas and the U.S., we are dealing with the universal challenge of a more competitive labor market and associated recruiting and retention problems. In order to retain the excellent workforce we currently have in place, market adjustments as well as consumer price index and performance pay raises have been implemented.

Market Based Pay Plan Adjustments – Our pay-for-performance compensation program includes a potential annual market adjustment based upon an annual market survey conducted by the Texas Municipal League. Based upon a statewide survey of like positions across the state, our plan uses survey ranges to establish the mid-point of our own pay plan ranges. When the pay range is adjusted based upon the market survey, only employees with wage rates falling below the entry level receive an increase. Seventeen employees are impacted by this market increase for FY 2019-20.

Consumer Price Index Adjustments – After eight years of consumer price index increases, a consumer price index increase was not included in the budget for a few years, due to poor economic conditions. However, for the last seven years and this year we were able to budget a 2% CPI increase for all employees receiving a meets standards or better performance evaluation.

Performance Adjustments – After fifteen years of performance-based increases, FY 2010-11 was the first year that a pay-for-performance compensation program was not included in the budget, due to poor economic conditions. However, for the last eight years and this year we were able to budget a 4% across the board increase to fund the performance adjustments. Employees are eligible for a 0%, 2%, or 4% increase depending upon their annual performance evaluation.

" Welcome Home to Woodway "

FY 2019-20
PROPOSED BUDGET
OVERVIEW

GENERAL FUND

In accordance with City Charter, a balanced General Fund operating budget is presented for your consideration. A tax rate of \$0.4500 is recommended, which is the same rate as last year.

In recognition of limited resources and the need to address major budget issues, some operating requests were deferred. With regard to new positions, The Assistant to the City Manager position has been upgraded to Assistant City Manager, a part-time dispatch position has been upgraded to a full-time position, a vacant part-time janitorial position has been removed in this budget, and a part-time Family Center assistant position has been added in this budget.

In the FY 2001-02 budget a 1.83 cent tax rate increase was dedicated to street repairs, and an additional 1.17 cents in the FY 2002-03 budget, and an additional 1.50 cents in the FY 2003-04 budget, bringing the total to 4.50 cents, which calculates to approximately \$562,331 for FY 2019-20. This was an optimistic goal that was established by Council and it will remain at 4.50 cents in the FY 2019-20 budget, and every effort will be made to maintain it in future years.

In the FY 2014-15 budget a 1.31 cent tax rate increase was dedicated to long-term capital projects and an additional .19 cents in the FY 2015-16 budget, bringing the total to 1.50 cents. This calculates to approximately \$187,444 for FY 2019-20. This was an optimistic goal that was established by Council and every effort will be made to maintain it in future years.

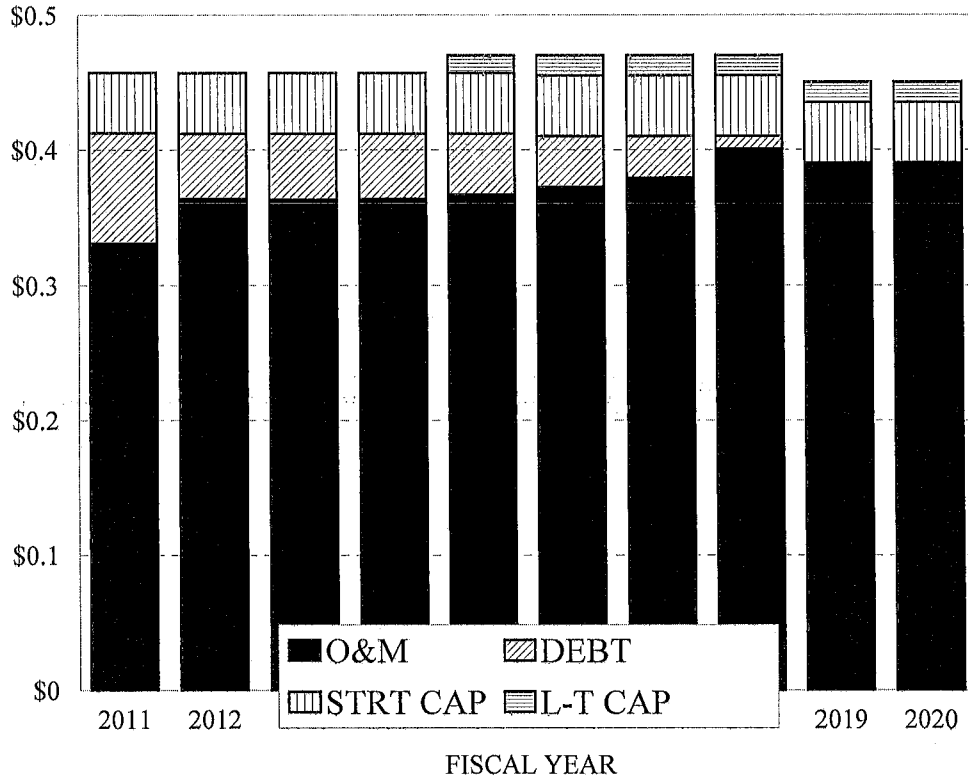
The following is an overview of General Fund revenues and expenditures in more detail.

GENERAL FUND REVENUES

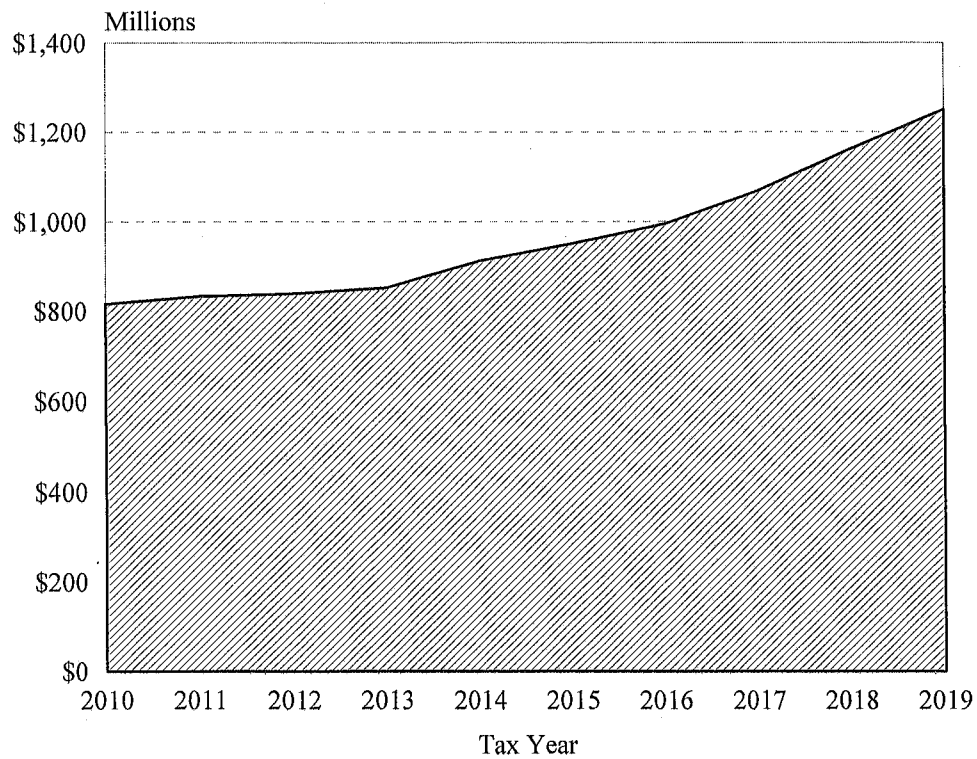
Ad Valorem (Property) Tax - Ad valorem tax revenue continues to remain a primary source of revenue for the General Fund in FY 2019-20, with property tax receipts projected at 44% of the total projected revenues. The certified roll prepared by the McLennan County Appraisal District states our assessed values as of January 1, at \$1,249,624,019. This equates to a 7.62% increase in valuations, compared to an 8.63% growth in taxable values a year ago. Using the new valuations, the City generates approximately \$124,962 for every 1 cent on the tax rate. As noted in the graphics on the following page, the City's historical property tax rate, which is earmarked for operation & maintenance, debt service, street capital, and long-term capital projects, has remained fairly level over the last 10 years. As also noted in the graphics on the following page, the City's historical property valuations have steadily increased over the last 10 years.

WOODWAY, TEXAS

HISTORICAL PROPERTY TAX RATE



HISTORICAL PROPERTY VALUATIONS



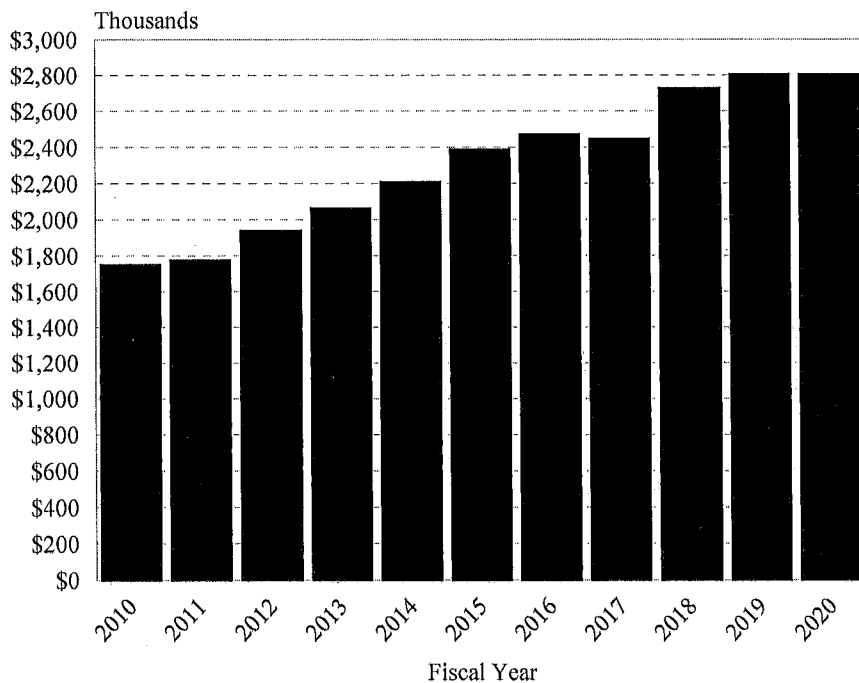
" Welcome Home to Woodway "

WOODWAY, TEXAS

Sales Tax – Sales tax revenue continues to remain the second largest General Fund revenue source in FY 2019-20, with sales tax receipts projected at 25% of total projected revenues. Current year receipts are on the increase and are projected to be \$57,631 over last year's actual. As noted in the graphic below, sales tax receipts have been steadily on the increase.

SALES TAX RECEIPTS

(10 Years Actual and Budget)



Franchise & Road/Easement Rental Fees - Franchise and road/easement rental fee revenue is anticipated to decrease as compared to last year's budget figures. This is primarily due to the State Legislature changing the law for FY 2019-20, which now only allows us to collect the cable television fees from providers that offer both cable television and telecommunications. As the Council is already aware, the State Legislature has basically determined no need for provision of franchises for telecommunications, and this fee is now based upon a standard formula applied to the City's number of access lines. In summary, franchise and road/easement rental fees as a percentage of total General Fund revenue are 6%.

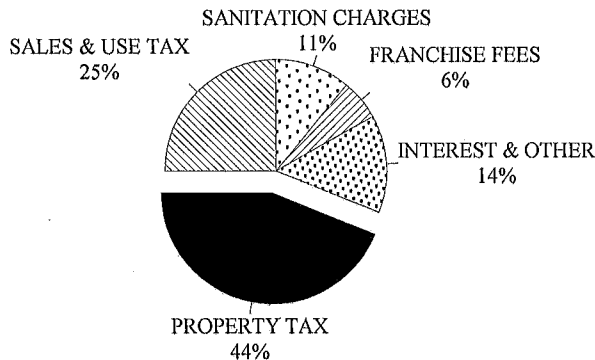
Service Charges (Administrative Transfer from Utility Fund) - Service charges billed to the Utility Fund for internal support services (administration, personnel, communications, purchasing, etc.) have remained the same as last year. This "reimbursement" is calculated based upon current year General Fund budgeted expenses (see calculation provided in statistical section).

Sanitation Charges - Sanitation charges are budgeted to increase by approximately 4% as compared to last year's budget figures. This is due to providing services for additional homes and the commercial services associated with the contractors building the new homes. There was also a slight CPI increase in the City's contract with the City of Waco for landfill usage.

" Welcome Home to Woodway "

WOODWAY, TEXAS

Other Revenues - The balance of revenues, such as fines, interest, fees, permits, and etc. are budgeted to increase by 11% for FY 2019-20 as compared to last year's budget figures. The majority of this increase relates to increases in interest income, Arboretum rentals, Family Center program fees, and the Tourism Fund transfer for Arboretum expenditures.



General Fund Revenues by Type as % of Total

GENERAL FUND EXPENDITURES

SALARIES AND WAGES

General Fund salary/wages and benefits increased by \$627,411. This is an overall increase of 9% for full year funding of existing positions, the Assistant to the City Manager position upgraded to Assistant City Manager, a part-time position upgraded to a full-time position, a part-time position removed and a part-time position added, and related benefit adjustments.

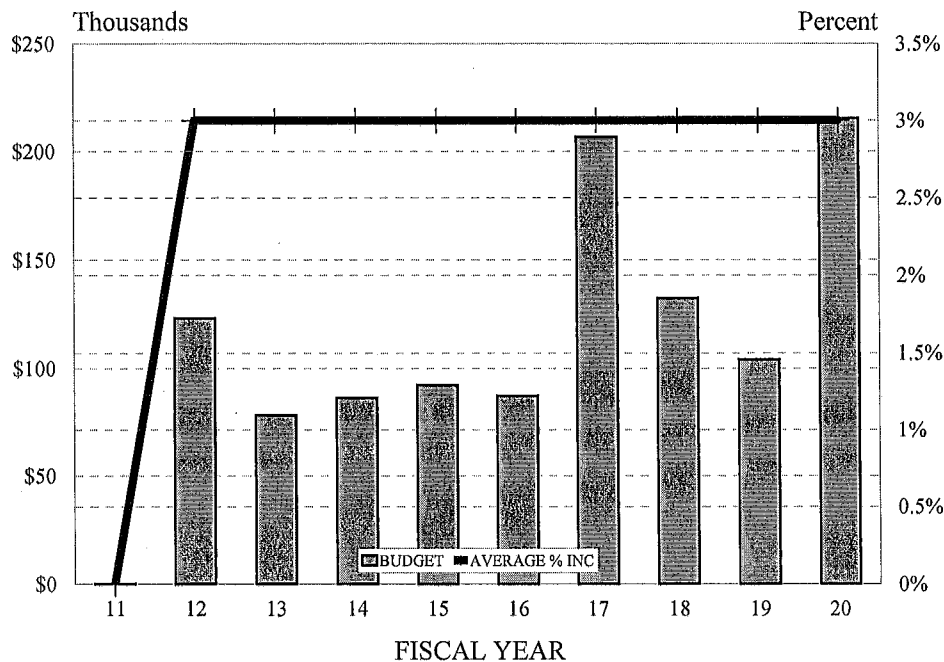
As mentioned under major budget issues, the City's *Pay-for-Performance* compensation program is comprised of the following two components:

- * *Market Adjustments* (effective October 1) - Each position is annually surveyed to determine a competitive market rate. The competitive rate establishes the mid-point of each pay range. The rate of pay for positions falling below entry level on a respective pay range is incorporated as pay plan adjustments.
- * *Performance Increases* (effective November 1) - Each employee will be eligible for an increase based upon performance as determined by an annual performance evaluation. Performance increases range from 0%-4% depending upon the employee's performance rating.

" Welcome Home to Woodway "

WOODWAY, TEXAS

GENERAL FUND
HISTORICAL PAY PLAN ADJUSTMENTS
(Market and Performance Based)



The combined cost of General Fund market adjustments and performance increases is approximately \$215,272 (\$91,357 for market increases and \$123,915 for performance adjustments). As noted in the above graph, there are large increases in several of the years, which are attributed to large market adjustments in those years. The performance increases are fairly constant from year to year, while the market adjustments will fluctuate from year to year with market conditions.

Benefits – The City changed from The Texas Municipal League Group Benefits Risk Pool to Blue Cross/Blue Shield for our health/medical and dental insurance in FY 2006-2007. This is our fourteenth year to use Blue Cross/Blue Shield for our health/medical insurance. The City changed from Blue Cross/Blue Shield for our dental insurance in FY 2010-2011 because their rates were less competitive. Over the past few years the City has used Aetna, Guardian, and Principal for our dental insurance because their rates were more competitive. This will be our third year in a row to use Blue Cross/Blue Shield for dental insurance due to their more favorable rates. The City also added basic vision insurance with Principal three years ago and will continue this year with Principal. Our health/medical insurance rates increased by 8% and our dental insurance rates increased by 5% in FY 2019-20. Our Texas Municipal Retirement System rate will increase slightly from 16.61% to 16.93%, effective January 1, 2020.

NEW EMPLOYEES

The Assistant to the City Manager position was upgraded to Assistant City Manager, a part-time position was upgraded to a full-time position, a part-time position was removed, and a part-time position was added in the FY 2019-20 budget.

NEW & EXISTING PROGRAM ENHANCEMENTS

Proposed new programs and program enhancements, most of which have already been mentioned under major budget issues, are limited to the following:

| | |
|---------------------------|---------------|
| General Rate Increase | \$69,920 |
| Retention Pay | 55,615 |
| Certificate/Education Pay | <u>50,880</u> |
| Total | \$176,415 |

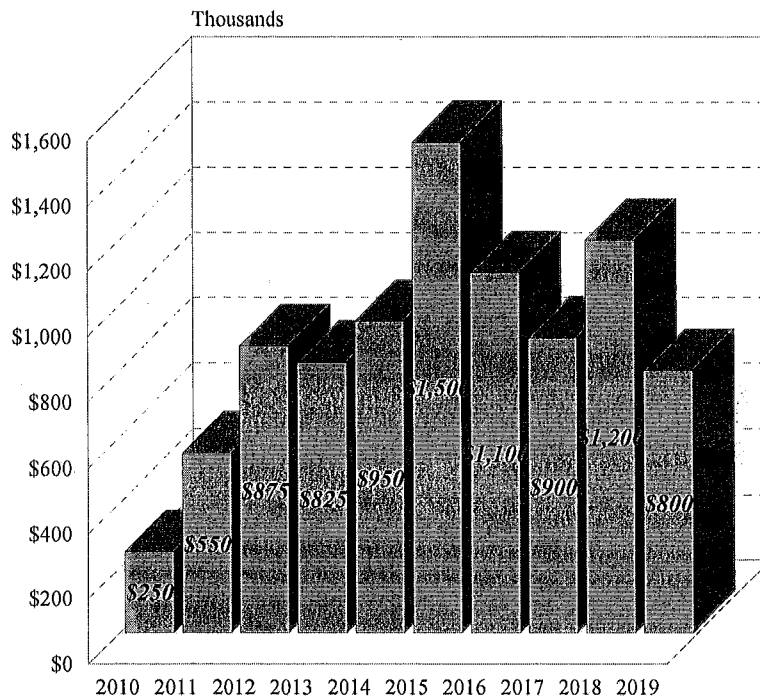
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CAPITAL EXPENDITURES

Total capital outlay, including transfers, is \$648,149 vs. last year of \$837,005 as detailed below.

Capital Transfers - A "budgeted" capital transfer as a source of revenue for the General Projects Fund is omitted due to funding constraints. However, an estimated projected \$800,000 surplus is available for transfer to the General Projects Fund at the end of the current year.

**HISTORICAL YEAR END CAPITAL TRANSFERS FROM
GENERAL FUND**



Equipment Replacement Transfers - The General Fund budget proposes \$439,500 in equipment replacement transfers for purchases made in prior years. This represents a \$24,100 increase compared to last year's budget. Equipment purchased out of this fund has been set up for "payout" over the equipment's anticipated useful life. Equal annual payments are made into the Equipment Replacement Fund until such time that the original purchase price is recovered. Funds accumulated on each piece of equipment may then be used to purchase replacement equipment.

Miscellaneous Capital Outlay - Representing a \$8,629 increase in miscellaneous capital funding, direct purchase of these types of items from the General Fund is limited to the following:

WOODWAY, TEXAS

| <u>Item</u> | <u>Cost</u> | <u>Division</u> |
|--------------------------------|-----------------|------------------|
| 1 - Computer | \$2,500.00 | Administration |
| 1 - Sound System | 4,000.00 | Arboretum |
| 1 - Fire Proof Storage Cabinet | 3,499.00 | City Secretary |
| 1 - Desk/Cabinet | 2,000.00 | Municipal Court |
| 1 - Laptop & Printer/Copier | 700.00 | Municipal Court |
| 1 - Pressure Washer | 750.00 | Parks |
| 1 - Shop Garage Door | 1,200.00 | Public Buildings |
| 4 - Ballistic Vests | 4,000.00 | Public Safety |
| 3 - Dispatch Chairs | 3,000.00 | Public Safety |
| 2 - Dispatch Monitors | <u>1,000.00</u> | Public Safety |
| Total | \$22,649.00 | |

GENERAL FUND SUMMARY

The total proposed increase in General Fund expenditures, as compared to the FY 2018-19 budget (after backing out miscellaneous capital items), is \$626,845 (or 6%). Below is a summary of the items which account for the majority of the increase:

| | |
|--------------------------------|---------------|
| Park Project Fund Transfer | \$186,000 |
| Pay-for-Performance Adjustment | 123,915 |
| General Rate Increase | 69,920 |
| Market Increase | 91,357 |
| Position Upgrades | <u>77,737</u> |
| | \$548,929 |

Even after an anticipated current year-end surplus transfer out of \$800,000, fund balance is estimated to be \$2,334,604. This allows the City to maintain its goal of approximately 90 days working capital reserve in undesignated fund balance.

UTILITY FUND

The Utility Fund operating budget for FY 2019-20 is also balanced as presented. No water or sewer rate adjustments are required this year. As illustrated below, we will continue to offer some of the most competitive utility rates in the area.

AREA WATER RATE COMPARISON

| USAGE (GALLONS) | LACY | | | | | | | WOODWAY |
|--------------------|----------|----------|----------|----------|----------|----------|----------|----------|
| | BELLMEAD | HEWITT | LAKEVIEW | LORENA | McGREGOR | ROBINSON | WACO | |
| 10,000 | \$45.00 | \$65.60 | \$67.75 | \$81.88 | \$102.22 | \$95.55 | \$53.44 | \$60.40 |
| 20,000 | \$80.00 | \$123.20 | \$116.05 | \$155.28 | \$172.72 | \$147.35 | \$90.84 | \$103.40 |
| 30,000 | \$115.00 | \$181.70 | \$165.15 | \$228.68 | \$247.97 | \$199.15 | \$140.49 | \$151.40 |
| 40,000 | \$150.00 | \$240.20 | \$214.25 | \$302.08 | \$327.97 | \$250.95 | \$198.19 | \$205.15 |
| 80,000 | \$290.00 | \$474.20 | \$410.65 | \$595.68 | \$679.77 | \$458.15 | \$428.99 | \$443.15 |

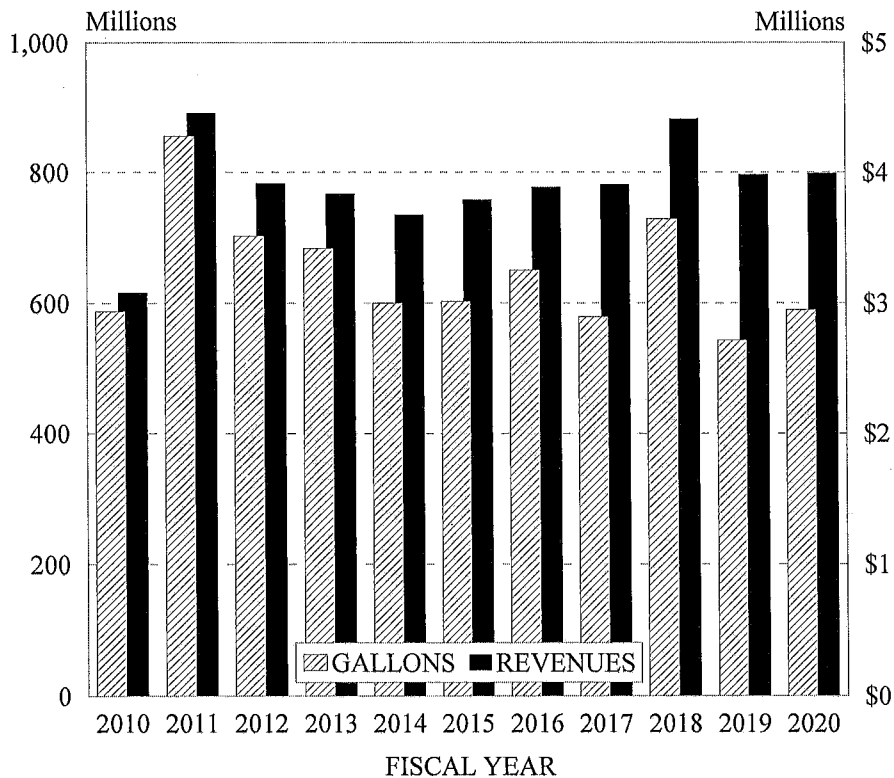
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Data as of October 2019

UTILITY FUND REVENUES

Water Sales - Considering water sales through the end of September, FY 2018-2019 residential and commercial water sales are estimated to amount to approximately \$93,000 more than programmed for FY 2018-19. As noted in the graphic below, historical water usage varies from year to year, depending on weather conditions. FY 2011 and FY 2018 were dry years. FY 2010, FY 2014, FY 2015, FY 2017, and FY 2019 were wet years. FY 2012, FY 2013, and FY 2016 were average years and FY 2020 water sales are estimated to be below average. Also, historical water rates were increased in FY 2010, FY 2011, FY 2012, FY 2013, FY 2015, FY 2016, and FY 2017 to fund increased wholesale water purchases and water rates, as well as a water improvement bond issue in FY 2017.

HISTORICAL AND PROJECTED WATER SALES
(GALLONS SOLD VS. REVENUES)



Sewer Sales - Due to slightly below average water consumption during the winter months used to calculate sewer rates, sewer revenues for FY 2018-19 are estimated at \$26,000 below budget.

Other Revenue - Other Utility Fund revenues for FY 2018-19 (such as tap and connection fees, interest income and miscellaneous income) are estimated at \$2,000 below budget. This is primarily due to a slight decrease in water and sewer taps. In FY 2019-20 other revenue is projected conservatively to remain below the FY 2018-19 budget.

UTILITY FUND EXPENDITURES

SALARIES AND WAGES

Salaries and wages (including benefits) in the Utility Fund are budgeted to increase by \$42,519 as compared to the current year budget. This is an overall increase of 4.5% for full year funding of existing positions and related benefit adjustments.

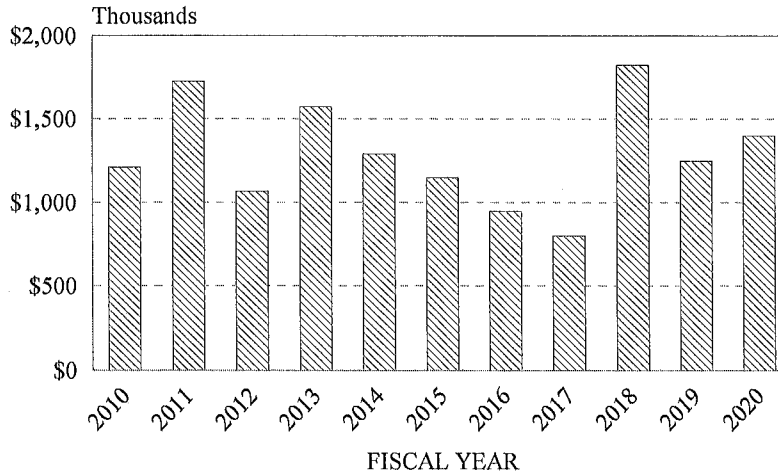
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WOODWAY, TEXAS

OTHER MAJOR EXPENDITURES

Purchase of Wholesale Water - Bluebonnet W.S.C. has finalized its budget and wholesale water rates for FY 2019-20 have remained at \$3.20/thousand, which by contract is the same rate that the City of Waco charges Woodway for wholesale water. The City's minimum annual take or pay from Bluebonnet has remained at \$115,200. The dollar amount of water purchases from the City of Waco is budgeted to increase as compared to the current year budget. We are estimating water purchases to be slightly above the budget this year, and we increased the budget for water purchases next year to be conservative.

HISTORICAL WHOLESALE WATER COSTS



Note 1: Figures for FY2019 & FY2020 represent projections, while prior years are actual.

Note 2: Woodway became a member of Bluebonnet WSC in 1997.

In summary, total wholesale water cost has been budgeted to increase for FY 2019-20.

Sewer Treatment - Sewer treatment costs allocated to Woodway for FY2019-20 are \$358,872, which is \$2,928 less than the current year.

Capital Expenditures - A budgeted capital transfer as a source of revenue to the Utility Projects Fund is omitted from FY 2019-20 due to funding constraints. However, a projected \$500,000 surplus is available for transfer to the Utility Projects Fund at the end of the current year primarily due to decreases in expenditures.

A few routine miscellaneous capital items are also budgeted in the Utility Fund this year for a utility payment drop box (\$2,500) and an industrial air compressor (\$2,000). Finally, a transfer to the Equipment Replacement Fund in the amount of \$196,800 is budgeted utilizing the same methodology described in presentation of the operating General Fund.

Services - As mentioned under a discussion of General Fund revenues, the reimbursement for services performed by General Fund operations to support utility operations have remained the same as last year pursuant to an "in-house" cost allocation of administrative services, finance, street repair, and communications. This "reimbursement" is calculated based upon current year General Fund budgeted expenses (see calculation provided in statistical section).

UTILITY FUND SUMMARY

Utility Fund expenditures in the budget as compared to the prior year budget are \$80,000 more. This increase can primarily be attributed to an increase in the water purchases expenditure line item in the water department. This will help fund any additional water purchases that may be needed during the year.

" Welcome Home to Woodway "

OTHER FUNDS**DEBT SERVICE FUNDS**

General Debt Service Fund – The last of the debt service was paid in FY 2017-18, which is when our final debt issue matured. There is a balance remaining in the fund and we are continuing to collect delinquent taxes, so we will maintain the fund for any future debt issues.

Utility Debt Service Fund – With regard to Utility debt service requirements, funding has decreased by \$210,849 as compared to the prior year. This change is due to our 2009 debt issue that matured in FY 2018-19.

CAPITAL PROJECT FUNDS

General Projects Fund - This Fund begins FY 2019-20 with a projected fund balance of \$4,589,161. With additional interest earnings and miscellaneous income of \$75,000 brings the total projected resources to \$4,664,161. General Projects Fund expenditures include: Slurry Seal Program for \$300,000, Sidewalks for \$28,000, Harbor Drive Reconstruction for \$483,886, and Community Services Building Renovation for \$500,000.

Total programmed expenses equaling \$1,311,886 will leave a projected fund balance of \$3,352,275.

Utility Projects Fund - This fund is projected to begin FY 2019-20 with a fund balance of \$3,856. With additional interest earnings of \$0 brings the total projected resources to \$3,856. Utility Projects Fund expenditures include Miscellaneous Pump/Well Repairs for \$150,000, Tater Hill Well Flow Control Valves for \$15,400, Santa Fe Well Electric Gate for \$8,000, and Replace 2" Line With 6" Water Line for \$200,000.

Total programmed expenses equaling \$373,400 will leave a projected fund balance of (\$369,544). All of the projects were budgeted in anticipation of a higher than estimated year end surplus transfer. Some of the projects will need to be postponed until funding becomes available.

Future Capital Street Improvement Fund - This fund was established in FY 2002 to account for the proceeds of an incremental property tax increase. These proceeds shall only be used for future capital street improvements to offset debt issues and payment of such debt requirements. This fund is projected to begin FY 2019-20 with a fund balance of \$2,842,079. With additional tax revenues of \$564,331, interest and penalties of \$2,000 and interest earnings of \$50,000 brings the total projected resources to \$3,458,410. A total of \$3,400,000 is programmed for street projects, leaving a balance in this fund of \$58,410.

Arboretum Construction Fund - This capital fund was established to better account for Arboretum related capital improvements, particularly since City funding continues to be so leveraged by private donations and sponsorships. Miscellaneous improvements programmed for FY 2019-20 are: Allison's Garden Make Over for \$10,000, Solar Bollard Lighting (Wood Valley) for \$22,950 and Designated Memorial/Honorarium items yet to be determined by respective donors and the Arboretum Board for \$30,000.

Family Center Construction Fund - This capital fund was established to better account for Family Center related capital improvements, particularly since City funding continues to be so leveraged by private donations and sponsorships. There are no miscellaneous improvements programmed for FY 2019-20.

Park Projects Fund - This fund was established for projects associated with the City's park lands as considered by the Park Board. These projects are funded by internal transfers from the General Fund and currently has a balance of \$198,348. Projects programmed for FY 2019-20 are: Woodway Park Restrooms for \$186,000, leaving a balance in this fund of \$12,348.

Long - Term Capital Projects Fund - This fund was established in FY 2015 to account for the proceeds of a property tax increase. These proceeds shall only be used for long-term capital projects in order to offset debt issues and payment of such debt requirements. This fund is projected to begin FY 2019-20 with a fund balance of \$774,870. With additional tax revenues of \$188,044, interest and penalties of \$700 and interest earnings of \$15,000 brings the total projected resources to \$978,614. A total of \$0 is programmed for street projects, leaving a balance in this fund of \$978,614.

OTHER FUNDS

Equipment Replacement Funds - The Equipment Replacement Funds begin FY 2019-20 with an estimated fund balance of \$1,479,410 and an additional \$659,800 is budgeted as new revenue from operating transfers and interest earnings. Budgeted expenditures amount to \$1,066,862 for routine replacement items such as patrol and staff cars, machinery & equipment and work trucks. Again, revenue transfers are based upon prior purchases, calculating payments for equipment purchased in equal installments over the equipment's useful life. This fund, established in 1994 for the purchase of large equipment, also levels the "peaks" and "valleys" in operating funds when the level of equipment purchased is not consistent from year to year.

Emergency Reserve Funds - These two separate reserve funds for general and utility operations are recommended to be retained at \$250,000 each.

Tourism Fund - FY 2019-20 revenues are projected to increase, as activity continues to grow in the City's six hotels.

As the Council is well aware, these funds are very restricted with regard to how they might be used for bonifide tourism related activities. After year end tourism transfers, this fund is anticipated to end FY 2019-20 with a fund balance of \$1,483,711, which will be used for future tourism improvements like the event pavilion.

CONCLUSION

The total combined operating budget (General Fund and Utility Fund) for FY 2019-20 is \$16,606,786, which includes transfers to other funds for capital expenditures and reimbursement for services, performed by General Fund operations. The total combined capital expenditures budget for FY 2019-20 for all funds is \$14,132,447.

I want to express appreciation to the Directors and Department heads who worked to develop realistic plans of doing more for less while maintaining the goal of delivering quality service to the citizens. Also, appreciation goes to the Woodway City Council for their involvement and input which expressed the desires and input from their constituents. Their participation helped mold this into a better operating plan for 2019-2020.

I would be remissed if I did not congratulate William Klump, Director of Finance, for his hours of work and efforts on this budget. Through his labors, the City was honored again by receiving the Government Finance Officer's Association Distinguished Budget Presentation Award for fiscal year 2019. The staff and employees look forward to another productive year.

Respectfully,



Shawn Oubre
City Manager

WOODWAY, TEXAS



" Welcome Home to Woodway "

**ADOPTING
INSTRUMENTS**



" Welcome Home to Woodway "

ORDINANCE 19-14

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF WOODWAY, TEXAS, FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2019, AND ENDING ON SEPTEMBER 30, 2020; PROVIDING FOR A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS ADOPTED WAS NOTICED AND HAS BEEN OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, notice of a public hearing on the budget for the City of Woodway, Texas, for the fiscal year 2019-2020 was heretofore published at least fifteen (15) days in advance of said public hearing; and

WHEREAS, a public hearing on the said budget was duly held on the 21st day of August 2019, and all interested persons were given an opportunity to be heard for or against any item thereof;

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WOODWAY, TEXAS:

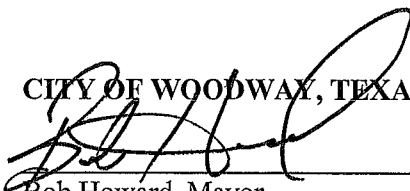
SECTION 1: That the City Council hereby adopts and approves the revised proposed budget as filed with the City Secretary for the fiscal year beginning October 1, 2019, through September 30, 2020, and hereby appropriates the amounts as specified therein.

SECTION 2: That the City Manager shall cause copies of the budget to be filed with the City Secretary and the County Clerk of McLennan County.

SECTION 3: That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

SECTION 4: That it is hereby officially found and determined that the meeting at which this Ordinance is adopted was noticed and has been open to the public as required by law.

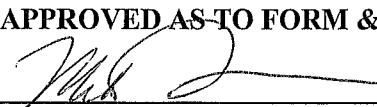
PASSED AND APPROVED this the 30th day of August 2019.

CITY OF WOODWAY, TEXAS


Bob Howard, Mayor

ATTEST:


Donna Barkley, City Secretary

APPROVED AS TO FORM & LEGALITY:


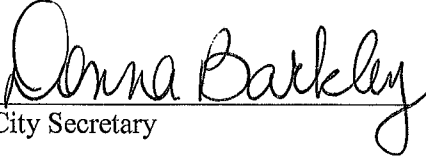
Mike Dixon, City Attorney

" Welcome Home to Woodway "

CERTIFICATION OF SEPARATE VOTE:

The City Council voted separately and additionally to ratify the increase in property tax revenues reflected in the adopted FY2019/2020 budget by a vote of 4 AYES to 0 NAYS with 0 abstentions.

ATTEST:


City Secretary

ORDINANCE 19-15

AN ORDINANCE LEVYING TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WOODWAY, TEXAS, FOR THE YEAR 2019

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOODWAY, TEXAS:

SECTION 1: THAT there shall be levied and collected and hereby levied for the support of the municipal government of the City of Woodway, Texas, for year 2019 upon all taxable real and personal property within the corporate limits of the city subject to taxation, a rate of .4500 on each \$100.00 of assessed valuation of property.

Each one hundred dollar valuation, to wit:

| | |
|--|----------|
| For the purposes of maintenance and operations | .450000* |
| For the payment of principal and interest on the debt of this City | .000000 |

* .390000 general, .045000 capital street improvements, and .015000 long-term capital projects

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.83 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.00.

SECTION 2: THAT all receipts appropriated by this Ordinance are hereby made to the above funds.

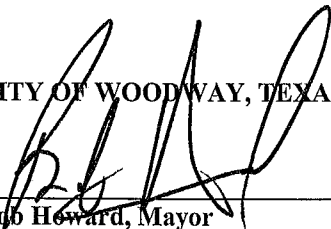
SECTION 3: THAT all 2019 ad valorem taxes shall be paid before February 1, 2020, and taxes not paid by that time shall be increased by such penalty and interest as provided by law.

SECTION 4: THAT this Ordinance shall be in full force and effective immediately upon passage by the City Council.

SECTION 5: THAT it is hereby officially found and determined that the meeting at which this Ordinance is passed was noticed and has been open to the public as required by law.

PASSED AND APPROVED this the 30th day of August 2019.


CITY OF WOODWAY, TEXAS


Bob Howard, Mayor

ATTEST:


Donna Barkley, City Secretary

APPROVED AS TO FORM & LEGALITY:


Mike Dixon, City Attorney

" Welcome Home to Woodway "

FINANCE POLICIES



" Welcome Home to Woodway "

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.01

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: BUDGET PERIOD

PAGE 1 OF 1

The fiscal year of the City shall begin on October 1st of each calendar year and will end on September 30th of the following calendar year. The fiscal year will also be the accounting and budget year. All funds collected by the City during any fiscal year including both current and delinquent revenue shall belong to such fiscal year and, except funds derived to pay interest and create a sinking fund on any indebtedness of the City, may be applied to the payment of the expenses incurred during such fiscal year. Any revenues uncollected at the end of any fiscal year, and any unencumbered funds actually on hand, shall become resources of the next succeeding fiscal year.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.02

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: BUDGET SUBMISSION

PAGE 1 OF 1

The City Manager, prior to August 1st of each year, shall prepare and submit a proposed budget, covering the next fiscal year, to the Council which shall contain the following information:

- (a) The proposed financial policies for the next year with explanations of any change from previous years in expenditures and any major changes of policy and a complete statement regarding the financial condition of the City;
- (b) An estimate of all revenue from taxes and other sources, including the present tax structure rates and property valuation for the ensuing year, together with tax levies and collections for the last five (5) years;
- (c) A carefully itemized list of proposed expenses by office, department, agency, employee, project and an unallocated reserve fund for the budget year, as compared to actual expenses of the last ended fiscal year, and the present year-to-day;
- (d) A description of all outstanding bond indebtedness, showing amount, purchaser, date of issue, rate of interest, and maturity date, as well as any other indebtedness which the City has incurred and which has not been paid.
- (e) A statement proposing any capital expenditures deemed necessary during the next budget year and recommended provisions for financing;
- (f) A projected list of capital projects which should be undertaken within the five (5) next succeeding years; and
- (g) Such other information as may be requested by the Council.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.03

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: PUBLIC RECORD

PAGE 1 OF 1

The budget and all supporting schedules shall be filed with the person performing the duties of City Secretary, submitted to the City Council and shall be a public record. The City Manger shall provide copies for distribution to all interested persons.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.04

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: PUBLIC HEARING

PAGE 1 OF 1

At the Council meeting at which the proposed budget is submitted the Council shall name the date and place of a public hearing to be held thereon and shall cause to be published in the official newspaper of the City the time and place of such hearing, which will be not less than fifteen (15) days after the date of the notice. At this hearing, interested citizens may express their opinions concerning the proposed budget.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.05

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: BUDGET ADOPTION

PAGE 1 OF 1

After public hearing, the Council shall analyze the proposed budget, making any additions or deletions which it feels appropriate, and shall, at least ten (10) days prior to the beginning of the next fiscal year, adopt a budget by a majority vote. Should the Council take no final action on or prior to such date, the then existing budget, together with its tax-levying ordinance and its appropriation ordinance shall be deemed to have been finally adopted by the Council. No budget shall be adopted or appropriations made unless the total of estimated income and funds available shall be equal to or in excess of such budget or appropriations, except as otherwise provided in this article.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.06

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: APPROPRIATION

PAGE 1 OF 1

From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes named therein. Except as provided in this Article, no funds of the City shall be expended nor shall any obligation for the expenditure of money be incurred, except pursuant to the annual appropriation ordinance provided by this article. At the close of each fiscal year any unencumbered balance of an appropriation shall revert to the fund from which appropriated and become available for reappropriation for the next fiscal year. The Council may transfer any unencumbered appropriation balance or portion thereof from one office, department, or agency to another, at any time. The City Manager shall have authority, without Council approval, to transfer appropriation balances from one expenditure account to another within a single office, department, or agency of the City.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.07

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: BALANCED BUDGET REQUIREMENT

PAGE 1 OF 1

The total estimated expenditures of the general fund and debt service fund shall not exceed the total estimated resources of each fund (prospective income plus cash on hand). The classification of revenue and expenditure accounts shall conform as nearly as local conditions will permit to the uniform classification as promulgated by the National Committee on Governmental Accounting or some other nationally accepted classification.

The summary, the City of Woodway will develop balanced budgets in which current resources (current revenues plus fund balance) will equal or exceed current expenditures. The City will avoid budgetary procedures that balance the budget at the expense of meeting future years expenses, such as: postponing expenditures, accruing future years revenues, or rolling over short-term debt. The budget will provide for adequate maintenance and replacement of capital plant and equipment.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.08

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: EMERGENCY APPROPRIATION

PAGE 1 OF 1

At any time in any fiscal year, the Council may make emergency appropriations to meet a pressing need for public expenditure, for other than regular or recurring requirements, to protect the public health, safety or welfare. Such appropriation shall be by ordinance adopted by the favorable votes of three-fourths of the Council members qualified and serving. The total amount of all emergency appropriations made in any fiscal year shall not exceed two and one-half (2½) percent of the tax levy for that fiscal year. Should the unappropriated and unencumbered revenues, income and available funds of the City for such fiscal year be insufficient to meet the expenditures under the appropriation authorized by this section, thereby creating a deficit, the Council shall include the amount of such deficit in its budget for the following fiscal year, during which such deficit shall be paid off and discharged.

In the absence of unappropriated available revenues or other funds to meet emergency appropriations under the provisions of the next preceding section, the Council may by resolution authorize the borrowing of money to meet such deficit by the issuance of notes, each of which shall be designated "Emergency Note" and may be renewed but all such notes and any renewals thereof shall mature and be payable not later than the last day of the fiscal year next succeeding the fiscal year in which the emergency appropriation was made, as provided in the last preceding section.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.9

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: REVENUE POLICIES

PAGE 1 OF 2

1. Revenue Goal. The City shall attempt to maintain a diversified and stable revenue system to shelter it from short run fluctuations in any one revenue source.
2. Development of Revenue Projection. The City will estimate its annual revenues using an objective analytical process. The City will project revenues for the next two years and five years; and, these projections will be updated annually. Each existing and potential revenue source will be examined annually.
3. User Charges and Fees Required. User charges and fees will be established at a level related to the cost of providing the services. The City will recalculate a full cost of activities supported by user fees to identify the impact of inflation and other cost increases.

Enterprises Funds: The City shall establish user fees and charges that fully support the total direct and indirect cost of the activity. Indirect costs include the cost of administration borne by other operating funds.

The City Council shall periodically set water rates so that there will be no deficit spending; and the water system budget will be balanced and all costs and expenses of the City water system expansion (including, but not limited to, ownership, acquisition, expansion, operation and maintenance) shall be paid from water system funds.

In order to prevent ad valorem property tax increases, no ad valorem property tax funds collected or received by the City shall be used to pay or subsidize any costs or expense of the City water system.

General Fund: The City shall establish and maintain fees for activities that are supported by the user. For each supported activity, the City shall establish the rate or fee necessary. Fees shall be reviewed annually and adjusted when necessary to maintain the proper level.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.9

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: REVENUE POLICIES

PAGE 2 OF 2

4. Tax Collection. The City will follow an aggressive policy of collecting property tax revenues.
5. Tax Assessment. The City will monitor the appraisal procedures of the McLennan County Tax Appraisal District and provide necessary input to assure that sound appraisal procedures are maintained.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.10

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: RESERVE POLICIES

PAGE 1 OF 1

Undesignated Emergency Reserve Fund Balances. In addition to maintaining operating contingency funds of 1% of total budgeted fund expenditures, the City will establish operating reserves to provide for unanticipated expenditures or revenue shortfalls of a nonrecurring nature. These reserves will be maintained at \$250,000 for General Fund operations and \$250,000 for Utility Fund operations.

Working Capital. End of year fund balances will be sufficient to provide working capital for the various funds that will assure a positive cash balance at all times during the year; and/or the fund balances will provide for ninety (90) days working capital.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 200.11

SUBJECT: BUDGET ADMINISTRATION
AND DEVELOPMENT

TITLE: LONG-TERM DEBT

PAGE 1 OF 1

General Obligation Debt. The City is a Home Rule Charter City with a maximum authorized property tax rate for all purposes of \$2.50 per \$100 assessed valuation. This maximum tax rate is imposed by the Constitution of the State of Texas. Under the rules of the Texas Attorney General, the City may issue general obligation debt in an amount no greater than that which can be serviced by a debt service tax of \$1.50 per assessed valuation, based on 90% collections. It is the policy of the City to maintain the debt service tax rate at a fairly constant level while not exceeding the industry median.

Combination Tax and Revenue Debt. It is the City's policy to fund as many projects as possible from Capital Project Funds and to incur new debt only when necessary for larger projects. All Combination Tax and Revenue Debt is 100% self-supporting. In determining the timing for issuance of new debt, the objective is to minimize the overall debt service; therefore, new debt issuance is usually timed to coincide with a decrease in current debt service.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENT

TITLE: INVESTMENT POLICIES

PAGE 1 OF 9

I. OVERVIEW

This policy is created to comply with all current requirements of the Texas Public Funds Investment Act, Section 2256 of the Texas Government Code. It is the policy of the City of Woodway (City) to invest public funds in a manner which will provide for safety of principal and a market rate of interest while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds. The City's investment policy, as approved by the City Council, is adopted to provide investment policy guidelines for use by City Staff.

II. SCOPE

This policy applies to all investment activities of the City's funds except those subject to other investment covenants, or excluded by contract. All funds covered by this policy shall be invested in accordance with the Public Funds Investment Act (Section 2256 of the Texas Government Code), as amended. These funds are accounted for in the City's annual financial report and include:

- A. General Fund
- B. Utility Fund
- C. Debt Service Funds
- D. Capital Projects Funds
- E. Emergency Reserve Fund
- F. Special Revenue Funds
- G. Equipment Replacement Fund

III. OBJECTIVES

The primary objectives, in priority order, of investment activities shall be:

A. Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective shall be to mitigate credit risk and interest rate risk.

1. Credit Risk

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 2 OF 9

Credit risk is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

- a. Limiting investments to the safest types of securities;
- b. Pre-qualifying the financial institutions, brokers/dealers, intermediaries, and advisors with which the City will do business; and,
- c. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

2. Interest Rate Risk

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity; and,
- b. By investing operating funds primarily in shorter-term securities.

B. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands.

C. Yield

The investment portfolio shall be designed with the objective of attaining a market rate of interest throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low risk securities in anticipation of earning a fair rate of interest relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

1. A declining credit security could be sold early to minimize loss of principal;
2. A security swap could be used to adjust average portfolio maturity or improve the quality or yield of the portfolio; or,
3. Liquidity needs of the portfolio require that the security be sold.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 3 OF 9

IV. STANDARDS OF CARE

A. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with the investment policy and written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

B. Ethics and Conflicts

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Investment officers shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Investment officers shall refrain from undertaking personal investment transactions with the same individual person with whom business is conducted on behalf of the City.

An investment officer of the City who has a personal business relationship with a business organization offering to engage in an investment transaction with the entity shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined under Chapter 573, to an individual seeking to sell an investment to the investment officer shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council. For purposes of this subsection, an investment officer has a personal business relationship with a business organization if:

1. The investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 4 OF 9

2. Funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

C. Investment Officer

Authority to manage the City's investment program is derived from Texas Local Government Code, Chapter 104. Management responsibility for the investment program is vested in the City Manager, and may be delegated to the Finance Director. Written procedures for the operation of the investment program consistent with this investment policy shall be established. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the established procedures.

D. Required Training

The City Manager and/or Finance Director shall attend at least one training session relating to the responsibilities of maintaining the investment portfolio within 12 months after taking office or assuming duties and shall receive no less than 10 hours of instruction related to investment functions. Thereafter eight hours of investment training is required in every two year period that begins on the first day of the fiscal year and consists of the two consecutive fiscal years after that date. Such training, from an independent source as approved by City Council, shall include education in investment controls, security risks, strategy risks, market risks, and compliance with the Public Funds Investment Act.

V. INVESTMENT STRATEGIES

The City's investment portfolio shall be designed with the objective of obtaining a market rate of interest throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

A. Market Yield Benchmark

The City's investment strategy is conservative. Given this strategy, the basis used by the Finance Director to determine whether market yields are being achieved shall be the 91-day T-bill rate.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 5 OF 9

B. Maximum Maturities

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest operating funds in securities maturing more than 12 months from the date of purchase, unless approved by the City Council.

Capital Projects funds may be invested in securities exceeding 12 months if the maturity of such investments are made to coincide as nearly as practicable with the expected use of the funds. Reserve funds may be invested in securities exceeding 12 months provided that the maturity of such investments do not exceed the initial call date on the related bond issue.

C. Diversification

The City will seek to diversify investments in order to avoid incurring unreasonable risks.

VI. SAFEKEEPING AND CUSTODY

A. Authorized Financial Dealer and Institution

The Finance Director shall maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of Texas. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director with the following:

1. Audited financial statements;
2. Proof of Financial Industry Regulatory (FINRA) certification;
3. Proof of state registration;
4. Completed broker/dealer questionnaire; and,
5. Certification of having received the City's investment policy.

A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the City invests. An annual review of the financial condition and registrations of qualified bidders will be conducted by the Finance Director.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 6 OF 9

B. Collateralization

The City, in accordance with State Statute, requires all City funds held by financial institutions above the Federal Deposit Insurance Corporation (FDIC) insurance limit to be collateralized with securities whose market value is pledged at 102% of principal and accrued interest by that institution with the City's custodial bank. Private insurance coverage is not an acceptable collateralization form. Securities which are acceptable for collateralization purposes are as follows:

1. FDIC insurance coverage.
2. Obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of the United States or its agencies and instrumentalities. This shall include letters of credit issued by U.S. government agencies.
3. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
4. Obligations of the State of Texas or debt obligations of a county, city or other political subdivision of the State of Texas having been rated no less than AAA and insured AAA or its equivalent by a nationally recognized rating agency with a remaining maturity of ten years or less.

C. Custody - Delivery Vs. Payment

All security transactions entered into by the City shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by the City's custodial bank and evidenced by safekeeping receipts.

D. Safekeeping of Securities

Securities purchased for the City's portfolios will be delivered in book entry form and will be held in third party safekeeping by a Federal Reserve member financial institution designated as the City's safekeeping and custodian bank.

The City will execute Safekeeping Agreements prior to utilizing the custodian's safekeeping services. The safekeeping agreement must provide that the safekeeping agent will immediately record and promptly issue and deliver a safekeeping receipt showing the receipt and the identification of the security, as well as the City's interest. All securities owned by the City will be held in a Customer Account naming the City as the owner.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 7 OF 9

VII. AUTHORIZED AND SUITABLE INVESTMENTS

The investment of City funds will be made using only those investment types approved by the City Council and which are in accordance with State of Texas Government Code, Chapter 2256. The approved investment types will be limited to the following:

- A. U.S. Treasury and Federal Agency issues, not to exceed 75% of the total investment portfolio, including any investment insured by the Federal Deposit Insurance Corporation (FDIC) or backed by the full faith and credit of the United States government.
- B. Certificates of Deposit or demand deposits of state and national banks that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC), or its successor; or, secured by obligations described in section A above, which are intended to include Treasuries as well as all direct federal agency securities that have a market value of not less than the principal amount of the certificates or in any other manner and amount provided by law for deposits of a City. These deposits shall be governed by a Depository Contract that complies with federal and state regulation to properly secure a pledged security interest.
- C. Repurchase Agreements secured by any combination of cash and U.S. Treasury or Federal Agency issues as collateral with a market value which equals or exceeds 102% of the City's investment plus accrued interest and are pledged and held with the City's custodial bank. Repurchase agreements can only be entered with primary dealers and banks within the State of Texas in accordance with State law. Maximum term for repurchase agreements is 90 days from delivery unless the repurchase agreement is associated with the investment of bond proceeds; and
- D. Local government investment pools, e.g., Texpool, TexSTAR, Logic, which are AAA-rated by a nationally recognized bond rating company, e.g., Moody's, S&P, Fitch, and which participation in any particular investment pool(s) has been authorized by resolution of the City Council, not to exceed 50% of the total investment portfolio less bond funds. Bond funds may be invested at 100%.
- E. Interest bearing bank savings deposits issued by state and national banks or savings bank or a state or federal credit union (having their main or branch office in Texas) that are guaranteed or insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund (or their successor organizations).

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 8 OF 9

VIII. REPORTING AND REVIEW

A. Reporting

The Finance Director shall prepare an investment report quarterly, including a summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last quarter. The report should be provided to the City Manager and City Council. The report shall include the following:

1. The investment position of the City on the date of the report.
2. Signature of all investment officers.
3. Summary for each fund stating:
 - a. Beginning market value;
 - b. Additions and changes; and
 - c. Ending market value.
4. Ending book value and market value for each investment along with fully accrued interest for the reporting period.
5. Maturity date of each investment.
6. Description of the account or fund for which the investments were made.
7. Statement that the investment portfolio is in compliance with the City's investment policy and strategies.

B. Security Pricing

Current market value of securities may be obtained by independent market pricing sources including, but not limited to, the Wall Street Journal, broker dealers and banks other than those who originally sold the security to the City as well as the City's safekeeping agent.

C. Review

If the City places funds in any investment other than registered investment pools or accounts offered by its depository bank, the above reports shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the City Council.

In addition, the City's external auditors shall conduct a compliance audit of management controls on investments and adherence to the Investment Policy.

CITY OF WOODWAY
POLICY/ADMINISTRATIVE PROCEDURE
ADMINISTRATIVE DIRECTIVE

SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

PAGE 9 OF 9

D. Downgrade Provision for Investment Ratings

An Investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have a minimum rating. The City shall take all prudent measures that are consistent with its Investment Policy to liquidate an investment that does not have the required minimum rating. The City shall also monitor the credit ratings on securities that require minimum ratings. This may be accomplished through research, or with the assistance of broker dealers, banks or safekeeping agents.

IX. POLICY

A. Exemption

Any investment purchased prior to a change in policy, which subsequently does not meet the amended guidelines may be held to maturity provided that it does not pose a default risk to the portfolio or conflict with State law.

B. Amendment

The City shall review the Investment Policy annually. An annual review of the Investment Policy shall be conducted by the City Council's Investment/Audit Committee, City Manager, and Finance Director. The City Council shall consider for adoption as necessary the changes recommended by the City Council's Investment/Audit Committee, City Manager, and Finance Director.

BUDGET SUMMARIES



" Welcome Home to Woodway "

WOODWAY, TEXAS



" Welcome Home to Woodway "

WOODWAY, TEXAS

2019-2020 COMBINED FUNDS SUMMARY

| FUND # | FUND NAME | TYPE * | 2018-2019 FUND BALANCE | 2019-2020 REVENUES | 2019-2020 EXPENDITURES | 2019-2020 FUND BALANCE |
|---------------|--|------------|---------------------------|-----------------------|---------------------------|---------------------------|
| - 100 - | GENERAL FUND | Operating | \$3,134,604 | \$11,045,986 | (\$11,045,986) | \$3,134,604 |
| - 500 - | UTILITY FUND | Operating | 232,134 | 5,560,800 | (5,560,800) | 232,134 |
| - 101 - | GENERAL EMERGENCY RESERVE FUND | Designated | 250,000 | 0 | 0 | 250,000 |
| - 502 - | UTILITY EMERGENCY RESERVE FUND | Designated | 250,000 | 0 | 0 | 250,000 |
| - 103 - | GENERAL EQUIPMENT REPLACEMENT FUND | Designated | 1,243,926 | 459,500 | (865,962) | 837,464 |
| - 503 - | UTILITY EQUIPMENT REPLACEMENT FUND | Designated | 235,484 | 200,300 | (200,900) | 234,884 |
| - 200 - | TOURISM FUND | Restricted | 1,177,389 | 770,000 | (463,678) | 1,483,711 |
| - 203 - | UNCLAIMED MONEY FUND | Restricted | 171 | 0 | 0 | 171 |
| - 210 - | DRUG SEIZURE/FORFEITURE FUND | Restricted | 27,061 | 400 | 0 | 27,461 |
| - 211 - | LAW ENFORCEMENT OFFICER CONTINUING EDUCATION | Restricted | 137 | 3,025 | (3,000) | 162 |
| - 212 - | MUNICIPAL COURT BUILDING SECURITY FUND | Restricted | 71,169 | 6,000 | 0 | 77,169 |
| - 213 - | MUNICIPAL COURT TECHNOLOGY FUND | Restricted | 7,018 | 7,300 | 0 | 14,318 |
| - 214 - | MUNICIPAL COURT CHILD SAFETY FUND | Restricted | 71,740 | 13,000 | 0 | 84,740 |
| - 215 - | ASSET FORFEITURE FUND | Restricted | 14,259 | 200 | 0 | 14,459 |
| - 300 - | PARK PROJECTS FUND | Capital | 10,948 | 187,400 | (186,000) | 12,348 |
| - 301 - | PARK DEDICATION FUND | Capital | 12,604 | 200 | 0 | 12,804 |
| - 302 - | GENERAL PROJECTS FUND | Capital | 4,589,161 | 75,000 | (1,311,886) | 3,352,275 |
| - 306 - | FUTURE CAPITAL STREET IMPROVEMENT FUND | Capital | 2,842,079 | 616,331 | (3,400,000) | 58,410 |
| - 308 - | ARBORETUM CONSTRUCTION FUND | Capital | 171,330 | 37,500 | (62,950) | 145,880 |
| - 309 - | DEVELOPMENT FUND | Capital | 132,913 | 2,000 | 0 | 134,913 |
| - 310 - | FAMILY CENTER CONSTRUCTION FUND | Capital | 803,159 | 23,000 | 0 | 826,159 |
| - 311 - | LONG - TERM CAPITAL PROJECTS FUND | Capital | 774,870 | 203,744 | 0 | 978,614 |
| - 400 - | GENERAL DEBT SERVICE FUND | Restricted | 33,411 | 0 | 0 | 33,411 |
| - 501 - | UTILITY DEBT SERVICE FUND | Restricted | 320,869 | 1,239,464 | (1,224,464) | 335,869 |
| - 504 - | UTILITY PROJECTS FUND | Capital | 3,856 | 0 | (373,400) | (369,544) |
| - 507 - | UTILITY IMPACT IMPROVEMENTS | Restricted | 37,806 | 0 | 0 | 37,806 |
| - 513 - | 2016 UTILITY IMPROVEMENT FUND | Capital | 0 | 0 | 0 | 0 |
| - 514 - | 2017 UTILITY IMPROVEMENT FUND | Capital | 8,364,033 | 150,000 | (7,700,000) | 814,033 |
| TOTALS | | | \$24,812,131 | \$20,601,150 | (\$32,399,026) | \$13,014,255 |

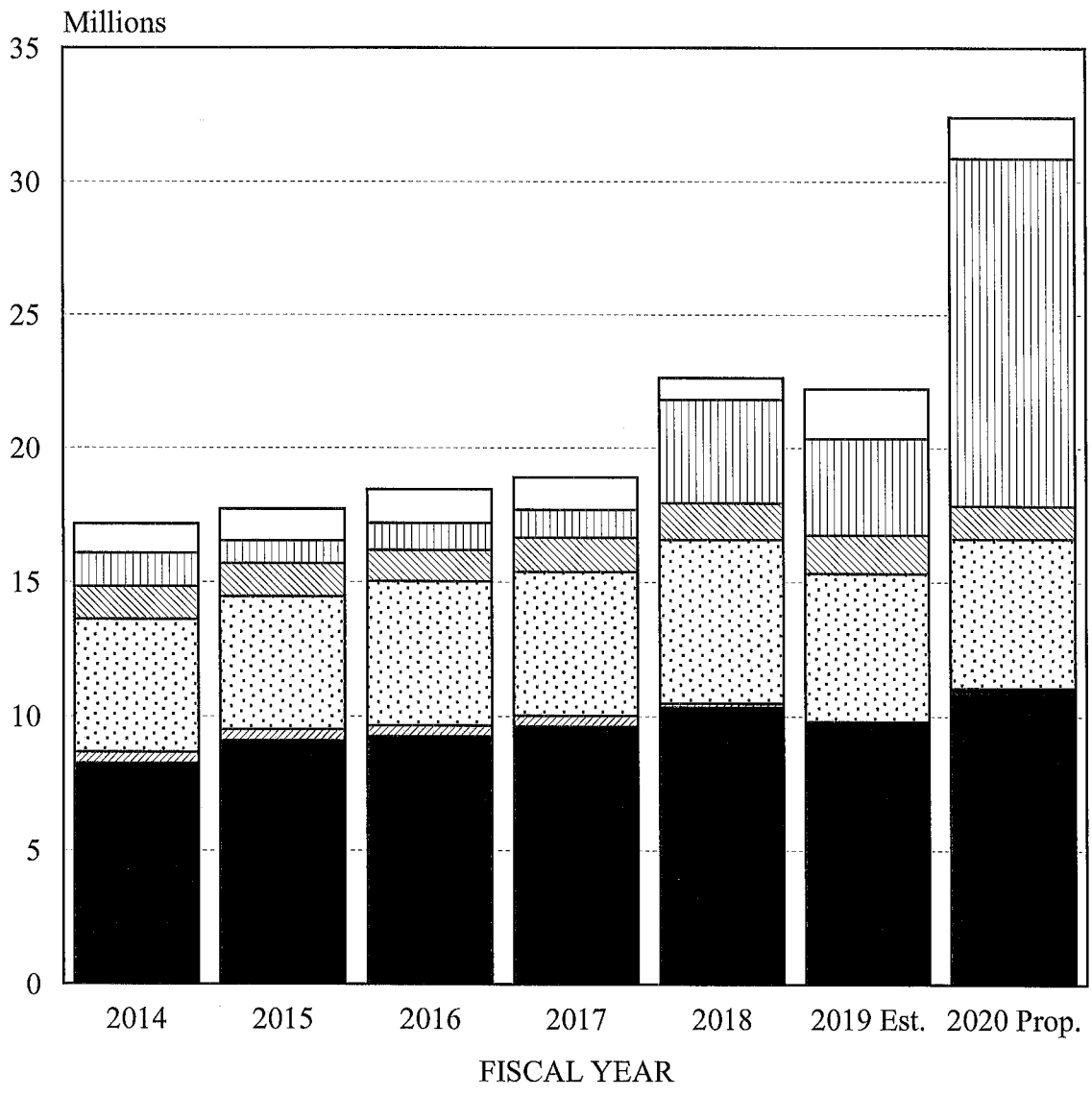
- * Operating - Funds are used to support daily activities of the City
- Capital - Funds are used to support capital projects of the City, usually significant in value
- Designated - Funds have been designated by the City for a specific purpose
- Restricted - Funds are legally restricted for a specific purpose

COMBINED FUNDS SUMMARY

EXPENDITURE BY FUND

(Five Years Actual, Estimate, & Proposed)

■ GENERAL ▨ GEN DEBT ▩ UTILITY ▪ UTIL DEBT ▫ CAPITAL □ OTHER



WOODWAY, TEXAS

2019-2020
 COMBINED FUNDS SUMMARY
 TOTAL REVENUES AND EXPENDITURES BY FUND

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| GENERAL FUND | \$10,401,217 | \$10,410,512 | \$10,595,539 | \$11,045,986 |
| GENERAL DEBT SERVICE FUND | 105,150 | 0 | 1,074 | 0 |
| UTILITY FUND | 6,008,340 | 5,480,800 | 5,542,200 | 5,560,800 |
| UTILITY DEBT SERVICE FUND | 1,387,069 | 1,442,313 | 1,453,013 | 1,239,464 |
| CAPITAL PROJECT FUNDS | 12,124,590 | 1,273,926 | 1,969,948 | 1,295,175 |
| OTHER FUNDS * | 1,570,991 | 1,437,400 | 1,625,007 | 1,459,725 |
| SUBTOTAL | \$31,597,357 | \$20,044,951 | \$21,186,781 | \$20,601,150 |
| INTERFUND TRANSFERS | (3,822,313) | (2,643,758) | (3,119,358) | (2,294,999) |
| TOTAL | \$27,775,044 | \$17,401,193 | \$18,067,423 | \$18,306,151 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| GENERAL FUND | \$10,329,012 | \$10,410,512 | \$9,802,214 | \$11,045,986 |
| GENERAL DEBT SERVICE FUND | 151,250 | 0 | 0 | 0 |
| UTILITY FUND | 6,091,619 | 5,480,800 | 5,513,916 | 5,560,800 |
| UTILITY DEBT SERVICE FUND | 1,374,126 | 1,435,313 | 1,435,313 | 1,224,464 |
| CAPITAL PROJECT FUNDS | 3,863,791 | 12,076,585 | 3,606,450 | 13,034,236 |
| OTHER FUNDS * | 813,728 | 2,185,683 | 1,848,688 | 1,533,540 |
| SUBTOTAL | \$22,623,526 | \$31,588,893 | \$22,206,581 | \$32,399,026 |
| INTERFUND TRANSFERS | (3,822,313) | (2,643,758) | (3,119,358) | (2,294,999) |
| TOTAL | \$18,801,213 | \$28,945,135 | \$19,087,223 | \$30,104,027 |

* OTHER FUNDS: GENERAL EMERGENCY RESERVE, UTILITY EMERGENCY RESERVE, TOURISM, EQUIPMENT REPLACEMENT, UNCLAIMED MONEY, DRUG SEIZURE/FORFEITURE, ASSET FORFEITURE, LAW ENFORCEMENT OFFICER CONTINUING EDUCATION, MUNICIPAL COURT BUILDING SECURITY, MUNICIPAL COURT TECHNOLOGY, MUNICIPAL COURT CHILD SAFETY.

WOODWAY, TEXAS

**2019-2020
COMBINED FUNDS SUMMARY
REVENUES AND EXPENDITURES BY CATEGORY**

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------|---------------------|---------------------|------------------------|---------------------|
| PROPERTY TAX | \$5,037,485 | \$5,199,923 | \$5,199,659 | \$5,594,075 |
| CITY SALES & USE TAX | 2,724,579 | 2,640,000 | 2,782,210 | 2,800,000 |
| HOTEL OCCUPANCY TAX | 775,950 | 700,000 | 770,000 | 750,000 |
| FRANCHISE FEES | 752,374 | 756,000 | 733,594 | 709,000 |
| CHARGES FOR SERVICES | 7,089,925 | 6,546,300 | 6,647,200 | 6,668,800 |
| BOND PROCEEDS | 9,500,000 | 0 | 0 | 0 |
| INTEREST AND OTHER | 1,894,731 | 1,558,970 | 1,934,760 | 1,784,276 |
| INTERFUND TRANSFERS | 3,822,313 | 2,643,758 | 3,119,358 | 2,294,999 |
| TOTAL REVENUES | \$31,597,357 | \$20,044,951 | \$21,186,781 | \$20,601,150 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| SALARIES & BENEFITS | \$7,071,418 | \$7,909,918 | \$7,508,837 | \$8,579,848 |
| SUPPLIES & MATERIALS | 454,017 | 514,160 | 411,749 | 520,660 |
| REPAIRS & MAINTENANCE | 491,225 | 576,576 | 520,870 | 626,156 |
| OTHER SERVICES & CHARGES | 4,791,215 | 4,550,940 | 4,041,615 | 4,918,352 |
| DEBT SERVICE | 1,659,576 | 2,266,148 | 2,266,961 | 1,326,564 |
| CAPITAL | 4,333,762 | 13,127,393 | 4,337,191 | 14,132,447 |
| INTERFUND TRANSFERS | 3,822,313 | 2,643,758 | 3,119,358 | 2,294,999 |
| TOTAL EXPENDITURES | \$22,623,526 | \$31,588,893 | \$22,206,581 | \$32,399,026 |

WOODWAY, TEXAS

**2019-2020
COMBINED FUNDS BY FUND TYPE
REVENUES AND EXPENDITURES BY CATEGORY**

| REVENUES | GENERAL * GOVERNMENT | UTILITY ** SYSTEM | SPECIAL *** REVENUE | TOTAL |
|-----------------------|---------------------------------|------------------------------|--------------------------------|---------------------|
| PROPERTY TAX | \$5,594,075 | \$0 | \$0 | \$5,594,075 |
| CITY SALES & USE TAX | 2,800,000 | 0 | 0 | 2,800,000 |
| HOTEL OCCUPANCY TAX | 0 | 0 | 750,000 | 750,000 |
| FRANCHISE FEES | 709,000 | 0 | 0 | 709,000 |
| CHARGES FOR SERVICES | 1,163,000 | 5,505,800 | 0 | 6,668,800 |
| BOND PROCEEDS | 0 | 0 | 0 | 0 |
| INTEREST AND OTHER | 1,510,851 | 223,500 | 49,925 | 1,784,276 |
| INTERFUND TRANSFERS | 873,735 | 1,421,264 | 0 | 2,294,999 |
| TOTAL REVENUES | \$12,650,661 | \$7,150,564 | \$799,925 | \$20,601,150 |

| EXPENDITURES | GENERAL * GOVERNMENT | UTILITY ** SYSTEM | SPECIAL *** REVENUE | TOTAL |
|---------------------------|---------------------------------|------------------------------|--------------------------------|---------------------|
| SALARIES & BENEFITS | \$7,586,979 | \$992,869 | \$0 | \$8,579,848 |
| SUPPLIES & MATERIALS | 355,010 | 165,650 | 0 | 520,660 |
| REPAIRS & MAINTENANCE | 378,356 | 247,800 | 0 | 626,156 |
| OTHER SERVICES & CHARGES | 2,077,492 | 2,728,717 | 116,343 | 4,922,552 |
| DEBT SERVICE | 0 | 1,224,464 | 102,100 | 1,326,564 |
| CAPITAL | 5,849,447 | 8,278,800 | 0 | 14,128,247 |
| INTERFUND TRANSFERS | 625,500 | 1,421,264 | 248,235 | 2,294,999 |
| TOTAL EXPENDITURES | \$16,872,784 | \$15,059,564 | \$466,678 | \$32,399,026 |

THIS SCHEDULE REFLECTS TOTAL PROPOSED REVENUES AND EXPENDITURES FOR THE CITY AS A WHOLE.

* GENERAL GOVERNMENT FUNDS: GENERAL FUND, GENERAL EMERGENCY RESERVE, GENERAL EQUIPMENT REPLACEMENT, GENERAL DEBT SERVICE, PARK PROJECTS, PARK DEDICATION, GENERAL PROJECTS, LONG-TERM CAPITAL PROJECTS, FUTURE CAPITAL STREET IMPROVEMENT, ARBORETUM CONSTRUCTION, DEVELOPMENT, FAMILY CENTER CONSTRUCTION.

** UTILITY SYSTEM FUNDS: UTILITY FUND, UTILITY EMERGENCY RESERVE, UTILITY EQUIPMENT REPLACEMENT, UTILITY DEBT SERVICE, UTILITY PROJECTS, UTILITY IMPACT IMPROVEMENTS, 2016 UTILITY IMPROVEMENT BOND, 2017 UTILITY IMPROVEMENT BOND.

*** SPECIAL REVENUE FUNDS: TOURISM, UNCLAIMED MONEY, DRUG SEIZURE/FORFEITURE, ASSET FORFEITURE, LAW ENFORCEMENT OFFICER CONTINUING EDUCATION, MUNICIPAL COURT BUILDING SECURITY, MUNICIPAL COURT TECHNOLOGY, MUNICIPAL COURT CHILD SAFETY.

WOODWAY, TEXAS

**2019-2020
COMBINED PERSONNEL SUMMARY BY DEPARTMENT**

| GENERAL FUND | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------------------|---------------------|---------------------|------------------------|---------------------|
| CITY SECRETARY'S OFFICE | 1.00 | 1.00 | 1.00 | 1.00 |
| ADMINISTRATION | 3.70 | 3.70 | 3.70 | 3.70 |
| FINANCE | 2.50 | 2.50 | 2.50 | 2.50 |
| POLICE/FIRE/ANIMAL CONTROL 1 & 2 | 43.25 | 46.25 | 46.25 | 46.50 |
| MUNICIPAL COURT 2 | 1.75 | 1.75 | 1.75 | 2.00 |
| STREETS | 4.60 | 4.60 | 4.60 | 4.60 |
| SANITATION | 0.00 | 0.00 | 0.00 | 0.00 |
| PARKS | 5.10 | 5.10 | 5.10 | 5.10 |
| PUBLIC BUILDINGS 3 | 0.50 | 0.50 | 0.50 | 0.00 |
| COMM. SVCS ADMIN/INSPECTIONS | 2.60 | 2.60 | 2.60 | 2.60 |
| COMMUNITY DEVELOPMENT | 0.00 | 0.00 | 0.00 | 0.00 |
| ECONOMIC DEVELOPMENT | 0.00 | 0.00 | 0.00 | 0.00 |
| WOODWAY BEAUTIFUL | 0.00 | 0.00 | 0.00 | 0.00 |
| YOUTH COMMISSION | 0.00 | 0.00 | 0.00 | 0.00 |
| CARLEEN BRIGHT ARBORETUM 4 | 5.60 | 6.20 | 6.20 | 6.20 |
| WOODWAY FAMILY CENTER 5 | 2.80 | 2.80 | 2.80 | 3.30 |
| TOTAL GENERAL FUND | 73.40 | 77.00 | 77.00 | 77.50 |

- 1 A vacant part-time dispatch position was deleted and a full-time dispatch position was added to the budget in FY 20. (+.50)
- 2 25% of a full-time court clerk position was deleted from Public Safety and added to the Municipal Court budget in the FY 20.
- 3 A part-time janitorial position was deleted from the budget in FY 20. (-.50)
- 4 Two part-time positions were deleted and one full-time position was added to the budget in FY 20.
- 5 A part-time position was added to the budget in FY 20 to help while the fields are being resurfaced. (+.50)

| UTILITY FUND | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| WATER SERVICES | 6.30 | 6.30 | 6.30 | 6.30 |
| SEWER SERVICES | 3.90 | 3.90 | 3.90 | 3.90 |
| CUSTOMER SERVICE | 3.80 | 3.80 | 3.80 | 3.80 |
| TOTAL UTILITY FUND | 14.00 | 14.00 | 14.00 | 14.00 |
| TOTAL ALL FUNDS | 87.40 | 91.00 | 91.00 | 91.50 |

| | |
|--------------------------|-------|
| POPULATION (2010 CENSUS) | 8,452 |
| GENERAL FUND EMPLOYEES | 77.50 |
| UTILITY FUND EMPLOYEES | 14.00 |
| TOTAL EMPLOYEES | 91.50 |
| % CHANGE FROM PRIOR YEAR | 0.55% |

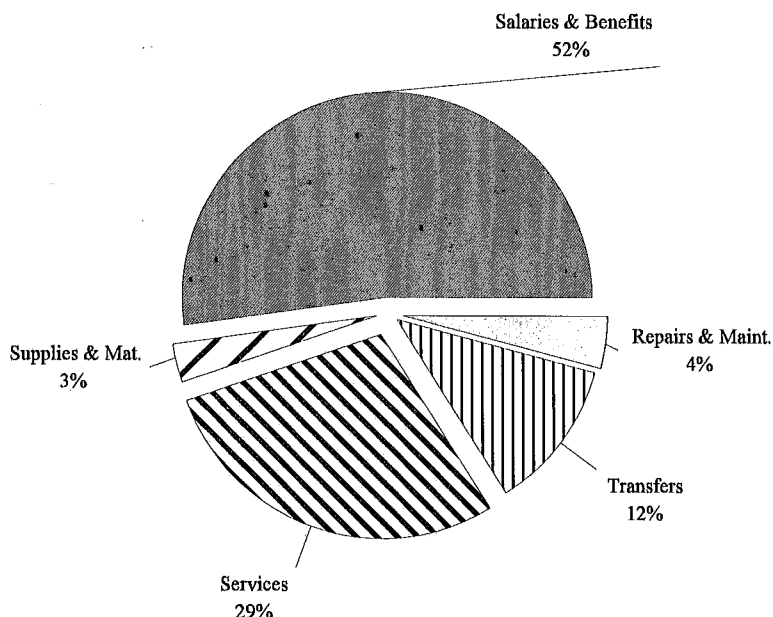
PERSONNEL NUMBERS ARE STATED AS FULL TIME EQUIVALENTS AND INCLUDE BOTH REGULAR FULL-TIME EMPLOYEES AND TEMPORARY EMPLOYEES

WOODWAY, TEXAS

2019-2020
COMBINED OPERATING FUNDS SUMMARY

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------------|---------------------|---------------------|------------------------|---------------------|
| General Fund Revenues | \$10,401,217 | \$10,410,512 | \$10,595,539 | \$11,045,986 |
| Utility Operating Revenues | 6,008,340 | 5,480,800 | 5,542,200 | 5,560,800 |
| Total Operating Revenue | \$16,409,557 | \$15,891,312 | \$16,137,739 | \$16,606,786 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | \$7,071,418 | \$7,909,918 | \$7,508,837 | \$8,579,848 |
| Supplies & Materials | 453,900 | 514,160 | 410,199 | 520,660 |
| Repairs & Maintenance | 491,225 | 576,576 | 520,870 | 626,156 |
| Other Services & Charges | 4,714,214 | 4,447,940 | 3,936,704 | 4,806,209 |
| Capital | 1,813 | 16,620 | 13,422 | 27,149 |
| Transfers | | | | |
| To Utility Debt Service | 1,373,861 | 1,435,313 | 1,435,313 | 1,224,464 |
| To General Capital Projects Fund | 1,200,000 | 115,000 | 115,000 | 0 |
| To Emergency Reserve Fund | 0 | 100,000 | 100,000 | 0 |
| To Utility Projects Fund | 450,000 | 0 | 500,000 | 0 |
| To Park Reserve Fund | 0 | 192,585 | 192,585 | 186,000 |
| To Equipment Replacement | 664,200 | 583,200 | 583,200 | 636,300 |
| Total Expenditures | \$16,420,631 | \$15,891,312 | \$15,316,130 | \$16,606,786 |

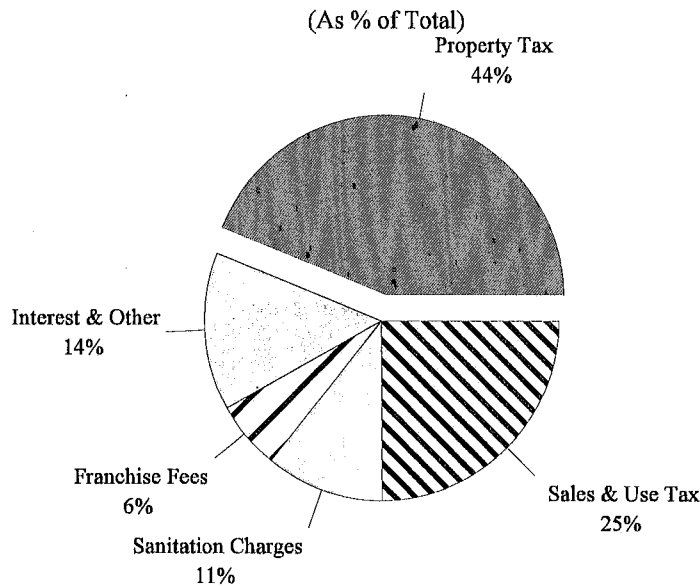


WOODWAY, TEXAS

GENERAL FUND
REVENUES BY CATEGORY

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Property Tax | \$4,298,800 | \$4,503,232 | \$4,510,860 | \$4,844,300 |
| City Sales & Use Tax | 2,724,579 | 2,640,000 | 2,782,210 | 2,800,000 |
| Franchise Fees | 752,374 | 756,000 | 733,594 | 709,000 |
| Sanitation Services | 1,141,554 | 1,123,000 | 1,163,000 | 1,163,000 |
| Interest & Other | 1,483,910 | 1,388,280 | 1,405,875 | 1,529,686 |
| TOTAL GENERAL FUND | \$10,401,217 | \$10,410,512 | \$10,595,539 | \$11,045,986 |

GENERAL FUND REVENUES BY TYPE



WOODWAY, TEXAS

**GENERAL FUND
EXPENDITURES BY CATEGORY**

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$6,202,899 | \$6,959,568 | \$6,596,840 | \$7,586,979 |
| Supplies & Materials | 316,543 | 348,510 | 274,476 | 355,010 |
| Repairs & Maintenance | 265,017 | 334,276 | 295,823 | 378,356 |
| Other Services & Charges | 1,851,240 | 1,931,153 | 1,801,013 | 2,077,492 |
| Capital | 1,813 | 14,020 | 11,077 | 22,649 |
| Interfund Transfers | | | | |
| Capital Projects Fund | 1,200,000 | 115,000 | 115,000 | 0 |
| Emergency Reserve Fund | 0 | 100,000 | 100,000 | 0 |
| Legal Contingency Fund | 0 | 0 | 0 | 0 |
| Park Project Fund | 0 | 192,585 | 192,585 | 186,000 |
| Equipment Replacement | 491,500 | 415,400 | 415,400 | 439,500 |
| TOTAL GENERAL FUND | \$10,329,012 | \$10,410,512 | \$9,802,214 | \$11,045,986 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 10.60 | 10.60 | 10.60 | 10.60 |
| Office/Clerical | 4.90 | 4.90 | 5.90 | 5.90 |
| Technical | 9.40 | 9.40 | 9.40 | 10.40 |
| Sworn Personnel | 22.00 | 24.00 | 24.00 | 24.00 |
| Professional | 2.70 | 2.70 | 2.70 | 3.70 |
| Management/Supervision | 19.30 | 20.40 | 20.40 | 19.40 |
| Temporary/Seasonal | 4.50 | 5.00 | 4.00 | 3.50 |
| TOTAL GENERAL FUND | 73.40 | 77.00 | 77.00 | 77.50 |

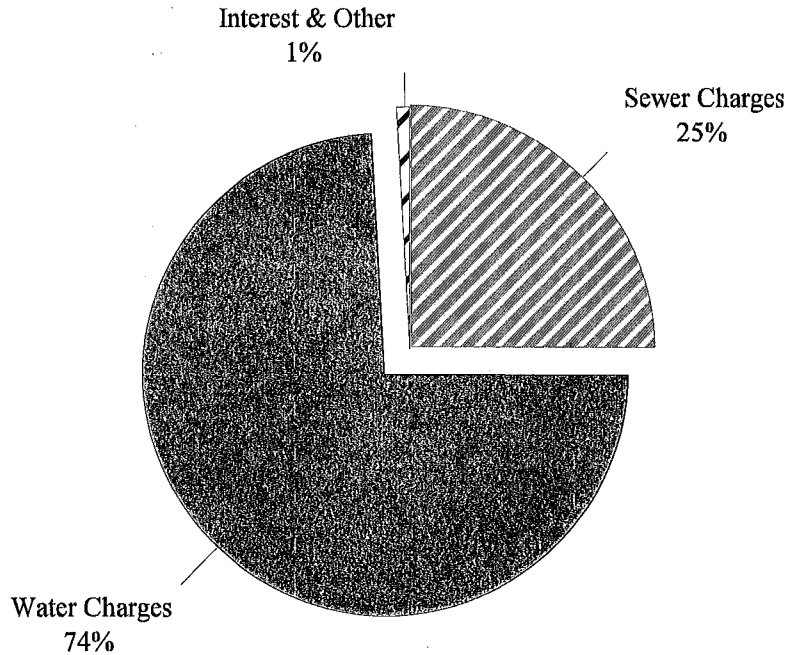
WOODWAY, TEXAS

UTILITY FUND
REVENUES BY CATEGORY

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Water Service Charges | \$4,518,851 | \$3,996,300 | \$4,084,200 | \$4,094,800 |
| Sewer Service Charges | 1,429,520 | 1,427,000 | 1,400,000 | 1,411,000 |
| Interest & Other | 59,969 | 57,500 | 58,000 | 55,000 |
| TOTAL UTILITY FUND | \$6,008,340 | \$5,480,800 | \$5,542,200 | \$5,560,800 |

UTILITY FUND REVENUES BY TYPE

(As % of Total)



WOODWAY, TEXAS

**UTILITY FUND
EXPENDITURES BY CATEGORY**

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$868,519 | \$950,350 | \$911,997 | \$992,869 |
| Supplies & Materials | 137,357 | 165,650 | 135,723 | 165,650 |
| Repairs & Maintenance | 226,208 | 242,300 | 225,047 | 247,800 |
| Other Services & Charges | 2,862,974 | 2,516,787 | 2,135,691 | 2,728,717 |
| Capital | 0 | 2,600 | 2,345 | 4,500 |
| Interfund Transfers | | | | |
| Utility Debt Service Fund | 1,373,861 | 1,435,313 | 1,435,313 | 1,224,464 |
| Utility Project Fund | 450,000 | 0 | 500,000 | 0 |
| Equipment Replacement | 172,700 | 167,800 | 167,800 | 196,800 |
| Emergency Reserve Fund | 0 | 0 | 0 | 0 |
| TOTAL UTILITY FUND | \$6,091,619 | \$5,480,800 | \$5,513,916 | \$5,560,800 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 6.00 | 6.00 | 6.00 | 6.00 |
| Office/Clerical | 4.10 | 4.10 | 4.10 | 4.10 |
| Technical | 2.00 | 2.00 | 2.00 | 2.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.30 | 0.30 | 0.30 | 0.30 |
| Management/Supervision | 1.60 | 1.60 | 1.60 | 1.60 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL UTILITY FUND | 14.00 | 14.00 | 14.00 | 14.00 |

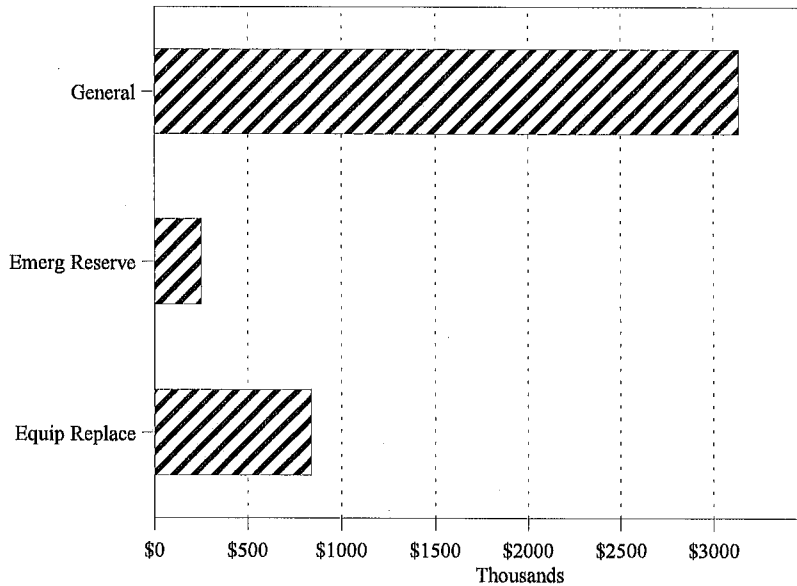
WOODWAY, TEXAS

**GENERAL GOVERNMENTAL FUND TYPES
PROJECTED FUND BALANCE**

| FUND | PROJECTED FUND BALANCE @ 09/30/2019 | BUDGET REVENUES | BUDGET EXPENDITURES | PROJECTED FUND BALANCE @ 09/30/2020 |
|---|--|----------------------------|--------------------------------|--|
| 100 - GENERAL FUND | \$3,134,604 | \$11,045,986 | (\$11,045,986) | \$3,134,604 |
| 101 - GENERAL EMERGENCY RESERVE | 250,000 | 0 | 0 | 250,000 |
| 103 - EQUIPMENT REPLACEMENT FUND * | 1,243,926 | 459,500 | (865,962) | 837,464 |
| TOTAL GENERAL GOVERNMENTAL FUNDS | \$4,628,530 | \$11,505,486 | (\$11,911,948) | \$4,222,068 |
| * DESIGNATED FUNDS | | | | |
| 400 - DEBT SERVICE FUNDS | \$33,411 | \$0 | \$-0 | \$33,411 |

PROJECTED FUND BALANCES

@ September 30, 2020



WOODWAY, TEXAS

**PROPRIETARY FUND TYPES
PROJECTED CASH BALANCE**

| FUND | PROJECTED CASH BALANCE @ 09/30/2019 | BUDGET REVENUES | BUDGET EXPENDITURES | PROJECTED CASH BALANCE @ 09/30/2020 |
|--|--|----------------------------|--------------------------------|--|
| 500 - UTILITY FUND ** | \$232,134 | \$5,560,800 | (\$5,560,800) | \$232,134 |
| 501 - UTILITY DEBT SERVICE FUND * | 320,869 | 1,239,464 | (1,224,464) | 335,869 |
| 502 - UTILITY EMERGENCY RESERVE | 250,000 | 0 | 0 | 250,000 |
| 503 - EQUIPMENT REPLACEMENT | 235,484 | 200,300 | (200,900) | 234,884 |
| 504 - UTILITY PROJECTS FUND *** | 3,856 | 0 | (373,400) | (369,544) |
| 507 - UTILITY IMPACT IMPROVEMENTS | 37,806 | 0 | 0 | 37,806 |
| 513 - 2016 UTILITY IMPROVEMENT BOND FUND * | 0 | 0 | 0 | 0 |
| 514 - 2017 UTILITY IMPROVEMENT BOND FUND * | 8,364,033 | 150,000 | (7,700,000) | 814,033 |
| TOTAL PROPRIETARY FUNDS | \$9,444,182 | \$7,150,564 | (\$15,059,564) | \$1,535,182 |

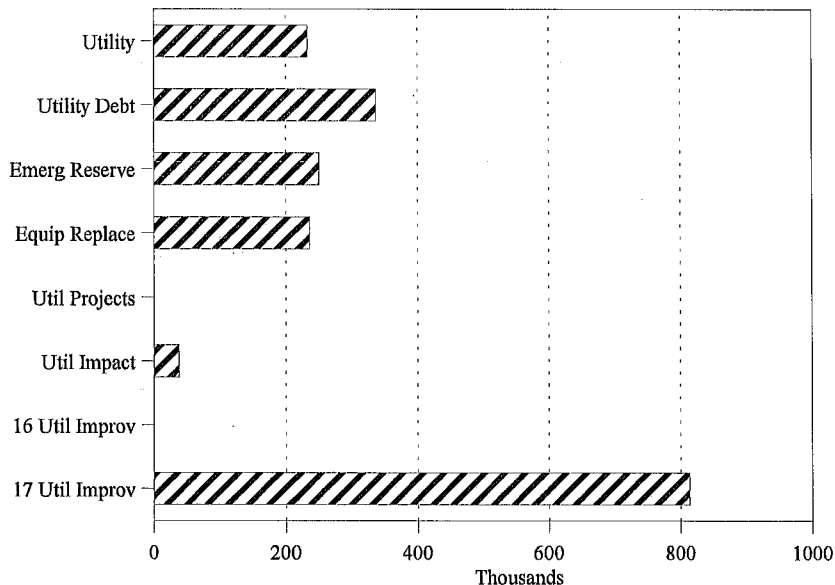
* DESIGNATED FUNDS

** UTILITY FUND REFLECTS CASH BALANCE PORTION OF RETAINED EARNINGS.

*** UTILITY PROJECTS FUND INCLUDES SOME BUDGETED PROJECTS THAT WILL BE POSTPONED UNTIL FUNDING BECOMES AVAILABLE.

PROJECTED CASH BALANCES

@ September 30, 2020



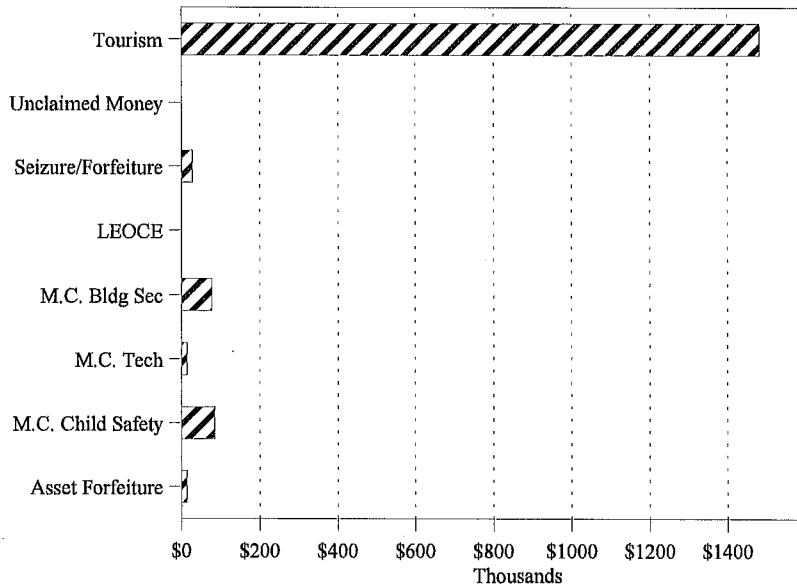
WOODWAY, TEXAS

SPECIAL REVENUE GOVERNMENTAL FUND TYPES
PROJECTED FUND BALANCE

| FUND | PROJECTED FUND BALANCE @ 09/30/2019 | BUDGET REVENUES | BUDGET EXPENDITURES | PROJECTED FUND BALANCE @ 09/30/2020 |
|---|---|--------------------|------------------------|---|
| 200 - TOURISM FUND | \$1,177,389 | \$770,000 | (\$463,678) | \$1,483,711 |
| 203 - UNCLAIMED MONEY FUND | 171 | 0 | 0 | 171 |
| 210 - DRUG SEIZURE/FORFEITURE FUND | 27,061 | 400 | 0 | 27,461 |
| 211 - LAW ENFORCEMENT OFFICER CONT EDUC | 137 | 3,025 | (3,000) | 162 |
| 212 - MUNICIPAL COURT BUILDING SECURITY | 71,169 | 6,000 | 0 | 77,169 |
| 213 - MUNICIPAL COURT TECHNOLOGY FUND | 7,018 | 7,300 | 0 | 14,318 |
| 214 - MUNICIPAL COURT CHILD SAFETY FUND | 71,740 | 13,000 | 0 | 84,740 |
| 215 - ASSET FORFEITURE FUND | 14,259 | 200 | 0 | 14,459 |
| TOTAL SPECIAL REVENUE FUNDS | \$1,368,944 | \$799,925 | (\$466,678) | \$1,702,191 |

PROJECTED FUND BALANCES

@ September 30, 2020



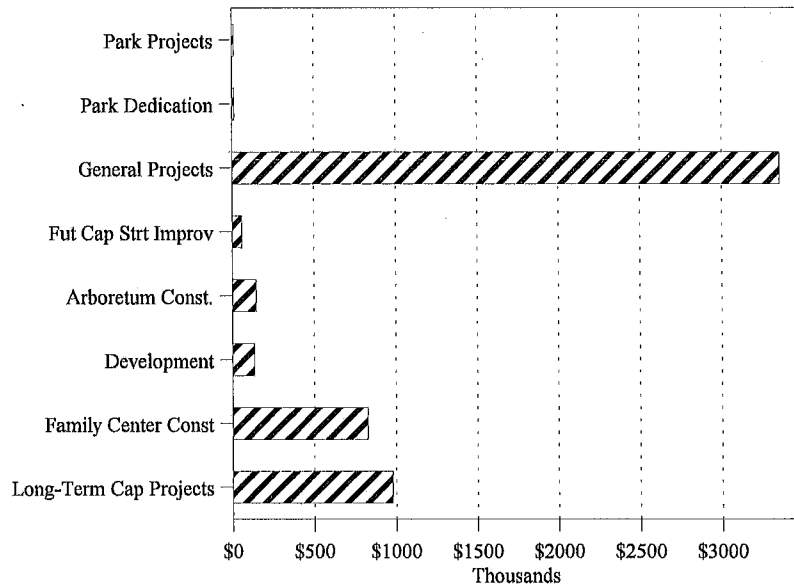
WOODWAY, TEXAS

**CAPITAL PROJECT GOVERNMENTAL FUND TYPES
PROJECTED FUND BALANCE**

| FUND | PROJECTED FUND BALANCE @ 09/30/2019 | BUDGET REVENUES | BUDGET EXPENDITURES | PROJECTED FUND BALANCE @ 09/30/2020 |
|--|--|----------------------------|--------------------------------|--|
| 300 - PARK PROJECTS FUND | \$10,948 | \$187,400 | (\$186,000) | \$12,348 |
| 301 - PARK DEDICATION FUND | 12,604 | 200 | 0 | 12,804 |
| 302 - GENERAL PROJECTS FUND | 4,589,161 | 75,000 | (1,311,886) | 3,352,275 |
| 306 - FUTURE CAPITAL STREET IMPROVEMENT FUND | 2,842,079 | 616,331 | (3,400,000) | 58,410 |
| 308 - ARBORETUM CONSTRUCTION FUND | 171,330 | 37,500 | (62,950) | 145,880 |
| 309 - DEVELOPMENT FUND | 132,913 | 2,000 | 0 | 134,913 |
| 310 - FAMILY CENTER CONSTRUCTION FUND | 803,159 | 23,000 | 0 | 826,159 |
| 311 - LONG-TERM CAPITAL PROJECTS FUND | 774,870 | 203,744 | 0 | 978,614 |
| TOTAL CAPITAL PROJECT FUNDS | \$9,337,064 | \$1,145,175 | (\$4,960,836) | \$5,521,403 |

PROJECTED FUND BALANCES

@ September 30, 2020



WOODWAY, TEXAS

2019-2020
CAPITAL PROJECT FUNDS SUMMARY
 (combines Governmental & Proprietary Funds)

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$11,118,462 | \$19,379,261 | \$19,379,261 | \$17,742,759 |
| Revenues | | | | |
| 300 - Park Projects Revenue | 937 | 193,485 | 194,525 | 187,400 |
| 301 - Park Dedication Revenue | 148 | 150 | 263 | 200 |
| 302 - General Projects Revenue | 1,248,883 | 35,000 | 106,035 | 75,000 |
| 306 - Future Capital Street Improvement Rev | 509,241 | 551,018 | 577,058 | 616,331 |
| 308 - Arboretum Construction Revenue | 58,358 | 48,000 | 21,223 | 37,500 |
| 309 - Development Revenue | 1,559 | 1,500 | 2,770 | 2,000 |
| 310 - Family Center Construction Revenue | 18,192 | 132,500 | 138,305 | 23,000 |
| 311 - Long-Term Capital Projects | 167,724 | 182,273 | 188,758 | 203,744 |
| 504 - Utility Projects Revenue | 450,000 | 0 | 500,016 | 0 |
| 507 - Utility Impact Improvement Revenue | 0 | 0 | 0 | 0 |
| 513 - 2016 Utility Improvement Revenue | 37,221 | 10,000 | 28,301 | 0 |
| 514 - 2017 Utility Improvement Revenue | 9,632,327 | 120,000 | 212,694 | 150,000 |
| Total Revenues | \$12,124,590 | \$1,273,926 | \$1,969,948 | \$1,295,175 |
| Total Resources | \$23,243,052 | \$20,653,187 | \$21,349,209 | \$19,037,934 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Administration | \$0 | \$0 | \$0 | \$0 |
| Facilities | 25,612 | 460,000 | 118,260 | 500,000 |
| Drainage | 0 | 0 | 0 | 0 |
| Streets | 313,259 | 1,000,000 | 516,114 | 4,211,886 |
| Park Projects | 68,138 | 271,585 | 239,250 | 248,950 |
| Development Projects | 0 | 0 | 0 | 0 |
| Water Projects | 403,262 | 2,645,000 | 1,494,969 | 373,400 |
| Sewer Projects | 3,053,520 | 7,700,000 | 1,237,857 | 7,700,000 |
| Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$3,863,791 | \$12,076,585 | \$3,606,450 | \$13,034,236 |
| Ending Fund Balance | \$19,379,261 | \$8,576,602 | \$17,742,759 | \$6,003,698 |

WOODWAY, TEXAS

OVERALL
DEBT SERVICE SCHEDULE

| DATE | FISCAL UTILITY SYSTEM | | | FISCAL SPECIAL REVENUE | | | FISCAL GRAND TOTALS | | |
|-----------|--------------------------|-------------|--------------|---------------------------|----------|-----------|------------------------|-------------|--------------|
| | PRINCIPAL | INTEREST | TOTAL | PRINCIPAL | INTEREST | TOTAL | PRINCIPAL | INTEREST | TOTAL |
| 2019-2020 | 790,000 | 432,662 | 1,222,662 | 80,000 | 21,800 | 101,800 | 870,000 | 454,462 | 1,324,462 |
| 2020-2021 | 815,000 | 410,263 | 1,225,263 | 85,000 | 18,600 | 103,600 | 900,000 | 428,863 | 1,328,863 |
| 2021-2022 | 835,000 | 387,062 | 1,222,062 | 90,000 | 15,200 | 105,200 | 925,000 | 402,262 | 1,327,262 |
| 2022-2023 | 860,000 | 364,363 | 1,224,363 | 95,000 | 11,600 | 106,600 | 955,000 | 375,963 | 1,330,963 |
| 2023-2024 | 885,000 | 338,162 | 1,223,162 | 95,000 | 7,800 | 102,800 | 980,000 | 345,962 | 1,325,962 |
| 2024-2025 | 905,000 | 317,563 | 1,222,563 | 100,000 | 4,000 | 104,000 | 1,005,000 | 321,563 | 1,326,563 |
| 2025-2026 | 930,000 | 293,462 | 1,223,462 | | | | 930,000 | 293,462 | 1,223,462 |
| 2026-2027 | 955,000 | 268,663 | 1,223,663 | | | | 955,000 | 268,663 | 1,223,663 |
| 2027-2028 | 740,000 | 246,362 | 986,362 | | | | 740,000 | 246,362 | 986,362 |
| 2028-2029 | 760,000 | 226,863 | 986,863 | | | | 760,000 | 226,863 | 986,863 |
| 2029-2030 | 780,000 | 206,762 | 986,762 | | | | 780,000 | 206,762 | 986,762 |
| 2030-2031 | 800,000 | 186,113 | 986,113 | | | | 800,000 | 186,113 | 986,113 |
| 2031-2032 | 400,000 | 164,212 | 564,212 | | | | 400,000 | 164,212 | 564,212 |
| 2032-2033 | 410,000 | 152,213 | 562,213 | | | | 410,000 | 152,213 | 562,213 |
| 2033-2034 | 425,000 | 139,912 | 564,912 | | | | 425,000 | 139,912 | 564,912 |
| 2034-2035 | 435,000 | 127,163 | 562,163 | | | | 435,000 | 127,163 | 562,163 |
| 2035-2036 | 450,000 | 114,112 | 564,112 | | | | 450,000 | 114,112 | 564,112 |
| 2036-2037 | 465,000 | 100,613 | 565,613 | | | | 465,000 | 100,613 | 565,613 |
| 2037-2038 | 475,000 | 86,662 | 561,662 | | | | 475,000 | 86,662 | 561,662 |
| 2038-2039 | 490,000 | 71,225 | 561,225 | | | | 490,000 | 71,225 | 561,225 |
| 2039-2040 | 510,000 | 55,300 | 565,300 | | | | 510,000 | 55,300 | 565,300 |
| 2040-2041 | 525,000 | 37,450 | 562,450 | | | | 525,000 | 37,450 | 562,450 |
| 2041-2042 | 545,000 | 19,075 | 564,075 | | | | 545,000 | 19,075 | 564,075 |
| TOTAL | \$15,185,000 | \$4,746,237 | \$19,931,237 | \$545,000 | \$79,000 | \$624,000 | \$15,730,000 | \$4,825,237 | \$20,555,237 |

This schedule reflects principal and interest, but does not include paying agent fees.

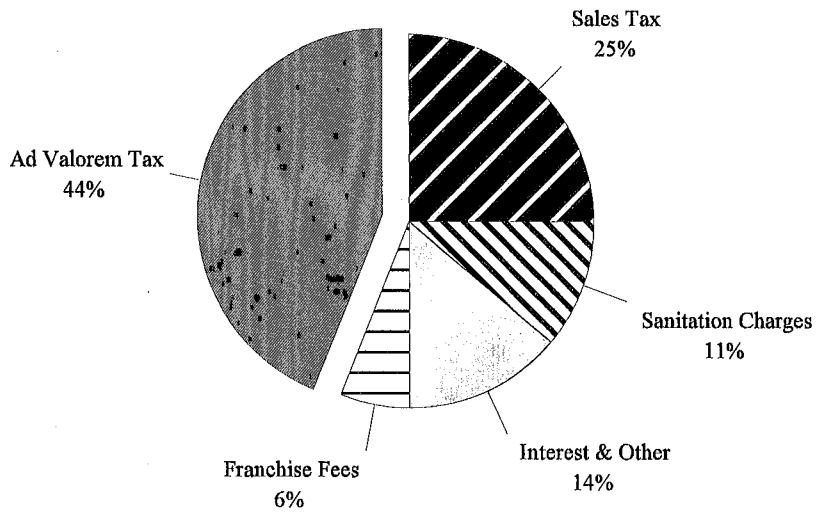


GENERAL FUND

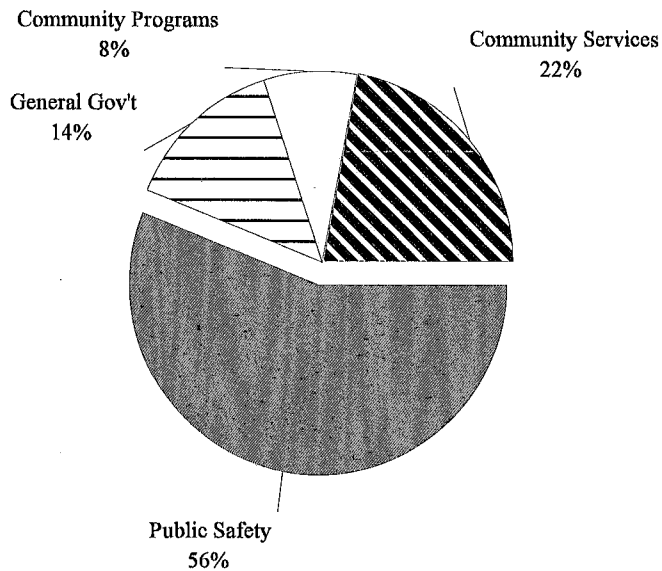


GENERAL FUND REVENUES VS. EXPENDITURES

GENERAL FUND REVENUES



GENERAL FUND EXPENDITURES



" Welcome Home to Woodway "

WOODWAY, TEXAS
2019-2020
GENERAL FUND BUDGET SUMMARY

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$2,269,074 | \$2,341,279 | \$2,341,279 | \$3,134,604 |
| Revenues | | | | |
| Ad Valorem Tax | \$4,298,800 | \$4,503,232 | \$4,510,860 | \$4,844,300 |
| Sales Tax | 2,724,579 | 2,640,000 | 2,782,210 | 2,800,000 |
| Franchise Fees | 752,374 | 756,000 | 733,594 | 709,000 |
| Sanitation Services | 1,141,554 | 1,123,000 | 1,163,000 | 1,163,000 |
| Interest and Other | 1,483,910 | 1,388,280 | 1,405,875 | 1,529,686 |
| Total Revenues | \$10,401,217 | \$10,410,512 | \$10,595,539 | \$11,045,986 |
| Total Resources | \$12,670,291 | \$12,751,791 | \$12,936,818 | \$14,180,590 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Government | | | | |
| City Secretary's Office | \$184,765 | \$203,156 | \$188,889 | \$217,251 |
| Administration | 656,982 | 550,864 | 466,206 | 635,567 |
| Finance | 322,966 | 343,825 | 341,032 | 369,206 |
| Non-Departmental | 1,506,612 | 584,224 | 552,649 | 384,835 |
| Public Safety | | | | |
| Police/Fire/Animal Control | 4,676,495 | 5,440,292 | 5,139,452 | 5,981,779 |
| Municipal Court | 185,706 | 194,253 | 188,749 | 227,870 |
| Community Services | | | | |
| Streets | 428,444 | 486,777 | 472,326 | 481,566 |
| Sanitation | 889,422 | 920,000 | 914,418 | 998,000 |
| Parks | 364,969 | 416,274 | 348,970 | 441,853 |
| Public Buildings | 155,774 | 164,282 | 147,557 | 152,197 |
| C.S. Admin/Inspections | 296,154 | 354,219 | 282,129 | 307,436 |
| Community Programs | | | | |
| Community Development | 51,098 | 53,675 | 53,675 | 53,675 |
| Economic Development | 0 | 0 | 0 | 0 |
| Woodway Beautiful | 3,449 | 0 | 0 | 0 |
| Youth Commission | 349 | 3,050 | 3,050 | 3,050 |
| Carleen Bright Arboretum | 385,206 | 447,660 | 449,210 | 499,235 |
| Woodway Family Center | 220,621 | 247,961 | 253,902 | 292,466 |
| Total Expenditures | \$10,329,012 | \$10,410,512 | \$9,802,214 | \$11,045,986 |
| Ending Fund Balance | \$2,341,279 | \$2,341,279 | \$3,134,604 | \$3,134,604 |

" Welcome Home to Woodway "

GENERAL FUND
MAJOR REVENUE SOURCES

(Page 1 of 2)

Ad Valorem Tax (44%)

The Ad Valorem Tax, or property tax, accounts for \$5,567,075 in revenues. This represents a \$398,017, or 7.7%, increase over estimated FY 2019 collections. \$562,331 will be dedicated to the payment of future capital street improvements, and \$187,444 will be dedicated to the payment of long-term capital projects. Also, the City will receive approximately \$17,000 in delinquent tax payments and \$10,000 in penalties and interest in FY 2020; therefore, the contribution to the General Fund (operating) is \$4,844,300, or 44%.

The FY 2019 tax rate was \$0.4500 per \$100 of assessed value, and the proposed tax rate for FY 2020 is \$0.4500.

Estimated Ad Valorem Tax collections are budgeted as 99% of the Operation & Maintenance portion of taxes levied. Delinquent tax and penalty/interest payments are estimated based on historical data.

Sales Tax (25%)

The State of Texas authorizes municipalities to collect a 1% sales tax for general operating purposes. In addition, the City of Woodway collects an additional 0.5% sales tax for the reduction of ad valorem (property) taxes.

The FY 2020 collections are projected at \$2,800,000, or 25% of the General Fund operating budget. Sales tax collections are generally conservatively estimated based on past collections only. Anticipated economic growth is not considered as sales tax is regarded as a very volatile source of revenue.

Franchise Fees (6%)

Utility companies, such as Oncor Electric, Southwestern Bell Telephone, Atmos Gas, and Spectrum Advanced Services, use the City's right-of-ways and easements to conduct their business. In exchange for the right to use public right-of-ways and easements, the companies pay a franchise, or rental use fee. For the first time in FY 1998-99, a road use fee was added to the City's contract for refuse collection. In FY 2020 these fees will represent a projected \$709,000 (representing 6% of general operating revenues).

Franchise fees are estimated based on prior year data with a very marginal allowance for growth and an allowance for anticipated new franchise agreements.

GENERAL FUND
MAJOR REVENUE SOURCES
(Page 2 of 2)

Sanitation Service Charges (11%)

The City of Woodway contracts with Access Disposal for refuse collection services and with the City of Waco for refuse disposal services. The General Fund charges residential and commercial sanitation fees based on the cost of collection services, disposal services, and the City's administrative services. Sanitation charges will represent 11% of the general operating revenues, or \$1,163,000 in FY 2020.

Sanitation service charges are budgeted based on current user levels.

Interest and Other Income (14%)

This revenue source includes several fee revenues such as permits, court fines, mixed beverage tax, park reservations, animal control fees, and miscellaneous income, as well as, interest income on investments and service charges - utility fund (an administrative reimbursement of service costs from the Utility Fund). Interest and other income is projected for FY 2020 at \$1,529,686, or 14%.

Interest and other sources of income are estimated using historical data in conjunction with projections for the upcoming year.

WOODWAY, TEXAS

GENERAL FUND PROJECTED REVENUES

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| Ad Valorem Taxes | | | | |
| Current Ad Valorem Taxes | \$4,997,435 | \$5,172,923 | \$5,169,058 | \$5,567,075 |
| Interest & Sinking Fund | (100,714) | 0 | 0 | 0 |
| Future Capital Street Improvements | (478,478) | (522,518) | (516,599) | (562,331) |
| Long-Term Capital Projects | (159,493) | (174,173) | (172,200) | (187,444) |
| Delinquent Ad Valorem Taxes | 21,039 | 17,000 | 12,891 | 17,000 |
| Interest and Penalties | 19,011 | 10,000 | 17,710 | 10,000 |
| | \$4,298,800 | \$4,503,232 | \$4,510,860 | \$4,844,300 |
| Sales & Use Taxes | | | | |
| Sales Tax (1.5%) | \$2,724,579 | \$2,640,000 | \$2,782,210 | \$2,800,000 |
| | \$2,724,579 | \$2,640,000 | \$2,782,210 | \$2,800,000 |
| Franchise Fees | | | | |
| Oncor Electric | \$367,489 | \$358,000 | \$363,000 | \$360,000 |
| Telecommunications | 42,297 | 50,000 | 45,000 | 20,000 |
| Atmos Gas | 158,535 | 158,000 | 149,932 | 153,000 |
| Cable Television | 149,581 | 156,000 | 140,000 | 140,000 |
| Collection Road Use Fees | 34,472 | 34,000 | 35,662 | 36,000 |
| | \$752,374 | \$756,000 | \$733,594 | \$709,000 |
| Sanitation Services | | | | |
| Sanitation - Residential | \$704,748 | \$700,000 | \$710,000 | \$710,000 |
| Sanitation - Commercial | 433,806 | 420,000 | 450,000 | 450,000 |
| Landfill Permits | 0 | 0 | 0 | 0 |
| Recycling Revenue | 3,000 | 3,000 | 3,000 | 3,000 |
| | \$1,141,554 | \$1,123,000 | \$1,163,000 | \$1,163,000 |

WOODWAY, TEXAS

GENERAL FUND PROJECTED REVENUES

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------------|---------------------|---------------------|------------------------|---------------------|
| Interest and Other | | | | |
| Permits - Building | \$193,794 | \$140,000 | \$158,700 | \$150,000 |
| Permits - Miscellaneous | 3,813 | 5,000 | 4,050 | 4,000 |
| Platting/Zoning Fees | 3,807 | 3,000 | 6,000 | 5,000 |
| Grant Proceeds | 0 | 0 | 20,237 | 0 |
| Court Fines | 93,063 | 90,000 | 95,000 | 95,000 |
| Miscellaneous Court Fees | 102,763 | 85,000 | 90,000 | 90,000 |
| State Service Fees | 9,095 | 10,000 | 9,000 | 9,000 |
| Time Payment Fees | 0 | 0 | 0 | 0 |
| Interest Income | 41,233 | 30,000 | 60,000 | 60,000 |
| Mixed Beverage Tax | 1,716 | 2,000 | 3,207 | 2,000 |
| Park Reservations | 15,535 | 15,000 | 15,247 | 15,000 |
| Arboretum Rentals | 239,260 | 225,000 | 245,000 | 245,000 |
| Animal Control Fees | 1,020 | 1,500 | 1,250 | 1,300 |
| * Service Charges - Utility Fund | 223,685 | 123,685 | 123,685 | 123,685 |
| Alarm Monitoring | 17,738 | 19,000 | 16,500 | 17,000 |
| Dispatch Services | 24,926 | 12,000 | 12,000 | 18,000 |
| School Resource Officer | 130,502 | 130,000 | 123,000 | 125,000 |
| Miscellaneous Income | 5,437 | 5,000 | 5,500 | 5,000 |
| Lease Revenue | 18,000 | 18,000 | 18,000 | 18,000 |
| Arboretum Attendant/Security | 6,903 | 5,000 | 6,300 | 6,000 |
| Arboretum Equipment Rental | 4,790 | 0 | 4,600 | 0 |
| Arboretum Catering | 0 | 0 | 50 | 0 |
| Festival Admissions | 7,621 | 0 | 11,240 | 0 |
| Festival Vendor Fees | 200 | 0 | 0 | 0 |
| Festival Sponsorships | 23,200 | 0 | 5,000 | 0 |
| Family Center Program Fees | 141,918 | 212,435 | 140,615 | 253,966 |
| Family Center Rentals | 15,775 | 13,000 | 14,000 | 14,000 |
| Family Center Sponsorships | 17,050 | 16,000 | 17,000 | 17,000 |
| Family Center Concessions | 6,814 | 10,000 | 7,434 | 7,500 |
| Transfer from Tourism Fund | 134,252 | 217,660 | 193,260 | 248,235 |
| | \$1,483,910 | \$1,388,280 | \$1,405,875 | \$1,529,686 |
| Total Revenues | \$10,401,217 | \$10,410,512 | \$10,595,539 | \$11,045,986 |

* The \$123,685 consists of \$92,764 in the Water Services Department and \$30,921 in the Sewer Services Department.

WOODWAY, TEXAS

**ESTIMATED AD VALOREM TAX COLLECTION & PROPOSED DISTRIBUTION
FISCAL YEAR 2019-2020**

| | |
|------------------------------|----------------------------------|
| Assessed Valuation for 2019 | \$1,249,624,019 |
| Tax Rate Per \$100 Valuation | 0.4500 |
| Revenue from 2019 Tax Roll | 5,623,308 |
| Estimated Collections | <u>99%</u> |
| TOTAL FUNDS AVAILABLE | <u><u>\$5,567,075</u></u> |

SCHEDULE OF TAX LEVY AND COLLECTION RATE

| TAX YEAR | TOTAL ASSESSED VALUATION | TAX RATE | TAX LEVY | CURRENT TAX COLLECTION | % COLLECTION TO LEVY |
|----------|--------------------------|----------|-----------|------------------------|----------------------|
| 2009 | 807,392,339 | 0.45720 | 3,691,398 | 3,651,754 | 98.926% |
| 2010 | 816,065,003 | 0.45720 | 3,731,049 | 3,686,509 | 98.806% |
| 2011 | 833,545,416 | 0.45690 | 3,808,469 | 3,765,524 | 98.872% |
| 2012 | 838,949,841 | 0.45690 | 3,833,162 | 3,796,907 | 99.054% |
| 2013 | 852,548,069 | 0.45690 | 3,895,292 | 3,854,888 | 98.963% |
| 2014 | 911,970,360 | 0.47000 | 4,286,261 | 4,329,685 | 101.013% |
| 2015 | 950,886,030 | 0.47000 | 4,469,164 | 4,436,643 | 99.272% |
| 2016 | 995,219,209 | 0.47000 | 4,677,530 | 4,645,641 | 99.318% |
| 2017 | 1,068,858,260 | 0.47000 | 5,023,634 | 4,997,434 | 99.478% |
| 2018 | 1,161,150,073 | 0.45000 | 5,225,175 | 5,196,454 | 99.450% |
| 2019 | 1,249,624,019 | 0.45000 | 5,623,308 | | |

TAX RATE PER \$100

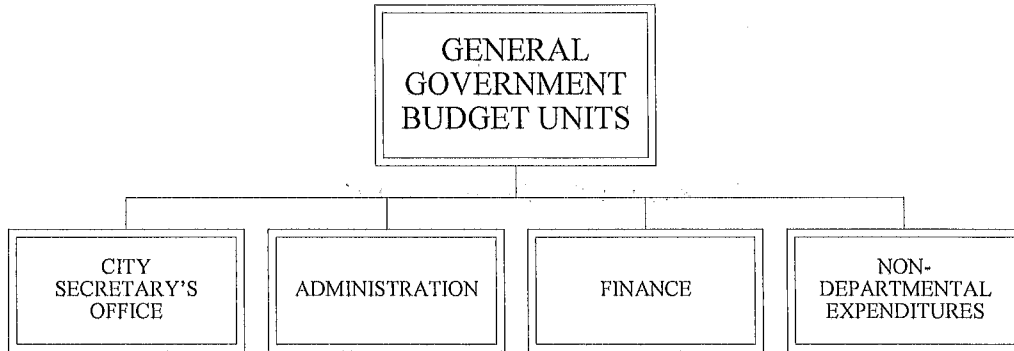
| PROPOSED DISTRIBUTION | 2018-2019 | 2019-2020 | AMOUNT 2019-2020 | % |
|------------------------------------|-----------------|-----------------|------------------|-----------------|
| General | 0.390000 | 0.390000 | 4,817,300 | 86.532% |
| Future Capital Street Improvements | 0.045000 | 0.045000 | 562,331 | 10.101% |
| Long-Term Capital Projects | 0.015000 | 0.015000 | 187,444 | 3.367% |
| Interest and Sinking | 0.000000 | 0.000000 | 0 | 0.000% |
| Total | 0.450000 | 0.450000 | 5,567,075 | 100.000% |

**GENERAL FUND
DETAIL**



WOODWAY, TEXAS

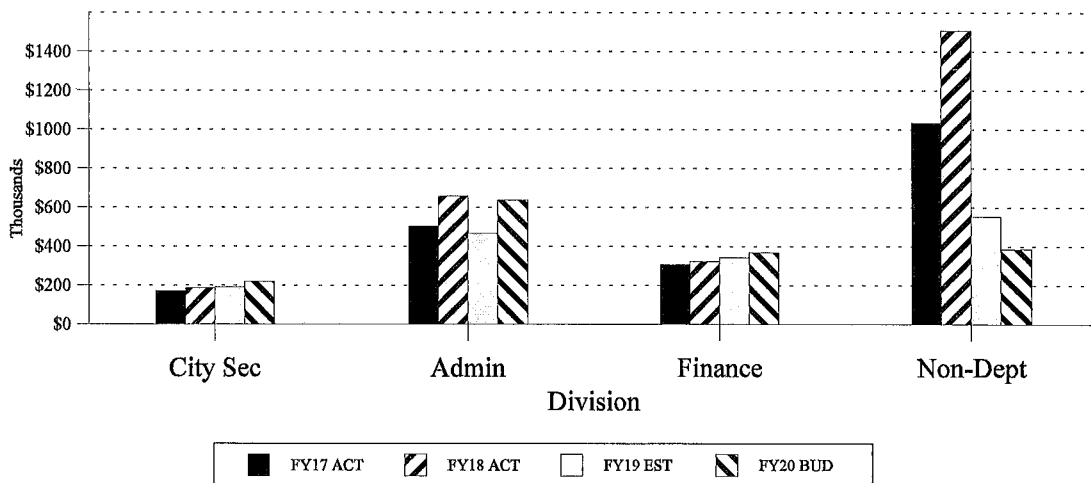
GENERAL GOVERNMENT SUMMARY
2019-2020



City Manager - Shawn Oubre (772-4480)
 Director of Finance - William Klump (772-4482)
 City Secretary - Donna Barkley (772-4480)

| ACTIVITY | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-------------------------|---------------------|---------------------|------------------------|---------------------|
| City Secretary's Office | \$184,765 | \$203,156 | \$188,889 | \$217,251 |
| Administration | 656,982 | 550,864 | 466,206 | 635,567 |
| Finance | 322,966 | 343,825 | 341,032 | 369,206 |
| Non-Departmental | 1,506,612 | 584,224 | 552,649 | 384,835 |
| TOTALS | \$2,671,325 | \$1,682,069 | \$1,548,776 | \$1,606,859 |

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

**GENERAL GOVERNMENT SUMMARY
2019-2020**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$2,630,092 | \$1,652,069 | \$1,488,776 | \$1,546,859 |
| Interest Income | 41,233 | 30,000 | 60,000 | 60,000 |
| Total Resources | \$2,671,325 | \$1,682,069 | \$1,548,776 | \$1,606,859 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$977,457 | \$838,761 | \$799,832 | \$939,893 |
| Supplies & Materials | 40,717 | 53,560 | 37,526 | 57,360 |
| Repairs & Maintenance | 14,068 | 18,100 | 15,937 | 18,100 |
| Other Services & Charges | 319,583 | 342,063 | 265,896 | 380,007 |
| Capital | 0 | 2,500 | 2,500 | 5,999 |
| Operating Transfers | 1,319,500 | 427,085 | 427,085 | 205,500 |
| Total Expenditures | \$2,671,325 | \$1,682,069 | \$1,548,776 | \$1,606,859 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.50 | 0.50 | 0.50 | 0.50 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 2.70 | 2.70 | 2.70 | 3.70 |
| Management/Supervision | 4.00 | 4.00 | 4.00 | 3.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 7.20 | 7.20 | 7.20 | 7.20 |

**GENERAL GOVERNMENT
CITY SECRETARY'S OFFICE - 4101**

PROGRAM DESCRIPTION

The City Secretary coordinates the City Council agenda process, attends meetings of the City Council, and prepares the official minutes. The City Secretary prepares and distributes all board and commission meeting packets, coordinates the appointment process, and monitors terms and attendance. The City Secretary is responsible for posting all open meetings and events, and publishes and distributes public hearing notices as required by law. The City Secretary is responsible for the administration of all municipal elections. The City Secretary is the clerk of record for the City, responsible for documenting, publishing, and archiving official records. The City Secretary administers the organization-wide records management program with the assistance of an outside consultant, provides record retrieval, and processes requests for public information. The City Secretary is responsible for the annual ordinance codification process. The City Secretary coordinates the bidding process for all City departments when sealed bids are required. The City Secretary is responsible for editing the City of Woodway web site where it pertains to her area of responsibility. The City Secretary prepares written materials including, but not limited to, general correspondence, reports and policies, and conducts research and performs special projects as assigned by the City Manager.

GOALS AND OBJECTIVES FOR 2019-2020

1. Continue up to date administration of record retention program through annual assistance from outside services.
2. Prepare information regarding board/commission member vacancies and attendance records for City Council Nominating Committee by April of each year.
3. Prepare board/commission packets for mailing one week prior to each meeting; distribute City Council packets on the Friday before each meeting. Post meetings as required by law.
4. Complete all tasks necessary to efficiently conduct City elections as required by law.
5. File all plats with County Clerk in a timely fashion.
6. Transcribe City Council minutes within 48 hours of each meeting.
7. Publish, post and mail public hearing notices as required by law.
8. Mail letters to holders of expiring Special Use Permits and process all special use permits in a timely fashion.
9. File final ordinance, resolution and bid documents as soon as possible after finalization, and publish as required by law.
10. Respond to requests for open records in a timely fashion and as required by law.
11. Add next months calendar items to web site by the 15th of each month and update other pages in a timely manner.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| 1. Boxes of Inactive Records | 230 | 219 | 230 | 230 |
| Boxes of Records Purged | 36 | 70 | 70 | 70 |
| 2. Number of Board/Commission Attendance Records Maintained | 45 | 43 | 34 | 40 |
| 3. Number of Meeting Packets Prepared - Council, Boards, & Comm. | 69 | 61 | 60 | 58 |
| 4. Number of Meetings & Events Posted | 6 | 80 | 6 | 6 |
| 5. Number of Early Voters Processed - City | 220 | 300 | 0 | 220 |
| 6. Number of Election Day Voters Processed - City | 181 | 400 | 0 | 181 |
| 7. Number of Plats Filed | 11 | 14 | 11 | 11 |
| 8. Number of Council Minutes Transcribed | 33 | 24 | 26 | 24 |
| - Number of Total Pages | 117 | 96 | 96 | 96 |
| 9. Number of Public Hearing Notices Posted | 15 | 12 | 15 | 15 |
| 10. Number of SUP Renewal Letters Mailed | 4 | 5 | 5 | 4 |
| Number of SUP Approval Letters Mailed | 2 | 5 | 5 | 2 |
| 11. Number of Ordinances/Resolutions/Bids Processed | 35 | 30 | 35 | 35 |
| 12. Number of Bids Published and Opened | 6 | 5 | 6 | 6 |

WOODWAY, TEXAS

**GENERAL GOVERNMENT
CITY SECRETARY'S OFFICE - 4101**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$184,765 | \$203,156 | \$188,889 | \$217,251 |
| Total Resources | \$184,765 | \$203,156 | \$188,889 | \$217,251 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$100,112 | \$108,674 | \$105,183 | \$116,631 |
| Supplies & Materials | 10,501 | 12,910 | 7,326 | 12,910 |
| Repairs & Maintenance | 0 | 600 | 600 | 600 |
| Other Services & Charges | 74,152 | 80,972 | 75,780 | 83,611 |
| Capital | 0 | 0 | 0 | 3,499 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$184,765 | \$203,156 | \$188,889 | \$217,251 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 1.00 | 1.00 | 1.00 | 1.00 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 1.00 | 1.00 | 1.00 | 1.00 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

CITY SECRETARY'S OFFICE - 4101

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Professional | \$74,028 | \$77,925 | \$78,807 | \$83,598 |
| Temporary | \$0 | \$0 | \$0 | \$0 |
| Overtime | 1,325 | 1,500 | 500 | 1,500 |
| Insurance | 8,618 | 12,242 | 9,007 | 13,163 |
| FICA/Medicare Tax | 1,120 | 1,183 | 1,181 | 1,266 |
| Retirement | 12,832 | 13,536 | 13,429 | 14,713 |
| Workers' Compensation | 171 | 158 | 151 | 169 |
| Incentive Pay | 2,018 | 2,130 | 2,108 | 2,222 |
| Total Salaries & Benefits | \$100,112 | \$108,674 | \$105,183 | \$116,631 |
| Supplies & Materials | | | | |
| Printing | \$2,190 | \$3,000 | \$2,500 | \$3,000 |
| Computer Supplies | 377 | 310 | 310 | 310 |
| Office Supplies | 524 | 700 | 700 | 700 |
| Postage | 748 | 1,000 | 800 | 1,000 |
| Supplies - Motor Vehicles | 154 | 200 | 200 | 200 |
| Supplies - Election | 4,526 | 5,000 | 116 | 5,000 |
| Service Awards/Banquet | 1,982 | 2,700 | 2,700 | 2,700 |
| Total Supplies & Materials | \$10,501 | \$12,910 | \$7,326 | \$12,910 |
| Repairs & Maintenance | | | | |
| Maintenance - Office Equipment | \$0 | \$600 | \$600 | \$600 |
| Total Repairs & Maintenance | \$0 | \$600 | \$600 | \$600 |

WOODWAY, TEXAS

CITY SECRETARY'S OFFICE - 4101

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Special Studies | \$1,074 | \$1,500 | \$1,742 | \$2,000 |
| Contract Labor | 0 | 0 | 0 | 0 |
| Tax Collection Fee | 12,077 | 13,000 | 12,118 | 13,000 |
| Appraisal District Fees | 51,357 | 57,000 | 52,273 | 57,000 |
| Schools/Conferences | 1,368 | 2,300 | 1,420 | 2,300 |
| Employment Screening | 0 | 0 | 0 | 0 |
| Property/Liability Insurance | 825 | 866 | 862 | 905 |
| Newspaper Notices | 7,230 | 6,000 | 7,000 | 8,000 |
| Subscriptions/Memberships | 221 | 306 | 365 | 406 |
| Total Other Services & Charges | \$74,152 | \$80,972 | \$75,780 | \$83,611 |
| Capital Outlay | | | | |
| Office Equipment | \$0 | \$0 | \$0 | \$3,499 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$3,499 |
| Operating Transfers | | | | |
| Equipment Replacement Transfer | \$0 | \$0 | \$0 | \$0 |
| Total Operating Transfers | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$184,765 | \$203,156 | \$188,889 | \$217,251 |

**GENERAL GOVERNMENT
ADMINISTRATION - 4103**

PROGRAM DESCRIPTION

The Administration Division is responsible for general management of the City's affairs as determined by policy established by the City Council. This Division includes the City Manager, the Assistant to the City Manager, and an Administrative Assistant. The City Manager serves as the chief executive officer of the City, responsible for personnel management, financial management, and all operational oversight. Administration also accepts responsibility for coordinating various City events and communications. The Division serves as a primary point of contact and liaison to the City Council, the community, the press, boards and commissions, and area agencies.

GOALS AND OBJECTIVES FOR 2019-2020

1. Achieve Distinguished Budget Presentation Award from GFOA for 25th consecutive year.
2. Enhance communication with citizenry through continuing to publish an attractive and informative newsletter at least 6 times per year, maintaining an enhanced web site, and coordinating neighborhood meetings prior to public improvements.
3. Maintain active participation in community and intergovernmental matters through providing leadership on various planning committees (i.e. Waco MPO, HOTCOG, Hewitt Chamber of Commerce, Greater Waco Chamber, etc.).
4. Provide support for the City's Boards and Commissions.
5. Implement Year 25 of Pay-For-Performance.
6. Implement year 22 of the Toward 2000 Task Force capital improvement program initiative.
7. Actively promote quality commercial/retail development along Hwy. 84.
8. Continue to provide effective leadership for Waco/McLennan County Public Health District.
9. Nurture professional development of management team.
10. Further motivate and foster employee productivity through implementation of various workforce programs (i.e. Team Incentives, etc.)

| PERFORMANCE MEASURES | 2017-2018 | 2018-2019 | 2018-2019 | 2019-2020 |
|---------------------------------------|-----------|-----------|-----------|-----------|
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
| 1. Newsletters published | 6 | 6 | 6 | 6 |
| 2. Citizen calls (average daily) | 50 | 50 | 50 | 50 |
| 3. Special events coordinated | 15 | 15 | 15 | 15 |
| 4. Employees per Capita | 1:97 | 1:93 | 1:93 | 1:92 |
| 5. General Obligation Bond Rating: | | | | |
| A. Moody's Investors Service | Aa2 | Aa2 | Aa2 | Aa2 |
| B. Standard & Poor's | AA+ | AA+ | AA+ | AA+ |
| 6. Bonds Sold (\$Million) | \$9.5 | \$0.0 | \$0.0 | \$0.0 |
| 7. Ad Valorem Tax Rate: | 0.470000 | 0.450000 | 0.450000 | 0.450000 |
| A. Operation & Maintenance | 0.400528 | 0.390000 | 0.390000 | 0.390000 |
| B. Future Capital Street Improvements | 0.045000 | 0.045000 | 0.045000 | 0.045000 |
| C. Long-Term Capital Projects | 0.015000 | 0.015000 | 0.015000 | 0.015000 |
| D. Interest & Sinking | 0.009472 | 0.000000 | 0.000000 | 0.000000 |

WOODWAY, TEXAS

ADMINISTRATION - 4103

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$656,982 | \$550,864 | \$466,206 | \$635,567 |
| Total Resources | \$656,982 | \$550,864 | \$466,206 | \$635,567 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$601,063 | \$439,298 | \$403,345 | \$508,162 |
| Supplies & Materials | 25,970 | 33,200 | 25,250 | 37,000 |
| Repairs & Maintenance | 531 | 2,500 | 750 | 2,500 |
| Other Services & Charges | 29,418 | 73,366 | 34,361 | 85,405 |
| Capital | 0 | 2,500 | 2,500 | 2,500 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$656,982 | \$550,864 | \$466,206 | \$635,567 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 1.70 | 1.70 | 1.70 | 2.70 |
| Management/Supervision | 2.00 | 2.00 | 2.00 | 1.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 3.70 | 3.70 | 3.70 | 3.70 |

MAJOR BUDGET CHANGES

The Assistant to the City Manager position was upgraded to Assistant City Manager in the FY 20 budget.

WOODWAY, TEXAS

ADMINISTRATION - 4103

| | 2017-2018 | 2018-2019 | 2018-2019 | 2019-2020 |
|--|------------------|------------------|------------------|------------------|
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
| Salaries & Benefits | | | | |
| Office/Clerical | \$0 | \$0 | \$0 | \$0 |
| Professional | 79,127 | 84,832 | 84,952 | 182,357 |
| Management/Supervision | 264,332 | 224,442 | 210,233 | 174,521 |
| Temporary | 0 | 13,000 | 0 | 13,000 |
| Overtime | 100 | 2,000 | 1,421 | 2,000 |
| Insurance | 183,561 | 51,463 | 42,555 | 55,029 |
| FICA/Medicare Tax | 1,878 | 5,579 | 4,345 | 6,280 |
| Retirement | 59,328 | 52,474 | 49,617 | 61,420 |
| Workers' Compensation | 5,247 | 629 | 562 | 721 |
| Car Allowance | 0 | 0 | 6,600 | 7,200 |
| Incentive Pay | 7,490 | 4,879 | 3,060 | 5,634 |
| Total Salaries & Benefits | \$601,063 | \$439,298 | \$403,345 | \$508,162 |
| Supplies & Materials | | | | |
| Immunizations | \$0 | \$0 | \$0 | \$2,000 |
| Office Supplies | \$1,552 | \$2,500 | \$2,000 | \$2,500 |
| Computer Supplies | 3,334 | 2,700 | 2,700 | 4,500 |
| Postage | 6,266 | 7,500 | 6,700 | 7,500 |
| Film and Developing | 0 | 0 | 0 | 0 |
| Printing | 421 | 1,500 | 500 | 1,500 |
| Supplies - Motor Vehicles | 322 | 2,000 | 350 | 2,000 |
| Minor Tools & Equipment | 248 | 2,000 | 500 | 2,000 |
| Food/Memorials | 4,254 | 7,500 | 5,000 | 7,500 |
| Service Awards/Banquet | 9,573 | 7,500 | 7,500 | 7,500 |
| Total Supplies & Materials | \$25,970 | \$33,200 | \$25,250 | \$37,000 |
| Repairs & Maintenance | | | | |
| Maintenance - Motor Vehicles | \$131 | \$1,500 | \$250 | \$1,500 |
| Maintenance - Office Equipment | 400 | 1,000 | 500 | 1,000 |
| Total Repairs & Maintenance | \$531 | \$2,500 | \$750 | \$2,500 |

WOODWAY, TEXAS

ADMINISTRATION - 4103

| | 2017-2018 | 2018-2019 | 2018-2019 | 2019-2020 |
|---|------------------|------------------|------------------|------------------|
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
| Other Services & Charges | | | | |
| Special Studies | \$1,110 | \$25,000 | \$0 | \$25,000 |
| Contract labor | 0 | 5,000 | 1,000 | 5,000 |
| Schools/Conferences | 3,783 | 10,000 | 10,000 | 13,500 |
| Employment Screening | 0 | 500 | 0 | 500 |
| Recruiting | 1,504 | 2,000 | 0 | 2,000 |
| Newsletter | 12,806 | 13,000 | 10,000 | 13,000 |
| Newspaper Notices | 0 | 2,000 | 0 | 2,000 |
| Property/Liability Insurance | 825 | 866 | 861 | 905 |
| Community Programs | 861 | 5,000 | 2,500 | 5,000 |
| Subscriptions/Memberships | 8,529 | 10,000 | 10,000 | 18,500 |
| Boards & Commissions | 0 | 0 | 0 | 0 |
| Contingency/Emergency Expenditure | 0 | 0 | 0 | 0 |
| Total Other Services & Charges | \$29,418 | \$73,366 | \$34,361 | \$85,405 |
| Capital Outlay | | | | |
| Office Equipment | \$0 | \$2,500 | \$2,500 | \$2,500 |
| Total Capital Outlay | \$0 | \$2,500 | \$2,500 | \$2,500 |
| Operating Transfers | | | | |
| Equipment Replacement | \$0 | \$0 | \$0 | \$0 |
| Total Operating Transfers | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$656,982 | \$550,864 | \$466,206 | \$635,567 |

WOODWAY, TEXAS

GENERAL GOVERNMENT FINANCE - 4105

PROGRAM DESCRIPTION

The Finance Division is responsible for recording all financial transactions, preparing internal reports, and coordinating the external audit. The Division prepares and implements the annual budget and prepares monthly budgetary reports, as well as maintains the City's cash and investment portfolio. Finance is also responsible for purchasing by maintaining a purchase order system, enforcing purchasing internal controls, and the related encumbrance accounting. The Finance Division is also responsible for Risk Management duties by maintaining and updating Property & Liability, Errors & Omissions and Workers' Compensation insurance and processing claims. The Finance Division is responsible for coordinating the City's personnel function including processing new hires, terminations, and promotions; maintaining personnel records; and administering personnel benefits. Finally, the Finance Division is also responsible for the Utility Billing/Customer Service functions.

GOALS AND OBJECTIVES FOR 2019-2020

1. Prepare and present quarterly financial reports for City Council by 2nd Council meeting following the quarter.
2. Prepare and distribute monthly budget reports for Staff by 10th of month.
3. Complete cross training for personnel on departmental operations and implement periodic temporary reassignments.
4. Complete full training for existing staff in order to reorganize employee duties to streamline operations.
5. Continue to develop all employees' PC abilities in Word and Excel in order to provide efficiency & automate manual duties.
6. Perform reconciliation of general ledger accounts by 10th of month with 99% accuracy.
7. Cross train all department personnel on utility operations.
8. Continue to improve interdepartmental relations.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| 1. Quarterly Financial Reports Compiled/Presented | 4 | 4 | 4 | 4 |
| 2. Budget Reports Issued to Department Heads by 10th month | 92% | 92% | 92% | 92% |
| 3. Investment Portfolio Maintained (million \$) | \$26.0 | \$20.0 | \$25.0 | \$20.0 |
| 4. Payroll Prepared | | | | |
| - Checks | 69 | 70 | 73 | 75 |
| - Direct Deposit | 2,355 | 2,375 | 2,540 | 2,550 |
| 5. Accounts Payable Checks Prepared | 3,149 | 3,200 | 3,554 | 3,600 |
| 6. Purchase Orders Issued | 258 | 300 | 344 | 350 |
| 7. Journal Entries Processed | 821 | 900 | 933 | 950 |
| 8. Property & Liability Claims Processed | 7 | 10 | 6 | 10 |
| 9. Workers' Comp Claims Processed | 5 | 10 | 7 | 10 |
| 10. Employment Applications Processed | 219 | 220 | 225 | 225 |
| 11. New Hires Processed | 25 | 20 | 12 | 15 |
| 12. Employee Terminations Processed | 15 | 15 | 17 | 15 |
| 13. Rate of Employee Turnover (%) | 16.00% | 15.00% | 19.00% | 15.00% |
| 14. Park Reservations Processed | 257 | 300 | 246 | 275 |
| 15. Number of Regular Employees Served | 90 | 92 | 94 | 94 |

WOODWAY, TEXAS

**GENERAL GOVERNMENT
FINANCE - 4105**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$281,733 | \$313,825 | \$281,032 | \$309,206 |
| Interest Income | 41,233 | 30,000 | 60,000 | 60,000 |
| Total Resources | \$322,966 | \$343,825 | \$341,032 | \$369,206 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$276,282 | \$289,289 | \$291,054 | \$313,600 |
| Supplies & Materials | 4,246 | 7,450 | 4,950 | 7,450 |
| Repairs & Maintenance | 13,537 | 15,000 | 14,587 | 15,000 |
| Other Services & Charges | 28,901 | 32,086 | 30,441 | 33,156 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$322,966 | \$343,825 | \$341,032 | \$369,206 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.50 | 0.50 | 0.50 | 0.50 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 2.00 | 2.00 | 2.00 | 2.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 2.50 | 2.50 | 2.50 | 2.50 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

FINANCE - 4105

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Office/Clerical | \$21,947 | \$22,566 | \$23,266 | \$23,301 |
| Professional | 0 | 0 | 0 | 0 |
| Management/Supervision | 178,096 | 185,121 | 187,103 | 202,272 |
| Temporary | 0 | 0 | 0 | 0 |
| Overtime | 269 | 1,000 | 0 | 1,000 |
| Insurance | 26,688 | 30,657 | 28,023 | 32,966 |
| FICA/Medicare Tax | 3,056 | 3,083 | 3,212 | 3,346 |
| Retirement | 35,006 | 35,294 | 37,904 | 38,884 |
| Unemployment | 0 | 0 | 0 | 0 |
| Workers' Compensation | 476 | 406 | 427 | 441 |
| Car Allowance | 7,200 | 7,200 | 7,200 | 7,200 |
| Incentive Pay | 3,544 | 3,962 | 3,919 | 4,190 |
| Total Salaries & Benefits | \$276,282 | \$289,289 | \$291,054 | \$313,600 |
| Supplies & Materials | | | | |
| Printing | \$695 | \$1,000 | \$1,000 | \$1,000 |
| Office Supplies | 836 | 2,000 | 1,500 | 2,000 |
| Computer Supplies | 1,040 | 2,000 | 750 | 2,000 |
| Postage | 1,561 | 1,800 | 1,700 | 1,800 |
| Supplies - Motor Vehicles | 0 | 350 | 0 | 350 |
| Risk Mgmt Supplies | 0 | 0 | 0 | 0 |
| Food/Memorials | 114 | 300 | 0 | 300 |
| Total Supplies & Materials | \$4,246 | \$7,450 | \$4,950 | \$7,450 |
| Repairs & Maintenance | | | | |
| Maintenance - Office Equipment | \$13,537 | \$15,000 | \$14,587 | \$15,000 |
| Total Repairs & Maintenance | \$13,537 | \$15,000 | \$14,587 | \$15,000 |

WOODWAY, TEXAS

FINANCE - 4105

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Special Studies | \$1,525 | \$1,525 | \$1,525 | \$1,525 |
| Contract Labor | 0 | 0 | 0 | 0 |
| Audit Services | 13,845 | 14,495 | 14,495 | 15,275 |
| Schools/Conferences | 240 | 500 | 1,068 | 750 |
| Employment Screening | 0 | 200 | 0 | 200 |
| Unemployment Filing Fees | 0 | 0 | 0 | 0 |
| Office Equipment Rental | 11,037 | 12,000 | 10,848 | 12,000 |
| Property/Liability Insurance | 825 | 866 | 862 | 906 |
| Surety Bond | 705 | 1,000 | 704 | 1,000 |
| Newspaper Notices | 0 | 500 | 0 | 500 |
| Subscriptions/Memberships | 724 | 1,000 | 939 | 1,000 |
| Total Other Services & Charges | \$28,901 | \$32,086 | \$30,441 | \$33,156 |
| Capital Outlay | | | | |
| Office Equipment | \$0 | \$0 | \$0 | \$0 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$0 |
| Operating Transfers | | | | |
| Equipment Replacement | \$0 | \$0 | \$0 | \$0 |
| Total Operating Transfers | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$322,966 | \$343,825 | \$341,032 | \$369,206 |

WOODWAY, TEXAS

**GENERAL GOVERNMENT
NON-DEPARTMENTAL - 4109**

PROGRAM DESCRIPTION

This budget unit accounts for non-departmental General Fund expenditures (or may include expenditures which support various General Fund departments).

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$1,506,612 | \$584,224 | \$552,649 | \$384,835 |
| Total Resources | \$1,506,612 | \$584,224 | \$552,649 | \$384,835 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$0 | \$1,500 | \$250 | \$1,500 |
| Supplies & Materials | 0 | 0 | 0 | 0 |
| Repairs & Maintenance | 0 | 0 | 0 | 0 |
| Other Services & Charges | 187,112 | 155,639 | 125,314 | 177,835 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 1,319,500 | 427,085 | 427,085 | 205,500 |
| Total Expenditures | \$1,506,612 | \$584,224 | \$552,649 | \$384,835 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 0.00 | 0.00 | 0.00 | 0.00 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

NON-DEPARTMENTAL - 4109

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Overtime | \$0 | \$0 | \$0 | \$0 |
| FICA/Medicare Tax | 0 | 0 | 0 | 0 |
| Retirement | 0 | 0 | 0 | 0 |
| Workers' Compensation | 0 | 0 | 0 | 0 |
| Team Incentives | 0 | 1,500 | 250 | 1,500 |
| Total Salaries & Benefits | \$0 | \$1,500 | \$250 | \$1,500 |
| Other Services & Charges | | | | |
| Legal Services | \$57,428 | \$50,000 | \$40,000 | \$50,000 |
| Engineering Services | 0 | 20,000 | 0 | 20,000 |
| Public Health District | 13,166 | 16,000 | 15,675 | 18,310 |
| Contingency/Emergency Expenditures | 116,518 | 69,639 | 69,639 | 89,525 |
| Total Other Services & Charges | \$187,112 | \$155,639 | \$125,314 | \$177,835 |
| Operating Transfers | | | | |
| Legal Contingency Transfer | \$0 | \$0 | \$0 | \$0 |
| Equipment Replacement | 119,500 | 19,500 | 19,500 | 19,500 |
| Park Project Transfer | 0 | 192,585 | 192,585 | 186,000 |
| Capital Project Transfer | 1,200,000 | 115,000 | 115,000 | 0 |
| Emergency Reserve Fund Transfer | 0 | 100,000 | 100,000 | 0 |
| Total Operating Transfers | \$1,319,500 | \$427,085 | \$427,085 | \$205,500 |
| Total Expenditures | \$1,506,612 | \$584,224 | \$552,649 | \$384,835 |

WOODWAY, TEXAS

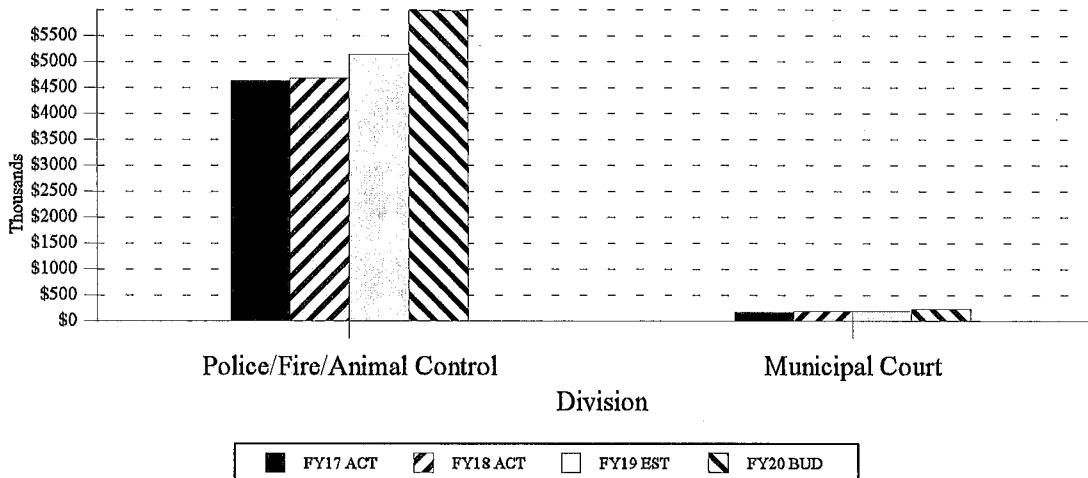
PUBLIC SAFETY SUMMARY
2019-2020



Director of Public Safety - Bret Crook (772-4470)

| ACTIVITY | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|---------------------|---------------------|------------------------|---------------------|
| Police/Fire/Animal Control | \$4,676,495 | \$5,440,292 | \$5,139,452 | \$5,981,779 |
| Municipal Court | 185,706 | 194,253 | 188,749 | 227,870 |
| TOTALS | \$4,862,201 | \$5,634,545 | \$5,328,201 | \$6,209,649 |

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

PUBLIC SAFETY SUMMARY
2019-2020

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$4,638,522 | \$5,429,045 | \$5,116,451 | \$5,997,349 |
| Court Fines | 93,063 | 90,000 | 95,000 | 95,000 |
| Miscellaneous Court Fees | 102,763 | 85,000 | 90,000 | 90,000 |
| State Service Fees | 9,095 | 10,000 | 9,000 | 9,000 |
| Time Payment Fees | 0 | 0 | 0 | 0 |
| Animal Control | 1,020 | 1,500 | 1,250 | 1,300 |
| Alarm Monitoring | 17,738 | 19,000 | 16,500 | 17,000 |
| Total Resources | \$4,862,201 | \$5,634,545 | \$5,328,201 | \$6,209,649 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$4,006,856 | \$4,695,166 | \$4,524,618 | \$5,196,618 |
| Supplies & Materials | 180,010 | 167,600 | 114,000 | 169,800 |
| Repairs & Maintenance | 133,580 | 188,226 | 150,666 | 219,306 |
| Other Services & Charges | 218,142 | 230,733 | 189,181 | 256,025 |
| Capital | 813 | 6,120 | 3,036 | 10,700 |
| Operating Transfers | 322,800 | 346,700 | 346,700 | 357,200 |
| Total Expenditures | \$4,862,201 | \$5,634,545 | \$5,328,201 | \$6,209,649 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.60 | 0.60 | 0.60 | 0.60 |
| Office/Clerical | 3.00 | 3.00 | 3.00 | 3.00 |
| Technical | 8.40 | 8.40 | 8.40 | 9.40 |
| Sworn Personnel | 22.00 | 24.00 | 24.00 | 24.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 10.00 | 11.00 | 11.00 | 11.00 |
| Temporary/Seasonal | 1.00 | 1.00 | 1.00 | 0.50 |
| Total Personnel | 45.00 | 48.00 | 48.00 | 48.50 |

**PUBLIC SAFETY
ADMINISTRATION/COMMUNICATIONS - 4201**

PROGRAM DESCRIPTION

This Division includes general public safety administration, personnel and training, and communications operations. Personnel and Training hires Department personnel, provides training (including in-house training) and maintains records of each employee. The Communications section handles all emergency and non-emergency telephone calls, all radio traffic and processes all reports for the department. This section also monitors inclement weather, operates the City's emergency warning system, and monitors the Alarm Direct System.

GOALS AND OBJECTIVES FOR 2019-2020

1. Maintain Volunteer Fire Fighter force to 10 or more and continue to train for maximum effectiveness.
2. Maintain attrition rate of 10% or lower.
3. Insure that all department personnel receive mandated and relevant training during the coming year.
4. Continue to answer all radio traffic as a top priority.
5. Maintain percentage of 911 calls answered in 20 seconds or less at or above 90%.
6. Reduce sick time in dispatch by at least 20%.
7. Continue to audit all electronic records for accuracy and completeness and maintain a NIBRS error rate of 0.00%.
8. Insure all personnel have good equipment to perform their duties properly, and replace broken & worn equipment ASAP.

| PERFORMANCE MEASURES | 2017-2018 | 2018-2019 | 2018-2019 | 2019-2020 |
|----------------------|-----------|-----------|-----------|-----------|
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |

PERSONNEL & TRAINING:

| | | | | |
|---|-------|-------|-------|-------|
| 1. Applications processed-Dispatch, Sworn | 98 | 40 | 35 | 50 |
| 2. Personnel hired | 9 | 2 | 6 | 4 |
| 3. Background Invest. (Sworn, Civilian, Temp) | 16 | 12 | 12 | 12 |
| 4. Physical Agility Tests administered | 17 | 25 | 18 | 25 |
| 5. Written Officer Test administered | 15 | 25 | 14 | 25 |
| 6. Dispatch tests admin. (Aptitude/Typing) | 37 | 40 | 22 | 40 |
| 7. Total # of Volunteers | 10 | 10 | 10 | 10 |
| 8. Persons who apply to be Volunteers | 0 | 2 | 0 | 2 |
| 9. Vol. Fire Trng Academies Hrs (#hrs x #vols.) | 0 | 100 | 0 | 100 |
| 10. Volunteer Academy Graduates | 0 | 2 | 0 | 0 |
| 11. In-Service Training Hours | | | | |
| a. Police | 912 | 1,200 | 912 | 1,000 |
| b. Fire | 1,056 | 1,500 | 1,056 | 1,100 |

- Priority 1 - Emergency response to life threat situation.
 Priority 2 - Immediate response to property threat situation.
 Priority 3 - Routine response calls.

COMMUNICATIONS:

| | | | | |
|---|----------|----------|----------|----------|
| 1. 911 Calls answered in 20 seconds or less | 100.000% | 100.000% | 100.000% | 100.000% |
| 2. Number of Calls by Type | | | | |
| Priority 1 | 585 | 600 | 591 | 650 |
| Priority 2 | 1,927 | 1,200 | 2,125 | 2,337 |
| Priority 3 | 1,200 | 1,500 | 1,303 | 1,521 |
| 3. Number of Traffic Calls into Dispatch | 8,802 | 9,000 | 9,209 | 9,300 |
| 4. Number of CAD Calls into Dispatch | 24,168 | 23,000 | 23,521 | 24,000 |
| 5. Number of Direct Alarms Monitored | 102 | 110 | 86 | 94 |
| 6. Number of Calls Dispatched | 3,923 | 4,200 | 4,131 | 4,544 |

**PUBLIC SAFETY
ANIMAL CONTROL - 4201**

PROGRAM DESCRIPTION

Animal Control operations consist of one certified Animal Control Officer who responds to all calls for lost, stray, vicious, injured, or wild animals.

GOALS AND OBJECTIVES FOR 2019-2020

1. Continue more active implementation of new animal ordinances.
2. Initiate a better program to handle skunk and wild animal calls.
3. Review ordinances to clarify some parts.
4. Plan and coordinate annual microchip/rabies clinics.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Number of Animal Related Calls | | | | |
| A. Vicious Dogs | 18 | 14 | 13 | 14 |
| B. Bite | 28 | 12 | 19 | 20 |
| C. Cruelty to Animals | 7 | 12 | 10 | 12 |
| D. Animal Calls - Hewitt | 9 | 10 | 9 | 10 |
| E. VCO Cat | 0 | 0 | 0 | 0 |
| F. VCO Dog | 450 | 356 | 303 | 356 |
| G. Other Animal | 268 | 320 | 446 | 350 |
| 2. Class C citations Issued | 5 | 6 | 8 | 6 |
| 3. Number of complaints filed | 49 | 8 | 52 | 50 |
| 4. Animals taken to shelter | 45 | 74 | 50 | 55 |
| A. Euthanized / Died Naturally | 18 | 20 | 18 | 20 |
| B. Reclaimed | 30 | 40 | 30 | 35 |
| C. Adopted | 13 | 14 | 17 | 15 |
| 5. Rabies testing | 8 | 8 | 9 | 8 |
| Central TX Pest Control (since 8/1/00) | | | | |
| A. Skunk calls | 3 | 4 | 3 | 4 |
| B. Other calls | 4 | 2 | 3 | 3 |

PROGRAM DESCRIPTION

In addition to structure fires, the fire department responds to a variety of calls including smoke scares, suspicious odors, electrical malfunctions, and mutual aid assistance. Vehicle extrication or rescue from car accidents is performed within the City and our department is frequently called to other jurisdictions to aid in extrication. Two "Jaws of Life" are in operation within the fire department. Fire operations are currently supported by 21 paid and 19 volunteer firefighters. Department apparatus include a Pierce 100 foot platform truck, two 1250 gpm engine companies, one rescue vehicle, and one wild land grass rig. Fire inspections on public establishments are performed to reduce the number of fire hazards and enhance life safety on existing structures. Plan review of new businesses insure fire code regulations are incorporated into the final construction to enhance both the safety of the public and firefighters. The fire department is also called upon to inspect homes for child placement and advise on home safety matters. The fire department installs smoke detectors at no cost to residents. As required under Texas law, all fire engines and some selected equipment must undergo annual testing to verify performance meets minimum standards. When the cause of a fire is not immediately recognized, fire cause and determination investigations are completed to best determine the cause.

GOALS AND OBJECTIVES FOR 2019-2020

1. Insure all apparatus and required equipment are tested to insure function at the fire scene.
2. Inspect each business annually to reduce accidental ignitions.
3. Review construction plans for compliance with fire codes to enhance life safety.
4. Investigate and determine as near as possible the cause on all fires within the City.
5. To assist citizens with any fire related safety issued in their residences.
6. Coordinate Fire Truck Committee for next truck purchase.

| PERFORMANCE MEASURES | 2017-2018 | 2018-2019 | 2018-2019 | 2019-2020 |
|--------------------------------------|-----------|-----------|-----------|-----------|
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
| 1. Plans Reviewed | 26 | 15 | 20 | 20 |
| 2. Business Inspections | 227 | 250 | 250 | 250 |
| % of businesses Inspected | 100% | 100% | 40% | 100% |
| Reinspections | 205 | 125 | 175 | 175 |
| 3. Fire Calls responded to: | | | | |
| 1st Responder time to fire (minutes) | 03:00 | 03:00 | 03:00 | 03:00 |
| Number of calls responded to: | | | | |
| - Structure | 3 | 10 | 10 | 10 |
| - Grass | 6 | 10 | 10 | 10 |
| - Vehicle | 0 | 8 | 8 | 8 |
| - False Alarm | 129 | 175 | 175 | 175 |
| - Other | 7 | 175 | 175 | 175 |
| 4. Hydrants Inspected | 39 | 320 | 320 | 320 |
| 5. Fire Apparatus Tested | 100% | 100% | 100% | 100% |
| 6. Volunteer Fire Fighter Hours | 200 | 600 | 200 | 200 |

**PUBLIC SAFETY
INVESTIGATIONS - 4201**

PROGRAM DESCRIPTION

The Criminal Investigation Unit of the Department is responsible for processing all written reports that come into the department. They assign cases that need follow up and process all evidence/property taken in by patrol, by citizens, or by seizure during search warrants. Investigators file cases with the District Attorney's Office, Juvenile Detention, or U.S. Attorney as needed. The Code Enforcement Officer also works under this section and is responsible for taking care of any violations of ordinances that deal with the uncontrolled growth of grass and weeds, accumulation of brush or trash, illegal signs, general nuisances, any illegal or improper parking/storing of vehicles, answers animal calls, and captures and transports animals to the shelter.

GOALS AND OBJECTIVES FOR 2019-2020

1. Achieve and maintain at least a 40% clearance rate for Investigations.
2. Follow up on all initially assigned cases within 24 hours, at least 90% of the time.
3. Increase efforts to promote community programs to better reach the citizens and get them more involved.
4. Contact persons in violation of grass, nuisance, trash, or parking ordinances within 24 hours of the reported violation, at least 90% of the time.
5. Continue to educate the citizens on our grass, nuisance, trash, and parking ordinances.
6. Successfully upgrade the computer workstations so that minimal worktime is lost due to computer failure.
7. Ensure that all Patrol officers know the proper fingerprinting techniques to help recover physical evidence at scenes.
8. Increase our working ability in the identification of high crime areas, potential suspects, and communicate data to the Patrol Section.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|

INVESTIGATION DUTIES:

| | | | | |
|---|-------|-------|-------|-------|
| 1. Number of cases referred | 147 | 200 | 170 | 200 |
| 2. Cases cleared (%) | 26% | 30% | 40% | 30% |
| 3. Number of persons contacted | 2,500 | 2,500 | 2,500 | 2,500 |
| 4. Number of Hours on follow ups | 2,500 | 2,200 | 2,500 | 2,500 |
| 5. Number of Crimes against persons | 21 | 40 | 20 | 40 |
| 6. Number of Crimes against property | 171 | 150 | 130 | 140 |
| 7. Number of violation of city ordinances | 691 | 700 | 600 | 700 |
| 8. Number of parking violations | 15 | 30 | 20 | 30 |

ADMINISTRATIVE DUTIES:

| | | | | |
|-----------------------------|-------|-------|-------|-------|
| 1 Case administration hours | 2,000 | 2,000 | 2,000 | 2,000 |
|-----------------------------|-------|-------|-------|-------|

PROGRAM DESCRIPTION

The Patrol Division is the largest section within the department. It is staffed with nineteen Public Safety Officers, four Sergeants, a Captain, and 2 School Resource Officers. The officers work 12 hour shifts, and provide professional community based policing. Their duties cover a wide range of responsibilities. They answer calls for service, enforce the traffic laws, city ordinances, and state laws. They are the first responders to medical emergencies and fire or rescue calls, motor vehicle accidents also require the officers' attention. They give tours of the department; teach in the Citizens Police Academy and other community based programs. They also have duties as bicycle patrol officers and are members of the Special Response Team, which among other duties include Dignitary Protection detail when requested by the United States Secret Service. Also working under the section Captain is the C.P.A., Neighborhood Watch, Crime Prevention, and other community programs.

GOALS AND OBJECTIVES FOR 2019-2020

1. Continue to give the citizens of the City of Woodway the up most professional quality of response to any call we receive, and rectify the problem as best as possible, with courtesy and promptness.
2. Continue the traffic enforcement program to reduce property damage and physical injury.
3. Continue the K-9 program and increase the number of drug arrests, seizures, and forfeitures filed.
4. Implement fire coverage overnight hours.
5. Maintain a responsible and reasonable ration of traffic stops to citations.
6. Maintain the excellent response time to priority one emergency calls, in a safe, courteous, and professional manner.
7. Continue to maintain a high rate of patrol officers off duty response to fire and rescue calls.
8. Continue to increase the number of households involved in the Neighborhood Watch Program.
9. Continue a wide variety of community events related to Public Safety Department.
10. Improve school police presence and SRO agreement with Midway ISD.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| 1. Patrol hours | 45,000 | 50,000 | 53,000 | 55,000 |
| 2. Patrol Mileage | 400,000 | 420,000 | 430,000 | 440,000 |
| 3. Daily traffic on Hwy 84 (TXDOT) | 46,000 | 48,000 | 55,000 | 60,000 |
| 4. Number of traffic stops | 9,000 | 9,500 | 9,700 | 10,000 |
| 5. Number of traffic warnings | 6,000 | 6,000 | 6,800 | 7,000 |
| 6. Number of citations issued | 3,000 | 3,300 | 2,900 | 3,000 |
| 7. % of stops resulting in citations | 33% | 30% | 30% | 30% |
| 8. Number of directed patrol hours | 50 | 50 | 50 | 50 |
| 9. Number of vehicle accidents | 150 | 250 | 140 | 200 |
| 10. Number of arrests | 450 | 650 | 570 | 650 |
| 11. Number of house watches | 11,000 | 10,000 | 11,000 | 13,000 |
| 12. Number of EMS First Responder calls | 380 | 400 | 350 | 400 |
| 13. Off duty response rate ** | 85% | 80% | 90% | 80% |
| 14. Response to priority 1 calls (min) | 03:20 | 03:00 | 03:10 | 03:00 |
| 15. Drug related k-9 searches | 150 | 200 | 180 | 250 |
| 16. Warrant Service hours | 100 | 110 | 100 | 110 |
| 17. Number of National Night Out gatherings | 8 | 10 | 9 | 9 |

** All amounts are estimates only.

WOODWAY, TEXAS

PUBLIC SAFETY
PUBLIC SAFETY - 4201

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| General Resources | \$4,564,674 | \$5,329,792 | \$5,026,702 | \$5,868,479 |
| Court Fines | 93,063 | 90,000 | 95,000 | 95,000 |
| Animal Control Fees | 1,020 | 1,500 | 1,250 | 1,300 |
| Alarm Monitoring | 17,738 | 19,000 | 16,500 | 17,000 |
| Total Resources | \$4,676,495 | \$5,440,292 | \$5,139,452 | \$5,981,779 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | \$3,877,594 | \$4,558,213 | \$4,388,416 | \$5,036,973 |
| Supplies & Materials | 175,942 | 163,100 | 110,050 | 165,100 |
| Repairs & Maintenance | 126,685 | 178,726 | 143,916 | 204,726 |
| Other Services & Charges | 172,661 | 187,433 | 147,334 | 209,780 |
| Capital | 813 | 6,120 | 3,036 | 8,000 |
| Operating Transfers | 322,800 | 346,700 | 346,700 | 357,200 |
| Total Expenditures | \$4,676,495 | \$5,440,292 | \$5,139,452 | \$5,981,779 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 0.60 | 0.60 | 0.60 | 0.60 |
| Office/Clerical | 2.25 | 2.25 | 2.25 | 2.00 |
| Technical | 8.40 | 8.40 | 8.40 | 9.40 |
| Sworn Personnel | 22.00 | 24.00 | 24.00 | 24.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 9.00 | 10.00 | 10.00 | 10.00 |
| Temporary/Seasonal | 1.00 | 1.00 | 1.00 | 0.50 |
| Total Personnel | 43.25 | 46.25 | 46.25 | 46.50 |

MAJOR BUDGET CHANGES

A vacant part-time dispatch position was deleted and a full-time dispatch position was added to the budget in FY 20. (+.50)
25% of a full-time court clerk position was deleted from Public Safety and added to the Municipal Court budget in the FY 20. (-.25)

WOODWAY, TEXAS

PUBLIC SAFETY - 4201

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$17,483 | \$18,315 | \$19,640 | \$21,053 |
| Office/Clerical | 82,403 | 86,478 | 87,268 | 81,530 |
| Technical | 294,495 | 320,032 | 312,481 | 386,397 |
| Sworn Personnel | 1,220,418 | 1,477,394 | 1,435,790 | 1,688,202 |
| Professional | 0 | 0 | 0 | 0 |
| Management/Supervision | 892,298 | 980,269 | 977,190 | 1,055,148 |
| Temporary/Seasonal | 21,667 | 48,893 | 40,784 | 36,914 |
| Overtime | 97,821 | 132,000 | 129,935 | 132,000 |
| Fire Pay | 173,028 | 215,365 | 170,381 | 218,798 |
| Insurance | 442,497 | 564,421 | 522,288 | 616,318 |
| FICA/Medicare Tax | 42,201 | 51,444 | 49,478 | 55,781 |
| Retirement | 471,152 | 546,043 | 523,632 | 615,393 |
| Unemployment | 0 | 0 | 0 | 0 |
| Workers' Compensation | 58,124 | 56,901 | 54,882 | 59,786 |
| Team Incentives | 0 | 600 | 300 | 600 |
| Incentive Pay | 64,007 | 60,058 | 64,367 | 69,053 |
| Total Salaries & Benefits | \$3,877,594 | \$4,558,213 | \$4,388,416 | \$5,036,973 |
| Supplies & Materials | | | | |
| Uniform Service | \$22,778 | \$23,000 | \$32,915 | \$25,000 |
| Immunizations | 2,380 | 2,000 | 2,000 | 2,000 |
| Printing | 2,520 | 2,000 | 2,862 | 2,000 |
| Office Supplies | 3,594 | 4,000 | 2,251 | 4,000 |
| Computer Supplies | 4,056 | 5,500 | 1,463 | 5,500 |
| Postage | 2,170 | 3,500 | 3,314 | 3,500 |
| Film & Developing | 0 | 600 | 100 | 600 |
| Supplies - Motor Vehicles | 99,763 | 75,000 | 47,406 | 75,000 |
| Minor Tools & Equipment | 18,157 | 16,000 | 7,282 | 16,000 |
| Chemicals | 3,088 | 3,500 | 3,500 | 3,500 |
| Fire/Safety Gear | 8,675 | 17,000 | 681 | 17,000 |
| Food/Memorials | 4,300 | 6,000 | 3,276 | 6,000 |
| Service Awards/Banquets | 4,461 | 5,000 | 3,000 | 5,000 |
| Total Supplies & Materials | \$175,942 | \$163,100 | \$110,050 | \$165,100 |
| Repairs & Maintenance | | | | |
| Maintenance - Motor Vehicles | \$55,290 | \$51,726 | \$38,047 | \$51,726 |
| Maintenance - Office Equipment | 34,816 | 81,000 | 81,000 | 81,000 |
| Maintenance - Machinery & Equipment | 26,876 | 35,000 | 4,869 | 50,000 |
| Maintenance - Buildings & Grounds | 9,703 | 11,000 | 20,000 | 22,000 |
| Total Repairs & Maintenance | \$126,685 | \$178,726 | \$143,916 | \$204,726 |

WOODWAY, TEXAS

PUBLIC SAFETY - 4201

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Contract Labor | \$0 | \$0 | \$0 | \$0 |
| Record Filing Fees | 100 | 300 | 48 | 300 |
| Schools/Conferences | 51,513 | 54,000 | 27,091 | 54,000 |
| Animal Control Services | 14,148 | 13,655 | 9,511 | 10,000 |
| Employment Screening | 5,921 | 4,000 | 4,685 | 4,000 |
| Recruiting | 92 | 300 | 0 | 300 |
| Ambulance/Medical Charges | 163 | 6,000 | 1,872 | 6,000 |
| Office Equipment Rental | 4,394 | 5,500 | 2,608 | 5,500 |
| Property/Liability Insurance | 44,886 | 47,678 | 49,219 | 51,680 |
| Communications | 36,398 | 38,000 | 35,588 | 60,000 |
| Newspaper Notices | 596 | 3,000 | 500 | 3,000 |
| Community Programs | 5,007 | 4,000 | 5,212 | 4,000 |
| Subscriptions/Memberships | 9,443 | 11,000 | 11,000 | 11,000 |
| Total Other Services & Charges | \$172,661 | \$187,433 | \$147,334 | \$209,780 |
| Capital Outlay | | | | |
| Land | \$0 | \$0 | \$0 | \$0 |
| Machinery & Equipment | 813 | 6,120 | 3,036 | 5,000 |
| Office Equipment | 0 | 0 | 0 | 3,000 |
| Total Capital Outlay | \$813 | \$6,120 | \$3,036 | \$8,000 |
| Operating Transfers | | | | |
| Equipment Replacement | \$322,800 | \$346,700 | \$346,700 | \$357,200 |
| Total Operating Transfers | \$322,800 | \$346,700 | \$346,700 | \$357,200 |
| Total Expenditures | \$4,676,495 | \$5,440,292 | \$5,139,452 | \$5,981,779 |

**PUBLIC SAFETY
MUNICIPAL COURT - 4203**

PROGRAM DESCRIPTION

The Municipal Court handles all Class C Misdemeanor charges originating in the City of Woodway. Law Enforcement Personnel, Code Enforcement Personnel, and Citizens initiate these charges. The Court is responsible for the docketing and processing of these charges including handling complaints, conducting weekly hour-long Court meetings between the judge and violators, conduct monthly juvenile court and scheduling pretrial hearings, nonjury and jury trials. The Court administrative duties include processing late notices and warrants, daily collection of moneys, depositing and reporting of fines/fees to the City Finance Office, preparation of mandatory weekly, monthly and quarterly reports with the Office of Court Administration, State Comptroller's Office and the Department of Public Safety in Austin. Solicitor permit applications are processed and maintained by court personnel. The Court is staffed with one full-time court administrator and one full-time deputy court clerk to perform administrative duties. City Council appoints one primary judge and one alternate judge to administer judicial duties. The City Attorney assigns an attorney to perform duties of prosecuting attorney. An assigned Public Safety Officer performs the Court Bailiff duties.

GOALS AND OBJECTIVES FOR 2019-2020

Court implemented the following in 2018-2019:

- Municipal Court of Record
 - Purchase of recording equipment
 - Update of city ordinance nuisances
- Court Security Committee - Certified Bailiffs as required by the State
- Court Notify software to text/call reminders to defendants
- Laser fiche - Electronic Records Management
- Upgrade court software to INCODE 10 and install InSite payment portal
 - Automate court financial records with the Finance Department
 - Provide defendant online access to cases to pay, request extension, driver safety course, and deferred disposition

Continue to train and maximize the benefits of the above programs to ensure the court is operating efficiently and providing effective means of communication with defendants to ensure compliance with case processing. Ensuring the defendant moves about court processes with ease, individual justice, and respect.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Cases filed | 2,950 | 2,855 | 2,942 | 3,236 |
| 2. Jury Trials | 0 | 1 | 1 | 1 |
| 3. Trial by Judge | 2 | 2 | 2 | 2 |
| 4. Warrants issued | 858 | 818 | 1,026 | 1,128 |
| 5. Written warnings | 318 | 409 | 620 | 682 |
| 6. Average time citation to Trial (days) | 60 | 60 | 60 | 60 |
| 7. Cases cleared | 3,032 | 2,950 | 2,700 | 2,970 |
| 8. Deferred Disposition | 685 | 638 | 736 | 809 |
| 9. Driving Safety Course | 226 | 244 | 206 | 226 |
| 10. Presented Insurance | 116 | 110 | 78 | 85 |
| 11. Dismissed upon compliance - Expired Registration/Driver's License | 570 | 554 | 476 | 523 |
| 12. Dismissed by Prosecutor/Judge | 79 | 79 | 70 | 70 |

WOODWAY, TEXAS

**PUBLIC SAFETY
MUNICIPAL COURT - 4203**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$73,848 | \$99,253 | \$89,749 | \$128,870 |
| Miscellaneous Court Fees | 102,763 | 85,000 | 90,000 | 90,000 |
| State Service Fees | 9,095 | 10,000 | 9,000 | 9,000 |
| Time Payment Fees | 0 | 0 | 0 | 0 |
| Total Resources | \$185,706 | \$194,253 | \$188,749 | \$227,870 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$129,262 | \$136,953 | \$136,202 | \$159,645 |
| Supplies & Materials | 4,068 | 4,500 | 3,950 | 4,700 |
| Repairs & Maintenance | 6,895 | 9,500 | 6,750 | 14,580 |
| Other Services & Charges | 45,481 | 43,300 | 41,847 | 46,245 |
| Capital | 0 | 0 | 0 | 2,700 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$185,706 | \$194,253 | \$188,749 | \$227,870 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.75 | 0.75 | 0.75 | 1.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 1.00 | 1.00 | 1.00 | 1.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 1.75 | 1.75 | 1.75 | 2.00 |

MAJOR BUDGET CHANGES

25% of a full-time court clerk position was deleted from Public Safety and added to the Municipal Court budget in the FY 20. (+.25)

WOODWAY, TEXAS

MUNICIPAL COURT - 4203

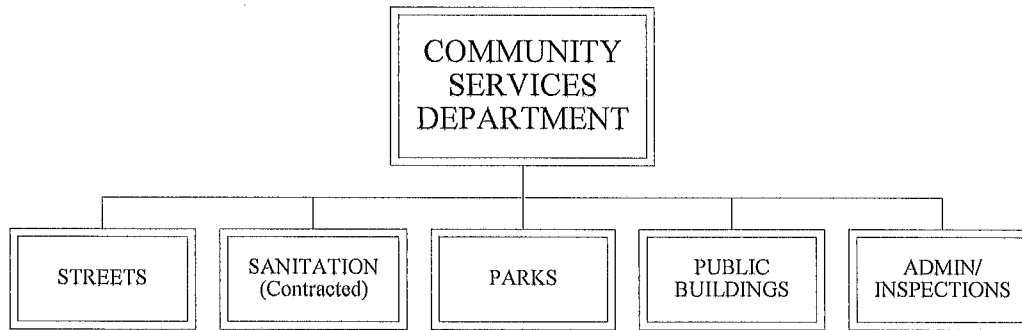
| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Office/Clerical | \$29,496 | \$30,956 | \$31,232 | \$44,175 |
| Management/Supervision | 60,720 | 63,536 | 64,459 | 64,563 |
| Temporary/Seasonal | 0 | 0 | 0 | 0 |
| Overtime | 500 | 500 | 250 | 500 |
| Insurance | 18,872 | 21,305 | 19,517 | 26,097 |
| FICA/Medicare Tax | 1,351 | 1,418 | 1,432 | 1,634 |
| Retirement | 15,484 | 16,234 | 16,342 | 18,991 |
| Workers' Compensation | 208 | 187 | 182 | 215 |
| Incentive Pay | 2,631 | 2,817 | 2,788 | 3,470 |
| Total Salaries & Benefits | \$129,262 | \$136,953 | \$136,202 | \$159,645 |
| Supplies & Materials | | | | |
| Printing | \$1,721 | \$1,500 | \$1,500 | \$1,500 |
| Office Supplies | 208 | 1,000 | 1,000 | 1,000 |
| Computer Supplies | 993 | 1,000 | 250 | 1,000 |
| Postage | 1,146 | 1,000 | 1,200 | 1,200 |
| Total Supplies & Materials | \$4,068 | \$4,500 | \$3,950 | \$4,700 |
| Repairs & Maintenance | | | | |
| Maintenance - Office Equipment | \$6,895 | \$7,000 | \$6,650 | \$12,080 |
| Maintenance - Buildings & Grounds | 0 | 2,500 | 100 | 2,500 |
| Total Repairs & Maintenance | \$6,895 | \$9,500 | \$6,750 | \$14,580 |

WOODWAY, TEXAS

MUNICIPAL COURT - 4203

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Legal Services | \$35,873 | \$32,000 | \$32,000 | \$33,740 |
| Jury Services | 0 | 900 | 0 | 900 |
| Schools/Conferences | 1,166 | 1,600 | 1,200 | 1,600 |
| Employment Screening | 3 | 100 | 20 | 100 |
| Bank Service Charges | 3,754 | 3,800 | 3,480 | 4,000 |
| Office Equipment Rental | 986 | 1,000 | 986 | 1,000 |
| Property/Liability Insurance | 825 | 900 | 861 | 905 |
| Communications | 2,557 | 2,000 | 3,000 | 3,000 |
| Subscriptions/Memberships | 317 | 1,000 | 300 | 1,000 |
| Total Other Services & Charges | \$45,481 | \$43,300 | \$41,847 | \$46,245 |
| Capital Outlay | | | | |
| Office Equipment | \$0 | \$0 | \$0 | \$2,700 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$2,700 |
| Operating Transfers | | | | |
| Equipment Replacement | \$0 | \$0 | \$0 | \$0 |
| Total Operating Transfers | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$185,706 | \$194,253 | \$188,749 | \$227,870 |

COMMUNITY SERVICES SUMMARY
2019-2020

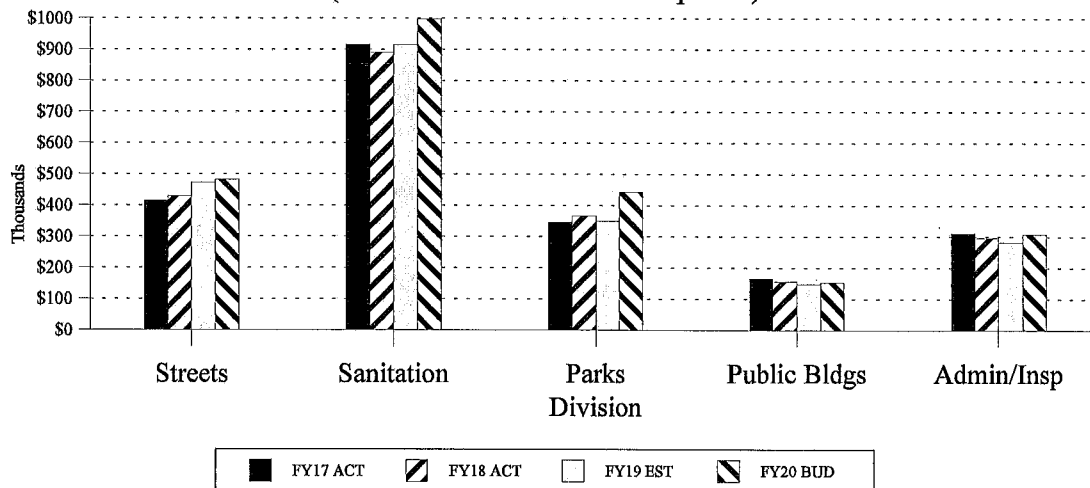


Director of Community Services - Mitch Davison (772-4050)

| ACTIVITY | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|---------------------|---------------------|------------------------|---------------------|
| Streets | \$428,444 | \$486,777 | \$472,326 | \$481,566 |
| Sanitation | 889,422 | 920,000 | 914,418 | 998,000 |
| Parks | 364,969 | 416,274 | 348,970 | 441,853 |
| Public Buildings | 155,774 | 164,282 | 147,557 | 152,197 |
| Administration/Inspections | 296,154 | 354,219 | 282,129 | 307,436 |
| TOTALS | \$2,134,763 | \$2,341,552 | \$2,165,400 | \$2,381,052 |

THREE YEARS AND PROPOSED

(Actual to Estimated to Proposed)



WOODWAY, TEXAS

COMMUNITY SERVICES SUMMARY
2019-2020

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$776,260 | \$1,055,552 | \$818,403 | \$1,044,052 |
| Sanitation - Residential | 704,748 | 700,000 | 710,000 | 710,000 |
| Sanitation - Commercial | 433,806 | 420,000 | 450,000 | 450,000 |
| Landfill Permits | 0 | 0 | 0 | 0 |
| Recycling Revenue | 3,000 | 3,000 | 3,000 | 3,000 |
| Park Reservations | 15,535 | 15,000 | 15,247 | 15,000 |
| Permits - Buildings | 193,794 | 140,000 | 158,700 | 150,000 |
| Permits - Miscellaneous | 3,813 | 5,000 | 4,050 | 4,000 |
| Platting/Zoning Fees | 3,807 | 3,000 | 6,000 | 5,000 |
| Total Resources | \$2,134,763 | \$2,341,552 | \$2,165,400 | \$2,381,052 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$836,509 | \$969,024 | \$816,213 | \$916,138 |
| Supplies & Materials | 58,166 | 62,350 | 57,450 | 62,350 |
| Repairs & Maintenance | 74,862 | 94,550 | 92,000 | 94,550 |
| Other Services & Charges | 1,116,726 | 1,167,928 | 1,151,896 | 1,246,164 |
| Capital | 1,000 | 1,400 | 1,541 | 1,950 |
| Operating Transfers | 47,500 | 46,300 | 46,300 | 59,900 |
| Total Expenditures | \$2,134,763 | \$2,341,552 | \$2,165,400 | \$2,381,052 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 8.00 | 8.00 | 8.00 | 8.00 |
| Office/Clerical | 0.40 | 0.40 | 0.40 | 0.40 |
| Technical | 1.00 | 1.00 | 1.00 | 1.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 2.40 | 2.40 | 2.40 | 2.40 |
| Temporary/Seasonal | 1.00 | 1.00 | 1.00 | 0.50 |
| Total Personnel | 12.80 | 12.80 | 12.80 | 12.30 |

" Welcome Home to Woodway "

**COMMUNITY SERVICES
STREETS - 4301**

PROGRAM DESCRIPTION

The Street Division is responsible for maintaining and repairing all public streets. This service includes repairing the curb, gutters, street cuts, pot holes, and base failures. The Division is also responsible for maintaining all traffic control devices, installing stop bars at intersections and manufacturing street name signs, stop signs, and yield signs. Street Division personnel also maintain the flashing school zone lights, dispose of all dead animals within the city streets, and trim trees and brush in City's right of way.

GOALS AND OBJECTIVES FOR 2019-2020

1. Continue the slurry seal program, repairing an additional 4-5 miles of street per year.
2. Clean major drainage structures at least twice annually.
3. Spray for street weeds throughout the street system at least three times annually.
4. Respond to requests for service (potholes, etc.) within 72 hours.
5. Repair street damage resulting from water line brakes within 10 business days.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Number of stop bars painted or taped annually | 100 | 100 | 100 | 100 |
| 2. Signs installed or repaired | | | | |
| - Traffic control signs(stop, yield, etc.) | 10 | 10 | 10 | 10 |
| - Street name signs | 50 | 50 | 50 | 50 |
| 3. Tons of Asphalt applied | | | | |
| - Base Failures | 350 | 350 | 350 | 350 |
| - Utility cuts | 200 | 200 | 200 | 200 |
| 4. Yards of concrete applied | | | | |
| - Base failures | 300 | 300 | 300 | 300 |
| - Utility cuts | 200 | 200 | 200 | 200 |
| 5. Lane miles of crack sealant applied | 0 | 0 | 0 | 0 |
| 6. Street miles slurry sealed | 10 | 10 | 10 | 10 |
| 7. Man hours trimming overlapping limbs | 500 | 500 | 500 | 500 |
| 8. Number of drainage structures cleaned at least twice annually | 15 | 15 | 15 | 15 |
| 9. Street miles inventory | 72 | 72 | 72 | 72 |
| 10. Street miles/FTE employees | 18 | 18 | 18 | 18 |
| 11. Number of highway miles mowed | 26.0 | 26.0 | 26.0 | 26.0 |
| 12. Number of miles street sweeping | 0 | 0 | 0 | 0 |

COMMUNITY SERVICES
STREETS - 4301

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| General Resources | \$428,444 | \$486,777 | \$472,326 | \$481,566 |
| Total Resources | \$428,444 | \$486,777 | \$472,326 | \$481,566 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | \$281,573 | \$315,656 | \$310,902 | \$305,605 |
| Supplies & Materials | 30,492 | 30,100 | 26,850 | 30,100 |
| Repairs & Maintenance | 30,322 | 49,750 | 48,000 | 49,750 |
| Other Services & Charges | 59,757 | 63,871 | 59,033 | 64,311 |
| Capital | 0 | 1,400 | 1,541 | 0 |
| Operating Transfers | 26,300 | 26,000 | 26,000 | 31,800 |
| Total Expenditures | \$428,444 | \$486,777 | \$472,326 | \$481,566 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 4.00 | 4.00 | 4.00 | 4.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.60 | 0.60 | 0.60 | 0.60 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 4.60 | 4.60 | 4.60 | 4.60 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

STREETS - 4301

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$147,596 | \$159,362 | \$169,959 | \$148,804 |
| Management/Supervision | 38,537 | 42,732 | 40,329 | 42,883 |
| Overtime | 1,413 | 6,500 | 3,057 | 6,500 |
| Insurance | 47,237 | 55,893 | 48,139 | 59,855 |
| FICA/Medicare Tax | 2,770 | 3,080 | 3,153 | 2,924 |
| Retirement | 31,731 | 35,254 | 36,010 | 33,982 |
| Unemployment | 0 | 0 | 0 | 0 |
| Workers' Compensation | 9,054 | 9,022 | 6,940 | 7,169 |
| Incentive Pay | 3,235 | 3,813 | 3,315 | 3,488 |
| Total Salaries & Benefits | \$281,573 | \$315,656 | \$310,902 | \$305,605 |
| Supplies & Materials | | | | |
| Uniform Services | \$2,383 | \$2,400 | \$2,400 | \$2,400 |
| Printing | 0 | 0 | 0 | 0 |
| Office Supplies | 0 | 200 | 150 | 200 |
| Supplies - Motor Vehicles | 19,392 | 18,000 | 15,000 | 18,000 |
| Minor Tools & Equipment | 1,613 | 2,000 | 2,000 | 2,000 |
| Traffic Supplies | 6,235 | 6,000 | 6,000 | 6,000 |
| Chemicals | 853 | 1,000 | 1,000 | 1,000 |
| Food/Memorials | 16 | 500 | 300 | 500 |
| Total Supplies & Materials | \$30,492 | \$30,100 | \$26,850 | \$30,100 |
| Repairs & Maintenance | | | | |
| Maintenance - Motor Vehicles | \$3,384 | \$7,000 | \$6,000 | \$7,000 |
| Maintenance - Machinery & Equipment | 4,585 | 10,150 | 10,000 | 10,150 |
| Maintenance - Streets | 22,353 | 32,600 | 32,000 | 32,600 |
| Total Repairs & Maintenance | \$30,322 | \$49,750 | \$48,000 | \$49,750 |

WOODWAY, TEXAS

STREETS - 4301

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Contract Labor | \$0 | \$0 | \$0 | \$0 |
| Schools/Conferences | 205 | 500 | 300 | 1,000 |
| Employment Screening | 79 | 400 | 250 | 400 |
| Equipment Rental | 0 | 2,000 | 1,500 | 2,000 |
| Property/Liability Insurance | 6,925 | 7,271 | 6,867 | 7,211 |
| Newspaper Notices | 0 | 500 | 500 | 500 |
| Electric Service | 52,398 | 53,000 | 49,416 | 53,000 |
| Subscriptions/Memberships | 150 | 200 | 200 | 200 |
| Total Other Services & Charges | \$59,757 | \$63,871 | \$59,033 | \$64,311 |
| Capital Outlay | | | | |
| Machinery & Equipment | \$0 | \$1,400 | \$1,541 | \$0 |
| Office Equipment | 0 | 0 | 0 | 0 |
| Total Capital Outlay | \$0 | \$1,400 | \$1,541 | \$0 |
| Operating Transfers | | | | |
| Equipment Replacement Transfer | \$26,300 | \$26,000 | \$26,000 | \$31,800 |
| Total Operating Transfers | \$26,300 | \$26,000 | \$26,000 | \$31,800 |
| Total Expenditures | \$428,444 | \$486,777 | \$472,326 | \$481,566 |

**COMMUNITY SERVICES
SANITATION - 4302**

PROGRAM DESCRIPTION

The Sanitation Division is responsible for the collection and disposal of solid waste within the City. This service is provided through contracts with Access Disposal for collection through May, 2022, and the City of Waco for disposal through the life of the landfill. The Finance Director (or his designated representative) is the City's contract administrator and liaison with Access Disposal and the City of Waco. The City provides residents with twice weekly refuse collections, once weekly recycling collection, and once weekly brush pick-up. In addition, household hazardous waste disposal and large item pick ups are offered once and twice per year respectively. Commercial service is provided at individual levels as determined by individual customer needs.

GOALS AND OBJECTIVES FOR 2019-2020

1. Improve customer satisfaction by monitoring contractor's performance and reducing the number of repeat and similar complaints.
2. Implement third full year of solid waste collection contract with Access Disposal.
3. Reissue holiday pick up schedules and other educational literature prior to January 1, 2020.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Average # of Commercial Customers per month | 232 | 250 | 233 | 250 |
| 2. Average # of Residential Customers per month | 3,535 | 3,550 | 3,563 | 3,575 |
| 3. Recyclables Collected (lbs.) | 775,000 | 800,000 | 810,000 | 825,000 |
| 4. Hazardous Waste Disposal (households served) | 116 | 150 | 187 | 200 |

COMMUNITY SERVICES
SANITATION - 4302

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------|---------------------|---------------------|------------------------|---------------------|
| General Resources | (\$252,132) | (\$203,000) | (\$248,582) | (\$165,000) |
| Sanitation - Residential | 704,748 | 700,000 | 710,000 | 710,000 |
| Sanitation - Commercial | 433,806 | 420,000 | 450,000 | 450,000 |
| Landfill Permits | 0 | 0 | 0 | 0 |
| Recycling Revenue | 3,000 | 3,000 | 3,000 | 3,000 |
| Total Resources | \$889,422 | \$920,000 | \$914,418 | \$998,000 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | 0 | 1,000 | 0 | 1,000 |
| Repairs & Maintenance | 0 | 0 | 0 | 0 |
| Other Services & Charges | 889,422 | 919,000 | 914,418 | 997,000 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$889,422 | \$920,000 | \$914,418 | \$998,000 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 0.00 | 0.00 | 0.00 | 0.00 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

SANITATION - 4302

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Technical | \$0 | \$0 | \$0 | \$0 |
| Professional | 0 | 0 | 0 | 0 |
| Management/Supervision | 0 | 0 | 0 | 0 |
| Insurance | 0 | 0 | 0 | 0 |
| Overtime | 0 | 0 | 0 | 0 |
| FICA/Medicare Tax | 0 | 0 | 0 | 0 |
| Retirement | 0 | 0 | 0 | 0 |
| Workers' Compensation | 0 | 0 | 0 | 0 |
| Total Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | | | | |
| Blue Bags | \$0 | \$1,000 | \$0 | \$1,000 |
| Printing | 0 | 0 | 0 | 0 |
| Postage | 0 | 0 | 0 | 0 |
| Total Supplies & Materials | \$0 | \$1,000 | \$0 | \$1,000 |
| Repairs & Maintenance | | | | |
| | \$0 | \$0 | \$0 | \$0 |
| Total Repairs & Maintenance | \$0 | \$0 | \$0 | \$0 |

WOODWAY, TEXAS

SANITATION - 4302

| | 2017-2018 | 2018-2019 | 2018-2019 | 2019-2020 |
|---|------------------|------------------|------------------|------------------|
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
| Other Services & Charges | | | | |
| Landfill Disposal | \$190,925 | \$203,500 | \$190,926 | \$215,000 |
| Collection - Residential | 414,968 | 425,000 | 423,368 | 465,000 |
| Collection - Commercial | 274,476 | 273,500 | 288,124 | 300,000 |
| Collection - Household Hazardous Waste | 5,197 | 17,000 | 12,000 | 17,000 |
| Storm Cleanup | 0 | 0 | 0 | 0 |
| Uncollectible UB | 3,856 | 0 | 0 | 0 |
| Total Other Services & Charges | \$889,422 | \$919,000 | \$914,418 | \$997,000 |
| Capital Outlay | | | | |
| | \$0 | \$0 | \$0 | \$0 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$0 |
| Operating Transfers | | | | |
| | \$0 | \$0 | \$0 | \$0 |
| Total Operating Transfers | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$889,422 | \$920,000 | \$914,418 | \$998,000 |

**COMMUNITY SERVICES
PARKS - 4303**

PROGRAM DESCRIPTION

The Parks Division is responsible for maintaining existing parks, landscaped areas, and all public grounds. New park projects that are developed through citizen input, the City Council, the Park Board, and the Arboretum may also become part of the overall Parks Division maintenance plan. Standards are set to insure safe yet visually attractive areas through regular mowing, watering, cleaning and litter removal. This Division also assumes responsibility for right of way and streetscape maintenance.

GOALS AND OBJECTIVES FOR 2019-2020

1. Continue preventative maintenance and repair of all park facilities through weekly inspections.
2. Achieve a 10 day mowing interval for right of way, public grounds, open park lands.
3. Perform annual winter maintenance of walking tracks.
4. Assist with monitoring effectiveness of contracted mowing and maintenance services.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Acreage of park turf maintained | 172 | 172 | 172 | 172 |
| 2. Number of facilities maintained | | | | |
| - Restrooms | 4 | 4 | 4 | 4 |
| - Pavilions and shelters | 14 | 14 | 14 | 14 |
| - Irrigation systems | 13 | 13 | 13 | 13 |
| 3. Gallons of herbicide applied | 800 | 800 | 800 | 800 |
| 4. Pounds of fertilizer applied | 400 | 400 | 400 | 400 |

WOODWAY, TEXAS

COMMUNITY SERVICES
PARKS - 4303

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| General Resources | \$349,434 | \$401,274 | \$333,723 | \$426,853 |
| Park Reservations | 15,535 | 15,000 | 15,247 | 15,000 |
| Total Resources | \$364,969 | \$416,274 | \$348,970 | \$441,853 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | \$282,514 | \$326,524 | \$262,709 | \$345,048 |
| Supplies & Materials | 15,846 | 18,700 | 18,100 | 18,700 |
| Repairs & Maintenance | 18,947 | 17,000 | 16,500 | 17,000 |
| Other Services & Charges | 31,762 | 39,050 | 36,661 | 37,955 |
| Capital | 0 | 0 | 0 | 750 |
| Operating Transfers | 15,900 | 15,000 | 15,000 | 22,400 |
| Total Expenditures | \$364,969 | \$416,274 | \$348,970 | \$441,853 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 4.00 | 4.00 | 4.00 | 4.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.60 | 0.60 | 0.60 | 0.60 |
| Temporary/Seasonal | 0.50 | 0.50 | 0.50 | 0.50 |
| Total Personnel | 5.10 | 5.10 | 5.10 | 5.10 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

PARKS - 4303

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$136,822 | \$153,410 | \$122,381 | \$165,083 |
| Technical | 0 | 0 | 0 | 0 |
| Management/Supervision | 38,537 | 42,732 | 40,329 | 42,883 |
| Temporary | 11,851 | 16,058 | 14,301 | 16,702 |
| Overtime | 6,312 | 10,000 | 2,989 | 10,000 |
| Insurance | 44,046 | 55,886 | 41,925 | 59,926 |
| FICA/Medicare Tax | 3,582 | 4,282 | 3,558 | 4,497 |
| Retirement | 30,954 | 34,953 | 28,463 | 37,412 |
| Unemployment | 0 | 0 | 0 | 0 |
| Workers' Compensation | 5,923 | 4,755 | 5,298 | 4,482 |
| Incentive Pay | 4,487 | 4,448 | 3,465 | 4,063 |
| Total Salaries & Benefits | \$282,514 | \$326,524 | \$262,709 | \$345,048 |
| Supplies & Materials | | | | |
| Uniform Service | \$2,175 | \$2,000 | \$2,000 | \$2,000 |
| Printing | \$0 | \$0 | \$0 | \$0 |
| Office Supplies | 0 | 200 | 200 | 200 |
| Supplies - Motor Vehicles | 11,409 | 12,000 | 12,000 | 12,000 |
| Minor Tools & Equipment | 1,588 | 2,500 | 2,500 | 2,500 |
| Chemicals | 442 | 1,500 | 1,000 | 1,500 |
| Food/Memorials | 232 | 500 | 400 | 500 |
| Total Supplies & Materials | \$15,846 | \$18,700 | \$18,100 | \$18,700 |
| Repairs & Maintenance | | | | |
| Maintenance - Motor Vehicles | \$5,310 | \$3,000 | \$2,500 | \$3,000 |
| Maintenance - Machinery & Equipment | 3,716 | 4,000 | 4,000 | 4,000 |
| Maintenance - Parks | 9,921 | 10,000 | 10,000 | 10,000 |
| Total Repairs & Maintenance | \$18,947 | \$17,000 | \$16,500 | \$17,000 |

WOODWAY, TEXAS

PARKS - 4303

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Contract Labor | \$7,925 | \$13,300 | \$13,300 | \$13,300 |
| Schools/Conferences | 1,971 | 1,800 | 500 | 500 |
| Employment Screening | 228 | 500 | 400 | 500 |
| Water Service | 14,674 | 15,000 | 15,000 | 15,000 |
| Equipment Rental | 151 | 1,200 | 1,000 | 1,200 |
| Property/Liability Insurance | 5,667 | 5,950 | 5,861 | 6,155 |
| Newspaper Notices | 1,107 | 1,000 | 500 | 1,000 |
| Electric Service | 0 | 0 | 0 | 0 |
| Subscriptions/Memberships | 39 | 300 | 100 | 300 |
| Total Other Services & Charges | \$31,762 | \$39,050 | \$36,661 | \$37,955 |
| Capital Outlay | | | | |
| Machinery & Equipment | \$0 | \$0 | \$0 | \$750 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$750 |
| Operating Transfers | | | | |
| Equipment Replacement | \$15,900 | \$15,000 | \$15,000 | \$22,400 |
| Total Operating Transfers | \$15,900 | \$15,000 | \$15,000 | \$22,400 |
| Total Expenditures | \$364,969 | \$416,274 | \$348,970 | \$441,853 |

**COMMUNITY SERVICES
PUBLIC BUILDINGS - 4304**

PROGRAM DESCRIPTION

The Public Buildings Division provides maintenance and upkeep of most of the City's public buildings, including City Hall, Community Services, the Public Safety Building, and the City Shop. The Arboretum/Whitehall Center/Pavilion and the Woodway Family Center related costs are included in the Arboretum Department budget and Woodway Family Center Department budget.

GOALS AND OBJECTIVES FOR 2019-2020

1. Oversee renovations to Public Buildings.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Annual Cleaning hours | 3,700 | 3,700 | 3,700 | 3,700 |
| 2. Square feet of buildings maintained | 43,805 | 43,805 | 43,805 | 43,805 |

WOODWAY, TEXAS

COMMUNITY SERVICES
PUBLIC BUILDINGS - 4304

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| General Resources | \$155,774 | \$164,282 | \$147,557 | \$152,197 |
| Total Resources | \$155,774 | \$164,282 | \$147,557 | \$152,197 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | \$9,440 | \$13,454 | \$50 | \$0 |
| Supplies & Materials | 3,347 | 4,000 | 4,000 | 4,000 |
| Repairs & Maintenance | 20,432 | 22,000 | 22,000 | 22,000 |
| Other Services & Charges | 120,755 | 124,028 | 120,707 | 123,797 |
| Capital | 1,000 | 0 | 0 | 1,200 |
| Operating Transfers | 800 | 800 | 800 | 1,200 |
| Total Expenditures | \$155,774 | \$164,282 | \$147,557 | \$152,197 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.50 | 0.50 | 0.50 | 0.00 |
| Total Personnel | 0.50 | 0.50 | 0.50 | 0.00 |

MAJOR BUDGET CHANGES

A vacant part-time janitorial position was deleted from the budget in FY 20. (-.50)

WOODWAY, TEXAS

PUBLIC BUILDINGS - 4304

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$0 | \$0 | \$0 | \$0 |
| Professional | 0 | 0 | 0 | 0 |
| Temporary/Seasonal | 8,522 | 12,232 | 45 | 0 |
| Overtime | 0 | 0 | 0 | 0 |
| Insurance | 0 | 0 | 0 | 0 |
| FICA/Medicare Tax | 670 | 936 | 4 | 0 |
| Retirement | 0 | 0 | 0 | 0 |
| Unemployment | 0 | 0 | 0 | 0 |
| Workers' Compensation | 248 | 286 | 1 | 0 |
| Incentive Pay | 0 | 0 | 0 | 0 |
| Total Salaries & Benefits | \$9,440 | \$13,454 | \$50 | \$0 |
| Supplies & Materials | | | | |
| Office Supplies | \$0 | \$0 | \$0 | \$0 |
| Janitorial Supplies | 3,347 | 4,000 | 4,000 | 4,000 |
| Total Supplies & Materials | \$3,347 | \$4,000 | \$4,000 | \$4,000 |
| Repairs & Maintenance | | | | |
| Maintenance - Office Equipment | \$0 | \$0 | \$0 | \$0 |
| Maintenance - Buildings & Grounds | 20,432 | 22,000 | 22,000 | 22,000 |
| Total Repairs & Maintenance | \$20,432 | \$22,000 | \$22,000 | \$22,000 |

WOODWAY, TEXAS

PUBLIC BUILDINGS - 4304

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Contract Labor | \$11,841 | \$12,000 | \$9,925 | \$12,000 |
| Employment Screening | 0 | 300 | 0 | 0 |
| Water Service | 16,002 | 20,000 | 20,000 | 20,000 |
| Property/Liability Insurance | 18,217 | 19,128 | 18,282 | 19,197 |
| Communications | 17,981 | 17,000 | 17,000 | 17,000 |
| Newspaper Notices | 0 | 600 | 500 | 600 |
| Gas Service | 4,727 | 5,000 | 5,000 | 5,000 |
| Electric Service | 51,987 | 50,000 | 50,000 | 50,000 |
| Total Other Services & Charges | \$120,755 | \$124,028 | \$120,707 | \$123,797 |
| Capital Outlay | | | | |
| Buildings & Improvements | \$1,000 | \$0 | \$0 | \$1,200 |
| Office Equipment | 0 | 0 | 0 | 0 |
| Total Capital Outlay | \$1,000 | \$0 | \$0 | \$1,200 |
| Operating Transfers | | | | |
| Equipment Replacement | \$800 | \$800 | \$800 | \$1,200 |
| Total Operating Transfers | \$800 | \$800 | \$800 | \$1,200 |
| Total Expenditures | \$155,774 | \$164,282 | \$147,557 | \$152,197 |

**COMMUNITY SERVICES
ADMINISTRATION/INSPECTIONS - 4306**

PROGRAM DESCRIPTION

In addition to performing operations management/support, this Division also insures that land use conforms to the comprehensive land use plan and zoning ordinance, and that new construction meets all applicable codes adopted by the City. With regard to inspections, this Division also provides a variety of direct services which include nonstructural plan review, permit issuance, inspections, code enforcement, and consultation with architects, engineers, contractors, builders, home owners, and citizens planning construction within the City.

GOALS AND OBJECTIVES FOR 2019-2020

1. Provide the customer with required inspections within 24 hours of request.
2. Insure that all Department employee training needs are met to address certification, safety and skill requirements.
3. Facilitate and conduct responsive review of all plans to insure compliance with City codes and ordinances.
4. Provide staff assistance to the Planning and Zoning Commission (and its committees), Park Board, and Board of Adjustments.
5. Seek to improve employee retention through improved mentoring, training, additional certifications, and good performance recognition.
6. Provide close inspection of major capital projects under construction.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| 1. Building Permits Issued | | | | |
| - Residential Construction - New | 50 | 50 | 201 | 210 |
| - Residential Construction - Alterations | 750 | 750 | 389 | 400 |
| - Other Construction - New | 10 | 10 | 14 | 15 |
| - Other Construction - Alterations | 50 | 50 | 37 | 40 |
| 2. Building Plans Reviewed | 850 | 850 | 925 | 1,000 |
| 3. Construction Inspections Performed | 1,800 | 1,800 | 2,932 | 3,000 |
| 4. Percent of Inspections Performed Same Day Requested | 99% | 99% | 99% | 99% |
| 5. Plats Reviewed | 5 | 5 | 5 | 5 |
| 6. Zoning cases reviewed | 25 | 25 | 25 | 25 |
| 7. Planned district applications reviewed | 20 | 20 | 20 | 20 |
| 8. Value of street, drainage and utility improvements managed/inspected (millions \$) | \$5.0 | \$5.0 | \$5.0 | \$5.0 |

WOODWAY, TEXAS

**COMMUNITY SERVICES
ADMINISTRATION/INSPECTIONS - 4306**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$94,740 | \$206,219 | \$113,379 | \$148,436 |
| Permits - Building | 193,794 | 140,000 | 158,700 | 150,000 |
| Permits - Miscellaneous | 3,813 | 5,000 | 4,050 | 4,000 |
| Platting/Zoning Fees | 3,807 | 3,000 | 6,000 | 5,000 |
| Total Resources | \$296,154 | \$354,219 | \$282,129 | \$307,436 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$262,982 | \$313,390 | \$242,552 | \$265,485 |
| Supplies & Materials | 8,481 | 8,550 | 8,500 | 8,550 |
| Repairs & Maintenance | 5,161 | 5,800 | 5,500 | 5,800 |
| Other Services & Charges | 15,030 | 21,979 | 21,077 | 23,101 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 4,500 | 4,500 | 4,500 | 4,500 |
| Total Expenditures | \$296,154 | \$354,219 | \$282,129 | \$307,436 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.40 | 0.40 | 0.40 | 0.40 |
| Technical | 1.00 | 1.00 | 1.00 | 1.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 1.20 | 1.20 | 1.20 | 1.20 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 2.60 | 2.60 | 2.60 | 2.60 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

ADMINISTRATION/INSPECTIONS - 4306

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Office/Clerical | \$13,974 | \$14,652 | \$14,522 | \$15,382 |
| Technical | 55,246 | 58,141 | 58,865 | 58,951 |
| Management/Supervision | 117,287 | 143,515 | 92,403 | 97,997 |
| Temporary | 0 | 12,000 | 0 | 12,000 |
| Overtime | 719 | 500 | 327 | 500 |
| Insurance | 30,958 | 31,886 | 32,286 | 34,077 |
| FICA/Medicare Tax | 2,845 | 4,119 | 2,504 | 3,502 |
| Retirement | 32,608 | 36,640 | 28,705 | 30,022 |
| Unemployment | 0 | 0 | 0 | 0 |
| Workers' Compensation | 1,521 | 791 | 674 | 510 |
| Car Allowance | 3,900 | 7,200 | 7,200 | 7,200 |
| Incentive Pay | 3,924 | 3,946 | 5,066 | 5,344 |
| Total Salaries & Benefits | \$262,982 | \$313,390 | \$242,552 | \$265,485 |
| Supplies & Materials | | | | |
| Uniform Service | \$2,468 | \$2,800 | \$2,800 | \$2,800 |
| Printing | 919 | 750 | 700 | 750 |
| Office Supplies | 626 | 1,000 | 1,000 | 1,000 |
| Computer Supplies | 1,840 | 1,500 | 1,500 | 1,500 |
| Postage | 551 | 500 | 500 | 500 |
| Supplies - Motor Vehicles | 1,416 | 1,500 | 1,500 | 1,500 |
| Food/Memorials | 661 | 500 | 500 | 500 |
| Total Supplies & Materials | \$8,481 | \$8,550 | \$8,500 | \$8,550 |
| Repairs & Maintenance | | | | |
| Maintenance - Motor Vehicles | \$274 | \$1,800 | \$1,500 | \$1,800 |
| Maintenance - Office Equipment | 4,887 | 4,000 | 4,000 | 4,000 |
| Total Repairs & Maintenance | \$5,161 | \$5,800 | \$5,500 | \$5,800 |

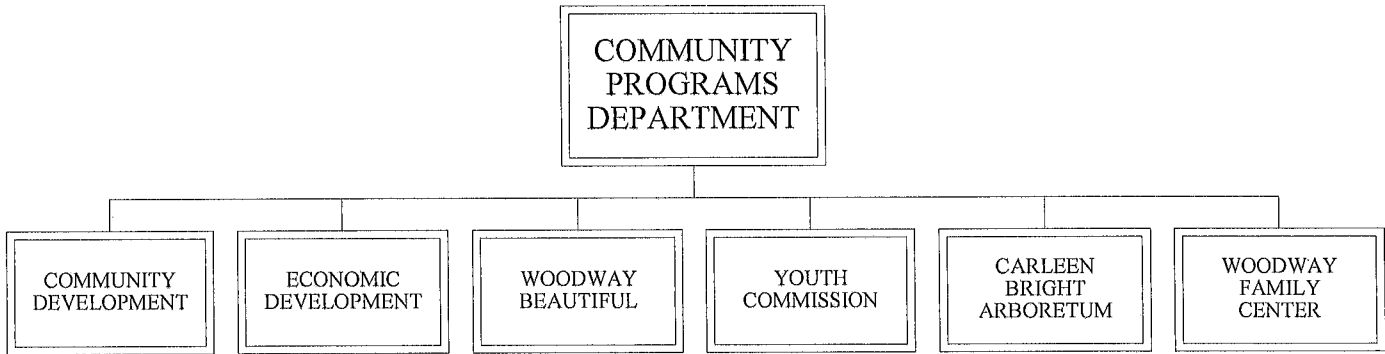
WOODWAY, TEXAS

ADMINISTRATION/INSPECTIONS - 4306

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Contract Labor | \$0 | \$0 | \$0 | \$0 |
| Engineering Fees | 2,958 | 4,500 | 4,500 | 4,500 |
| Record Filing Fees | 356 | 800 | 800 | 800 |
| Schools/Conferences | 3,770 | 6,500 | 6,500 | 7,500 |
| Employment Screening | 0 | 150 | 0 | 150 |
| Bank Service Charges | 2,068 | 2,000 | 2,000 | 2,000 |
| Office Equipment Rental | 1,648 | 2,300 | 2,300 | 2,300 |
| Property/Liability Insurance | 2,361 | 2,479 | 2,477 | 2,601 |
| Communications | 389 | 0 | 0 | 0 |
| Newspaper Notices | 0 | 750 | 0 | 750 |
| Subscriptions/Memberships | 1,480 | 2,500 | 2,500 | 2,500 |
| Total Other Services & Charges | \$15,030 | \$21,979 | \$21,077 | \$23,101 |
| Capital Outlay | | | | |
| Office Equipment | \$0 | \$0 | \$0 | \$0 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$0 |
| Operating Transfers | | | | |
| Equipment Replacement | \$4,500 | \$4,500 | \$4,500 | \$4,500 |
| Total Operating Transfers | \$4,500 | \$4,500 | \$4,500 | \$4,500 |
| Total Expenditures | \$296,154 | \$354,219 | \$282,129 | \$307,436 |

WOODWAY, TEXAS

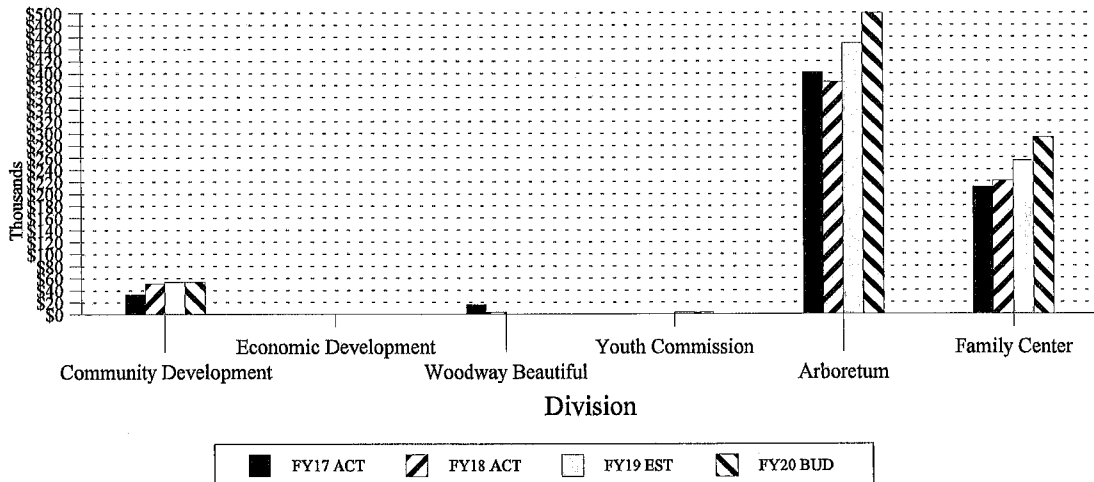
COMMUNITY PROGRAMS SUMMARY
2019-2020



City Manager - Shawn Oubre (772-4480)
 Arboretum Manager - Janet Schaffer (399-9204)
 Family Center Manager - Janet Schaffer (772-7491)

| ACTIVITY | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------|---------------------|---------------------|------------------------|---------------------|
| Community Development | \$51,098 | \$53,675 | \$53,675 | \$53,675 |
| Economic Development | 0 | 0 | 0 | 0 |
| Woodway Beautiful | 3,449 | 0 | 0 | 0 |
| Youth Commission | 349 | 3,050 | 3,050 | 3,050 |
| Carleen Bright Arboretum | 385,206 | 447,660 | 449,210 | 499,235 |
| Woodway Family Center | 220,621 | 247,961 | 253,902 | 292,466 |
| TOTALS | \$660,723 | \$752,346 | \$759,837 | \$848,426 |

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

COMMUNITY PROGRAMS SUMMARY
2019-2020

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$93,961 | \$53,251 | \$131,578 | \$56,725 |
| Arboretum Rentals | 239,260 | 225,000 | 245,000 | 245,000 |
| Attendant/Security | 6,903 | 5,000 | 6,300 | 6,000 |
| Equipment Rental - CBA | 4,790 | 0 | 4,600 | 0 |
| Woodway Beautiful Donations | 0 | 0 | 50 | 0 |
| Family Center Program Fees | 141,918 | 212,435 | 140,615 | 253,966 |
| Family Center Rentals | 15,775 | 13,000 | 14,000 | 14,000 |
| Family Center Sponsorships | 17,050 | 16,000 | 17,000 | 17,000 |
| Family Center Concessions | 6,814 | 10,000 | 7,434 | 7,500 |
| Transfer from Tourism Fund | 134,252 | 217,660 | 193,260 | 248,235 |
| Total Resources | \$660,723 | \$752,346 | \$759,837 | \$848,426 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$382,077 | \$456,617 | \$456,177 | \$534,330 |
| Supplies & Materials | 37,650 | 65,000 | 65,500 | 65,500 |
| Repairs & Maintenance | 42,507 | 33,400 | 37,220 | 46,400 |
| Other Services & Charges | 196,789 | 190,429 | 194,040 | 195,296 |
| Capital | 0 | 4,000 | 4,000 | 4,000 |
| Operating Transfers | 1,700 | 2,900 | 2,900 | 2,900 |
| Total Expenditures | \$660,723 | \$752,346 | \$759,837 | \$848,426 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 2.00 | 2.00 | 2.00 | 2.00 |
| Office/Clerical | 1.00 | 1.00 | 2.00 | 2.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 2.90 | 3.00 | 3.00 | 3.00 |
| Temporary/Seasonal | 2.50 | 3.00 | 2.00 | 2.50 |
| Total Personnel | 8.40 | 9.00 | 9.00 | 9.50 |

" Welcome Home to Woodway "

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
COMMUNITY DEVELOPMENT - 4604**

PROGRAM DESCRIPTION

The Community Development Board was dissolved in the 2003 budget year. However, staff currently is responsible for advising the City Council on residential development and neighborhood revitalization initiatives/programs. Staff works to develop and facilitate funding alternatives for neighborhood revitalization, market residential property, and promote home ownership.

GOALS AND OBJECTIVES FOR 2019-2020

1. Establish programs that encourage home structural and landscape improvements.
2. Enhance use of neighborhood matching fund for streetscaping improvements.
3. Increase number of neighborhood matching grants awarded.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Increase in property values (millions) | \$73.6 | \$92.3 | \$92.3 | \$88.5 |
| 2. Number of new residential building permits issued | 50 | 50 | 201 | 210 |
| 3. Number of residential renovation permits issued (remodels, electrical, roofing, irrigation, etc.) | 750 | 750 | 389 | 400 |
| 4. Number of Woodway maps distributed | 500 | 1,000 | 224 | 250 |

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$51,098 | \$53,675 | \$53,675 | \$53,675 |
| Total Resources | \$51,098 | \$53,675 | \$53,675 | \$53,675 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | 0 | 12,950 | 12,950 | 12,950 |
| Repairs & Maintenance | 0 | 0 | 0 | 0 |
| Other Services & Charges | 51,098 | 40,725 | 40,725 | 40,725 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$51,098 | \$53,675 | \$53,675 | \$53,675 |

WOODWAY, TEXAS

COMMUNITY DEVELOPMENT - 4604

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 0.00 | 0.00 | 0.00 | 0.00 |

MAJOR BUDGET CHANGES

Economic Development and Woodway Beautiful were merged with Community Development in the FY 19 budget.

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Management/Supervision | \$0 | \$0 | \$0 | \$0 |
| Insurance | 0 | 0 | 0 | 0 |
| FICA/Medicare Tax | 0 | 0 | 0 | 0 |
| Retirement | 0 | 0 | 0 | 0 |
| Workers' Compensation | 0 | 0 | 0 | 0 |
| Total Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | | | | |
| Printing | \$0 | \$3,500 | \$3,500 | \$3,500 |
| Office Supplies | 0 | 400 | 400 | 400 |
| Postage | 0 | 200 | 200 | 200 |
| Botanical Supplies | 0 | 8,000 | 8,000 | 8,000 |
| Food/Memorials | 0 | 850 | 850 | 850 |
| Total Supplies & Materials | \$0 | \$12,950 | \$12,950 | \$12,950 |
| Other Services & Charges | | | | |
| Schools/Conferences | \$0 | \$1,000 | \$1,000 | \$1,000 |
| Newspaper Notices | 0 | 1,250 | 1,250 | 1,250 |
| Community Programs | 51,098 | 38,400 | 38,400 | 38,400 |
| Subscriptions/Memberships | 0 | 75 | 75 | 75 |
| Total Other Services & Charges | \$51,098 | \$40,725 | \$40,725 | \$40,725 |
| Total Expenditures | \$51,098 | \$53,675 | \$53,675 | \$53,675 |

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
ECONOMIC DEVELOPMENT - 4605**

PROGRAM DESCRIPTION

The City's economic development program is committed to the promotion of high quality retail/commercial development within the City, as well as the Greater Waco area. This budget unit accounts for expenditures related to economic development programs, as well as membership in area Chambers of Commerce.

GOALS AND OBJECTIVES FOR 2019-2020

1. Continue with the implementation of the retail market master plan for Woodway.
2. Work with the Midway Independent School District and local developers to capitalize on development opportunities along Highway 84.
3. Maintain participation in the Greater Hewitt Chamber through organizational membership.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Total sales tax revenues increase vs. Prior Year actual | \$281,684 | \$17,613 | \$57,631 | \$17,790 |
| 2. Commercial tax levy | \$1,206,240 | \$1,219,096 | \$1,219,096 | \$1,243,020 |
| 3. Average # of business water accounts per month | 292 | 300 | 295 | 300 |
| 4. Number of new commercial building permits issued | 10 | 10 | 14 | 15 |

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$0 | \$0 | \$0 | \$0 |
| Total Resources | \$0 | \$0 | \$0 | \$0 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | 0 | 0 | 0 | 0 |
| Repairs & Maintenance | 0 | 0 | 0 | 0 |
| Other Services & Charges | 0 | 0 | 0 | 0 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |

" Welcome Home to Woodway "

WOODWAY, TEXAS

ECONOMIC DEVELOPMENT - 4605

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 0.00 | 0.00 | 0.00 | 0.00 |

MAJOR BUDGET CHANGES

Economic Development was merged with Community Development in the FY 19 budget.

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | | | | |
| Management/Supervision | \$0 | \$0 | \$0 | \$0 |
| Insurance | 0 | 0 | 0 | 0 |
| FICA/Medicare Tax | 0 | 0 | 0 | 0 |
| Retirement | 0 | 0 | 0 | 0 |
| Workers' Compensation | 0 | 0 | 0 | 0 |
| Total Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | | | | |
| Printing | \$0 | \$0 | \$0 | \$0 |
| Office Supplies | 0 | 0 | 0 | 0 |
| Food/Memorials | 0 | 0 | 0 | 0 |
| Total Supplies & Materials | \$0 | \$0 | \$0 | \$0 |
| Other Services & Charges | | | | |
| Contract Labor | \$0 | \$0 | \$0 | \$0 |
| Schools/Conferences | 0 | 0 | 0 | 0 |
| Newspaper Notices | 0 | 0 | 0 | 0 |
| Community Programs | 0 | 0 | 0 | 0 |
| Subscriptions/Memberships | 0 | 0 | 0 | 0 |
| Total Other Services & Charges | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |

**COMMUNITY PROGRAMS
WOODWAY BEAUTIFUL - 4606**

PROGRAM DESCRIPTION

This Commission serves to assist in enhancing and preserving the City's natural beauty through its various programs promoting litter abatement, solid waste reduction, environmental education and community-wide beautification.

GOALS AND OBJECTIVES FOR 2019-2020

1. Provide recognition to residents/businesses for beautification efforts.
2. Increase participation in the Great American Clean-up events.
3. Promote educational opportunities regarding reuse and recycling.
4. Hold one gardening educational event.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Great American Clean-up volunteers | 0 | 0 | 0 | 0 |
| 2. Miles of roadway cleaned | 5 | 5 | 5 | 5 |
| 3. Pounds of litter/debris collected (1 bag = 20 lbs) | 1,000 | 1,000 | 1,000 | 1,000 |
| 4. Household Hazardous Waste Day participants | 1 | 1 | 1 | 1 |
| 5. Yard-of-the-Month Awards (residential & business) | 30 | 30 | 30 | 30 |
| 6. Volunteer hours | 400 | 400 | 400 | 400 |

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
WOODWAY BEAUTIFUL - 4606**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$3,449 | \$0 | (\$50) | \$0 |
| Woodway Beautiful Donations | 0 | 0 | 50 | 0 |
| Total Resources | \$3,449 | \$0 | \$0 | \$0 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | 273 | 0 | 0 | 0 |
| Repairs & Maintenance | 0 | 0 | 0 | 0 |
| Other Services & Charges | 3,176 | 0 | 0 | 0 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$3,449 | \$0 | \$0 | \$0 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 0.00 | 0.00 | 0.00 | 0.00 |

MAJOR BUDGET CHANGES

Woodway Beautiful was merged with Community Development in the FY 19 budget.

WOODWAY, TEXAS

WOODWAY BEAUTIFUL - 4606

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Management/Supervision | \$0 | \$0 | \$0 | \$0 |
| Insurance | 0 | 0 | 0 | 0 |
| FICA/Medicare Tax | 0 | 0 | 0 | 0 |
| Retirement | 0 | 0 | 0 | 0 |
| Workers' Compensation | 0 | 0 | 0 | 0 |
| Total Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | | | | |
| Uniform Service | \$0 | \$0 | \$0 | \$0 |
| Printing | 0 | 0 | 0 | 0 |
| Office Supplies | 0 | 0 | 0 | 0 |
| Postage | 0 | 0 | 0 | 0 |
| Film & Developing | 0 | 0 | 0 | 0 |
| Botanical Supplies | 273 | 0 | 0 | 0 |
| Minor Tools & Equipment | 0 | 0 | 0 | 0 |
| Food/Memorials | 0 | 0 | 0 | 0 |
| Total Supplies & Materials | \$273 | \$0 | \$0 | \$0 |
| Other Services & Charges | | | | |
| Contract Labor | \$0 | \$0 | \$0 | \$0 |
| Schools/Conferences | 0 | 0 | 0 | 0 |
| Newspaper Notices | 0 | 0 | 0 | 0 |
| Community Programs | 3,176 | 0 | 0 | 0 |
| Subscriptions/Memberships | 0 | 0 | 0 | 0 |
| Total Other Services & Charges | \$3,176 | \$0 | \$0 | \$0 |
| Capital Outlay | | | | |
| Machinery & Equipment | \$0 | \$0 | \$0 | \$0 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$3,449 | \$0 | \$0 | \$0 |

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
YOUTH COMMISSION - 4607**

PROGRAM DESCRIPTION

This sixteen (16) member Commission, comprised of 7th-12th grade residents, serves to advise and make recommendations to the City Council on behalf of the youth of the community. They encourage, plan, and participate in drug-free and alcohol-free activities for young people.

GOALS AND OBJECTIVES FOR 2019-2020

1. Provide leadership training opportunities to members.
2. Work with municipal judge to continue the teen court.
3. Actively recruit area teens to attend Youth Police Academy.
4. Perform at least six service activities for the community.
5. Work with the Woodway Foundation and area businesses to offset costs of service activities.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Number of community service hours served by youth | 652 | 657 | 630 | 640 |
| 2. Number of events sponsored/co-sponsored | 10 | 10 | 9 | 9 |

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$349 | \$3,050 | \$3,050 | \$3,050 |
| Total Resources | \$349 | \$3,050 | \$3,050 | \$3,050 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | 0 | 750 | 750 | 750 |
| Repairs & Maintenance | 0 | 0 | 0 | 0 |
| Other Services & Charges | 349 | 2,300 | 2,300 | 2,300 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 0 | 0 | 0 | 0 |
| Total Expenditures | \$349 | \$3,050 | \$3,050 | \$3,050 |

WOODWAY, TEXAS

YOUTH COMMISSION - 4607

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 0.00 | 0.00 | 0.00 | 0.00 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Management/Supervision | \$0 | \$0 | \$0 | \$0 |
| Insurance | 0 | 0 | 0 | 0 |
| FICA/Medicare Tax | 0 | 0 | 0 | 0 |
| Retirement | 0 | 0 | 0 | 0 |
| Workers' Compensation | 0 | 0 | 0 | 0 |
| Total Salaries & Benefits | \$0 | \$0 | \$0 | \$0 |
| Supplies & Materials | | | | |
| Uniform Service | \$0 | \$300 | \$300 | \$300 |
| Printing | 0 | 100 | 100 | 100 |
| Office Supplies | 0 | 0 | 0 | 0 |
| Postage | 0 | 0 | 0 | 0 |
| Film Developing | 0 | 0 | 0 | 0 |
| Food/Memorials | 0 | 350 | 350 | 350 |
| Total Supplies & Materials | \$0 | \$750 | \$750 | \$750 |
| Other Services & Charges | | | | |
| Schools/Conferences | \$0 | \$0 | \$0 | \$0 |
| Newspaper Notices | 0 | 300 | 300 | 300 |
| Community Programs | 349 | 2,000 | 2,000 | 2,000 |
| Total Other Services & Charges | \$349 | \$2,300 | \$2,300 | \$2,300 |
| Total Expenditures | \$349 | \$3,050 | \$3,050 | \$3,050 |

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
CARLEEN BRIGHT ARBORETUM - 4609**

PROGRAM DESCRIPTION

This budget unit provides for operation and maintenance of the Arboretum including Whitehall Center and The Pavilion as a regional venue and art center. Development and promotion of the Carleen Bright Arboretum serves to promote tourism, improve environment awareness, and foster community pride and recognition. The Arboretum Director is responsible for supervising and coordinating the work of the staff for both buildings, which includes Event Coordinators, Groundskeepers, all contract labor, and community volunteers.

GOALS AND OBJECTIVES FOR 2019-2020

1. Continue partnering with horticultural groups to build relationships that are beneficial to both parties.
2. Increase and expand the Friends of the Arboretum program.
3. Continue to grow and improve our "Lunch with the Masters" program.
4. Maintain efforts to promote regional events for tourism and the community.
5. Continue ongoing maintenance of Pavilion and Whitehall Center.
6. Continue to expand and grow our Children's Garden Fair and the scarecrow exhibit.
7. Complete the new Pavilion entry fountain.
8. Build business relations to facilitate an increase in business rentals.
9. Serve on the Horticulture Committee for McLennan County.
10. Build our new Arboretum Explorers Program.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Developed acreage maintained | 17 acres | 17 acres | 17 acres | 17 acres |
| 2. Number of days of facility use | 252 | 250 | 254 | 260 |
| 3. Number paid rentals | 139 | 180 | 129 | 120 |
| 4. Number of city/sponsored hours | 150 | 150 | 150 | 150 |
| 5. Attendance at art exhibitions | 330 | 400 | 350 | 300 |
| 6. Attendance at special events | 3,580 | 3,500 | 3,500 | 3,500 |
| 7. Attendance at educational programs | 2,500 | 2,500 | 2,500 | 2,500 |
| 8. Number of memberships in Friends | 50 | 75 | 50 | 50 |
| 9. Designated Memorials | \$50,272 | \$40,000 | \$12,576 | \$30,000 |
| 10. Rental income (rent, personnel, equipment) | \$250,953 | \$230,000 | \$255,950 | \$251,000 |
| 11. Number of volunteer hours | 1,200 | 2,800 | 1,200 | 1,200 |
| 12. Number of community events | 35 | 40 | 35 | 35 |
| 13. Number of tourism events | 20 | 20 | 20 | 20 |

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
CARLEEN BRIGHT ARBORETUM - 4609**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| General Resources | \$1 | \$0 | \$0 | \$0 |
| Arboretum Rentals | 239,260 | 225,000 | 245,000 | 245,000 |
| Attendant/Security | 6,903 | 5,000 | 6,300 | 6,000 |
| Equipment Rental - CBA | 4,790 | 0 | 4,600 | 0 |
| Arboretum Catering | 0 | 0 | 50 | 0 |
| Transfer from Tourism Fund | 134,252 | 217,660 | 193,260 | 248,235 |
| Total Resources | \$385,206 | \$447,660 | \$449,210 | \$499,235 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$234,595 | \$298,103 | \$295,074 | \$339,068 |
| Supplies & Materials | 23,432 | 31,000 | 31,000 | 31,000 |
| Repairs & Maintenance | 33,992 | 27,900 | 29,720 | 34,400 |
| Other Services & Charges | 92,087 | 84,357 | 87,116 | 88,467 |
| Capital | 0 | 4,000 | 4,000 | 4,000 |
| Operating Transfers | 1,100 | 2,300 | 2,300 | 2,300 |
| Total Expenditures | \$385,206 | \$447,660 | \$449,210 | \$499,235 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 2.00 | 2.00 | 2.00 | 2.00 |
| Office/Clerical | 1.00 | 1.00 | 2.00 | 2.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.60 | 0.70 | 0.70 | 0.70 |
| Temporary/Seasonal | 2.00 | 2.50 | 1.50 | 1.50 |
| Total Personnel | 5.60 | 6.20 | 6.20 | 6.20 |

MAJOR BUDGET CHANGES

Two part-time positions were deleted and one full-time position was added to the budget in FY 20.

WOODWAY, TEXAS

CARLEEN BRIGHT ARBORETUM - 4609

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$58,521 | \$66,130 | \$69,564 | \$73,852 |
| Office/Clerical | 30,193 | 32,705 | 60,365 | 69,408 |
| Management/Supervision | 50,724 | 56,943 | 53,745 | 56,113 |
| Temporary/Seasonal | 32,459 | 57,255 | 24,768 | 29,249 |
| Overtime | 175 | 1,500 | 200 | 1,500 |
| Insurance | 30,495 | 45,529 | 44,398 | 61,141 |
| FICA/Medicare Tax | 4,502 | 6,692 | 4,613 | 5,224 |
| Retirement | 23,366 | 26,465 | 31,113 | 34,707 |
| Unemployment | 0 | 0 | 0 | 0 |
| Workers' Compensation | 2,850 | 2,713 | 2,744 | 2,770 |
| Incentive Pay | 1,310 | 2,171 | 3,564 | 5,104 |
| Total Salaries & Benefits | \$234,595 | \$298,103 | \$295,074 | \$339,068 |
| Supplies & Materials | | | | |
| Uniform Service | \$417 | \$900 | \$900 | \$900 |
| Printing | 1,267 | 1,500 | 1,500 | 1,500 |
| Office Supplies | 1,168 | 1,500 | 1,500 | 1,500 |
| Computer Supplies | 1,063 | 2,000 | 2,000 | 2,000 |
| Postage | 1,208 | 1,500 | 1,500 | 1,500 |
| Film & Developing | 0 | 0 | 0 | 0 |
| Supplies - Motor Vehicle | 819 | 1,200 | 1,200 | 1,200 |
| Botanical Supplies | 9,309 | 13,000 | 13,000 | 13,000 |
| Minor Tools & Equipment | 1,079 | 2,800 | 2,800 | 2,800 |
| Janitorial Supplies | 4,331 | 3,600 | 3,600 | 3,600 |
| Chemicals | 898 | 1,000 | 1,000 | 1,000 |
| Food/Memorials | 1,873 | 2,000 | 2,000 | 2,000 |
| Service Awards/Banquets | 0 | 0 | 0 | 0 |
| Total Supplies & Materials | \$23,432 | \$31,000 | \$31,000 | \$31,000 |
| Repairs & Maintenance | | | | |
| Maintenance - Office Equipment | \$391 | \$400 | \$400 | \$400 |
| Maintenance - Machinery & Equipment | 3,184 | 2,500 | 4,320 | 4,000 |
| Maintenance - Buildings & Grounds | 30,417 | 25,000 | 25,000 | 30,000 |
| Total Repairs & Maintenance | \$33,992 | \$27,900 | \$29,720 | \$34,400 |

WOODWAY, TEXAS

CARLEEN BRIGHT ARBORETUM - 4609

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Contract Labor | \$11,910 | \$12,000 | \$12,000 | \$12,000 |
| Schools/Conferences | 2,327 | 2,000 | 2,000 | 2,000 |
| Employment Screening | 244 | 500 | 500 | 500 |
| Bank Service Charges | 3,285 | 3,500 | 3,500 | 3,500 |
| Water Service | 27,150 | 18,000 | 18,000 | 18,000 |
| Office Equipment Rental | 0 | 1,200 | 1,200 | 1,200 |
| Property/Liability Insurance | 6,911 | 7,257 | 7,016 | 7,367 |
| Communications | 5,335 | 5,600 | 5,600 | 5,600 |
| Newspaper Notices | 1,216 | 1,800 | 1,800 | 1,800 |
| Community Programs | 1,577 | 4,000 | 4,000 | 5,000 |
| Gas Service | 2,902 | 2,500 | 2,500 | 2,500 |
| Electric Service | 27,906 | 25,000 | 28,000 | 28,000 |
| Subscriptions/Memberships | 1,324 | 1,000 | 1,000 | 1,000 |
| Total Other Services & Charges | \$92,087 | \$84,357 | \$87,116 | \$88,467 |
| Capital Outlay | | | | |
| Machinery & Equipment | \$0 | \$4,000 | \$4,000 | \$4,000 |
| Office Equipment | 0 | 0 | 0 | 0 |
| Buildings | 0 | 0 | 0 | 0 |
| Total Capital Outlay | \$0 | \$4,000 | \$4,000 | \$4,000 |
| Operating Transfers | | | | |
| Equipment Replacement | \$1,100 | \$2,300 | \$2,300 | \$2,300 |
| Total Operating Transfers | \$1,100 | \$2,300 | \$2,300 | \$2,300 |
| Total Expenditures | \$385,206 | \$447,660 | \$449,210 | \$499,235 |

WOODWAY, TEXAS

**COMMUNITY PROGRAMS
WOODWAY FAMILY CENTER - 4603**

PROGRAM DESCRIPTION

This budget unit includes operation and maintenance of the Woodway Family Center, which provides recreational athletic programs for children aged 4 through 12, and an adult volleyball league in the summer. The Director is responsible for supervising and coordinating the work of staff, which includes 1 full-time manager, 1 full-time center assistant, 1 part-time center assistant, referees, and volunteer coaches. The Manager is responsible for the day to day operations.

GOALS AND OBJECTIVES FOR 2019-2020

1. Provide quality programs for children in the program.
2. Increase team sponsorships.
3. Continue soliciting center sponsorships.
4. Continue short-term maintenance and improvement program for building and grounds.
5. Continue Master Plan for the Woodway Family Center.
6. Grow the Summer Camp Program by increasing to two Public Safety Camps.
7. Resurface our playing fields.
8. Work with First Baptist Church for a successful Fall Program while our fields are being resurfaced.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Number of participants in athletic programs | 1,838 | 1,950 | 1,900 | 1,900 |
| 2. Number of team sponsorships | 77 | 95 | 85 | 90 |
| 3. Number of center sponsorships | 18 | 25 | 20 | 20 |
| 4. Number of paid rentals. | 106 | 155 | 120 | 120 |
| 5. Income from program. | \$141,918 | \$212,435 | \$140,615 | \$251,854 |
| 6. Income from team sponsorships | \$17,050 | \$16,000 | \$17,000 | \$17,000 |
| 7. Rental income | \$15,775 | \$13,000 | \$14,000 | \$14,000 |

WOODWAY, TEXAS

COMMUNITY PROGRAMS
WOODWAY FAMILY CENTER - 4603

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| General Resources | \$39,064 | (\$3,474) | \$74,853 | \$0 |
| Program Fees | 141,918 | 212,435 | 140,615 | 253,966 |
| Rentals | 15,775 | 13,000 | 14,000 | 14,000 |
| Sponsorships | 17,050 | 16,000 | 17,000 | 17,000 |
| Concessions | 6,814 | 10,000 | 7,434 | 7,500 |
| Total Resources | \$220,621 | \$247,961 | \$253,902 | \$292,466 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | \$147,482 | \$158,514 | \$161,103 | \$195,262 |
| Supplies & Materials | 13,945 | 20,300 | 20,800 | 20,800 |
| Repairs & Maintenance | 8,515 | 5,500 | 7,500 | 12,000 |
| Other Services & Charges | 50,079 | 63,047 | 63,899 | 63,804 |
| Capital | 0 | 0 | 0 | 0 |
| Operating Transfers | 600 | 600 | 600 | 600 |
| Total Expenditures | \$220,621 | \$247,961 | \$253,902 | \$292,466 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 |
| Office/Clerical | 0.00 | 0.00 | 0.00 | 0.00 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 2.30 | 2.30 | 2.30 | 2.30 |
| Temporary/Seasonal | 0.50 | 0.50 | 0.50 | 1.00 |
| Total Personnel | 2.80 | 2.80 | 2.80 | 3.30 |

MAJOR BUDGET CHANGES

A part-time position was added to the budget in FY 20 to help while the fields are being resurfaced. (+.50)

WOODWAY, TEXAS

WOODWAY FAMILY CENTER - 4603

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$0 | \$0 | \$0 | \$0 |
| Office/Clerical | 0 | 0 | 0 | 0 |
| Technical | 0 | 0 | 0 | 0 |
| Management/Supervision | 90,383 | 91,380 | 98,528 | 105,270 |
| Temporary/Seasonal | 14,585 | 14,726 | 16,632 | 30,254 |
| Overtime | 0 | 1,000 | 300 | 1,000 |
| Insurance | 19,580 | 27,312 | 20,511 | 29,949 |
| FICA/Medicare Tax | 2,464 | 2,514 | 2,755 | 3,912 |
| Retirement | 15,445 | 15,885 | 16,941 | 18,568 |
| Workers' Compensation | 2,263 | 2,367 | 2,046 | 2,382 |
| Incentive Pay | 2,762 | 3,330 | 3,390 | 3,927 |
| Total Salaries & Benefits | \$147,482 | \$158,514 | \$161,103 | \$195,262 |
| Supplies & Materials | | | | |
| Uniform Service | \$98 | \$300 | \$300 | \$300 |
| Printing | 1,309 | 1,500 | 1,500 | 1,500 |
| Office Supplies | 500 | 1,000 | 1,000 | 1,000 |
| Computer Supplies | 1,343 | 1,000 | 1,000 | 1,000 |
| Postage | 535 | 1,500 | 1,500 | 1,500 |
| Film & Developing | 0 | 0 | 0 | 0 |
| Supplies - Motor Vehicle | 486 | 800 | 800 | 800 |
| Botanical Supplies | 0 | 0 | 0 | 0 |
| Minor Tools & Equipment | 1,704 | 2,500 | 2,500 | 2,500 |
| Janitorial Supplies | 2,308 | 1,500 | 2,000 | 2,000 |
| Chemicals | 617 | 600 | 600 | 600 |
| Food/Memorials | 3,245 | 6,000 | 6,000 | 6,000 |
| Service Awards/Banquets | 1,800 | 3,600 | 3,600 | 3,600 |
| Total Supplies & Materials | \$13,945 | \$20,300 | \$20,800 | \$20,800 |
| Repairs & Maintenance | | | | |
| Maintenance - Office Equipment | \$243 | \$500 | \$500 | \$5,000 |
| Maintenance - Buildings & Grounds | 8,272 | 5,000 | 7,000 | 7,000 |
| Total Repairs & Maintenance | \$8,515 | \$5,500 | \$7,500 | \$12,000 |

WOODWAY, TEXAS

WOODWAY FAMILY CENTER - 4603

| | 2017-2018 | 2018-2019 | 2018-2019 | 2019-2020 |
|---|------------------|------------------|------------------|------------------|
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
| Other Services & Charges | | | | |
| Contract Labor | \$13,044 | \$17,000 | \$17,000 | \$17,000 |
| Schools/Conferences | 467 | 250 | 467 | 250 |
| Employment Screening | 285 | 700 | 700 | 700 |
| Bank Service Charges | 2,769 | 1,800 | 2,500 | 2,500 |
| Water Service | 7,640 | 8,000 | 8,000 | 8,000 |
| Property/Liability Insurance | 2,378 | 2,497 | 2,432 | 2,554 |
| Communications | 2,701 | 2,700 | 2,700 | 2,700 |
| Newspaper Notices | 1,075 | 1,500 | 1,500 | 1,500 |
| Community Programs | 12,246 | 16,500 | 16,500 | 16,500 |
| Gas Service | 1,032 | 2,000 | 2,000 | 2,000 |
| Electric Service | 6,397 | 10,000 | 10,000 | 10,000 |
| Subscriptions/Memberships | 45 | 100 | 100 | 100 |
| Total Other Services & Charges | \$50,079 | \$63,047 | \$63,899 | \$63,804 |
| Capital Outlay | | | | |
| Office Equipment | \$0 | \$0 | \$0 | \$0 |
| Machinery & Equipment | 0 | 0 | 0 | 0 |
| Buildings | 0 | 0 | 0 | 0 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$0 |
| Operating Transfers | | | | |
| Equipment Replacement | \$600 | \$600 | \$600 | \$600 |
| Total Operating Transfers | \$600 | \$600 | \$600 | \$600 |
| Total Expenditures | \$220,621 | \$247,961 | \$253,902 | \$292,466 |

**GENERAL DEBT
SERVICE FUND**



GENERAL DEBT SERVICE FUND

The General Debt Service Fund is used for the accumulation of resources to provide for the payment of debt service on the City's General Obligation Bonds and to provide a reserve for such payment. Resources include a portion of the Ad Valorem Tax Levy and earning from investments of the fund. (The Ad Valorem Tax Levy is pledged as security on all outstanding General Obligation Bonds.)

The portion of the Tax Levy allocated to General Debt Service is based on current year principal and interest requirements. This calculation gives the necessary dollar figure. The debt service portion of the tax rate is then calculated based on a 100% collection rate; therefore, each year, enough current taxes are allocated to the General Debt Service Fund to make the required annual principal and interest payments.

Tax Rate Limitations. The City is a Home Rule Charter City with a maximum authorized rate for all purposes of \$2.50 per \$100 assessed valuation. This maximum tax rate is imposed by the Constitution of the State of Texas. Under the rules of the Texas Attorney General, the City may issue general obligation debt in an amount no greater than that which can be serviced by a debt service tax of \$1.50 per \$100 assessed valuation, based on 90% collections. The City's adopted debt service tax rate for FY2020 is \$0.00 per \$100 assessed valuation.

Future Requirements. The City became debt free at the end of FY 2017-2018. The City does not anticipate issuing additional debt in FY 2020.

WOODWAY, TEXAS

**ESTIMATED AD VALOREM TAX COLLECTION & PROPOSED DISTRIBUTION
FISCAL YEAR 2019-2020**

| | |
|------------------------------|----------------------------------|
| Assessed Valuation for 2019 | \$1,249,624,019 |
| Tax Rate Per \$100 Valuation | 0.4500 |
| Revenue from 2019 Tax Roll | 5,623,308 |
| Estimated Collections | <u>99%</u> |
| TOTAL FUNDS AVAILABLE | <u><u>\$5,567,075</u></u> |

SCHEDULE OF TAX LEVY AND COLLECTION RATE

| TAX YEAR | TOTAL ASSESSED VALUATION | TAX RATE | TAX LEVY | CURRENT TAX COLLECTION | % COLLECTION TO LEVY |
|----------|--------------------------|----------|-----------|------------------------|----------------------|
| 2009 | 807,392,339 | 0.45720 | 3,691,398 | 3,651,754 | 98.926% |
| 2010 | 816,065,003 | 0.45720 | 3,731,049 | 3,686,509 | 98.806% |
| 2011 | 833,545,416 | 0.45690 | 3,808,469 | 3,765,524 | 98.872% |
| 2012 | 838,949,841 | 0.45690 | 3,833,162 | 3,796,907 | 99.054% |
| 2013 | 852,548,069 | 0.45690 | 3,895,292 | 3,854,888 | 98.963% |
| 2014 | 911,970,360 | 0.47000 | 4,286,261 | 4,329,685 | 101.013% |
| 2015 | 950,886,030 | 0.47000 | 4,469,164 | 4,436,643 | 99.272% |
| 2016 | 995,219,209 | 0.47000 | 4,677,530 | 4,645,641 | 99.318% |
| 2017 | 1,068,858,260 | 0.47000 | 5,023,634 | 4,997,434 | 99.478% |
| 2018 | 1,161,150,073 | 0.45000 | 5,225,175 | 5,196,454 | 99.450% |
| 2019 | 1,249,624,019 | 0.45000 | 5,623,308 | | |

TAX RATE PER \$100

| PROPOSED DISTRIBUTION | 2018-2019 | 2019-2020 | AMOUNT 2019-2020 | % |
|------------------------------------|-----------------|-----------------|------------------|-----------------|
| General | 0.390000 | 0.390000 | 4,817,300 | 86.532% |
| Future Capital Street Improvements | 0.045000 | 0.045000 | 562,331 | 10.101% |
| Long-Term Capital Projects | 0.015000 | 0.015000 | 187,444 | 3.367% |
| Interest and Sinking | 0.000000 | 0.000000 | 0 | 0.000% |
| Total | 0.450000 | 0.450000 | 5,567,075 | 100.000% |

WOODWAY, TEXAS

**2019-2020
GENERAL DEBT SERVICE FUND
- 400 -**

The General Debt Service Fund accounts for the debt portion of property tax revenues and all general debt payments.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$78,437 | \$32,337 | \$32,337 | \$33,411 |
| Revenues | | | | |
| Ad Valorem Tax | 100,714 | 0 | 0 | 0 |
| Delinquent Ad Valorem Taxes | 1,918 | 0 | 300 | 0 |
| Interest and Penalties | 954 | 0 | 100 | 0 |
| Interest Income | 1,564 | 0 | 674 | 0 |
| | \$105,150 | \$0 | \$1,074 | \$0 |
| Total Resources | \$183,587 | \$32,337 | \$33,411 | \$33,411 |

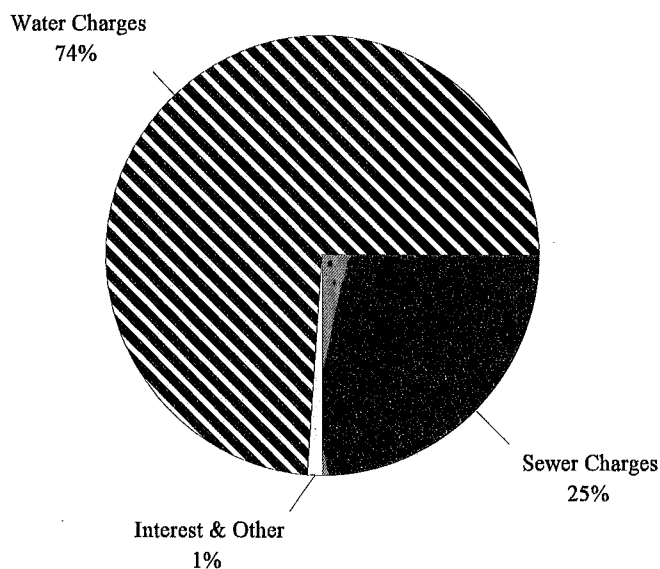
| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Principal | \$145,000 | \$0 | \$0 | \$0 |
| Interest | 5,800 | 0 | 0 | 0 |
| Paying Agent Fees | 450 | 0 | 0 | 0 |
| | \$151,250 | \$0 | \$0 | \$0 |
| Total Expenditures | \$151,250 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$32,337 | \$32,337 | \$33,411 | \$33,411 |

UTILITY FUND

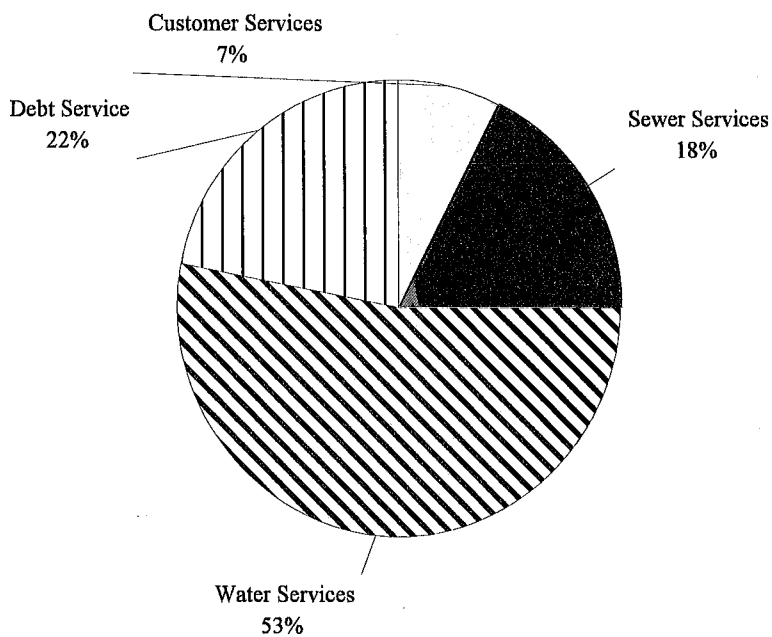


UTILITY FUND REVENUES VS. EXPENDITURES

UTILITY FUND REVENUES



UTILITY FUND EXPENDITURES



" Welcome Home to Woodway "

WOODWAY, TEXAS

2019-2020
UTILITY FUND BUDGET SUMMARY

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Cash Balance | \$287,129 | \$203,850 | \$203,850 | \$232,134 |
| Revenues | | | | |
| Water Service Charges | \$4,518,851 | \$3,996,300 | \$4,084,200 | \$4,094,800 |
| Sewer System Charges | 1,429,520 | 1,427,000 | 1,400,000 | 1,411,000 |
| Interest and Other | 59,969 | 57,500 | 58,000 | 55,000 |
| Total Revenues | \$6,008,340 | \$5,480,800 | \$5,542,200 | \$5,560,800 |
| Total Resources | \$6,295,469 | \$5,684,650 | \$5,746,050 | \$5,792,934 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Water Services | \$3,437,294 | \$2,738,803 | \$2,807,524 | \$2,970,811 |
| Sewer Services | 942,490 | 953,450 | 926,694 | 988,091 |
| Customer Service | 1,711,835 | 1,788,547 | 1,779,698 | 1,601,898 |
| Total Expenditures | \$6,091,619 | \$5,480,800 | \$5,513,916 | \$5,560,800 |
| Ending Cash Balance | \$203,850 | \$203,850 | \$232,134 | \$232,134 |

UTILITY FUND
MAJOR REVENUE SOURCES

Water Service Charges (74%)

Water Service Charges account for \$4,094,800 of revenues. This represents a slight increase of \$10,600 or less than 1% from estimated FY 2019 collections. Projected or annually budgeted water sales are conservatively based upon a historical five (5) year average.

Sewer System Charges (25%)

Sewer System Charges account for \$1,411,000 of revenues. This represents an increase of only \$11,000, or 1%, from estimated FY 2019 collections. Monthly customer rates are based on an average of January and February water consumption.

Interest and Other (1%)

Interest Income accounts for \$10,000 of revenues. This represents a decrease from estimated FY 2019, but an increase from budgeted FY 2019. Interest rates were beginning to increase some, so an increase was budgeted in FY 2020.

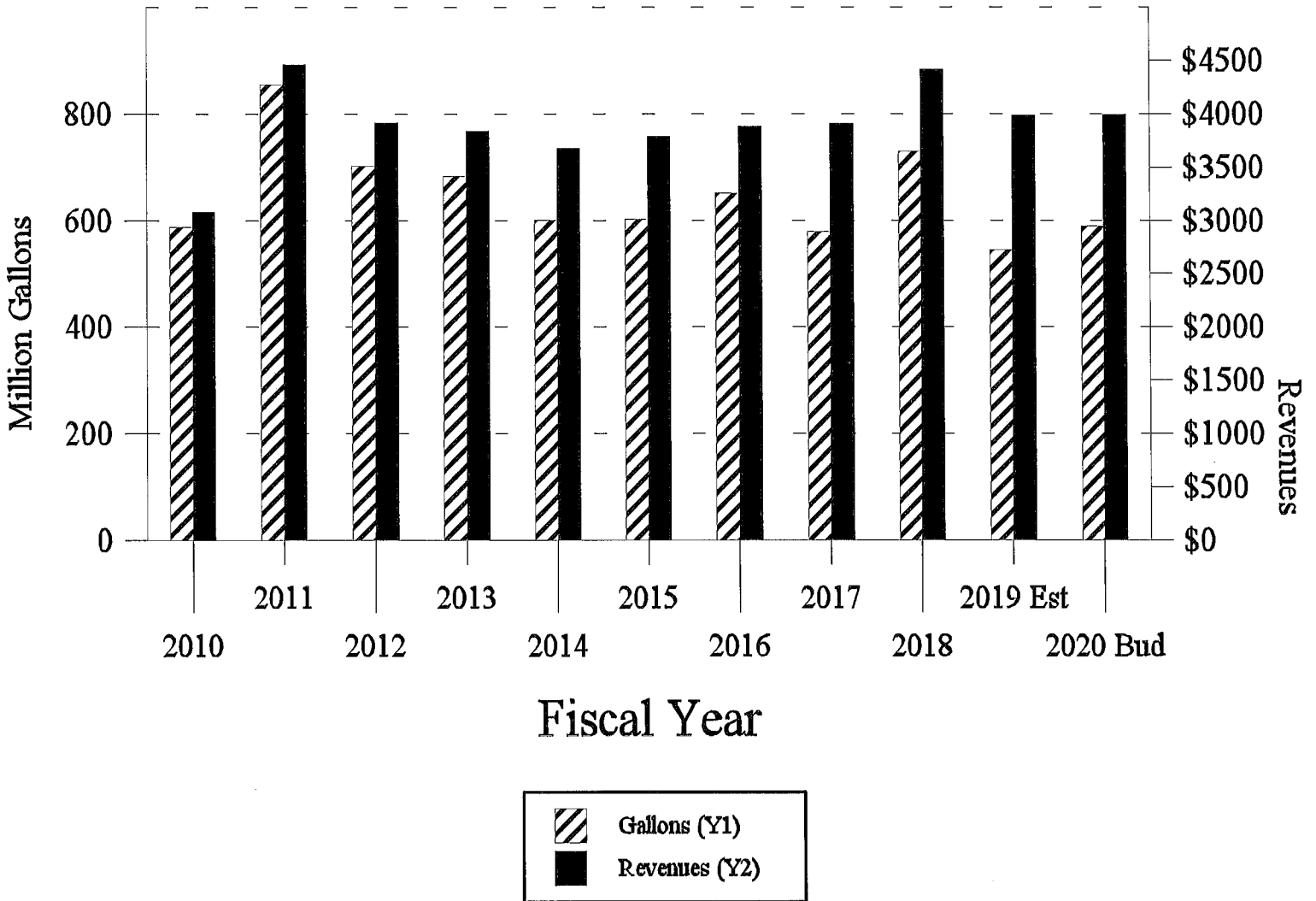
Miscellaneous income is budgeted at \$45,000, which is a decrease from the previous year to primarily allow for a decrease in treated sewer water sales.

WOODWAY, TEXAS

UTILITY FUND PROJECTED REVENUES

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Water Service Charges | | | | |
| Water Sales - Residential | \$3,571,049 | \$3,100,000 | \$3,200,000 | \$3,200,000 |
| Water Sales - Commercial | 726,562 | 675,000 | 668,000 | 675,000 |
| Water Sales - Wholesale | 115,200 | 118,800 | 115,200 | 118,800 |
| Water Taps | 0 | 2,500 | 1,000 | 1,000 |
| Reconnect & Transfers | 106,040 | 100,000 | 100,000 | 100,000 |
| | \$4,518,851 | \$3,996,300 | \$4,084,200 | \$4,094,800 |
| Sewer System Charges | | | | |
| Sewer Charges - Residential | \$1,315,672 | \$1,310,000 | \$1,290,000 | \$1,300,000 |
| Sewer Charges - Commercial | 112,832 | 115,000 | 109,000 | 110,000 |
| Sewer Taps | 1,016 | 2,000 | 1,000 | 1,000 |
| | \$1,429,520 | \$1,427,000 | \$1,400,000 | \$1,411,000 |
| Interest and Other | | | | |
| Interest Income | \$10,618 | \$7,500 | \$12,000 | \$10,000 |
| Miscellaneous Income | 49,351 | 50,000 | 46,000 | 45,000 |
| | \$59,969 | \$57,500 | \$58,000 | \$55,000 |
| Total Revenues | \$6,008,340 | \$5,480,800 | \$5,542,200 | \$5,560,800 |

HISTORICAL & PROJECTED WATER SALES (GALLONS SOLD VS. REVENUES)

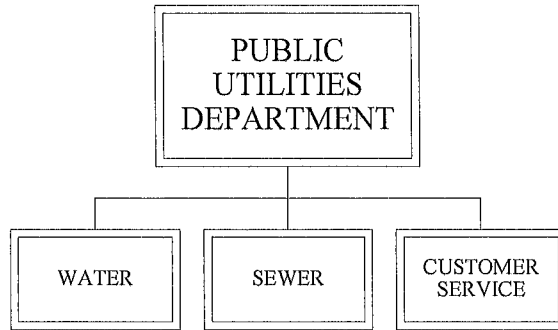


**UTILITY FUND
DETAIL**



WOODWAY, TEXAS

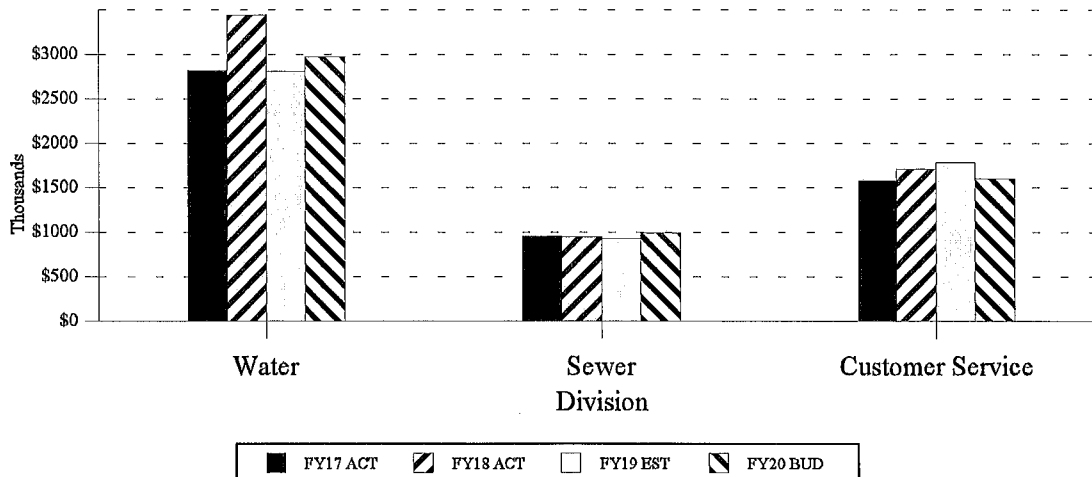
PUBLIC UTILITIES SUMMARY
2019-2020



Director of Community Services - Mitch Davison (772-4050)
Director of Finance - William Klump (772-4482)

| ACTIVITY | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------|---------------------|---------------------|------------------------|---------------------|
| Water Services | \$3,437,294 | \$2,738,803 | \$2,807,524 | \$2,970,811 |
| Sewer Services | 942,490 | 953,450 | 926,694 | 988,091 |
| Customer Service | 1,711,835 | 1,788,547 | 1,779,698 | 1,601,898 |
| TOTALS | \$6,091,619 | \$5,480,800 | \$5,513,916 | \$5,560,800 |

THREE YEARS AND PROPOSED
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

PUBLIC UTILITIES SUMMARY
2019-2020

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Operating Resources | \$93,897 | \$7,500 | (\$16,284) | \$10,000 |
| Water Sales - Residential | 3,571,049 | 3,100,000 | 3,200,000 | 3,200,000 |
| Water Sales - Commercial | 726,562 | 675,000 | 668,000 | 675,000 |
| Water Sales - Wholesale | 115,200 | 118,800 | 115,200 | 118,800 |
| Water Tap Fees | 0 | 2,500 | 1,000 | 1,000 |
| Reconnects & Transfers | 106,040 | 100,000 | 100,000 | 100,000 |
| Sewer Revenues - Residential | 1,315,672 | 1,310,000 | 1,290,000 | 1,300,000 |
| Sewer Revenues - Commercial | 112,832 | 115,000 | 109,000 | 110,000 |
| Sewer Tap Fees | 1,016 | 2,000 | 1,000 | 1,000 |
| Interest and Other | 49,351 | 50,000 | 46,000 | 45,000 |
| Total Resources | \$6,091,619 | \$5,480,800 | \$5,513,916 | \$5,560,800 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$868,519 | \$950,350 | \$911,997 | \$992,869 |
| Supplies & Materials | 137,357 | 165,650 | 135,723 | 165,650 |
| Repairs & Maintenance | 226,208 | 242,300 | 225,047 | 247,800 |
| Other Services & Charges | 2,862,974 | 2,516,787 | 2,135,691 | 2,728,717 |
| Capital | 0 | 2,600 | 2,345 | 4,500 |
| Operating Transfers | 1,996,561 | 1,603,113 | 2,103,113 | 1,421,264 |
| Total Expenditures | \$6,091,619 | \$5,480,800 | \$5,513,916 | \$5,560,800 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 6.00 | 6.00 | 6.00 | 6.00 |
| Office/Clerical | 4.10 | 4.10 | 4.10 | 4.10 |
| Technical | 2.00 | 2.00 | 2.00 | 2.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.30 | 0.30 | 0.30 | 0.30 |
| Management/Supervision | 1.60 | 1.60 | 1.60 | 1.60 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 14.00 | 14.00 | 14.00 | 14.00 |

WOODWAY, TEXAS

**PUBLIC UTILITIES
WATER SERVICES - 4501**

PROGRAM DESCRIPTION

The Water Division processes and distributes potable water from six deep wells. The water supply is supplemented with treated surface water from the City of Waco and Bluebonnet Water Supply Corp. Water is treated and distributed in accordance with rules established by the Texas Commission on Environmental Quality. The City has the capacity to produce 4.09 million gallons per day from City wells and has 7.580 million gallons ground storage capacity. Wholesale supplemental water is contracted for at a minimum take based upon an average of the City's usage over the last three years. This Division is responsible for maintenance and repair of water lines, meters, valves, taps, fire hydrants, wells, pumps, controls, pressure tanks, storage tanks, generators, plant sites, and power equipment such as trucks and back-hoes. The Division responds to water leaks on a 24 hour, 7 day a week basis and ensures water quality to over 3,800 customers.

GOALS AND OBJECTIVES FOR 2019-2020

1. On a daily basis, monitor wells, distribution pressure and chlorine level above 2ppm.
2. Perform bacteriological sampling of water on a monthly basis.
3. Improve pressure plane management through additional valves, training and new Waco water connections.
4. Upgrade all employees to the highest certification possible for this department.
5. Answer all service requests the same day by a phone call, letter, or personal visit.
6. Replace broken valves.
7. Upgrade equipment at well sites.
8. Become more proficient in repairing mains.
9. Upgrading some of the well houses.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Leaks Repaired | | | | |
| - Services | 250 | 250 | 250 | 250 |
| - Main lines | 450 | 450 | 450 | 450 |
| - McGregor line | 0 | 0 | 0 | 0 |
| 2. Water samples taken | 300 | 300 | 300 | 300 |
| 3. Well inspections | 2,190 | 2,190 | 2,190 | 2,190 |
| 4. Meter exchanges | 200 | 200 | 212 | 225 |

WOODWAY, TEXAS

**PUBLIC UTILITIES
WATER SERVICES - 4501**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Operating Resources | (\$975,517) | (\$1,157,497) | (\$1,176,676) | (\$1,023,989) |
| Water Sales - Residential | 3,571,049 | 3,100,000 | 3,200,000 | 3,200,000 |
| Water Sales - Commercial | 726,562 | 675,000 | 668,000 | 675,000 |
| Water Sales - Wholesale | 115,200 | 118,800 | 115,200 | 118,800 |
| Water Tap Fees | 0 | 2,500 | 1,000 | 1,000 |
| Total Resources | \$3,437,294 | \$2,738,803 | \$2,807,524 | \$2,970,811 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$402,290 | \$441,617 | \$415,597 | \$455,329 |
| Supplies & Materials | 45,975 | 65,950 | 47,000 | 65,950 |
| Repairs & Maintenance | 137,548 | 139,800 | 133,700 | 139,800 |
| Other Services & Charges | 2,337,281 | 2,029,936 | 1,651,227 | 2,235,632 |
| Capital | 0 | 1,500 | 0 | 2,000 |
| Operating Transfers | 514,200 | 60,000 | 560,000 | 72,100 |
| Total Expenditures | \$3,437,294 | \$2,738,803 | \$2,807,524 | \$2,970,811 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 3.00 | 3.00 | 3.00 | 3.00 |
| Office/Clerical | 1.40 | 1.40 | 1.40 | 1.40 |
| Technical | 1.00 | 1.00 | 1.00 | 1.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.90 | 0.90 | 0.90 | 0.90 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 6.30 | 6.30 | 6.30 | 6.30 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

WATER SERVICES - 4501

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$103,325 | \$113,640 | \$105,702 | \$112,123 |
| Office/Clerical | 53,448 | 56,079 | 56,330 | 59,733 |
| Technical | 39,942 | 45,787 | 39,300 | 41,997 |
| Management/Supervision | 70,123 | 70,702 | 75,638 | 79,277 |
| Overtime | 8,405 | 10,000 | 8,539 | 10,000 |
| Insurance | 61,452 | 76,584 | 63,260 | 82,093 |
| FICA/Medicare Tax | 4,136 | 4,421 | 4,299 | 4,520 |
| Retirement | 47,387 | 50,609 | 49,409 | 52,527 |
| Unemployment | 0 | 0 | 0 | 0 |
| Workers' Compensation | 4,845 | 5,085 | 5,080 | 4,457 |
| Incentive Pay | 9,227 | 8,710 | 8,040 | 8,602 |
| Total Salaries & Benefits | \$402,290 | \$441,617 | \$415,597 | \$455,329 |
| Supplies & Materials | | | | |
| Uniform Service | \$2,524 | \$3,000 | \$3,000 | \$3,000 |
| Immunizations | 0 | 250 | 0 | 250 |
| Printing | 0 | 500 | 0 | 500 |
| Office Supplies | 22 | 300 | 0 | 300 |
| Computer Supplies | 0 | 1,000 | 500 | 1,000 |
| Postage | 56 | 500 | 0 | 500 |
| Supplies - Motor Vehicles | 25,193 | 20,000 | 15,000 | 20,000 |
| Minor Tools & Equipment | 3,568 | 4,000 | 3,500 | 4,000 |
| Chemicals | 14,607 | 36,000 | 25,000 | 36,000 |
| Food/Memorials | 5 | 400 | 0 | 400 |
| Total Supplies & Materials | \$45,975 | \$65,950 | \$47,000 | \$65,950 |
| Repairs & Maintenance | | | | |
| Maintenance - Motor Vehicles | \$4,887 | \$7,000 | \$6,500 | \$7,000 |
| Maintenance - Office Equipment | 0 | 600 | 0 | 600 |
| Maintenance - Heavy Equipment | 6,350 | 7,200 | 7,200 | 7,200 |
| Maintenance - Pumps & Equipment | 46,989 | 40,000 | 40,000 | 40,000 |
| Maintenance - Mainlines | 55,225 | 50,000 | 50,000 | 50,000 |
| Maintenance - Storage Tanks | 0 | 5,000 | 0 | 5,000 |
| Maintenance - Meters | 19,733 | 20,000 | 20,000 | 20,000 |
| Maintenance - Fire Hydrants | 4,364 | 10,000 | 10,000 | 10,000 |
| Total Repairs & Maintenance | \$137,548 | \$139,800 | \$133,700 | \$139,800 |

WOODWAY, TEXAS

WATER SERVICES - 4501

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Legal Services | \$0 | \$2,500 | \$0 | \$2,500 |
| Engineering Services | 0 | 2,500 | 0 | 2,500 |
| Service Charges - General Fund | 167,764 | 92,764 | 92,764 | 92,764 |
| Schools/Conferences | 6,668 | 4,000 | 4,000 | 5,000 |
| Employment Screening | 213 | 500 | 300 | 500 |
| Water Purchases | 1,823,858 | 1,200,000 | 1,248,778 | 1,400,000 |
| Water System Fee | 19,750 | 20,000 | 20,000 | 20,000 |
| Groundwater System Fee | 17,094 | 20,000 | 20,000 | 20,000 |
| Equipment Rental | 269 | 3,000 | 2,500 | 3,000 |
| Property/Liability Insurance | 28,995 | 30,445 | 29,331 | 30,798 |
| Communications | 2,972 | 3,500 | 3,000 | 3,500 |
| Newspaper Notices | 290 | 500 | 400 | 500 |
| Electric Service | 268,001 | 330,000 | 228,654 | 300,000 |
| Subscriptions/Memberships | 1,407 | 1,500 | 1,500 | 1,500 |
| Contingency/Emergency Expenditure | 0 | 318,727 | 0 | 353,070 |
| Total Other Services & Charges | \$2,337,281 | \$2,029,936 | \$1,651,227 | \$2,235,632 |
| Capital Outlay | | | | |
| Water Pumps/Wells | \$0 | \$0 | \$0 | \$0 |
| Water Meters | 0 | 0 | 0 | 0 |
| Fire Hydrants | 0 | 0 | 0 | 0 |
| Machinery & Equipment | 0 | 1,500 | 0 | 2,000 |
| Office Equipment | 0 | 0 | 0 | 0 |
| Total Capital Outlay | \$0 | \$1,500 | \$0 | \$2,000 |
| Operating Transfers | | | | |
| Equipment Replacement | \$64,200 | \$60,000 | \$60,000 | \$72,100 |
| Capital Projects Fund | 450,000 | 0 | 500,000 | 0 |
| Emergency Reserve Fund Transfer | 0 | 0 | 0 | 0 |
| Total Operating Transfers | \$514,200 | \$60,000 | \$560,000 | \$72,100 |
| Total Expenditures | \$3,437,294 | \$2,738,803 | \$2,807,524 | \$2,970,811 |

**PUBLIC UTILITIES
SEWER SERVICES - 4502**

PROGRAM DESCRIPTION

The Sewer Division maintains the City's sewer collection system, ten lift stations, and an outfall line that transports effluent to the Regional Wastewater Treatment Plant. The lift stations are closely monitored at least once each day, functionally checking both high volume pumps. Any restriction of sewer lines requires cleaning with a high pressure rodder. Persistent blockage requires line excavation. The collection system is monitored each day to prevent spillage of wastewater, and additional inspections are made after heavy rains to identify any overflow of manholes. Infiltration points are identified and repaired. The Division responds 24 hours a day, 7 days a week to repair lines and/or lift stations.

GOALS AND OBJECTIVES FOR 2019-2020

1. Respond to emergency blockage situations in less than one hour.
2. Answer all requests for service the day received with a phone call, letter or personal visit.
3. Upgrade certification for all employees to the highest certification possible for this department.
4. Perform lift station preventive maintenance on an ongoing basis.
5. Train all employees in the department on the use of the sewer vector truck.
6. Upgrade SCADA.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| 1. Feet of line rodded | 15,000 | 15,000 | 15,000 | 15,000 |
| 2. Sewer stoppages removed | 200 | 200 | 200 | 200 |
| 3. Major trunkline repairs | 15 | 15 | 15 | 15 |
| 4. Miles of sewer line maintained | 80 | 80 | 80 | 80 |
| 5. Lift stations maintained | 10 | 10 | 10 | 10 |
| 6. Lift station inspections | 2340 | 2340 | 2340 | 2340 |

WOODWAY, TEXAS

PUBLIC UTILITIES
SEWER SERVICE - 4502

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------------|---------------------|---------------------|------------------------|---------------------|
| Operating Revenues | (\$487,030) | (\$473,550) | (\$473,306) | (\$422,909) |
| Sewer Revenues - Residential | 1,315,672 | 1,310,000 | 1,290,000 | 1,300,000 |
| Sewer Revenues - Commercial | 112,832 | 115,000 | 109,000 | 110,000 |
| Sewer Tap Fees | 1,016 | 2,000 | 1,000 | 1,000 |
| Total Resources | \$942,490 | \$953,450 | \$926,694 | \$988,091 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | \$241,251 | \$268,621 | \$259,553 | \$281,991 |
| Supplies & Materials | 61,307 | 64,300 | 60,500 | 64,300 |
| Repairs & Maintenance | 69,962 | 83,000 | 73,000 | 88,000 |
| Other Services & Charges | 461,470 | 428,629 | 423,496 | 429,100 |
| Capital | 0 | 1,100 | 2,345 | 0 |
| Operating Transfers | 108,500 | 107,800 | 107,800 | 124,700 |
| Total Expenditures | \$942,490 | \$953,450 | \$926,694 | \$988,091 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Service/Maintenance | 2.00 | 2.00 | 2.00 | 2.00 |
| Office/Clerical | 0.20 | 0.20 | 0.20 | 0.20 |
| Technical | 1.00 | 1.00 | 1.00 | 1.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 |
| Management/Supervision | 0.70 | 0.70 | 0.70 | 0.70 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 3.90 | 3.90 | 3.90 | 3.90 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

SEWER SERVICES - 4502

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$69,662 | \$73,827 | \$71,890 | \$74,468 |
| Office/Clerical | \$6,987 | \$7,326 | \$7,261 | \$7,691 |
| Technical | 39,916 | 41,623 | 42,489 | 44,549 |
| Management/Supervision | 47,515 | 48,948 | 49,767 | 52,382 |
| Overtime | 8,968 | 10,000 | 9,503 | 10,000 |
| Insurance | 28,920 | 47,404 | 38,159 | 50,824 |
| FICA/Medicare Tax | 2,570 | 2,685 | 2,698 | 2,801 |
| Retirement | 29,454 | 30,730 | 30,761 | 32,553 |
| Unemployment | 0 | 0 | 0 | 0 |
| Worker's Compensation | 3,315 | 2,651 | 3,329 | 2,622 |
| Incentive Pay | 3,944 | 3,427 | 3,696 | 4,101 |
| Total Salaries & Benefits | \$241,251 | \$268,621 | \$259,553 | \$281,991 |
| Supplies & Materials | | | | |
| Uniform Service | \$2,509 | \$2,000 | \$2,000 | \$2,000 |
| Immunizations | 0 | 50 | 0 | 50 |
| Printing | 0 | 150 | 0 | 150 |
| Office Supplies | 0 | 400 | 0 | 400 |
| Computer Supplies | 0 | 1,000 | 500 | 1,000 |
| Supplies - Motor Vehicles | 17,815 | 20,000 | 20,000 | 20,000 |
| Minor Tools & Equipment | 3,226 | 3,000 | 3,000 | 3,000 |
| Chemicals | 37,752 | 37,500 | 35,000 | 37,500 |
| Food/Memorials | 5 | 200 | 0 | 200 |
| Total Supplies & Materials | \$61,307 | \$64,300 | \$60,500 | \$64,300 |
| Repairs & Maintenance | | | | |
| Maintenance - Motor Vehicles | \$7,165 | \$5,000 | \$5,000 | \$5,000 |
| Maintenance - Office Equipment | 0 | 0 | 0 | 0 |
| Maintenance - Heavy Equipment | 6,649 | 10,000 | 8,000 | 10,000 |
| Maintenance - Lift Stations | 28,793 | 33,000 | 30,000 | 33,000 |
| Maintenance - Mainlines | 27,355 | 35,000 | 30,000 | 40,000 |
| Total Repairs & Maintenance | \$69,962 | \$83,000 | \$73,000 | \$88,000 |

WOODWAY, TEXAS

SEWER SERVICES - 4502

| | 2017-2018 | 2018-2019 | 2018-2019 | 2019-2020 |
|---|------------------|------------------|------------------|------------------|
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
| Other Services & Charges | | | | |
| Legal Services | \$0 | \$2,000 | \$0 | \$2,000 |
| Engineering Services | 0 | 5,000 | 0 | 5,000 |
| Service Charges - General Fund | 55,921 | 30,921 | 30,921 | 30,921 |
| Schools/Conferences | 3,156 | 3,000 | 2,500 | 3,000 |
| Employment Screening | 84 | 120 | 50 | 120 |
| Sewage Treatment Charges - WMARSS | 376,956 | 361,800 | 361,800 | 358,872 |
| Equipment Rental | 0 | 1,000 | 1,000 | 1,000 |
| Property/Liability Insurance | 8,846 | 9,288 | 9,225 | 9,687 |
| Communications | 1,215 | 2,000 | 2,000 | 2,000 |
| Newspaper Notices | 290 | 500 | 0 | 500 |
| Electric Service | 14,198 | 12,000 | 15,000 | 15,000 |
| Subscriptions/Memberships | 804 | 1,000 | 1,000 | 1,000 |
| Total Other Services & Charges | \$461,470 | \$428,629 | \$423,496 | \$429,100 |
| Capital Outlay | | | | |
| Sewer Lift Stations | \$0 | \$0 | \$0 | \$0 |
| Machinery & Equipment | 0 | 1,100 | 2,345 | 0 |
| Office Equipment | 0 | 0 | 0 | 0 |
| Total Capital Outlay | \$0 | \$1,100 | \$2,345 | \$0 |
| Operating Transfers | | | | |
| Equipment Replacement | \$108,500 | \$107,800 | \$107,800 | \$124,700 |
| Capital Projects Fund | 0 | 0 | 0 | 0 |
| Total Operating Transfers | \$108,500 | \$107,800 | \$107,800 | \$124,700 |
| Total Expenditures | \$942,490 | \$953,450 | \$926,694 | \$988,091 |

WOODWAY, TEXAS

**PUBLIC UTILITIES
CUSTOMER SERVICE - 4503**

PROGRAM DESCRIPTION

The Customer Service Division coordinates and performs the reading of meters, maintains computer records for utility customers (in excess of 3,800 accounts), bills utility customers, records payments received from customers, handles customer requests for service, performs meter re-reads, changes dead meters and coordinates major repairs with water crews. Customer Service also provides clerical support for the Finance Division with finance, utility billing, and personnel responsibilities. Customer Service is the "first line" contact with citizens regarding utility services, and is staffed by one each - Customer Service Coordinator, Customer Service Clerk, Meter Reader and one-half of an Accounting/Customer Service Clerk.

GOALS AND OBJECTIVES FOR 2019-2020

1. Maintain a "team" focus on the citizen as customer via training, work order tracking, and continuation of customer surveys.
2. Continue to develop all employees' PC abilities in Word and Excel in order to provide efficiency & computerize manual duties.
3. Complete cross training department personnel and implement periodic temporary reassignments.
4. Prepare and mail monthly billings on a timely and efficient basis while maintaining 28-31 day billing cycles.
5. Examine and present recommendations for the use of equalized payment plans.
6. Perform all meter re-reads within 24 hours of request.
7. Replace defective meters within 15 days of identification.
8. Implement a delinquency process for finalled accounts and routine write-offs.

| PERFORMANCE MEASURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Billing | | | | |
| 1. Average Monthly Customer Accounts | | | | |
| - Water | 3,927 | 3,950 | 3,964 | 3,975 |
| - Irrigation | 131 | 135 | 138 | 140 |
| - Sewer | 3,702 | 3,725 | 3,731 | 3,750 |
| - Refuse | 3,767 | 3,800 | 3,796 | 3,825 |
| 2. Utility Bills Issued | 48,696 | 49,020 | 49,224 | 49,380 |
| 3. Utility Payments Processed | | | | |
| - % Mail | 29.0% | 29.0% | 27.0% | 27.0% |
| - % ACH | 11.0% | 11.0% | 16.0% | 16.0% |
| - % Other (Walk-in, Night drop, Online) | 60.0% | 60.0% | 57.0% | 57.0% |
| 4. Delinquent Notices Issued | 6,772 | 6,800 | 6,148 | 6,200 |
| 5. Late Penalties Assessed | 6,330 | 6,350 | 5,170 | 5,200 |
| 6. Deferred Payment Contracts/Extensions Processed | 2 | 10 | 4 | 5 |
| 7. Work Orders Processed | 4,121 | 4,200 | 4,571 | 4,600 |
| 8. Service Applications Processed | 236 | 250 | 224 | 225 |
| 9. Service Terminations Processed | 181 | 200 | 285 | 300 |
| 10. Billing Adjustments | 76 | 100 | 88 | 100 |
| 11. Sanitation Service Calls | 440 | 450 | 618 | 625 |
| 12. Re-reads Processed | 835 | 850 | 818 | 825 |
| 13. Water Sold (Millions of Gallons) | 729 | 601 | 544 | 590 |
| 14. Garage Sale Permits Issued | 150 | 175 | 157 | 175 |
| Meter Reading | | | | |
| 15. Meters Read | 48,696 | 49,020 | 49,224 | 49,380 |
| 16. Meters Repaired | 7 | 10 | 19 | 20 |
| 17. Defective Meters Replaced | 200 | 200 | 212 | 225 |

WOODWAY, TEXAS

**PUBLIC UTILITIES
CUSTOMER SERVICE - 4503**

| RESOURCES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Operating Revenues | \$1,595,177 | \$1,681,047 | \$1,667,698 | \$1,491,898 |
| Reconnects & Transfers | 106,040 | 100,000 | 100,000 | 100,000 |
| Interest | 10,618 | 7,500 | 12,000 | 10,000 |
| Total Resources | \$1,711,835 | \$1,788,547 | \$1,779,698 | \$1,601,898 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Salaries & Benefits | \$224,978 | \$240,112 | \$236,847 | \$255,549 |
| Supplies & Materials | 30,075 | 35,400 | 28,223 | 35,400 |
| Repairs & Maintenance | 18,698 | 19,500 | 18,347 | 20,000 |
| Other Services & Charges | 64,223 | 58,222 | 60,968 | 63,985 |
| Capital | 0 | 0 | 0 | 2,500 |
| Operating Transfers | 1,373,861 | 1,435,313 | 1,435,313 | 1,224,464 |
| Total Expenditures | \$1,711,835 | \$1,788,547 | \$1,779,698 | \$1,601,898 |

| PERSONNEL | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Service/Maintenance | 1.00 | 1.00 | 1.00 | 1.00 |
| Office/Clerical | 2.50 | 2.50 | 2.50 | 2.50 |
| Technical | 0.00 | 0.00 | 0.00 | 0.00 |
| Sworn Personnel | 0.00 | 0.00 | 0.00 | 0.00 |
| Professional | 0.30 | 0.30 | 0.30 | 0.30 |
| Management/Supervision | 0.00 | 0.00 | 0.00 | 0.00 |
| Temporary/Seasonal | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel | 3.80 | 3.80 | 3.80 | 3.80 |

MAJOR BUDGET CHANGES

No major changes are budgeted.

WOODWAY, TEXAS

CUSTOMER SERVICE - 4503

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Salaries & Benefits | | | | |
| Service/Maintenance | \$38,892 | \$40,816 | \$41,167 | \$43,669 |
| Office/Clerical | 94,049 | 99,097 | 100,408 | 104,876 |
| Professional | 17,098 | 17,915 | 17,769 | 18,849 |
| Overtime | 1,031 | 1,000 | 1,000 | 1,000 |
| Insurance | 41,641 | 46,134 | 42,183 | 49,457 |
| FICA/Medicare Tax | 2,230 | 2,355 | 2,377 | 2,499 |
| Retirement | 25,553 | 26,958 | 27,180 | 29,039 |
| Unemployment | 0 | 0 | 0 | 0 |
| Worker's Compensation | 1,387 | 1,240 | 1,219 | 1,216 |
| Team Incentives | 0 | 1,000 | 0 | 1,000 |
| Incentive Pay | 3,097 | 3,597 | 3,544 | 3,944 |
| Total Salaries & Benefits | \$224,978 | \$240,112 | \$236,847 | \$255,549 |
| Supplies & Materials | | | | |
| Uniform Service | \$129 | \$400 | \$150 | \$400 |
| Printing | 3,329 | 4,000 | 3,373 | 4,000 |
| Office Supplies | 944 | 1,000 | 1,000 | 1,000 |
| Computer Supplies | 719 | 1,500 | 500 | 1,500 |
| Postage | 20,050 | 23,000 | 20,000 | 23,000 |
| Supplies - Motor Vehicles | 3,657 | 4,000 | 2,000 | 4,000 |
| Minor Tools & Equipment | 1,229 | 1,200 | 1,200 | 1,200 |
| Food/Memorials | 18 | 300 | 0 | 300 |
| Total Supplies & Materials | \$30,075 | \$35,400 | \$28,223 | \$35,400 |
| Repairs & Maintenance | | | | |
| Maintenance - Motor Vehicles | \$1,391 | \$2,000 | \$1,000 | \$2,000 |
| Maintenance - Office Equipment | 17,307 | 17,500 | 17,347 | 18,000 |
| Total Repairs & Maintenance | \$18,698 | \$19,500 | \$18,347 | \$20,000 |

WOODWAY, TEXAS

CUSTOMER SERVICE - 4503

| | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Other Services & Charges | | | | |
| Special Studies | \$975 | \$975 | \$975 | \$975 |
| Contract Labor | 0 | 0 | 0 | 0 |
| Audit Services | 7,455 | 7,805 | 7,805 | 8,225 |
| Schools/Conferences | 0 | 500 | 1,069 | 750 |
| Employment Screening | 0 | 200 | 0 | 200 |
| Bank Service Charges | 44,010 | 40,000 | 45,674 | 45,000 |
| Uncollectible UB | 5,838 | 0 | 0 | 0 |
| Property/Liability Insurance | 1,849 | 1,942 | 1,938 | 2,035 |
| Newspaper Notices | 0 | 500 | 0 | 500 |
| Mail-Handling | 3,200 | 5,000 | 2,757 | 5,000 |
| Community Programs | 0 | 0 | 0 | 0 |
| Subscriptions/Memberships | 0 | 300 | 0 | 300 |
| Contingency | 896 | 1,000 | 750 | 1,000 |
| Total Other Services & Charges | \$64,223 | \$58,222 | \$60,968 | \$63,985 |
| Capital Outlay | | | | |
| Buildings & Improvements | \$0 | \$0 | \$0 | \$2,500 |
| Total Capital Outlay | \$0 | \$0 | \$0 | \$2,500 |
| Operating Transfers | | | | |
| Equipment Replacement | \$0 | \$0 | \$0 | \$0 |
| Debt Service - Water | 585,562 | 587,662 | 587,662 | 218,563 |
| Debt Service - Sewer | 788,299 | 847,651 | 847,651 | 1,005,901 |
| Total Operating Transfers | \$1,373,861 | \$1,435,313 | \$1,435,313 | \$1,224,464 |
| Total Expenditures | \$1,711,835 | \$1,788,547 | \$1,779,698 | \$1,601,898 |

WOODWAY, TEXAS



**UTILITY DEBT
SERVICE FUND**



UTILITY DEBT SERVICE FUND

The Utility Debt Service Fund is used for the accumulation of resources to provide for the payment of debt service on the City's Water and Sewer Revenue Bonds and also to provide a reserve as required by the City's bond ordinances. These ordinances currently require the City to maintain a balance equal to the succeeding fiscal year's principal and interest payment.

For FY 2020, the required balance in this fund is \$1,224,464 (the amount of debt service payments to be made in FY 2019-2020). This fund reaches its low balance in August after the yearly principal payments are made. To provide funds for debt service payments, it is necessary for the Utility Fund to transfer \$1,224,464 to this fund in FY 2020.

The debt service on Water and Sewer Bonds, i.e., the amount transferred from the Utility Fund, is provided by water and sewer fees. Issuance of additional bonds may impact Water and Sewer fees, but will have no impact on property tax rates.

It is the City's policy to fund as many projects as possible from the Utility Projects Fund and to incur new debt only when necessary for larger projects. In determining the timing for issuance of new debt, the objective is to minimize the overall debt service; therefore, new debt issuance is usually timed to coincide with a decrease in current debt service.

The following pages contain the current budget for the Utility Debt Service Fund and schedule reflecting current debt service obligations.

WOODWAY, TEXAS

2019-2020
 UTILITY DEBT SERVICE FUND
 - 501 -

The Utility Debt Service Fund accounts for all debt payments associated with utility projects. The debt payments are funded by internal transfers from the Utility Fund.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$290,226 | \$303,169 | \$303,169 | \$320,869 |
| Revenues | | | | |
| Transfer from Utility Fund | 1,373,861 | 1,435,313 | 1,435,313 | 1,224,464 |
| Interest Income | 13,208 | 7,000 | 17,700 | 15,000 |
| | \$1,387,069 | \$1,442,313 | \$1,453,013 | \$1,239,464 |
| Total Resources | \$1,677,295 | \$1,745,482 | \$1,756,182 | \$1,560,333 |

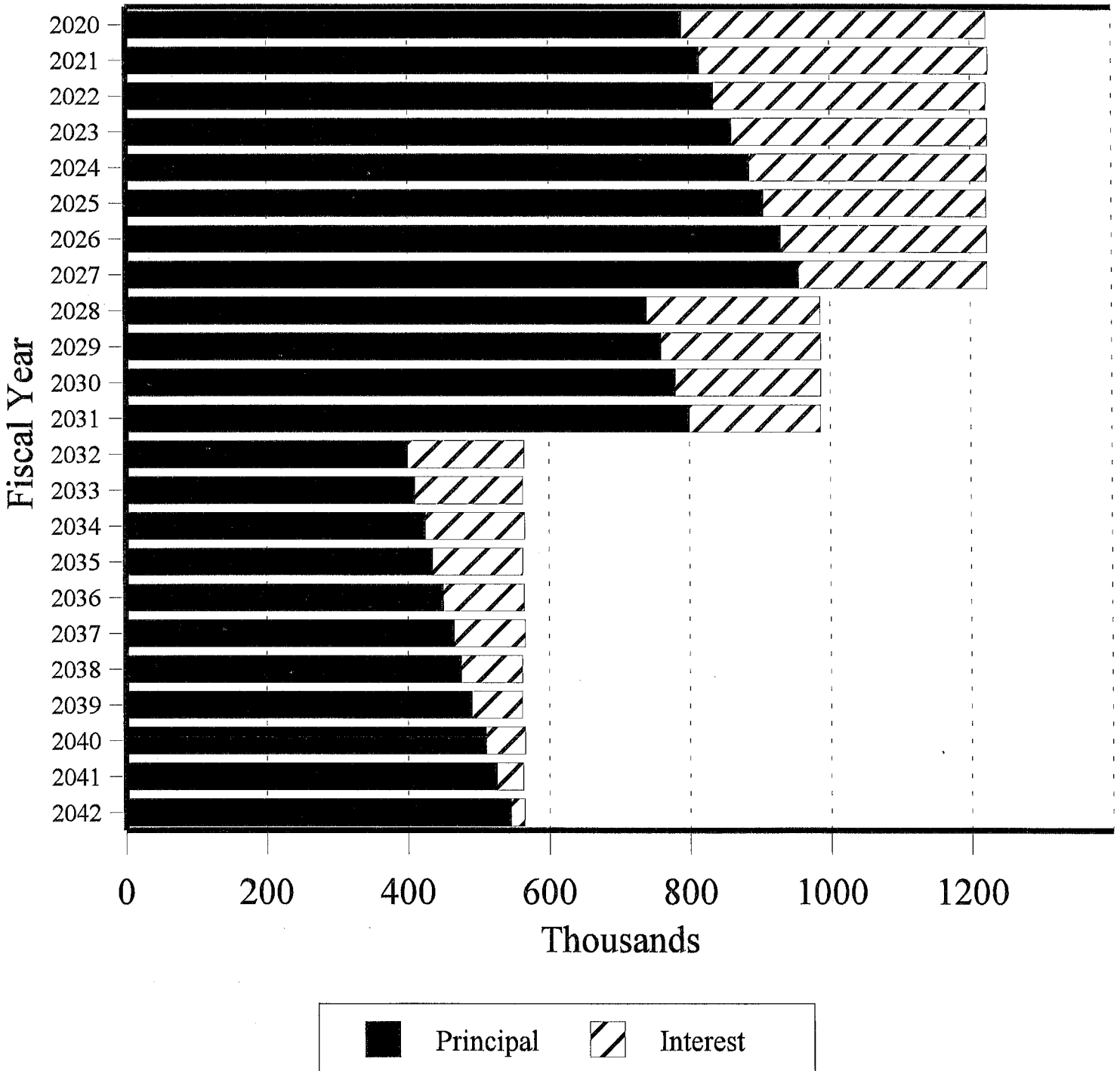
| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Principal | \$940,000 | \$970,000 | \$970,000 | \$790,000 |
| Interest | 432,776 | 463,063 | 463,063 | 432,664 |
| Paying Agent Fees | 1,350 | 2,250 | 2,250 | 1,800 |
| Total Expenditures | \$1,374,126 | \$1,435,313 | \$1,435,313 | \$1,224,464 |
| Ending Fund Balance | \$303,169 | \$310,169 | \$320,869 | \$335,869 |

WOODWAY, TEXAS

**WATER WORKS & SEWER SYSTEM
DEBT SERVICE SCHEDULE**

| DATE | 2011 REF SERIES FISCAL TOTALS | | 2016 REF SERIES FISCAL TOTALS | | 2016 SERIES FISCAL TOTALS | | 2017 SERIES FISCAL TOTALS | | FISCAL GRAND TOTALS | | |
|--------------|----------------------------------|-----------------|----------------------------------|------------------|------------------------------|------------------|------------------------------|--------------------|------------------------|--------------------|---------------------|
| | PRINCIPAL | INTEREST | PRINCIPAL | INTEREST | PRINCIPAL | INTEREST | PRINCIPAL | INTEREST | PRINCIPAL | INTEREST | TOTAL |
| 2019-2020 | 95,000 | 8,000 | 310,000 | 68,050 | 225,000 | 61,400 | 160,000 | 295,212 | 790,000 | 432,662 | 1,222,662 |
| 2020-2021 | 105,000 | 4,200 | 325,000 | 58,750 | 230,000 | 56,900 | 155,000 | 290,413 | 815,000 | 410,263 | 1,225,263 |
| 2021-2022 | | | 330,000 | 49,000 | 235,000 | 52,300 | 270,000 | 285,762 | 835,000 | 387,062 | 1,222,062 |
| 2022-2023 | | | 340,000 | 39,100 | 240,000 | 47,600 | 280,000 | 277,663 | 860,000 | 364,363 | 1,224,363 |
| 2023-2024 | | | 350,000 | 28,900 | 245,000 | 42,800 | 290,000 | 266,462 | 885,000 | 338,162 | 1,223,162 |
| 2024-2025 | | | 355,000 | 21,900 | 250,000 | 37,900 | 300,000 | 257,763 | 905,000 | 317,563 | 1,222,563 |
| 2025-2026 | | | 365,000 | 14,800 | 255,000 | 32,900 | 310,000 | 245,762 | 930,000 | 293,462 | 1,223,462 |
| 2026-2027 | | | 375,000 | 7,500 | 260,000 | 27,800 | 320,000 | 233,363 | 955,000 | 268,663 | 1,223,663 |
| 2027-2028 | | | | | 270,000 | 22,600 | 470,000 | 223,762 | 740,000 | 246,362 | 986,362 |
| 2028-2029 | | | | | 270,000 | 17,200 | 490,000 | 209,663 | 760,000 | 226,863 | 986,863 |
| 2029-2030 | | | | | 275,000 | 11,800 | 505,000 | 194,962 | 780,000 | 206,762 | 986,762 |
| 2030-2031 | | | | | 280,000 | 6,300 | 520,000 | 179,813 | 800,000 | 186,113 | 986,113 |
| 2031-2032 | | | | | | | 400,000 | 164,212 | 400,000 | 164,212 | 564,212 |
| 2032-2033 | | | | | | | 410,000 | 152,213 | 410,000 | 152,213 | 562,213 |
| 2033-2034 | | | | | | | 425,000 | 139,912 | 425,000 | 139,912 | 564,912 |
| 2034-2035 | | | | | | | 435,000 | 127,163 | 435,000 | 127,163 | 562,163 |
| 2035-2036 | | | | | | | 450,000 | 114,112 | 450,000 | 114,112 | 564,112 |
| 2036-2037 | | | | | | | 465,000 | 100,613 | 465,000 | 100,613 | 565,613 |
| 2037-2038 | | | | | | | 475,000 | 86,662 | 475,000 | 86,662 | 561,662 |
| 2038-2039 | | | | | | | 490,000 | 71,225 | 490,000 | 71,225 | 561,225 |
| 2039-2040 | | | | | | | 510,000 | 55,300 | 510,000 | 55,300 | 565,300 |
| 2040-2041 | | | | | | | 525,000 | 37,450 | 525,000 | 37,450 | 562,450 |
| 2041-2042 | | | | | | | 545,000 | 19,075 | 545,000 | 19,075 | 564,075 |
| TOTAL | \$200,000 | \$12,200 | \$2,750,000 | \$288,000 | \$3,035,000 | \$417,500 | \$9,200,000 | \$4,028,537 | \$15,185,000 | \$4,746,237 | \$19,931,237 |

UTILITY LONG-TERM DEBT



WOODWAY, TEXAS

**UTILITY DEBT SERVICE FUND
SCHEDULE OF BONDS OUTSTANDING**

| REVENUE BOND ISSUE/NOTE | AMOUNT OF ISSUE | INTEREST RATE | YEAR OF MATURITY | AMOUNT OUTSTANDING @ 10/01/2019 | 2019-2020 PRINCIPAL DUE | 2019-2020 INTEREST DUE | 2019-2020 TOTAL DUE |
|--|--------------------|------------------|---------------------|---------------------------------------|-------------------------------|------------------------------|---------------------------|
| G.O. 2011 Refunding (Water Improvements) | \$2,705,000 | 2.00% - 4.00% | 2021 | 200,000 | 95,000 | 8,000 | 103,000 |
| G.O. 2016 Refunding (Sewer Improvements) | \$3,400,000 | 2.00% - 3.00% | 2027 | 2,750,000 | 310,000 | 68,050 | 378,050 |
| C.O. 2016 (Water & Sewer Improvements) | \$3,670,000 | 2.00% - 2.25% | 2031 | 3,035,000 | 225,000 | 61,400 | 286,400 |
| C.O. 2017 (Sewer Improvements) | \$9,200,000 | 3.00% - 4.00% | 2042 | 9,200,000 | 160,000 | 295,212 | 455,212 |
| TOTAL ALL ISSUES | | | | \$15,185,000 | \$790,000 | \$432,662 | \$1,222,662 |

CAPITAL PROJECT FUNDS



WOODWAY, TEXAS

2019-2020
 PARK PROJECTS FUND
 - 300 -

The Park Projects Fund is used for projects associated with the City's park lands as considered by the Parks Board. Projects are funded by internal transfers from the General Fund.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-------------------------------------|---------------------|---------------------|------------------------|---------------------|
| Fund Balance | \$27,473 | \$28,410 | \$28,410 | \$10,948 |
| Revenues | | | | |
| Interest Income | 337 | 300 | 1,500 | 1,000 |
| Miscellaneous Income | 0 | 0 | 0 | 0 |
| Park Memberships | 600 | 600 | 440 | 400 |
| Transfer from General Fund | 0 | 192,585 | 192,585 | 186,000 |
| Transfer from General Projects Fund | 0 | 0 | 0 | 0 |
| | \$937 | \$193,485 | \$194,525 | \$187,400 |
| Total Resources | \$28,410 | \$221,895 | \$222,935 | \$198,348 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Parks: | | | | |
| Capital - Bldgs & Improv | | | | |
| 30007 - Poage Park Improvements | 0 | 29,000 | 19,987 | 0 |
| 30007 - Woodway Park Restrooms | 0 | 0 | 0 | 186,000 |
| 30015 - Miscellaneous Parks Board Projects | 0 | 192,585 | 192,000 | 0 |
| Total Expenditures | \$0 | \$221,585 | \$211,987 | \$186,000 |
| Ending Fund Balance | \$28,410 | \$310 | \$10,948 | \$12,348 |

WOODWAY, TEXAS

2019-2020
 PARK DEDICATION FUND
 - 301 -

The Park Dedication Fund was established to account for funds received from Developers for the purpose of making park improvements in new development areas.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$12,193 | \$12,341 | \$12,341 | \$12,604 |
| Revenues | | | | |
| Interest Income | 148 | 150 | 263 | 200 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| Park Fund Dedications | 0 | 0 | 0 | 0 |
| | <u>\$148</u> | <u>\$150</u> | <u>\$263</u> | <u>\$200</u> |
| Total Resources | \$12,341 | \$12,491 | \$12,604 | \$12,804 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Park Improvements | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$12,341 | \$12,491 | \$12,604 | \$12,804 |

GENERAL PROJECTS FUND

The General Projects Fund provides funding for a wide range of general City projects. The majority of these projects are significant in cost, but do not require the use of debt as a funding source. This fund was created in FY 1994-95 by transfer of surplus funds from the General Fund. The major sources of revenue in this fund are year end surplus transfers from the General Fund and interest income.

Major Projects for FY 2020

Slurry Seal Program (\$300,000)

The slurry seal program has been budgeted in the Capital Projects Fund due to the total cost of the program being a large amount. In past years, this program was budgeted in the General Fund as a streets maintenance line item. Each year the City identifies streets in need of repair then a bid is prepared for the entire year's program. We budgeted \$200,000 prior to FY 2010, but have found it to be more economical to budget \$300,000. Approximately 1/5 of the City's streets can be slurry sealed annually with the \$300,000. This allows for substantially more streets to be done due to not duplicating engineering and set up costs.

Sidewalks (\$28,000)

Adding sidewalks will be beneficial to our pedestrians. This particular sidewalk will be used to connect an overflow parking lot on Lake Forest to the Woodway Family Center, where there is limited parking.

Harbor Drive Reconstruction (\$483,886)

The portion of Harbor Drive north of Riverview Drive, which is approximately 2,700 square yards, is in extremely poor condition. This area includes the transition through the escarpment line, which is currently an asphalt surface, and will be replaced with a concrete surface. There have been numerous complaints about the condition of this street and it needs to be reconstructed. This project was started in FY 2019 with a budget of \$700,000. The remaining budget of \$483,886 will be used to complete the project in FY 2020.

Community Services Building Renovation (\$500,000)

The Community Services building is in need of renovation to update the layout to a more functional space, improve customer services, and enhance employee safety/security. The renovation would also bring the building up to current codes and ADA compliance.

Overall Impact on Operating Budget

Slurry Seal Program

The Slurry Seal Program reduces future maintenance costs and extends the overall life of the City's streets. This will reduce labor and material costs associated with future street repairs as well as improve the current condition and safety of the streets.

Sidewalks

This Sidewalk Project will benefit the participants and spectators at the Woodway Family Center. By connecting the overflow parking lot on Lake Forest to the Woodway Family Center, more youth will be able to participate in the programs and registration revenues should increase.

Harbor Drive Reconstruction

The Harbor Drive Reconstruction Project will reduce future maintenance costs and extend the overall life of the street. This will reduce labor and material costs associated with future street repairs as well as improve the current condition and safety of the street.

Community Services Building Renovation

The Community Services Building Renovation Project will make the building more functional, improve customer services, enhance employee safety/security, and bring the building up to current codes and ADA compliance. The improvements shouldn't impact the operating budget.

WOODWAY, TEXAS

2019-2020
GENERAL PROJECTS FUND
- 302 -

The General Projects Fund provides funding for non-routine general City projects. These projects are typically significant in cost. The projects are funded through year-end excess transfers from the General Fund.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$4,067,738 | \$5,002,500 | \$5,002,500 | \$4,589,161 |
| Revenues | | | | |
| Interest Income | 48,883 | 35,000 | 106,035 | 75,000 |
| Miscellaneous Income | 0 | 0 | 0 | 0 |
| Transfer from General Fund | 1,200,000 | 0 | 0 | 0 |
| Transfer from Park Projects Fund | 0 | 0 | 0 | 0 |
| | \$1,248,883 | \$35,000 | \$106,035 | \$75,000 |
| Total Resources | \$5,316,621 | \$5,037,500 | \$5,108,535 | \$4,664,161 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Streets: | | | | |
| <u>Capital - Buildings & Improvements</u> | | | | |
| 30230 - Slurry Seal Program | 313,259 | 300,000 | 300,000 | 300,000 |
| 30243 - Sidewalks | 0 | 0 | 0 | 28,000 |
| 30264 - Harbor Drive Reconstruction | 0 | 700,000 | 216,114 | 483,886 |
| Public Buildings: | | | | |
| <u>Capital - Buildings & Improvements</u> | | | | |
| 30245 - Community Services Bldg Renovation | 0 | 0 | 0 | 500,000 |
| 30259 - Highway 84 Beautification | 38 | 232,000 | 0 | 0 |
| 30266 - Council Room Upgrades | 824 | 0 | 0 | 0 |
| 30267 - Family Center Parking / Expansion | 0 | 100,000 | 0 | 0 |
| 30268 - Rehab Fuel Tanks | 0 | 13,000 | 3,260 | 0 |
| Total Expenditures | \$314,121 | \$1,345,000 | \$519,374 | \$1,311,886 |
| Ending Fund Balance | \$5,002,500 | \$3,692,500 | \$4,589,161 | \$3,352,275 |

WOODWAY, TEXAS

2019-2020
FUTURE CAPITAL STREET IMPROVEMENT FUND
 - 306 -

The Future Capital Street Improvements Fund was established in FY 2002 to account for the proceeds of an incremental property tax increase. These proceeds shall only be used for future capital street improvements in order to offset debt issues and payment of such debt requirements. FY 2002 includes a 0.0183 rate increase. FY 2003 includes a 0.0117 rate increase, for a total FY 2003 rate of .0300. FY 2004 includes a 0.0150 rate increase, for a total FY 2004 rate of .0450. This rate will remain the same for future years.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$1,755,780 | \$2,265,021 | \$2,265,021 | \$2,842,079 |
| Revenues | | | | |
| Ad Valorem Tax | 478,478 | 522,518 | 516,599 | 562,331 |
| Delinquent Ad Valorem Taxes | 2,364 | 2,000 | 1,450 | 2,000 |
| Interest and Penalties | 2,136 | 1,500 | 2,191 | 2,000 |
| Interest Income | 26,263 | 25,000 | 56,818 | 50,000 |
| | \$509,241 | \$551,018 | \$577,058 | \$616,331 |
| Total Resources | \$2,265,021 | \$2,816,039 | \$2,842,079 | \$3,458,410 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Streets: | | | | |
| Capital - Bldgs & Improv. | | | | |
| Future Capital Projects | 0 | 0 | 0 | 3,400,000 |
| Total Expenditures | \$0 | \$0 | \$0 | \$3,400,000 |
| Ending Fund Balance | \$2,265,021 | \$2,816,039 | \$2,842,079 | \$58,410 |

WOODWAY, TEXAS

2019-2020
ARBORETUM CONSTRUCTION FUND
- 308 -

The Arboretum Construction Fund accounts for major capital/construction expenditures at the Carleen Bright Arboretum. Expenditures are funded mainly from donations and internal transfers.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Fund Balance | \$187,150 | \$177,370 | \$177,370 | \$171,330 |
| Revenues | | | | |
| Interest Income | 2,239 | 2,000 | 3,767 | 2,500 |
| Sponsorships/Donations | 0 | 0 | 0 | 0 |
| Event Sponsorships | 0 | 0 | 0 | 0 |
| Designated Memorials/Honorariums | 50,272 | 40,000 | 12,576 | 30,000 |
| Arboretum Memberships | 5,847 | 6,000 | 4,880 | 5,000 |
| Transfer from General Capital Projects Fund | 0 | 0 | 0 | 0 |
| Transfer from Tourism Fund | 0 | 0 | 0 | 0 |
| Bond Proceeds | 0 | 0 | 0 | 0 |
| | \$58,358 | \$48,000 | \$21,223 | \$37,500 |
| Total Resources | \$245,508 | \$225,370 | \$198,593 | \$208,830 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| MISCELLANEOUS CAPITAL IMPROVEMENTS | | | | |
| Master Plan | 1,639 | 0 | 0 | 0 |
| Pond Feasibility Study | 17,079 | 0 | 875 | 0 |
| Pavilion Improvements | 0 | 10,000 | 8,757 | 0 |
| Bridal Path Landscaping | 0 | 0 | 9,339 | 0 |
| Allison's Garden Make Over | 0 | 0 | 0 | 10,000 |
| Solar Bollard Lighting (Wood Valley) | 0 | 0 | 0 | 22,950 |
| DESIGNATED MEMORIALS/HONORARIUMS | 49,420 | 40,000 | 8,292 | 30,000 |
| Total Expenditures | \$68,138 | \$50,000 | \$27,263 | \$62,950 |
| Ending Fund Balance | \$177,370 | \$175,370 | \$171,330 | \$145,880 |
| less Designated Fund Balance | 93,253 | 93,253 | 97,537 | 97,537 |
| Ending Undesignated Fund Balance | \$84,117 | \$82,117 | \$73,793 | \$48,343 |

WOODWAY, TEXAS

2019-2020
DEVELOPMENT FUND
- 309 -

The Development Fund was created in FY 2001 to provide funds for both the Community Development Board and the Economic Development Board. Funds are provided as internal general and utility fund transfers.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-------------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$128,584 | \$130,143 | \$130,143 | \$132,913 |
| Revenues | | | | |
| Interest Income | 1,559 | 1,500 | 2,770 | 2,000 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| Transfer from Utility Fund | 0 | 0 | 0 | 0 |
| Transfer from Utility Projects Fund | 0 | 0 | 0 | 0 |
| | \$1,559 | \$1,500 | \$2,770 | \$2,000 |
| Total Resources | \$130,143 | \$131,643 | \$132,913 | \$134,913 |
| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
| Community Development: | | | | |
| <u>Community Programs</u> | | | | |
| Miscellaneous Board Initiatives | \$0 | \$0 | \$0 | \$0 |
| Economic Development: | | | | |
| <u>Community Programs</u> | | | | |
| Miscellaneous Board Initiatives | 0 | 0 | 0 | 0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$130,143 | \$131,643 | \$132,913 | \$134,913 |

WOODWAY, TEXAS

2019-2020
FAMILY CENTER CONSTRUCTION FUND
 - 310 -

The Family Center Construction Fund accounts for major capital/construction expenditures at the Woodway Family Center. Expenditures are funded mainly from donations and internal transfers.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-------------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$786,412 | \$779,854 | \$779,854 | \$803,159 |
| Revenues | | | | |
| Interest Income | 9,441 | 8,000 | 16,520 | 15,000 |
| Sponsorships/Donations | 2,199 | 2,000 | 1,517 | 2,000 |
| Family Center Memberships | 1,552 | 1,500 | 768 | 1,000 |
| Event Sponsorships | 5,000 | 6,000 | 4,500 | 5,000 |
| Transfer from General Projects Fund | 0 | 115,000 | 115,000 | 0 |
| | \$18,192 | \$132,500 | \$138,305 | \$23,000 |
| Total Resources | \$804,604 | \$912,354 | \$918,159 | \$826,159 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| MISCELLANEOUS CAPITAL IMPROVEMENTS | | | | |
| Master Plan | 24,750 | 0 | 0 | 0 |
| Capital Improvements | 0 | 115,000 | 115,000 | 0 |
| Total Expenditures | \$24,750 | \$115,000 | \$115,000 | \$0 |
| Ending Fund Balance | \$779,854 | \$797,354 | \$803,159 | \$826,159 |

WOODWAY, TEXAS

2019-2020
LONG - TERM CAPITAL PROJECTS FUND
 - 311 -

The Long-Term Capital Projects Fund was established in FY 2015 to account for the proceeds of a property tax increase. These proceeds shall only be used for long-term capital projects in order to offset debt issues and payment of such debt requirements. FY 2015 includes a 0.013 tax rate and FY 2016 includes an additional 0.002, for a total of 0.015.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$418,388 | \$586,112 | \$586,112 | \$774,870 |
| Revenues | | | | |
| Ad Valorem Tax | 159,493 | 174,173 | 172,200 | 187,444 |
| Delinquent Ad Valorem Taxes | 788 | 600 | 483 | 600 |
| Interest and Penalties | 712 | 500 | 730 | 700 |
| Interest Income | 6,731 | 7,000 | 15,345 | 15,000 |
| | \$167,724 | \$182,273 | \$188,758 | \$203,744 |
| Total Resources | \$586,112 | \$768,385 | \$774,870 | \$978,614 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Streets: | | | | |
| <u>Capital - Bldgs & Improv.</u> | | | | |
| Long-Term Capital Projects | 0 | 0 | 0 | 0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$586,112 | \$768,385 | \$774,870 | \$978,614 |

UTILITY PROJECTS FUND

The Utility Projects Fund provides funding for a wide range of water and sewer projects. This fund was created in FY 1994-95 by transfer of funds from the consolidation of excess Utility and Reserve Funds. The major sources of revenue in this fund are both budgeted and surplus transfers from the Utility Fund and interest income.

Major Projects for FY 2020

Miscellaneous Pump/Well Repair (\$150,000)

This funding is set aside for needed repairs to keep the City's pump and well sites in good working order. In the past we set aside \$75,000 a year for repairs, but in recent years we increased that amount to \$100,000 due to increasing repair costs. For the last three years we increased it to \$150,000, which is the same amount budgeted for this year.

Tater Hill Well Flow Control Valves (\$15,400)

There are two 8" flow control valves at the Tater Hill water well site. The valves were originally installed in the 1960's and have reached the end of their service lives.

Santa Fe Well Electric Gate (\$8,000)

There is an old manually operated gate at the Santa Fe water well site that is worn out. It will be replaced with a 30' electric gate due to the high traffic volume at this well site.

Replace 2 Inch Water Lines With 6 Inch Water Lines (\$200,000)

Many older parts of the City have 2 inch water lines that have reached the end of their design life and are failing. City standards and the Texas Commission on Environmental Quality (TCEQ) regulations dictate that a 6 inch water line is the standard replacement size for these older lines. The City will continue replacing these old lines throughout the City over the next few years.

Overall Impact on Operating Budget

Miscellaneous Pump/Well Repair

The pump and well repairs will extend the life of the City's pumps and wells and reduce future repair and maintenance costs. This will also ensure that the repairs are done in a timely manner to minimize the amount of water purchased during the repairs. This will significantly reduce the amount of water purchases in the operating budget.

Tater Hill Well Flow Control Valves

The two 8" control valves at the Tater Hill water well site were installed in the 1960's and have reached the end of their service life. They will be replaced this year, which will significantly help the pumps at the this well site.

Santa Fe Well Electric Gate

The old manually operated gate at the Santa Fe water well site will be replaced with a 30' electric gate. Due to the high traffic volume, the new electric gate will reduce the risk of an accident. The only impact on the operating budget would be the minimal cost of the electricity to operate the gate.

Replace 2 Inch Water Lines With 6 Inch Water Lines

Existing two inch water lines no longer meet the City standards and the Texas Commission on Environmental Quality (TCEQ) regulations. In addition to the lines being too small, they are in poor condition and require costly repairs. The new lines will provide more consistent pressure and volume, and will also save time and money associated with constantly digging up and repairing the existing lines.

WOODWAY, TEXAS

2019-2020
UTILITY PROJECTS FUND
- 504 -

The Utility Projects Fund provides funding for non-routine utility projects. These projects are typically significant in cost. The projects are funded through year-end excess transfers from the Utility Fund.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|---------------------|---------------------|------------------------|---------------------|
| Fund Balance | (\$36,987) | \$4,929 | \$4,929 | \$3,856 |
| Revenues | | | | |
| Interest Income | 0 | 0 | 16 | 0 |
| Miscellaneous Income | 0 | 0 | 0 | 0 |
| Transfer from Utility Fund | 450,000 | 0 | 500,000 | 0 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| | \$450,000 | \$0 | \$500,016 | \$0 |
| Total Resources | \$413,013 | \$4,929 | \$504,945 | \$3,856 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Water Services: | | | | |
| <u>Capital - Water Pumps/Wells</u> | | | | |
| 50418 - Miscellaneous Pump/Well Repair | 0 | 150,000 | 0 | 150,000 |
| 50435 - Pressure Tank Rehab (84 & Tater Hill) | 21,900 | 0 | 0 | 0 |
| 50437 - Water Master Plan Update | 0 | 60,000 | 60,000 | 0 |
| 50438 - Hwy 84 Storage Tank Rehab | 368,577 | 0 | 0 | 0 |
| 50442 - Acorn Storage Tank Rehab | 0 | 100,000 | 79,775 | 0 |
| 50417 - Acorn Well Pump House | 0 | 65,000 | 0 | 0 |
| 50417 - Hwy 84 Well Pump House | 0 | 200,000 | 0 | 0 |
| 50446 - Tater Hill Well Flow Control Valves | 0 | 0 | 0 | 15,400 |
| 50447 - Santa Fe Well Electric Gate | 0 | 0 | 0 | 8,000 |
| 50448 - Santa Fe Well Pump House | 0 | 50,000 | 0 | 0 |
| <u>Capital - Water Mainlines</u> | | | | |
| 50440 - Replace 2" Water Line With 6" Line | 12,785 | 600,000 | 361,314 | 200,000 |
| 50443 - Bosque-Santa Fe Water Line | 0 | 220,000 | 0 | 0 |
| Sewer Services: | | | | |
| <u>Capital - Sewer Mainlines</u> | | | | |
| 50434 - Fairway Interceptor Inspection/Evaluation | 4,822 | 0 | 0 | 0 |
| 50444 - Harbor/Woods Air Relief Valve | 0 | 0 | 0 | 0 |
| 50445 - Summit Ridge Force Main Extension | 0 | 0 | 0 | 0 |
| <u>Capital - Sewer Treatment System</u> | | | | |
| 51101 - WMARSS Improvements | 0 | 0 | 0 | 0 |
| Total Expenditures | \$408,084 | \$1,445,000 | \$501,089 | \$373,400 |

| | | | | |
|----------------------------|----------------|----------------------|----------------|--------------------|
| Ending Fund Balance | \$4,929 | (\$1,440,071) | \$3,856 | (\$369,544) |
|----------------------------|----------------|----------------------|----------------|--------------------|

WOODWAY, TEXAS

2019-2020
 UTILITY IMPACT IMPROVEMENTS
 - 507 -

The Utility Impact Improvement Fund was created to account for developers impact fees and utility expenditures related to future development.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$37,806 | \$37,806 | \$37,806 | \$37,806 |
| Revenues | | | | |
| Impact Fees - Water | 0 | 0 | 0 | 0 |
| Impact Fees - Wastewater | 0 | 0 | 0 | 0 |
| | \$0 | \$0 | \$0 | \$0 |
| Total Resources | \$37,806 | \$37,806 | \$37,806 | \$37,806 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Water | \$0 | \$0 | \$0 | \$0 |
| Wastewater | 0 | 0 | 0 | 0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$37,806 | \$37,806 | \$37,806 | \$37,806 |

WOODWAY, TEXAS

2019-2020
2016 UTILITY IMPROVEMENT FUND
- 513 -

The 2016 Utility Improvements Fund was created to account for the proceeds and expenditures of Certificates of Obligation issued in FY 2016. The proceeds are earmarked for utility improvements.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$3,733,925 | \$1,203,436 | \$1,203,436 | \$0 |
| Revenues | | | | |
| Interest Income | 37,221 | 10,000 | 28,301 | 0 |
| Bond Proceeds | 0 | 0 | 0 | 0 |
| | <u>\$37,221</u> | <u>\$10,000</u> | <u>\$28,301</u> | <u>\$0</u> |
| Total Resources | \$3,771,146 | \$1,213,436 | \$1,231,737 | \$0 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Water Services: | | | | |
| <u>Capital - Water Mainlines</u> | | | | |
| McGregor Water Line | 0 | 1,200,000 | 993,880 | 0 |
| Sewer Services: | | | | |
| <u>Capital - Sewer Treatment System</u> | | | | |
| WMARSS Improvements | <u>2,567,710</u> | <u>0</u> | <u>237,857</u> | <u>0</u> |
| Total Expenditures | \$2,567,710 | \$1,200,000 | \$1,231,737 | \$0 |
| Ending Fund Balance | \$1,203,436 | \$13,436 | \$0 | \$0 |

WOODWAY, TEXAS

2019-2020
2017 UTILITY IMPROVEMENT FUND
- 514 -

The 2017 Utility Improvements Fund was created to account for the proceeds and expenditures of Certificates of Obligation issued in FY 2018. The proceeds are earmarked for utility improvements.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$0 | \$9,151,339 | \$9,151,339 | \$8,364,033 |
| Revenues | | | | |
| Interest Income | 132,327 | 120,000 | 212,694 | 150,000 |
| Bond Proceeds | 9,500,000 | 0 | 0 | 0 |
| | <u>\$9,632,327</u> | <u>\$120,000</u> | <u>\$212,694</u> | <u>\$150,000</u> |
| Total Resources | \$9,632,327 | \$9,271,339 | \$9,364,033 | \$8,514,033 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Sewer Services: | | | | |
| <u>Capital - Sewer Mainlines</u> | | | | |
| West Fairway Road Waste Water Interceptor | 480,988 | 7,700,000 | 1,000,000 | 7,700,000 |
| Total Expenditures | \$480,988 | \$7,700,000 | \$1,000,000 | \$7,700,000 |
| Ending Fund Balance | \$9,151,339 | \$1,571,339 | \$8,364,033 | \$814,033 |



OTHER FUNDS



TOURISM FUND

The purpose of this fund is to account for resources generated from the local hotel occupancy tax. State law restricts use of the revenue generated from this 7% tax for specific purposes related to tourism. Specifically, use is limited to the following:

- Category A: The acquisition of sites for the construction, improvement, enlarging, equipping, repairing, operation and maintenance of convention center facilities or visitor information center, or both;
- Category B: The furnishing of facilities, personnel and materials for the registration of convention delegates or registrants;
- Category C: Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the city or its vicinity;
- Category D: The encouragement, promotion, improvement and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, television, radio, tape and sound recording, and other arts related to the presentation, performance, execution and exhibition of these major art forms; and
- Category E: Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums:
 - (1) at or in the immediate vicinity of convention center facilities or visitor information centers, or
 - (2) located elsewhere in the city or its vicinity that would be frequented by tourists and convention delegates.

At least that portion of the hotel occupancy tax equal to one percent (1%) of the consideration paid by an occupant of hotel rooms shall be allocated for the purposes specified in subsection C. The portion of the hotel occupancy tax revenue allocated by the city for the purposes provided in subsection A above may not exceed seventy-five percent (75%) of the total of such tax revenue. No more than one percent (1%) of the consideration paid by an occupant of hotel rooms may be used for purposes specified in subsection D above. If the city does not allocate any hotel occupancy tax revenues for the purposes provided in subsection A above, then the city may not allocate more than fifty percent (50%) of the hotel occupancy tax revenues for the purposes provided by subsection E above.

WOODWAY, TEXAS

2019-2020
TOURISM FUND
- 200 -

The Tourism Fund accounts for hotel occupancy tax revenue, currently assessed at 7%, and all related expenditures as authorized by statute.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|---------------------|---------------------|------------------------|---------------------|
| Fund Balance | \$1,064,520 | \$1,514,272 | \$1,514,272 | \$1,177,389 |
| Revenues | | | | |
| Hotel Occupancy Tax | 775,950 | 700,000 | 770,000 | 750,000 |
| Interest Income | 16,289 | 14,000 | 19,910 | 20,000 |
| Miscellaneous Income | 0 | 0 | 0 | 0 |
| | <u>\$792,239</u> | <u>\$714,000</u> | <u>\$789,910</u> | <u>\$770,000</u> |
| Total Resources | \$1,856,759 | \$2,228,272 | \$2,304,182 | \$1,947,389 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Category A: Visitor Information Center | | | | |
| Principal | \$80,000 | \$806,335 | \$807,148 | \$80,000 |
| Interest | 54,200 | 24,200 | 24,200 | 21,800 |
| Paying Agent Fees | 0 | 300 | 300 | 300 |
| Schools/Conferences | 0 | 0 | 1,885 | 2,000 |
| Transfer to General Fund for Visitor Center O&M | 134,252 | 217,660 | 193,260 | 248,235 |
| Transfer to CBA Construction Fund for Improvements | 0 | 0 | 0 | 0 |
| Category B: Conventions | | | | |
| Conference Sponsorships | 0 | 0 | 0 | 0 |
| Category C: Tourism Advertising & Promotions | | | | |
| Sports Commission | 0 | 0 | 0 | 0 |
| Arboretum Marketing Brochure | 0 | 0 | 0 | 0 |
| Tourist Promotions (Festivals, etc.) | 0 | 0 | 0 | 0 |
| Tourist Advertising (Ads, Billboards, etc.) | 74,035 | 100,000 | 100,000 | 107,143 |
| Tourist Advertising (South Tower Lettering/Lighting) | 0 | 0 | 0 | 4,200 |
| Category D: Arts Organizations and Programs | | | | |
| Art Exhibition (Outdoor Sculptures, etc.) | 0 | 0 | 0 | 0 |
| Total Expenditures | \$342,487 | \$1,148,495 | \$1,126,793 | \$463,678 |
| Ending Fund Balance | \$1,514,272 | \$1,079,777 | \$1,177,389 | \$1,483,711 |

WOODWAY, TEXAS

**TOURISM FUND
SCHEDULE OF BONDS OUTSTANDING**

| GENERAL OBLIGATION ISSUE/NOTE | AMOUNT OF ISSUE | INTEREST RATE | YEAR OF MATURITY | AMOUNT OUTSTANDING @ 10/01/2019 | 2019-2020 PRINCIPAL DUE | 2019-2020 INTEREST DUE | 2019-2020 TOTAL DUE |
|-------------------------------------|--------------------|------------------|---------------------|---------------------------------------|-------------------------------|------------------------------|---------------------------|
| C.O. 2011 | \$1,815,000 | 2.00% - 4.00% | 2031 | \$545,000 | \$80,000 | \$21,800 | \$101,800 |
| TOTAL ALL ISSUES | | | | \$545,000 | \$80,000 | \$21,800 | \$101,800 |

**SPECIAL REVENUE CERTIFICATES OF OBLIGATION
DEBT SERVICE SCHEDULE**

| DATE | 2011 SERIES FISCAL TOTALS | | FISCAL GRAND TOTALS | | |
|--------------|------------------------------|-----------------|------------------------|-----------------|------------------|
| | PRINCIPAL | INTEREST | PRINCIPAL | INTEREST | TOTAL |
| 2019-2020 | 80,000 | 21,800 | 80,000 | 21,800 | 101,800 |
| 2020-2021 | 85,000 | 18,600 | 85,000 | 18,600 | 103,600 |
| 2021-2022 | 90,000 | 15,200 | 90,000 | 15,200 | 105,200 |
| 2022-2023 | 95,000 | 11,600 | 95,000 | 11,600 | 106,600 |
| 2023-2024 | 95,000 | 7,800 | 95,000 | 7,800 | 102,800 |
| 2024-2025 | 100,000 | 4,000 | 100,000 | 4,000 | 104,000 |
| TOTAL | \$545,000 | \$79,000 | \$545,000 | \$79,000 | \$624,000 |

EQUIPMENT REPLACEMENT FUND

The objectives of this fund are:

1. To provide the necessary cash to replace equipment as it becomes obsolete or worn out and at the same time minimize the year to year budgetary impact of equipment purchases.
2. To provide a means, other than short term borrowing, to purchase additional equipment; and at the same time minimize the year to year budgetary impact of such new acquisitions.

How the fund functions:

Rather than budget for equipment purchases in each department, each department pays a calculated amount into the equipment replacement fund on a yearly basis. This amount is budgeted in each department's operating budget as a transfer to equipment replacement. Equipment purchases are then budgeted in the Equipment Replacement Fund.

Items Available for Replacement

| <u>Department</u> | <u>Description</u> | <u>Final Pmt (Year)</u> | <u>Total Payment</u> | <u>Replacement Year</u> |
|--------------------------|---------------------------------|------------------------------------|---------------------------------|------------------------------------|
| Public Safety | Simmunitions Training Equipment | 2019 | 8,000 | |
| Public Safety | In-Car Video Cameras (3) | 2019 | 12,000 | |
| Public Safety | Mobile Computers | 2019 | 15,000 | |
| Public Safety | Administrative Vehicle | 2019 | 47,000 | 2020 |
| Public Safety | Patrol Vehicles (3) | 2019 | 121,600 | 2020 |
| Parks | Tractor | 2019 | 15,000 | |

WOODWAY, TEXAS

2019-2020 GENERAL EQUIPMENT REPLACEMENT FUND - 103 -

The equipment replacement fund is used to purchase capital items which are replaced on a routine basis. The fund is reimbursed by the appropriate operating fund in annual repayments over the life of the item.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Fund Balance | \$979,485 | \$1,192,896 | \$1,192,896 | \$1,243,926 |
| Revenues | | | | |
| Interest Income - GF | 13,359 | 10,000 | 24,644 | 20,000 |
| Donations/Sponsorships | 20,591 | 0 | 20,591 | 0 |
| Transfer from General Fund | 491,500 | 415,400 | 415,400 | 439,500 |
| Proceeds for Sale of Fixed Assets - GF | 42,020 | 0 | 33,190 | 0 |
| | \$567,470 | \$425,400 | \$493,825 | \$459,500 |
| Total Resources | \$1,546,955 | \$1,618,296 | \$1,686,721 | \$1,703,426 |

| | | Original | | | |
|--------------------------------------|-------------------|----------|-----|------|----------------|
| | | Cost | Age | Life | Transfer |
| GENERAL FUND | | | | | |
| City Wide Computer System | Non-Departmental | 194,814 | 4 | 10 | 19,500 |
| Back-up Pumper Truck | Public Safety | 148,218 | 21 | 25 | 11,900 |
| Fire Truck | Public Safety | 797,979 | 15 | 20 | 39,900 |
| Digital Radio Conversion | Public Safety | 97,842 | 10 | 15 | 6,500 |
| Fire Truck (Rescue Unit) | Public Safety | 298,038 | 9 | 15 | 19,900 |
| Portable Radios (2) | Public Safety | 3,333 | 8 | 10 | 300 |
| AR15 Rifles (8) | Public Safety | 10,400 | 7 | 7 | 1,500 |
| Training Grounds Target System | Public Safety | 16,533 | 6 | 10 | 1,700 |
| Glock 22 .40 Caliber Handguns | Public Safety | 15,500 | 6 | 7 | 2,200 |
| SCBA Air Compressor | Public Safety | 29,260 | 6 | 20 | 1,500 |
| SCBA Air Cylinders | Public Safety | 5,100 | 6 | 15 | 300 |
| Grass Fire Truck | Public Safety | 145,748 | 6 | 20 | 7,300 |
| Search/Drug K-9 | Public Safety | 11,610 | 5 | 10 | 1,200 |
| Administrative Vehicles (2) | Public Safety | 95,574 | 5 | 5 | 19,100 |
| Animal Control Vehicle | Public Safety | 29,648 | 5 | 5 | 5,900 |
| All Terrain Vehicle | Public Safety | 11,759 | 5 | 10 | 1,200 |
| Dispatch Consoles (2) | Public Safety | 29,734 | 4 | 10 | 3,000 |
| Administrative Vehicle | Public Safety | 57,434 | 4 | 5 | 11,500 |
| Patrol Vehicles (4) | Public Safety | 151,172 | 4 | 4 | 37,800 |
| Ballistic Helmets (18) | Public Safety | 5,400 | 3 | 10 | 500 |
| Administrative Vehicles (2) | Public Safety | 89,268 | 3 | 5 | 17,900 |
| Patrol Vehicles (3) | Public Safety | 149,925 | 3 | 4 | 37,500 |
| Bullet Proof Vests (18) | Public Safety | 9,056 | 2 | 5 | 1,800 |
| Surveillance Equipment | Public Safety | 10,032 | 2 | 10 | 1,000 |
| Hostage Negotiations Equipment | Public Safety | 21,090 | 2 | 10 | 2,100 |
| Patrol & Administrative Vehicles (5) | Public Safety | 268,600 | 2 | 4 | 67,200 |
| Bullet Proof Vests | Public Safety | 3,109 | 1 | 5 | 600 |
| Dispatch Recorder System | Public Safety | 19,981 | 1 | 5 | 4,000 |
| Surveillance Equipment | Public Safety | 22,865 | 1 | 10 | 2,300 |
| Dual Band Radios | Public Safety | 159,581 | 1 | 10 | 16,000 |
| Patrol Vehicles (3) | Public Safety | 129,556 | 1 | 4 | 32,400 |
| Fire Truck SCBA | Public Safety | 24,940 | 1 | 20 | 1,200 |
| Backhoe | Streets | 51,961 | 9 | 15 | 3,500 |
| Heated Emulsion Compartment | Streets | 9,550 | 7 | 10 | 1,000 |
| Street Cutter | Streets | 5,530 | 5 | 10 | 600 |
| Small Tractor | Streets | 29,734 | 4 | 15 | 2,000 |
| 3/4 Ton Pickup Truck | Streets | 25,759 | 4 | 5 | 5,200 |
| Dump Truck | Streets | 96,000 | 4 | 15 | 6,400 |
| Brush Chipper | Streets | 35,693 | 3 | 15 | 2,400 |
| Dump Truck | Streets | 73,437 | 3 | 15 | 4,900 |
| 3/4 Ton Pickup Truck | Streets | 28,965 | 1 | 5 | 5,800 |
| Shredder | Parks | 10,675 | 11 | 15 | 700 |
| Playground Equip-Water Fountain | Parks | 2,542 | 9 | 10 | 300 |
| Playground Equip-Bridges (2) | Parks | 5,500 | 8 | 10 | 600 |
| Pong Park Gazebo | Parks | 8,498 | 7 | 15 | 600 |
| Playground Equip-Water Fountains (2) | Parks | 5,680 | 5 | 10 | 600 |
| Playground Equip-Pong Base | Parks | 13,671 | 5 | 20 | 700 |
| Riding Mower | Parks | 8,540 | 4 | 5 | 1,700 |
| Playground Equip-Miscellaneous | Parks | 78,163 | 3 | 10 | 7,800 |
| Playground Equip-Merry-Go-Round (1) | Parks | 7,107 | 2 | 15 | 500 |
| Riding Mower | Parks | 9,279 | 1 | 5 | 1,900 |
| Playground Equip-Miscellaneous | Parks | 3,577 | 1 | 10 | 400 |
| Water Fountains | Parks | 8,150 | 1 | 10 | 800 |
| 3/4 Ton Pickup Truck | Parks | 28,965 | 1 | 5 | 5,800 |
| Fuel Tracking System | Public Buildings | 7,696 | 4 | 10 | 800 |
| Ice Machine | Public Buildings | 3,827 | 1 | 10 | 400 |
| 1/2 Ton Pickup | Admin/Inspections | 22,607 | 3 | 5 | 4,500 |
| Utility Vehicle | Arboretum | 11,282 | 10 | 10 | 1,100 |
| Utility Vehicle (1) | Arboretum | 12,000 | 2 | 10 | 1,200 |
| Marquee | Family Center | 1,160 | 10 | 10 | 100 |
| Gym Floor Maintenance Machine | Family Center | 4,895 | 10 | 10 | 500 |
| Total General Fund | | | | | 439,500 |

WOODWAY, TEXAS

2019-2020
GENERAL EQUIPMENT REPLACEMENT FUND
- 103 -

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|---------------------|---------------------|------------------------|---------------------|
| Administration: | | | | |
| <u>Capital - Vehicles</u> | | | | |
| 20101 - Administrative Vehicle | 0 | 55,000 | 0 | 0 |
| Public Safety: | | | | |
| <u>Capital - Machinery & Equip</u> | | | | |
| 20122 - Bullet Proof Vests | 37,265 | 0 | 3,109 | 0 |
| 20157 - Dispatch Recorder System | 0 | 25,931 | 19,981 | 0 |
| 20180 - Surveillance Equipment | 12,598 | 35,000 | 22,865 | 0 |
| 20184 - Dual Band Radios | 0 | 120,000 | 159,581 | 0 |
| 20208 - Dispatch Watson Console (1) | 0 | 0 | 0 | 0 |
| 20211 - Hostage Negotiations Equipment | 21,090 | 0 | 0 | 0 |
| <u>Capital - Vehicles</u> | | | | |
| 20102 - Patrol & Administrative Vehicles (4) | 268,599 | 150,000 | 129,556 | 210,600 |
| 20115 - Animal Control Transport Compartment (1) | 0 | 0 | 0 | 8,362 |
| 20143 - Fire Truck (1) | 0 | 300,000 | 24,940 | 500,000 |
| Streets: | | | | |
| <u>Capital - Machinery & Equip</u> | | | | |
| 20112 - Tractor Loader (1) | 0 | 0 | 0 | 80,000 |
| <u>Capital - Vehicles</u> | | | | |
| 20109 - 3/4 Ton Pickup Truck | 0 | 35,000 | 28,965 | 0 |
| Parks: | | | | |
| <u>Capital - Machinery & Equip</u> | | | | |
| 20117 - Riding Mower | 0 | 9,300 | 9,279 | 0 |
| 20146 - Playground Equip-Miscellaneous | 0 | 8,400 | 3,577 | 0 |
| 20146 - Playground Equip-Merry-Go-Round | 7,107 | 0 | 0 | 0 |
| 20146 - Water Fountains | 0 | 9,800 | 8,150 | 0 |
| <u>Capital - Vehicles</u> | | | | |
| 20110 - 3/4 Ton Pickup Truck (1) | 0 | 35,000 | 28,965 | 32,000 |
| Public Buildings: | | | | |
| <u>Capital - Machinery & Equip</u> | | | | |
| 20212 - Ice Machine | 0 | 5,300 | 3,827 | 0 |
| Administration/Inspections: | | | | |
| <u>Capital - Vehicles</u> | | | | |
| 20126 - 1/2 Ton Pickup (1) | 0 | 0 | 0 | 35,000 |
| Carleen Bright Arboretum: | | | | |
| <u>Capital - Machinery & Equip</u> | | | | |
| 20118 - Utility Vehicle | 7,400 | 0 | 0 | 0 |
| Total Expenditures | \$354,059 | \$788,731 | \$442,795 | \$865,962 |
| Ending Fund Balance | \$1,192,896 | \$829,565 | \$1,243,926 | \$837,464 |

WOODWAY, TEXAS

**2019-2020
UTILITY EQUIPMENT REPLACEMENT FUND
- 503 -**

The equipment replacement fund is used to purchase capital items which are replaced on a routine basis. The fund is reimbursed by the appropriate operating fund in annual repayments over the life of the item.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$185,325 | \$278,185 | \$278,185 | \$235,484 |
| Revenues | | | | |
| Interest Income - UF | 3,045 | 2,500 | 4,561 | 3,500 |
| Transfer from Utility Fund | 172,700 | 167,800 | 167,800 | 196,800 |
| Proceeds for Sale of Fixed Assets - UF | 0 | 0 | 32,470 | 0 |
| | <u>\$175,745</u> | <u>\$170,300</u> | <u>\$204,831</u> | <u>\$200,300</u> |
| Total Resources | \$361,070 | \$448,485 | \$483,016 | \$435,784 |

| | | Original Cost | Age | Life | Transfer |
|-----------------------------------|-------|--------------------------|------------|-------------|-----------------|
| UTILITY FUND | | | | | |
| Valve Machine | Water | 66,192 | 9 | 10 | 6,600 |
| Tapping Machine & Accessories | Water | 3,159 | 8 | 10 | 300 |
| Chemical Injection System | Water | 35,690 | 8 | 15 | 2,400 |
| Chemical Injection System | Water | 16,396 | 7 | 15 | 1,100 |
| Chemical Injection System | Water | 27,576 | 6 | 15 | 1,800 |
| Chemical Injection System | Water | 32,397 | 5 | 15 | 2,200 |
| Tater Hill Well Repairs | Water | 273,714 | 5 | 10 | 27,400 |
| Chemical Injection System | Water | 30,000 | 4 | 15 | 2,000 |
| 3/4 Ton Utility Body Trucks (2) | Water | 63,085 | 4 | 5 | 12,600 |
| 3/4 Ton Truck | Water | 17,815 | 3 | 5 | 3,600 |
| Backhoe | Water | 73,672 | 1 | 10 | 7,400 |
| Tapping Machine | Water | 3,779 | 1 | 5 | 800 |
| Riding Mower | Water | 9,279 | 1 | 5 | 1,900 |
| Chlorine Scales | Water | 12,883 | 1 | 10 | 1,300 |
| Jackhammer | Water | 6,813 | 1 | 10 | 700 |
| Portable Generator & Connections | Sewer | 86,800 | 10 | 10 | 8,700 |
| Harbor Stationary Generator | Sewer | 39,000 | 10 | 10 | 3,900 |
| Pipeline Inclinometer System | Sewer | 5,740 | 10 | 10 | 600 |
| Stationary Lift Station Generator | Sewer | 22,100 | 9 | 15 | 1,500 |
| Stationary Lift Station Generator | Sewer | 23,650 | 8 | 15 | 1,600 |
| Stationary Lift Station Generator | Sewer | 20,900 | 7 | 15 | 1,400 |
| Stationary Lift Station Generator | Sewer | 28,500 | 6 | 15 | 1,900 |
| SCADA System | Sewer | 42,500 | 6 | 20 | 2,100 |
| Stationary Lift Station Generator | Sewer | 43,420 | 5 | 15 | 2,900 |
| Stationary Lift Station Generator | Sewer | 27,100 | 4 | 15 | 1,800 |
| Rodder & Vacuum Truck | Sewer | 330,000 | 4 | 10 | 33,000 |
| 3/4 Ton Truck (1/2) | Sewer | 17,815 | 3 | 5 | 3,600 |
| Rodder & Vacuum Truck | Sewer | 329,070 | 3 | 10 | 32,900 |
| Compact Excavator | Sewer | 41,000 | 2 | 15 | 2,700 |
| Sewer Camera | Sewer | 13,500 | 2 | 7 | 1,900 |
| Stationary Lift Station Generator | Sewer | 40,000 | 2 | 10 | 4,000 |
| SCADA Systems (3) | Sewer | 32,500 | 2 | 10 | 3,300 |
| Stationary Lift Station Generator | Sewer | 35,091 | 1 | 10 | 3,500 |
| SCADA Systems (3) | Sewer | 78,537 | 1 | 10 | 7,900 |
| 3/4 Ton Truck | Sewer | 27,478 | 1 | 5 | 5,500 |
| Total Utility Fund | | | | | <u>196,800</u> |

WOODWAY, TEXAS

2019-2020

UTILITY EQUIPMENT REPLACEMENT FUND

- 503 -

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Water Services: | | | | |
| <u>Capital - Machinery & Equipment</u> | | | | |
| 20127 - Backhoe | 0 | 83,257 | 73,672 | 0 |
| 20164 - Utility Trailer (1/2) | 0 | 0 | 0 | 3,300 |
| 20192 - Tapping Machine | 0 | 4,300 | 3,779 | 0 |
| 20213 - Riding Mower | 0 | 9,300 | 9,279 | 0 |
| 20214 - Chlorine Scales | 0 | 16,000 | 12,883 | 0 |
| 20215 - Fire Hydrant Meter | 0 | 4,400 | 0 | 0 |
| 20216 - Jackhammer | 0 | 8,000 | 6,813 | 0 |
| 20219 - Water Meter Resetter (1) | 0 | 0 | 0 | 5,300 |
| <u>Capital - Vehicles</u> | | | | |
| 20218 - Crane Truck (1/2) | 0 | 0 | 0 | 60,000 |
| Sewer Services: | | | | |
| <u>Capital - Machinery & Equipment</u> | | | | |
| 20147 - Compact Excavator | 37,225 | 0 | 0 | 0 |
| 20159 - Sewer Camera | 12,750 | 0 | 0 | 0 |
| 20164 - Utility Trailer (1/2) | 0 | 0 | 0 | 3,300 |
| 20189 - Stationary Lift Station Generator (1) | 32,910 | 40,000 | 35,091 | 45,000 |
| 20202 - SCADA Systems | 0 | 45,200 | 78,537 | 0 |
| <u>Capital - Vehicles</u> | | | | |
| 20105 - 3/4 Ton Truck | 0 | 35,000 | 27,478 | 0 |
| 20218 - Crane Truck (1/2) | 0 | 0 | 0 | 60,000 |
| Customer Services: | | | | |
| <u>Capital - Vehicles</u> | | | | |
| 20111 - Compact Truck (1) | 0 | 0 | 0 | 24,000 |
| Total Expenditures | \$82,885 | \$245,457 | \$247,532 | \$200,900 |
| Ending Fund Balance | \$278,185 | \$203,028 | \$235,484 | \$234,884 |

WOODWAY, TEXAS

2019-2020
UNCLAIMED MONEY FUND
- 203 -

The Unclaimed Money Fund accounts for all unclaimed funds(such as utility account credit balances) as mandated by Chapter 76 of the Texas Property Code.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$171 | \$171 | \$171 | \$171 |
| Revenues | | | | |
| Unclaimed Property | 0 | 0 | 0 | 0 |
| | \$0 | \$0 | \$0 | \$0 |
| Total Resources | \$171 | \$171 | \$171 | \$171 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Non-Departmental: | | | | |
| Newspaper Notices | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$171 | \$171 | \$171 | \$171 |

WOODWAY, TEXAS

2019-2020
DRUG SEIZURE/FORFEITURE FUND
 - 210 -

The Drug/Seizure Forfeiture Fund tracks all funds seized by the Public Safety department in conjunction with drug activity. Use of forfeited funds is restricted to expenditures related to drug prevention. Prior to FY 2000, these funds were included in the General Fund.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$26,352 | \$26,550 | \$26,550 | \$27,061 |
| Revenues | | | | |
| Interest Income | 315 | 300 | 545 | 400 |
| Drug Forfeitures | 0 | 0 | 1,516 | 0 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| | <u>\$315</u> | <u>\$300</u> | <u>\$2,061</u> | <u>\$400</u> |
| Total Resources | \$26,667 | \$26,850 | \$28,611 | \$27,461 |
| | | | | |
| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
| Public Safety: | | | | |
| Uniform Service | \$0 | \$0 | \$0 | \$0 |
| Minor Tools & Equipment | 117 | 0 | 1,550 | 0 |
| Machinery & Equipment | 0 | 0 | 0 | 0 |
| | <u>\$117</u> | <u>\$0</u> | <u>\$1,550</u> | <u>\$0</u> |
| Total Expenditures | \$117 | \$0 | \$1,550 | \$0 |
| Ending Fund Balance | \$26,550 | \$26,850 | \$27,061 | \$27,461 |

WOODWAY, TEXAS

2019-2020

LAW ENFORCEMENT OFFICER CONTINUING EDUCATION

- 211 -

The Law Enforcement Officer Continuing Education Fund is a restricted fund by the State of Texas for the continued education of public safety personnel. Funding is provided directly from the state as collected with fines. Prior to FY 2000, these funds were included in the General Fund.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---|---------------------|---------------------|------------------------|---------------------|
| Fund Balance | \$81 | \$91 | \$91 | \$137 |
| Revenues | | | | |
| Law Enforcement Officers Continuing Educ. | 2,951 | 2,700 | 3,026 | 3,000 |
| Interest Income | 25 | 25 | 46 | 25 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| | <u>\$2,976</u> | <u>\$2,725</u> | <u>\$3,072</u> | <u>\$3,025</u> |
| Total Resources | \$3,057 | \$2,816 | \$3,163 | \$3,162 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|---------------------|---------------------|------------------------|---------------------|
| Public Safety: | | | | |
| Schools/Conferences | \$2,966 | \$3,000 | \$3,026 | \$3,000 |
| Total Expenditures | <u>\$2,966</u> | <u>\$3,000</u> | <u>\$3,026</u> | <u>\$3,000</u> |
| Ending Fund Balance | <u>\$91</u> | <u>(\$184)</u> | <u>\$137</u> | <u>\$162</u> |

WOODWAY, TEXAS

2019-2020
MUNICIPAL COURT BUILDING SECURITY FUND
- 212 -

The Municipal Court Building Security Fund is a restricted fund for the purpose of improving security in Municipal Court buildings. Funds are provided through a special assessment with fines for violations. Prior to FY 2000, these funds were included in the General Fund.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$58,477 | \$64,266 | \$64,266 | \$71,169 |
| Revenues | | | | |
| Municipal Court Building Security | 5,040 | 5,000 | 5,481 | 5,000 |
| Interest Income | 749 | 700 | 1,422 | 1,000 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| | \$5,789 | \$5,700 | \$6,903 | \$6,000 |
| Total Resources | \$64,266 | \$69,966 | \$71,169 | \$77,169 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|------------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Municipal Court: | | | | |
| Minor Tools & Equipment | \$0 | \$0 | \$0 | \$0 |
| Capital - Buildings & Improvements | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$64,266 | \$69,966 | \$71,169 | \$77,169 |

WOODWAY, TEXAS

2019-2020
MUNICIPAL COURT TECHNOLOGY FUND
- 213 -

The Municipal Court Technology Fund is a restricted fund for the purpose of improving municipal court systems via technology. Funds are provided through a special assessment with fines for violations. Prior to FY 2000, these funds were included in the General Fund.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|--------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$50,216 | \$26,201 | \$26,201 | \$7,018 |
| Revenues | | | | |
| Municipal Court Technology Fee | 6,720 | 7,000 | 7,344 | 7,000 |
| Interest Income | 479 | 300 | 465 | 300 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| | \$7,199 | \$7,300 | \$7,809 | \$7,300 |
| Total Resources | \$57,415 | \$33,501 | \$34,010 | \$14,318 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Municipal Court: | | | | |
| Capital - Machinery & Equipment | \$31,214 | \$0 | \$26,992 | \$0 |
| Capital - Office Equipment | 0 | 0 | 0 | 0 |
| Total Expenditures | \$31,214 | \$0 | \$26,992 | \$0 |
| Ending Fund Balance | \$26,201 | \$33,501 | \$7,018 | \$14,318 |

WOODWAY, TEXAS

2019-2020
MUNICIPAL COURT CHILD SAFETY FUND
- 214 -

The Municipal Court Child Safety Fund is a restricted fund for the purpose of enhancing child safety, health, or nutrition. The fund is also used for child abuse prevention and intervention and drug and alcohol abuse prevention. Funds are provided from court fees assessed for the offense of passing a school bus loading or unloading.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|---------------------|---------------------|------------------------|---------------------|
| Fund Balance | \$43,821 | \$56,792 | \$56,792 | \$71,740 |
| Revenues | | | | |
| Child Safety Fund | 12,319 | 11,000 | 13,516 | 12,000 |
| Interest Income | 652 | 600 | 1,432 | 1,000 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| | <u>\$12,971</u> | <u>\$11,600</u> | <u>\$14,948</u> | <u>\$13,000</u> |
| Total Resources | \$56,792 | \$68,392 | \$71,740 | \$84,740 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|---------------------|---------------------|------------------------|---------------------|
| Municipal Court: | | | | |
| Community Programs | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$56,792 | \$68,392 | \$71,740 | \$84,740 |

WOODWAY, TEXAS

2019-2020
ASSET FORFEITURE FUND
- 215 -

The Asset Forfeiture Fund was set up in FY 2006 to track all funds received from the sale of seized assets.
Use of forfeited funds is restricted to expenditures related to Public Safety.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$6,324 | \$12,611 | \$12,611 | \$14,259 |
| Revenues | | | | |
| Interest Income | 104 | 75 | 294 | 200 |
| Asset Forfeitures | 6,183 | 0 | 1,354 | 0 |
| Transfer from General Fund | 0 | 0 | 0 | 0 |
| | <u>\$6,287</u> | <u>\$75</u> | <u>\$1,648</u> | <u>\$200</u> |
| Total Resources | \$12,611 | \$12,686 | \$14,259 | \$14,459 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Public Safety: | | | | |
| Uniform Service | \$0 | \$0 | \$0 | \$0 |
| Minor Tools & Equipment | 0 | 0 | 0 | 0 |
| Machinery & Equipment | 0 | 0 | 0 | 0 |
| | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$12,611 | \$12,686 | \$14,259 | \$14,459 |

WOODWAY, TEXAS

**2019-2020
GENERAL EMERGENCY RESERVE FUND
- 101 -**

The General Emergency Reserve Fund is maintained at all times with a Fund Balance of \$250,000 to be used only in an emergency situation designated by City Council. Prior to FY 2019, the balance was \$150,000.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$150,000 | \$150,000 | \$150,000 | \$250,000 |
| Revenues | | | | |
| Transfers from General Fund | 0 | 100,000 | 100,000 | 0 |
| | \$0 | \$100,000 | \$100,000 | \$0 |
| Total Resources | \$150,000 | \$250,000 | \$250,000 | \$250,000 |

| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Transfer to Capital Projects Fund | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$150,000 | \$250,000 | \$250,000 | \$250,000 |

**2019-2020
UTILITY EMERGENCY RESERVE FUND
- 502 -**

The Utility Emergency Reserve Fund is maintained at all times with a Fund Balance of \$250,000 to be used only in an emergency situation designated by City Council.

| REVENUES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Fund Balance | \$250,000 | \$250,000 | \$250,000 | \$250,000 |
| Revenues | | | | |
| Transfers from Utility Fund | 0 | 0 | 0 | 0 |
| | \$0 | \$0 | \$0 | \$0 |
| Total Resources | \$250,000 | \$250,000 | \$250,000 | \$250,000 |

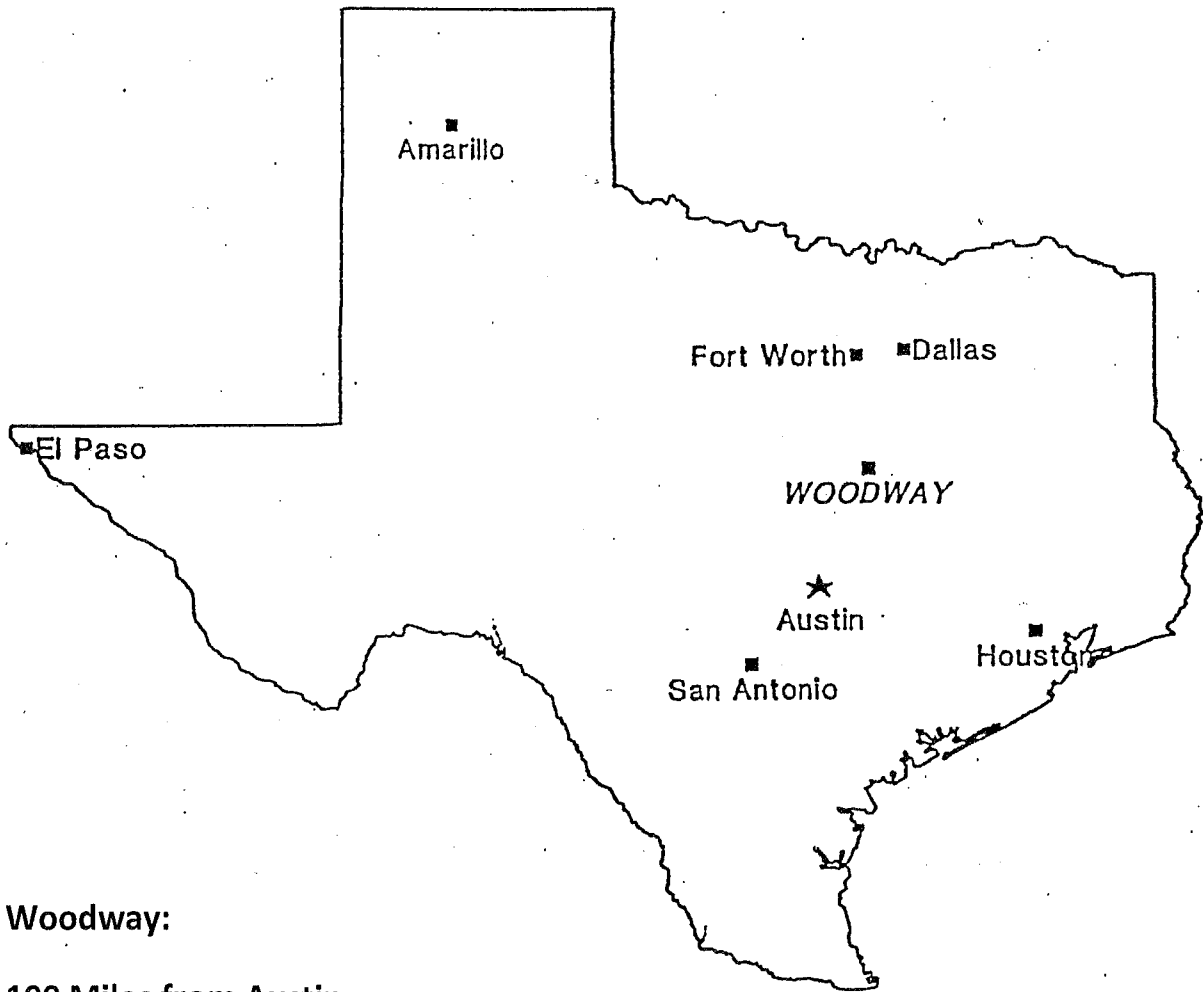
| EXPENDITURES | 2017-2018 ACTUAL | 2018-2019 BUDGET | 2018-2019 ESTIMATED | 2019-2020 BUDGET |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|
| Transfer to Utility Projects Fund | \$0 | \$0 | \$0 | \$0 |
| Total Expenditures | \$0 | \$0 | \$0 | \$0 |
| Ending Fund Balance | \$250,000 | \$250,000 | \$250,000 | \$250,000 |



**STATISTICAL
INFORMATION**



WOODWAY, TEXAS



Woodway:

100 Miles from Austin

102 Miles from Dallas

97 Miles from Fort Worth

179 Miles from San Antonio

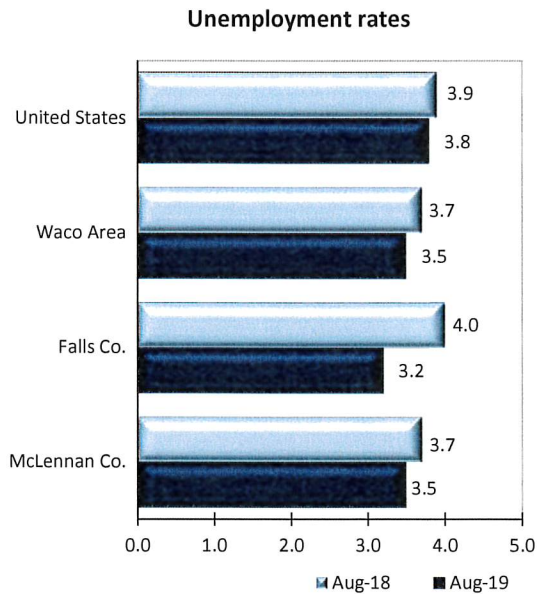
189 Miles from Houston

Waco Area Economic Summary

Updated October 02, 2019

This summary presents a sampling of economic information for the area; supplemental data are provided for regions and the nation. Subjects include **unemployment, employment, wages, prices, spending, and benefits**. All data are not seasonally adjusted and some may be subject to revision. Area definitions may differ by subject. For more area summaries and geographic definitions, see www.bls.gov/regions/economic-summaries.htm.

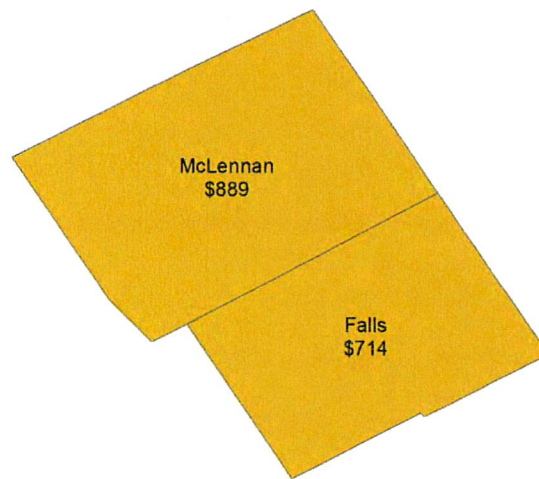
Unemployment rates for the Waco area, selected area counties, and the nation



Source: U.S. BLS, Local Area Unemployment Statistics

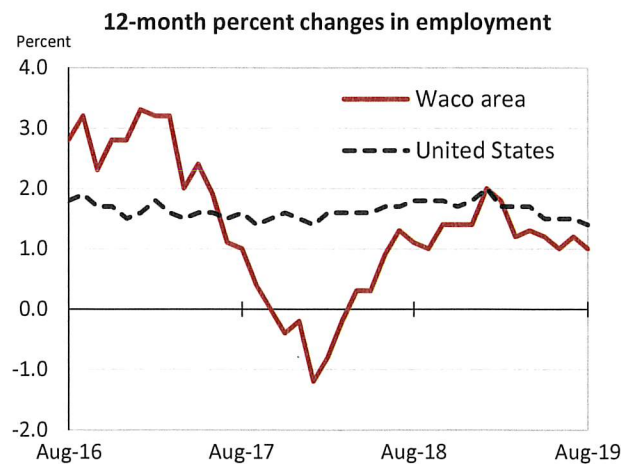
Average weekly wages for all industries by county

Waco area, 1st quarter 2019
(U.S. = \$1,184; Area = \$884)



Source: U.S. BLS, Quarterly Census of Employment and Wages.

Over-the-year changes in employment on nonfarm payrolls and employment by major industry sector

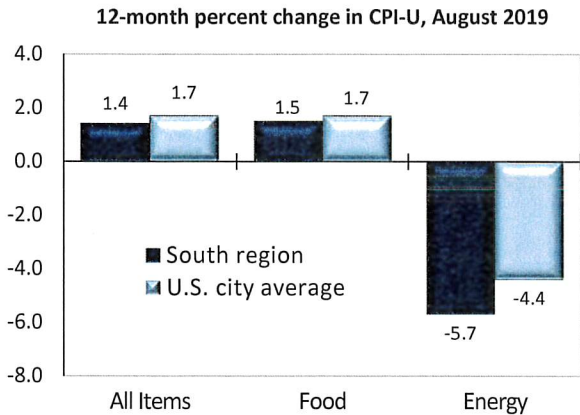


Source: U.S. BLS, Current Employment Statistics.

| Waco area employment (numbers in thousands) | Aug. 2019 | Change from Aug. 2018 to Aug. 2019 | |
|---|-----------|------------------------------------|---------|
| | | Number | Percent |
| Total nonfarm | 123.1 | 1.2 | 1.0 |
| Mining, logging, and construction | 7.8 | 0.2 | 2.6 |
| Manufacturing | 17.0 | 0.4 | 2.4 |
| Trade, transportation, and utilities | 21.7 | 0.5 | 2.4 |
| Information | 1.0 | 0.0 | 0.0 |
| Financial activities | 7.8 | 0.2 | 2.6 |
| Professional and business services | 10.9 | -0.7 | -6.0 |
| Education and health services | 21.3 | 0.6 | 2.9 |
| Leisure and hospitality | 12.6 | -0.1 | -0.8 |
| Other services | 3.5 | -0.1 | -2.8 |
| Government | 19.5 | 0.2 | 1.0 |

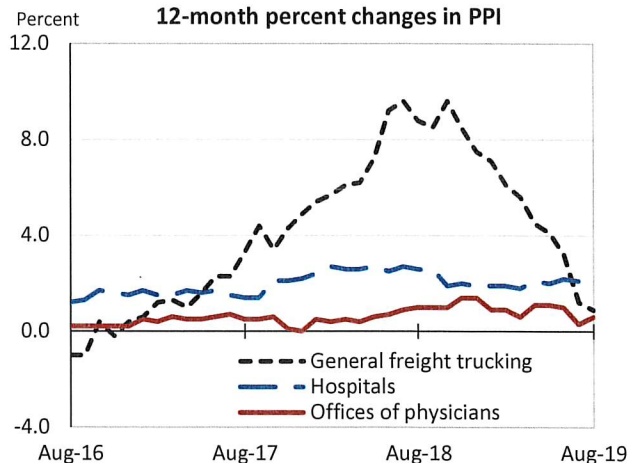
Source: U.S. BLS, Current Employment Statistics.

Over-the-year change in the prices paid by urban consumers for selected categories



Source: U.S. BLS, Consumer Price Index.

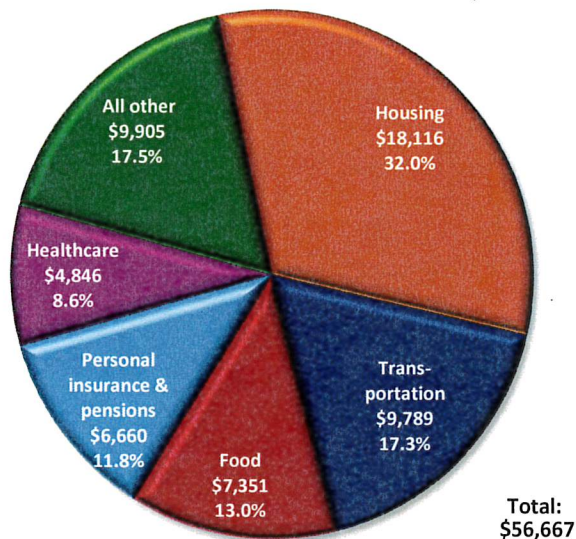
Over-the-year changes in the selling prices received by producers for selected industries nationwide



Source: U.S. BLS, Producer Price Index.

Average annual spending and percent distribution for selected categories

South Region average annual expenditures 2018



Source: U.S. BLS, Consumer Expenditure Survey.

Average hourly wages for selected occupations

| Occupation | Waco area | United States |
|----------------------------------|-----------|---------------|
| Total, all occupations | \$20.94 | \$24.98 |
| Dentists, general | 77.00 | 84.54 |
| Human resources managers | 52.10 | 60.91 |
| Computer systems analysts | 38.66 | 45.01 |
| Accountants and auditors | 33.13 | 37.89 |
| Registered nurses | 31.20 | 36.30 |
| Medical secretaries | 15.53 | 17.83 |
| Construction laborers | 14.71 | 19.40 |
| Customer service representatives | 14.48 | 17.53 |
| Security guards | 13.01 | 15.41 |
| Retail salespersons | 12.44 | 13.61 |
| Food preparation workers | 10.50 | 11.94 |
| Cooks, fast food | 9.96 | 10.89 |

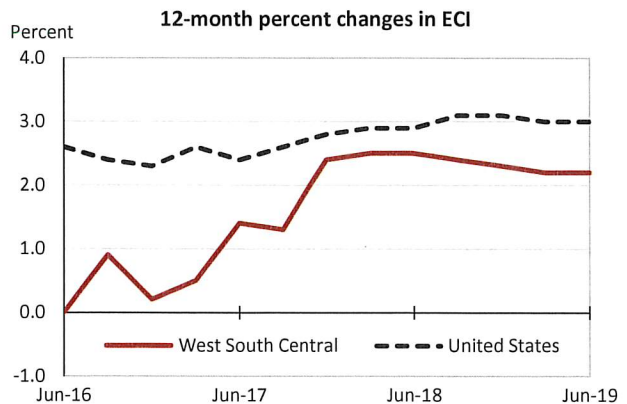
Source: U.S. BLS, Occupational Employment Statistics, May 2018.

Employer costs per hour worked for wages and selected employee benefits by geographic division

| Private industry, June 2019 | West South Central (1) | United States |
|-----------------------------|------------------------|---------------|
| Total compensation | \$32.21 | \$34.44 |
| Wages and salaries | 23.24 | 24.14 |
| Total benefits | 8.97 | 10.30 |
| Paid leave | 2.18 | 2.47 |
| Vacation | 1.09 | 1.27 |
| Supplemental pay | 1.23 | 1.11 |
| Insurance | 2.12 | 2.76 |
| Retirement and savings | 1.04 | 1.31 |
| Legally required benefits | 2.40 | 2.66 |

(1) West South Central includes AR, LA, OK, and TX.
Source: U.S. BLS, Employer Costs for Employee Compensation.

Over-the-year changes in wages and salaries



Source: U.S. BLS, Employment Cost Index.

WOODWAY, TEXAS

CITY OF WOODWAY
POPULATION DEMOGRAPHICS - 2010

Texas McLennan Co Woodway

| | | | |
|-------------------------|------------|---------|-------|
| Total Population | 25,145,561 | 234,906 | 8,452 |
|-------------------------|------------|---------|-------|

| Age | | | |
|-----------------------|------|------|------|
| Under 5 Years | 8% | 7% | 4% |
| 5 to 19 Years | 22% | 23% | 19% |
| 20 to 29 Years | 15% | 17% | 7% |
| 30 to 39 Years | 14% | 12% | 9% |
| 40 to 49 Years | 14% | 12% | 13% |
| 50 to 59 Years | 12% | 12% | 17% |
| 60 to 69 Years | 8% | 8% | 15% |
| 70 to 79 Years | 4% | 5% | 10% |
| Over 79 Years | 3% | 4% | 6% |
| Median Age | 33.6 | 32.7 | 48.3 |

| Sex | | | |
|---------------|-----|-----|-----|
| Male | 50% | 49% | 48% |
| Female | 50% | 51% | 52% |

| Race | | | |
|---|-----|-----|-----|
| White | 46% | 60% | 87% |
| Black or African American | 11% | 14% | 3% |
| Hispanic or Latino | 38% | 24% | 7% |
| American Indian and Alaska Native | 0% | 0% | 0% |
| Asian | 4% | 1% | 2% |
| Native Hawaiian and Other Pacific Islander | 0% | 0% | 0% |
| Other | 1% | 1% | 1% |

Source: 2010 Census of U.S. Census Bureau

**PROFILE
CITY OF WOODWAY**

The City of Woodway is a political subdivision and municipal corporation of the State, duly organized and existing under the laws of Texas as set out in the City's Home Rule Charter. The City was incorporated in 1955, and adopted its Home Rule Charter in 1973. The City operates under a Council/Manager form of government with a City Council comprised of the Mayor and six Councilmembers. The Mayor is elected from and by the City Council on an annual basis.

Woodway is a residential suburb of Waco, located in a wooded, rolling hill area adjacent to Waco's southwestern boundary and Lake Waco. Woodway is approximately bounded by U. S. Highway 84, Texas Highway 6, and Lake Waco. The 2010 census reflected a population of 8,452; however, city officials believe the population to be approximately 9,000.

The City provides public safety (police and fire protection), street maintenance, water and sanitary sewer utilities, three recreational parks, an arboretum, a family center for youth sports, public improvement, planning and zoning, and general administrative services.

Public education in Woodway is provided by the Midway Independent School District and the Waco Independent School District. Higher education is provided in the county by Baylor University, McLennan County Community College, and Texas State Technical College. Combined enrollment of the three higher educational institutions is approximately 30,000.

KEY PUBLIC OFFICIALS

| <u>Office</u> | <u>Incumbent</u> | <u>Length of Service</u> | <u>Term Expires</u> |
|----------------|-------------------|--------------------------|---------------------|
| Mayor | Bob Howard | 7 Years | May, 2020 |
| | | | |
| Councilmembers | Jane Kittner | 24 Years | May, 2022 |
| | Scott A. Giddings | 10 Years | May, 2022 |
| | Barbara Grandy | 8 Years | May, 2020 |
| | Vic Sober | 1 Year | May, 2021 |
| | Keven Kehlenbach | 1 Year | May, 2021 |
| | Amine Qourzal | 5 Months | May, 2022 |
| | | | |
| City Manager | Shawn Oubre | 1 Year | N/A |

**CITY OF WOODWAY
TEN LARGEST TAXPAYERS**

| <u>Name of Taxpayer</u> | <u>Nature of Property</u> |
|----------------------------------|---------------------------|
| Lehigh White Cement Company | Cement Producer |
| H. E. Butt Grocery Company | Supermarket |
| Waco Medical Office Building LLC | Medical Facility |
| Spring Waco LP | Hotel/Motel |
| Dhruvkish Partners LTD | Hotel/Motel |
| Hollywood Theaters Inc. | Movie Theater Complex |
| Bill H. Berryhill, M.D. | Medical Facility |
| Vridha Hospitality LLC | Hotel/Motel |
| Heritage Inn Number IX Limited | Hotel/Motel |
| Texas Health Development VI | Medical Facility |

2018-2019 APPLICABLE TAX RATES

SALES OR USE TAX

| | |
|--------|--------------|
| State | 6.25 |
| County | 0.50 |
| City | <u>1.50</u> |
| | 8.25% |

HOTEL/MOTEL TAX

| | |
|-------|------|
| STATE | 6.0% |
| CITY | 7.0% |

PROPERTY TAXES - RATE/\$100 ASSESSED VALUE

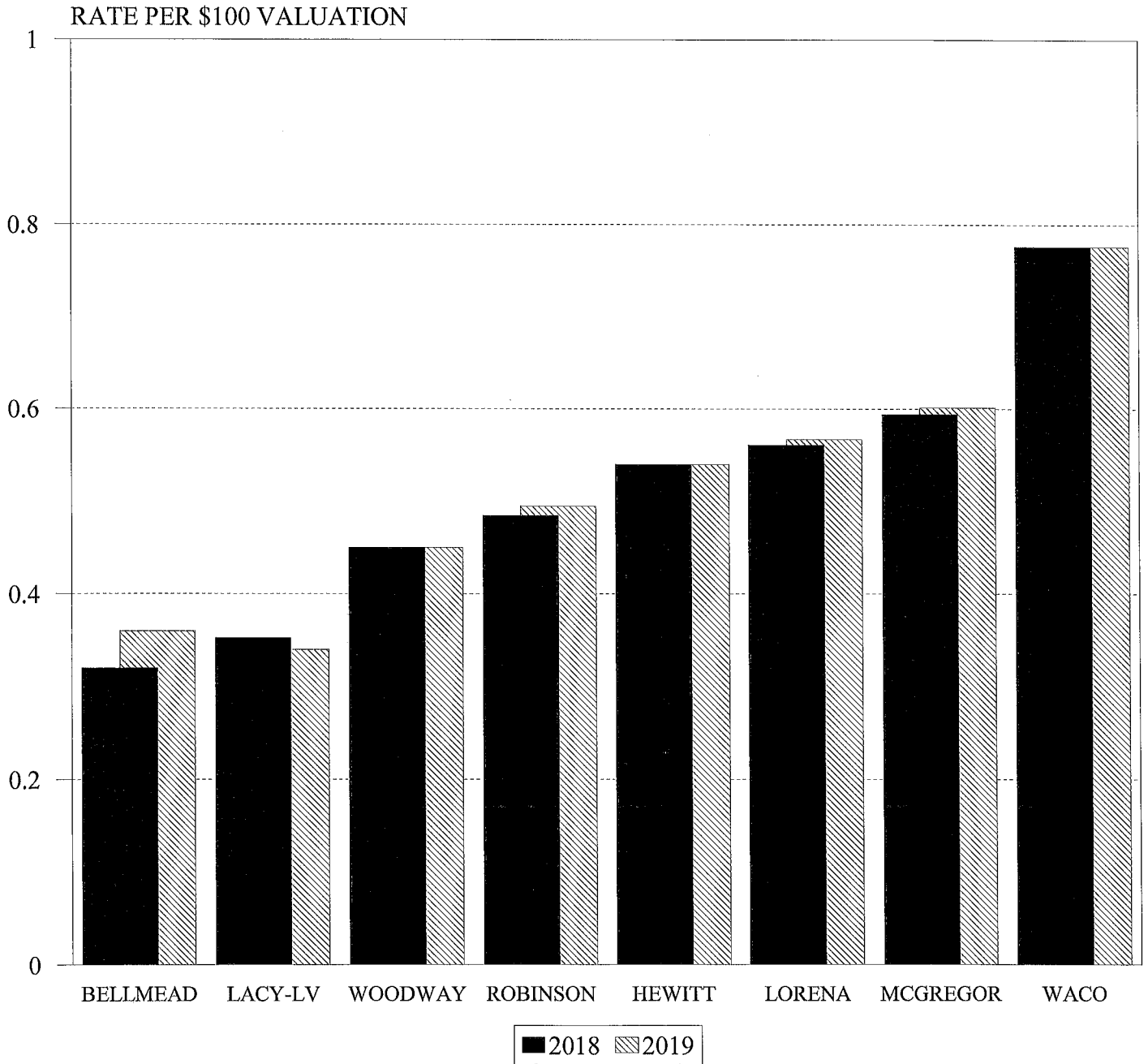
| | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|----------------------------|-----------------|-----------------|-----------------|
| City of Woodway | \$0.470000 | \$0.450000 | \$0.450000 |
| Midway ISD | 1.320000 | 1.320000 | 1.250000 |
| McLennan County | 0.505293 | 0.485293 | 0.485293 |
| McLennan Community College | <u>0.150346</u> | <u>0.147696</u> | <u>0.147696</u> |
| Aggregate Tax Rate | \$2.445639 | \$2.402989 | \$2.332989 |

COMPARATIVE PROPERTY TAX RATES (RATE/\$100 ASSESSED VALUE)

| <u>City</u> | <u>Population</u> | <u>2018 Tax Rate</u> | <u>2019 Tax Rate</u> |
|------------------------|-------------------|--------------------------|--------------------------|
| City of Waco | 124,805 | \$0.776232 | \$0.776232 |
| City of McGregor | 4,987 | 0.594010 | 0.601413 |
| City of Lorena | 1,691 | 0.560680 | 0.566994 |
| City of Hewitt | 13,549 | 0.539677 | 0.539677 |
| City of Robinson | 10,509 | 0.484500 | 0.494500 |
| City of Woodway | 8,452 | 0.450000 | 0.450000 |
| City of Lacy-Lakeview | 6,489 | 0.352628 | 0.340064 |
| City of Bellmead | 9,901 | 0.319999 | 0.359999 |

WOODWAY, TEXAS

COMPARATIVE PROPERTY TAX RATES



CITY OF WOODWAY
COMPARISON OF PROPERTY VALUES

| PROPERTY VALUES: | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|----------------------|----------------------|----------------------|----------------------|
| Real | \$606,787,145 | \$641,807,955 | \$681,152,371 | \$744,682,366 | \$782,087,637 | \$797,562,253 | \$811,171,503 | \$828,467,243 | \$845,342,905 | \$917,432,028 | \$950,465,219 | \$1,011,871,994 | \$1,094,719,814 | \$1,193,292,173 | \$1,257,954,859 |
| Personal | 68,206,013 | 72,970,104 | 81,756,955 | 89,629,063 | 89,743,840 | 86,931,871 | 86,248,396 | 75,245,769 | 74,231,870 | 87,442,820 | 89,292,520 | 87,967,060 | 91,525,900 | 101,508,290 | 113,916,390 |
| less Homestead Cap - Limited Value | (3,555,799) | (1,501,268) | (2,489,450) | (8,616,205) | (12,829,886) | (7,766,250) | (4,528,289) | (4,147,991) | (1,585,843) | (7,340,952) | (2,257,532) | (8,280,669) | (14,334,022) | (22,195,024) | (11,942,478) |
| less Tax Exempt | (25,064,823) | (22,665,904) | (30,072,292) | (31,774,955) | (32,673,271) | (36,388,869) | (36,250,572) | (34,386,150) | (39,520,715) | (52,473,688) | (52,498,415) | (59,815,505) | (61,473,688) | (65,101,988) | (64,653,150) |
| TOTAL | 646,372,536 | 690,610,387 | 730,347,584 | 793,920,269 | 826,328,320 | 840,039,005 | 856,641,038 | 864,678,991 | 878,468,217 | 945,058,008 | 985,001,792 | 1,031,744,910 | 1,110,438,004 | 1,207,593,451 | 1,295,295,621 |
| % change from previous year | 6.84% | 5.75% | 8.70% | 4.08% | 1.66% | 1.98% | 0.94% | 1.59% | 7.58% | 4.23% | 4.75% | 7.65% | 8.74% | 7.27% | |

| EXEMPTIONS: | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| OV65 - Elderly Homestead | 9,560,000 | 9,620,000 | 9,890,000 | 10,260,000 | 10,572,493 | 11,041,840 | 11,291,840 | 12,323,791 | 12,446,745 | 12,963,230 | 13,454,495 | 13,793,597 | 14,067,580 | 14,335,696 | 14,446,654 |
| OV65S - Surviving Spouse | 180,000 | 160,000 | 180,000 | 190,000 | 200,000 | 120,000 | 130,000 | 140,000 | 150,000 | 100,000 | 90,000 | 90,000 | 100,000 | 80,000 | 110,000 |
| DV's - Disabled Veteran | 1,639,500 | 1,654,000 | 1,637,000 | 1,639,500 | 3,608,079 | 7,053,615 | 7,638,435 | 8,975,805 | 9,073,088 | 9,941,624 | 11,590,234 | 13,039,670 | 14,405,564 | 16,514,428 | 18,593,931 |
| PRODUCTIVITY LOSS - Ag Use | 1,263,081 | 1,248,017 | 1,245,274 | 1,345,399 | 1,332,595 | 1,332,595 | 1,332,595 | 1,332,595 | 1,332,160 | 1,092,010 | 1,166,520 | 1,166,680 | 1,431,170 | 1,598,212 | 1,998,212 |
| FR - Fireport | 519,733 | 708,551 | 1,008,518 | 1,399,257 | 1,506,478 | 1,843,533 | 2,024,819 | 685,985 | 673,553 | 1,352,947 | 882,554 | 1,039,952 | 1,390,523 | 2,050,626 | 2,703,387 |
| PC - Pollution Control | 0 | 39,770 | 0 | 538,274 | 0 | 538,274 | 2,184,282 | 2,245,352 | 7,409,490 | 6,732,769 | 7,253,432 | 7,239,710 | 7,476,884 | 6,973,386 | 104,251 |
| SO - Solar | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19,250 | 99,560 | 128,620 | 142,370 | 149,819 | 114,719 | 0 |
| PPV - Personal Property Vehicle | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 26,470 | 70,570 | 0 | 0 | 0 | 0 |
| TOTAL | 12,962,314 | 13,430,338 | 13,960,792 | 14,834,156 | 17,768,014 | 21,929,857 | 22,975,963 | 25,642,458 | 25,920,148 | 32,985,331 | 34,115,762 | 36,225,701 | 38,621,726 | 42,003,523 | 44,939,801 |
| % change from previous year | 3.61% | 3.95% | 5.95% | 6.26% | 19.78% | 23.42% | 4.77% | 11.61% | 1.08% | 27.26% | 3.43% | 7.06% | 5.74% | 8.76% | 6.97% |

| TOTAL TAXABLE VALUE: | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 |
|-----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------|-----------------|-----------------|
| | \$633,410,222 | \$677,180,549 | \$716,386,792 | \$779,086,113 | \$808,560,306 | \$818,109,148 | \$833,665,075 | \$839,036,533 | \$852,548,069 | \$912,072,677 | \$950,886,030 | \$995,719,209 | \$1,071,816,278 | \$1,165,499,928 | \$1,250,365,820 |
| % change from previous year | 6.91% | 5.79% | 8.75% | 3.78% | 1.18% | 1.90% | 0.64% | 1.61% | 6.98% | 4.26% | 4.66% | 7.70% | 8.74% | 7.28% | |

| Tax Revenue per \$0.01 on tax rate | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | \$63,341.02 | \$67,718.05 | \$71,638.68 | \$77,908.61 | \$80,856.03 | \$81,810.91 | \$83,366.51 | \$83,903.65 | \$85,254.81 | \$91,207.27 | \$95,088.60 | \$99,521.92 | \$107,181.63 | \$116,549.99 | \$125,036.58 |
| Applicable Tax Rate | 0.45720 | 0.45720 | 0.45720 | 0.45720 | 0.45720 | 0.45720 | 0.45690 | 0.45690 | 0.45690 | 0.47000 | 0.47000 | 0.47000 | 0.47000 | 0.45000 | 0.45000 |
| Total Tax Revenue | \$2,895,951.55 | \$5,096,069.47 | \$3,275,520.41 | \$3,561,981.71 | \$5,696,737.72 | \$5,740,395.02 | \$3,809,015.73 | \$3,853,357.92 | \$3,895,292.13 | \$4,286,741.58 | \$4,469,164.34 | \$4,677,530.28 | \$5,037,536.51 | \$5,244,749.68 | \$5,626,646.19 |

WOODWAY, TEXAS

City of Woodway
Service Charges
FY 2020
(Basis: FY 2020 Budget)

| | Total | Water (75%) | Sewer (25%) |
|--|----------------|----------------|----------------|
| Administration (FY Budget * 5%) | 31,778 | 23,834 | 7,944 |
| Finance (FY Budget * 5%) | 18,460 | 13,845 | 4,615 |
| Streets (Maint Misc FY Budget * 5%) | 1,630 | 1,223 | 407 |
| Streets (Labor FY Budget * 5%) | 15,280 | 11,460 | 3,820 |
| City Secretary (FY Budget * 5%) | 10,863 | 8,147 | 2,716 |
| Inspections (Clerical FY Budget * 25%) | 6,559 | 4,919 | 1,640 |
| Public Bldgs (FY Budget * 5%) | 7,610 | 5,707 | 1,903 |
| Public Safety (Technical/Super FY Budget * 2%) | 12,262 | 9,197 | 3,065 |
| Non-Departmental (FY Budget * 5%) | 19,242 | 14,431 | 4,811 |
| PROPOSED FY 2020 | 123,685 | 92,764 | 30,921 |

FY 1999 - Increase Inspections clerical split from 50% to 55% due to increased clerical time required.

FY 1999 - Increase Public Buildings from 10% to 20% due to addition of new service center.

FY 1999 - Increase Public Safety Technical from 10% to 20% due to dispatch as backup for water calls after 5:00pm and weekends as well as water/sewer alarms.

FY 2007 - Add Non-Departmental due to increased charges that relate to the Utility Fund.

FY 2008 - Reduce percentages due to reevaluating amount of time required for the Utility Fund.

FY 2014 - Increase Administration from 10% to 15% due to increased time required.

FY 2018 - Reduce percentages due to reevaluating amount of time required for the Utility Fund.

FY 2019 - Reduce percentages due to reevaluating amount of time required for the Utility Fund.

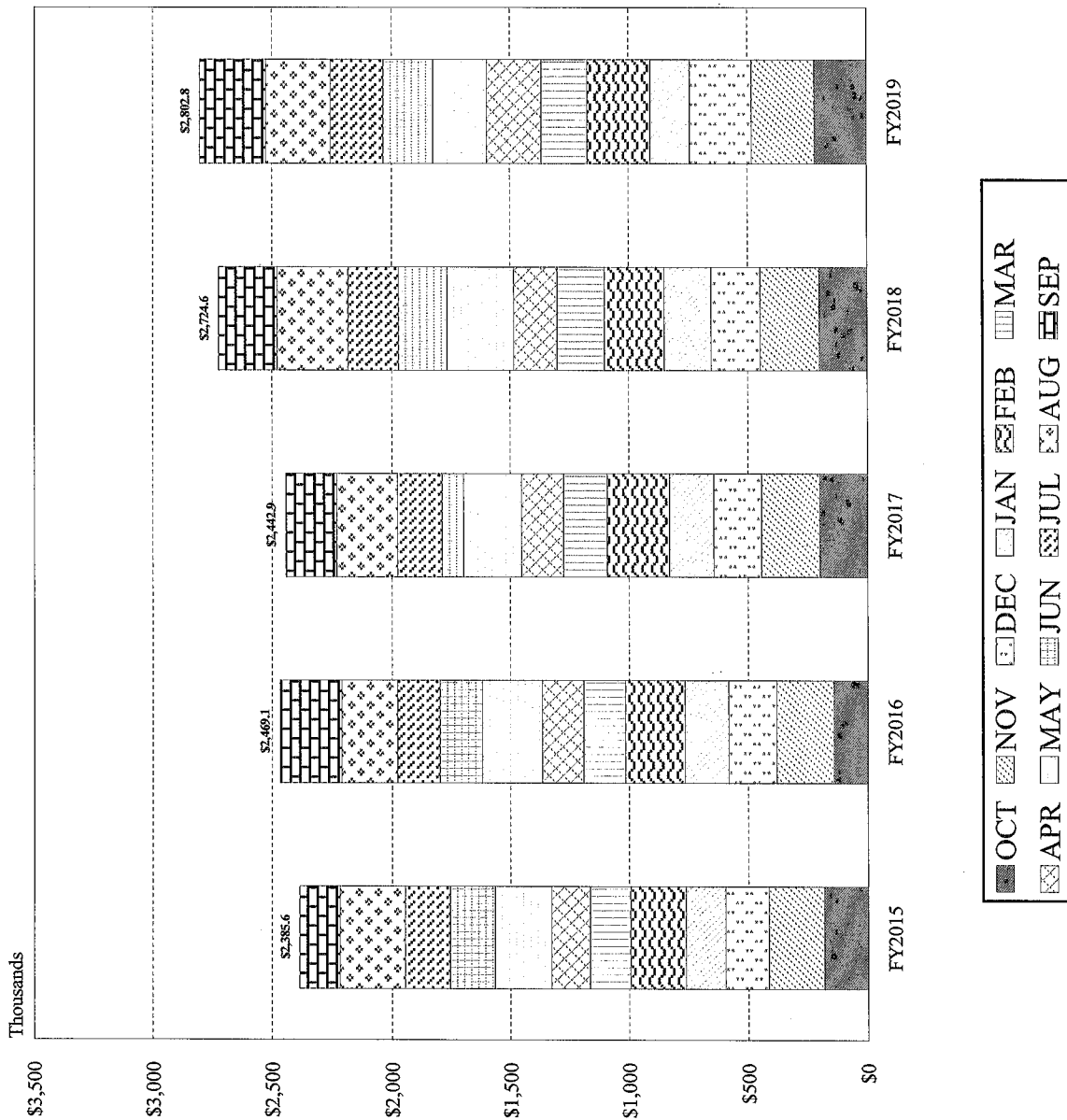
City of Woodway Sales & Use Tax Comparison

| | FY 2015 | | FY 2016 | | FY 2017 | | FY 2018 | | FY 2019 | |
|--------------|-----------------------|--------------|-----------------------|--------------|-----------------------|--------------|-----------------------|--------------|-----------------------|--------------|
| | Total Tax Revenue | Total YTD | Total Tax Revenue | Total YTD | Total Tax Revenue | Total YTD | Total Tax Revenue | Total YTD | Total Tax Revenue | Total YTD |
| Oct | \$181,204.29 | \$181,204.29 | \$141,730.02 | \$141,730.02 | \$197,628.29 | \$197,628.29 | \$198,245.93 | \$198,245.93 | \$217,281.67 | \$217,281.67 |
| Nov | 234,135.19 | 415,339.48 | 239,842.72 | 381,572.74 | 245,142.64 | 442,770.93 | 248,168.19 | 446,414.12 | 264,045.61 | 481,327.28 |
| Dec | 181,523.15 | 596,862.63 | 201,919.94 | 583,492.68 | 200,405.60 | 643,176.53 | 205,602.06 | 652,016.18 | 259,994.44 | 741,321.72 |
| Jan | 165,961.41 | 762,824.04 | 182,949.95 | 766,442.63 | 187,597.17 | 850,773.70 | 198,662.72 | 850,678.90 | 166,282.55 | 907,604.27 |
| Feb | 232,681.10 | 995,505.14 | 250,179.39 | 1,016,622.02 | 261,216.67 | 1,091,990.37 | 251,539.17 | 1,102,218.07 | 266,390.57 | 1,175,994.84 |
| Mar | 170,116.88 | 1,165,622.02 | 175,659.06 | 1,192,281.08 | 184,903.43 | 1,276,893.80 | 198,830.10 | 1,301,048.17 | 193,761.29 | 1,367,756.13 |
| Apr | 162,319.99 | 1,327,942.01 | 175,164.23 | 1,367,445.31 | 176,458.63 | 1,453,352.43 | 182,816.36 | 1,483,864.53 | 231,569.28 | 1,599,125.41 |
| May | 238,905.56 | 1,566,847.57 | 253,257.64 | 1,620,702.95 | 245,501.08 | 1,698,853.51 | 284,121.99 | 1,767,986.52 | 226,409.81 | 1,825,535.22 |
| Jun | 189,582.34 | 1,756,429.91 | 178,565.25 | 1,799,268.20 | 89,806.59 | 1,788,660.10 | 203,456.98 | 1,971,443.50 | 210,130.74 | 2,035,665.96 |
| Jul | 188,917.02 | 1,945,346.93 | 178,653.70 | 1,977,921.90 | 188,070.36 | 1,976,790.46 | 212,601.65 | 2,184,045.15 | 220,606.85 | 2,256,272.81 |
| Aug | 273,861.69 | 2,219,208.62 | 233,412.22 | 2,211,334.12 | 254,331.94 | 2,231,062.40 | 295,406.90 | 2,479,452.05 | 269,279.89 | 2,525,552.70 |
| Sep | 166,361.65 | 2,385,570.27 | 257,744.20 | 2,469,078.32 | 211,832.91 | 2,442,895.31 | 245,127.11 | 2,724,579.16 | 277,259.68 | 2,802,812.38 |
| TOTAL | \$2,385,570.27 | | \$2,469,078.32 | | \$2,442,895.31 | | \$2,724,579.16 | | \$2,802,812.38 | |

Audit Adjustments:

- 09/15 includes year end accrual and reversal of previous year end accrual
- 09/16 includes year end accrual and reversal of previous year end accrual
- 09/17 includes year end accrual and reversal of previous year end accrual
- 09/18 includes year end accrual and reversal of previous year end accrual
- 09/19 excludes year end accrual and reversal of previous year end accrual

SALES & USE TAX COMPARISON



**PUBLIC UTILITIES - WATER/WASTEWATER
SYSTEM PROFILE**

Waterworks System

The City of Woodway waterworks system contains six (6) distinct hydropneumatic type pressure plants supplied by deep wells at each plant for a primary source of supply. In addition, the system includes a 4,058 meters distribution system and 7.58 million gallons of storage capacity. The system can produce 4.09 million gallons of water each day.

Monthly Water Rates

| | <u>Effective November 1, 2018</u> | <u>Effective November 1, 2019</u> |
|--|-----------------------------------|-----------------------------------|
| <u>Residential/Inside City Limits (including Multiple Users)</u> | | |
| First 2,000 gallons | \$30.00 (Minimum) | \$30.00 (Minimum) |
| 2,001 to 15,000 gallons | 3.80 /thousand gallons | 3.80 /thousand gallons |
| 15,001 to 35,000 gallons | 4.80 /thousand gallons | 4.80 /thousand gallons |
| 35,001 gallons and over | 5.95 /thousand gallons | 5.95 /thousand gallons |
| <u>Commercial/Inside City Limits</u> | | |
| First 2,000 gallons (3/4" meter) | \$40.00 (Minimum) | \$40.00 (Minimum) |
| First 2,000 gallons (1" meter) | 50.00 (Minimum) | 50.00 (Minimum) |
| First 2,000 gallons (1.5" meter) | 62.00 (Minimum) | 62.00 (Minimum) |
| First 2,000 gallons (2" meter) | 92.00 (Minimum) | 92.00 (Minimum) |
| First 2,000 gallons (3" meter) | 150.00 (Minimum) | 150.00 (Minimum) |
| First 2,000 gallons (4" - 8" meter) | 300.00 (Minimum) | 300.00 (Minimum) |
| 2,001 to 15,000 gallons | 3.80 /thousand gallons | 3.80 /thousand gallons |
| 15,001 to 35,000 gallons | 4.80 /thousand gallons | 4.80 /thousand gallons |
| 35,001 gallons and over | 5.95 /thousand gallons | 5.95 /thousand gallons |

Outside City Limits

Rates are 1.5 times the rate for inside the city limits.

Wastewater System

The Wastewater collection system includes ten force main lift stations and gravity flow facilities feeding into a collection system which ties into a regional wastewater treatment plant operated by the City of Waco.

Monthly Wastewater Rates

| | <u>Effective November 1, 2018</u> | <u>Effective November 1, 2019</u> |
|--|-----------------------------------|-----------------------------------|
| <u>Residential (Based on Average January and February Water Consumption)</u> | | |
| Base | \$19.00 (Minimum) | \$ 19.00 (Minimum) |
| Usage | 2.00 /thousand gallons | 2.00 /thousand gallons |
| <u>Commercial (Based on Average January and February Water Consumption)</u> | | |
| Base | \$23.00 (Minimum) | \$ 23.00 (Minimum) |
| Usage | 2.00 /thousand gallons | 2.00 /thousand gallons |

WOODWAY, TEXAS

**CITY OF WOODWAY
WATER SALES (HISTORICAL)
ACTUAL GALLONS SOLD**

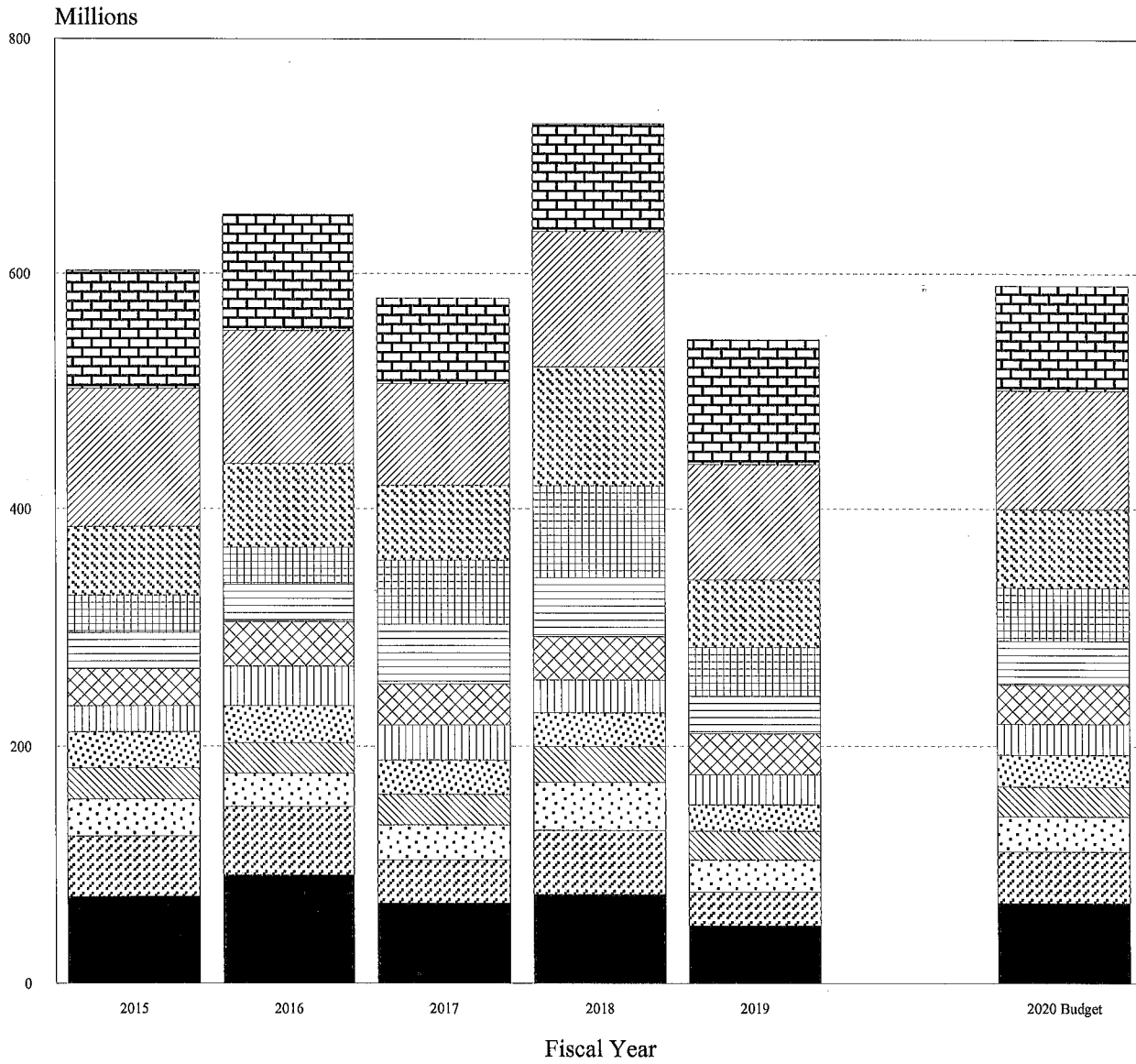
| MONTH | FY15 | FY16 | FY17 | FY18 | FY19 | MONTHLY | |
|---------------|-------------|-------------|-------------|-------------|-------------|-------------|----------------|
| | | | | | | 5 YR AVG | % OF AVG YR |
| October | 73,023,600 | 91,212,180 | 67,665,511 | 74,842,146 | 48,425,778 | 71,033,843 | 11.442% |
| November | 50,896,700 | 57,967,700 | 36,121,301 | 54,219,743 | 28,659,404 | 45,572,970 | 7.341% |
| December | 31,398,900 | 28,074,600 | 29,763,604 | 40,835,101 | 26,820,600 | 31,378,561 | 5.054% |
| January | 26,355,200 | 25,832,300 | 25,916,226 | 30,427,603 | 24,369,300 | 26,580,126 | 4.281% |
| February | 30,699,100 | 31,410,314 | 29,005,397 | 28,669,055 | 22,393,100 | 28,435,393 | 4.580% |
| March | 21,893,000 | 33,314,600 | 29,618,486 | 27,570,079 | 25,419,200 | 27,563,073 | 4.440% |
| April | 31,218,716 | 37,403,500 | 34,650,294 | 36,514,752 | 34,662,512 | 34,889,955 | 5.620% |
| May | 30,423,900 | 31,186,900 | 50,048,436 | 49,472,347 | 31,586,112 | 38,543,539 | 6.208% |
| June | 31,191,000 | 31,066,400 | 53,813,883 | 77,281,615 | 41,000,011 | 46,870,582 | 7.550% |
| July | 57,902,200 | 70,648,700 | 63,113,453 | 101,215,314 | 56,871,110 | 69,950,155 | 11.267% |
| August | 116,801,500 | 113,101,900 | 86,430,286 | 115,188,231 | 97,424,506 | 105,789,285 | 17.040% |
| September | 100,845,035 | 99,040,585 | 72,775,515 | 92,306,411 | 106,116,324 | 94,216,774 | 15.176% |
| Total Gallons | 602,648,851 | 650,259,679 | 578,922,392 | 728,542,397 | 543,747,957 | 620,824,255 | 100.000% |

**CITY OF WOODWAY
PROJECTED WATER SALES (GALLONS)
FY 2020**

| MONTH | 2015-2019 MONTHLY | | BUDGET FY 2020 | ACTUAL FY 2020 | VARIANCE FROM BUDGET | ACTUAL % OF BUDGET | VARIANCE FROM AVERAGE | ACTUAL % OF AVERAGE |
|---------------|-------------------|----------------|-------------------|-------------------|----------------------------|--------------------------|-----------------------------|---------------------------|
| | 5 YR AVG | % OF AVG YR | | | | | | |
| October | 71,033,843 | 11.442% | 67,484,091 | | | | | |
| November | 45,572,970 | 7.341% | 43,295,566 | | | | | |
| December | 31,378,561 | 5.054% | 29,810,490 | | | | | |
| January | 26,580,126 | 4.281% | 25,251,846 | | | | | |
| February | 28,435,393 | 4.580% | 27,014,400 | | | | | |
| March | 27,563,073 | 4.440% | 26,185,672 | | | | | |
| April | 34,889,955 | 5.620% | 33,146,410 | | | | | |
| May | 38,543,539 | 6.208% | 36,617,415 | | | | | |
| June | 46,870,582 | 7.550% | 44,528,333 | | | | | |
| July | 69,950,155 | 11.267% | 66,454,558 | | | | | |
| August | 105,789,285 | 17.040% | 100,502,710 | | | | | |
| September | 94,216,774 | 15.176% | 89,508,509 | | | | | |
| Total Gallons | 620,824,255 | 100.000% | 589,800,000 | 0 | 0 | | | 0 |

WATER SALES

(GALLONS)



WOODWAY, TEXAS

ANALYSIS OF CHANGE IN EXPENDITURES

| | FY 2019 | FY 2020 | CHANGE | |
|---------------------------------|-------------------|-------------------|-----------------|---------------|
| GENERAL FUND | | | | |
| 4101 - City Secretary | \$203,156 | \$217,251 | \$14,095 | 6.94% |
| 4103 - Administration | 550,864 | 635,567 | \$84,703 | 15.38% |
| 4105 - Finance | 343,825 | 369,206 | \$25,381 | 7.38% |
| 4109 - Non-Departmental | 584,224 | 384,835 | (\$199,389) | -34.13% |
| Division Total | 1,682,069 | 1,606,859 | (75,210) | -4.47% |
| 4201 - Public Safety | 5,440,292 | 5,981,779 | \$541,487 | 9.95% |
| 4203 - Municipal Courts | 194,253 | 227,870 | \$33,617 | 17.31% |
| Division Total | 5,634,545 | 6,209,649 | 575,104 | 10.21% |
| 4301 - Streets | 486,777 | 481,566 | (\$5,211) | -1.07% |
| 4302 - Sanitation | 920,000 | 998,000 | \$78,000 | 8.48% |
| 4303 - Parks | 416,274 | 441,853 | \$25,579 | 6.14% |
| 4304 - Public Buildings | 164,282 | 152,197 | (\$12,085) | -7.36% |
| 4401 - Inspections | 354,219 | 307,436 | (\$46,783) | -13.21% |
| Division Total | 2,341,552 | 2,381,052 | 39,500 | 1.69% |
| 4604 - Community Development | 53,675 | 53,675 | \$0 | 0.00% |
| 4605 - Economic Development | 0 | 0 | \$0 | 0.00% |
| 4606 - Woodway Beautiful | 0 | 0 | \$0 | 0.00% |
| 4607 - Youth Commission | 3,050 | 3,050 | \$0 | 0.00% |
| 4609 - Carleen Bright Arboretum | 447,660 | 499,235 | \$51,575 | 11.52% |
| 4603 - Woodway Family Center | 247,961 | 292,466 | \$44,505 | 17.95% |
| Division Total | 752,346 | 848,426 | 96,080 | 12.77% |
| TOTAL GENERAL FUND | 10,410,512 | 11,045,986 | 635,474 | 6.10% |
| UTILITY FUND | | | | |
| 4501 - Water Services | 2,738,803 | 2,970,811 | \$232,008 | 8.47% |
| 4502 - Sewer Services | 953,450 | 988,091 | \$34,641 | 3.63% |
| 4503 - Customer Services | 1,788,547 | 1,601,898 | (\$186,649) | -10.44% |
| Division Total | 5,480,800 | 5,560,800 | 80,000 | 1.46% |
| TOTAL UTILITY FUND | 5,480,800 | 5,560,800 | 80,000 | 1.46% |

WOODWAY, TEXAS

*Summary of New Capital Expenditures
FY 2020*

| Department | Description | Amount |
|---|--|--------------------|
| General Fund | | |
| Administration | 1 - Computer | \$2,500 |
| Arboretum | 1 - Sound System | 4,000 |
| City Secretary | 1 - Fire Proof Storage Cabinet | 3,499 |
| Municipal Court | 1 - Desk/Cabinet | 2,000 |
| Municipal Court | 1 - Laptop & Printer/Copier | 700 |
| Parks | 1 - Pressure Washer | 750 |
| Public Buildings | 1 - Shop Garage Door | 1,200 |
| Public Safety | 4 - Ballistic Vests | 4,000 |
| Public Safety | 3 - Dispatch Chairs | 3,000 |
| Public Safety | 2 - Dispatch Monitors | 1,000 |
| - FUND TOTAL - | | \$22,649 |
| Utility Fund | | |
| Customer Service | 1 - Utility Payment Drop Box | \$2,500 |
| Water | 1 - Industrial Air Compressor | 2,000 |
| - FUND TOTAL - | | \$4,500 |
| Park Projects Fund | | |
| Parks | Woodway Park Restrooms | \$186,000 |
| - FUND TOTAL - | | \$186,000 |
| General Capital Projects Fund | | |
| Public Buildings | Community Services Building Renovation | \$500,000 |
| Streets | Slurry Seal Program | 300,000 |
| Streets | Sidewalks | 28,000 |
| Streets | Harbor Drive Reconstruction | 483,886 |
| - FUND TOTAL - | | \$1,311,886 |
| Future Capital Street Improvement Fund | | |
| Streets | Little River, White River, Brookhollow, Harbor | \$3,400,000 |
| - FUND TOTAL - | | \$3,400,000 |
| Arboretum Construction Fund | | |
| Arboretum | Allison's Garden Make Over | \$10,000 |
| Arboretum | Solar Bollard Lighting (Wood Valley) | 22,950 |
| Arboretum | Designated Memorials/Honorariums | 30,000 |
| - FUND TOTAL - | | \$62,950 |
| Utility Capital Projects Fund | | |
| Water | Miscellaneous Pump/Well Repair | \$150,000 |
| Water | Tater Hill Well Flow Control Valves | 15,400 |
| Water | Santa Fe Well Electric Gate | 8,000 |
| Water | Replace 2" Water Line With 6" Line | 200,000 |
| - FUND TOTAL - | | \$373,400 |
| 2017 Utility Improvement Fund | | |
| Waste Water | West Fairway Road Waste Water Interceptor | \$7,700,000 |
| - FUND TOTAL - | | \$7,700,000 |
| Tourism Fund | | |
| Public Buildings | South Tower Lettering & Lighting | \$4,200 |
| - FUND TOTAL - | | \$4,200 |
| General Equipment Replacement Fund | | |
| Admin/Inspections | 1 - 1/2 Ton Pickup Truck | \$35,000 |
| Parks | 1 - 3/4 Ton Pickup Truck | 32,000 |
| Public Safety | 4 - Patrol & Administrative Vehicles | 210,600 |
| Public Safety | 1 - Animal Control Transport Compartment | 8,362 |
| Public Safety | 1 - Fire Truck | 500,000 |
| Streets | 1 - Tractor Loader | 80,000 |
| - FUND TOTAL - | | \$865,962 |
| Utility Equipment Replacement Fund | | |
| Customer Service | 1 - Compact Truck | \$24,000 |
| Waste Water | .5 - Utility Trailer | 3,300 |
| Waste Water | 1 - Stationary Lift Station Generator | 45,000 |
| Waste Water | .5 - Crane Truck | 60,000 |
| Water | .5 - Utility Trailer | 3,300 |
| Water | 1 - Water Meter Resetter | 5,300 |
| Water | .5 - Crane Truck | 60,000 |
| - FUND TOTAL - | | \$200,900 |

- GRAND TOTAL - **\$14,132,447**

" Welcome Home to Woodway "



MASTER FEE SCHEDULE



WOODWAY MASTER FEE SCHEDULE

CITY OF WOODWAY MASTER FEE SCHEDULE I. PUBLIC SAFETY FEES

| | | |
|----|---|---|
| A. | Alarm monitoring | |
| 1. | Direct alarm monthly fee | \$19.95 |
| 2. | Nonvalid burglar alarms responded to during a 12-month period | |
| a. | Five (5) or less | No charge |
| b. | Six (6) or more | \$35.00 each |
| 3. | Nonvalid holdup alarms responded to during a 12-month period | |
| a. | Two (2) or less | No charge |
| b. | Three (3) to four (4) | \$50.00 each |
| c. | Five (5) to six (6) | \$100.00 each |
| d. | Seven (7) or more | \$150.00 each |
| B. | Animal control | |
| 1. | Special exemption permit application fee | \$100.00 |
| 2. | Pickup fee | |
| a. | First pickup of animal (waived if animal is chipped) | \$100.00 |
| b. | Second pickup of animal | \$125.00 |
| c. | Third and subsequent pickups | \$150.00 |
| d. | Overnight boarding fee (per night) | \$ 25.00 |
| C. | Permit for liquefied flammable gas container | \$80.00 |
| D. | Fire services | |
| 1. | Installation and remodeling of fire protection system | |
| a. | Hood and duct suppression systems | \$40.00 plus \$2.50/head |
| b. | Sprinkler systems | \$65.00 plus \$0.30 /head |
| c. | Standpipe systems | \$65.00 plus \$5.00/outlet |
| d. | Fire pump installation | \$30.00 |
| e. | Fire alarm system | \$65.00 plus \$1.00/device |
| f. | Commercial paint booth systems | \$55.00 plus \$2.50/head |
| g. | Additional permits initiated | \$35.00 |
| 2. | Installation and removal of fuel storage tanks and dispensing systems | |
| a. | Installation of underground or above ground storage tanks and/or dispensers | \$80.00 for first tank, plus \$25.00 per additional tank at same location and \$2.00/nozzle on dispensers |
| b. | Removal of underground storage tanks | \$65.00 for first tank, plus \$25.00 per additional tank at same location |
| 3. | Single events or activities | |
| a. | Pyrotechnical display or fireworks display | \$105.00 plus \$250.00 for each hour of standby per fire company |
| b. | Special assembly activities | \$105.00 plus \$250.00 for each hour of standby per fire company |
| c. | Trench burn | \$105.00 plus \$250.00 for each hour of standby per fire company |
| E. | Solicitor permit | \$100.00 per person |
| F. | Replacement of permit card | \$20.00 |
| G. | Activity/Filming permit | \$50.00 |

CITY OF WOODWAY MASTER FEE SCHEDULE
II. CARLEEN BRIGHT ARBORETUM FEES

Note: The suggested fees for the new special events center are based on current market conditions.

| | |
|--|--|
| A. Whitehall Center (Includes terrace, patio, cleaning, and use of indoor tables and chairs) | |
| 1. Rates | |
| a. Per day - 10:00 a.m. to 1:00 a.m. Friday or Saturday | \$1000.00 |
| b. Off-peak rate (Sunday-Thursday) | \$ 750.00 |
| 2. Non-profit and "Friends" rates | |
| a. Per day - 10:00 a.m. to 1:00 a.m. - Friday or Saturday | \$ 900.00 |
| b. Off-peak rate (Sunday-Thursday) | \$ 650.00 |
| 3. Business/organization rentals (includes inside tables and chairs) | |
| a. First hour of rental (M-Th, 8:00 a.m. to 5:00 p.m., excluding holidays) | \$ 150.00 |
| b. Each additional hour of rental | \$50.00 (maximum \$ 300.00) |
| B. Outdoor learning center/gazebo (Only available as a stand-alone rental Monday-Thursday, 8:00 a.m. to 5:00 p.m.; otherwise included with The Pavilion.) | \$ 250.00 \$125.00 per hour Monday-Thursday between 8:00 a.m. and 5:00 p.m. |
| C. The Pavilion (Includes Gazebo, cleaning and use of inside tables and chairs) | |
| 1. Rates | |
| a. Saturday rate - 10:00 a.m. to 1:00 a.m. | \$3,000.00 |
| b. Friday rate | \$2,500.00 |
| c. Off-peak rate (Sunday-Thursday) | \$2,000.00 |
| 2. Non-profit and "Friends" rates | |
| a. Saturday rate - 10:00 a.m. to 1:00 a.m. | \$2,750.00 |
| b. Friday rate | \$2,250.00 |
| c. Off-peak rate (Sunday-Thursday) | \$1,750.00 |
| 3. Business/organization rentals | |
| a. First hour of rental (Monday-Thursday, 8:00 a.m. to 5:00 p.m., excluding holidays) | \$350.00 |
| b. Each additional hour of rental | \$125.00 (maximum \$725.00) |
| 4. Additional services | |
| a. Cordless microphone rental | \$50.00 |
| b. Screen and projector rental | \$150.00 |
| D. Security (per hour/per officer with a 2 hour minimum) | \$ 40.00 |
| E. Attendant (per hour/per attendant) | \$ 40.00 |
| Notes: (1) To be paid with rental fees 30 days prior to event; (2) Attendant fees for any portion of use occurring during office hours will be waived | |
| F. Deposit (refundable/non-refundable in event of cancellation) | |
| 1. Whitehall Center | \$500.00 plus 50% of rental fee |
| 2. The Pavilion | \$500.00 plus 50% of rental fee |
| 3. Outdoor learning center/gazebo (Only available as a stand-alone rental Monday-Thursday, 8:00 a.m. to 5:00 p.m.) | \$300.00 |
| G. Annual membership - "Friends of the Carleen Bright Arboretum" | \$96.00 |
| H. Other items available for rent at either location | |
| 1. Portrait easel | \$10.00 |
| 2. Table (8') with bar top and black skirting | \$50.00 |
| I. Vendor fee | \$25.00 per vendor, per event |
| J. Weekend Package Rates | |
| 1. Whitehall Center - Friday and Saturday (25% discount) | \$1500.00 \$500.00 secure the date deposit + ½ of rental fee |

| | | |
|-----|--|--|
| 2. | Whitehall Center - Saturday and Sunday (25% discount) | \$1312.50 \$500.00 secure the date deposit + 1/2 of rental fee |
| 3. | Whitehall Center - Friday, Saturday & Sunday (25% discount) | \$2,063.00 \$500.00 security deposit + 1/2 of rental fee |
| 4. | The Pavilion - Friday and Saturday (25% discount) | \$4,125.00 \$500.00 security deposit + 1/2 of rental fee |
| 5. | The Pavilion - Saturday and Sunday (25% discount) | \$3,750.00 \$500.00 security deposit + 1/2 of rental fee |
| 6. | The Pavilion - Friday, Saturday & Sunday (25% discount) | \$5,625.00 \$500.00 security deposit + 1/2 of rental fee |
| 7. | Whitehall Center and The Pavilion - one single day (25% discount off Whitehall Center) | \$3,250.00 Friday \$3,750.00 Saturday \$2,562.00 Sunday \$500.00 security deposit + 1/2 of rental fee |
| 8. | Whitehall Center and The Pavilion - Whitehall Center on Friday, and The Pavilion on Saturday (25% discount off Whitehall Center) | \$3,750.00 \$500.00 security deposit + 1/2 of rental fee |
| 9. | Whitehall Center and The Pavilion - Whitehall Center and The Pavilion on Friday, and The Pavilion on Saturday | \$4,875.00 \$500.00 security deposit + 1/2 of rental fee |
| 10. | Entire property - Friday, Saturday & Sunday (25% discount) | \$7,688.00 \$500.00 security deposit + 1/2 of rental fee |

**CITY OF WOODWAY MASTER FEE SCHEDULE
 III. REFUSE SERVICES FEES**

| | | | | | | |
|-----------------------|---|----------------------------------|-------------|-------------|-------------|-------------|
| A. Residential | | | | | | |
| 1. | Household single residential unit | \$16.50/month, twice/week pickup | | | | |
| 2. | Large trash/bulky item (per call) | \$60.00/load | | | | |
| B. Commercial | | | | | | |
| 1. | Hand pickup | \$19.80 /month | | | | |
| 2. | Bulk dumpsters/containers | | | | | |
| a. | Per month - scheduled pickups per week | | | | | |
| | <u>Size</u> | <u>1/Wk</u> | <u>2/Wk</u> | <u>3/Wk</u> | <u>4/Wk</u> | <u>5/Wk</u> |
| | 2 Yd | \$68.00 | \$136.00 | \$206.00 | \$272.00 | \$340.00 |
| | 3 Yd | \$77.00 | \$158.00 | \$238.00 | \$317.00 | \$393.00 |
| | 4 Yd | \$90.00 | \$179.00 | \$269.00 | \$357.00 | \$449.00 |
| | 6 Yd | \$109.00 | \$223.00 | \$332.00 | \$444.00 | \$556.00 |
| | 8 Yd | \$133.00 | \$266.00 | \$395.00 | \$528.00 | \$660.00 |
| | 6 Yd k | \$240.00 | \$476.00 | \$715.00 | \$954.00 | \$1,194.00 |
| b. | Extra pickup (in addition to regular scheduled pickups) | \$75.00 /pickup | | | | |
| 3. | Roll-off containers (per haul, minimum one haul per billing period) | | | | | |
| a. | On call, non-scheduled | | | | | |
| | 1) 15 yard | \$198.00 | | | | |

| | | |
|----|--|--|
| 2) | 20 yard | \$216.00 |
| 3) | 30 yard | \$255.00 |
| 4) | 40 yard | \$300.00 |
| b. | Regular, scheduled (minimum of two pickups per billing period) | |
| 1) | 15 yard | \$186.00 |
| 2) | 20 yard | \$204.00 |
| 3) | 30 yard | \$243.00 |
| 4) | 40 yard | \$287.00 |
| c. | Deposit | All roll-off/dumpster billing accounts are required to maintain a deposit in the amount equal to one haul charge which will be applied to the final bill |
| d. | Initial fee | \$20.00 |
| e. | Excessive weight, per each ton over 10 ton maximum | \$25.00 |
| 4. | Compactors | |
| a. | Monthly rental | \$470.00 |
| b. | Compactor wash | \$318.00 |
| 5. | Locking lids | |
| a. | One time set-up charge | \$75.00 |
| b. | Monthly rate | \$0.00 each |

CITY OF WOODWAY MASTER FEE SCHEDULE
IV. LANDFILL PERMIT FEES

| | | |
|----|---|---------------|
| A. | Passenger vehicles and trucks | |
| 1. | Up to and including half ton pickup truck | \$12.00/load |
| 2. | Three-fourth ton pickup truck | \$18.00/load |
| 3. | One ton pickup truck | \$24.00/load |
| 4. | One and one half ton pickup truck | \$36.00/load |
| 5. | Two ton pickup truck | \$48.00/load |
| 6. | Dump truck (5-6 cubic yards) | \$180.00/load |
| 7. | Dump truck (over 6 cubic yards) | \$24.00/ton |
| B. | Single axle trailers | |
| 1. | Eight foot trailer | \$24.00/load |
| 2. | Ten foot trailer | \$36.00/load |
| 3. | Twelve foot trailer | \$36.00/load |
| 4. | Over twelve foot trailer | \$60.00/load |
| C. | Double axle trailers | |
| 1. | Fourteen feet or less | \$60.00/load |
| 2. | Sixteen feet and over | \$96.00/load |

CITY OF WOODWAY MASTER FEE SCHEDULE
V. PARKING PERMITS

| | |
|----------------------------------|-----------------|
| Long-term parking special permit | \$100.00/permit |
|----------------------------------|-----------------|

CITY OF WOODWAY MASTER FEE SCHEDULE
VI. GARAGE SALE/ESTATE SALE PERMITS FEES

| | | |
|----|------------------------|---------|
| A. | Garage sale permit fee | \$10.00 |
| B. | Estate sale permit fee | \$50.00 |

CITY OF WOODWAY MASTER FEE SCHEDULE
VII. PARK FACILITY RENTAL FEES

| | | |
|--------------------------------|---|--|
| A. Pavilion | | |
| 1. | Minimum three (3) hours | |
| | a. Woodway residents | \$50.00 |
| | b. Non-Woodway residents | \$60.00 |
| 2. | Additional hours | \$15.00/hour |
| 3. | Use of water and/or electricity | \$5.00 each |
| 4. | Excessive water usage fee (for water slides and etc.) | \$30.00 |
| 5. | Excessive electricity usage fee (for overloads) | At cost - for City staff and electrician |
| B. Gazebo/small shelter | | |
| 1. | Minimum three (3) hours | |
| | a. Woodway residents | \$25.00 |
| | b. Non-Woodway residents | \$35.00 |
| 2. | Additional hours | \$15.00/hur |
| 3. | Use of water and/or electricity (if available) | \$5.00 each |
| 4. | Excessive water usage fee (for water slides and etc.) | \$30.00 |
| 5. | Excessive electricity usage fee (for overloads) | At cost - for City staff and electrician |
| C. | Annual membership - "Friends of the Woodway Parks" | \$60.00 |
| D. | A 10% discount off total bill for "Friends of the Woodway Parks" members, excluding electricity and water usage | (10% Discount for "Friends") |

CITY OF WOODWAY MASTER FEE SCHEDULE
VIII. WATER RATE SCHEDULE

| | | |
|--|---|------------------|
| A. Residential service within the city limits | | |
| 1. | First 2,000 gallons | \$30.00 /month |
| 2. | 2,001 to 15,000 gallons | \$3.80 /thousand |
| 3. | 15,001 to 35,000 gallons | \$4.80 /thousand |
| 4. | 35,001 gallons and over | \$5.95 /thousand |
| B. Commercial service within the city limits | | |
| 1. | First 2,000 gallons (3/4" meter), minimum | \$40.00/month |
| 2. | First 2,000 gallons (1" meter), minimum | \$50.00/month |
| 3. | First 2,000 gallons (1.5" meter), minimum | \$62.00/month |
| 4. | First 2,000 gallons (2" meter), minimum | \$92.00/month |
| 5. | First 2,000 gallons (3" meter), minimum | \$150.00/month |
| 6. | First 2,000 gallons (4" to 8" meter), minimum | \$300.00/month |
| 7. | 2,001 to 15,000 gallons | \$3.80 /thousand |
| 8. | 15,001 to 35,000 gallons | \$4.80 /thousand |
| 9. | 35,001 gallons and over | \$5.95 /thousand |

| | |
|---|---|
| C. Service outside the city limits | 1.5 times the rate for inside the city limits |
| D. Service within the city, by multiple users | |
| 1. First 2,000 gallons | \$30.00/month, times number of users served |
| 2. 2,001 to 15,000 gallons | \$3.80/thousand, times number of users served |
| 3. 15,001 to 35,000 gallons | \$4.80/thousand, times number of users served |
| 4. 35,001 gallons and over | \$5.95/thousand, times number of users served |

**CITY OF WOODWAY MASTER FEE SCHEDULE
IX. WATER SERVICE CONNECTION FEES**

| | |
|--|----------|
| A. Deposit for residential service | |
| 1. Owners | \$100.00 |
| 2. Renters | \$200.00 |
| B. Deposit for commercial water service (based on meter size) | |
| 1. 3/4" meter; 1" meter; 1.5" meter; 2" meter | \$100.00 |
| 2. 3" meter | \$150.00 |
| 3. 4" - 8" meter | \$300.00 |
| C. Deposit for fire hydrant meter | \$300.00 |
| D. Initial turn-on fee | \$20.00 |
| E. Delinquent processing fee | \$15.00 |
| F. Reconnection fee - working hours (Monday - Friday, 8:00 a.m. - 5:00 p.m.) | \$50.00 |
| G. Reconnection fee - after hours | \$95.00 |
| H. Re-read fee - after original read and one re-read | \$20.00 |
| I. Meter testing fee | \$50.00 |

**CITY OF WOODWAY MASTER FEE SCHEDULE
X. WASTE WATER RATE SCHEDULE**

| | |
|--|-----------------|
| A. Residential service | |
| 1. Base (0 g.) | \$19.00/month |
| 2. Usage per 1,000 gallons (based on average water consumption of monthly service periods beginning in January and February) | \$2.00/thousand |
| B. Commercial service | |
| 1. Base | \$23.00/month |
| 2. Usage per 1,000 gallons (based on average water consumption of monthly service periods beginning in January and February) | \$2.00/thousand |
| C. Any discharge to the sewer works stronger than 250 milligrams per liter BOD and/or 250 milligrams per liter suspended solid, must be approved by the City | |
| 1. Additional surcharge (per milligram per liter of BOD in excess of 250 milligrams per liter per 1,000,000 gallons of flow) | \$0.08 |
| 2. Additional surcharge (per milligram per liter of suspended solids in excess of 250 milligrams per liter per 1,000,000 gallons of flow) | \$0.10 |

CITY OF WOODWAY MASTER FEE SCHEDULE
XI. BUILDING PERMITS AND OTHER COMMUNITY SERVICES & DEVELOPMENT DEPARTMENT FEES

| | | |
|---|--|--|
| A. General construction permit fees (Penalty for no permit: Double fee for first offense; double fee +\$200.00 for subsequent offenses) | | |
| 1. | New residential/commercial/industrial building/deck/patio cover, per square foot of total slab space + floor space of upper levels | \$0.21 |
| | Minimum fee | \$75.00 |
| 2. | Additions (changes of footprint located within five feet of main structure) per square foot of added area | \$0.21 |
| | Minimum fee | \$75.00 |
| 3. | Repairs/remodels/alterations, per square foot of repaired/remodeled/altered area | \$0.40 |
| | Minimum fee | \$75.00 |
| 4. | Accessory structures (located five feet or more from main structure) | |
| a. | Buildings | \$40.00 for accessory building ≤ 200 square feet \$75.00 for accessory building ≥ 201 square feet |
| b. | Wind & Solar energy systems | \$200.00 each |
| c. | PODS/temporary storage container – per 30 calendar days, with a maximum of 60 days per one-year period | \$25.00 per 30 calendar days |
| 5. | Second inspection review | \$45.00 |
| 6. | Swimming pool/spa permit | \$100.00 |
| 7. | Repair/recover/reroof existing buildings | \$35.00 |
| 8. | Lawn sprinkler system permit with new or replacement backflow assembly | \$40.00 |
| 9. | Miscellaneous - non-permit inspections - commercial checks | \$35.00 |
| 10. | Plumbing, mechanical, electrical, and natural gas/propane | |
| a. | All residential new construction/remodels/additions (unless specified below) | \$.06/square feet of living space |
| b. | All commercial new construction/remodels/additions (unless specified below) | \$9.00 per each \$1,000.00 of construction cost Minimum \$75.00 |
| c. | Plumbing: | |
| | (1) Water heater replacement | \$40.00 |
| | (2) Replace/repair water and/or sewer yard lines (no tunneling) | \$35.00 |
| d. | Electrical: | |
| | (1) Service changeout only | \$75.00 |
| | (2) Meter repair only | \$35.00 |
| e. | Mechanical: | |
| | (1) Service changeout | \$125.00 up to two unit; add \$50.00 per additional unit |
| | (2) Duct work changeout only | \$35.00 |
| f. | Natural gas/propane leak repair and testing | \$35.00 |
| 11. | Commercial parking lot | \$150.00 |
| 12. | No permit (working without required permit) | Double permit fee |
| B. Signs | | |
| 1. | Face changes only | \$25.00 |
| 2. | Non-electrical signs: | |
| | Zero (0) to thirty-six (36) square feet face area, each sign/side | \$25.00 |
| | All over thirty-six (36) square feet area, each sign/side | \$50.00 |
| 3. | Electrical signs (per face): | \$90.00 |

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| C. House moving | | |
| 1. | House moved outside city limits | \$50.00 |
| 2. | House moved within city limits | \$100.00 |
| D. Demolition - Minimum fee, plus actual costs incurred in the event the City is required to perform any services | | |
| \$50.00 | | |
| E. Water system tap charges | | |
| 1. Where tap already exists and can be readily located | | |
| a. | ¾" meter water availability fee | \$550.00 |
| b. | 1" meter water availability fee | \$600.00 |
| c. | Change out ¾" meter to 1" meter at same location | \$400.00 |
| 2. Where tap does not exist, is not readily located, or paving cut required, the applicant will reimburse the actual costs incurred by the City based on current labor rates, materials, and equipment costs | | |
| a. | 1" water tap / ¾" meter | Minimum \$1,500.00 |
| b. | 1" water tap / 1" meter | Minimum \$1,500.00 |
| 3. Larger mainline tap | | |
| | | Fee computed using standard fees plus the additional cost of labor and materials, as determined by City Manager |
| 4. Other charges | | |
| | | Charges for existing service to larger service will be accomplished on a labor and materials cost basis, as determined by the City Manager |
| 5. Water meter equivalency fee | | |
| | | \$1,400.00 per LUE (living unit equivalent) |
| F. Public sewer system tap charges (Mandatory connection to the sanitary sewer system is required within city's limits, except where the nearest sanitary sewer is more than two hundred (200) feet from any part of the property) | | |
| 1. Mainline tap for standard 4" tap where tap already exists and can be readily located | | |
| | | \$325.00 |
| 2. Mainline tap for standard 4" tap where tap is not readily available, manhole bore, or pavement cut is required, the applicant will reimburse the actual costs incurred by the City based on current labor rates, materials, and equipment costs | | |
| | | Minimum \$1,000.00 |
| 3. Commercial tap | | |
| | | Cost to be determined by City Manager based on cost recovery |
| 4. Other taps | | |
| | | Cost to be determined by the City |
| G. Public street and sidewalk construction permit charges | | |
| 1. Permit to construct street, drive approach, sidewalk, street intersection, or curb and gutter | | |
| | | \$35.00 |
| 2. Permit to open, dig into, remove the surface from, excavate, or bore/tunnel under any street, sidewalk, alley, public way or place | | |
| | | \$25.00 |
| H. Platting fees | | |
| 1. Preliminary plat/replat application fee | | |
| | | \$150.00 |
| 2. Final plat, final replat, or amended plat application fee | | |
| | | \$250.00 |
| 3. Preliminary plat/replat, final plat/replat, or amended plat review fees | | |
| a. | First review (fee included with application fee) | \$0.00 |
| b. | Subsequent review(s) | Applicant to reimburse City at cost |
| 4. Final plat, replat, or amended plat - County filing fee | | |
| | | Applicant to reimburse City at cost |
| I. Construction plan review | | |
| 1. First review of non-residential construction plans | | |
| | | \$0.00 |
| 2. Subsequent review(s) of non-residential construction plans | | |
| | | Applicant to reimburse City at cost |
| J. Processing fee (due to public hearing requirements) for "Application to Develop in Planned Zoning" and "Application to Develop a Church or School in Residential Zoning" | | |
| | | \$300.00 |

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| K. Processing fee (due to public hearing requirements) for "Application for Change in Zoning Classification" | \$300.00 |
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**CITY OF WOODWAY MASTER FEE SCHEDULE
 XII. WOODWAY FAMILY CENTER FEES**

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|--|--|
| A. Gymnasium rental (fees due when booked/non-refundable in event of cancellation) per day | (20% Discount for "Friends") \$50.00 per hour (2 hour min.) \$350.00 max. per day |
| B. Gymnasium standing rentals | \$40.00 per hour |
| C. Activity registration - youth | |
| 1. Woodway resident | \$75.00 (\$20.00 Discount for "Friends") |
| 2. Non-Woodway resident | \$80.00 (\$20.00 Discount for "Friends") |
| D. Activity registration - adult | |
| 1. Woodway resident | \$50.00 (\$20.00 Discount for "Friends") |
| 2. Non-Woodway resident | \$55.00 (\$20.00 Discount for "Friends") |
| E. End of season tournament | \$25.00 per team |
| F. Summer camp - per session | \$50.00 (\$20.00 Discount for "Friends") |
| G. Tournament registration -individual | \$15.00 per person |
| H. Sponsorships | |
| 1. Team (advertise on back of t-shirts) | \$200.00 |
| 2. Center (advertise at center - 3' x 6' banner - one year term) | \$250.00 |
| I. Walk-in use during business hours | \$3.00/person |
| K. Annual membership - "Friends of the Woodway Family Center" | \$96.00 |

NOTE: All City-sponsored events approved by the City Manager are exempt from paying these fees.

**CITY OF WOODWAY MASTER FEE SCHEDULE
 SUMMARY OF AMENDMENTS AND ADOPTING RESOLUTIONS**

| Resolution # | Date of Adoption | Section Amended |
|--------------|------------------|---|
| R-98-10 | 09/14/1998 | Section I |
| R-98-16 | 11/09/1998 | Section II.A - II.E. |
| R-99-05 | 02/22/1999 | Section II.B. |
| R-99-08 | 03/22/1999 | Section III. |
| R-99-09 | 04/12/1999 | Section II.F. |
| R-99-14 | 07/12/1999 | Section III.B.2.b. |
| R-99-17 | 08/09/1999 | Section II.A.1.c. & 2.c.; II.G., IV |
| R-00-01 | 01/10/2000 | Section V.A |
| R-00-05 | 02/28/2000 | Section II.F. |
| R-00-12 | 09/11/2000 | Section II.A.(1.b.-c. & 2.b.-c.); II.B.2.b.; II.E.; II.H.; III; IV |
| R-01-18 | 07/23/2001 | Section II.A.(4.a.-b.) |
| R-01-19 | 09/10/2001 | Section I.B.1.; II.A.(1.a.-b., 2.a.-b., & 3.); II.B.; II.D.; II.E.2.; III; VI |
| R-02-16 | 09/16/2002 | Section II.B.; II.E.; II.E.2.; II.G.(1. & 2.) |
| R-03-11 | 09/15/2003 | Section II.C.; II.D.; II.E.; II.H.; III.B.(3.c.) |
| R-03-21 | 12/08/2003 | Section VII.A.-VII.D.; Section VIII.A.-VIII.B. |
| R-04-03 | 04/26/2004 | Section IV.A. - IV.C. |

WOODWAY, TEXAS

Adopted: August 30, 2019
Effective: October 1, 2019
 Page 10 of 10

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|---------|------------|---|
| R-04-08 | 08/23/2004 | Section V.B.; Section IX.A.-IX.I. |
| R-04-13 | 09/13/2004 | Section III.B.1.-4.; Section V.; Section VII.A.,B.,D.; Section IX.; Section X. |
| R-05-19 | 09/12/2005 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-05-19. |
| R-05-27 | 11/28/2005 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-05-27. |
| R-06-05 | 03/27/2006 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-05. |
| R-06-15 | 09/11/2006 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-15. |
| R-06-18 | 10/02/2006 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-06-18. |
| R-07-07 | 04/09/2007 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-07. |
| R-07-15 | 07/09/2007 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-15. |
| R-07-19 | 09/10/2007 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-07-19. |
| R-08-17 | 09/08/2008 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-08-17. |
| R-09-16 | 09/01/2009 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-09-16. |
| R-10-11 | 09/01/2010 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-10-11. |
| R-11-03 | 01/24/2011 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-03. |
| R-11-06 | 02/14/11 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-06. |
| R-11-16 | 08/29/11 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-16. |
| R-11-18 | 10/24/11 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-11-18. |
| R-12-02 | 01/09/12 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-02. |
| R-12-17 | 06/11/12 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-17. |
| R-12-20 | 08/20/12 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-20. |
| R-12-22 | 09/10/12 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-22. |
| R-12-23 | 09/24/12 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-12-23. |
| R-13-04 | 04/08/13 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-13-04. |
| R-13-07 | 09/03/13 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-13-07. |
| R-14-04 | 03/24/14 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-14-04. |
| R-14-11 | 09/05/14 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-14-11. |
| R-15-06 | 04/13/15 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-06. |
| R-15-10 | 06/22/15 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-10. |
| R-15-12 | 08/24/15 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-15-12. |
| R-16-16 | 08/29/16 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-16-16. |
| R-17-16 | 08/31/17 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-17-16. |
| R-18-16 | 08/30/18 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-18-16. |
| R-19-14 | 08/30/19 | All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-19-14. |



CHART OF ACCOUNTS



CHART OF ACCOUNTS

Funds

- 100 ***General Fund** - includes general government activities, public safety, streets, parks, etc. These services are financed by taxes, charges for services, fines, and interest.
- 101 ***General Emergency Reserve** - maintains an emergency reserve balance for General Fund operations as required by Finance Policy #200.10.
- 103 ***General Equipment Replacement** - accounts for routine equipment replacement purchases on a payback basis from the General Fund.
- 200 ***Tourism Fund** - accounts for hotel occupancy tax revenue and expenditures authorized by State law.
- 203 **Unclaimed Money Fund** - accounts for unclaimed property under \$100 as required by Chapter 76 of the Texas Property Code.
- 209 **Franchise Security Deposits** - accounts for security deposits received from entities with franchise agreements with the City. Deposits may be used by the City in a remedy situation and must be reimbursed by the entity.
- 210 **Drug Seizure/Forfeiture** - accounts for money seized in drug related incidents as well as the forfeiture of these funds and authorized expenditures.
- 211 **Law Enforcement Continuing Education** - accounts for funds received from the state for the sole purpose of law enforcement officer education.
- 212 **Building Security - Municipal Court** - accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of improving municipal court building security.
- 213 **Municipal Court Technology** - accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of financing the purchase of technological enhancements for a municipal court
- 214 **Muni Court - Child Safety Fund** - established in September 2001 this fund accounts for court fees assessed for the offense of Passing a School Bus Loading or Unloading. Funds are restricted to expenses related to enhancing child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.
- 215 **Asset Forfeiture** - accounts for money received from the sale of seized assets.
- 300 ***Park Capital Projects** - accounts for park improvements as approved by the City Parks & Recreation Commission. Projects are funded by annual transfers from the General Fund.
- 301 **Park Dedications** - accounts for funds collected in lieu of parkland dedications to be used for park development within specified zones of the City.
- 302 ***General Capital Projects** - provides a funding source for general City projects typically significant in cost. Revenue sources for this fund include surplus funds transferred from the General Fund and interest.
- 306 ***Future Capital Street Improvements** - established in FY2002 to account for the proceeds of an incremental property tax increase. These proceeds shall only be used for future capital street improvements in order to offset debt issues and payment of such debt requirements.
- 308 **Arboretum Construction Fund** - accounts for construction and capital needs of the Carleen Bright Arboretum. Financing sources include bond proceeds, donations, and internal transfers.
- 309 **Development Fund** - established in FY2001 to account for new Economic Development and Community Development initiatives. Programs are funded by internal transfers.
- 310 **Family Center Construction Fund** - accounts for construction and capital needs of the Family Center. Financing sources include donations, and internal transfers.
- 311 ***Long-Term Capital Projects Fund** - established in FY2015 to account for the proceeds of a property tax increase. These proceeds shall only be used for long-term capital projects in order to offset debt issues and payment of such debt requirements.
- 400 ***General Debt Service** - accounts for ad valorem tax revenues and expenditures for general debt service.
- 500 ***Utility Fund** - accounts for water and sewer services that are self-supporting and operate much like a private business.
- 501 ***Revenue Debt Service** - accounts for debt service related to water and sewer activities. Funds are provided as transfers from the Utility Fund.
- 502 ***Utility Emergency Reserve** - maintains an emergency reserve balance for Utility Fund operations as required by Finance Policy #200.10.
- 503 ***Utility Equipment Replacement** - accounts for routine equipment replacement purchases on a payback basis from the Utility Fund.
- 504 ***Utility Capital Projects** - provides a funding source for water and sewer related projects typically significant in cost. Revenue sources for this fund include transfers from the Utility Fund and interest.
- 507 **Utility Impact Improvements** - accounts for impact fee revenues received for future water and sewer capital improvements resulting from economic growth as provided for in the City's impact fee program.
- 513 ***16 Utility Improvements** - accounts for bond funds issued in 2016 for water and sewer utility improvements.
- 514 ***17 Utility Improvements** - accounts for bond funds issued in 2017 for water and sewer utility improvements.
- 800 **General Fixed Assets** - accounts for the City's general government fixed assets.
- 900 **General Long Term Debt** - accounts for the City's general long term debt liability.
- 998 **Pooled Cash Fund** - accounts for the City's combined cash accounts.

***Major Funds**

WOODWAY, TEXAS

Divisions

General Government

4101 City Secretary's Office
4103 Administration
4105 Finance
4109 Non-Departmental

Impact Fees

4801 Roadway Service Area 1
4802 Roadway Service Area 2
4803 Roadway Service Area 3
4804 Water Impact Fees
4805 Sewer Impact Fees

Public Safety

4201 Police/Fire/Animal Control
4203 Municipal Court

Community Services

4301 Streets
4302 Sanitation
4303 Parks
4304 Public Buildings
4305 Drainage
4306 C.S. Admin/Code Enforcement

Public Utilities

4501 Water Services
4502 Sewer Services
4503 Customer Services

Community Programs

4603 Woodway Family Center
4604 Community Development
4605 Economic Development
4606 Woodway Beautiful
4607 Youth Commission
4608 Tourism
4609 Carleen Bright Arboretum

Debt Service

4702 Series 2002
4703 Series 2003
4705 Series 2005
4706 Series 2006
4707 Series 2007
4709 Series 2009 (Refunding)
4710 Series 2009
4711 Series 2011 (Refunding)
4716 Series 2016 (Refunding)
4717 Series 2016
4718 Series 2017
4770 Series 74 1st Lien
4771 Series 74 Jr Lien
4787 Series 87
4789 Series 89
4792 Series 92
4793 Series 93
4794 Series 94
4795 Series 95
4797 Series 1997
4798 Series 1998

Expenditure Accounts

Salaries & Wages

- 11 Regular Employees
 - 01 Service/Maintenance
 - 02 Office/Clerical
 - 03 Technical
 - 04 Sworn Personnel
 - 05 Professional
 - 06 Management/Supervision
- 12 Temporary Employees
 - 01 Temporary/Seasonal
- 13 Overtime
 - 01 Overtime
- 14 Other
 - 01 Employee Firefighters

Employee Benefits

- 21 01 Health Insurance
- 22 01 FICA/Medicare
- 23 01 TMRS
- 25 01 Unemployment
- 26 01 Worker's Compensation
- 27 Other
 - 01 Car Allowance
 - 02 Uniform Service
 - 03 Immunizations
 - 04 Team Incentives
 - 05 Incentive Pay

Professional & Technical Services

- 31 01 Special Studies
- 02 Contract Labor
- 03 Boards & Commissions
- 04 Audit Services
- 05 Tax Collection
- 06 Appraisal District
- 07 Legal Fees
- 08 Engineering Fees
- 09 Jury Service
- 10 Service Charges - GF
- 11 Record Filing Fees
- 12 Public Health District

Other Professional

- 33 01 Schools/Conferences
- 02 Animal Control
- 03 Employment Screening
- 04 Recruiting
- 05 Ambulance Charges
- 06 Bank Service Charges

Utility Services

- 41 01 Water Purchase Charges
- 02 Water System Fee
- 03 Water Service
- 10 Sewage Treatment Charges/BRA
- 20 Uncollectible UB

Cleaning Disposal Services

- 42 11 Disposal - Landfill
- 12 Collection - Residential
- 13 Collection - Commercial
- 14 Collection - Hazard Waste
- 15 Blue Bags
- 16 Collection - Storm Cleanup
- 20 Uncollectible UB

Repair & Maintenance Services

- 43 01 Motor Vehicles
- 02 Office Equipment
- 03 Machinery & Equipment
- 04 Heavy Equipment
- 05 Pumps & Equipment
- 06 Buildings & Grounds
- 07 Streets/Disaster Drill
- 08 Parks
- 09 Lift Stations
- 10 Mainlines
- 11 Storage Tanks
- 12 Meters
- 13 Fire Hydrants

Rentals

- 44 20 Machinery/Equip Rental
- 21 Office Equipment Rental

Insurance

- 52 01 Property/Liability
- 02 Surety Bond

Other Services

- 53 01 Communications
- 54 01 Newspaper Notices
- 55 01 Printing
- 55 02 Newsletter
- 56 01 Mail Handling

General Supplies

- 61 01 Office Supplies
- 02 Computer Supplies
- 03 Postage
- 04 Film & Developing
- 05 Motor Vehicle Supplies
- 06 Botanical Supplies
- 07 Minor Tools
- 08 Traffic Supplies
- 09 Janitorial Supplies
- 10 Chemicals
- 11 Fire/Safety Gear
- 12 Risk Mgmt Supplies
- 13 Community Programs
- 14 Election Supplies
- 99 Fuel Clearing

Expenditure Accounts Cont.

Energy Supplies

| | | | | |
|----|----|------------------|----|-----------------|
| 62 | 01 | Gas Service | 52 | 94 Debt Service |
| | 02 | Electric Service | 53 | 95 Debt Service |
| | | | 54 | 97 Debt Service |
| | | | 55 | 98 Debt Service |

Food

| | | | | |
|----|----|-----------------|----|-----------------|
| 63 | 01 | Food/Memorials | 56 | 02 Debt Service |
| | 02 | Banquets/Awards | 57 | 03 Debt Service |
| | | | 58 | 05 Debt Service |
| | | | 59 | 06 Debt Service |

Books and Periodicals

| | | | | |
|----|----|---------------------------|----|-----------------------------|
| 64 | 01 | Subscriptions/Memberships | 60 | 09 Debt Service (Refunding) |
| | | | 61 | 09 Debt Service |
| | | | 62 | 11 Debt Service (Refunding) |

Capital Outlay - Property

| | | | | |
|----|----|--------------------------|----|-----------------------------|
| 71 | 01 | Land | 63 | 16 Debt Service |
| 72 | 01 | Buildings & Improvements | 80 | 07 Debt Service |
| 73 | 01 | Water Wells | 81 | 16 Debt Service (Refunding) |
| | 02 | Water Storage Tanks | 82 | 16 Debt Service |
| | 03 | Water Pumps/Wells | 83 | 17 Debt Service |
| | 04 | Water Mainlines | | |
| | 05 | Water Meters | | |

Debt Service

| | | | | | |
|----|----|-----------------------|----|----|-------------------------|
| | | | 82 | 01 | Principal Paid on Bonds |
| | | | | 02 | Interest Paid on Bonds |
| | | | | 03 | Agents Fees |
| | | | | 04 | Bond Issue Costs |
| | | | | 05 | Bond Cost Amortization |
| 74 | 01 | Machinery & Equipment | | | |
| | 02 | Vehicles | | | |
| | 03 | Office FF&E | | | |
| | 04 | Heavy Equipment | | | |

Other Expenditures

| | | |
|----|----|------------------------------------|
| 80 | 01 | Contingency |
| | 02 | Annual Event |
| | 03 | Visitor Information Center |
| | 04 | Arts Organizations and Programs |
| | 05 | Conventions |
| | 06 | Arboretum |
| | 07 | Tourism Advertising and Promotions |
| | 08 | Conference Sponsorships |
| | 09 | N.E.T. Initiatives |
| | 10 | Dedicated Memorials |

Transfers

| | | |
|----|----|-------------------------------|
| 81 | 01 | Grant Matching |
| | 02 | Rate Case Contingency |
| | 03 | Equipment Replacement |
| | 04 | Park Capital Projects Reserve |
| | 05 | Capital Projects |
| | 06 | Whitehall Visitors Center |
| | 07 | Arboretum |
| | 08 | Tourism Fund |
| | 09 | Development Fund |
| | 10 | General Fund |
| | 11 | Utility Fund |
| | 12 | GF Emergency Reserve Fund |
| | 13 | UF Emergency Reserve Fund |
| | 14 | General Projects |
| | 50 | 74 Debt Service |
| | 51 | 87 Debt Service |

Capital Projects

| | | | |
|-------|---|-------|---|
| 10101 | Merrifield Pad & Walls | 20152 | Well/Pump Repairs - Bosque Well |
| 20001 | Woodfest | 20153 | Well/Pump Repairs - Business Acres Well |
| 20002 | South Tower Improvements | 20154 | Sewer - Backhoe Repair |
| 20003 | Welcome Towers | 20155 | Sewer - Man Lift |
| 20101 | Admin - Staff Car | 20156 | Compressed Air Foam System |
| 20102 | PS - Patrol Vehicles | 20157 | Dictaphone Recorder System |
| 20103 | Water - 3/4 Ton Truck | 20158 | Vacuum Truck |
| 20104 | Sewer - Backhoe | 20159 | Sewer Line Video Camera |
| 20105 | Sewer - Pickup Trucks | 20160 | P.S. - Miscellaneous Fire Equipment |
| 20106 | Inspections - Truck | 20161 | M.C. - Electronic Ticketers |
| 20107 | Public Safety Pumper Truck | 20162 | Welder |
| 20108 | Shredder | 20163 | P.S. - Reverse 911 System |
| 20109 | Streets - 3/4 Ton Pickup Truck | 20164 | Utility Trailer |
| 20110 | Parks - 3/4 Ton Pickup Truck | 20165 | Cement Mixer |
| 20111 | Customer Service - Compact Truck | 20166 | Concrete Mixer |
| 20112 | Tractor with Hydraulic Box Blade | 20167 | Alarm Monitors |
| 20113 | Air Compressor | 20168 | P.S. - Alarm Direct Equipment |
| 20114 | Pavement Breaker | 20169 | P.S. - Search/Drug K-9 |
| 20115 | Animal Control - Compact Truck | 20170 | P.S. - Mobile Data Terminal |
| 20116 | Streets - Dump Truck | 20171 | P.S. - Fire Truck Maintenance |
| 20117 | Parks - Riding Mower | 20172 | Family Center - Copier |
| 20118 | Carleen Bright Arboretum - Utility Vehicle | 20173 | Family Center - Scoreboards |
| 20119 | Carleen Bright Arboretum - Mower | 20174 | Water - Tank Inspection |
| 20120 | Customer Service - Heavy Duty Laser Printer | 20175 | Water - Master Meters |
| 20121 | Computer I.D. System | 20176 | Water - Valve Machine |
| 20122 | P.S. - Bullet Proof Vests | 20177 | Water - Lift/Rescue Unit |
| 20123 | P.S. - SRT Entry Vests | 20178 | Admin - Laser Fiche |
| 20124 | P.S. - Card Video Cameras | 20179 | PS - Mobile Laptop Computers |
| 20125 | Streets - Vibratory Roller | 20180 | PS - Surveillance Equipment |
| 20126 | Adm/Insp - 1/2 Ton Pickup | 20181 | PS - Training System |
| 20127 | Water - Backhoe Loader | 20182 | CS - Surveying Equipment |
| 20128 | Sewer - Dump Truck | 20183 | Parks - Walk Behind Mower |
| 20129 | Water - Leak Locator | 20184 | PS - Digital Radios |
| 20130 | P.S. - Thermal Imager | 20185 | PS - Armored Vehicle Overhaul |
| 20131 | P.S. - Radar Unit | 20186 | Streets - Backhoe |
| 20132 | P.S. - Redman Training Suit | 20187 | WFC - Marquee |
| 20133 | P.S. - Interior Vehicle Equipment | 20188 | WFC - Gym Floor Machine |
| 20134 | P.S. - Light Bars | 20189 | Sewer - Generators |
| 20135 | M.C. - Computer System | 20190 | Sewer - Pipeline Meter |
| 20136 | IBM AS400 Computer Upgrade | 20191 | Arboretum - Commercial Trimmer |
| 20137 | Water - Electronic Meters | 20192 | Arboretum - Tapping Machine |
| 20138 | Water - CL2 Equipment | 20193 | LAS Injection System |
| 20139 | Water - CL2 Houses | 20194 | PS - Training Target System |
| 20140 | P.S. - Pagers | 20195 | Streets - Heated Emulsion Compartment |
| 20141 | P.S. - Breathing Apparatus | 20196 | PS - AR15 Rifles |
| 20142 | P.S. - Mobile Radios | 20197 | City Wide Computer System |
| 20143 | P.S. - Fire Truck | 20198 | PS - Glock Handguns |
| 20144 | Generator | 20199 | PS - SCBA Air Compressor |
| 20145 | Trench Box | 20200 | PS - SCBA Air Cylinders |
| 20146 | Playground Equipment | 20201 | Streets - Dump Truck |
| 20147 | Track Excavator | 20202 | Sewer - SCADA System |
| 20148 | Trash Pump | 20203 | Well/Pump Repairs - Tater Hill |
| 20149 | Pump | 20204 | PS - All Terrain Vehicle |
| 20150 | P.S. - Electronic Stun Guns | 20205 | PS - IPAD Mobile Conversion |
| 20151 | Well/Pump Repairs - 84 Well | 20206 | Streets - Street Cutter |

Capital Projects Cont.

| | | | |
|-------|--|-------|---|
| 20207 | PB - Fuel Tracking System | 30224 | Public Information Marquee |
| 20208 | PS - Dispatch Consoles | 30225 | Inspection Office Renovation |
| 20209 | Streets - Brush Chipper | 30230 | Slurry Seal |
| 20210 | P.S. - Ballistic Helmets | 30240 | Landscaping |
| 20211 | P.S. - Hostage Negotiations System | 30241 | P&Z Manual/Code Revisions |
| 20212 | PB - Ice Machine For City Shop | 30242 | Building - 1124 Fairway |
| 20213 | Water - Lawn Mower | 30243 | Sidewalks |
| 20214 | Water - Chlorine Scales | 30244 | Remodel City Hall |
| 20215 | Water - Fire Hydrant Meter | 30245 | New Community Services Offices |
| 20216 | Water - Jackhammer | 30246 | Gas Tank Canopy |
| 20217 | Compact Track Loader | 30247 | New City Hall & Furniture |
| 20218 | Crane Truck | 30248 | Property - 1308 Wood Valley |
| 20219 | Water - Water Meter Resetter | 30249 | Hwy 84 Tower Lighting |
| 20402 | Arboretum - Phase II | 30250 | Public Safety Remodel |
| 21301 | P.S. - License Plate Reader | 30251 | Paint Public Buildings |
| 21302 | M.C. - Desktop Computer | 30252 | Property - Estates Drive |
| 21303 | M.C. - Laserfiche System | 30253 | 9017 Kingswood Drainage |
| 30001 | Woodway Park Signage/Security Improv. | 30254 | Property - 844 Estates |
| 30002 | Park Restroom Repair | 30255 | P.S. - Digital Radio Conversion |
| 30003 | Disc Golf | 30256 | Replace Roof - 924 Estates |
| 30004 | Backstops | 30257 | Replace A/C - 924 Estates |
| 30005 | Whitehall Park Improvements | 30258 | 1218 & 1220 Wood Valley |
| 30006 | Playground Equipment/Improvements | 30259 | Hwy 84 Beautification |
| 30007 | Poage Park Improvements | 30260 | Repair Public Safety Building |
| 30008 | Athletic Field Complex | 30261 | Poage Drive Cape Seal |
| 30009 | Woodway Elementary Park Improvements | 30262 | Replace A/C - 920 Estates |
| 30010 | Marquee | 30263 | Public Bldgs - Parking Lots |
| 30011 | Playground - Woodway First Baptist | 30264 | Harbor Drive Reconstruction |
| 30012 | Woodway Park Restroom | 30265 | Bosque & Estates Cape Seal |
| 30013 | Family Center Improvements | 30266 | Council Room Upgrades |
| 30014 | Whitehall Parking Lot | 30267 | Parking/Expansion (WFC) |
| 30015 | Misc Parks Board Projects | 30268 | PB - Rehab Fuel Tank |
| 30201 | Cherry Creek Drainage | 30401 | Santa Fe Street Improvement |
| 30202 | Long Range Plan/Impact Fee Program | 30402 | Taos Street Improvement |
| 30203 | Plantings/Beautification | 30403 | Old McGregor/Taos/Santa Fe Street Improve |
| 30204 | Bosque/Estates - Buttons | 30404 | Estates/Bob-O-Link Street Improvement |
| 30205 | Estates/84 Improvements | 30405 | Cherry Creek Drive |
| 30206 | Service Center | 30406 | Cherry Creek Place |
| 30207 | Outdoor Classroom | 30407 | Bob-O-Link |
| 30208 | Public Safety Training Grounds | 30408 | Lazy River |
| 30209 | ADA Improvements | 30409 | Douglas |
| 30210 | Early Warning System | 30410 | Broad |
| 30211 | Park Planner | 30411 | Cactus |
| 30212 | Alarm Monitoring System | 30412 | Deb |
| 30213 | Alarm System Consultant | 30413 | Falcon |
| 30214 | Woodfall Repair | 30414 | Thrush |
| 30215 | Wedgewood Repair | 30415 | Whippoorwill (Cardinal to Estates) |
| 30216 | Service Center Fuel Facility | 30416 | Whippoorwill (Cardinal to Ivy Ann) |
| 30217 | City Hall Improvements | 30417 | Ivy Ann (Woodland West-End) |
| 30218 | AS400 Computer Upgrades/HTE | 30418 | Cardinal |
| 30219 | Fire Bay Ceiling | 30419 | Business Acres Drainage |
| 30220 | Equipment Canopy | 30420 | Fairway Road Culvert |
| 30221 | Sand/Gravel Material Storage | 30421 | Fairway Road Bridge |
| 30222 | Public Safety Building Correction Const. | 30422 | Year 2000 CIP - Group 1 |
| 30223 | Park Road Improvements | 30423 | Year 2000 CIP - Group 2 |
| | | 30424 | Year 2001 CIP |

Capital Projects Cont.

| | | | |
|-------|---|-------|---|
| 30425 | Year 2002 CIP | 50415 | Cherry Creek Lift Station |
| 30427 | Year 2004 CIP | 50416 | Deer Ridge Lift Station |
| 30601 | Richie Road Bridge | 50417 | Rework Pump Houses |
| 30602 | 2008 Capital Improvements | 50418 | Misc Pump/Well Repairs |
| 30603 | West Fairway Improvements | 50419 | Misc Fire Hydrant Maintenance |
| 30604 | 2020 Capital Improvements | 50420 | Santa Fe/Old McGregor Improvements |
| 30801 | Whitehall Center Floor | 50421 | McGregor Tank Repair |
| 30802 | Whitehall Center French Drain | 50422 | Shadow Mountain Lift Station |
| 30803 | Whitehall Center Back Porch | 50423 | Crown Ridge Lift Station |
| 30804 | Whitehall Center Maintenance Area Fencing | 50424 | Inflow & Infiltration Analysis/Repairs |
| 30805 | Whitehall Center Demolish & Remove House | 50425 | Badger Ranch - Up Size Sewer |
| 30806 | Whitehall Center Camera Security System | 50426 | Storage Building |
| 30807 | Whitehall Master Plan | 50427 | Wooded Crest Utility Improvements |
| 30808 | Whitehall Event Building | 50428 | Water - Paint Bosque Tank |
| 30809 | Whitehall Concrete Replacement | 50429 | Water - Disinfection System |
| 30810 | Pavilion Interior | 50430 | The Woods Lift Station |
| 30811 | Whitehall Renovations | 50431 | Water - Elysian Waterline |
| 30812 | CBA - Paint Whitehall | 50432 | Water - Pressure Tank Repairs |
| 30813 | CBA - Pond Feasibility Study | 50433 | Sewer - Sandalwood Storm Sewer |
| 30814 | CBA - Pavilion Curbs | 50434 | Sewer - Fairway Interceptor |
| 30815 | CBA - Pavilion Generator | 50435 | Water - Pressure Tank Rehab |
| 30816 | CBA - Parking Lot | 50436 | Water - Tater Hill Tank Rehab |
| 30817 | CBA - Property (1216 Wood Valley) | 50437 | Water - Master Plan Update |
| 30818 | CBA - Pavilion Fountain | 50438 | Water - Hwy 84 Tank Rehab |
| 30819 | CBA - Pavilion Improvements | 50439 | Water - Brentwood Waterline |
| 30820 | CBA - Bridal Path Landscaping | 50440 | Water - Fairway & Catalina |
| 30821 | CBA - Allison's Garden Make Over | 50441 | Sewer - Main Relocation |
| 30822 | CBA - Solar Bollard Lighting | 50442 | Water - Acorn Tank Rehab |
| 31001 | Family Center Gymnasium Floor | 50443 | Water - Bosque/Santa Fe Water Line |
| 31002 | Family Center Exterior Paint | 50444 | Sewer - Harbor/Woods Air Relief Valve |
| 31003 | Family Center Interior Paint | 50445 | Sewer - Summit Ridge Force Main Extension |
| 31004 | Family Center Bathroom Stalls | 50446 | Water - Tater Hill Well Flow Control Valves |
| 31005 | Family Center Playground Equipment | 50447 | Water - Santa Fe Well Electric Gate |
| 31006 | Family Center Ball Field Fencing | 50448 | Water - Santa Fe Well Pump House |
| 31007 | Family Center Erosion Control Plants | 50501 | Acorn Well Pumping/Piping |
| 31008 | Family Center Capital Improvements | 50502 | Bosque Well Pumping/Piping |
| 31009 | Family Center Roof | 50503 | Business Acres Well Pumping/Piping |
| 31010 | Family Center Master Plan | 50504 | Santa Fe Well Pumping/Piping |
| 31011 | Family Center Soccer Fields | 50505 | Paint Storage/ Pressure Tanks |
| 31012 | Family Center Parking/Expansion | 50801 | Santa Fe Storage Tank |
| 50401 | Surface Water Connections | 50901 | Hwy 84 Water Well |
| 50402 | Rainbow Lake Interconnect | 51101 | WMARSS Improvements |
| 50403 | Wedgewood/Woodland West PRV | 51102 | Sewer Emergency Repairs |
| 50404 | Atlas Sewer Line | 51201 | Business Acres Water Well |
| 50405 | Lift Station Rehabilitation | 51301 | Water - McGregor Water Line |
| 50406 | Lift Station Telemetry | 51302 | Sewer - La Salle Lift Station (WMARSS) |
| 50407 | Lift Station Gen Sets | 51401 | 2017 Utility Improvements |
| 50408 | Poly Service Replacements | | |
| 50409 | Dominion Park Sewer Line | | |
| 50410 | Sewer Line Camera Work | | |
| 50411 | Poage Drive Project | | |
| 50412 | Water System Study | | |
| 50413 | Santa Fe Storage Study | | |
| 50414 | Rehab Merrifield/G Branch | | |

BUDGET GLOSSARY



BUDGET GLOSSARY

This document contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader, a budget glossary follows:

ACCRUAL BASIS. The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

ACCRUED EXPENSES. Expenses incurred but not due until a later date.

AD VALOREM TAXES. (Current) All property, real personal, mixed tangible, intangible, annexations, additions, and improvements to property located within the taxing units jurisdiction which are subject to taxation on January 1 of the current fiscal year. Following the final passage of the appropriations ordinance, City Council sets the tax rate and levy for the current fiscal year beginning October 1 and continuing through the following September 30th.

AD VALOREM TAXES. (Delinquent) All taxes are due on receipt of bill and are delinquent if not paid before February 1 of the fiscal year in which it is imposed.

AD VALOREM TAXES. (Penalty and Interest) A delinquent tax incurs a penalty of six (6%) percent of the amount of the tax for the first calendar month it is delinquent, plus one (1%) percent for each additional month of portion of the month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. However, the delinquent tax on July 1 incurs a total penalty of twelve (12%) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. If a person exercises the split-payment option, as provided by the Property Tax Code, and fails to make the second payment before July 1, the second payment is delinquent and incurs a penalty of (12%) percent of the amount of the unpaid tax. A delinquent tax incurs at the rate of one (1%) percent for each month or portion of a month the tax remains unpaid.

APPROPRIATION. A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

ASSESSED VALUATION. A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the McLennan County Appraisal District.)

BALANCED BUDGET. A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

BOND. A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects (such as buildings, streets, and water and sewer improvements).

BUDGET. A financial plan of projected resources and proposed expenditures for a given period.

BUDGET CALENDAR. The schedule of key dates or milestones which the City follows in the preparation, adoption, and administration of the budget.

BUDGETED FUNDS. Funds that are planned for certain uses but have not been formally or legally authorized by the legislative body. The budget document that is submitted for Council approval is composed of budgeted funds.

CAPITAL EXPENDITURES. Outflows of spendable resources that result in the acquisition or upgrade of physical assets such as property, buildings, or equipment. They should have a useful life of more than two years and a monetary value of \$1,000 or more.

CAPITAL OUTLAYS. Expenditures that result in the acquisition of or addition to fixed assets.

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

CASH BASIS. A basis of accounting under which transactions are recognized only when cash changes "hands".

CERTIFICATES OF OBLIGATION (CO). Legal debt instruments used to finance capital projects. They are secured by the ad valorem taxing power of the issuing government and do not require voter authorization.

COST ACCOUNTING. That method of accounting which provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operations, or to complete a unit of work or a specific job.

CREDIT RATING. The credit worthiness of a government unit as determined by an independent rating agency.

CURRENT TAXES. Taxes that are levied and due within the current year.

DEBT SERVICES. Principal and interest obligations for bonds and other debt instruments according to a pre-determined payment schedule.

DEFICIT. (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

DELINQUENT TAXES. Taxes that remain unpaid on and after the date on which a penalty for non-payment is assessed.

DEPRECIATION. The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation, or the reserve cost, in order to replace the item at the end of its useful life.

DESIGNATED FUND EQUITY. The excess of a fund's assets over its liabilities and reserves which has been officially assigned a particular purpose by the governmental board.

DIVISION. An administrative segment of the City which indicates management responsibility for an operation or a group of related activities within a functional area.

ENTERPRISE FUND. A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) for providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where 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 other purposes. Examples of Enterprise Funds are those for water and sewer systems.

ENCUMBRANCES. Commitments related to unperformed (executory) contracts for goods or services.

EXPENDITURE. This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended when goods or services are received.

EXPENSES. Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.

FISCAL YEAR. The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Woodway has specified October 1 to September 30 as its fiscal year.

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

FRANCHISE TAX. This is a charge paid for the use of City streets and public right of way and is in lieu of all other municipal charges, fees, street rentals, pipe taxes or rentals, easement or other like franchise taxes, inspections fees, and/or charges of every kind except Ad Valorem and special assessment taxes for public improvements.

FULL TIME EQUIVALENT (FTE). A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal, or temporary employees into hours worked by full-time employees. Full-time employees work 2,080 hours annually. A part-time employee working 1,040 hours annually represents a .50 FTE.

FUNCTION. A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.

FUND. An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

FUND BALANCE. Fund balance is the excess of assets over liabilities and is therefore also known as surplus funds.

GENERAL FUND. The fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS (GO). Bonds that finance a variety of public projects such as streets, building, and improvements. These bonds are backed by the full faith and credit of the issuing government and require voter authorization.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP). Uniform minimum standards of and guidelines to financial accounting and reporting. These principles: govern the form and content of the basic financial statements of an entity; encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time; include not only broad guidelines of general application, but also detailed practices and procedures; and, provide a standard by which to measure financial presentations.

GOVERNMENTAL FUNDS. It refers to the General Fund, all Special Revenue Funds and the Debt Service Fund.

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

HOME RULE CITY. A Texas municipality that operates under a municipal charter that has been adopted or amended as authorized by Article XII, section 5, of the Texas Constitution. A home rule city must have a population of more than 5,000 people and be governed by the State Constitution of Texas as opposed to the state laws of Texas.

HOTEL/MOTEL TAX. Pursuant to a State law, a tax is levied upon the cost of occupancy of any room or space furnished by any hotel/motel. The current rate of taxation is 13% (7% of which is paid to the City and budgeted for limited uses and 6% of which is collected by the State).

INTERFUND TRANSFERS. Amounts transferred from one fund to another.

INTERNAL SERVICE FUNDS. A fund used to account for the financing of goods or services provided by one City department or cost center to other departments, on a cost-reimbursement basis.

INVESTMENTS. Securities and real estate held for the generation of revenue in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

LEVY. (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a government.

LONG-TERM DEBT. Debt with a maturity of more than one year after the date of issuance.

MODIFIED ACCRUAL BASIS. The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under this basis, revenues are recognized when they become both "measurable" and "available to finance expenditures within the current period". Expenditures are recognized when the related fund liability is incurred except for: (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if approximately offset by interest earning on special assessment levies; and (5) principal and interest on long-term debt which are generally recognized when due.

OPERATING BUDGET. A plan of current year expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of government are controlled.

OPERATING TRANSFERS. All interfund transfers other than residual equity transfers.

ORDINANCE. A formal legislative enactment by the governing board of a municipality. If an ordinance is not in conflict with any higher form of law, such as a 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 is less formal and has a lower legal "status". Ordinarily, statutes or charters will specify or imply those legislative actions which must be by ordinance and those which may be by resolution. Revenue raising measures such as these required for imposition of taxes, special assessments and service charges, universally require ordinances.

OVERLAPPING DEBT. The proportionate share of the debts of local governments located wholly or in part within the limits of the reporting government which must be borne by property within each government.

PERFORMANCE MEASURES. Specific quantitative and qualitative measures of work performed as an objective of the department.

PROGRAM DESCRIPTION. A description of the nature of service delivery provided at a particular level of funding.

PROGRAM OBJECTIVES. Program objectives are quantifiable steps toward accomplishing stated goals. Objectives should have a specific time frame or measurable achievement, and should be able to be reached or completed within the current fiscal year. Objective statements are not required for every activity performed, but should focus on the major steps necessary for achieving established goals.

PROGRAM GOALS. Goals identify the end result the division/department desires to achieve with its activities, but goals are often ongoing and may not be achieved in annayer.

PRODUCTIVITY MEASURES. Productivity measures should reflect how well a program is performing its activities to meet the needs of the public and the organization, and they should measure productivity, effectiveness, efficiency or the impact of a services provided. While activity measures indicate "how much" activity the division/department is performing, productivity measures identify "how well" the division/department is performing.

PROPERTY TAX. Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

PROPRIETARY FUND. Funds, within a governmental accounting system, that operate like business entities. These funds are characterized as either enterprise or internal service funds.

RESERVE. An account or fund restricted for a specific purpose and is, therefore, not available or recommended for general appropriation.

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

REVENUE BONDS. Bonds for which principal and interest are payable exclusively from earnings from an Enterprise Fund. in addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund's property.

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

ROW. Right of Way

SALES TAX. A general "sales tax" is levied on all persons and businesses selling merchandise in the City limits on a retail basis. The current sales tax rate for the City is 8.25% (with only 1.5% rebated to the City from the State).

SCADA. Supervisory Control and Data Acquisition

SERVICE CHARGES. Service charges are allocated to all Enterprise Fund activities (e.g., water/sewer) for indirect management and administrative support provided by General Fund departments.

SPECIAL REVENUE FUNDS. Funds that account for the accumulation and distribution of legally restricted resources to expenditures for a specific purpose.

SURPLUS. The excess of the assets or resources of a fund over its liabilities or obligations.

TAV. Taxable Assessed Valuations.

TAXES. Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the public. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments (neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges).

UNDESIGNATED FUND EQUITY. The excess of a fund's assets over its liabilities and reserves which has not been officially assigned a particular purpose by the governmental board.

UNENCUMBERED BALANCE. The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.

WMARSS. Waco Metropolitan Area Regional Sewage System is a regional sewage treatment plant owned by the cities of Bellmead, Hewitt, Lacy Lakeview, Lorena, Robinson, Waco and Woodway.

WORKING CAPITAL. Current assets less current liabilities.

WORKLOAD MEASURES. Workload measures reflect major activities of the division/department in terms of quantity of work accomplished. Workload measures should be able to be tracked with a reasonable amount of time and effort.