

# 2021-2022 FISCAL YEAR BUDGET



## **ANNUAL BUDGET AND PROGRAM OF SERVICES**

ADOPTED BY THE HONORABLE MAYOR AND CITY COUNCIL

AUGUST 23, 2021

CITY MANAGER – DR. SHAWN OUBRE

**CITY OF WOODWAY  
 FY 2021-22 ANNUAL BUDGET  
 AND PROGRAM OF SERVICES  
 AUGUST 23, 2021**

This budget will raise more total property taxes than last year's budget by \$811,808 or 13.90%, and of that amount, \$133,870 is tax revenue to be raised from new property added to the tax roll this year.

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

FOR: Jane Kittner, Amine Qourzal, David Mercer, David Russell, Storey Cook

AGAINST: None

PRESENT and not voting: None

ABSENT: Scott A. Giddings, Gayle Avant

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 2021-22</u>	<u>Adopted FY 2020-21</u>
Property Tax Rate:	\$0.470000/100	\$0.450000/100
No-New-Revenue Tax Rate	\$0.420790/100	\$0.445419/100
No-New-Revenue M & O Tax Rate	\$0.421131/100	\$0.446988/100
Voter-Approval Tax Rate	\$0.480291/100	\$0.465234/100
De Minimis Tax Rate	\$0.481069/100	\$0.560371/100
Debt Rate	\$0.024622/100	\$0.000000/100

The total amount of outstanding municipal debt obligations secured by property taxes, including principal and interest, is \$41,806,225. This includes \$33,130,932 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 2021-22 Principal & Interest Requirements for Debt Service are:

Property Tax Supported Debt: \$348,592

Self-Supporting Debt: \$1,935,826



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Woodway  
Texas**

For the Fiscal Year Beginning

**October 01, 2020**

*Christopher P. Morill*

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, 2020.

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 2021-2022



**JANE KITTNER,  
MAYOR**  
(Ward 3, Place 2)

Mayor 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.



**SCOTT A. GIDDINGS,  
MAYOR PRO TEM**  
(Ward 2, Place 2)

Mayor Pro Tem 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.



**DAVID MERCER,  
COUNCILMEMBER**  
(Ward 1, Place 1)

Councilmember Mercer has served on the Board of Adjustment and the Planning & Zoning Commission. His first appointment was to Board of Adjustment in 2017 and then to the Planning and Zoning Commission in 2019. Councilmember Mercer serves as President/CEO of Merck Asset Management.



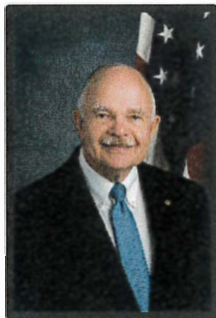
**AMINE QOURZAL,  
COUNCILMEMBER**  
(Ward 1, Place 2)

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.



**STOREY COOK,  
COUNCILMEMBER**  
(Ward 2, Place 1)

Councilmember Cook was elected to City Council in August 2020. She currently serves as the Executive Vice President for the Junior League of Waco. Councilmember Cook is pursuing a Masters' Degree in Counseling.



**GAYLE AVANT,  
COUNCILMEMBER**  
(Ward 3, Place 1)

Councilmember Avant was elected to City Council May 2021. He is a retired Baylor University Political Science professor.



**DAVID RUSSELL,  
COUNCILMEMBER**  
(Councilmember at Large)

Councilmember Russell was appointed to Parks and Recreation Commission in 2014. He was elected to City Council in May 2020. Councilmember Russell is an investor.



# 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
- fostering a healthy city economy through encouraging high quality residential and retail development

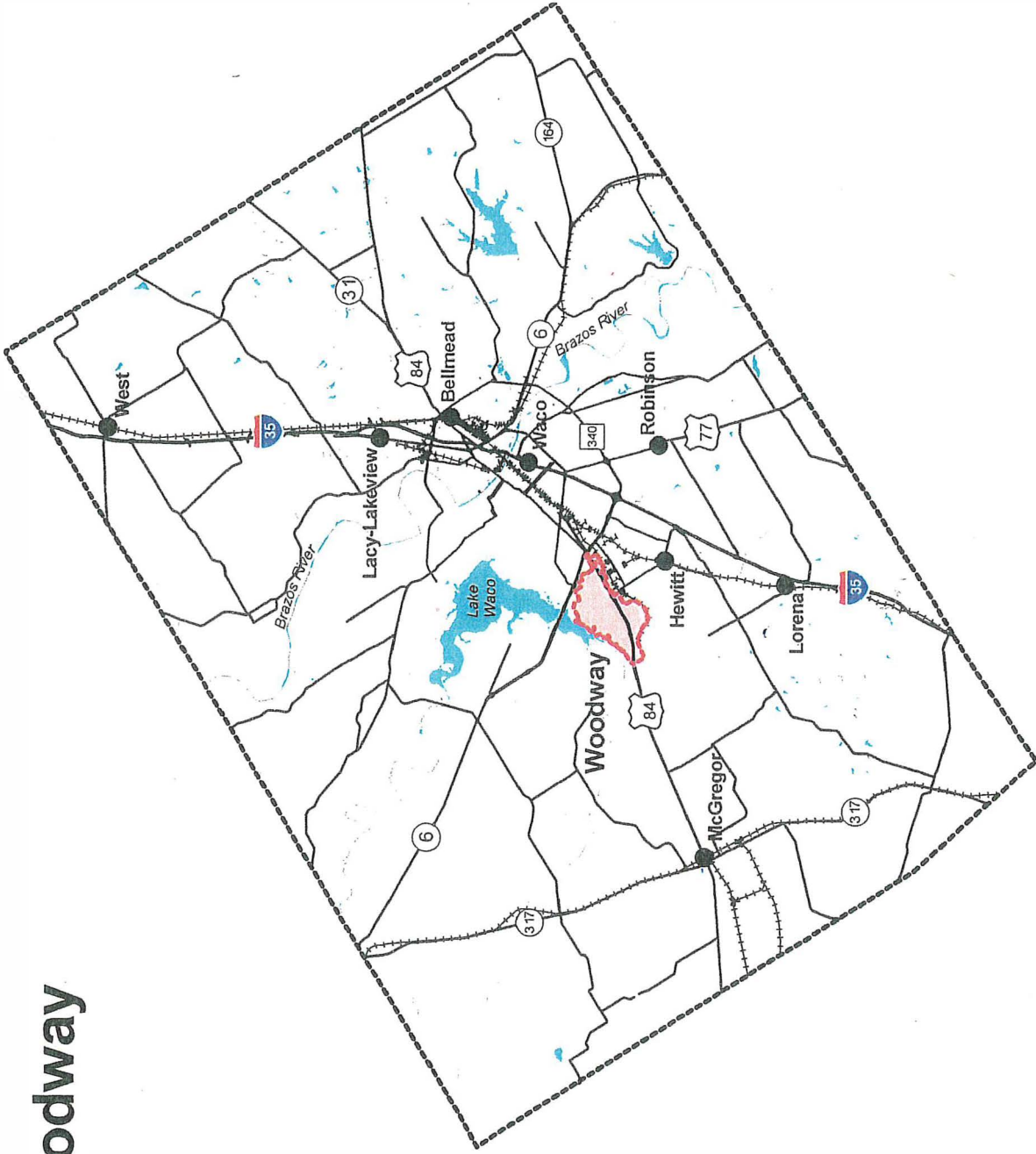
## GOALS:

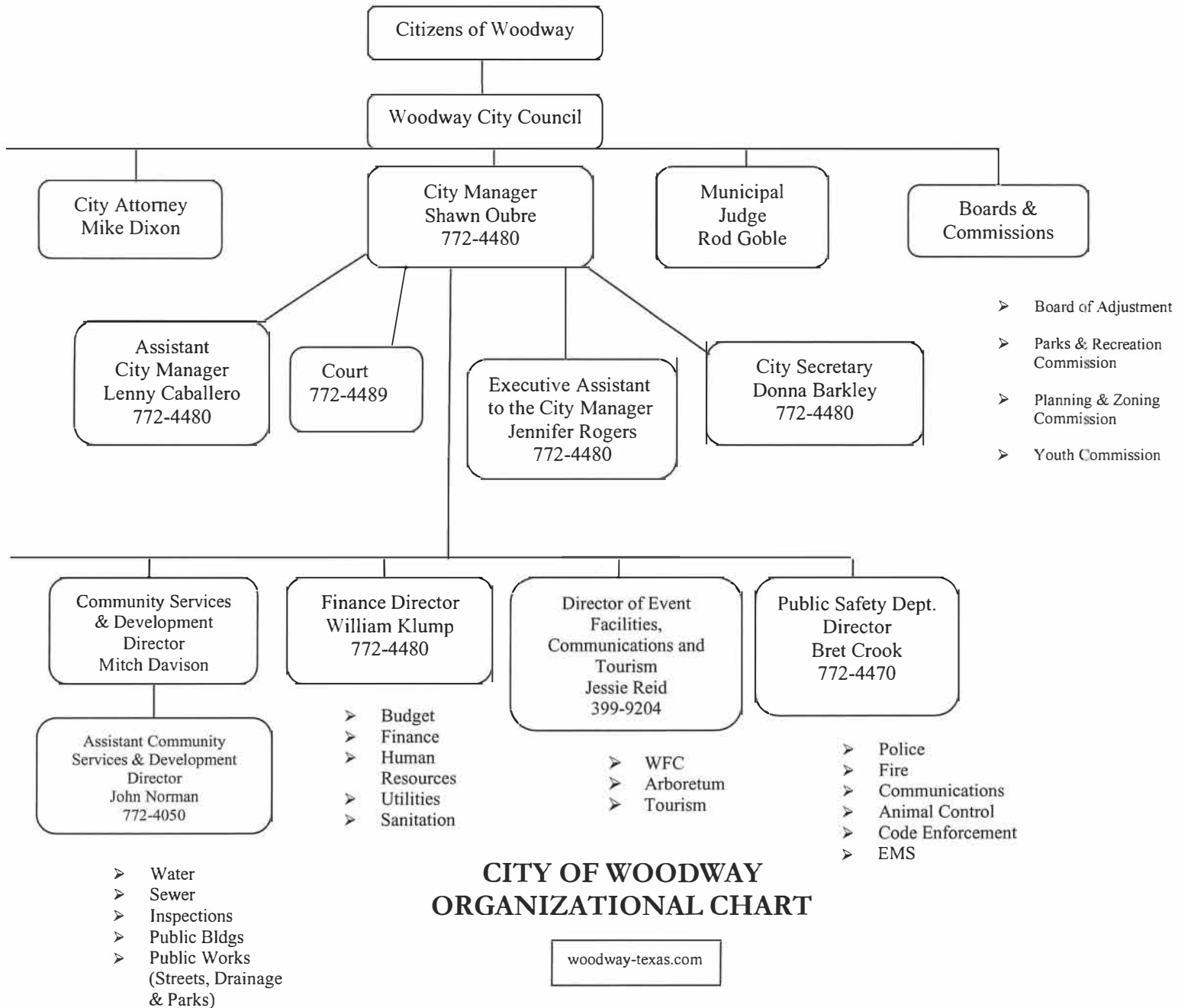
We will respectively measure our achievement of the above by:

- 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
- growth in the City’s property tax base and retail sales tax receipts

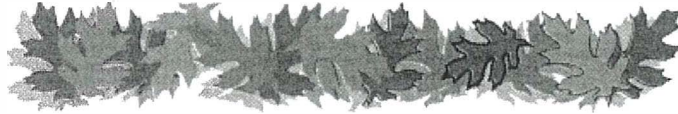
# City of Woodway

City of Woodway





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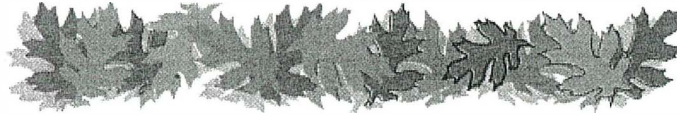
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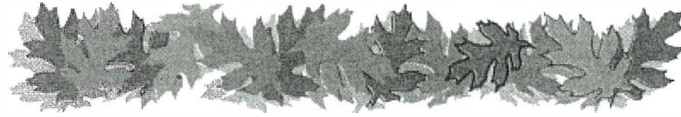


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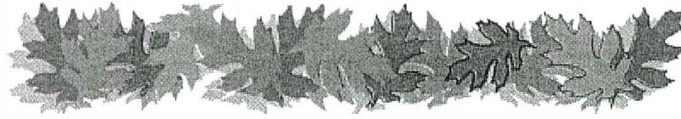


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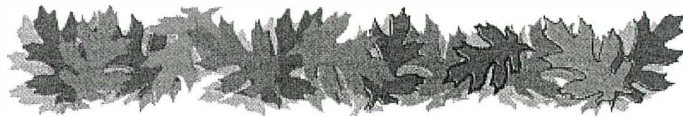
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# READER'S GUIDE





WOODWAY, TEXAS

CITY OF WOODWAY  
2021-2022 BUDGET SCHEDULE

March 1	Budget Kickoff - Begin Preparing Capital Requests, Dept. Summaries, Perf. Measures, and Base Budget Worksheets
March 3	<b>Council Workshop</b> Discussion on 2021 Winter Storm
March 15	<b>Regular Council Meeting</b>
March 22	<b>Regular Council Meeting</b>
March 31	Capital Requests, Dept. Summaries, Perf. Measures, and Base Budget Worksheets Due
April 12	<b>Regular Council Meeting</b>
April 26	<b>Regular Council Meeting</b>
April 30	Preliminary Appraisal Roll Received
May 10	<b>Regular Council Meeting</b>
May 24	<b>Regular Council Meeting</b>
May 31	Memorial Day Holiday (Monday)
June 14	Proposed Budget Delivered to City Council
June 14	<b>Regular Council Meeting</b> Presentation of Proposed Budget Schedule Proposed Budget Public Hearing for August 23, 2021
June 23	<b>Special Council Meeting</b> Certificates of Obligation Approval
July 7	<b>Special Council Meeting</b> Certificates of Obligation Issuance
July 12	<b>Regular Council Meeting</b> Follow-up Discussion on Proposed Budget
July 15	<b>Council Work Session</b> 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 6	<u>Publish Notice of Public Hearing on Proposed Budget</u>

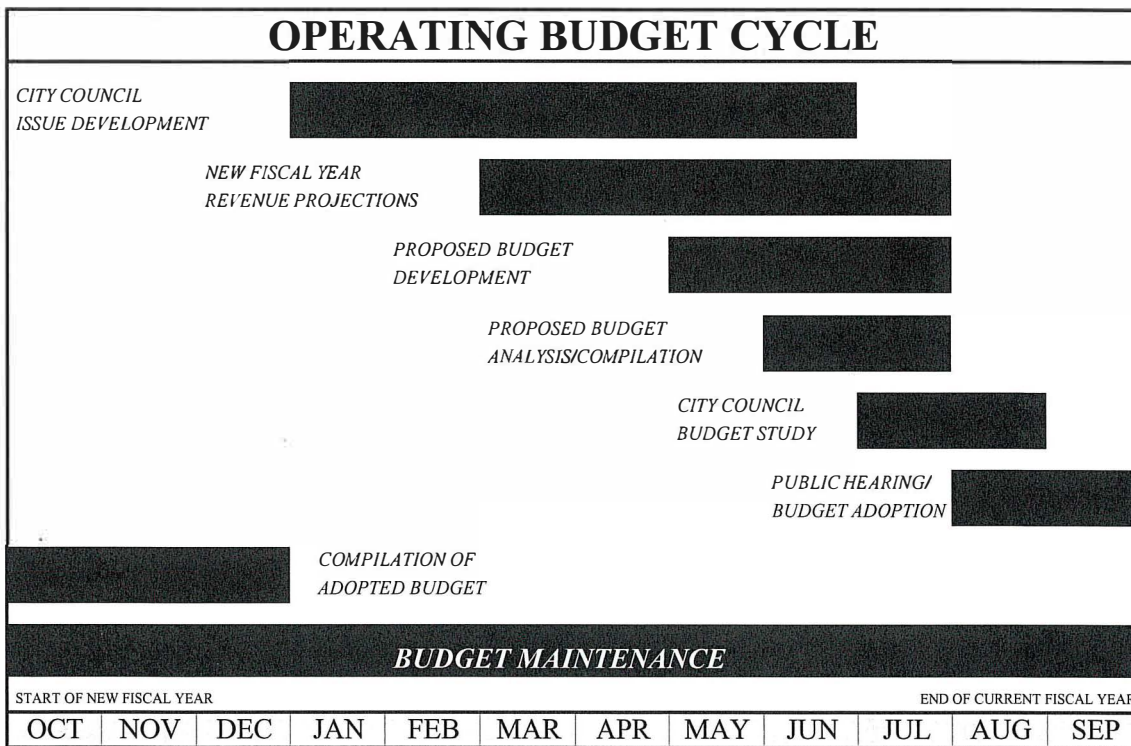
WOODWAY, TEXAS

August 9	<b>Regular Council Meeting</b> 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 Hearing for August 23, 2021 Council schedules and announces meeting of August 23 to adopt proposed tax rate
August 16	<u>Publish Notice of 2021 Tax Year Proposed Property Tax Rate</u>
August 23	<b>Regular Council Meeting</b> Public Hearing on Proposed Budget Final Adoption of Budget Public Hearing on Proposed Tax Rate Final Adoption of Tax Rate
September 6	Labor Day Holiday (Monday)
September 13	<b>Regular Council Meeting</b>
September 27	<b>Regular Council Meeting</b>
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

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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 June, July, and August.

Budget adoption occurs in August 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.

## **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, Municipal Court Local Truancy Prevention & Diversion Fund, Municipal Court Local Municipal Jury 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, 2017 Utility Improvement Bond Fund, and 2021 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.

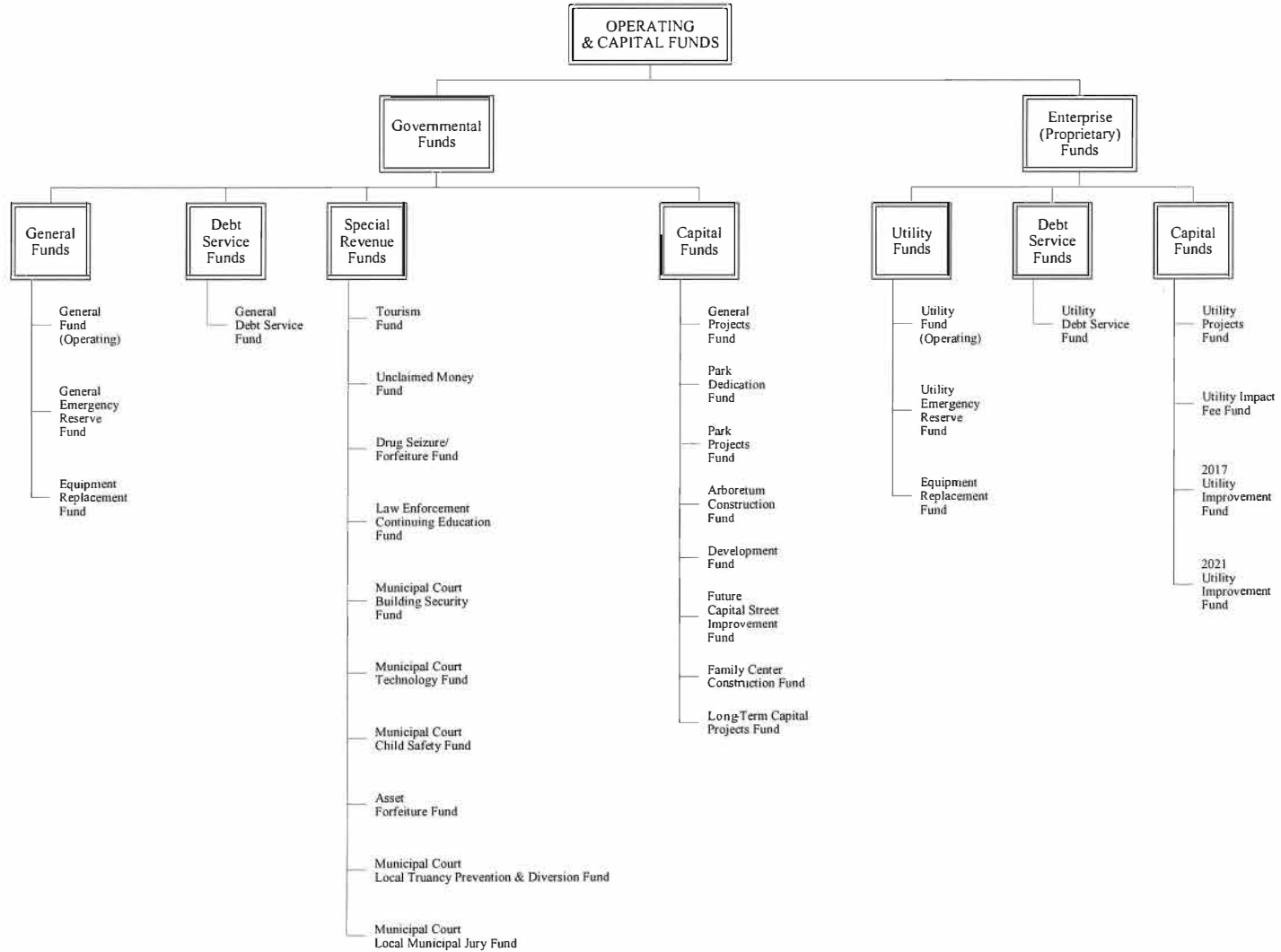
### **ORGANIZATIONAL RELATIONSHIPS**

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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



**WOODWAY, TEXAS**  
**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.

**Municipal Court Building Security** - 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.

**Municipal Court Local Truancy Prevention & Diversion** - established in January 2020 this fund accounts for court fines assessed for the sole purpose of financing the salary, benefits, training, travel expenses, office supplies, and other necessary expenses related to the position of juvenile case manager.

**Municipal Court Local Municipal Jury** - established in January 2020 this fund accounts for court fines assessed for the sole purpose of funding juror reimbursements and otherwise finance jury services.

**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 bond funds, 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.

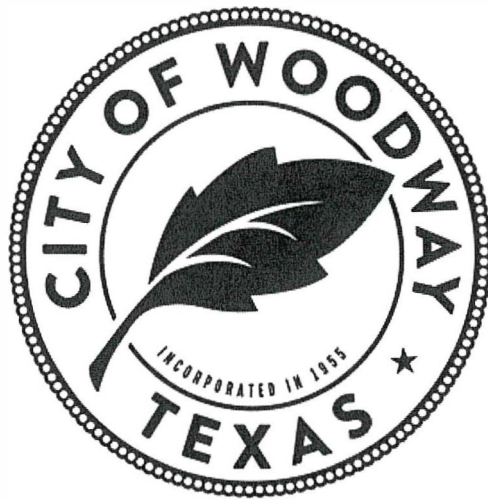
**Utility Impact Improvements** - accounts for impact fee revenues received for future water and sewer capital improvements resulting from economic growth as provided for in the City's impact fee program.

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

**21 Utility Improvements** - accounts for bond funds issued in 2021 for water and sewer utility improvements.

# MANAGER'S MESSAGE







August 23, 2021

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

Re: Operating Budget for Fiscal Year 2021-2022

I am pleased to present to you the Fiscal Year (FY) 2021-2022 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 Workshops, discussions during Council Meetings, Public Hearings, and within accordance of the City of Woodway Mission Statement.

Staff continues to operate according to Governor Abbott's Executive Orders in dealing with the COVID-19 pandemic. All offices have been open and operating. The City continues to apply for and receive grants related to the pandemic. Individual staff members at times have to quarantine due to exposure or due to a family member being exposed.

The City of Woodway 2021 Certified Property Values are \$1,415,751,577. The 2020 Certified Property Values were \$1,280,466,096. This is an increase of \$135,285,481 in appraisal value or 10.6 percent.

The 2021-2022 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 \$12,046,332 which includes an ad-valorem (property tax) rate of 0.470000/\$100 levy. This rate is up from the previous year's rate of 0.450000/\$100 levy. Part of the tax rate increase is because the City Council borrowed \$6.4 million to replace the Woodway Family Center with a new facility. This will be paid back over 25 years with an average annual debt service of \$347,012. The No-New-Revenue tax rate is 0.420790, and the Voter-Approval tax rate is 0.480291. The Council used 0.004943 of non-used 2020-2021 ad-valorem tax rates to balance the General Fund Budget. The budgeted revenues for the General Fund are \$12,046,332. The Utility Fund Budget is \$6,385,500 with budgeted revenues for the Utility Fund of \$6,385,500.



## WOODWAY, TEXAS

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 \$6.4 million to replace the Woodway Family Center. City Council has also allocated \$300,000 for road micro-surfacing and additional equipment to clear streets during a freeze or snow event.

In the Utility Fund, Council has allocated \$200,000 to replace two-inch water lines with six-inch water lines in targeted areas in the City. They have also allocated \$500,000 to replace the Santa Fe well pump house and \$150,000 for a new sewer jet rodder truck.

This budget follows the same practices of previous years with employee compensation. A three (3) percent cost of living adjustment has been calculated into the personnel expenditures. Retention Pay (or longevity pay), which compensates employees with two or more years of service with the City, will remain at \$7.50 per year of service per month. Certification/Education pay, which compensates employees with applicable certificates or degrees, along with merit pay will remain the same.

The City has some rate adjustments that will go into effect on October 1, 2021. The City's garbage service provider, Frontier Waste Services, is increasing the residential garbage rate by 2% and the commercial garbage rate by 1% per contract. When this is combined with a small increase for landfill charges, it will be necessary to increase our residential garbage rate by 25 cents per month. The City's base sewer rate is increasing by \$6.70 per month and \$1.20 per 1,000 gallons usage per month. This increase is due to the payment of funds borrowed to complete the force main sewer replacement project from Hwy 84 to Estates Drive.

The City's ad-valorem (property tax) rate of 0.470000/\$100 levy includes an Interest and Sinking rate of 0.024622. This will be used to pay back the \$6.4 million that was borrowed to replace the Woodway Family Center with a new facility.

The City renewed its health insurance with Blue Cross Blue Shield of Texas after negotiating it down from a proposed 17.32 percent increase. The City negotiated this down to a 7.5 percent increase as well as looked at other providers for a better cost for similar coverage; however, the City did not find any better options. The City's contributions to the employee's dependent coverage will remain at \$400.00 per month. Not all employees receive this amount. It is dependent on the type of dependent coverage the employee chooses.

For 26 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 2021-22

MAJOR BUDGET ISSUES

The following is a review and outline of major budget issues for FY 2021-2022.

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 2021-22.

As part of the concept of getting and providing each excellent quality service, several initiatives are under way. We are in the twenty-first 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

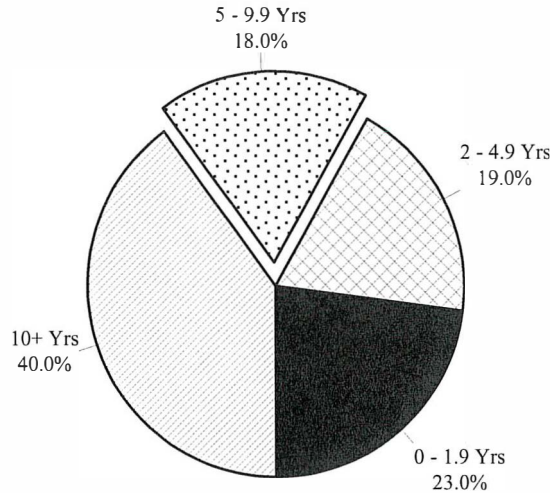
Supporting City Strategy:

- (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 2020-21 was 8.88 years, and turnover for the year was 16% (which may include more than one new employee in a single position - such as a maintenance worker, clerk or dispatcher.)

EMPLOYEE TENURE

(Average 8.88 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. No employees are impacted by this market increase for FY 2021-22.

**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 nine years and this year we were able to budget a CPI increase for all employees receiving a meets standards or better performance evaluation. The CPI increase for this year is 3%.

**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 ten years and this year we were able to budget a 3% 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.

FY 2021-22

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 \$0.4700 is recommended, which is two cents more than last year. Part of the tax rate increase is related to borrowing funds to replace the Woodway Family Center with a new facility.

In recognition of limited resources and the need to address major budget issues, some operating requests were deferred. With regard to new positions, an Arboretum position was added and a Family Center position was added to fully staff those departments.

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 \$637,088 for FY 2021-22. This was an optimistic goal that was established by Council and it will remain at 4.50 cents in the FY 2021-22 budget, and every effort will be made to maintain it in future years.

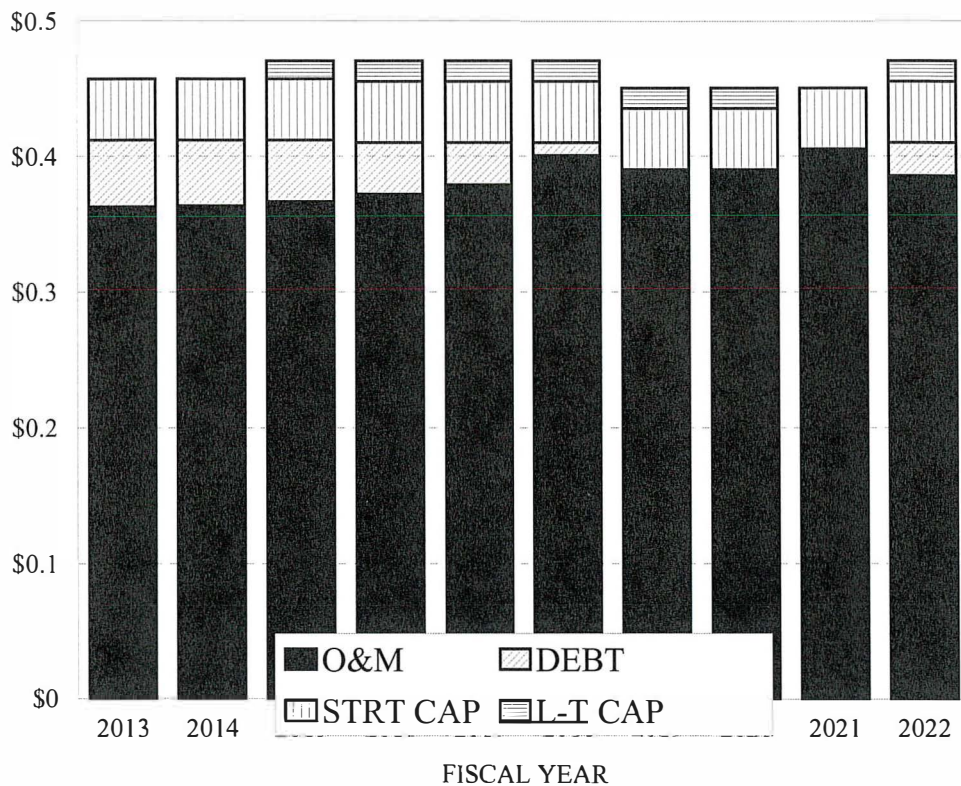
In the FY 2014-15 budget a 1.31 cent tax rate increase was dedicated to long-term capital projects and an additional .19 cents in the FY 2015-16 budget, bringing the total to 1.50 cents, which calculates to approximately \$212,363 for FY 2021-22. This was an optimistic goal that was established by Council 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.

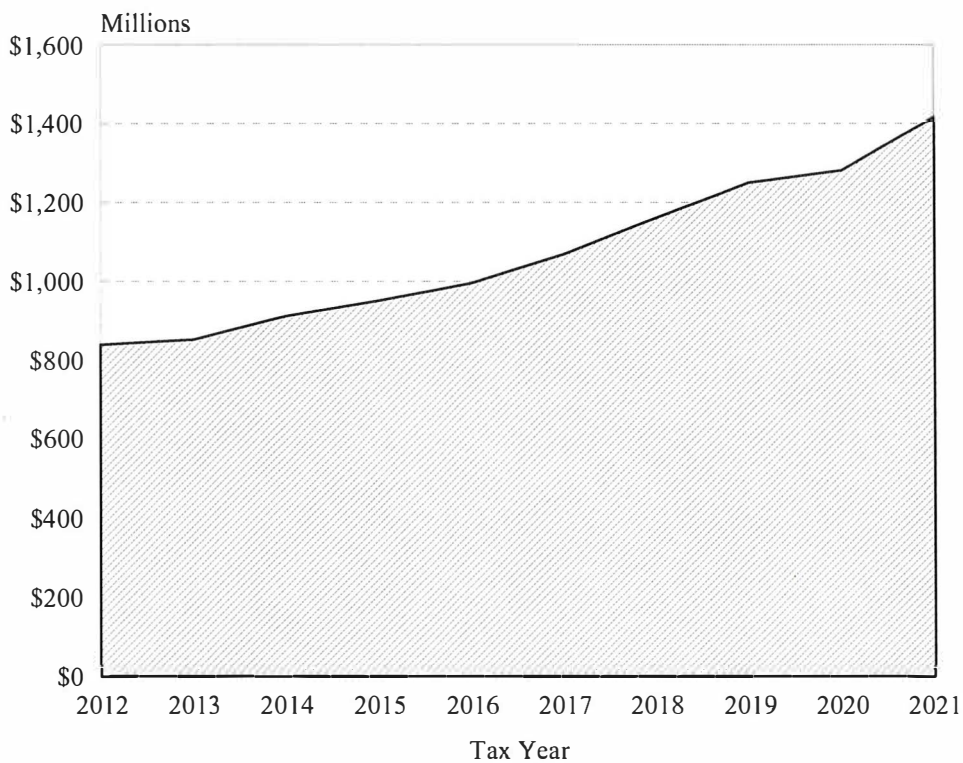
GENERAL FUND REVENUES

*Ad Valorem (Property) Tax* - Ad valorem tax revenue continues to remain a primary source of revenue for the General Fund in FY 2021-22, with property tax receipts projected at 45% of the total projected revenues. The certified roll prepared by the McLennan County Appraisal District states our assessed values as of January 1, at \$1,415,751,577. This equates to a 10.57% increase in valuations, compared to an 2.47% growth in taxable values a year ago. Using the new valuations, the City generates approximately \$141,575 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.

HISTORICAL PROPERTY TAX RATE



HISTORICAL PROPERTY VALUATIONS

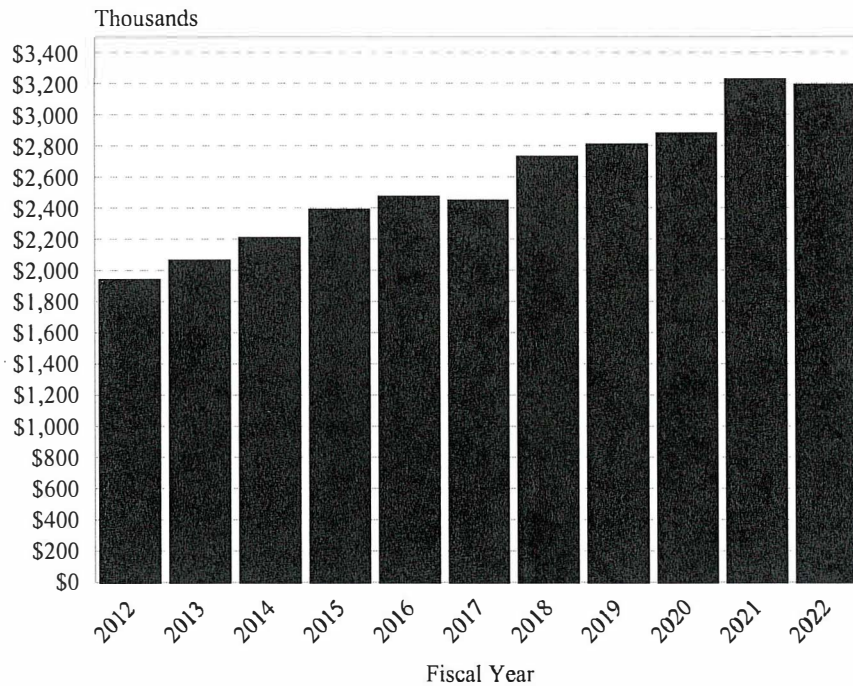




**Sales Tax** – Sales tax revenue continues to remain the second largest General Fund revenue source in FY 2021-22, with sales tax receipts projected at 27% of total projected revenues. Current year receipts are projected to be \$276,145 over last year’s actual, due to an improving economy. As noted in the graphic below, sales tax receipts have been steadily on the increase.

SALES TAX RECEIPTS

(10 Years Actual and Budget)



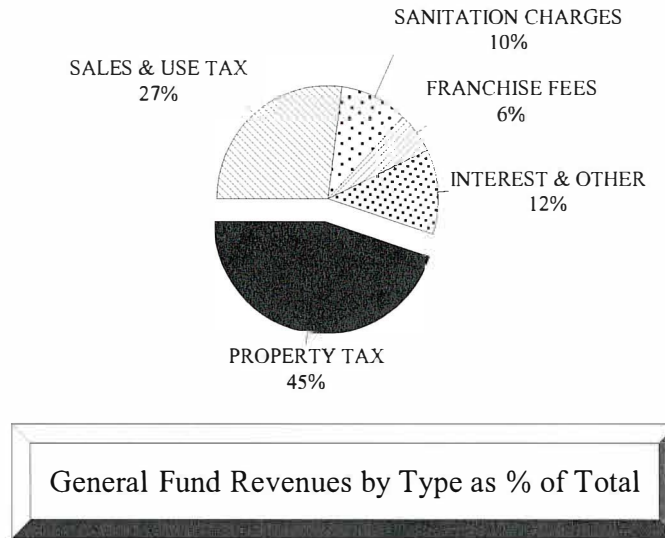
**Franchise & Road/Easement Rental Fees** - Franchise and road/easement rental fee revenue is anticipated to decrease as compared to last year’s budget figures. This is primarily due to the State Legislature changing the law for FY 2019-20, which now only allows us to collect the cable television fees 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 increased slightly from 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 6% as compared to last year’s budget figures. This is due to providing services for additional homes and the commercial services associated with contractors building new homes. There is also a slight rate increase due to increases in collection and landfill charges.



**Other Revenues** - The balance of revenues, such as fines, interest, fees, permits, and etc. are conservatively budgeted to decrease by 2% for FY 2021-22 as compared to last year's budget figures. The majority of this decrease relates to the COVID-19 Pandemic.



**GENERAL FUND EXPENDITURES**

**SALARIES AND WAGES**

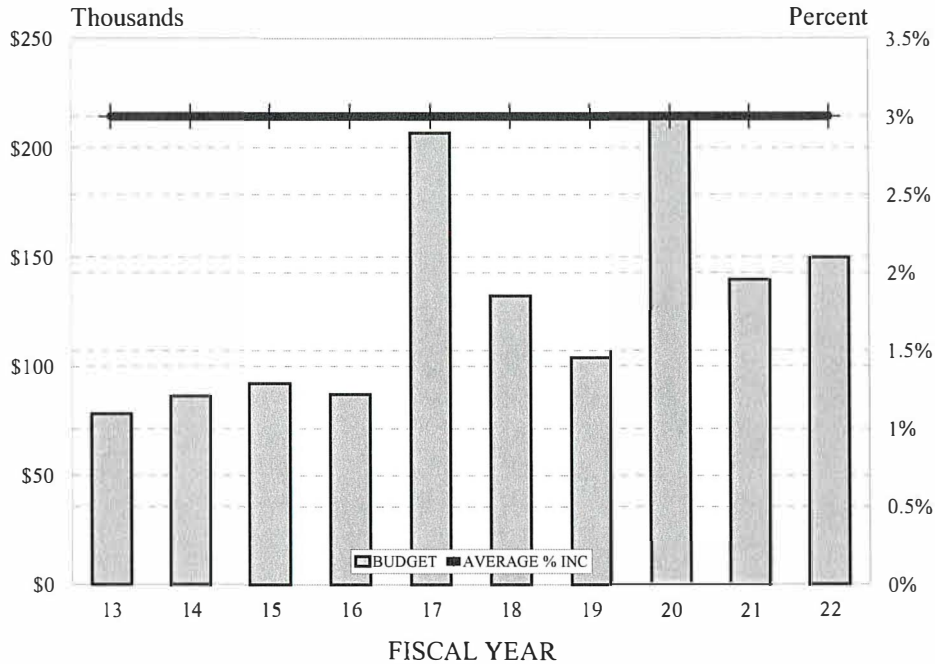
General Fund salary/wages and benefits increased by \$518,369. This is an overall increase of 7% for full year funding of existing positions, an additional Arboretum position and an additional Family Center position, and related benefit adjustments.

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.

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 \$149,706 (\$0 for market increases and \$149,706 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 sixteenth year to use Blue Cross/Blue Shield for our health/medical insurance. Over the past few years, the City has used several providers for our dental insurance because of more favorable rates. This year the City will change back to Blue Cross/Blue Shield for dental insurance due to their more competitive rates. The City also added basic vision insurance with Principal five years ago and will change to Blue Cross/Blue Shield this year due to their more competitive rates. Our health/medical insurance rates increased by 7% and our dental insurance rates increased by 11% in FY 2021-22. Our Texas Municipal Retirement System rate will increase slightly from 17.45% to 17.85%, effective January 1, 2022.

NEW EMPLOYEES

An Arboretum position was added and a Family Center position was added in the FY 2021-22 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:

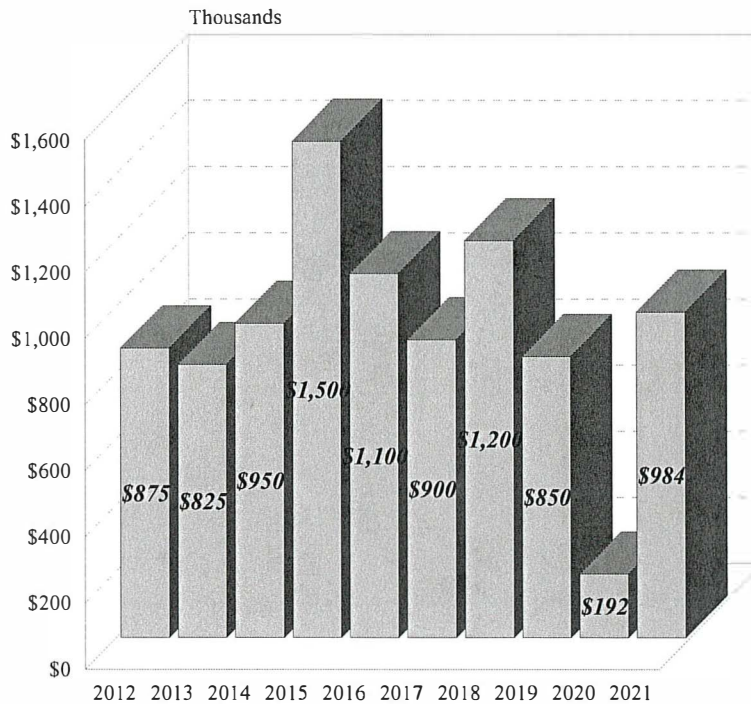
General Rate Increase	\$146,529
Retention Pay	60,771
Certificate/Education Pay	<u>56,100</u>
Total	\$263,400

CAPITAL EXPENDITURES

Total capital outlay, including transfers, is \$520,400 vs. last year of \$476,325 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 \$984,000 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 \$457,300 in equipment replacement transfers for purchases made in prior years. This represents a \$5,300 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 \$38,775 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 - Sound System	\$3,000.00	Arboretum
1 - Shop Roll Up Door	3,000.00	Public Buildings
1 - LED Parking Lot Light Upgrade	7,700.00	Public Buildings
1 - Pole Camera	16,000.00	Public Safety
4 - Ballistic Vests	4,000.00	Public Safety
4 - 40MM Less-Lethal Launchers	17,000.00	Public Safety
13 - Gas Masks	10,400.00	Public Safety
1 - Ice Melt Spreader	<u>2,000.00</u>	Streets
 Total	 \$63,100.00	

**GENERAL FUND SUMMARY**

The total proposed increase in General Fund expenditures, as compared to the FY 2020-21 budget (after backing out miscellaneous capital items), is \$660,312 (or 6%). Below is a summary of the items which account for the majority of the increase:

Pay-for-Performance Adjustment	\$149,706
General Rate Increase	146,529
Retention Pay	60,771
Certificate/Education Pay	56,100
New Positions	<u>105,874</u>
	\$518,980

Even after an anticipated current year-end surplus transfer out of \$984,000, fund balance is estimated to be \$2,855,649. 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 2021-22 is also balanced as presented. A sewer rate adjustment is required this year to repay debt to complete the force main sewer replacement project, but no water rate adjustments. As illustrated below, we will continue to offer some of the most competitive utility rates in the area.

**AREA WATER RATE COMPARISON**

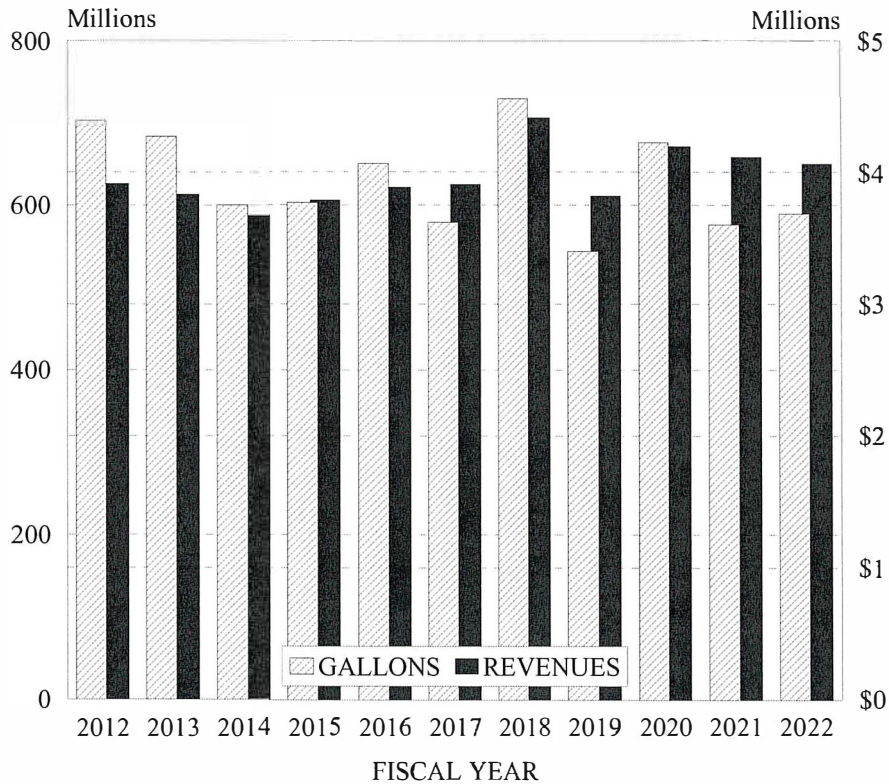
USAGE (GALLONS)	LACY							WOODWAY
	BELLMEAD	HEWITT	LAKEVIEW	LORENA	McGREGOR	ROBINSON	WACO	
10,000	\$50.61	\$67.80	\$69.05	\$102.75	\$102.16	\$95.55	\$55.16	\$60.40
20,000	\$95.86	\$127.40	\$117.67	\$194.85	\$176.16	\$147.35	\$101.96	\$103.40
30,000	\$148.61	\$187.90	\$166.77	\$286.95	\$255.16	\$199.15	\$160.46	\$151.40
40,000	\$205.11	\$248.40	\$215.87	\$379.05	\$339.16	\$250.95	\$225.46	\$205.15
80,000	\$431.11	\$490.40	\$412.27	\$747.45	\$708.16	\$458.15	\$485.46	\$443.15

Data as of October 2021

**UTILITY FUND REVENUES**

**Water Sales** - Considering water sales through the end of September, FY 2020-2021 residential and commercial water sales are estimated to amount to approximately \$140,000 more than programmed for FY 2020-21. As noted in the graphic below, historical water usage varies from year to year, depending on weather conditions. FY 2018 was a dry year. FY 2014, FY 2015, FY 2017, FY 2019, and FY 2021 were wet years. FY 2012, FY 2013, FY 2016, and FY 2020 were average years and FY 2022 water sales are estimated to be below average. Also, historical water rates were increased in 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 above average water consumption during the winter months used to calculate sewer rates, sewer revenues for FY 2020-21 are estimated at \$124,000 above budget.

**Other Revenue** - Other Utility Fund revenues for FY 2020-21 (such as tap and connection fees, interest income and miscellaneous income) are estimated at \$32,200 above budget. This is primarily due to budgeting conservatively. In FY 2021-22 other revenue is projected at \$27,800 above the FY 2020-21 budget. This is primarily due to increased water and sewer taps related to more building activity.

**UTILITY FUND EXPENDITURES**

**SALARIES AND WAGES**

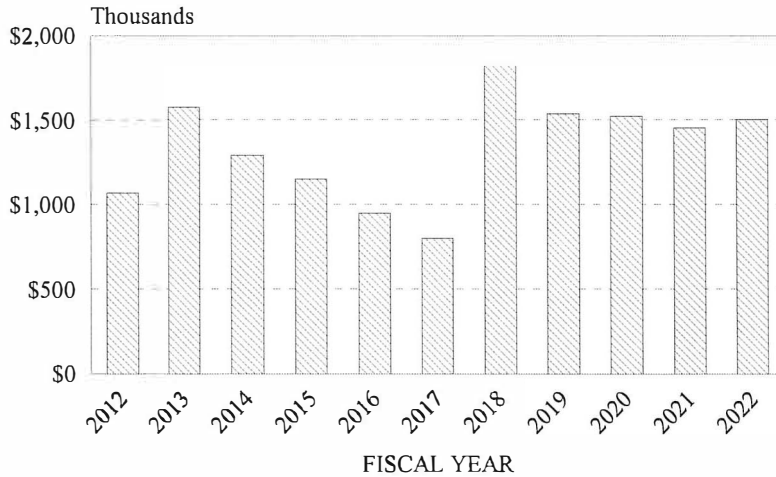
Salaries and wages (including benefits) in the Utility Fund are budgeted to increase by \$78,812 as compared to the current year budget. This is an overall increase of 7.7% for full year funding of existing positions and related benefit adjustments.



OTHER MAJOR EXPENDITURES

**Purchase of Wholesale Water** - Bluebonnet W.S.C. has finalized its budget and wholesale water rates for FY 2021-22 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 higher than the budget this year, and we conservatively increased the budget for water purchases next year.

HISTORICAL WHOLESALE WATER COSTS



Note 1: Figures for FY2021 & FY2022 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 2021-22.

**Sewer Treatment** - Sewer treatment costs allocated to Woodway for FY2021-22 are \$535,940, which is \$92,081 less than the current year. This decrease is due to some operation and maintenance capital projects being completed in FY2020-21 that are removed from the FY2021-22 allocation.

**Capital Expenditures** – A budgeted capital transfer as a source of revenue to the Utility Projects Fund is omitted from FY 2021-22 due to funding constraints. However, a projected \$600,000 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 sewer camera upgrade (\$10,000), a trash pump (\$3,000), a chop saw (\$900), two chainsaws (\$1,800), and a portable colorimeter (\$4,000). Finally, a transfer to the Equipment Replacement Fund in the amount of \$195,900 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 increased slightly from 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 \$848,800 more. This increase is primarily made up an increase to the debt service-sewer operating transfer line item in the customer service department to repay debt to complete the force main sewer replacement project.



**OTHER FUNDS**

**DEBT SERVICE FUNDS**

**General Debt Service Fund** – As compared to FY 2020-21, debt service funding is increased by \$348,592. This change is due to issuing new debt to replace the Woodway Family Center with a new facility. The debt service tax rate for FY2021-22 will be \$0.024622 as compared to \$0.000000 for the prior year.

**Utility Debt Service Fund** – With regard to Utility debt service requirements, funding has increased by \$605,364 as compared to the prior year. This change is due to issuing new debt to complete the force main sewer replacement project from Hwy 84 to Estates Drive.

**CAPITAL PROJECT FUNDS**

**General Projects Fund** - This Fund begins FY 2021-22 with a projected fund balance of \$4,154,760. With additional interest earnings and miscellaneous income of \$15,000 brings the total projected resources to \$4,169,760. General Projects Fund expenditures include: Slurry Seal Program for \$300,000, Public Safety Building Floor Replacement for \$30,000 and Carport/Storage Building for \$19,250.

Total programmed expenses equaling \$349,250 will leave a projected fund balance of \$3,820,510.

**Utility Projects Fund** - This fund is projected to begin FY 2021-22 with a fund balance of \$17,792. With additional interest earnings of \$0 brings the total projected resources to \$17,792. Utility Projects Fund expenditures include Miscellaneous Pump/Well Repairs for \$150,000, Santa Fe Well Pump House for \$500,000, Pumps for Water Distribution System for \$162,000, Bosque Storage Tank Repairs for \$192,000 and Replace 2” Line With 6” Water Line for \$200,000.

Total programmed expenses equaling \$1,204,000 will leave a projected fund balance of (\$1,186,208). 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 2021-22 with a fund balance of \$792,748. With additional tax revenues of \$639,588, interest and penalties of \$3,000 and interest earnings of \$10,000 brings the total projected resources to \$1,445,336. A total of \$0 is programmed for street projects, leaving a balance in this fund of \$1,445,336.

**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 2021-22 are: Arboretum Improvements for \$380,000 and Designated Memorial/Honorarium items yet to be determined for \$10,000.

**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. Miscellaneous improvements programmed for FY 2021-22 are: 2021 Woodway Family Center Improvements, which replaces the Woodway Family Center with a new facility.

**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 \$58,607. There are no projects programmed for FY 2021-22.

**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 2021-22 with a fund balance of \$1,168,085. With additional tax revenues of \$213,363, interest and penalties of \$1,000 and interest earnings of \$4,000 brings the total projected resources to \$1,386,448. A total of \$0 is programmed for street projects, leaving a balance in this fund of \$1,386,448.

OTHER FUNDS

**Equipment Replacement Funds** - The Equipment Replacement Funds begin FY 2021-22 with an estimated fund balance of \$1,148,453 and an additional \$656,700 is budgeted as new revenue from operating transfers and interest earnings. Budgeted expenditures amount to \$970,024 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 2021-22 revenues are projected to remain lower than normal as we recover from the COVID-19 Pandemic. Prior to this, activity was growing in the City's seven 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 2021-22 with a fund balance of \$454,213, 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 2021-22 is \$18,431,832, 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 2021-22 for all funds is \$21,586,074.

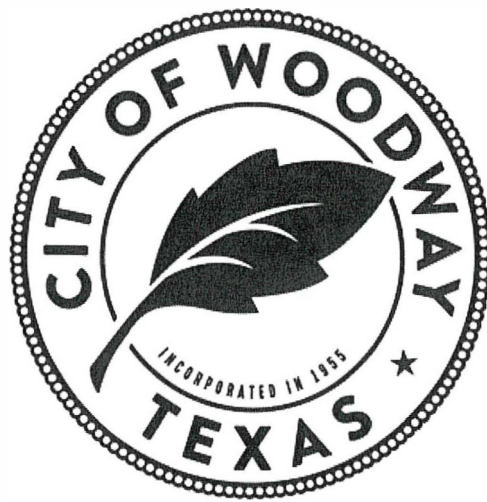
I want to express appreciation to the Directors and Department heads who worked to develop realistic plans of doing more for less while maintaining the goal of delivering quality service to the citizens. Also, appreciation goes to the Woodway City Council for their involvement and input which expressed the desires and input from their constituents. Their participation helped mold this into a better operating plan for 2021-2022.

I would be remiss 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 2021. The staff and employees look forward to another productive year.

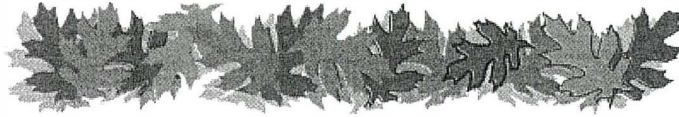
Respectfully,



Shawn Oubre  
City Manager



# ADOPTING INSTRUMENTS



ORDINANCE 21-06

**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF WOODWAY, TEXAS, FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2021, AND ENDING ON SEPTEMBER 30, 2022; 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 2021-2022 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 23<sup>rd</sup> day of August 2021, 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, 2021, through September 30, 2022, 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 23<sup>rd</sup> day of August 2021.

**CITY OF WOODWAY, TEXAS**

  
Jane Kittner, Mayor

**ATTEST:**

  
Donna Barkley, City Secretary

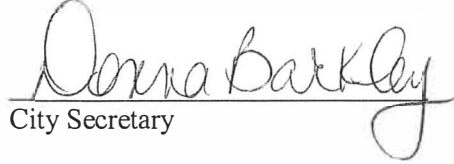
**APPROVED AS TO FORM & LEGALITY:**

  
Mike Dixon, City Attorney

**CERTIFICATION OF SEPARATE VOTE:**

The City Council voted separately and additionally to ratify the increase in property tax revenues reflected in the adopted FY2021/2022 budget by a vote of   5   AYES to   0   NAYS with   0   abstentions.

ATTEST:

  
City Secretary



ORDINANCE 21-07

AN ORDINANCE LEVYING TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WOODWAY, TEXAS, FOR THE YEAR 2021

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 2021 upon all taxable real and personal property within the corporate limits of the city subject to taxation, a rate of .4700 on each \$100.00 of assessed valuation of property.

Each one hundred dollar valuation, to wit:

For the purposes of maintenance and operations	.445378*
For the payment of principal and interest on the debt of this City	.024622

\* .385378 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 5.76 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-4.62.

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

**SECTION 3:** THAT all 2021 ad valorem taxes shall be paid before February 1, 2022, 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 23<sup>rd</sup> day of August 2021.

CITY OF WOODWAY, TEXAS

  
Jane Kittner, Mayor

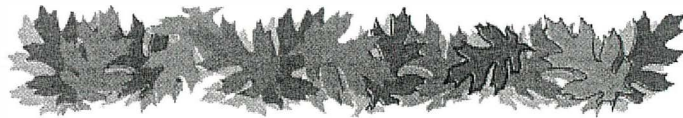
ATTEST:

  
Donna Barkley, City Secretary

APPROVED AS TO FORM & LEGALITY:

  
Mike Dixon, City Attorney

# FINANCE POLICIES



CITY OF WOODWAY  
POLICY/ADMINISTRATIVE PROCEDURE  
ADMINISTRATIVE DIRECTIVE

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SECTION: FINANCE POLICIES

NUMBER: 200.01

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: BUDGET PERIOD

PAGE 1 OF 1

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.02

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: BUDGET SUBMISSION

PAGE 1 OF 1

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.03

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: PUBLIC RECORD

PAGE 1 OF 1

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.04

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: PUBLIC HEARING

PAGE 1 OF 1

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.05

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: BUDGET ADOPTION

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.06

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: APPROPRIATION

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.07

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: BALANCED BUDGET REQUIREMENT

PAGE 1 OF 1

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.08

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: EMERGENCY APPROPRIATION

PAGE 1 OF 1

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.9

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: REVENUE POLICIES

PAGE 1 OF 2

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.9

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: REVENUE POLICIES

PAGE 2 OF 2

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.10

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: RESERVE POLICIES

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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

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SECTION: FINANCE POLICIES

NUMBER: 200.11

SUBJECT: BUDGET ADMINISTRATION  
AND DEVELOPMENT

TITLE: LONG-TERM DEBT

PAGE 1 OF 1

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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

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SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENT

TITLE: INVESTMENT POLICIES

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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

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SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

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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

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SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

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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

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SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

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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

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SECTION: FINANCE POLICIES

NUMBER: 201.01

SUBJECT: INVESTMENTS

TITLE: INVESTMENT POLICIES

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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

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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  
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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  
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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  
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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

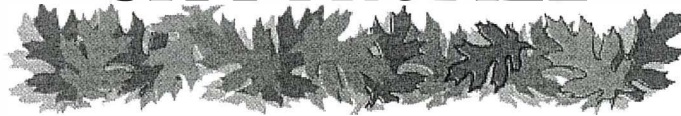
A. Exemption

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.

# CITY PROFILE



**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.

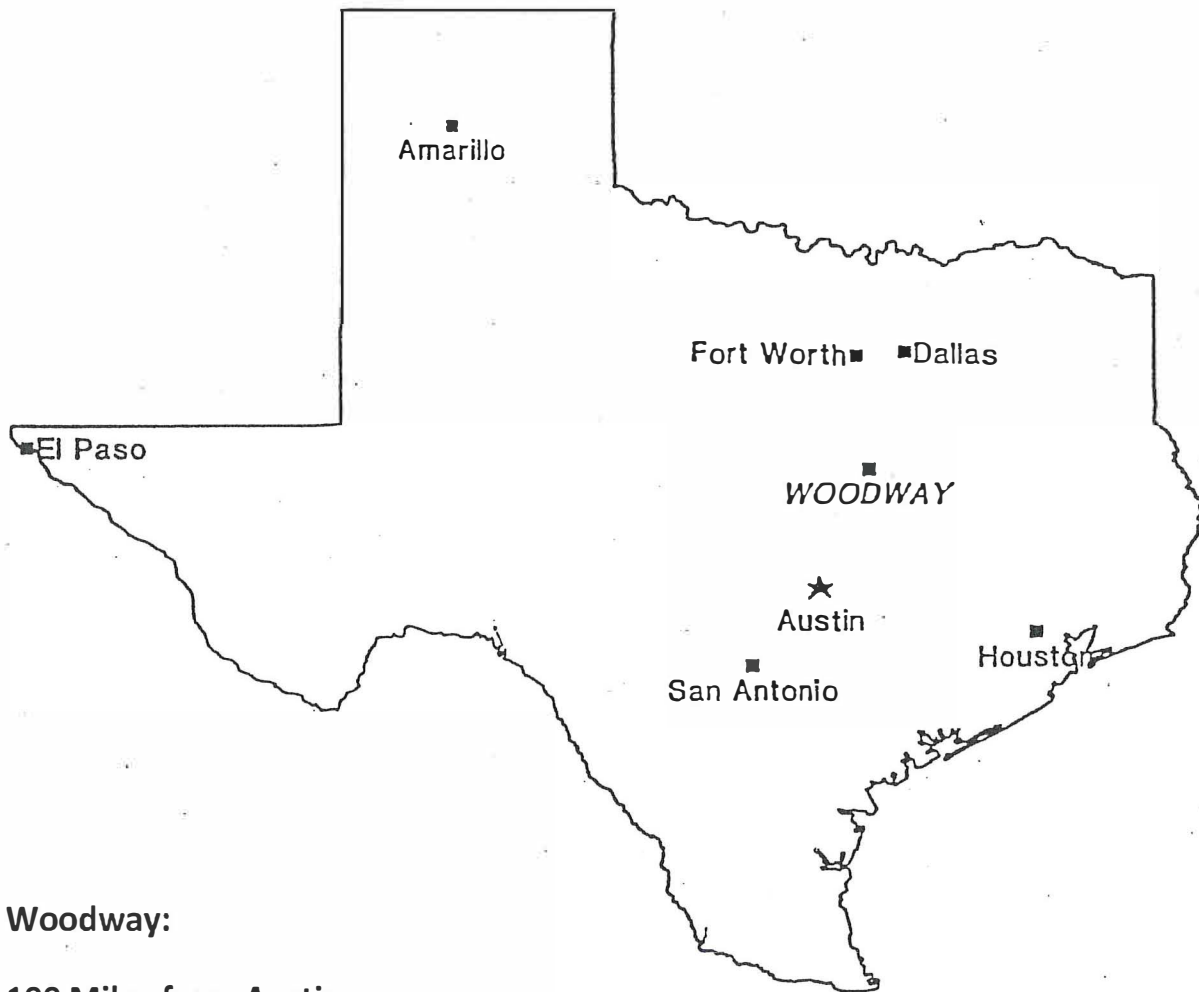
The City provides public safety (police and fire protection), street maintenance, water and sanitary sewer utilities, three recreational parks, an arboretum, a family center for youth sports, public improvement, planning and zoning, and general administrative services.

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	Jane Kittner	26 Years	May, 2022
Councilmembers	Scott A. Giddings	12 Years	May, 2022
	Amine Qourzal	2 Years	May, 2022
	David Mercer	1 Year	May, 2023
	David Russell	1 Year	May, 2023
	Storey Cook	1 Year	May, 2024
	Gayle Avant	5 Months	May, 2024
City Manager	Shawn Oubre	3 Years	N/A

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**



WOODWAY, TEXAS

CITY OF WOODWAY  
POPULATION DEMOGRAPHICS - 2010

Texas      McLennan Co      Woodway

<b>Total Population</b>	25,145,561	234,906	<b>8,452</b>
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Age	Texas	McLennan Co	Woodway
<b>Under 5 Years</b>	8%	7%	<b>4%</b>
<b>5 to 19 Years</b>	22%	23%	<b>19%</b>
<b>20 to 29 Years</b>	15%	17%	<b>7%</b>
<b>30 to 39 Years</b>	14%	12%	<b>9%</b>
<b>40 to 49 Years</b>	14%	12%	<b>13%</b>
<b>50 to 59 Years</b>	12%	12%	<b>17%</b>
<b>60 to 69 Years</b>	8%	8%	<b>15%</b>
<b>70 to 79 Years</b>	4%	5%	<b>10%</b>
<b>Over 79 Years</b>	3%	4%	<b>6%</b>
<b>Median Age</b>	33.6	32.7	<b>48.3</b>

Sex	Texas	McLennan Co	Woodway
<b>Male</b>	50%	49%	<b>48%</b>
<b>Female</b>	50%	51%	<b>52%</b>

Race	Texas	McLennan Co	Woodway
<b>White</b>	46%	60%	<b>87%</b>
<b>Black or African American</b>	11%	14%	<b>3%</b>
<b>Hispanic or Latino</b>	38%	24%	<b>7%</b>
<b>American Indian and Alaska Native</b>	0%	0%	<b>0%</b>
<b>Asian</b>	4%	1%	<b>2%</b>
<b>Native Hawaiian and Other Pacific Islander</b>	0%	0%	<b>0%</b>
<b>Other</b>	1%	1%	<b>1%</b>

Source: 2010 Census of U.S. Census Bureau

**CITY OF WOODWAY  
TEN LARGEST TAXPAYERS**

<b><u>Name of Taxpayer</u></b>	<b><u>Nature of Property</u></b>
Lehigh White Cement Company	Cement Producer
H. E. Butt Grocery Company	Supermarket
Waco Medical Office Building LLC	Medical Facility
Oncor Electric Delivery Company LLC	Electricity Distribution
Grande Communications	Phone/Cable/Internet
CNV Ventures LLC	Hotel/Motel
30 West Pershing LLC	Movie Theater Complex
Bill H. Berryhill, M.D.	Medical Facility
Texas Health Development VI	Medical Facility
Spring Waco LP	Hotel/Motel

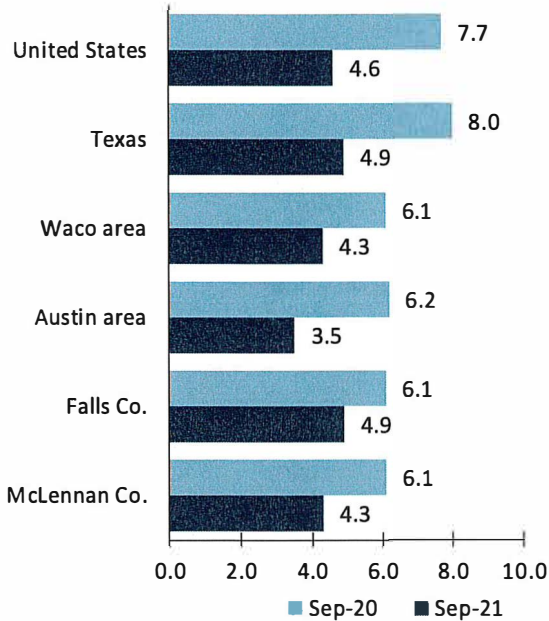
# Waco Area Economic Summary

Updated November 04, 2021

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](http://www.bls.gov/regions/economic-summaries.htm).

## Unemployment rates for the nation and selected areas

Unemployment rates

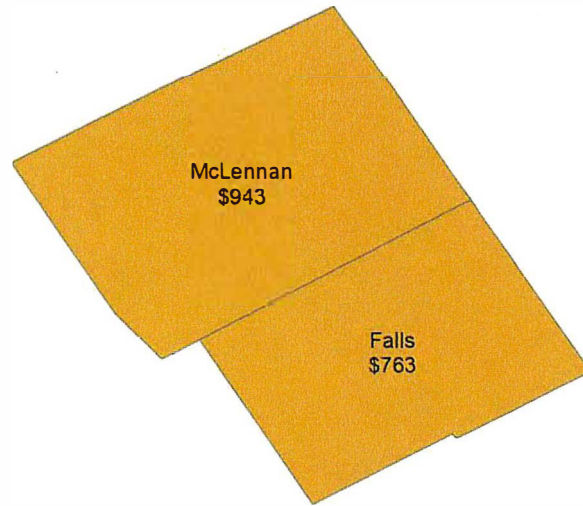


Source: U.S. BLS, Local Area Unemployment Statistics.

## Average weekly wages for all industries by county

Waco area, first quarter 2021

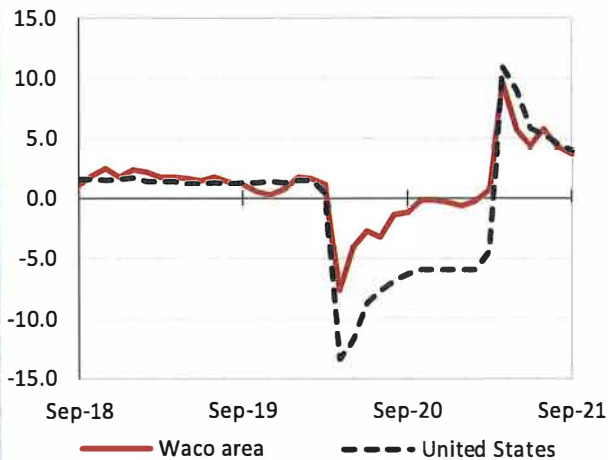
(U.S. = \$1,289; Area = \$938)



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

12-month percent changes in employment



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

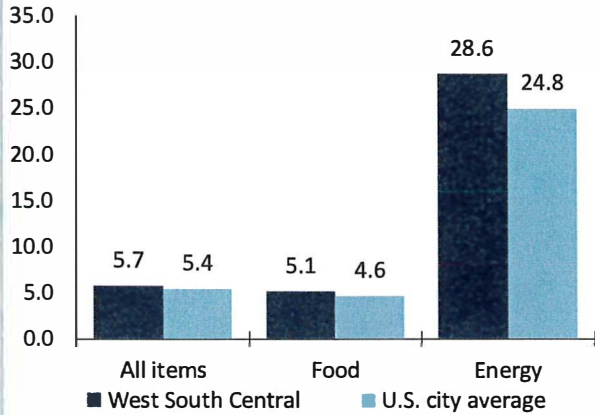
Waco area employment (number in thousands)	Sep. 2021	Change from Sep. 2020 to Sep. 2021	
		Number	Percent
Total nonfarm	125.6	4.4	3.6
Mining, logging, and construction	8.6	0.7	8.9
Manufacturing	15.1	0.1	0.7
Trade, transportation, and utilities	22.4	0.8	3.7
Information	0.8	-0.1	-11.1
Financial activities	7.8	0.3	4.0
Professional and business services	15.2	1.9	14.3
Education and health services	20.5	0.0	0.0
Leisure and hospitality	12.4	1.1	9.7
Other services	3.4	0.1	3.0
Government	19.4	-0.5	-2.5

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



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

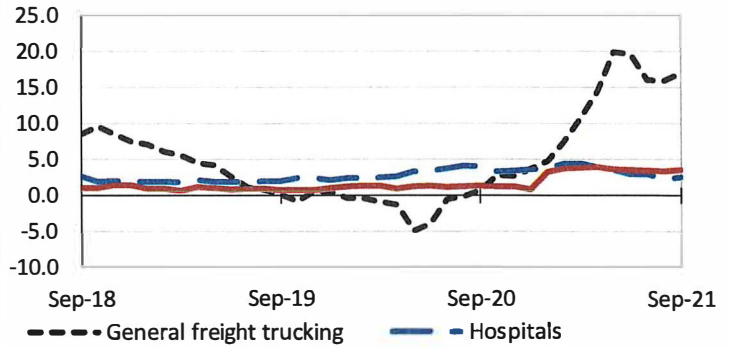
12-month percent change in CPI-U, September 2021



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

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

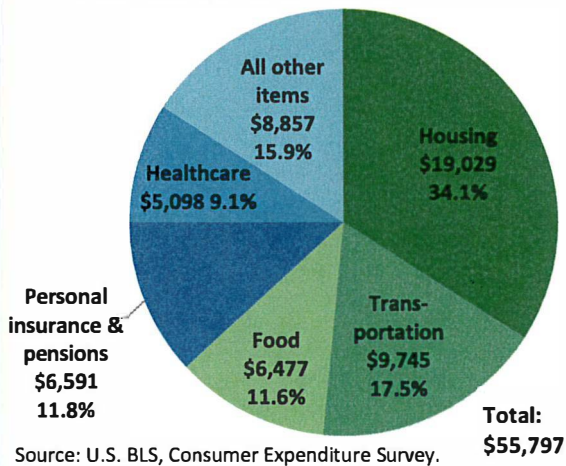
12-month percent changes in PPI



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

Average annual spending and percent distribution for selected categories

South average annual expenditures, 2020



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

Average hourly wages for selected occupations

Occupation	Waco area	United States
All occupations	\$21.73	\$27.07
Human resources managers	51.86	64.70
Registered nurses	33.34	38.47
Accountants and auditors	33.11	39.26
Construction laborers	16.05	20.67
Retail salespersons	13.07	14.87
Cooks, fast food	10.06	11.68

Source: U.S. BLS, Occupational Employment and Wage Statistics, May 2020.

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

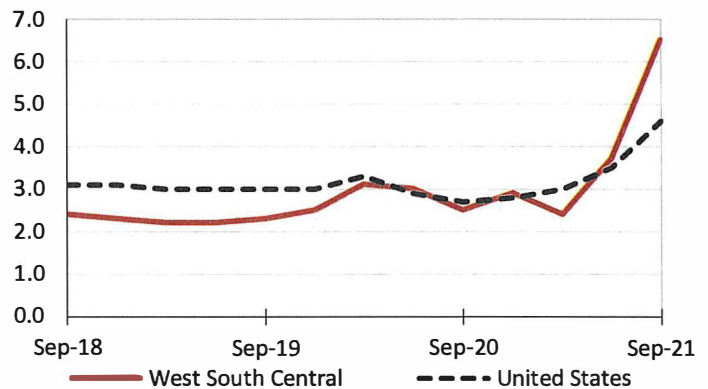
Private industry, June 2021	West South Central (1)	United States
Total compensation	\$31.78	\$36.64
Wages and salaries	23.25	25.89
Total benefits	8.53	10.76
Paid leave	2.13	2.70
Vacation	1.07	1.38
Supplemental pay	1.25	1.25
Insurance	1.99	2.79
Retirement and savings	0.84	1.25
Legally required benefits	2.32	2.77

(1) The states that compose the West South Central census division are: AR, LA, OK, and TX.

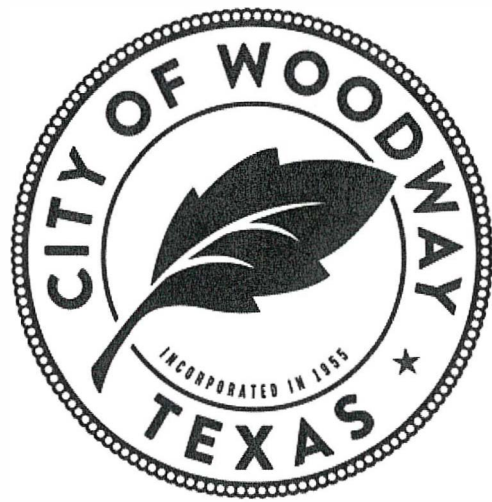
Source: U.S. BLS, Employer Costs for Employee Compensation.

Over-the-year changes in wages and salaries

12-month percent changes in ECI

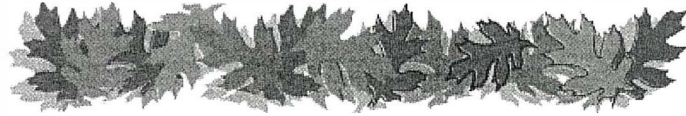


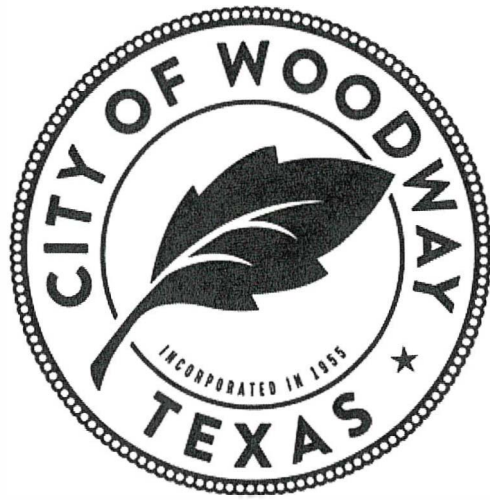
Source: U.S. BLS, Employment Cost Index.





# BUDGET SUMMARIES







# WOODWAY, TEXAS

## 2021-2022 COMBINED FUNDS SUMMARY

FUND #	FUND NAME	TYPE *	2020-2021 FUND BALANCE	2021-2022 REVENUES	2021-2022 EXPENDITURES	2021-2022 FUND BALANCE
- 100 -	GENERAL FUND	Operating	\$3,839,649	\$12,046,332	(\$12,046,332)	\$3,839,649
- 500 -	UTILITY FUND	Operating	648,880	6,385,500	(6,385,500)	648,880
- 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	845,993	459,800	(592,024)	713,769
- 503 -	UTILITY EQUIPMENT REPLACEMENT FUND	Designated	302,460	196,900	(378,000)	121,360
- 200 -	TOURISM FUND	Restricted	457,591	655,000	(658,378)	454,213
- 203 -	UNCLAIMED MONEY FUND	Restricted	171	0	0	171
- 210 -	DRUG SEIZURE/FORFEITURE FUND	Restricted	2,888	50	0	2,938
- 211 -	LAW ENFORCEMENT OFFICER CONTINUING EDUCATION	Restricted	118	2,810	(2,800)	128
- 212 -	MUNICIPAL COURT BUILDING SECURITY FUND	Restricted	80,232	4,750	0	84,982
- 213 -	MUNICIPAL COURT TECHNOLOGY FUND	Restricted	13,173	4,025	0	17,198
- 214 -	MUNICIPAL COURT CHILD SAFETY FUND	Restricted	95,688	12,250	0	107,938
- 215 -	ASSET FORFEITURE FUND	Restricted	14,407	50	0	14,457
- 216 -	MUNICIPAL COURT LOCAL TRUANCY PREVENTION & DIVERSION FUND	Restricted	6,684	4,010	0	10,694
- 217 -	MUNICIPAL COURT LOCAL MUNICIPAL JURY FUND	Restricted	122	75	0	197
- 300 -	PARK PROJECTS FUND	Capital	58,607	550	0	59,157
- 301 -	PARK DEDICATION FUND	Capital	12,743	50	0	12,793
- 302 -	GENERAL PROJECTS FUND	Capital	4,154,760	15,000	(349,250)	3,820,510
- 306 -	FUTURE CAPITAL STREET IMPROVEMENT FUND	Capital	792,748	652,588	0	1,445,336
- 308 -	ARBORETUM CONSTRUCTION FUND	Capital	469,835	15,000	(390,000)	94,835
- 309 -	DEVELOPMENT FUND	Capital	134,361	500	0	134,861
- 310 -	FAMILY CENTER CONSTRUCTION FUND	Capital	7,513,822	13,500	(6,750,000)	777,322
- 311 -	LONG - TERM CAPITAL PROJECTS FUND	Capital	1,168,085	218,363	0	1,386,448
- 400 -	GENERAL DEBT SERVICE FUND	Restricted	43,131	351,292	(348,592)	45,831
- 501 -	UTILITY DEBT SERVICE FUND	Restricted	335,194	1,835,428	(1,832,428)	338,194
- 504 -	UTILITY PROJECTS FUND	Capital	17,792	0	(1,204,000)	(1,186,208)
- 507 -	UTILITY IMPACT IMPROVEMENTS	Restricted	37,806	0	0	37,806
- 514 -	2017 UTILITY IMPROVEMENT FUND	Capital	0	0	0	0
- 515 -	2021 UTILITY IMPROVEMENT FUND	Capital	11,850,200	7,500	(1,850,000)	7,700
<b>TOTALS</b>			<b>\$33,397,140</b>	<b>\$22,881,323</b>	<b>(\$42,787,304)</b>	<b>\$13,491,159</b>

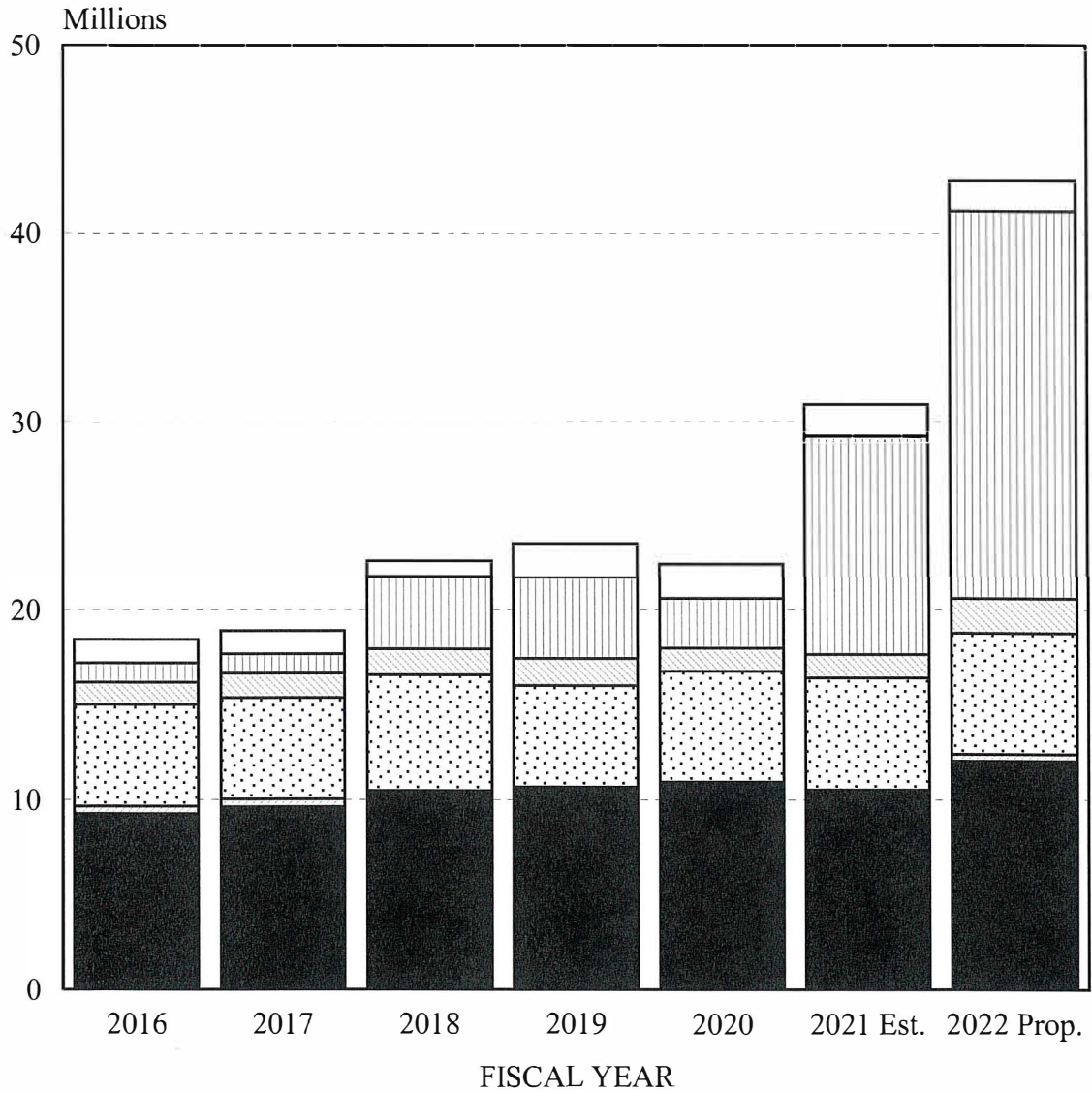
\* Operating - Funds are used to support daily activities of the City  
 Capital - Funds are used to support capital projects of the City, usually significant in value  
 Designated - Funds have been designated by the City for a specific purpose  
 Restricted - Funds are legally restricted for a specific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

# COMBINED FUNDS SUMMARY

## EXPENDITURE BY FUND

(Five Years Actual, Estimate, & Proposed)

■ GENERAL    ▨ GEN DEBT    ▩ UTILITY    ▧ UTIL DEBT    ▦ CAPITAL    □ OTHER



WOODWAY, TEXAS

2021-2022  
COMBINED FUNDS SUMMARY  
TOTAL REVENUES AND EXPENDITURES BY FUND

REVENUES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
GENERAL FUND	\$11,434,562	\$11,347,245	\$11,507,248	\$12,046,332
GENERAL DEBT SERVICE FUND	2,168	0	1,200	351,292
UTILITY FUND	6,083,948	5,536,700	5,832,900	6,385,500
UTILITY DEBT SERVICE FUND	1,230,366	1,232,064	1,229,064	1,835,428
CAPITAL PROJECT FUNDS	2,622,755	657,985	20,172,846	923,051
OTHER FUNDS *	1,199,774	1,342,360	1,332,200	1,339,720
SUBTOTAL	<b>\$22,573,573</b>	<b>\$20,116,354</b>	<b>\$40,075,458</b>	<b>\$22,881,323</b>
INTERFUND TRANSFERS	(3,895,612)	(2,251,311)	(3,159,106)	(2,943,649)
<b>TOTAL</b>	<b>\$18,677,961</b>	<b>\$17,865,043</b>	<b>\$36,916,352</b>	<b>\$19,937,674</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
GENERAL FUND	\$10,937,393	\$11,347,245	\$10,523,737	\$12,046,332
GENERAL DEBT SERVICE FUND	0	0	0	348,592
UTILITY FUND	5,840,199	5,536,700	5,908,811	6,385,500
UTILITY DEBT SERVICE FUND	1,221,213	1,227,064	1,227,064	1,832,428
CAPITAL PROJECT FUNDS	2,623,313	1,669,000	11,562,838	20,543,250
OTHER FUNDS *	1,842,990	1,876,499	1,692,801	1,631,202
SUBTOTAL	<b>\$22,465,108</b>	<b>\$21,656,508</b>	<b>\$30,915,251</b>	<b>\$42,787,304</b>
INTERFUND TRANSFERS	(3,895,612)	(2,251,311)	(3,159,106)	(2,943,649)
<b>TOTAL</b>	<b>\$18,569,496</b>	<b>\$19,405,197</b>	<b>\$27,756,145</b>	<b>\$39,843,655</b>

\* 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, MUNICIPAL COURT LOCAL TRUANCY PREVENTION & DIVERSION, MUNICIPAL COURT LOCAL MUNICIPAL JURY.

**WOODWAY, TEXAS**  
**2021-2022**  
**COMBINED FUNDS SUMMARY**  
**REVENUES AND EXPENDITURES BY CATEGORY**

REVENUES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
PROPERTY TAX	\$5,617,130	\$5,734,476	\$5,754,476	\$6,631,492
CITY SALES & USE TAX	2,933,855	2,800,000	3,210,000	3,186,000
HOTEL OCCUPANCY TAX	463,823	650,000	525,000	650,000
FRANCHISE FEES	697,208	698,000	687,300	685,500
CHARGES FOR SERVICES	6,938,885	6,669,200	7,028,200	7,591,700
BOND PROCEEDS	0	0	18,600,000	0
INTEREST AND OTHER	2,027,060	1,313,367	1,111,376	1,192,982
INTERFUND TRANSFERS	3,895,612	2,251,311	3,159,106	2,943,649
<b>TOTAL REVENUES</b>	<b>\$22,573,573</b>	<b>\$20,116,354</b>	<b>\$40,075,458</b>	<b>\$22,881,323</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
SALARIES & BENEFITS	\$7,976,523	\$8,973,042	\$8,351,908	\$9,570,223
SUPPLIES & MATERIALS	442,242	515,705	393,745	506,008
REPAIRS & MAINTENANCE	704,134	662,604	549,497	719,812
OTHER SERVICES & CHARGES	4,419,793	4,936,557	4,785,573	5,165,018
DEBT SERVICE	1,323,013	1,330,964	1,330,964	2,286,520
CAPITAL	3,703,791	2,986,325	12,344,458	21,596,074
INTERFUND TRANSFERS	3,895,612	2,251,311	3,159,106	2,943,649
<b>TOTAL EXPENDITURES</b>	<b>\$22,465,108</b>	<b>\$21,656,508</b>	<b>\$30,915,251</b>	<b>\$42,787,304</b>

WOODWAY, TEXAS

2021-2022  
 COMBINED FUNDS BY FUND TYPE  
 REVENUES AND EXPENDITURES BY CATEGORY

REVENUES	GENERAL * GOVERNMENT	UTILITY ** SYSTEM	SPECIAL *** REVENUE	TOTAL
PROPERTY TAX	\$6,631,492	\$0	\$0	\$6,631,492
CITY SALES & USE TAX	3,186,000	0	0	3,186,000
HOTEL OCCUPANCY TAX	0	0	650,000	650,000
FRANCHISE FEES	685,500	0	0	685,500
CHARGES FOR SERVICES	1,248,000	6,343,700	0	7,591,700
BOND PROCEEDS	0	0	0	0
INTEREST AND OTHER	1,106,662	53,300	33,020	1,192,982
INTERFUND TRANSFERS	915,321	2,028,328	0	2,943,649
<b>TOTAL REVENUES</b>	<b>\$13,772,975</b>	<b>\$8,425,328</b>	<b>\$683,020</b>	<b>\$22,881,323</b>

EXPENDITURES	GENERAL * GOVERNMENT	UTILITY ** SYSTEM	SPECIAL *** REVENUE	TOTAL
SALARIES & BENEFITS	\$8,471,805	\$1,098,418	\$0	\$9,570,223
SUPPLIES & MATERIALS	339,358	166,650	0	506,008
REPAIRS & MAINTENANCE	470,012	249,800	0	719,812
OTHER SERVICES & CHARGES	2,244,757	2,822,604	97,657	5,165,018
DEBT SERVICE	348,592	1,832,428	105,500	2,286,520
CAPITAL	8,144,374	13,451,700	0	21,596,074
INTERFUND TRANSFERS	457,300	2,028,328	458,021	2,943,649
<b>TOTAL EXPENDITURES</b>	<b>\$20,476,198</b>	<b>\$21,649,928</b>	<b>\$661,178</b>	<b>\$42,787,304</b>

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, 2017 UTILITY IMPROVEMENT BOND, 2021 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, MUNICIPAL COURT LOCAL TRUANCY PREVENTION & DIVERSION, MUNICIPAL COURT LOCAL MUNICIPAL JURY.

**WOODWAY, TEXAS**

**2021-2022  
COMBINED PERSONNEL SUMMARY BY DEPARTMENT**

<b>GENERAL FUND</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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	46.25	46.50	46.50	46.50
MUNICIPAL COURT	1.75	2.00	2.00	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	0.50	0.00	0.00	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	6.20	6.60	6.60	7.70
WOODWAY FAMILY CENTER	3.30	2.90	2.90	3.80
<b>TOTAL GENERAL FUND</b>	<b>77.50</b>	<b>77.50</b>	<b>77.50</b>	<b>79.50</b>

<b>UTILITY FUND</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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
<b>TOTAL UTILITY FUND</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>
<b>TOTAL ALL FUNDS</b>	<b>91.50</b>	<b>91.50</b>	<b>91.50</b>	<b>93.50</b>

POPULATION (2010 CENSUS)	8,452
GENERAL FUND EMPLOYEES	79.50
UTILITY FUND EMPLOYEES	14.00
TOTAL EMPLOYEES	93.50
% CHANGE FROM PRIOR YEAR	2.19%

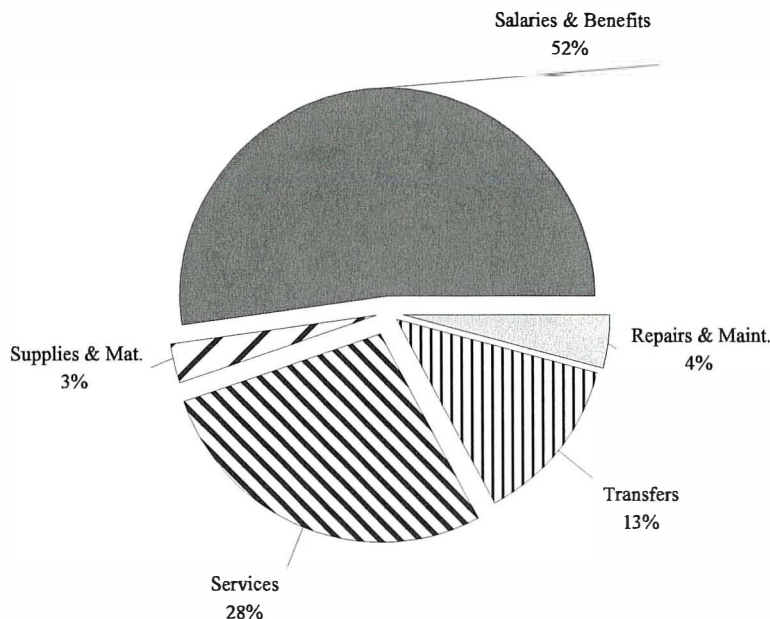
PERSONNEL NUMBERS ARE STATED AS FULL TIME EQUIVALENTS AND INCLUDE BOTH REGULAR FULL-TIME EMPLOYEES AND TEMPORARY EMPLOYEES

WOODWAY, TEXAS

2021-2022  
COMBINED OPERATING FUNDS SUMMARY

REVENUES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Fund Revenues	\$11,434,562	\$11,347,245	\$11,507,248	\$12,046,332
Utility Operating Revenues	6,083,948	5,536,700	5,832,900	6,385,500
<b>Total Operating Revenue</b>	<b>\$17,518,510</b>	<b>\$16,883,945</b>	<b>\$17,340,148</b>	<b>\$18,431,832</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$7,976,523	\$8,973,042	\$8,351,908	\$9,570,223
Supplies & Materials	406,481	500,210	382,497	506,008
Repairs & Maintenance	704,134	662,604	549,497	719,812
Other Services & Charges	4,316,041	4,838,700	4,642,383	5,067,361
Capital	35,649	33,225	30,099	82,800
Transfers				
To Utility Debt Service	1,224,464	1,227,064	1,227,064	1,832,428
To General Capital Projects Fund	692,000	0	0	0
To Emergency Reserve Fund	0	0	0	0
To Utility Projects Fund	600,000	0	600,000	0
To Park Reserve Fund	186,000	0	0	0
To Equipment Replacement	636,300	649,100	649,100	653,200
<b>Total Expenditures</b>	<b>\$16,777,592</b>	<b>\$16,883,945</b>	<b>\$16,432,548</b>	<b>\$18,431,832</b>



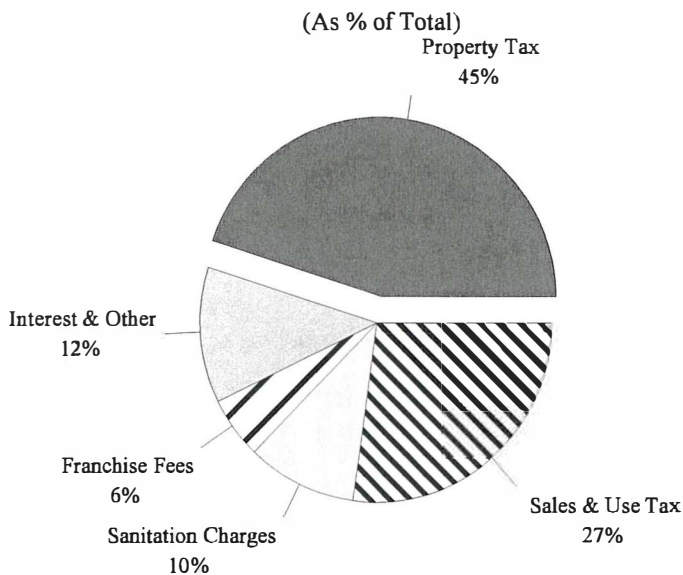


WOODWAY, TEXAS

GENERAL FUND  
REVENUES BY CATEGORY

REVENUES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Property Tax	\$4,873,198	\$5,158,266	\$5,178,266	\$5,433,449
City Sales & Use Tax	2,933,855	2,800,000	3,210,000	3,186,000
Franchise Fees	697,208	698,000	687,300	685,500
Sanitation Services	1,224,343	1,181,000	1,236,000	1,248,000
Interest & Other	1,705,958	1,509,979	1,195,682	1,493,383
<b>TOTAL GENERAL FUND</b>	<b>\$11,434,562</b>	<b>\$11,347,245</b>	<b>\$11,507,248</b>	<b>\$12,046,332</b>

GENERAL FUND REVENUES BY TYPE



WOODWAY, TEXAS

**GENERAL FUND  
EXPENDITURES BY CATEGORY**

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$6,990,165	\$7,953,436	\$7,346,306	\$8,471,805
Supplies & Materials	292,679	334,060	259,257	339,358
Repairs & Maintenance	453,588	414,804	377,447	470,012
Other Services & Charges	1,852,088	2,168,620	2,067,023	2,244,757
Capital	31,373	24,325	21,704	63,100
Interfund Transfers				
Capital Projects Fund	692,000	0	0	0
Emergency Reserve Fund	0	0	0	0
Legal Contingency Fund	0	0	0	0
Park Project Fund	186,000	0	0	0
Equipment Replacement	439,500	452,000	452,000	457,300
<b>TOTAL GENERAL FUND</b>	<b>\$10,937,393</b>	<b>\$11,347,245</b>	<b>\$10,523,737</b>	<b>\$12,046,332</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Service/Maintenance	10.60	10.60	10.60	11.60
Office/Clerical	5.90	4.90	4.90	5.90
Technical	9.40	10.40	10.40	10.40
Sworn Personnel	24.00	24.00	24.00	24.00
Professional	2.70	3.70	3.70	3.70
Management/Supervision	20.40	20.40	20.40	22.40
Temporary/Seasonal	4.50	3.50	3.50	1.50
<b>TOTAL GENERAL FUND</b>	<b>77.50</b>	<b>77.50</b>	<b>77.50</b>	<b>79.50</b>

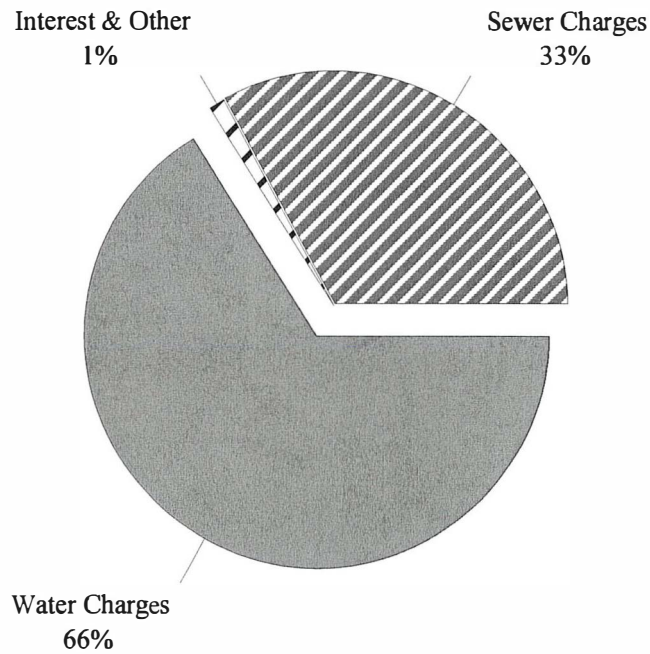
WOODWAY, TEXAS

UTILITY FUND  
REVENUES BY CATEGORY

REVENUES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Water Service Charges	\$4,316,965	\$4,087,200	\$4,265,200	\$4,210,200
Sewer Service Charges	1,397,577	1,401,000	1,527,000	2,133,500
Interest & Other	369,406	48,500	40,700	41,800
<b>TOTAL UTILITY FUND</b>	<b>\$6,083,948</b>	<b>\$5,536,700</b>	<b>\$5,832,900</b>	<b>\$6,385,500</b>

UTILITY FUND REVENUES BY TYPE

(As % of Total)



**WOODWAY, TEXAS**

**UTILITY FUND  
EXPENDITURES BY CATEGORY**

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$986,358	\$1,019,606	\$1,005,602	\$1,098,418
Supplies & Materials	113,802	166,150	123,240	166,650
Repairs & Maintenance	250,546	247,800	172,050	249,800
Other Services & Charges	2,463,953	2,670,080	2,575,360	2,822,604
Capital	4,276	8,900	8,395	19,700
Interfund Transfers				
Utility Debt Service Fund	1,224,464	1,227,064	1,227,064	1,832,428
Utility Project Fund	600,000	0	600,000	0
Equipment Replacement	196,800	197,100	197,100	195,900
Emergency Reserve Fund	0	0	0	0
<b>TOTAL UTILITY FUND</b>	<b>\$5,840,199</b>	<b>\$5,536,700</b>	<b>\$5,908,811</b>	<b>\$6,385,500</b>

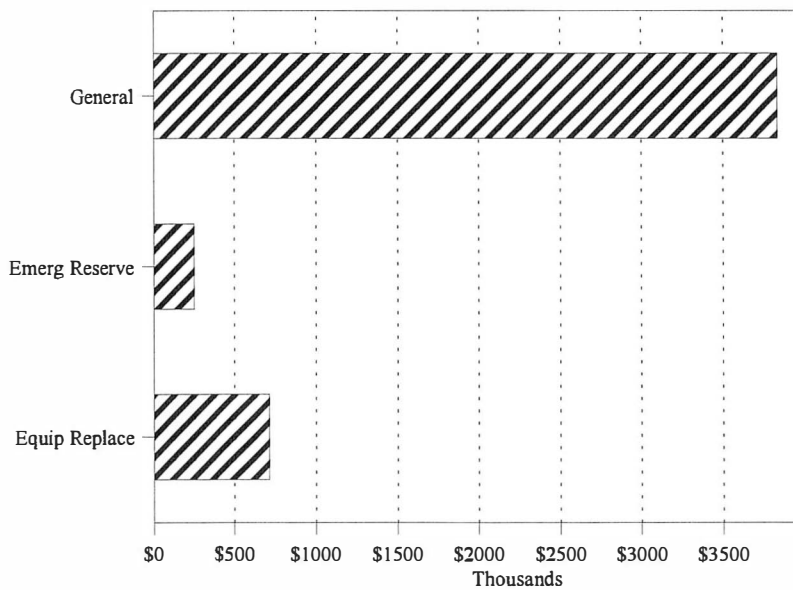
<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Service/Maintenance	6.00	6.00	6.00	6.00
Office/Clerical	4.10	4.10	4.10	4.10
Technical	2.00	2.00	2.00	2.00
Sworn Personnel	0.00	0.00	0.00	0.00
Professional	0.30	0.30	0.30	0.30
Management/Supervision	1.60	1.60	1.60	1.60
Temporary/Seasonal	0.00	0.00	0.00	0.00
<b>TOTAL UTILITY FUND</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>

WOODWAY, TEXAS

GENERAL GOVERNMENTAL FUND TYPES  
PROJECTED FUND BALANCE

FUND	PROJECTED FUND BALANCE @ 09/30/2021	BUDGET REVENUES	BUDGET EXPENDITURES	PROJECTED FUND BALANCE @ 09/30/2022
100 - GENERAL FUND	\$3,839,649	\$12,046,332	(\$12,046,332)	\$3,839,649
101 - GENERAL EMERGENCY RESERVE	250,000	0	0	250,000
103 - EQUIPMENT REPLACEMENT FUND *	845,993	459,800	(592,024)	713,769
TOTAL GENERAL GOVERNMENTAL FUNDS	\$4,935,642	\$12,506,132	(\$12,638,356)	\$4,803,418
* DESIGNATED FUNDS				
400 - DEBT SERVICE FUNDS	\$41,873	\$351,292	(\$348,592)	\$44,573

PROJECTED FUND BALANCES  
@ September 30, 2022



WOODWAY, TEXAS

PROPRIETARY FUND TYPES  
PROJECTED CASH BALANCE

FUND	PROJECTED CASH BALANCE @ 09/30/2021	BUDGET REVENUES	BUDGET EXPENDITURES	PROJECTED CASH BALANCE @ 09/30/2022
500 - UTILITY FUND **	\$648,880	\$6,385,500	(\$6,385,500)	\$648,880
501 - UTILITY DEBT SERVICE FUND *	335,194	1,835,428	(1,832,428)	338,194
502 - UTILITY EMERGENCY RESERVE	250,000	0	0	250,000
503 - EQUIPMENT REPLACEMENT	302,460	196,900	(378,000)	121,360
504 - UTILITY PROJECTS FUND ***	17,792	0	(1,204,000)	(1,186,208)
507 - UTILITY IMPACT IMPROVEMENTS	37,806	0	0	37,806
514 - 2017 UTILITY IMPROVEMENT BOND FUND *	0	0	0	0
515 - 2021 UTILITY IMPROVEMENT BOND FUND *	11,850,200	7,500	(11,850,000)	7,700
<b>TOTAL PROPRIETARY FUNDS</b>	<b>\$13,442,332</b>	<b>\$8,425,328</b>	<b>(\$21,649,928)</b>	<b>\$217,732</b>

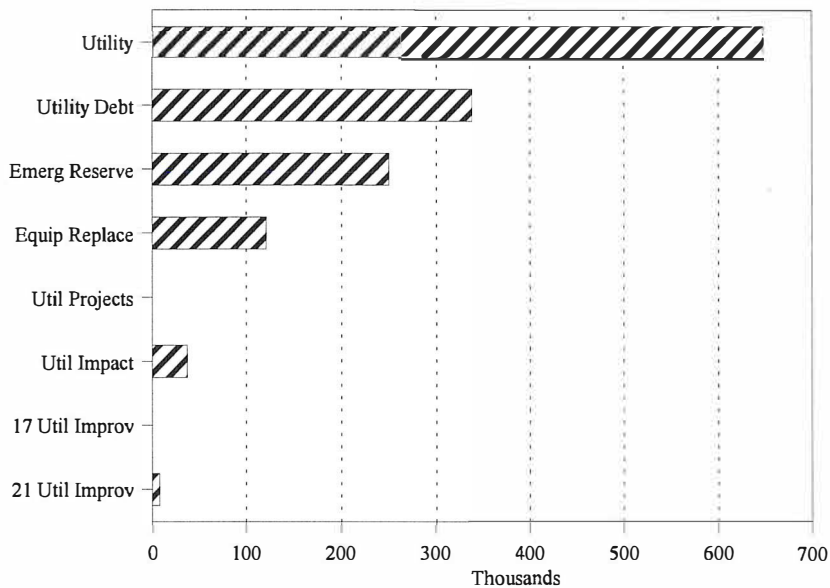
\* DESIGNATED FUNDS

\*\* 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, 2022



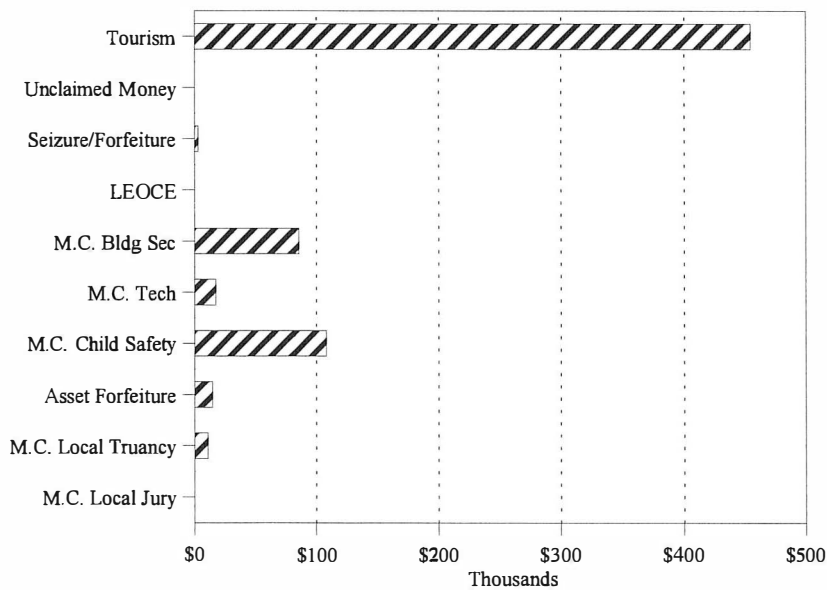
WOODWAY, TEXAS

SPECIAL REVENUE GOVERNMENTAL FUND TYPES  
PROJECTED FUND BALANCE

FUND	PROJECTED FUND BALANCE @ 09/30/2021	BUDGET REVENUES	BUDGET EXPENDITURES	PROJECTED FUND BALANCE @ 09/30/2022
200 - TOURISM FUND	\$457,591	\$655,000	(\$658,378)	\$454,213
203 - UNCLAIMED MONEY FUND	171	0	0	171
210 - DRUG SEIZURE/FORFEITURE FUND	2,888	50	0	2,938
211 - LAW ENFORCEMENT OFFICER CONT EDUC	118	2,810	(2,800)	128
212 - MUNICIPAL COURT BUILDING SECURITY	80,232	4,750	0	84,982
213 - MUNICIPAL COURT TECHNOLOGY FUND	13,173	4,025	0	17,198
214 - MUNICIPAL COURT CHILD SAFETY FUND	95,688	12,250	0	107,938
215 - ASSET FORFEITURE FUND	14,407	50	0	14,457
216 - MUNICIPAL COURT LOCAL TRUANCY PREVENTIC	6,684	4,010	0	10,694
217 - MUNICIPAL COURT LOCAL MUNICIPAL JURY FUN	122	75	0	197
TOTAL SPECIAL REVENUE FUNDS	\$671,074	\$683,020	(\$661,178)	\$692,916

PROJECTED FUND BALANCES

@ September 30, 2022





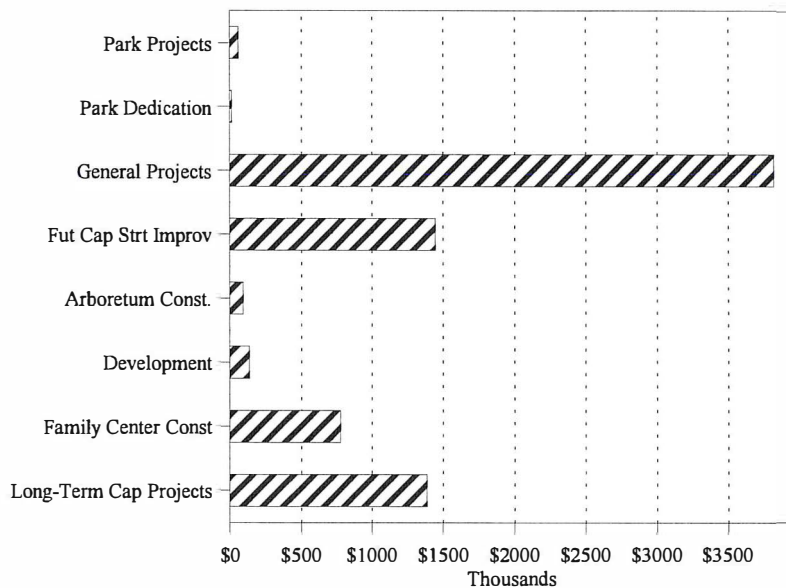
**WOODWAY, TEXAS**

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

<b>FUND</b>	<b>PROJECTED FUND BALANCE @ 09/30/2021</b>	<b>BUDGET REVENUES</b>	<b>BUDGET EXPENDITURES</b>	<b>PROJECTED FUND BALANCE @ 09/30/2022</b>
300 - PARK PROJECTS FUND	\$58,607	\$550	\$0	\$59,157
301 - PARK DEDICATION FUND	12,743	50	0	12,793
302 - GENERAL PROJECTS FUND	4,154,760	15,000	(349,250)	3,820,510
306 - FUTURE CAPITAL STREET IMPROVEMENT FUND	792,748	652,588	0	1,445,336
308 - ARBORETUM CONSTRUCTION FUND	469,835	15,000	(390,000)	94,835
309 - DEVELOPMENT FUND	134,361	500	0	134,861
310 - FAMILY CENTER CONSTRUCTION FUND	7,513,822	13,500	(6,750,000)	777,322
311 - LONG-TERM CAPITAL PROJECTS FUND	1,168,085	218,363	0	1,386,448
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>\$14,304,961</b>	<b>\$915,551</b>	<b>(\$7,489,250)</b>	<b>\$7,731,262</b>

**PROJECTED FUND BALANCES**

@ September 30, 2022



WOODWAY, TEXAS

**2021-2022**  
**CAPITAL PROJECT FUNDS SUMMARY**  
 (combines Governmental & Proprietary Funds)

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Fund Balance</b>	\$19,379,261	\$19,378,703	\$19,378,703	\$27,988,711
<b>Revenues</b>				
300 - Park Projects Revenue	187,321	850	475	550
301 - Park Dedication Revenue	110	50	35	50
302 - General Projects Revenue	546,977	25,000	13,000	15,000
306 - Future Capital Street Improvement Rev	589,985	600,710	590,710	652,588
308 - Arboretum Construction Revenue	199,209	15,000	359,971	15,000
309 - Development Revenue	1,155	500	350	500
310 - Family Center Construction Revenue	11,640	9,275	6,751,180	13,500
311 - Long-Term Capital Projects	387,163	6,600	5,000	218,363
504 - Utility Projects Revenue	635,700	0	600,350	0
507 - Utility Impact Improvement Revenue	0	0	0	0
514 - 2017 Utility Improvement Revenue	63,495	0	1,575	0
515 - 2021 Utility Improvement Revenue	0	0	11,850,200	7,500
<b>Total Revenues</b>	<b>\$2,622,755</b>	<b>\$657,985</b>	<b>\$20,172,846</b>	<b>\$923,051</b>
<b>Total Resources</b>	<b>\$22,002,016</b>	<b>\$20,036,688</b>	<b>\$39,551,549</b>	<b>\$28,911,762</b>

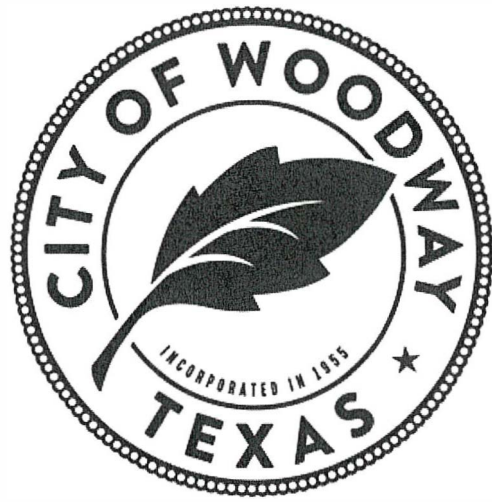
EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Administration	\$0	\$0	\$0	\$0
Facilities	390,633	30,000	507,974	6,799,250
Drainage	0	0	0	0
Streets	571,038	300,000	3,735,252	300,000
Park Projects	372,984	0	55,241	390,000
Development Projects	0	0	0	0
Water Projects	163,034	1,242,000	663,772	1,204,000
Sewer Projects	1,125,624	97,000	6,600,599	11,850,000
Transfers	0	0	0	0
<b>Total Expenditures</b>	<b>\$2,623,313</b>	<b>\$1,669,000</b>	<b>\$11,562,838</b>	<b>\$20,543,250</b>
<b>Ending Fund Balance</b>	<b>\$19,378,703</b>	<b>\$18,367,688</b>	<b>\$27,988,711</b>	<b>\$8,368,512</b>

**WOODWAY, TEXAS**

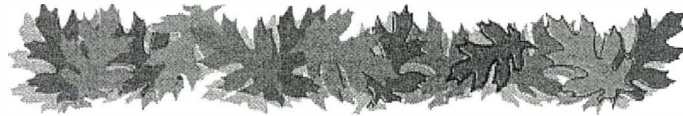
**OVERALL  
DEBT SERVICE SCHEDULE**

DATE	FISCAL GENERAL GOVERNMENT			FISCAL UTILITY SYSTEM			FISCAL SPECIAL REVENUE			FISCAL GRAND TOTALS		
	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
2021-2022	150,000	198,592	348,592	1,095,000	735,626	1,830,626	90,000	15,200	105,200	1,335,000	949,418	2,284,418
2022-2023	160,000	185,725	345,725	1,145,000	690,507	1,835,507	95,000	11,600	106,600	1,400,000	887,832	2,287,832
2023-2024	170,000	177,725	347,725	1,180,000	650,056	1,830,056	95,000	7,800	102,800	1,445,000	835,581	2,280,581
2024-2025	180,000	169,225	349,225	1,215,000	614,707	1,829,707	100,000	4,000	104,000	1,495,000	787,932	2,282,932
2025-2026	185,000	160,225	345,225	1,255,000	575,106	1,830,106				1,440,000	735,331	2,175,331
2026-2027	195,000	150,975	345,975	1,300,000	534,057	1,834,057				1,495,000	685,032	2,180,032
2027-2028	205,000	141,225	346,225	1,100,000	494,506	1,594,506				1,305,000	635,731	1,940,731
2028-2029	215,000	130,975	345,975	1,140,000	457,007	1,597,007				1,355,000	587,982	1,942,982
2029-2030	225,000	120,225	345,225	1,180,000	417,906	1,597,906				1,405,000	538,131	1,943,131
2030-2031	240,000	108,975	348,975	1,220,000	377,257	1,597,257				1,460,000	486,232	1,946,232
2031-2032	250,000	96,975	346,975	840,000	334,356	1,174,356				1,090,000	431,331	1,521,331
2032-2033	260,000	89,475	349,475	860,000	309,157	1,169,157				1,120,000	398,632	1,518,632
2033-2034	265,000	81,675	346,675	890,000	283,356	1,173,356				1,155,000	365,031	1,520,031
2034-2035	270,000	76,375	346,375	910,000	261,307	1,171,307				1,180,000	337,682	1,517,682
2035-2036	275,000	70,975	345,975	935,000	238,756	1,173,756				1,210,000	309,731	1,519,731
2036-2037	280,000	65,475	345,475	960,000	215,557	1,175,557				1,240,000	281,032	1,521,032
2037-2038	285,000	59,875	344,875	980,000	191,706	1,171,706				1,265,000	251,581	1,516,581
2038-2039	295,000	54,175	349,175	1,005,000	166,169	1,171,169				1,300,000	220,344	1,520,344
2039-2040	300,000	48,275	348,275	1,035,000	139,944	1,174,944				1,335,000	188,219	1,523,219
2040-2041	305,000	42,275	347,275	1,060,000	111,594	1,171,594				1,365,000	153,869	1,518,869
2041-2042	310,000	36,175	346,175	1,090,000	82,519	1,172,519				1,400,000	118,694	1,518,694
2042-2043	320,000	29,588	349,588	555,000	51,863	606,863				875,000	81,451	956,451
2043-2044	325,000	22,388	347,388	570,000	39,375	609,375				895,000	61,763	956,763
2044-2045	330,000	15,075	345,075	585,000	26,550	611,550				915,000	41,625	956,625
2045-2046	340,000	7,650	347,650	595,000	13,388	608,388				935,000	21,038	956,038
<b>TOTAL</b>	<b>\$6,335,000</b>	<b>\$2,340,293</b>	<b>\$8,675,293</b>	<b>\$24,700,000</b>	<b>\$8,012,332</b>	<b>\$32,712,332</b>	<b>\$380,000</b>	<b>\$38,600</b>	<b>\$418,600</b>	<b>\$31,415,000</b>	<b>\$10,391,225</b>	<b>\$41,806,225</b>

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



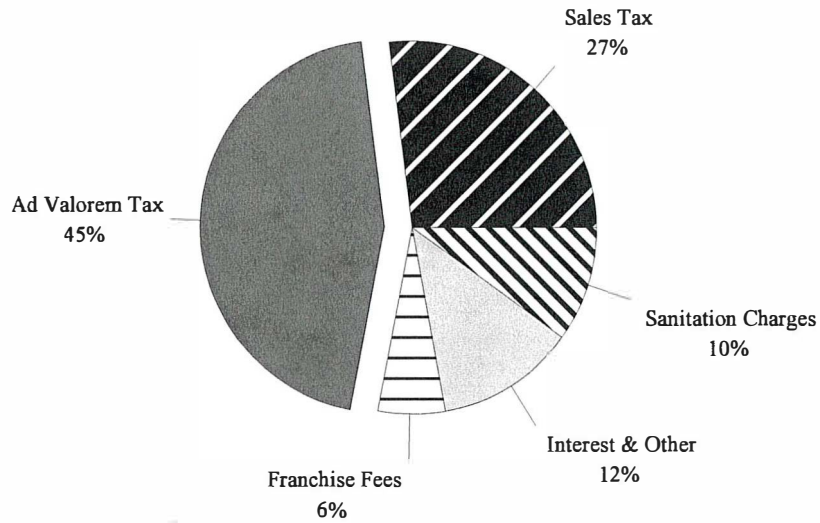
# GENERAL FUND



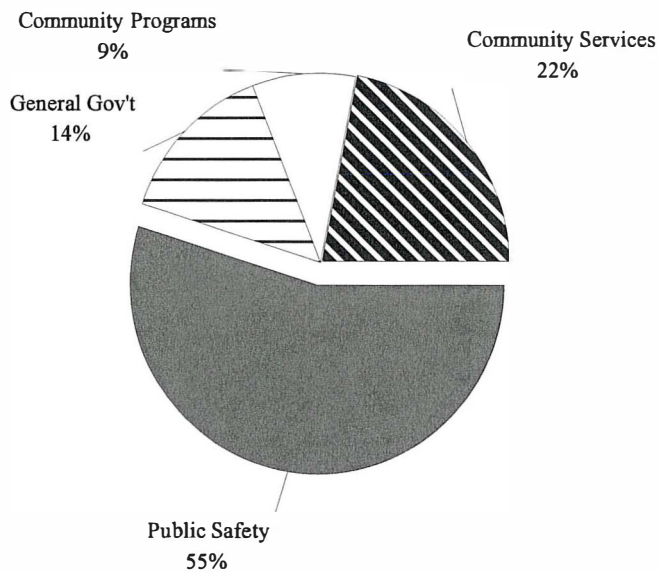
# GENERAL FUND REVENUES VS. EXPENDITURES

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## GENERAL FUND REVENUES



## GENERAL FUND EXPENDITURES



**WOODWAY, TEXAS**  
**2021-2022**  
**GENERAL FUND BUDGET SUMMARY**

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$2,358,969	\$2,856,138	\$2,856,138	\$3,839,649
<b>Revenues</b>				
Ad Valorem Tax	\$4,873,198	\$5,158,266	\$5,178,266	\$5,433,449
Sales Tax	2,933,855	2,800,000	3,210,000	3,186,000
Franchise Fees	697,208	698,000	687,300	685,500
Sanitation Services	1,224,343	1,181,000	1,236,000	1,248,000
Interest and Other	1,705,958	1,509,979	1,195,682	1,493,383
<b>Total Revenues</b>	\$11,434,562	\$11,347,245	\$11,507,248	\$12,046,332
<b>Total Resources</b>	\$13,793,531	\$14,203,383	\$14,363,386	\$15,885,981
<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>General Government</b>				
City Secretary's Office	\$200,582	\$219,274	\$204,422	\$228,159
Administration	543,322	723,781	673,881	758,420
Finance	361,957	373,380	367,947	483,637
Non-Departmental	984,060	200,000	173,426	205,000
<b>Public Safety</b>				
Police/Fire/Animal Control	5,507,841	6,221,602	5,689,732	6,407,242
Municipal Court	208,907	225,525	206,491	229,179
<b>Community Services</b>				
Streets	460,278	505,227	448,285	530,571
Sanitation	985,954	1,023,200	1,022,946	1,053,325
Parks	427,699	449,814	438,556	486,515
Public Buildings	166,573	166,085	172,671	213,148
C.S. Admin/Inspections	304,740	320,693	306,023	350,391
<b>Community Programs</b>				
Community Development	34,188	53,675	39,365	53,675
Youth Commission	816	3,050	3,050	3,050
Carleen Bright Arboretum	481,757	575,147	512,942	680,121
Woodway Family Center	268,719	286,792	264,000	363,899
<b>Total Expenditures</b>	\$10,937,393	\$11,347,245	\$10,523,737	\$12,046,332
<b>Ending Fund Balance</b>	<b>\$2,856,138</b>	<b>\$2,856,138</b>	<b>\$3,839,649</b>	<b>\$3,839,649</b>



**GENERAL FUND**  
**MAJOR REVENUE SOURCES**  
**(Page 1 of 2)**

**Ad Valorem Tax (45%)**

The Ad Valorem Tax, or property tax, accounts for \$6,587,492 in revenues. This represents a \$883,016, or 15.5%, increase over estimated FY 2021 collections. \$348,592 of this is dedicated to pay toward the City's General Obligation Debt, \$637,088 will be dedicated to the payment of future capital street improvements, and \$212,363 will be dedicated to the payment of long-term capital projects. Also, the City will receive approximately \$22,000 in delinquent tax payments and \$22,000 in penalties and interest in FY 2022; therefore, the contribution to the General Fund (operating) is \$5,433,449, or 45%.

The FY 2021 tax rate was \$0.4500 per \$100 of assessed value, and the proposed tax rate for FY 2022 is \$0.4700. The increase is for debt to replace the Woodway Family Center with a new facility.

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 (27%)**

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 2022 collections are projected at \$3,186,000, or 27% 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 2022 these fees will represent a projected \$685,500 (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 (10%)**

The City of Woodway contracts with Frontier Waste Solutions 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 10% of the general operating revenues, or \$1,248,000 in FY 2022.

Sanitation service charges are budgeted based on current user levels.

**Interest and Other Income (12%)**

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 2022 at \$1,493,383, or 12%.

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

## GENERAL FUND PROJECTED REVENUES

REVENUES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Ad Valorem Taxes</b>				
Current Ad Valorem Taxes	\$5,579,492	\$5,704,476	\$5,704,476	\$6,587,492
Interest & Sinking Fund	0	0	0	(348,592)
Future Capital Street Improvements	(557,949)	(576,210)	(576,210)	(637,088)
Long-Term Capital Projects	(185,983)	0	0	(212,363)
Delinquent Ad Valorem Taxes	14,492	15,000	26,000	22,000
Interest and Penalties	23,146	15,000	24,000	22,000
	<b>\$4,873,198</b>	<b>\$5,158,266</b>	<b>\$5,178,266</b>	<b>\$5,433,449</b>
<b>Sales &amp; Use Taxes</b>				
Sales Tax (1.5%)	\$2,933,855	\$2,800,000	\$3,210,000	\$3,186,000
	<b>\$2,933,855</b>	<b>\$2,800,000</b>	<b>\$3,210,000</b>	<b>\$3,186,000</b>
<b>Franchise Fees</b>				
Oncor Electric	\$363,556	\$360,000	\$360,000	\$360,000
Telecommunications	29,573	25,000	25,000	25,000
Atmos Gas	134,081	140,000	138,300	136,000
Cable Television	131,452	135,000	125,000	125,000
Collection Road Use Fees	38,546	38,000	39,000	39,500
	<b>\$697,208</b>	<b>\$698,000</b>	<b>\$687,300</b>	<b>\$685,500</b>
<b>Sanitation Services</b>				
Sanitation - Residential	\$717,230	\$721,000	\$731,000	\$745,000
Sanitation - Commercial	504,113	457,000	502,000	500,000
Landfill Permits	0	0	0	0
Recycling Revenue	3,000	3,000	3,000	3,000
	<b>\$1,224,343</b>	<b>\$1,181,000</b>	<b>\$1,236,000</b>	<b>\$1,248,000</b>

GENERAL FUND PROJECTED REVENUES

REVENUES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Interest and Other</b>				
Permits - Building	\$121,841	\$140,000	\$120,000	\$120,000
Permits - Miscellaneous	3,098	3,000	2,800	2,800
Platting/Zoning Fees	6,243	5,000	4,500	4,500
Grant Proceeds	518,527	0	1,100	0
Court Fines	76,514	75,000	85,000	88,100
Miscellaneous Court Fees	57,156	75,000	85,000	88,100
State Service Fees	6,947	7,500	7,500	7,500
Time Payment Fees	0	0	0	0
Interest Income	30,525	25,000	10,000	15,000
Mixed Beverage Tax	1,124	1,500	8,000	8,000
Park Reservations	1,808	10,000	12,000	15,000
Arboretum Rentals	103,268	200,000	180,000	225,000
Animal Control Fees	975	1,000	1,000	1,000
* Service Charges - Utility Fund	123,685	122,040	122,040	133,962
Alarm Monitoring	15,016	15,000	15,000	15,000
Dispatch Services	18,000	18,000	18,000	18,000
School Resource Officer	118,386	125,000	110,000	115,000
Miscellaneous Income	2,372	2,000	3,500	2,000
Lease Revenue	18,000	18,000	19,800	18,900
Arboretum Attendant/Security	2,600	5,000	0	0
Arboretum Equipment Rental	1,590	0	0	0
Arboretum Catering	30	0	0	0
Festival Admissions	0	0	0	0
Festival Onsite Sales	0	0	0	0
Festival Sponsorships	5,200	0	0	0
Family Center Program Fees	83,070	261,792	50,000	150,000
Family Center Rentals	620	10,000	2,500	2,500
Family Center Sponsorships	11,400	15,000	5,000	5,000
Family Center Concessions	4,115	0	0	0
Transfer from Tourism Fund (Admin)	0	5,000	0	2,900
Transfer from Tourism Fund (O&M)	373,848	370,147	332,942	455,121
	<b>\$1,705,958</b>	<b>\$1,509,979</b>	<b>\$1,195,682</b>	<b>\$1,493,383</b>
<b>Total Revenues</b>	<b>\$11,434,562</b>	<b>\$11,347,245</b>	<b>\$11,507,248</b>	<b>\$12,046,332</b>

\* The \$133,962 consists of \$100,469 in the Water Services Department and \$33,493 in the Sewer Services Department.

**WOODWAY, TEXAS**

**ESTIMATED AD VALOREM TAX COLLECTION & PROPOSED DISTRIBUTION  
FISCAL YEAR 2021-2022**

Assessed Valuation for 2021	\$1,415,751,577
Tax Rate Per \$100 Valuation	0.4700
Revenue from 2021 Tax Roll	6,654,032
Estimated Collections	<u>99%</u>
<b>TOTAL FUNDS AVAILABLE</b>	<u><u>\$6,587,492</u></u>

**SCHEDULE OF TAX LEVY AND COLLECTION RATE**

TAX YEAR	TOTAL ASSESSED VALUATION	TAX RATE	TAX LEVY	CURRENT TAX COLLECTION	% COLLECTION TO LEVY
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	5,579,492	99.221%
2020	1,280,466,096	0.45000	5,762,097	5,814,032	100.901%
2021	1,415,751,577	0.47000	6,654,032		

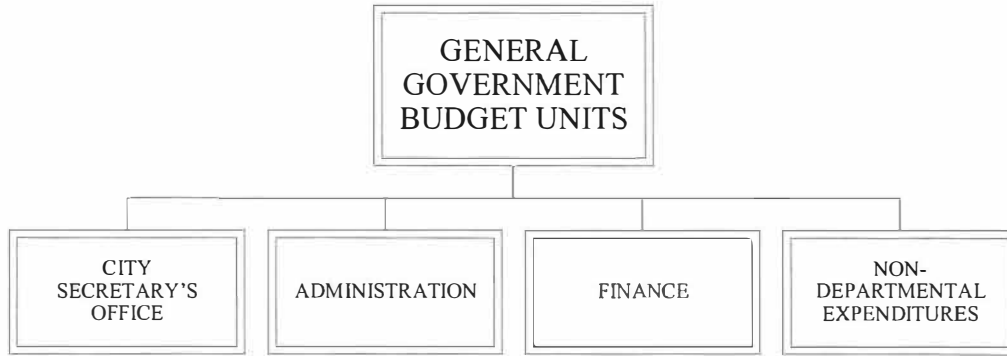
**TAX RATE PER \$100**

PROPOSED DISTRIBUTION	2020-2021	2021-2022	AMOUNT 2021-2022	%
General	0.405000	0.385378	5,389,449	81.813%
Future Capital Street Improvements	0.045000	0.045000	637,088	9.671%
Long-Term Capital Projects	0.000000	0.015000	212,363	3.224%
Interest and Sinking	0.000000	0.024622	348,592	5.292%
<b>Total</b>	<u>0.450000</u>	<u>0.470000</u>	<u>6,587,492</u>	<u>100.000%</u>

**GENERAL FUND  
DETAIL**



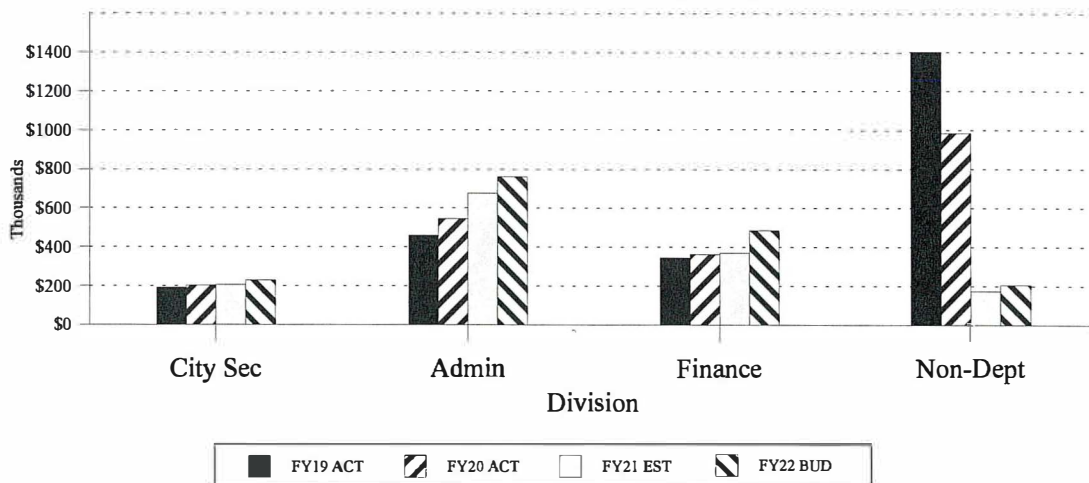
GENERAL GOVERNMENT SUMMARY  
2021-2022



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

ACTIVITY	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
City Secretary's Office	\$200,582	\$219,274	\$204,422	\$228,159
Administration	543,322	723,781	673,881	758,420
Finance	361,957	373,380	367,947	483,637
Non-Departmental	984,060	200,000	173,426	205,000
<b>TOTALS</b>	<b>\$2,089,921</b>	<b>\$1,516,435</b>	<b>\$1,419,676</b>	<b>\$1,675,216</b>

THREE YEARS AND PROPOSED  
(Actual to Estimated to Proposed)





WOODWAY, TEXAS

GENERAL GOVERNMENT SUMMARY  
2021-2022

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
General Resources	\$2,059,396	\$1,491,435	\$1,409,676	\$1,660,216
Interest Income	30,525	25,000	10,000	15,000
<b>Total Resources</b>	<b>\$2,089,921</b>	<b>\$1,516,435</b>	<b>\$1,419,676</b>	<b>\$1,675,216</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$883,696	\$1,040,894	\$1,017,230	\$1,183,881
Supplies & Materials	37,046	57,310	44,094	57,610
Repairs & Maintenance	15,100	18,100	17,015	25,100
Other Services & Charges	253,080	380,631	321,837	389,125
Capital	3,499	0	0	0
Operating Transfers	897,500	19,500	19,500	19,500
<b>Total Expenditures</b>	<b>\$2,089,921</b>	<b>\$1,516,435</b>	<b>\$1,419,676</b>	<b>\$1,675,216</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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	3.70	3.70	3.70
Management/Supervision	4.00	3.00	3.00	3.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
<b>Total Personnel</b>	<b>7.20</b>	<b>7.20</b>	<b>7.20</b>	<b>7.20</b>

**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 2021-2022**

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	2019-2020	2020-2021	2020-2021	2021-2022
	ACTUAL	BUDGET	ESTIMATED	BUDGET
1. Boxes of Inactive Records	245	230	230	230
Boxes of Records Purged	139	70	70	70
2. Number of Board/Commission Attendance Records Maintained	36	16	43	43
3. Number of Meeting Packets Prepared - Council, Boards, & Comm.	53	63	60	67
4. Number of Meetings & Events Posted	58	68	58	59
5. Number of Early Voters Processed - City	0	220	0	220
6. Number of Election Day Voters Processed - City	0	181	0	181
7. Number of Plats Filed	9	8	8	8
8. Number of Council Minutes Transcribed	27	25	27	27
- Number of Total Pages	115	112	115	115
9. Number of Public Hearing Notices Posted	19	26	19	19
10. Number of SUP Renewal Letters Mailed	4	2	6	1
Number of SUP Approval Letters Mailed	3	7	6	1
11. Number of Ordinances/Resolutions/Bids Processed	43	35	40	40
12. Number of Bids Published and Opened	6	8	6	6

WOODWAY, TEXAS

GENERAL GOVERNMENT  
CITY SECRETARY'S OFFICE - 4101

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$200,582	\$219,274	\$204,422	\$228,159
<b>Total Resources</b>	<b>\$200,582</b>	<b>\$219,274</b>	<b>\$204,422</b>	<b>\$228,159</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$113,363	\$121,243	\$116,500	\$129,301
Supplies & Materials	6,688	12,910	8,029	12,910
Repairs & Maintenance	0	600	600	600
Other Services & Charges	77,032	84,521	79,293	85,348
Capital	3,499	0	0	0
Operating Transfers	0	0	0	0
<b>Total Expenditures</b>	<b>\$200,582</b>	<b>\$219,274</b>	<b>\$204,422</b>	<b>\$228,159</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

WOODWAY, TEXAS

CITY SECRETARY'S OFFICE - 4101

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Professional	\$84,550	\$87,028	\$87,676	\$93,221
Temporary	\$0	\$0	\$0	\$0
Overtime	423	1,500	500	1,500
Insurance	9,909	13,175	9,030	13,366
FICA/Medicare Tax	1,279	1,317	1,312	1,408
Retirement	14,844	15,734	15,554	17,240
Workers' Compensation	160	176	140	162
Incentive Pay	2,198	2,313	2,288	2,404
<b>Total Salaries &amp; Benefits</b>	<b>\$113,363</b>	<b>\$121,243</b>	<b>\$116,500</b>	<b>\$129,301</b>
<b>Supplies &amp; Materials</b>				
Printing	\$5,367	\$3,000	\$3,000	\$3,000
Computer Supplies	351	310	314	310
Office Supplies	199	700	700	700
Postage	589	1,000	1,000	1,000
Supplies - Motor Vehicles	85	200	200	200
Supplies - Election	0	5,000	115	5,000
Service Awards/Banquet	97	2,700	2,700	2,700
<b>Total Supplies &amp; Materials</b>	<b>\$6,688</b>	<b>\$12,910</b>	<b>\$8,029</b>	<b>\$12,910</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Office Equipment	\$0	\$600	\$600	\$600
<b>Total Repairs &amp; Maintenance</b>	<b>\$0</b>	<b>\$600</b>	<b>\$600</b>	<b>\$600</b>

WOODWAY, TEXAS

CITY SECRETARY'S OFFICE - 4101

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Special Studies	\$3,699	\$2,500	\$2,266	\$2,500
Contract Labor	0	0	0	0
Tax Collection Fee	12,653	13,000	13,671	14,000
Appraisal District Fees	47,361	57,000	52,912	57,000
Schools/Conferences	1,183	2,300	1,000	2,300
Employment Screening	0	0	0	0
Property/Liability Insurance	1,204	1,315	1,038	1,142
Newspaper Notices	10,692	8,000	8,000	8,000
Subscriptions/Memberships	240	406	406	406
<b>Total Other Services &amp; Charges</b>	<b>\$77,032</b>	<b>\$84,521</b>	<b>\$79,293</b>	<b>\$85,348</b>
<b>Capital Outlay</b>				
Office Equipment	\$3,499	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$3,499</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers</b>				
Equipment Replacement Transfer	\$0	\$0	\$0	\$0
<b>Total Operating Transfers</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$200,582</b>	<b>\$219,274</b>	<b>\$204,422</b>	<b>\$228,159</b>

**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 City Manager, and an Executive 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 2021-2022**

1. Achieve Distinguished Budget Presentation Award from GFOA for 26th 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, Greater Waco Chamber, etc.).
4. Provide support for the City's Boards and Commissions.
5. Implement Year 26 of Pay-For-Performance.
6. Implement year 23 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	2019-2020	2020-2021	2020-2021	2021-2022
	ACTUAL	BUDGET	ESTIMATED	BUDGET
1. Newsletters published	6	6	6	6
2. Citizen calls (average daily)	50	50	25	25
3. Special events coordinated	17	17	17	17
4. Employees per Capita	1:92	1:92	1:92	1:90
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)	\$0.0	\$0.0	\$0.0	\$0.0
7. Ad Valorem Tax Rate:	0.450000	0.450000	0.450000	0.470000
A. Operation & Maintenance	0.390000	0.405000	0.405000	0.385378
B. Future Capital Street Improvements	0.045000	0.045000	0.045000	0.045000
C. Long-Term Capital Projects	0.015000	0.000000	0.000000	0.015000
D. Interest & Sinking	0.000000	0.000000	0.000000	0.024622

WOODWAY, TEXAS

ADMINISTRATION - 4103

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
General Resources	\$543,322	\$723,781	\$673,881	\$758,420
<b>Total Resources</b>	<b>\$543,322</b>	<b>\$723,781</b>	<b>\$673,881</b>	<b>\$758,420</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$458,211	\$601,281	\$586,503	\$636,184
Supplies & Materials	24,940	37,000	29,600	37,000
Repairs & Maintenance	609	2,500	1,200	2,500
Other Services & Charges	59,562	83,000	56,578	82,736
Capital	0	0	0	0
Operating Transfers	0	0	0	0
<b>Total Expenditures</b>	<b>\$543,322</b>	<b>\$723,781</b>	<b>\$673,881</b>	<b>\$758,420</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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	2.70	2.70	2.70
Management/Supervision	2.00	1.00	1.00	1.00
Temporary/Seasonal	0.00	0.00	0.00	0.00
<b>Total Personnel</b>	<b>3.70</b>	<b>3.70</b>	<b>3.70</b>	<b>3.70</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.



WOODWAY, TEXAS

ADMINISTRATION - 4103

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Office/Clerical	\$0	\$0	\$0	\$0
Professional	75,717	97,715	97,157	104,694
Management/Supervision	292,466	323,233	320,655	343,838
Temporary	1,073	13,000	5,895	13,000
Overtime	0	2,000	0	2,000
Emergency Sick Leave (Covid-19)	85	0	862	0
Insurance	5,378	61,259	58,358	61,882
FICA/Medicare Tax	5,490	7,230	6,607	7,591
Retirement	62,866	74,486	75,973	80,745
Workers' Compensation	710	846	702	767
Car Allowance	11,175	14,400	14,400	14,400
Incentive Pay	3,251	7,112	5,894	7,267
<b>Total Salaries &amp; Benefits</b>	<b>\$458,211</b>	<b>\$601,281</b>	<b>\$586,503</b>	<b>\$636,184</b>
<b>Supplies &amp; Materials</b>				
Immunizations	\$575	\$2,000	\$0	\$2,000
Office Supplies	\$3,088	\$2,500	\$2,500	\$2,500
Computer Supplies	4,396	4,500	5,000	4,500
Postage	5,808	7,500	6,300	7,500
Film and Developing	0	0	0	0
Printing	1,645	1,500	3,000	1,500
Supplies - Motor Vehicles	123	2,000	500	2,000
Minor Tools & Equipment	159	2,000	300	2,000
Food/Memorials	4,946	7,500	5,000	7,500
Service Awards/Banquet	4,200	7,500	7,000	7,500
<b>Total Supplies &amp; Materials</b>	<b>\$24,940</b>	<b>\$37,000</b>	<b>\$29,600</b>	<b>\$37,000</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Motor Vehicles	\$609	\$1,500	\$1,100	\$1,500
Maintenance - Office Equipment	0	1,000	100	1,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$609</b>	<b>\$2,500</b>	<b>\$1,200</b>	<b>\$2,500</b>

WOODWAY, TEXAS

ADMINISTRATION - 4103

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Special Studies	\$23,955	\$20,000	\$20,000	\$20,000
Contract labor	0	5,000	0	5,000
Schools/Conferences	8,106	15,000	8,000	15,000
Employment Screening	408	500	0	500
Recruiting	0	2,000	0	2,000
Newsletter	9,108	13,000	9,000	13,000
Newspaper Notices	0	2,000	1,000	2,000
Property/Liability Insurance	1,831	2,000	1,578	1,736
Community Programs	2,143	5,000	5,000	5,000
Subscriptions/Memberships	14,011	18,500	12,000	18,500
Boards & Commissions	0	0	0	0
Contingency/Emergency Expenditure	0	0	0	0
<b>Total Other Services &amp; Charges</b>	<b>\$59,562</b>	<b>\$83,000</b>	<b>\$56,578</b>	<b>\$82,736</b>
<b>Capital Outlay</b>				
Office Equipment	\$0	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$0	\$0	\$0	\$0
<b>Total Operating Transfers</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$543,322</b>	<b>\$723,781</b>	<b>\$673,881</b>	<b>\$758,420</b>

**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 2021-2022**

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	2019-2020	2020-2021	2020-2021	2021-2022
	ACTUAL	BUDGET	ESTIMATED	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 \$)	\$24.0	\$20.0	\$37.0	\$27.0
4. Payroll Prepared				
- Checks	68	75	71	75
- Direct Deposit	2,392	2,500	2,470	2,500
5. Accounts Payable Checks Prepared	3,019	3,200	2,875	3,000
6. Purchase Orders Issued	230	300	165	250
7. Journal Entries Processed	686	800	627	700
8. Property & Liability Claims Processed	8	10	11	10
9. Workers' Comp Claims Processed	10	10	14	15
10. Employment Applications Processed	200	200	200	200
11. New Hires Processed	20	20	14	20
12. Employee Terminations Processed	19	20	14	20
13. Rate of Employee Turnover (%)	21.00%	20.00%	16.00%	20.00%
14. Park Reservations Processed	75	200	213	200
15. Number of Regular Employees Served	95	95	95	95

WOODWAY, TEXAS

GENERAL GOVERNMENT  
FINANCE - 4105

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$331,432	\$348,380	\$357,947	\$468,637
Interest Income	30,525	25,000	10,000	15,000
<b>Total Resources</b>	<b>\$361,957</b>	<b>\$373,380</b>	<b>\$367,947</b>	<b>\$483,637</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$311,922	\$316,870	\$314,227	\$416,896
Supplies & Materials	5,418	7,400	6,465	7,700
Repairs & Maintenance	14,491	15,000	15,215	22,000
Other Services & Charges	30,126	34,110	32,040	37,041
Capital	0	0	0	0
Operating Transfers	0	0	0	0
<b>Total Expenditures</b>	<b>\$361,957</b>	<b>\$373,380</b>	<b>\$367,947</b>	<b>\$483,637</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

**MAJOR BUDGET CHANGES**

An Assistant Finance Director is budgeted for a partial year.

WOODWAY, TEXAS

FINANCE - 4105

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Office/Clerical	\$23,447	\$23,220	\$23,400	\$24,880
Professional	0	0	0	0
Management/Supervision	203,726	203,937	206,126	272,354
Temporary	0	0	0	0
Overtime	0	1,000	0	1,000
Insurance	29,691	32,996	27,664	46,733
FICA/Medicare Tax	3,432	3,372	3,392	4,409
Retirement	39,840	40,282	41,697	53,974
Unemployment	0	0	0	0
Workers' Compensation	442	444	379	499
Car Allowance	7,200	7,200	7,200	7,200
Incentive Pay	4,144	4,419	4,369	5,847
<b>Total Salaries &amp; Benefits</b>	<b>\$311,922</b>	<b>\$316,870</b>	<b>\$314,227</b>	<b>\$416,896</b>
<b>Supplies &amp; Materials</b>				
Printing	\$1,075	\$1,000	\$1,365	\$1,300
Office Supplies	1,260	2,000	2,000	2,000
Computer Supplies	1,578	2,000	1,500	2,000
Postage	1,468	1,800	1,500	1,800
Supplies - Motor Vehicles	0	300	0	300
Risk Mgmt Supplies	0	0	0	0
Food/Memorials	37	300	100	300
<b>Total Supplies &amp; Materials</b>	<b>\$5,418</b>	<b>\$7,400</b>	<b>\$6,465</b>	<b>\$7,700</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Office Equipment	\$14,491	\$15,000	\$15,215	\$22,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$14,491</b>	<b>\$15,000</b>	<b>\$15,215</b>	<b>\$22,000</b>

WOODWAY, TEXAS

FINANCE - 4105

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Special Studies	\$1,525	\$1,525	\$0	\$1,525
Contract Labor	0	0	0	0
Audit Services	14,950	15,470	15,698	16,575
Schools/Conferences	280	1,000	500	1,000
Employment Screening	0	200	0	200
Unemployment Filing Fees	0	0	0	0
Office Equipment Rental	10,249	12,000	13,100	14,000
Property/Liability Insurance	1,204	1,315	1,038	1,141
Surety Bond	704	1,000	704	1,000
Newspaper Notices	0	500	0	500
Subscriptions/Memberships	1,214	1,100	1,000	1,100
<b>Total Other Services &amp; Charges</b>	<b>\$30,126</b>	<b>\$34,110</b>	<b>\$32,040</b>	<b>\$37,041</b>
<b>Capital Outlay</b>				
Office Equipment	\$0	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$0	\$0	\$0	\$0
<b>Total Operating Transfers</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$361,957</b>	<b>\$373,380</b>	<b>\$367,947</b>	<b>\$483,637</b>

**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).

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
General Resources	\$984,060	\$200,000	\$173,426	\$205,000
<b>Total Resources</b>	<b>\$984,060</b>	<b>\$200,000</b>	<b>\$173,426</b>	<b>\$205,000</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$200	\$1,500	\$0	\$1,500
Supplies & Materials	0	0	0	0
Repairs & Maintenance	0	0	0	0
Other Services & Charges	86,360	179,000	153,926	184,000
Capital	0	0	0	0
Operating Transfers	897,500	19,500	19,500	19,500
<b>Total Expenditures</b>	<b>\$984,060</b>	<b>\$200,000</b>	<b>\$173,426</b>	<b>\$205,000</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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
<b>Total Personnel</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.



WOODWAY, TEXAS

NON-DEPARTMENTAL - 4109

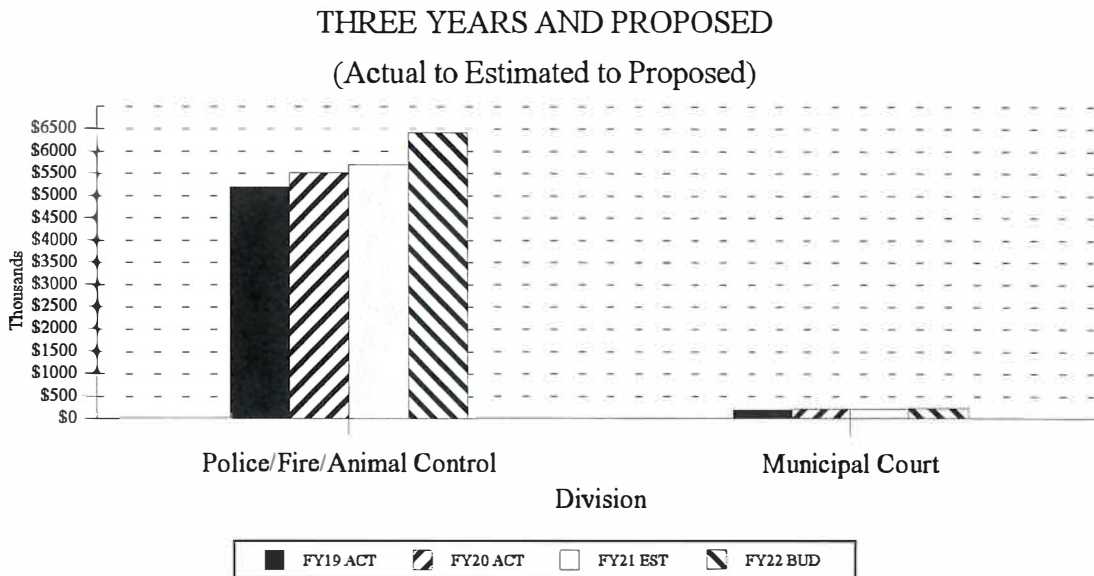
	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Overtime	\$0	\$0	\$0	\$0
FICA/Medicare Tax	0	0	0	0
Retirement	0	0	0	0
Workers' Compensation	0	0	0	0
Team Incentives	200	1,500	0	1,500
<b>Total Salaries &amp; Benefits</b>	<b>\$200</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$1,500</b>
<b>Other Services &amp; Charges</b>				
Legal Services	\$27,307	\$50,000	\$35,000	\$50,000
Engineering Services	0	20,000	0	20,000
Public Health District	18,310	21,000	20,926	24,000
Contingency/Emergency Expenditures	26,949	88,000	75,000	90,000
Emergency Expenditures (Covid-19)	13,794	0	23,000	0
<b>Total Other Services &amp; Charges</b>	<b>\$86,360</b>	<b>\$179,000</b>	<b>\$153,926</b>	<b>\$184,000</b>
<b>Operating Transfers</b>				
Legal Contingency Transfer	\$0	\$0	\$0	\$0
Equipment Replacement	19,500	19,500	19,500	19,500
Park Project Transfer	186,000	0	0	0
Capital Project Transfer	692,000	0	0	0
Emergency Reserve Fund Transfer	0	0	0	0
<b>Total Operating Transfers</b>	<b>\$897,500</b>	<b>\$19,500</b>	<b>\$19,500</b>	<b>\$19,500</b>
<b>Total Expenditures</b>	<b>\$984,060</b>	<b>\$200,000</b>	<b>\$173,426</b>	<b>\$205,000</b>

**PUBLIC SAFETY SUMMARY  
2021-2022**



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

<b>ACTIVITY</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Police/Fire/Animal Control	\$5,507,841	\$6,221,602	\$5,689,732	\$6,407,242
Municipal Court	208,907	225,525	206,491	229,179
<b>TOTALS</b>	<b>\$5,716,748</b>	<b>\$6,447,127</b>	<b>\$5,896,223</b>	<b>\$6,636,421</b>



WOODWAY, TEXAS

**PUBLIC SAFETY SUMMARY  
2021-2022**

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
General Resources	\$5,560,140	\$6,273,627	\$5,702,723	\$6,436,721
Court Fines	76,514	75,000	85,000	88,100
Miscellaneous Court Fees	57,156	75,000	85,000	88,100
State Service Fees	6,947	7,500	7,500	7,500
Time Payment Fees	0	0	0	0
Animal Control	975	1,000	1,000	1,000
Alarm Monitoring	15,016	15,000	15,000	15,000
<b>Total Resources</b>	<b>\$5,716,748</b>	<b>\$6,447,127</b>	<b>\$5,896,223</b>	<b>\$6,636,421</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$4,786,609	\$5,371,061	\$4,936,191	\$5,537,963
Supplies & Materials	142,941	183,100	140,398	185,548
Repairs & Maintenance	202,751	245,754	205,032	242,812
Other Services & Charges	215,505	269,412	238,735	263,098
Capital	11,742	16,000	14,067	47,400
Operating Transfers	357,200	361,800	361,800	359,600
<b>Total Expenditures</b>	<b>\$5,716,748</b>	<b>\$6,447,127</b>	<b>\$5,896,223</b>	<b>\$6,636,421</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Service/Maintenance	0.60	0.60	0.60	0.60
Office/Clerical	3.00	3.00	3.00	3.00
Technical	8.40	9.40	9.40	9.40
Sworn Personnel	24.00	24.00	24.00	24.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	11.00	11.00	11.00	11.00
Temporary/Seasonal	1.00	0.50	0.50	0.50
<b>Total Personnel</b>	<b>48.00</b>	<b>48.50</b>	<b>48.50</b>	<b>48.50</b>

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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**PERSONNEL & TRAINING:**

1. Applications processed-Dispatch, Sworn	71	50	46	50
2. Personnel hired	6	4	10	6
3. Background Invest. (Sworn, Civilian, Temp)	13	12	16	12
4. Physical Agility Tests administered	27	25	16	25
5. Written Officer Test administered	12	25	10	25
6. Dispatch tests admin. (Aptitude/Typing)	9	40	10	30
7. Total # of Volunteers	8	10	6	6
8. Persons who apply to be Volunteers	1	2	0	2
9. Vol. Fire Trng Academies Hrs (#hrs x #vols.)	0	0	0	0
10. Volunteer Academy Graduates	0	0	0	0
11. In-Service Training Hours				
a. Police	912	1,000	310	1,000
b. Fire	970	1,000	1,296	1,200

- 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	619	640	680	700
Priority 2	2,621	2,854	2,883	3,000
Priority 3	1,434	1,382	1,577	1,600
3. Number of Traffic Calls into Dispatch	6,152	9,300	6,767	9,000
4. Number of CAD Calls into Dispatch	24,812	24,000	27,293	26,000
5. Number of Direct Alarms Monitored	74	88	78	80
6. Number of Calls Dispatched	3,906	4,500	4,296	4,500

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Number of Animal Related Calls				
A. Vicious Dogs	0	15	0	5
B. Bite	11	20	12	15
C. Cruelty to Animals	0	12	0	3
D. Animal Calls - Hewitt	4	10	5	10
E. VCO Cat	4	1	5	5
F. VCO Dog	175	356	193	200
G. Other Animal	108	350	119	150
2. Class C citations Issued	0	8	0	5
3. Number of complaints filed	9	50	15	15
4. Animals taken to shelter	17	55	18	20
A. Euthanized / Died Naturally	10	20	8	10
B. Reclaimed	30	35	30	35
C. Adopted	10	15	10	15
5. Rabies testing	5	8	10	10
Central TX Pest Control (since 8/1/00)				
A. Skunk calls	4	4	17	15
B. Other calls	4	3	6	6

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Plans Reviewed	17	25	25	25
2. Business Inspections	220	300	300	300
% of businesses Inspected	70%	100%	100%	100%
Reinspections	80	175	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	10	10	10	10
- Grass	6	10	10	10
- Vehicle	4	8	6	6
- False Alarm	181	150	150	150
- Other	50	50	50	50
4. Hydrants Inspected	120	120	120	120
5. Fire Apparatus Tested	100%	100%	100%	100%
6. Volunteer Fire Fighter Hours	80	120	80	80

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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**INVESTIGATION DUTIES:**

1. Number of cases referred	186	230	194	230
2. Cases cleared (%)	58%	40%	50%	40%
3. Number of persons contacted	2,400	2,500	2,600	2,500
4. Number of Hours on follow ups	2,400	2,500	2,600	2,500
5. Number of Crimes against persons	68	40	68	60
6. Number of Crimes against property	185	180	96	150
7. Number of violation of city ordinances	723	700	616	700
8. Number of parking violations	176	100	154	150

**ADMINISTRATIVE DUTIES:**

1 Case administration hours	1,800	2,000	1,472	2,000
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**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 2021-2022**

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	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
1. Patrol hours	52,560	55,000	52,560	55,000
2. Patrol Mileage	295,480	500,000	295,000	500,000
3. Daily traffic on Hwy 84 (TXDOT)	64,966	60,000	64,966	65,000
4. Number of traffic stops	6,152	9,000	5,600	9,000
5. Number of traffic warnings	4,746	7,000	4,600	7,000
6. Number of citations issued	1,451	3,000	1,000	3,000
7. % of stops resulting in citations	24%	33%	18%	33%
8. Number of directed patrol hours	0	50	0	0
9. Number of vehicle accidents	157	200	152	200
10. Number of arrests	349	650	250	500
11. Number of house watches	10,000	13,000	8,500	10,000
12. Number of EMS First Responder calls	391	400	380	400
13. Off duty response rate **	90%	80%	90%	90%
14. Response to priority 1 calls (min)	03:11	03:00	03:23	03:00
15. Drug related k-9 searches	57	250	50	200
16. Warrant Service hours	99	110	70	110
17. Number of National Night Out gatherings	0	4	4	4

\*\* All amounts are estimates only.

WOODWAY, TEXAS

PUBLIC SAFETY  
PUBLIC SAFETY - 4201

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$5,415,336	\$6,130,602	\$5,588,732	\$6,303,142
Court Fines	76,514	75,000	85,000	88,100
Animal Control Fees	975	1,000	1,000	1,000
Alarm Monitoring	15,016	15,000	15,000	15,000
<b>Total Resources</b>	<b>\$5,507,841</b>	<b>\$6,221,602</b>	<b>\$5,689,732</b>	<b>\$6,407,242</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$4,627,273	\$5,210,145	\$4,784,118	\$5,370,078
Supplies & Materials	140,065	178,100	136,598	180,548
Repairs & Maintenance	188,552	229,000	189,400	229,000
Other Services & Charges	184,800	226,557	203,749	220,616
Capital	9,951	16,000	14,067	47,400
Operating Transfers	357,200	361,800	361,800	359,600
<b>Total Expenditures</b>	<b>\$5,507,841</b>	<b>\$6,221,602</b>	<b>\$5,689,732</b>	<b>\$6,407,242</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Service/Maintenance	0.60	0.60	0.60	0.60
Office/Clerical	2.25	2.00	2.00	2.00
Technical	8.40	9.40	9.40	9.40
Sworn Personnel	24.00	24.00	24.00	24.00
Professional	0.00	0.00	0.00	0.00
Management/Supervision	10.00	10.00	10.00	10.00
Temporary/Seasonal	1.00	0.50	0.50	0.50
<b>Total Personnel</b>	<b>46.25</b>	<b>46.50</b>	<b>46.50</b>	<b>46.50</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

WOODWAY, TEXAS

PUBLIC SAFETY - 4201

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$0	\$0	\$0	\$0
Office/Clerical	76,226	82,192	74,028	82,323
Technical	333,941	435,854	346,981	422,556
Sworn Personnel	1,588,521	1,743,941	1,620,429	1,814,108
Professional	0	0	0	0
Management/Supervision	1,043,504	1,088,506	1,070,637	1,143,211
Temporary/Seasonal	32,418	51,654	46,456	54,163
Overtime	101,430	132,000	124,432	132,000
Fire Pay	196,075	220,373	203,312	226,338
Emergency Sick Leave (Covid-19)	8,956	0	18,797	0
Insurance	505,873	606,790	488,944	612,515
FICA/Medicare Tax	51,536	58,634	54,767	60,645
Retirement	569,432	654,098	608,765	684,338
Unemployment	0	0	0	0
Workers' Compensation	51,006	61,821	52,670	60,303
Team Incentives	637	600	600	600
Incentive Pay	67,718	73,682	73,300	76,978
<b>Total Salaries &amp; Benefits</b>	<b>\$4,627,273</b>	<b>\$5,210,145</b>	<b>\$4,784,118</b>	<b>\$5,370,078</b>
<b>Supplies &amp; Materials</b>				
Uniform Service	\$27,721	\$24,000	\$26,448	\$26,448
Immunizations	0	2,000	2,000	2,000
Printing	2,716	2,500	2,500	2,500
Office Supplies	4,294	4,000	3,050	4,000
Computer Supplies	4,508	5,500	5,000	5,500
Postage	1,459	3,000	2,500	3,000
Film & Developing	0	600	600	600
Supplies - Motor Vehicles	59,267	75,000	40,000	75,000
Minor Tools & Equipment	15,849	16,000	14,000	16,000
Chemicals	0	3,500	3,500	3,500
Fire/Safety Gear	16,844	32,000	32,000	32,000
Food/Memorials	4,389	5,000	3,000	5,000
Service Awards/Banquets	3,018	5,000	2,000	5,000
<b>Total Supplies &amp; Materials</b>	<b>\$140,065</b>	<b>\$178,100</b>	<b>\$136,598</b>	<b>\$180,548</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Motor Vehicles	\$50,589	\$51,000	\$49,400	\$51,000
Maintenance - Office Equipment	78,547	92,000	70,000	92,000
Maintenance - Machinery & Equipment	32,586	64,000	58,000	64,000
Maintenance - Buildings & Grounds	26,830	22,000	12,000	22,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$188,552</b>	<b>\$229,000</b>	<b>\$189,400</b>	<b>\$229,000</b>

WOODWAY, TEXAS

PUBLIC SAFETY - 4201

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Contract Labor	\$0	\$0	\$0	\$0
Record Filing Fees	120	300	300	300
Schools/Conferences	43,617	54,000	54,000	54,000
Animal Control Services	10,048	10,000	6,000	14,000
Employment Screening	4,133	4,000	6,144	4,000
Recruiting	572	400	400	400
Ambulance/Medical Charges	8,509	6,000	3,000	6,000
Office Equipment Rental	4,794	5,000	3,000	5,000
Property/Liability Insurance	59,623	65,057	50,105	55,116
Communications	40,301	60,000	60,000	60,000
Newspaper Notices	16	3,000	3,000	3,000
Community Programs	2,069	4,000	3,000	4,000
Subscriptions/Memberships	10,998	14,800	14,800	14,800
<b>Total Other Services &amp; Charges</b>	<b>\$184,800</b>	<b>\$226,557</b>	<b>\$203,749</b>	<b>\$220,616</b>
<b>Capital Outlay</b>				
Land	\$0	\$0	\$0	\$0
Machinery & Equipment	7,150	16,000	14,067	47,400
Office Equipment	2,801	0	0	0
<b>Total Capital Outlay</b>	<b>\$9,951</b>	<b>\$16,000</b>	<b>\$14,067</b>	<b>\$47,400</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$357,200	\$361,800	\$361,800	\$359,600
<b>Total Operating Transfers</b>	<b>\$357,200</b>	<b>\$361,800</b>	<b>\$361,800</b>	<b>\$359,600</b>
<b>Total Expenditures</b>	<b>\$5,507,841</b>	<b>\$6,221,602</b>	<b>\$5,689,732</b>	<b>\$6,407,242</b>

**WOODWAY, TEXAS**

**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, non-jury and jury trials. The Court administrative duties include processing late notices and warrants, daily collection of monies, 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 2021-2022**

Due to COVID-19, the Court experienced the following:

- Two-month court office closure
- 77% decrease in cases filed
- No warrants issued on delinquent cases

Due to COVID-19, Court implemented the following in 2020-2021:

- Strongly utilized online processes to dispose of cases
  - InSite Payment Portal (Pay, Request Extensions, Driver Safety Course, Deferred)
  - Text Notify Reminders
  - Correspondence by e-mail
- Virtual Hearings before the Judge utilizing the platform Zoom and phone conferences
- Contracted with a new collection agency effective 10/01/2020 with Linebarger Attorney Law Firm

Court will continue to ensure defendants move through court processes with ease electronically and virtually and continue to provide individual justice and flexibility during the pandemic to ensure the safety of all court participants.

In 2020, for efficiency purposes, Court upgraded to INCODE V10 so the financial side of Court electronically automates with the finance department, therefore moving the Court server to City Hall. Court is planning on implementing V10 Tyler Content Manager (electronic records management software) along with City Hall and Community Services. Utilizing TCM will accomplish the following for the Court:

- All documents created in INCODE and incoming documents from InSite will automatically be electronically filed and attached to the case.
- Court currently utilizes two servers for Court records. Implementing Tyler TCM will consolidate and keep all court records in one location.
- Court will become paper lite and/or paper less.
- Utilize Electronic signatures.

Currently, Court and Public Safety Department share MCCI Laser fiche software to scan and store electronic records. Tyler does NOT provide TCM for Public Safety.

PERFORMANCE MEASURES	2019-2020	2020-2021	2020-2021	2021-2022
	ACTUAL	BUDGET	ESTIMATED	BUDGET
1. Cases filed	1,724	2,613	1,114	2,925
2. Jury Trials	0	1	2	1
3. Trial by Judge	0	2	4	4
4. Warrants issued	479	1,051	0	938
5. Average time (days) to Trial	60	90	300	90
6. Cases Closed	1,812	2,006	1,027	2,912
7. Deferred Disposition	482	690	372	630
8. Driving Safety Course	144	147	160	227
9. Presented Insurance	56	70	30	139
10. Dismissed upon Compliance *	257	497	16	434
11. Dismissed by Prosecutor Includes Records Retention **	80	68	472	243

\* The Court temporarily stopped records retention so that Vigilant Solutions collection agency could have the opportunity to collect on delinquent cases using the Scofflaw Program (Deny Renewal of Registration). Court resumed records retention when the contract ended with Vigilant Solutions effective September 30, 2020.

\*\* Effective March 16, 2020, the Governor declared that expired registration and DL offenses were no longer an offense and for officers to stop writing citations for these offenses. This declaration ends April 14, 2021.

WOODWAY, TEXAS

PUBLIC SAFETY  
MUNICIPAL COURT - 4203

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$144,804	\$143,025	\$113,991	\$133,579
Miscellaneous Court Fees	57,156	75,000	85,000	88,100
State Service Fees	6,947	7,500	7,500	7,500
Time Payment Fees	0	0	0	0
<b>Total Resources</b>	<b>\$208,907</b>	<b>\$225,525</b>	<b>\$206,491</b>	<b>\$229,179</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$159,336	\$160,916	\$152,073	\$167,885
Supplies & Materials	2,876	5,000	3,800	5,000
Repairs & Maintenance	14,199	16,754	15,632	13,812
Other Services & Charges	30,705	42,855	34,986	42,482
Capital	1,791	0	0	0
Operating Transfers	0	0	0	0
<b>Total Expenditures</b>	<b>\$208,907</b>	<b>\$225,525</b>	<b>\$206,491</b>	<b>\$229,179</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.00
Office/Clerical	0.75	1.00	1.00	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
<b>Total Personnel</b>	<b>1.75</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

WOODWAY, TEXAS

MUNICIPAL COURT - 4203

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Office/Clerical	\$45,248	\$45,813	\$42,160	\$46,346
Management/Supervision	64,962	64,337	64,832	68,936
Temporary/Seasonal	0	0	0	0
Overtime	56	500	0	500
Emergency Sick Leave (Covid-19)	0	0	911	0
Insurance	26,525	26,111	20,857	26,508
FICA/Medicare Tax	1,616	1,643	1,600	1,717
Retirement	18,763	19,627	19,095	21,024
Workers' Compensation	208	216	173	194
Incentive Pay	1,958	2,669	2,445	2,660
<b>Total Salaries &amp; Benefits</b>	<b>\$159,336</b>	<b>\$160,916</b>	<b>\$152,073</b>	<b>\$167,885</b>
<b>Supplies &amp; Materials</b>				
Printing	\$1,105	\$1,500	\$1,300	\$1,500
Office Supplies	529	1,000	1,000	1,000
Computer Supplies	388	1,000	500	1,000
Postage	854	1,500	1,000	1,500
<b>Total Supplies &amp; Materials</b>	<b>\$2,876</b>	<b>\$5,000</b>	<b>\$3,800</b>	<b>\$5,000</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Office Equipment	\$14,199	\$14,254	\$10,658	\$11,312
Maintenance - Buildings & Grounds	0	2,500	4,974	2,500
<b>Total Repairs &amp; Maintenance</b>	<b>\$14,199</b>	<b>\$16,754</b>	<b>\$15,632</b>	<b>\$13,812</b>

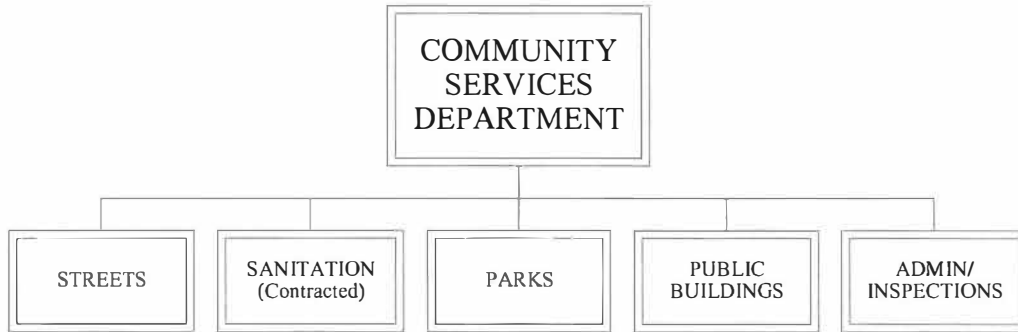
WOODWAY, TEXAS

MUNICIPAL COURT - 4203

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Legal Services	\$24,598	\$33,740	\$30,238	\$33,740
Jury Services	0	900	0	900
Schools/Conferences	1,465	1,600	1,500	1,600
Employment Screening	2	100	10	100
Bank Service Charges	(1,544)	0	(2,500)	0
Office Equipment Rental	895	1,000	1,100	1,000
Property/Liability Insurance	1,204	1,315	1,038	1,142
Communications	3,240	3,200	3,100	3,000
Subscriptions/Memberships	845	1,000	500	1,000
<b>Total Other Services &amp; Charges</b>	<b>\$30,705</b>	<b>\$42,855</b>	<b>\$34,986</b>	<b>\$42,482</b>
<b>Capital Outlay</b>				
Office Equipment	\$1,791	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$1,791</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$0	\$0	\$0	\$0
<b>Total Operating Transfers</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$208,907</b>	<b>\$225,525</b>	<b>\$206,491</b>	<b>\$229,179</b>



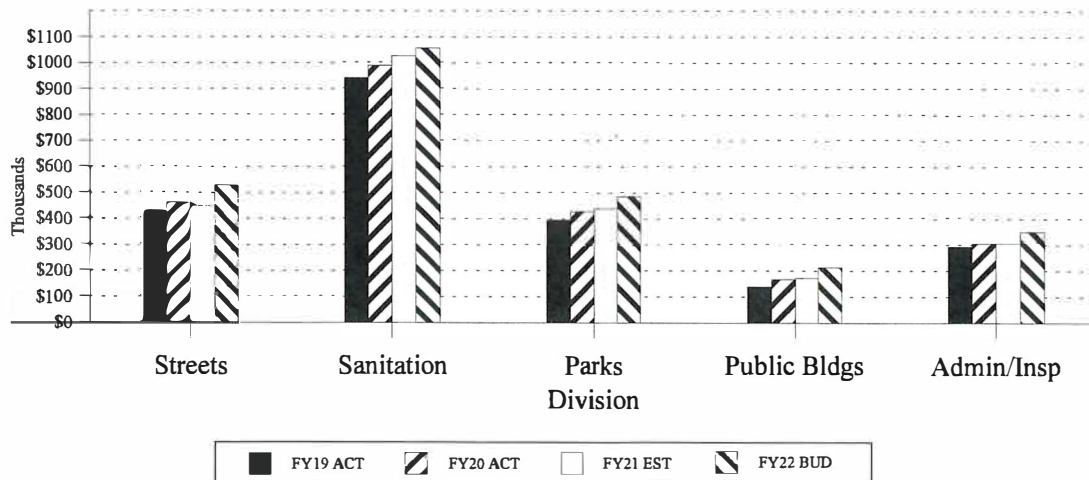
COMMUNITY SERVICES SUMMARY  
2021-2022



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

ACTIVITY	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Streets	\$460,278	\$505,227	\$448,285	\$530,571
Sanitation	985,954	1,023,200	1,022,946	1,053,325
Parks	427,699	449,814	438,556	486,515
Public Buildings	166,573	166,085	172,671	213,148
Administration/Inspections	304,740	320,693	306,023	350,391
<b>TOTALS</b>	<b>\$2,345,244</b>	<b>\$2,465,019</b>	<b>\$2,388,481</b>	<b>\$2,633,950</b>

THREE YEARS AND PROPOSED  
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

COMMUNITY SERVICES SUMMARY  
2021-2022

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
General Resources	\$987,911	\$1,126,019	\$1,013,181	\$1,243,650
Sanitation - Residential	717,230	721,000	731,000	745,000
Sanitation - Commercial	504,113	457,000	502,000	500,000
Landfill Permits	0	0	0	0
Recycling Revenue	3,000	3,000	3,000	3,000
Park Reservations	1,808	10,000	12,000	15,000
Permits - Buildings	121,841	140,000	120,000	120,000
Permits - Miscellaneous	3,098	3,000	2,800	2,800
Platting/Zoning Fees	6,243	5,000	4,500	4,500
<b>Total Resources</b>	<b>\$2,345,244</b>	<b>\$2,465,019</b>	<b>\$2,388,481</b>	<b>\$2,633,950</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$862,348	\$939,215	\$874,559	\$970,004
Supplies & Materials	50,504	62,850	50,550	65,000
Repairs & Maintenance	135,751	94,550	99,000	145,700
Other Services & Charges	1,234,951	1,290,579	1,287,235	1,364,346
Capital	1,790	8,325	7,637	12,700
Operating Transfers	59,900	69,500	69,500	76,200
<b>Total Expenditures</b>	<b>\$2,345,244</b>	<b>\$2,465,019</b>	<b>\$2,388,481</b>	<b>\$2,633,950</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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	0.50	0.50	0.50
<b>Total Personnel</b>	<b>12.80</b>	<b>12.30</b>	<b>12.30</b>	<b>12.30</b>

**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 2021-2022**

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 breaks within 10 business days.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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

WOODWAY, TEXAS

COMMUNITY SERVICES  
STREETS - 4301

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$460,278	\$505,227	\$448,285	\$530,571
<b>Total Resources</b>	<b>\$460,278</b>	<b>\$505,227</b>	<b>\$448,285</b>	<b>\$530,571</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$280,127	\$316,147	\$283,909	\$316,383
Supplies & Materials	22,725	30,100	22,300	31,300
Repairs & Maintenance	64,415	49,750	39,000	77,000
Other Services & Charges	61,211	66,305	60,657	64,588
Capital	0	7,325	6,819	2,000
Operating Transfers	31,800	35,600	35,600	39,300
<b>Total Expenditures</b>	<b>\$460,278</b>	<b>\$505,227</b>	<b>\$448,285</b>	<b>\$530,571</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>	<b>4.60</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

WOODWAY, TEXAS

STREETS - 4301

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$145,699	\$153,913	\$144,798	\$150,972
Management/Supervision	44,433	45,056	45,442	48,462
Overtime	730	6,500	1,000	6,500
Emergency Sick Leave (Covid-19)	0	0	2,685	0
Insurance	43,078	59,883	43,144	60,786
FICA/Medicare Tax	2,793	3,037	2,866	3,037
Retirement	32,434	36,282	34,149	37,171
Unemployment	2,048	0	1,703	0
Workers' Compensation	5,475	7,466	4,361	5,974
Incentive Pay	3,437	4,010	3,761	3,481
<b>Total Salaries &amp; Benefits</b>	<b>\$280,127</b>	<b>\$316,147</b>	<b>\$283,909</b>	<b>\$316,383</b>
<b>Supplies &amp; Materials</b>				
Uniform Services	\$3,942	\$2,400	\$3,600	\$3,600
Printing	0	0	0	0
Office Supplies	24	200	100	200
Supplies - Motor Vehicles	9,983	18,000	10,000	18,000
Minor Tools & Equipment	1,354	2,000	1,500	2,000
Traffic Supplies	6,317	6,000	6,000	6,000
Chemicals	1,028	1,000	1,000	1,000
Food/Memorials	77	500	100	500
<b>Total Supplies &amp; Materials</b>	<b>\$22,725</b>	<b>\$30,100</b>	<b>\$22,300</b>	<b>\$31,300</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Motor Vehicles	\$6,887	\$7,000	\$4,000	\$7,000
Maintenance - Machinery & Equipment	3,944	10,150	5,000	10,000
Maintenance - Streets	53,584	32,600	30,000	60,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$64,415</b>	<b>\$49,750</b>	<b>\$39,000</b>	<b>\$77,000</b>

WOODWAY, TEXAS

STREETS - 4301

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Contract Labor	\$0	\$0	\$0	\$0
Schools/Conferences	532	500	750	1,000
Employment Screening	212	400	200	400
Equipment Rental	(171)	2,000	200	2,000
Property/Liability Insurance	8,896	9,705	6,807	7,488
Newspaper Notices	504	500	500	500
Electric Service	51,035	53,000	52,000	53,000
Subscriptions/Memberships	203	200	200	200
<b>Total Other Services &amp; Charges</b>	<b>\$61,211</b>	<b>\$66,305</b>	<b>\$60,657</b>	<b>\$64,588</b>
<b>Capital Outlay</b>				
Machinery & Equipment	\$0	\$7,325	\$6,819	\$2,000
Office Equipment	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$7,325</b>	<b>\$6,819</b>	<b>\$2,000</b>
<b>Operating Transfers</b>				
Equipment Replacement Transfer	\$31,800	\$35,600	\$35,600	\$39,300
<b>Total Operating Transfers</b>	<b>\$31,800</b>	<b>\$35,600</b>	<b>\$35,600</b>	<b>\$39,300</b>
<b>Total Expenditures</b>	<b>\$460,278</b>	<b>\$505,227</b>	<b>\$448,285</b>	<b>\$530,571</b>

**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 Frontier Waste Solutions 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 Frontier Waste Solutions 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 2021-2022**

1. Improve customer satisfaction by monitoring contractor's performance and reducing the number of repeat and similar complaints.
2. Implement fifth full year of solid waste collection contract with Frontier Waste Solutions.
3. Reissue holiday pick up schedules and other educational literature prior to January 1, 2022.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Average # of Commercial Customers per month	241	250	245	250
2. Average # of Residential Customers per month	3,592	3,600	3,662	3,700
3. Recyclables Collected (lbs.)	815,000	820,000	820,000	820,000
4. Hazardous Waste Disposal (households served)	0	200	213	200

WOODWAY, TEXAS

COMMUNITY SERVICES  
SANITATION - 4302

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	(\$238,389)	(\$157,800)	(\$213,054)	(\$194,675)
Sanitation - Residential	717,230	721,000	731,000	745,000
Sanitation - Commercial	504,113	457,000	502,000	500,000
Landfill Permits	0	0	0	0
Recycling Revenue	3,000	3,000	3,000	3,000
<b>Total Resources</b>	<b>\$985,954</b>	<b>\$1,023,200</b>	<b>\$1,022,946</b>	<b>\$1,053,325</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	0	1,000	0	1,000
Repairs & Maintenance	0	0	0	0
Other Services & Charges	985,954	1,022,200	1,022,946	1,052,325
Capital	0	0	0	0
Operating Transfers	0	0	0	0
<b>Total Expenditures</b>	<b>\$985,954</b>	<b>\$1,023,200</b>	<b>\$1,022,946</b>	<b>\$1,053,325</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

MAJOR BUDGET CHANGES

No major changes are budgeted.



WOODWAY, TEXAS

SANITATION - 4302

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
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
<b>Total Salaries &amp; Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Supplies &amp; Materials</b>				
Blue Bags	\$0	\$1,000	\$0	\$1,000
Printing	0	0	0	0
Postage	0	0	0	0
<b>Total Supplies &amp; Materials</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$1,000</b>
<b>Repairs &amp; Maintenance</b>				
	\$0	\$0	\$0	\$0
<b>Total Repairs &amp; Maintenance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

WOODWAY, TEXAS

SANITATION - 4302

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Landfill Disposal	\$214,852	\$219,450	\$219,450	\$224,325
Collection - Residential	471,875	480,500	483,000	505,000
Collection - Commercial	299,034	305,250	301,000	306,000
Collection - Household Hazardous Waste	0	17,000	19,496	17,000
Storm Cleanup	0	0	0	0
Uncollectible UB	193	0	0	0
<b>Total Other Services &amp; Charges</b>	<b>\$985,954</b>	<b>\$1,022,200</b>	<b>\$1,022,946</b>	<b>\$1,052,325</b>
<b>Capital Outlay</b>				
	\$0	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers</b>				
	\$0	\$0	\$0	\$0
<b>Total Operating Transfers</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$985,954</b>	<b>\$1,023,200</b>	<b>\$1,022,946</b>	<b>\$1,053,325</b>

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Acreage of park turf maintained	172	172	172	172
2. Number of facilities maintained				
- Restrooms	4	4	6	6
- 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	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$425,891	\$439,814	\$426,556	\$471,515
Park Reservations	1,808	10,000	12,000	15,000
<b>Total Resources</b>	<b>\$427,699</b>	<b>\$449,814</b>	<b>\$438,556</b>	<b>\$486,515</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$320,410	\$348,995	\$328,024	\$366,755
Supplies & Materials	16,782	19,200	16,250	19,700
Repairs & Maintenance	22,978	17,000	17,500	17,000
Other Services & Charges	44,409	39,319	51,482	54,760
Capital	720	0	0	0
Operating Transfers	22,400	25,300	25,300	28,300
<b>Total Expenditures</b>	<b>\$427,699</b>	<b>\$449,814</b>	<b>\$438,556</b>	<b>\$486,515</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

WOODWAY, TEXAS

PARKS - 4303

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$164,716	\$170,278	\$171,400	\$178,851
Technical	0	0	0	0
Management/Supervision	44,433	45,056	45,441	48,462
Temporary	3,435	10,540	5,000	12,000
Overtime	4,462	10,000	5,000	10,000
Insurance	54,023	59,954	48,962	60,882
FICA/Medicare Tax	3,403	4,141	3,665	4,432
Retirement	36,370	39,831	39,238	43,020
Unemployment	0	0	0	0
Workers' Compensation	5,576	4,560	4,770	4,053
Incentive Pay	3,992	4,635	4,548	5,055
<b>Total Salaries &amp; Benefits</b>	<b>\$320,410</b>	<b>\$348,995</b>	<b>\$328,024</b>	<b>\$366,755</b>
<b>Supplies &amp; Materials</b>				
Uniform Service	\$3,365	\$2,500	\$3,000	\$3,000
Printing	\$0	\$0	\$0	\$0
Office Supplies	0	200	50	200
Supplies - Motor Vehicles	10,471	12,000	10,000	12,000
Minor Tools & Equipment	1,833	2,500	2,000	2,500
Chemicals	1,026	1,500	1,000	1,500
Food/Memorials	87	500	200	500
<b>Total Supplies &amp; Materials</b>	<b>\$16,782</b>	<b>\$19,200</b>	<b>\$16,250</b>	<b>\$19,700</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Motor Vehicles	\$3,123	\$3,000	\$4,000	\$3,000
Maintenance - Machinery & Equipment	6,497	4,000	3,500	4,000
Maintenance - Parks	13,358	10,000	10,000	10,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$22,978</b>	<b>\$17,000</b>	<b>\$17,500</b>	<b>\$17,000</b>

WOODWAY, TEXAS

PARKS - 4303

	2019-2020	2020-2021	2020-2021	2021-2022
	ACTUAL	BUDGET	ESTIMATED	BUDGET
<b>Other Services &amp; Charges</b>				
Contract Labor	\$0	\$13,300	\$13,000	\$13,300
Schools/Conferences	477	500	500	1,000
Employment Screening	64	500	200	500
Water Service	36,653	15,000	30,000	30,000
Equipment Rental	0	1,200	200	1,200
Property/Liability Insurance	6,907	7,519	6,782	7,460
Newspaper Notices	0	1,000	500	1,000
Electric Service	0	0	0	0
Subscriptions/Memberships	308	300	300	300
<b>Total Other Services &amp; Charges</b>	<b>\$44,409</b>	<b>\$39,319</b>	<b>\$51,482</b>	<b>\$54,760</b>
<b>Capital Outlay</b>				
Machinery & Equipment	\$720	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$720</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$22,400	\$25,300	\$25,300	\$28,300
<b>Total Operating Transfers</b>	<b>\$22,400</b>	<b>\$25,300</b>	<b>\$25,300</b>	<b>\$28,300</b>
<b>Total Expenditures</b>	<b>\$427,699</b>	<b>\$449,814</b>	<b>\$438,556</b>	<b>\$486,515</b>

**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 2021-2022**

1. Oversee maintenance of Public Buildings.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$166,573	\$166,085	\$172,671	\$213,148
<b>Total Resources</b>	<b>\$166,573</b>	<b>\$166,085</b>	<b>\$172,671</b>	<b>\$213,148</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	3,547	4,000	3,700	4,200
Repairs & Maintenance	42,712	22,000	40,500	40,500
Other Services & Charges	118,044	137,885	126,453	156,548
Capital	1,070	1,000	818	10,700
Operating Transfers	1,200	1,200	1,200	1,200
<b>Total Expenditures</b>	<b>\$166,573</b>	<b>\$166,085</b>	<b>\$172,671</b>	<b>\$213,148</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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	0.00	0.00	0.00
<b>Total Personnel</b>	<b>0.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.



WOODWAY, TEXAS

PUBLIC BUILDINGS - 4304

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$0	\$0	\$0	\$0
Professional	0	0	0	0
Temporary/Seasonal	0	0	0	0
Overtime	0	0	0	0
Insurance	0	0	0	0
FICA/Medicare Tax	0	0	0	0
Retirement	0	0	0	0
Unemployment	0	0	0	0
Workers' Compensation	0	0	0	0
Incentive Pay	0	0	0	0
<b>Total Salaries &amp; Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Supplies &amp; Materials</b>				
Office Supplies	\$196	\$0	\$200	\$200
Janitorial Supplies	3,351	4,000	3,500	4,000
<b>Total Supplies &amp; Materials</b>	<b>\$3,547</b>	<b>\$4,000</b>	<b>\$3,700</b>	<b>\$4,200</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Office Equipment	\$374	\$0	\$500	\$500
Maintenance - Buildings & Grounds	42,338	22,000	40,000	40,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$42,712</b>	<b>\$22,000</b>	<b>\$40,500</b>	<b>\$40,500</b>

WOODWAY, TEXAS

PUBLIC BUILDINGS - 4304

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Contract Labor	\$11,145	\$12,000	\$12,000	\$15,000
Employment Screening	0	0	0	0
Water Service	17,249	20,000	20,000	20,000
Property/Liability Insurance	19,503	21,285	19,953	35,948
Communications	19,298	29,000	20,000	29,000
Newspaper Notices	0	600	0	600
Gas Service	4,705	5,000	6,500	6,000
Electric Service	46,144	50,000	48,000	50,000
<b>Total Other Services &amp; Charges</b>	<b>\$118,044</b>	<b>\$137,885</b>	<b>\$126,453</b>	<b>\$156,548</b>
<b>Capital Outlay</b>				
Buildings & Improvements	\$1,070	\$1,000	\$818	\$10,700
Office Equipment	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$1,070</b>	<b>\$1,000</b>	<b>\$818</b>	<b>\$10,700</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$1,200	\$1,200	\$1,200	\$1,200
<b>Total Operating Transfers</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>\$1,200</b>
<b>Total Expenditures</b>	<b>\$166,573</b>	<b>\$166,085</b>	<b>\$172,671</b>	<b>\$213,148</b>

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Building Permits Issued				
- Residential Construction - New	271	275	250	275
- Residential Construction - Alterations	514	525	507	525
- Other Construction - New	17	20	20	20
- Other Construction - Alterations	57	60	77	75
2. Building Plans Reviewed	859	900	950	950
3. Construction Inspections Performed	2,305	2,400	2,081	2,300
4. Percent of Inspections Performed Same Day Requested	99%	99%	99%	99%
5. Plats Reviewed	5	5	25	25
6. Zoning cases reviewed	25	25	5	5
7. Planned district applications reviewed	20	20	20	20
8. Value of street, drainage and utility improvements managed/inspected (millions \$)	\$5.0	\$5.0	\$10.0	\$10.0

COMMUNITY SERVICES  
ADMINISTRATION/INSPECTIONS - 4306

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$173,558	\$172,693	\$178,723	\$223,091
Permits - Building	121,841	140,000	120,000	120,000
Permits - Miscellaneous	3,098	3,000	2,800	2,800
Platting/Zoning Fees	6,243	5,000	4,500	4,500
<b>Total Resources</b>	<b>\$304,740</b>	<b>\$320,693</b>	<b>\$306,023</b>	<b>\$350,391</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$261,811	\$274,073	\$262,626	\$286,866
Supplies & Materials	7,450	8,550	8,300	8,800
Repairs & Maintenance	5,646	5,800	2,000	11,200
Other Services & Charges	25,333	24,870	25,697	36,125
Capital	0	0	0	0
Operating Transfers	4,500	7,400	7,400	7,400
<b>Total Expenditures</b>	<b>\$304,740</b>	<b>\$320,693</b>	<b>\$306,023</b>	<b>\$350,391</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

WOODWAY, TEXAS

ADMINISTRATION/INSPECTIONS - 4306

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Office/Clerical	\$15,539	\$16,011	\$15,773	\$17,156
Technical	59,350	58,746	57,688	60,495
Management/Supervision	101,750	103,821	102,000	110,398
Temporary	1,740	12,000	0	12,000
Overtime	600	500	500	500
Emergency Sick Leave (Covid-19)	0	0	4,829	0
Insurance	35,263	34,112	32,542	34,607
FICA/Medicare Tax	2,862	3,596	2,702	3,736
Retirement	31,688	31,983	33,444	34,500
Unemployment	0	0	0	0
Workers' Compensation	519	522	414	454
Car Allowance	7,200	7,200	7,200	7,200
Incentive Pay	5,300	5,582	5,534	5,820
<b>Total Salaries &amp; Benefits</b>	<b>\$261,811</b>	<b>\$274,073</b>	<b>\$262,626</b>	<b>\$286,866</b>
<b>Supplies &amp; Materials</b>				
Uniform Service	\$2,475	\$2,800	\$2,800	\$2,800
Printing	449	750	1,000	1,000
Office Supplies	2,038	1,000	1,000	1,000
Computer Supplies	580	1,500	1,500	1,500
Postage	532	500	500	500
Supplies - Motor Vehicles	870	1,500	1,000	1,500
Food/Memorials	506	500	500	500
<b>Total Supplies &amp; Materials</b>	<b>\$7,450</b>	<b>\$8,550</b>	<b>\$8,300</b>	<b>\$8,800</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Motor Vehicles	\$493	\$1,800	\$1,000	\$1,200
Maintenance - Office Equipment	5,153	4,000	1,000	10,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$5,646</b>	<b>\$5,800</b>	<b>\$2,000</b>	<b>\$11,200</b>

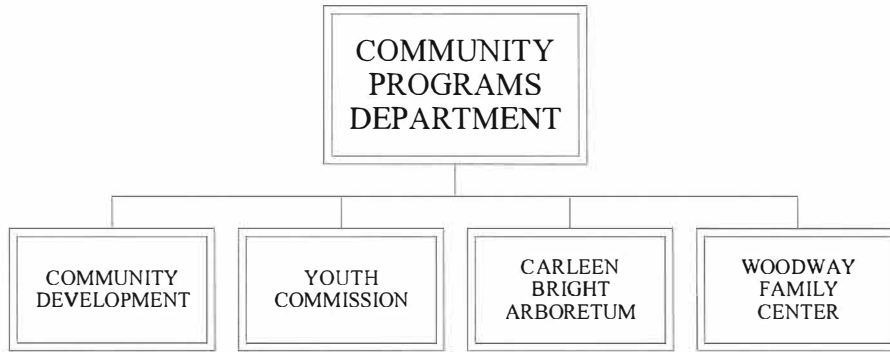
**WOODWAY, TEXAS**

**ADMINISTRATION/INSPECTIONS - 4306**

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Contract Labor	\$0	\$0	\$0	\$0
Engineering Fees	10,714	5,000	10,000	15,000
Record Filing Fees	308	800	800	800
Schools/Conferences	3,789	7,500	4,500	7,500
Employment Screening	0	150	0	150
Bank Service Charges	3,029	2,500	3,238	3,500
Office Equipment Rental	2,855	2,300	2,500	2,500
Property/Liability Insurance	3,087	3,370	2,659	2,925
Communications	0	0	0	0
Newspaper Notices	0	750	0	750
Subscriptions/Memberships	1,551	2,500	2,000	3,000
<b>Total Other Services &amp; Charges</b>	<b>\$25,333</b>	<b>\$24,870</b>	<b>\$25,697</b>	<b>\$36,125</b>
<b>Capital Outlay</b>				
Office Equipment	\$0	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$4,500	\$7,400	\$7,400	\$7,400
<b>Total Operating Transfers</b>	<b>\$4,500</b>	<b>\$7,400</b>	<b>\$7,400</b>	<b>\$7,400</b>
<b>Total Expenditures</b>	<b>\$304,740</b>	<b>\$320,693</b>	<b>\$306,023</b>	<b>\$350,391</b>

WOODWAY, TEXAS

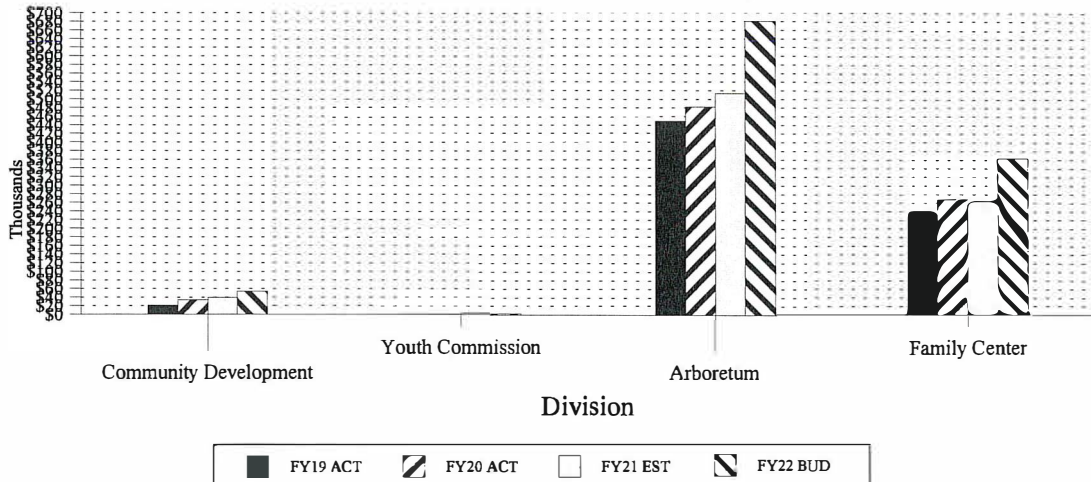
COMMUNITY PROGRAMS SUMMARY  
2021-2022



City Manager - Shawn Oubre (772-4480)  
Director of Event Facilities - Jessie Reid (399-9204)

ACTIVITY	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Community Development	\$34,188	\$53,675	\$39,365	\$53,675
Youth Commission	816	3,050	3,050	3,050
Carleen Bright Arboretum	481,757	575,147	512,942	680,121
Woodway Family Center	268,719	286,792	264,000	363,899
<b>TOTALS</b>	<b>\$785,480</b>	<b>\$918,664</b>	<b>\$819,357</b>	<b>\$1,100,745</b>

THREE YEARS AND PROPOSED  
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

COMMUNITY PROGRAMS SUMMARY  
2021-2022

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$204,939	\$56,725	\$248,915	\$263,124
Arboretum Rentals	103,268	200,000	180,000	225,000
Attendant/Security	2,600	5,000	0	0
Equipment Rental - CBA	1,590	0	0	0
Catering - CBA	30	0	0	0
Family Center Program Fees	83,070	261,792	50,000	150,000
Family Center Rentals	620	10,000	2,500	2,500
Family Center Sponsorships	11,400	15,000	5,000	5,000
Family Center Concessions	4,115	0	0	0
Transfer from Tourism Fund	373,848	370,147	332,942	455,121
<b>Total Resources</b>	<b>\$785,480</b>	<b>\$918,664</b>	<b>\$819,357</b>	<b>\$1,100,745</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$457,512	\$602,266	\$518,326	\$779,957
Supplies & Materials	62,188	30,800	24,215	31,200
Repairs & Maintenance	99,986	56,400	56,400	56,400
Other Services & Charges	148,552	227,998	219,216	228,188
Capital	14,342	0	0	3,000
Operating Transfers	2,900	1,200	1,200	2,000
<b>Total Expenditures</b>	<b>\$785,480</b>	<b>\$918,664</b>	<b>\$819,357</b>	<b>\$1,100,745</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Service/Maintenance	2.00	2.00	2.00	3.00
Office/Clerical	2.00	1.00	1.00	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	3.00	4.00	4.00	6.00
Temporary/Seasonal	2.50	2.50	2.50	0.50
<b>Total Personnel</b>	<b>9.50</b>	<b>9.50</b>	<b>9.50</b>	<b>11.50</b>



**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Increase in property values (millions)	\$88.5	\$30.8	\$30.8	\$135.3
2. Number of new residential building permits issued	271	275	250	275
3. Number of residential renovation permits issued (remodels, electrical, roofing, irrigation, etc.)	514	525	507	525
4. Number of Woodway maps distributed	237	250	200	200

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
General Resources	\$34,188	\$53,675	\$39,365	\$53,675
<b>Total Resources</b>	<b>\$34,188</b>	<b>\$53,675</b>	<b>\$39,365</b>	<b>\$53,675</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	8,721	12,950	6,365	12,950
Repairs & Maintenance	0	0	0	0
Other Services & Charges	17,406	40,725	33,000	40,725
Capital	8,061	0	0	0
Operating Transfers	0	0	0	0
<b>Total Expenditures</b>	<b>\$34,188</b>	<b>\$53,675</b>	<b>\$39,365</b>	<b>\$53,675</b>

WOODWAY, TEXAS

COMMUNITY DEVELOPMENT - 4604

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**MAJOR BUDGET CHANGES**

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

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
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
<b>Total Salaries &amp; Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Supplies &amp; Materials</b>				
Printing	\$1,200	\$3,500	\$1,365	\$3,500
Office Supplies	0	400	0	400
Postage	0	200	0	200
Botanical Supplies	7,521	8,000	5,000	8,000
Food/Memorials	0	850	0	850
<b>Total Supplies &amp; Materials</b>	<b>\$8,721</b>	<b>\$12,950</b>	<b>\$6,365</b>	<b>\$12,950</b>
<b>Other Services &amp; Charges</b>				
Schools/Conferences	\$0	\$1,000	\$0	\$1,000
Newspaper Notices	0	1,250	0	1,250
Community Programs	17,406	38,400	33,000	38,400
Subscriptions/Memberships	0	75	0	75
<b>Total Other Services &amp; Charges</b>	<b>\$17,406</b>	<b>\$40,725</b>	<b>\$33,000</b>	<b>\$40,725</b>
<b>Capital Outlay</b>				
Machinery & Equipment	\$8,061	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$8,061</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$34,188</b>	<b>\$53,675</b>	<b>\$39,365</b>	<b>\$53,675</b>

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Number of community service hours served by youth	260	650	520	650
2. Number of events sponsored/co-sponsored	4	10	8	10

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
General Resources	\$816	\$3,050	\$3,050	\$3,050
<b>Total Resources</b>	<b>\$816</b>	<b>\$3,050</b>	<b>\$3,050</b>	<b>\$3,050</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$0	\$0	\$0	\$0
Supplies & Materials	0	750	750	750
Repairs & Maintenance	0	0	0	0
Other Services & Charges	816	2,300	2,300	2,300
Capital	0	0	0	0
Operating Transfers	0	0	0	0
<b>Total Expenditures</b>	<b>\$816</b>	<b>\$3,050</b>	<b>\$3,050</b>	<b>\$3,050</b>

WOODWAY, TEXAS

YOUTH COMMISSION - 4607

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
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
<b>Total Salaries &amp; Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Supplies &amp; Materials</b>				
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
<b>Total Supplies &amp; Materials</b>	<b>\$0</b>	<b>\$750</b>	<b>\$750</b>	<b>\$750</b>
<b>Other Services &amp; Charges</b>				
Schools/Conferences	\$0	\$0	\$0	\$0
Newspaper Notices	0	300	300	300
Community Programs	816	2,000	2,000	2,000
<b>Total Other Services &amp; Charges</b>	<b>\$816</b>	<b>\$2,300</b>	<b>\$2,300</b>	<b>\$2,300</b>
<b>Total Expenditures</b>	<b>\$816</b>	<b>\$3,050</b>	<b>\$3,050</b>	<b>\$3,050</b>

**COMMUNITY PROGRAMS  
CARLEEN BRIGHT ARBORETUM - 4609**

**PROGRAM DESCRIPTION**

This budget unit includes operations and maintenance of the Arboretum, including Whitehall Tourist and Community Center and The Pavilion. Development and promotion of the Carleen Bright Arboretum serves to promote tourism, improve environment awareness and bring quality of life and value to the Woodway community.

**GOALS AND OBJECTIVES FOR 2021-2022**

1. Create regular, quarterly citywide special events for tourism and community
2. Relaunch a renovated Arboretum Explorers Program, and partner with schools to reach the youth in the community
3. Continue to rebrand each entity with sophistication and intention
4. Redevelop the Friends of the Arboretum program, increasing donors and supporters of the property
5. Update facilities and fixtures
6. Redesign the grounds according to the Carbo Report
7. Increase sales and drive business from the local community
8. New bridge at the Arboretum
9. Comprehensive staff plan and hire a full team

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Number of paid rentals	80	100	135	150
2. Number of special events	30	40	35	40
3. Attendance at special events	2,000	2,500	2,000	2,500
4. Attendance at educational programs	1,500	2,000	2,000	2,000
5. Rental income	\$107,488	\$205,000	\$180,000	\$225,000
6. FOA Memberships	50	50	50	50
7. Sponsorships, donations and special events revenue	\$14,844	\$14,000	\$9,638	\$14,500

WOODWAY, TEXAS

COMMUNITY PROGRAMS  
CARLEEN BRIGHT ARBORETUM - 4609

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$421	\$0	\$0	\$0
Arboretum Rentals	103,268	200,000	180,000	225,000
Attendant/Security	2,600	5,000	0	0
Equipment Rental - CBA	1,590	0	0	0
Arboretum Catering	30	0	0	0
Transfer from Tourism Fund	373,848	370,147	332,942	455,121
<b>Total Resources</b>	<b>\$481,757</b>	<b>\$575,147</b>	<b>\$512,942</b>	<b>\$680,121</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$286,594	\$414,320	\$352,885	\$513,998
Supplies & Materials	33,568	11,200	11,200	11,400
Repairs & Maintenance	64,111	46,100	46,100	46,100
Other Services & Charges	88,903	102,327	101,557	103,623
Capital	6,281	0	0	3,000
Operating Transfers	2,300	1,200	1,200	2,000
<b>Total Expenditures</b>	<b>\$481,757</b>	<b>\$575,147</b>	<b>\$512,942</b>	<b>\$680,121</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Service/Maintenance	2.00	2.00	2.00	2.50
Office/Clerical	2.00	1.00	1.00	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	0.70	2.10	2.10	2.70
Temporary/Seasonal	1.50	1.50	1.50	0.50
<b>Total Personnel</b>	<b>6.20</b>	<b>6.60</b>	<b>6.60</b>	<b>7.70</b>

**MAJOR BUDGET CHANGES**

A part-time Arboretum position was upgraded to a full-time position in FY 22. (+.50)  
40% of a full-time Family Center position was charged to the Arboretum in FY 21 and 100% is charged to the Arboretum in FY 22. (+.60)

WOODWAY, TEXAS

CARLEEN BRIGHT ARBORETUM - 4609

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$72,911	\$79,191	\$49,267	\$89,654
Office/Clerical	33,928	35,040	68,583	64,951
Management/Supervision	67,590	126,035	118,127	172,957
Temporary/Seasonal	31,544	46,429	18,333	15,412
Overtime	40	1,500	500	1,500
Insurance	39,867	66,438	48,949	95,160
FICA/Medicare Tax	4,998	7,139	4,863	6,013
Retirement	29,483	42,848	39,295	59,180
Unemployment	0	0	0	0
Workers' Compensation	2,817	4,077	2,770	4,826
Incentive Pay	3,416	5,623	2,198	4,345
<b>Total Salaries &amp; Benefits</b>	<b>\$286,594</b>	<b>\$414,320</b>	<b>\$352,885</b>	<b>\$513,998</b>
<b>Supplies &amp; Materials</b>				
Uniform Service	\$1,376	\$1,000	\$1,000	\$1,000
Printing	963	800	800	500
Office Supplies	7,442	1,000	1,000	1,500
Computer Supplies	3,607	0	0	0
Postage	600	500	500	500
Film & Developing	0	0	0	0
Supplies - Motor Vehicle	1,102	1,200	1,200	1,200
Botanical Supplies	11,131	0	0	0
Minor Tools & Equipment	2,279	2,700	2,700	2,700
Janitorial Supplies	3,485	3,000	3,000	3,000
Chemicals	805	1,000	1,000	1,000
Food/Memorials	778	0	0	0
Service Awards/Banquets	0	0	0	0
<b>Total Supplies &amp; Materials</b>	<b>\$33,568</b>	<b>\$11,200</b>	<b>\$11,200</b>	<b>\$11,400</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Office Equipment	\$543	\$400	\$400	\$400
Maintenance - Machinery & Equipment	2,549	3,000	3,000	3,000
Maintenance - Buildings & Grounds	61,019	42,700	42,700	42,700
<b>Total Repairs &amp; Maintenance</b>	<b>\$64,111</b>	<b>\$46,100</b>	<b>\$46,100</b>	<b>\$46,100</b>

WOODWAY, TEXAS

CARLEEN BRIGHT ARBORETUM - 4609

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Contract Labor	\$16,250	\$12,000	\$12,000	\$12,000
Schools/Conferences	706	2,000	2,000	2,000
Employment Screening	374	500	500	500
Bank Service Charges	2,807	4,200	4,200	3,500
Water Service	19,606	18,000	18,000	18,000
Office Equipment Rental	0	0	0	0
Property/Liability Insurance	7,718	8,427	7,657	13,623
Communications	4,371	5,600	5,600	5,600
Newspaper Notices	521	0	0	800
Special Events & Marketing	3,073	8,100	8,100	8,100
Community Programs	1,782	5,000	5,000	5,000
Gas Service	2,438	2,500	2,500	2,500
Electric Service	23,017	28,000	28,000	28,000
Subscriptions/Memberships	6,240	8,000	8,000	4,000
<b>Total Other Services &amp; Charges</b>	<b>\$88,903</b>	<b>\$102,327</b>	<b>\$101,557</b>	<b>\$103,623</b>
<b>Capital Outlay</b>				
Machinery & Equipment	\$6,281	\$0	\$0	\$3,000
Office Equipment	0	0	0	0
Buildings	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$6,281</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,000</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$2,300	\$1,200	\$1,200	\$2,000
<b>Total Operating Transfers</b>	<b>\$2,300</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>\$2,000</b>
<b>Total Expenditures</b>	<b>\$481,757</b>	<b>\$575,147</b>	<b>\$512,942</b>	<b>\$680,121</b>



**COMMUNITY PROGRAMS  
WOODWAY FAMILY CENTER - 4603**

**PROGRAM DESCRIPTION**

This budget unit includes operations and maintenance of the Woodway Family Center, which strives to promote a family atmosphere while providing a place for children to learn the basics of competition and fundamentals in various sports, with an emphasis on fun and sportsmanship.

**GOALS AND OBJECTIVES FOR 2021-2022**

1. Hire and develop a fully staffed team
2. Create a programming calendar with a variety of sports and clinics
3. Execute quality and engaging programs for the community, engaging professionals and experts to facilitate
4. Continue short-term facility maintenance and updates
5. Continuing branding roll-out with updated facility & equipment
6. Increase online presence with website and social media marketing
7. Create and solicit private event packages
8. Increase WFC sponsors and supporters
9. Develop merchandise

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Number of participants in athletic programs	1,200	2,000	500	1,500
2. Number of team sponsorships	57	75	25	25
3. Number of center sponsorships	20	25	20	20
4. Number of paid rentals.	27	100	25	25
5. Income from program.	\$83,070	\$261,792	\$50,000	\$150,000
6. Income from team sponsorships	\$11,400	\$15,000	\$5,000	\$5,000
7. Rental income	\$620	\$10,000	\$2,500	\$2,500

WOODWAY, TEXAS

COMMUNITY PROGRAMS  
WOODWAY FAMILY CENTER - 4603

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
General Resources	\$169,514	\$0	\$206,500	\$206,399
Program Fees	83,070	261,792	50,000	150,000
Rentals	620	10,000	2,500	2,500
Sponsorships	11,400	15,000	5,000	5,000
Concessions	4,115	0	0	0
<b>Total Resources</b>	<b>\$268,719</b>	<b>\$286,792</b>	<b>\$264,000</b>	<b>\$363,899</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$170,918	\$187,946	\$165,441	\$265,959
Supplies & Materials	19,899	5,900	5,900	6,100
Repairs & Maintenance	35,875	10,300	10,300	10,300
Other Services & Charges	41,427	82,646	82,359	81,540
Capital	0	0	0	0
Operating Transfers	600	0	0	0
<b>Total Expenditures</b>	<b>\$268,719</b>	<b>\$286,792</b>	<b>\$264,000</b>	<b>\$363,899</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Service/Maintenance	0.00	0.00	0.00	0.50
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	1.90	1.90	3.30
Temporary/Seasonal	1.00	1.00	1.00	0.00
<b>Total Personnel</b>	<b>3.30</b>	<b>2.90</b>	<b>2.90</b>	<b>3.80</b>

MAJOR BUDGET CHANGES

40% of a full-time Family Center position was charged to the Arboretum in FY 21 and 100% is charged to the Family Center in FY 22. (+40)  
A part-time position was upgraded to a full-time position in FY 22. (+.50)

WOODWAY, TEXAS

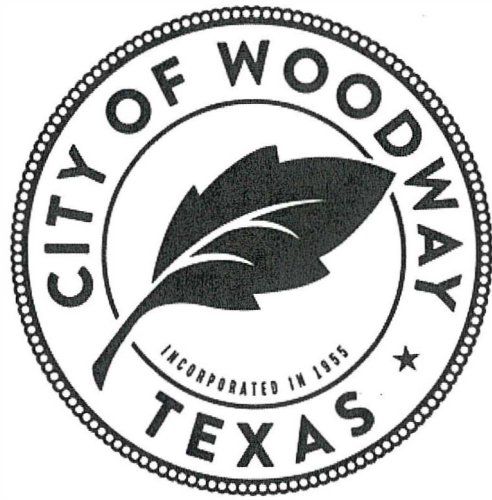
WOODWAY FAMILY CENTER - 4603

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$0	\$0	\$0	\$15,412
Office/Clerical	0	0	0	0
Technical	0	0	0	0
Management/Supervision	96,314	102,623	114,155	159,394
Temporary/Seasonal	28,442	31,470	2,247	0
Overtime	368	1,000	500	1,000
Insurance	19,323	24,800	22,705	50,230
FICA/Medicare Tax	3,634	3,957	1,866	2,593
Retirement	16,812	18,509	20,144	31,741
Workers' Compensation	2,121	2,346	1,671	2,575
Incentive Pay	3,904	3,241	2,153	3,014
<b>Total Salaries &amp; Benefits</b>	<b>\$170,918</b>	<b>\$187,946</b>	<b>\$165,441</b>	<b>\$265,959</b>
<b>Supplies &amp; Materials</b>				
Uniform Service	\$70	\$600	\$600	\$800
Printing	1,530	0	0	0
Office Supplies	4,210	800	800	800
Computer Supplies	345	0	0	0
Postage	15	0	0	0
Film & Developing	0	0	0	0
Supplies - Motor Vehicle	207	0	0	0
Botanical Supplies	0	0	0	0
Minor Tools & Equipment	3,402	2,300	2,300	2,300
Janitorial Supplies	2,874	2,000	2,000	2,000
Chemicals	190	0	0	0
Food/Memorials	4,656	200	200	200
Service Awards/Banquets	2,400	0	0	0
<b>Total Supplies &amp; Materials</b>	<b>\$19,899</b>	<b>\$5,900</b>	<b>\$5,900</b>	<b>\$6,100</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Office Equipment	\$4,794	\$0	\$0	\$0
Maintenance - Buildings & Grounds	31,081	10,300	10,300	10,300
<b>Total Repairs &amp; Maintenance</b>	<b>\$35,875</b>	<b>\$10,300</b>	<b>\$10,300</b>	<b>\$10,300</b>

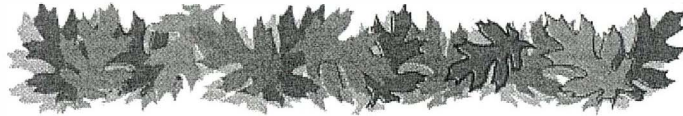
WOODWAY, TEXAS

WOODWAY FAMILY CENTER - 4603

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Contract Labor	\$8,478	\$26,000	\$26,000	\$26,000
Schools/Conferences	251	250	250	250
Employment Screening	180	700	700	700
Bank Service Charges	2,052	3,600	3,600	500
Water Service	11,707	8,000	8,000	8,000
Property/Liability Insurance	2,833	3,096	2,809	3,090
Communications	2,606	2,400	2,400	2,400
Newspaper Notices	1,295	0	0	0
Advertising/Promotions/Marketing	2,565	5,000	5,000	7,000
Community Programs	3,291	16,500	16,500	16,500
Gas Service	863	2,000	2,000	2,000
Electric Service	4,991	10,000	10,000	10,000
Subscriptions/Memberships	315	5,100	5,100	5,100
<b>Total Other Services &amp; Charges</b>	<b>\$41,427</b>	<b>\$82,646</b>	<b>\$82,359</b>	<b>\$81,540</b>
<b>Capital Outlay</b>				
Office Equipment	\$0	\$0	\$0	\$0
Machinery & Equipment	0	0	0	0
Buildings	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$600	\$0	\$0	\$0
<b>Total Operating Transfers</b>	<b>\$600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$268,719</b>	<b>\$286,792</b>	<b>\$264,000</b>	<b>\$363,899</b>



**GENERAL DEBT  
SERVICE FUND**



**GENERAL DEBT SERVICE FUND**

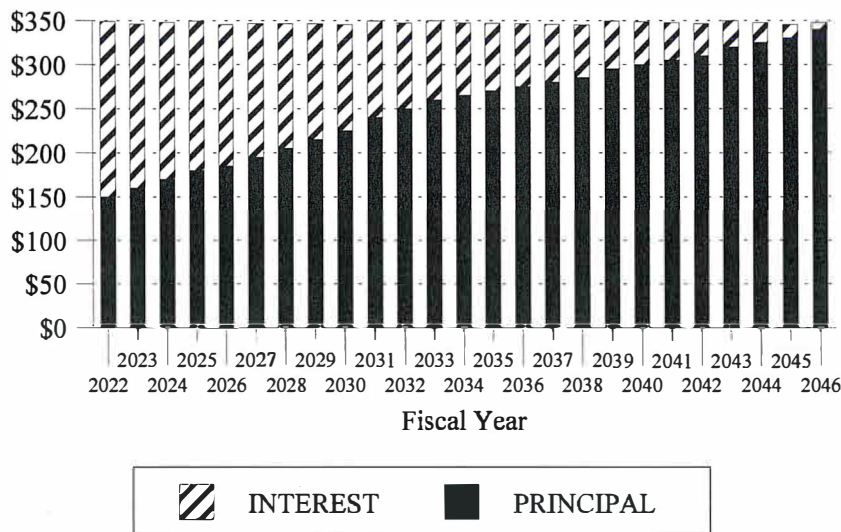
The General Debt Service Fund is used for the accumulation of resources to provide for the payment of debt service on the City's General Obligation Bonds and to provide a reserve for such payment. Resources include a portion of the Ad Valorem Tax Levy and earnings from investments of the fund. (The Ad 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 FY 2022 is \$0.024622 per \$100 assessed valuation. This represents only 1.64%, or \$1.475378 below, the rate allowable by the Attorney General's imposed limit. Debt payments have been scheduled in order to best maintain the debt service tax rate at a fairly constant level.

**Future Requirements.** The City issued debt in FY 2021. At current debt levels, the City's debt service requirements are programmed to remain level. The City does not anticipate issuing additional debt in FY 2022.

**GENERAL LONG TERM DEBT**



**WOODWAY, TEXAS**

**ESTIMATED AD VALOREM TAX COLLECTION & PROPOSED DISTRIBUTION  
FISCAL YEAR 2021-2022**

Assessed Valuation for 2021	\$1,415,751,577
Tax Rate Per \$100 Valuation	0.4700
Revenue from 2021 Tax Roll	6,654,032
Estimated Collections	<u>99%</u>
<b>TOTAL FUNDS AVAILABLE</b>	<b><u><u>\$6,587,492</u></u></b>

**SCHEDULE OF TAX LEVY AND COLLECTION RATE**

TAX YEAR	TOTAL ASSESSED VALUATION	TAX RATE	TAX LEVY	CURRENT TAX COLLECTION	% COLLECTION TO LEVY
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	5,579,492	99.221%
2020	1,280,466,096	0.45000	5,762,097	5,814,032	100.901%
2021	1,415,751,577	0.47000	6,654,032		

**TAX RATE PER \$100**

PROPOSED DISTRIBUTION	2020-2021	2021-2022	AMOUNT 2021-2022	%
General	0.405000	0.385378	5,389,449	81.813%
Future Capital Street Improvements	0.045000	0.045000	637,088	9.671%
Long-Term Capital Projects	0.000000	0.015000	212,363	3.224%
Interest and Sinking	0.000000	0.024622	348,592	5.292%
<b>Total</b>	<b>0.450000</b>	<b>0.470000</b>	<b>6,587,492</b>	<b>100.000%</b>



WOODWAY, TEXAS

2021-2022  
GENERAL DEBT SERVICE FUND  
- 400 -

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

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$39,763	\$41,931	\$41,931	\$43,131
<b>Revenues</b>				
Ad Valorem Tax	0	0	0	348,592
Delinquent Ad Valorem Taxes	1,160	0	400	1,000
Interest and Penalties	647	0	700	700
Interest Income	361	0	100	1,000
	\$2,168	\$0	\$1,200	\$351,292
<b>Total Resources</b>	<b>\$41,931</b>	<b>\$41,931</b>	<b>\$43,131</b>	<b>\$394,423</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Principal	\$0	\$0	\$0	\$150,000
Interest	0	0	0	198,592
Paying Agent Fees	0	0	0	0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$348,592</b>
<b>Ending Fund Balance</b>	<b>\$41,931</b>	<b>\$41,931</b>	<b>\$43,131</b>	<b>\$45,831</b>

**WOODWAY, TEXAS**

**GENERAL OBLIGATION BOND  
DEBT SERVICE SCHEDULE**

DATE	2021 SERIES		FISCAL		
	FISCAL TOTALS		GRAND TOTALS		
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	TOTAL
2021-2022	150,000	198,592	150,000	198,592	348,592
2022-2023	160,000	185,725	160,000	185,725	345,725
2023-2024	170,000	177,725	170,000	177,725	347,725
2024-2025	180,000	169,225	180,000	169,225	349,225
2025-2026	185,000	160,225	185,000	160,225	345,225
2026-2027	195,000	150,975	195,000	150,975	345,975
2027-2028	205,000	141,225	205,000	141,225	346,225
2028-2029	215,000	130,975	215,000	130,975	345,975
2029-2030	225,000	120,225	225,000	120,225	345,225
2030-2031	240,000	108,975	240,000	108,975	348,975
2031-2032	250,000	96,975	250,000	96,975	346,975
2032-2033	260,000	89,475	260,000	89,475	349,475
2033-2034	265,000	81,675	265,000	81,675	346,675
2034-2035	270,000	76,375	270,000	76,375	346,375
2035-2036	275,000	70,975	275,000	70,975	345,975
2036-2037	280,000	65,475	280,000	65,475	345,475
2037-2038	285,000	59,875	285,000	59,875	344,875
2038-2039	295,000	54,175	295,000	54,175	349,175
2039-2040	300,000	48,275	300,000	48,275	348,275
2040-2041	305,000	42,275	305,000	42,275	347,275
2041-2042	310,000	36,175	310,000	36,175	346,175
2042-2043	320,000	29,588	320,000	29,588	349,588
2043-2044	325,000	22,388	325,000	22,388	347,388
2044-2045	330,000	15,075	330,000	15,075	345,075
2045-2046	340,000	7,650	340,000	7,650	347,650
<b>TOTAL</b>	<b>\$6,335,000</b>	<b>2,340,293</b>	<b>\$6,335,000</b>	<b>\$2,340,293</b>	<b>\$8,675,293</b>

WOODWAY, TEXAS

GENERAL DEBT SERVICE FUND  
SCHEDULE OF BONDS OUTSTANDING

GENERAL OBLIGATION ISSUE/NOTE	AMOUNT OF ISSUE	INTEREST RATE	YEAR OF MATURITY	AMOUNT OUTSTANDING @ 10/01/2021	2021-2022 PRINCIPAL DUE	2021-2022 INTEREST DUE	2021-2022 TOTAL DUE
C.O. 2021	\$6,335,000	2.00% - 5.00%	2046	\$6,335,000	\$150,000	\$198,592	\$348,592
<b>TOTAL ALL ISSUES</b>				<b>\$6,335,000</b>	<b>\$150,000</b>	<b>\$198,592</b>	<b>\$348,592</b>

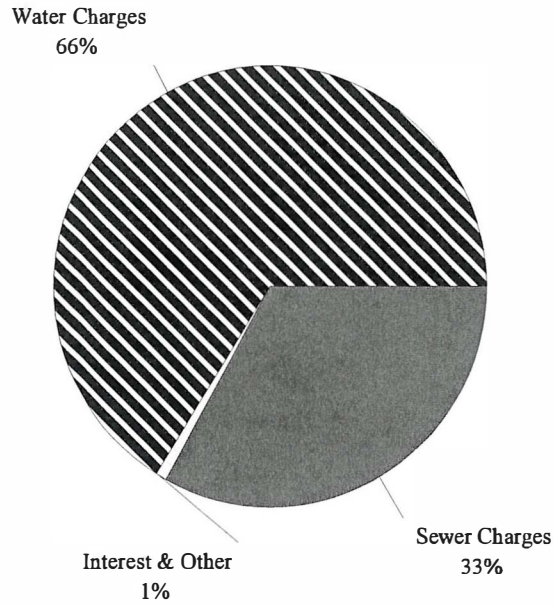
# UTILITY FUND



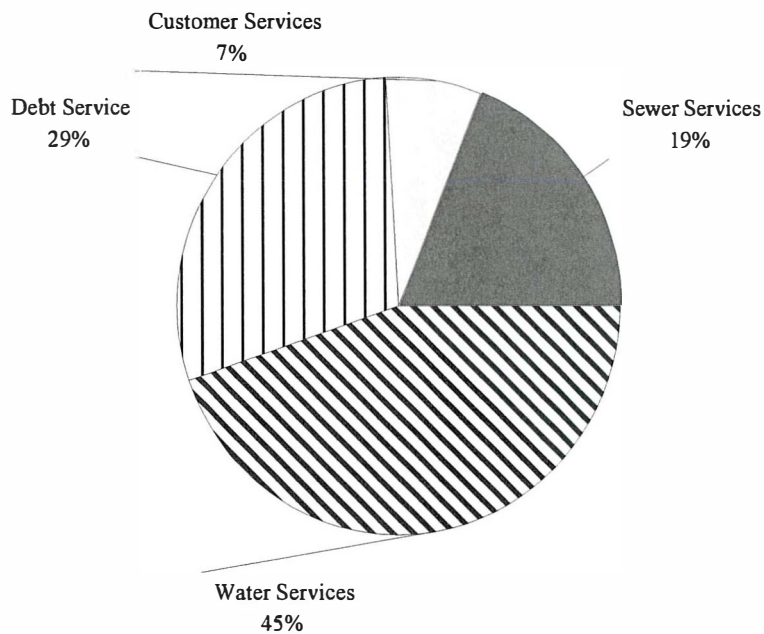
## UTILITY FUND REVENUES VS. EXPENDITURES

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### UTILITY FUND REVENUES



### UTILITY FUND EXPENDITURES



WOODWAY, TEXAS

2021-2022  
UTILITY FUND BUDGET SUMMARY

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Cash Balance</b>	\$481,042	\$724,791	\$724,791	\$648,880
<b>Revenues</b>				
Water Service Charges	\$4,316,965	\$4,087,200	\$4,265,200	\$4,210,200
Sewer System Charges	1,397,577	1,401,000	1,527,000	2,133,500
Interest and Other	369,406	48,500	40,700	41,800
<b>Total Revenues</b>	<b>\$6,083,948</b>	<b>\$5,536,700</b>	<b>\$5,832,900</b>	<b>\$6,385,500</b>
<b>Total Resources</b>	<b>\$6,564,990</b>	<b>\$6,261,491</b>	<b>\$6,557,691</b>	<b>\$7,034,380</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Water Services	\$3,254,528	\$2,659,451	\$3,250,154	\$2,898,935
Sewer Services	988,473	1,256,798	1,038,977	1,211,402
Customer Service	1,597,198	1,620,451	1,619,680	2,275,163
<b>Total Expenditures</b>	<b>\$5,840,199</b>	<b>\$5,536,700</b>	<b>\$5,908,811</b>	<b>\$6,385,500</b>
<b>Ending Cash Balance</b>	<b>\$724,791</b>	<b>\$724,791</b>	<b>\$648,880</b>	<b>\$648,880</b>

**UTILITY FUND**  
**MAJOR REVENUE SOURCES**

**Water Service Charges (66%)**

Water Service Charges account for \$4,210,200 of revenues. This represents a slight decrease of \$55,000 or 1% from estimated FY 2021 collections. Projected or annually budgeted water sales are conservatively based upon a historical five (5) year average.

**Sewer System Charges (33%)**

Sewer System Charges account for \$2,133,500 of revenues. This represents an increase of \$606,500, or 40%, from estimated FY 2021 collections. Monthly customer rates are based on an average of January and February water consumption. The increase is due to raising sewer rates to repay the debt to complete the force main sewer replacement project.

**Interest and Other (1%)**

Interest Income accounts for \$3,800 of revenues. This represents a slight increase of \$600 from estimated FY 2021 collections. Interest rates decreased significantly in FY 2021 due to the COVID-19 Pandemic, and are budgeted to increase slightly in FY 2022.

Miscellaneous income is budgeted at \$38,000, which is a decrease from the previous year. This primarily allows for a decrease in treated sewer water sales.

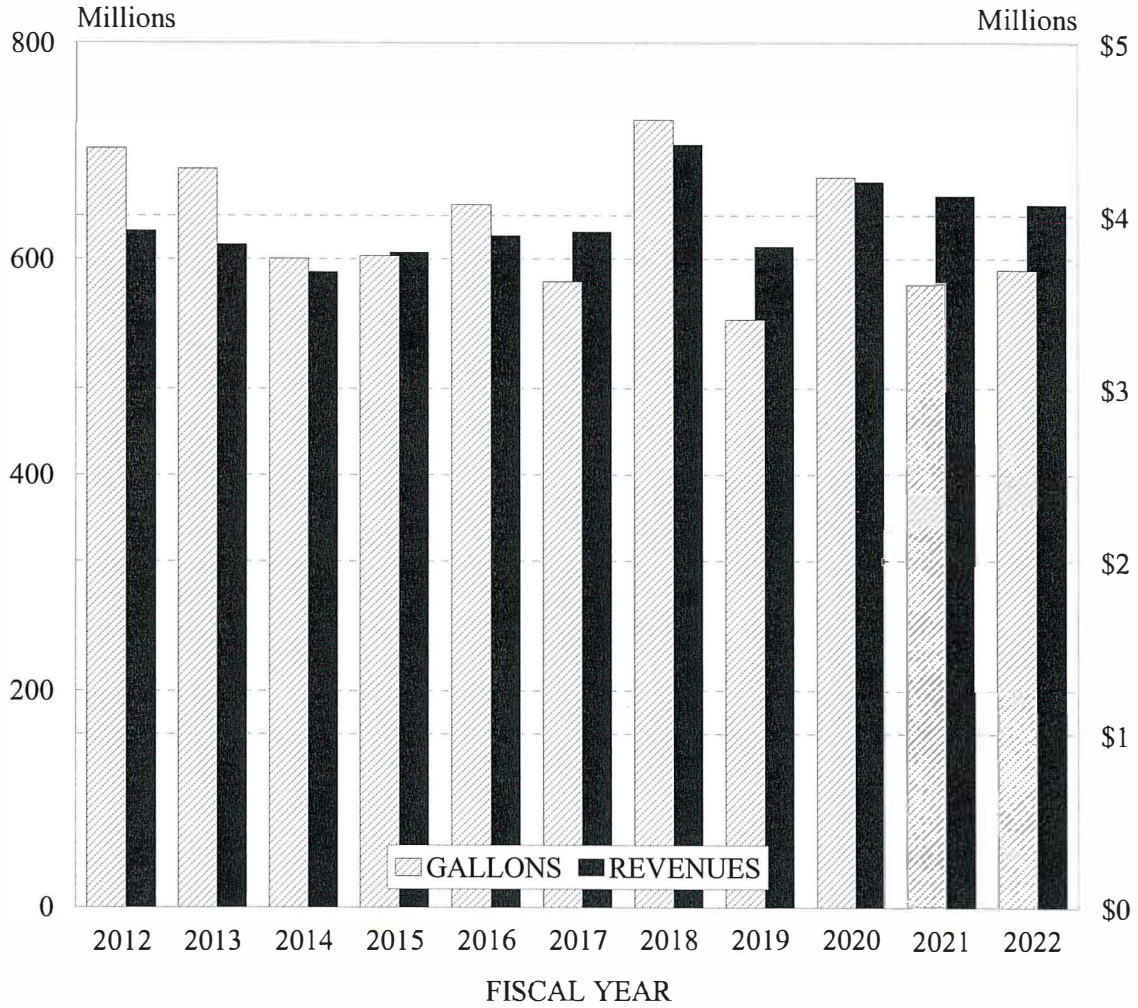
WOODWAY, TEXAS

UTILITY FUND PROJECTED REVENUES

REVENUES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Water Service Charges</b>				
Water Sales - Residential	\$3,319,696	\$3,200,000	\$3,250,000	\$3,200,000
Water Sales - Commercial	761,604	660,000	750,000	750,000
Water Sales - Wholesale	115,200	115,200	115,200	115,200
Water Taps	54,900	22,000	75,000	72,500
Reconnect & Transfers	65,565	90,000	75,000	72,500
	<b>\$4,316,965</b>	<b>\$4,087,200</b>	<b>\$4,265,200</b>	<b>\$4,210,200</b>
<b>Sewer System Charges</b>				
Sewer Charges - Residential	\$1,262,701	\$1,280,000	\$1,392,000	\$1,950,000
Sewer Charges - Commercial	112,876	110,000	122,000	171,000
Sewer Taps	22,000	11,000	13,000	12,500
	<b>\$1,397,577</b>	<b>\$1,401,000</b>	<b>\$1,527,000</b>	<b>\$2,133,500</b>
<b>Interest and Other</b>				
Interest Income	\$9,223	\$5,000	\$3,200	\$3,800
Miscellaneous Income	360,183	43,500	37,500	38,000
	<b>\$369,406</b>	<b>\$48,500</b>	<b>\$40,700</b>	<b>\$41,800</b>
<b>Total Revenues</b>	<b>\$6,083,948</b>	<b>\$5,536,700</b>	<b>\$5,832,900</b>	<b>\$6,385,500</b>



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

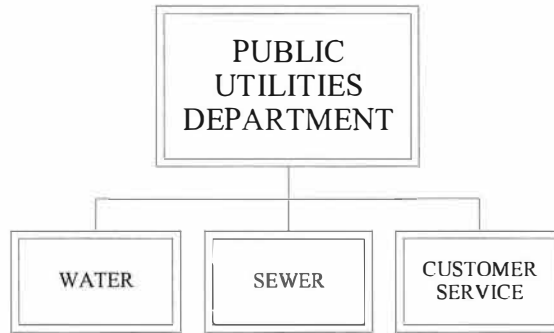


**UTILITY FUND  
DETAIL**



WOODWAY, TEXAS

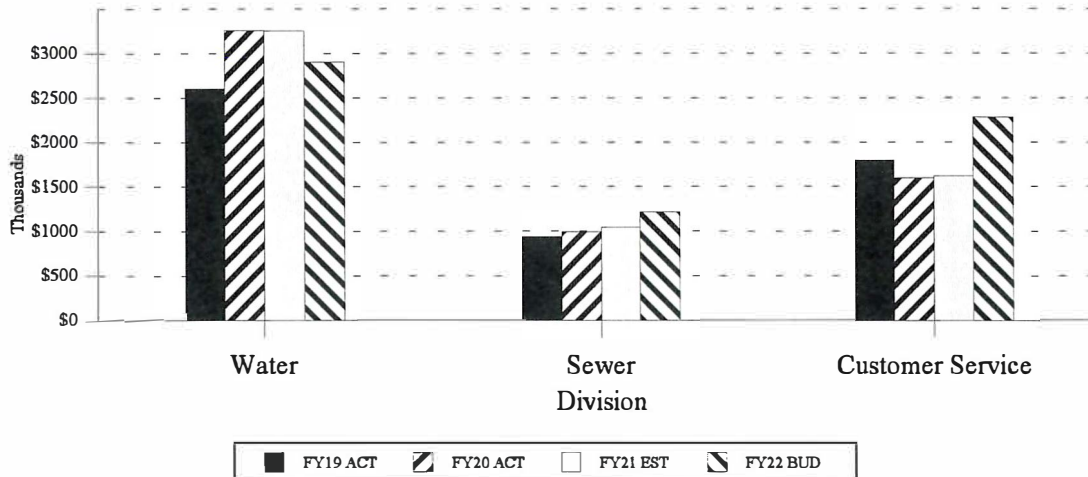
PUBLIC UTILITIES SUMMARY  
2021-2022



Director of Community Services - Mitch Davison (772-4050)  
Director of Finance - William Klump (772-4480)

ACTIVITY	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Water Services	\$3,254,528	\$2,659,451	\$3,250,154	\$2,898,935
Sewer Services	988,473	1,256,798	1,038,977	1,211,402
Customer Service	1,597,198	1,620,451	1,619,680	2,275,163
<b>TOTALS</b>	<b>\$5,840,199</b>	<b>\$5,536,700</b>	<b>\$5,908,811</b>	<b>\$6,385,500</b>

THREE YEARS AND PROPOSED  
(Actual to Estimated to Proposed)



WOODWAY, TEXAS

PUBLIC UTILITIES SUMMARY  
2021-2022

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Operating Resources	(\$234,526)	\$5,000	\$79,111	\$3,800
Water Sales - Residential	3,319,696	3,200,000	3,250,000	3,200,000
Water Sales - Commercial	761,604	660,000	750,000	750,000
Water Sales - Wholesale	115,200	115,200	115,200	115,200
Water Tap Fees	54,900	22,000	75,000	72,500
Reconnects & Transfers	65,565	90,000	75,000	72,500
Sewer Revenues - Residential	1,262,701	1,280,000	1,392,000	1,950,000
Sewer Revenues - Commercial	112,876	110,000	122,000	171,000
Sewer Tap Fees	22,000	11,000	13,000	12,500
Interest and Other	360,183	43,500	37,500	38,000
<b>Total Resources</b>	<b>\$5,840,199</b>	<b>\$5,536,700</b>	<b>\$5,908,811</b>	<b>\$6,385,500</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$986,358	\$1,019,606	\$1,005,602	\$1,098,418
Supplies & Materials	113,802	166,150	123,240	166,650
Repairs & Maintenance	250,546	247,800	172,050	249,800
Other Services & Charges	2,463,953	2,670,080	2,575,360	2,822,604
Capital	4,276	8,900	8,395	19,700
Operating Transfers	2,021,264	1,424,164	2,024,164	2,028,328
<b>Total Expenditures</b>	<b>\$5,840,199</b>	<b>\$5,536,700</b>	<b>\$5,908,811</b>	<b>\$6,385,500</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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
<b>Total Personnel</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
1. Leaks Repaired				
- Services	250	250	250	250
- Main lines	450	450	450	450
2. Water samples taken	300	300	300	300
3. Well inspections	2,190	2,190	2,190	2,190
4. Meter exchanges	182	200	135	175

**PUBLIC UTILITIES  
WATER SERVICES - 4501**

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Operating Resources	(\$996,872)	(\$1,337,749)	(\$940,046)	(\$1,238,765)
Water Sales - Residential	3,319,696	3,200,000	3,250,000	3,200,000
Water Sales - Commercial	761,604	660,000	750,000	750,000
Water Sales - Wholesale	115,200	115,200	115,200	115,200
Water Tap Fees	54,900	22,000	75,000	72,500
<b>Total Resources</b>	<b>\$3,254,528</b>	<b>\$2,659,451</b>	<b>\$3,250,154</b>	<b>\$2,898,935</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$469,570	\$473,488	\$467,802	\$507,456
Supplies & Materials	47,985	66,450	51,650	66,450
Repairs & Maintenance	114,926	139,800	115,300	139,800
Other Services & Charges	1,948,228	1,895,813	1,931,850	2,115,529
Capital	1,719	7,300	6,952	6,700
Operating Transfers	672,100	76,600	676,600	63,000
<b>Total Expenditures</b>	<b>\$3,254,528</b>	<b>\$2,659,451</b>	<b>\$3,250,154</b>	<b>\$2,898,935</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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
<b>Total Personnel</b>	<b>6.30</b>	<b>6.30</b>	<b>6.30</b>	<b>6.30</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

WOODWAY, TEXAS

WATER SERVICES - 4501

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$111,358	\$114,123	\$119,742	\$126,731
Office/Clerical	60,298	62,170	62,281	66,607
Technical	43,994	45,468	44,987	48,702
Management/Supervision	89,878	84,623	84,446	90,376
Overtime	11,777	10,000	16,000	10,000
Emergency Sick Leave (Covid-19)	0	0	1,137	0
Insurance	61,838	82,148	63,080	83,441
FICA/Medicare Tax	4,537	4,720	4,899	5,105
Retirement	74,786	56,382	58,296	62,488
Unemployment	0	0	0	0
Workers' Compensation	2,588	4,707	3,881	4,375
Incentive Pay	8,516	9,147	9,053	9,631
<b>Total Salaries &amp; Benefits</b>	<b>\$469,570</b>	<b>\$473,488</b>	<b>\$467,802</b>	<b>\$507,456</b>
<b>Supplies &amp; Materials</b>				
Uniform Service	\$4,807	\$3,500	\$3,500	\$3,500
Immunizations	0	250	0	250
Printing	0	500	200	500
Office Supplies	94	300	250	300
Computer Supplies	0	1,000	500	1,000
Postage	20	500	100	500
Supplies - Motor Vehicles	12,687	20,000	15,000	20,000
Minor Tools & Equipment	4,211	4,000	4,000	4,000
Chemicals	26,070	36,000	28,000	36,000
Food/Memorials	96	400	100	400
<b>Total Supplies &amp; Materials</b>	<b>\$47,985</b>	<b>\$66,450</b>	<b>\$51,650</b>	<b>\$66,450</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Motor Vehicles	\$3,110	\$7,000	\$7,000	\$7,000
Maintenance - Office Equipment	42	600	300	600
Maintenance - Heavy Equipment	2,563	7,200	3,000	7,200
Maintenance - Pumps & Equipment	39,132	40,000	25,000	40,000
Maintenance - Mainlines	42,224	50,000	50,000	50,000
Maintenance - Storage Tanks	0	5,000	2,000	5,000
Maintenance - Meters	20,947	20,000	20,000	20,000
Maintenance - Fire Hydrants	6,908	10,000	8,000	10,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$114,926</b>	<b>\$139,800</b>	<b>\$115,300</b>	<b>\$139,800</b>

WOODWAY, TEXAS

WATER SERVICES - 4501

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Legal Services	\$0	\$2,500	\$0	\$2,500
Engineering Services	0	2,500	1,000	5,000
Service Charges - General Fund	92,764	91,045	91,045	100,469
Schools/Conferences	2,546	5,000	5,000	5,000
Employment Screening	224	500	250	500
Water Purchases	1,518,461	1,412,000	1,450,000	1,500,000
Water System Fee	24,955	20,000	25,000	25,000
Groundwater System Fee	16,071	20,000	20,000	20,000
Equipment Rental	802	3,000	1,000	3,000
Property/Liability Insurance	30,478	33,268	42,055	46,560
Communications	5,076	3,500	5,000	5,000
Newspaper Notices	872	1,000	1,000	1,000
Electric Service	255,226	300,000	289,500	300,000
Subscriptions/Memberships	753	1,500	1,000	1,500
Contingency/Emergency Expenditure	0	0	0	100,000
<b>Total Other Services &amp; Charges</b>	<b>\$1,948,228</b>	<b>\$1,895,813</b>	<b>\$1,931,850</b>	<b>\$2,115,529</b>
<b>Capital Outlay</b>				
Water Pumps/Wells	\$0	\$5,000	\$4,987	\$0
Water Meters	0	0	0	0
Fire Hydrants	0	0	0	0
Machinery & Equipment	1,719	2,300	1,965	6,700
Office Equipment	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$1,719</b>	<b>\$7,300</b>	<b>\$6,952</b>	<b>\$6,700</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$72,100	\$76,600	\$76,600	\$63,000
Capital Projects Fund	600,000	0	600,000	0
Emergency Reserve Fund Transfer	0	0	0	0
<b>Total Operating Transfers</b>	<b>\$672,100</b>	<b>\$76,600</b>	<b>\$676,600</b>	<b>\$63,000</b>
<b>Total Expenditures</b>	<b>\$3,254,528</b>	<b>\$2,659,451</b>	<b>\$3,250,154</b>	<b>\$2,898,935</b>



**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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**

<b>RESOURCES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Operating Revenues	(\$409,104)	(\$144,202)	(\$488,023)	(\$922,098)
Sewer Revenues - Residential	1,262,701	1,280,000	1,392,000	1,950,000
Sewer Revenues - Commercial	112,876	110,000	122,000	171,000
Sewer Tap Fees	22,000	11,000	13,000	12,500
<b>Total Resources</b>	<b>\$988,473</b>	<b>\$1,256,798</b>	<b>\$1,038,977</b>	<b>\$1,211,402</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Salaries & Benefits	\$270,924	\$287,726	\$281,126	\$306,153
Supplies & Materials	38,919	64,300	45,700	64,800
Repairs & Maintenance	117,160	88,000	37,000	88,000
Other Services & Charges	436,770	699,472	558,008	611,349
Capital	0	1,600	1,443	13,000
Operating Transfers	124,700	115,700	115,700	128,100
<b>Total Expenditures</b>	<b>\$988,473</b>	<b>\$1,256,798</b>	<b>\$1,038,977</b>	<b>\$1,211,402</b>

<b>PERSONNEL</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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
<b>Total Personnel</b>	<b>3.90</b>	<b>3.90</b>	<b>3.90</b>	<b>3.90</b>

**MAJOR BUDGET CHANGES**

No major changes are budgeted.

WOODWAY, TEXAS

SEWER SERVICES - 4502

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$67,969	\$70,534	\$70,557	\$75,585
Office/Clerical	\$7,769	\$8,005	\$7,887	\$8,578
Technical	45,119	46,396	46,443	49,693
Management/Supervision	57,049	57,770	57,300	62,433
Overtime	11,230	10,000	10,000	10,000
Emergency Sick Leave (Covid-19)	0	0	2,414	0
Insurance	39,255	50,841	42,184	51,636
FICA/Medicare Tax	2,784	2,859	2,878	3,061
Retirement	32,309	34,149	34,638	37,471
Unemployment	0	0	0	0
Worker's Compensation	3,394	2,714	2,968	2,882
Incentive Pay	4,046	4,458	3,857	4,814
<b>Total Salaries &amp; Benefits</b>	<b>\$270,924</b>	<b>\$287,726</b>	<b>\$281,126</b>	<b>\$306,153</b>
<b>Supplies &amp; Materials</b>				
Uniform Service	\$2,577	\$2,000	\$2,500	\$2,500
Immunizations	0	50	50	50
Printing	0	150	50	150
Office Supplies	24	400	0	400
Computer Supplies	0	1,000	0	1,000
Supplies - Motor Vehicles	12,544	20,000	15,000	20,000
Minor Tools & Equipment	3,617	3,000	3,000	3,000
Chemicals	20,091	37,500	25,000	37,500
Food/Memorials	66	200	100	200
<b>Total Supplies &amp; Materials</b>	<b>\$38,919</b>	<b>\$64,300</b>	<b>\$45,700</b>	<b>\$64,800</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Motor Vehicles	(\$1,093)	\$5,000	\$7,000	\$5,000
Maintenance - Office Equipment	42	0	0	0
Maintenance - Heavy Equipment	17,035	10,000	5,000	10,000
Maintenance - Lift Stations	66,666	33,000	15,000	33,000
Maintenance - Mainlines	34,510	40,000	10,000	40,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$117,160</b>	<b>\$88,000</b>	<b>\$37,000</b>	<b>\$88,000</b>

WOODWAY, TEXAS

SEWER SERVICES - 4502

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Other Services &amp; Charges</b>				
Legal Services	\$0	\$2,000	\$0	\$2,000
Engineering Services	0	5,000	0	5,000
Service Charges - General Fund	30,921	30,345	30,345	33,493
Schools/Conferences	2,345	3,500	2,500	3,500
Employment Screening	155	120	100	120
Sewage Treatment Charges - WMARSS	375,460	628,021	500,000	535,940
Equipment Rental	2,128	1,000	0	1,000
Property/Liability Insurance	10,068	10,986	10,451	11,796
Communications	978	2,000	1,000	2,000
Newspaper Notices	521	500	0	500
Electric Service	14,003	15,000	13,112	15,000
Subscriptions/Memberships	191	1,000	500	1,000
<b>Total Other Services &amp; Charges</b>	<b>\$436,770</b>	<b>\$699,472</b>	<b>\$558,008</b>	<b>\$611,349</b>
<b>Capital Outlay</b>				
Sewer Lift Stations	\$0	\$0	\$0	\$0
Machinery & Equipment	0	1,600	1,443	13,000
Office Equipment	0	0	0	0
<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$1,600</b>	<b>\$1,443</b>	<b>\$13,000</b>
<b>Operating Transfers</b>				
Equipment Replacement	\$124,700	\$115,700	\$115,700	\$128,100
Capital Projects Fund	0	0	0	0
<b>Total Operating Transfers</b>	<b>\$124,700</b>	<b>\$115,700</b>	<b>\$115,700</b>	<b>\$128,100</b>
<b>Total Expenditures</b>	<b>\$988,473</b>	<b>\$1,256,798</b>	<b>\$1,038,977</b>	<b>\$1,211,402</b>

**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 2021-2022**

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.

<b>PERFORMANCE MEASURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
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**Billing**

1. Average Monthly Customer Accounts				
- Water	4,013	4,050	4,068	4,100
- Irrigation	149	150	155	160
- Sewer	3,762	3,775	3,836	3,850
- Refuse	3,834	3,850	3,907	3,950
2. Utility Bills Issued	49,944	50,000	50,676	51,000
3. Utility Payments Processed				
- % Mail	28.0%	28.0%	27.0%	27.0%
- % ACH	17.0%	17.0%	17.0%	17.0%
- % Other (Walk-in, Night drop, Online)	55.0%	55.0%	56.0%	56.0%
4. Delinquent Notices Issued	4,371	6,000	5,264	5,500
5. Late Penalties Assessed	3,736	5,000	4,453	5,000
6. Deferred Payment Contracts/Extensions Processed	7	10	13	15
7. Work Orders Processed	5,359	5,350	7,619	7,625
8. Service Applications Processed	231	250	208	250
9. Service Terminations Processed	259	300	188	250
10. Billing Adjustments	36	50	62	75
11. Sanitation Service Calls	777	800	877	900
12. Re-reads Processed	1,392	1,500	1,559	1,600
13. Water Sold (Millions of Gallons)	676	604	576	590
14. Garage Sale Permits Issued	80	175	87	100

**Meter Reading**

15. Meters Read	49,944	50,000	50,676	51,000
16. Meters Repaired	29	30	50	50
17. Defective Meters Replaced	182	200	135	175

WOODWAY, TEXAS

PUBLIC UTILITIES  
CUSTOMER SERVICE - 4503

RESOURCES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Operating Revenues	\$1,522,410	\$1,525,451	\$1,541,480	\$2,198,863
Reconnects & Transfers	65,565	90,000	75,000	72,500
Interest	9,223	5,000	3,200	3,800
<b>Total Resources</b>	<b>\$1,597,198</b>	<b>\$1,620,451</b>	<b>\$1,619,680</b>	<b>\$2,275,163</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Salaries & Benefits	\$245,864	\$258,392	\$256,674	\$284,809
Supplies & Materials	26,898	35,400	25,890	35,400
Repairs & Maintenance	18,460	20,000	19,750	22,000
Other Services & Charges	78,955	74,795	85,502	95,726
Capital	2,557	0	0	0
Operating Transfers	1,224,464	1,231,864	1,231,864	1,837,228
<b>Total Expenditures</b>	<b>\$1,597,198</b>	<b>\$1,620,451</b>	<b>\$1,619,680</b>	<b>\$2,275,163</b>

PERSONNEL	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 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
<b>Total Personnel</b>	<b>3.80</b>	<b>3.80</b>	<b>3.80</b>	<b>3.80</b>

**MAJOR BUDGET CHANGES**

New debt was issued for major sewer project.

WOODWAY, TEXAS

CUSTOMER SERVICE - 4503

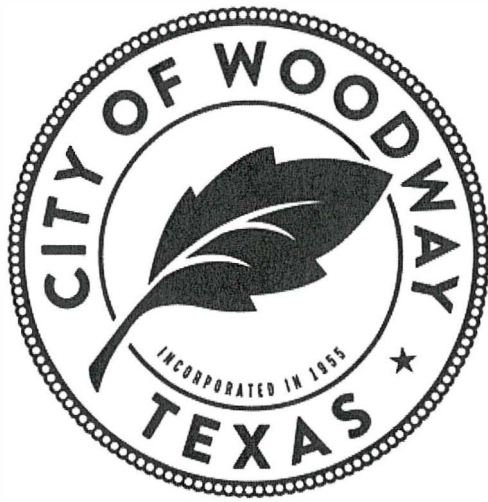
	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Salaries &amp; Benefits</b>				
Service/Maintenance	\$44,089	\$45,468	\$45,806	\$48,702
Office/Clerical	102,333	104,009	107,224	119,708
Professional	19,030	19,625	19,773	21,024
Overtime	762	1,000	500	1,000
Emergency Sick Leave (Covid-19)	0	0	1,977	0
Insurance	44,055	49,467	41,952	50,274
FICA/Medicare Tax	2,443	2,523	2,610	2,827
Retirement	28,373	30,138	31,075	34,603
Unemployment	0	0	0	0
Worker's Compensation	1,178	1,257	1,049	1,160
Team Incentives	0	1,000	0	1,000
Incentive Pay	3,601	3,905	4,708	4,511
<b>Total Salaries &amp; Benefits</b>	<b>\$245,864</b>	<b>\$258,392</b>	<b>\$256,674</b>	<b>\$284,809</b>
<b>Supplies &amp; Materials</b>				
Uniform Service	\$164	\$400	\$200	\$400
Printing	4,362	4,000	3,500	4,000
Office Supplies	325	1,000	500	1,000
Computer Supplies	966	1,500	500	1,500
Postage	18,287	23,000	18,960	23,000
Supplies - Motor Vehicles	1,606	4,000	1,130	4,000
Minor Tools & Equipment	1,161	1,200	1,000	1,200
Food/Memorials	27	300	100	300
<b>Total Supplies &amp; Materials</b>	<b>\$26,898</b>	<b>\$35,400</b>	<b>\$25,890</b>	<b>\$35,400</b>
<b>Repairs &amp; Maintenance</b>				
Maintenance - Motor Vehicles	\$245	\$2,000	\$750	\$2,000
Maintenance - Office Equipment	18,215	18,000	19,000	20,000
<b>Total Repairs &amp; Maintenance</b>	<b>\$18,460</b>	<b>\$20,000</b>	<b>\$19,750</b>	<b>\$22,000</b>

WOODWAY, TEXAS

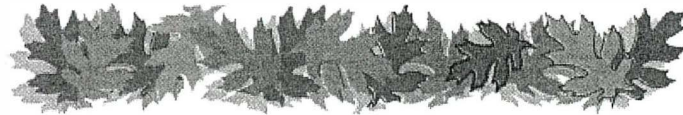
CUSTOMER SERVICE - 4503

	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
Other Services & Charges				
Special Studies	\$975	\$975	\$0	\$975
Contract Labor	0	0	0	0
Audit Services	8,050	8,330	8,453	8,925
Schools/Conferences	0	1,000	0	1,000
Employment Screening	0	200	0	200
Bank Service Charges	59,191	55,000	70,000	75,000
Uncollectible UB	3,774	0	0	0
Property/Liability Insurance	2,459	2,490	2,659	2,826
Newspaper Notices	0	500	0	500
Mail-Handling	3,708	5,000	3,778	5,000
Community Programs	0	0	0	0
Subscriptions/Memberships	93	300	112	300
Contingency	705	1,000	500	1,000
<b>Total Other Services &amp; Charges</b>	<b>\$78,955</b>	<b>\$74,795</b>	<b>\$85,502</b>	<b>\$95,726</b>
Capital Outlay				
Buildings & Improvements	\$2,557	\$0	\$0	\$0
<b>Total Capital Outlay</b>	<b>\$2,557</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Operating Transfers				
Equipment Replacement	\$0	\$4,800	\$4,800	\$4,800
Debt Service - Water	218,563	227,963	227,963	116,413
Debt Service - Sewer	1,005,901	999,101	999,101	1,716,015
<b>Total Operating Transfers</b>	<b>\$1,224,464</b>	<b>\$1,231,864</b>	<b>\$1,231,864</b>	<b>\$1,837,228</b>
<b>Total Expenditures</b>	<b>\$1,597,198</b>	<b>\$1,620,451</b>	<b>\$1,619,680</b>	<b>\$2,275,163</b>





**UTILITY DEBT  
SERVICE FUND**



## **UTILITY DEBT SERVICE FUND**

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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 2022, the required balance in this fund is \$1,832,428 (the amount of debt service payments to be made in FY 2021-2022). 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 \$1,832,428 to this fund in FY 2022.

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

2021-2022  
 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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$324,041	\$333,194	\$333,194	\$335,194
<b>Revenues</b>				
Transfer from Utility Fund	1,224,464	1,227,064	1,227,064	1,832,428
Interest Income	5,902	5,000	2,000	3,000
	<u>\$1,230,366</u>	<u>\$1,232,064</u>	<u>\$1,229,064</u>	<u>\$1,835,428</u>
<b>Total Resources</b>	<b>\$1,554,407</b>	<b>\$1,565,258</b>	<b>\$1,562,258</b>	<b>\$2,170,622</b>

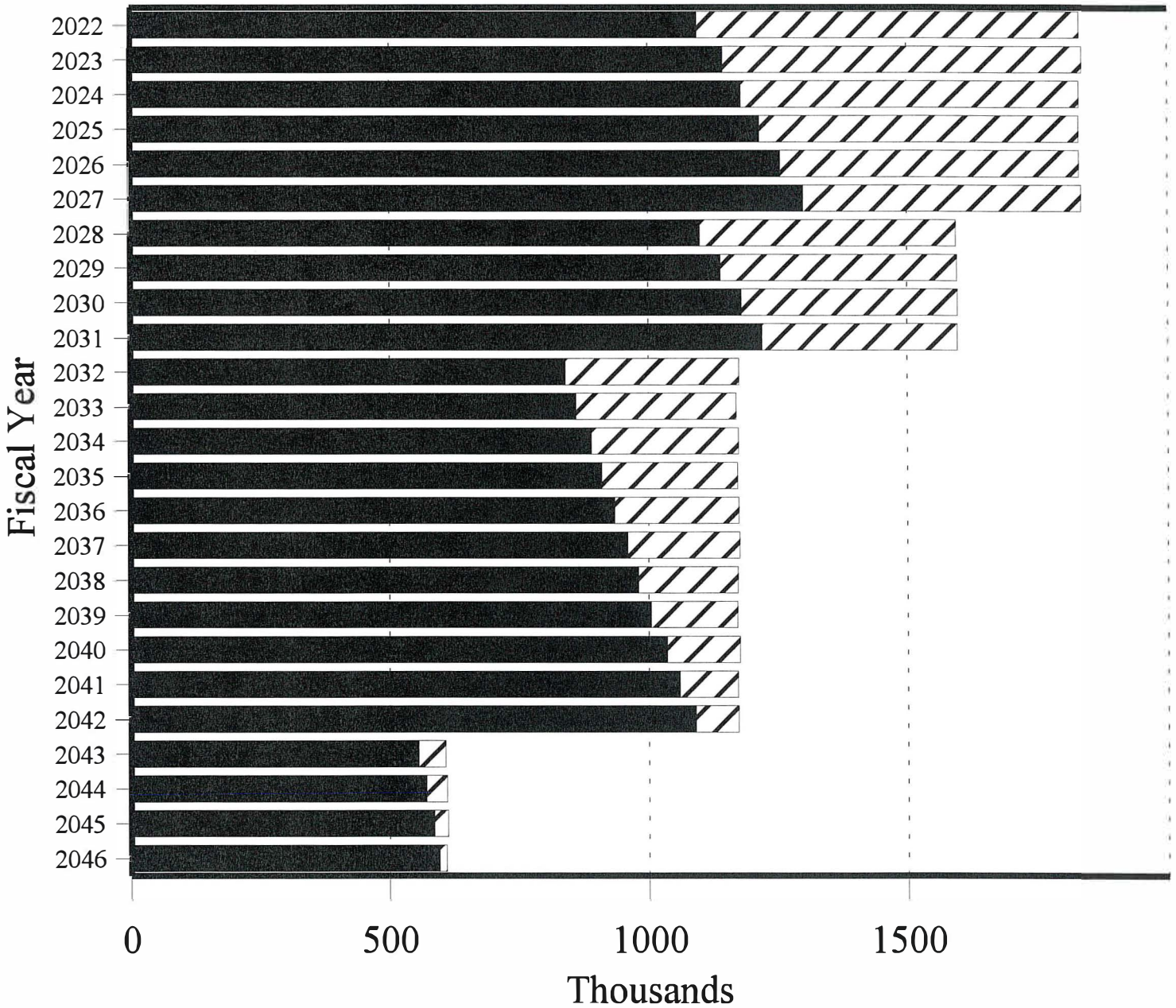
<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Principal	\$790,000	\$815,000	\$815,000	\$1,095,000
Interest	429,863	410,264	410,264	735,628
Paying Agent Fees	1,350	1,800	1,800	1,800
	<u>\$1,221,213</u>	<u>\$1,227,064</u>	<u>\$1,227,064</u>	<u>\$1,832,428</u>
<b>Total Expenditures</b>	<b>\$1,221,213</b>	<b>\$1,227,064</b>	<b>\$1,227,064</b>	<b>\$1,832,428</b>
<b>Ending Fund Balance</b>	<b>\$333,194</b>	<b>\$338,194</b>	<b>\$335,194</b>	<b>\$338,194</b>

**WOODWAY, TEXAS**

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

DATE	2016 REF SERIES		2016 SERIES		2017 SERIES		2021 SERIES		FISCAL		
	FISCAL TOTALS		FISCAL TOTALS		FISCAL TOTALS		FISCAL TOTALS		GRAND TOTALS		
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	TOTAL
2021-2022	330,000	49,000	235,000	52,300	270,000	285,762	260,000	348,564	1,095,000	735,626	1,830,626
2022-2023	340,000	39,100	240,000	47,600	280,000	277,663	285,000	326,144	1,145,000	690,507	1,835,507
2023-2024	350,000	28,900	245,000	42,800	290,000	266,462	295,000	311,894	1,180,000	650,056	1,830,056
2024-2025	355,000	21,900	250,000	37,900	300,000	257,763	310,000	297,144	1,215,000	614,707	1,829,707
2025-2026	365,000	14,800	255,000	32,900	310,000	245,762	325,000	281,644	1,255,000	575,106	1,830,106
2026-2027	375,000	7,500	260,000	27,800	320,000	233,363	345,000	265,394	1,300,000	534,057	1,834,057
2027-2028			270,000	22,600	470,000	223,762	360,000	248,144	1,100,000	494,506	1,594,506
2028-2029			270,000	17,200	490,000	209,663	380,000	230,144	1,140,000	457,007	1,597,007
2029-2030			275,000	11,800	505,000	194,962	400,000	211,144	1,180,000	417,906	1,597,906
2030-2031			280,000	6,300	520,000	179,813	420,000	191,144	1,220,000	377,257	1,597,257
2031-2032					400,000	164,212	440,000	170,144	840,000	334,356	1,174,356
2032-2033					410,000	152,213	450,000	156,944	860,000	309,157	1,169,157
2033-2034					425,000	139,912	465,000	143,444	890,000	283,356	1,173,356
2034-2035					435,000	127,163	475,000	134,144	910,000	261,307	1,171,307
2035-2036					450,000	114,112	485,000	124,644	935,000	238,756	1,173,756
2036-2037					465,000	100,613	495,000	114,944	960,000	215,557	1,175,557
2037-2038					475,000	86,662	505,000	105,044	980,000	191,706	1,171,706
2038-2039					490,000	71,225	515,000	94,944	1,005,000	166,169	1,171,169
2039-2040					510,000	55,300	525,000	84,644	1,035,000	139,944	1,174,944
2040-2041					525,000	37,450	535,000	74,144	1,060,000	111,594	1,171,594
2041-2042					545,000	19,075	545,000	63,444	1,090,000	82,519	1,172,519
2042-2043							555,000	51,863	555,000	51,863	606,863
2043-2044							570,000	39,375	570,000	39,375	609,375
2044-2045							585,000	26,550	585,000	26,550	611,550
2045-2046							595,000	13,388	595,000	13,388	608,388
<b>TOTAL</b>	<b>\$2,115,000</b>	<b>\$161,200</b>	<b>\$2,580,000</b>	<b>\$299,200</b>	<b>\$8,885,000</b>	<b>\$3,442,912</b>	<b>\$11,120,000</b>	<b>\$4,109,020</b>	<b>\$24,700,000</b>	<b>\$8,012,332</b>	<b>\$32,712,332</b>

# UTILITY LONG-TERM DEBT

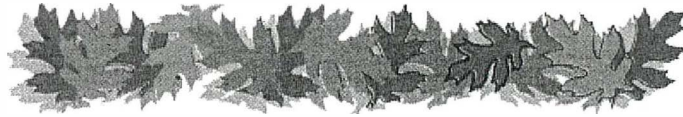


# WOODWAY, TEXAS

## UTILITY DEBT SERVICE FUND SCHEDULE OF BONDS OUTSTANDING

REVENUE BOND ISSUE/NOTE	AMOUNT OF ISSUE	INTEREST RATE	YEAR OF MATURITY	AMOUNT OUTSTANDING @ 10/01/2021	2021-2022 PRINCIPAL DUE	2021-2022 INTEREST DUE	2021-2022 TOTAL DUE
G.O. 2016 Refunding (Sewer Improvements)	\$3,400,000	2.00% - 3.00%	2027	2,115,000	330,000	49,000	379,000
C.O. 2016 (Water & Sewer Improvements)	\$3,670,000	2.00% - 2.25%	2031	2,580,000	235,000	52,300	287,300
C.O. 2017 (Sewer Improvements)	\$9,200,000	3.00% - 4.00%	2042	8,885,000	270,000	285,762	555,762
C.O. 2021 (Sewer Improvements)	\$11,120,000	2.00% - 5.00%	2046	11,120,000	260,000	348,564	608,564
<b>TOTAL ALL ISSUES</b>				<b>\$24,700,000</b>	<b>\$1,095,000</b>	<b>\$735,626</b>	<b>\$1,830,626</b>

# CAPITAL PROJECT FUNDS





WOODWAY, TEXAS

2021-2022  
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	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Fund Balance</b>	\$39,054	\$58,132	\$58,132	\$58,607
<b>Revenues</b>				
Interest Income	961	500	115	200
Miscellaneous Income	0	0	0	0
Park Memberships	360	350	360	350
Transfer from General Fund	186,000	0	0	0
Transfer from General Projects Fund	0	0	0	0
	<u>\$187,321</u>	<u>\$850</u>	<u>\$475</u>	<u>\$550</u>
<b>Total Resources</b>	<b>\$226,375</b>	<b>\$58,982</b>	<b>\$58,607</b>	<b>\$59,157</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Parks:</b>				
<u>Capital - Bldgs &amp; Improv</u>				
30007 - Poage Park Improvements	\$0	\$0	\$0	\$0
30012 - Woodway Park Restrooms	168,243	0	0	0
30015 - Miscellaneous Parks Board Projects	0	0	0	0
	<u>\$168,243</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Total Expenditures</b>	<b>\$168,243</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$58,132</b>	<b>\$58,982</b>	<b>\$58,607</b>	<b>\$59,157</b>

WOODWAY, TEXAS

2021-2022  
 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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$12,598	\$12,708	\$12,708	\$12,743
<b>Revenues</b>				
Interest Income	110	50	35	50
Transfer from General Fund	0	0	0	0
Park Fund Dedications	0	0	0	0
	\$110	\$50	\$35	\$50
<b>Total Resources</b>	<b>\$12,708</b>	<b>\$12,758</b>	<b>\$12,743</b>	<b>\$12,793</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Park Improvements	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$12,708</b>	<b>\$12,758</b>	<b>\$12,743</b>	<b>\$12,793</b>

**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 2022****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.

**Public Safety Building Floor Replacement (\$30,000)**

The vinyl flooring in the Public Safety Building was installed when the building was built in 1995. This 26 year old flooring is overdue for an upgrade.

**Carport/Storage Building (\$19,250)**

The City is in need of a building at the City Shop to house equipment. This will be a 30' X 40' metal building with an open front and a cement slab.

**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.

**Public Safety Building Floor Replacement**

The vinyl flooring in the Public Safety Building is 26 years old and is overdue for replacement. The floor is hard to clean, looks bad and is a safety hazard. A new floor will make the building more presentable and safer for our citizens.

**Carport/Storage Building**

The City doesn't have a building to house all the equipment at the City Shop. This new building will protect the equipment from the elements and make the equipment last longer. The building will also protect the equipment from being vandalized or stolen.

WOODWAY, TEXAS

2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$5,491,989	\$5,218,058	\$5,218,058	\$4,154,760
<b>Revenues</b>				
Interest Income	46,977	25,000	13,000	15,000
Miscellaneous Income	0	0	0	0
Transfer from General Fund	500,000	0	0	0
Transfer from Park Projects Fund	0	0	0	0
	<u>\$546,977</u>	<u>\$25,000</u>	<u>\$13,000</u>	<u>\$15,000</u>
<b>Total Resources</b>	<b>\$6,038,966</b>	<b>\$5,243,058</b>	<b>\$5,231,058</b>	<b>\$4,169,760</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Streets:</b>				
<b><u>Capital - Buildings &amp; Improvements</u></b>				
30230 - Slurry Seal Program	300,806	300,000	268,334	300,000
30264 - Harbor Drive Reconstruction	154,186	0	258,105	0
30269 - Bryce Drive Drainage Improvements	0	0	20,300	0
30272 - Bush Drive Project	0	0	71,600	0
<b>Public Buildings:</b>				
<b><u>Capital - Buildings &amp; Improvements</u></b>				
30210 - Emergency Warning Siren	0	30,000	28,438	0
30245 - Community Services Bldg Renovation	354,796	0	228,097	0
30250 - Public Safety Bldg Floor Replacement	0	0	0	30,000
30259 - Highway 84 Beautification	11,120	0	0	0
30270 - Public Safety Bldg Roof Replacement	0	0	68,310	0
30271 - Winter Storm Recovery	0	0	133,114	0
30273 - Carport/Storage Building	0	0	0	19,250
	<u>\$820,908</u>	<u>\$330,000</u>	<u>\$1,076,298</u>	<u>\$349,250</u>
<b>Total Expenditures</b>	<b>\$820,908</b>	<b>\$330,000</b>	<b>\$1,076,298</b>	<b>\$349,250</b>
<b>Ending Fund Balance</b>	<b>\$5,218,058</b>	<b>\$4,913,058</b>	<b>\$4,154,760</b>	<b>\$3,820,510</b>

WOODWAY, TEXAS

2021-2022  
 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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$2,845,012	\$3,318,951	\$3,318,951	\$792,748
<b>Revenues</b>				
Ad Valorem Tax	557,949	576,210	576,210	637,088
Delinquent Ad Valorem Taxes	1,672	2,000	3,500	2,500
Interest and Penalties	2,671	2,500	3,500	3,000
Interest Income	27,693	20,000	7,500	10,000
	\$589,985	\$600,710	\$590,710	\$652,588
<b>Total Resources</b>	<b>\$3,434,997</b>	<b>\$3,919,661</b>	<b>\$3,909,661</b>	<b>\$1,445,336</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Streets:</b>				
<u>Capital - Bldgs &amp; Improv.</u>				
Future Capital Projects	\$116,046	\$0	\$3,116,913	\$0
<b>Total Expenditures</b>	<b>\$116,046</b>	<b>\$0</b>	<b>\$3,116,913</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$3,318,951</b>	<b>\$3,919,661</b>	<b>\$792,748</b>	<b>\$1,445,336</b>

WOODWAY, TEXAS

2021-2022  
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	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Fund Balance</b>	\$170,637	\$165,105	\$165,105	\$469,835
<b>Revenues</b>				
Interest Income	1,365	1,000	333	500
Sponsorships/Donations	0	0	0	0
Event Sponsorships	0	0	0	0
Designated Memorials/Honorariums	10,235	10,000	5,002	10,000
Arboretum Memberships	4,609	4,000	4,636	4,500
Transfer from General Capital Projects Fund	0	0	0	0
Transfer from Tourism Fund	183,000	0	350,000	0
Bond Proceeds	0	0	0	0
	\$199,209	\$15,000	\$359,971	\$15,000
<b>Total Resources</b>	<b>\$369,846</b>	<b>\$180,105</b>	<b>\$525,076</b>	<b>\$484,835</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>MISCELLANEOUS CAPITAL IMPROVEMENTS</b>				
Pavilion Fountain	183,011	0	0	0
Arboretum Bridge	0	0	18,208	0
Arboretum Fencing	0	0	4,628	0
Arboretum Gardens	0	0	3,500	0
Allison's Garden Make Over	9,983	0	0	0
Arboretum Improvements	0	0	9,125	380,000
DESIGNATED MEMORIALS/HONORARIUMS	11,747	0	19,780	10,000
<b>Total Expenditures</b>	<b>\$204,741</b>	<b>\$0</b>	<b>\$55,241</b>	<b>\$390,000</b>
<b>Ending Fund Balance</b>	<b>\$165,105</b>	<b>\$180,105</b>	<b>\$469,835</b>	<b>\$94,835</b>
less Designated Fund Balance	104,932	114,932	90,154	90,154
<b>Ending Undesignated Fund Balance</b>	<b>\$60,173</b>	<b>\$65,173</b>	<b>\$379,681</b>	<b>\$4,681</b>

WOODWAY, TEXAS

2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$132,856	\$134,011	\$134,011	\$134,361
<b>Revenues</b>				
Interest Income	1,155	500	350	500
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
	\$1,155	\$500	\$350	\$500
<b>Total Resources</b>	<b>\$134,011</b>	<b>\$134,511</b>	<b>\$134,361</b>	<b>\$134,861</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Community Development:</b>				
<u>Community Programs</u>				
Miscellaneous Board Initiatives	\$0	\$0	\$0	\$0
<b>Economic Development:</b>				
<u>Community Programs</u>				
Miscellaneous Board Initiatives	0	0	0	0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$134,011</b>	<b>\$134,511</b>	<b>\$134,361</b>	<b>\$134,861</b>

WOODWAY, TEXAS

2021-2022  
 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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$825,734	\$812,657	\$812,657	\$7,513,822
<b>Revenues</b>				
Interest Income	7,160	5,000	2,000	10,000
Sponsorships/Donations	212	1,000	1,650	1,000
Family Center Memberships	768	775	(2,720)	0
Event Sponsorships	3,500	2,500	250	2,500
Transfer from General Projects Fund	0	0	0	0
Bond Proceeds	0	0	6,750,000	0
	\$11,640	\$9,275	\$6,751,180	\$13,500
<b>Total Resources</b>	<b>\$837,374</b>	<b>\$821,932</b>	<b>\$7,563,837</b>	<b>\$7,527,322</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>MISCELLANEOUS CAPITAL IMPROVEMENTS</b>				
Capital Improvements	24,717	0	50,015	0
2021 WFC Improvements	0	0	0	6,750,000
<b>Total Expenditures</b>	<b>\$24,717</b>	<b>\$0</b>	<b>\$50,015</b>	<b>\$6,750,000</b>
<b>Ending Fund Balance</b>	<b>\$812,657</b>	<b>\$821,932</b>	<b>\$7,513,822</b>	<b>\$777,322</b>



WOODWAY, TEXAS

2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$775,922	\$1,163,085	\$1,163,085	\$1,168,085
<b>Revenues</b>				
Ad Valorem Tax	185,983	0	0	212,363
Delinquent Ad Valorem Taxes	558	600	1,000	1,000
Interest and Penalties	890	1,000	1,000	1,000
Interest Income	7,732	5,000	3,000	4,000
Transfer from General Fund	192,000	0	0	0
	\$387,163	\$6,600	\$5,000	\$218,363
<b>Total Resources</b>	<b>\$1,163,085</b>	<b>\$1,169,685</b>	<b>\$1,168,085</b>	<b>\$1,386,448</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Streets:</b>				
<u>Capital - Bldgs &amp; Improv.</u>				
Long-Term Capital Projects	0	0	0	0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$1,163,085</b>	<b>\$1,169,685</b>	<b>\$1,168,085</b>	<b>\$1,386,448</b>

## **UTILITY PROJECTS FUND**

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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 2022**

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#### **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 four years we increased it to \$150,000, which is the same amount budgeted for this year.

#### **Santa Fe Well Pump House (\$500,000)**

The Santa Fe well site has an old pump house that houses the electrical and booster pump equipment in a small concrete block enclosure. This old design has multiple issues including exposure of electrical equipment to water leakage, overheating of newer electrical equipment, and safety as pumping equipment is maintained. A new building would have separate rooms to house the pumping equipment and electrical equipment, which would alleviate these problems.

#### **Pumps for Water Distribution System (\$162,000)**

To meet the growing demand for water, the City needs to upgrade pumps in various pump stations to increase volume in pressure plans as the City continues to grow.

#### **Bosque Storage Tank Repairs (\$192,000)**

During annual inspections, it was noted that the exterior of the Bosque water storage tank was rusting and pitting. The exterior of the tank needs to be stripped, repaired, and repainted to insure it will be safe and useful for current and future use.

#### **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**

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### **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.

### **Santa Fe Well Pump House**

This old design of the Santa Fe well pump house has multiple issues including exposure of electrical equipment to water leakage, overheating of newer electrical equipment, and safety as pumping equipment is maintained. A new building with separate rooms to house the pumping equipment and electrical equipment would be safer for City employees to maintain, and would significantly reduce the repair costs associated with housing water and electrical equipment together in one building.

### **Pumps for Water Distribution System**

In order to meet the future demand for water, the City plans to upgrade pumps in various pump stations to increase volume in pressure plans as the City continues to grow. It is more economical to plan ahead of the demand and it will also make the City more desirable to future developers and homeowners.

### **Bosque Storage Tank Repairs**

The exterior of the tank needs to be stripped, repaired, and repainted to insure it will be safe and useful for current and future use. Resurfacing the exterior of the tank will extend the lifetime of the tank by protecting it from corrosion. Corrosion on water storage tanks will eventually be noted by the TCEQ during routine inspections. It would cost in excess of two million dollars to replace the tank, which makes it much more economical to keep the existing storage tank repaired and maintained. This will also significantly reduce the amount of water purchases in the operating budget, because it would take much longer to replace a tank as opposed to keeping it properly maintained.

### **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

2021-2022  
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	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Fund Balance</b>	(\$294,452)	\$178,214	\$178,214	\$17,792
<b>Revenues</b>				
Interest Income	0	0	350	0
Miscellaneous Income	35,700	0	0	0
Transfer from Utility Fund	600,000	0	600,000	0
Transfer from General Fund	0	0	0	0
	\$635,700	\$0	\$600,350	\$0
<b>Total Resources</b>	<b>\$341,248</b>	<b>\$178,214</b>	<b>\$778,564</b>	<b>\$17,792</b>

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Water Services:</b>				
<b><u>Capital - Water Pumps/Wells</u></b>				
50418 - Miscellaneous Pump/Well Repair	69,481	150,000	50,000	150,000
50437 - Water Master Plan Update	4,282	0	0	0
50417 - Santa Fe Well Pump House	0	0	0	500,000
50417 - Acorn Well Pump House	0	500,000	413,772	0
50417 - Hwy 84 Well Pump House	66,771	0	0	0
50446 - Tater Hill Well Flow Control Valves	14,500	0	0	0
50447 - Santa Fe Well Electric Gate	8,000	0	0	0
50450 - Pumps For Water Distribution System	0	0	0	162,000
<b><u>Capital - Water Storage Tanks</u></b>				
50428 - Bosque Storage Tank Repairs	0	192,000	0	192,000
<b><u>Capital - Water Mainlines</u></b>				
50440 - Replace 2" Water Line With 6" Line	0	400,000	200,000	200,000
<b>Sewer Services:</b>				
<b><u>Capital - Sewer Mainlines</u></b>				
50445 - Summit Ridge Force Main Extension	0	55,000	55,000	0
<b><u>Capital - Sewer Lift Stations</u></b>				
50449 - Badger Ranch Liftstation Upgrade	0	42,000	42,000	0
<b>Total Expenditures</b>	<b>\$163,034</b>	<b>\$1,339,000</b>	<b>\$760,772</b>	<b>\$1,204,000</b>
<b>Ending Fund Balance</b>	<b>\$178,214</b>	<b>(\$1,160,786)</b>	<b>\$17,792</b>	<b>(\$1,186,208)</b>

WOODWAY, TEXAS

2021-2022  
 UTILITY IMPACT IMPROVEMENTS  
 - 507 -

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

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$37,806	\$37,806	\$37,806	\$37,806
<b>Revenues</b>				
Impact Fees - Water	0	0	0	0
Impact Fees - Wastewater	0	0	0	0
	\$0	\$0	\$0	\$0
<b>Total Resources</b>	<b>\$37,806</b>	<b>\$37,806</b>	<b>\$37,806</b>	<b>\$37,806</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Water	\$0	\$0	\$0	\$0
Wastewater	0	0	0	0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$37,806</b>	<b>\$37,806</b>	<b>\$37,806</b>	<b>\$37,806</b>

WOODWAY, TEXAS

2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$7,564,153	\$6,502,024	\$6,502,024	\$0
<b>Revenues</b>				
Interest Income	63,495	0	1,575	0
Bond Proceeds	0	0	0	0
	<u>\$63,495</u>	<u>\$0</u>	<u>\$1,575</u>	<u>\$0</u>
<b>Total Resources</b>	<b>\$7,627,648</b>	<b>\$6,502,024</b>	<b>\$6,503,599</b>	<b>\$0</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Sewer Services:</b>				
<u>Capital - Sewer Mainlines</u>				
WMARSS Improvements	0	0	0	0
West Fairway Road Waste Water Interceptor	1,125,624	0	6,503,599	0
	<u>\$1,125,624</u>	<u>\$0</u>	<u>\$6,503,599</u>	<u>\$0</u>
<b>Total Expenditures</b>	<b>\$1,125,624</b>	<b>\$0</b>	<b>\$6,503,599</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$6,502,024</b>	<b>\$6,502,024</b>	<b>\$0</b>	<b>\$0</b>

WOODWAY, TEXAS

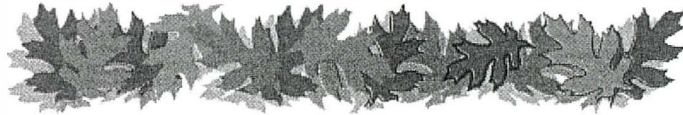
2021-2022  
2021 UTILITY IMPROVEMENT FUND  
- 515 -

The 2021 Utility Improvements Fund was created to account for the proceeds and expenditures of Certificates of Obligation issued in FY 2021. The proceeds are earmarked for utility improvements.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$0	\$0	\$0	\$11,850,200
<b>Revenues</b>				
Interest Income	0	0	200	7,500
Bond Proceeds	0	0	11,850,000	0
	\$0	\$0	\$11,850,200	\$7,500
<b>Total Resources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,850,200</b>	<b>\$11,857,700</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Sewer Services:</b>				
<u>Capital - Sewer Mainlines</u>				
West Fairway Road Waste Water Interceptor	0	0	0	11,850,000
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,850,000</b>
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,850,200</b>	<b>\$7,700</b>

## OTHER FUNDS





**TOURISM FUND**

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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**

**2021-2022  
TOURISM FUND  
- 200 -**

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

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$1,137,190	\$856,633	\$856,633	\$457,591
<b>Revenues</b>				
Hotel Occupancy Tax	463,823	650,000	525,000	650,000
Interest Income	10,781	7,500	2,400	5,000
Miscellaneous Income	0	0	0	0
	<u>\$474,604</u>	<u>\$657,500</u>	<u>\$527,400</u>	<u>\$655,000</u>
<b>Total Resources</b>	<b>\$1,611,794</b>	<b>\$1,514,133</b>	<b>\$1,384,033</b>	<b>\$1,112,591</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Category A: Visitor Information Center</b>				
Principal	\$80,000	\$85,000	\$85,000	\$90,000
Interest	21,800	18,600	18,600	15,200
Paying Agent Fees	0	300	300	300
Bond Issue Costs	0	0	0	0
Special Studies	22,602	0	20,000	0
Contract labor	0	0	2,600	0
Schools/Conferences	2,824	2,000	1,000	2,000
Transfer to General Fund for Visitor Center O&M	373,848	370,147	332,942	455,121
Transfer to General Fund for Administrative Support	0	5,000	0	2,900
Transfer to CBA Construction Fund for Improvements	183,000	0	350,000	0
<b>Category B: Conventions</b>				
Conference Sponsorships	0	0	0	0
<b>Category C: Tourism Advertising &amp; Promotions</b>				
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.)	66,484	92,857	115,000	92,857
Festivals	4,603	0	1,000	0
<b>Category D: Arts Organizations and Programs</b>				
Art Exhibition (Outdoor Sculptures, etc.)	0	0	0	0
<b>Total Expenditures</b>	<b>\$755,161</b>	<b>\$573,904</b>	<b>\$926,442</b>	<b>\$658,378</b>
<b>Ending Fund Balance</b>	<b>\$856,633</b>	<b>\$940,229</b>	<b>\$457,591</b>	<b>\$454,213</b>

**WOODWAY, TEXAS**

**TOURISM FUND  
SCHEDULE OF BONDS OUTSTANDING**

<b>GENERAL OBLIGATION ISSUE/NOTE</b>	<b>AMOUNT OF ISSUE</b>	<b>INTEREST RATE</b>	<b>YEAR OF MATURITY</b>	<b>AMOUNT OUTSTANDING @ 10/01/2021</b>	<b>2021-2022 PRINCIPAL DUE</b>	<b>2021-2022 INTEREST DUE</b>	<b>2021-2022 TOTAL DUE</b>
C.O. 2011	\$1,815,000	2.00% - 4.00%	2025	\$380,000	\$90,000	\$15,200	\$105,200
<b>TOTAL ALL ISSUES</b>				<b>\$380,000</b>	<b>\$90,000</b>	<b>\$15,200</b>	<b>\$105,200</b>

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

<b>DATE</b>	<b>2011 SERIES FISCAL TOTALS</b>		<b>FISCAL GRAND TOTALS</b>		
	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
<b>2021-2022</b>	90,000	15,200	<b>90,000</b>	<b>15,200</b>	<b>105,200</b>
<b>2022-2023</b>	95,000	11,600	<b>95,000</b>	<b>11,600</b>	<b>106,600</b>
<b>2023-2024</b>	95,000	7,800	<b>95,000</b>	<b>7,800</b>	<b>102,800</b>
<b>2024-2025</b>	100,000	4,000	<b>100,000</b>	<b>4,000</b>	<b>104,000</b>
<b>TOTAL</b>	<b>\$380,000</b>	<b>\$38,600</b>	<b>\$380,000</b>	<b>\$38,600</b>	<b>\$418,600</b>

**EQUIPMENT REPLACEMENT FUND**

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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**

<b><u>Department</u></b>	<b><u>Description</u></b>	<b><u>Final Pmt (Year)</u></b>	<b><u>Total Payment</u></b>	<b><u>Replacement Year</u></b>
Public Safety	Glock 22 .40 Caliber Handguns	2021	15,400	
Public Safety	Administrative Vehicle	2021	57,500	2022
Public Safety	Patrol Vehicles (3)	2021	150,000	2022
Streets	3/4 Ton Pickup Truck	2021	26,000	
Parks	Playground Equip-Water Fountain	2021	3,000	
Parks	Riding Mower	2021	8,500	2022
Water	Valve Machine	2021	66,000	
Water	3/4 Ton Utility Body Trucks (2)	2021	63,000	2022

# WOODWAY, TEXAS

## 2021-2022 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	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Fund Balance</b>	\$1,253,783	\$852,023	\$852,023	\$845,993
<b>Revenues</b>				
Interest Income - GF	7,012	10,000	2,166	2,500
Donations/Sponsorships	6,591	0	5,591	0
Transfer from General Fund	439,500	452,000	452,000	457,300
Proceeds for Sale of Fixed Assets - GF	36,160	0	44,844	0
	\$489,263	\$462,000	\$504,601	\$459,800
<b>Total Resources</b>	<b>\$1,743,046</b>	<b>\$1,314,023</b>	<b>\$1,356,624</b>	<b>\$1,305,793</b>

		Original			
		Cost	Age	Life	Transfer
<b>GENERAL FUND</b>					
City Wide Computer System	Non-Departmental	194,814	6	10	19,500
Back-up Pumper Truck	Public Safety	148,218	23	25	11,900
Fire Truck	Public Safety	797,979	17	20	39,900
Digital Radio Conversion	Public Safety	97,842	12	15	6,500
Fire Truck (Rescue Unit)	Public Safety	298,038	11	15	19,900
Portable Radios (2)	Public Safety	3,333	10	10	300
Training Grounds Target System	Public Safety	16,533	8	10	1,700
SCBA Air Compressor	Public Safety	29,260	8	20	1,500
SCBA Air Cylinders	Public Safety	5,100	8	15	300
Grass Fire Truck	Public Safety	145,748	8	20	7,300
Search/Drug K-9	Public Safety	11,610	7	10	1,200
All Terrain Vehicle	Public Safety	11,759	7	10	1,200
Dispatch Consoles (2)	Public Safety	29,734	6	10	3,000
Ballistic Helmets (18)	Public Safety	5,400	5	10	500
Administrative Vehicles (2)	Public Safety	89,268	5	5	17,900
Bullet Proof Vests (18)	Public Safety	9,056	4	5	1,800
Surveillance Equipment	Public Safety	10,032	4	10	1,000
Hostage Negotiations Equipment	Public Safety	21,090	4	10	2,100
Patrol & Administrative Vehicles (5)	Public Safety	268,600	4	4	67,200
Bullet Proof Vests	Public Safety	3,109	3	5	600
Dispatch Recorder System	Public Safety	19,981	3	5	4,000
Surveillance Equipment	Public Safety	22,865	3	10	2,300
Dual Band Radios	Public Safety	159,581	3	10	16,000
Patrol Vehicles (3)	Public Safety	129,556	3	4	32,400
Fire Truck SCBA	Public Safety	24,940	3	20	1,200
Dual Band Radios	Public Safety	27,835	2	10	2,800
Patrol & Administrative Vehicles (4)	Public Safety	197,591	2	5	39,500
Animal Control Transport Compartment	Public Safety	8,086	2	10	800
Fire Truck	Public Safety	660,925	2	20	33,000
Patrol & Administrative Vehicles (4)	Public Safety	209,151	1	5	41,800
Backhoe	Streets	51,961	11	15	3,500
Heated Emulsion Compartment	Streets	9,550	9	10	1,000
Street Cutter	Streets	5,530	7	10	600
Small Tractor	Streets	29,734	6	15	2,000
Dump Truck	Streets	96,000	6	15	6,400
Brush Chipper	Streets	35,693	5	15	2,400
Dump Truck	Streets	73,437	5	15	4,900
3/4 Ton Pickup Truck	Streets	28,965	3	5	5,800
Tractor Loader	Streets	76,716	2	20	3,800
Street Broom	Streets	22,815	1	7	3,300
Dump Truck	Streets	84,000	1	15	5,600
Shredder	Parks	10,675	13	15	700
Playground Equip-Bridges (2)	Parks	5,500	10	10	600
Poage Park Gazebo	Parks	8,498	9	15	600
Playground Equip-Water Fountains (2)	Parks	5,680	7	10	600
Playground Equip-Poage Base	Parks	13,671	7	20	700
Playground Equip-Miscellaneous	Parks	78,163	5	10	7,800
Playground Equip-Merry-Go-Round	Parks	7,107	4	15	500
Riding Mower	Parks	9,279	3	5	1,900
Playground Equip-Miscellaneous	Parks	3,577	3	10	400
Water Fountains	Parks	8,150	3	10	800
3/4 Ton Pickup Truck	Parks	28,965	3	5	5,800
3/4 Ton Pickup Truck	Parks	29,240	2	10	2,900
Riding Mower	Parks	9,534	1	5	1,900
3/4 Ton Pickup Truck	Parks	31,172	1	10	3,100
Fuel Tracking System	Public Buildings	7,696	6	10	800
Ice Machine	Public Buildings	3,827	3	10	400
1/2 Ton Pickup	Admin/Inspections	22,607	5	5	4,500
1/2 Ton Pickup	Admin/Inspections	28,775	2	10	2,900
Utility Vehicle	Arboretum	12,000	4	10	1,200
Utility Vehicle	Arboretum	8,196	1	10	800
<b>Total General Fund</b>					<b>457,300</b>

WOODWAY, TEXAS

2021-2022  
GENERAL EQUIPMENT REPLACEMENT FUND  
- 103 -

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Public Safety:</b>				
<b><u>Capital - Machinery &amp; Equip</u></b>				
20169 - Search/Drug K-9	1,000	0	0	0
20184 - Dual Band Radios	27,835	0	0	0
20222 - Jaws of Life Set for Fire Truck (1)	0	0	0	34,424
<b><u>Capital - Vehicles</u></b>				
20102 - Patrol & Administrative Vehicles (4)	204,209	224,600	209,151	227,600
20115 - Animal Control Transport Compartment	8,086	0	0	0
20143 - Fire Truck	515,162	625,000	145,763	0
20223 - Bearcat Tactical Armored Vehicle(1)	0	0	0	170,000
<b>Streets:</b>				
<b><u>Capital - Machinery &amp; Equip</u></b>				
20112 - Tractor Loader	76,716	0	0	0
20220 - Street Broom	0	29,500	22,815	0
20221 - Bobcat Skid Steer & Attachments (.50)	0	0	0	50,000
20125 - Asphalt Roller (1)	0	0	0	50,000
<b><u>Capital - Vehicles</u></b>				
20201 - Dump Truck	0	95,000	84,000	0
<b>Parks:</b>				
<b><u>Capital - Machinery &amp; Equip</u></b>				
20117 - Riding Mower (1)	0	10,000	9,534	10,000
20221 - Bobcat Skid Steer & Attachments (.50)	0	0	0	50,000
<b><u>Capital - Vehicles</u></b>				
20110 - 3/4 Ton Pickup Truck	29,240	35,000	31,172	0
<b>Administration/Inspections:</b>				
<b><u>Capital - Vehicles</u></b>				
20126 - 1/2 Ton Pickup	28,775	0	0	0
<b>Carleen Bright Arboretum:</b>				
<b><u>Capital - Machinery &amp; Equip</u></b>				
20118 - Utility Vehicle	0	0	8,196	0
<b>Total Expenditures</b>	<b>\$891,023</b>	<b>\$1,019,100</b>	<b>\$510,631</b>	<b>\$592,024</b>
<b>Ending Fund Balance</b>	<b>\$852,023</b>	<b>\$294,923</b>	<b>\$845,993</b>	<b>\$713,769</b>

**WOODWAY, TEXAS**

**2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$229,869	\$275,080	\$275,080	\$302,460
<b>Revenues</b>				
Interest Income - UF	2,217	1,500	600	1,000
Transfer from Utility Fund	196,800	197,100	197,100	195,900
Proceeds for Sale of Fixed Assets - UF	0	0	70,570	0
	\$199,017	\$198,600	\$268,270	\$196,900
<b>Total Resources</b>	<b>\$428,886</b>	<b>\$473,680</b>	<b>\$543,350</b>	<b>\$499,360</b>

		<b>Original Cost</b>	<b>Age</b>	<b>Life</b>	<b>Transfer</b>
<b>UTILITY FUND</b>					
Tapping Machine & Accessories	Water	3,159	10	10	300
Chemical Injection System	Water	35,690	10	15	2,400
Chemical Injection System	Water	16,396	9	15	1,100
Chemical Injection System	Water	27,576	8	15	1,800
Chemical Injection System	Water	32,397	7	15	2,200
Tater Hill Well Repairs	Water	273,714	7	10	27,400
Chemical Injection System	Water	30,000	6	15	2,000
3/4 Ton Truck	Water	17,815	5	5	3,600
Backhoe	Water	73,672	3	10	7,400
Tapping Machine	Water	3,779	3	5	800
Riding Mower	Water	9,279	3	5	1,900
Chlorine Scales	Water	12,883	3	10	1,300
Jackhammer	Water	6,813	3	10	700
Utility Trailer (1/2)	Water	2,420	2	10	200
Water Meter Resetter	Water	5,025	2	15	300
Crane Truck (1/2)	Water	59,989	2	15	4,000
Dump Truck	Water	84,000	1	15	5,600
Stationary Lift Station Generator	Sewer	22,100	11	15	1,500
Stationary Lift Station Generator	Sewer	23,650	10	15	1,600
Stationary Lift Station Generator	Sewer	20,900	9	15	1,400
Stationary Lift Station Generator	Sewer	28,500	8	15	1,900
SCADA System	Sewer	42,500	8	20	2,100
Stationary Lift Station Generator	Sewer	43,420	7	15	2,900
Stationary Lift Station Generator	Sewer	27,100	6	15	1,800
Rodder & Vacuum Truck	Sewer	330,000	6	10	33,000
3/4 Ton Truck (1/2)	Sewer	17,815	5	5	3,600
Rodder & Vacuum Truck	Sewer	329,070	5	10	32,900
Compact Excavator	Sewer	41,000	4	15	2,700
Sewer Camera	Sewer	13,500	4	7	1,900
Stationary Lift Station Generator	Sewer	40,000	4	10	4,000
SCADA Systems (3)	Sewer	32,500	4	10	3,300
Stationary Lift Station Generator	Sewer	35,091	3	10	3,500
SCADA Systems (3)	Sewer	78,537	3	10	7,900
3/4 Ton Truck	Sewer	27,478	3	5	5,500
Utility Trailer (1/2)	Sewer	2,420	2	10	200
Crane Truck (1/2)	Sewer	59,989	2	15	4,000
Stationary Lift Station Generator	Sewer	56,913	1	10	5,700
Backhoe	Sewer	99,977	1	15	6,700
Compact Truck	Customer Service	23,963	2	5	4,800
Total Utility Fund					195,900

WOODWAY, TEXAS

2021-2022

UTILITY EQUIPMENT REPLACEMENT FUND

- 503 -

EXPENDITURES	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ESTIMATED	2021-2022 BUDGET
<b>Water Services:</b>				
<b><u>Capital - Machinery &amp; Equipment</u></b>				
20164 - Utility Trailer	2,420	0	0	0
20219 - Water Meter Resetter	5,025	0	0	0
<b><u>Capital - Vehicles</u></b>				
20103 - Pickup Trucks (2)	0	0	0	90,000
20116 - Dump Truck	0	95,000	84,000	0
20218 - Crane Truck	59,989	0	0	0
<b>Sewer Services:</b>				
<b><u>Capital - Machinery &amp; Equipment</u></b>				
20158 - Hydraulic Pump For Vacuum Truck (1)	0	0	0	28,000
20164 - Utility Trailer	2,420	0	0	0
20189 - Stationary Lift Station Generator	0	70,000	56,913	0
<b><u>Capital - Vehicles</u></b>				
20104 - Backhoe	0	100,000	99,977	0
20128 - Dump Truck (1)	0	0	0	110,000
20218 - Crane Truck	59,989	0	0	0
20224 - Sewer Jetter Truck (1)	0	0	0	150,000
<b>Customer Services:</b>				
<b><u>Capital - Vehicles</u></b>				
20111 - Compact Truck	23,963	0	0	0
<b>Total Expenditures</b>	<b>\$153,806</b>	<b>\$265,000</b>	<b>\$240,890</b>	<b>\$378,000</b>
<b>Ending Fund Balance</b>	<b>\$275,080</b>	<b>\$208,680</b>	<b>\$302,460</b>	<b>\$121,360</b>



WOODWAY, TEXAS

2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$171	\$171	\$171	\$171
<b>Revenues</b>				
Unclaimed Property	0	0	0	0
	\$0	\$0	\$0	\$0
<b>Total Resources</b>	<b>\$171</b>	<b>\$171</b>	<b>\$171</b>	<b>\$171</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Non-Departmental:</b>				
Newspaper Notices	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$171</b>	<b>\$171</b>	<b>\$171</b>	<b>\$171</b>

WOODWAY, TEXAS

2021-2022  
**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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$27,305	\$11,397	\$11,397	\$2,888
<b>Revenues</b>				
Interest Income	231	100	33	50
Drug Forfeitures	9,208	0	3,584	0
Transfer from General Fund	0	0	0	0
	\$9,439	\$100	\$3,617	\$50
<b>Total Resources</b>	<b>\$36,744</b>	<b>\$11,497</b>	<b>\$15,014</b>	<b>\$2,938</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Public Safety:</b>				
Schools/Conferences	\$3,335	\$0	\$878	\$0
Minor Tools & Equipment	4,515	0	10,850	0
Machinery & Equipment	17,497	15,495	398	0
<b>Total Expenditures</b>	<b>\$25,347</b>	<b>\$15,495</b>	<b>\$12,126</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$11,397</b>	<b>(\$3,998)</b>	<b>\$2,888</b>	<b>\$2,938</b>

WOODWAY, TEXAS

2021-2022  
**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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$105	\$113	\$113	\$118
<b>Revenues</b>				
Law Enforcement Officers Continuing Educ.	2,963	3,000	2,712	2,800
Interest Income	11	10	5	10
Transfer from General Fund	0	0	0	0
	<u>\$2,974</u>	<u>\$3,010</u>	<u>\$2,717</u>	<u>\$2,810</u>
<b>Total Resources</b>	<b>\$3,079</b>	<b>\$3,123</b>	<b>\$2,830</b>	<b>\$2,928</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Public Safety:</b>				
Schools/Conferences	\$2,966	\$3,000	\$2,712	\$2,800
<b>Total Expenditures</b>	<u>\$2,966</u>	<u>\$3,000</u>	<u>\$2,712</u>	<u>\$2,800</u>
<b>Ending Fund Balance</b>	<u><u>\$113</u></u>	<u><u>\$123</u></u>	<u><u>\$118</u></u>	<u><u>\$128</u></u>

WOODWAY, TEXAS

2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$70,818	\$75,532	\$75,532	\$80,232
<b>Revenues</b>				
Municipal Court Building Security	4,085	4,000	4,500	4,500
Interest Income	629	500	200	250
Transfer from General Fund	0	0	0	0
	<u>\$4,714</u>	<u>\$4,500</u>	<u>\$4,700</u>	<u>\$4,750</u>
<b>Total Resources</b>	<b>\$75,532</b>	<b>\$80,032</b>	<b>\$80,232</b>	<b>\$84,982</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Municipal Court:</b>				
Minor Tools & Equipment	\$0	\$0	\$0	\$0
Capital - Buildings & Improvements	0	0	0	0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$75,532</b>	<b>\$80,032</b>	<b>\$80,232</b>	<b>\$84,982</b>

WOODWAY, TEXAS

2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$18,357	\$8,948	\$8,948	\$13,173
<b>Revenues</b>				
Municipal Court Technology Fee	4,209	4,000	4,200	4,000
Interest Income	131	50	25	25
Transfer from General Fund	0	0	0	0
	\$4,340	\$4,050	\$4,225	\$4,025
<b>Total Resources</b>	<b>\$22,697</b>	<b>\$12,998</b>	<b>\$13,173</b>	<b>\$17,198</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Municipal Court:</b>				
Capital - Machinery & Equipment	\$13,749	\$0	\$0	\$0
Capital - Office Equipment	0	0	0	0
<b>Total Expenditures</b>	<b>\$13,749</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$8,948</b>	<b>\$12,998</b>	<b>\$13,173</b>	<b>\$17,198</b>

WOODWAY, TEXAS

2021-2022  
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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$71,497	\$83,438	\$83,438	\$95,688
<b>Revenues</b>				
Child Safety Fund	12,199	12,000	12,000	12,000
Interest Income	680	500	250	250
Transfer from General Fund	0	0	0	0
	<u>\$12,879</u>	<u>\$12,500</u>	<u>\$12,250</u>	<u>\$12,250</u>
<b>Total Resources</b>	<b>\$84,376</b>	<b>\$95,938</b>	<b>\$95,688</b>	<b>\$107,938</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Municipal Court:</b>				
Community Programs	\$938	\$0	\$0	\$0
<b>Total Expenditures</b>	<u>\$938</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Ending Fund Balance</b>	<u><u>\$83,438</u></u>	<u><u>\$95,938</u></u>	<u><u>\$95,688</u></u>	<u><u>\$107,938</u></u>

WOODWAY, TEXAS

2021-2022  
**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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$14,249	\$14,372	\$14,372	\$14,407
<b>Revenues</b>				
Interest Income	123	100	35	50
Asset Forfeitures	0	0	0	0
Transfer from General Fund	0	0	0	0
	\$123	\$100	\$35	\$50
<b>Total Resources</b>	<b>\$14,372</b>	<b>\$14,472</b>	<b>\$14,407</b>	<b>\$14,457</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Public Safety:</b>				
Uniform Service	\$0	\$0	\$0	\$0
Minor Tools & Equipment	0	0	0	0
Machinery & Equipment	0	0	0	0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$14,372</b>	<b>\$14,472</b>	<b>\$14,407</b>	<b>\$14,457</b>

WOODWAY, TEXAS

2021-2022  
MUNICIPAL COURT LOCAL TRUANCY PREVENTION & DIVERSION FUND  
- 216 -

The Municipal Court Local Truancy Prevention & Diversion Fund is a restricted fund for the purpose of financing the salary, benefits, training, travel expenses, office supplies, and other necessary expenses related to the position of juvenile case manager. Funds are provided through a special assessment with fines for violations.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$0	\$2,374	\$2,374	\$6,684
<b>Revenues</b>				
Local Truancy Prevention & Diversion Fee	2,370	0	4,300	4,000
Interest Income	4	0	10	10
Transfer from General Fund	0	0	0	0
	<u>\$2,374</u>	<u>\$0</u>	<u>\$4,310</u>	<u>\$4,010</u>
<b>Total Resources</b>	<b>\$2,374</b>	<b>\$2,374</b>	<b>\$6,684</b>	<b>\$10,694</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Municipal Court:</b>				
Schools/Conferences	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$2,374</b>	<b>\$2,374</b>	<b>\$6,684</b>	<b>\$10,694</b>



2021-2022  
MUNICIPAL COURT LOCAL MUNICIPAL JURY FUND  
- 217 -

The Municipal Court Local Municipal Jury Fund is a restricted fund for the purpose of funding juror reimbursements and otherwise finance jury services.  
Funds are provided through a special assessment with fines for violations.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$0	\$47	\$47	\$122
<b>Revenues</b>				
Local Municipal Jury Fee	47	0	75	75
Interest Income	0	0	0	0
Transfer from General Fund	0	0	0	0
	<u>\$47</u>	<u>\$0</u>	<u>\$75</u>	<u>\$75</u>
<b>Total Resources</b>	<b>\$47</b>	<b>\$47</b>	<b>\$122</b>	<b>\$197</b>

<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Municipal Court:</b>				
Jury Service	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Ending Fund Balance</b>	<u>\$47</u>	<u>\$47</u>	<u>\$122</u>	<u>\$197</u>

**WOODWAY, TEXAS**

**2021-2022  
GENERAL EMERGENCY RESERVE FUND  
- 101 -**

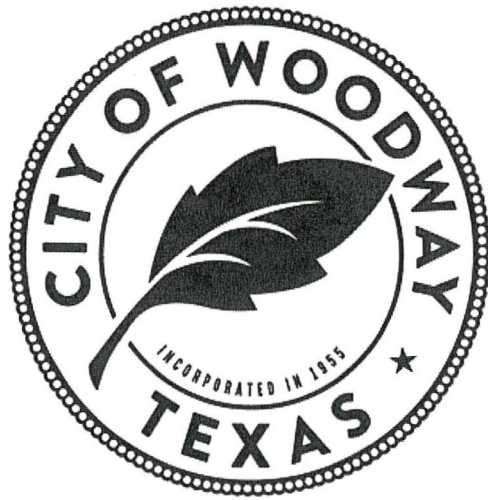
The General Emergency Reserve Fund is maintained at all times with a Fund Balance of \$250,000 to be used only in an emergency situation designated by City Council. Prior to FY 2019, the balance was \$150,000.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$250,000	\$250,000	\$250,000	\$250,000
<b>Revenues</b>				
Transfers from General Fund	0	0	0	0
	-----	-----	-----	-----
	\$0	\$0	\$0	\$0
<b>Total Resources</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>
<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Transfer to Capital Projects Fund	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>

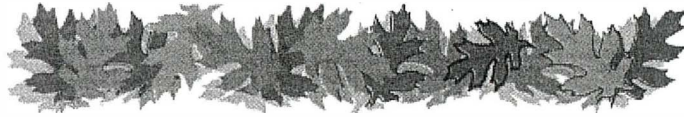
**2021-2022  
UTILITY EMERGENCY RESERVE FUND  
- 502 -**

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.

<b>REVENUES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
<b>Fund Balance</b>	\$250,000	\$250,000	\$250,000	\$250,000
<b>Revenues</b>				
Transfers from Utility Fund	0	0	0	0
	-----	-----	-----	-----
	\$0	\$0	\$0	\$0
<b>Total Resources</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>
<b>EXPENDITURES</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ESTIMATED</b>	<b>2021-2022 BUDGET</b>
Transfer to Utility Projects Fund	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Fund Balance</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>



**STATISTICAL  
INFORMATION**



2021-2022 APPLICABLE TAX RATES

SALES OR USE TAX

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

HOTEL/MOTEL TAX

STATE	6.0%
CITY	7.0%

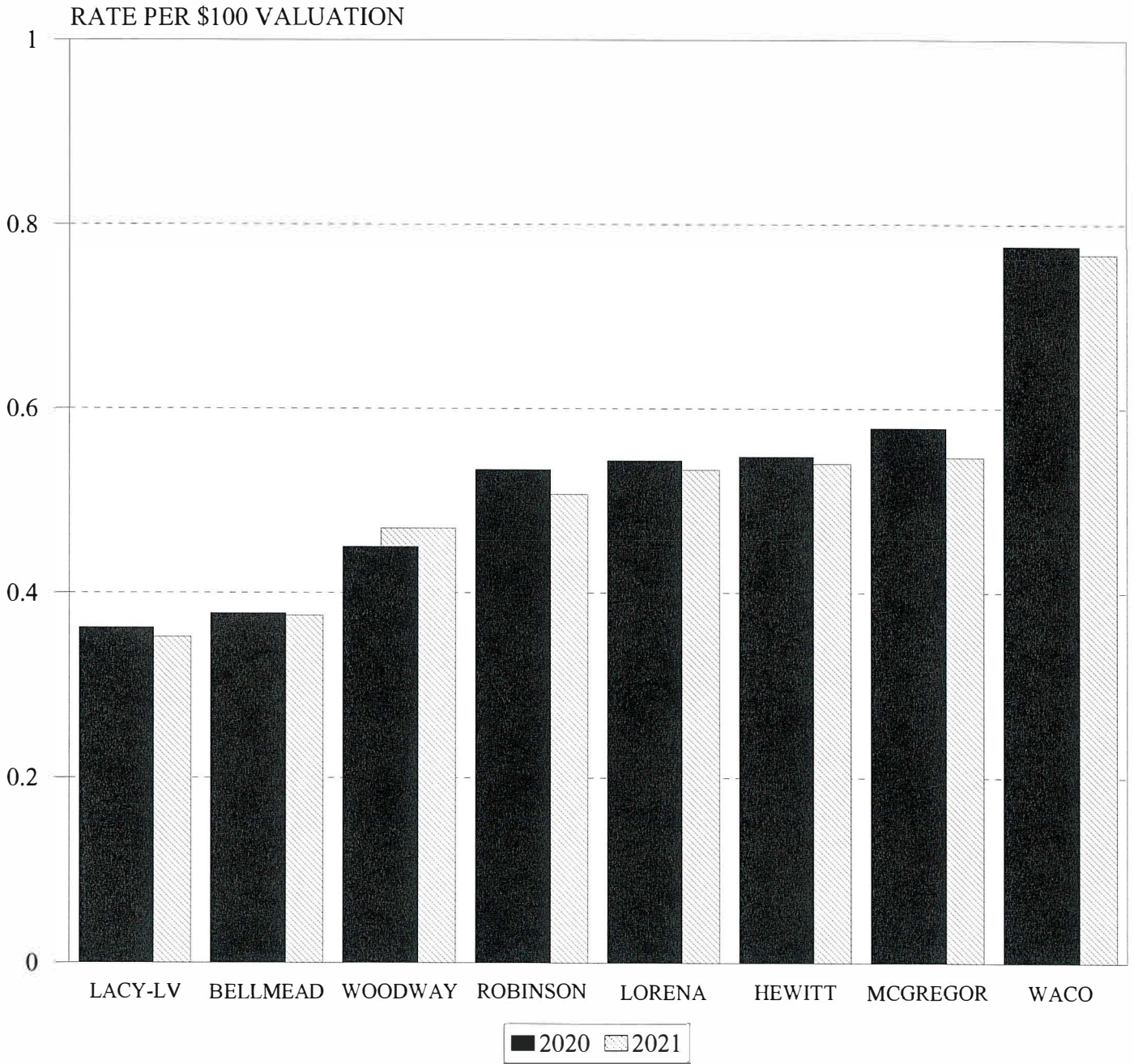
PROPERTY TAXES - RATE/\$100 ASSESSED VALUE

	<u>2019</u>	<u>2020</u>	<u>2021</u>
City of Woodway	\$0.450000	\$0.450000	\$0.470000
Midway ISD	1.250000	1.236400	1.164300
McLennan County	0.485293	0.468719	0.425000
McLennan Community College	<u>0.147696</u>	<u>0.149782</u>	<u>0.149782</u>
Aggregate Tax Rate	\$2.332989	\$2.304901	\$2.209082

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

<u>City</u>	<u>Population</u>	<u>2020 Tax Rate</u>	<u>2021 Tax Rate</u>
City of Waco	124,805	\$0.776232	\$0.767282
City of McGregor	4,987	0.578954	0.546945
City of Hewitt	13,549	0.547838	0.540102
City of Lorena	1,691	0.543604	0.533460
City of Robinson	10,509	0.533700	0.507000
<b>City of Woodway</b>	<b>8,452</b>	<b>0.450000</b>	<b>0.470000</b>
City of Bellmead	9,901	0.377854	0.375187
City of Lacy-Lakeview	6,489	0.362236	0.352624

COMPARATIVE PROPERTY TAX RATES



CITY OF WOODWAY  
COMPARISON OF PROPERTY VALUES

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
<b>PROPERTY VALUES:</b>															
Real	\$681,152,371	\$744,682,366	\$782,087,637	\$797,362,253	\$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	\$1,294,455,332	\$1,436,978,616
Personal	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	87,967,090	91,525,900	101,508,290	113,916,390	114,740,680	129,644,836
less Homestead Cap - Limited Value	(2,489,450)	(8,616,205)	(12,829,886)	(7,766,250)	(4,528,289)	(4,147,891)	(1,585,843)	(7,340,952)	(2,257,532)	(8,280,669)	(14,334,022)	(22,195,024)	(11,942,478)	(4,526,991)	(31,646,164)
less Tax Exempt	(30,072,292)	(31,774,955)	(32,673,271)	(36,488,869)	(36,250,572)	(34,886,130)	(39,520,715)	(52,475,888)	(52,498,415)	(59,813,505)	(61,473,688)	(65,101,988)	(64,633,150)	(67,206,960)	(67,466,204)
<b>TOTAL</b>	<b>730,347,584</b>	<b>793,920,269</b>	<b>826,328,320</b>	<b>840,039,005</b>	<b>856,641,038</b>	<b>864,678,991</b>	<b>878,468,217</b>	<b>945,058,008</b>	<b>985,001,792</b>	<b>1,031,744,910</b>	<b>1,110,438,004</b>	<b>1,207,503,451</b>	<b>1,295,295,621</b>	<b>1,337,462,061</b>	<b>1,467,511,084</b>
<b>% change from previous year</b>		8.70%	4.08%	1.66%	1.98%	0.94%	1.59%	7.58%	4.23%	4.75%	7.63%	8.74%	7.27%	3.26%	9.72%
<b>EXEMPTIONS:</b>															
OV65 - Elderly Homestead	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	14,446,634	14,398,838	14,346,713
OV65S - Surviving Spouse	180,000	190,000	200,000	120,000	130,000	140,000	130,000	100,000	90,000	90,000	100,000	80,000	110,000	100,000	110,000
DV's - Disabled Veteran	1,637,000	1,639,500	3,608,079	7,053,615	7,658,435	8,975,805	9,073,088	9,941,624	11,590,234	13,039,670	14,405,564	16,514,428	18,593,931	20,319,291	24,133,012
PRODUCTIVITY LOSS - Ag Use	1,245,274	1,345,399	1,342,690	1,332,595	1,332,595	1,332,595	1,332,160	1,092,010	1,166,520	1,166,680	1,268,520	1,431,170	1,998,212	2,336,350	2,364,400
FR - Freeport	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	2,917,551	3,277,563
PC - Pollution Control	0	0	538,274	538,274	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	4,952,384	36,849
SO - Solar	0	0	0	0	0	0	19,250	99,560	128,620	142,370	149,819	114,719	104,251	179,128	60,258
PPV - Personal Property Vehicle	0	0	0	0	0	0	0	26,470	70,570	0	10	0	0	0	0
DSTR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	104,084
<b>TOTAL</b>	<b>13,960,792</b>	<b>14,834,156</b>	<b>17,768,014</b>	<b>21,929,857</b>	<b>22,975,963</b>	<b>25,642,458</b>	<b>25,920,148</b>	<b>32,985,331</b>	<b>34,115,762</b>	<b>36,525,701</b>	<b>38,621,726</b>	<b>42,003,523</b>	<b>44,929,801</b>	<b>45,203,542</b>	<b>44,432,879</b>
<b>% change from previous year</b>		6.26%	19.78%	23.42%	4.77%	11.61%	1.08%	27.26%	3.43%	7.06%	5.74%	8.74%	6.97%	0.61%	-1.70%
<b>TOTAL TAXABLE VALUE:</b>	<b>\$716,386,792</b>	<b>\$779,086,113</b>	<b>\$808,560,306</b>	<b>\$818,109,148</b>	<b>\$833,665,075</b>	<b>\$839,036,533</b>	<b>\$852,548,069</b>	<b>\$912,072,677</b>	<b>\$950,886,030</b>	<b>\$995,219,209</b>	<b>\$1,071,816,278</b>	<b>\$1,165,499,928</b>	<b>\$1,250,365,820</b>	<b>\$1,292,258,519</b>	<b>\$1,423,078,205</b>
<b>% change from previous year</b>		8.75%	3.78%	1.18%	1.90%	0.64%	1.61%	6.98%	4.26%	4.66%	7.70%	8.74%	7.28%	3.35%	10.12%
<b>Tax Revenue per \$0.01 on tax rate</b>	<b>\$71,638.68</b>	<b>\$77,908.61</b>	<b>\$80,856.03</b>	<b>\$81,810.91</b>	<b>\$83,366.51</b>	<b>\$83,903.65</b>	<b>\$85,254.81</b>	<b>\$91,207.27</b>	<b>\$95,088.60</b>	<b>\$99,521.92</b>	<b>\$107,181.63</b>	<b>\$116,549.99</b>	<b>\$125,036.58</b>	<b>\$129,225.85</b>	<b>\$142,307.82</b>
<b>Applicable Tax Rate</b>	<b>0.45720</b>	<b>0.45720</b>	<b>0.45720</b>	<b>0.45720</b>	<b>0.45690</b>	<b>0.45690</b>	<b>0.45690</b>	<b>0.47000</b>	<b>0.47000</b>	<b>0.47000</b>	<b>0.47000</b>	<b>0.45000</b>	<b>0.45000</b>	<b>0.45000</b>	<b>0.47000</b>
<b>Total Tax Revenue</b>	<b>\$3,275,320.41</b>	<b>\$3,561,981.71</b>	<b>\$3,696,737.72</b>	<b>\$3,740,395.02</b>	<b>\$3,809,015.73</b>	<b>\$3,833,557.92</b>	<b>\$3,895,292.13</b>	<b>\$4,286,741.58</b>	<b>\$4,469,164.34</b>	<b>\$4,677,530.28</b>	<b>\$5,037,536.51</b>	<b>\$5,244,749.68</b>	<b>\$5,626,646.19</b>	<b>\$5,815,163.34</b>	<b>\$6,688,467.56</b>

**WOODWAY, TEXAS**

**City of Woodway  
Service Charges  
FY 2022  
(Basis: FY 2022 Budget)**

	<b>Total</b>	<b>Water (75%)</b>	<b>Sewer (25%)</b>
Administration (FY Budget * 5%)	37,921	28,441	9,480
Finance (FY Budget * 5%)	24,183	18,137	6,046
Streets (Maint Misc FY Budget * 5%)	3,000	2,250	750
Streets (Labor FY Budget * 5%)	15,819	11,864	3,955
City Secretary (FY Budget * 5%)	11,408	8,556	2,852
Inspections (Clerical FY Budget * 25%)	7,384	5,538	1,846
Public Bldgs (FY Budget * 5%)	10,657	7,993	2,664
Public Safety (Technical/Super FY Budget * 2%)	13,339	10,004	3,335
Non-Departmental (FY Budget * 5%)	10,250	7,688	2,562
<b>PROPOSED FY 2022</b>	<b>133,962</b>	<b>100,469</b>	<b>33,493</b>

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

" Welcome Home to Woodway "

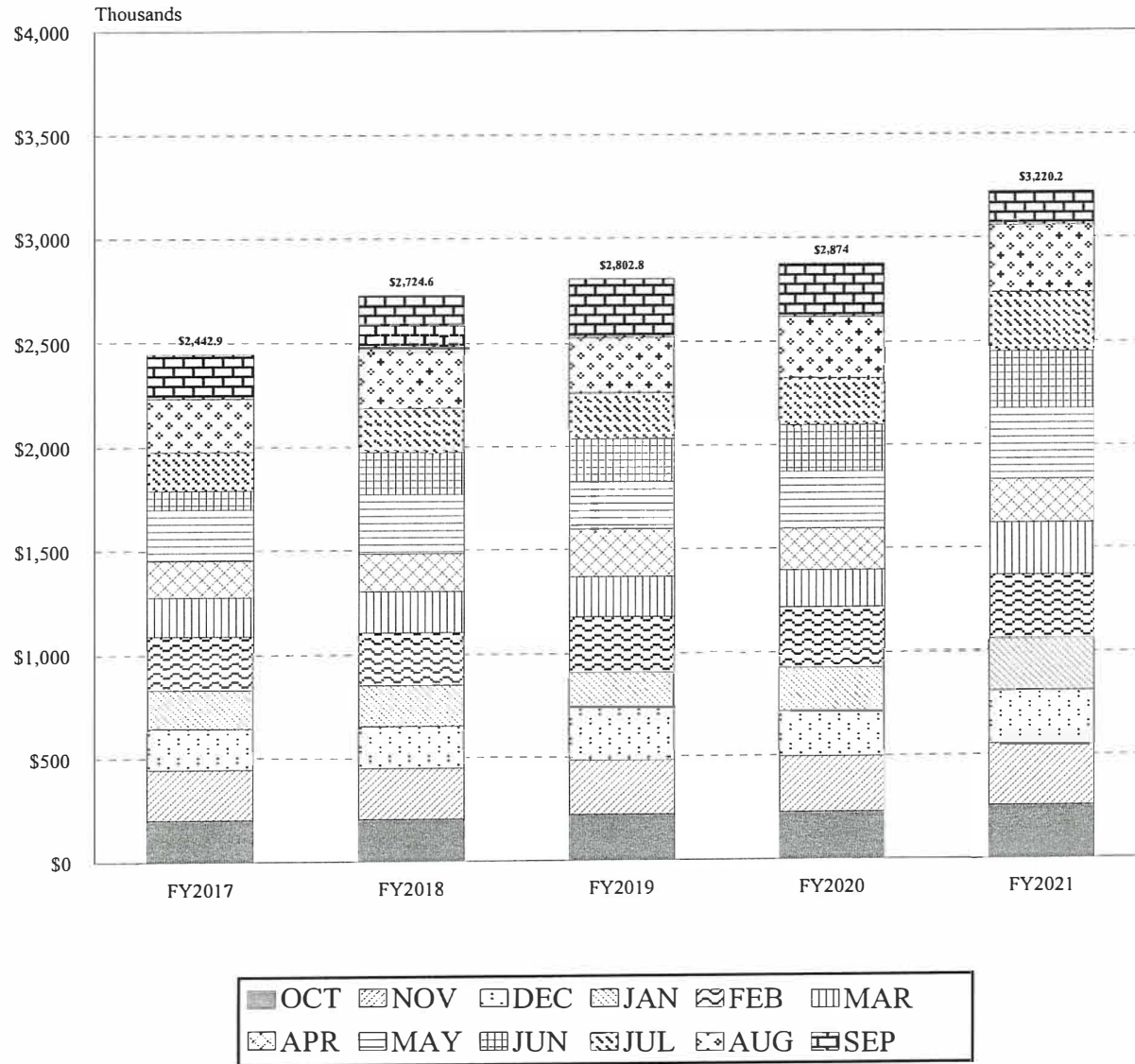
WOODWAY, TEXAS

	FY 2017		FY 2018		FY 2019		FY 2020		FY 2021	
	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	\$197,628.29	\$197,628.29	\$198,245.93	\$198,245.93	\$217,281.67	\$217,281.67	\$223,699.28	\$223,699.28	\$253,596.05	\$253,596.05
Nov	245,142.64	442,770.93	248,168.19	446,414.12	264,045.61	481,327.28	271,257.57	494,956.85	298,386.41	551,982.46
Dec	200,405.60	643,176.53	205,602.06	652,016.18	259,994.44	741,321.72	218,284.31	713,241.16	258,274.20	810,256.66
Jan	187,597.17	830,773.70	198,662.72	850,678.90	166,282.55	907,604.27	213,283.56	926,524.72	250,073.67	1,060,330.33
Feb	261,216.67	1,091,990.37	251,539.17	1,102,218.07	266,390.57	1,173,994.84	287,808.95	1,214,333.67	306,020.30	1,366,350.63
Mar	184,903.43	1,276,893.80	198,830.10	1,301,048.17	193,761.29	1,367,756.13	180,039.69	1,394,373.36	252,952.57	1,619,303.20
Apr	176,458.63	1,453,352.43	182,816.36	1,483,864.53	231,369.28	1,599,125.41	202,164.62	1,596,537.98	210,657.01	1,829,960.21
May	245,501.08	1,698,853.51	284,121.99	1,767,986.52	226,409.81	1,825,535.22	274,832.49	1,871,370.47	342,587.05	2,172,547.26
Jun	89,806.59	1,788,660.10	203,456.98	1,971,443.50	210,130.74	2,035,665.96	224,673.03	2,096,043.50	272,671.44	2,445,218.70
Jul	188,070.36	1,976,730.46	212,601.65	2,184,045.15	220,606.85	2,256,272.81	229,026.74	2,325,070.24	286,758.65	2,731,977.35
Aug	254,331.94	2,231,062.40	295,406.90	2,479,452.05	269,279.89	2,525,552.70	295,369.61	2,620,439.85	327,603.00	3,059,580.35
Sep	211,832.91	2,442,895.31	245,127.11	2,724,579.16	277,259.68	2,802,812.38	253,530.82	2,873,970.67	160,593.75	3,220,174.10
<b>TOTAL</b>	\$2,442,895.31		\$2,724,579.16		\$2,802,812.38		\$2,873,970.67		\$3,220,174.10	

**Audit Adjustments:**

- 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 includes year end accrual and reversal of previous year end accrual
- 09/20 excludes year end accrual and reversal of previous year end accrual
- 09/21 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 4,102 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 October 1, 2020</u>	<u>Effective October 1, 2021</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 October 1, 2020</u>	<u>Effective October 1, 2021</u>
<u>Residential (Based on Average January and February Water Consumption)</u>		
Base	\$19.00 (Minimum)	\$ 25.70 (Minimum)
Usage	2.25 /thousand gallons	3.45 /thousand gallons
<u>Commercial (Based on Average January and February Water Consumption)</u>		
Base	\$23.00 (Minimum)	\$ 29.70 (Minimum)
Usage	2.25 /thousand gallons	3.45 /thousand gallons

**WOODWAY, TEXAS**

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

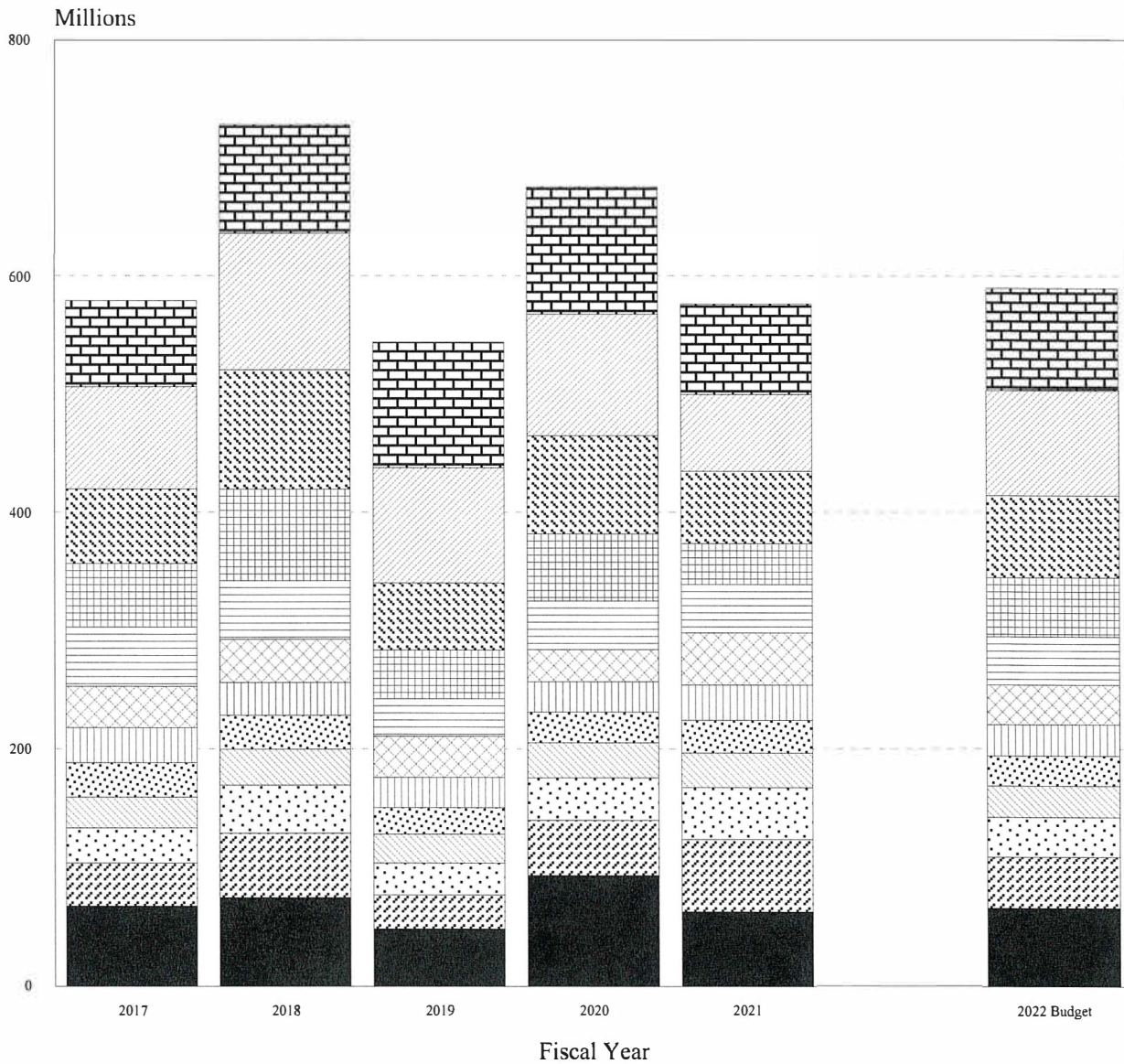
MONTH	FY17	FY18	FY19	FY20	FY21	MONTHLY	
						5 YR AVG	% OF AVG YR
October	67,665,511	74,842,146	48,425,778	93,566,352	62,897,188	69,479,395	11.196%
November	36,121,301	54,219,743	28,659,404	46,498,218	60,878,549	45,275,443	7.296%
December	29,763,604	40,835,101	26,820,600	35,681,037	43,713,420	35,362,752	5.698%
January	25,916,226	30,427,603	24,369,300	29,650,938	29,245,208	27,921,855	4.499%
February	29,005,397	28,669,055	22,393,100	25,878,627	27,424,303	26,674,096	4.298%
March	29,618,486	27,570,079	25,419,200	25,605,370	29,956,209	27,633,869	4.453%
April	34,650,294	36,514,752	34,662,512	27,156,898	44,031,739	35,403,239	5.705%
May	50,048,436	49,472,347	31,586,112	40,863,931	40,803,606	42,554,886	6.857%
June	53,813,883	77,281,615	41,000,011	56,696,877	34,626,832	52,683,844	8.489%
July	63,113,453	101,215,314	56,871,110	83,204,050	61,023,747	73,085,535	11.777%
August	86,430,286	115,188,231	97,424,506	102,682,547	65,106,151	93,366,344	15.045%
September	72,775,515	92,306,411	106,116,324	108,029,554	76,490,827	91,143,726	14.687%
Total Gallons	578,922,392	728,542,397	543,747,957	675,514,399	576,197,779	620,584,985	100.000%

**CITY OF WOODWAY  
PROJECTED WATER SALES (GALLONS)  
FY 2022**

MONTH	2017-2021 MONTHLY		BUDGET FY 2022	ACTUAL FY 2022	VARIANCE FROM BUDGET	ACTUAL % OF BUDGET	VARIANCE FROM AVERAGE	ACTUAL % OF AVERAGE
	5 YR AVG	% OF AVG YR						
October	69,479,395	11.196%	66,010,381					
November	45,275,443	7.296%	43,014,900					
December	35,362,752	5.698%	33,597,137					
January	27,921,855	4.499%	26,527,754					
February	26,674,096	4.298%	25,342,294					
March	27,633,869	4.453%	26,254,146					
April	35,403,239	5.705%	33,635,602					
May	42,554,886	6.857%	40,430,177					
June	52,683,844	8.489%	50,053,409					
July	73,085,535	11.777%	69,436,471					
August	93,366,344	15.045%	88,704,687					
September	91,143,726	14.687%	86,593,041					
Total Gallons	620,584,985	100.000%	589,600,000	0	0			0

# WATER SALES

(GALLONS)





## ANALYSIS OF CHANGE IN EXPENDITURES

	FY 2021		FY 2022		CHANGE	
<b>GENERAL FUND</b>						
4101 - City Secretary	\$219,274	1.82%	\$228,159	1.89%	\$8,885	4.05%
4103 - Administration	723,781	6.01%	758,420	6.30%	\$34,639	4.79%
4105 - Finance	373,380	3.10%	483,637	4.01%	\$110,257	29.53%
4109 - Non-Departmental	200,000	1.66%	205,000	1.70%	\$5,000	2.50%
<b>Division Total</b>	<b>1,516,435</b>	<b>12.59%</b>	<b>1,675,216</b>	<b>13.91%</b>	<b>158,781</b>	<b>10.47%</b>
4201 - Public Safety	6,221,602	51.65%	6,407,242	53.19%	\$185,640	2.98%
4203 - Municipal Courts	225,525	1.87%	229,179	1.90%	\$3,654	1.62%
<b>Division Total</b>	<b>6,447,127</b>	<b>53.52%</b>	<b>6,636,421</b>	<b>55.09%</b>	<b>189,294</b>	<b>2.94%</b>
4301 - Streets	505,227	4.19%	530,571	4.40%	\$25,344	5.02%
4302 - Sanitation	1,023,200	8.49%	1,053,325	8.74%	\$30,125	2.94%
4303 - Parks	449,814	3.73%	486,515	4.04%	\$36,701	8.16%
4304 - Public Buildings	166,085	1.38%	213,148	1.77%	\$47,063	28.34%
4401 - Inspections	320,693	2.66%	350,391	2.91%	\$29,698	9.26%
<b>Division Total</b>	<b>2,465,019</b>	<b>20.46%</b>	<b>2,633,950</b>	<b>21.87%</b>	<b>168,931</b>	<b>6.85%</b>
4604 - Community Development	53,675	0.45%	53,675	0.45%	\$0	0.00%
4607 - Youth Commission	3,050	0.03%	3,050	0.03%	\$0	0.00%
4609 - Carleen Bright Arboretum	575,147	4.77%	680,121	5.65%	\$104,974	18.25%
4603 - Woodway Family Center	286,792	2.38%	363,899	3.02%	\$77,107	26.89%
<b>Division Total</b>	<b>918,664</b>	<b>7.63%</b>	<b>1,100,745</b>	<b>9.14%</b>	<b>182,081</b>	<b>19.82%</b>
<b>TOTAL GENERAL FUND</b>	<b>11,347,245</b>	<b>94.20%</b>	<b>12,046,332</b>	<b>100.00%</b>	<b>699,087</b>	<b>6.16%</b>
<b>UTILITY FUND</b>						
4501 - Water Services	2,659,451	41.65%	2,898,935	45.40%	\$239,484	9.01%
4502 - Sewer Services	1,256,798	19.68%	1,211,402	18.97%	(\$45,396)	-3.61%
4503 - Customer Services	1,620,451	25.38%	2,275,163	35.63%	\$654,712	40.40%
<b>Division Total</b>	<b>5,536,700</b>	<b>86.71%</b>	<b>6,385,500</b>	<b>100.00%</b>	<b>848,800</b>	<b>15.33%</b>
<b>TOTAL UTILITY FUND</b>	<b>5,536,700</b>	<b>86.71%</b>	<b>6,385,500</b>	<b>100.00%</b>	<b>848,800</b>	<b>15.33%</b>

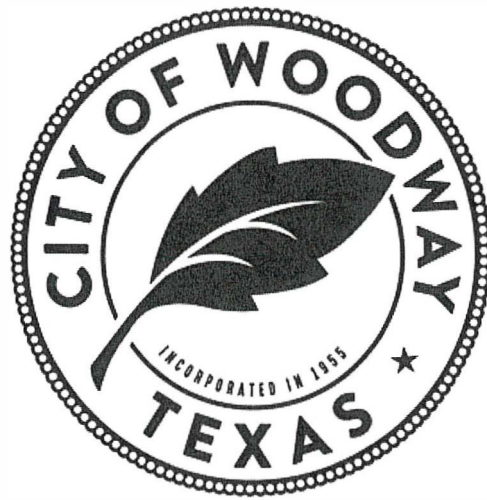
# WOODWAY, TEXAS

*Summary of New Capital Expenditures  
FY 2022*

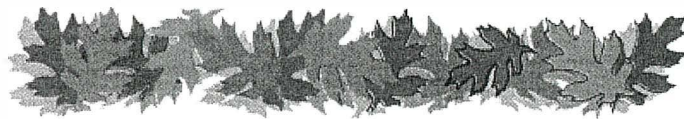
Department	Description	Amount
<b>General Fund</b>		
Arboretum	1 - Sound System	\$3,000
Public Buildings	1 - Shop Roll Up Door	3,000
Public Buildings	1 - LED Parking Lot Light Upgrade	7,700
Public Safety	1 - Pole Camera	16,000
Public Safety	4 - Ballistic Vests	4,000
Public Safety	4 - 40MM Less-Lethal Launchers	17,000
Public Safety	13 - Gas Masks	10,400
Streets	1 - Ice Melt Spreader	2,000
	<b>- FUND TOTAL -</b>	<b>\$63,100</b>
<b>Utility Fund</b>		
Waste Water	1 - Sewer Camera Upgrade	\$10,000
Waste Water	1 - Trash Pump	3,000
Water	1 - Chop Saw	900
Water	2 - Chainsaws	1,800
Water	1 - Portable Colorimeter	4,000
	<b>- FUND TOTAL -</b>	<b>\$19,700</b>
<b>General Capital Projects Fund</b>		
Streets	Slurry Seal Program	\$300,000
Public Buildings	Public Safety Building Floor Replacement	30,000
Public Buildings	Carport/Storage Building	19,250
	<b>- FUND TOTAL -</b>	<b>\$349,250</b>
<b>Arboretum Construction Fund</b>		
Arboretum	Arboretum Improvements	\$380,000
	<b>- FUND TOTAL -</b>	<b>\$380,000</b>
<b>Family Center Construction Fund</b>		
Family Center	Family Center Improvements	\$6,750,000
	<b>- FUND TOTAL -</b>	<b>\$6,750,000</b>
<b>Utility Capital Projects Fund</b>		
Water	Miscellaneous Pump/Well Repair	\$150,000
Water	Santa Fe Well Pump House	500,000
Water	Pumps for Water Distribution System	162,000
Water	Bosque Storage Tank Repairs	192,000
Water	Replace 2" Water Line With 6" Line	200,000
	<b>- FUND TOTAL -</b>	<b>\$1,204,000</b>
<b>2021 Utility Improvement Fund</b>		
Waste Water	West Fairway Road Waste Water Interceptor	\$11,850,000
	<b>- FUND TOTAL -</b>	<b>\$11,850,000</b>
<b>General Equipment Replacement Fund</b>		
Parks	1 - Riding Mower	\$10,000
Parks	.5 - Bobcat Skid Steer & Attachments	50,000
Public Safety	1 - Jaws of Life Set for Fire Truck	34,424
Public Safety	4 - Patrol & Administrative Vehicles	227,600
Public Safety	1 - Bearcat Tactical Armored Vehicle	170,000
Streets	.5 - Bobcat Skid Steer & Attachments	50,000
Streets	1 - Asphalt Roller	50,000
	<b>- FUND TOTAL -</b>	<b>\$592,024</b>
<b>Utility Equipment Replacement Fund</b>		
Waste Water	1 - Hydraulic Pump for Vacuum Truck	\$28,000
Waste Water	1 - Dump Truck	110,000
Waste Water	1 - Sewer Jetter Truck	150,000
Water	2 - Pickup Trucks	90,000
	<b>- FUND TOTAL -</b>	<b>\$378,000</b>
	<b>- GRAND TOTAL -</b>	<b>\$21,586,074</b>

*" 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 – Commercial (for-profit)	\$30.00 non-refundable
F.	Solicitor Permit – Non-Commercial (not-for-profit)	\$25.00
G.	Solicitor – individual criminal history check	\$25.00 per person
H.	Solicitor – individual identification card	\$5.00 per person
I.	Massage Therapist permit (initial)	\$50.00

J.	Massage Therapist permit (renewal)	\$25.00
K.	Activity/Filming permit	\$50.00

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

**Note: Rate exceptions must be approved by the City Manager.**

<b>A. The Pavilion at the Carleen Bright Arboretum</b>		
1.	All Day Rate (8:00 a.m. – midnight)	
a.	Saturday	\$3,000.00
b.	Sunday - Friday	\$1,800.00
2.	Hourly Rate (Sunday – Friday)	2 hour minimum
a.	Daytime (8:00 a.m. – 5:00 p.m.)	\$100.00/ hour
b.	Evening (5:00 p.m. – midnight)	\$400.00 / hour
3.	Kitchen Usage Fee	\$500.00
<b>B. Grandy Gazebo &amp; Event Lawn</b>		
1.	All Day Rate (8:00 a.m. – 10:00 p.m.)	\$750.00
2.	Hourly Rate (8:00 a.m. – 10:00 p.m.)	\$100.00 / hour (2 hour minimum)
<b>Whitehall Tourist &amp; Community Center</b>		
1.	All Day Rate (8:00 a.m. – midnight)	\$1000.00
2.	Hourly Rate (Sunday – Friday)	(2 hour minimum)
a.	Daytime (8:00 a.m. – 5:00 p.m.)	\$100.00/ hour
b.	Evening (5:00 p.m. – midnight)	\$200.00 / hour
	Public Safety Security Officer	\$50.00 / hour

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

<b>A. Residential</b>						
1.	Household single residential unit					\$17.00 /month, twice/week pickup
2.	Large trash/bulky item (per call)					\$60.00/load
<b>B. Commercial</b>						
1.	Hand pickup					\$20.30 /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	\$70.00	\$139.00	\$211.00	\$279.00	\$348.00
	3 Yd	\$79.00	\$162.00	\$243.00	\$324.00	\$403.00
	4 Yd	\$92.00	\$184.00	\$276.00	\$366.00	\$460.00
	6 Yd	\$112.00	\$228.00	\$340.00	\$455.00	\$570.00
	8 Yd	\$136.00	\$273.00	\$405.00	\$540.00	\$676.00
	6 Yd k	\$245.00	\$488.00	\$732.00	\$977.00	\$1,223.00
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					\$203.00
	2) 20 yard					\$221.00

3)	30 yard	\$262.00
4)	40 yard	\$307.00
b.	Regular, scheduled (minimum of two pickups per billing period)	
1)	15 yard	\$191.00
2)	20 yard	\$209.00
3)	30 yard	\$248.00
4)	40 yard	\$294.00
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	\$482.00
b.	Compactor wash	\$325.00
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
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**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**

<b>A. Pavilion</b>		
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>B. Gazebo/small shelter</b>		
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**

<b>A. Residential service within the city limits</b>		
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>B. Commercial service within the city limits</b>		
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
<b>D. Service within the city, by multiple users</b>		
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
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**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.	¾" 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.)	\$25.70 /month
2.	Usage per 1,000 gallons (based on average water consumption of monthly service periods beginning in January and February)	\$3.45 /thousand
B.	Commercial service	
1.	Base	\$29.70 /month
2.	Usage per 1,000 gallons (based on average water consumption of monthly service periods beginning in January and February)	\$3.45 /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/alterd area	\$0.40
	Minimum fee	\$75.00

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	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
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
K.	Processing fee (due to public hearing requirements) for "Application for Change in Zoning Classification"	\$300.00

**CITY OF WOODWAY MASTER FEE SCHEDULE  
 XII. WOODWAY FAMILY CENTER FEES**

Note: Rate exceptions must be approved by the City Manager.

A.	League Registration	\$80.00 resident / \$100.00 non-resident per sport / season
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B. Camps	\$50.00 resident/\$70.00 non-resident
C. Party Event Rental (Party Room & Court 1)	\$50.00 / hour resident \$70.00 / hour non-resident (2 hour minimum)

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

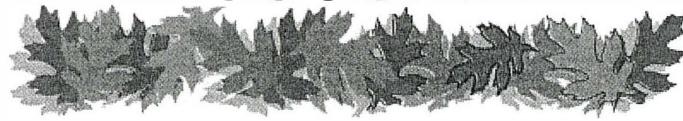
Resolution #	Date of Adoption	Section Amended
R-98-10	09/14/1998	Section I
R-98-16	11/09/1998	Section II.A - II.E.
R-99-05	02/22/1999	Section II.B.
R-99-08	03/22/1999	Section III.
R-99-09	04/12/1999	Section II.F.
R-99-14	07/12/1999	Section III.B.2.b.
R-99-17	08/09/1999	Section II.A.1.c. & 2.c.; II.G., 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.
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.

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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.
R-20-14	08/24/20	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-20-14.
R-21-09	05/24/21	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-21-09.
R-21-12	08/23/21	All amendments are shown on redlined/highlighted text version which is permanently filed with Res. R-21-12.

# 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.
- 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.
- 216 **Muni Court Local Truancy Prevention & Diversion Fund** - Established in January 2020 this fund accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of financing the salary, benefits, training, travel expenses, office supplies, and other necessary expenses related to the position of juvenile case manager.
- 217 **Municipal Court Local Municipal Jury Fund** - Established in January 2020 this fund accounts for court fees authorized by ordinance and the Code of Criminal Procedure for the sole purpose of funding juror reimbursements and otherwise finance jury services.
- 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.
- 514 \***17 Utility Improvements** - accounts for bond funds issued in 2017 for water and sewer utility improvements.
- 515 \***21 Utility Improvements** - accounts for bond funds issued in 2021 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**



***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  
 4721 Series 2021  
 4770 Series 74 1<sup>st</sup> 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	<u>Regular Employees</u>	
	01	Service/Maintenance
	02	Office/Clerical
	03	Technical
	04	Sworn Personnel
	05	Professional
	06	Management/Supervision
12	<u>Temporary Employees</u>	
	01	Temporary/Seasonal
13	<u>Overtime</u>	
	01	Overtime
14	<u>Other</u>	
	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	<u>Other</u>	
	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
	07	Unemployment Filing Fees

Utility Services

41	01	Water Purchase Charges
	02	Water System Fee
	03	Water Service
	10	Sewage Treatment/WMARSS
	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
54	02	Special Events & Marketing
54	03	Advertising/Promotions/Marketing
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	15	Family Center
	02	Electric Service	50	74 Debt Service
			51	87 Debt Service
			52	94 Debt Service
			53	95 Debt Service
			54	97 Debt Service
			55	98 Debt Service
			56	02 Debt Service
			57	03 Debt Service
			58	05 Debt Service
			59	06 Debt Service
			60	09 Debt Service (Refunding)
			61	09 Debt Service
			62	11 Debt Service (Refunding)
			63	16 Debt Service
			80	07 Debt Service
			81	16 Debt Service (Refunding)
			82	16 Debt Service
			83	17 Debt Service
			84	21 Debt Service

Food

63	01	Food/Memorials
	02	Banquets/Awards

Books and Periodicals

64	01	Subscriptions/Memberships
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Capital Outlay - Property

71	01	Land	60	09 Debt Service (Refunding)	
72	01	Buildings & Improvements	61	09 Debt Service	
73	01	Water Wells	62	11 Debt Service (Refunding)	
	02	Water Storage Tanks	63	16 Debt Service	
	03	Water Pumps/Wells	80	07 Debt Service	
	04	Water Mainlines	81	16 Debt Service (Refunding)	
	05	Water Meters	82	16 Debt Service	
	06	Sewer Mainlines	83	17 Debt Service	
	07	Sewer Lift Stations	84	21 Debt Service	
	08	Fire Hydrants			
	09	Sewer Treatment System			
74	01	Machinery & Equipment	82	01	Principal Paid on Bonds
	02	Vehicles		02	Interest Paid on Bonds
	03	Office FF&E		03	Agents Fees
	04	Heavy Equipment		04	Bond Issue Costs
				05	Bond Cost Amortization

Debt Service

Other Expenditures

80	01	Contingency
	02	Emergency Expense (COVID-19)
	03	Visitor Information Center
	04	Arts Organizations and Programs
	05	Conventions
	06	Arboretum
	07	Tourism Advertising and Promotions
	08	Conference Sponsorships
	09	Festivals
	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



**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	30223	Park Road Improvements
20208	PS - Dispatch Consoles	30224	Public Information Marquee
20209	Streets - Brush Chipper	30225	Inspection Office Renovation
20210	P.S. - Ballistic Helmets	30230	Slurry Seal
20211	P.S. - Hostage Negotiations System	30240	Landscaping
20212	PB - Ice Machine For City Shop	30241	P&Z Manual/Code Revisions
20213	Water - Lawn Mower	30242	Building - 1124 Fairway
20214	Water - Chlorine Scales	30243	Sidewalks
20215	Water - Fire Hydrant Meter	30244	Remodel City Hall
20216	Water - Jackhammer	30245	New Community Services Offices
20217	Compact Track Loader	30246	Gas Tank Canopy
20218	Crane Truck	30247	New City Hall & Furniture
20219	Water - Water Meter Resetter	30248	Property - 1308 Wood Valley
20220	Streets - Street Broom	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

*Capital Projects Cont.*

30423	Year 2000 CIP - Group 2	50415	Cherry Creek Lift Station
30424	Year 2001 CIP	50416	Deer Ridge Lift Station
30425	Year 2002 CIP	50417	Rework Pump Houses
30427	Year 2004 CIP	50418	Misc Pump/Well Repairs
30601	Richie Road Bridge	50419	Misc Fire Hydrant Maintenance
30602	2008 Capital Improvements	50420	Santa Fe/Old McGregor Improvements
30603	West Fairway Improvements	50421	McGregor Tank Repair
30604	2020 Capital Improvements	50422	Shadow Mountain Lift Station
30801	Whitehall Center Floor	50423	Crown Ridge Lift Station
30802	Whitehall Center French Drain	50424	Inflow & Infiltration Analysis/Repairs
30803	Whitehall Center Back Porch	50425	Badger Ranch - Up Size Sewer
30804	Whitehall Center Maintenance Area Fencing	50426	Storage Building
30805	Whitehall Center Demolish & Remove House	50427	Wooded Crest Utility Improvements
30806	Whitehall Center Camera Security System	50428	Water - Paint Bosque Tank
30807	Whitehall Master Plan	50429	Water - Disinfection System
30808	Whitehall Event Building	50430	The Woods Lift Station
30809	Whitehall Concrete Replacement	50431	Water - Elysian Waterline
30810	Pavilion Interior	50432	Water - Pressure Tank Repairs
30811	Whitehall Renovations	50433	Sewer - Sandalwood Storm Sewer
30812	CBA - Paint Whitehall	50434	Sewer - Fairway Interceptor
30813	CBA - Pond Feasibility Study	50435	Water - Pressure Tank Rehab
30814	CBA - Pavilion Curbs	50436	Water - Tater Hill Tank Rehab
30815	CBA - Pavilion Generator	50437	Water - Master Plan Update
30816	CBA - Parking Lot	50438	Water - Hwy 84 Tank Rehab
30817	CBA - Property (1216 Wood Valley)	50439	Water - Brentwood Waterline
30818	CBA - Pavilion Fountain	50440	Water - Fairway & Catalina
30819	CBA - Pavilion Improvements	50441	Sewer - Main Relocation
30820	CBA - Bridal Path Landscaping	50442	Water - Acorn Tank Rehab
30821	CBA - Allison's Garden Make Over	50443	Water - Bosque/Santa Fe Water Line
30822	CBA - Solar Bollard Lighting	50444	Sewer - Harbor/Woods Air Relief Valve
30823	CBA - Bridge	50445	Sewer - Summit Ridge Force Main Extension
31001	Family Center Gymnasium Floor	50446	Water - Tater Hill Well Flow Control Valves
31002	Family Center Exterior Paint	50447	Water - Santa Fe Well Electric Gate
31003	Family Center Interior Paint	50448	Water - Santa Fe Well Pump House
31004	Family Center Bathroom Stalls	50449	Sewer - Badger Ranch Lift Station Upgrade
31005	Family Center Playground Equipment	50501	Acorn Well Pumping/Piping
31006	Family Center Ball Field Fencing	50502	Bosque Well Pumping/Piping
31007	Family Center Erosion Control Plants	50503	Business Acres Well Pumping/Piping
31008	Family Center Capital Improvements	50504	Santa Fe Well Pumping/Piping
31009	Family Center Roof	50505	Paint Storage/ Pressure Tanks
31010	Family Center Master Plan	50801	Santa Fe Storage Tank
31011	Family Center Soccer Fields	50901	Hwy 84 Water Well
31012	Family Center Parking/Expansion	51101	WMARSS Improvements
50401	Surface Water Connections	51102	Sewer Emergency Repairs
50402	Rainbow Lake Interconnect	51201	Business Acres Water Well
50403	Wedgewood/Woodland West PRV	51301	Water - McGregor Water Line
50404	Atlas Sewer Line	51302	Sewer - La Salle Lift Station (WMARSS)
50405	Lift Station Rehabilitation	51401	2017 Utility Improvements
50406	Lift Station Telemetering		
50407	Lift Station Gen Sets		
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 annover.

**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.