

MEETING AGENDA City Council REGULAR SESSION CITY COUNCIL August 10, 2021

HAL BALDWIN MUNICIPAL COMPLEX COUNCIL CHAMBERS 1400 SCHERTZ PARKWAY BUILDING #4 SCHERTZ, TEXAS 78154

CITY OF SCHERTZ CORE VALUES

Do the right thing Do the best you can Treat others the way you want to be treated Work cooperatively as a team

AGENDA TUESDAY, AUGUST 10, 2021 at 6:00 p.m.

City Council will hold its regularly scheduled meeting at 6:00 p.m., Tuesday, August 10, 2021, at the City Council Chambers. In lieu of attending the meeting in person, residents will have the opportunity to watch the meeting via live stream on the City's YouTube Channel.

Call to Order

Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas. (Councilmember Scagliola)

Presentations

• Proclamation regarding Landmark Property Designation - Designation of 7205 FM 482, Schertz Texas Landmark Property Designation to the Hansmann Family.

City Events and Announcements

- Announcements of upcoming City Events (B. James/C. Kelm/S. Gonzalez)
- Announcements and recognitions by the City Manager (M. Browne)
- Announcements and recognitions by the Mayor (R. Gutierrez)

Hearing of Residents

This time is set aside for any person who wishes to address the City Council. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than **3** minutes.

All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.

Discussion by the Council of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Hearing of Residents portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.

Consent Agenda Items

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

- 1. Minutes Consideration and/or action regarding the approval of the minutes of the meeting of August 3, 2021. (B. Dennis)
- Resolution No. 21-R-66 Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a contract with M&C Fonseca Construction Co., Inc. relating to the Aviation Heights Water Line Improvements (Phases 5, 6, & 7) and authorizing the budget expenditures for the project. (B. James/K. Woodlee/J. Shortess)
- **3.** Ordinance No. 21-F-30 Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas amending Chapter 90, of the Code of Ordinances, Article V, Water and Wastewater Capital Recovery Fees; Repealing all Ordinances or Parts of Ordinance in Conflict with this Ordinance, and providing an effective date. (*Final Reading*) (C. Kelm/S. Williams)

Discussion and Action Items

- 4. Ordinance No. 21-E-29 Consideration and/or action approving an Ordinance calling a bond election to be held by the City of Schertz, Texas on November 2nd, 2021. *First & Final* (M. Browne/J. Walters)
- 5. Resolution No. 21-R-82 Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a preliminary maximum tax rate for fiscal year 2021-22 and setting the Public Hearing dates, and other matters in connection therewith. (M. Browne/B. James/J. Walters)

Public Hearings

6. Ordinance No. 21-S-31 - Conduct a public hearing, consideration and/or action to make a recommendation on a request for a Specific Use Permit to allow a convenience store with gas pumps on approximately 8.5 acres of land, more specifically described as the northwest corner of the intersection between IH-35 and Schwab Road, City of Schertz, Comal County, Texas. (B. James/L. Wood/M. Harrison) *First Reading*

Roll Call Vote Confirmation

Workshop

- 7. Bond refinancing Opportunity Workshop on possible bond refinancing opportunity. (M. Browne/B. James/J. Walters/M. McLiney/A. Friedman)
- 8. Proposed FY 2021-22 Budget Workshop and Discussion on the Proposed FY 2021-22 Budget. (M. Browne/B. James/J. Walters)
- **9. Police Department Training Program** Workshop discussion regarding the Police Department Training Program. (C. Kelm/M. Hansen/M. Bane/H. Murphy/A. Kraft)

Information available in City Council Packets - NO DISCUSSION TO OCCUR

- **10.** Quarterly Financial Reports.
- **11. Monthly update -** on major projects in progress/CIP. (B. James/K. Woodlee)

Requests and Announcements

- Announcements by the City Manager.
- Requests by Mayor and Councilmembers for updates or information from staff.
- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda.
- Announcements by Mayor and Councilmembers
 - City and community events attended and to be attended
 - City Council Committee and Liaison Assignments (see assignments below)
 - Continuing education events attended and to be attended
 - Recognition of actions by City employees
 - Recognition of actions by community volunteers

Adjournment

CERTIFICATION

I, BRENDA DENNIS, CITY SECRETARY OF THE CITY OF SCHERTZ, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS PREPARED AND POSTED ON THE OFFICIAL BULLETIN BOARDS ON THIS THE 6th DAY OF AUGUST 2021 AT 4:15 P. M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

BRENDA DENNIS

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE OFFICIAL BULLETIN BOARD ON _____DAY OF _____, 2021. TITLE: _____

This facility is accessible in accordance with the Americans with Disabilities Act. Handicapped parking spaces are available. If you require special assistance or have a request for sign interpretative services or other services, please call 210-619-1030.

The City Council for the City of Schertz reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.

Closed Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Closed Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Mayor Gutierrez	Councilmember Scagliola – Place 5
Audit Committee	Cibolo Valley Local Government Corporation -
Investment Advisory Committee	Alternate
Main Street Committee	Hal Baldwin Scholarship Committee
	Interview Committee for Boards and Commissions -
	Alternate
	Schertz-Seguin Local Government Corporation
Councilmember Davis– Place 1	Councilmember Scott – Place 2
Interview Committee for Boards and	Interview Committee for Boards and Commissions
Commissions	Schertz Animal Services Advisory Commission
Main Street Committee - Chair	
Schertz Housing Authority Board	
TIRZ II Board	

COUNCIL COMMITTEE AND LIAISON ASSIGNMENTS

Councilmember Whittaker – Place 3 Audit Committee TIRZ II Board	Councilmember Dahle – Place 4 Cibolo Valley Local Government Corporation Interview Committee for Boards and Commissions TIRZ II Board
Councilmember Heyward – Place 6	Councilmember Brown – Place 7
Animal Advisory Commission	Main Street Committee
Audit Committee	Schertz-Seguin Local Government Corporation -
Investment Advisory Committee Main Street Committee	Alternate

CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	City Secretary
Subject:	Minutes – Consideration and/or action regarding the approval of the minutes of the meeting of August 3, 2021. (B. Dennis)

BACKGROUND

The City Council held a Regular City Council meeting on August 3, 2021.

RECOMMENDATION

Recommend Approval.

Attachments

8-3- draft min



MINUTES REGULAR MEETING August 3, 2021

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on August 3, 2021, at 6:00 p.m. in the Hal Baldwin Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

- Present: Mayor Ralph Gutierrez; Mayor Pro-Tem Michael Dahle; Councilmember Mark Davis; Councilmember David Scagliola; Councilmember Allison Heyward; Councilmember Tim Brown
- Absent: Councilmember Jill Whittaker; Councilmember Rosemary Scott
- City City Manager Dr. Mark Browne; Assistant City Manager Charles Kelm; City
- Staff: Attorney Daniel Santee; City Secretary Brenda Dennis; Assistant to the City Manager Sarah Gonzalez

Call to Order

Mayor Gutierrez called the meeting to order at 6:03 p.m.

Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas. (Councilmember Dahle)

Councilmember Dahle provided the opening Prayer followed by the Pledges of Allegiance to the Flags of the United States and State of Texas.

A. Mayor Pro-Tem Oath of Office - Oath of Office administered to Councilmember Michael Dahle. (B. Dennis)

City Secretary Brenda Dennis administered the Oath of Office to newly appointed Mayor Pro-Tem Michael Dahle.

Presentations

• Purple Heart Day (Mayor/Councilmember Heyward)

Mayor Gutierrez recognized Councilmember Heyward who read and presented the Purple Heart Proclamation to Mr. Narciso Pulido - Purple Heart Recipient. Councilmember Heyward also presented the Purple Heart Signs that will be posted throughout the City.

Mr. Pulido provided information about the Military Order of the Purple Heart Chapter 1836 in San Antonio, which is the largest in the United States. Their mission is to foster an environment of goodwill among combat wounded veterans, promote patriotism and support all veterans. Mr. Pulido thanked the Mayor and Council.

Employee Recognition

• 20 year service pin recognition - A. J. Arriaga (M. Browne)

Mayor Gutierrez recognized City Manager Dr. Mark Browne who came forward providing a brief bio on Corporal A. J. Arriaga. Corporal Arriaga thanked Dr. Browne and Council and introduced his family members who were present.

New Employee Introductions:

Mayor Gutierrez recognized the following Department Heads who introduced their new employees. Mayor and Council welcomed them.

- EMS: LaSean Anderson, Frank Flores Jr., Jeremy Sanders, Joshua Sturgess, Brad Laughridge - Paramedic; Jysun Cardenas, Hai Dinh Part-Time Paramedic, Amber Cockrum - EMS Billing Specialist
- Inspections: Erin Noah Building Inspector
- Library: Carah Scherr Library Clerk
- Police: David Espinoza, Benjamin Guerrero Police Officer

City Events and Announcements

• Announcements of upcoming City Events (B. James/C. Kelm/S. Gonzalez)

Assistant City Manager Charles Kelm provided the following information:

Tuesday, August 3rd National Watermelon Day Pickrell Park Pool 5:00 – 7:00 PM Watermelon slices, themed games, and activities. Thursday, August 5th Blood Drive 1400 Schertz Parkway in the Bloodmobile 8:00 AM – 1:00 PM

Friday, August 6th Budget Workshop Bluebonnet Hall 8:00 AM – 3:00 PM

Tuesday, August 10th Next regular scheduled Council meeting

Thursday, August 12th Northeast Partnership Meeting Olympia Hills Golf and Conference Center 11:30 AM RSVP to City Secretary if you are interested in attending.

Community Budget Meeting Schertz Civic Center 6:30-8:30 PM

"Save the Date" -- Friday, August 27th TML Region 7 Meeting Hilton Garden Inn, Live Oak 4:30-7:30 PM

Tuesdays, September 7th through October 12th Fall 2021 Adult Cornhole League (Ages 21 and up) 6:00-10:00 PM Registration open online at <u>www.schertz.com</u> \$25.00 registration fee, includes team t-shirt

Sundays, September 12th through October 17th Fall 2021 Adult Kickball League (Ages 21 and up) 6:00-10:00 PM Registration open online af <u>www.schertz.com</u> \$25.00 registration fee, includes team t-shirt

November 2nd The City of Schertz will be holding its General Election on November 2, 2021, for the purpose of electing Council Members in Place 6 and Place 7 for a three-year term, from November 2021 to November 2024. Any candidate desiring to have his or her name on the Official Ballot shall file with the City Secretary an application in writing in the form prescribed by the Texas Election Code declaring themselves a candidate. The filing date is no sooner than July 17, 2021, (but since the 17th falls on a Saturday and City offices are closed) the date moves to Monday, July 19, 2021, and no later than Monday, August 16, 2021, by 5:00 p.m. Qualifications for Candidacy can be found online at www.schertz.com as well as the Candidate packet. Candidate packets are also available in the City Secretary's Office.

Announcements and recognitions by the City Manager (M. Browne)

City Manager Dr. Browne provided an update about the major water break on Sunday, August 1, 2021, located at Wiederstein and FM 3009. He thanked the following Schertz Utility Employees: Jerad Moheit, Matt Lopez, Don Sarten, Aaron Dammann, Ish Pardo and Shawn O'Brien for their hard work. The Utility Crew worked all night to fix the broken water line. Dr. Browne thanked the City of Cibolo, who sent over an eight-man utility crew to assist in the completion with the repair.

Dr. Browne mentioned that Amazon has opened a new facility in the old GE Plant on Schwab Road.

Dr. Browne announced that The Purple Heart signs were manufactured in the City of Schertz Sign Shop by Bryan Timmons.

Announcements and recognitions by the Mayor (R. Gutierrez)

Mayor Gutierrez thanked the Public Works Utility Dept for their hard work to repair the broken water line. He also thanked the City of Cibolo for sending over a Utility Crew to help finish the repair to the water line.

Hearing of Residents

This time is set aside for any person who wishes to address the City Council. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than **3** minutes.

All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.

Mayor Gutierrez recognized the following residents:

Ms. Maggie Titterington,1730 Schertz Parkway provided the following information:

Sept 21st is our Civic Leaders Luncheon. We invite incumbents and candidates for city council positions in Schertz to contact the Chamber to register for a table to meet our chamber member businesses.

Aug. 9th at 1030 at the Chamber Offices in Schertz we will cut the ribbon and welcome Wreaths across America as one of our newest members.

Aug 13th is our last summer smoothie event at Tropical Smoothie from 7:30-9:00am.

Aug 17th is our non-profit luncheon which focuses on bringing awareness and partnerships with our area non-profit chamber members. Rsvp deadline is Aug 10th.

The Chamber Bowl benefitting DECA programs at Clemens and Steele High Schools is on August 20th. We have 215 people registered and still have room for individual players, but the deadline is approaching fast. Call the Chamber to register.

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Consent Agenda Items

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Mayor Gutierrez read the following into record:

1. Minutes – Consideration and/or action regarding the approval of the minutes of the meeting of July 27, 2021. (B. Dennis)

Moved by Councilmember Allison Heyward, seconded by Councilmember Tim Brown to approve the minutes of July 27, 2021. AYE: Mayor Pro-Tem Michael Dahle, Councilmember Mark Davis, Councilmember David Scagliola, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

Discussion and Action Items

Mayor Gutierrez read the following item into record:

2. Ordinance No. 21-F-30 - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas amending Chapter 90, of the Code of Ordinances, Article V, Water and Wastewater Capital Recovery Fees; Repealing all Ordinances or Parts of Ordinance in Conflict with this Ordinance, and providing an effective date. (*First Reading*) (C. Kelm/S. Williams)

Mayor Gutierrez recognized Public Works Director Suzanne Williams who provided a brief PowerPoint regarding the proposed changes. No questions from Council.

Moved by Councilmember Tim Brown, seconded by Councilmember Allison Heyward to approve Ordinance 21-F-30 on first reading.

AYE: Mayor Pro-Tem Michael Dahle, Councilmember Mark Davis, Councilmember David Scagliola, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

Roll Call Vote Confirmation

Mayor Gutierrez recognized City Secretary Brenda Dennis who provided the roll call vote for items 1 and 2.

Workshop Discussion

Mayor Gutierrez tabled this item to the next meeting.

Police Department Training Program - Workshop discussion regarding the Police Department Training Program. (C. Kelm/M. Hansen/M. Bane/H. Murphy)

Requests and Announcements

• Announcements by the City Manager.

Dr. Browne stated he had an opportunity to participate in the Love Where You Live Event which was held in the Aviation Heights area. He thanked all the volunteers and thanked Republic for supplying the rolloffs.

• Requests by Mayor and Councilmembers for updates or information from staff.

Councilmember Dahle inquired about the mosquito fogging truck and if the city had plans on spraying as he had received an email from a resident.

- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda.
- Announcements by Mayor and Councilmembers
 - City and community events attended and to be attended
 - City Council Committee and Liaison Assignments (see assignments below)
 - Continuing education events attended and to be attended
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 - Recognition of actions by community volunteers

Mayor Gutierrez recognized the following:

Councilmember Heyward who announced that she attended the TMRS Conference, TML Newly Elected Office Conference, a ribbon cutting for KHP KinderHaus Pediatrics and invited City Council and Staff to the TML Fall Meeting -August. 27, 2021.

Councilmember Brown who announced that it was National Watermelon Day and stated there is still time to go down to Pickrell Park and get you a slice.

Adjournment

Mayor Gutierrez adjourned the meeting at 6:47 p.m.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	Engineering
Subject:	Resolution No. 21-R-66 – Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a contract with M&C Fonseca Construction Co., Inc. relating to the Aviation Heights Water Line Improvements (Phases 5, 6, & 7) and authorizing the budget expenditures for the project. (B. James/K. Woodlee/J. Shortess)

BACKGROUND

Previously, the City authorized survey and civil engineering design for Phases 5, 6, & 7 of the Aviation Heights Water Line Improvements project due to the location and limited fire protection provided by smaller diameter water mains in the Aviation Heights service area. The City of Schertz has been working to upgrade and replace these smaller diameter water mains which are currently located in alleyways and are difficult to maintain. Construction will include abandonment of 3" and 6" diameter water mains within alleys and replacing with 8" water mains within street rights-of-way.

Bids for Aviation Heights Water Line Improvements (Phases 5, 6, & 7) were opened on July 7, 2021. Five bids were received and evaluated based on qualifications of bidder and experience on similar and public projects, available resources to complete the project, corporate history and stability, references, and cost. An evaluation team reviewed the bids and supporting documentation. Of the five bids, the lowest bid was from M&C Fonseca Construction Co., Inc. who also ranked the highest overall of the other criteria. Staff has determined that the bid from M&C Fonseca Construction Co., Inc. is acceptable.

GOAL

To obtain authorization from Council to execute a contract with M&C Fonseca Construction Co., Inc. for \$1,623,167.50 plus \$162,316.75 (10% contingency) for a not to exceed amount of \$1,785,484.25, for the Aviation Heights Water Line Improvements (Phases 5, 6, & 7).

COMMUNITY BENEFIT

The relocation of the Aviation Heights water mains will improve the service and reliability to the residents in the Aviation Heights service area.

SUMMARY OF RECOMMENDED ACTION

Authorize execution of the construction contract for the Aviation Heights Water Line Improvements (Phases 5, 6, & 7) with M&C Fonseca Construction Co., Inc. for \$1,623,167.50 and a not to exceed amount of \$1,785,484.25.

FISCAL IMPACT

The cost of the project shall not exceed \$1,785,484.25 and funding is available from the Water Reserves. The Water Reserves allocated a total of \$1.8 million to Aviation Heights Waterline Improvement projects. Currently, \$1,785,484.25 is available for the Aviation Heights Waterline Improvements Project for Phases 5, 6, & 7.

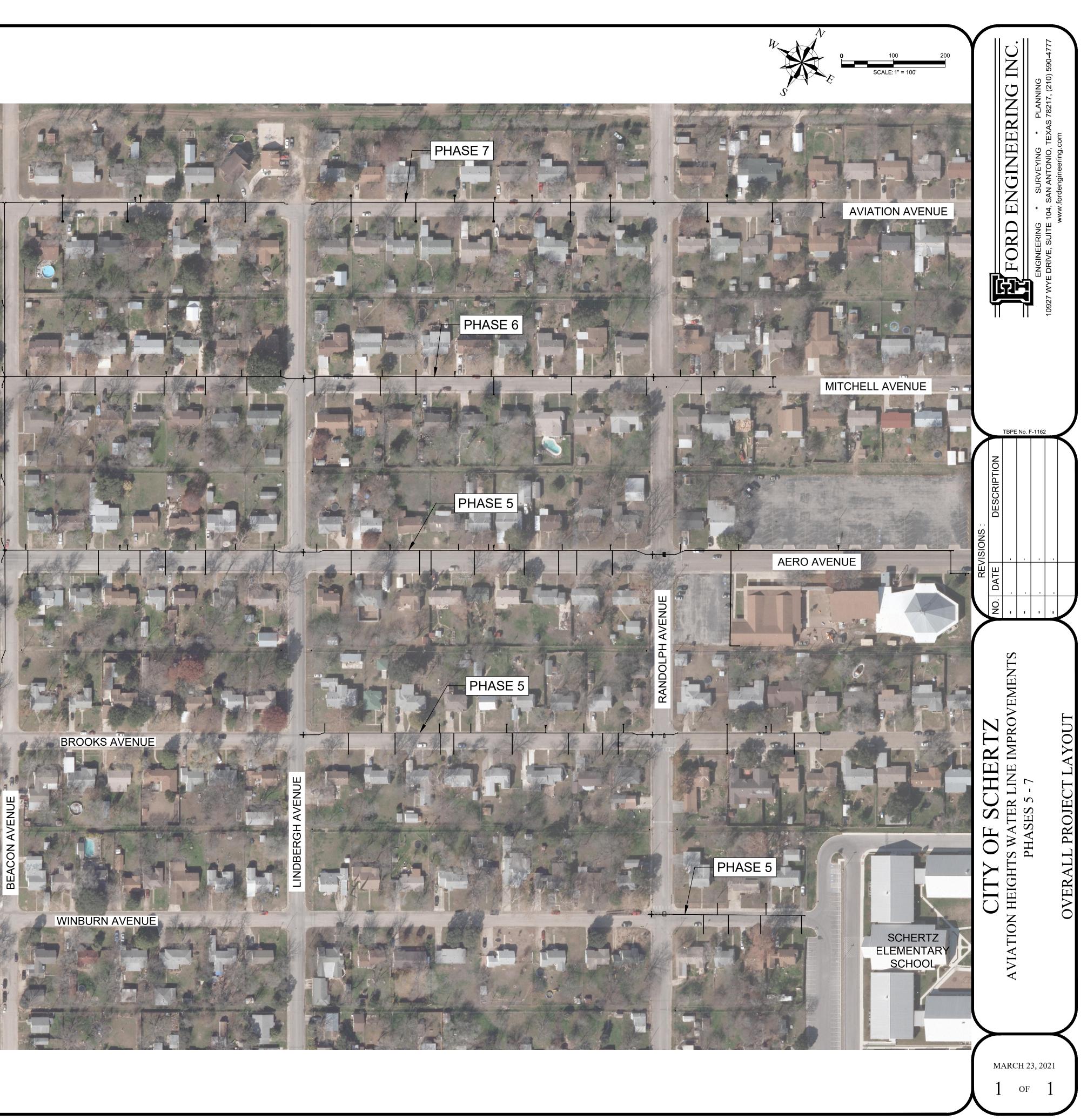
RECOMMENDATION

Staff recommends Council approve Resolution 21-R-66 and authorize award of the bid for the Aviation Heights Water Line Improvements (Phases 5, 6, & 7) to M&C Fonseca Construction Co., Inc. for \$1,623,167.50 and a not to exceed amount of \$1,785,484.25.

Attachments

Aviation Heights Overall Plan (Ph. 5, 6, & 7) Evaluation Summary Recommendation for Award 21-R-66 Agreement

INGS ARE AND SHALL REMAIN THE PROPERTY OF THE ARCHITECT/ENGINEER, WHETHER THE PROJECT FOR WHICH THEY ARE DED IS EXECUTED OR NOT. THEY ARE NOT TO BE USED BY ANYONE ON OTHER PROJECTS, OR EXTENSIONS TO THIS PROJEC RED IN THE CONTRACT, WITHOUT WRITTEN AGREEMENT WITH, AND APPROPRIATE COMPENSATION TO FORD ENGINEERING, IN



EVALUATION SUMMARY

/IARY

Project Name: Aviation Heights Waterline Ph 5-7

2021-011

Date:

INSTRUCTIONS: Enter a number 0 through 4 for each category for each proposer. You may use 0.25 increments if necessary.

0 = Not Compliant, 1 = Poor, 2 = Fair, 3 = Good, 4 = Excellent

You may <u>NOT</u> enter a number higher than 4.0. An explanation is required for a score of 0

Criteria	Points	Atlas Construction Co	M&C Fonseca	QRO Mex Construction	RL Jones	San Antonio Constructors
Financial Consideration (Cost Proposal)	50	\$2,615,183.91	\$1,623,167.50	\$2,796,076.00	\$3,289,876.00	\$2,819,803.80
		31.03	50.00	29.03	24.67	28.78156807
Qualifications of Offeror and Experience on Similar	25	3.33	3.00	3.17	2.67	2.50
Projects	20	20.83	18.75	19.79	16.67	15.63
Available Resources	15	3.33	3.33	3.00	2.92	3.00
	10	12.50	12.50	11.25	10.94	11.25
Corporate History and Stability	5	3.33	3.33	3.00	2.92	3.00
	-	4.17	4.17	3.75	3.65	3.75
References	5	3.33	3.00	3.33	3.33	3.33
		4.17	3.75	4.17	4.17	4.17
Average Total %	100	72.70	89.17	67.98	60.09	63.57

*Bid tabulation attached as separate document

BID/RFP#

FORD ENGINEERING, INC

July 12, 2021 Project No. 1124.9406

Jennifer R. Shortess, PE City of Schertz 10 Commercial Place, Building 2 Schertz, TX 78154

Re: AVIATION HEIGHTS WATER LINE IMPROVEMENTS - PHASES 5, 6, & 7, PROJECT NUMBER #2021-011 Bid Tabulation

Five (5) bids were received on the above referenced project at City of Schertz City Hall on July 7, 2021. The bids are tabulated and attached, along with supporting information required in the Instruction to Bidders.

Review and tabulation of the Base Bid indicates that M&C Fonseca Construction Co., Inc. is the Base Bid low bidder with a bid of \$1,450,509.00. The bid provided by San Antonio Constructors had one minor irregularity in the total summation of bid.

Review and tabulation of the Base Bid, Additive Alternate 1 and Additive Alternate 2 indicates that M&C Fonseca Construction Co., Inc. was also the combined low bidder for the Base Bid and additive alternates, with a combined bid total of \$1,623,167.50. No irregularities were identified in their bid tabulation.

The Engineer's Estimate for the Base Bid construction was \$1,847,882.76, and a total including additive alternates of \$2,061,757.76. The average Base Bid was \$2,502,232.70.

Ford Engineering, Inc. called three of the references provided by the low bidder for projects of similar scope or cost. The references were positive with regards to quality of work and working relationship.

Ford Engineering, Inc. recommends **M&C Fonseca Construction Co., Inc.** for this project with a combined bid total of **\$1,623,167.50** for the Base Bid, Additive Alternates. The contractor has responded all addenda, included required forms, and was found to not be disbarred.

Should there be questions, or if further information is needed, please do not hesitate to call me at 210-590-4777.

Sincerely, Main BHal

Mark B. Hill, PE FORD ENGINEERING, INC. Incl. Bid Tabulation, Verification of Low Bidder Unit prices, Summary of references called.

BASE BID 1410 TPDE 1502 Mobil 1555 Traffif 1740 Site F 2085 Wate 2085 Wate 2221 Rem 2221 Rem 2221 Rem 2221 Rem 2317 Flowa 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate 2512 Wate	24.9406 ESCRIPTION DES -Storm Water Pollution Prevention Plan billization affic Control and Regulation e Restoration (Utility Construction) ater Meter Box ater Meter Relocate move Concrete Curb move Concrete Curb move Concrete Sidewalk and Driveway ench Safety System wable Fill ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater File-In (Complete) (6") ater Tie-In (Complete) (8") det Piping ater Tap and Service (1 in) (dual) (short side)	UNIT Is Is If ea ea If ea If cy If Cy If If If If	QTY 1 1 1 9928 218 217 132 41 9928 351 79 9805	UNIT PRICE \$ 23,914.82 \$ 83,345.17 \$ 20,170.87 \$ 46.74 \$ 342.07 \$ 368.60 \$ 23.11 \$ 22.23	\$ 83,345.17 \$ 20,170.87 \$ 464,034.72 \$ 74,571.26 \$ 79,986.20	UNIT PRICE \$ 12,500.00 \$ 50,000.00 \$ 22,500.00 \$ 18.00 \$ 100.00 \$ 140.00 \$ 10.00	\$ 50,000.00 \$ 22,500.00 \$ 178,704.00 \$ 21,800.00 \$ 30,380.00	QRO Mex Co UNIT PRICE \$ 60,000.00 \$ \$ 149,000.00 \$ \$ 70,000.00 \$ \$ 5.00 \$ \$ 300.00 \$	TOTAL 60,000.00 149,000.00 70,000.00 49,640.00 65,400.00	RL J UNIT PRICE \$ 5,000.00 \$ 210,000.00 \$ 80,000.00 \$ 200.00 \$ 200.00	TOTAL \$ 5,000.00 \$ 210,000.00 \$ 80,000.00 \$ 198,560.00 \$ 43,600.00	San Antonio C UNIT PRICE \$ 10,000.00 \$ 193,294.80 \$ 10,000.00 \$ 40,00 \$ 400.00	Constructors TOTAL \$ 10,000.00 \$ 193,294.80 \$ 10,000.00 \$ 397,120.00
BASE BID 1410 TPDE 1502 Mobil 1555 Traffin 1740 Site F 2085 Wate 2085 Wate 2221 Rem 2221 Rem 2221 Rem 2317 Flowa 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate 2512 Wate	DES -Storm Water Pollution Prevention Plan bilization ffic Control and Regulation Restoration (Utility Construction) ater Meter Box ter Meter Relocate move Concrete Curb move Concrete Curb move Concrete Sidewalk and Driveway ench Safety System wable Fill ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-In) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") dter Tie-In (Complete) (8") dter Tap and Service (1 in) (dual) (short side)	ls ls lf ea ea lf sy lf cy lf lf lf lf ea	1 1 9928 218 217 132 41 9928 351 79 9805	\$ 23,914.82 \$ 83,345.17 \$ 20,170.87 \$ 46.74 \$ 342.07 \$ 368.60 \$ 23.11 \$ 22.23 \$ 2.22 \$ 183.52	\$ 23,914.82 \$ 83,345.17 \$ 20,170.87 \$ 464,034.72 \$ 74,571.26 \$ 79,986.20 \$ 3,050.52 \$ 911.43	\$ 12,500.00 \$ 50,000.00 \$ 22,500.00 \$ 18.00 \$ 100.00 \$ 140.00 \$ 140.00	\$ 12,500.00 \$ 50,000.00 \$ 22,500.00 \$ 178,704.00 \$ 21,800.00 \$ 30,380.00	\$ 60,000.00 \$ \$ 149,000.00 \$ \$ 70,000.00 \$ \$ 5.00 \$ \$ 300.00 \$	60,000.00 149,000.00 70,000.00 49,640.00 65,400.00	\$ 5,000.00 \$ 210,000.00 \$ 80,000.00 \$ 20.00 \$ 200.00	\$ 5,000.00 \$ 210,000.00 \$ 80,000.00 \$ 198,560.00 \$ 43,600.00	\$ 10,000.00 \$ 193,294.80 \$ 10,000.00 \$ 40.00	\$ 10,000.00 \$ 193,294.80 \$ 10,000.00
1410 TPDE 1502 Mobil 1555 Traffi 1740 Site F 2085 Wate 22085 Wate 22087 Rem 2221 Rem 2221 Rem 2221 Rem 2211 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate 2512 Wate	bilization ffic Control and Regulation e Restoration (Utility Construction) ater Meter Box ater Meter Relocate move Concrete Curb move Concrete Sidewalk and Driveway moh Safety System wable Fill ter Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") ater Tap and Service (1 in) (dual) (short side)	Is Is If ea ea If Sy If cy If If If If If ea	1 9928 218 217 132 41 9928 351 79 9805	\$ 83,345.17 \$ 20,170.87 \$ 46.74 \$ 342.07 \$ 368.60 \$ 23.11 \$ 22.23 \$ 2.22 \$ 183.52	\$ 83,345.17 \$ 20,170.87 \$ 464,034.72 \$ 74,571.26 \$ 79,986.20 \$ 3,050.52 \$ 911.43	\$ 50,000.00 \$ 22,500.00 \$ 18.00 \$ 100.00 \$ 140.00 \$ 10.00	\$ 50,000.00 \$ 22,500.00 \$ 178,704.00 \$ 21,800.00 \$ 30,380.00	\$ 149,000.00 \$ \$ 70,000.00 \$ \$ 5.00 \$ \$ 300.00 \$	149,000.00 70,000.00 49,640.00 65,400.00	\$ 210,000.00 \$ 80,000.00 \$ 20.00 \$ 200.00	\$ 210,000.00 \$ 80,000.00 \$ 198,560.00 \$ 43,600.00	\$ 193,294.80 \$ 10,000.00 \$ 40.00	\$ 193,294.80 \$ 10,000.00
1502 Mobil 1555 Traffil 1740 Site F 2085 Wate 2021 Remo 2221 Remo 2221 Remo 2221 Remo 2211 Remo 2250 Trenc 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	bilization ffic Control and Regulation e Restoration (Utility Construction) ater Meter Box ater Meter Relocate move Concrete Curb move Concrete Sidewalk and Driveway moh Safety System wable Fill ter Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") ater Tap and Service (1 in) (dual) (short side)	Is Is If ea ea If Sy If cy If If If If If ea	1 9928 218 217 132 41 9928 351 79 9805	\$ 83,345.17 \$ 20,170.87 \$ 46.74 \$ 342.07 \$ 368.60 \$ 23.11 \$ 22.23 \$ 2.22 \$ 183.52	\$ 83,345.17 \$ 20,170.87 \$ 464,034.72 \$ 74,571.26 \$ 79,986.20 \$ 3,050.52 \$ 911.43	\$ 50,000.00 \$ 22,500.00 \$ 18.00 \$ 100.00 \$ 140.00 \$ 10.00	\$ 50,000.00 \$ 22,500.00 \$ 178,704.00 \$ 21,800.00 \$ 30,380.00	\$ 149,000.00 \$ \$ 70,000.00 \$ \$ 5.00 \$ \$ 300.00 \$	149,000.00 70,000.00 49,640.00 65,400.00	\$ 210,000.00 \$ 80,000.00 \$ 20.00 \$ 200.00	\$ 210,000.00 \$ 80,000.00 \$ 198,560.00 \$ 43,600.00	\$ 193,294.80 \$ 10,000.00 \$ 40.00	\$ 193,294.80 \$ 10,000.00
1555 Traffi 1740 Site F 2085 Wate 2085 Wate 2221 Rem 2221 Rem 2221 Rem 2221 Rem 2211 Rem 2317 Flowa 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	affic Control and Regulation e Restoration (Utility Construction) ater Meter Box ater Meter Relocate move Concrete Curb move Concrete Sidewalk and Driveway ench Safety System wable Fill ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tipe (nomplete) (6") ater Tie-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	Is If ea If Sy If Cy If If If If If	1 9928 218 217 132 41 9928 351 79 9805	\$ 20,170.87 \$ 46.74 \$ 342.07 \$ 368.60 \$ 23.11 \$ 22.23 \$ 2.22 \$ 183.52	\$ 20,170.87 \$ 464,034.72 \$ 74,571.26 \$ 79,986.20 \$ 3,050.52 \$ 911.43	\$ 22,500.00 \$ 18.00 \$ 100.00 \$ 140.00 \$ 10.00	\$ 22,500.00 \$ 178,704.00 \$ 21,800.00 \$ 30,380.00	\$ 70,000.00 \$ \$ 5.00 \$ \$ 300.00 \$	70,000.00 49,640.00 65,400.00	\$ 80,000.00 \$ 20.00 \$ 200.0	\$ 80,000.00 \$ 198,560.00 \$ 43,600.00	\$ 10,000.00 \$ 40.00	\$ 10,000.00
1740 Site F 2085 Wate 2085 Wate 2221 Rem 2221 Rem 2221 Rem 2221 Rem 2221 Rem 2211 Rem 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	e Restoration (Utility Construction) ter Meter Box ater Meter Relocate move Concrete Curb move Concrete Sidewalk and Driveway anch Safety System wable Fill ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in) ater Fipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	If ea If sy If Cy If If If If	9928 218 217 132 41 9928 351 79 9805	\$ 46.74 \$ 342.07 \$ 368.60 \$ 23.11 \$ 22.23 \$ 2.22 \$ 183.52	\$ 464,034.72 \$ 74,571.26 \$ 79,986.20 \$ 3,050.52 \$ 911.43	\$ 18.00 \$ 100.00 \$ 140.00 \$ 10.00	\$ 178,704.00 \$ 21,800.00 \$ 30,380.00	\$ 5.00 \$ \$ 300.00 \$	49,640.00 65,400.00	\$ 20.00 \$ 200.00	\$ 198,560.00 \$ 43,600.00	\$ 40.00	
2085 Wate 2085 Wate 2221 Rem 2221 Rem 2221 Rem 2221 Rem 2221 Rem 221 Rem 221 Rem 221 Rem 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	ater Meter Box ter Meter Relocate move Concrete Curb move Concrete Sidewalk and Driveway ench Safety System wable Fill ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Fie-In (Complete) (6") ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	ea If Sy If Cy If If If If ea	218 217 132 41 9928 351 79 9805	\$ 342.07 \$ 368.60 \$ 23.11 \$ 22.23 \$ 2.22 \$ 183.52	\$ 74,571.26 \$ 79,986.20 \$ 3,050.52 \$ 911.43	\$ 100.00 \$ 140.00 \$ 10.00	\$ 21,800.00 \$ 30,380.00	\$ 300.00 \$	65,400.00	\$ 200.00	\$ 43,600.00	-	
2221 Remu 2221 Remu 2260 Trenc 2317 Flowa 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	move Concrete Curb move Concrete Sidewalk and Driveway moth Safety System wable Fill ther Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	If sy If cy If If If ea	132 41 9928 351 79 9805	\$ 23.11 \$ 22.23 \$ 2.22 \$ 183.52	\$ 3,050.52 \$ 911.43	\$ 10.00							\$ 87,200.00
2221 Rem 2260 Treno. 2317 Flowa 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	move Concrete Sidewalk and Driveway moh Safety System wable Fill ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	If cy If If If ea	41 9928 351 79 9805	\$ 22.23 \$ 2.22 \$ 183.52	\$ 911.43			\$ 450.00 \$	97,650.00	\$ 400.00	\$ 86,800.00	\$ 350.00	\$ 75,950.00
2260 Trenc 2317 Flowa 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	Anch Safety System wable Fill ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tei-In (Complete) (6") ater Tei-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	If cy If If If ea	9928 351 79 9805	\$ 2.22 \$ 183.52		\$ 34.00		\$ 10.00 \$	1,320.00	\$ 1.00	\$ 132.00	\$ 20.00	\$ 2,640.00
2317 Flowa 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	wable Fill tater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) tater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	lf lf lf ea	351 79 9805	\$ 183.52	\$ 22.040.16		\$ 1,394.00	\$ 120.00 \$	4,920.00	\$ 1.00	\$ 41.00	\$ 29.00	\$ 1,189.00
2511 Wate 2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in) ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tie-in (Complete) (6") ater Tie-in (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	lf lf lf ea	79 9805			\$ 0.50		\$ 2.00 \$ \$ 180.00 \$	19,856.00 63,180.00	\$ 1.00 \$ 20.00	\$ 9,928.00 \$ 7,020.00	\$ 2.00	\$ 19,856.00 \$ 42,120.00
2511 Wate 2511 Wate 2511 Wate 2512 Yard 2512 Wate	ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in) ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	lf lf ea	9805		\$ 64,415.52 \$ 4,784.24	\$ 125.00 \$ 38.00		\$ 120.00 \$ \$ 120.00 \$	9,480.00	\$ 20.00 \$ 130.00	\$ 7,020.00 \$ 10,270.00	\$ 120.00 \$ 50.00	\$ 42,120.00 \$ 3,950.00
2511 Wate 2511 Wate 2511 Wate 2512 Wate	ater Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-In) ater Tie-In (Complete) (6") ater Tie-In (Complete) (8") of Piping ater Tap and Service (1 in) (dual) (short side)	ea		\$ 64.06	· · · · · · · · · · · · · · · · · · ·	\$ 50.00		\$ 130.00 \$		\$ 135.00	\$ 1,323,675.00	-	\$ 431,420.00
2511 Wate 2512 Yard 2512 Wate	ater Tie-In (Complete) (8") rd Piping ater Tap and Service (1 in) (dual) (short side)		44	\$ 355.85		\$ 350.00	\$ 15,400.00	\$ 180.00 \$	7,920.00	\$ 150.00	\$ 6,600.00	\$ 140.00	\$ 6,160.00
2512 Yard 2512 Wate	rd Piping ater Tap and Service (1 in) (dual) (short side)	67	9	\$ 1,571.95			\$ 19,800.00	\$ 3,500.00 \$	31,500.00	\$ 1,000.00	\$ 9,000.00		\$ 18,000.00
2512 Wate 2512 Wate 2512 Wate 2512 Wate 2512 Wate	ater Tap and Service (1 in) (dual) (short side)	ea	25	\$ 1,761.82	\$ 44,045.50	\$ 2,500.00	\$ 62,500.00	\$ 4,500.00 \$	112,500.00	\$ 1,000.00	\$ 25,000.00	\$ 3,000.00	\$ 75,000.00
2512 Wate 2512 Wate 2512 Wate		ea	217		\$ 353,673.11	\$ 250.00		\$ 1,100.00 \$	238,700.00	\$ 3,000.00	\$ 651,000.00	. ,	\$ 434,000.00
2512 Wate 2512 Wate		ea	29	1 1.1.1	\$ 30,047.77	\$ 1,100.00	\$ 31,900.00	\$ 1,250.00 \$	36,250.00	\$ 1,800.00	\$ 52,200.00	\$ 2,900.00	\$ 84,100.00
2512 Wate	ater Tap and Service (1 in) (dual) (long side) (Open Cut)	ea ea	32	\$ 2,070.61	\$ 66,259.52	1	\$ 48,000.00	\$ 1,750.00 \$	56,000.00	\$ 3,200.00	\$ 102,400.00	\$ 3,900.00	\$ 124,800.00
	ater Tap and Service (1 in) (single) (short side) ater Tap and Service (1 in) (single) (long side) (Open Cut)	ea	50 46	\$ 938.85 \$ 1,912.19	\$ 46,942.50 \$ 87,960.74	\$ 900.00 \$ 1,300.00	\$ 45,000.00 \$ 59,800.00	\$ 1,250.00 \$ \$ 1,250.00 \$	62,500.00 57,500.00	\$ 1,300.00 \$ 3,000.00	\$ 65,000.00 \$ 138,000.00	\$ 2,500.00 \$ 3,000.00	\$ 125,000.00 \$ 138,000.00
2516 Wate	ater Cut, Plug, Abandon (3-in)	ea	13	\$ 619.04		\$ 300.00	\$ 3,900.00	\$ 750.00 \$	9,750.00	\$ 500.00	\$ 6,500.00	\$ 1,000.00	\$ 138,000.00
	ater Cut, Plug, Abandon (4-in)	ea	19		\$ 11,825.22		\$ 8,550.00	\$ 650.00 \$	12,350.00	\$ 500.00	\$ 9,500.00	\$ 1,400.00	\$ 26,600.00
	ater Cut, Plug, Abandon (6-in)	ea	2	\$ 657.97		\$ 550.00		\$ 1,300.00 \$	2,600.00	\$ 800.00	\$ 1,600.00	\$ 1,600.00	\$ 3,200.00
2516 Wate	ater Cut, Plug, Abandon (8-in)	ea	8	\$ 734.73	\$ 5,877.84		\$ 5,200.00	\$ 2,000.00 \$	16,000.00	\$ 800.00	\$ 6,400.00	\$ 1,800.00	\$ 14,400.00
	e Hydrant Assembly (Complete)	ea	18	\$ 4,468.63	\$ 80,435.34	\$ 5,250.00	\$ 94,500.00	\$ 6,000.00 \$	108,000.00	\$ 6,500.00	\$ 117,000.00	\$ 4,200.00	\$ 75,600.00
	lvage Fire Hydrant	ea	7	1 1	\$ 9,336.25	\$ 300.00	\$ 2,100.00	\$ 4,500.00 \$	31,500.00	\$ 1,000.00	\$ 7,000.00	\$ 1,000.00	\$ 7,000.00
	te Valves (8-in)	ea	52	\$ 1,663.95			\$ 109,200.00	\$ 1,850.00 \$	96,200.00	\$ 2,000.00	\$ 104,000.00	+	\$ 156,000.00
	w Off Valve (2") (Temporary) prm Sewer (RCP) (18")	ea If	25	+	\$ 22,651.00 \$ 3,334.56		\$ 21,250.00 \$ 1,680.00	\$ 1,500.00 \$	37,500.00 4,800.00	\$ 500.00	\$ 12,500.00 \$ 240.00	\$ 1,000.00 \$ 65.00	\$ 25,000.00 \$ 1,560.00
	prm Sewer (RCP) (18)	" If	24 8	\$ 163.41		\$ 70.00 \$ 80.00		\$ 200.00 \$ \$ 220.00 \$		\$ 10.00 \$ 10.00	\$ 240.00 \$ 80.00	\$ 85.00	\$ 1,560.00 \$ 720.00
	orm Sewer (RCB) (60"X60")	 If	8	\$ 438.11	· · · · · · · · · · · · · · · · · · ·	\$ 500.00		\$ 600.00 \$		\$ 10.00	\$ 80.00	-	\$ 4,400.00
	be Bollard	ea	3	\$ 731.39		\$ 350.00		\$ 950.00 \$		\$ 250.00	\$ 750.00	\$ 1,000.00	
	BASE BID TOTAL				\$ 2,364,422.70		\$ 1,450,509.00	\$	2,796,076.00		\$ 3,289,876.00		\$ 2,610,279.80
ALT 1													*summation error
1740 Site F	e Restoration (Utility Construction)	lf	878	\$44.49	\$ 39,062.22	\$ 18.00	\$ 15,804.00	\$ 3.00 \$	2,634.00	\$ 20.00	\$ 17,560.00	\$ 40.00	\$ 35,120.00
2221 Remo	move Concrete Curb	lf	10	\$27.79		\$ 10.00		\$ 10.00 \$	100.00	\$ 1.00		\$ 20.00	\$ 200.00
	ench Safety System	lf	878	\$2.22		\$ 0.50	\$ 439.00	\$ 2.00 \$	1,756.00	\$ 1.00		\$ 2.00	\$ 1,756.00
	ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in)	lf	878	\$65.17		\$ 50.00	-	\$ 130.00 \$		\$ 122.00			\$ 36,876.00
	ater Tie-In (Complete) (8")	ea	6	\$1,759.46		\$ 2,500.00	\$ 15,000.00	\$ 4,500.00 \$	27,000.00	\$ 1,000.00	\$ 6,000.00	\$ 3,000.00	\$ 18,000.00
	te Valves (8-in)	ea	3	\$1,980.33			\$ 6,300.00	\$ 1,850.00 \$	5,550.00	\$ 2,000.00	\$ 6,000.00	\$ 2,800.00	\$ 8,400.00
	w Off Valve (2") (Temporary)	ea	4	\$1,380.33		\$ 2,100.00	\$ 3,400.00	\$ 2,000.00 \$	8,000.00	\$ 500.00	\$ 2,000.00	\$ 1,000.00	\$ 4,000.00
LOC. DIOW	ALTERNATE 1 TOTAL	50	-		\$ 4,730.96 \$ 119,737.25		\$ 3,400.00 \$ 84,943.00	\$ 2,000.00 \$	159,180.00	φ 500.00	\$ 2,000.00 \$ 139,564.00		\$ 4,000.00 \$ 104,352.00
					+ 110,707.20		+ 04,040.00	Ŷ	100,100.00		+ 100,004.00		+ 104,002.00
ALT 2													
	e Restoration (Utility Construction)	lf	923	\$47.83	\$ 44,147.09	\$ 18.00	\$ 16,614.00	\$ 3.00 \$	2,769.00	\$ 20.00	\$ 18,460.00	\$ 40.00	\$ 36,920.00
	move Concrete Curb	lf	10	\$77.85		\$ 10.00		\$ 15.00 \$		\$ 1.00			
	ench Safety System	lf	923	\$2.22		\$ 0.50		\$ 2.00 \$		\$ 1.00		\$ 2.00	
	ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in)	lf If	5	\$103.42		\$ 38.00		\$ 130.00 \$		\$ 122.00		\$ 50.00	
	ater Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in) ater Tie-In (Complete) (6")	lf ea	918 2	\$67.50		\$ 50.00		\$ 130.00 \$	119,340.00	\$ 122.00		\$ 42.00	
	ater Tie-In (Complete) (6) ater Tie-In (Complete) (8")	ea	2	\$1,548.22 \$1,648.33		\$ 2,200.00 \$ 2,500.00	\$ 4,400.00 \$ 7,500.00	\$ 3,500.00 \$ \$ 4,500.00 \$	7,000.00	\$ 1,000.00 \$ 1,000.00		\$ 2,000.00 \$ 3,000.00	\$ 4,000.00 \$ 9,000.00
	te Valves (8-in)	ea	3	\$1,980.33		\$ 2,100.00		\$ 1,850.00 \$		\$ 2,000.00		\$ 2,800.00	
	w Off Valve (2") (Temporary)	ea	5	\$1,380.33		\$ 850.00		\$ 2,000.00 \$		\$ 500.00		\$ 1,000.00	
	w Off Valve (2") (Permanent)	ea	1	\$1,671.09		\$ 2,000.00		\$ 2,500.00 \$		\$ 2,500.00		\$ 1,000.00	
	ALTERNATE 2 TOTAL				\$ 131,023.96		\$ 87,715.50	\$	163,305.00		\$ 147,999.00		\$ 105,172.00
	TOTAL BID				\$ 2,615,183.91		\$ 1,623,167.50	\$	3,118,561.00		\$ 3,577,439.00		\$ 2,819,803.80

Verfication of Low Bidder Unit Prices

	Low Bidder Verification			M&C	Fonseca	Average Uni	t Price	Lowest Un	it Price Bid	Engin	eer	
Item No.	Item Description	UNIT	Quantity	Unit Price	Cost	Unit Price	% Diff	Cost	Diff	Unit Price	% Diff	Comments
					•			•		• •		
1410	TPDES -Storm Water Pollution Prevention Plan	ls	1	\$ 12,500.00	\$ 12,500.00	\$ 22,282.96	-44%	\$ 5,000.00	150%	\$ 17,109.47	-27%	Less than average and large percentage of total project cost
1502	Mobilization	ls	1	\$ 50,000.00	\$ 50,000.00	\$ 137,127.99	-64%	\$ 50,000.00	0%	\$ 102,656.82	-51%	Less than 50% of average unit price
1555	Traffic Control and Regulation	ls	1	\$ 22,500.00	\$ 22,500.00	\$ 40,534.17	-44%	\$ 10,000.00	125%	\$ 17,109.47	32%	Less than average and large percentage of total project cost
1740	Site Restoration (Utility Construction)	lf	9928	\$ 18.00	\$ 178,704.00	\$ 25.95	-31%	\$ 5.00	260%	\$ 36.00	-50%	Less than average and large percentage of total project cost
2085	Water Meter Box	ea	218	\$ 100.00	\$ 21,800.00	\$ 268.41	-63%	\$ 100.00	0%	\$ 147.00	-32%	Less than 50% of average unit price
2085	Water Meter Relocate	ea	217	\$ 140.00	\$ 30,380.00	\$ 341.72	-59%	\$ 140.00	0%	\$ 153.00	-8%	Less than 50% of average unit price
2221	Remove Concrete Curb	lf	132	\$ 10.00	\$ 1,320.00	\$ 12.82	-22%	\$ 1.00	900%	\$ 7.00	43%	Within Reason
2221	Remove Concrete Sidewalk and Driveway	sy	41	\$ 34.00	\$ 1,394.00	\$ 41.25	-18%	\$ 1.00	3300%	\$ 27.00	26%	Within Reason
2260	Trench Safety System	lf	9928	\$ 0.50	\$ 4,964.00	\$ 1.54	-68%	\$ 0.50	0%	\$ 8.00	-94%	Less than 50% of average unit price
2317	Flowable Fill	су	351	\$ 125.00	\$ 43,875.00	\$ 125.70	-1%	\$ 20.00	525%	\$ 150.00	-17%	Within Reason
2511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in)	lf	79	\$ 38.00	\$ 3,002.00	\$ 79.71	-52%	\$ 38.00	0%	\$ 70.00	-46%	Less than 50% of average unit price
2511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in)	lf	9805	\$ 50.00	\$ 490,250.00	\$ 84.61	-41%	\$ 44.00	14%	\$ 45.00	11%	Less than average and large percentage of total project cost
2511	Water Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in)	lf	44	\$ 350.00	\$ 15,400.00	\$ 235.17	49%	\$ 140.00	150%	\$ 350.00	0%	Within Reason
2511	Water Tie-In (Complete) (6")	ea	9	\$ 2,200.00	\$ 19,800.00	\$ 2,054.39	7%	\$ 1,000.00	120%	\$ 1,950.00	13%	Within Reason
2511	Water Tie-In (Complete) (8")	ea	25	\$ 2,500.00	\$ 62,500.00	\$ 2,552.36	-2%	\$ 1,000.00	150%	\$ 2,143.00	17%	Within Reason
2512	Yard Piping	ea	217	\$ 250.00	\$ 54,250.00	\$ 1,595.97	-84%	\$ 250.00	0%	\$ 375.00	-33%	Less than 50% of average unit price
2512	Water Tap and Service (1 in) (dual) (short side)	ea	29	\$ 1,100.00	\$ 31,900.00	\$ 1,617.23	-32%	\$ 1,036.13	6%	\$ 1,070.00	3%	Within Reason
2512	Water Tap and Service (1 in) (dual) (long side) (Open Cut)	ea	32	\$ 1,500.00	\$ 48,000.00	\$ 2,484.12	-40%	\$ 1,500.00	0%	\$ 1,560.00	-4%	Less than average and large percentage of total project cost
2512	Water Tap and Service (1 in) (single) (short side)	ea	50	\$ 900.00	\$ 45,000.00	\$ 1,377.77	-35%	\$ 900.00	0%	\$ 1,070.00	-16%	Less than average and large percentage of total project cost
2512	Water Tap and Service (1 in) (single) (long side) (Open Cut)	ea	46	\$ 1,300.00	\$ 59,800.00	\$ 2,092.44	-38%	\$ 1,250.00	4%	\$ 1,560.00	-17%	Less than average and large percentage of total project cost
2516	Water Cut, Plug, Abandon (3-in)	ea	13	\$ 300.00	\$ 3,900.00	\$ 633.81	-53%	\$ 300.00	0%	\$ 1,650.00	-82%	Less than 50% of average unit price
2516	Water Cut, Plug, Abandon (4-in)	ea	19	\$ 450.00	\$ 8,550.00	\$ 724.48	-38%	\$ 450.00	0%	\$ 1,650.00	-73%	Within Reason
2516	Water Cut, Plug, Abandon (6-in)	ea	2	\$ 550.00	\$ 1,100.00	\$ 981.59	-44%	\$ 550.00	0%	\$ 1,650.00	-67%	Within Reason
2516	Water Cut, Plug, Abandon (8-in)	ea	8	\$ 650.00	\$ 5,200.00	\$ 1,196.95	-46%	\$ 650.00	0%	\$ 1,650.00	-61%	Within Reason
2520	Fire Hydrant Assembly (Complete)	ea	18	\$ 5,250.00	\$ 94,500.00	\$ 5,283.73	-1%	\$ 4,200.00	25%	\$ 4,800.00	9%	Within Reason
2520	Salvage Fire Hydrant	ea	7	\$ 300.00	\$ 2,100.00	\$ 1,626.75	-82%	\$ 300.00	0%	\$ 2,000.00	-85%	Less than 50% of average unit price
2521	Gate Valves (8-in)	ea	52	\$ 2,100.00	\$ 109,200.00	\$ 2,122.79	-1%	\$ 1,663.95	26%	\$ 2,019.00	4%	Within Reason
2521	Blow Off Valve (2") (Temporary)	ea	25	\$ 850.00	\$ 21,250.00	\$ 951.21	-11%	\$ 500.00	70%	\$ 1,808.00	-53%	Within Reason
2631	Storm Sewer (RCP) (18")	lf	24	\$ 70.00	\$ 1,680.00	\$ 96.79	-28%	\$ 10.00	600%	\$ 250.00	-72%	Within Reason
2631	Storm Sewer (RCP) (24")	lf	8	\$ 80.00	\$ 640.00	\$ 112.68	-29%	\$ 10.00	700%	\$ 323.00	-75%	Within Reason
2631	Storm Sewer (RCB) (60"X60")	lf	8	\$ 500.00	\$ 4,000.00	\$ 419.62	19%	\$ 10.00	4900%	\$ 550.00	-9%	Within Reason
MISC	Pipe Bollard	ea	3	\$ 350.00	\$ 1,050.00	\$ 656.28	-47%	\$ 250.00	40%	\$ 150.00	133%	Within Reason
	BASE BID TOTAL			\$	1,450,509.00							
						•		•		•		
1740	Site Restoration (Utility Construction)	lf	878	\$ 18.00	\$ 15,804.00	\$ 25.10	-28%	\$ 3.00	500%	\$ 36.00	-50%	Within Reason
2221	Remove Concrete Curb	lf	10	\$ 10.00	\$ 100.00	\$ 13.76	-27%	\$ 1.00	900%	\$ 7.00	43%	Within Reason
2260	Trench Safety System	lf	878	\$ 0.50	\$ 439.00	\$ 1.54	-68%	\$ 0.50	0%	\$ 8.00	-94%	Less than 50% of average unit price
2511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in)	lf	878	\$ 50.00	\$ 43,900.00	\$ 81.83	-39%	\$ 42.00	19%	\$ 45.00	11%	Less than average and large percentage of total project cost
2511	Water Tie-In (Complete) (8")	ea	6	\$ 2,500.00	\$ 15,000.00	\$ 2,551.89	-2%	\$ 1,000.00	150%	\$ 2,143.00	17%	Within Reason
2521	Gate Valves (8-in)	ea	3	\$ 2,100.00	\$ 6,300.00	\$ 2,146.07	-2%	\$ 1,850.00	14%	\$ 2,019.00	4%	Within Reason
2521	Blow Off Valve (2") (Temporary)	ea	4	\$ 850.00	\$ 3,400.00	\$ 1,106.55	-23%	\$ 500.00	70%	\$ 1,808.00	-53%	Within Reason
	ALTERNATE 1 TOTAL			\$	84,943.00			1		1		
								-		•		
1740	Site Restoration (Utility Construction)	lf	923	\$ 18.00	\$ 16,614.00	\$ 25.77	-30%	\$ 3.00	500%	\$ 33,228.00	-50%	Within Reason
2221	Remove Concrete Curb	lf	10	\$ 10.00	\$ 100.00	\$ 24.77	-60%	\$ 1.00	900%	\$ 70.00	43%	Less than 50% of average unit price
2260	Trench Safety System	lf	923	\$ 0.50	\$ 461.50	\$ 1.54	-68%	\$ 0.50	0%	\$ 7,384.00	-94%	Less than 50% of average unit price
2511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in)	lf	5	\$ 38.00	\$ 190.00	\$ 88.68	-57%	\$ 38.00	0%	\$ 350.00	-46%	Less than 50% of average unit price
2511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in)	lf	918	\$ 50.00	\$ 45,900.00	\$ 82.30	-39%	\$ 42.00	19%	\$ 41,310.00	11%	Less than average and large percentage of total project cost
2511	Water Tie-In (Complete) (6")	ea	2	\$ 2,200.00	\$ 4,400.00	\$ 2,049.64	7%	\$ 1,000.00	120%	\$ 3,900.00	13%	Within Reason
2511	Water Tie-In (Complete) (8")	ea	3	\$ 2,500.00	\$ 7,500.00	\$ 2,529.67	-1%	\$ 1,000.00	150%	\$ 6,429.00	17%	Within Reason
2521	Gate Valves (8-in)	ea	3	\$ 2,100.00	\$ 6,300.00	\$ 2,146.07	-2%	\$ 1,850.00	14%	\$ 6,057.00	4%	Within Reason
2521	Blow Off Valve (2") (Temporary)	ea	5	\$ 850.00	\$ 4,250.00	\$ 1,106.55	-23%	\$ 500.00	70%	\$ 9,040.00	-53%	Within Reason
2521	Blow Off Valve (2") (Permanent)	ea	1	\$ 2,000.00		\$ 1,934.22	3%	\$ 1,000.00	100%	\$ 1,808.00	11%	Within Reason
	ALTERNATE 2 TOTAL	•		\$	87.715.50			1				
L				÷	07,713.30			I		1		

Red items are where the % change to average is greather than 50% or the item cost was significantly low and represent a large portion of total project cost

RESOLUTION NO. 21-R-66

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A CONTRACT WITH M&C FONSECA CONSTRUCTION CO., INC. RELATING TO THE AVIATION HEIGHTS WATERLINE IMPROVEMENTS (PHASES 5, 6, & 7) PROJECT AND AUTHORIZING THE BUDGET EXPENDITURES FOR THE PROJECT

WHEREAS, The City staff of the City of Schertz (the "City") has recommended that the City accept the bid from M&C Fonseca Construction Co., Inc. relating to the Aviation Heights Waterline Improvements (Phases 5, 6, & 7) Project and approve the project expenditures; and

WHEREAS, City staff has received qualifications indicating that M&C Fonseca Construction Co., Inc. is qualified to provide such services for the City; and

WHEREAS, the project will be funded from Water Reserves.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes the City Manager to execute and deliver the contract with M&C Fonseca Construction Co., Inc. for an amount of \$1,623,167.50, with an amount not to exceed \$1,785,484.25.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 10th day of August, 2021.

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

(CITY SEAL)

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between	City of Schertz	("Owner") and
M&C Fonseca Construction Co., Inc.		("Contractor").

Owner and Contractor hereby agree as follows:

ARTICLE 1 WORK

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:
- ARTICLE 2 THE PROJECT
- 2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: AVIATION HEIGHTS WATERLINE IMPROVEMENTS PHASES 5, 6, & 7

ARTICLE 3 ENGINEER

- 3.01 The part of the Project that pertains to the Work has been designed by <u>Ford Engineering Inc.</u>
- 3.02 The Owner has retained <u>Ford Engineering, Inc.</u> ("Engineer") to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 CONTRACT TIMES

- 4.01 Time of the Essence
 - A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.
- 4.02 Contract Times: Days
 - A. The Work is expected to be substantially completed within <u>420</u> calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within <u>30</u> calendar days after the date of substantial completion.
- 4.03 Liquidated Damages
 - A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The Contractor acknowledges and recognizes that the Owner is entitled to full and beneficial occupancy and use of the completed work following expiration of the Contract Time. The Contractor further acknowledges and agrees that, if the Contractor fails to substantially, or cause the Substantial Completion of any portion of the Work within the Contract time, the Owner will sustain

actual damages as a result of such failure. The exact amount of such damages will be difficult to ascertain. Therefore, the Owner and Contractor agree that, if the Contractor shall neglect, fail, or refuse to achieve substantial completion of the Work by the Substantial Completion date, subject to proper extension granted by the Owner, then the Contractor agrees to pay the Owner the sum of:

1. Six hundred dollars (\$600.00) per day for each day in which such Work is not completed, not as penalty, but as liquidated damages, for the damages ("Liquidated Damages") that would be suffered by Owner as a result of delay for each and every calendar day that the Contractor shall have failed to have completed the Work as required herein. The Liquidated Damages shall be in lieu of any and all other damages which may be incurred by Owner as a result of the failure of Contractor to complete within the Contract Time.

ARTICLE 5 CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:
 - A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item):

	Unit Price Work Base Bid, Additive	Alterna	te #1, and Ac	ditive Alterna	te #2
B	ASE BID SCHEDULE AVIATION HEIGHTS	WATER	LINE IMPRO	/MENTS PHASE	5, 6, & 7
Item No.	Description	Unit	Estimated Quantity	Unit Price	Extended Price
01410	TPDES -Storm Water Pollution Prevention Plan	ls	1	\$12,500.00	\$12,500.00
01502	Mobilization	ls	1	\$50,000.00	\$50,000.00
01555	Traffic Control and Regulation	ls	1	\$22,500.00	\$22,500.00
01740	Site Restoration (Utility Construction)	lf	9928	\$18.00	\$178,704.00
02085	Water Meter Box	ea	218	\$100.00	\$21,800.00
02085	Water Meter Relocate	ea	217	\$140.00	\$30,380.00
02221	Remove Concrete Curb	lf	132	\$10.00	\$1,320.00
02221	Remove Concrete Sidewalk and Driveway	sy	41	\$34.00	\$1,394.00
02260	Trench Safety System	lf	9928	\$0.50	\$4,964.00
02317	Flowable Fill	су	351	\$125.00	\$43,875.00
02511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in)	lf	79	\$38.00	\$3,002.00
02511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in)	lf	9805	\$50.00	\$490,250.00
02511	Water Pipe (PVC C900 DR14) (Complete) (Augered w/Casing) (8-in)	lf	44	\$350.00	\$15,400.00
02511	Water Tie-In (Complete) (6")	ea	8	\$2,200.00	\$19,800.00
02511	Water Tie-In (Complete) (8")	ea	25	\$2,500.00	\$62,500.00
02512	Yard Piping	ea	217	\$250.00	\$54,250.00
02512	Water Tap and Service (1 in) (dual) (short side)	ea	29	\$1,100.00	\$31,900.00
02512	Water Tap and Service (1 in) (dual) (long side) (Bore)	ea	32	\$1,500.00	\$48,000.00
02512	Water Tap and Service (1 in) (single) (short side)	ea	50	\$900.00	\$45,000.00
02512	Water Tap and Service (1 in) (single) (long side) (Bore)	ea	46	\$1,300.00	\$59,800.00
02516	Water Cut, Plug, Abandon (3-in)	ea	13	\$300.00	\$3,900.00
02516	Water Cut, Plug, Abandon (4-in)	ea	19	\$450.00	\$8,550.00
02516	Water Cut, Plug, Abandon (6-in)	ea	2	\$550.00	\$1,100.00
02516	Water Cut, Plug, Abandon (8-in)	ea	8	\$650.00	\$5,200.00
02520	Fire Hydrant Assembly (Complete)	ea	18	\$5,250.00	\$94,500.00
02520	Salvage Fire Hydrant	ea	7	\$300.00	\$2,100.00
02521	Gate Valves (8-in)	ea	52	\$2,100.00	\$109,200.00
02521	Blow Off Valve (2") (Temporary)	ea	25	\$850.00	\$21,250.00
02631	Storm Sewer (RCP) (18")	lf	24	\$70.00	\$640.00
02631	Storm Sewer (RCP) (24")	lf	8	\$80.00	\$1,680.00
02631	Storm Sewer (RCB) (60"X60")	lf	8	\$500.00	\$4,000.00
MISC	Pipe Bollard	ea	3	\$350.00	\$1,050.00
Total of A	II Phase 5, 6, & 7 Base Bid Items	1		· -	\$1,450,509.00

ADDITIVE	ALTERNATE # 1 BID SCHEDULE AVIATION H	HEIGHTS	WATERLINE	IMPROVMEN	ITS PHASE 5,6,7
Item No.	Description	Unit	Estimated Quantity	Unit Price	Extended Price
01740	Site Restoration (Utility Construction)	lf	878	\$18.00	\$15,804.00
02221	Remove Concrete Curb	lf	10	\$10.00	\$100.00
02260	Trench Safety System	lf	878	\$0.50	\$439.00
02511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in)	lf	878	\$50.00	\$43,900.00
02511	Water Tie-In (Complete) (8")	ea	6	\$2,500.00	\$15,000.00
02521	Gate Valves (8-in)	ea	3	\$2,100.00	\$6,300.00
02521	Blow Off Valve (2") (Temporary)	ea	4	\$850.00	\$3,400.00
Total of A		\$89,943.00			

ADDITIV	E ALTERNATE # 2 BID SCHEDULE AVIATION F	HEIGHTS	WATERLINE	IMPROVMEN	NTS PHASE 5,6,7
Item No.	Description	Unit	Estimated Quantity	Unit Price	Extended Price
01740	Site Restoration (Utility Construction)	lf	923	\$18.00	\$16,614.00
02221	Remove Concrete Curb	lf	10	\$10.00	\$100.00
02260	Trench Safety System	lf	923	\$0.50	\$461.50
02511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (6-in)	lf	5	\$38.00	\$190.00
02511	Water Pipe (PVC C900 DR14) (Complete) (Open Cut) (8-in)	lf	918	\$50.00	\$45,900.00
02511	Water Tie-In (Complete) (6")	ea	2	\$2,200.00	\$4,400.00
02511	Water Tie-In (Complete) (8")	ea	3	\$2,500.00	\$7,500.00
02521	Gate Valves (8-in)	ea	3	\$2,100.00	\$6,300.00
02521	Blow Off Valve (2") (Temporary)	ea	5	\$850.00	\$4,250.00
02521	Blow Off Valve (2") (Permanent)	ea	1	\$2,000.00	\$2,000.00
Total of <i>i</i>	All Phase 5, 6, & 7 Add Alt 2 Bid Items				\$87,715.50

Total of all Extended Prices for Unit Price Work (subject to final adjustment based	\$1,623,167.50
on actual quantities)	\$1,025,107.50

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6 PAYMENT PROCEDURES

- 6.01 Submittal and Processing of Payments
 - A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.
- 6.02 Progress Payments; Retainage
 - A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the <u>30th</u> day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 - 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
 - a. <u>95</u> percent of Work completed (with the balance being retainage); and
 - b. <u>95</u> percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
 - B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to the full amount of the contract, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less such amounts as the Engineer shall determine for incomplete Work, retainage applicable to such work and unsettled claims.
- 6.03 Final Payment
 - A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 INTEREST

- 7.01 All amounts not paid when due shall bear interest at the maximum rate allowed by law, not to exceed 1% per month.
- ARTICLE 8 CONTRACTOR S REPRESENTATIONS
- 8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:
 - A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
 - B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

- C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.
- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 CONTRACT DOCUMENTS

9.01 Contents

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages A-1 to <u>A-7</u>, inclusive).
 - 2. Performance bond (pages <u>PB-1</u> to <u>PB-3</u>, inclusive).
 - 3. Payment bond (pages <u>PYB-1</u> to <u>PYB-3</u>, inclusive).
 - 4. General Conditions consisting of <u>73</u> pages of a modified version of EJCDC C-700, having a title page with the general title: STANDARD GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT.
 - 5. Supplementary Conditions (pages <u>SC-1</u> to <u>SC-2</u>, inclusive).
 - 6. Specifications as listed in the table of contents of the Project Manual.

- 7. Drawings (not attached but incorporated by reference) consisting of <u>various</u> sheets with each sheet bearing the following general title:
 - a. Aviation Heights Water Line Improvements Phase 5 17 sheets
 - b. Aviation Heights Water Line Improvements Phase 6 13 sheets
 - c. Aviation Heights Water Line Improvements Phase 7 13 sheets
- 8. Addenda (numbers <u>1</u> to <u>2</u>, inclusive).
- 9. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid (pages <u>BF-1</u> to <u>BF-6</u>, inclusive).
- 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 MISCELLANEOUS

- 10.01 Terms
 - A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.
- 10.02 Assignment of Contract
 - A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 Successors and Assigns

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.
- 10.04 Severability
 - A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be

valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 Contractor s Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.
- **10.06** Other Provisions
 - A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC[®] C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee[®], and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have	signed this Agreement.
This Agreement will be effective on (where the second	nich is the Effective Date of the Contract).
OWNER:	CONTRACTOR:
Ву:	Ву:
Title:	Title:
	(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)
Attest:	Attest:
Title:	Title:
Address for giving notices:	Address for giving notices:
	License No.: (where applicable)
(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)	

CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	City Secretary
Subject:	Ordinance No. 21-F-30 - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas amending Chapter 90, of the Code of Ordinances, Article V, Water and Wastewater Capital Recovery Fees; Repealing all Ordinances or Parts of Ordinance in Conflict with this Ordinance, and providing an effective date. (<i>Final Reading</i>) (C. Kelm/S. Williams)

BACKGROUND

The City is authorized by its charter and Chapter 395 of the Local Government Code to impose impact fees, also referred to as Capital Recovery Fees. These fees are used to finance infrastructure that is demanded by new development. Over time, internal processes have changed and this Ordinance is being updated to accurately reflect how impact fees are assessed to the customer, as well as clarifying language to align with Chapter 395 and the City's internal language used in planning and development.

GOAL

The Ordinance is being updated to clarify to the customer how and why impact fees are collected, as well as to ensure the City is collecting the appropriate amount of impact fees to support the infrastructure needed, due to growth.

COMMUNITY BENEFIT

As new development continues to grow in the City, demands are placed on the Water and Wastewater Systems to provide a safe and reliable water supply to its residents and businesses. Updating this Ordinance with current processes enables the City to collect appropriate, consistent, and fair impact fees to support the Water and Wastewater Systems. In addition, updating this Ordinance ensures the language is consistent with Chapter 395 and the internal processes of the City for ease of understanding for the customer.

SUMMARY OF RECOMMENDED ACTION

Staff recommends City Council approve the second and final reading to amend Ordinance 21-F-30.

FISCAL IMPACT

No Fiscal impact.

RECOMMENDATION

Staff recommends City Council approve the second and final reading to amend Ordinance 21-F-30.

Ordinance 21-F-30 Chapter 90 redline changes

Attachments

ORDINANCE NO. 21-F-30

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING CHAPTER 90 OF THE CODE OF ORDINANCES, ARTICLE V, WATER AND WASTEWATER CAPITAL RECOVERY FEES, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, The City is authorized by its charter and Chapter 395 of the Local Government Code to impose impact fees, also referred to as Capital Recovery Fees. These fees are used to finance infrastructure that is demanded by new development.

WHEREAS, The Ordinance is being updated to clarify to the customer how and why impact fees are collected, as well as to ensure the City is collecting the appropriate amount of impact fees to support the infrastructure needed, due to growth; and

WHEREAS, As new development continues to grow in the City, demands are placed on the Water and Wastewater Systems to provide a safe and reliable water supply to its residents and businesses. Updating this Ordinance enables the City to collect appropriate, consistent, and fair impact fees to support the Water and Wastewater Systems. In addition, updating this Ordinance ensures the language is consistent with Chapter 395 and the internal processes of the City for ease of understanding for the customer.

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

Section 1. That Chapter 90, Article 5 be amended as set forth in Exhibit A.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. All ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. Pursuant to Section 4.09(e) of the City Charter, by vote of not less than twothirds of the members of the City Council present at the meeting at which this Ordinance was first considered, the City Council has determined that an emergency exists which requires immediate action, and this Ordinance is hereby adopted on a single reading, and this Ordinance shall be effective upon the date hereof and any publication required by law.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, THAT THIS ORDINANCE WAS PASSED and APPROVED on first reading this the 3rd day of August, 2021.

PASSED, APPROVED and ADOPTED on second reading this the _____day of August, 2021.

APPROVED:

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

DIVISION 1. - GENERALLY

Sec. 90-139. - Short title.

This article shall be known and cited as the Water and Wastewater Capital Recovery Fees Article.

(Code 1976, § 19-106)

Sec. 90-140. - Intent.

This article is intended to impose water and wastewater capital recovery fees, as established in this article, in order to finance public facilities, the demand for which is generated by new development in the designated service area.

(Code 1976, § 19-107)

Sec. 90-141. - Authority.

The city is authorized to enact this article by its charter and chapter 395, as amended, the Local Government Code, (Senate Bill 336 enacted by the 70th Texas Legislature) and its successors, which authorize home rule cities, among others, to enact or impose impact fees (Capital Recovery Fees) on land within their corporate boundaries or extraterritorial jurisdictions, and on persons with whom they have a water or wastewater service contract, as charges or assessments imposed against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to such new development. The provisions of this article shall not be construed to limit the power of the city to adopt this article pursuant to any other source of local authority, nor to utilize any other methods or powers otherwise available for accomplishing the purposes set forth herein, either in substitution of or in conjunction with this article. Guidelines may be developed by resolution or otherwise to implement and administer this article.

(Code 1976, § 19-108)

Sec. 90-142. - Definitions.

As applied in this article, the following words and terms shall have the same meaning and definition as contained in Section 395.001 of the Texas Local Government Code, as amended (the "ACT"), be used:

Assessment means the determination of the amount of the maximum capital recovery fee per service unit which can be imposed on new development pursuant to this article.

<u>Building permit is an official approval issued by the city for the construction, repair, alteration, demolition, or occupancy to a building or structure.</u>

Building permit means written permission issued by the city for the construction, repair, alteration or addition to a structure.

Capital construction cost of service means costs of constructing capital improvements or facility expansions, including and limited to the construction contract price, surveying and engineering fees, project management fees, land acquisition costs (including land purchases, court awards and costs, attorney's fees, and expert witness fees) and the fees actually paid or contracted to be paid to an independent qualified engineer or financial consultant preparing or updating the capital improvements program who is not an employee of the city.

<u>Capital improvement means any of the following facilities that have a life expectancy of three or more</u> years and are owned and operated by or on behalf of a political subdivision: Water supply, treatment, and distribution facilities; wastewater collection and treatment facilities; and storm water, whether or not they are located within the service area; facilities

Capital improvements advisory committee (advisory committee) means <u>an</u> advisory committee, consisting of the planning and zoning commission, including one regular or ad hoc member who is not an employee of the city and is a representative of the real estate, development, or building industries, and including one member representing the extraterritorial jurisdiction of the city if fees are to be assessed in the extraterritorial jurisdiction; which committee is appointed to regularly review and update the capital improvements program in accordance with the requirements and functions described in eff the act.-

Capital improvements program (CIP) means <u>a</u>plan which identifies water and wastewater capital improvements or facility expansions pursuant to which capital recovery fees may be assessed.

Capital recovery fee means an impact fee for water or wastewater facilities as defined herein.fee to be imposed upon new developments, calculated based upon the costs of facilities related to the development that creates the need for such facilities. Capital recovery fees do not include dedication of rights of-way or easements, or construction or dedication of site-related water distribution or wastewater collection facilities required by other ordinances of the city code; or fees placed in trust funds for the purpose of reimbursing developers for oversizing or constructing water or sewer mains or lines.

City means City of Schertz.

City council (council) means governing body of the City of Schertz.

Commercial development means all development which is neither residential nor industrial.

Comprehensive plan (master plan) means the comprehensive long-range plan, adopted by the city council, which is intended to guide the growth and development of the city which includes analysis, recommendations and proposals for the city regarding such topics as population, economy, housing, transportation, community facilities and land use.

Duplex means a structure on a single lot designed to accommodate two dwelling units, as authorized under the city's zoning regulations.

Existing development means all property within the service area which has a water or wastewater connection.

Facility expansion means the expansion of the capacity of an existing facility which serves the same function as an otherwise necessary new capital improvement in order that the existing facility may serve new development. Facility expansion does not include the repair, maintenance, modernization, or expansion of an existing facility to better serve existing development.

Final subdivision plat means the map, drawing or chart on which is provided a subdivider's plan of a subdivision which has received final approval by the planning and zoning commission or city council and is recorded with the office of the county clerk of the county in which subdivision is located.

Final Plat is a map or drawing of specific land showing the location and boundaries of individual parcels of land subdivided into lots, with streets, alleys and easements drawn to scale. This process requires final approval by the City Planning and Zoning Commission or City Council and is recorded with the office of the County Clerk of the County (s) in which the parcel is located.

Fourplex means a structure on a single lot designed to accommodate four dwelling units, as authorized under the city's zoning regulations.

Growth-related costs means capital construction costs of service related to providing additional service units to new development, either from excess capacity in existing facilities, from facility expansions or from new capital facilities. Growth-related costs do not include:

- (1) Construction, acquisition, or expansion of public facilities or assets other than capital improvements or facility expansions identified in the capital improvements program;
- (2) Repair, operation, or maintenance of existing or new capital improvements or facility expansions;
- (3) Upgrading, updating, expanding, or replacing existing capital improvements to serve existing development in order to meet stricter safety, efficiency, environmental, or regulatory standards;
- (4) Upgrading, updating, expanding, or replacing existing capital improvements to provide better service to existing development;
- (5) Administrative and operating costs of the city; and
- (6) Principal payments and interest or other finance charges on bonds or other indebtedness, except for such payments for growth-related facilities contained in the capital improvements program.

Industrial development means development which will be assigned to the industrial customer class of the water or wastewater utilities; generally development in which goods are manufactured, or development which is ancillary to such manufacturing activity.

Impact fee means a charge or assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development. The term includes amortized charges, lump-sum charges, capital recovery fees, contributions in aid of construction, and any other fee that functions as described by this definition. The term does not include:

(A) dedication of land for public parks or payment in lieu of the dedication to serve park needs;

(B) dedication of rights-of-way or easements or construction or dedication of on-site or off-site water distribution, wastewater collection or drainage facilities, or streets, sidewalks, or curbs if the dedication or construction is required by a valid ordinance and is necessitated by and attributable to the new development; (C) lot or acreage fees to be placed in trust funds for the purpose of reimbursing developers for oversizing or constructing water or sewer mains or lines; or

(D) other pro rata fees for reimbursement of water or sewer mains or lines extended by the political subdivision.

Land use assumptions means a description of the service area, and projections of changes in land uses, densities, intensities, and population therein in the service area over at least a ten-year period, adopted by the city, as may be amended from time to time, upon which the capital improvement program is based.

Living Unit Equivalent (LUE) means basis for establishing equivalency among and within various customer classes based upon the relationship of the continuous duty maximum flow rate in gallons per minute for a water meter of a given size and type compared to the continuous duty maximum flow rate in gallons per minute for a five-eighths-inch diameter simple water meter, using American Water Works Association C700-C703 standards. LUE'S for water meters are as follows:

METER SIZE AND TYPE	LUE'S
5/8 " Simple	1.0
¾" Simple	1.5
1" Simple	2.5

1½" Simple	5.0
2" Simple	8.0
2" Compound	8.0
2" Turbine	10.0
3" Compound	16.0
3" Turbine	24.0
4" Compound	25.0
4" Turbine	42.0
6" Compound	50.0
6" Turbine	92.0
8" Compound	80.0
8" Turbine	160.0
10" Compound	115.0
10" Turbine	250.0
12" Turbine	330.0

New development means subdivision of land; or the construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure; or any use or extension of the use of the land; any of which increases the number of service units for water or wastewater service or and requires the purchase of a new water or wastewater servicetap. New development includes the sale of water or wastewater taps resulting from the conversion of an individual well, or septic or other individual waste disposal system, to the city's water or wastewater utility.

Offset means the amount of the reduction of a capital recovery fee designed to fairly reflect the value of system-related facilities, pursuant to rules herein established or administrative guidelines, provided and funded by a developer pursuant to the city's subdivision regulations or requirements.

Residential development means a lot developed for use and occupancy as a single-family residence, two-family, or multi-family residential.- a duplex, a triplex or a fourplex.

Service area means <u>an</u> area within the corporate boundaries and within the extraterritorial jurisdiction of the city as defined by the Municipal Annexation Act Chapter 43, as amended, Local Government Code, to be served by the water and wastewater capital improvements or facilities, expansions specified in the capital improvements program applicable to the service area.

Service unit means <u>a</u> standardized measure of consumption, use, generation, or discharge attributable to an individual unit of development calculated in accordance with generally accepted engineering or planning standards <u>and based on historical data and trends applicable to the political subdivision in which the individual unit of development is located during the previous 10 yearsfor a particular category of capital improvements or facility expansions, expressed in living units equivalent (<u>LUEs</u>).</u>

Single-family residen<u>tial</u>ce means single-family dwelling unit(s), as authorized under the city's zoning regulations.

Site-related facility means the improvement or facility which is for the primary use or benefit of a new development and/or which is for the primary purpose of safe and adequate provision of water or wastewater facilities to serve the new development, and which is not included in the capital improvements program, and for which the developer or property owner is solely responsible under subdivision and other applicable regulations.

Superintendent means the superintendent of the city water and wastewater utilities. For purposes of this chapter, in the absence of the Superintendent, the Director of Public Works' designee will have authority.

System-related facility means a capital improvement or facility expansion <u>identified which is</u> designated in the capital improvements plan and which is not a site-related facility. A system-related facility may include a capital improvement which is located offsite, within or on the perimeter of the development site.

Tap purchase means the filing with the city of a written application for a water or wastewater service connection tapwater or wastewater existing lines or mains and or the acceptance of applicable fees by the city for the connection or service. The term "tap purchase" shall not be applicable to a master water meter or master wastewater connection purchased from the city by a wholesale customer such as a water district, political subdivision of the State of Texas, or other wholesale utility customer; nor shall it be applicable to a meter purchased for and exclusively dedicated to fire protection.

Triplex means a structure on a single lot designed to accommodate three dwelling units, as authorized under the city's zoning regulations.

Wastewater facility means an improvement for providing wastewater service, including but not limited to, land easements, treatment facilities, lift stations, or interceptor mains. Wastewater facility excludes wastewater lines or mains which are constructed by developers, the costs of which are reimbursed from charges paid by subsequent users of the facilities and which are maintained in dedicated trusts. Wastewater facilities also exclude dedication of on-site wastewater collection facilities required by valid ordinances of the city and necessitated by and attributable to the new development.

Wastewater facility expansion means <u>the</u> expansion of the capacity of any existing wastewater improvement for the purpose of serving new development, not including the repair, maintenance, modernization or expansion of an existing wastewater facility to serve existing development.

Wastewater improvements plan means the portion(s) of the CIP, as may be amended from time to time, which identifies the wastewater facilities or wastewater expansions and their associated costs which are necessitated by and which are attributable to new development, and for a period not to exceed ten years, and which are to be financed in whole or in part through the imposition of wastewater facilities fees pursuant to this article.

Water facility means an improvement for providing water service, including, but not limited to, land or easements, water supply facilities, treatment facilities, pumping facilities, storage facilities, or transmission

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mains. Water-The definition of water facility excludes (1) water lines or mains which are constructed by developers, the costs of which are reimbursed from charges paid by subsequent users of the facilities and which are maintained in dedicated trusts. Water facilities also exclude; and (2) the dedication of right-of-way or easements or construction or dedication of on-site water distribution facilities required by valid ordinances of the city and necessitated by and attributable to the new development.

Water facility expansion means expansion of the capacity of any existing water improvement for the purpose of serving new development, not including the repair, maintenance, modernization or expansion of an existing water facility to serve existing development.

Water improvements plan means portion of the CIP, as may be amended from time to time, which identifies the water facilities or water expansions and their associated costs which are necessitated by and which are attributable to new development, and for a period not to exceed ten years, and which are to be financed in whole or in part through the imposition of water facilities fees pursuant to this article.

Wholesale customers means water or wastewater customers of the city's utilities who purchase utility service at wholesale rates for resale to their retail customers.

(Code 1976, § 19-109)

Sec. 90-143. - Applicability of capital recovery fees.

- (a) This article shall be uniformly applicable to new development which occurs within the water and wastewater service areas, except for new development which occurs within the service areas of the city's wholesale customers.
- (b) No new development shall be exempt from the assessment of capital recovery fees as defined in this article.

(Code 1976, § 19-110)

Sec. 90-144. - Capital recovery fees as conditions of development approval.

No application for new development shall be approved within the city without assessment of capital recovery fees pursuant to this article, and no water and wastewater connection<u>or service</u>-shall be issued unless the applicant has paid the capital recovery fees imposed by and calculated hereinunder.

(Code 1976, § 19-111)

Sec. 90-145. - Establishment of water and wastewater service areas.

- (a) The water and wastewater service areas are established as shown on the service area map which has been adopted by city council and is on file in <u>Public Works</u>. the city secretary's office.
- (b) The service areas shall be established consistent with any facility service area established in the CIP for each utility. Additions to the service area may be designated by the city council consistent with the procedure set forth in Tex. Local Government Code, ch. 395 and its successors.

(Code 1976, § 19-112)

Sec. 90-146. - Land use assumptions.

Land use assumptions used in the development of the capital recovery fees are shown on the zoning map on file in the city secretary's office. These assumptions may be revised by the city council according to the procedure set forth in Tex. Local Government Code, ch. 395 and its successors.

(Code 1976, § 19-113)

Sec. 90-147. - Service units.

- (a) Service units means thea standardized measure of consumption, use, generation, or discharge attributable-re to an individual unit ifof development calculated are established in accordance with generally accepted engineering and planning standards, expressed in LUEs.
- (ab) Upon application for a building permit (for properties inside the city corporate limits) or upon tap purchase (for properties outside the city corporate limits), service units for the property in question shall be calculated based on living units equivalent as determined by

(1) the size of the water meter(s) for the development, or alternatively:

(2) if in the judgment of the superintendent such compensation overstates or understates the impact of such new development, the superintendent may calculate the living units equivalent based on historical data and trends applicable to the political subdivision in which the individual unit of development is located during the previous 10 years₁ or alternatively:

3) if in the judgment of the superintendent such compensation overstates or understates the impact of such new development, the superintendent, at the cost and expense of the applicant, may obtain an engineer's report prepared by a qualified professional engineer licensed to perform such professional engineering services in the state, which demonstrates that the number of LUE's of service for the new development will be different.

- (be) If a fire demand meter (tap) is purchased for a property, the meter size utilized to calculate the number of LUE's shall be the dimension of the portion of the fire demand meter which reflects the meter size which would provide only domestic service to the property. Said reduced meter size shall then be utilized to calculate the number of LUE's.
 - (1) The meter types used to calculate the number of LUE's shall be either simple or compound meters.
 - (2) To avoid the use of fire flow volumes for calculating domestic usage, the owner of any property for which a fire demand meter is purchased shall be required to execute a restrictive covenant on a form approved by the city attorney, which covenant shall acknowledge the right of the city to assess such capital recovery fees to subsequent owners of the property at the full meter size. Said covenant shall be executed prior to the purchase of the fire demand meter and shall be filed in the deed records of the county.
- (<u>ce</u>) Upon application for a building permit for lots for which no water meter has been purchased, service units for wastewater for said property shall be established by a professional engineer licensed in the state, retained by the applicant at no cost to the city, and shall be approved by the superintendent.
- (de) The city council may revise the service units designation according to the procedure set forth in the act.

(Code 1976, § 19-114)

Sec. 90-148. - Capital recovery fees per service unit.

(a) The maximum capital recovery fee per service unit for each service shall be computed by dividing: (i) the growth-related to the capital construction cost of service for new development, less the amount of any credits against such amount that are attributable to rate or future tax contributions to CIP funding by, (ii) the total number of new service units anticipated to be needed within the service area. The capital construction cost of service area as established as part of the CIP. The maximum capital recovery fees per service unit for each service shall be established by category of capital

improvements and shall be set forth in ordinances and exhibits thereto as are adopted from time to time.

- (b) Exhibits may be amended by the city council according to the procedure set forth in the act.
- (c) Current capital recovery fees for water/wastewater shall be as established from time to time by ordinance and exhibits attached thereto.

(Code 1976, § 19-115)

Sec. 90-149. - Assessment of capital recovery fees.

- (a) The assessment of the capital recovery fee applicable to such development shall be a prerequisite to the approval of any subdivision of land or of any new development.
- (b) Assessment of the capital recovery fee for any new development shall be made as follows:
 - (1) For a development which is submitted for approval pursuant to the city's subdivision regulations following the effective date of this article, assessment shall be at the time of final plat approval, and shall be the amount of the capital recovery fee per service unit then in effect, as set forth in section 90-148(a). The city may provide the subdivider with a copy of fees and assessments prior to final plat approval, but such shall not constitute assessment within the meaning of this article.
 - (2) For a development which has received final plat approval prior to the effective date of this article or for which no re-platting is necessary, assessment shall be upon issuance of building permit (for properties within the corporate boundaries) or upon tap purchase (for properties outside the corporate boundaries).
 - (3) Water demand related solely to fire protection is not subject to assessment of a capital recovery fee. However, if the fire protection capacity of the fire demand meter is routinely utilized for domestic purposes as evidenced by the registration of consumption recorded on the city's meter-reading and billing systems, the current owner of the property, on the date of such determination, shall be assessed the current capital recovery fees for the fire protection capacity which has been converted to domestic capacity by its routine usage as domestic capacity.
- (c) Following assessment of the capital recovery fee pursuant to subsection (b), no additional capital recovery fees or increases thereof shall be assessed against that development unless the number of service units increases, as set forth under section 90-147.
- (d) Following the lapse or expiration of approval for a plat, a new assessment must be performed at the time a new application for such development is filed.

(Code 1976, § 19-116)

Sec. 90-150. - Calculation of capital recovery fees.

- (a) Upon application for a building permit (for properties within the corporate boundaries of the city) or upon application for a water or wastewater tap (for properties outside the corporate boundaries of the city), the city shall compute the capital recovery fees due from the applicant in the following manner:
 - (1) The number of LUE's shall be determined by the size of the water meter purchased or by evaluation of the superintendent, or engineering firm, as determined according to section 90-147 of this article.
 - (2) LUE's shall be summed for all meters purchased for the development.
 - (3) The total service units shall be multiplied by the appropriate per-unit fee amount determined as set forth in section 90-148 of this article.

- (4) Fee credits and offsets shall be subtracted as determined by the process prescribed in section 90-148 of this article.
- (b) The amount of capital recovery fee due for a new development shall not exceed an amount computed by multiplying the fee assessed per service unit pursuant to section 90-148 of this article by the number of service units generated by the development.

(Code 1976, § 19-117)

Sec. 90-151. - Collection of capital recovery fees.

- (a) No building permit shall be issued and no tap shall be purchased <u>or service provided</u> until all capital recovery fees have been paid to the city, or until a "notice of capital recovery fee due" is recorded as provided in this section, except as provided otherwise by contract.
- (b) Capital recovery fees shall be collected at the time of building permit issuance (for properties within the corporate boundaries of the city) or at the time of tap purchase (for properties outside the corporate boundaries)_-
- (c) In the event that a water or wastewater tap is sold as the result of a conversion from an individual well, or septic or other individual waste disposal system, the appropriate capital recovery fee shall be collected at the time of tap purchase, except as provided below:
 - (1) At the request of the applicant, and with the approval of the superintendent, the capital recovery fees for such customers may be paid in increments over a period of not more than 12 months, with interest computed on the unpaid balance at the statutory rate as set forth in state law.
 - (2) If the applicant chooses this extended payment option, the applicant shall, as a condition of tap sale, sign and file with the city clerk, and consent to the recordation of, a "notice of capital recovery fee due", which shall be recorded as a lien against the subject property. The city shall release the lien held only upon payment in full of the capital recovery fees and any late penalties and applicable interest.
 - (3) Late payments shall subject the applicant to a penalty of ten percent of the amount due and additional interest in addition to all other remedies available to the city as lien holder.
- (d) Upon the request of an applicant, the city may, at its sole discretion, determine that lump sum payment by a fee payer would result in undue economic hardship and may enter into a payment agreement subject to the provisions below and according to guidelines established by the city, as amended from time to time.
 - (1) At the request of the applicant, and with the approval of the superintendent, the capital recovery fees for customers may be paid in increments over a period of not more than 12 months, with interest computed on the unpaid balance at the statutory rate as set forth in state law.
 - (2) If the applicant chooses this extended payment option, the applicant shall, as a condition of tap sale, sign and file with the city clerk, and consent to the recordation of, a "notice of capital recovery fee due", which shall be recorded as a lien against the subject property. The city shall release the lien held only upon payment in full of the capital recovery fees and any late penalties and applicable interest.
 - (3) Late payments shall subject the applicant to a penalty of ten percent of the amount due and additional interest in addition to all other remedies available to the city as lien holder.
 - (4) Customer hardship cases, at the discretion of the superintendent, may be assisted with a financial assistance plan not to exceed 12 months with a ten percent administrative fee for handling the paperwork.
- (e) It shall be the policy of the city to attempt to revise any contracts which might exist with wholesale customers, or which in the future may be entered into for wholesale service, in such a manner that

capital recovery fees are collected from the wholesale customer according to the number of LUE's attributable to each retail meter for new development within the wholesale customer's service area.

(Code 1976, § 19-118)

Sec. 90-152. - Offsets and credits against capital recovery fees.

- (a) The city shall offset the present value of any system-related facilities, pursuant to rules established in this section, and which have been dedicated to and have been received by the city, including the value of rights-of-way or capital improvements constructed pursuant to an agreement with the city, against the amount of the capital recovery fee due for that category of capital improvement due from the contribution.
- (b) The city shall credit capital recovery and pro rata fees which have been paid pursuant to this chapter of the city Code prior to the effective date of this article, and during the period following adoption of this article, against the amount of a capital recovery fee due for that category of capital improvement, subject to guidelines established by the city.
- (c) All offsets and credits against capital recovery fees shall be subject to the following limitations and shall be granted based on this article and additional standards promulgated by the city, which may be adopted as administrative guidelines.
 - (1) No offset credit shall be given for the dedication or construction of site-related facilities.
 - (2) The unit costs used to calculate the offsets shall not exceed those assumed for the capital improvements included in the capital improvements program for the category of facility within the service area for which the capital recovery fee is imposed.
 - (3) If an offset or credit applicable to a plat has not been exhausted within ten years from the date of the acquisition of the first building permit issued or connection made after the effective date of this article or within such period as may be otherwise designated by contract, such offset or credit shall lapse.
 - (4) In no event will the city reimburse the property owner or developer for an offset or credit when no capital recovery fees for the new development can be collected pursuant to this article or for any amount exceeding the total capital recovery fees due for the development for that category of capital improvement, unless otherwise agreed to by the city.
- (d) An applicant for new development must apply for an offset or credit against capital recovery fees due for the development either at the time of application for final plat approval or at the time of building permit application (for properties within the corporate boundaries) or at the time of tap purchase (for properties outside the corporate boundaries), unless the city agrees to a different time. The applicant shall file a petition for offsets or credits with the city.
- (e) The available offset credit associated with the plat shall be applied against a capital recovery fee at time of the first fee payment for properties within that plat in the following manner:
 - (1) Such offset or credit shall be prorated equally among all living units equivalent within the development, as calculated in section 90-147 of this article, and remain applicable to such LUE's, to be applied at the time of filing and acceptance of an application for a building permit (or at the time of tap purchase for properties outside the corporate boundaries) against capital recovery fees due.
 - (2) If the total number of LUE's used by the city in the original offset or credit calculation described in subsection (1) is eventually exceeded by the number of total LUE's realized by the actual development, the city may, at its sole discretion, collect the full capital recovery fee exclusive of any associated offsets or credits for the excess LUE's.
 - (3) At its sole discretion, the city may authorize alternative credit or offset agreements upon petition by the owner.

(Code 1976, § 19-119)

Sec. 90-153. - Establishment of accounts.

- (a) The city finance department shall establish separate interest-bearing accounts in a bank authorized to receive deposits of city funds, for each major category of capital facility for which a capital recovery fee is imposed pursuant to this article.
- (b) Interest earned by each account shall be credited to that account and shall be used solely for the purposes specified for funds authorized in section 90-154 of this article.
- (c) The city's finance department shall establish adequate financial and accounting controls to ensure that capital recovery fees disbursed from the account are utilized solely for the purposes authorized in section 90-154 of this article. Disbursement of funds shall be authorized by the city at such times as are reasonably necessary to carry out the purposes and intent of this article; provided, however, that any capital recovery fee paid to the city shall be expended within a reasonable period of time, but not to exceed ten years from the date the fee is deposited into the account.
- (d) The city finance department shall maintain and keep adequate financial records for each account, which shall show the source and disbursement of all revenues, which shall account for all monies received, and which shall ensure that the disbursement of funds from each account shall be used solely and exclusively for the provision of projects specified in the capital improvements program as system-related capital projects. The city finance department shall also maintain such records as are necessary to ensure that refunds are appropriately made under the provision in section 90-156 of this article.

(Code 1976, § 19-120)

Sec. 90-154. - Use of proceeds of capital recovery fee accounts.

- (a) The capital recovery fees collected pursuant to this article may be used to finance or to recoup capital construction costs of service. Capital recovery fees may also be used to pay the principal sum and interest and other finance costs on bonds, notes or other obligations issued by or on behalf of the city to finance such capital improvements or facilities expansions.
- (b) Capital recovery fees collected pursuant to this article shall not be used to pay for any of the following expenses:
 - Construction, acquisition or expansion of <u>public facilities capital improvements</u> or assets other than <u>capital improvements or facility expansions</u> those identified for growth-related costs for the appropriate utility in the capital improvements program;
 - (2) Repair, operation, or maintenance of existing or new capital improvements or facilities expansions, unless growth related;
 - (3) Upgrading, expanding or replacing existing capital improvements to serve existing development in order to meet stricter safety, efficiency, environmental or regulatory standards;
 - (4) Upgrading, expanding or replacing existing capital improvements to provide better service to existing development; provided, however, that capital recovery fees may be used to pay the costs of upgrading, expanding or replacing existing capital improvements in order to meet the need for new capital improvements generated by new development; or
 - (5) Administrative and operating costs of the city.

(Code 1976, § 19-121)

Sec. 90-155. - Appeals.

- (a) The property owner or applicant for new development may appeal the following decisions to the superintendent:
 - (1) The applicability of a capital recovery fee to the development;
 - (2) The amount of the capital recovery fee due;
 - (3) The application of an offset or credit against a capital recovery fee due;
 - (4) The amount of the refund due, if any.
- (b) The burden of proof shall be on the appellant to demonstrate that the amount of the capital recovery fee or the amount of the offset or credit was not calculated according to the applicable capital recovery fee schedule or the guidelines established from determining offsets and credits.
- (c) The appellant may appeal the decision of the superintendent, in writing, to the city manager. If the appeal is accompanied by a bond or other sufficient surety satisfactory to the city manager in an amount equal to the original determination of the capital recovery fee due, the development application or tap purchase may be processed while the appeal is pending.

(Code 1976, § 19-122)

Sec. 90-156. - Refunds.

- (a) Any capital recovery fee or portion thereof collected pursuant to this article which has not been expended within ten years from the date of payment, shall be refunded, upon written application therefore by the record owner of the property at the time the refund is paid. If the capital recovery fee was paid by another governmental entity, such refund shall also include interest calculated from the date of collection to the date of refund at the statutory rate as set forth in article 1.03, title 79, (article 5069-1.03, Texas Revised Civil Statutes Annotated, as amended)(Vernon's Ann. Civ. St. art. 5069-1.03), or any successor on the amount of the capital recovery fee.
- (b) If a refund is due pursuant to subsection (a) of this section, the refund of unexpended fee payments, including interest from the date of payment, shall be made to the current record owner or governmental entity.
- (c) Upon completion of all the capital improvements or facilities expansions identified in the capital improvements program upon which the fee was based, the city shall recalculate the maximum fee per service unit using the actual costs for the improvements or expansions. If the maximum fee per service unit based on actual cost is less than the fee per service unit paid, the city shall refund the difference, if such difference exceeds the fee paid by more than ten percent. The refund to the record owner or governmental entity shall be calculated by multiplying such difference by the number of service units for the development for which the fee was paid, and interest due shall be calculated upon that amount.
- (d) Upon the request of an owner of the property on which a capital recovery fee has been paid, the city shall refund such fees if:
 - (1) Existing service is available and service is denied; or
 - (2) Service was not available when the fee was collected and the city has failed to commence construction of facilities to provide service within two years of fee payment; or
 - (3) Service was not available when the fee was collected and has not subsequently been made available within a reasonable period of time considering the type of capital improvement or facility expansion to be constructed, but in any event later than five years from the date of fee payment.
- (e) The city shall refund an appropriate proportion of capital recovery fee payments in the event that a previously purchased water meter is replaced with a smaller meter, based on the LUE differential of the two meter sizes and the per-LUE fee at the time of the original fee payment, and if capital recovery fees have not been expended in support of the previous meter, less an administrative charge of \$50.00.

(f) Petition for refunds shall be submitted to the superintendent on a form provided by the city for such purpose. Within one month of the date of receipt of a petition for refund, the superintendent must provide the petitioner, in writing, with a decision on the refund request, including the reasons for the decision. If a refund is due to the petitioner, the superintendent shall notify the city treasurer and request that a refund payment be made to the petitioner. The petitioner may appeal the determination to the city council, as set forth in section 90-155 of this article.

(Code 1976, § 19-123)

Sec. 90-157. - Updates to plan and revision of fees.

The city shall review the land use assumptions and capital improvements program for water and wastewater facilities at least every three years, the first three-Year period which shall commence from the date of the adoption of the capital improvements program referenced herein. The city council shall accordingly then make a determination of whether changes to the land use assumptions, capital improvements program or capital recovery fees are needed and shall, in accordance with the procedures set forth in the act, either update the fees or make a determination that no update is necessary.

(Code 1976, § 19-124)

Sec. 90-158. - Functions of advisory committee.

- (a) The functions of the advisory committee are those set forth in the act, and shall include the following:
 - (1) Advise and assist the city in adopting land use assumptions;
 - (2) Review the capital improvements program regarding water and wastewater capital improvements and file written comments thereon;
 - (3) Monitor and evaluate implementation of the capital improvements program;
 - (4) Advise the city of the need to update or revise the land use assumptions, capital improvements program and capital recovery fees; and
 - (5) File a semiannual report evaluating the progress of the city in achieving the capital improvements program and identifying any problems in implementing the plans or administering the capital recovery fees.
- (b) The city shall make available to the advisory committee any professional reports prepared in the development or implementation of the capital improvements program.
- (c) The council shall adopt procedural rules for the committee to follow in carrying out its duties.

(Code 1976, § 19-125)

State Law reference Advisory committee, Tex. Local Government Code, § 395.058.

Sec. 90-159. - Agreement for capital improvements.

(a) The city council may approve the owner of a new development to construct or finance some of the public improvements identified in the CIP. In the case of such approval, the property owner must enter into an agreement with the city prior to fee collection. The agreement shall be on a form approved by the city, and shall establish the estimated cost of improvement, the schedule for initiation and completion of the improvement, a requirement that the improvement shall be completed to city standards, and any other terms and conditions the city deems necessary. The superintendent shall review the improvement plan, verify costs and time schedules, determine the amount of the applicable

credit for such improvement to be applied to the otherwise applicable capital recovery fee before submitting the proposed agreement to council for approval.

(b) The city and such owner either may agree that the costs incurred or funds advanced will be credited against the capital recovery fees otherwise due from the new development, or they may agree that the city shall reimburse the owner for such costs from capital recovery fees paid from other new developments which will use such capital improvements or facility expansions, which fees shall be collected and reimbursed to the owner at the time the other new development records its plats.

(Code 1976, § 19-126)

Sec. 90-160. - Use of other financing mechanisms.

- (a) The city may, at its sole discretion, finance water and wastewater capital improvements of facilities expansions designated in the capital improvements program through the issuance of bonds or other obligations, through the formation of public improvement districts or other assessment districts, or through any other authorized mechanism, in such manner and subject to such limitations as may be provided by law, in addition to the use of capital recovery fees.
- (b) Except as herein otherwise provided, the assessment and collection of a capital recovery fee shall be additional and supplemental to, and not in substitution of, any other tax, fee, charge or assessment which is lawfully imposed on and due against the property.
- (c) The council may decide that the city shall pay all or part of capital recovery fee due for a new development taking into account available offsets and credits pursuant to duly adopted criteria.

(Code 1976, § 19-127)

Sec. 90-161. - Capital recovery fees as additional and supplemental regulation.

- (a) Capital recovery fees established by this article are additional and supplemental to, and not in substitution of, any other requirements imposed by the city on the development of land or the issuance of building permits or the sale of water or wastewater taps or the issuance of certificates of occupancy. Such fees are intended to be consistent with and to further the policies of city's comprehensive plan, capital improvements program, zoning ordinance, subdivision regulations and other city policies, ordinances and resolutions by which the city seeks to ensure the provision of adequate public facilities in conjunction with the development of land.
- (b) This article shall not affect, in any manner, the permissible use of property, density of development, design, and improvement standards and requirements, or any other aspect of the development of land or provision of public improvements subject to the zoning and subdivision regulations or other regulations of the city, which shall be operative and remain in full force and effect without limitation with respect to all such development.

(Code 1976, § 19-128)

Sec. 90-162. - Relief procedures.

(a) Any person who has paid a capital recovery fee or an owner of land upon which a capital recovery fee has been paid may petition the city manager to determine whether any duty required by this article has not been performed within the time so prescribed. The petition shall be in writing and shall state the nature of the unperformed duty and request that the act be performed within 60 days of the request. If the city manager determines that the duty is required pursuant to this article and is late in being performed, he shall cause the duty to commence within 60 days of the request and to continue until completion.

(b) _The council may grant a variance or waiver from any requirement of this article, upon written request by a developer or owner of property subject to this article, and only upon finding that a strict application of such requirement would, when regarded as a whole, result in confiscation of the property.

(Code 1976, § 19-129)

Secs. 90-163-90-192. - Reserved.

DIVISION 1. - GENERALLY

Sec. 90-139. - Short title.

This article shall be known and cited as the Water and Wastewater Capital Recovery Fees Article.

(Code 1976, § 19-106)

Sec. 90-140. - Intent.

This article is intended to impose water and wastewater capital recovery fees, as established in this article, in order to finance public facilities, the demand for which is generated by new development in the designated service area.

(Code 1976, § 19-107)

Sec. 90-141. - Authority.

The city is authorized to enact this article by its charter and chapter 395, as amended, the Local Government Code, (Senate Bill 336 enacted by the 70th Texas Legislature) and its successors, which authorize home rule cities, among others, to enact or impose impact fees (Capital Recovery Fees) on land within their corporate boundaries or extraterritorial jurisdictions, and on persons with whom they have a water or wastewater service contract, as charges or assessments imposed against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to such new development. The provisions of this article shall not be construed to limit the power of the city to adopt this article pursuant to any other source of local authority, nor to utilize any other methods or powers otherwise available for accomplishing the purposes set forth herein, either in substitution of or in conjunction with this article. Guidelines may be developed by resolution or otherwise to implement and administer this article.

(Code 1976, § 19-108)

Sec. 90-142. - Definitions.

As applied in this article, the following words and terms shall have the same meaning and definition as contained in Section 395.001 of the Texas Local Government Code, as amended (the "ACT").

Assessment means the determination of the amount of the maximum capital recovery fee per service unit which can be imposed on new development pursuant to this article.

Building permit is an official approval issued by the city for the construction, repair, alteration, demolition, or occupancy to a building or structure.

Capital construction cost of service means costs of constructing capital improvements or facility expansions, including and limited to the construction contract price, surveying and engineering fees, project management fees, land acquisition costs (including land purchases, court awards and costs, attorney's fees, and expert witness fees) and the fees actually paid or contracted to be paid to an independent qualified engineer or financial consultant preparing or updating the capital improvements program who is not an employee of the city.

Capital improvement means any of the following facilities that have a life expectancy of three or more years and are owned and operated by or on behalf of a political subdivision: Water supply, treatment, and distribution facilities; wastewater collection and treatment facilities; and storm water, whether or not they are located within the service area;

Capital improvements advisory committee (advisory committee) means an advisory committee, consisting of the planning and zoning commission, including one regular or ad hoc member who is not an employee of the city and is a representative of the real estate, development, or building industries, and including one member representing the extraterritorial jurisdiction of the city if fees are to be assessed in the extraterritorial jurisdiction; which committee is appointed to regularly review and update the capital improvements program in accordance with the requirements and functions described in the act.

Capital improvements program (CIP) means a plan which identifies water and wastewater capital improvements or facility expansions pursuant to which capital recovery fees may be assessed.

Capital recovery fee means an impact fee for water or wastewater facilities as defined herein.

City means City of Schertz.

City council (council) means governing body of the City of Schertz.

Commercial development means all development which is neither residential nor industrial.

Comprehensive plan (master plan) means the comprehensive long-range plan, adopted by the city council, which is intended to guide the growth and development of the city which includes analysis, recommendations, and proposals for the city regarding such topics as population, economy, housing, transportation, community facilities and land use.

Duplex means a structure on a single lot designed to accommodate two dwelling units, as authorized under the city's zoning regulations.

Existing development means all property within the service area which has a water or wastewater connection.

Facility expansion means the expansion of the capacity of an existing facility which serves the same function as an otherwise necessary new capital improvement in order that the existing facility may serve new development. Facility expansion does not include the repair, maintenance, modernization, or expansion of an existing facility to better serve existing development.

Final Plat is a map or drawing of specific land showing the location and boundaries of individual parcels of land subdivided into lots, with streets, alleys and easements drawn to scale. This process requires final approval by the City Planning and Zoning Commission or City Council and is recorded with the office of the County Clerk of the County (s) in which the parcel is located.

Fourplex means a structure on a single lot designed to accommodate four dwelling units, as authorized under the city's zoning regulations.

Industrial development means development which will be assigned to the industrial customer class of the water or wastewater utilities; generally, development in which goods are manufactured, or development which is ancillary to such manufacturing activity.

Impact fee means a charge or assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development. The term includes amortized charges, lump-sum charges, capital recovery fees, contributions in aid of construction, and any other fee that functions as described by this definition. The term does not include:

(A) dedication of land for public parks or payment in lieu of the dedication to serve park needs;

(B) dedication of rights-of-way or easements or construction or dedication of on-site or off-site water distribution, wastewater collection or drainage facilities, or streets, sidewalks, or curbs if the dedication or construction is required by a valid ordinance and is necessitated by and attributable to the new development;
 (C) lot or acreage fees to be placed in trust funds for the purpose of reimbursing developers for oversizing or constructing water or sewer mains or lines; or

(D) other pro rata fees for reimbursement of water or sewer mains or lines extended by the political subdivision.

Land use assumptions means a description of the service area, and projections of changes in land uses, densities, intensities, and population in the service area over at least a ten-year period, adopted by the city, as may be amended from time to time, upon which the capital improvement program is based.

Living Unit Equivalent (LUE) means basis for establishing equivalency among and within various customer classes based upon the relationship of the continuous duty maximum flow rate in gallons per minute for a water meter of a given size and type compared to the continuous duty maximum flow rate in gallons per minute for a five-eighths-inch diameter simple water meter, using American Water Works Association C700-C703 standards. LUE'S for water meters are as follows:

METER SIZE AND TYPE	LUE'S
5/8 " Simple	1.0
¾" Simple	1.5
1" Simple	2.5
1½" Simple	5.0
2" Simple	8.0
2" Compound	8.0
2" Turbine	10.0
3" Compound	16.0
3" Turbine	24.0
4" Compound	25.0
4" Turbine	42.0
6" Compound	50.0
6" Turbine	92.0
8" Compound	80.0
8" Turbine	160.0

10" Compound	115.0
10" Turbine	250.0
12" Turbine	330.0

New development means subdivision of land; the construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure; or any use or extension of the use of land; any of which increases the number of service units or requires the purchase of a new water or wastewater service. New development includes the sale of water or wastewater taps resulting from the conversion of an individual well, or septic or other individual waste disposal system, to the city's water or wastewater utility.

Offset means the amount of the reduction of a capital recovery fee designed to fairly reflect the value of system-related facilities, pursuant to rules herein established or administrative guidelines, provided and funded by a developer pursuant to the city's subdivision regulations or requirements.

Residential development means a lot developed for use and occupancy as a single-family residence, two-family, or multi-family residential.

Service area means an area within the corporate boundaries and within the extraterritorial jurisdiction of the city as defined by the Municipal Annexation Act Chapter 43, as amended, Local Government Code, to be served by the water and wastewater capital improvements or facilities, expansions specified in the capital improvements program applicable to the service area.

Service unit means a standardized measure of consumption, use, generation, or discharge attributable to an individual unit of development calculated in accordance with generally accepted engineering or planning standards and based on historical data and trends applicable to the political subdivision in which the individual unit of development is located during the previous 10 years, expressed in living units equivalent (LUEs) *Single-family residential* means single-family dwelling unit(s), as authorized under the city's zoning regulations.

Site-related facility means the improvement or facility which is for the primary use or benefit of a new development and/or which is for the primary purpose of safe and adequate provision of water or wastewater facilities to serve the new development, and which is not included in the capital improvements program, and for which the developer or property owner is solely responsible under subdivision and other applicable regulations.

Superintendent means the superintendent of the city water and wastewater utilities. For purposes of this chapter, in the absence of the Superintendent, the Director of Public Works' designee will have authority.

System-related facility means a capital improvement or facility expansion identified in the capital improvements plan and which is not a site-related facility. A system-related facility may include a capital improvement which is located offsite, within or on the perimeter of the development site.

Tap purchase means the filing with the city of a written application for a water or wastewater service connection water or wastewater existing lines or mains or the acceptance of applicable fees by the city for the connection or service. The term "tap purchase" shall not be applicable to a master water meter or master wastewater connection purchased from the city by a wholesale customer such as a water district, political subdivision of the State of Texas, or other wholesale utility customer; nor shall it be applicable to a meter purchased for and exclusively dedicated to fire protection.

Wastewater facility means an improvement for providing wastewater service, including but not limited to, land easements, treatment facilities, lift stations, or interceptor mains. Wastewater facility excludes wastewater lines or mains which are constructed by developers, the costs of which are reimbursed from charges paid by subsequent users of the facilities, and which are maintained in dedicated trusts. Wastewater facilities also exclude dedication of on-site wastewater collection facilities required by valid ordinances of the city and necessitated by and attributable to the new development.

Wastewater facility expansion means the expansion of the capacity of any existing wastewater improvement for the purpose of serving new development, not including the repair, maintenance, modernization, or expansion of an existing wastewater facility to serve existing development.

Wastewater improvements plan means the portion(s) of the CIP, as may be amended from time to time, which identifies the wastewater facilities or wastewater expansions and their associated costs which are necessitated by and which are attributable to new development, and for a period not to exceed ten years, and which are to be financed in whole or in part through the imposition of wastewater facilities fees pursuant to this article.

Water facility means an improvement for providing water service, including, but not limited to, land or easements, water supply facilities, treatment facilities, pumping facilities, storage facilities, or transmission mains. The definition of water facility excludes (1) water lines or mains which are constructed by developers, the costs of which are reimbursed from charges paid by subsequent users of the facilities, and which are maintained in dedicated trusts; and (2) the dedication of right-of-way or easements or construction or dedication of on-site water distribution facilities required by valid ordinances of the city and necessitated by and attributable to the new development.

Water facility expansion means expansion of the capacity of any existing water improvement for the purpose of serving new development, not including the repair, maintenance, modernization, or expansion of an existing water facility to serve existing development.

Water improvements plan means portion of the CIP, as may be amended from time to time, which identifies the water facilities or water expansions and their associated costs which are necessitated by and which are attributable to new development, and for a period not to exceed ten years, and which are to be financed in whole or in part through the imposition of water facilities fees pursuant to this article.

Wholesale customers means water or wastewater customers of the city's utilities who purchase utility service at wholesale rates for resale to their retail customers.

(Code 1976, § 19-109)

Sec. 90-143. - Applicability of capital recovery fees.

- (a) This article shall be uniformly applicable to new development which occurs within the water and wastewater service areas, except for new development which occurs within the service areas of the city's wholesale customers.
- (b) No new development shall be exempt from the assessment of capital recovery fees as defined in this article.

(Code 1976, § 19-110)

Sec. 90-144. - Capital recovery fees as conditions of development approval.

No application for new development shall be approved within the city without assessment of capital recovery fees pursuant to this article, and no water and wastewater connection, or service, shall be issued unless the applicant has paid the capital recovery fees imposed by and calculated hereinunder.

(Code 1976, § 19-111)

Sec. 90-145. - Establishment of water and wastewater service areas.

- (a) The water and wastewater service areas are established as shown on the service area map which has been adopted by city council and is on file in Public Works.
- (b) The service areas shall be established consistent with any facility service area established in the CIP for each utility. Additions to the service area may be designated by the city council consistent with the procedure set forth in Tex. Local Government Code, Ch. 395 and its successors.

(Code 1976, § 19-112)

(Code 1976, § 19-113)

Sec. 90-147. - Service units.

- Service units means a standardized measure of consumption, use, generation, or discharge attributable to an individual unit of development calculated in accordance with generally accepted engineering and planning standards, expressed in LUEs
- (a) Upon application for a building permit (for properties inside the city corporate limits) or upon tap purchase (for properties outside the city corporate limits), service units for the property in question shall be calculated based on living units equivalent as determined by
 - (1) the size of the water meter(s) for the development, or alternatively:

(2) if in the judgment of the superintendent such compensation overstates or understates the impact of such new development, the superintendent may calculate the living units equivalent based on historical data and trends applicable to the political subdivision in which the individual unit of development is located during the previous 10 years; or alternatively:

3) if in the judgment of the superintendent such compensation overstates or understates the impact of such new development, the superintendent, at the cost and expense of the applicant, may obtain an engineer's report prepared by a qualified professional engineer licensed to perform such professional engineering services in the state, which demonstrates that the number of LUE's of service for the new development will be different.

- (b) If a fire demand meter (tap) is purchased for a property, the meter size utilized to calculate the number of LUE's shall be the dimension of the portion of the fire demand meter which reflects the meter size which would provide only domestic service to the property. Said reduced meter size shall then be utilized to calculate the number of LUE's.
 - (1) The meter types used to calculate the number of LUE's shall be either simple or compound meters.
 - (2) To avoid the use of fire flow volumes for calculating domestic usage, the owner of any property for which a fire demand meter is purchased shall be required to execute a restrictive covenant on a form approved by the city attorney, which covenant shall acknowledge the right of the city to assess such capital recovery fees to subsequent owners of the property at the full meter size. Said covenant shall be executed prior to the purchase of the fire demand meter and shall be filed in the deed records of the county.
- (c) Upon application for a building permit for lots for which no water meter has been purchased, service units for wastewater for said property shall be established by a professional engineer licensed in the state, retained by the applicant at no cost to the city, and shall be approved by the superintendent.
- (d) The city council may revise the service unit's designation according to the procedure set forth in the act.

(Code 1976, § 19-114)

Sec. 90-148. - Capital recovery fees per service unit.

- (a) The maximum capital recovery fee per service unit for each service shall be computed by dividing: (i) the growth-related capital construction cost of service for new development, less the amount of any credits against such amount that are attributable to rate or future tax contributions to CIP funding by, (ii) the total number of new service units anticipated to be needed within the service area. The capital construction cost of service area as established as part of the CIP. The maximum capital recovery fees per service unit for each service shall be established by category of capital improvements and shall be set forth in ordinances and exhibits thereto as are adopted from time to time.
- (b) Exhibits may be amended by the city council according to the procedure set forth in the act.
- (c) Current capital recovery fees for water/wastewater shall be as established from time to time by ordinance and exhibits attached thereto.

(Code 1976, § 19-115)

Sec. 90-149. - Assessment of capital recovery fees.

- (a) The assessment of the capital recovery fee applicable to such development shall be a prerequisite to the approval of any subdivision of land or of any new development.
- (b) Assessment of the capital recovery fee for any new development shall be made as follows:
 - (1) For a development which is submitted for approval pursuant to the city's subdivision regulations following the effective date of this article, assessment shall be at the time of final plat approval and shall be the amount of the capital recovery fee per service unit then in effect, as set forth in section 90-148(a). The city may provide the subdivider with a copy of fees and assessments prior to final plat approval, but such shall not constitute assessment within the meaning of this article.
 - (2) For a development which has received final plat approval prior to the effective date of this article or for which no re-platting is necessary, assessment shall be upon issuance of building permit (for properties within the corporate boundaries) or upon tap purchase (for properties outside the corporate boundaries).
 - (3) Water demand related solely to fire protection is not subject to assessment of a capital recovery fee. However, if the fire protection capacity of the fire demand meter is routinely utilized for domestic purposes as evidenced by the registration of consumption recorded on the city's meter-reading and billing systems, the current owner of the property, on the date of such determination, shall be assessed the current capital recovery fees for the fire protection capacity which has been converted to domestic capacity by its routine usage as domestic capacity.
- (c) Following assessment of the capital recovery fee pursuant to subsection (b), no additional capital recovery fees or increases thereof shall be assessed against that development unless the number of service units increases, as set forth under section 90-147.
- (d) Following the lapse or expiration of approval for a plat, a new assessment must be performed at the time a new application for such development is filed.

(Code 1976, § 19-116)

Sec. 90-150. - Calculation of capital recovery fees.

(a) Upon application for a building permit (for properties within the corporate boundaries of the city) or upon application for a water or wastewater tap (for properties outside the corporate boundaries of the city), the city shall compute the capital recovery fees due from the applicant in the following manner:

- (1) The number of LUE's shall be determined by the size of the water meter purchased or by evaluation of the superintendent, or engineering firm, as determined according to section 90-147 of this article.
- (2) LUE's shall be summed for all meters purchased for the development.
- (3) The total service units shall be multiplied by the appropriate per-unit fee amount determined as set forth in section 90-148 of this article.
- (4) Fee credits and offsets shall be subtracted as determined by the process prescribed in section 90-148 of this article.
- (b) The amount of capital recovery fee due for a new development shall not exceed an amount computed by multiplying the fee assessed per service unit pursuant to section 90-148 of this article by the number of service units generated by the development.

(Code 1976, § 19-117)

- Sec. 90-151. Collection of capital recovery fees.
- (a) No building permit shall be issued and no tap shall be purchased or service provided until all capital recovery fees have been paid to the city, or until a "notice of capital recovery fee due" is recorded as provided in this section, except as provided otherwise by contract.
- (b) Capital recovery fees shall be collected at the time of building permit issuance (for properties within the corporate boundaries of the city) or at the time of tap purchase (for properties outside the corporate boundaries)
- (c) In the event that a water or wastewater tap is sold as the result of a conversion from an individual well, or septic or other individual waste disposal system, the appropriate capital recovery fee shall be collected at the time of tap purchase, except as provided below:
 - (1) At the request of the applicant, and with the approval of the superintendent, the capital recovery fees for such customers may be paid in increments over a period of not more than 12 months, with interest computed on the unpaid balance at the statutory rate as set forth in state law.
 - (2) If the applicant chooses this extended payment option, the applicant shall, as a condition of tap sale, sign and file with the city clerk, and consent to the recordation of, a "notice of capital recovery fee due", which shall be recorded as a lien against the subject property. The city shall release the lien held only upon payment in full of the capital recovery fees and any late penalties and applicable interest.
 - (3) Late payments shall subject the applicant to a penalty of ten percent of the amount due and additional interest in addition to all other remedies available to the city as lien holder.
- (d) Upon the request of an applicant, the city may, at its sole discretion, determine that lump sum payment by a fee payer would result in undue economic hardship and may enter into a payment agreement subject to the provisions below and according to guidelines established by the city, as amended from time to time.
 - (1) At the request of the applicant, and with the approval of the superintendent, the capital recovery fees for customers may be paid in increments over a period of not more than 12 months, with interest computed on the unpaid balance at the statutory rate as set forth in state law.
 - (2) If the applicant chooses this extended payment option, the applicant shall, as a condition of tap sale, sign and file with the city clerk, and consent to the recordation of, a "notice of capital recovery fee due", which shall be recorded as a lien against the subject property. The city shall release the lien held only upon payment in full of the capital recovery fees and any late penalties and applicable interest.

- (3) Late payments shall subject the applicant to a penalty of ten percent of the amount due and additional interest in addition to all other remedies available to the city as lien holder.
- (4) Customer hardship cases, at the discretion of the superintendent, may be assisted with a financial assistance plan not to exceed 12 months with a ten percent administrative fee for handling the paperwork.
- (e) It shall be the policy of the city to attempt to revise any contracts which might exist with wholesale customers, or which in the future may be entered into for wholesale service, in such a manner that capital recovery fees are collected from the wholesale customer according to the number of LUE's attributable to each retail meter for new development within the wholesale customer's service area.

(Code 1976, § 19-118)

Sec. 90-152. - Offsets and credits against capital recovery fees.

- (a) The city shall offset the present value of any system-related facilities, pursuant to rules established in this section, and which have been dedicated to and have been received by the city, including the value of rights-of-way or capital improvements constructed pursuant to an agreement with the city, against the amount of the capital recovery fee due for that category of capital improvement due from the contribution.
- (b) The city shall credit capital recovery and pro rata fees which have been paid pursuant to this chapter of the city Code prior to the effective date of this article, and during the period following adoption of this article, against the amount of a capital recovery fee due for that category of capital improvement, subject to guidelines established by the city.
- (c) All offsets and credits against capital recovery fees shall be subject to the following limitations and shall be granted based on this article and additional standards promulgated by the city, which may be adopted as administrative guidelines.
 - (1) No offset credit shall be given for the dedication or construction of site-related facilities.
 - (2) The unit costs used to calculate the offsets shall not exceed those assumed for the capital improvements included in the capital improvements program for the category of facility within the service area for which the capital recovery fee is imposed.
 - (3) If an offset or credit applicable to a plat has not been exhausted within ten years from the date of the acquisition of the first building permit issued or connection made after the effective date of this article or within such period as may be otherwise designated by contract, such offset or credit shall lapse.
 - (4) In no event will the city reimburse the property owner or developer for an offset or credit when no capital recovery fees for the new development can be collected pursuant to this article or for any amount exceeding the total capital recovery fees due for the development for that category of capital improvement, unless otherwise agreed to by the city.
- (d) An applicant for new development must apply for an offset or credit against capital recovery fees due for the development either at the time of application for final plat approval or at the time of building permit application (for properties within the corporate boundaries) or at the time of tap purchase (for properties outside the corporate boundaries), unless the city agrees to a different time. The applicant shall file a petition for offsets or credits with the city.
- (e) The available offset credit associated with the plat shall be applied against a capital recovery fee at time of the first fee payment for properties within that plat in the following manner:
 - (1) Such offset or credit shall be prorated equally among all living units equivalent within the development, as calculated in section 90-147 of this article, and remain applicable to such LUE's, to be applied at the time of filing and acceptance of an application for a building permit (or at the

time of tap purchase for properties outside the corporate boundaries) against capital recovery fees due.

- (2) If the total number of LUE's used by the city in the original offset or credit calculation described in subsection (1) is eventually exceeded by the number of total LUE's realized by the actual development, the city may, at its sole discretion, collect the full capital recovery fee exclusive of any associated offsets or credits for the excess LUE's.
- (3) At its sole discretion, the city may authorize alternative credit or offset agreements upon petition by the owner.

(Code 1976, § 19-119)

Sec. 90-153. - Establishment of accounts.

- (a) The city finance department shall establish separate interest-bearing accounts in a bank authorized to receive deposits of city funds, for each major category of capital facility for which a capital recovery fee is imposed pursuant to this article.
- (b) Interest earned by each account shall be credited to that account and shall be used solely for the purposes specified for funds authorized in section 90-154 of this article.
- (c) The city's finance department shall establish adequate financial and accounting controls to ensure that capital recovery fees disbursed from the account are utilized solely for the purposes authorized in section 90-154 of this article. Disbursement of funds shall be authorized by the city at such times as are reasonably necessary to carry out the purposes and intent of this article; provided, however, that any capital recovery fee paid to the city shall be expended within a reasonable period of time, but not to exceed ten years from the date the fee is deposited into the account.
- (d) The city finance department shall maintain and keep adequate financial records for each account, which shall show the source and disbursement of all revenues, which shall account for all monies received, and which shall ensure that the disbursement of funds from each account shall be used solely and exclusively for the provision of projects specified in the capital improvements program as system-related capital projects. The city finance department shall also maintain such records as are necessary to ensure that refunds are appropriately made under the provision in section 90-156 of this article.

(Code 1976, § 19-120)

Sec. 90-154. - Use of proceeds of capital recovery fee accounts.

- (a) The capital recovery fees collected pursuant to this article may be used to finance or to recoup capital construction costs of service. Capital recovery fees may also be used to pay the principal sum and interest and other finance costs on bonds, notes or other obligations issued by or on behalf of the city to finance such capital improvements or facilities expansions.
- (b) Capital recovery fees collected pursuant to this article shall not be used to pay for any of the following expenses:

(1) Construction, acquisition or expansion of public facilities or assets other than capital improvements or facility expansions identified in the capital improvements program;

- (2) Repair, operation, or maintenance of existing or new capital improvements or facilities expansions;
- (3) Upgrading, expanding or replacing existing capital improvements to serve existing development in order to meet stricter safety, efficiency, environmental or regulatory standards;
- (4) Upgrading, expanding or replacing existing capital improvements to provide better service to existing development; provided, however, that capital recovery fees may be used to pay the costs

of upgrading, expanding or replacing existing capital improvements in order to meet the need for new capital improvements generated by new development; or

(5) Administrative and operating costs of the city.

(Code 1976, § 19-121)

Sec. 90-155. - Appeals.

- (a) The property owner or applicant for new development may appeal the following decisions to the superintendent:
 - (1) The applicability of a capital recovery fee to the development;
 - (2) The amount of the capital recovery fee due;
 - (3) The application of an offset or credit against a capital recovery fee due;
 - (4) The amount of the refund due, if any.
- (b) The burden of proof shall be on the appellant to demonstrate that the amount of the capital recovery fee or the amount of the offset or credit was not calculated according to the applicable capital recovery fee schedule, or the guidelines established from determining offsets and credits.
- (c) The appellant may appeal the decision of the superintendent, in writing, to the city manager. If the appeal is accompanied by a bond or other sufficient surety satisfactory to the city manager in an amount equal to the original determination of the capital recovery fee due, the development application or tap purchase may be processed while the appeal is pending.

(Code 1976, § 19-122)

Sec. 90-156. - Refunds.

- (a) Any capital recovery fee or portion thereof collected pursuant to this article which has not been expended within ten years from the date of payment, shall be refunded, upon written application therefore by the record owner of the property at the time the refund is paid. If the capital recovery fee was paid by another governmental entity, such refund shall also include interest calculated from the date of collection to the date of refund at the statutory rate as set forth in article 1.03, title 79, (article 5069-1.03, Texas Revised Civil Statutes Annotated, as amended) (Vernon's Ann. Civ. St. art. 5069-1.03), or any successor on the amount of the capital recovery fee.
- (b) If a refund is due pursuant to subsection (a) of this section, the refund of unexpended fee payments, including interest from the date of payment, shall be made to the current record owner or governmental entity.
- (c) Upon completion of all the capital improvements or facilities expansions identified in the capital improvements program upon which the fee was based, the city shall recalculate the maximum fee per service unit using the actual costs for the improvements or expansions. If the maximum fee per service unit based on actual cost is less than the fee per service unit paid, the city shall refund the difference, if such difference exceeds the fee paid by more than ten percent. The refund to the record owner or governmental entity shall be calculated by multiplying such difference by the number of service units for the development for which the fee was paid, and interest due shall be calculated upon that amount.
- (d) Upon the request of an owner of the property on which a capital recovery fee has been paid, the city shall refund such fees if:
 - (1) Existing service is available and service is denied; or
 - (2) Service was not available when the fee was collected and the city has failed to commence construction of facilities to provide service within two years of fee payment; or

- (3) Service was not available when the fee was collected and has not subsequently been made available within a reasonable period of time considering the type of capital improvement or facility expansion to be constructed, but in any event later than five years from the date of fee payment.
- (e) The city shall refund an appropriate proportion of capital recovery fee payments in the event that a previously purchased water meter is replaced with a smaller meter, based on the LUE differential of the two meter sizes and the per-LUE fee at the time of the original fee payment, and if capital recovery fees have not been expended in support of the previous meter, less an administrative charge of \$50.00.
- (f) Petition for refunds shall be submitted to the superintendent on a form provided by the city for such purpose. Within one month of the date of receipt of a petition for refund, the superintendent must provide the petitioner, in writing, with a decision on the refund request, including the reasons for the decision. If a refund is due to the petitioner, the superintendent shall notify the city treasurer and request that a refund payment be made to the petitioner. The petitioner may appeal the determination to the city council, as set forth in section 90-155 of this article.

(Code 1976, § 19-123)

Sec. 90-157. - Updates to plan and revision of fees.

The city shall review the land use assumptions and capital improvements program for water and wastewater facilities at least every three years, the first three-Year period which shall commence from the date of the adoption of the capital improvements program referenced herein. The city council shall accordingly then make a determination of whether changes to the land use assumptions, capital improvements program or capital recovery fees are needed and shall, in accordance with the procedures set forth in the act, either update the fees or make a determination that no update is necessary.

(Code 1976, § 19-124)

(Code 1976, § 19-125)

State Law reference Advisory committee, Tex. Local Government Code, § 395.058.

Sec. 90-159. - Agreement for capital improvements.

- (a) The city council may approve the owner of a new development to construct or finance some of the public improvements identified in the CIP. In the case of such approval, the property owner must enter into an agreement with the city prior to fee collection. The agreement shall be on a form approved by the city, and shall establish the estimated cost of improvement, the schedule for initiation and completion of the improvement, a requirement that the improvement shall be completed to city standards, and any other terms and conditions the city deems necessary. The superintendent shall review the improvement plan, verify costs and time schedules, determine the amount of the applicable credit for such improvement to be applied to the otherwise applicable capital recovery fee before submitting the proposed agreement to council for approval.
- (b) The city and such owner either may agree that the costs incurred or funds advanced will be credited against the capital recovery fees otherwise due from the new development, or they may agree that the city shall reimburse the owner for such costs from capital recovery fees paid from other new developments which will use such capital improvements or facility expansions, which fees shall be collected and reimbursed to the owner at the time the other new development records its plats.

(Code 1976, § 19-126)

Sec. 90-160. - Use of other financing mechanisms.

- (a) The city may, at its sole discretion, finance water and wastewater capital improvements of facilities expansions designated in the capital improvements program through the issuance of bonds or other obligations, through the formation of public improvement districts or other assessment districts, or through any other authorized mechanism, in such manner and subject to such limitations as may be provided by law, in addition to the use of capital recovery fees.
- (b) Except as herein otherwise provided, the assessment and collection of a capital recovery fee shall be additional and supplemental to, and not in substitution of, any other tax, fee, charge, or assessment which is lawfully imposed on and due against the property.
- (c) The council may decide that the city shall pay all or part of capital recovery fee due for a new development taking into account available offsets and credits pursuant to duly adopted criteria.

(Code 1976, § 19-127)

Sec. 90-161. - Capital recovery fees as additional and supplemental regulation.

- (a) Capital recovery fees established by this article are additional and supplemental to, and not in substitution of, any other requirements imposed by the city on the development of land or the issuance of building permits or the sale of water or wastewater taps or the issuance of certificates of occupancy. Such fees are intended to be consistent with and to further the policies of city's comprehensive plan, capital improvements program, zoning ordinance, subdivision regulations and other city policies, ordinances, and resolutions by which the city seeks to ensure the provision of adequate public facilities in conjunction with the development of land.
- (b) This article shall not affect, in any manner, the permissible use of property, density of development, design, and improvement standards and requirements, or any other aspect of the development of land or provision of public improvements subject to the zoning and subdivision regulations or other regulations of the city, which shall be operative and remain in full force and effect without limitation with respect to all such development.

(Code 1976, § 19-128)

Sec. 90-162. - Relief procedures.

(a) Any person who has paid a capital recovery fee or an owner of land upon which a capital recovery fee has been paid may petition the city manager to determine whether any duty required by this article has not been performed within the time so prescribed. The petition shall be in writing and shall state the nature of the unperformed duty and request that the act be performed within 60 days of the request. If the city manager determines that the duty is required pursuant to this article and is late in being performed, he shall cause the duty to commence within 60 days of the date of the request and to continue until completion.

(b)

(Code 1976, § 19-129)

Secs. 90-163—90-192. - Reserved.

CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	Finance
Subject:	Ordinance No. 21-E-29 - Consideration and/or action approving an Ordinance calling a bond election to be held by the City of Schertz, Texas on November 2nd, 2021. <i>First & Final</i> (M. Browne/J. Walters)

BACKGROUND

Cities have the ability to call for an election to approve debt issuance for capital infrastructure. If passed at the election this debt can be issued anytime in the future by the City Council.

As the City continues to grow additional fire safety infrastructure is needed as well. In 2017, a study was conducted to determine the best locations to put future fire stations to improve readiness. This study by Mike Pietsch, P.E. Consulting Services Inc., identified a need for another station in the industrial area.

A new station in the industrial area will also increase the City's Insurance Service Offering (ISO) Rating which will lower fire insurance for businesses and residents in Schertz. Getting to an ISO #1 rating would lower commercial fire insurance by 2% and residential by 1%. Both San Antonio and New Braunfels are ISO #1 cities, which make them more attractive for prospective businesses.

To construct this fire station, staff estimates a combine cost of land, building, and equipment would cost \$15,450,000 and staff proposes to issue debt to fund the project.

The City can issue debt for capital infrastructure, such as a fire station, by issuing debt call Certificates of Obligation that council can use without a vote by the citizens or can issue General Obligation bonds that have been voted on by the Citizens. The debt for the new fire station is proposed to be voted on and issue by General Obligation bonds. If the vote fails, council cannot issue Certificates of Obligation to build a fire station anyway for at least 2 years.

GOAL

To send a bond proposition to the voters on Fire Station #4.

COMMUNITY BENEFIT

This would increase fire fighting response to the industrial sector that can help secure jobs and support business located in the city.

SUMMARY OF RECOMMENDED ACTION

Staff recommends council approve this ordinance and put this proposition on the November 2, 2021 ballot.

FISCAL IMPACT

Based on modeled growth in the City, staff believes issuing these bonds in 2022 will not result in a tax rate increase.

By issuing the \$15,450,000 in debt, these payments are expected to be around \$990,000 in annual payments. These payments will be made out of the City's Interest & Sinking Fund which is funded through taxes raised to pay debt. These taxes are separate from those the pay for the day to day operations of the City.

RECOMMENDATION

Staff recommends approval of Ordinance 21-E-29 - Motion "I_____move that the City of Schertz, Texas adopt an ordinance calling a Bond Election in the amount of \$15,450.000".

Attachments			
Ballot Language			
Ordinance			
Exhibit A			
Exhibit B			

City of Schertz, Texas Bond Election (la elección para bonos en la ciudad de Schertz, Texas)

> November 2, 2021 (día 2 de Noviembre de 2021)

	CITY OF SCHERTZ	LA CIUDAD DE SCHERTZ
PROPOSITION A		PROPUESTA A
\Box FOR	"THE ISSUANCE OF NOT TO	"LA EMISIÓN QUE NO EXCEDERÁ
(A FAVOR)	EXCEED \$15,450,000 OF CITY OF	DE \$15,450,000 EN BONOS DE
	SCHERTZ, TEXAS GENERAL	OBLIGACIÓN GENERAL DE LA
	OBLIGATION BONDS FOR PUBLIC	CIUDAD DE SCHERTZ, TEXAS
	SAFETY FACILITIES (INCLUDING	PARA INSTALACIONES DE
AGAINST	A NEW FIRE STATION), AND THE	SEGURIDAD PÚBLICA
(EN	LEVYING OF A TAX IN PAYMENT	(INCLUYENDO UNA ESTACIÓN
CONTRA)	THEREOF"	DE BOMBEROS NUEVA), Y LA
		RECAUDACIÓN DE UN
		IMPUESTO PARA EL PAGO DE
		LAS MISMAS"

DRAFT

ORDINANCE NO. 21-E-29

AN ORDINANCE CALLING A BOND ELECTION TO BE HELD IN THE CITY OF SCHERTZ, TEXAS; MAKING PROVISION FOR THE CONDUCT OF A JOINT ELECTION; AND RESOLVING OTHER MATTERS INCIDENT AND RELATED TO SUCH ELECTION

WHEREAS, the City Council (the *Council*) of the CITY OF SCHERTZ, TEXAS (the *City*), located in the Counties of Guadalupe, Comal and Bexar, Texas, hereby finds and determines that an election should be held to determine whether the Council shall be authorized to issue general obligation bonds of the City in the amount and for the purposes hereinafter identified (the *Election*); and

WHEREAS, the City will contract with Bexar County and Guadalupe County (collectively, the *County*) by and through the respective County's Election Administrator (collectively, the *Administrator*) to conduct all aspects of the Election; and

WHEREAS, the Election will be held jointly with other political subdivisions (such other political subdivisions, collectively, the *Participants*) for whom the County is also conducting their elections, as provided pursuant to the provisions of one or more joint election agreements or contracts among the City, the County, and the Participants, entered into in accordance with the provisions of Section 271.002, as amended, Texas Election Code, or other applicable law, pursuant to which the County will conduct all aspects of the Election on the City's behalf; and

WHEREAS, the Council hereby finds and determines that the necessity to construct various capital improvements within the City necessitates that it is in the public interest to call and hold the Election at the earliest possible date to authorize the issuance of general obligation bonds for the purposes hereinafter identified; and

WHEREAS, the Council hereby finds and determines that the actions hereinbefore described are in the best interests of the residents of the City; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

<u>SECTION 1.</u> The Election shall be held in the CITY OF SCHERTZ, TEXAS on the 2nd day of November, 2021 (*Election Day*), which is a uniform election date under the Texas Election Code, as amended, and is not less than 78 days nor more than 90 days from the date of the adoption of this ordinance (the *Ordinance*), for the purpose of submitting the following proposition to the qualified voters of the City:

PROPOSITION A

"Shall the City Council of the City of Schertz, Texas be authorized to issue and sell one or more series of general obligation bonds of the City in the aggregate principal amount of not more than \$15,450,000 for the purpose of making permanent public improvements or other public purposes, to wit: acquiring, constructing, improving, renovating, and equipping public safety facilities (to include a new fire station), acquiring lands and rights-of-way necessary thereto, and completing related landscaping, such bonds to mature serially or otherwise (not more than 40 years from their date) in accordance with law; and any issue or series of said bonds to bear interest at such rate or rates (fixed, floating, variable or otherwise) as may be determined within the discretion of the City Council, provided that such rate of interest shall not exceed the maximum rate per annum authorized by law at the time of the issuance of any issue or series of said bonds; and shall the City Council of the City be authorized to levy and pledge, and cause to be assessed and collected, annual ad valorem taxes, within the limitations prescribed by law, on all taxable property in said City sufficient to pay the annual interest and provide a sinking fund to pay the bonds at maturity and the cost of any credit agreements executed in connection with the bonds?"

<u>SECTION 2.</u> One or more City election precincts are hereby established for the purpose of holding the Election, and one or more polling places are hereby designated for holding the Election in the City election precincts as identified in Exhibit A to this Ordinance (which is incorporated herein by reference for all purposes). At least 79 days prior to Election Day, or as soon thereafter as is reasonably practicable, the City, acting through the Mayor, the City Manager, or the designee thereof, in coordination with the Administrator, or the designee thereof, as necessary or desirable, will appoint the Presiding Judges, Alternate Presiding Judges, Election Clerks, and all other election officials for the Election, together with any other necessary changes to election practices and procedures and can correct, modify, or change the Exhibits to this Ordinance based upon the final locations and times agreed upon by the Administrator, the City, and the Participants to the extent permitted by applicable law.

A. The Presiding Judge shall appoint not less than two resident qualified voters of the County to act as clerks in order to properly conduct the Election. To the extent required by the Texas Election Code, as amended, or other applicable law, the appointment of these clerks must include a person fluent in the Spanish language to serve as a clerk to render oral aid in the Spanish language to any voter desiring such aid at the polls on Election Day. If the Presiding Judge appointed actually serves, the Alternate Presiding Judge shall serve as one of the clerks. In the absence of the Presiding Judge, the Alternate Presiding Judge shall perform the duties of the Presiding Judge of the election precinct.

B. On Election Day, the polls shall be open as designated on Exhibit A.

Each County participates in the Countywide Polling Place Program under Section 43.007, as amended, Texas Election Code, meaning that any City voter can vote in the Election at any polling place identified in Exhibit A.

C. The main early voting location is designated in Exhibit B to this Ordinance (which is hereby incorporated herein by reference for all purposes). The individual named as the Early Voting Clerk as designated in Exhibit B is hereby appointed as the Early Voting Clerk to conduct such early voting in the Election. The Early Voting Clerk shall appoint the Deputy Early Voting Clerks. This main early voting location shall remain open to permit early voting on the days and at the times as stated in Exhibit B. Early voting shall commence as provided on Exhibit B and continue through the date set forth on Exhibit B, all as provided by the provisions of the Texas Election Code, as amended.

Additionally, permanent and/or temporary branch offices for early voting by personal appearance may be established and maintained in accordance with the Texas Election Code. In the event such permanent and/or temporary branch locations are established, information regarding the locations, dates, and hours of operation for early voting at these offices shall be determined by the Administrator, as identified in Exhibit B hereto.

An Early Voting Ballot Board is hereby established for the purpose of processing early voting results. The individual designated in Exhibit B as the Presiding Judge of the Early Voting Ballot Board is hereby appointed the Presiding Judge of the Early Voting Ballot Board. The Presiding Judge shall appoint not less than two resident qualified voters of the City to serve as members of the Early Voting Ballot Board.

<u>SECTION 3.</u> Electronic voting machines may be used in holding and conducting the Election on Election Day; provided, however, in the event the use of such electronic voting machines is not practicable, the Election may be conducted on Election Day by the use of paper ballots (except as otherwise provided in this section). Electronic voting machines or paper ballots may be used for early voting by personal appearance (except as otherwise provided in this section). Pursuant to Section 61.012, as amended, Texas Election Code, the City shall provide at least one accessible voting system in each polling place used in the Election. Such voting system shall comply with State and federal laws establishing the requirement for voting systems that permit voters with physical disabilities to cast a secret ballot. Any legally permissible voting method may be used for early voting and Election Day voting by personal appearance. Certain early voting may be conducted by mail.

<u>SECTION 4:</u> The City is authorized to utilize a Central Counting Station (the *Station*) as provided by Section 127.001, *et seq.*, as amended, Texas Election Code. The Administrator, or the designee thereof, is hereby appointed as the Manager of the Station, who will establish a written plan for the orderly operation of the Station in accordance with the provisions of the Texas Election Code. The Council hereby authorizes the Administrator, or the designee thereof, to appoint the Presiding Judge of the Station, the Tabulation Supervisor, and the Programmer for the Station and may appoint Station clerks as needed or desirable. The Administrator will publish (or cause to be published) notice and conduct testing on the automatic tabulation equipment relating to the Station and conduct instruction for the officials and clerks for the Station in accordance with the provisions of the Texas Election Code.

<u>SECTION 5.</u> The official ballot shall be prepared in accordance with the Texas Election Code, as amended, so as to permit voters to vote "FOR" or "AGAINST" the aforesaid proposition which shall appear on the ballot substantially as follows:

PROPOSITION A

"THE ISSUANCE OF NOT TO EXCEED \$15,450,000 OF CITY OF SCHERTZ, TEXAS GENERAL OBLIGATION BONDS FOR PUBLIC SAFETY FACILITIES (INCLUDING A NEW FIRE STATION), AND THE LEVYING OF A TAX IN PAYMENT THEREOF"

<u>SECTION 6.</u> All resident qualified voters of the City shall be permitted to vote at the Election, and on Election Day, such voters shall vote at the designated polling places. The Election shall be held and conducted in accordance with the provisions of the Texas Election Code, as amended, Chapters 1251 and 1331, as amended, Texas Government Code, and as may be required by any other law. To the extent required by law, all materials and proceedings relating to the Election shall be printed in both English and Spanish.

<u>SECTION 7.</u> Notice of election, including a Spanish translation thereof, shall be published on the same day in each of two successive weeks in a newspaper of general circulation in the City, the first of these publications to appear in such newspaper not more than 30 days, and not less than 14 days, prior to Election Day. Moreover, a substantial copy of this Ordinance and the voter information attached as Exhibit C, including a Spanish translation thereof, shall be posted (i) at City Hall not less than 21 days prior to Election Day; (ii) at three additional public places within the City not less than 21 days prior to Election Day, (iii) in a prominent location at each polling place on Election Day and during early voting, and (iv) in a prominent location on the City's internet website not less than 21 days prior to Election Day. A sample ballot shall be posted on the City's internet website not less than 21 days prior to Election Day.

SECTION 8. As required by and in accordance with Section 3.009(b)(5) and (7) through (9) of the Texas Election Code, the City, as of its fiscal year beginning October 1, 2020, had outstanding an aggregate principal amount of debt equal to \$75,040,000; the aggregate amount of the interest owed on such City debt obligations, through respective maturity, totaled \$17,174,699.67; and the City levied an ad valorem debt service tax rate for its outstanding debt obligations of \$0.1651 per \$100 of taxable assessed valuation. Based on the bond market conditions on the date of the Council's adoption of this Ordinance, the maximum interest rate for any series of bonds authorized at the Election is 5.00% (expressed as a net effective interest rate applicable to any such series of bonds). The bonds that are the subject of this Election shall mature serially or otherwise overall a specified number of years (not more than 40 years from their date), as preserved by applicable Texas law, though the City estimates that, based on current bond market conditions, such bonds will amortize over a 20-year period from their respective date of issue.

The foregoing estimated maximum net effective interest rate and amortization period are only estimates, provided for Texas statutory compliance; they do not serve as a cap on the per annum interest rate at which any series of bonds authorized at the Election may be sold, or the amortization period for bonds that are the subject of this Election.

<u>SECTION 9.</u> The Council authorizes the Mayor, the City Manager, or their respective designee, to negotiate and enter into one or more joint election agreements and/or similar contracts or agreements with the County, acting by and through the Administrator, and any Participants if desired or required to comply with applicable law, as permitted and in accordance with the

provisions of the Texas Election Code, as amended. In addition, the City authorizes the Mayor, the City Manager, or their respective designee of either of such parties to make such technical modifications to this Ordinance that are necessary for compliance with applicable Texas or federal law or to carry out the intent of the Council, as evidenced herein. To the extent that any duty or obligation of the City, in general, or any City official, in particular, is properly delegated to the County pursuant to a joint election agreement, then the County's carrying out those duties and obligations on the City's behalf pursuant to the terms of such joint election agreement shall be binding upon the City and are hereby determined by the Council to be evidence of the City's compliance with the provisions of applicable Texas law concerning the Election relative to the same. By incorporating all essential terms necessary for a joint election agreement, this Ordinance is intended to satisfy Section 271.002(d) of the Texas Election Code, as amended, without further action of the City Council. To the extent needed or desirable, the Administrator is hereby appointed joint custodian of voted ballots for the purposes of Section 31.096, as amended, Texas Election Code.

<u>SECTION 10.</u> The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

SECTION 11. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters ordained herein.

SECTION 12. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 13. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

<u>SECTION 14.</u> If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and this Council hereby declares that this Ordinance would have been enacted without such invalid provision.

<u>SECTION 15.</u> Pursuant to the provisions of Section 1201.028, as amended, Texas Government Code, this Ordinance shall be effective immediately upon adoption, notwithstanding any provision in the City's Home Rule Charter to the contrary concerning a multiple reading requirement for the adoption of ordinances.

* * * *

PASSED AND APPROVED on the ____ day of _____, 2021.

CITY OF SCHERTZ, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

[Signature Page to City of Schertz, Texas Ordinance Calling a Bond Election]

See Exhibit A

ELECTION DAY PRECINCTS AND POLLING PLACES

Election Day: Tuesday, November 2, 2021 Election Day Polling Locations open from 7 a.m. to 7 p.m. Presiding Judge(s) and Alternate(s): to be named by the Administrator

CITY ELECTION	COMAL COUNTY	
PRECINCTS	PRECINCTS:	
	GUADALUPE	
	COUNTY	
	PRECINCTS:	
	BEXAR COUNTY	
	PRECINCTS:	

*** County participates in the Countywide Polling Place program under Section 43.007, as amended, Texas Election Code. Registered voters will be able to cast their Election Day ballots at any of the Vote Centers identified above.

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<u>Exhibit B</u>

EARLY VOTING

Early voting begins Monday, October 18, 2021 and ends on Friday, October 29, 2021.

[Bexar / Comal / Guadalupe] County

Comal County Cynnthia Jaqua, Elections Coordinator <u>jaquac@co.comal.tx.us</u> 830-221-1352 396 N. Seguin Avenue – County Office New Braunfels Texas 78130

Jacquelyn Callanen, the Elections Administrator of Bexar County 1103 S. Frio, Suite 100, San Antonio Texas 78207 jcallanen@bexar.org 210-335-0305

Lisa Hayes, Election Administrator Guadalupe County 215 S. Milam Street, Seguin, Texas 78155 <u>lisa.hayes@co.guadalupe.tx.us</u> 830-303-6363

Presiding Judge of the Early Voting Ballot Board: to be named by the County Clerk. Voters entitled to vote an early ballot by personal appearance may do so at any Early Voting site.

Main Early Voting Polling Place, Dates, and Times

See Exhibit B for Dates and Times

Early Voting By Mail

Applications for voting by mail should be received no later than the close of business (on Friday, October 22, 2021) Applications should be sent to:

Comal County Cynnthia Jaqua, Elections Coordinator 396 N. Seguin Avenue – County Office New Braunfels Texas 78130 jaquac@co.comal.tx.us 830-221-1352

Bexar County Jacquelyn Callanen, the Elections Administrator of Bexar County 1103 S. Frio, Suite 100, San Antonio Texas 78207 jcallanen@bexar.org 210-335-0305

Guadalupe County Lisa Hayes, Election Administrator Guadalupe County 215 S. Milam Street, Seguin, Texas 78155 <u>lisa.hayes@co.guadalupe.tx.us</u> 830-303-6363

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Exhibit C

VOTER INFORMATION DOCUMENT

City of Schertz, Texas Proposition A:

□ FOR	"THE ISSUANCE OF NOT TO EXCEED \$15,450,000 OF CITY OF
	SCHERTZ, TEXAS GENERAL OBLIGATION BONDS FOR PUBLIC
AGAINST	SAFETY FACILITIES (INCLUDING A NEW FIRE STATION), AND THE
	LEVYING OF A TAX IN PAYMENT THEREOF"

principal of debt obligations to be authorized	\$15,450,000.00
estimated interest for the debt obligations to be authorized presuming	\$7,243,350.00
an interest rate of 3.50%	
estimated combined principal and interest required to pay on time	\$22,693,350.00
and in full the debt obligations to be authorized amortized over 20	
years	
as of the date the election was ordered, principal of all outstanding	\$68,535,000.00
debt obligations	
as of the date the election was ordered, the estimated interest on all	\$14,482,267.89
outstanding debt obligations	
as of the date the election was ordered, the estimated combined	\$83,357,267.89
principal and interest required to pay on time and in full all	
outstanding debt obligations amortized over 18 years	
estimated maximum annual increase in the amount of taxes on a	\$0.00
residence homestead with an appraised value of \$100,000 to repay	
the debt obligations to be authorized, if approved	
This figure assumes the amortization of the City's debt obligations,	
including outstanding debt obligations and the proposed debt	
obligation; changes in estimated future appraised values within the	
City; and the assumed interest rate on the proposed debt obligations.	

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CART Election Day Vote Centers Joint Constitutional Amendment, General and Special Election November 2, 202

VOTING CENTER	*LOCATION	ADDRESS	CITY, STATE	ZIP CODE
VC 1	San Antonio Housing Authority	818 S. Flores	San Antonio, TX	78204
VC 2	St. Leo Catholic Church (Hall)	4423 S. Flores	San Antonio, TX	78214
VC 3	Burbank High School	1002 Edwards St.	San Antonio, TX	78204
VC 4	St. James Catholic Church	907 W. Theo Ave.	San Antonio, TX	78225
VC 5	Graebner Elementary School	530 Hoover Ave.	San Antonio, TX	78225
VC 6	John Glenn Elementary School	2385 Horal Dr.	San Antonio, TX	78227
VC 7	Adams Elementary School	135 E. Southcross	San Antonio, TX	78214
VC 8	Mission Library	3134 Roosevelt Ave	San Antonio, TX	78214
VC 9	Wright Elementary School	115 E. Huff Ave.	San Antonio, TX	78214
VC 10	Rayburn Elementary School	635 Rayburn Dr.	San Antonio, TX	78221
VC 11	Collier Elementary School	834 W. Southcross	San Antonio, TX	78211
VC 12	Pease Middle School	201 Hunt Ln.	San Antonio, TX	78245
VC 13	Dwight Middle School	2454 W. Southcross	San Antonio, TX	78211
VC 14	Brentwood Middle School	1626 W. Thompson Pl.	San Antonio, TX	78226
VC 15	Gardendale Elementary School	1731 Dahlgreen Ave.	San Antonio, TX	78237
VC 16	Ralph Langley Elementary School	14185 Bella Vista	San Antonio, TX	78253
VC 17	Johnston Library	6307 Sun Valley Dr.	San Antonio, TX	78227
VC 18	Frank Madla Elementary School	6100 Royalgate Dr.	San Antonio, TX	78242
VC 19	Five Palms Elementary School	7138 Five Palms Dr.	San Antonio, TX	78242
VC 20	Divine Providence Catholic Church	5667 Old Pearsall Rd	San Antoino, TX	78242
VC 21	Miguel Carrillo, Jr. Elementary School	500 Price Ave.	San Antonio, TX	78211
VC 22	Palo Alto Elementary School	1725 Palo Alto Rd	San Antonio, TX	78211
VC 23	South San Antonio High School	7535 Barlite Blvd.	San Antonio, TX	78224
VC 24	Ramirez Community Center	1011 Gillette Blvd.	San Antonio, TX	78224
VC 25	South Park Mall	2310 SW Military Dr.	San Antonio, TX	78224
VC 26	Vestal Elementary School	1111 W. Vestal Pl.	San Antonio, TX	78221
VC 27	Gillette Elementary School	625 Gillette Blvd.	San Antonio, TX	78221
VC 28	Precinct 1 Satellite Office	3505 Pleasanton Rd.	San Antonio, TX	78221
VC 29	Kingsborough Middle School	422 Ashley Rd.	San Antonio, TX	78221
VC 30	Virginia Myers Elementary School	3031 Village Pkwy	San Antonio, TX	78251

VC 31	City of Sandy Oaks Municipal Building	4451 Hickory Haven	Elmendorf, TX	78112
VC 32	Mission Del Lago Community Center	2301 Del Lago Pkwy	San Antonio, TX	78221
VC 33	Texas A&M San Antonio Mays Center	One University Way	San Antonio, TX	78224
VC 34	Bob Hope Elementary School	3022 Reforma Dr.	San Antonio, TX	78211
VC 35	Somerset ISD Central Office	7791 6th St.	Somerset, TX	78069
VC 36	Southwest ISD Admin Building	11914 Dragon Ln.	San Antonio, TX	78252
VC 37	Adams Hill Elementary School	9627 Adams Hill Dr.	San Antonio, TX	78245
VC 38	Ott Elementary School	100 N Grosenbacher	San Antonio, TX	78253
VC 39	Alan Shepard Middle School	5558 Ray Ellison Blvd.	San Antonio, TX	78242
VC 40	Lowell Middle School	919 Thompson Pl.	San Antonio, TX	78226
VC 41	Dr. Winn Murnin Elementary School	9019 Dugas	San Antonio, TX	78251
VC 42	Hatchett Elementary School	10700 Ingram Rd.	San Antonio, TX	78245
VC 43	Blue Skies of Texas West	5100 John D. Ryan Blvd.	San Antonio, TX	78245
VC 44	Big Country Elementary School	2250 Pue Rd.	San Antonio, TX	78245
VC 45	Lewis Elementary School	1000 Seascape	San Antonio, TX	78251
VC 46	Mary Hull Elementary School	7320 Remuda St.	San Antonio, TX	78227
VC 47	Westwood Terrace Elementary School	2315 Hackamore Lane	San Antonio, TX	78227
VC 48	Meadow Village Elementary School	1406 Meadow Way Dr.	San Antonio, TX	78227
VC 49	Henry A Guerra, Jr. Library	7978 Military Drive W	San Antonio, TX	78227
VC 50	Perales Elementary School	1507 Ceralvo St.	San Antonio, TX	78237
VC 51	Mission Academy	9210 South Presa	San Antonio, TX	78223
VC 52	Spicewood Park Elementary School	11303 Tilson Dr.	San Antonio, TX	78224
VC 53	Vale Middle School	2120 N. Ellison Dr	San Antonio, TX	78251
VC 54	Northwest Vista College Pecan Hall	3535 N. Ellison Dr.	San Antonio, TX	78251
VC 55	Evers Elementary School	1715 Richland Hills Dr.	San Antonio, TX	78251
VC 56	Ed Cody Elementary School	10403 Dugas Dr.	San Antonio, TX	78245
VC 57	Freedom Elementary School	3845 S Loop 1604 E	San Antonio, TX	78264
VC 58	Carlos Coon Elementary School	3110 Timber View Dr.	San Antonio, TX	78251
VC 59	Southside ISD Admin Bldg (Board Room)	1460 Martinez-Losoya Rd.	San Antonio, TX	78221
VC 60	Galm Elementary School	1454 Saxon Hill	San Antonio, TX	78253
VC 61	Bobbye Behlau Elementary School	2355 Camplight Way	San Antonio, TX	78245
VC 62	Raba Elementary School	9740 Raba	San Antonio, TX	78251
VC 63	Mary Michael Elementary School	3155 Quiet Plain	San Antonio, TX	78245
VC 64	Lieck Elementary School	12600 Reid Ranch	San Antonio, TX	78245

VC 65	Mireles Elementary School	12260 Rockwall Mill	San Antonio, TX	78253
VC 66	John Hoffmann Elementary School	12118 Volunteer Parkway	San Antonio, TX	78253
VC 67	Cole Elementary School	13185 Tillman Ridge	San Antonio, TX	78253
VC 68	Bexar County Elections	1103 S Frio	San Antonio, TX	78207
VC 69	Lanier High School	1514 W. Cesar E. Chavez Blvd	San Antonio, TX	78207
VC 70	Margil Elementary School	1000 Perez St.	San Antonio, TX	78207
VC 71	Crockett Elementary School	2215 Morales St.	San Antonio, TX	78207
VC 72	Shepherd King Lutheran Church	303 W. Ramsey Rd.	San Antonio, TX	78216
VC 73	Las Palmas Library	515 Castroville Rd.	San Antonio, TX	78237
VC 74	Fenwick Elementary School	1930 Waverly Ave.	San Antonio, TX	78228
VC 75	Gus Garcia Middle School	3306 Ruiz St.	San Antonio, TX	78228
VC 76	Collins Garden Library	200 N. Park Blvd.	San Antonio, TX	78204
VC 77	Edgewood Gym	4133 Eldridge Ave.	San Antonio, TX	78237
VC 78	Wrenn Middle School	627 S. Acme Rd.	San Antonio, TX	78237
VC 79	Memorial Branch Library	3222 Culebra Rd.	San Antonio, TX	78228
VC 80	Huppertz Elementary School	247 Bangor St.	San Antonio, TX	78228
VC 81	Woodlawn Hills Elementary School	110 W. Quill Dr.	San Antonio, TX	78228
VC 82	Longfellow Middle School	1130 E. Sunshine Dr.	San Antonio, TX	78228
VC 83	Pat Neff Middle School	5227 Evers Rd.	San Antonio, TX	78228
VC 84	Joe Ward Recreation Center	435 E Sunshine Dr.	San Antonio, TX	78228
VC 85	Sarah King Elementary School	1001 Ceralvo St.	San Antonio, TX	78207
VC 86	Storm Elementary School	435 Brady Blvd	San Antonio, TX	78207
VC 87	Laurel Heights United Methodist Church	227 W. Woodlawn Ave.	San Antonio, TX	78212
VC 88	Blessed Sacrament Catholic Church	108 Shannon Lee	San Antonio, TX	78216
VC 89	Huisache Avenue Baptist Church	1339 W. Huisache Ave.	San Antonio, TX	78201
VC 90	Villarreal Elementary School	2902 White Tail Dr	San Antonio, TX	78228
VC 91	Esparza Elementary School	5700 Hemphill Dr.	San Antonio, TX	78228
VC 92	Stafford Elementary School	415 S.W. 36th St.	San Antonio, TX	78237
VC 93	Woodlawn Academy	1717 W. Magnolia Ave.	San Antonio, TX	78201
VC 94	Young Women's Leadership Academy	2123 W. Huisache Ave.	San Antonio, TX	78201
VC 95	Linton Elementary School	2103 Oakhill Rd.	San Antonio, TX	78238
VC 96	Northside Activity Center	7001 Culebra Rd.	San Antonio, TX	78238
VC 97	Powell Elementary School	6003 Thunder Dr.	San Antonio, TX	78238
VC 98	Bexar County Justice Center	300 Dolorosa	San Antonio, TX	78205

VC 99	Edison High School	701 Santa Monica Dr.	San Antonio, TX	78212
VC 100	Kenwood Community Center	305 Dora St.	San Antonio, TX	78212
VC 101	Alamo Stadium Convocation Center	110 Tuleta Dr.	San Antonio, TX	78212
VC 102	Westminster Square	1838 Basse Rd.	San Antonio, TX	78213
VC 103	Whittier Middle School	2101 Edison Dr.	San Antonio, TX	78201
VC 104	Maverick Elementary School	107 Raleigh Pl.	San Antonio, TX	78201
VC 105	Leon Valley City Hall	6400 El Verde Rd.	Leon Valley, TX	78238
VC 106	San Antonio M.U.D #1	16450 Wildlake	Helotes, TX	78023
VC 107	Dellview Elementary School	7235 Dewhurst Rd.	San Antonio, TX	78213
VC 108	Ward Elementary School	8400 Cavern Hill	San Antonio, TX	78254
VC 109	Great Northwest Library	9050 Wellwood	San Antonio, TX	78250
VC 110	Community Alliance Traffic Safety (CATS)	7719 Pipers Lane	San Antonio, TX	78251
VC 111	Barkley-Ruiz Elementary School	1111 S. Navidad St.	San Antonio, TX	78207
VC 112	Brauchle Elementary School	8555 Bowens Crossing	San Antonio, TX	78250
VC 113	West Avenue Elementary School	3915 West Ave.	San Antonio, TX	78213
VC 114	Nichols Elementary School	9560 Braun Rd.	San Antonio, TX	78254
VC 115	Jimmy Elrod Elementary School	8885 Heath Circle Dr.	San Antonio, TX	78250
VC 116	Knowlton Elementary School	9500 Timber Path	San Antonio, TX	78250
VC 117	Olmos Elementary School	1103 Allena Dr.	San Antonio, TX	78213
VC 118	Jefferson High School	723 Donaldson Ave.	San Antonio, TX	78201
VC 119	Maury Maverick, Jr. Library	8700 Mystic Park	San Antonio, TX	78254
VC 120	Westfall Branch Library	6111 Rosedale Ct.	San Antonio, TX	78201
VC 121	Carson Elementary School	8151 Old Tezel Rd.	San Antonio, TX	78250
VC 122	Timberhill Villa Retirement Center	5050 Timberhill	San Antonio, TX	78238
VC 123	Trinity United Methodist Church	6800 Wurzbach Rd.	San Antonio, TX	78240
VC 124	Burke Elementary School	10111 Terra Oak	San Antonio, TX	78250
VC 125	Kuentz Elementary School	12303 Leslie Rd.	Helotes, TX	78023
VC 126	Fernandez Elementary School	6845 Ridgebrook St.	San Antonio, TX	78250
VC 127	Ogden Elementary School	2215 Leal St.	San Antonio, TX	78207
VC 128	Fields Elementary School	9570 FM 1560	San Antonio, TX	78254
VC 129	Coke Stevenson Middle School	8403 Tezel Rd.	San Antonio, TX	78254
VC 130	Wonderland of the Americas	4522 Fredericksburg Rd	San Antonio, TX	78201
VC 131	Leon Valley Elementary School	7111 Huebner Rd.	San Antonio, TX	78240
VC 132	Dr. Pat Henderson Elementary School	14605 Kallison Bend	San Antonio, TX	78254

VC 133	Northwest Church of Christ	9681 W. Loop 1604 N.	San Antonio, TX	78254
VC 134	Scarborough Elementary School	12280 Silver Pointe	San Antonio, TX	78254
VC 135	Northwest Crossing Elementary School	10255 Dover Rdg.	San Antonio, TX	78250
VC 136	Dean H. Krueger Elementary School	9900 Wildhorse Parkway	San Antonio, TX	78254
VC 137	Ridgeview Elementary School	8223 McCullough Ave.	San Antonio, TX	78216
VC 138	Connally Middle School	8661 Silent Sunrise	San Antonio, TX	78250
VC 139	Mead Elementary School	3803 Midhorizon Dr.	San Antonio, TX	78229
VC 140	Health Careers High School	4646 Hamilton Wolfe Rd.	San Antonio, TX	78229
VC 141	Las Lomas Elementary School	20303 Hardy Oak Blvd	San Antonio, TX	78258
VC 142	Leon Valley Conference Center	6427 Evers Rd.	San Antonio, TX	78238
VC 143	John Marshall High School	8000 Lobo Ln.	San Antonio, TX	78240
VC 144	Roan Forest Elementary School	22710 Roan Park	San Antonio, TX	78259
VC 145	Encino Library	2515 E. Evans Rd	San Antonio, TX	78259
VC 146	Colonial Hills United Methodist Church	5247 Vance Jackson	San Antonio, TX	78230
VC 147	Colonies North Elementary School	9915 Northampton	San Antonio, TX	78230
VC 148	Fair Oaks Ranch City Hall	7286 Dietz Elkhorn Rd.	Fair Oaks Ranch, TX	78015
VC 149	Olmos Park City Hall	120 El Prado Dr. W	Olmos Park, TX	78212
VC 150	Terrell Hills City Hall	5100 N. New Braunfels	Terrell Hills, TX	78209
VC 151	Rudder Middle School	6558 Horn Blvd.	San Antonio, TX	78240
VC 152	Alamo Heights City Hall	6116 Broadway St.	San Antonio, TX	78209
VC 153	Alzafar Shrine Auditorium Terrace Room	901 N Loop 1604 W	San Antonio, TX	78232
VC 154	Carnahan Elementary School	6839 Babcock	San Antonio, TX	78249
VC 155	Scobee Elementary School	11223 Cedar Park	San Antonio, TX	78249
VC 156	M. H. Specht Elementary School	25815 Overlook Pkwy	San Antonio, TX	78260
VC 157	Lopez Middle School	23103 Hardy Oak Blvd.	San Antonio, TX	78258
VC 158	Woodridge Elementary School	100 Woodridge	San Antonio, TX	78209
VC 159	Grey Forest Community Center	18249 Sherwood Trail	Grey Forest, TX	78023
VC 160	Barbara Bush Middle School	1500 Evans Rd.	San Antonio, TX	78258
VC 161	Alamo Heights United Methodist Church	825 E. Basse	San Antonio, TX	78209
VC 162	Healing Place Church	28703 IH 10 W	Boerne, TX	78006
VC 163	Clark High School	5150 De Zavala Rd.	San Antonio, TX	78249
VC 164	Ed Rawlinson Middle School	14100 Vance Jackson	San Antonio, TX	78249
VC 165	Grace Bible Chapel	18911 Redland Rd.	San Antonio, TX	78259
VC 166	Regency Place Elementary School	2635 MacArthur View	San Antonio, TX	78217

VC 167	Precinct 3 Satellite Office	320 Interpark Blvd	San Antonio, TX	78216
VC 168	Harmony Hills Elementary School	10727 Memory Lane	San Antonio, TX	78216
VC 169	Castle Hills City Hall	209 Lemonwood	Castle Hills, TX	78213
VC 170	Larkspur Elementary School	1802 Larkspur	San Antonio, TX	78213
VC 171	Adante Independent Living	2702 Cembalo Blvd.	San Antonio, TX	78230
VC 172	Hunters Creek Racquet Club	3630 Hunters Circle St.	San Antonio, TX	78230
VC 173	Cody Library	11441 Vance Jackson Rd.	San Antonio, TX	78230
VC 174	Woods of Shavano Community Club	13838 Parksite Woods St.	San Antonio, TX	78249
VC 175	Shavano Park City Hall	900 Saddletree Ct.	Shavano Park, TX	78231
VC 176	Brookhollow Library	530 Heimer Rd.	San Antonio, TX	78232
VC 177	Wetmore Elementary School	3250 Thousand Oaks	San Antonio, TX	78247
VC 178	St. Mark's the Evangelist Catholic Church	16316 San Pedro	San Antonio, TX	78232
VC 179	Oak Meadow Elementary School	2800 Hunters Green	San Antonio, TX	78231
VC 180	Bulverde Creek Elementary School	3839 Canyon Parkway	San Antonio, TX	78259
VC 181	Timberwood Park Elementary School	26715 S. Glenrose	San Antonio, TX	78260
VC 182	Thousand Oaks Elementary School	16080 Henderson Pass	San Antonio, TX	78232
VC 183	Hill Country Village City Hall	116 Aspen Lane	Hill Country Village, T	78232
VC 184	Hollywood Park City Hall	2 Mecca Dr.	Hollywood Park, TX	78232
VC 185	Vineyard Ranch Elementary School	16818 Huebner Rd.	San Antonio, TX	78258
VC 186	Leon Springs Elementary School	23881 IH 10 W	San Antonio, TX	78257
VC 187	Monroe S. May Elementary School	15707 Chase Hill Blvd.	San Antonio, TX	78256
VC 188	Bob Beard Elementary School	8725 Sonoma Parkway	Helotes, TX	78023
VC 189	Steubing Ranch Elementary School	5100 Knoll Creek	San Antonio, TX	78247
VC 190	Faith Lutheran Church	14819 Jones Maltsberger Rd.	San Antonio, TX	78247
VC 191	Semmes Library	15060 Judson Rd.	San Antonio, TX	78247
VC 192	Helotes Elementary School	13878 Riggs Rd.	Helotes, TX	78023
VC 193	Rhodes Elementary School	5714 North Knoll	San Antonio, TX	78240
VC 194	Redland Oaks Elementary School	16650 Red Land Rd.	San Antonio, TX	78247
VC 195	Longs Creek Elementary School	15806 O'Connor Rd.	San Antonio, TX	78247
VC 196	Oak Hills Terrace Elementary School	5710 Cary Grant Dr.	San Antonio, TX	78240
VC 197	Hartman Center II - Building One	1202 W. Bitters Bldg 1	San Antonio, TX	78216
VC 198	Hardy Oak Elementary School	22900 Hardy Oak Blvd	San Antonio, TX	78258
VC 199	Tuscany Heights Elementary School	25001 Wilderness Oak	San Antonio, TX	78258
VC 200	Cibolo Green Elementary School	24315 Bulverde Green	San Antonio, TX	78261

VC 201	First Chinese Baptist Church	5481 Prue Rd.	San Antonio, TX	78240
VC 202	Thornton Elementary School	6450 Pembroke	San Antonio, TX	78240
VC 203	UTSA H.E.B Student Union Rm. 1.002	1 UTSA Circle	San Antonio, TX	78249
VC 204	Blossom Athletic Center	12002 Jones Maltsberger Rd.	San Antonio, TX	78216
VC 205	Ellison Elementary School	7132 Oak Dr.	San Antonio, TX	78256
VC 206	McDermott Elementary School	5111 USAA Blvd.	San Antonio, TX	78240
VC 207	Church of Reconciliation-Episcopal	8900 Starcrest	San Antonio, TX	78217
VC 208	Churchill High School	12049 Blanco Rd.	San Antonio, TX	78216
VC 209	Carl Wanke Elementary School	10419 Old Prue Rd.	San Antonio, TX	78249
VC 210	Stone Oak Elementary School	21045 Crescent Oaks	San Antonio, TX	78258
VC 211	Tejeda Middle School	2909 E. Evans Rd	San Antonio, TX	78259
VC 212	Murray E. Boone Elementary School	6614 Spring Time Dr	San Antonio, TX	78249
VC 213	Aue Elementary School	24750 Baywater Stage	San Antonio, TX	78255
VC 214	Parman Library	20735 Wilderness Oak	San Antonio, TX	78258
VC 215	Huebner Elementary School	16311 Huebner Rd.	San Antonio, TX	78249
VC 216	Tex Hill Middle School	21314 Bulverde Rd.	San Antonio, TX	78259
VC 217	Dr. Hector P. Garcia Middle School	14900 Kyle Seale Parkway	San Antonio, TX	78255
VC 218	John Igo Library	13330 Kyle Seale Parkway	San Antonio, TX	78249
VC 219	Indian Springs Elementary School	25751 Wilderness Oak	San Antonio, TX	78261
VC 220	Lions Field	2809 Broadway St.	San Antonio, TX	78209
VC 221	San Antonio Central Library	600 Soledad	San Antonio, TX	78205
VC 222	Davis Scott YMCA	1213 Iowa St.	San Antonio, TX	78203
VC 223	Bowden Elementary School	515 Willow St.	San Antonio, TX	78202
VC 224	Young Men's Leadership Academy at Wheatley	415 Gabriel	San Antonio, TX	78202
VC 225	Claude Black Center	2805 E. Commerce	San Antonio, TX	78202
VC 226	Beacon Hill Elementary School	1411 W. Ashby Pl.	San Antonio, TX	78201
VC 227	Japhet Elementary School	314 Astor	San Antonio, TX	78210
VC 228	SAC Victory Center	1819 N. Main Ave.	San Antonio, TX	78212
VC 229	Foster Academy	6718 Pecan Valley	San Antonio, TX	78223
VC 230	Clear Spring Elementary School	4311 Clear Spring	San Antonio, TX	78217
VC 231	Rogers Middle School	314 Galway Dr.	San Antonio, TX	78223
VC 232	Kate Schenck Elementary School	101 Kate Schenck	San Antonio, TX	78233
VC 233	McCreless Library	1023 Ada	San Antonio, TX	78223
VC 234	James Bode Recreation Center	900 Rigsby	San Antonio, TX	78210

VC 235	Smith Elementary School	823 S. Gevers	San Antonio, TX	78203
VC 236	Highland Hills Elementary School	734 Glamis Ave.	San Antonio, TX	78223
VC 237	Pecan Valley Elementary School	3966 E. Southcross	San Antonio, TX	78222
VC 238	Hirsch Elementary School	4826 Seabreeze Dr.	San Antonio, TX	78220
VC 239	Mount Calvary Lutheran Church	308 Mount Calvary Dr.	San Antonio, TX	78209
VC 240	M. L. King Academy	3501 Martin Luther King	San Antonio, TX	78220
VC 241	Cameron Elementary School	3635 Belgium Lane	San Antonio, TX	78219
VC 242	Wilshire Elementary School	6523 Cascade Pl.	San Antonio, TX	78218
VC 243	E. Terrell Hills Elementary School	4415 Bloomdale	San Antonio, TX	78218
VC 244	Tobin Library @ Oakwell	4134 Harry Wurzbach	San Antonio, TX	78209
VC 245	Krueger Middle School	438 Lanark Dr.	San Antonio, TX	78218
VC 246	Riverside Park Elementary School	202 School St.	San Antonio, TX	78210
VC 247	Ed White Middle School	7800 Midcrown Dr.	San Antonio, TX	78218
VC 248	Windcrest Takas Park	9310 Jim Seal Dr.	Windcrest, TX	78239
VC 249	Royal Ridge Elementary School	5933 Royal Ridge Dr.	San Antonio, TX	78239
VC 250	Judson ISD ERC	8205 Palisades Dr	Live Oak, TX	78233
VC 251	Rosewood Rehabilitation & Care Center	7700 Mesquite Pass	Converse, TX	78109
VC 252	Montgomery Elementary School	7047 Montgomery Dr.	San Antonio, TX	78239
VC 253	Kirby City Hall	112 Bauman St.	Kirby, TX	78219
VC 254	Woodlake Elementary School	5501 Lake Bend East	San Antonio, TX	78244
VC 255	Converse City Hall Conference Room #1	405 South Seguin	Converse, TX	78109
VC 256	China Grove City Hall	2412 FM 1516 S.	China Grove, TX	78263
VC 257	St. Hedwig City Hall	13065 FM - 1346	St. Hedwig, TX	78152
VC 258	East Central High School	7173 FM 1628	San Antonio, TX	78263
VC 259	Harmony Elementary School	10625 Green Lake Dr.	San Antonio, TX	78223
VC 260	Elmendorf City Hall	8304 FM 327	Elmendorf, TX	78112
VC 261	Park Village Elementary School	5855 Midcrown	San Antonio, TX	78218
VC 262	Schaefer Library	6322 US Hwy. 87 E.	San Antonio, TX	78222
VC 263	Coronado Village Elementary School	213 Amistad Blvd	Universal City, TX	78148
VC 264	Sam Houston High School	4635 E. Houston	San Antonio, TX	78220
VC 265	Spring Meadows Elementary School	7135 Elm Trail Dr.	San Antonio, TX	78244
VC 266	Salinas Elementary School	10650 Old Cimarron Trl.	Universal City, TX	78148
VC 267	Miller's Point Elementary School	7027 Misty Ridge	Converse, TX	78109
VC 268	El Dorado Elementary School	12634 El Sendero	San Antonio, TX	78233

VC 269	Thousand Oaks El Sendero Library	4618 Thousand Oaks	San Antonio, TX	78233
VC 270	Woodstone Elementary School	5602 Fountainwood	San Antonio, TX	78233
VC 271	Lamar Elementary School	201 Parland	San Antonio, TX	78209
VC 272	Copernicus Comm Center	5003 Lord Rd	San Antonio, TX	78220
VC 273	Ball Academy	343 Koehler Court	San Antonio, TX	78223
VC 274	Ray D Corbett Jr High School(SCUC)	12000 Ray Corbett Dr	Schertz, TX	78154
VC 275	Judson Middle School	9695 Schaefer Rd.	Converse, TX	78109
VC 276	Metzger Middle School	7475 Binz-Engleman Rd.	San Antonio, TX	78244
VC 277	Cotton Elementary School	1616 Blanco Rd.	San Antonio, TX	78212
VC 278	Candlewood Elementary School	3635 Candleglen	San Antonio, TX	78244
VC 279	Paschall Elementary School	6351 Lake View Dr.	San Antonio, TX	78244
VC 280	Olympia Elementary School	8439 Athenian	Universal City, TX	78148
VC 281	Northern Hills Elementary School	13901 Higgins Rd.	San Antonio, TX	78217
VC 282	Stahl Elementary School	5222 Stahl Rd.	San Antonio, TX	78247
VC 283	Universal City Library	100 Northview Dr.	Universal City, TX	78148
VC 284	Elolf Elementary School	6335 Beech Trail Dr.	Converse, TX	78109
	*Subject to Change	DRAFT	•	

COMAL COUNTY, TEXAS 2021 CONSTITUTIONAL AMENDMENT ELECTION (ELECCIÓN DE ENMIENDAS CONSTITUCIONAL DE 2021 EN EL CONDADO DE COMAL, TEXAS)

ELECTION PRECINCT AND ELECTION DAY POLLING LOCATIONS

(PRECINTOS DE LA ELECCIÓN Y LUGARES DE VOTACIÓN EL DÍA DE LA ELECCIÓN)

Election Day: November 2, 2021

(Día de la Elección: 2 de noviembre de 2021)

Election Day Polling Locations Open from 7:00 a.m. to 7:00 p.m.

(El Día de la Elección los lugares de votación estarán abiertos desde las 7 a.m. hasta las 7 p.m.)

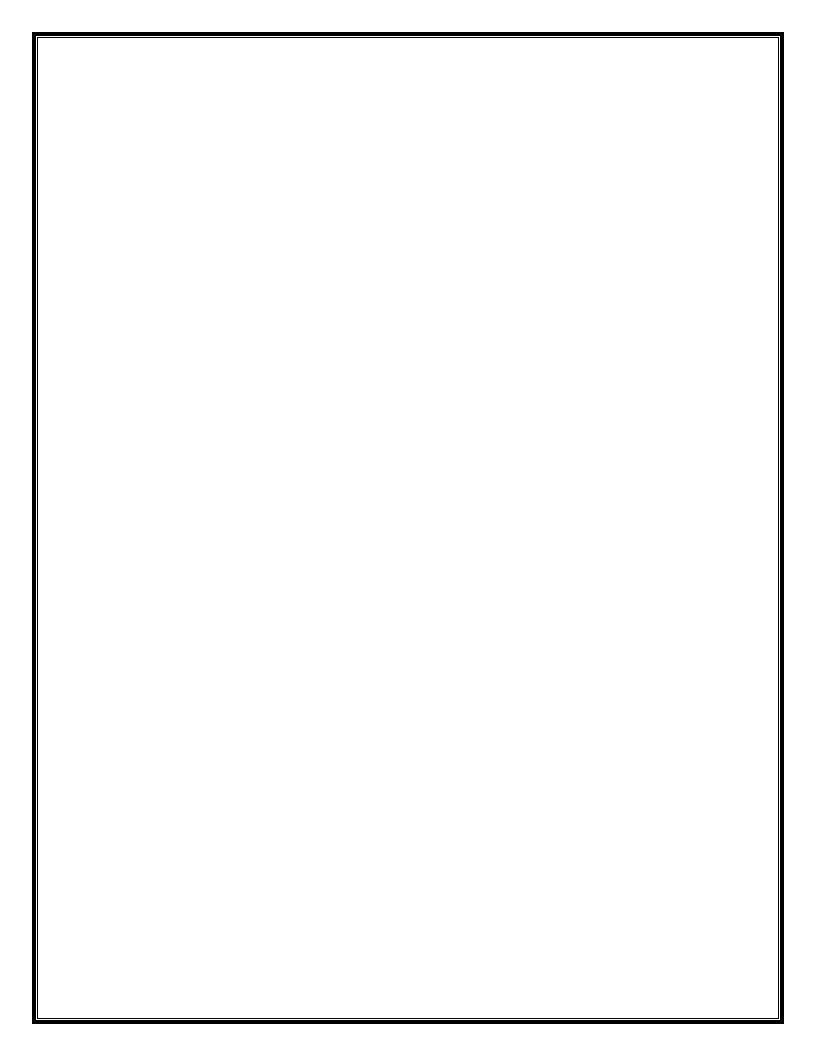
РСТ	POLLING PLACE	ADDRESS	CITY
(ΡСΤΟ)	(LUGAR DE VOTACIÓN)	(DIRECCIÓN)	(CIUDAD)
101 and 401	Comal County Senior Citizens Center	655 Landa	New Braunfels
103, 203, and	Christ Our King Anglican Church	115 Kings Way	New Braunfels
207			
105, 106, and	Vintage Oaks Amenity Center	1250 Via Principale	New Braunfels
107			
201, 202, and	Westside Community Center	2932 S. IH 35	New Braunfels
301			
102 and 204	Mammen Family Public Library	131 Bulverde Crossing	Bulverde
205	Jay F. Feibelman Garden Ridge Community Center	9500 Municipal Parkway	Garden Ridge
206 and 208	Bulverde/Spring Branch Fire & EMS @Johnson Ranch	30475 Johnson Way	Bulverde
302 and 303	Comal County Courthouse	100 Main Plaza, Room 101	New Braunfels
304, 305, and	Comal County Offices, Goodwin Annex	1297 Church Hill Dr.	New Braunfels
306			
104 and 402	Tye Preston Library	16311 South Access Rd.	Canyon Lake
403 North Shore United Methodist Church		23880 N. Cranes Mill Rd.	Canyon Lake
404, 406, and	Christ Presbyterian Church	1620 Common Street	New Braunfels
407			
405	Rebecca Creek Baptist Church	11755 Highway 281 N	Spring Branch

DRAFT Exhibit B

November 2, 2021 GENERAL ELECTION Election Day Polling Locations Polls Open from 7:00 a.m. to 7:00 p.m.

Guadalupe County will be using Vote Centers for the November 2, 2021 Elections. Any Guadalupe County registered voter can vote at any Guadalupe County Election Day Location, regardless of the precinct in which they reside.

VC #1	McQueeney Lions Club, 3211 FM 78, McQueeney		
VC #2	Vogel Elementary School, 16121 FM 725, Seguin		
VC #3	Seguin ISD Admin Bldg., 1221 E. Kingsbury, Seguin (previously Remarkable Healthcare)		
VC #4	Forest Hills Baptist Church, 8251 FM 1117, Seguin		
VC #5	Justice of the Peace Court, Pct 1, 214 Medical Dr. (Office moved temporarily)		
VC #6	Kingsbury United Methodist Church, 7035 FM 2438, Kingsbury		
VC #7	Staples Baptist Church, 10020 FM 621, Staples		
VC #8	Maranatha Fellowship Hall, 2356 S. Hwy. 80, Luling		
VC #9	TLU Alumni Student Center, Conference Rooms A/B, 1109 University St., Seguin		
	(previously Jackson Park Student Activity Center @ TLU)		
VC #10	Grace Church, 3240 FM 725, New Braunfels		
VC #11	McQueeney VFW Post 9213, 275 Gallagher, McQueeney		
VC #12	Columbus Club of Seguin, 1015 S. Austin Street, Seguin		
VC #13	Our Lady of Guadalupe Church Annex, 730 N. Guadalupe St. Seguin		
VC #14	Westside Baptist Church, 1208 N. Vaughan St., Seguin		
VC #15	American Legion Hall, 618 E. Kingsbury, Seguin		
VC #16	Geronimo Community Center, 280 Navarro Dr, Geronimo		
VC #17	St. Joseph's Mission, 5093 Redwood Rd., San Marcos		
VC #18	The Silver Center, 510 E. Court St., Seguin		
VC #19	Central Texas Technology Center, 2189 FM 758, Bldg B, Room 157, New Braunfels		
VC #20	The Cross Church, 814 N. Bauer, Seguin		
VC #21	Santa Clara City Hall, 1653 N. Santa Clara Rd., Santa Clara		
VC #22	Marion Dolford Learning Center, 200 W. Schlather Lane, Cibolo		
VC #23	Schertz Elections Office, 1101 Elbel Rd., Schertz		
VC #24	Schertz United Methodist Church, 3460 Roy Richard Dr., Schertz		
VC #25	Selma City Hall, 9375 Corporate Dr., Selma		
VC #26	Crosspoint Fellowship Church, 2600 Roy Richard Drive, Schertz		
VC #27	Immaculate Conception Catholic Church, 212 N. Barnett St., Marion		
VC #28	Schertz Community Center, 1400 Schertz Parkway, Schertz		
VC #29	Guadalupe County Services Center, 1052 FM 78, Schertz		
VC #30	Schertz Community Center North, 3501 Morning Dr., Cibolo		
VC #31	St. John's Lutheran Church, 606 S. Center St., Marion		
VC #32	New Berlin City Hall, 9180 FM 775, New Berlin		
VC #33	NBISD Transportation Bldg, 2621 Klein Way, New Braunfels (previously Klein Road		
	Elementary School)		
VC #34	Cibolo Fire Station #2, 3864 Cibolo Valley Drive, Cibolo -		
VC #35	Living Waters Worship Center, 3325 N. State Hwy 46, Seguin		



DRAFT JOINT CONSTITUTIONAL AMENDMENT, GENERAL, SPECIAL AND BOND ELECTIONS NOVEMBER 2, 2021

THE HOURS OF EARLY VOTING WILL BE:

Mon., Oct. 18 thru Fri., Oct. 228:00 a	a.m. to 6:00 p.m.
Sat., Oct. 23, 2021	a.m. to 6:00 p.m.
Sun., Oct. 24, 2021	-
Mon., Oct. 25 thru Wed., Oct. 27	
Thurs., Oct. 28thru Fri., Oct. 29	•

SUN	MON	TUES	WED	THURS	FRI	SAT
17	18 *****	19 *****	20 *****	21 *****	22 *****	23 ****** ****
24 ******	25 ******	26 ******	27 ******	28	29 ******	30
31	1	2 ELECTION DAY				

October 18, 2021 – October 29, 2021

Legend: ******* Indicates dates open for early voting

Main Early Voting Location:

In addition to the main early polling place, early voting will be conducted at the following locations:

*****BEXAR COUNTY JUSTICE CENTER	
BROOKHOLLOW LIBRARY	
CASTLE HILLS CITY HALL (COMMUNITY ROOM)	
CLAUDE BLACK CENTER	
CODY LIBRARY	11441 Vance Jackson
COLLINS GARDEN LIBRARY	200 North Park
CONVERSE CITY HALL	405 S. Sequin Rd
COPERNICUS COMMUNITY CENTER	
ENCINO BRANCH LIBRARY	

GREAT NORTHWEST LIBRARY	9050 Wellwood
HENRY A. GUERRA, JR. LIBRARY	
JOHN IGO LIBRARY	13330 Kyle Seale Parkway
JOHNSTON LIBRARY	
JULIA YATES SEMMES LIBRARY @ Comanche Lookout Park	15060 Judson Road
LAS PALMAS LIBRARY	515 Castroville Road
LEON VALLEY CONFERENCE CENTER	6421 Evers Rd
LION'S FIELD	
MAURY MAVERICK, JR. LIBRARY	
MCCRELESS LIBRARY	
MISSION LIBRARY	3134 Roosevelt Ave.
NORTHSIDE ACTIVITY CENTER	7001 Culebra
OLMOS PARK CITY HALL	
PARMAN LIBRARY@Stone Oak	20735 Wilderness Oak
PRECINCT 1 SATELLITE OFFICE	3505 Pleasanton Rd.
PRECINCT 3 SATELLITE OFFICE.	320 Interpark Blvd.
SCHAEFER LIBRARY	6322 US Hwy 87 E
SHAVANO PARK CITY HALL (COUNCIL CHAMB)	
SOMERSET ISD ADMIN BLDG	
SOUTH PARK MALL	
SOUTHSIDE ISD ADMIN. BLDG.	1460 Martinez-Losoya Rd.
TOBIN LIBRARY @OAKWELL	4134 Harry Wurzbach
UNIVERSAL CITY LIBRARY	100 Northview Dr
WINDCREST TAKAS PARK CIVIC CENTER.	
WONDERLAND MALL OF THE AMERICAS @ CROSSROADS .	

***** Early Voting Will not be conducted on Saturday or Sunday or after 6:00 pm on weekdays.

subject to change

For more information contact the office of the Bexar County Elections Administrator, Jacquelyn F. Callanen, at (210) 335-VOTE (8683)

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EXHIBIT A EARLY VOTING LOCATIONS

COMAL COUNTY, TEXAS

2021 JOINT CONSTITUTIONAL AMENDMENT, GENERAL/SPECIAL ELECTIONS

November 2, 2021

Location, Dates,	and Hours of Main Early Voting Polling Location
**MAIN LOCATION:	Comal County Elections Office 396 N. Seguin Ave. New Braunfels, TX 78130
DATES and HOURS:	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 7 a.m. to 7 p.m.
**Emergency and Limited ballots available at the	is location only.
Location, Dates, and Ho	ours of Temporary Branch Early Voting Polling Locations
Mammen Family Public Library 131 Bulverde Crossing Bulverde Texas 78163	October 18-22, 2021 -8 a.m. to 5 p.m October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 7 a.m. to 7 p.m.
Comal County Offices - Goodwin Annex 1297 Church Hill Drive New Braunfels, Texas 78130	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 7 a.m. to 7 p.m.
St. Francis by the Lake Episcopal Church 121 Spring Mountain Dr. Canyon Lake, Texas 78133	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 7 a.m. to 7 p.m.
Comal County Offices - Bulverde Annex 30470 Cougar Bend Bulverde, Texas 78163	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 7 a.m. to 7 p.m.
Garden Ridge City Hall 9400 Municipal Parkway Garden Ridge, Texas 78266	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 7 a.m. to 7 p.m.

Applications for Ballot by Mail shall be mailed to: Bobbie Koepp, Early Voting Clerk, 396 N. Seguin Ave., New Braunfels, Texas 78130.

Applications for Ballots by Mail must be received no later than the close of business on October 22, 2021.

GUADALUPE COUNTY DRAFT Exhibit A NOVEMBER 2, 2021 (2 DE NOVIEMBRE, 2021)

GENERAL AND SPECIAL ELECTIONS (ELECCION GENERALALES Y ESPECIALES)

Early Voting Dates and Hours (Fechas y Horarios de Votación Anticipada)

Monday, October 18th through Friday, October 22nd, 2021......8:00 a.m. to 5:00 p.m.

Lunes, 18 de Octubre hasta el Viernes, 22 de Octubre de 2021 5:00 de la tarde	8:00 de la mañana a las
Saturday, October 23 rd , 2021	7:00 a.m. to 7:00 p.m.
Sabado, 23 de Octubre de 2021	7:00 de la mañana a las
7:00 de la tarde	
Sunday, October 24 th , 2021	1:00 p.m. to 6:00 p.m.
Domingo, 24 de Octubre de 2021	1:00 de la tarde a las 6:00 de
la tarde	
Monday, October 25 th through Friday, October 29 th , 2021	7:00 a.m. to 7:00 p.m.

Lunes, 25 de Octubre de 2021 hasta el Viernes, 29 de Octubre de 2021......7:00 de la mañana a las 7:00 de la tarde

Main Early Voting Polling Location (Lugar Principal de Votación Anticipada)

SEGUIN ELECTIONS OFFICE

215 S. Milam St., Seguin, TX 78155

Emergency and Limited ballots available only at the main location. (Boletas limitadas y de emergencia solamente están disponibles en este lugar.)

Locations of Branch Early Voting Polling Locations (Lugar de las Sucursales de Votación para la Votación Anticipada)

CIBOLO FIRE STATION #2 CENTRAL TEXAS TECHNOLOGY CENTER GRACE CHURCH NEW BERLIN CITY HALL SCHERTZ ELECTIONS OFFICE ANNEX 3864 Cibolo Valley Dr., Cibolo, TX 78108 2189 FM 758,New Braunfels, TX 78130 3240 FM 725,New Braunfels, TX 78130 9180 FM 775, New Berlin, TX 1101 Elbel Road, Schertz, TX 78154

Applications for Ballot by Mail shall be mailed to: (*Las solicitudes para boletas que se votaran adelantada por correo deberan enviarse a:*) Lisa Hayes , Elections Administrator, P. O. Box 1346, Seguin, TX 78156-1346. **Applications for Ballots by Mail must be received no later than the close of business on October 22, 2021.** (*Las solicitudes para boletas que se votaran adelantada por correo deberan recibirse para el fin de las horas de negocio el 22 de Octubre 2021.*

EARLY VOTING LOCATIONS

COMAL COUNTY, TEXAS

2021 JOINT CONSTITUTIONAL AMENDMENT, GENERAL/SPECIAL ELECTIONS

November 2, 2021

Location, Dates.	, and Hours of Main Early Voting Polling Location
**MAIN LOCATION:	Comal County Elections Office 396 N. Seguin Ave. New Braunfels, TX 78130
DATES and HOURS:	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 - 7 a.m. to 7 p.m. October 24, 2021 - 1 p.m. to 6 p.m. October 25-29, 2021 -7 a.m. to 7 p.m.
**Emergen	cy and Limited ballots available at this location only.
Location, Dates, and Ho	ours of Temporary Branch Early Voting Polling Locations
Mammen Family Public Library 131 Bulverde Crossing Bulverde Texas 78163	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 -7 a.m. to 7 p.m
Comal County Offices - Goodwin Annex 1297 Church Hill Drive New Braunfels, Texas 78130	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 - 7 a.m. to 7 p.m.
St. Francis by the Lake Episcopal Church 121 Spring Mountain Dr. Canyon Lake, Texas 78133	October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 – 7 a.m. to 7 p.m. October 24, 2021 – 1 p.m. to 6 p.m. October 25-29, 2021 -7 a.m. to 7 p.m.
Comal County Offices - Bulverde Annex	October 18-22, 2021 -8 a.m. to 5 p.m.

Bulverde Annex 30470 Cougar Bend Bulverde, Texas 78163 October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 - 7 a.m. to 7 p.m. October 24, 2021 - 1 p.m. to 6 p.m. October 25-29, 2021 -7 a.m. to 7 p.m.

Garden Ridge City Hall 9400 Municipal Parkway Garden Ridge, Texas 78266

October 18-22, 2021 -8 a.m. to 5 p.m. October 23, 2021 - 7 a.m. to 7 p.m. October 24, 2021 - 1 p.m. to 6 p.m. October 25-29, 2021 -7 a.m. to 7 p.m. Applications for Ballot by Mail shall be mailed to: Bobbie Koepp, Early Voting Clerk, 396 N. Seguin Ave., New Braunfels, Texas 78130.

Applications for Ballots by Mail must be received no later than the close of business on October 22, 2021.

CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	Finance
Subject:	Resolution No. 21-R-82 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a preliminary maximum tax rate for fiscal year 2021-22 and setting the Public Hearing dates, and other matters in connection therewith. (M. Browne/B. James/J. Walters)

BACKGROUND

On July 26, 2021 the City received the certified property tax rolls from the Guadalupe, Comal, and Bexar appraisal districts. The Guadalupe Tax Assessor-Collector used this information, and information provided by the City of Schertz, to calculate the No-new-revenue and Voter-approval tax rates for the 2021 Tax Year.

The No-new-revenue rate is a calculated rate that would provide the city with about the same amount of revenues it received the year before on properties taxed in both years. The Voter-approval Rate is a calculated maximum rate allowed by law without voter approval. If Council adopts a rate higher than the Voter Approval Rate, the tax rate will automatically be on the November 2021 ballot.

The 2021 No-new-revenue Rate is \$0.5146 per \$100 of valuation and the 2021 Voter-approval Rate is \$0.5242 per \$100 of valuation. Staff is recommending a preliminary maximum property tax rate of \$0.5121 per \$100 which is the same as the current tax rate.

In accordance with Chapter 26.05(d) of the State's Property Tax Code, a governing body must hold a public hearing on the tax rate if the proposed tax rate exceeds the lower of the No-new-revenue or Voter-approval Tax Rate. In this case, the hearing is not required as the proposed rate does not exceed the No-new-revenue rate. Staff still recommends holding public hearings on August 24th and September 7th and encourages citizen participation and input in the adoption process.

A one-quarter page "Notice of Public Hearing on Tax Increase" must be published in the local newspaper and online in compliance with the Tax Code 26.06. The notice will contain information based upon a preliminary tax rate to be determined by the City Council and the dates of the public hearings.

During the final tax rate adoption process Council can approve a lower rate at that time, however they will not be able to approve a higher rate without republishing the notices and holding additional public hearings.

GOAL

To set a preliminary maximum tax rate for the 2021 Tax Year.

COMMUNITY BENEFIT

Setting a tax rate provides funding for essential services.

SUMMARY OF RECOMMENDED ACTION

Staff recommends council set the preliminary maximum tax rate at \$0.5121 and schedule public hearings.

FISCAL IMPACT

The proposed maximum rate maintains quality service to residents and businesses and provides growth in service offerings based on the classification and compensation study, staffing study and City priorities. The current property tax rate is \$0.5121 per \$100 valuation. The proposed maximum tax rate is \$0.5121 per \$100 valuation. The M&O portion of the property tax rate will increase to \$0.3517 from \$0.3470 per \$100 valuation. The I&S portion will decrease to \$0.1604 from \$0.1651 per \$100 valuation. The annual impact on the average home value of \$262,500 will be a \$6.56 decrease in the tax bill or \$0.55 decrease in monthly escrow payments.

RECOMMENDATION

Staff recommends Council approve resolution 21-R-82, setting a preliminary tax rate and scheduling public hearings.

Resolution 21-R-82

Attachments

RESOLUTION NO. 21-R-82

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A PRELIMINARY MAXIMUM TAX RATE FOR FISCAL YEAR 2021-22, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City staff of the City of Schertz (the "City") has recommended that the City Council approve a preliminary maximum tax rate for Fiscal Year 2021-22; and

WHEREAS, the City Council has determined that it is in the best interest of the City to establish a preliminary maximum tax rate.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes a preliminary maximum tax rate of \$.5121 per \$100 valuation which is composed of the Maintenance & Operation Tax Rate of \$0.3517 and the Interest & Sinking Tax Rate of \$0.1604.

Section 2. The public hearings on the budget and tax rate will be held on August 24th and September 7th, 2021.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 5. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 7. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 8. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 10th day of August, 2021.

CITY OF SCHERTZ, TEXAS

Mayor, Ralph Gutierrez

ATTEST:

City Secretary, Brenda Dennis

(CITY SEAL)

CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	Planning & Community Development
Subject:	Ordinance No. 21-S-31 - Conduct a public hearing, consideration and/or action to make a recommendation on a request for a Specific Use Permit to allow a convenience store with gas pumps on approximately 8.5 acres of land, more specifically described as the northwest corner of the intersection between IH-35 and Schwab Road, City of Schertz, Comal County, Texas. (B. James/L. Wood/M. Harrison) <i>First Reading</i>

BACKGROUND

A Specific Use Permit for a convenience store with gas pumps was previously recommended for approval by the Planning and Zoning Commission on September 11, 2019 and was approved with conditions by City Council on October 22, 2019. This SUP expired on October 22, 2020 per the original condition that a building permit be approved within one year of the adoption of the ordinance.

A preliminary plat for the approximately 16.037 acre parent tract was approved by the Planning and Zoning Commission on June 10, 2020, and the applicant is currently in the last stages of the final plat certification process and building permit review process. Since the approved specific use permit expired on October 22, 2020, the applicant is requesting approval of a new SUP application in order to proceed forward with the desired convenience store with gas pumps. The proposed Specific Use Permit application and site plan are consistent with what was previously approved by the City Council in October of 2019.

The public hearing notice was published in the "San Antonio Express" on July 21, 2021. Five (5) public hearing notices were mailed to the surrounding property owners within two hundred (200) feet of the subject property on July 2, 2021 in preparation for the Planning and Zoning Commission meeting that took place on July 14, 2021. The Planning and Zoning Commission met on July 14, 2021 and made a recommendation of approval. At the time of this staff report, Staff has received zero (0) responses in favor or opposed.

GOAL

To allow a convenience store with gas pumps on approximately 8.5 acres of land.

COMMUNITY BENEFIT

It is the City's desire to promote safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

The subject property is currently surrounded by the remainder of the sixteen (16) total acre undeveloped parcel of land and the Rights-Of-Way for three (3) separate public roads: Interstate Highway 35 (IH-35), Schwab Road, and Baugh Lane. The parcel of land to the west of the subject property is zoned General Business District (GB) and is undeveloped, the parcel of land to the east of the subject property and Schwab Road is zoned General Business District (GB) and is undeveloped, and the parcel of land to the north of the subject property and Baugh Lane is zoned Manufacturing Light District (M-1) and is developed with a national food service distributor (Sysco). Given that the proposed convenience store would be surrounded by three roadways, and the adjacent properties are zoned General Business District (GB) and Manufacturing Light District (M-1), the proposed Specific Use Permit would not have an additional adverse impact on the currently adjacent development. The Comprehensive Land Use Plan, through the North Schertz Sector Plan, identifies this area as Highway Commercial. The Highway Commercial land use is intended for regional scale retail and commercial uses that can take advantage of the highway frontage, with a land use mix of mostly large format retail with restaurants and entertainments uses or mid-rise office buildings. The Highway Commercial future land use areas are specifically located along major intersections on IH-35 in order to maximize access to the region and provide accessible services to planned neighborhoods in the area. A convenience store with gas pumps fits the retail land use desired in Highway Commercial designated areas, and is also a business that can take advantage of its proximity to IH-35; a highway-oriented business is dependent upon both a large flow of traffic and convenient access, and is typically a business that caters to the traveling public. The proposed convenience store with gas pumps is compatible with the Highway Commercial land use designation, and therefore the proposed SUP is generally in conformance with the Comprehensive Land Use Plan, through the North Schertz Sector Plan.

The applicant is proposing to construct an approximately 7,300 square foot convenience store with seventeen (17) gas pumps on the approximately 8.5 acre tract of land.

Architectural Standards: Schertz Unified Development Code (UDC) Sec. 21.9.5 requires all non-residential buildings to comply with the architectural feature requirements; the proposed convenience store complies with the minimum required horizontal and vertical articulations.

Parking: The proposed parking areas meet all current regulations within UDC Article 10; the site will provide sixty-three (63) parking spaces sized 10' x 20' and twelve (12) truck parking spaces sized 14' x 55'.

Screening requirements: The site has satisfied the minimum screening requirements for the location. The trash receptacle will be constructed of a masonry material with metal gates that meet the minimum requirements.

Landscaping: The proposed site plan will meet all requirements outlined in UDC Sec. 21.9.7. The applicant is proposing to install 89 total shade trees, including 25 Live Oak, 31 Texas Ash, 7 Fragrant Ash, and 26 Texas Redbud, all of which are proposed to be 3" caliper DBH.

Access and circulation: Access to the site is proposed to be through five (5) new driveways: two (2) right-in/right-out driveways on the IH-35 frontage road, one (1) full movement driveway on Baugh Lane, one (1) full movement driveway on Schwab Road, and one right-in/right-out driveway on Schwab Road. A 25' fire lane is being proposed on all sides of the convenience store to allow for emergency vehicle access. The associated Site Plan and Traffic Impact Analysis Study have been reviewed and approved by both the City of Schertz Engineering Department and the Texas Department of Transportation (TxDOT).

Conditions of the Request Specific Use Permit:

The proposed convenience store with gas pumps land use will be subject to provisions of the Unified

Development Code, UDC Section 21.5.11.E. Additionally, the Specific Use Permit will be conditioned upon the following occurring:

- 1. A building permit is approved within one year of the adoption of the SUP ordinance; and
- 2. The use begins operation within two years of the issuance of the necessary building permit(s).

FISCAL IMPACT

None

RECOMMENDATION

A Specific Use Permit allows for discretionary City Council approval of uses with unique or widely varying operating characteristics or unusual site development features, subject to the terms and conditions set forth in this UDC. Approval of a specific use permit authorizes a property owner to submit subsequent development applications consistent with the approved Specific Use Permit.

The proposed Specific Use Permit application and site plan are consistent with what was previously approved by the City Council in October of 2019.

The Planning and Zoning Commission conducted a public hearing on July 14, 2021 and offered a recommendation of approval by unanimous vote.

Staff is also recommending approval of the Specific Use Permit to allow a convenience store with gas pumps at the subject proeprty with the above mentioned outlined conditions.

Attachments

Ordinance 21-S-31 Ordinance 21-S-31 Exhibit A Aerial Map Public Hearing Notice Map

ORDINANCE NO. 21-S-31

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS TO APPROVE A SPECIFIC USE PERMIT TO ALLOW FOR OPERATION OF A CONVENIENCE STORE WITH GAS PUMPS ON APPROXIMATELY 8.35 ACRES OF LAND, MORE SPECIFICALLY DESCRIBED AS THE NORTHWEST CORNER OF THE INTERSECTION BETWEEN INTERSTATE HIGHWAY 35 AND SCHWAB ROAD, CITY OF SCHERTZ, COMAL COUNTY, TEXAS.

WHEREAS, an application for Specific Use Permit to allow a convenience store with gas pumps, more particularly described in Exhibit A attached hereto and incorporated herein by reference, as the northwest comer of the intersection between Interstate Highway 35 and Schwab Road, (hereinafter, the "Property") has been filed with the City; and

WHEREAS, the City's Unified Development Code Section 21.5.11.E. provides for certain conditions to be considered by the Planning and Zoning Commission in making recommendations to City Council and by City Council in considering final action on a requested specific use permit (the "Conditions"); and

WHEREAS, on July 14, 2021, the Planning and Zoning Commission conducted a public hearing and, after considering the Conditions, hereby makes a recommendation of approval of a Specific Use Permit for a convenience store with gas pumps; and

WHEREAS, on August 10, 2021, the City Council conducted a public hearing and after considering the Criteria and recommendation by the Planning and Zoning Commission, determined that the requested Specific Use Permit be approved as provided for herein.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS: THAT:

Section 1. A Specific Use Permit for the northwest corner of the intersection between Interstate Highway 35 and Schwab Road, more particularly described in the attached Exhibit A, is hereby approved to allow a convenience store with gas pumps conditioned upon the following occurring:

- a) A building permit is approved within one year of the adoption of this ordinance; and
- b) The use begins operation within two years of the issuance of the necessary building permit(s).

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 3. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such

conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 7. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 8. This Ordinance shall be cumulative of all other ordinances of the City of Schertz, and this Ordinance shall not operate to repeal or affect any other ordinances of the City of Schertz except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, are hereby repealed.

Approved on first reading the 10th day of August, 2021.

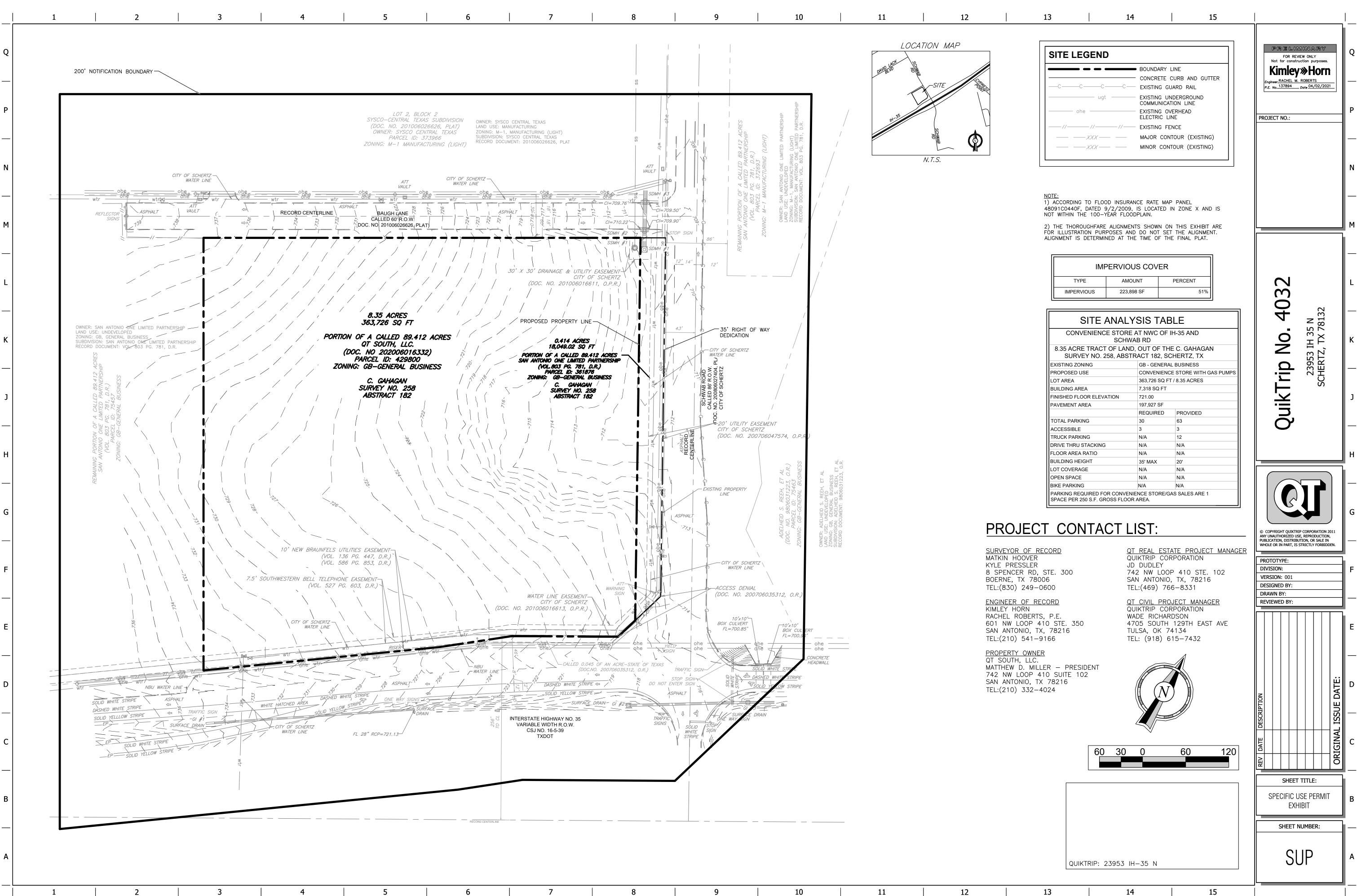
PASSED, APPROVED AND ADOPTED on final reading the 24th day of August, 2021.

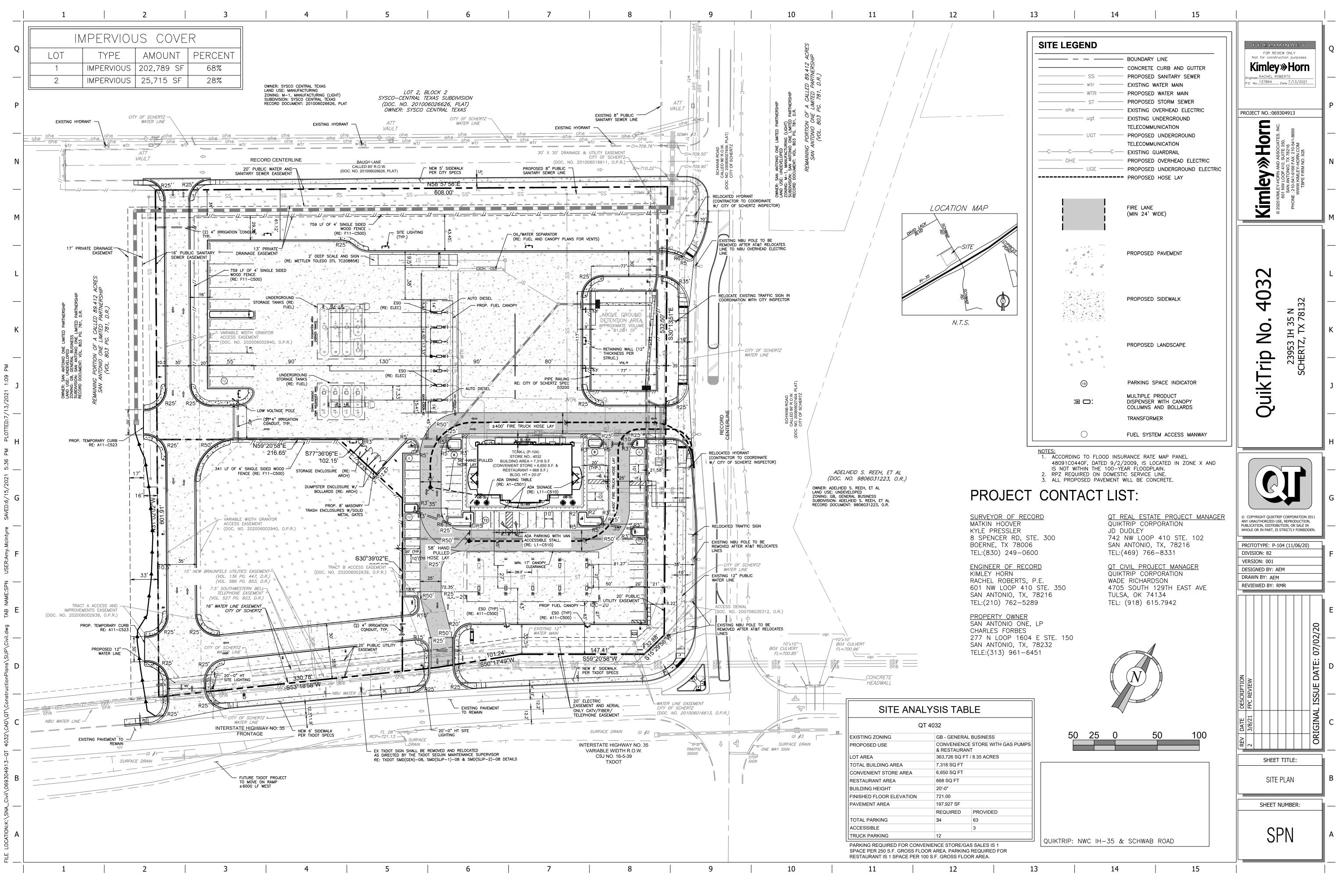
ATTEST:

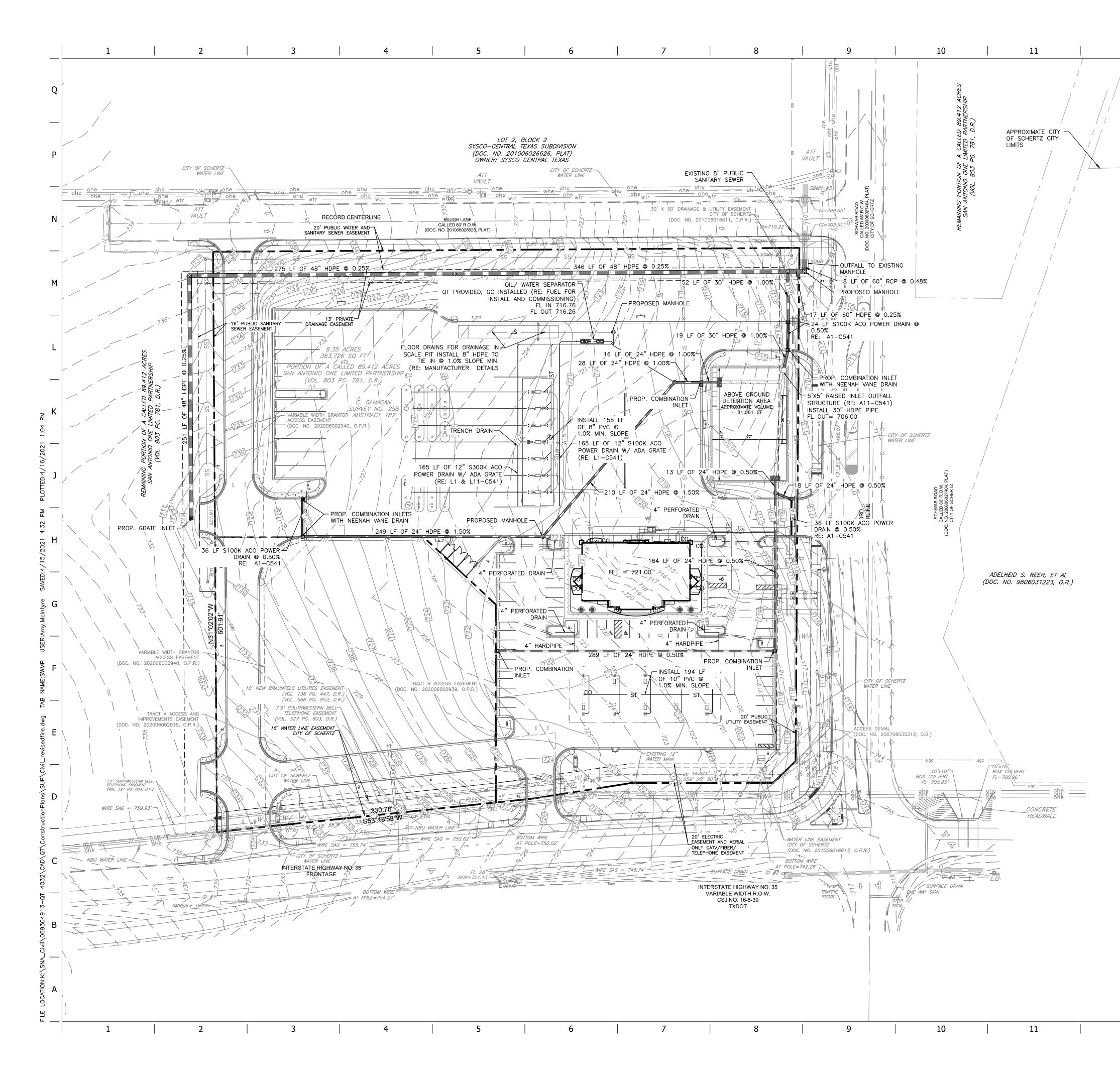
Ralph Gutierrez, Mayor

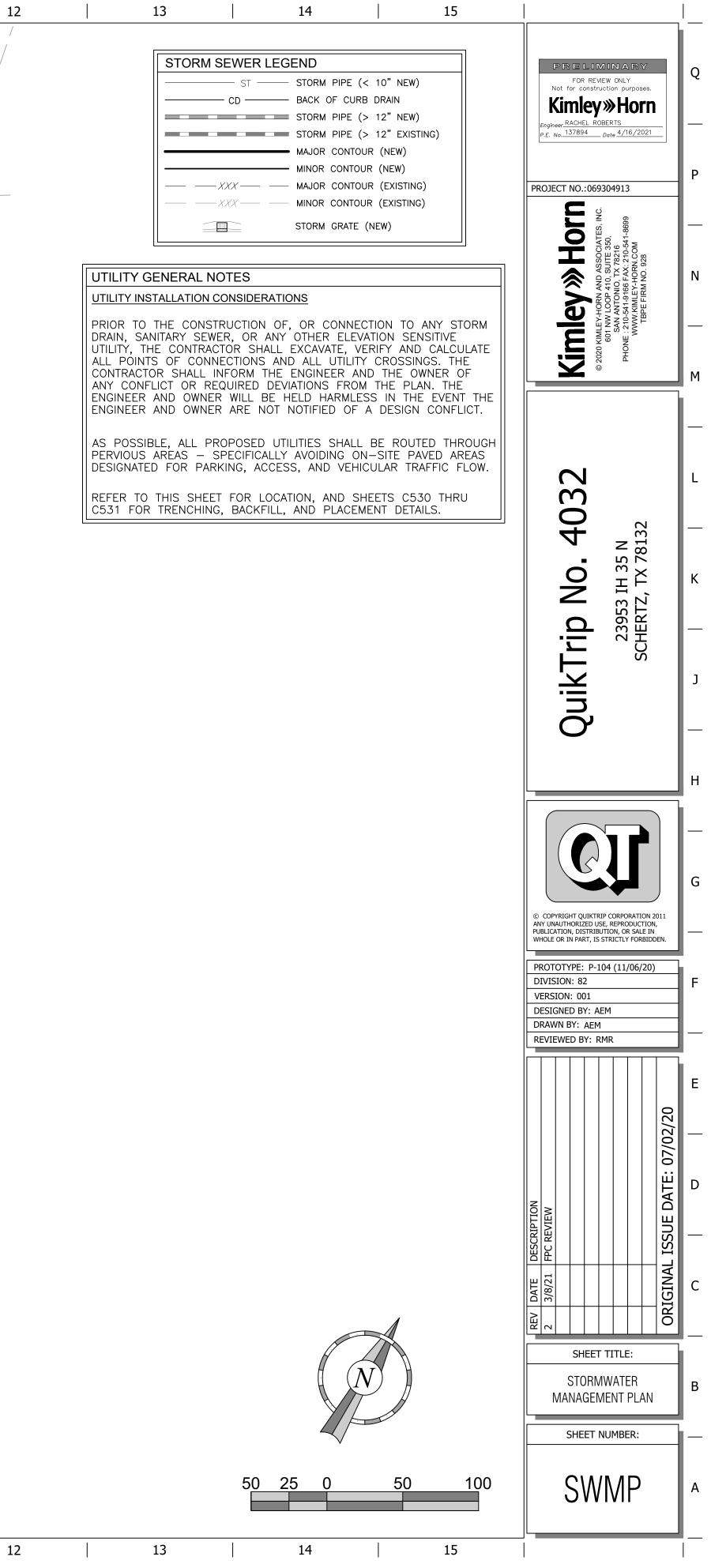
Brenda Dennis, City Secretary (SEAL OF THE CITY)

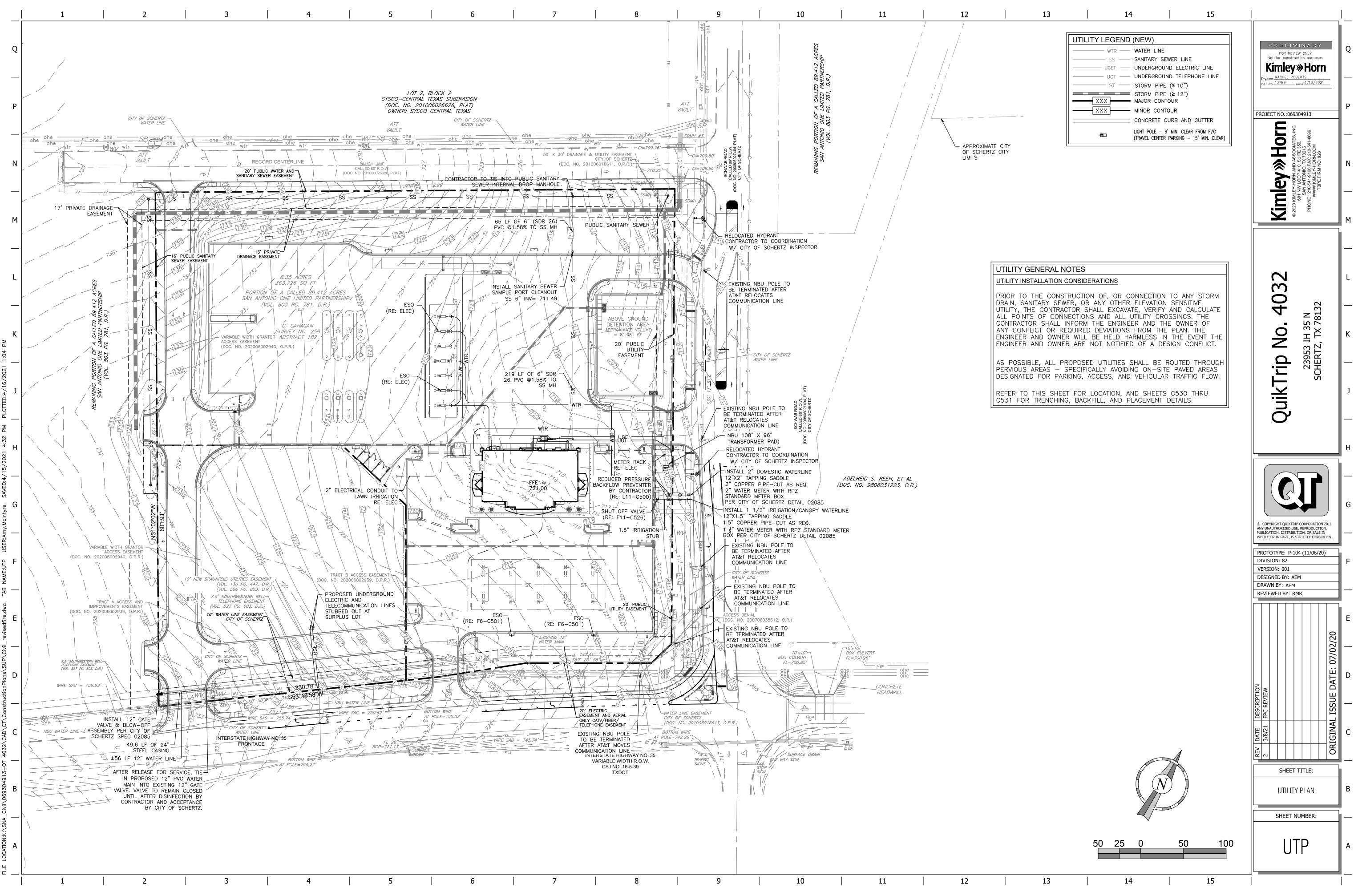
Exhibit A

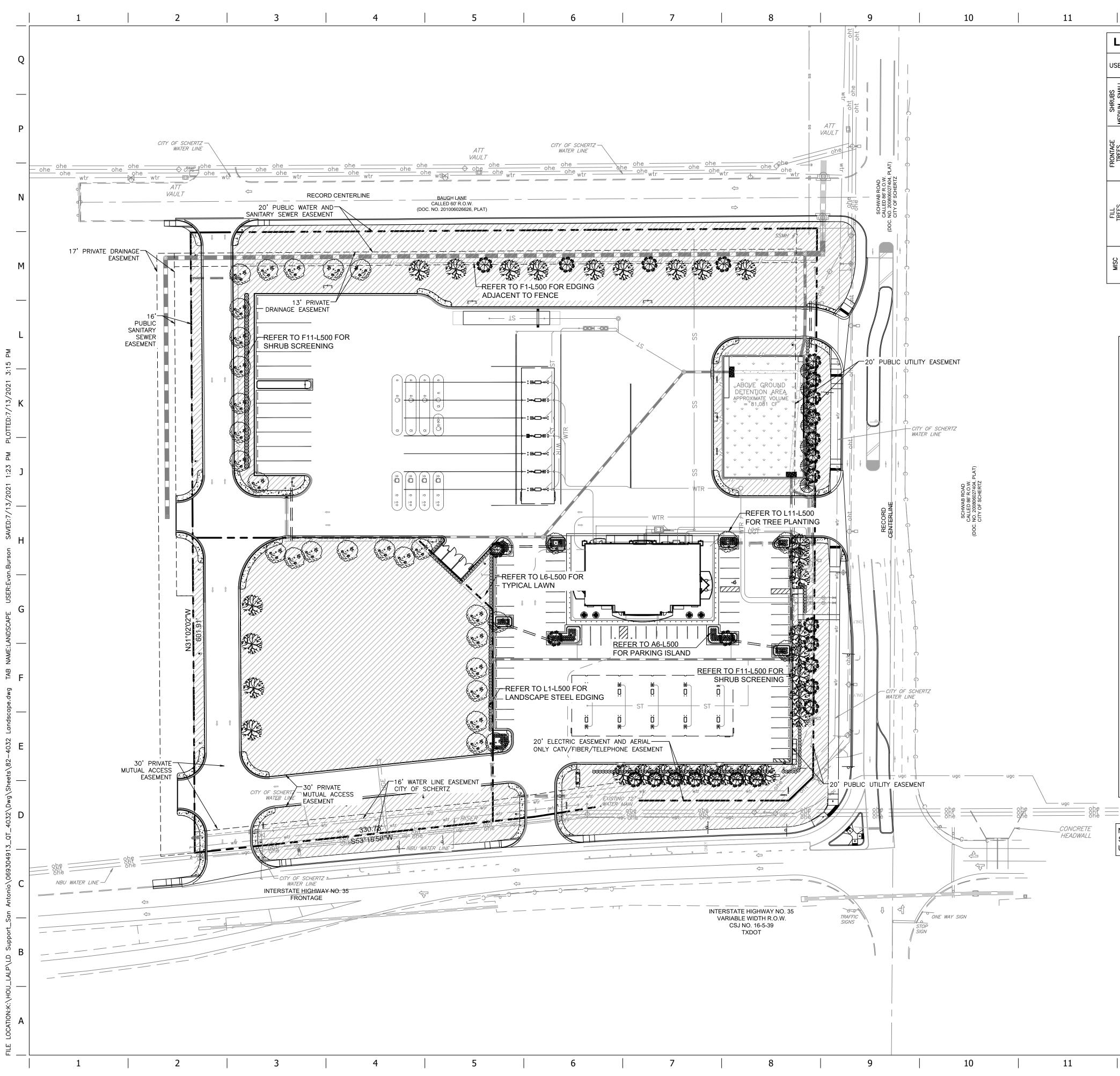












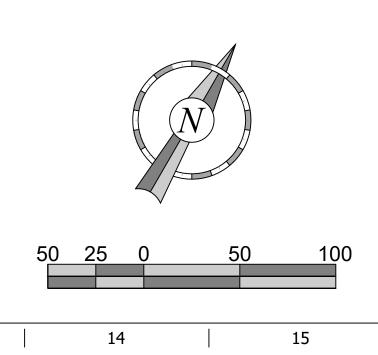
	1	.2	13		14	15	
Landscape Schedule							
JSE	SYMBOL	COMMON NAME Botanical Name		MINIMUM SIZE/ HEIGHT/SPREAD	QUANTITIES	COMMENTS	
SMALL	Ø	DWARF YAUPON <i>llex vomitoria nana</i>		5 GAL 1 GAL MIN)	288 EA.	SEE LANDSCAPE PLAN AND ASSOCIATED DETAILS FOR	
MEDIUM SMALL	٩	DON'S DWARF WAX M Myrica cerifera "Don		5 GAL 1 GAL MIN)	320 EA.	LANDSCAPE BED LOCATIONS AND SHRUB SPACING	
TREES		LIVE OAK <i>Quercus virginiana</i>		3" CALIPER 12'HT	25 EA.	SEE LANDSCAPE PLAN AND	
		TEXAS ASH <i>Fraxinus texansis</i>		3" CALIPER 12'HT	31 EA.	ASSOCIATED DETAILS FOR TREE PLACEMENT, AND PLANTING SPECIFICATIONS	
TREES		TEXAS REDBUD <i>Cercis canadensis</i>		3" CALIPER 6'HT	26 EA.	CONTRACTOR TO VERIFY TREE TYPE, LOCATION, SIZE, HEIGHT, AND SPREAD	
TRE		FRAGRANT ASH Fraxinus cuspidato		3" CALIPER 5'HT	7 EA.	WITH QT REPRESENTATIVE PRIOR TO INSTALLATION	
MISC		TIFWAY 419 BERMUD	A SOD		151,114 SF		
	* * * * * * * * * * * * * * * *	BERMUDA SEED			8,175 S.F.		

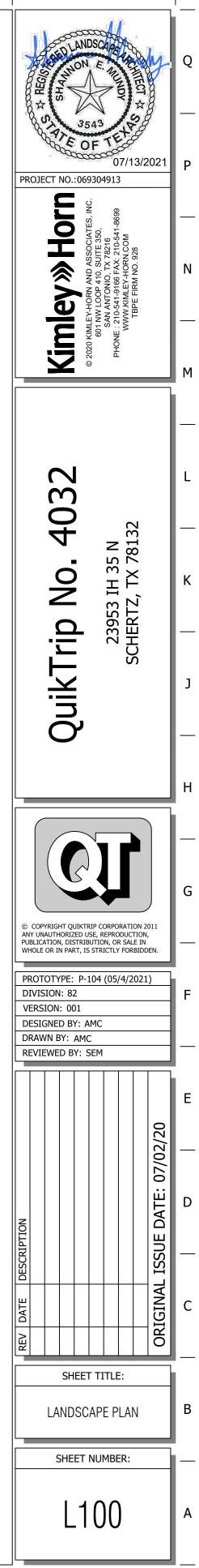
LANDSCAPE REQUIREMENTS		
	REQUIRED ORDINANCE	PROVIDED
	TOTAL SITE AREA	
INTERIOR PARKWAY	MINIMUM 20% OF TOTAL LAND AREA SHALL BE LANDSCAPED (345,700 SF TOTAL AREA x .20 = 69,140 SF LANDSCAPE AREA)	159,289 SF, 46%
	MINIMUM 40% OF REQUIRED LANDSCAPE IS LOCATED IN FRONT YARD (69,140 SF TOTAL LANDSCAPE x .40 = 27,656 SF LANDSCAPE IN FRONT YARD)	79,370 SF, 115%
	THERE SHALL BE A RATIO OF 9 TREES PER ACRE (8 ACRES \times 9 = 72 TREES)	96 TREES
BUFFER REQUIREMENTS	A NONRESIDENTIAL USE ADJACENT TO A RESIDENTIAL USE SHALL PROVIDE A 20' LANDSCAPE BUFFER WITH A MINIMUM OF 1 SHADE TREE PER 30 LF OF LANDSCAPE BUFFER AND 10 SHRUBS PER 50 LF OF LANDSCAPE BUFFER	N/A
	INTERIOR LANDSCAPING	
PARKING REQUIREMENTS	MINIMUM OF 10% OF GROSS PARKING AREA SHALL BE LANDSCAPED (184,562 SF TOTAL PARKING $\times .10 = 18,456$ SF LANDSCAPE AREA)	56,916 SF, 30.8%
	MINIMUM OF 1 SHADE TREE PLANTED FOR EACH 400 SF OF REQUIRED INTERIOR LANDSCAPE (18,456 REQUIRED LANDSCAPE / 400 SF = 46 TREES)	46 TREES
	PLANTER ISLANDS SHALL CONTAIN A COMBINATION OF TREES, SHRUBS, LAWN, AND GROUNDCOVER	PROVIDED
	PERIMETER LANDSCAPING	
	ALL PARKING LOTS AND VEHICULAR USE AREAS SHALL BE SCREENED FROM ABUTTING PROPERTIES AND PUBLIC RIGHT-OF-WAYS WITH A WALL, FENCE, HEDGE, OR BERM. ANY LIVING BARRIER SHALL BE ESTABLISHED IN A MINIMUM 5' WIDE PLANTING STRIP. PLANTS SHALL BE AT LEAST 30" HIGH AT THE TIME OF PLANTING AND GROW TO A MINIMUM HEIGHT OF 3' IN ONE YEAR.	NORTH: FENCE EAST: WAX MYRTLE SHRUB SOUTH: WAX MYRTLE SHRUB WEST: FENCE
	1 SHADE TREE FOR EVERY 50 LF OF PERIMETER LANDSCAPE (2,355 LF TOTAL PERIMETER AREA /50 LF = 47 TREES)	47 TREES
	1 TREE PER 20 LF OF STREET FRONTAGE ALONG PRINCIPLE ARTERIAL STREETS (US INTERSTATE 35: 300 LF / 20 = 15 TREES SCHWAB ROAD: 546 LF / 20 = 27 TREES	15 TREES 27 TREES
. TREE MENTS	MUST BE SELECTED FROM APPROVED TREE LIST	PROVIDED PER LIST
GENERAL TREE REQUIREMENTS	MINIMUM CALIPER SIZE OF 2.5" AT TIME OF PLANTING	PROVIDED
<u> </u>		·

NOTE: ALL REQUIRED LANDSCAPE AREAS SHALL BE MAINTAINED WITH AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM.

12

13









QT 4032 23953 IH 35 N



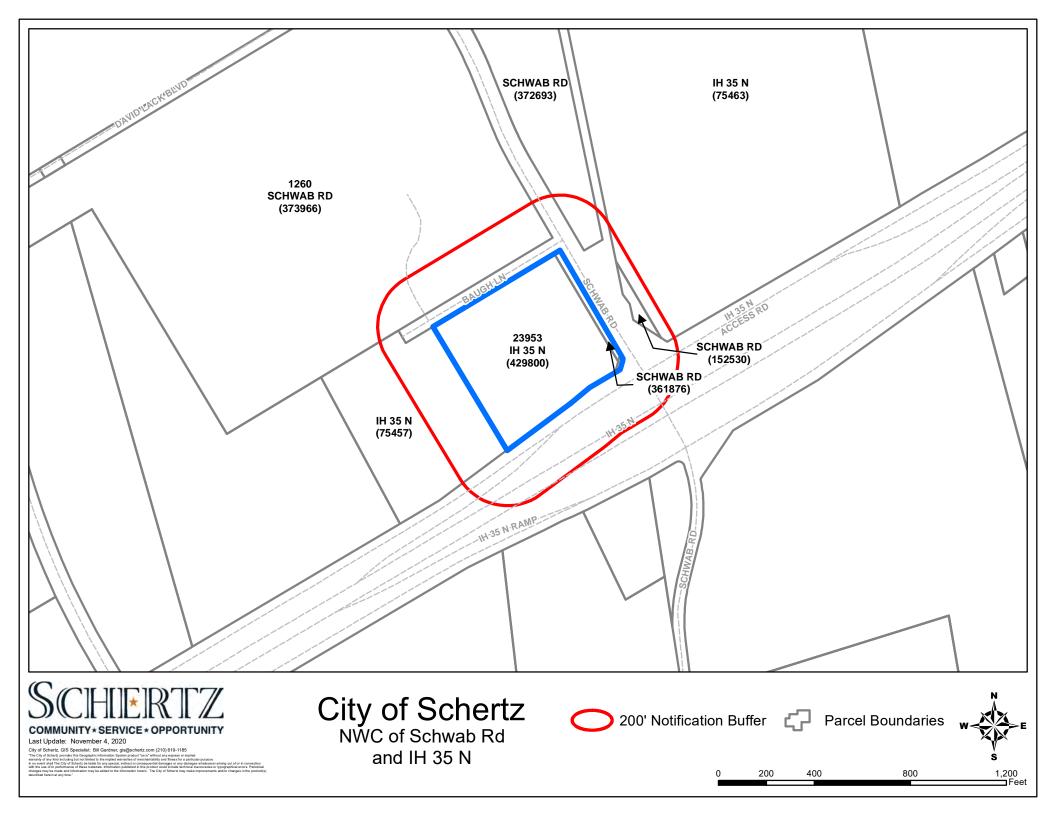
<all other values> (1, 1 1/2") 60' Expansion (2, 6)' Extension 60' Proposed 🔨 🗸 86' Proposed 🔨 Abandoned 🔨 2", 2 1/2" 🥎 10" 🥎 24" Major Roads \sim 60' Extension \sim 120' Expansion \sim Future TxDOT \sim 3" \sim 12" \sim 30" \sim Neighboring Main \sim Neighboring Gravity \sim 86' Expansion \sim 120 ' Extension \sim Highway \sim 4" \sim 16" \sim 36" \sim Private Main \sim Private Pressure

Schertz Gravity Schertz Gravity
 Hydrant
 Cov Buffer
 Schertz Pressure
 Manholes
 Schertz Municipal Boundary

County Boundaries

1 Inch = 300 Feet 600

900



CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	Finance
Subject:	Bond refinancing Opportunity - Workshop on possible bond refinancing opportunity. (M. Browne/B. James/J. Walters/M. McLiney/A. Friedman)

BACKGROUND

Presentation by SAMCO Capital Markets, the City's Financial Advisor, on a potential refinancing opportunity for the general obligation bond series 2012 and certificates of obligation bond series 2013.

Staff and SAMCO are looking for a general acceptance of the proposed matter to proceed with the refunding. If council is in agreement, we will return to Council with bids on October 12, 2021.

Attachments

Refunding Summary

SAMCO Capital

City of Schertz, Texas

Bond Refunding Presentation

August 10, 2021



Preliminary Refunding Results

Summary of Bonds to be Refunded							
Series Name	Par Refunded	Refunded Coupon Range	Maturities Refunded	Call Date			
General Obligation Bonds, Series 2012	\$ 4,345,000	2.25% - 3.10%	2023 - 2032	2/1/2022			
Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2013	\$ 2,120,000	3.00% - 4.00%	2023 - 2033	2/1/2022			

	Final Annual Savings							
	Prior Debt Refunding							
Date	Service	Debt Service	Savings					
09/30/2022	137,700	136,281	1,419					
09/30/2023	743,376	695,950	47,426					
09/30/2024	738,883	690,200	48,683					
09/30/2025	737,745	689,075	48,670					
09/30/2026	740,498	692,425	48,073					
09/30/2027	741,550	695,175	46,375					
09/30/2028	741,075	692,400	48,675					
09/30/2029	739,925	694,100	45,825					
09/30/2030	738,100	690,275	47,825					
09/30/2031	740,285	695,850	44,435					
09/30/2032	741,373	695,750	45,623					
09/30/2033	234,600	187,775	46,825					
Total	\$ 7,775,109	\$ 7,255,256	\$ 519,853					

Summary of Refunding Results					
	Preliminary				
Par Amount of Refunded Bonds	\$	6,465,000			
Refunding Par Amount	\$	6,125,000			
Average Coupon of Refunded Bonds		3.31%			
True Interest Cost of Refunding Bonds		3.6579%			
Gross Savings*	\$	519,853			
Present Value Savings as a					
Percentage of Bonds Refunded		7.44%			

* Gross Savings is shown net of all costs of issuance



Timetable

August 10th	City Council to review refunding opportunity and provide informal 'greenlight' for City Staff and Consultants to proceed with the issuance of Refunding Bonds
Week of September 20 th	Rating Conference Call with Standard and Poor's Rating Service
October 5 th	Bond offering document released to public ahead of competitive sale
October 12 th	 Bids due at 11AM City Council to review bids and award sale to lowest qualified bidder (6PM)
November 9 th	Bonds Closing; proceeds delivered into escrow account for future defeasance
February 1 st	Series 2012 and Series 2013 debt to be retired with escrowed proceeds



CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	Finance
Subject:	Proposed FY 2021-22 Budget - Workshop and Discussion on the Proposed FY 2021-22 Budget. (M. Browne/B. James/J. Walters)

BACKGROUND

Workshop on the Proposed FY 2021-22 Budget and highlights from the General Fund, W&S Fund, EMS Fund, Drainage Fund, SEDC, and Restricted Revenue Funds.

General Fund revenue will increase 5.2% over FY 2020-21 year end estimates not including the transfer in from reserves. The largest contributor to this increase will be from property and sales taxes. The property taxes for FY 2021-22 are estimated to increase 6.3% and sales taxes are estimated to increase 3.3%.

The sales tax growth trend follows the area development growth and the potential for new businesses.

Miscellaneous Income is expected to decrease 24.2% in FY 2021-22 from the year end estimates due to an anticipated lower yield on investments. The investment income closely follows the Federal Funds Rate which is near zero which will decrease the investment income in the proposed budget year.

The overall FY 2021-22 General Fund Operating Budget increased 3.2% from FY 2020-21 year end estimates. This increase includes \$157,000 for new positions and personnel programs for Police and Facilities Maintenance. The new personnel assignments will be based on an independent firm's staffing recommendations after review of the practices and service levels of the City.

Another notable item for the FY 2021-22 Budget is the implementation of the Classification & Compensation Study's second year recommendation. This study by a 3rd party reviews market wages and makes recommendations for compensation adjustments for City staff. The first year recommended adjustment was effective on July 4th, 2020 while the second phase will be effective on October 1st, 2021. The study also recommended annual Employment Cost Index (ECI) adjustments. The budget includes \$52,750 for a 0.25% ECI for all employees effective October 1st

Included in the Budget for FY 2021-22 is setting a new minimum wage of \$15. Comparable positions in the surrounding cities are at or above this amount and this change costs \$87,000.

This budget also allocates \$500,000 to replace the financial software. Schertz has used the current software platform for the past 20 years and it no longer can meet the demands of staff and the public.

The Facilities Maintenance and Parks Budget will also increase by \$75,000 combined for contract cleaning for public safety buildings and the park restrooms. This would allow staff to focus on preventative maintenance and new initiatives rather than cleaning.

The annual budget is required to have a public hearing before adoption. Staff recommends holding that hearing on August 24, and September 7, and adopt the budget on second reading on September 14, 2021. This follows the regulations set by the state in the Local Government Code on budget adoption

GOAL

To review the budget and proposed changes.

COMMUNITY BENEFIT

The Proposed Budget is submitted to the City Council and is available on the website for the public to review.

SUMMARY OF RECOMMENDED ACTION

No action taken tonight. There will be a public hearing on the budget on August 24th and on September 7th prior to adoption.

FISCAL IMPACT

The budget is an operational increase of \$1,012,404 or a 2.7% increase over the FY 2020-21 Adopted Budget.

Non Personnel Budgets decreased 2.3% due to the police restroom remodel wrapping up and the comprehensive land use plan funding from FY 2020-21 which offest an increase in vehicle and large equipment replacements.

Personnel Budgets increase 5.4% with the first Class & Comp Study recommendation implementation, the merit program, anticipated medical insurance changes, a Employment Cost Index adjustment, and the addition of 3 new positions.

RECOMMENDATION

No action tonight, staff will return with a public hearing on August 24 and September 7 and adoption ordinance on September 7 and September 14.

Attachments

FY 2021-22 Proposed Budget

CITY OF SCHERTZ



FY 2021-22 PROPOSED BUDGET

City of Schertz Fiscal Year 2021-22 Budget Cover Page

This budget will raise more total property taxes than last year's budget by \$698,403 or 3% increase, and of that amount, \$761,574 is tax revenue to be raised from new property added to the tax roll this year.

The members of the governing body voted on the proposal to consider the budget as follows:

FOR: N/A

AGAINST: N/A

PRESENT and not voting: N/A

ABSENT: N/A

Property Tax Rate Comparison

	2020-21	2019-20
Property Tax Rate:	\$0.5121/100	\$0.5121/100
No-new-revenue/Effective Rate:	\$0.5146/100	\$0.5079/100
No-new-revenue/Effective Maintenance & Operations Tax	\$0.3515/100	\$0.3475/100
Rate:		
Voter-approval Rate:	\$0.5242/\$100	\$0.5247/\$100
Rollback Tax Rate:	N/A	N/A
Debt Rate:	\$0.1604/100	\$0.1650/100

Total debt obligation for the City of Schertz secured by property taxes: \$ 66,084,539

CITY OF SCHERTZ, TEXAS PROPOSED ANNUAL BUDGET

FISCAL YEAR 2021-22 OCTOBER 1, 2021 – SEPTEMBER 30, 2022

CITY COUNCIL

RALPH GUTIERREZ Mayor

MARK DAVIS Council Member, Place 1

ROSEMARY SCOTT Council Member, Place 2

JILL WHITTAKER Council Member, Place 3

MICHAEL DAHLE Council Member, Place 4

DAVID SCAGLIOLA Council Member, Place 5

ALLISON HEYWARD Council Member, Place 6

TIM BROWN Council Member, Place 7

PREPARED BY

MARK BROWNE, CITY MANAGER BRIAN C. JAMES, ASSISTANT CITY MANAGER CHARLSE KELM, ASSISTANT CITY MANAGER SARAH GONZALEZ, ASSISTANT TO THE CITY MANAGER

JAMES P. WALTERS, FINANCE DIRECTOR BABETT MARTIN, ASSISTANT FINANCE DIRECTOR MAYA LEDOUX, FINANCIAL ANALYST

City of Schertz

Our Vision

Community. Service. Opportunity.

Our Mission

Leading, improving, and serving a livable, sustainable and financially sound community

City Policy Values

- 1. Safe Community
- 2. Essential Services
- 3. High Quality of Life
- 4. Attractive Community
- 5. Economic Prosperity
- 6. Fiscally Sustainable

City Operational Values

- 1. Systems Management
- 2. Engaged Workforce
- 3. Innovative
- 4. Proactive
- 5. Service Oriented

City Core Value

- 1. Do the right thing
- 2. Do the best you can
- 3. Treat others the way you want to be treated
- 4. Work cooperatively as a tea

CITY OF SCHERTZ ORGANIZATIONAL CHART FY 2021-22 Citizens Mayor & City Council Г Т Т Prosecuting **Municipal Court** City Attorney* City Secretary* City Manager* Attorney* Judge* н Т Т **Executive Director** Assistant to the Assistant City Assistant City City Manager Manager Manager Development Planning & Schertz Economic Public Affairs Police Development Development Corporation Fire Rescue Engineering Parks, Recreation, EMS and Community Service Public Works Technology Fleet & Facility Library Services Geographic Human Resources Information Systems Finance

CITY OF SCHERTZ 2021-22 BUDGET

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Executive Summary

General Fund

Revenue: General Fund revenue will increase 5.2% over FY 2020-21 year end estimates not including the transfer in from reserves. The largest contributor to this increase will be from property and sales taxes. The property taxes for FY 2021-22 are estimated to increase 6.3% and sales taxes are estimated to increase 3.3%.

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Miscellaneous Income is expected to increase 24.2% in FY 2021-22 from the year end estimates due to an anticipated higher yield on investments. The investment income closely follows the Federal Funds Rate which is near zero and may increase the budget year.

Expenses: The overall FY 2021-22 General Fund Operating Budget increased 3.2% from FY 2020-21 year end estimates. This increase includes \$157,000 for new positions and personnel programs for Police and Facility Services. The new personnel assignments will be based on an independent firm's staffing recommendations after review of the practices and service levels of the City and input from staff and council.

Another notable item for the FY 2021-22 Budget is the implementation of the Classification & Compensation Study's second year recommendation. This study by a 3rd party reviews market wages and makes recommendations for compensation adjustments for City staff. The first year recommended adjustment was effective on July 4th, 2020 while the second phase will be effective on October 1st, 2021. The study also recommended annual Employment Cost Index (ECI) adjustments. The budget includes \$52,750 for a 0.25% ECI for all employees effective October 1st.

Included in the Budget for FY 2021-22 is setting a new minimum wage of \$15. Comparable positions in the surrounding cities are at or above this amount and this change costs \$87,000.

This budget also allocates \$500,000 to replace the financial software. Schertz has used the current software platform for the past 20 years and it no longer can meet the demands of staff and the public.

The Animal Adoption Center air conditioning system needs to be replaced. Staff has estimated that the City will be responsible for \$350,000 of the total estimated \$700,000 project cost.

The Facilities Maintenance and Parks Budget will also increase by \$75,000 combined for contract cleaning for public safety buildings and the park restrooms. This would allow staff to focus on preventative maintenance and new initiatives rather than cleaning.

City Council

The Proposed FY 2021-22 Budget increases 15.59% from the FY 2021-22 year end estimates. The costs of the November 2021 election have been received from the counties and show an increase in cost under City Support Services. There is an increase in staff support for awards, and additional council members attending trainings.

City Manager

The FY 2021-22 Budget increases 8.02% from the year end estimates due to increases in personnel for the class and compensation study recommendations, additional training as conferences begin to transition back to in person, and vehicle replacement.

Municipal Court

The FY 2021-22 Budget increased 10.82% from year end estimates due to personnel increases with the class and compensation study recommendations. Judge and Prosecutor services also contribute to the increase with the expectation the court will be fully operational after COVID-19 in FY 2021-22 as well as additional furniture purchases.

311 Customer Service

The FY 2021-22 Budget increases 2.0% from the year end estimates due to personnel increases with the classification and compensation study recommendation.

Planning & Zoning

The FY 2021-22 Budget decreases by 53.9% from the FY 2020-21 year end estimate with the eliminations of \$400,000 for the Comprehensive Land Use Plan, Parks Master Plan, and Unified Development Code update. This decrease is offset by increases in personnel for the Class and Compensation study recommendations.

Legal Services

The FY 2021-22 Budget increases 7.7% from the FY 2020-21 year end estimate with the anticipated rate increase for legal services in FY 2021-22.

City Secretary

The FY 2021-22 Budget increases 7.0% from the FY 2020-21 year end estimate due to personnel increases for the Class and Compensation study recommendations, as well as additional UDC updates, additional training, and Computer equipment.

Non-Departmental

The FY 2021-22 Budget increases 14.2% from the FY 2020-21 year end estimate. Increased commercial insurance costs are offset by less tax abatement payments.

Public Affairs

The FY 2021-22 Budget increases 2.6% from the FY 2020-21 year end estimate with the opening event for the new splash pad, added funds for printing and binding, and additional training. Personnel also increases with the classification and compensation study recommendation.

Engineering

The FY 2021-22 Engineering Budget increases 3.6% from the year end estimate due to relatively minor adjustments to each budget category related to the Department's new location (away from previously shared space and supplies), increased fuel costs (higher price per gallon and miles travelled due to more active construction projects), and the fully-

staffed department's capacity to manage additional tasks needing professional services assistance. Increased personnel expenses include pay adjustments related to implementation of the classification and compensation study.

Police

The FY 2021-22 Budget decreases 2.4% from the FY 2020-21 year end estimates with the transfer of the code enforcement functions to the new Neighborhood Services division of Planning & Community Development. This decrease is partially offset by personnel increases include recommendations from the Class and Compensations study as well as increasing the minimum wage to \$15 for applicable positions. The FY 2021-22 Budget will also include additional vehicle fuel and training in anticipation of more officer positions being filled.

Fire Rescue

The FY 2021-22 Budget will decrease 0.3% from the FY 2020-21 year end estimate.

Inspections

The FY 2021-22 Budget increases 3.5% from the FY 2020-21 year end estimate with the implementation of the classification and compensation recommendation and an additional Building Inspector position. This increase is offset by a decrease in capital outlay with the elimination of a vehicle that was purchased during FY 2020-21.

Neighborhood Services

The FY 2021-22 Budget will be set at \$373,935. This division was included in the Police Department and will now be a separate division reporting to Planning & Community Development.

Streets

The FY 2021-22 Budget will increase 27.0% from the FY 2020-21 year end estimate for the Class and Compensation study recommendation and raising applicable positions minimum wage to \$15/hour. In addition to personnel expenses, FY 2021-22 budget includes funds for street light replacements and a new street sweeper.

Parks

The FY 2021-22 Budget will decrease 6.2% from the FY 2020-21 year end estimate with the classification and compensation study recommendation which is partially offset with less maintenance with the completion of the Senior Center Parking lot renovation.

Pools

The FY 2021-22 Budget will decrease 2.8% from the FY 2020-21 year end with no change in operations.

Event Facilities

The FY 2021-22 Budget will increase 25.1% from the FY 2020-21 year end estimate due implementations from the Class and Compensation study and raising applicable positions minimum wage to \$15/hour. In additional to personnel increases, the Maintenance services category will increase for FY 2021-22 for the cleaning contract. Cleaning services weren't used during COVID while events were cancelled or postponed.

Library

The Library FY 2021-22 Budget increases 7.1% due to implementation of the Class and Compensation study as well as raising applicable positions minimum wage to \$15/hour. In addition to personnel increases, the FY 2021-21 budget increases are related to higher water utility costs for landscaping, increased training and additional funds for library materials.

Information Technology

The Information Technology FY 2021-22 Budget increases 6.0% from the FY 2020-21 year end estimates. Primary costs changes include increases in annual software support costs, plus the addition of annual costs for new services such as ADP, the new text archiving service, services added to allow work-from-home options for staff, etc. Due to COVID-19, equipment purchases and regular desktop replacements in Operating Equipment did not happen and will be increased in FY 2020-21. In addition, all cell phone expenses are now consolidated into the IT budget and removed from various departments except for charges related to enterprise funds in order to improve transparency. Cost reductions implemented for FY 2020-21 include decreases in training, hardware purchases, consulting and maintenance expenses.

Human Resources

The FY 2021-22 Budget will increase 11.0% from the FY 2020-21 year end estimate. The increase is due to the implementation of the Class and Compensation study and FY 2020-21 had additional savings related to COVID-19 as training and staff events did not happen.

Finance

The FY 2021-22 Budget will increase 1.9% from the FY 2020-21 year end estimate due to additional compensation awarded from the classification and compensation study. The FY 2020-21 budget had savings related to COVID-19 as most trainings were held virtually.

Purchasing & Asset Management

The FY 2021-22 Budget will increase 1.3% from the FY 2020-21 year end estimate due to transferring the State inspection costs from Fleet to Purchasing, additional advertising costs, and training and travel. This increase is offset by the less operating equipment cost.

Fleet Services

The FY 2021-22 Budget will increase 20.6% from the FY 2020-21 year end estimate due to personnel implementations from the Class and Compensation study. In addition to personnel increases, the FY 21-22 budget increase is related to additional motor vehicle equipment and maintenance supplies, ManagerPlus software fees, a GPS tagging project, and vehicle replacements for the fleet motor pool.

Facility Services

The FY 2021-22 Budget decreases 0.7% from the FY 2020-21 year end estimates. Landscaping supplies previously budgeted in the Parks department have been transferred to the FY 2021-22 Facilities budget, as well as increased utility costs. The budget adds a new Plumber position and additional funding for the facilities cleaning contract that is offset by the completion of the Public Safety restroom project that was completed during FY 2020-21.

City Assistance

The FY 2021-22 Budget will increase 7.6% from the FY 2020-21 year end estimate due to an increase in the contact with the YMCA for management of the Senior Center as well as an increase in the donation expense for the senior center which is offset by donation revenue.

Court Restricted Funds

The FY 2021-22 Budget will decrease \$313 from the FY 2020-21 to match the increase in court technology fee projections.

Interest & Sinking Fund

Revenues: Revenues for FY 2021-22 increase 5.0% from the FY 2020-21 estimate with higher property values.

Expenses: The FY 2021-22 Budget will decrease 7.6% from the FY 2020-21 year end estimate following the debt service schedule.

Water & Sewer Fund

Revenue: Revenues for FY 2021-22 are expected to increase 4.2% from the FY 2020-21 year end estimate

Expenses: The FY 2020-21 Budget decreases 4.8% from the FY 2019-20 year end estimates due to fewer projects being funded which offset increases in the Business office and W&S Administration.

Utility Billing

The FY 2021-22 Budget increases 15.2% from the FY 2020-21 year end estimate. This increase comes from the classification and compensation study recommendation and raising applicable positions minimum wage to \$15/hour. In addition, the budget of \$180,000 for purchasing new water meters has been transferred from the W&S administration budget.

Administration

The FY 2021-22 Budget will increase 3.6% from the FY 2020-21 year end estimate This increase comes from the classification and compensation study recommendation, raising applicable positions minimum wage to \$15/hour and adding a SCADA Technician to upgrade and maintain the system that monitors the water and sewer infrastructure.

Capital Recovery Fund – Water

Projects for FY 2020-21 include conducting the Water/Wastewater Capital Recovery Study to identify future capital needs. Ongoing projects include the 1 million gallon elevated tank at Corbett which was funded in FY 2018-19

Capital Recovery Fund - Sewer

Projects for FY 2020-21 include conducting the Water/Wastewater Capital Recovery Study to identify future capital needs. Ongoing projects include the construction of the main trunk line in southern Schertz that will connect to the new sewer treatment facility being added to the area.

Drainage Fund

Revenue: The FY 2021-22 revenue from drainage fees is expected to increase 6.5%. An increase in drainage fees from new development is offset by lower interest and investment revenue.

Expenses: The FY 2021-22 Budget will decrease 14.9% from the FY 2020-21 year end estimate with the debt service being paid off FY 2020-21 and less purchases of large equipment.

EMS Fund

Revenue: Revenues for FY 2021-22 are expected to increase 15.9% from FY 2020-21 year end estimates for additional transports and an increase on the inter-jurisdictional contracts.

Expenses: The FY 2021-22 Budget will increase 15.9% from the FY 2020-21 year end estimate. This increase comes from the EMS department converting one ambulance from a 24 hour shift to a 12 hours shift increasing personnel costs. In addition, Schertz EMS was awarded a new contract with JBSA Randolph, which will add an additional ambulance and new personnel. These additions are offset by additional revenue brought in by the contract.

Schertz Economic Development Corporation (SEDC)

Revenues: The SEDC receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2021-22 is projected to increase by 3.2% from the FY 2020-21 year-end estimate. The increase is reflective of an increase in sales tax revenue.

Expenses: The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2021-22 are projected to increase by 28.9% to fill the allowable advertising expense budget as allowed by the state statutes.

Special Events Fund

Revenue: The revenue for FY 2021-22 is expected to decrease 24.5% from FY 2020-21 year end estimates in anticipation of a lower turnout at events.

Expenses: The Special Events Fund FY 2021-22 Budget decrease 8.3% from the FY 2020-21 year end estimates with no change in operations.

Public, Educational, and Governmental Access (PEG) Fund

Revenue: Revenues for FY 2021-22 are not expected to change from the FY 2020-21 year end estimates

Expenses: The PEG Fund FY 2021-22 Budget increased from \$3,259 to \$100,000 from the FY 2020-21 year end estimates with the continued implementation of the communication master plan.

Hotel Motel Tax Fund

Revenue: Revenue for FY 2021-22 is expected to increase 53.3% from the FY 2020-21 year end estimates. Recent events during FY 2020-21 causing decreased capacity are expected to improve during FY 2021-22 with the opening of the new Candlewood Suites hotel.

Expenses: The Hotel Motel Tax Fund FY 2021-22 Budget decrease 29.1% from FY 2020-21 year end estimates due to the Civic Center remodel and chair upgrades completed during FY 2020-21.

Park Fund

Revenue: The revenue for FY 2021-22 is expected to decrease 12.1% from the FY 2020-21 year end estimates from new development.

Expenses: The FY 2021-22 Budget is not expected to change from FY 2020-21 year end estimate.

Tree Mitigation

Revenue: The revenue for FY 2021-22 is expected to decrease by 70.4% from 2020-21 year end estimate with an expected reduction in new development.

Expenses: The FY 2021-22 Budget will increase by 16.7% from the FY 2020-21 year end estimate for additional tree trimming and planting shade trees throughout the city.

Roadway Impact Fee Area 1

The FY 2021-22 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

Roadway Impact Fee Area 2

The FY 2021-22 Budget will be set at \$29,000. \$5,000 will be for any professional services or studies that need to be completed and \$24,000 is the expected payment for the development of Ripps-Kruesler Road.

Roadway Impact Fee Area 3

The FY 2021-22 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

Roadway Impact Fee Area 4

The FY 2021-22 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

Library Fund

Revenues: Revenue for FY 2021-22 is expected to increase from the FY 2020-21 with more book sales.

Expenses: The Library Fund's FY 2021-22 Budget increase 10.4% from the FY 2020-21 year end estimates with the purchase of replacement shelving for the bookstore.

Historical Committee

Revenues: Revenue for FY 2021-22 will remain at the same funding allocation as FY 2020-21.

Expenses: The Historical Committee's FY 2020-21 Budget will remain the as the FY 2019-20 Budget.

8-06-2021

101-GENERA

SCHERTZ TALES MAGAZINE

NEIGHBORHOOD SERVICES

TOTAL PUBLIC SAFETY

TOTAL PUBLIC ENVIRONMENT

TOTAL GENERAL GOVERNMENT

ENGINEERING

PUBLIC SAFETY

FIRE RESCUE

INSPECTIONS

PUBLIC ENVIRONMENT

POLICE

STREETS

GIS

8-06-2021 01:27 PM			OF SCHER				PAGE: 1
101-GENERAL FUND			BUDGET WORKSHE JUNE 30TH, 202				
FINANCIAL SUMMARY							
1		((· 2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							·
Taxes	22,193,926	23,918,317	25,198,550	23,556,987	26,229,622	27,560,000	
Franchises	2,270,107	2,223,227	2,334,000	1,613,888	2,293,000	2,327,000	
Permits	1,539,511	1,701,296	1,767,250	1,235,906	1,735,995	1,718,150	
Licenses	65,787	49,540	56,860	35,278	48,920	49,320	
Fees	2,459,972	2,091,014	2,338,234	1,537,908	1,975,485	2,232,459	
Fines & Forfeitures	14,583	7,053	11,000	5,732	6,000	9,000	
Inter-Jurisdictional	926,570	996 , 174	1,066,925	709,409	969 , 836	990,598	
Fund Transfers	2,697,683	2,703,943	6,291,818	2,296,528	2,979,732		
Miscellaneous	1,252,501	804,912	632,100	499,440	568,389		
TOTAL REVENUES	33,420,639	34,495,476	39,696,737	31,491,075	36,806,979	39,311,042	
EXPENDITURE SUMMARY							
NON PROGRAM							
GENERAL GOVERNMENT							
CITY COUNCIL	92,341	110,886	134,988	85,830	111,817	129,252	
CITY MANAGER	1,086,888	1,168,026	1,279,134	934,901	1,222,300	1,320,379	
MUNICIPAL COURT	347,078	324,437	368,465	260,546	344,445	381,727	
CUSTOMER RELATIONS-311	117,254	110,238	113,869	89,152	114,606	117,235	
PLANNING & ZONING	227,535	182,850	704,403	185,580	705,234	324,958	
LEGAL SERVICES	135,598	107,722	150,000	63,482	130,000	140,000	
CITY SECRETARY	207,930	206,457	208,840	154,289	201,342	-	
NONDEPARTMENTAL	2,171,669	2,669,901	2,536,315	1,853,302	2,148,645	2,452,899	
PUBLIC AFFAIRS	609,184	557,109	629,026	463,800	620,783	637,143	
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7,038,166

10,198,955

6,213,853

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17,437,030

1,649,740

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4,762,959

7,735,791

4,977,119

13,450,954

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904,783

6,503,955

10,510,651

6,624,933

1,032,178

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937,261

6,657,113

10,256,240

6,606,098

1,067,871

18,304,144

1,905,984

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5,876,284

8,077,388

5,287,798

14,328,041

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659,370

187,174

6,284,169

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5,056,610

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101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY				2020 2021	1	(2021-2	0000
	2018-2019 ACTUAL	(2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PARKS & RECREATION				<u> </u>			
PARKS	1,483,637	1,312,158	1,719,216	1,198,412	1,761,499	1,653,013	
SWIM POOL	567,606	471,528	569,878	365,292	586,035	569,878	
EVENT FACILITIES	323,241	320,479	393,047	208,956	307,451	384,730	
TOTAL PARKS & RECREATION	2,374,484	2,104,164	2,682,141	1,772,660	2,654,985	2,607,621	
CULTURAL							
LIBRARY	999,857	1,034,433	1,064,255	799,405	1,061,950	1,137,049	
TOTAL CULTURAL	999,857	1,034,433	1,064,255	799,405	1,061,950	1,137,049	
HEALTH							
ANIMAL SERVICES	499,493	648,502	0	0	0	0	
TOTAL HEALTH	499,493	648,502	0	0	0	0	
INTERNAL SERVICE							
INFORMATION TECHNOLOGY	2,218,800	1,821,503	2,638,646	1,760,706	2,543,014	2,695,594	
HUMAN RESOURCES	658,495	668,639	761,719	484,636	661,764	734,381	
FINANCE	595,797	634,265	653,967	533,601	679,983	692,594	
PURCHASING & ASSET MGT	227,974	235,506	244,519	188,902	252,775	255,971	
FLEET SERVICE	801,809	913,882	1,073,597	784,975	1,072,351	1,292,799	
BUILDING MAINTENANCE	1,491,452	1,432,009	1,855,808	1,179,110	1,828,908	1,815,674	
TOTAL INTERNAL SERVICE	5,994,326	5,705,803	7,228,256	4,931,931	7,038,796	7,487,013	
MISC & PROJECTS							
PROJECTS	0	4,000,000	2,231,300	2,231,300	2,314,007	850,000	
CITY'S ASSISTANCE	303,127	287,962	330,000	220,389	318,416	342,666	
COURT-RESTRICTED FUNDS	2,607	0	22,992	6,070	19,765	19,452	
TOTAL MISC & PROJECTS	305,733	4,287,962	2,584,292	2,457,759	2,652,188	1,212,118	
TOTAL EXPENDITURES	31,680,098	35,150,421	39,683,880	29,170,923	39,580,637	39,311,042	
REVENUE OVER/(UNDER) EXPENDITURES	1,740,541	(654,945)	12,857	2,320,152	(2,773,658)	0	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

REVENUES	
KEVENUES	

REVENUES			,	0000 0001	,		
	2019 2010	2010 2020			,	(2021-2	,
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Taxes</u> 000-411100 Advalorem Tax-Current	13,471,714	14,102,255	14,554,500	14,555,503	14,480,000	15,420,000	
000-411110 Disable Veterans Assist Pymnt		0	500,000	1,064,592	1,064,592	1,100,000 -	
000-411200 Advalorem Tax-Delinquent	55,579	46,115	50,000	51,435	55,000	50,000	
000-411300 Advalorem Tax-P&I	70,356	86,945	50,000	67,389	60,000	70,000	
000-411500 Sales Tax Revenue-Gen Fund 000-411600 Bingo Tax	8,334,642 24	9,612,864 28	9,964,000 50	7,769,916 0	10,500,000 30	10,850,000	<u> </u>
000-411700 Mixed Beverage Tax	60,494	70,111	80,000	48,152	70,000	70,000	
TOTAL Taxes	22,193,926	23,918,317	25,198,550	23,556,987	26,229,622	27,560,000	
<u>Franchises</u>							
000-421200 Center Point/Entex Energy	92,448	90,533	95,000	79,690	92,000	94,000 _	
000-421220 City Public Service 000-421240 Guadalupe Valley Elec Co-op	943,529 445,505	946,815 441,211	1,020,000 455,000	738,354 313,833	960,000 455,000	980,000 460,000	
000-421250 New Braunfels Utilities	66,591	65,991	78,000	53,074	66,000	70,000	
000-421300 Time Warner-State Franchise	310,384	317,421	250,000	203,145	325,000	325,000	· · · · · · · · · · · · · · · · · · ·
000-421460 AT&T Franchise Fee	129,614	92,736	150,000	56,154	100,000	100,000	
000-421480 Other Telecom Franchise - ROW	., .	107,819	130,000	45,158	130,000	130,000 _	
000-421500 Solid Waste Franchise Fee	156,621	160,702	156,000	124,480	165,000	168,000	
TOTAL Franchises	2,270,107	2,223,227	2,334,000	1,613,888	2,293,000	2,327,000	
Permits							
000-431100 Home Occupation Permit	525	560	500	595	595	525	
000-431205 Bldg Permit-Residential	528,025	588,824	550,000	403,980	600,000	601,400 _	
000-431210 Bldg Permit-Commercial	154,369 362,898	181,831 377,725	350,000 350,000	138,009 284,541	250,000 380,000	250,000 _ 350,000 _	
000-431215 Bldg Permit-General 000-431300 Mobile Home Permit	362,898 750	377,725	400	284,541 400	380,000	350,000 _	
000-431400 Signs Permit	9,231	4,875	5,600	4,610	4,200	5,000	
000-431500 Food Establishmnt Permit	62,460	69,780	63,000	61,180	70,000	70,000 -	
000-431700 Plumbing Permit	125,205	130,330	138,950	97,312	130,000	130,000	
000-431750 Electrical Permit	70,860	69,460	70,900	60,220	80,000	75,000	
000-431800 Mechanical Permit	65,740	68,640	68,300	42,740	68,300	68,000 _	
000-431900 Solicitor/Peddler Permit	6,500	2,256	2,300	1,970	2,300	2,000 _	
000-431950 Animal/Pet Permit 000-432000 Cert of Occupancy Prmt	15 9,250	45 7,150	500 6,300	0 7,900	0 6,300	250 _ 7,600	
000-432100 Cert of Occupancy Prmt 000-432100 Security Alarm Permit	9,250 48,506	43,736	43,000	27,586	8,300 30,000		
000-432100 Security Alarm Permit 000-432300 Grading/Clearing Permit	48,506 15,118	43,736 9,795	43,000 12,500	27,586 9,407	30,000 9,000	43,000 10,000 -	
000-432400 Development Permit	52,297	9,793 110,297	75,000	74,316	75,000	75,000	
000-435000 Fire Permit	27,763	35,693	30,000	21,141	30,000	30,000	
TOTAL Permits	1,539,511	1,701,296	1,767,250	1,235,906	1,735,995	1,718,150	
Licenses							
000-441000 Alcohol Beverage License	7,543	7,783	8,100	5,698	7,800	8,200	
000-441300 Mobile Home License	80	120	160	80	120	120 _	
000-442000 Contractors License 000-444000 Pet License	55,600 2,564	40,680 957	45,600 3,000	29,500	41,000	41,000 -	
TOTAL Licenses	<u>2,384</u> 65,787	49,540	<u> </u>	35,278	48,920	49,320	

<u>Fees</u>

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

REVENU

000-458510 Grand Ballroom Rental Fees

000-458520 Cut-Off Hall Rental Fees

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REVENUES			,		0000 0001	, ,		
		2018-2019	(- 2019-2020			,	(2021-2	
		ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
	Municipal Court Fines	689,543	625,820	664,160	366,745	405,052	625,000	
	Arrest Fee	26,448	21,404	25,680	11,378	14,461	21,300	
	Expunction Fee	30	100	160	0	200	100	
	Warrant Fees	72,813	67,368	73,560	39,580	36,400	67,400	
	Court-Claims & Judgements (215)	0	0	0	0	0	
	Officer Jury Fee	0	91	400	0	200	200	
	Restitution Fee-Local	0	126	0	103	103	100 _	
	Civil Justice Fee-Court	0	0	500	0	0	0	
	Judicial Fee-City	3,516	1,531	3,432	416	300	1,524 _	
	Traffic Fine Costs TTL	12,521	9,930	12,168	4,892	6,851	9,924	
	Juvenile Case Mgmt Fee	29,338	12,774	28,668	3,474	3,313	12,768	
	Truancy Fees	5,448	13,592	5,352	9,994	13,999	13,584	
	Local Municipal Jury Fund	0	227	400	191	250	225	
	Technology Fund Fee	23,423	19,459	22,992	10,514	12,795	19,452	
	Security Fee	17,567	18,904	17,244	11,517	14,327	18,900	
	Time Payment Fee-City	4,968	4,148	4,968	1,707	1,537	4,140	
	State Fines 10% Service Fee	35,756	32,615	38,752	21,272	31,274	32,612	
	DPS Payment-Local	5,501	5,059	5,592	3,033	3,894	5,052	
	Child Safety Fee	9,743	5,890	10,356	4,218	5,729	5,880	
	Platting Fees	52,500	31,250	59,000	33,500	54,000	54,000	
	Site Plan Fee	31,500	10,500	36,000	14,000	23,000	23,000	
	Plan Check Fee	527 , 531	552,174	625 , 000	366,836	600,000	600,000	
	Tree Mitigation Admin Fee	5,280	10,707	15,000	38,738	45,000	15,000	
	BOA/Variance Fees	3,250	1,000	5,000	1,500	2,500	2,500	
	Specific Use/Zone Chng Fee	18,800	22,090	18,000	26,300	26,450	26,450	
	Zoning Ltr & Dev Rights	4,500	3,300	1,950	2,100	2,550	2,550	
	Reinspection Fees	226 , 667	202,351	190,000	130,050	190,000	190,000	
	Swim Pool Inspection Fee	1,430	2,970	2,500	2,860	2,500	2,500	
	Lot Abatement	2,508	8,552	5,000	1,825	5,000	5,000	
	Admin Fee-Inspections	11,100	11,200	18,600	2,600	5,000	10,000	
	Misc Inspection Fees	400	300	0	0	0	0 _	
	Foster Care	403	600	500	300	600	500	
	Pool Gate Admission Fee	24,312	12,339	24,000	9,712	24,000	22,000	
	Seasonal Pool Pass Fee	4,234	1,380	5,000	6,480	5,000	4,000	
	Senior Center Meal Fee	401	19,371	20,000	20,876	20,000	20,000	
	HAZ MAT Fees	1,041	0	5,000	0	0	5,000	
	Fire Re-inspection Fee	493	650	1,000	300	600	750 _	
	Sale of General Fixed Assets	0	0	20,000	0	20,000	0	
	Sale of Merchandise	2,111	360	0	90	200	0 _	
	Sale of Mdse - GovDeals	113,073	53,563	80,000	152,699	140,000	100,000	
	Gain on Sale of Fixed Assets	0	0	0	3,800	3,800	0	
	Civic Center Rental Fees	211,568	5,275	130,900	9,130	80,000	140,000	
	Capital Recovery Fee-Civic C	17,940	11,500	0	6 , 575	1,000	0	
	Civic Center Ancillary Fees	0	200	0	10	0	0	
	North Center Rental Fees	27,797	15,875	14,000	20,163	20,000	18,000	
	Senior Center Rental	8,101	3,500	7,000	0	0	7,000	
	Community Center Rental Fees	45,211	16,778	23,800	21,624	30,000	25,000	
000-458501	Community Center Service Fees		550	0	350	0	0	
000 450510		07 010	115 000	<u>^</u>		<u> </u>	^	

27,219

5,644

115,336

10,568

44,270

4,566

0

0

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

REVENUES

REVENUES		,		0000 0001	,		
					,	(2021-2	,
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
000-458530 Conference Hall Rental Fees	269	1,963	0	506	0	0	
000-458540 Bluebonnet Hall Rental Fees	20,250	25,726	0	17,355	0	0 -	
000-458550 Pavilion Rental Fees	20,672	4,590	20,000	15,838	15,000	20,000	
000-458560 Chamber of Comm Rent	7,800	7,800	7,500	5,850	7,800	7,800	
000-458570 Non-Resident SYSA League	19,170	8,590	10,000	5,990	10,000	10,000	
000-458580 HOA Meeting Rental Fees	450	1,125	0	750	0	0	
000-458581 Funeral Reception Rental Fees	225	600	0	675	0	0	
000-458582 Quality of Life Rental Fees	1,860	5,430	0	5,775	0	0	
000-458590 Cancellation Fees-Event Renta	250	6,445	0	1,250	0	0	
000-458650 NonResident User Fee-BVYA	10,710	6	10,000	12,600	10,000	10,000	
000-458660 BVYA Utility Reimbursement	13,490	0	15,000	14,738	15,000	15,000	
000-458670 SYSA Utility Reimbursement	4,883	4,494	7,500	0	7,500	7,500	
000-458675 Lions Futbol Utility Reimbrsm	17,064	16,098	10,000	15,548	20,000	15,000	
000-458685 Recreation Programs	0	0	1,000	0	0	1,000	
000-458685.Rec Prgrm-Kickball Leagues	0	84	2,600	3,650	3,650	2,600	
000-458700 Vehicle Impoundment	7,820	14,060	10,000	8,220	11,000	11,000	
000-459200 NSF Check Fee	100	125	100	0	0	100	
000-459300 Notary Fee	42	48	100	54	50	48	
000-459400 Maps,Copies,UDC & Misc Fees	30	5	0	0	0	0	
000-459600 Animal Adoption Fee	12,423	14,075	12,000	7,400	8,000	9,000	
000-459700 Pet Impoundment Fee	6,099	11,227	5,000	6,436	8,000	7,000	
000-459800 Police Reports Fee	4,702	5,248	5,800	4,986	7,600	5,000	
TOTAL Fees	2,459,972	2,091,014	2,338,234	1,537,908	1,975,485	2,232,459	
Fines & Forfeitures							
000-463000 Library Fines	14,583	7,053	11,000	5,732	6,000	9,000	
TOTAL Fines & Forfeitures	14,583	7,053	11,000	5,732	6,000	9,000	
101112 111100 4 10110104100	1,000	,,	22,000	0,102	0,000	37000	
Inter-Jurisdictional							
000-473100 Bexar Co - Fire	5,269	21,078	21,077	21,078	21,078	21,077	
000-473200 City of Seguin-Fire Contract	30,108	30,108	30,107	25,090	30,107	30,107	
000-473300 Guadalupe Co-Library	217,152	217,152	203,191	152 , 393	203,191	217,000	
000-473400 Randolph AFB-Animal Control	0	0	500	0	0	0	
000-474200 Library Services-Cibolo	35,000	40,030	40,000	40,000	40,000	40,000	
000-474210 Library Services-Selma	23,475	26,505	26,000	25,020	25,020	26,000	
000-474400 Dispatch Service-Cibolo	160,000	160,000	166,000	83,000	160,000	160,000 _	
000-474600 School Crossing Guard-Bexar C	41,418	39,171	36,000	29,896	36,000	36,000	
000-474610 School Cross Guard-Guadalupe	39,748	43,821	41,000	34,290	42,000	41,000	
000-474620 School Crossing Guards - Coma	0	0	0	1,813	0	1,900 _	
000-474700 School Officer Funding	349,400	355,810	453,050	271,830	362,440	367,514 _	
000-474750 Crime Victim Liaison Agreemen		62,500	50,000	25,000	50,000	50,000	
TOTAL Inter-Jurisdictional	926,570	996,174	1,066,925	709,409	969,836	990,598	
Fund Transfers							
000-480000 Indirect Costs-EMS	141,587	179,100	182,600	137,012	182,600	212,740	
000-480100 Indirect Costs-Hotel/Motel	67,582	74,428	72,464	54,348	72,464	74,443	· · · · · · · · · · · · · · · · · · ·
000-481000 Transfer In - Reserves	07,302	0	3,303,086	01,010	0	598,549	
000-482300 Transfer In-Resrv Child Safet	0	0	0	õ	0	25,000	· · · · · · · · · · · · · · · · · · ·
000-485000 Interfund Charges-Drainage-5%	295,157	243,112	285,506	214,130	285,506	308,010	
000-486000 Interfund Chrges-Admin W&S	1,365,998	1,385,000	1,450,827	1,088,120	1,450,827	1,478,230	
- 5		,					

CITY OF SCHERTZ

REVENUES

0 1 1 1	
PROPOSE	D BUDGET WORKSHEET
AS OF	: JUNE 30TH, 2021

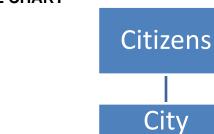
REVENUES		,		2020 2021	1	(2021-	2022
	2018-2019	2019-2020	CURRENT	2020-2021 Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
	TIC I OTILI	neronii	DODODI	110101111			DODODI
000-486202 Transfer In-Water&Sewer Fund	0	0	4,000	0	0	4,000	
000-486203 Transfer In-EMS	0	0	4,000	0	0	4,000	
000-486204 Transfer In-Drainage	0	0	1,000	0	0	1,000	
000-487000 Interfund Charges-Fleet	370,729	360,667	398,618	298 , 250	398,618	505,509	
000-488000 Interfund Charges-4B	456,630	461,636	503,717	504,669	503,717	506,984	
000-489000 Transfer In	0	0	86,000	0	86,000	0	
TOTAL Fund Transfers	2,697,683	2,703,943	6,291,818	2,296,528	2,979,732	3,718,465	
<u>Miscellaneous</u>							
000-491000 Interest Earned	68,504	26,057	15,000	5,362	7,500	15,000	
000-491200 Investment Income	407,593	251,154	120,000	43,995	40,000	120,000	
000-491800 Gain/Loss ((9,867)	0	0	0	0	0	
000-491900 Unrealized Gain/Loss-CapOne	22,386	22,942	0	(24,951)	0	0	
000-493000 Donations-Others	50	100	0	500	500	0	
000-493120 Donations-Public Library	9,692	2,166	10,000	1,691	2,000	10,000	
000-493400 Donations-Animal Control	4,769	3,978	5,000	2,335	5,000	5,000	
000-493401 Donations-A/C Microchip	382	1,080	0	940	0	0	
000-493460 Donations- Parks	11,718	500	10,000	0	0	10,000	
000-493465 Donations-Senior Center	11,494	6,068	10,000	465	750	10,000	
000-493502 Donations-PD	930	200	0	450	500	500	
000-493503 Donation-Fire Rescue	1,740	2,200	0	800	800	1,000	
000-493618 Donation - Veteran's Memorial		1,350	0	1,425	1,250	1,250	
000-493700 July 4th Activities	0	249	26,000	14,876	26,000	26,000	
000-493701 Proceeds-Holidazzle	0	12,320	12,500	3,290	3,290	12,500	
000-493704 Moving on Main	0	100	4,000	9,950	10,000	4,000	
000-493706 Music, Movies in the Park	0	8,000	0	0	0	0	
000-494481 LawEnforcemtOfficersStnd&Educ	, -	5,082	5,000	4,489	5,000	5,000	
000-494482 Grants-Police, Fire, Gen Fund		0	2,500	541	1,500	12,500	
000-495100 Mobile Stage Rental Fees	2,050	1,550	2,100	0	2,000	0	
000-497000 Misc Income-Gen Fund	93,439	60,081	40,000	167 , 198	50,000	50,000	
000-497005 Schertz Magazine Advertising	143,420	133,575	120,000	117,962	140,000	140,000	
000-497100 Misc Income-Police	14,743	7,545	9,000	8,582	14,000	9,000	
000-497200 Misc Income-Library	4,930	2,236	4,500	1,661	1,800	3,000	
000-497210 Misc Income-Library Copier	21,843	9,674	18,000	5,191	6,000	15,000	
000-497300 Misc Income-Animal Control	325	224	0	684	400	800	
000-497400 Misc Income-Streets Dept	35,980	22,532	30,000	13,627	30,000	50,000	
000-497460 Misc Income-Parks	140	11,037	0	360	750	0	
000-497500 Misc Income-TML Ins. Claims	19,623	36,015	25,000	6,946	25,000	25,000	
000-497550 Misc Income-TML WC Reimbursmn	., .	11,129	10,000	25,796	25,000	10,000	
000-497600 Misc Income-Vending Mach	2,824	1,382	2,500	291	750	2,500	
000-497610 Misc Income-Muni Court	154	0	0	0	0	0	
000-498000 Reimbursmnt-Gen Fund	0	47,542	20,000	0	20,000	20,000	
000-498105 Reimbursmt Police OT-DEA	17,830	30,802	18,000	36,075	40,000	35,000	
000-498110 Reimburmnt Fire-Emg Acti-OT	336,655	72,533	100,000	40,312	100,000	100,000	
000-498150 Reimbursement - Library	13,018	13,509	13,000	8,599	8,599	13,000	
TOTAL Miscellaneous	1,252,501	804,912	632,100	499,440	568,389	706,050	
TOTAL REVENUES	22 420 620	24 405 470	20 606 727	21 /01 075	26 006 070	20 211 042	
IOIAL KEVENUES	33,420,639	34,495,476	39,696,737	31,491,075	36,806,979	39,311,042	

DEPARTMENT: 150 CITY COUNCIL FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Schertz City Council is made up of eight elected officials. City residents currently elect a Mayor and seven Council members at-large. Mayors Pro Tempore shall be appointed by a majority vote of the City Council following a properly made motion to appoint a member who is both: (a) Eligible to serve as Mayor Pro Tempore; (b) Is, at the time of the motion, a Councilmember in good standing. The Mayor and seven City Council members are paid a modest stipend.

The Schertz City Council is the City's legislative body. It sets policies, approves budgets, determines tax rates and passes ordinances and resolutions to govern the City. Council also appoints citizen volunteers to approximately 10 City advisory boards, committees, and commissions; and appoints and supervises the performances of the City Manager, City Secretary, City Attorney, and Municipal Court Judges.



ORGANIZATIONAL CHART

PERFORMANCE INDICATORS

	2019-20	2020-21	2021-22
Workload/Output	Actual	Estimate	Budget
Number of ordinances passed	20	14	14
Number of ordinances passed	36	41	41
Number of resolutions passed	126	140	140
Requests for Information	20	20	20

Council

Number of Council Meetings	43	43	43
Requests for Agenda Items	11	15	16
Council on the Go Meetings	1	2	*2
Council HOA Presidents Meeting	1	0	*1
Efficiency	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Meeting Attendance rate	96	96	96
Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Personnel	\$39,072	\$39,554	\$38,102
Supplies	410	650	750
City Support Services	42,476	47,750	55,500
Operations Support	212	250	300
Staff Support	24,765	19,113	28,600
Professional Services	3,950	4,500	6,000
Operating Equipment	0	0	0
<i>Total</i>	\$110,886	\$111,817	\$129,252

PROGRAM JUSTIFICATION AND ANALYSIS

The Proposed FY 2021-22 Budget increases 15.59% from the FY 2021-22 year end estimates. The costs of the November 2021 election have been received from the counties and show an increase in cost under City Support Services. There is an increase in staff support for awards, and additional council members attending trainings.

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101

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8-06-2021 06:51 AM		CITY O	F S C H E R S BUDGET WORKSHEE!				PAGE: 9
101-GENERAL FUND			JUNE 30TH, 2021				
GENERAL GOVERNMENT EXPENDITURES		(-		2020-2021)	(2021-2	-2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CITY COUNCIL							
Personnel Services							
150-511110 Regular	24,457	26,714	25,023	19,230	26,800	25,423	
150-511240 Allowances	9,293	9,659	9,936	7,633	10,000	9,971	
150-511310 FICA-Employer	2,676	2,699	2,674	2,055	2,754	2,708	I
TOTAL Personnel Services	36,426	39,072	37,633	28,918	39,554	38,102	
Supplies							
150-521000 Operating Supplies	158	312	500	0	400	500	,
150-521100 Office Supplies	486	98	250	162	250	250	
TOTAL Supplies	645	410	750	162	650	750	
<u>City Support Services</u>							
150-532350 Software Maintenance	0	4,500	4,500	0	0	4,500	
150-532600 City Elections	17,110	30,680	40,205	36,587	39,500	42,000	
150-532800 Special Events	7,567	7,297	15,000	5,474	8,250	9,000	
TOTAL City Support Services	24,677	42,476	59,705	42,061	47,750	55,500	
<u>Utility Service</u> s							
Operations Support							
150-534200 Printing & Binding	178	212	300	86	250		
TOTAL Operations Support	178	212	300	86	250	300	
<u>Staff Support</u>							
150-535100 Uniforms	374	268	400	308	350	400	
150-535200 Awards	0	75	2,000	0	0	2,000	
150-535300 Memberships	11,777	12,028	13,000	12,413	12,413	13,000	
150-535400 Publications 150-535500 Training/Travel	10,463	57 12,338	200	0 1,883	100 6,250	200 13,000	
TOTAL Staff Support	22,615	<u>12,338</u> 24,765	28,600	1,883	<u> </u>	28,600	
Professional Services							
<u>Professional Services</u> 150-541300 Other Consl/Prof Services	7,800	3,950	6,000	0	4,500	6,000	
TOTAL Professional Services	7,800	3,950	6,000	0	4,500	6,000	
Rental/Leasing							
Operating Equipment							
150-571300 Computer & Periphe. < \$5,000	0	0	2,000	0	0	0	
TOTAL Operating Equipment	0	0	2,000	0	0	0	
TOTAL CITY COUNCIL	92,341	110,886	134,988	85,830	111,817	129,252	
	52,012	110,000	201,000	00,000		2007000	

DEPARTMENT: 151 CITY MANAGER FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The City Manager and his department advise the Council on policy and operational planning issues. This department assures that policies adopted by the Council are carried out efficiently, fairly, and effectively. It oversees and manages the daily affairs of the City, assesses the long-term capital and service delivery needs of the City, and prepares and administers the annual operating and capital budget. The City Manager serves as a focal point for the management of City staff.

GOALS AND OBJECTIVES

- Develop strategic plans and systems to meet the many diverse needs of the community.
- Respond effectively and timely to City Council requests.
- Develop effective programs to enhance business development and growth.
- Develop management systems for efficient and effective use of resources
- Recruit, retain and develop talented staff.
- Evaluate, integrate, and utilize prudent technology to efficiently deliver municipal services to the community.

ORGANIZATIONAL CHART



CITY MANAGER	2019-20	2020-21	2021-22
City Manager	1	1	1
Assistant City Manager	2	2	2
Assistant to the City Manager	1	1	1
Executive Assistant	1	1	1
TOTAL POSITIONS	5	5	5
ECONOMIC DEVELOPMENT	2018-19	2019-20	2020-21
Executive Director	1	1	1
Business Retention Manager	1	1	1
Economic Development Analyst	1	1	1
Executive Assistant	1	1	1
TOTAL POSITIONS	4	4	4

Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Personnel Supplies	\$1,154,036 1,481 2 800	\$1,202,362 2,000	\$1,247,554 2,000
City Support Services	3,809	2,000	2,000
Utility Services	0	0	0
Operations Support	0	50	50
Staff Support	8700	14,688	24,775
Operating Equipment	0	0	0
Capital Outlay	0	0	44,000
Total	\$1,168,026	\$1,222,300	\$1,320,379

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 8.02% from the year end estimates due to increases in personnel for the class and compensation study recommendations, additional training as conferences begin to transition back to in person, and vehicle replacement.

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101-GENERAL FUND

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

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GENERAL GOVERNMENT EXPENDITURES	(2020-2021) (2021-202						
EVLENDI 10KE9	2018-2019 ACTUAL	(2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CITY MANAGER							
Personnel Services							
151-511110 Regular	793,330	859,271	908,859	681,718	882,000	908,399	
151-511120 Overtime	0	1,063	240	333	600	240	
151-511180 LTD	2,301	555	2,824	0	0	0 =	
151-511210 Longevity	8,115	6,332	7,267	5,765	5,765	7,461	
151-511220 Clothing Allowance	96	0	0	0	0	0 =	
151-511230 Certification Allowance	886	0	2,243	1,245	700	1,170	
151-511240 Allowances	7,200	7,200	6,912	5,539	7,200	6,912	
151-511310 FICA - Employer	59,465	59,328	70,251	47,664	65,000	70,145	
151-511350 TMRS-Employer	131,159	139,795	150,965	112,953	145,000	151,348	
151-511410 Health-Employer	57,761	79,541	95,580	69,560	95,000	100,435	
151-511500 Workers' Compensation	1,048	951	1,168	1,286	1,097	1,444	
TOTAL Personnel Services	1,061,361	1,154,036	1,246,309	926,063	1,202,362	1,247,554	
<u>Supplies</u>							
151-521100 Office Supplies	1,892	1,481	2,000	746	2,000	2,000	
TOTAL Supplies	1,892	1,481	2,000	746	2,000	2,000	
City Support Services							
151-532800 Special Events	4,338	3,809	4,800	0	2,000	2,000	
TOTAL City Support Services	4,338	3,809	4,800	0	2,000	2,000	
Utility Services							
151-533500 Vehicle Fuel	414	0	0	0	0	0	
TOTAL Utility Services	414	0	0	0	0	0	
Operations Support							
151-534200 Printing & Binding	0	0	50	0	50	50	
TOTAL Operations Support	0	0	50	0	50	50	
Staff Support							
151-535100 Uniforms	748	887	775	35	775	775	
151-535200 Employee Recognition	917	1,383	5,000	377	1,800	5,000	
151-535300 Memberships	4,131	2,336	4,000	3,182	4,113	4,000	
151-535400 Publications	383	399	500	295	500	500	
151-535500 Training/Travel	8,795	3,053	11,500	2,488	5,000	11,500	
151-535510 Meeting Expenses	2,538	571	3,000	515	2,500	3,000	
151-535600 Professional Certification	_, 0	71	0	0	, 0	0	
TOTAL Staff Support	17,512	8,700	24,775	6,892	14,688	24,775	
Joart Sappord	1,012	0,000	21,	0,002	11,000	21,	

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

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101-GENERAL	FUND	

GENERAL	GOVERNMENT			
EXPENDITURES				
DRIDNDI	LOI(LD			

EXPENDITURES		(-	:	2020-2021	2021-2022)		
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Professional Services							
Rental/Leasing							
<u>Operating Equipment</u> 151-571000 Furniture & Fixtures TOTAL Operating Equipment	<u>1,370</u> 1,370	<u>0</u> 0	<u> 1,200</u> 1,200	<u> 1,200</u> 1,200	<u> 1,200</u> 1,200	<u>0</u>	
<u>Capital Outlay</u> 151-581200 Vehicles & Access. Over \$5,00_ TOTAL Capital Outlay	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	44,000	
TOTAL CITY MANAGER	1,086,888	1,168,026	1,279,134	934,901	1,222,300	1,320,379	

DEPARTMENT: 152 MUNICIPAL COURT FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

Municipal Court represents the judicial branch of the City's government; the Mayor and City Council serve as the executive and legislative branches. Municipal Court has jurisdiction over all Class C misdemeanors and City ordinances.

The staff of Municipal Court has various functions and responsibilities. The judge presides over all trials (jury and non-jury) and other court proceedings such as arraignments and show cause hearings. The judge also has magistrate duties (signing arrest warrants and juvenile warnings as well as visiting arrested individuals at the jail). The judge issues processes such as subpoenas, summons, and warrants and completes other administrative duties for the court functions and staff.

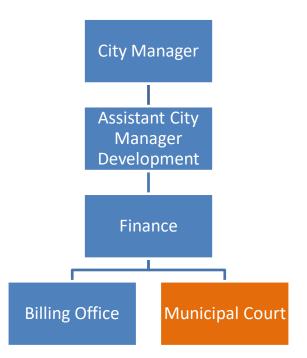
The court clerks are the administrative arm of the Municipal Court. The clerks are responsible for seeing that all of the court's papers are accurate, orderly, and complete. The clerk's primary responsibilities include processing citations, summons, complaints, warrants, past due letters, and show cause hearing letters. The clerks maintain the court's docket and coordinate case scheduling. The clerks directly interact with the public, providing all services needed including explaining to defendants the court procedures and their options. Clerks also receive payments, summon potential jurors, and ensure juror payment. Assist the judge with open records requirements, report convictions, Drivers Safety Course and alcohol violations to the Texas Department of Public Safety, assist the Marshal Officer's with warrants, and complete all required accounting reports.

The prosecutor's duties include preparing and presenting the State's case at all municipal court trials, preparing and drafting complaints, arranging for the appearance of State's witnesses and requesting dismissal of cases under the appropriate circumstances.

GOALS AND OBJECTIVES

- Promote respect for the administration of justice through improvements in the Court's customer service and the physical attributes of the Municipal Court building.
- Implement the use of new technology and other innovative practices to maintain efficient and security.

- Promote traffic safety by focusing attention on fair and impartial punishment for those individuals charged in this court.
- Seek input from personnel to maintain a positive work environment.
- Renovate front counter to include and efficient work station for clerks and defendants.



ORGANIZATIONAL CHART

MUNICIPAL COURT	2019-20	2020-21	2021-22
Court Administrator	1	1	1
Senior Deputy Court Clerk	1	1	1
Deputy Court Clerk	2	2	2
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Traffic Citations Filed	4,669	2,664	3,483
State Law Citations Filed	1,198	544	892
Municipal Ordinances Filed	276	208	142
Efficiency	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Cases Disposed	6,203	4,347	5,121
Charges Processed per Clerk	2,067	1,766	1,707
Effectiveness	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Cases Disposed per Clerk	33%	33%	33%
Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Personnel Services Supplies City Support Services Operations Support Staff Support Court Support Professional Services Maintenance Services Operating Equipment <i>Total</i>	\$270,220 1,559 741 38 4,164 372 45,694 1,650 0 \$324,437	\$279,754 1,075 750 1,754 5,970 1080 51,912 2,150 0 \$344,445	\$299,117 1,500 2,000 6,910 3,000 61,700 3,000 4,000 \$381,727

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increased 11.1% from year end estimates due to personnel increases based on the classification and compensation study results. Judge and Prosecutor services also contribute to the increase with the expectation the court will be fully operational after COVID-19 in FY 2020-21.

101-GENERAL FUND

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

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GENERAL GOVERNMENT EXPENDITURES		(-		2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
MUNICIPAL COURT							
Personnel Services							
152-511110 Regular	191,719	179,388	182,591	146,511	184,000	192,522	
152-511120 Overtime	0	169	192	124	160	192 _	
152-511180 LTD	571	139	568	0	0	0 _	
152-511210 Longevity	7,247	7,402	8,545	7 , 978	7,978	8,739	
152-511230 Certification Allowance	1,073	485	2,313	602	670	1,152	
152-511310 FICA - Employer	14,927	13,039	14,773	11,215	14,000	15,458	
152-511350 TMRS-Employer	32,439	29,978	31,539	25,221	30,000	33,134	
152-511410 Health-Employer	32,584	39,532	42,859	33,427	42,859	47,602	
152-511500 Workers' Compensation	226	87	245	270	87	318	
TOTAL Personnel Services	280,788	270,220	283,625	225,348	279,754	299,117	
Supplies							
152-521100 Office Supplies	1,987	1,559	1,500	924	1,075	1,500	
TOTAL Supplies	1,987	1,559	1,500	924	1,075	1,500	
<u>City Support Services</u>							
152-532800 Special Events	326	741	500	124	750	500	
TOTAL City Support Services	326	741	500	124	750	500	
<u>Utility Service</u> s		·	<u> </u>				
Operations Support							
152-534200 Printing & Binding	1,967	38	2,000	277	1,754	2,000	
TOTAL Operations Support	1,967	38	2,000	277	1,754	2,000	
<u>Staff Support</u>							
152-535100 Uniforms	548	579	600	0	600	600	
152-535300 Memberships	750	545	810	220	590	810	
152-535400 Publications	390	0	500	0	500	500	
152-535500 Training/Travel	3,304	1,955	3,500	579	3,000	3,500	
152-535500.Training/Travel - Juv Case Mg	659	109	0	0	0	0	
152-535510 Meeting Expenses	1,338	977	1,500	277	1,280	1,500	
TOTAL Staff Support	6,988	4,164	6,910	1,076	5,970	6,910	
Court Support							
152-536500 Court/Jury Cost	450	372	1,080	0	1,080	3,000	
TOTAL Court Support	450	372	1,080	0	1,080	3,000	

101-GENERAL FUND

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

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GENERAL GOVERNMENT EXPENDITURES		(-		2020-2021)	(2021-2	:022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Professional Services</u>							
152-541310 Judges Services	34,073	30,475	42,900	20,250	31,200	37,000	
152-541320 Prosecutor Services	18,700	15,219	26,250	11,198	20,212	24,000	
152-541330 Interpreter Services	0	0	700	0	500	700	
TOTAL Professional Services	52,773	45,694	69,850	31,448	51,912	61,700	
Maintenance Services							
152-551800 Other Maintenance Agreements	1,800	1,650	3,000	1,350	2,150	3,000	
TOTAL Maintenance Services	1,800	1,650	3,000	1,350	2,150	3,000	
<u>Rental/Leasing</u>							
Operating Equipment							
152-571000 Furniture & Fixtures	0	0	0	0	0	4,000	
TOTAL Operating Equipment	0	0	0	0	0	4,000	
<u>Capital Outlay</u>							
TOTAL MUNICIPAL COURT	347,078	324,437	368,465	260,546	344,445	381,727	
							ł

DEPARTMENT: PUBLIC AFFAIRS DIVISION: 153 CUSTOMER RELATIONS/311 Fund: 101 General Fund

DEPARTMENT DESCRIPTION

Under the umbrella of Public Affairs, 311 Customer Care connects callers with specially trained customer service representatives ready to assist with City service requests -- potholes, stray animals, street lights out, trash collection, special events and all other City requests. This division is under the supervision of the Communications Manager.

GOALS AND OBJECTIVES

- To provide excellent customer service to all callers
- To provide consistent and accurate information to all callers
- To reduce or eliminate abandoned calls
- To reduce or eliminate misrouted calls
- To improve call tracking capabilities to better analyze callers need for

service

ORGANIZATIONAL CHART



CUSTOMER RELATIONS/311	2019-20	2020-21	2021-22
Customer Relations/311 Rep	2	2	2
Customer Relations/311 Rep (PT)	1	1	1
TOTAL POSITIONS	3	3	3

PERFORMANCE INDICATORS

	1 1		1
	2019-20	2020-21	2021-22
Workload/Output	Actual	Estimate	Budget
	1		<u> </u>
Work Orders (initiated for other			
depts.)	604	600	600
Calls Received	53,351	55,000	54,000
Calls Not Answered	2,333	2,466	2,400
Average Calls Per Day Received	221	200	220
G J			
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel	\$109,338	\$113,979	\$116,705
Supplies	99	100	100
Staff Support	800	527	430
Operating Equipment	0	0	0
Total	\$110,238	\$114,606	\$117,235

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 2.0% from the year end estimates due to personnel increases with the classification and compensation study recommendation.

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8-06-2021 06:51 AM 101-GENERAL FUND	CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021						PAGE: 14
GENERAL GOVERNMENT		,		0000 0001		, 0001 /	· · · ·
EXPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	(2021-2 CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CUSTOMER RELATIONS-311							
Personnel Services							
153-511110 Regular	84,268	80,642	81,131	64,400	84,000	84,512	
153-511120 Overtime	237	127	224	241	224	239	
153-511180 LTD	205	47	197	0	0	0	
153-511210 Longevity	5,061	1,774	2,038	2,038	2,038	2,302	
153-511310 FICA - Employer	7,010	6,043	6,373	5,027	6,117	6,652	
153-511350 TMRS-Employer	14,526	13,200	13,594	10,841	13,500	14,246	
153-511410 Health-Employer	5,274	7,406	9,576	6,176	8,000	8,617	
153-511500 Workers' Compensation	113	99	106	117	100	137	
TOTAL Personnel Services	116,692	109,338	113,239	88,839	113,979	116,705	
Supplies							
153-521100 Office Supplies	97	99	175	149	100	100	
TOTAL Supplies	97	99	175	149	100	100	
<u>Staff Support</u>							
153-535100 Uniforms	195	196	180	67	180	180	
153-535300 Memberships	0	0	100	97	97	0	
153-535500 Training/Travel	0	604	175	0	250	250	
TOTAL Staff Support	195	800	455	164	527	430	
Operating Equipment							
153-571000 Furniture & Fixtures	270	0	0	0	0	0	
TOTAL Operating Equipment	270	0	0	0	0	0	

TOTAL Operating Equipment	270	0	0	0	0	0
TOTAL CUSTOMER RELATIONS-311	117,254	110,238	113,869	89,152	114,606	117,235

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DEPARTMENT: PLANNING & COMMUNITY DEVELOPMENT DIVISION: 154 PLANNING & ZONING FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Planning & Zoning Division ensures planned and purposeful development within the City limits and the Extraterritorial Jurisdiction through an efficient, consistent, unbiased, and effective development review process to promote quality development. The Division provides direction to help citizens, businesses, and developers implement successful projects that will benefit the community. Division responsibilities include the review and processing of development projects, such as commercial site plans, plats, zone changes, specific use permits, and annexations; the research and development of long range plans and goals to guide the future of our City; and the creation of development codes to tailor our regulations around citizen needs and city goals. The Division frequently collaborates with other departments within the City, including Engineering, Fire, and Inspections, as well as other governmental agencies, in order to shape a suburban environment that prioritizes safety. The Division also provides guidance and staff recommendations to the City Council, Planning and Zoning Commission, Board of Adjustment, and the Capital Improvements Advisory Committee to help them best serve the residents of Schertz.

GOALS AND OBJECTIVES

- Implement new permitting/planning/Code Enforcement software to provide increased customer service, transparency, and efficiency on all development projects.
- Continue to assist property owners, developers, and engineers through our development process through timely and thorough project review.
- Review and update the Comprehensive Land Plan for the City, which will shape the future of Schertz to meet the desires and goals of the residents.
- Continue to reevaluate and modify regulations within the Schertz Unified Development Code to accommodate the evolving needs of our residents and make the development process more efficient and effective.
- Implement the Joint Land Use Study Strategies to promote compatibility of land uses and development with the long-range goals of Randolph AFB.

- Continue to update the website to provide improved customer service by updating forms, flowcharts, providing information on current residential and commercial developments, and providing information on public hearing on the city's webpage.
- Promote staff development including continued education and cross training to provide outstanding customer service.
- Continue to digitize previous years case files into the digital records retention system to improve access and availability.
- Continue to provide regular updates to the website feature and "What's Developing in Schertz" to ensure residents are provided information on current development projects within the City.
- Implement a yearly program to raise awareness for National Community Planning Month to include school presentations, community outreach via social media, and an article in the Schertz Magazine.

ACCOMPLISHMENTS

- Received the 2020 Certificate of Achievement for Planning Excellence by the American Planning Association – Texas Chapter which recognizes a commitment to professional planning by City Administration, Elected and Appointed Officials and exemplary professional standards demonstrated by the Planning Department for the seventh year in a row.
- Worked through the annexation process to send first letters, service plans, and delayed annexation agreements to the properties set to expire in 2020 and 2021. Was able to extend 48 annexation agreements set to expire in 2020. Communicated and received signed annexation extension agreements for an additional 58 properties to be executed in 2021 with a potential of an additional 24 properties to be completed within 2021.
- Successfully hired a Senior Planner to manage the Comprehensive Land Plan update.
- Maintained the partnership with Joint Base San Antonio (JBSA). Participated in the JBSA Technical Working Group for their Regional Compatible Use Plan update, to be completed in 2021.
- Transitioned to a fully digital submittal process and no longer requiring the submittal of any paper plans.

- Completed a UDC amendment in relation to Article 5 Section 21.5.8 Permitted Use Table, to allow restaurants or cafeterias, and Taverns by right in Main Street Mixed Use zoning district.
- Attended various continuing education classes including, National American Planning Association virtual conference, Certified Floodplain Manager training, Guadalupe County CHARM Resiliency Workshop, ICC Leadership Series, TML Open Meetings Act and Public Information Act training, Defensive Driving Basics training and Cybersecurity Training.
- Successfully provided the same level of customer service to all applicants while adapting to Covid-19 restrictions, to include all staff meetings, and pre-development meetings being completed via Microsoft Teams, utilizing Microsoft SharePoint, and Planner to ensure timelines were being met and to house all documentation for east of access by all staff members.
- Implemented new *ESRI* Story Map feature into our "What's Developing in Schertz" website to make the site more user friendly and aesthetically pleasing.
- Completed weekly updates to the website feature, "What's Developing in Schertz", to provide information on new residential subdivisions and new commercial sites currently under construction to improve public relations and transparency, while providing useful, accessible information to the public.

ORGANIZATIONAL CHART



PLANNING AND ZONING	2019-20	2020-21	2021-22
Senior Planner	1	2	2
Planner I	2	2	2
TOTAL POSITIONS	3	4	4

PERFORMANCE INDICATORS

	2019-20	2020-21	2021-22
Workload/Output	Actual	Estimate	Budget
Plats	36	32	32
Site Plans and Master Plan	32	18	18
Variances/Waivers	13	5	5
Zone Changes and Specific Use Permits	12	15	15
UDC/ Comp. Plan Revisions	1	5	5
Annexation	0	4	4
All Plats	\$52,500	\$54,000	\$54,000
Site Plan, Master Plan	\$31,500	\$23,000	\$23,000
Variance	\$3,250	\$2,500	\$2,500
Zone Change, Specific Use Permit	\$18,800	\$26,450	\$26,450
Other (Zoning Letters and Additional Admin fees) Total Revenue	\$4,500	\$2,550	\$2,550

	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel	\$179,471	\$262,555	\$288,574
Supplies	755	2,173	2,020
Operations Support	81	248	0
Staff Support	1,914	32,469	33,939
Professional Services	36	400,100	100
Operating Equipment	593	7,689	325
Total	\$182,850	\$705,234	\$324,958

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget decreases by 53.9% from the FY 2020-21 year end estimate with the eliminations of \$400,000 for the Comprehensive Land Use Plan, Parks Master Plan, and Unified Development Code update. This decrease is offset by increases in personnel for the Class and Compensation study recommendations.

101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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GENERAL GOVERNMENT EXPENDITURES		(-		2020-2021			022
EXTENDITORED	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PLANNING & ZONING							
Personnel Services	148,186	127,131	170 270	110 070	170 455	100 100	
154-511110 Regular		,	170,379	119,273	176,455	192,128	
154-511120 Overtime 154-511180 LTD	3,582 354	1,365 92	4,833 547	2,779 0	5,000 547	4,897	
154-511210 Longevity	354 992	92 1,296	1,330	1,055	1,330	1,016 -	
154-511210 Longevity 154-511230 Certification Allowance	900	104	1,728	1,055	1,550	1,010 -	
154-511230 Certification Allowance 154-511310 FICA - Employer	12,142	9,494	14,098	9,110	14,098	15,147	
154-511350 TMRS-Employer	24,896	,					
154-511550 TMRS-Employer 154-511410 Health-Employer	10,808	20,895 18,932	30,072 34,825	20,039 24,526	30,072 34,824	32,437 42,645	
154-511500 Workers' Compensation	183	162	229	24, 320	229	42,045 =	
TOTAL Personnel Services	202,044	179,471	258,041	177,034	262,555	288,574	
Supplies							
154-521000 Operating Supplies	244	225	1,066	30	704	620 _	
154-521100 Office Supplies	450	530	900	308	1,200	1,200 _	
154-521600 Equip Maint Supplies	0	0	269	0	269	200	
TOTAL Supplies	694	755	2,235	338	2,173	2,020	
<u>City Support Service</u> s							
<u>Utility Service</u> s							
Operations Support							
154-534200 Printing & Binding	7	81	186	109	248	0	
TOTAL Operations Support	7	81	186	109	248	0	
Staff Support							
154-535100 Uniforms	548	150	750	306	750	850	
154-535300 Memberships	1,134	1,013	1,931	1,078	1,931	2,073	
154-535400 Publications	. 0	254	500	. 0	500	500	
154-535500 Training/Travel Staff	15,891	(297)	21,398	325	21,398	22,626	
154-535500.Training/Travel Commission	5,836	794	7,390	0	7,390	7,390	
154-535510 Meeting Expenses	129	0	500	0	500	500	
TOTAL Staff Support	23,537	1,914	32,469	1,709	32,469	33,939	
Professional Services							
154-541400 Consulting	0	0	400,000	0	400,000	0	
154-541500 State/County Admin Fees	27	36	100	15	100	100	
TOTAL Professional Services	27	36	400,100	15	400,100	100	

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

101-GENERAL FUND

GENERAL	GOVERNMENT
EXPENDIT	TURES

EXPENDITURES		(-	:	2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Rental/Leasing							
Operating Equipment							
154-571000 Furniture & Fixtures	1,225	593	7,689	6,375	7,689	325	
154-571300 Computer & Periphe. LESS \$500	0	0	3,683	0	0	0	
TOTAL Operating Equipment	1,225	593	11,372	6,375	7,689	325	
Capital Outlay							
TOTAL PLANNING & ZONING	227,535	182,850	704,403	185,580	705,234	324,958	

DEPARTMENT: 155 LEGAL SERVICES FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The City Attorney is the legal advisor to City Council and City Council's appointees, boards, commissions, committees, and staff. In addition, the City Attorney represents the City in all court cases where the City has an interest. Responsibilities of the City Attorney include providing legal advice to City Council, appointees, managers, boards, commissions, and committees in all legal matters; providing litigation and legal transaction services for the City and its enterprises; representing the City and its enterprises in employment matters; and reviewing, updating and maintaining the City Code.

GOALS AND OBJECTIVES

- To provide expert legal counsel on proposed ordinances.
- To attend all city council meetings, planning and zoning, and other meetings as needed and provide timely legal advice on proposed ordinances and related items.
- To represent the City in litigation.
- Prepare legal documents for City contracts and agreements.
- To provide counsel on strategic issues that will be of the most benefit the City.

ORGANIZATIONAL CHART



Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Operations Support	\$4,342	\$10,000	\$10,000
Professional Services	\$103,379	\$120,000	\$130,000
<i>Total</i>	\$ <i>107,722</i>	\$ <i>130,000</i>	\$1 <i>40,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 7.7% from the FY 2020-21 year end estimate with the anticipated billable hours for legal services in FY 2021-22.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL	FUND	

GENERAL GOVERNMENT							
EXPENDITURES		(2020-2021)	(2021-2	2022)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
LEGAL SERVICES							
Operations Support							
155-534100 Advertising/Legal Notices	9,071	4,342	10,000	3,518	10,000	10,000	
TOTAL Operations Support	9,071	4,342	10,000	3,518	10,000	10,000	
Professional Services							
155-541200 Legal Svcs	126,526	103,379	140,000	59,965	120,000	130,000	
TOTAL Professional Services	126,526	103,379	140,000	59 , 965	120,000	130,000	
TOTAL LEGAL SERVICES	135,598	107,722	150,000	63,482	130,000	140,000	

DEPARTMENT: 164 CITY SECRETARY FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The position of City Secretary is a statutory position required by State law and the City Charter. The City Secretary's Office functions as a primary contact for citizens seeking information regarding the community, supports the City Council in the fulfillment of their duties and responsibilities as elected officials and provides daily assistance to all city administrative departments. The City Secretary serves as a member of the City Management Team and oversees the many functions of the City Secretary's Office, including election administration, record management and preservation and Council Services.

The City Secretary's Department supports, facilitates and strengthens the City of Schertz governmental process by recording all laws, resolutions, and ordinances approved by the City Council, preparing City Council agendas and giving notice of such meetings, countersigning or notarizing, as applicable, all contracts, commissions, and licenses, providing public information according to state guidelines, delivering continuity to the City of Schertz government by recording its legislative actions, both contemporary and archival, and serving as historian for the City, safeguarding and enriching the municipal election and records management processes, and assisting the City Council in fulfilling their goals.

GOALS AND OBJECTIVES

The goals and objectives of the City Secretary's Department are to provide the following services for the City of Schertz:

- Public Information requests.
- Agendas and minutes for public meetings.
- Ordinances and resolutions.
- Election administration.
- Publication of legal notices.
- Alcohol permits for businesses.
- Process Liens (filed and released)
- Provides for the identification, maintenance, retention, security, electronic storage, disposition, and preservation of City records.
- Administer oaths.
- Attest contracts, assessment of certificates, and other legal instruments when executed by officers of the City of Schertz.

- Public Education (Student Mayor/Council Program, Volunteer Fair)
- Proclamations from the Mayor's Office.
- Perform such other duties as may be required of the City Secretary by the City Charter, the City Council, City Management, and state law.

ORGANIZATIONAL CHART



CITY SECRETARY	2019-20	2020-21	2021-22
City Secretary	1	1	1
Deputy City Secretary	1	1	1
TOTAL POSITIONS	2	2	2

PERFORMANCE INDICATORS

Workload	2019-20	2020-21	2021-22
	Actual	Estimated	Budget
Ordinances Passed and Processed	36	41	41
Resolutions Passed and Processed	126	140	140
Council Meetings Attended	43	43	43
Open Records	451	450	450

Efficiency	2019-20 Actual	2020-21 Estimated	2021-22 Budget
Ordinances & Resolutions Executed within			
72 hours of Council Meeting	99%	100%	100%
Documents completed, signed, scanned within 48 hours of council approval	96%	100%	100%
Council meeting minutes transcribed within 48 hours following Council meeting	98%	99%	100%
Agendas available to citizens within legally required timeframe - Posted on website	100%	100%	100%
Alcohol permits processed within the month of expiration	70%	90%	90%

Education Initiatives	2019-20 Actual	2020-21 Estimated	2021-22 Budget
Volunteer Fair	0	0	1
Student Mayor/Councilmember for the Day Program	1	1	2
	2019-20	2020-21	2021-22
Budget	Actual	Estimated	Budget
Budget	Actual	Estimated	Budget
Personnel	Actual \$193,102	Estimated \$190,842	\$197,509
<u>U</u>			
Personnel	\$193,102	\$190,842	\$197,509
Personnel Supplies	\$193,102 910	\$190,842 1,150	\$197,509 1,150
Personnel Supplies City Support Services	\$193,102 910 7,213	\$190,842 1,150 6,000	\$197,509 1,150 10,000
Personnel Supplies City Support Services Operations Support	\$193,102 910 7,213 0	\$190,842 1,150 6,000 150	\$197,509 1,150 10,000 150

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 7.0% from the FY 2020-21 year end estimate due to personnel increases for the Class and Compensation study recommendations, as well as additional UDC updates, additional training, and Computer equipment.

101-GENERAL FUND

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

GENERAL GOVERNMENT EXPENDITURES		(2020-2021) (2021-202					
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CITY SECRETARY							
Personnel Services							
164-511110 Regular	146,025	139,068	135,523	106,699	137,525	143,010	
164-511180 LTD	401	95	420	0	95	0	
164-511210 Longevity	2,776	1,804	2,068	2,125	1,804	2,072	
164-511310 FICA - Employer	11,444	10,069	10,519	8,125	10,280	11,092	
164-511350 TMRS-Employer	24,122	22,526	22,438	17,691	21,323	23,754	
164-511410 Health-Employer	13,823	19,391	21,012	12,682	19 , 667	17,353	
164-511500 Workers' Compensation	173	148	175	193	148	228	
TOTAL Personnel Services	198,764	193,102	192,155	147,515	190,842	197,509	
Supplies							
164-521100 Office Supplies	1,154	910	1,150	1,023	1,150	1,150	
TOTAL Supplies	1,154	910	1,150	1,023	1,150	1,150	
City Support Services							
164-532700 Records Management	3,846	7,213	10,000	3,891	6,000	10,000	
TOTAL City Support Services	3,846	7,213	10,000	3,891	6,000	10,000	
<u>Utility Service</u> s					<u> </u>		
Operations Support							
164-534200 Printing & Binding	28	0	150	43	150	150	
TOTAL Operations Support	28	0	150	43	150	150	
Staff Support							
164-535100 Uniforms	0	0	0	0	0	100 _	
164-535300 Memberships	903	370	750	497	400	750	
164-535400 Publications	238	901	600	476	400	600	
164-535500 Training/Travel	2,996	3,962	3,000	843	2,000	5,000	
TOTAL Staff Support	4,137	5,232	4,350	1,817	2,800	6,450	
<u>Professional Service</u> s							
<u>Maintenance Service</u> s							
Operating Equipment							
164-571000 Furniture & Fixtures	0	0	1,035	0	400	1,000	
TOTAL Operating Equipment	0	0	1,035	0	400	1,000	

8-06-2021 06:51 AM 101-GENERAL FUND		CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021					PAGE: 21
GENERAL GOVERNMENT EXPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL) PROJECTED YEAR END	(2021-2 CITY ADMIN. RECOMMENDED	022) ADOPTED BUDGET
<u>Capital Outla</u> y							
TOTAL CITY SECRETARY	207,930	206,457	208,840	154,289	201,342	216,259	

DEPARTMENT: 167 NON-DEPARTMENTAL FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

This department accounts for expenses and payments that are not specific to an individual function/department. Items in this department include city insurance, appraisal district contracts, contingency, and the emergency medical services contract.

Budget	2019-20	2020-21	2021-22
	Actual	Estimated	Budget
City Support Services	\$487,024	\$520,838	\$880,500
Utility Services	0	7,123	0
Operations Support	194,378	140,000	140,000
City Assistance	1,914,550	1,378,784	1,315,645
Professional Services	73,575	83,700	88,775
Foressional Services Fund Charges/Transfers Land Purchase Total	73,575 374 0 \$2,669,901	10,750 7,450 \$2,148,645	27,979 0 \$2,452,899

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 14.2% from the FY 2020-21 year end estimate. Increased commercial insurance costs are offset by less tax abatement payments.

CTTY OF SCHERTZ

8-06-2021 06:51 AM	CITY OF SCHERTZ						PAGE: 22		
		PROPOSED F	BUDGET WORKSHE	ET					
101-GENERAL FUND		AS OF: J	JUNE 30TH, 202	1					
GENERAL GOVERNMENT									
EXPENDITURES		(-		2020-2021)	(2021-2	2022)		
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET		
NONDEPARTMENTAL									
<u>Supplie</u> s				. <u></u>					
<u>City Support Services</u>									
167-532200 County Appraisal District	226,275	240,279	242,000	180,211	242,000	245,000			
167-532210 Tax Assessor/Collector-Sevice	0	0	6,000	0	0	0 -			
167-532500 City Insurance-Commercial	210 680	243 251	233 700	258 108	265 000	265 000			

<u>City Support Services</u> 167-532200 County Appraisal District							
· · · · ·							
107-332200 Councy Appraisar Distinct	226,275	240,279	242,000	180,211	242,000	245 000	
167-532210 Tax Assessor/Collector-Sevice		240,279	242,000 6,000	180,211	242,000	245,000	
167-532500 City Insurance-Commercial	210,680	243,251	233,700	258,108	265,000	265,000	
167-532900 Contingencies	1,116	3,494	75,230	14,585	13,838	180,000	
167-532901 Contingencies-Personnel	1,110	0	190,500	11,000	13,030	190,500	
TOTAL City Support Services	438,072	487,024	747,430	452,904	520,838	880,500	
forme off, support soffices	100,012	10,7021	11,100	102,001	020,000	000,000	
<u>Utility Services</u>							
167-533200 Electric Utility Services	0	0	7,123	7,123	7,123	0	
TOTAL Utility Services	0	0	7,123	7,123	7,123	0	
Operations Support							
167-534000 Postage	4,014	8,096	11,000	7,690	8,000	8,000	
167-534300 Equipment Maint - Copiers	131,036	106,910	110,000	77,032	110,000	110,000	
167-534500 Memberships - Organizations	7,500	8,900	0	0	0	0	
167-534810 Electronic Filing Services	143	386	22,000	20,519	22,000	22,000	
167-534999 Misc. Expense	15,281	70,086	0	0	0	0	
TOTAL Operations Support	157,974	194,378	143,000	105,242	140,000	140,000	
<u>Staff Support</u>							
167-535500 Training/Travel	73	0	200	0	0	0	
TOTAL Staff Support	73	0	200	0	0	0	
<u>Citv Assistance</u>							
167-537100 Medical Services-EMS Contract	t 581,537	602,583	667,048	500 , 287	667,048	695,645	
167-537200 Main Street Local Program	20,000	88,588	50,000	78,210	90,000	50,000	
167-537450 Tax Reimbursements/Abatements	s <u> </u>	1,223,379	840,000	621,736	621,736	570,000	
TOTAL City Assistance	1,463,272	1,914,550	1,557,048	1,200,233	1,378,784	1,315,645	
Professional Services							
167-541500 State/County Admin Fees	0	0	35	126	150	125	
167-541600 Misc Bank Charges	729	746	700	706	750	750	
		0	0	0	0	0	
167-541650 Investment Management Fee	0	0	0	0	•		
	0 44,353	69 , 943	50,000	77,342	80,000	85,000	
167-541650 Investment Management Fee	-	-	•	-	80,000 <u>2,800</u> 83,700	85,000 <u>2,900</u> 88,775	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

101-GENE	ERAL	FUND
GENERAL	GOVE	ERNMENT

EXPENDITURES		(-		2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Fund Charges/Transfers							
167-548000 Transfer Out	1,592	0	17,229	(1,517)	0	0	
167-548106 Transfer Out- Special Events	59,893	205	0	0	0	0 =	
167-548204 Transfer Out - Drainage	0	0	0	0	0	17,229	
167-548615 Transfer Out - Hist. Committe	2,871	169	10,750	0	10,750	10,750	
TOTAL Fund Charges/Transfers	64,356	374	27,979	(1,517)	10,750	27,979	
<u>Maintenance Service</u> s							
Operating Equipment							
Capital Outlay							
167-581010 Land Purchase	0	0	0	7,450	7,450	0	
TOTAL Capital Outlay	0	0	0	7,450	7,450	0	
TOTAL NONDEPARTMENTAL	2,171,669	2,669,901	2,536,315	1,853,302	2,148,645	2,452,899	

DEPARTMENT: 170 PUBLIC AFFAIRS FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Public Affairs Department serves an internal audience of 386 employees, elected and appointed officials, as well as an estimated city population of 41,000.

Public Affairs is responsible for establishing and maintaining internal and external communications that enhance the understanding, perception, and image of the City of Schertz. Public Affairs promotes, organizes and supports informational, educational, and special event activities that benefit the community and/or City employees through advertising, production of city videos, radio spots, print ads, press releases, email blasts, website and electronic sign ad creation and posting, and award submissions.

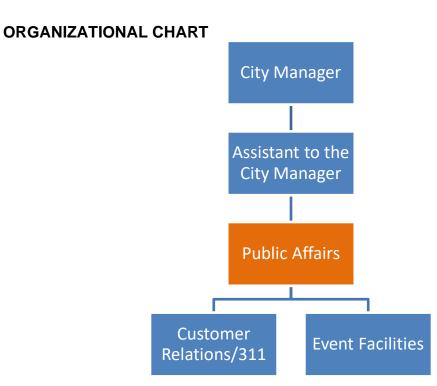
Public Affairs creates photographic/video/audio recording of City events and activities, designs City marketing materials, documents, hiring packets, graphics, logos, plaques, trophies, proclamations, etc.

Public Affairs publishes *Schertz Magazine*, one of the leading publications in the Tri County area with a circulation of 15,500 copies; including 14,000+ direct mailed and 500+ subscriptions. Over 1,000 magazines are distributed to businesses with hundreds of copies made available at local and regional banks, hospitals and clinics, schools, pharmacies, and restaurants.

Operations of the Event Facilities and 311 Customer Care are maintained under the umbrella of Public Affairs.

GOALS AND OBJECTIVES

- To be the primary source of City information for all current and potential residents and businesses.
- To disseminate accurate and timely information to residents and the media during emergency and non-emergency situations.
- To provide excellent customer service to all callers while providing accurate information.



PUBLIC AFFAIRS	2019-20	2020-21	2021-22
Public Affairs Director	1	1	1
Communications Manager	1	1	1
Marketing and Communications Specialist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

Workload/Output Measures	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Press Releases/News Flash	137	135	136
Marketing Materials Produced Completed website work orders	414 28	400 40	450 50
Number of customers served (advertisers)	42	50	50
Number of Magazines Printed	187,399	186,000	192,000
Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Percentage of Magazine Contracted	50%	50%	50%

Average cost per Advertising Run outside

of the magazine	200	200	200
	2019-20	2020-21	2021-22
Effectiveness	Actual	Estimate	Budget
Schertz Magazine Ad revenue	143,720	120,000	140,000
City Sponsored/Non-revenue	28,250	22,000	22,000
Percentage open rate for e-newsletter	20%	28.8%	27%
Percentage click rate for e-newsletter	8.7%	10.8%	10%
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel	\$297,026	\$313,996	\$320,138
Supplies	564	1,700	1,100
City Support Services	990	0	1,000
Operations Support	27,366	34,135	48,235
Staff Support	2,782	5,452	11,170
Professional Services	228,379	265,500	255,500
Total	\$557,109	\$620,783	\$637,143

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 2.6% from the FY 2020-21 year end estimate with the opening event for the new splash pad, added funds for printing and binding, and additional training. Personnel also increases with the classification and compensation study recommendation.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE:	24

101-GENERAL FUND

GENERAL GOVERNMENT EXPENDITURES		(-		2020-2021	(2021_2	2021-2022)		
EXFENDITORES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
PUBLIC AFFAIRS								
Personnel Services								
170-511110 Regular	207,661	212,791	212,564	169,823	220,000	223,050		
170-511120 Overtime	687	247	981	152	200	1,010		
170-511180 LTD	530	149	661	0	0	0 -		
170-511210 Longevity	3,828	3,808	4,636	4,336	4,336	5,290		
170-511230 Certification Allowance	300	650	488	. 0	200	1,248		
170-511310 FICA - Employer	16,703	15,738	16,714	12,980	17,000	17,625		
170-511350 TMRS-Employer	34,432	34,775	35,649	28,339	36,000	37,743		
170-511410 Health-Employer	22,432	28,640	30,613	23,900	36,000	33,811		
170-511500 Workers' Compensation	259	228	277	305	260	361		
TOTAL Personnel Services	286,833	297,026	302,583	239,835	313,996	320,138		
Supplies								
170-521000 Operating Supplies	95	146	1,050	934	1,000	400		
170-521100 Office Supplies	638	418	700	676	700	700		
TOTAL Supplies	733	564	1,750	1,611	1,700	1,100		
<u>City Support Services</u>								
170-532800 Other Events	1,975	990	0	0	0	1,000		
TOTAL City Support Services	1,975	990	0	0	0	1,000		
Operations Support								
170-534000 Postage	1,111	6,784	18,050	9,415	9,000	18,800		
170-534100 Advertising	7,904	6,549	9,250	7,008	8,700	8,900		
170-534200 Printing & Binding	12,392	13,633	20,450	10,841	16,000	20,000		
170-534500 Memberships - Organizations	255	255	255	170	255	255		
170-534550 Business Meetings/Networking	234	144	248	180	180	280		
TOTAL Operations Support	21,895	27,366	48,253	27,615	34,135	48,235		
Staff Support								
170-535100 Uniforms	117	76	220	197	220	240		
170-535400 Publications	130	88	200	0	0	200		
170-535500 Training/Travel	7,570	2,278	8,780	1,808	5,000	10,480		
170-535510 Meeting Expenses	0	341	240	232	232	250		
TOTAL Staff Support	7,818	2,782	9,440	2,237	5,452	11,170		
Professional Services								
170-541300 Other/Consl/Prof Services	40,799	14,620	36,500	11,938	36,500	36,500		
170-541305 Prof Services-Writers/Photogr	6,823	6,360	10,000	7,854	10,000	10,000		
170-541350 Magazine-Printing Services	92,292	90,962	94,000	70,202	94,000	94,000		
170-541355 Design Services	87,550	63,304	65,000	51,840	65,000	65,000		
170-541360 Magazine-Postage	57 , 886	52,383	60,000	50,669	60,000	50,000		
170-541365 Delivery Services	1,500	750	1,500	0	0	0		
TOTAL Professional Services	286,850	228,379	267,000	192,503	265,500	255,500		

8-06-2021 06:51 AM 101-GENERAL FUND	CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021					PAGE: 25	
GENERAL GOVERNMENT EXPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	- 2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	(2021- CITY ADMIN. RECOMMENDED	-2022) ADOPTED BUDGET
<u>Operating Equipment</u> 170-571000 Furniture & Fixtures TOTAL Operating Equipment	<u> </u>	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	
TOTAL PUBLIC AFFAIRS	609,184	557,109	629,026	463,800	620,783	637,143	

DEPARTMENT: 173 ENGINEERING FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Engineering Department serves as technical advisor to the City Manager, City Council, Executive Staff, and other City departments. Engineering collaborates with Public Works, Planning and Community Development, Economic Development, Parks and Recreation, and other departments, citizens, developers, and other governmental agencies in order to effectively plan and implement infrastructure improvement and development for the organized growth of the City. Engineering works with Public Works and Finance to development and implement the City's Capital Improvement Programs for water, wastewater, streets, and drainage. That responsibility includes the development and maintenance of infrastructure master plans; the prioritization of projects; the identification and procurement of project funding; and the management of the design and construction of necessary infrastructure.

The Engineering Department reviews applications for public and private land development for conformance with adopted engineering standards, policies, codes, and infrastructure master plans. Engineering Inspectors ensure that the construction of public infrastructure – both privately and publicly constructed – follows appropriate standards and specifications. Ensuring compliance promotes a safe community in which the essential services of the provision of water, wastewater, transportation, and drainage are available and arranged for fiscal sustainability.

The Engineering Department maintains standard construction details, technical specifications, and design guidelines.

The Transportation Safety Advisory Commission (TSAC) is staffed by the Engineering Department. The TSAC is a Commission that hears citizen input, considers transportation issues, and makes recommendations to City Council regarding traffic and transportation related matters throughout the City.

ORGANIZATIONAL CHART



ENGINEERING	2019-20	2020-21	2021-22
City Engineer	1	1	1
Engineer	3	3	3
Senior Graduate Engineer	1	1	1
Graduate Engineer	1	1	1
Engineering Inspector	2	2	2
TOTAL POSITIONS	8	8	8

ACCOMPLISHMENTS AND GOALS

FY 2019-2020 Accomplishments

- Along with other Departments, successfully managed the following Capital Improvement Projects (in various stages of completion):
 - Corbett Elevated Storage Tank and Associated Distribution Mains
 - Corbett Ground Storage Tank
 - Aviation Heights Water Main Replacements Phases 5-7
 - Ware Seguin to Lower Seguin and Greytown to Pfeil Loop Lines
 - Woman Hollering Creek Wastewater Trunk Main and Lift Station
 - Riata Lift Station Relocation
 - Crest Oak Sewer Line Upsize
 - FM 1518 Utility Relocations
 - 2018 Street Preservation and Maintenance Projects (including remedial efforts)
 - Trail and Bike Lane Project (technical support and contract administration for Parks)
 - Elbel Drainage and Resurfacing and Westchester Signalization
 - 2020 Street Preservation Resurfacing and Rehabilitation Projects
 - TriCounty Parkway Reconstruction
 - Fire Station 2 Drainage Improvement
 - Silt Removal Projects

- Update of Water and Wastewater Master Plans and updated Impact Fee Ordinance
- 16" Dedicated Transmission Main Route Study
- Collaborated with City of Cibolo and developer on the design and construction administration and inspection of the extension of the Ripps-Kreusler
- Collaborated with City of Cibolo and developer on the design and construction administration and inspection of the expansion of the portion of Cibolo Valley Drive within the City of Schertz
- Maintained strategic partnership with Texas Department of Transportation

FY 2020-2021 Goals

- Continue improvement and update of standard construction details, technical specifications, and design guidelines
- Continue support of development and implementation of comprehensive Capital Improvement Program including water, wastewater, drainage, and roadway projects
- Complete Water and Wastewater Master Plans and implement updated Impact Fee ordinance
- Provide efficient, clear review of construction plans and other development submittals
- Continue promotion of efficacy of TSAC activities and actions
- Continue successful partnership with TxDOT

PERFORMANCE INDICATORS

Workload/Output Measures	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Capital Improvement Projects (number active)	9	16	11
Grading and Clearing Permits Issued	29	25	25
Grading and Clearing Permits Active (Average Monthly Concurrent Maximum)	47	48	45
Grading and Clearing Permits Active (Concurrent Maximum)	55	60	50
Grading and Clearing Permits Issued – acreage	278	200	250
Number of Non-Construction Plan Reviews (includes master plans, plats, site plans, etc.)	83	98	100
Residential Subdivision Construction – number of projects (completed projects)	1	3	3.8

Residential Subdivision Construction – dollar value of public improvements (completed projects)	\$1.1 Million	\$3.0 Million	\$3.8 Million
Commercial Subdivision Construction – number of projects (completed projects)	4	5	3
Commercial Subdivision Construction – dollar value of public improvements (completed projects)	\$2.3 Million	\$4.6 Million	\$2.0 Million

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Supplies City Support Services Utility Services Operations Support Staff Support	\$628,907 1,173 432 6,302 31 4 981	\$809,312 2,350 500 4,500 93	\$870,151 2,750 0 5,500 150 17,310
Professional Services Operating Equipment Capital Outlay Total	4,981 15,791 1,755 0 \$659,370	12,128 75,000 900 0 \$904,783	40,000 1,400 0 \$937,261

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Engineering Budget increases 3.6% from the year end estimate due to relatively minor adjustments to each budget category related to the Department's new location (away from previously shared space and supplies), increased fuel costs (higher price per gallon and miles travelled due to more active construction projects), and the fully-staffed department's capacity to manage additional tasks needing professional services assistance. Increased personnel expenses include pay adjustments related to implementation of the classification and compensation study.

101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

AS C

	(-		2020-2021)	(2021_2	022
2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED BUDGET
ACIUAL	ACIUAL	BUDGEI	ACIUAL	ILAK END	RECOMMENDED	DODGEI
459,705	441,514	560 , 037	448,844	565,000	601,510	
0	210	0	349	500	500	
1,346	318	1,736	0	0	0 -	
5,287	6,246	8,047	6,218	6,218	8,532	
3,000	2,377	2,592	1,373	2,000	3,288	
35,116	31,334	43,632	33,344	44,000	46,930	
75,835	72,013	93,068	76,806	94,000	100,501	
50,775	72,666	96,363	72,146	95,000		
2,427	2,228	2,762	3,041	2,594	3,580	
633,491	628,907	808,237	642,122	809,312	870,151	
490	260	1 000	42	1 000	500	
		,				
	- · ·	,				
1,167	1,173	2,350	368	2,350	2,750	
0	100	F00	0	500	0	
¥			0			
0	432	500	0	500	0	
			•	-	· · · -	
7,061	6,302	4,350	3,986	4,500	5,500	
0	0	0	0	0	50	
0	31	100	93	93	100	
0	31	100	93	93	150	
2,173	1,153	3,338	150	3,338	4,630	
434	1,207	2,420	515	2,000	2,550	
596	310	500	109	500	500	
8,588	1,538	11,156	982	5,000	8,500 -	
241	541	620	294	620	480	
730	231		151	670		
	ACTUAL 459,705 0 1,346 5,287 3,000 35,116 75,835 50,775 2,427 633,491 490 603 <u>74</u> 1,167 0 0 3,632 <u>3,429</u> 7,061 0 0 2,173 434 596 8,588 241	$\begin{array}{c ccccc} 2018-2019 & 2019-2020 \\ ACTUAL & ACTUAL \\ \end{array} \\ \begin{array}{c} 459,705 & 441,514 \\ 0 & 210 \\ 1,346 & 318 \\ 5,287 & 6,246 \\ 3,000 & 2,377 \\ 35,116 & 31,334 \\ 75,835 & 72,013 \\ 50,775 & 72,666 \\ 2,427 & 2,228 \\ \hline 633,491 & 628,907 \\ \end{array} \\ \begin{array}{c} 490 & 260 \\ 603 & 877 \\ \hline 2,427 & 2,228 \\ \hline 633,491 & 628,907 \\ \end{array} \\ \begin{array}{c} 490 & 260 \\ 603 & 877 \\ \hline 74 & 37 \\ \hline 1,167 & 1,173 \\ \hline 0 & 432 \\ \hline 3,632 & 2,044 \\ \hline 3,429 & 4,259 \\ \hline 7,061 & 6,302 \\ \hline 0 & 0 \\ \hline 0 & 31 \\ \hline 0 & 31 \\ \hline 2,173 & 1,153 \\ 434 & 1,207 \\ 596 & 310 \\ 8,588 & 1,538 \\ 241 & 541 \\ \end{array}$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c c c c c c c c c c c c c c c c c c c $	ACTUAL ACTUAL BUGGET ACTUAL YEAR END RECOMMENDED 459,705 441,514 560,037 448,844 565,000 601,510 - 1,346 318 1,736 0 0 0 - 3,000 2,377 2,592 1,373 2,000 3,288 - 35,116 31,334 43,632 33,344 44,000 46,930 - 75,835 72,013 93,068 76,666 94,000 105,310 - 2,427 2,228 2,762 3,041 2,594 3,580 - 633,491 628,907 808,237 642,122 809,312 870,151 - 490 260 1,000 42 1,000 2,000 - 74 37 350 78 350 2,750 - 0 432 500 0 500 - - 0 432 500 0 0 5,500

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

101-GENERAL		FUND		
GENERAL	COVE	DIMENT		

EXPENDITURES		(2	2020-2021) (2021-2022)			
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Professional Services							
173-541100 Engineering Services	8,661	8,000	40,000	19,075	40,000	0	
173-541300 Other Professional Services	11,170	7,791	35,000	5,073	35,000	40,000	
TOTAL Professional Services	19,831	15,791	75,000	24,148	75,000	40,000	
<u>Maintenance Service</u> s							
Rental/Leasing							
Operating Equipment							
173-571000 Furniture & Fixtures	538	285	900	387	900	900	
173-571300 Computer & Periphe. < \$5000	0	1,470	2,985 (1,228)	0	500	
TOTAL Operating Equipment	538	1,755	3,885 (841)	900	1,400	
Capital Outlay							
173-581200 Vehicles & Access. Over \$5,00	28,607	0	0	0	0	0	
TOTAL Capital Outlay	28,607	0	0	0	0	0	
TOTAL ENGINEERING	703,456	659 , 370	913,126	672,077	904,783	937,261	

DEPARTMENT: 256 POLICE FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Schertz Police Department provides service to approximately 32 square miles, with the City in three different counties. The police department receives thousands of calls for services annually through the communications division and dispatches for Police, Fire, Emergency Medical Service, and Animal Services. Additionally, the police department provides dispatch services for the City of Cibolo Police, Fire and Animal Services departments, and Schertz Emergency Medical Service dispatch for Cibolo, Marion, Seguin, and Santa Clara and other county areas. The Patrol Division provides a visible presence in the community, with the goal of crime prevention, crime reduction, traffic safety, and the promotion of overall public safety. The Investigations Division investigates incidents that occurred within the City, processes crime scenes, and follows up through prosecution with the County and District Attorneys of all three counties. The Records Unit receives and prepares cases for submission to County and District Attorneys. The School Resource Program provides a visible presence on the campuses within the City; makes educational presentations to the students and staff, along with investigating crimes on campus. The Animal Services Division is responsible for the enforcement of State laws and City ordinances regarding the care and treatment of animals, rabies control, and overall public health through disease and population control. The Community Outreach Officer interacts with Homeowner Associations, provides education and crime prevention programs to the community, and oversees the Citizens Police Academy and the Citizens on Patrol. Our Crime Victim Liaison protects the rights and assists in the needs of the crime victims in Schertz, Live Oak, and Cibolo

GOALS AND OBJECTIVES

- Promoting a safe community through public education, community involvement, criminal investigations, enforcement action and other essential services.
- Enhance our citizens' quality of life by promoting a feeling of safety for all citizens and visitors to the city, including neighborhoods, commercial areas, parks and public facilities.

- To increase department participation in community programs and increase citizen interest and participation in police department programs which lends to an attractive, safe community and promotes economic prosperity.
- To enhance the recruitment of high quality officers/personnel to serve the citizens of Schertz and to retain those employees in which the City has already invested with an engaged workforce.



ORGANIZATIONAL CHART

POLICE	2019-20	2020-21	2021-22
Chief of Police	1	1	1
Assistant Chief of Police	1	1	1
Captain	0	1	1
Lieutenants	4	4	4
Sergeants	7	7	7
Corporals	15	14	13
Officers	35	36	37
Code Enforcement Officers	2	2	0
Sanitarian	1	1	0
Administrative Assistant	2	2	2
Records Manager	1	1	1
Records Clerk	2	2	2
Civilian Evidence Technician	1	1	2
Crime Victim Liaison	1	1	1
Animal Services Manager	1	1	1
Animal Services Officer	4	4	4
Animal Services Kennel Tech	1	3	3
PT Animal Services Kennel Tech	2	2	2
Communications Manager	1	1	1
Communications Shift Supervisor	4	4	4
Communications Officer	12	12	12
P/T Communications Officer (Irregular)	3	3	3
Crossing Guards (Part Time)	16	16	16
TOTAL POSITIONS	117	120	118

LAW ENFORCEMENT COMMISSIONS	2019-20	2020-21	2021-22
Fire Dept. Law Enforcement Commission	1	1	1
TOTAL COMMISSIONS	1	1	1

PERFORMANCE INDICATORS

2019-20	2020-21	2021-22	
Actual	Estimate	Budget	
,	•	28,100	
•	•	7,500	
-		980	
	-	295	
-	-	300	
		3,300	
		2,500	
		\$55,000	
236	520	560	
2019-20	2020-21	2021-22	
Actual	Estimate	Budget	
1 468	1 243	1,350	
	•	1,575	
1,700	1,400	1,070	
1,157	1,175	1,200	
369	465	450	
233	375	400	
227	230	230	
132	95	100	
	Actual 26,713 9,115 914 279 254 3,084 2,543 \$195,344 236 2019-20 Actual 1,468 1,789 1,157 369 233 227	ActualEstimate26,71327,4009,1156,7329149552792752542823,0843,1002,5431,800\$195,344\$30,0002365202019-202020-21ActualEstimate1,4681,2431,7891,4581,1571,175369465233375227230	

Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Personnel	\$6,309,734	\$9,055,951	\$8,773,439
Supplies	67,512	109,541	109,998
City Support Services	26,401	32,422	26,500
Utility Services	83,909	186,155	196,200
Operations Support	5,543	15,752	13,816
Staff Support	94,590	176,392	184,031
City Assistance	9,954	55,055	60,300
Professional Services	68,118	78,999	85,266
Maintenance Services	63,176	78,362	77,305
Rental/Leasing	44,544	0	16,800
Operating Equipment	297,109	202,380	186,748
Capital Outlay	533,569	519,642	525,837
<i>Total</i>	\$7,604,159	\$10,510,651	\$10,256,240

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget decreases 2.4% from the FY 2020-21 year end estimates with the transfer of the code enforcement functions to the new Neighborhood Services division of Planning & Community Development. This decrease is partially offset by personnel increases include recommendations from the Class and Compensations study as well as increasing the minimum wage to \$15 for applicable positions. The FY 2021-22 Budget will also include additional vehicle fuel and training in anticipation of more officer positions being filled.

256-511350 TMRS-Employer

256-511410 Health-Employer

256-511500 Workers' Compensation

TOTAL Personnel Services

256-521000 Operating Supplies

256-521150 Child Safety Supplies

256-521200 Medical/Chem Supplies

256-532500 City Insurance-Commercial

256-533200 Electric Utility Service

TOTAL City Support Services

256-533310 Telephone/Cell Phone

256-533410 Water Utility Service

256-533330 Telephone/Internet

TOTAL Utility Services

256-534200 Printing & Binding

256-534800 Temp Staff Services

TOTAL Operations Support

256-533500 Vehicle Fuel

Operations Support 256-534100 Advertising

256-521300 Motor Veh. Supplies

256-521100 Office Supplies

TOTAL Supplies

Utility Services

City Support Services

101-GENERAL FUND

POLICE _____

<u>Supplies</u>

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

992,314

921,512

50,471

60,641

8,500

4,325

28,300

110,876

26,000

26,000

29,400

0

21,600

148,270

199,270

450

11,285

14,435

2.700

0

9,110

8,612,069

801,401

708,826

6,943,575

55,564

23,262

4,135

1,377

12,165

9,058

49,997

32,422

32,422

13,525

0

3,912

77,001

94,438

400

3,029

3,429

0

0

ADOPTED

BUDGET

CITY ADMIN.

RECOMMENDED

5,778,534

0

1,000,000

939,808

9,055,951

47,393

60,513

6,776

4,000

28,132

10,120

32,422

32,422

24,508

7,500

12,447

141,700

186,155

5,000

10,752

15,752

0

0

109,541

228,528

113,984

71,743

56,222

466,647

1,007,555

986,831

8,773,439

63,395

52,143

7,500

5,245

28,510

109,998

16,600

26,500

26,500

29,400

15,000

151,800

6,150

7,666

13,816

0

196,200

0

0

0

PUBLIC SAFETY EXPENDITURES (------) (------ 2021-2022 -----) Y-T-D PROJECTED 2018-2019 2019-2020 CURRENT ACTUAL BUDGET ACTUAL YEAR END ACTUAL Personnel Services 3,850,341 5,733,579 4,447,546 5,850,000 256-511110 Regular 4,765,561 256-511120 Overtime 247,200 271,725 203,597 369,378 500,000 256-511180 LTD 13,859 3,497 17,540 0 256-511210 Longevity 102,756 110,398 100,958 102,853 115,000 256-511220 Clothing Allowance 66,384 55,288 64,078 73,253 73,250 39,556 256-511230 Certification Allowance 45,407 58,560 35,020 44,500 256-511310 FICA - Employer 400,619 385,589 460,285 367,699 486,000

843,649

696,388

6,309,734

38,662

40,977

6,102

2,835

308

17.290

67,512

26,401

26,401

571

5,936

0

77,402

83,909

1,654

3,889

5,543

0

0

819,967

499,951

6,998,680

33,558

6,004

0

17,024

56,586

26,264

26,264

0

81

0

0

0

7,836

7,836

97,644

97,914

189

0

42,826

64 of 265

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL FUND PUBLIC SAFETY

PUBLIC SAFETY		,		0000 0001	,	/ 0.001 0	
EXPENDITURES		(,	(2021-2	,
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
Staff Support							
256-535100 Uniforms	43,954	35,923	73,333	23,108	47,900	59,839	
256-535200 Awards	1,316	3,046	250	. 14	2,750	3,250	
256-535210 Employee Recognition-Morale	4,268	4,625	5,500	3,760	5,206	5,900	
256-535300 Memberships	1,526	2,876	3,620	2,457	3,441	3,525	
256-535400 Publications (402)	74	490	264	459	490	
256-535500 Training/Travel	81,678	46,736	112,655	69 , 538	113,230	107,477	
256-535510 Meeting Expenses	3,220	1,311	6,750	2,302	3,407	3,550	
TOTAL Staff Support	135,559	94,590	202,598	101,443	176,392	184,031	
City Assistance							
256-537100 Medical Services	9,783	1,278	65,800	15,489	45,932	49,800	
256-537800 Community Outreach	6,960	8,676	10,300	5,140	9,123	10,500	
TOTAL City Assistance	16,742	9,954	76,100	20,629	55,055	60,300	
Professional Services							
256-541300 Prof Services/Consulting	80,629	68,118	70,803	42,932	69,003	74,186	
256-541310 Contract Service - Crematory	0	0	800	306	706	800	
256-541700 Microchip Service	0	0	10,280	3,325	9,290	10,280	
TOTAL Professional Services	80,629	68,118	81,883	46,563	78,999	85,266	
Fund Charges/Transfers							
Maintenance Services							
256-551400 Minor & Other Equip Maint	1,505	2,542	4,300	1,291	2,909	4,500	
256-551700 Abatement/Lot Cleaning	8,050	8,943	20,000	2,503	12,753	5,000	
256-551800 Other Maintenance Agreements	795	5,280	825	0	800	825	
256-551810 Maintenance Agr Radios	51,680	46,410	65,580	27,950	61,900	66,980	
TOTAL Maintenance Services	62,030	63,176	90,705	31,744	78,362	77,305	
<u>Debt Servic</u> e					. <u></u>		
Rental/Leasing							
256-561200 Lease/Purchase Payments	0	44,544	0	0	0	16,800	
TOTAL Rental/Leasing	0	44,544	0	0	0	16,800	
Operating Equipment							
256-571000 Furniture & Fixtures	5,248	6,014	9,620	5,728	9,339	10,645	
256-571200 Vehicles & Access. LESS \$5,00	307,437	176,783	160,255	72,409	144,086	135,660	
256-571300 Computer & Periphe. < \$5000	0	67,147	29,970	10,650	24,237	15,260 _	
256-571600 Donation-Expense	27,655	125	0	552	552	0	
256-571800 Equipment under \$5,000	55,210	47,040	36,355	21,935	24,165	25,183 _	
256-571800.Operating Equipment CVE	<u> </u>	0	2,500	111 074	0	100 740	
TOTAL Operating Equipment	395,551	297,109	238,700	111,274	202,380	186,748	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL FUND

PUBLIC SAFETY (------ 2020-2021 ------) (----- 2021-2022 -----) EXPENDITURES CURRENTY-T-DPROJECTEDCITY ADMIN.ADOPTEDBUDGETACTUALYEAR ENDRECOMMENDEDBUDGET 2018-2019 2019-2020 ACTUAL ACTUAL <u>Capital Outlay</u> 256-581200 Vehicles & Access. Over \$5,00 199,597 333,485 324,804 201,095 317,310 357,592 317,310 18,677 183,6<u>55</u> 18,677 45,500 256-581300 Computer & Periphe. > \$5,000 0 0 18,680 256-581800 Equipment Over \$5,000 208,765 194,155 80,505 183,655 122,745 0 199,597 533,569 TOTAL Capital Outlay 546,320 300,277 519,642 525,837 8,077,388 7,604,159 10,198,955 7,735,791 10,510,651 10,256,240 TOTAL POLICE

101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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HEALTH	

EXPENDITURES		(2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
ANIMAL SERVICES							
Personnel Services							
762-511110 Regular	196,431	229 , 198	0	0	0	0	
762-511120 Overtime	29,697	13,836	0	0	0	0	
762-511180 LTD	551	148	0	0	0	0	
762-511210 Longevity	1,435	870	0	0	0	0	
762-511230 Certification Allowance	1,525	1,300	0	0	0	0 _	
762-511310 FICA - Employer	17,646	17,426	0	0	0	0 _	
762-511350 TMRS-Employer	37,347	39,180	0	0	0	0 _	
762-511410 Health-Employer	34,033	53,039	0	0	0	0	
762-511500 Workers' Compensation	2,505	2,523	0	0	0	0	
TOTAL Personnel Services	321,170	357,519	0	0	0	0	
Supplies							
762-521000 Operating Supplies	19,252	16,109	0	0	0	0	
762-521100 Office Supplies	79	621	0	0	0	0	
762-521200 Medical/Chem Supplies	22,528	26,650	0	0	0	0	
762-521300 Motor Veh. Supplies	102	28	0	0	0	0	
TOTAL Supplies	41,961	43,407	0	0	0	0	
<u>City Support Services</u>							
762-532800 Promotional Events	928	0	0	0	0	0	
TOTAL City Support Services	928	0	0	0	0	0	
<u>Utility Services</u>							
762-533200 Electric Utility Service	22,548	24,561	0	0	0	0	
762-533410 Water Utility Service	28,422	12,311	0	0	0	0 -	
762-533500 Vehicle Fuel	6,660	4,069	0	(<u>160</u>)	0	0	
TOTAL Utility Services	57,630	40,941	0 (160)	0	0	
Operations Support							
762-534200 Printing & Binding	230	93	0	0	0	0	
TOTAL Operations Support	230	93	0	0	0	0	
<u>Staff Support</u>							
762-535100 Uniforms	5,652	5,744	0	0	0	0	
762-535210 Employee Recognition-Morale	0	277	0	0	0	0 -	
762-535500 Training/Travel	3,891	810	0	0	0	0 -	
762-535510 Meeting Expenses	29	37	0	0	0	0	
TOTAL Staff Support	9,573	6,869	0	0	0	0	

101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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HEALTH

(2020-2021) (2021-2022						
2018-2019	,			,		ADOPTED
ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
33,813	54,684	0	0	0	0	
33,813	54,684	0	0	0	0	
	0	0	0	0	0	
1,197	477	0	0	0	0 _	
	3,325	0	0	0	0 _	
20,000	0	0	0	0	0	
28,068	3,802	0	0	0	0	
85	0	0	0	0	0	
155	233	0	0	0	0	
0	160	0	0	0	0	
1,920		0	160	0	0	
2,160	2,153	0	160	0	0	
0	437	0	0	0	0	
0	3,192	0	0	0	0	
3,450	2,241	0	0	0	0	
510	0	0	0		0	
3,960	5,871	0	0	0	0	
0	58,887	0	0	0	0	
0	20,103	0	0	0	0	
0	54,174		0	0	0	
0	133,164	0	0	0	0	
499,493	648,502	0	0	0	0	
	<u>33,813</u> 33,813 1,920 1,197 4,951 <u>20,000</u> 28,068 85 155 0 <u>1,920</u> 2,160 0 3,450 <u>510</u> 3,960 0 0 0 0	$\begin{array}{c ccccc} 2018-2019 & 2019-2020 \\ ACTUAL & ACTUAL \\ \hline \\ 33,813 & 54,684 \\ \hline \\ 33,813 & 54,684 \\ \hline \\ 1,920 & 0 \\ 1,197 & 477 \\ 4,951 & 3,325 \\ 20,000 & 0 \\ 28,068 & 3,802 \\ \hline \\ \\ \hline \\ 85 & 0 \\ 28,068 & 3,802 \\ \hline \\ \\ \hline \\ 85 & 233 \\ 0 & 0 \\ 28,068 & 3,802 \\ \hline \\ \\ \hline \\ 85 & 233 \\ 160 \\ \hline \\ 2,160 & 2,153 \\ \hline \\ \\ \hline \\ 0 & 3,192 \\ 3,450 & 2,241 \\ \hline \\ 510 & 0 \\ 3,960 & 5,871 \\ \hline \\ 0 & 58,887 \\ 0 & 20,103 \\ \hline \\ 0 & 54,174 \\ \hline \\ 0 & 133,164 \\ \hline \end{array}$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	ACTUAL ACTUAL BUDGET ACTUAL YEAR END RECOMMENDED $33,813$ $54,684$ 0 0 0 0 0 0 $1,920$ 0 0 0 0 0 0 0 0 $1,197$ 477 0 0 0 0 0 0 $4,951$ $3,325$ 0 0 0 0 0 0 $20,000$ 0 0 0 0 0 0 0 $28,068$ $3,802$ 0 0 0 0 0 0 155 233 0 0 0 0 0 0 155 233 0 0 0 0 0 0 156 0 0 0 0 0 0 0 $2,160$ $2,153$ 0 160 0 0 0 0 $3,450$

DEPARTMENT: 257 FIRE RESCUE FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

The Schertz Fire Rescue Department is a paid career department that responds to all fire and emergency service calls in the City of Schertz, the contracted areas of Guadalupe and Bexar Counties, and through mutual aid, the surrounding cities. All department members are certified as structural firefighters and emergency medical technicians through the Texas Commission on Fire Protection and the Texas Department of State Health Services, respectively. Schertz firefighters are highly trained with many holding advanced firefighter, medical, and multi-discipline specialized certifications. Schertz Fire Rescue has an active public education/fire prevention program that conducts code review and enforcement within the city. Fire and arson investigation services are maintained within the department.

GOALS AND OBJECTIVES

- Deliver comprehensive safety services of the highest quality.
 - Respond to 90% of City within 5 minutes from time of dispatch.
 - Pre-fire plan all commercial occupancies in the city once per year, and extra hazard occupancies twice per year.
- Support and maintain a safe, healthy, well trained, and high performing work force.
 - Improve training opportunities and encourage involvement in specialized operations.
 - Build upon area-wide technical rescue, hazardous materials, and wildland strike teams.
- Provide high quality medical first responder service as part of an integrated emergency medical service.
 - Encourage advanced medical training and certifications.
 - Support emergency medical operations through interdepartmental cooperation.
- Become the community resource for life safety knowledge and information regarding Schertz Fire Rescue.
 - Semi-Annual inspects all schools and nursing homes.
 - Encourage public speaking for all firefighters.
 - Maintain safe construction and occupancy within the city through code enforcement.
- Attract and maintain a qualified and diverse workforce.

- Encourage diverse applicants through career fairs and public education.
- Continue to apply for staffing grants through Department of Homeland Security.

ORGANIZATIONAL CHART



FIRE RESCUE	2019-20	2020-21	2021-22
Fire Chief	1	1	1
Assistant Chief	1	1	1
Emergency Management Coordinator	1	1	1
Fire Marshal	1	1	1
Deputy Fire Marshal	1	1	1
Battalion Chief	4	4	4
Lieutenant	9	9	9
Fire Apparatus Operator	9	9	9
Firefighter	18	18	18
Administrative Assistant	1	1	1
TOTAL POSITIONS	46	46	46

PERFORMANCE INDICATORS

	2010.20	2020.24	0004.00
lanut	2019-20	2020-21	2021-22
Input	Actual	Estimate	Budget
		4040	4005
Number of Commercial Occupancies	955	1018	1035
Total staffing	45	45	46
Suppression staffing	39	39	39
Prevention staffing	2	2	2
Support staffing		_	_
(command/training/admin)	4	4	5
Number of fire stations	3	3	3
Number of full-time engine			
companies	3	3	3
			,
	2019-20	2020-21	2021-22
Workload/Output	actual	Estimate	Budget
Number of incidents	3,753	4,000	4,150
Unit Responses (# calls for all units	_		
responding to all emergencies)	5,257	5,730	5,900
Buildings preplan contacts			
Community Contact (citizen contact)	6,538	12,000	14,000
Fire Inspections Conducted	463	450	550
Plan Reviews Completed	205	260	260
Training Hours Provided	7,949	10,504	11,500
-		-	·
	2019-20	2020-21	2021-22
Efficiency	Actual	Estimate	Budget
Average Drive Time (Minutes)	5.51	5.45	5.40
% Drive Time < 4 Minutes	31%	32%	31%
% of Buildings Preplanned	100%	100%	100%
% Prevention Contacts	29%	29%	29%
Inspections per Inspector	262/237	272/206	260/200
Training Hours/Employee	205	318	320
5 1 7			

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will decrease 0.3% from the FY 2020-21 year end estimate.

8-06-2021 06.51

8-06-2021 06:51 AM 101-GENERAL FUND		PROPOSED H	F SCHER BUDGET WORKSHEN JUNE 30TH, 2023	ET			PAGE: 34
PUBLIC SAFETY		,		2020 2021	,		2022
EXPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(2021-2 CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
FIRE RESCUE							
<u>Personnel Services</u>							
257-511110 Regular	2,940,564	2,660,168	3,264,807	2,896,719	3,700,000	3,595,049	
257-511120 Overtime	380,812	245,103	425,000	298,700	425,000	268,674	
257-511180 LTD	8,758	2,149	9,583	0	0	0 -	
257-511210 Longevity	63,571	65 , 678	71,860	69 , 579	71,860	74,460	
257-511220 Clothing Allowance	13,524	13,800	13,478	10,320	14,000	13,478	
257-511230 Certification Allowance	43,670	38,035	47,597	15,070	32,000	47,597	
257-511310 FICA - Employer	263,091	255,633	290,749	242,643	314,000	304,702	
257-511350 TMRS-Employer	563 , 873	583,915	620,129	529 , 966	625,000	652 , 521	
257-511410 Health-Employer	309,147	446,229	489,772	374,226	500,000	535,738	
257-511500 Workers' Compensation	24,492	21,768	28,544	31,424	26,803	36,499	
TOTAL Personnel Services	4,611,501	4,332,478	5,261,519	4,468,648	5,708,663	5,528,718	
Supplies							
257-521000 Operating Supplies	5,064	4,342	7,500	2,373	6,500	6,000	
257-521100 Office Supplies	2,574	3,179	3,200	1,135	3,000	3,400	
257-521200 Medical/Chem Supplies	9,324	9,046	11,065	1,579	10,955	10,955	

<u>Supplies</u>							
257-521000 Operating Supplies	5,064	4,342	7,500	2,373	6,500	6,000	
257-521100 Office Supplies	2,574	3,179	3,200	1,135	3,000	3,400	
257-521200 Medical/Chem Supplies	9,324	9,046	11,065	1,579	10,955	10,955	
257-521300 Motor Veh. Supplies	136	469	1,000	201	1,000	1,000	
257-521600 Equip Maint Supplies	1,433	627	1,200	123	1,200	1,200	
TOTAL Supplies	18,529	17,662	23,965	5,411	22,655	22,555	
<u>City Support Services</u>							
257-532350 Software Maintenance	0	0	0	891	1,500	0	
TOTAL City Support Services	0	0	0	891	1,500	0	
<u>Utility Services</u>							
257-533100 Gas Utility Service	5,409	5,513	7,000	4,564	7,000	7,000	
257-533200 Electric Utility Service	9,685	20,846	25,000	13,682	20,000	25,000	
257-533320 Telephone/Air Cards	0	0	3,000	1,111	3,000	0	
257-533330 Telephone/Internet	142	0	0	0	0	0	
257-533410 Water Utility Service	1,347	20,173	3,600	6,412	18,000	10,000	
257-533500 Vehicle Fuel	38,638	30,183	38,000	27,506	38,000	38,000	
TOTAL Utility Services	55,221	76,715	76,600	53,276	86,000	80,000	
Operations Support							
257-534100 Advertising	0	0	150	0	0	0	
257-534200 Printing & Binding	392	770	2,000	158	2,000	3,000	
TOTAL Operations Support	392	770	2,150	158	2,000	3,000	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL FUND PUBLIC SAFETY

PUBLIC SAFETY		,		0000 0001	2021-2022)			
EXPENDITURES	0010 0010				,		- /	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
<u>Staff Support</u>								
257-535100 Uniforms	87,750	84,987	99 , 100	39 , 079	99,100	102,225		
257-535210 Employee Recognition-Morale	4,452	4,561	4,700	2,352	4,700	4,700 _		
257-535300 Memberships	3,058	3,307	3,500	2,305	3,500	3,800		
257-535400 Publications	1,854	1,472	2,300	613	3,000	2,500 _		
257-535500 Training/Travel	65,122	69,897	73,000	24,483	73,000	75,000 _		
257-535510 Meeting Expenses	2,907	2,783	4,500	2,135	4,500	3,000 _		
257-535600 Professional Certification	6,894	7,493	10,000	5,218	10,000	8,000		
TOTAL Staff Support	172,038	174,502	197,100	76,185	197,800	199,225		
<u>City Assistance</u>								
257-537800 Community Outreach	20,868	23,618	23,000	8,067	23,000	23,000		
TOTAL City Assistance	20,868	23,618	23,000	8,067	23,000	23,000		
Professional Services								
257-541300 Other Professional Services	33,465	61,221	85,502	65,936	70,000	63,600		
TOTAL Professional Services	33,465	61,221	85,502	65,936	70,000	63,600		
Fund Charges/Transfers								
Maintenance Services								
257-551400 Minor & Other Equip Maint	284	882	2,500	(457)	2,000	1,500		
257-551800 Other maintenance agreement	20,964	19,393	43,500	20,482	31,400	40,000		
257-551810 Maintenance Agr Radios	13,100	13,440	15,000	6,720	15,000	15,000		
257-551900 Construction	36,213	6,408	29,562	14,562	15,000	25,000		
TOTAL Maintenance Services	70,560	40,123	90,562	41,307	63,400	81,500		
Other Costs								
257-554200 Deployment-Reimb-TIFMAS	1,594	16,321	0	6,895	6,895	10,000		
TOTAL Other Costs	1,594	16,321	0	6,895	6,895	10,000		
<u>Debt Servic</u> e								
Rental/Leasing								
257-561200 Lease/Purchase Payments	25,581	8,990	13,500	0	10,600	27,000		
TOTAL Rental/Leasing	25,581	8,990	13,500	0	10,600	27,000		
Operating Equipment								
257-571000 Furniture & Fixtures	14,417	15,050	22,000	7,063	20,000	12,000		
257-571200 Vehicles & Access. LESS \$5,0	0 7,995	55,242	10,000	2,996	10,000	11,000		
257-571300 Computer & Periphe. < \$5000	13,907	18,923	18,000	5,178	18,000	8,000		
257-571310 Computer Software	6,417	7,167	15,000	1,543	10,000	8,000		
257-571400 Communication Equip LESS \$50	0 11,964	43,315	18,000	1,358	18,000	10,000		
257-571600 Police/Fire/Medical Equipmen	t 40,568	39,021	51,955	32,798	52,000	55,000		
257-571800 Equipment under \$5,000	4,926	9,089	14,000	13,144	16,800	1 6 0 0 0		
	4,920	9,089	14,000		16,800	16,000		

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

101-GENERAL FUND PUBLIC SAFETY

PUBLIC SAFETY EXPENDITURES		(-		2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Capital Outlay							
257-581200 Vehicles & Access. Over \$5,00	177,855	79,649	134,000	43,499	134,000	379,000	
257-581400 Communication Equip Over \$500	0	0	135,000	119,989	130,000	50,000	
257-581600 Donation-Expense	0	21,798	0	457	1,300	1,000	
257-581800 Equipment Over \$5,000	0	14,957	22,000	22,320	22,320	17,500	
TOTAL Capital Outlay	177,855	116,405	291,000	186,265	287,620	447,500	
TOTAL FIRE RESCUE	5,287,798	5,056,610	6,213,853	4,977,119	6,624,933	6,606,098	

DEPARTMENT: PLANNING AND COMMUNITY DEVELOPMENT DIVISION: 258 BUILDING INSPECTIONS FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Building Inspections Division assists customers seeking permits and inspections for various residential and commercial construction projects. The Division is responsible for maintaining health, safety, and welfare through professional review of building plans, permits and performing inspections to ensure consistency of the City's adopted building codes and ordinances. Staff works closely with citizens, contractors, builders, developers, and other City Departments to assist in creating an attractive and safe community.

GOALS AND OBJECTIVES

- Implement new permitting/planning/Code Enforcement software to provide increased customer service, transparency, and efficiency on all development projects.
- Continue to improve department processes and procedures to expedite the plan review and permitting process.
- Strive to provide superior customer service through courteous and professional relationships with the community.
- Continue to train counter staff to interpret building code regulations with the goal to successfully guide customers through the permit and inspection process.
- Continue to promote the use of automated technology and website improvements to streamline the permitting process, inspection process and online payment process.
- Continue to provide a high level of professional services to the varied stakeholders served, including builders, developers, landowners, neighborhood groups, business owners, appointed officials and Council members, and citizens of the community.

- Promote continuous staff development and cross training to improve efficiency and customer service by increasing the technical knowledge of staff.
- Continue to expand efforts for community education of Building Safety through the City of Schertz Building Safety Month activities.

ACCOMPLISHMENTS

- Focus on training opportunities for staff. Staff attended various continuing education classes virtually related to building code regulations, the Master Exam Prep Class for Plumbing, Coaching and Teambuilding Skills for Managers and Supervisors, ADA Accessibility Training, various webinars for inspector training, and training to maintain active Plumbing Licenses and Master Electrical Licenses.
- Improved upon the website with the addition of graphic brochures for permitting, carports, sheds as well as created Citizen Information brochures that help provide more detail related to permitting and inspection for a home construction project.
- Continued the yearly program to raise awareness for Building Safety Month which included safety tips on the City social media site and an article in the Schertz Magazine.
- Successfully shifted to digital plan review, online permit application submittal, online payments to improve the customer experience.
- Department process changes and the use of the Office 365 components has helped staff to manage permit projects more efficiently and reduced plan review timeframes.
- Continuously reviewed and improved the online inspection request system based on customer input to improve communication between customers and staff.
- Staff conducted virtual meetings through Microsoft Teams to continue daily business with contractors and developers.
- Created a Building Permit Fee Calculator for the website that allows developers, contractors, and residents the ability to calculate their permit fees.
- Introduced a Residential Video Inspection Program which allowed residents, contractors, and the city inspectors the ability to conduct virtual

inspections on certain building projects while keeping safety a priority for all during the pandemic.

- Residential Master Building Plan was introduced to allow production builders who builds the same model of homes a number of times the ability to seek approval for a master home plan and reduce the plan review time.
- Successfully adopted and implemented new Building Codes in order to ensure the health and safety of Schertz residents.

ORGANIZATIONAL CHART



		-	-
INSPECTIONS	2019-20	2020-21	2021-22
Dir. of Planning & Comm. Dev.	1	1	1
Administrative Assistant	1	1	1
Chief Building Official	1	1	1
Plans Examiner	1	1	1
Building Inspector	5	5	5
Permit Technician	2	2	2
Development Specialists*	1	1	1
TOTAL POSITIONS	12	12	12
*Split with Litility Billing			

*Split with Utility Billing

PERFORMANCE INDICATORS

Workload/Output	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
New Residential Construction New Commercial Construction Reroof Permits Accessory/Temporary Building Permits	357 16 315 34	366 18 344 44	366 18 344 44
Deck/Patio Permits	73	118	118
Sign Permits	74	96	96
Other Permits	1,581	1,784	1,784
Mechanical Permits	898	900	900
Electric Permits	721	790	790
Plumbing Permits	1,104	1,255	1,255
Total Permit/License/Fee Revenue	\$2,203,622	\$2,354,035	\$2,354,035

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Standard Inspections (i.e. framing) and Re-Inspections	13,161	14,000	14,000
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel Supplies Utility Services Operations Support Staff Support Professional Services Operating Equipment Capital Outlay <i>Total</i>	\$837,530 \$1,516 \$4,285 \$155 \$16,155 \$42,475 \$1,079 0 \$903,194	\$878,660 \$5,076 \$8,400 \$750 \$41,261 \$70,000 \$650 \$27,381 \$1,032,178	\$941,425 \$5,100 \$8,400 \$850 \$41,446 \$70,000 \$650 0 \$1,067,871

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 3.5% from the FY 2020-21 year end estimate with the implementation of the classification and compensation recommendation and an additional Building Inspector position. This increase is offset by a decrease

in capital outlay with the elimination of a vehicle that was purchased during FY 2020-21.

8-06-2021 06:51 AM		CITY O PROPOSED B	F SCHER BUDGET WORKSHEI				PAGE: 37
101-GENERAL FUND		AS OF: J	JUNE 30TH, 2023	1			
PUBLIC SAFETY EXPENDITURES		(-		· 2020-2021)	(2021-	·2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
INSPECTIONS							
							I
Personnel Services							
258-511110 Regular	568,258	584,720	608 , 575	461,015	600,000	628,205	
258-511120 Overtime	14,090	7,943	15,212	4,792	12,000	15,614	
258-511180 LTD	1,611	438	1,889	0	0	0	
258-511210 Longevity	8,672	13,073	12,809	11,506	11,506	11,025	
258-511230 Certification Allowance	182	300	873	882	1,200	288	
258-511310 FICA - Employer	44,918	43,092	48,727	35,288	46,400	50,084	
258-511350 TMRS-Employer	95,749	96,045	103,933	76,324	100,000	107,255	
258-511410 Health-Employer	67,260	90,583	104,162	82,737	106,000	126,833	
258-511500 Workers' Compensation	1,342	1,335	1,655	1,822	1,554	2,121	
TOTAL Personnel Services	802,083	837,530	897,835	674,365	878,660	941,425	
Supplies							
258-521000 Operating Supplies	1,287	532	1,600	335	1,600	1,300	

<u>Personnel Services</u>							
258-511110 Regular	568,258	584,720	608,575	461,015	600,000	628,205	
258-511120 Overtime	14,090	7,943	15,212	4,792	12,000	15,614	
258-511180 LTD	1,611	438	1,889	0	0	0	
258-511210 Longevity	8,672	13,073	12,809	11,506	11,506	11,025	
258-511230 Certification Allowance	182	300	873	882	1,200	288	
258-511310 FICA - Employer	44,918	43,092	48,727	35,288	46,400	50,084	
258-511350 TMRS-Employer	95,749	96,045	103,933	76,324	100,000	107,255	
258-511410 Health-Employer	67,260	90,583	104,162	82,737	106,000	126,833	
258-511500 Workers' Compensation	1,342	1,335	1,655	1,822	1,554	2,121	
TOTAL Personnel Services	802,083	837,530	897,835	674,365	878,660	941,425	
Supplies							
258-521000 Operating Supplies	1,287	532	1,600	335	1,600	1,300	
258-521100 Office Supplies	1,378	808	2,400	348	2,400	2,400	
258-521300 Motor Vehicle Supplies	159	175	576	252	576	900	
258-521600 Equip Maint Supplies	73	0	500	0	500	500	
TOTAL Supplies	2,897	1,516	5,076	934	5,076	5,100	
City Support Services							
<u>Utility Services</u>							
258-533500 Vehicle Fuel	6,047	4,285	8,400	3,581	8,400	8,400	
TOTAL Utility Services	6,047	4,285	8,400	3,581	8,400	8,400	
Operations Support							
258-534200 Printing & Binding	1,206	155	1,000	62	750	850	
TOTAL Operations Support	1,206	155	1,000	62	750	850	
<u>Staff Support</u>							
258-535100 Uniforms	5,306	4,195	8,690	1,193	8,690	8,900	
258-535300 Memberships	318	408	745	70	745	705	
258-535400 Publications	1,345	93	2,298	1,153	2,298	2,400	
258-535500 Training/Travel Staff	16,133	9,444	23,341	3,830	23,341	23,341	
258-535510 Meeting Expenses	830	430	2,100	751	2,100	1,900	
258-535600 Professional Certification	2,042	1,586	4,087	1,412	4,087	4,200	
TOTAL Staff Support	25,975	16,155	41,261	8,409	41,261	41,446	
City Assistance							

<u>City Assistanc</u>e

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GEN	IERAL	FUND
PUBLIC	SAFE	ΓY

PUBLIC SAFETI		,		2020 2021	1	(2021-2	1022
EXPENDITURES	2018-2019 ACTUAL	(2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Professional Services							
258-541300 Other Consl/Prof Services TOTAL Professional Services	<u>69,720</u> 69,720	<u>42,475</u> 42,475	<u>70,000</u> 70,000	<u>22,713</u> 22,713	<u> </u>	<u>70,000</u> 70,000	
Maintenance Services							
Rental/Leasing							
Operating Equipment							
258-571000 Furniture & Fixtures	903	1,079	650	598	650	650	
258-571200 Vehicles&Access. LESS \$5,000	1,938	0	0	0	0	0	
TOTAL Operating Equipment	2,841	1,079	650	598	650	650	
Capital Outlay							
258-581200 Vehicles & Access. Over \$5,00	52,087	0	0	27,381	27,381	0	
TOTAL Capital Outlay	52,087	0	0	27,381	27,381	0	
TOTAL INSPECTIONS	962,856	903,194	1,024,222	738,044	1,032,178	1,067,871	

DEPARTMENT: PLANNING AND COMMUNITY DEVELOPMENT DIVISION: 259 Neighborhood Services FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Neighborhood Services Division focuses on providing protection and enforcement services to the public in order to minimize environmental and consumer health hazards. This is achieved through the promotion of public health and safety best practices to ensure compliance with state and local health codes.

The department seeks to protect the City of Schertz through the investigating and abatement of the following: Trash, Rubbish, Debris, Junked Vehicles, Tall Weeds/Grass, Mosquito Harbors, Unmaintained Pools, and Substandard Structures.

In addition, the department ensures food safety for all food establishments, ensures the safety of all public and semi-public aquatic facilities, and responds to citizen complaints concerning a verity of public health/quality-of-life concerns.

GOALS AND OBJECTIVES

- Protect the community from environmental and health hazards.
- To provide quality education and enforcement of city codes and ordinances so that Schertz is a great livable community.
- Work hand-in-hand with community stakeholders to increase and maintain a high quality of life.
- Provide interdepartmental assistance and direction when enforcing city regulation.

ORGANIZATIONAL CHART



Neighborhood Services	2019-20	2020-21	2021-22
Manager	0	0	1
Code Enforcement Officers	0	0	2
Sanitarian	0	0	1
TOTAL POSITIONS	0	0	4

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	NA	NA	\$308,779
Supplies	NA	NA	4,519
Utility Services	NA	NA	15,000
Operations Support	NA	NA	3,419
Staff Support	NA	NA	23,393
Professional Services	NA	NA	2,500
Maintenance Services	NA	NA	16,000
Operating Equipment	NA	NA	325
Total	NA	NA	\$373,935

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at \$373,935. This division was included in the Police Department and will now be a separate division reporting to Planning & Community Development.

101-GENERAL FUND

PUBLIC SAFETY

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

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EXPENDITURES	(2020-2021) (2021-2022)							
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
NEIGHBORHOOD SERVICES								
Personnel Services								
259-511110 Regular	0	0	0	0	0	222,600		
259-511120 Overtime	0	0	0	0	0	4,591		
259-511180 LTD	0	0	0	0	0	690		
259-511210 Longevity	0	0	0	0	0	2,721		
259-511220 Clothing Allowance	0	0	0	0	0	3,506		
259-511230 Certification Allowance	0	0	0	0	0	1,090		
259-511310 FICA - Employer	0	0	0	0	0	17,810		
259-511350 TMRS-Employer	0	0	0	0	0	38,418		
259-511410 Health-Employer	0	0	0	0	0	15,946		
259-511500 Worker' Compensation	0	0	0	0	0	1,407		
TOTAL Personnel Services	0	0	0	0	0	308,779		
Supplies								
259-521000 Operating Supplies	0	0	0	0	0	1,044		
259-521100 Office Supplies	0	0	0	0	0	1,000		
259-521300 Motor Vehicle Supplies	0	0	0	0	0	1,725		
259-521600 Equip Maint Supplies	0	0	0	0	0	750		
TOTAL Supplies	0	0	0	0	0	4,519		
<u>Utility Services</u>								
259-533500 Vehicle Fuel	0	0	0	0	0	15,000		
TOTAL Utility Services	0	0	0	0	0	15,000		
Operations Support								
259-534200 Printing & Binding	0	0	0	0	0	3,419		
TOTAL Operations Support	0	0	0	0	0	3,419		
Staff Support								
259-535100 Uniforms	0	0	0	0	0	6,100		
259-535300 Memberships	0	0	0	0	0	450		
259-535400 Publications	0	0	0	0	0	1,190		
259-535500 Training/Travel	0	0	0	0	0	13,550		
259-535510 Meeting Expenses	0	0	0	0	0	200		
259-535600 Professional Certification	0	0	0	0	0	1,903		
TOTAL Staff Support	0	0	0	0	0	23,393		
<u>Citv Assistanc</u> e								

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL FUND

PUBLIC SAFETY EXPENDITURES			(2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Professional Services							
259-541300 Other Consl/Prof Services TOTAL Professional Services	<u> 0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>2,500</u> 2,500	
<u>Maintenance Services</u>							
259-551700 Abatement/Lot Cleaning	0	0	0	0	0	15,000	
259-551810 Maintenance Agr Radios	0	0	0	0	0	1,000	
TOTAL Maintenance Services	0	0	0	0	0	16,000	
Operating Equipment							
259-571000 Furniture & Fixtures < \$5,000	0	0	0	0	0	325	
TOTAL Operating Equipment	0	0	0	0	0	325	
Capital Outlay							
TOTAL NEIGHBORHOOD SERVICES	0	0	0	0	0	373,935	
TOTAL PUBLIC SAFETY	14,328,041	13,563,963	17,437,030	13,450,954	18,167,762	18,304,144	

DEPARTMENT: PUBLIC WORKS DIVISION: 359 STREETS FUND: 101 GENERAL FUND

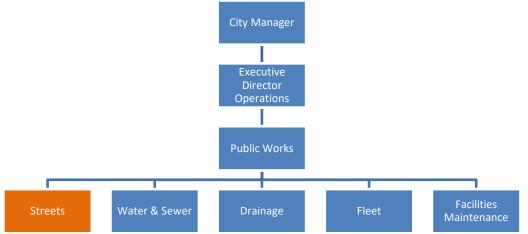
DEPARTMENT DESCRIPTION

The Street Department provides high quality service in design, construction, and renovation of streets and continues to perform services in a customer service first manner to meet the needs of the citizens. Provides safe and efficient movement of the people and goods through a well-designed, operated, and maintained transportation network. Evaluates affordability and efficiency options for providing street maintenance services. Chipping service is provided as requested by the residents. The Street Division assists other departments as needed.

GOALS AND OBJECTIVES

- Apply preventative maintenance strategies to extend the life of City streets and reduce unscheduled maintenance.
- Plan, design, construct, operate, and maintain traffic functions, traffic control devices, street resurfacing and rehabilitation, street lights, street signs, street sweeping, and crosswalk signals.
- Emphasize safety to our employees to reduce preventable accidents.
- Provide traffic counts and speed information on specific streets as requested.
- Design and prepare street maintenance plans, pothole patching, and sidewalk construction.

ORGANIZATIONAL CHART



STREETS	2019-20	2020-21	2021-22
Public Works Manager Streets/Drainage	1	1	1
Street Supervisor	1	1	1
Foreman	1	1	1
Street Worker II	6	6	6
Street Worker I	8	8	8
TOTAL POSITIONS	17	17	17

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
workioad/Output	Actual	Estimate	Duugei
Street Sweeping hours	1252	1284	1512
Number of signs produced	975	992	1000
Quantity of asphalt purchased (tons)	248	350	400
Special projects (Hours)	131	900	800
Street centerline miles	163	165	167
	,		
	2019-20	2020-21	2021-22
Efficiency	Actual	Estimate	Budget
Annual cost to operate street	440.450	100.000	105 662
sweepers (operators and fuel)	118,450	122,003	125,663
•	118,450 45	122,003 45	125,663 45

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Hours spent on roadway maintenance	2340	2380	2600
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel Supplies City Support Utility Services Staff Support Professional Services Maintenance Services Rental/Leasing Operating Equipment Capital Outlay <i>Total</i>	\$751,943 100,976 2478 179,334 16,083 9,765 151,779 1,900 56,635 250,531 \$1,521,424	\$763,966 126,650 0 172,600 17,254 18,000 334,992 5,000 30,517 32,023 \$1,501,002	\$988,614 167,950 6,000 180,600 22,120 20,000 285,500 5,000 71,000 159,200 \$1,905,984

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 27.0% from the FY 2020-21 year end estimate for the Class and Compensation study recommendation and raising applicable positions minimum wage to \$15/hour. In addition to personnel expenses, FY 2021-22 budget includes funds for street light replacements and a new street sweeper.

101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PUBLIC ENVIRONMENT EXPENDITURES		1		2020 2021	1	(2021-2	
EXPENDITURES	2018-2019 ACTUAL		CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
STREETS							
======							
Personnel Services							
359-511110 Regular	491,977	491,757	602,025	387,746	495,927	626,037	
359-511120 Overtime	6,032	8,099	6,240	11,251	10,400	6,240	
359-511180 LTD	1,478	389	1,868	0	389	0	
359-511210 Longevity	16,927	16,786	19,162	12,552	12,472	16,446	
359-511230 Certification Allowance	2,112	1,685	3,368	1,292	2,000	4,656	
359-511310 FICA - Employer	40,391	37,636	47,813	30,628	40,070	49,557	
359-511350 TMRS-Employer	83,788	82,680	102,545	68,458	83,702	106,717	
359-511410 Health-Employer	66,618	97,233	131,464	91 , 973	100,817	154,142	
359-511500 Workers' Compensation	16,024	15,678	19,370	21,325	18,189	24,819	
TOTAL Personnel Services	725,346	751,943	933,855	625 , 226	763,966	988,614	
Supplies							
359-521000 Operating Supplies	2,515	2,323	3,750	2,722	3,750	3,750	
359-521050 Operating Supplies-Sign	16,691	37,663	38,500	21,524	40,000	50,000	
359-521052 Operating Supplies-Dept Sign	0	0	0	0	0	10,000	
359-521055 Operating Supplies-StreetMain	71,658	58,311	80,000	40,795	80,000	100,000	
359-521100 Office Supplies	350	398	400	179	400	400	
359-521200 Medical/Chem Supplies	465	625	2,000	970	1,900	2,000	
359-521300 Motor Veh. Supplies	1,232	1,657	1,800	1,087	600	1,800	
TOTAL Supplies	92,910	100,976	126,450	67 , 277	126,650	167,950	
City Support Services							
359-532800 EMPLOYEE APPRECIATION EVENTS	0	2,478	0	0	0	6,000	
TOTAL City Support Services	0	2,478	0	0	0	6,000	
Utility Services							
359-533200 Electric Utility Service	140,869	148,268	140,000	100,621	140,000	140,000	
359-533210 Utilities - Poles	4,440	0	0	0	0	0	
359-533410 Water Utility Service	473	562	0	144	600	600	
359-533500 Vehicle Fuel	38,631	30,504	36,000	24,833	32,000	40,000	
TOTAL Utility Services	184,414	179,334	176,000	125,598	172,600	180,600	
<u>Operations Support</u>							
Staff Support							
359-535100 Uniforms	13,338	14,355	13,500	8,997	9,634	14,500	
359-535300 Memberships	149	0	0	0	0	0	
359-535500 Training/Travel	3,023	1,187	5,000	3,721	5,000	6,420	
359-535510 Meeting Expenses	726	541	1,200	342	1,200	1,200	<u> </u>
359-535600 Professional Certification	161	0	1,420	0	1,420	0	
TOTAL Staff Support	17,397	16,083	21,120	13,060	17,254	22,120	

101-GEN

PUBLIC EXPEND

TOTAL PUBLIC ENVIRONMENT

1,301,880

1,521,424

CITY OF SCHERTZ

8-06-2021 06:51 AM	CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021						PAGE: 42	
101-GENERAL FUND		AS OF: C	JUNE 30TH, 2021					
PUBLIC ENVIRONMENT		,		2020 2021				
EXPENDITURES		,			,	(2021-2		
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
<u>City Assistanc</u> e								
Professional Services								
359-541310 Contractual Services	6,345	9,765	18,000	12,070	18,000	20,000		
TOTAL Professional Services	6,345	9,765	18,000	12,070	18,000	20,000		
Maintenance Services								
359-551400 Minor & Other Equip Maint	320	0	500	316	500	500		
359-551600 Outsourced Street Maintenance	,	151,779	325,992	92,524	334,492	200,000		
359-551650 Sidewalk Maintenance	0	0	0	0	0	85,000		
TOTAL Maintenance Services	40,561	151,779	326,492	92,840	334,992	285,500		
<u>Debt Servic</u> e								
Rental/Leasing								
359-561100 Rental-Equipment	5,043	1,900	6,000	3,857	5,000	5,000		
TOTAL Rental/Leasing	5,043	1,900	6,000	3,857	5,000	5,000		
Operating Equipment								
359-571000 Furniture & Fixtures	0	240	300	0	0	2,000		
359-571200 Vehicles & Access under \$5,00	0	0	5,000	1,060	3,500	0		
359-571750 Street Crossing Minor Imprvmn		55,194	0	22,517	22,517	65,000		
359-571800 Equipment under \$5,000	41,318	1,201	4,500	<u> </u>	4,500	4,000		
TOTAL Operating Equipment	41,318	56,635	9,800	23,576	30,517	71,000		
Capital Outlay								
359-581200 Vehicles & Access. Over \$5,00		250,025	32,023	31,753	32,023	0		
359-581750 Street Crossing Improvements	0	506	0	0	0	0		
359-581800 Equipment Over \$5,000	32,147	0	0	0	0	159,200		
TOTAL Capital Outlay	188,545	250,531	32,023	31,753	32,023	159,200		
TOTAL STREETS	1,301,880	1,521,424	1,649,740	995,256	1,501,002	1,905,984		

1,649,740

995**,**256

1,501,002 1,905,984

DEPARTMENT: 460 PARKS, RECREATION AND COMMUNITY SERVICES FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Parks, Recreation, and Community Services department oversees the maintenance and management of approximately 400 acres of park land, to include the maintenance of municipal facilities, creek ways, swimming pools, park irrigation systems, trails, restrooms, pavilions, open space, playground equipment, benches, picnic tables, lighting, mowing contracts oversight, campus formal bed maintenance contracts, and oversight of athletic field maintenance by sports associations (Buffalo Valley Youth Association and Schertz Youth Soccer Alliance). It conducts community-wide tree planting and beautification programs. Acquires, designs, constructs, and renovates existing and additional park land and facilities. It provides citizen input and communication venues utilizing the Parks and Recreation Advisory Board, community surveys, and community meetings. It plans and implements over 50 special events, recreation programs, and parades. The Director of Parks, Recreation, and Community Services oversees the budgets for Parks, Swimming Pools, Tree Mitigation, Parkland Dedication, and the Special Events Fund. In addition, the Director oversees and manages the contracts with the YMCA of Greater San Antonio for the staffing and programming of the Recreation Center, the Schertz Area Senior Center, the Schertz Aquatics Center, and the outdoor pools at Pickrell Park and Wendy Swan Memorial Park.

GOALS AND OBJECTIVES

- Continue to develop a system of parks, open space, recreational facilities, and leisure services that will meet the needs of an expanding community.
- Implement the on-going Parks and Open Space Master Plan recommendations and priorities to keep pace with the needs of an expanding community.
- Continue the development of trails and greenbelts to improve connectivity among parks, neighborhoods, churches, schools, public facilities, and municipal buildings.
- Provide recreational and leisure opportunities to City of Schertz residents of all ages through the provision of high quality parks and recreational facilities, swimming pools, and senior center.

- Continue to expand our internal, recreation services program through our Music & Movies in the Park series, restructuring of our established special events, and introduction of more adult-oriented sports opportunities.
- Continue to expand our nature park educational opportunities through more organized, structured site tours and programming accomplished through partnerships with the Friends of Crescent Bend Nature Park, members of the local birding community, and the local school district (SCUCISD).

ORGANIZATIONAL CHART



PARKS, RECREATION & COMMUNITY SERVICES	2019-20	2020-21	2021-22
Director of Parks, Recreation & Community Services	1	1	1
Administrative Assistant	1	1	1
Parks Manager	1	1	1
Park Maintenance Crew Supervisor	1	1	1
Park Maintenance Technician I	5	5	5
Park Worker I, Part Time	1	1	1
Seasonal Park Workers	1	1	1
Events Manager	1	1	1
Events Specialist	1	1	1
TOTAL POSITIONS	13	13	13

PERFORMANCE INDICATORS

Workload/Outputs	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Total Acres of Park Land Managed	401.11	401.11	425.31
Total Acres of City Campuses Managed	48.68	52.37	36.03
Total Acres of Land Managed Per FTE	89.96	75.78	75.58
Total Miles of Trails Managed	50	25	25.6
Special Events, Programs & Parades		50	50
Efficiency	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Acres of Contractual Mowing	119.40	123.09	123.09
Acres of Athletic Association Maintenance	70.02	70.02	70.02
Hours of Volunteer Service	800	500	500
Hours of Athletic Association Service	1,200	1,200	1,200
Effectiveness	2019-20	2020-21	2021-22
	actual	Estimate	Budget
Cost Benefit for Athletic Association Field Maintenance Cost Benefit for Volunteer Hours Special Events Attendance Youth Sports Registrations (BVYA & SYSA)	\$550,000 \$12,000 30,000 3,800	\$550,000 \$7,500 15,000 1,900	\$550,000 \$7,500 25,000 3,800
Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Personnel	\$591,086	\$714,711	\$750,047
Supplies	81,491	103,382	84,350
City Support Services	60,684	145,567	136,000
Utility Services	221,616	246,000	246,000
Operations Support	1,677	1,500	2,000
Staff Support	18,406	13,670	19,670
Professional Services	132,392	129,271	147,946
Maintenance Services	40,676	87,500	14,000
Rental/Leasing	10,210	8,000	10,000

Operating Equipment	61,108	65,000	65,000
Capital Outlay	92,813	246,898	178,000
Total	\$1,312,158	\$1,761,499	\$1,653,013

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will decrease 6.2% from the FY 2020-21 year end estimate with the classification and compensation study recommendation which is partially offset with less maintenance with the completion of the Senior Center Parking lot renovation.

101-GENERAL FUND

PARKS & RECREATION EXPENDITURES

			F S C H E R UDGET WORKSHEE UNE 30TH, 2021	Т			PAGE: 43
		(-		2020-2021)	(2021-2	,
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
	384,802	402,157	470,136	324,659	470 , 136	491,863	
	17,549	13,716	16,448	14,064	16,448	17,957	
	1,106	237	1,447	0	1,447	0	
	9,832	3,157	3,608	3,208	3,608	4,156	
е	3,485	1,319	9,447	2,968	9,447	9,069	
	31,366	30,038	38,211	25,327	38,211	40,000	
	66,696	65,428	80,525	55,912	80,525	83,320	
	10 150	71 COF	00 565	CC EE2	00 505	07 046	

PARKS

Deverage 1 Counciles of							
<u>Personnel Services</u> 460-511110 Regular	384,802	402,157	470,136	324,659	470,136	491,863	
460-511110 Regular 460-511120 Overtime	17,549	13,716	16,448	14,064	16,448	17,957	
460-511120 Overtime 460-511180 LTD	1,106	237	1,447	14,064	1,447	11,951	
460-511180 LTD 460-511210 Longevity	1,106 9,832	3,157	1,44/ 3,608	3,208	1,447 3,608		
460-511210 Longevity 460-511230 Certification Allowance	9,832 3,485	3,157	3,608 9,447	3,208 2,968	3,608 9,447		
		·	,	'	'	·	
460-511310 FICA - Employer	31,366	30,038	38,211	25,327	38,211	40,000	
460-511350 TMRS-Employer	66,696	65,428	80,525	55,912	80,525	83,320	
460-511410 Health-Employer	49,453	71,605	90,565	66,553	90,565	97,946	
460-511500 Workers' Compensation	4,045	3,428	4,324	4,760	4,324	5,736	
TOTAL Personnel Services	568,334	591,086	714,711	497,451	714,711	750,047	
Supplies							
460-521000 Operating Supplies	29,117	33,624	34,250	22,407	34,250	34,250	
460-521100 Office Supplies	1,330	1,617	1,600	1,983	1,500	1,500	
460-521200 Medical/Chem Supplies	1,348	2,819	2,600	1,964	2,600	2,600	
460-521300 Motor Vehicle Supplies	29	190	533	532	532	500	
460-521310 Landscaping Supplies-Parks	15,071	19,806	30,500	33,149	25,500		
460-521315 Landscaping Supplies-Campus	17,107	19,636	30,500	31,163	30,500	15,500	
460-521400 Plumbing Supplies	4,277	3,544	9,000	9,762	8,000	4,000	
460-521610 Building Maintenance Supplies	575	256	367	211	500	500	······
TOTAL Supplies	68,853	81,491	109,350	101,171	103,382	84,350	
<u>City Support Services</u>							
460-532601 Holidazzle	0	25,559	26,000	54,351	54,351	26,000	
460-532604 4th of July Jubilee	0	12,316	26,000	7,891	26,000	26,000	
460-532619 Schertz Sweetheart	0	2,862	10,000	1,191	10,000	10,000	
460-532620 Sweetheart Scholarships	0	4,000	4,000	0	4,000	8,500	
460-532626 Other Events	0	12,309	21,671	18,441	31,316	43,500	
460-532629 MOVING ON MAIN	0	375	13,645	13,964	12,900	12,000	
460-532800 Music, Movies in the Park	20,808	3,263	10,000	4,312	7,000	10,000	
TOTAL City Support Services	20,808	60,684	111,316	100,150	145,567	136,000	
Utility Services							
460-533200 Electric Utility Service	67,279	61,651	76,000	47,053	76,000	76,000	
460-533410 Water Utility Service	147,692	151,922	160,000	130,003	160,000	160,000	
460-533500 Vehicle Fuel	10,812	8,043	10,000	7,444	10,000	10,000	
TOTAL Utility Services	225,783	221,616	246,000	184,500	246,000	246,000	
IOIAD OCTITCY SELVICES	223,103	221,010	240,000	104,000	240,000	240,000	

101-GENERAL FUND

PAR EXP

С	Ι	Т	Y	0	F	S	С	Н	Е	R	Т	Ζ	
	PF	ROE	POS	ED	BUDG	ΕT	WC	DRF	٢SI	IEE	СΤ		
		AS	5 0	F:	JUNE	30)TF	ł,	20)21	L		

PARKS & RECREATION		1		2020 2021	`	(2021-2	0000
EXPENDITURES	2018-2019	(- 2019-2020	CURRENT	2020-2021 Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
Operations Support							
460-534100 Advertising	1,847	1,571	1,000	0	1,000	1,000	
460-534800 Temporary Empl. Services _ TOTAL Operations Support	<u>0</u> 1,847	<u> </u>	<u> </u>	<u> </u>	<u>500</u> 1,500	<u> </u>	
TOTAL Operations support	1,04/	1,011	2,000	1 L J	1,000	2,000	
Staff Support	· · .	- 14			- 105		
460-535100 Uniforms	7,244	7,511	7,195	7,153	7,195	7,195	
460-535300 Memberships	2,015	1,657	1,625	1,205	1,625	1,625	
460-535500 Training/Travel	6,897	8,666	4,000	1,572	4,000	10,000	
460-535510 Meeting Expenses	1,182	<u> </u>	850	930	850	850	
TOTAL Staff Support	17,338	18,406	13,670	10,859	13,670	19,670	
<u>City Assistanc</u> e							
Professional Services							
460-541300 Other Consl/Prof Services	8,571	11,819	26,000	16,023	15,000	6,000	
460-541310 Contract Services	143,326	120,573	114,271	65,007	114,271	141,946	
TOTAL Professional Services	151,897	132,392	140,271	81,030	129,271	147,946	_
Maintenance Services							
460-551100 Building Maintenance	479	2,486	13,900	1,011	2,500	2,500	
460-551400 Minor & Other Equip Maint	4,336	3,388	5,000	1,403	5,000	5,000	
460-551600 Street Maintenance Materials	0	0	51,183	51,183	70,000	0	
460-551618 Veteran's Memorial Maint.	761	29,964	3,000	3,390	5,000	1,500	
460-551710 Landscaping	6,113	4,838	0	0	5,000	5,000	
TOTAL Maintenance Services	11,688	40,676	73,083	56,987	87,500	14,000	
<u>Rental/Leasing</u>							
460-561100 Rental-Equipment	13,630	10,210	10,000	5,760	8,000	10,000	
TOTAL Rental/Leasing	13,630	10,210	10,000	5,760	8,000	10,000	
Operating Equipment							
460-571000 Furniture & Fixtures	783	2,002	0	0	0	0	
460-571700 Improvements under \$5,000	71,718	45,741	30,000	21,365	50,000	50,000	
460-571800 Equipment under \$5,000	20,539	13,364	7,787	7,787	15,000	15,000	
TOTAL Operating Equipment	93,040	61,108	37,787	29,152	65,000	65,000	
Capital Outlay							
460-581200 Vehicles & Access. Over \$5,00	133,974	0	0	0	0	32,000	
460-581700 Improvements Over \$5,000	153,733	56,298	244,025	114,226	201,898	140,000	
460-581800 Equipment Over \$5,000	22,712	36,514	17,003	17,003	45,000	6,000	
TOTAL Capital Outlay	310,419	92,813	261,028	131,228	246,898	178,000	
		·	·	·	·	·	
TOTAL PARKS	1,483,637	1,312,158	1,719,216	1,198,412	1,761,499	1,653,013	

DEPARTMENT: PARKS, RECREATION, AND COMMUNITY SERVICES DIVISION: 463 POOLS FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The management and maintenance of two (2) outdoor pools including the maintenance of swimming facilities, pumping systems, and related aquatic programs designed to encourage safe use and professional management of these facilities. Provide contractual oversight of the management, programming, and maintenance of the Schertz Aquatics Center. Provide citizen input and communication venues utilizing the Parks and Recreation Advisory Board, surveys, and community meetings.

GOALS AND OBJECTIVES

- Maintain and develop aquatic programs designed to educate our citizens and to meet the needs of our expanding community.
- Maintain a high quality of pool maintenance while providing excellent aquatic recreation and leisure service programs.
- Incorporate management oversight of the Schertz Aquatics Center in order to expand the availability of recreational and health/well-being programming and provide year-round access to same.

ORGANIZATIONAL CHART



PERFORMANCE INDICATORS

Workload/Outputs	2019-20 Actual	2020-21 Estimate	2021-22 Budget
	/1010001	Lotinato	Budget
Revenue per year Outdoor Pools	\$13,190	\$25,000	\$25,000
Days open per year Outdoor Pools	61	71	72
Daily Admissions Wendy Swan Pool	0	0	0
Total Attendance Wendy Swan Pool	0	0	0
Daily Admissions Pickrell Pool	\$11,800	\$20,000	\$20,000
Total Attendance Pickrell Pool	6,500	10,500	10,500
Season Pool Pass Sales	\$1,390	\$5,000	\$5,000
Total Attendance Schertz Aquatics Ctr	78,000		
	2019-20	2020-21	2021-22
Efficiency	Actual	Estimate	Budget
Cast par resident for Pool Operations	\$14.41	¢14.25	¢14.25
Cost per resident for Pool Operations	φ14.41	\$14.25	\$14.25

*Cost per resident with the new Schertz Aquatics Center

Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Supplies	\$17,464	\$25,500	\$25,500
Utility Services	20,082	26,000	16,500
Professional Services	0	0	0
Maintenance Services	433,983	534,535	527,878
Operating Equipment	0	0	0
Total	\$471,528	\$586,035	\$569,878

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will decrease 2.8% from the FY 2020-21 year end with no change in operations.

8-06-2021	06:51	AM
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101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE: 45	PAGE:	45
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	(-		2020-2021)	(2021-2	022
2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
2,271	3,809	4,500	1,544	4,500	4,500	
	13,655	18,000		18,000	18,000	
	0					
15,344	17,464	25,500	12,962	25,500	25,500	
17,482	16,809	10,000	8,613	16,000	10,000	
9,773	3,272	6,500	4,559	10,000	6,500	
27,256	20,082	16,500	13,171	26,000	16,500	
2,993	0	0	0	0	0	
2,993	0	0	0	0	0	
0	95	0	0	0	0	
12,385	17,484	10,000	8,927	16,657	10,000	
507,504	416,404	517,878	330,232	517,878	517,878	
519,889	433,983	527 , 878	339,159	534,535	527,878	
					<u></u>	
2,125	0	0	0	0	0	
2,125	0	0	0	0	0	
567,606	471,528	569,878	365,292	586,035	569,878	
	ACTUAL 2,271 13,033 40 15,344 17,482 9,773 27,256 2,993 2,993 2,993 0 12,385 507,504 519,889 2,125 2,125	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	2018-2019 ACTUAL 2019-2020 ACTUAL CURRENT BUDGET 2,271 13,033 3,809 13,033 4,500 13,655 13,033 13,655 18,000 3,000 40 15,344 0 3,000 3,000 3,000 15,344 17,464 25,500 17,482 16,809 27,256 10,000 20,082 27,256 20,082 16,500 12,385 17,484 10,000 0 2,993 0 0 0 95 0 0 12,385 17,484 10,000 507,504 416,404 517,878 519,889 433,983 527,878 2,125 0 0	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	ACTUAL ACTUAL BUDGET ACTUAL YEAR END RECOMMENDED 2,271 3,809 4,500 1,544 4,500 4,500 13,033 13,655 18,000 10,566 18,000 18,000 40 0 3,000 852 3,000 3,000 15,344 17,464 25,500 12,962 25,500 25,500 17,482 16,809 10,000 8,613 16,000 10,000 9,773 3,272 6,500 4,559 10,000 6,500 27,256 20,082 16,500 13,171 26,000 16,500

DEPARTMENT: PUBLIC AFFAIRS DIVISION: 464 EVENT FACILITIES FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

Under the umbrella of Public Affairs, Event Facilities provides a place where guests can celebrate life events such as social or cultural activities. The Event Facilities are centrally located in Schertz for businesses and other organizations to hold meetings, training, and/or other specialized events. This department handles all aspects of event rental, and in cooperation with other department's plans, coordinates and executes each event from start to finish (initial deposit to event feedback).

GOALS AND OBJECTIVES

- Promotes community involvement by attracting public events such as fundraisers, tradeshows/conventions, and performing arts events.
- Promotes high quality of life for residents and other customers by providing an affordable, friendly, and safe gathering place for special events.
- Promotes relationships with surrounding cities, businesses, organizations, and citizens by offering audio/video capabilities and attractive, flexible and diverse use of venue space through upgrades in technology and building improvements.

ORGANIZATIONAL CHART



EVENT FACILITIES	2019-20	2020-21	2021-22
Civic Center Manager	1	1	1
Civic and Community Centers			
Coordinator	1	1	1
Event Attendant	3	2	2
P/T Event Attendant	1	2	2
TOTAL POSITIONS	6	6	6

PERFORMANCE INDICATORS

Workload/Output	2018-20	2020-21	2021-22
	Actual	Estimate	Budget
Number of events booked	1,019	700	850
Number of events cancelled	30	182	100
Number of facility tours	256	400	400
Number of web inquiries answered	152	225	250
Efficiency	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Revenue	302,516	185,000	200,000

	2019-20	2020-21	2021-22
Effectiveness	Actual	Estimate	Budget
Tradeshows/conventions	13	12	13
Customer satisfaction Rating	95%	100%	100%
C C			
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel Services	263,684	214,704	284,507
Supplies	3,812	4,650	6,150
Utility Services	35,767	48,400	48,600
Operations Support	1,507	22,279	17,108
Staff Support	3,508	2,554	4,865
Professional Services	0	350	0
Maintenance Services	6,312	5,500	13,000
Operating Equipment	5,889	9,014	10,500
Total	\$320,479	\$307,451	\$384,730
	r	F)	r),

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 25.1% from the FY 2020-21 year end estimate due implementations from the Class and Compensation study and raising applicable positions minimum wage to \$15/hour. In additional to personnel increases, the Maintenance services category will increase for FY 2021-22 for the cleaning contract. Cleaning services weren't used during COVID while events were cancelled or postponed.

101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PARKS & RECREATION

PARKS & RECREATION EXPENDITURES		(-		2020-2021		(2021-2	022
EXPENDITORES	2018-2019	2019-2020	CURRENT	2020-2021 Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
EVENT FACILITIES							
Personnel Services							
464-511110 Regular	174,298	191,255	173,508	113,197	160,000	200,992	
464-511120 Overtime	3,271	1,041	3,352	718	1,000	3,375	
464-511180 LTD	450	115	494	0	0	0 =	
464-511210 Longevity	2,805	3,629	4,185	3,467	3,467	3,996	
464-511310 FICA - Employer	14,052	14,501	15 , 752	8,932	12,000	15,929	
464-511350 TMRS-Employer	29,225	31,422	33,599	17,635	22,000	34,113	
464-511410 Health-Employer	15,085	21,505	30,822	13,766	16,000	25,787	
464-511500 Workers' Compensation	253	216	252	277	237	315	
TOTAL Personnel Services	239,440	263,684	261,964	157,992	214,704	284,507	
Supplies							
464-521000 Operating Supplies	2,477	3,163	4,250	2,764	3,500	5,000	
464-521050 Ancillary Products	235	240	450	86	450	450	
464-521100 Office Supplies	534	409	700	467	700	700	
TOTAL Supplies	3,246	3,812	5,400	3,317	4,650	6,150	
<u>Utility Services</u>							
464-533100 Gas Utility Service	709	594	850	393	850	850	
464-533200 Electric Utility Service	34,033	27,951	40,000	17,521	40,000	40,000	
464-533410 Water Utility Service	6,081	7,222	6,800	4,343	6,800	7,000	
464-533500 Vehicle Fuel	0	0	750	359	750	750	
TOTAL Utility Services	40,823	35,767	48,400	22,616	48,400	48,600	
Operations Support							
464-534100 Advertising	1,908	1,220	4,600	989	4,600	5,000	
464-534200 Printing & Binding	968	. 0	1,635	1,527	1,500	2,000	
464-534550 Business Meetings/Networking	g 431	72	108	0	179	108	
464-534800 Temporary Empl. Services	7,061	215	30,000	16,716	16,000	10,000	
TOTAL Operations Support	10,368	1,507	36,343	19,231	22,279	17,108	
Staff Support							
464-535100 Uniforms	744	1,132	1,500	343	700	1,500	
464-535300 Memberships	201	202	275	243	275	215	
464-535500 Training/Travel	2,112	2,006	2,450	303	1,400	2,950	
464-535510 Meeting Expenses	0	169	200	179	179	200	
TOTAL Staff Support	3,057	3,508	4,425	1,068	2,554	4,865	
Professional Services							
464-541300 Professional Services	0	0	700	170	350	0	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE:	47
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101-GH	ENF	ERAL	FUND
PARKS	&	RECH	REATION

FARAS & RECREATION							
EXPENDITURES		(-		2020-2021)	(2021-2	022)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
Maintenance Services							
464-551800 Other Maintenance Agreements	0	6,312	12,700	1,620	5,500	13,000	
TOTAL Maintenance Services	0	6,312	12,700	1,620	5,500	13,000	
Rental/Leasing							
Operating Equipment							
464-571000 Furniture and Fixtures < \$500	6,906	1,565	1,015	1,014	1,014	500	
464-571401 Audio/Visual Equipment	0	0	300	264	0	0 -	
464-571500 Operating Equipment <\$5,000	19,401	4,324	11,800	1,665	8,000	10,000	
464-571550 Capital Recovery Equipment	. 0	. 0	10,000	, 0	, 0		
TOTAL Operating Equipment	26,307	5,889	23,115	2,943	9,014	10,500	
Capital Outlay							
TOTAL EVENT FACILITIES	323,241	320,479	393,047	208,956	307,451	384,730	

DEPARTMENT: 665 LIBRARY FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Schertz Public Library:

- Supports life-long learning, literacy and recreation by developing and maintaining a wide variety of library materials in print, audiovisual and digital formats for users of all ages;
- Encourages the love of reading and learning by providing story time, special event programs, and various other literacy-based programs for infants, children and teens;
- Enriches the lives of adults by providing instructional and recreational programming in high-interest areas such as Internet usage, computer software, ereaders and other personal digital devices, health and fitness, financial planning, crafts, and book clubs;
- Provides public access to technology including computers, the Internet, wi-fi and printers, as well as to online employment, business and educational resources;
- Provides answers and information to telephone, email, online chat, and in-person queries;
- Provides meeting and study space to individuals and community groups;
- Provides community outreach for underserved local residents through special programs, and
- Actively cooperates and interacts with other libraries in the region to share ideas and stay current in library practices. The library participates in CTLS, Inc. (Connecting Texas Libraries Statewide), a non-profit corporation that sponsors continuing education programs for library staff and encourages library usage and support by Texas residents. The library's primary service area includes the City of Schertz, the City of Selma, the City of Cibolo and Guadalupe County.

2021-22 GOALS

• Continue improving the collection and acceptable items-to-customer ratio by adding titles in a variety of formats. Focus will continue to be on collections with high turnover rates, e.g., bestsellers, DVDs, graphic novels, beginning readers, etc., with an additional focus on providing materials on the topics of diversity, equity and inclusion.

- Continue weeding projects according to schedule in order to enhance and update collections.
- Continue systematic review and update of policies and procedures with an eye toward providing excellent customer-focused service, inclusion, and efficiency in service delivery.
- Implement in-house laptop circulation program (program delayed due to COVID).
- Establish a marketing plan for Texas Talking Books, as it is an under-utilized resource.
- Add adult crafting programs (if teachers can be located in various specialties) and utilize CreativeBug.
- Build partnerships with community members to add to existing adult programming schedule either in-person or virtual.

2020-21 HIGHLIGHTS AND ACCOMPLISHMENTS

Received Texas Municipal Library Directors 2020 Achievement in Excellence Award for demonstrating consistent excellence and outstanding contributions to public library services within our community. Schertz Public Library was one of only 56 public libraries in Texas to receive this award.

Received \$24,702 CARES grant for technology and services helpful to the library's COVID operational response.

Operations and Collections

- Modified services and procedures as part of COVID response in order to re-open the library building to the public.
- Continued offering curb-side pick-up of materials; more than 4,900 items delivered in first seven months of FY21 (service is still ongoing).
- Added approximately 7,000 new and replacement items to library's physical collections and withdrew more than 6,200 dated, worn, lost and damaged items from library's physical collections.
- Implemented three new online services, Creativebug, NicheAcademy, and AtoZ Databases with CARES funds.
- Installed screen-sharing equipment and mobile check-out equipment to facilitate customer-staff interactions while social distancing.

Programming

All regular programming continued to be provided as virtual events throughout FY21.

• Annual fall Local Author event was re-branded as "Booktober" with videos of local authors posted throughout October on social media.

- Updated Winter Reading Club and Extreme Book Nerd Challenge to simplify programs and increase participation during COVID operations.
- More than 135 recorded or live-streamed programs were offered in first 3 quarters of FY2021, including weekly storytimes, Dungeons & Dragons, book clubs, craft sessions, and poetry programming.
- More than 3,100 craft and STEM Take-and-Make kits were created and delivered to customers via curbside or in-house pick-up in first 3 quarters of FY21 (service is still ongoing).
- Created a virtual programming page for Library website with detailed information about our virtual programs as well as highlighting many other available online programs and activities for adults.

Outreach and Partnerships

- Continued to partner with the Texas State Library to provide service as a Texas Talking Books Program Demo Library.
- Continued to place a rotating children's book collection in the memory care unit of the Legacy at Forest Ridge Retirement Community.
- Continued to partner with SCUCISD for various programs and activities including, digital card registration and card drop-off for Corbett JH students and working with the district's Bilingual /ESL/LOTE Coordinator to provide a video library tour, three Zoom Q&A sessions, two drive-through events, and a story time for students and parents.
- Youth Services Librarian served on city's wage compression committee and Texas Library Association's Maverick Committee.
- Partnered with Amy's All-star Dance Studio to offer a month-long Creative Movement Zoom class for toddlers.
- Worked with Bexar County Bibliotech Library to circulate 100 hotspots to Schertz community.
- Partnered with National Alliance on Mental Illness- Guadalupe Chapter for community programs, workshops, and advertisement of virtual support groups.
- Continued partnerships with other City departments to provide programming to community, including Schertz Sweethearts Zoom Princess Storytime, Parks & Rec's Candy Cruise, vaccine clinic staffing and instructional videos, and summer reading program for Senior Center.

ORGANIZATION CHART



LIBRARY	2019-20	2020-21	2021-22
Library Director	1	1	1
Librarian	3	3	3
Library Assistant	2	2	2
Library Clerk II	3	3	3
Library Clerk I (20 hours)	7	7	7
Library Clerk I (10 hours)	2	2	2
Programming Specialist (20 hours)	1	1	1
Library Page (10 hours)	2	2	2
Temp Part-time Library Clerk (Unfunded)	1	1	1
TOTAL POSITIONS	22	22	22

PERFORMANCE INDICATORS

	2019-20	2020-21	2021-22
Input	Actual	Estimate	Budget
Service population (determined by TSLAC)	108,117	110,592	117,000
Total Staffing FTE	14.0	14.0	14.0
Circulation Staffing FTE	8.5	9.0	9.0
Total Operating Budget	1,034,433	1,061,950	1,114,071
Total Materials Collection	139,477	147,000	153,000
Registered Borrowers	31,296	30,000	31,000
Materials Budget	138,929	125,000	130,000
	2019-20	2020-21	2021-22
Workload/Output	Actual	Estimate	Budget
Circulation per Capita	2.36	2.12	2.08
Library Visits per Capita	0.95	0.68	0.83
Program Attendance per Capita	0.06	0.02	0.07
Collection Turnover Rate	1.83	1.60	1.63

Total Circulation Total Library Visits Total Program Attendance	254,643 102,297 6,524	235,000 75,000 2,700	250,000 100,000 8,000
	2019-20	2020-21	2021-22
Efficiency	Actual	Estimate	Budget
Cost per Person Served Cost per Circulation Circulation per Circulation FTE	9.57 4.06 29,958	9.60 4.52 26,111	9.28 4.46 27,778
	2019-20	2020-21	2021-22
Effectiveness	Actual	Estimate	Budget
Percentage of Service Population With Library Cards Materials Expenditures per Capita Materials Expenditures as a Percentage of Operating Budget (striving for 15%) Items per Capita (striving to meet 1.53 items per capita standard)	28.95% \$1.28 13.43% 1.29	27.13% \$1.13 11.77% 1.33	25.83% \$1.08 11.67% 1.28
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel Services Supplies Utility Services Operations Support Staff Support Professional Services Operating Equipment <i>Total</i>	\$810,141 10,568 58,308 4,744 6,517 1,984 142,171 \$1,034,433	\$844,205 15,000 67,000 3,100 3,989 1,656 127,000 \$1,061,950	\$879,824 15,000 70,000 5,900 7,025 3,300 156,000 \$ <i>1,137,04</i> 9

PROGRAM JUSTIFICATION AND ANALYSIS

The Library FY 2021-22 Budget increases 7.1% due to implementation of the Class and Compensation study as well as raising applicable positions minimum wage to \$15/hour. In addition to personnel increases, the FY 2021-21 budget increases are related to higher water utility costs for landscaping, increased training and additional funds for library materials.

101_CENEDAI FUND

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

101-GENERAL FUND		AS OF:	JUNE 30TH, 202	1			
CULTURAL EXPENDITURES			(2020-2021)	(2021-2	:022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
 Т ТВРЛРУ							

LIBRARY							
======							
Personnel Services							
665-511110 Regular	569,319	572,642	575,656	454,461	590,000	604,595	
665-511120 Overtime	892	245	1,056	260	500	1,056	
665-511180 LTD	1,224	317	1,339	0	0		
665-511210 Longevity	11,410	12,863	16,636	14,401	14,401	17,944	
665-511230 Certification Allowance	1,200	1,200	2,039	1,006	1,500	1,152	
665-511310 FICA - Employer	43,977	41,449	45,496	34,333	45,496	47,738	
665-511350 TMRS-Employer	89,096	89,735	92,480	72,990	92,480	96,320	
665-511410 Health-Employer	68,448	91,090	99,142	77,007	99,142	110,068	
665-511500 Workers' Compensation	668	601	731	805	686	951	
TOTAL Personnel Services	786,234	810,141	834,575	655,263	844,205	879,824	
Supplies							
665-521000 Operating Supplies	9,760	8,417	10,855	7,246	12,000	12,000	
665-521100 Office Supplies	2,706	2,152	3,000	1,852	3,000	3,000	
TOTAL Supplies	12,466	10,568	13,855	9,098	15,000	15,000	
<u>City Support Service</u> s							
Utility Services							
665-533100 Gas Utility Service	2,352	2,274	2,500	2,759	4,000	4,000	
665-533200 Electric Utility Service	44,745	35 , 667	45,000	15,182	45,000	45,000	
665-533410 Water Utility Service	10,450	20,367	18,000	7,467	18,000	21,000	
TOTAL Utility Services	57,547	58,308	65,500	25,408	67,000	70,000	
Operations Support							
665-534000 Postage	2,852	2,430	3,000	1,062	2,500	3,000	
665-534200 Printing & Binding	0	2,314	600	252	600	2,900	
TOTAL Operations Support	2,852	4,744	3,600	1,314	3,100	5,900	
Staff Support							
665-535100 Uniforms	395	7	400	429	429	400	
665-535200 Awards	138	154	300	0	0	300	
665-535300 Memberships	1,247	1,252	1,580	1,415	1,560	1,325	
665-535500 Training/Travel	2,600	4,993	5,700	1,133	1,700	4,700	
665-535510 Meeting Expenses	132	111	300	103	300	300	
TOTAL Staff Support	4,512	6,517	8,280	3,079	3,989	7,025	
Professional Services							
665-541300 Other Consl/Prof Services	0	0	0	0	0	1,000	
665-541365 Courier/Delivery Services	2,364	1,984	2,300	1,656	1,656	2,300	
TOTAL Professional Services	2,364	1,984	2,300	1,656	1,656	3,300	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

CULTURAL	

101-GENERAL FUND

COLLOIGIE							
EXPENDITURES			(2020-2021)	(2021-2	022)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>Maintenance Service</u> s							
<u>Matheenance bervice</u> s							
Operating Equipment							
665-571000 Furniture & Fixtures < \$5,000	0	1,161	1,145	0	0	16,000	
665-571400 Library Materials	124,315	138,929	125,000	103,588	125,000	130,000	
665-571600 Donation-Expense	9,567	2,081	10,000	0	2,000	10,000	
TOTAL Operating Equipment	133,882	142,171	136,145	103,588	127,000	156,000	
<u>Capital Outlay</u>							
TOTAL LIBRARY	999,857	1,034,433	1,064,255	799,405	1,061,950	1,137,049	
	.,	,	· · · · · ·		,		
TOTAL CULTURAL	999,857	1,034,433	1,064,255	799,405	1,061,950	1,137,049	
TOTAL COLLONAL	, col	1,034,433	1,004,200	199,403	1,001,930	1,137,049	

DEPARTMENT: 853 INFORMATION TECHNOLOGIES (IT) FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Information Technologies Dept. is charged with maintaining, operating and securing the City's information assets. These assets form the foundation upon which many of the City's core operations depend. Therefore, this foundation must be reliable, resilient and responsive. To meet these expectations, the department focuses daily on customer service, education and planning.

The IT department increases the business return on technology investments by creating and managing hardware and software through dedicated planning and alignment. IT is also dedicated to ensuring a great end user experience by designing, implementing, managing and continually improving our processes.

IT is also tasked to protect the organization and its ability to perform its mission. We accomplish this through a comprehensive security program, managing our data, ensuring efficiency, effectiveness and compliancy. We also strive to deploy programs designed to engage our staff and citizens in easy and convenient ways.

The City of Schertz uses a Geographic Information System (GIS) to create maps, analyze information, and visually examine the geographic features of our region. Many function of City government have a geographic dimension and the successful execution of GIS Services can substantially increase efficiency, collaboration and empowerment in the decision-making process.





INFORMATION TECHNOLOGY	2019-20	2020-21	2021-22
Director	1	1	1
Administrative Assistant	1	1	1
Senior Systems Administrator	1	1	1
Senior Computer Support Engineer	1	1	1
Customer Services Technician II	1	1	1
Customer Services Technician I	1	1	1
Help Desk Technician	1	1	1
Public Safety Administrator	1	1	1
GIS Coordinator	1	1	1
GIS Specialist	1	1	1
TOTAL POSITIONS	10	10	10

Workload	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Average Monthly Work Orders Completed	3840	2450	3200
Average Monthly Hours to Complete Work Orders	1.10	1.30	1.25
COVID 19 Related Activities Workhours	-	430	300
Total Projects	45	25	30
Average Monthly Project Hours	323	455	425
Total Emails Received	185,761	1,184,129	1,200,000
Total Sent Good Email	146,794	356,039	450,000
Total Teams Meetings	-	1,650	1,750
Total Teams Interoffice Chats	-	13,500	15,000

Efficiency	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
% Work Orders Completed 0-1 Day % Work Orders Completed 2-3 Days % Work Orders Completed 4-6 Days % Work Orders Completed 7-10 Days %Work Orders Completed >11 Days Average Number of Days to Work Orders	73% 12% 7% 4% 5% 2.91	46% 8% 11% 7% 28% 12.65	55% 15% 10% 10% 10% 4.0
 % Time on GIS Specific Projects % Time on GIS Customer Assistance % Time on Training/Conferences % Time on Non-Department Projects % Time on Administrative Overhead 	54.8%	52.3%	55.6%
	9.0%	7.8%	17.7%
	3.9%	0.2%	7.4%
	17.3%	19.6%	7.2%
	15.0%	20.1%	12.1%

	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel	\$645,709	\$805,445	\$904,713
	. ,	. ,	
Supplies	3,236	5,375	6,300
City Support Services	584,589	974,571	1,026,097
Utility Services	262,605	283,048	367,465
Staff Support	24,279	25,900	69,700
Professional Services	101,448	88,475	38,075
Maintenance Services	7,413	10,000	10,000
Rental/Leasing	0	3,651	3,650
Operating Equipment	169,426	319,660	269,594
Capital Outlay	22,797	26,889	0
Total	\$1,821,503	\$2,543,014	\$2,695,594

PROGRAM JUSTIFICATION AND ANALYSIS

The Information Technology FY 2021-22 Budget increases 6.0% from the FY 2020-21 year end estimates. Primary costs changes include increases in annual software support costs, plus the addition of annual costs for new services such as ADP, the new text archiving service, services added to allow work-from-home options for staff, etc. Due to COVID-19, equipment purchases and regular desktop replacements in Operating Equipment did not happen and will be increased in FY 2020-21. In addition, all cell phone expenses are now consolidated into the IT budget and removed from various departments except for charges related to enterprise funds in order to improve transparency. Cost reductions implemented for FY 2020-21 include decreases in training, hardware purchases, consulting and maintenance expenses.

101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

INTERNAL SERVICE

INTERNAL SERVICE EXPENDITURES		(-		2020-2021)	(2021-2	022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
INFORMATION TECHNOLOGY							
Personnel Services							
853-511110 Regular	446,491	434,772	589,305	433,842	549,790	615,318	
853-511120 Overtime	45,966	48,223	29,606	33,685	49,500	30,727	
853-511180 LTD	1,194	320	1,831	0	1,350	0	
853-511210 Longevity	4,373	5,080	9,067	9,389	9,067	9,835	
853-511230 Certificate Allowance	0	0	1,073	0	0	0	
853-511310 FICA - Employer	37,600	35,091	47,401	35,278	44,400	49,418	
853-511350 TMRS-Employer	79 , 775	77,894	102,582	77,547	80,000	107,385	
853-511410 Health-Employer	48,953	43,841	74,944	56,441	70,400	90,740	
853-511500 Workers' Compensation	538	488	999	1,100	938	1,290	
TOTAL Personnel Services	664,890	645,709	856,808	647,281	805,445	904,713	
Supplies							
853-521100 Office Supplies	1,784	1,978	2,200	2,082	2,200	2,000	
853-521300 Motor Vehicle Supplies	71	36	800	365	800	800	
853-521600 Equip Maint Supplies	3,485	1,223	3,800	1,374	2,375	3,500	
TOTAL Supplies	5,340	3,236	6,800	3,820	5,375	6,300	
City Support Services							
853-532300 Computer Consulting	920	9,600	10,000	2,280	10,000	10,000	
853-532355 Software Maint-City Wide	291,591	376,748	481,876	367,578	481,876	510,574	
853-532360 Software Maint-Dept Specific	406,420	158,438	419,295	168,265	444,295	475,548	
853-532400 Computer Fees & Licenses	10,108	39,803	38,495	30,564	38,400	29,975	
TOTAL City Support Services	709,039	584,589	949,666	568,686	974,571	1,026,097	
<u>Utility Services</u>							
853-533300 Telephone/Land Line	44,810	39,167	62 , 770	29,504	54,040	66,995	
853-533310 Telephone/Cell Phones	60,089	87,243	93 , 225	52 , 694	68,200	113,900	
853-533320 Telephone/Air Cards	46,880	51,836	87,240	50,914	71,462	87,100	
853-533330 Telephone/Internet	79 , 755	83,957	93,390	76,231	88,496	98,470	
853-533500 Vehicle Fuel	828	402	1,500	362	850	1,000	
TOTAL Utility Services	232,362	262,605	338,125	209,705	283,048	367,465	
<u>Operations Support</u>							
Staff Support							
853-535100 Uniforms	1,512	931	1,200	80	1,200	1,500	
853-535300 Memberships	1,314	577	1,250	165	700	1,250	
853-535500 Training/Travel	36,250	22,771	21,178	6,199	24,000	66,950	
TOTAL Staff Support	39,076	24,279	23,628	6,444	25,900	69,700	
Starr Support		21/2/2	20,020	0,111	20,000	00,100	

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8-06-2021 06:51 AM 101-GENERAL FUND	CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021						PAGE: 55	
INTERNAL SERVICE							l	
EXPENDITURES		(–		2020-2021)	(2021-2	:022)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
Professional Services								
853-541300 Other Consl/Prof Services	206,997	101,448	101,949	43,880	88,475	25,000		
853-541800 IT Services-Web Design/Maint _		0	650	0	0	13,075	!	
TOTAL Professional Services	216,399	101,448	102,599	43,880	88,475	38,075	I	
<u>Fund Charges/Transfer</u> s								
Maintenance Services								
853-551300 Computer Maintenance	13,946	7,413	10,000	9,523	10,000	10,000		
TOTAL Maintenance Services	13,946	7,413	10,000	9,523	10,000	10,000	I	
Rental/Leasing								
853-561200 Lease/Purchase Payments	0	0	3,651	2,129	3,651	3,650		
TOTAL Rental/Leasing	0	0	3,651	2,129	3,651	3,650		
Operating Equipment								
853-571000 Furniture & Fixtures	797	697	500	0	500	1,200		
853-571200 Vehicles & Access Under \$5000	126	0	0	0	0	0		
853-571300 Computer & Periphe. < \$5000	206,184	142,460	297 , 369	240,212	297,300	220,784		
853-571401 Communication Equip LESS \$500	90,407	25,374	22,500	2,136	21,860	47,610		
853-571800 Equipment under \$5,000	3,132	895	0	0	0	0		
TOTAL Operating Equipment	300,645	169,426	320,369	242,349	319,660	269,594		
Capital Outlay								
853-581200 Vehicles & Access. > \$5000	25,430	0	27,000	26,889	26,889	0 _		
853-581300 Computer & Periphe. > \$5000	5,367	22 , 797	0	0	0	0		
853-581800 Equipment Over \$5,000	6,306	0	0	0	0	0		
TOTAL Capital Outlay	37,103	22,797	27,000	26,889	26,889	0		

TOTAL INFORMATION TECHNOLOGY

2,218,800

1,821,503 2,638,646

1,760,706

2,543,014 2,695,594

101-GENERAL FUND

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

GENERAL GOVERNMENT EXPENDITURES	(2020-2021) (2021-20						022)	
EAFENDITORES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
GIS ===								
Personnel Services								
174-511110 Regular	123,024	126,971	0	0	0	0		
174-511120 Overtime	0	293	0	0	0	0		
174-511180 LTD	364	92	0	0	0	0 _		
174-511210 Longevity	3,108	3,396	0	0	0	0 _		
174-511310 FICA - Employer	9,902	9,607	0	0	0	0		
174-511350 TMRS-Employer	20,440	20,895	0	0	0	0 _		
174-511410 Health-Employer	14,475	14,435	0	0	0	0		
174-511500 Workers' Compensation	347	311	0	0	0	0		
TOTAL Personnel Services	171,659	176,000	0	0	0	0		
Supplies								
174-521000 Operating Supplies	0	474	0	0	0	0		
174-521100 Office Supplies	0	60	0	0	0	0 -		
TOTAL Supplies	0	534	0	0	0	0		
City Support Services								
174-532400 Computer Fees & Licenses	0	2,625	0	0	0	0		
TOTAL City Support Services	0	2,625	0	0	0	0		
Staff Support								
174-535500 Training/Travel	3,957	4,764	0	0	0	0		
TOTAL Staff Support	3,957	4,764	0	0	0	0		
<u>Professional Service</u> s								
Rental/Leasing								
174-561200 Lease/Purchase Payments	2,084	3,250	0	0	0	0		
TOTAL Rental/Leasing	2,084	3,250	0	0	0	0		
<u>Operating Equipmen</u> t								
TOTAL GIS	177,700	187,174	0	0	0	0		
TOTAL GENERAL GOVERNMENT	5,876,284	6,284,169	7,038,166	4,762,959	6,503,955	6,657,113		

DEPARTMENT: 866 HUMAN RESOURCES FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Human Resources Department provides services and support in the areas of recruitment, selection, staffing, benefits administration, labor law compliance, performance management, employee development and relations, health and wellness, and policy administration.

GOALS AND OBJECTIVES

- Deliver HR services, programs, and communications that add value for our prospective employees and current employees.
- Compete for top talent with effective recruitment strategies and an efficient recruitment processes.
- Improve employee retention by leading efforts for adoption of strategies which promote a diverse workforce and create a great work climate.
- Support the talent development of our employees through professional and career development.
- Administer HR policy and programs effectively and efficiently, while maintaining internal customer satisfaction and meeting budget constraints.
- Ensure our compensation and performance management processes are designed and executed to align and maximize our people's performance with the goals of the organization.

ORGANIZATIONAL CHART



HUMAN RESOURCES	2019-20	2020-21	2021-22
Director	1	1	1
HR Manger	1	1	1
Senior Generalist	1	1	1
Generalist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	5	5	5

PERFORMANCE INDICATORS

Workload/Output Measures	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Total No. of Employees (Avg.)	456	460	460
# Full Time Employees (Avg.)	375	375	380
Job Announcements Posted	83	90	90
# Applications received	3,930	4,000	4,000
# Full Time Positions Filled	50	50	50
# Part Time Positions Filled	8	8	10
# Total Turnover	68	55	70
# Full Time Turnover	46	40	45
# Part Time Turnover	22	15	10
# Retirements	8	10	10
# FMLA Claims	53	43	50
# General Training Courses	14	15	15
# of tuition reimbursements	18	20	20

Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Personnel	\$426,981	\$449,165	\$464,431
Supplies	2,433	2,000	2,700
Human Services	125,292	158,100	205,100
Operations Support	2,117	5,836	5,500
Staff Support	20,082	36,150	41,150
City Assistance	13,121	10,000	10,000
Professional Services	78,265	0	5,000
Operating Equipment	349	513	500
<i>Total</i>	\$668,639	\$661,764	\$734,381

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 11.0% from the FY 2020-21 year end estimate. The increase is due to the implementation of the Class and Compensation study and FY 2020-21 had additional savings related to COVID-19 as training and staff events did not happen.

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8-06-2021 01:27 PM	CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET						PAGE: 56	
101-GENERAL FUND	AS OF: JUNE 30TH, 2021							
INTERNAL SERVICE EXPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	(2021-: CITY ADMIN. RECOMMENDED	2022) ADOPTED BUDGET	
HUMAN RESOURCES								
Personnel Services								
866-511110 Regular	302,120	301,811	302,654	240,936	312,000	313,989		
866-511120 Overtime	0	684	259	5	259	272		
866-511180 LTD	885	204	943	0	0	0		
866-511210 Longevity	4,794	3,772	4,476	4,476	4,476	5,372		
866-511230 Certificate Allowance	0	0	1,755	1,130	1,620	2,246		
866-511310 FICA - Employer	23,927	21,865	23,635	18,308	23,635	24,607		
866-511350 TMRS-Employer	50,443	48,963	50,408	40,091	50,408	52 , 697		
866-511410 Health-Employer	24,568	39,567	52,436	31,583	41,400	44,742		
866-511500 Workers' Compensation	534	325	391	430	367	506		
866-511600 Unemployment Compensation	4,951	9,789	15,000	2,378	15,000	20,000		
TOTAL Personnel Services	412,221	426,981	451,957	339,336	449,165	464,431		
<u>Supplies</u>								
866-521000 Operating Supplies	0	1,728	2,000	383	1,500	2,000		

out strong operating suppriss	0	1,120	2,000	505	1,000	2,000	
866-521100 Office Supplies	606	705	700	365	500	700	
TOTAL Supplies	606	2,433	2,700	748	2,000	2,700	
Human Services							
866-531100 Pre-employment Check	5,018	3,004	4,000	1,663	3,000	2,500	
866-531150 Interview Expenses	0	124	1,500	0	0	1,500	
866-531160 COBRA FSA/HSA Adm Services	3,390	5,628	6,000	4,089	6,000	6,000	
866-531170 Broker Services	75,000	68 , 750	75,000	50,000	75,000	75,000	
866-531200 Medical Co-pay	1,061	645	3,000	1,271	3,000	3,000	
866-531300 Employee Assistance	23,772	12,757	9,600	6,241	9,600	9,600	
866-531400 Tuition Reimbursement	15,000	18,214	17,000	19,462	17,000	18,000	
866-531500 Employee Wellness Program	6,634	14,956	98,962	11,080	25,000	50,000	
866-531600 Training Classes	11,840	1,214	19,500	12,787	19,500	39,500	
TOTAL Human Services	141,714	125,292	234,562	106,593	158,100	205,100	
<u>City Support Service</u> s							
<u>Utility Service</u> s							
Operations Support							
866-534000 Postage	59	0	0	0	0	0	
866-534100 Advertising	2,576	775	2,836	1,349	2,836	2,500	
866-534200 Printing & Binding	1,393	1,342	3,000	1,280	3,000	3,000	
TOTAL Operations Support	4,027	2,117	5,836	2,629	5,836	5,500	

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

101-GENERAL FUND

INTERNAL SERVICE

TOTAL HUMAN RESOURCES

(2020-2021			2021-2022)	
2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
424	440	500	241	500	500		
21,432	15,614	28,150	21,909	28,150	28,150		
2,175	1,718	2,500	1,803	2,500	2,500		
0	947	0	0	0	2,000		
4,532	1,363	5,000	1,267	5,000	8,000		
28,562	20,082	36,150	25,220	36,150	41,150		
13,860	13,121	15,000	9,597	10,000	10,000		
13,860	13,121	15,000	9,597	10,000	10,000		
56,433	78,265	15,000	0	0	5,000		
56,433	78,265	15,000	0	0	5,000		
210	349	514	513	513	500		
861	0	0	0	0	0		
1,071	349	514	513	513	500		
	ACTUAL 424 21,432 2,175 0 4,532 28,562 13,860 13,860 13,860 56,433 56,433 56,433	2018-2019 ACTUAL 2019-2020 ACTUAL 424 21,432 15,614 2,175 1,718 0 947 4,532 28,562 440 15,614 2,175 1,718 947 1,363 28,562 13,860 13,121 13,121 13,860 13,860 13,121 13,121 13,860 56,433 56,433 78,265 78,265 210 861 349 0	2018-2019 ACTUAL 2019-2020 ACTUAL CURRENT BUDGET 424 21,432 440 15,614 500 28,150 2,175 1,718 2,500 0 947 0 4,532 1,363 5,000 28,562 20,082 36,150 13,860 13,121 15,000 13,860 13,121 15,000 56,433 78,265 15,000 56,433 78,265 15,000 210 349 514 861 0 0 0	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	ACTUAL ACTUAL BUDGET ACTUAL YEAR END RECOMMENDED 424 440 500 241 500 $28,150$ $28,150$ $28,150$ $28,150$ $28,150$ $28,150$ $28,150$ $28,000$ $28,000$ $2,500$ $2,000$ $2,000$ $28,562$ $20,082$ $36,150$ $1,267$ $5,000$ $8,000$ $41,150$ $41,150$ $56,433$ $78,265$ $15,000$ $9,597$ $10,000$ 1	

658,495 668,639 761,719 484,636 661,764 734,381

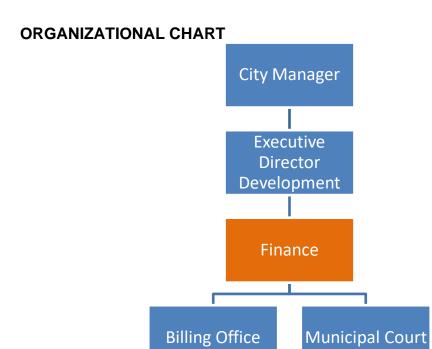
DEPARTMENT: 868 FINANCE FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

Prepare monthly financial reports for the City Manager, City Council and City departments. Process all accounts payable and receivable in a timely manner, prepare 1099s, and prepare monthly bank reconciliations and investments report. Maintain and process payroll for all city employees. Finance handles unclaimed property and their subsequent disbursements to the individuals or the State. Maintain and safeguard the City's investment portfolio. Manage debt service and fixed assets. Complete the annual budget and facilitate annual audit and Comprehensive Annual Financial Report. The Finance Director also oversees the Utility Billing and Municipal Court Divisions.

GOALS AND OBJECTIVES

- Hire, train, and retain competent and caring employees.
- Maintain financial systems to provide timely and accurate financial information and reports to the City Manager, City Council, other City departments, citizens, and other agencies.
- Receive the Government Finance Officers Association Distinguished Budget Award for the first time.
- Receive the Government Finance Officers Association Certification of Excellence in Financial Reporting for the 35th consecutive year.
- Improve the 5 year budgeting and forecasting plan.
- Update long term debt service plan.



ACCOUNTING	2019-20	2020-21	2021-22
Finance Director	1	1	1
Assistant Director	1	1	1
Staff Accountant	1	1	1
Financial Analyst	1	1	1
Accountant I	1	1	1
Senior AP Specialist	1	1	1
Administrative Assistant	1	1	1
TOTAL POSITIONS	7	7	7

PERFORMANCE INDICATORS

Workload/Output	2019-20	2020-21	2021-22	
	Actual	Estimate	Budget	
Accounts payable checks	5,931	6,000	6,100	
Number of Purchase Orders Processed	7,380	7,450	7,600	
		·	,	
Effectiveness	2019-20	2020-21	2021-22	
	Actual	Estimate	Budget	
Certificate of Achievement for Excellence in Financial Reporting, Accumulative Quarterly Financials completed within 30	35	36	37	
days	0	3	4	
Budget	2019-20	2020-21	2021-22	
	Actual	Estimate	Budget	
Personnel	\$587,965	\$630,538	\$644,204	
Supplies	2,599	2,700	2,700	
Staff Support	5,890	4,710	6,740	
Professional Services	35,977	40,049	38,700	
Operating Equipment	1,835	1,986	250	
Total	\$634,265	\$679,983	\$692,594	

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 1.9% from the FY 2020-21 year end estimate due to additional compensation awarded from the classification and compensation study. The FY 2020-21 budget had savings related to COVID-19 as most trainings were held virtually.

101-GENERAL FUND

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

INTERNAL SERVICE		,		2020-2021			0001 0000	
EXPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
FINANCE								
<u>Personnel Services</u> 868-511110 Regular	396,687	413,035	416,716	336,527	432,306	435,765		
868-511120 Overtime	2,707	2,182	410,710 924	2,105	432,300	433,783 _ 924		
868-511120 Overtime 868-511180 LTD	, · ·	2,182	924 1,297	2,105	2,500	924 _		
	1,161		,	0	-	· · -		
868-511210 Longevity	11,310	9,457	10,770	10,770	10,770	11,994		
868-511230 Certification Allowance	535	500	2,039	1,161	711	2,659		
868-511310 FICA - Employer	31,488	30,301	32,896	25,752	35,645	34,491 _		
868-511350 TMRS-Employer	66,658	67,965	70,162	56,989	76,648	73,863		
868-511410 Health-Employer	43,086	63,788	70,409	56,726	71,446	83,799		
868-511500 Workers' Compensation	568	442	545	600	512	709		
TOTAL Personnel Services	554,199	587,965	605 , 758	490,630	630,538	644,204		
Supplies								
868-521000 Operating Supplies	1,873	1,985	2,700	1,774	2,000	2,000		
868-521100 Office Supplies	2,192	614	1,000	490	700	700		
TOTAL Supplies	4,065	2,599	3,700	2,264	2,700	2,700		
<u>City Support Service</u> s								
<u>Utility Service</u> s								
<u>Operations Support</u>								
Staff Support								
868-535100 Uniforms	252	0	320	0	320	350		
868-535300 Memberships	695	1,385	1,435	545	1,390	1,390		
868-535500 Training/Travel	2,729	4,505	6,267	1,604	3,000	5,000		
TOTAL Staff Support	3,676	5,890	8,022	2,149	4,710	6,740		
Professional Services								
868-541300 Other Consl/Prof Services	7,285	13,887	15,000	16,349	16,349	15,000		
868-541400 Auditor/Accounting Service	20,752	18,500	16,000	19,500	20,000	20,000		
868-541650 Investment Management Fee	3,462	3,590	3,500	2,123	3,700	3,700		
TOTAL Professional Services	31,499	35,977	34,500	37,972	40,049	38,700		
<u>Maintenance Service</u> s								
Rental/Leasing								

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL FUND INTERNAL SERVICE

EXPENDITURES		(2020-2021) (2021-2022)		
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
Operating Equipment								
868-571000 Furniture & Fixtures	1,502	742	250	250	250	250		
868-571200 Office Equipment	855	1,093	337	336	336	0		
868-571300 Computer & Periphe. < \$5000	0	0	1,400	0	1,400	0		
TOTAL Operating Equipment	2,358	1,835	1,987	586	1,986	250		
TOTAL FINANCE	595,797	634,265	653 , 967	533,601	679 , 983	692,594		

DEPARTMENT: HUMAN RESOURCES DIVISION: 872 PURCHASING & ASSET MANAGEMENT FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The Purchasing and Asset Management Department is responsible for managing the Purchasing, Inventory, Property Disposal, Contracts, Grants, Risk Management, and Safety functions for the City.

Manages all bids, quotes, contracts and agreements, City purchases, warehouse inventory, City property disposal, auctions, grants, and fleet vehicle registration and titles.

The department is also responsible for the City Risk Management and Safety program. Maintains the City Capital and Fixed Assets inventory, property and liability insurance schedules, processes all insurance claims, insurance litigation, and workers compensation, monitors all safety aspects of City functions, schedules employee safety training, evaluates loss runs to identify trends and mitigate risk.

GOALS AND OBJECTIVES

- Maintain the highest levels of ethical practices for all department functions.
- All City departments receive their orders in a timely manner to effectively perform their job functions in an efficient manner.
- Procure quality goods and services for all City departments, from appropriate sources, using the most efficient and economical means at the best possible price and make them available at the right place and time.
- Use supply contracts and co-ops in order to improve delivery time of particular items and to take advantage of quantity discounts.
- Maintain a professional relationship with all City departments and vendors insuring open communication.
- Maintain the City Purchasing Manual, combining State and Local Purchasing Legislation.
- Program and oversee Purchasing training for employees to ensure compliance with City Policy, State and Local Purchasing Legislation
- Manage, review, and track City contracts and agreements. Notify departments when contracts are expiring.

- Manage procedures for Capital and Fixed asset inventory and accountability and conduct physical surveys of City property.
- Manage disposal and auction activities for surplus, excess, and damaged City property.
- Manage insurance and Workers Compensation claims and accident/incident reports with immediate response. Gather all information for all incidents involving City property regardless of repair costs. Retain claims, reports and litigation according to the Texas State Records Retention Schedules.
- Program and oversee safety training for employees to minimize accidents and incidents and mitigate risk. Develop and Maintain the City Safety Policy.

ORGANIZATIONAL CHART



PURCHASING & ASSET MGMT.	2019-20	2020-21	2021-22
Purchasing Manager	1	1	1
Purchasing Specialist	1	1	1
Risk & Safety Specialist	1	1	1
TOTAL POSITIONS	3	3	3

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Bids and Proposals Drafted	25	20	24
Bids and Proposals Responses	89	75	85
Contracts Reviewed	147	100	120
Meetings with Vendors	32	25	50
Research Requests	61	75	100
Workers Comp Claims Processed	46	60	35
Accident and Incident Investigated	64	70	75
Training Classes Held	10	10	30
Vehicles Processed (Titles, Gas Cards, Plates)	234	240	250
Fixed Asset Modifications	198	200	50
GovDeals Items Processed	123	80	50
GovDeals Total Sales	\$75,011.55	\$75,000.00	\$25,000.0

Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Personnel	\$223,413	\$236,840	\$235,436
Supplies	1,988	700	3,600
Operating Support	4,883	6,050	7,550
Staff Support	2,527	5,585	6,785
City Assistance	1,264	2,000	2,000
Operating Equipment	1,431	1,600	600
Total	\$235,506	\$2 <i>52,77</i> 5	\$255,971

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 1.3% from the FY 2020-21 year end estimate due to transferring the State inspection costs from Fleet to Purchasing, additional advertising costs, and training and travel. This increase is offset by the less operating equipment cost.

101-GENERAL FUND INTERNAL SERVICE

EXPENDITURES

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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AS OF: JUNE 30TH, 2021 (------ 2020-2021 ------) (----- 2021-2022 -----) 2018-2019 2019-2020 CURRENT Y-T-D PROJECTED CITY ADMIN. ADOPTED ACTUAL BUDGET ACTUAL YEAR END RECOMMENDED BUDGET

PURCHASING	&	ASSET	MGT

Personnel Services		1.6.4.4.0.0	4.60 554	100.000	450.000	4.60.004	
872-511110 Regular	159,444	164,182	162,751	130,800	172,000	169,204	
872-511120 Overtime	0	5	0	172	200	0	
872-511180 LTD	468	117	508	0	508	0	
872-511210 Longevity	3,194	3,602	4,010	4,010	4,010	4,418	
872-511230 Certification Allowance	0	1,000	878	890	1,810	2,400	
872-511310 FICA - Employer	12,813	12,446	12,812	10,359	13,500	13,354	
872-511350 TMRS-Employer	26,354	26,992	27,325	22,088	27,325	28,599	
872-511410 Health-Employer	11,253	14,892	17,288	12,270	17,288	17,186	
872-511500 Workers' Compensation	195	176	212	233	199	275	
TOTAL Personnel Services	213,721	223,413	225,784	180,821	236,840	235,436	
Supplies							
872-521000 Operating Supplies	1,036	300	350	46	350	350	
872-521005 Supplies-Inspections	0	0	0	0	0	2,900	
872-521100 Office Supplies	625	1,688	350	128	350	350	
TOTAL Supplies	1,661	1,988	700	174	700	3,600	
City Support Services							
872-532350 Software Maintenance	0	0	379	0	0	0	
TOTAL City Support Services	0	0	379	0	0	0	
<u>Utility Service</u> s							
Operations Support							
872-534000 Postage	0	43	50	0	0	0	
872-534100 Advertising	5,819	3,404	6,000	2,273	4,500	6,000	
872-534200 Printing & Binding	0	0	50	0	0	0	
872-534740 Business Memberships	0	1,436	1,550	1,384	1,550	1,550	
TOTAL Operations Support	5,819	4,883	7,650	3,657	6,050	7,550	
Staff Support							
872-535100 Uniforms	237	215	250	82	250	250	
872-535300 Memberships	1,335	1,280	1,235	851	1,235	1,235	
872-535500 Training/Travel	2,815	810	5,000	1,840	4,000	5,000	
872-535510 Meeting Expenses	223	222	300	0	100	300	
TOTAL Staff Support	4,609	2,527	6,785	2,774	5,585	6,785	
<u>City Assistance</u>							
872-537100 Medical Services	1,994	1,264	1,621	998	2,000	2,000	
TOTAL City Assistance	1,994	1,264	1,621	998	2,000	2,000	

Operating Equipment

Capital Outlay

872-571000 Furniture & Fixtures

872-571500 Operating Equipment

TOTAL PURCHASING & ASSET MGT

TOTAL Operating Equipment

872-571300 Computer & Periphe. < \$5,000

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

600

1,000

1,600

244,519

0

478

478

188,902

0

0

600

1,000

1,600

252,775

0

600

600

255,971

0

0

101-GENERAL FUND

INTERNAL SERVICE EXPENDITURES			(2020-2021)	(2021-2	:022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Professional Service</u> s							
<u>Rental/Leasing</u>							

218

0

1,213

1,431

235,506

170

170

227,974

0

0

DEPARTMENT: PUBLIC WORKS DIVISION: 877 FLEET SERVICES FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

Fleet Services provides maintenance, repair, upgrade and outfitting services for all City owned vehicles and equipment totaling approximately 350 units. The list of services include: P.M. services, fluid and filter changes, state inspections, tire services, troubleshooting, diagnosis, and repair of mechanical and electrical systems. Fleet Services also maintains motor pool services, vehicle and equipment replacement schedules, spec'ing and standardization throughout the fleet.

GOALS AND OBJECTIVES

- Maintain and repair vehicles and equipment to increase their lifespan.
- Optimize fleet availability by improving turn-around times.
- Develop and implement fleet utilization guidelines and procedures.
- Maintain and improve vehicle and equipment safety



ORGANIZATIONAL CHART

FLEET MAINTENANCE	2019-20	2020-21	2021-22
Assistant Director of Public Works	1	1	1
Administrative Assistant	1	1	1
Fleet Manager	1	1	1
Fleet Crew Supervisor	1	1	1
Mechanic I	4	4	4
TOTAL POSITIONS	8	8	8

PERFORMANCE INDICATORS

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Work Orders:			
-Police Department vehicles and			
equipment	682	550	570
-EMS vehicles and equipment	461	425	440
-Streets vehicles and equipment	202	195	180
-Administration vehicles	15	3	5
-Animal Control vehicles	36	35	34
-Facilities Services vehicles	88	85	80
-Fire vehicles and equipment	256	245	250
-Fleet Service vehicles	82	70	70
-I.T	19	12	10
-Inspection vehicles			
-Marshal Service vehicles	0	2	2
-Parks vehicles and equipment	121	115	110
-Water & Sewer vehicles and equipment	232	245	220
-Utility Billing vehicles	40	45	40
-Drainage vehicles and equipment	171	150	150
-Economic Development vehicles	3	8	6
Engineering vehicles	25	16	15
-Purchasing vehicles	1	1	1
-Operations (non-asset specific)	19	11	12
-Motor Pool vehicles	150	63	60
Work Orders(in-house)			
Work Orders(outside vendors)			
Total Work Orders Issued			

	2019-20	2020-21	2021-22
Efficiency	Actual	Estimate	Budget
Hours Worked			
Public Safety	2060.3	2325	2300
Public Works	1705.85	2750	2500
Administration Vehicles	28.00	10	5
Facilities Services Vehicles	178.90	240	200
Fleet Service Vehicles	121.1	120	120
I.T	38.90	20	15
Inspections vehicles			
Parks vehicles and equipment	278.95	335	325
Economic Development vehicles	13.10	25	22.5
Engineering vehicles	59.20	40	40
Purchasing vehicles	2.00	0	0
Motor Pool vehicles	125.95	35	140
Fleet Operations	229.90	220	220
Total Hours Worked	4842.15	6120	5887.50

	2019-20	2020-21	2021-22
Effectiveness	Actual	Estimate	Budget
% of all vehicles and equipment issues resolved without recall	95	96	97
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel Supplies City Support Services Utility Services Staff Support Maintenance Services Operating Equipment Capital Outlay <i>Total</i>	\$369,660 196,962 5,517 5,731 10,775 169,182 4,413 151,643 \$913,882	\$525,982 209,700 12,500 11,000 26,700 210,000 17,519 58,950 \$1,072,351	\$549,099 216,700 15,000 11,500 32,500 233,000 14,000 221,000 \$1,292,799

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 20.6% from the FY 2020-21 year end estimate due to personnel implementations from the Class and Compensation study. In addition to personnel increases, the FY 21-22 budget increase is related to additional motor vehicle equipment and maintenance supplies, ManagerPlus software fees, a GPS tagging project, and vehicle replacements for the fleet motor pool.

101-GENERA

CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET JNE 30TH, 2021

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101-GENERAL FUND			JUNE 30TH, 202				
INTERNAL SERVICE EXPENDITURES		(2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET

FLEET SERVICE

FLEEI SERVICE							
Personnel Services							
877-511110 Regular	184,293	251,309	348,592	282,462	368,000	365,195	
877-511120 Overtime	11,550	12,302	12,858	8,619	12,500	13,592	
877-511180 LTD	537	147	1,085	0	0	0	
877-511210 Longevity	1,598	2,180	3,578	2,380	2,380	3,579	
877-511230 Certificate Allowance	0	0	1,365	690	800	1,123	
877-511310 FICA - Employer	15,542	19,313	28,018	21,853	28,000	29,326	
877-511350 TMRS-Employer	31,989	42,336	59,757	45,370	47,500	62,802	
877-511410 Health-Employer	23,478	38,871	55,540	48,150	63,000	68,228	
877-511500 Workers' Compensation	2,791	3,201	4,049	4,458	3,802	5,254	
TOTAL Personnel Services	271,778	369,660	514,842	413,983	525,982	549,099	
Supplies							
877-521000 Operating Supplies	3,892	7,553	7,066	2,260	12,000	12,000	
877-521005 Supplies - Inspection Sticker	2,490	2,537	2,900	1,672	2,900	0	
877-521100 Office Supplies	799	578	800	395	800	700	
877-521200 Oil Lube Suppl, Chem Supplies	14,190	13,915	18,500	13,455	15,000	18,500	
877-521300 Motor Veh. Supplies	116,043	172,141	181,500	131,227	177,500	183,000	
877-521600 Equip Maint Supplies	190	239	1,500	939	1,500	2,500	
TOTAL Supplies	137,606	196,962	212,266	149,948	209,700	216,700	
<u>City Support Services</u>							
877-532400 Computer Fees & Licenses	15,887	5,517	12,000	2,497	12,500	15,000	
TOTAL City Support Services	15,887	5,517	12,000	2,497	12,500	15,000	
Utility Services							
877-533500 Vehicle Fuel	8,744	5,731	11,385	6,266	11,000	11,500	
TOTAL Utility Services	8,744	5,731	11,385	6,266	11,000	11,500	
Operations Support		·					
<u>Staff Support</u>							
877-535100 Uniforms	7,204	8,139	3,500	3,445	5,000	8,000	
877-535200 Awards	51	150	500	0	500	500	
877-535500 Training/Travel	9,247	2,223	17,000	7,584	20,000	24,000	
877-535510 Meeting Expenses	251	263	1,200	682	1,200	0	
TOTAL Staff Support	16,752	10,775	22,200	11,711	26,700	32,500	
<u>City Assistanc</u> e							

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL FUND

	,		2020 2021	,	/ 2021 2	000 1
2010 2010	2010 2020	CUDDENE		,		ADOPTED
ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
220,182	133,448	177,002	131 , 750	165,000	170,000	
13,404	31,871	35,000	12,464	30,000	35,000	
707	0	0	0	0	0 -	
1,319	0	0	0	0	0	
5,679	3,862	18,000	11,694	15,000	28,000	
241,291	169,182	230,002	155,908	210,000	233,000	
0	0	7,519	7,519	7,519	4,000	
14,812	4,413	14,334	5,837	10,000	10,000	
14,812	4,413	21,853	13,356	17,519	14,000	
0 28,697	151,643	26,413	24,957	52,600	138,000	
66,243	. 0	22,636	6,350	6,350	83,000	
94,940	151,643	49,049	31,307	58,950	221,000	
801-809	913.882	1.073.597	784,975	1,072,351	1,292,799	
	220,182 13,404 707 1,319 5,679 241,291 0 14,812 14,812 14,812 14,812	ACTUAL ACTUAL 220,182 133,448 13,404 31,871 707 0 1,319 0 $5,679$ $3,862$ 241,291 169,182 14,812 4,413 14,812 4,413 14,812 4,413 14,812 4,413 94,940 151,643	ACTUAL ACTUAL BUDGET 220,182 133,448 177,002 13,404 31,871 35,000 707 0 0 1,319 0 0 5,679 3,862 18,000 241,291 169,182 230,002 14,812 4,413 14,334 14,812 4,413 21,853 0 28,697 151,643 26,413 94,940 151,643 49,049	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$

DEPARTMENT: PUBLIC WORKS DIVISION: 878 Facility Services FUND: 101 GENERAL FUND

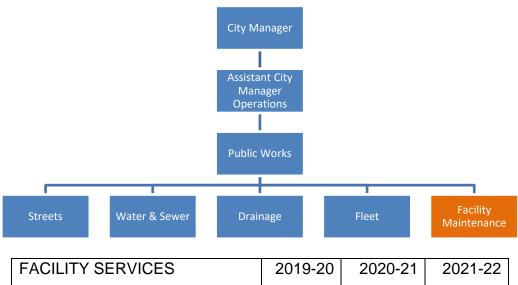
DEPARTMENT DESCRIPTION

Facility Services supports, maintains, and provides custodial services for 27 facilities totaling 301.656 square feet. The City buildings include City Hall, Administration Building, Police, Fire, EMS, Community Center Central, Community Center North, City Council Chambers, Civic Center, Public Library, Visitor Center (Kramer House), YMCA, Senior Center, Purchasing building, Public Works facility, Animal Control, Aquatic Center, Fire/EMS station on I.H.35, Marion EMS station, Records, Fire Station #3, various offices, meeting/training rooms, and storage areas. In addition, Facility Services provides function set up for events such as City Council, Planning and Zoning, various Boards and Commissions, Department meetings, Municipal Court, training seminars, elections, ground breaking ceremonies and other special events.

GOALS AND OBJECTIVES

- Provide quality customer services in an effective and efficient manner.
- Promote and implement energy efficiency programs to reduce utility consumption.
- Provide high-quality preventative maintenance to extend the life of facilities.
- Provide safe and clean facilities.

ORGANIZATION CHART



FACILITY SERVICES	2019-20	2020-21	2021-22
Facility Services Manager	1	1	1
Facility Services Supervisor	1	1	1
Facilities Technician	5	4	4
Grounds Maint. Technician	0	1	1
HVAC Technician	1	1	1
Electrician	1	1	1
Facilities Crew Leader	1	1	1
Plumber	0	0	1
TOTAL POSITIONS	10	10	11

PERFORMANCE INDICATORS

•

Workload/Output	<u>2019-20</u>	2020-21	2021-22
	<u>Actual</u>	Estimate	Budget
Square footage maintained	267.578	286.636	301.656
City Buildings Maintained	24	26	27
Completed work orders	864	1010	1160
Internal Pest Control Services	120	130	140

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Electrical Repairs	76	216	310
Plumbing Repairs	43	50	80
HVAC Repairs	121	780	800
Carpentry	87	127	145
Misc. / other	537	567	582
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel	\$728,601	\$781,386	\$820,274
Supplies	57,316	115,500	159,500
City Support Services	100	200	5,000
Utility Services	182,140	186,022	186,000
Staff Support	6,588	8,800	18,400
Professional Services	91,510	92,000	160,000
Maintenance Services	331,736	608,000	428,000
Rental Equipment	767	500	500
Operating Equipment	6,558	1,500	6,000
Capital Outlay	26,694	35,000	32,000
Total	\$1,432,009	\$1,828,908	\$1,815,674

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget decreases 0.7% from the FY 2020-21 year end estimates. A new plumber position, landscaping supplies previously budgeted in the Parks department, as well as increased utility costs, and additional budget for the facilities cleaning contract are offset by the completion of the Public Safety restroom project that was completed during FY 2020-21.

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101-GENERAL FUND INTERNAL SERVICE

CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET

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AS	OF:	JUNE	30TH,	2021

INTERNAL SERVICE EXPENDITURES		(2020-2021				2021-2022)			
EVI FINDI I OVEO	2018-2019	2019-2020	CURRENT	2020-2021 Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED		
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET		
BUILDING MAINTENANCE									
Personnel Services									
878-511110 Regular	433,234	470,860	460,029	389,824	506,600	500,787			
878-511120 Overtime	19,583	21,467	22,769	10,827	22,000	26,300			
878-511180 LTD	1,291	329	1,416	0	0	0			
878-511210 Lonegevity	12,458	11,992	14,096	14,169	14,169	15,444			
878-511230 Certification Allowance	1,200	900	1,276	485	500	1,315			
878-511310 FICA-Employer	34,854	34,885	36,887	28,980	38,108	40,212			
878-511350 TMRS-Employer	75 , 595	81,438	81,019	67 , 108	79 , 603	89,096			
878-511410 Health-Employer	69 , 599	101,872	111,512	87 , 908	114,000	138,555			
878-511500 Workman's Compensation	5,859	4,857	6,822	7,510	6,406	8,565			
TOTAL Personnel Services	653,672	728,601	735,826	606,812	781,386	820,274			
Supplies									
878-521000 Operating Supplies	87,488	52,228	128,000	36,412	100,000	128,000			
878-521100 Office Supplies	1,777	455	2,000	190	1,500	1,500			
878-521200 Medical/Chem Supplies	10,878	4,633	13,000	2,078	13,000	13,000			
878-521300 Motor Vehicle Supplies	764	0	1,400	0	500	500			
878-521315 Landscaping Supplies-Campus	0	0	0	0	0	15,000			
878-521600 Equip Maint Supplies	1,525	0	1,500	0	500	1,500			
TOTAL Supplies	102,432	57,316	145,900	38,679	115,500	159,500			
<u>City Support Services</u>									
878-532400 Computer Fees & Licenses	0	100	5,000	355	200	5,000			
TOTAL City Support Services	0	100	5,000	355	200	5,000			
<u>Utility Services</u>									
878-533100 Gas Utility Service	5,634	4,022	5,000	4,148	5,000	5,000			
878-533200 Electric Utility Service	122,101	111,192	118,000	68,195	118,000	118,000			
878-533310 Telephone/Cell Phones	0	22	0	0	22	0			
878-533410 Water Utility Service	41,513	60,302	40,000	35,326	55 , 000	55,000			
878-533500 Vehicle Fuel	7,714	6,602	8,000	5,080	8,000	8,000			
TOTAL Utility Services	176,962	182,140	171,000	112,748	186,022	186,000			
<u>Operations Suppor</u> t			·						
Staff Support									
878-535100 Uniforms	3,567	4,027	5,000	1,562	5,000	5,000			
878-535200 Awards	255	81	300	0	500	6,400			
878-535300 Memberships	195	373	500	156	500	0			
878-535500 Training/Travel	833	1,860	5,500	386	2,000	5,500			
878-535510 Meeting Expense	755	247	1,500	772	800	1,500			
TOTAL Staff Support	5,605	6,588	12,800	2,875	8,800	18,400			

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C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL FUND INTERNAL SERVICE

INTERNAL SERVICE		,		2020 2021	,	/ 0001 0	000 N
EXPENDITURES	0010 0010	(,	(2021-2	,
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Professional Services							
878-541300 Prof Services/Consultng	0	(581)	0	0	0	0	
878-541310 Contractual Services	82,988	92,091	85,746	71,079	92,000	160,000	
TOTAL Professional Services	82,988	91,510	85,746	71,079	92,000	160,000	
<u>Maintenance Services</u>							
878-551100 Building Maint Misc	401,087	161,636	619,000	163,771	585,000	395,000	
878-551100.Builing Maint Misc - CH	0	0	0	5,754	0	0	
878-551100.Building Maint Misc - ADM	0	0	0	45	0	0	
878-551100.Building Maint Misc - CIVIC C		42	0	1,785	0	0 _	
878-551100.Building Maint Misc - PD	0	853	0	0	0	0	
878-551100.Building Maint Misc - EMS1	0	158	0	0	0	0 _	
878-551100.Building Maint Misc - FD1	0	264	0	0	0	0	
878-551100.Building Maint Misc -F&F/PARK		280	0	547	0	0	
878-551100.Building Maint Misc - 11CP	0	0	0	250	0	0	
878-551100.Building Maint Misc - SENIOR	0	658	0	420	0	0 _	
878-551100.Buildings Maint Misc -BORGFEL		0	0	870	0	0	
878-551100.Building Maint Misc - LIB	0	2,140	0	693	0	0	
878-551100.Building Maint Misc - AAC	0	196	0	0	0	0 _	
878-551100.Building Maint Misc - BUNKER	0	600	0	0	0	0 _	
878-551110.Sitework - CIVIC C	0	0	0	121	0	0 _	
878-551110.Sitework - FD2	0	1,195	0	1,742	0	0	
878-551110.Sitework - LIB	0	4,608	0	0	0	0 _	
878-551110.Sitework - YMCA	0	2,500	0	0	0	0 -	
878-551120.Roofing - CH	0	4,029	0	0	0	0 _	
878-551120.Roofing - ADM	0	0	0	275	0	0	
878-551120.Roofing - FD1	0	0	0	625	0	0	
878-551120.Roofing - CHAMBER CM	0	0	0	225	0	0	
878-551120.Roofing - YMCA	0	0	0	1,100	0	0 -	
878-551120.Roofing - SOCCER C	0	0	0	3,025	0	0 -	
878-551130 Plumbing - Misc.	•	62	0	2,304	0	0	
878-551130.Plumbing - CH	0	0	0	893	0	0 -	
878-551130.Plumbing - ADM		1,638		2,043	0	0 -	
878-551130.Plumbing - COMM CTR	0	215	0	650	0	0 -	
878-551130.Plumbing - CIVIC C	0	0	0	1,748	0	0 -	
878-551130.Plumbing - PD	-	1,510	-	1,832	-	0 -	
878-551130.Plumbing - EMS1	0	290 0	0	1,570	0	0	
878-551130.Plumbing - FD1	0	0	0	986 173	0	0 -	
878-551130.Plumbing - F&F/PARKS	0	132	0		0	0 _	
878-551130.Plumbing - 11CP	0	132	0	2,260	0	0 -	
878-551130.Plumbing - PW	0		0	2,801	0	U _	
878-551130.Plumbing - SENIOR C	0	217 921	0	0 1,711	0	0 -	<u> </u>
878-551130.Plumbing - FD2 878-551130.Plumbing - EMS4	0	921	0	1,/11	0	0	
878-551130.Plumbing - LIB	0	9,830	0	1,113	0	0 -	
878-551130.Plumbing - LIB 878-551130.Plumbing - YMCA	0	9,830 1,683	0	1,113	0	0 <u> </u>	
878-551130.Plumbing - NORTHC C	0	1,003	0	113	0	0 =	
878-551130.Plumbing - AAC	0	700	0	1,050	0	0	
878-551130.Plumbing - AQUATIC C	0	,00	0	11,676	0	0 -	
and correction in an and in a construction of	0	v	U		0		

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

101-GENERAL FUND INTERNAL SERVICE

INTERNAL SERVICE EXPENDITURES	(2020-2021) (2021-2022)							
EAFENDIIORES	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED	
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET	
878-551130.Plumbing - FD3	0	0	0	247	0	0		
878-551140 Electric - Misc.	0	9,846	0	1,425	0	0		
878-551140.Electric - CH	0	491	0	8,414	0	0		
878-551140.Electric - ADM	0	193	0	46	0	0		
878-551140.Electric - COMM CTR	0	0	0	49	0	0		
878-551140.Electric - C CHAMBERS	0	0	0	34	0	0		
878-551140.Electric - CIVIC C	0	1,318	0	1,027	0	0		
878-551140.Electric - PD	0	538	0	1,205	0	0		
878-551140.Electric - EMS1	0	210	0	1,546	0	0		
878-551140.Electric - FD1	0	446	0	1,537	0	0		
878-551140.Electric - EMS/PURCH	0	711	0	0	0	0		
878-551140.Electric - F&F/PARKS	0	168	0	0	0	0		
878-551140.Electric - 11CP	0	1,966	0	219	0	0		
878-551140.Electric - PW	0	25	0	560	0	0		
878-551140.Electric - CHAMBER CM	0	0	0	9	0	0		
878-551140.Electric - FD2	0	347	0	465	0	0		
878-551140.Electric - EMS4	0	72	0	0	0	0		
878-551140.Electric - LIB	0	9,292	0	1,489	0	0		
878-551140.Electric - YMCA	0	424	0	0	0	0		
878-551140.Electric - AAC	0	28	0	500	0	0		
878-551140.Electric - AQUATIC C	0	0	0	382	0	0		
878-551140.Electric - FD3	0	181	0	0	0	0		
878-551150 HVAC - Misc.	0	2,744	0	9,721	0	0		
878-551150.HVAC - CH	0	0	0	456	0	0		
878-551150.HVAC - C CHAMBERS	0	0	0	935	0	0		
878-551150.HVAC - CIVIC C	0	5,822	0	40	0	0		
878-551150.HVAC - PD	0	644	0	196	0	0		
878-551150.HVAC - EMS1	0	523	0	22,307	0	0		
878-551150.HVAC - FD1	0	0	0	440	0	0		
878-551150.HVAC - 11CP	0	464	0	162	0	0		
878-551150.HVAC - PW	0	0	0	1,468	0	0		
878-551150.HVAC - FD2	0	0	0	901	0	0		
878-551150.HVAC - EMS4	0	395	0	0	0	0		
878-551150.HVAC - LIB	0	1,074	0	1,161	0	0		
878-551150.HVAC - YMCA	0	331	0	1,708	0	0		
878-551150.HVAC - AAC	0	3,077	0	1,029	0	0		
878-551150.HVAC - AQUATIC C	0	15,406	0	2,020	0	0		
878-551150.HVAC - FD3	0	199	0	0	0	0		
878-551160 Windows, Doors - Misc.	0	0	0	55	0	0		
878-551160.Windows, Doors - ADM	0	404	0	420	0	0		
878-551160.Windows, Doors - COMM CTR	0	0	0	26	0	0		
878-551160.Windows, Doors - CIVIC C	0	429	0	1,247	0	0		
878-551160.Windows, Doors - PD	0	1,176	0	2,410	0	0		
878-551160.Windows, Doors - EMS1	0	1,523	0	2,900	0	0		
878-551160.Windows, Doors - FD1	0	602	0	139	0	0		
878-551160.Windows, Doors - EMS/PURCH	0	235	0	0	0	0		
878-551160.Windows, Doors - 11CP	0	2,223	0	76	0	0		
878-551160.Windows, Doors - PW	0	280	0	0	0	0		
878-551160.Windows, Doors - BORGFELD	0	0	0	228	0	0		
878-551160.Windows, Doors -FD2	0	277	0	3,778	0	0		
						=		

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

101-GENERAL FUND

INTERNAL SERVICE EXPENDITURES		(-		2020-2021)	(2021-2	022)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED ,
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
878-551160.Windows, Doors - LIB	0	1,509	0	320	0	0	
878-551160.Windows, Doors - YMCA	0	0	0	2,499	0	0	
878-551160.Windows, Doors - NORTHC C	0	0	0	11	0	0	
878-551160.Windows, Doors - AAC	0	186	0	842	0	0	
878-551160.Windows, Doors - 27CP	0	0	0	21	0	0	
878-551160.Windows, Doors - FD3	0	0	0	140	0	0	
878-551170 Finishes - Misc.	0	0	0	(2)	0	0	
878-551170.Finishes - CH	0	5,466	0	400	0	0	
878-551170.Finishes - ADM	0	1,055	0	5,277	0	0	
878-551170.Finishes - COMM CTR	0	0	0	2,106	0	0	
878-551170.Finishes - CIVIC C	0	1,140	0	640	0	0	
878-551170.Finishes - PD	0	22,125	0	60	0	0	
878-551170.Finishes - EMS1	0	17,926	0	19	0	0	
878-551170.Finishes - EMS/PURCH	0	0	0	2,470	0	0	
878-551170.Finishes - F&F/PARKS	0	379	0	0	0		
878-551170.Finishes - 11CP	0	1,432	0	660	0	0	
878-551170.Finishes - PW	0	259	0	924	0	0	
878-551170.Finishes - FD2	0	182	0	805	0	0	
878-551170.Finishes - AAC	0	45	0	168	0	0	
878-551400 Minor & Other Equip Maint	6,259	3,692	0	0	5,000	0	
878-551800 Other Maintenance Agreements	19,939	15,897	33,536	11,868	18,000	33,000	
TOTAL Maintenance Services	427,285	331,736	652,536	316,372	608,000	428,000	
Rental/Leasing							
878-561100 Rental-Equipment	400	767	500	0	500	500	
TOTAL Rental/Leasing	400	767	500	0	500	500	
Operating Equipment							
878-571200 Vehicles & Access. Less \$5,00	0	5 , 758	0	0	0	0	
878-571600 Police/Fire/Medical Equipment	3,988	150	16,500	0	1,500	5,000	
878-571800 Equipment Less \$5,000	1,682	650	0	2,925	0	1,000	
TOTAL Operating Equipment	5,670	6,558	16,500	2,925	1,500	6,000	
Capital Outlay							
878-581200 Vehicles & Access. Over \$5,00	26,012	26,694	30,000	27,266	35,000	32,000	
878-581800 Equipment Over \$5,000	10,426	0	0	0	0	0	
TOTAL Capital Outlay	36,438	26,694	30,000	27,266	35,000	32,000	
TOTAL BUILDING MAINTENANCE	1,491,452	1,432,009	1,855,808	1,179,110	1,828,908	1,815,674	
TOTAL INTERNAL SERVICE	5,994,326	5,705,803	7,228,256	4,931,931	7,038,796	7,487,013	

101-GENERAL FUND

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

MISC & PROJECTS
EXPENDITURES

EXPENDITURES			1	2020 2021	,	(2021-2	0.2.2 \
EAFENDIIORES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PROJECTS							
<u>Professional Service</u> s							
Fund Charges/Transfers 900-548401 Transfer Out - Bond Fund 900-548404 Transfer Out - Capital Projec TOTAL Fund Charges/Transfers	0 0 0	0 4,000,000 4,000,000	1,650,000 	1,650,000 	1,732,707 581,300 2,314,007	0 _ 850,000 _ 850,000 _	
<u>Maintenance Service</u> s							
<u>Rental/Leasing</u>							
TOTAL PROJECTS	0	4,000,000	2,231,300	2,231,300	2,314,007	850,000	

DEPARTMENT: 901 CITY ASSISTANCE FUND: 101 GENERAL FUND

DEPARTMENTAL DESCRIPTION

The Senior Center is supported by contracting with the YMCA for programing and a vendor to support the meal program. The Senior Center provides a social environment for the local area seniors and a hot meal for them to enjoy.

The Patient Assistance program is an Interlocal Agreement between the City of Schertz and Guadalupe Valley Hospital. The Hospital agrees to provide prescription medication free of charge or at a low cost to citizens of Schertz who qualify for assistance under established guidelines. The Hospital agrees to maintain a part-time intake and information office in Schertz. Prescriptions will be filled and administered at the Hospital's Seguin facility. The City agrees to pay the hospital an agreed upon amount under the yearly contract. The Hospital agrees to provide written reports to the City and to provide the City with the complete budget for the Hospital's drug program. This contract is for \$5,000.

The City of Schertz also provides assistance to the Guadalupe Children's Advocacy Center. The Center provides a warm, homelike environment for children who visit to be interviewed about physical or sexual abuse. The Children's Advocacy Center's primary emphasis is placed on the well-being of the child to prevent further trauma. This agreement is for \$5,000

Transportation Assistance is provided through Alamo Regional Transit for senior citizens.

Starting in 2016-17 the City has entered into a support agreement with the Schertz Housing Authority to provide assistance in their mission of helping those in need find suitable living spaces.

Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
City Assistance	\$283,640	\$317,666	\$332,666
Operating Equipment	4,322	750	10,000
<i>Total</i>	\$287,962	\$318,416	\$342,666

PROGRAM JUSTIFICATION & ANALYSIS

The FY 2021-22 Budget will increase 7.6% from the FY 2020-21 year end estimate due to an increase in the contact with the YMCA for management of the Senior

Center as well as an increase in the donation expense for the senior center which is offset by donation revenue.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL			FUND
MISC	æ	PROJE	CTS

		(2020-2021)	(2021-2	022)
2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
	<u> </u>	·		<u> </u>		
5,000	5,000	5,000	5,000	5,000	5,000	
42,666	42,666	45,000	42,666	42,666	42,666	
5,000	5,000	5,000	0	5,000	5,000	
5,000	5,000	5,000	0	5,000	5,000	
234,145	225,974	260,000	172,723	260,000	275,000	
291,811	283,640	320,000	220,389	317,666	332,666	
11,316	4,322	10,000	0	750	10,000	
11,316	4,322	10,000	0	750	10,000	
303.127	287.962	330.000	220.389	318.416	342.666	
	ACTUAL 5,000 42,666 5,000 234,145 291,811 11,316	ACTUAL ACTUAL 5,000 5,000 42,666 42,666 5,000 5,000 5,000 5,000 5,000 5,000 234,145 225,974 291,811 283,640 11,316 4,322 11,316 4,322	2018-2019 ACTUAL 2019-2020 ACTUAL CURRENT BUDGET 5,000 5,000 5,000 42,666 42,666 45,000 5,000 5,000 5,000 5,000 5,000 5,000 5,000 5,000 5,000 234,145 225,974 260,000 291,811 283,640 320,000 11,316 4,322 10,000	2018-2019 ACTUAL 2019-2020 ACTUAL CURRENT BUDGET Y-T-D ACTUAL 5,000 5,000 5,000 5,000 42,666 42,666 45,000 42,666 5,000 5,000 5,000 0 5,000 5,000 5,000 0 5,000 5,000 5,000 0 234,145 225,974 260,000 172,723 291,811 283,640 320,000 220,389 11,316 4,322 10,000 0	2018-2019 ACTUAL 2019-2020 ACTUAL CURRENT BUDGET Y-T-D ACTUAL PROJECTED YEAR END 5,000 5,000 5,000 5,000 5,000 42,666 42,666 45,000 42,666 42,666 5,000 5,000 5,000 0 5,000 5,000 5,000 5,000 0 5,000 5,000 5,000 5,000 0 5,000 5,000 5,000 5,000 0 5,000 234,145 225,974 260,000 172,723 260,000 291,811 283,640 320,000 220,389 317,666 11,316 4,322 10,000 0 750	ACTUAL ACTUAL BUDGET ACTUAL YEAR END RECOMMENDED 5,000 5,000 5,000 5,000 5,000 5,000 5,000 42,666 42,666 42,666 42,666 42,666 42,666 42,666 42,666 5,000 275,000 275,000 291,811 283,640 320,000 220,389 317,666 332,666 322,666 11,316 4,322 10,000 0 750 10,000 10,000 10,000 10,000 10,000 10,000 10,000 10,000 10,000 10,000 10,000 10,000<

DEPARTMENT: 910 COURT RESTRICTED FUNDS FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

The court security fee and court technology fees are revenues that are restricted on use. The court technology must only be spent to purchase new or replacement devices to improve or maintain the efficiency of the Municipal Court. Approved purchases are computers, servers where court files are stored and computerized ticket writers. The court security fee can only be used to add or enhance security measure to the court room for the safety of staff and citizens. Currently the security fee will be used to offset a Deputy Marshal position which provides security for the Court.

	2019-20	2020-21	2021-21
Budget	Actual	Estimate	Budget
Operating Equipment <i>Total</i>	\$0 <i>\$0</i>	\$19,765 \$ <i>19,765</i>	\$19,452 \$ <i>19,45</i> 2

PROGRAM JUSTIFICAITON & ANALYSIS

The FY 2021-22 Budget will decrease \$313 from the FY 2020-21 to match the increase in court technology fee projections.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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101-GENERAL	FUND

MISC & PROJECTS EXPENDITURES			(2020-2021	2021-2022		
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
COURT-RESTRICTED FUNDS							
<u>Fund Charges/Transfer</u> s							
Operating Equipment							
910-571600 Court Technology Expenditure	2,607	0	22,992	6,070	19,765	19,452	
TOTAL Operating Equipment	2,607	0	22,992	6,070	19,765	19,452	
TOTAL COURT-RESTRICTED FUNDS	2,607	0	22,992	6,070	19,765	19,452	

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101-GENERAL FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

MISC & PROJECTS EXPENDITURES	(2020-2021) (2021-						-2022)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
LIBRARY CAMPAIGN PROJECT								
<u>Supplie</u> s								
Professional Services								
TOTAL MISC & PROJECTS	305,733	4,287,962	2,584,292	2,457,759	2,652,188	1,212,118		
TOTAL EXPENDITURES	31,680,098	35,150,421	39,683,880	29,170,923	39,580,637	39,314,984		

FUND: 505 INTEREST & SINKING FUND

DESCRIPTION

This fund is used to account for the accumulation of resources for and the payment of general long term debt principal and interest on city debt. The Interest & Sinking portion of the property taxes are directly deposited by the County Tax Assessor's Office into this fund.

	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Revenue		# 0.000.000	¢7,000,000
Taxes	\$6,714,516	\$6,980,000	\$7,329,862
Miscellaneous	94,896	101,850	105,000
Total	\$6,809,411	\$7,081,850	\$7,434,862
<i>Expenses</i> Professional Service Debt Service	\$4,200 7,021,520	\$179,800 7,044,861	50,000 6,626,915
Total	\$7,025,720	\$7,224,661	\$6,676,915

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenues for FY 2021-22 increase 5.0% from the FY 2020-21 estimate with higher property values.

Expenses: The FY 2021-22 Budget will decrease 7.6% from the FY 2020-21 year end estimate following the debt service schedule.

505-TAX I &S

FINANCIAL SUMMARY

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY				0000 0001	,		
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	(2021-2 CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Taxes Fund Transfers Miscellaneous	6,414,868 0 170,594	6,714,516 0 94,896	6,980,821 0 115,000	6,975,407 7,915 76,405	6,980,000 0 <u>101,850</u>	7,329,862 0 105,000	
TOTAL REVENUES	6,585,462	6,809,411	7,095,821	7,059,727	7,081,850	7,434,862	
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT NON DEPARTMENTAL	6,727,858	7,025,720	7,094,861	5,801,116	7,224,661	6,676,915	
TOTAL GENERAL GOVERNMENT	6,727,858	7,025,720	7,094,861	5,801,116	7,224,661	6,676,915	
TOTAL EXPENDITURES	6,727,858	7,025,720	7,094,861	5,801,116	7,224,661	6,676,915	
REVENUE OVER/(UNDER) EXPENDITURES	(142,396) =======	(216,308) 	960	1,258,611	(142,811)	757,947	

000-497000 Misc Income

TOTAL Miscellaneous

000-495020 Contribution From YMCA

000-498000 Proceeds From Refunding Debt ____

100,000

19,442

170,594

6,585,462

277

75,000

94,896

6,809,411

0

0

100,000

115,000

7,095,821

0

0

505-TAX I &S

TOTAL REVENUES

REVENUES

8-06-2021 06:57 AM		СІТУ О	F SCHER	ΤZ			PAGE: 2
		PROPOSED	BUDGET WORKSHE	ET			
505-TAX I &S		AS OF:	JUNE 30TH, 202	1			
REVENUES							
		(2020-2021)	(2021-	2022)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
			·				
Taxes							
000-411900 Property Tax Revenue	6,414,868	6,714,516	6,980,821	6,975,407	6,980,000	7,329,862	
TOTAL Taxes	6,414,868	6,714,516	6,980,821	6,975,407	6,980,000	7,329,862	
Fund Transfers							
000-486100 Transfer In	0	0	0	6,585	0	0	
000-486401 Transfer In -Bond Project Fun	0	0	0	1,330	0	0	
TOTAL Fund Transfers	0	0	0	7,915	0	0	
Miscellaneous							
000-491000 Interest Earned	6,774	1,694	0	266	350	1,000	
000-491200 Investment Income	44,102	18,202	15,000	1,139	1,500	4,000	

75,000

76,405

7,059,727

0

0

100,000

101,850

7,081,850

0

0

100,000

105,000

7,434,862

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C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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GENERAL GOVERNMENT

505-TAX I &S

GENERAL GOVERNMENT							
EXPENDITURES		,)	(2021-2	022)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
NON DEPARTMENTAL							
Professional Services							
101-541500 Paying Agent	4,350	4,200	5,000	1,800	5,000	5,000	
101-541502 Cost of Bond Issuance	44,530	, 0	45,000	174,800	174,800	45,000	
TOTAL Professional Services	48,880	4,200	50,000	176,600	179,800	50,000	
Debt Service							
101-555612 Bond-GO Refunding 2010-Princi	300,000	0	0	0	0	0	
101-555612.Bond-GO Refundin 2010-Interes	-	0	0	0	0	0 -	
101-555628 Bond-CO 2007-Principal	0	0	325,000	0	0	0 -	
101-555628.Bond-CO 2007-Interest	0	0	98,800	0	0	0 -	
101-555629 Bond-GO 2007 Principal	300,000	315,000	. 0	325,000	325,000	340,000	
101-555629.Bond-GO 2007 Interest	124,305	111,468	0	52,707	98,800	85,267	
101-555631 Bond-GO SR2009 Principal	93,575	0	0	0	0	0 -	
101-555631.Bond-GO SR2009 Interest	120,100	0	0	0	0	0 -	
101-555633 Bond-GO SR2011 Principal	250,000	260,000	270,000	270,000	270,000	0 -	
101-555633.Bond-GO SR2011 Interest	318,463	308,888	296,938	6 , 750	296,938	0 -	
101-555634 Bond-GO 2011A Refund-Principa		475,000	485,000	485,000	485,000	0 -	
101-555634.Bond-GO 2011A Refund-Interest		63,428	52,367	5,462	52,367	0	
101-555635 Bond-GO 2012 - Principal	345,000	355,000	365,000	365,000	365,000	375,000	
101-555635.Bond-GO 2012 - Interest	157,945	149,170	138,370	71,923	138,370	128,677	
101-555638 Bond-GO 2014 Refund-Principal		100,000	100,000	100,000	100,000	750,000	
101-555638.Bond-GO 2014 Refund-Interest	286,775	283,775	280,775	141,138	280,775	268,025	
101-555639 Tax Note - SR2015 - Principal	35,000	35,000	40,000	0	40,000	0	
101-555639.Tax Note - SR2015 - Interest	1,923	1,308	700	350	700	0	
101-555640 Bond-Ref 2015 Bond-Principal	660,000	675,000	690,000	690,000	690,000	0	
101-555640.Bond-GO Ref 2015-Interest	81,225	66,188	47,400	28,875	47,400	37,050	
101-555641 Tax Note - SR2015A-Principal	150,000	150,000	150,000	0	150,000	155,000	
101-555641.Tax Note - SR2015A - Interest	9,267	7,007	4,697	2,349	4,697	2,387	
101-555642 Bond-GO SR2016-Principal	215,000	225,000	235,000	235,000	235,000	245,000	
101-555642.Bond-GO SR2016-Interest	159,206	150,406	141,207	72,953	141,207	131,607	
101-555643 Bond-TaxableB CO SR2016-Princ	55,000	60,000	60,000	60,000	60,000	60,000	
101-555643.Bond-Taxable CO SR2016-Intere	45,588	43,863	42,063	21,481	42,063	40,263	
101-555644 Bond-NonTaxA CO SR2016-Princi	175,000	180,000	190,000	190,000	190,000	195,000	
101-555644.Bond-NonTax CO SR2016-Interes	62,669	55 , 569	48,169	25,984	48,169	40,469	
101-555645 Bond-CO SR2017-Principal	280,000	290,000	405,000	295,000	405,000	420,000	
101-555645.Bond-CO SR2017 - Interest	139,025	130,475	126,800	63,063	126,800	114,425	
101-555646 Bond-GO SR2017 - Principal	150,000	155,000	160,000	160,000	160,000	165,000	
101-555646.Bond-GO SR2017 - Interest	114,225	109,650	104,925	53,663	104,925	100,050	
101-555647 Bond-GO 2018 Refund- Principa	550,000	560,000	570,000	570,000	570,000	585,000	
101-555647.Bond-GO 2018 Refund - Interes	122,112	110,346	98 , 368	52 , 205	98,368	86,125	
101-555648 Bond-CO SR2018 - Principal	210,000	220,000	235,000	235,000	235,000	245,000	
101-555648.Bond-CO 2018 - Interest	214,951	187,263	175,888	90,881	175,888	163,888	
101-555649 Bond-GO 2018 Ref - Principal	95,000	580,000	530 , 000	530,000	530,000	185,000	-
101-555649.Bond-GO 2018 Ref - Interest	193,609	227,444	199,694	106,472	199,694	181,819	
101-555650 Bond-CO 2019-Principal	0	250,000	255,000	255,000	255,000	265,000	
101-555650.Bond-CO 2019-Interest	0	130,275	122,700	63,263	122,700	114,900	
101-555651 Bond-GO 2020-Principal	0	0	0	0	0	935,000	
						_	

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

505-TAX I &S

GENERAL GOVERNMENT EXPENDITURES

EXPENDITURES			(- 2020-2021)	(2021-	-2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
101-555651.Bond-GO 2020-Interest TOTAL Debt Service	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u>0</u> 7,044,861	<u> </u>	
<u>Other Financing Source</u> s							
TOTAL NON DEPARTMENTAL	6,727,858	7,025,720	7,094,861	5,801,116	7,224,661	6,676,915	
TOTAL GENERAL GOVERNMENT	6,727,858	7,025,720	7,094,861	5,801,116	7,224,661	6,676,915	
TOTAL EXPENDITURES	6,727,858	7,025,720	7,094,861	5,801,116	7,224,661	6,676,915	

FUND: 202 WATER & SEWER

DESCRIPTION

The Water & Sewer Fund tracks revenue and expenses for the City's water, sewer, and solid waste functions and is managed by the Public Works Department. Staff is responsible for the planning, operation, and maintenance of the "retail" water and wastewater service and infrastructure. This includes the water distribution system, wastewater collection system, and utility billing office. The City's "wholesaler" for water production and transport is the Schertz-Seguin Local Government Corporation. Wastewater treatment is handled by the Cibolo Creek Municipal Authority. Garbage collection is handled by Bexar Waste.

2019-20	2020-21	2021-22
Actual	Estimate	Budget
\$272,118	\$238,750	\$304,487
3,000	0	0
26,403,587	26,544,250	27,485,000
146,400	171,404	150,000
3,578,921	288,000	443,236
\$30,404,026	\$27,242,404	\$28,382,723
\$2,900,000	\$619,746	\$0
974,558	1,080,912	1,244,983
25,336,076	23,069,789	23,895,768
0	1,638,000	0
\$29,210,634	\$26,408,447	\$25,140,751
	Actual \$272,118 3,000 26,403,587 146,400 3,578,921 \$30,404,026 \$2,900,000 974,558 25,336,076 0	Actual Estimate \$272,118 \$238,750 3,000 0 26,403,587 26,544,250 146,400 171,404 3,578,921 288,000 \$30,404,026 \$27,242,404 \$2,900,000 \$619,746 974,558 1,080,912 25,336,076 23,069,789 0 1,638,000

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2021-22 are expected to increase 4.2% from the FY 2020-21 year end estimate

Expenses: The FY 2020-21 Budget decreases 4.8% from the FY 2019-20 year end estimates due to fewer projects being funded which offset increases in the Business office and W&S Administration.

202-WATER & SEWER

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL	SUMMARY	

FINANCIAL SUMMARY							
					,	(2021-2	· ,
l	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
REVENUE SUMMARY							·
Franchises	224,928	272,118	238,750	,	238,750	304,487	
Permits	0	3,000	0	0	0	0 -	
Fees	24,074,917	26,403,587	24,803,500	18,539,201		27,485,000 _	
Fund Transfers	348,302	146,400	884,337	134,804	171,404	150,000	
Miscellaneous	2,476,326	3,578,921	315,718	268,675	288,000	443,236	
TOTAL REVENUES	27,124,473	30,404,026	26,242,305	19,237,093	27,242,404	28,382,723	
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
NON DEPARTMENTAL	3,862,790	2,900,000	600,000	619,746	619,746	0	
BUSINESS OFFICE	828,453	974,558	904,861	815,115	1,080,912	1,244,983	
TOTAL GENERAL GOVERNMENT	4,691,243	3,874,558	1,504,861	1,434,861	1,700,658	1,244,983	
PUBLIC WORKS							
W & S ADMINISTRATION	23,542,137	25,336,076	23,976,392	18,422,451	23,069,789	23,895,768	
TOTAL PUBLIC WORKS	23,542,137	25,336,076	23,976,392	18,422,451		23,895,768	
MISC & PROJECTS							
PROJECTS	0	0	0	770,599	1,638,000	0	
TOTAL MISC & PROJECTS	0	0	0	770,599	1,638,000	0	
TOTAL EXPENDITURES	28,233,380	29,210,634	25,481,253	20,627,911	26,408,447	25,140,751	
REVENUE OVER/(UNDER) EXPENDITURES	(1,108,907)	1,193,392	761,052	(1,390,819)	833,957	3,241,972	
		==========					·

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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CURRENT

BUDGET

238,750

238,750

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PAGE:	2
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(------ 2020-2021 ------) (----- 2021-2022 -----)

238,750

238,750

294,413

294,413

Y-T-D PROJECTED CITY ADMIN. ADOPTED ACTUAL YEAR END RECOMMENDED BUDGET

.

304,487

304,487

202-WATER & SEWER		AS OF: JU
REVENUES		(
	2018-2019 ACTUAL	2019-2020 ACTUAL
<u>Franchises</u> 000-421490 Cell Tower Leasing TOTAL Franchises	<u> 224,928</u> 224,928	<u> 272,118</u> 272,118
<u>Permits</u> 000-436010 Network Nodes TOTAL Permits	<u>0</u> 0	<u> </u>

-						
0	3,000	0	0	0	0	
0	3,000	0	0	0	0	
5,130,049	5,220,775	5,280,000	3,740,935	5,280,000	5,300,000	
10	0	0	0	0	0	
33,160	0	33,000	0	0	0	
328,531	335,561	336,000	242,362	342,000	345,000	
23,182	30,995	20,000	21,458	30,000	25,000	
11,089,576	12,343,795	11,100,000	8,193,963	12,500,000	12,600,000	
34,244	55,616	40,000	0	40,000	40,000	
50,571	17,169	30,000	13,882	30,000	30,000	
95,390	110,222	120,000	79,365	120,000	120,000	
7,281,618	8,154,074	7,592,000			8,770,000	
5,659	132,355		400	250	250,000	
, 1 0	. 0	, 0	0	0	2,500	
2,925	3,025	2,500	1,600	2,000	2,500	
24,074,917	26,403,587	24,803,500	18,539,201	26,544,250	27,485,000	
0	0	737,937	0	0	0	
207,302	0	0	0	0	0	
n 141,000	146,400	146,400	109,800	146,400	150,000	
0	0	0	25,004	25,004	0	
348,302	146,400	884,337	134,804	171,404	150,000	
10,434	6,012	10,500	4,725	3,000	10,500	
69,496	22,693	40,000	6,322	10,000	20,000	
227,580	143,787	120,000	29,894	60,000	90,000	
1,975,524	292,408	0	0	0	0	
vc 0	1	0	0	0	0	
55,590	2,963,406	20,000	61,923	25,000	25,000	
137,703	150,614	125,218	165,811	190,000	297,736	
2,476,326	3,578,921	315,718	268,675	288,000	443,236	
27,124,473	30,404,026	26,242,305	19,237,093	27,242,404	28,382,723	
	$\begin{array}{c} 10\\ 33,160\\ 328,531\\ 23,182\\ 11,089,576\\ 34,244\\ 50,571\\ 95,390\\ 7,281,618\\ 5,659\\ 1 & 0\\ 2,925\\ 24,074,917\\ 0\\ 207,302\\ 1\\ 0\\ 207,302\\ 1\\ 0\\ 24,074,917\\ 0\\ 0\\ 207,302\\ 1\\ 0\\ 348,302\\ 0\\ 1,975,524\\ 0\\ 55,590\\ 1,975,524\\ 0\\ 55,590\\ 137,703\\ 2,476,326\\ 27,124,473\\ \end{array}$	$\begin{array}{c ccccc} 0 & 3,000 \\ \hline & 3,000 \\ \hline & 5,130,049 & 5,220,775 \\ 10 & 0 \\ 33,160 & 0 \\ 328,531 & 335,561 \\ 23,182 & 30,995 \\ 11,089,576 & 12,343,795 \\ 34,244 & 55,616 \\ 50,571 & 17,169 \\ 95,390 & 110,222 \\ 7,281,618 & 8,154,074 \\ 5,659 & 132,355 \\ 1 & 0 & 0 \\ \hline & 2,925 & 3,025 \\ 24,074,917 & 26,403,587 \\ \hline & 0 & 0 \\ 207,302 & 0 \\ 141,000 & 146,400 \\ \hline & 0 & 0 \\ 348,302 & 146,400 \\ \hline & 0 & 0 \\ 348,302 & 146,400 \\ \hline & 10,434 & 6,012 \\ 69,496 & 22,693 \\ 227,580 & 143,787 \\ 1,975,524 & 292,408 \\ c & 0 & 1 \\ 10,434 & 6,012 \\ 69,496 & 22,693 \\ 143,787 \\ 1,975,524 & 292,408 \\ c & 0 & 1 \\ 2,476,326 & 3,578,921 \\ \hline & 27,124,473 & 30,404,026 \\ \hline \end{array}$	$\begin{array}{ c c c c c c c c c c c c c c c c c c c$	$\begin{array}{ c c c c c c c c c c c c c c c c c c c$	$\begin{array}{ c c c c c c c c c c c c c c c c c c c$	$\begin{array}{ c c c c c c c c c c c c c c c c c c c$

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

202-WATER	&	SEWER	

GENERAL GOVERNMENT EXPENDITURES		(+		2020-2021)	(2021-2)	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
Professional Services							
Fund Charges/Transfers 101-548406 Transfer To Public Improvemen 101-548406.Transfer Out-Water/Sewer Pric		2,900,000	600,000 0	19,746 600,000	19,746 600,000	0	
TOTAL Fund Charges/Transfers	3,800,000	2,900,000	600,000	619,746	619,746	0	
<u>Maintenance Service</u> s							
<u>Other Financing Sources</u> 101-556000 Issuance Costs	62,790	0	0	0	0	0	
TOTAL Other Financing Sources	62,790	0	0	0	0	0 =	
<u>Capital Outlay</u>			·				
TOTAL NON DEPARTMENTAL	3,862,790	2,900,000	600,000	619,746	619,746	0	

DEPARTMENT: FINANCE DIVISION: 176 WATER AND SEWER UTILITY BILLING FUND: 202 WATER AND SEWER

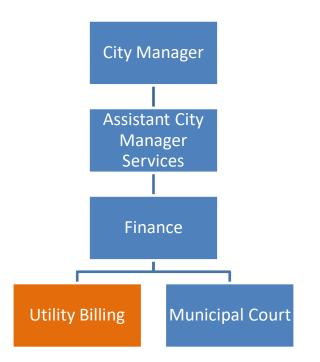
DEPARTMENT DESCRIPTION

Read meters for calculating usage. Prepare all utility bills for mailing. Collect utility payments and post to customer's account. Set up new customer accounts. Conduct sewer averaging annually. Collect payments for other departments. Collect debt for various departments. Solve complaints in timely and fair manner. Collect payments for other utilities and service providers. Take care of meter box maintenance.

GOALS AND OBJECTIVES

- Continue to provide friendly and efficient services to our customers.
- To encourage and educate our customers to use delivery of e-mail statements.
- To encourage and educate our customers to pay their utility bill by using the City's automatic draft payments services, online web payments, and eservices through their financial institution.
- To read water meters in a safe, reliable, and efficient manner
- Provide accurate and expedited utility billing statements

ORGANIZATIONAL CHART



UTILITY BILLING	2019-20	2020-21	2021-22
Utility Billing Manager	1	1	1
Utility Billing Asst. Manager	1	1	1
Utility Billing Clerk II	2	2	0
Utility Billing Clerk	2	2	4
Meter Tech	2	2	3
Meter Tech II	1	1	0
TOTAL POSITIONS	9	9	9

	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Personnel Services	\$517,323	\$497,842	\$545,043
Supplies	3,038	153,200	183,600
City Support Services	68,048	60,000	70,000
Utility Services	9,095	9,500	9,400
Operations Support	98,370	107,000	102,500
Staff Support	4,318	5,100	6,400
Professional Services	269,315	242,800	259,000
Maintenance Services	4,620	5,040	5,040
Operating Equipment	430	430	0
Capital Outlay	0	0	64,000
Total	\$974,558	\$1,080,912	\$1,244,983

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 15.2% from the FY 2020-21 year end estimate. This increase comes from the classification and compensation study recommendation and raising applicable positions minimum wage to \$15/hour. In addition, the budget of \$180,000 for purchasing new water meters has been transferred from the W&S administration budget.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

202-WATER & SEWER

GENERAL GOVERNMENT EXPENDITURES		1		2020-2021		(2021_(2022
EXPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	(2021-2 CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
BUSINESS OFFICE							
Personnel Services							
176-511110 Regular	298,731	307,855	325 , 655	248,413	325,655	345,091	
176-511120 Overtime	4,945	5,687	6,845	4,586	6,000	7,359	
176-511180 LTD	816	221	1,013	0	0	0	<u> </u>
176-511210 Longevity	4,646	5,546	6,164	6,226	5,946	7,384	
176-511230 Certification Allowance	0	0	975	690	975	1,170 _	
176-511310 FICA - Employer	23,430	23,446	25,983	18,891	25,983	27,527	
176-511350 TMRS-Employer	49,628	69,264	55,416	42,255	55,416	58,950	
176-511410 Health-Employer	50,494	103,885	76,284	61,099	76,284	95,321 _	
176-511500 Workers' Compensation	1,654	1,420	1,686	1,856	1,583	2,241	
TOTAL Personnel Services	434,343	517,323	500,021	384,015	497,842	545,043	
Supplies							
176-521000 Operating Supplies	873	1,537	3,000	83	1,700	1,500	
176-521100 Office Supplies	1,435	1,501	2,100	1,377	1,500	2,100	
176-521405 Water Meters-New	0	0	0	132,650	150,000	180,000	
TOTAL Supplies	2,308	3,038	5,100	134,111	153,200	183,600	
<u>Human Service</u> s							
City Support Services							
176-532355 Software Maintenance	0	0	0	0	0	65,000	
176-532400 Computer Fees & Licenses	0	67,064	0	33,151	60,000	0	
176-532900 Contingencies	250	984	5,000	0	0	5,000	
TOTAL City Support Services	250	68,048	5,000	33,151	60,000	70,000	
Utility Services							
176-533310 Telephone/Cell Phone	1,914	2,414	3,200	1,190	2,000	2,400	
176-533500 Vehicle Fuel	4,849	6,682	6,000	5,606	7,500	7,000	
TOTAL Utility Services	6,763	9,095	9,200	6,796	9,500	9,400	
<u>Operations Support</u>							
176-534000 Postage	80,006	77,290	90,000	49,964	75 , 000	74,500	
176-534200 Printing & Binding	41,915	20,664	21,000	13,901	20,000	18,000	
176-534300 Equipment Maintenance - Copi	ie <u>4,614</u>	416	9,500	5,921	12,000	10,000	
TOTAL Operations Support	126,535	98,370	120,500	69,787	107,000	102,500	
Staff Support							
176-535100 Uniforms	1,950	2,423	2,300	1,653	2,500	2,300	
176-535200 Awards	193	0	200	108	200	200	
176-535300 Memberships	30	37	100	0	100	100	
176-535500 Training/Travel	2,516	1,636	3,500	29	2,000	3,500	
176-535510 Meeting Expenses	133	222	300	195	300	300	
TOTAL Staff Support	4,822	4,318	6,400	1,986	5,100	6,400	<u> </u>

202-WATER & SEWER

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

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11101	•	9

GENERAL GOVERNMENT EXPENDITURES		1		2020 2021		(2021-2	000
EAPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Professional Services							
176-541800 Credit Card Fees	243,699	266,429	250,000	177,797	240,000	256,000	
176-541810 Credit Cards Fees - AMEX	2,833	2,886	3,000	3,692	2,800	3,000	
TOTAL Professional Services	246,532	269,315	253,000	181,490	242,800	259,000	
Fund Charges/Transfers							
Maintenance Services							
176-551800 Other Maintenance Agreements	6,540	4,620	5,040	3,780	5,040	5,040	
TOTAL Maintenance Services	6,540	4,620	5,040	3,780	5,040	5,040	
Rental/Leasing							
Operating Equipment							
176-571000 Furniture & Fixtures	360	430	600	0	430	0	
TOTAL Operating Equipment	360	430	600	0	430	0	
Capital Outlay							
176-581200 Vehicles & Access. Over \$5,00	0	0	0	0	0	64,000	
TOTAL Capital Outlay	0	0	0	0	0	64,000	
TOTAL BUSINESS OFFICE	828,453	974,558	904,861	815,115	1,080,912	1,244,983	
TOTAL GENERAL GOVERNMENT	4,691,243	3,874,558	1,504,861	1,434,861	1,700,658	1,244,983	

DEPARTMENT: PUBLIC WORKS DIVISION: 575 WATER & SEWER ADMINISTRATION FUND: 202 WATER AND SEWER

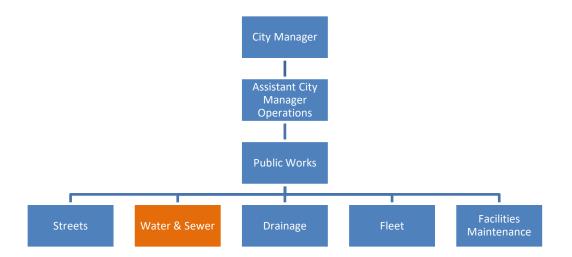
DEPARTMENT DESCRIPTION

The Water and Wastewater division of Public Works provides reliable water and wastewater services to all Schertz residents through maintenance, repair, strategic planning, inspection of new infrastructure, and the expansion of water and wastewater services. As part of this division's service to the community, the employees offer excellent customer service, participate in community events, provide a weekly chipping service, meet with developers and utility providers, review plat and subdivision plans, as well as review water and wastewater construction plans. In addition, the Water and Wastewater division oversees the drought and water conservation plans/ordinance, provides letters of availability and Certificates of Convenience and Necessity, assists other departments, and conduct department training, education, and planning.

GOALS AND OBJECTIVES

- Provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations.
- Ensure an adequate future water supply.
- Engage personnel in making decisions to strengthen ability to respond promptly to daily events.
- Emphasize safety to our employees to reduce preventable accidents.
- Promote water conservation, delivery of quality services, and providing accurate and timely responses to customer requests.

ORGANIZATION CHART



WATER & SEWER ADMINISTRATION	2019-20	2020-21	2021-22
Director	1	1	1
Water & Sewer Manager	1	1	1
Senior Administrative Assistant	1	1	1
Customer Relations Representative	1	1	1
SCADA Technician	0	0	1
Schertz-Seguin Local Government Corp Gen			
Mgr	1	1	1
Schertz-Seguin Local Government Corp			
Assistant Gen Mgr	0	1	1
Water & Sewer Superintendent	1	1	1
Water & Sewer Supervisor	1	1	1
Service Worker Crew Leader	1	1	1
Service Worker II	5	5	5
Service Worker I	10	10	10
TOTAL POSITIONS	23	24	24

PERFORMANCE INDICATORS

Workload/Output	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Water Accounts	16434	16734	17000
Miles of Water Main	227	230	232
Miles of Sewer Main	115	118	122
Efficiency	2019-20	2020-21	2020-22
	Actual	Estimate	Budget
Gallons Pumped (Edwards), acre feet	125	135	138
Gallons Received (SSLGC), acre feet	5224	6000	6000
Gallons Distributed, acre feet	4937	5300	5500
Effectiveness	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
New Meter Installed	311	350	350
New Service Taps	0	10	10
Water Service Calls	1085	1250	1250
Water Main Break, Service Repair Calls	1079	1200	1200
Sewer Backup and Repair Calls	784	825	850

	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
	, lotdai		Dadget
Personnel Services	\$1,715,878	\$1,494,633	\$1,834,679
Supplies	162,369	62,200	62,000
City Support Services	61,040	62,860	178,500
Utility Services	3,780,627	3,555,050	3,573,200
Operations Support	10,462	11,250	12,050
Staff Support	38,967	38,000	43,000
City Assistance	227	500	250
Professional Services	441,771	349,000	476,970
Fund Charges/Transfers	8,822,137	6,355,534	6,825,826
Maintenance Services	9,460,743	8,835,140	9,247,240
Other Costs	36,605	40,000	38,500
Debt Service	636,763	2,100,622	1,518,553
Rental/Leasing	136,252	4,000	4,000
Operating Equipment	8,719	12,000	9,000
Capital Outlay	23,516	149,000	72,000
Total	\$25,336,076	\$23,069,789	\$23,895,768
Projects	\$0	\$1,638,000	\$0

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 3.6% from the FY 2020-21 year end estimate This increase comes from the classification and compensation study recommendation, raising applicable positions minimum wage to \$15/hour and adding a SCADA Technician to upgrade and maintain the system that monitors the water and sewer infrastructure.

8-06-20

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8-06-2021 06:55 AM 202-WATER & SEWER			F SCHER BUDGET WORKSHEI JUNE 30TH, 2023	ET			PAGE: 6
			,				
PUBLIC WORKS EXPENDITURES		(2020 2021	\ \	(2021-2	
LAFENDITORES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
W & S ADMINISTRATION							
Personnel Services							
575-511110 Regular	882,187	1,060,790	988,831	947,318	949,873	1,174,352	
575-511120 Overtime	40,045	55,522	21,213	41,686	53,000	59,527	
575-511180 LTD	2,618	719	3,169	0	719	0	
575-511210 Longevity	20,146	22,381	24,270	28,926	22,381	13,589	
575-511230 Certification Allowance	15,798	13,856	16,029	8,229	13,201	13,880	
575-511240 Vehicle/phone Allowance	0	727	900	692	900	900	
575-511310 FICA - Employer	70,862	81,682	80,105	74,612	76,758	96,276	
575-511350 TMRS-Employer	153 , 905	247,839	170,854	165,149	160,789	206,175	
575-511410 Health-Employer	155,416	223,819	238,201	183,889	208,469	256,693	
575-511500 Workers' Compensation	9,503	8,543	9,987	10,995	8,543	13,287	
TOTAL Personnel Services	1,350,479	1,715,878	1,553,559	1,461,497	1,494,633	1,834,679	
Supplies							
575-521000 Operating Supplies	11,240	8,638	9,000	4,817	9,000	9,000	
575-521100 Office Supplies	1,478	1,398	1,500	337	1,500	1,500	
575-521200 Medical/Chem Supplies	955	1,158	1,500	1,280	1,200	1,500	
575-521400 Plumbing Supplies	78,927	13,032	50,000	36,768	50,000	50,000	
575-521405 Water Meters-New	220,754	138,143	125,000	0	0	0	
575-521600 Equip Maint Supplies	208	0	500	0	500	0	
TOTAL Supplies	313,562	162,369	187,500	43,202	62,200	62,000	
Human Services							
City Support Services							
575-532500 City Insurance-Commercial	51 , 068	58,697	57,000	65 , 833	56 , 697	67 , 000	
575-532800 Employee Appreciation Events	1,894	2,343	2,500	1,477	2,500	2,500	
575-532900 Contingencies	0	0	107,035	(<u>76</u>)	3,663	109,000	
TOTAL City Support Services	52,962	61,040	166,535	67,234	62,860	178,500	

<u>Utility Services</u>							
575-533100 Gas Utility Service	1,377	1,503	1,500	1,860	2,000	2,000	
575-533200 Electric Utility Service	302,733	274,727	374,650	277,447	305,000	320,000	
575-533310 Telephone/Cell Phones	2,543	1,979	3,500	429	3,000	3,500	
575-533320 Telephone/Air Cards	170	124	800	0	350	200	
575-533400 Water Purchase	3,129,241	3,460,169	3,200,000	2,368,093	3,200,000	3,200,000	
575-533410 Water Utility Service	1,538	1,730	10,000	1,243	2,200	2,500	
575-533500 Vehicle Fuel	42,472	40,396	40,000	32,365	42,500	45,000	
TOTAL Utility Services	3,480,075	3,780,627	3,630,450	2,681,436	3,555,050	3,573,200	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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202-WATER & SEWER PUBLIC WORKS

PUBLIC WORKS EXPENDITURES	(2020-2021) (2021-2022)						
EAFENDITORES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Operations Support							
575-534000 Postage	272	188	300	236	250	300	
575-534100 Advertising	2,950	3,350	5,000	1,728	5,000	5,000	
575-534200 Printing & Binding	284	86	500	0	500	250	
575-534300 Equipment Maintenance - Copie		6,838	5,500	4,721	5,500	6,500	
TOTAL Operations Support	9,193	10,462	11,300	6,685	11,250	12,050	
Staff Support							
575-535100 Uniforms	17,645	19,761	16,500	12,472	15,000	20,000	
575-535300 Memberships	5,946	5,701	6,000	1,138	6,000	0 _	
575-535500 Training/Travel	11,013	12,270	15,000	7,445	15,000	21,000 -	
575-535510 Meeting Expenses	1,158	1,235	2,000	1,398	2,000	2,000	
TOTAL Staff Support	35,762	38,967	39,500	22,453	38,000	43,000	
City Assistance							
575-537100 Medical Services	205	227	500	80	500	250	
TOTAL City Assistance	205	227	500	80	500	250	
Professional Services							
575-541200 Legal Svcs	178,159	304,299	200,000	167,415	220,000	200,000	
75-541300 Other Consl/Prof Services	82,647	31,319	147,365	73,512	29,000	145,000	
75-541305 Cell Tower Management Fees	80,634	80,753	71,650	91,374	80,000	106,570	
75-541400 Auditor/Accounting Service	30,644	24,000	24,000	19,000	19,000	24,000	
75-541500 Paying Agent	1,000	1,400	1,000	600	1,000	1,400	
TOTAL Professional Services	373,084	441,771	444,015	351,901	349,000	476,970	
Fund Charges/Transfers							
575-548040 Contribution To CVLGC	480,000	100,000	300,000	99,999	100,000	300,000	
575-548050 Contribution to SSLG	3,807,218	3,892,799	3,875,323	3,661,522	4,006,734	4,000,000 _	
575-548060 Contribution to CCMA	577,775	717,400	723,850	227,225	726,800	800,000	
575-548101 Transfer Out - General Fund	0	0	4,000	0	4,000	4,000 _	
75-548600 Inter-fund Charges-Admin 75-548610 Interfund Charge-Fleet	1,365,998	1,385,000	1,450,827	1,088,120	1,385,000	1,478,230	
	140,288 0	132,937	116,624 0	87,468 0	133,000	163,596	
75-548700 Bad Debt Expense 75-548800 Depreciation Expense	0 2,162,879	293,911 2,288,708	0	0	0	80,000 -	
75-548800 Depreciation Expense	2,162,879	2,288,708	0	0	0	0 <u> </u>	
TOTAL Fund Charges/Transfers	8,545,539	8,822,137	6,470,624	5,164,334	6,355,534	6,825,826	
Maintenance Services							
575-551100 Building Maintenance	6	1,639	5,000	35	5,000	5,000	
75-551300 Computer Maintenance	6,377	9,656	17,500	2,675	12,000	17,500	
75-551400 Minor & Other Equip Maint	167	1,124	2,500	323	2,500	5,100	
75-551500 Water Maintenance	152,846	119,625	98,000	14,801	155,000	155,000	
75-551510 Waste Contractor Expense	4,848,197	5,018,537	4,721,600	3,637,361	4,500,000	4,800,000	
75-551520 Sewer Treatment-CCMA/MUD	3,797,306	3,843,403	4,100,000	3,161,004	4,000,000	4,100,000	
75-551530 Sewer Maintenance	32,067	428,425	141,000	31,041	80,000	84,000	
75-551540 I&I Maintenance	6,033	16,735	60,000	21,121	60,000	60,000	
575-551600 Street Maintenance Materials	13,736	21,059	20,000	7,444	20,000	20,000	
575-551720 Low Flow Rebate Program	50	300	250	0	400	400	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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202-WATER & SEWER

PUBLIC WORKS EXPENDITURES		(2020-2021) (2021-2022)						
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
575-551800 Other Maintenance Agreements	240	240	240	120	240	240		
TOTAL Maintenance Services	8,857,026	9,460,743	9,166,090	6,875,925	8,835,140	9,247,240		
Other Costs								
575-554100 State Water Fees-TCEQ	38,436	36,605	40,000	40,000	40,000	38,500		
TOTAL Other Costs	38,436	36,605	40,000	40,000	40,000	38,500		
Debt Service								
575-555900 Debt Service	0	0	1,560,000	1,290,000	1,500,000	1,025,000		
575-555900.Interest Expense	480,954	636,763	546,932	285,649	600,622	493,553		
TOTAL Debt Service	480,954	636,763	2,106,932	1,575,649	2,100,622	1,518,553		
Rental/Leasing								
575-561000 Rental-Building & Land	2,866	2,952	3,500	3,041	3,500	3,000		
575-561100 Rental-Equipment	0	0	1,000	0	500	1,000		
575-561200 Lease/Purchase Payments (33,173)	133,300	0	76,527	0	0		
TOTAL Rental/Leasing (30,307)	136,252	4,500	79 , 568	4,000	4,000		
Operating Equipment								
575-571000 Furniture & Fixtures	3,321	2,355	5,000	3,859	5,000	4,000		
575-571200 Vehicles & Access. LESS \$5,00	3,621	0	0	0	0	0		
575-571500 Minor Equipment	0	6,364	3,000	0	7,000	5,000		
575-571800 Equipment Under \$5,000	28,224	0	0	0	0	0		
TOTAL Operating Equipment	35,167	8,719	8,000	3,859	12,000	9,000		
Capital Outlay								
575-581200 Vehicles & Access. Over \$5,00	0	0	48,887	48,627	60,000	58,000		
575-581800 Equipment Over \$5,000	0	23,516	98,000	0	89,000	14,000		
TOTAL Capital Outlay	0	23,516	146,887	48,627	149,000	72,000		
Water Line Relocation								
<u>Aviation Height</u> s								
TOTAL W & S ADMINISTRATION	23,542,137	25,336,076	23,976,392	18,422,451	23,069,789	23,895,768		
TOTAL PUBLIC WORKS	23,542,137	25,336,076	23,976,392	18,422,451	23,069,789	23,895,768		

FUND: 411 CAPITAL RECOVERY FUND WATER (Water & Sewer)

DESCRIPTION

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum. Capital Recovery projects are based on the number of connections sold to increase pumping, storage and transmission water lines, and wastewater programs. Impact funds (Capital Recovery) must be used within ten years of collection date. All water and wastewater improvements are constructed to meet State Board of Insurance and Texas Commission on Environmental Quality rules and regulations.

GOALS AND OBJECTIVES

- Ensure the Texas Commission of Environmental Quality (TCEQ) rules and regulations are met for future growth.
- Continue to improve and provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations and future growth in the community.
- Provide citizens with quality projects completed on-time and on-budget.
- Design a 3 million gallon ground storage and booster station
- State law mandates that the Water/Wastewater Capital Recovery plan be updated at least every five years. The last study was 2011.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	\$1,244,813	\$1,100,000	\$1,100,000
Miscellaneous	83,451	169,000	16,000
Total	\$1,328,264	\$1,269,000	\$1,116,000
Expenses			
Non Departmental	\$58,301	\$103,500	\$51,000
Projects	0	512,000	0
Total	\$58,301	\$615,500	\$51,000

PROGRAM JUSTIFICATION AND ANALYSIS

Projects for FY 2020-21 include conducting the Water/Wastewater Capital Recovery Study to identify future capital needs. Design has begun on the Corbett Ground Storage Tank.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

411-CAPITAL RECOVERY - WATER

			(- 2020-2021)	(2021-	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Miscellaneous	1,061,672 	1,244,813 83,451	1,100,000 72,000	915,408 <u>8,548</u>	1,100,000 169,000	1,100,000 16,000	
TOTAL REVENUES	1,223,672	1,328,264	1,172,000	923 , 956	1,269,000	1,116,000	
EXPENDITURE SUMMARY							
<u>GENERAL GOVERNMENT</u> NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u>1,375,984</u> 1,375,984	<u>58,301</u> 58,301	<u> 206,000</u> 206,000	<u>46,922</u> 46,922	<u> 103,500</u> 103,500	<u> </u>	
MISC & PROJECTS PROJECTS TOTAL MISC & PROJECTS	<u>0</u>	0 0	<u>512,000</u> 512,000	<u>512,000</u> 512,000	<u> </u>	<u>0</u>	
TOTAL EXPENDITURES	1,375,984	58,301	718,000	558 , 922	615,500	51,000	
REVENUE OVER/(UNDER) EXPENDITURES	(152,312)	1,269,963	454,000	365,034	653,500	1,065,000	

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

411-CAPITAL RECOVERY - WATER

REVENUES

REVENUES		1		2020-2021	,	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Fees	1 0 (1 (70	1 044 010	1 100 000	015 400	1 100 000	1 100 000	
000-455900 Cap Rcvry-Water	1,061,672	1,244,813	1,100,000	915,408	1,100,000	1,100,000	
TOTAL Fees	1,061,672	1,244,813	1,100,000	915,408	1,100,000	1,100,000	
<u>Fund Transfer</u> s							
<u>Miscellaneous</u>							
000-491000 Interest Earned	3,383	2,843	2,000	214	4,000	1,000	
000-491200 Investment Income	158,616	80,608	70,000	8,334	165,000	15,000	
TOTAL Miscellaneous	161,999	83,451	72,000	8,548	169,000	16,000	
TOTAL REVENUES	1,223,672	1,328,264	1,172,000	923,956	1,269,000	1,116,000	

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411-CAPITAL RECOVERY - WATER

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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GENERAL GOVERNMENT EXPENDITURES		(-		- 2020-2021)	(2021-2	022)
EALENDITORES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
<u>Supplie</u> s							
<u>City Support Service</u> s							
<u>Utility Service</u> s							
Operations Support							
Professional Services 101-541200 Legal Svcs-Water 101-541300 Professional Services-Cap Pla 101-541400 Auditor/Accounting Service TOTAL Professional Services	0 0 <u>984</u> 984	0 57,301 58,301	5,000 200,000 <u>1,000</u> 206,000	0 45,922 	2,500 100,000 <u>1,000</u> 103,500	0 _ 50,000 _ 	
<u>Fund Charges/Transfers</u> 101-548406 Transfer Out-Water/Sewer Proj. TOTAL Fund Charges/Transfers	<u>1,375,000</u> 1,375,000	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u>	
<u>Maintenance Service</u> s							
<u>Debt Servic</u> e		<u> </u>					
Operating Equipment							<u></u>
Capital Outlay							
TOTAL NON DEPARTMENTAL	1,375,984	58,301	206,000	46,922	103,500	51,000	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

411-CAPITAL RECOVERY - WATER MISC & PROJECTS

MISC & PROJECTS EXPENDITURES			(2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PROJECTS							
Personnel Services					<u> </u>		
<u>City Support Service</u> s			· · · · · · · · · · · · · · · · · · ·				
<u>Utility Service</u> s							
Operations Support							
Professional Services							
Fund Charges/Transfers	<u>_</u>		540.000	510 000	510 000	<u>,</u>	
900-548406 Transfer Out-Public Imprvment. TOTAL Fund Charges/Transfers	<u> </u>	0	<u>512,000</u> 512,000	<u> </u>	<u> </u>	0	
<u>Maintenance Service</u> s							
Rental/Leasing							
Capital Outlay							
TOTAL PROJECTS	0	0	512,000	512,000	512,000	0	

FUND: 421 CAPITAL RECOVERY FUND SEWER (Water & Sewer)

DESCRIPTION

The Capital Recovery program is designated to support future growth of population and commercial water and wastewater demands without an impact on existing customers while keeping bond supported programs to a minimum. Capital Recovery projects are based on the number of connections sold to increase pumping, storage and transmission water lines, and wastewater programs. Impact funds (Capital Recovery) must be used within ten years of collection date. All water and wastewater improvements are constructed to meet State Board of Insurance and Texas Commission on Environmental Quality rules and regulations.

GOALS AND OBJECTIVES

- Ensure the Texas Commission of Environmental Quality (TCEQ) rules and regulations are met for future growth.
- Continue to improve and provide an efficient and reliable water and wastewater system that meets all of the State rules and regulations and future growth in the community.
- Preliminary engineering and land acquisition for a waste water treatment plant for South Schertz. Initiate plans for the Southeast Quad Pump Station and the Ground Storage and Distribution Main for South Schertz. State law mandates that the Water/Wastewater Capital Recovery Plan be updated at least every five years. Last study was in 2011. Currently the Sedona WWTP serves the Crossvine Subdivision area but will be eliminated when the new CCMA WWTP comes on line. A sewer line and lift-station will be needed to accomplish this project.
- Initiate and institute a study to implement reuse water throughout the City.
- Provide citizens with quality projects completed on-time and on-budget.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue	¢644.746	¢510.800	¢c00.000
Fees Miscellaneous	\$641,746 91,786	\$510,800 123,500	\$600,000 60,250
Total	\$733,531	\$634,300	\$660,250
<i>Expenses</i> Non Departmental <i>Total</i>	\$164,536 \$ <i>164,53</i> 6	\$258,000 \$2 <i>58,000</i>	\$55,500 <i>\$55,500</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Projects for FY 2020-21 include conducting the Water/Wastewater Capital Recovery Study to identify future capital needs. Ongoing projects include the construction of the main trunk line in southern Schertz that will connect to the new sewer treatment facility being added to the area.

421-CAPITAL RECOVERY - SEWER

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

		(+		2020-2021)	(2021-	-2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Miscellaneous	598,137 <u>165,710</u>	641,746 91,786	600,000 72,000	505,107 7,578	510,800 123,500	600,000 <u>60,250</u>	
TOTAL REVENUES	763,847	733,531	672,000	512 , 685	634,300	660 , 250	
EXPENDITURE SUMMARY							
<u>GENERAL GOVERNMENT</u> NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u> </u>	<u> 164,536</u> 164,536	<u>208,000</u> 208,000	<u> </u>	<u>258,000</u> 258,000	<u> </u>	
MISC & PROJECTS	<u> </u>	· <u> </u>			<u> </u>		
TOTAL EXPENDITURES	5,421	164,536	208,000	59,355	258,000	55 , 500	
REVENUE OVER/(UNDER) EXPENDITURES	758,426	568,996	464,000	453,330	376,300	604,750	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

421-CAPITAL RECOVERY - SEWER

REVENUES			(- 2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Fees</u> 000-455910 Cap Rcvry-Waste Water	608,937	641,746	600,000	505,107	500,000	600,000	
000-455910 Cap RCVry-Waste Water 000-455913 Cap Rcvry-North Sewer Treat (,	041,/40	000,000	JUJ,±07	10,800	000,000	
TOTAL Fees	598,137	641,746	600,000	505,107	510,800	600,000	
Fund Transfers							
Miscellaneous							
000-491000 Interest Earned	3,141	1,655	2,000	156	3,500	250	
000-491200 Investment Income	139,329	99,102	70,000	32,356	120,000	60,000	
000-491800 Gain/Loss Capital One Sewer (8,567)	0	0	0	0	0	
000-491900 Unrealize Gain/Loss-Captl One	31,806	(8,972))0	(<u>24,935</u>)	0	0	
TOTAL Miscellaneous	165,710	91,786	72,000	7,578	123,500	60,250	
TOTAL REVENUES	763,847	733,531	672,000	512,685	634,300	660,250	

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C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

GENERAL GOVERNMENT

421-CAPITAL RECOVERY - SEWER

GENERAL GOVERNMENT EXPENDITURES		(-	:	2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
<u>Supplie</u> s							
<u>Operations Support</u>							
Professional Services							
101-541200 Legal Services-Sewer	0	0	2,500	0	2,500	0	
101-541300 Professional Services-Cap Pla	0	159,005	200,000	55 , 698	250,000	50,000	
101-541400 Auditor/Accounting Service	984	1,000	1,000	1,000	1,000	1,000	
101-541650 Investment Mgt Fee-Sewer	4,437	4,531	4,500	2,657	4,500	4,500	
TOTAL Professional Services	5,421	164,536	208,000	59,355	258,000	55,500	
Fund Charges/Transfers							
<u>Maintenance Service</u> s							
TOTAL NON DEPARTMENTAL	5,421	164,536	208,000	59,355	258,000	55,500	
TOTAL GENERAL GOVERNMENT	5,421	164,536	208,000	59,355	258,000	55,500	

FUND: 204 DRAINAGE FUND

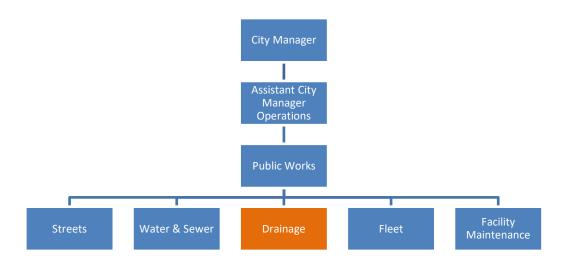
DEPARTMENT DESCRIPTION

The Public Works Drainage Department is responsible for the maintenance and management of drainage channels, storm water inlets, floodways, road right-of-ways, alleys, and compliance with regulations, as well as reviewing the issuance of permits for development that might affect the infrastructure such as subdivision plans, and providing guidance to other departments as needed. The revenues come from a fee charged to "users". A "user" is any citizen or business that owns impervious surfaces, any man made structure, such as buildings, parking lots, or driveways.

GOALS AND OBJECTIVES

- Protect lives and property.
- Institute best management practices in the maintenance of our natural creek ways and earthen channels to ensure water quality, reduce erosion, and increase conveyance.
- Technical review and issuance of floodplain permits, floor insurance rate map revision, floodplain violation identification, coordination and prosecution support.
- Review storm water infrastructure plans
- Continue to evaluate, consider, and pursue all available resources for improving management of the local storm water infrastructure.
- Provide Storm water pollution and floodplain awareness to the community and city personnel.

ORGANIZATIONAL CHART



DRAINAGE	2019-20	2020-21	2021-22
Drainage Superintendent	1	1	1
Drainage Worker II	2	2	2
Drainage Worker I	5	5	5
TOTAL POSITIONS	8	8	8

PERFORMANCE INDICATORS

Workload/Output	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Acres of Alleys Mowed	5.15	5.15	5.15
Acres of Rights-of-Way (ROW) Mowed	57.46	66.46	66.46
Acres of Drainage Ditches Mowed	158.75	158.75	158.75
Efficiency	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Monthly Operating Expenditures	103,075	105,475	118,677
Effectiveness	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
ROW Maintenance & Mowing, Hours Drainage Mowing, Hours Drainage Structure Maintenance,	3410 820	5040 920	5040 1000
Hours	1660	1800	1900

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Permits	\$3,220	\$6,000	\$4,000
Fees	1,230,623	1,180,800	1,260,000
Fund Transfers	0	17,229	17,229
Miscellaneous	13,209	2,075	3,000
Total	\$1,247,052	\$1,206,104	•
Expenses			
Personnel	\$311,779	\$396,680	\$461,464
Supplies	6,202	7,450	6,000
City Support Services	6,995	35,500	35,000
Utility Services	11,847	15,500	14,700
Operations Support	0	500	1,050
Staff Support	7,370	13,375	13,700
City Assistance	150	300	500
Professional Services	3,607	52,979	58,500
Fund Charges/Transfers	607,074	531,167	574,817
Maintenance Services	90,436	83,000	83,000
Other Costs	100	100	100
Debt Services	3,827	124,200	0
Rental/Leasing	0	500	500
Operating Equipment	1,944	2,500	2,500
Capital Outlay	0	224,120	14,000
Projects	0	0	0
Total	\$1,051,332	\$1,487,871	\$1,265,831

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The FY 2021-22 revenue from drainage fees is expected to increase 6.5%. An increase in drainage fees from new development is offset by lower interest and investment revenue.

Expenses: The FY 2021-22 Budget will decrease 14.9% from the FY 2020-21 year end estimate with the debt service being paid off FY 2020-21 and less purchases of large equipment.

204-DRAINAGE

FINANCIAL SUMMARY

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY							
		(2020-2021)	(2021-2	022
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Permits	3,860	3,220	4,000	4,320	6,000	4,000	
Fees	1,200,722	1,230,623	1,230,000	885,611	1,180,800	1,260,000	
Fund Transfers	27,000	0	230,913	0	17,229	17,229	
Miscellaneous	56,610	13,209	33,000	723	2,075	3,000	
TOTAL REVENUES	1,288,192	1,247,052	1,497,913	890,654	1,206,104	1,284,229	
EXPENDITURE SUMMARY							
PUBLIC WORKS							
DRAINAGE	1,169,651	1,051,332	1,497,913	972,090	1,487,871	1,265,831	
TOTAL PUBLIC WORKS	1,169,651	1,051,332	1,497,913	972,090	1,487,871	1,265,831	
MISC & PROJECTS							
PROJECTS	0	0	0	274,395	0	0	
TOTAL MISC & PROJECTS	0	0	0	274,395	0	0	
TOTAL EXPENDITURES	1,169,651	1,051,332	1,497,913	1,246,485	1,487,871	1,265,831	
REVENUE OVER/(UNDER) EXPENDITURES	118,540	195,720	0	(355,831)	(281,767)	18,398	

204-DRAINAGE

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

REVENUES		(-		2020-2021)	(2021-2	022
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Permits</u>							
000-432400 Floodplain Permit	3,860	3,220	4,000	4,320	6,000	4,000	
TOTAL Permits	3,860	3,220	4,000	4,320	6,000	4,000	
Fees							
000-457500 Drainage Penalties	32	4,250	10,000	0	0	10,000	
000-457600 Drainage Fee	1,200,690	1,226,373	1,220,000	885,611	1,180,800	1,250,000	
TOTAL Fees	1,200,722	1,230,623	1,230,000	885,611	1,180,800	1,260,000	
Fund Transfers							
000-481000 Transfer In - Reserves	0	0	213,684	0	0	0	
000-486100 Transfer In	0	0	17,229	0	0	17,229	
000-486101 Transfer In - General Fund	0	0	0	0	17,229	0 -	
000-486405 Transfer-In Grant Fund	27,000	0	0	0	0	0	
TOTAL Fund Transfers	27,000	0	230,913	0	17,229	17,229	
<u>Miscellaneous</u>							
000-491000 Interest Earned	3,366	413	3,000	60	75	1,000	
000-491200 Investment Income	29,227	9,294	30,000	663	2,000	2,000	
000-497000 Misc Income-Drainage	24,017	(229)	0	0	0	0	
000-497100 MISC INCOME-SCRAP METAL SALES	3 <u> </u>	3,730	0	0	0	0	
TOTAL Miscellaneous	56,610	13,209	33,000	723	2,075	3,000	
TOTAL REVENUES	1,288,192	1,247,052	1,497,913	890,654	1,206,104	1,284,229	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE	:	3

204-DRAINAGE PUBLIC WORKS

PUBLIC WORKS EXPENDITURES	(2020-2021) (2021-2022)						
EXPENDITORES	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
DRAINAGE							
Personnel Services							
579-511110 Regular	197,031	225,927	243,178	187,285	254,260	286,781	
579-511120 Overtime	4,209	3,296	5,930	4,708	6,434	6,646	
579-511180 LTD	597	144	754	0	144	0 -	
579-511210 Longevity	8,341	8,616	9,474	9,876	8,616	9,902	
579-511230 Certification Allowance	2,170	1,962	4,800	1,431	2,000	2,400	
579-511310 FICA - Employer	16,431	15,272	20,149	14,454	20,940	23,388	
579-511350 TMRS-Employer	34,246	7,131	42,977	29,739	44,234	50,086	
579-511410 Health-Employer	34,703	46,266 3,166	72,405	48,536	56,886 3,166	77,267 4,994	
579-511500 Workers' Compensation	3,550		3,480	3,831			
TOTAL Personnel Services	301,277	311,779	403,147	299,860	396,680	461,464	
Supplies							
579-521000 Operating Supplies	1,868	3,154	3,300	1,093	3,300	3,300 _	
579-521100 Office Supplies	200	468	500	184	500	500 _	
579-521200 Medical/Chem Supplies	2,448	2,579	2,000	1,509	2,000	2,000	
579-521300 Motor Vehicle Supplies	0	0	200	0	150 1,500	200 _	
579-521600 Equip Maint Supplies	<u>_</u>	<u> </u>		<u>~</u>			
TOTAL Supplies	4,517	6,202	6,000	2,786	7,450	6,000	
<u>Human Service</u> s							
<u>City Support Services</u>							
579-532500 City Insurance-Commercial	3,266	4,924	4,000	2,974	3,500	3,500	
579-532800 EMPLOYEE APPRECIATION EVENTS	0	1,202	1,500	1,049	2,000	1,500	
579-532900 Contingencies	0	869	30,000	0	30,000	30,000	
TOTAL City Support Services	3,266	6,995	35,500	4,023	35,500	35,000	
<u>Utility Services</u>							
579-533310 Telephone/Cell Phones	1,059	679	1,200	384	500	1,200	
579-533500 Vehicle Fuel	13,963	11,169	13,500	13,300	15,000	13,500	
TOTAL Utility Services	15,022	11,847	14,700	13,684	15,500	14,700	
Operations Support							
579-534000 Postage	0	0	50	0	0	50	
579-534200 Printing & Binding	0	0	1,000	0	500	1,000	
TOTAL Operations Support	0	0	1,050	0	500	1,050	
<u>Staff Support</u>							
579-535100 Uniforms	6,438	5,618	6,000	4,926	6,175	6,000	
579-535300 Memberships	129	500	500 (14)	250	500	
579-535500 Training/Travel	2,690	1,252	5,000	327	5,000	6,000	
579-535510 Meeting Expenses	191	0	1,200	50	1,200	1,200	
579-535600 Professional Certification	150	0	1,000	0	750	0	
TOTAL Staff Support	9,597	7,370	13,700	5,289	13,375	13,700	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE: 4	1
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204-DRAINAGE					
PUBLIC	WORKS				

573-53100 Medical Services 63 150 500 80 300 500 TOTAL City Assistance 63 150 500 80 300 500 Sig-541200 Legal Svcs 0 0 5,000 59 0 5,000 Sig-541200 Legal Svcs 0 2,107 52,229 1,200 52,29 52,000 Sig-541200 Legal Svcs 1,475 1,500 1,500 1,500 1,500 1,500 Sig-541200 Legal Svcs 1,475 3,607 58,729 2,799 58,500 1,500 </th <th>EXPENDITURES</th> <th></th> <th>(-</th> <th></th> <th>2020-2021</th> <th>)</th> <th>(2021-2</th> <th>.022</th>	EXPENDITURES		(-		2020-2021)	(2021-2	.022
573-537100 Medical Services 63 150 500 80 300 500 TOTAL City Assistance 63 150 500 80 300 500 Forfassional Services 0 5,000 59 0 5,000 579-54310 Outpail Service 1.475 1.500 1.500 759 52,229 52,000 TOTAL Professional Services 1.475 1.500 1.500 759 52,979 58,500 TOTAL Professional Services 1.475 3,607 58,729 2,759 52,979 58,500 579-548101 Transfer Out - General Pund 0 0 1,000 0 1,000 0 </th <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th>								
TOTAL City Assistance 63 150 500 80 300 500 Professional Services 0 0 5,000 59 0 5,000 579-54120 Contractual Services 0 2,107 52,229 1,200 1,500 1,500 707AL Professional Services 1,475 3,607 58,729 2,739 52,297 58,500 Pind Charges/Transfers 0 0 0 20,355 0 0 579-548000 Transfer Out - General Fund 0 0 1,000 0 1,000 579-548000 Interfund Charges-Admin 295,157 243,112 285,506 214,130 285,506 308,010 579-548000 Interfund Charges-Nater 140,000 146,400 164,400 159,000 15,807 300 579-548000 Interfund Charges-Nater 141,000 146,400 164,400 159,000 15,807 300 300 300 300 300 300 300 300 300 300 300 300 300 300	City Assistance							
TOTAL City Assistance 63 150 500 80 300 500 Professional Services 0 0 5,000 59 0 5,000 59 579-54200 Logal Svoc 0 2,107 52,229 1,200 52,229 52,000 55 579-54200 Muticar/Accounting Service 1,475 3,607 58,729 2,759 52,979 58,500 Find Charges/Transfers 0 0 0 0 0 1,000 0 1,000 579-54800 Transfer Out - General Fund 0 0 1,000 0 1,000 0 1,000 0 1,000 0 1,000 0 1,000 0<	579-537100 Medical Services	63	150	500	80	300	500	
579-541200 Legal Svcs 0 0 5,000 59 0 5,000 579-541300 Contractual Services 0 2,107 52,229 1,200 52,229 52,000 52,279 52,000 52,029 52,000 52,029 52,000 52,279 52,000 56 1,500 52,279 52,000 56 52,079 58,500 56 57 56 57 56 50 57 57 56 306,010 57 57 57 52 57 53 56 306,010 57 57 56 306,010 57 57 56 306,010 57 57 56 306,010 57 57 57 57 57 57 57 57 57 57 57 57 57 57	TOTAL City Assistance			500	80	300	500	
579-541310 Contractual Services 0 2,107 52,229 1,200 52,229 52,000 799-541400 Auditor/Accounting Service 1,475 3,607 58,729 2,759 52,979 58,500 Pund Charges/Transfers 0 0 0 0 0 0 0 0 579-54800 Transfer Out - General Fund 0 0 1,000 0<	Professional Services							
579-541400 Auditor/Accounting Service 1.475 1.500 1.500 750 1.500 TOTAL Professional Services 1.475 3.607 58,729 2.759 52.979 58,500 Find Charges/Transfer Out - General Fund 0 0 1.000 0 0 0 0 0 579-548001 Transfer Out - General Fund 0 0 1.000 0 <td< td=""><td></td><td></td><td></td><td></td><td>59</td><td></td><td></td><td></td></td<>					59			
TOTAL Professional Services 1,475 3,607 58,729 2,759 52,979 58,500 Fund Charges/Transfers 3/9-548000 0 0 0 20,355 0 0 579-548101 Transfer Out - General Fund 0	579-541310 Contractual Services	0	2,107	52,229	1,200	52,229	52,000	
Fund Charges/Transfer Out 0 0 0 0 20,355 0 0 579-548101 Transfer Out - General Fund 0 0 1,000 0	579-541400 Auditor/Accounting Service	1,475	1,500	1,500	1,500	750	1,500	
579-548000 Transfer Out 0 0 0 20,355 0 0 579-548001 Transfer Out - General Fund 0 <t< td=""><td>TOTAL Professional Services</td><td>1,475</td><td>3,607</td><td>58,729</td><td>2,759</td><td>52,979</td><td>58,500</td><td></td></t<>	TOTAL Professional Services	1,475	3,607	58,729	2,759	52 , 979	58,500	
579-548101 Transfer Out - General Fund 0 0 1,000 0 0 1,000 0	Fund Charges/Transfers							
579-548202 Transfer Out to Nater & Sewer 152,777 0	579-548000 Transfer Out	-	0	0	20,355	0		
579-548500 Interfund Charges-Admin 295,157 243,112 285,506 214,130 285,506 308,010 579-548600 Interfund Charges-Water 141,000 146,400 109,800 146,400 150,000 579-548610 Interfund Charges-Water 95,005 89,145 99,261 115,807 579-548610 Expense 0 4,839 0 0 0 0 579-548610 Expense 107,564 123,578 0 0 0 0 0 707LF Lund Charges/Transfers 791,503 607,074 532,167 418,730 531,167 574,817 Maintenance Services 79-551300 Computer Maintenance 32,767 90,436 83,000 10,751 83,000 83,000 TOTAL Maintenance Services 32,767 90,436 83,000 10,128 83,000 83,000 63,000 Other Costs 100 100 200 0 100 100 100 100 100 100 100 100 100 100 100 100 100 100 100 <	579-548101 Transfer Out - General Fund	0	0	1,000	0	0	1,000	
579-548600 Interfund Charges-Water 141,000 146,400 109,800 146,400 150,000 579-548610 Interfund Charge-Fleet 95,005 89,145 99,261 74,446 99,261 115,807 579-548700 Bad Debt Expense 0 4,833 0 0 0 0 579-548700 Depreciation Expense 107,564 123,578 0 0 0 0 0 S79-551300 Computer Maintenance 791,503 607,074 532,167 418,730 531,167 574,817 Maintenance Services 0 0 0 0 0 0 0 579-551300 Computer Maintenance 32,767 90,436 83,000 10,751 83,000 83,000 Other Costs 32,767 90,436 83,000 10,128 83,000 83,000 Other Costs 100 100 200 0 100 100 100 S79-555900 Potter Costs 100 100 200 0 120,000 0 100 S79-555900 Potter Costs	579-548202 Transfer Out to Water & Sewer	152,777	0	0	0	0	0	
579-548610 Interfund Charge-Fleet 95,005 89,145 99,261 74,446 99,261 115,807 579-548700 Bad Debt Expense 0 4,839 0 0 0 0 579-548000 Depreciation Expense 107,554 123,578 0 0 0 0 0 707AL Fund Charges/Transfers 791,503 607,074 532,167 418,730 531,167 574,817 Maintenance Services 0 0 0 0 0 0 579-551300 Computer Maintenance 32,767 90,436 83,000 10,751 83,000 83,000 Other Costs 32,767 90,436 83,000 10,128 83,000 83,000 Other Costs 100 100 200 0 100 100 100 S79-554100 State Storm Water Fee-TCEQ 100 100 200 0 100 100 Pebt Service 0 120,000 0 120,000 0 120,000 0 100 100 100	579-548500 Interfund Charges-Admin	295,157	243,112	285,506	214,130	285,506	308,010	
579-548700 Bad Debt Expense 0 4,839 0	579-548600 Interfund Charges-Water	141,000	146,400	146,400	109,800	146,400	150,000	
579-548800 Depreciation Expense TOTAL Fund Charges/Transfers 107,564 123,578 0	579-548610 Interfund Charge-Fleet	95 , 005	89,145	99,261	74,446	99,261	115,807	
TOTAL Fund Charges/Transfers 791,503 607,074 532,167 418,730 531,167 574,817 Maintenance Services 579-551300 Computer Maintenance 0 0 6233 0 0 579-551610 Drainage Channel Maintenance 32,767 90,436 83,000 10,751 83,000 83,000 Other Costs 32,767 90,436 83,000 10,128 83,000 83,000 Other Costs 579-554100 State Storm Water Fee-TCEQ 100 100 200 0 100 100 TOTAL Other Costs 100 100 200 0 100 <td< td=""><td>579-548700 Bad Debt Expense</td><td>0</td><td>4,839</td><td>0</td><td>0</td><td>0</td><td>0</td><td></td></td<>	579-548700 Bad Debt Expense	0	4,839	0	0	0	0	
Maintenance Services 579-551300 Computer Maintenance 0 0 0 623) 0 0 579-551610 Drainage Channel Maintenance 32,767 90,436 83,000 10,751 83,000 83,000 Other Costs 32,767 90,436 83,000 10,128 83,000 83,000 Other Costs 579-554100 State Storm Water Fee-TCEQ 100 100 200 0 100 100 TOTAL Other Costs 100 100 200 0 100 100 Peht Service 0 0 120,000 0 120,000 0 579-555900 Debt Service 0 0 120,000 0 120,000 0 579-555900.Interest Expense 5,535 3,827 2,100 1,050 4,200 0 TOTAL Debt Service 5,535 3,827 122,100 1,050 124,200 0 S79-55100.Interest Expense 5,535 3,827 122,100 1,050 124,200 0 579-561100	579-548800 Depreciation Expense	107,564	123,578	0	0	0	0	
579-551300 Computer Maintenance 0 0 0 623 0 0 579-551610 Drainage Channel Maintenance 32,767 90,436 83,000 10,751 83,000 83,000 TOTAL Maintenance Services 32,767 90,436 83,000 10,751 83,000 83,000 Other Costs 32,767 90,436 83,000 10,128 83,000 83,000 Other Costs 579-554100 State Storm Water Fee-TCEQ 100 100 200 0 100 100 Debt Service 100 100 200 0 120,000 0 120,000 0 S79-555900 Debt Service 0 0 120,000	TOTAL Fund Charges/Transfers	791,503	607,074	532,167	418,730	531,167	574,817	
579-551610 Drainage Channel Maintenance 32,767 90,436 83,000 10,751 83,000 83,000 Other Costs 32,767 90,436 83,000 10,128 83,000 83,000 Other Costs 579-554100 State Storm Water Fee-TCEQ 100 100 200 0 100 100 TOTAL Other Costs 100 100 200 0 100 100 100 Debt Service 0 0 120,000 0 120,000 0 100 100 579-555900 Debt Service 0 0 120,000 0 120,000 0 120,000 0 100	Maintenance Services							
TOTAL Maintenance Services 32,767 90,436 83,000 10,128 83,000 83,000 Other Costs 579-554100 State Storm Water Fee-TCEQ 100 100 200 0 100			0	0 (623)	0	0 _	
Other Costs 579-554100 State Storm Water Fee-TCEQ 100 100 200 0 100 100 100 TOTAL Other Costs 100 100 200 0 100 <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td>83,000</td><td></td></td<>							83,000	
579-554100 State Storm Water Fee-TCEQ 100 100 200 0 100 100 100 TOTAL Other Costs 100 100 200 0 100 100 100 Debt Service 0 0 120,000 0 120,000 0 100 579-555900 Debt Service 0 0 120,000 0 120,000 0	TOTAL Maintenance Services	32,767	90,436	83,000	10,128	83,000	83,000	
TOTAL Other Costs 100 100 100 200 0 100 100 Debt Service 0 0 120,000 0 120,000 0 120,000 0 579-555900 Debt Service 0 0 120,000 0 120,000 0 120,000 0 579-555900.Interest Expense 5,535 3,827 2,100 1,050 4,200 0 0 TOTAL Debt Service 5,535 3,827 2,100 1,050 124,200 0 Rental/Leasing 55 0 500 0 500 500 500 500 S79-561100 Rental-Equipment 55 0 500 0 500 500 500 500 Operating Equipment 55 0 500 0 </td <td>Other Costs</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Other Costs							
Debt Service 0 0 120,000 0 120,000 0 579-555900 Debt Service 0 0 120,000 0 120,000 0 579-555900.Interest Expense 5,535 3,827 2,100 1,050 4,200 0 TOTAL Debt Service 5,535 3,827 122,100 1,050 124,200 0 Rental/Leasing 579-561100 Rental-Equipment 55 0 500 0 500 TOTAL Rental/Leasing 55 0 500 0 500 Operating Equipment 55 0 0 0 0 579-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 579-571500 Equipment Under \$5,000 0 1,944 2,500 0 2,500 2,500	579-554100 State Storm Water Fee-TCEQ	100	100	200	0	100	100	
579-555900 Debt Service 0 0 120,000 0 120,000 0 579-555900.Interest Expense 5,535 3,827 2,100 1,050 4,200 0	TOTAL Other Costs	100	100	200	0	100	100	
579-555900.Interest Expense 5,535 3,827 2,100 1,050 4,200 0 TOTAL Debt Service 5,535 3,827 122,100 1,050 124,200 0 Rental/Leasing 55 0 500 0 500 500 500 S79-561100 Rental-Equipment 55 0 500 0 500 500 500 Operating Equipment 55 0 500 0 0 0 0 579-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 0 579-571500 Equipment Under \$5,000 0 1,944 2,500 0 2,500 2,500	Debt Service							
TOTAL Debt Service 5,535 3,827 122,100 1,050 124,200 0 Rental/Leasing 55 0 500 0 500 500 500 S79-561100 Rental-Equipment 55 0 500 0 500 500 500 Operating Equipment 55 0 500 0 0 0 0 0 S79-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 0 0 S79-571500 Equipment Under \$5,000 0 1,944 2,500 0 2,500 2,500	579-555900 Debt Service	0	0	120,000	0	120,000	0	
Rental/Leasing 579-561100 Rental-Equipment 55 0 500 0 500 500 TOTAL Rental/Leasing 55 0 500 0 500 500 Operating Equipment 579-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 0 579-571500 Equipment Under \$5,000 0 1,944 2,500 0 2,500 2,500	579-555900.Interest Expense	5,535	3,827	2,100	1,050	4,200	0	
579-561100 Rental-Equipment 55 0 500 0 500 500 TOTAL Rental/Leasing 55 0 500 0 500 500 500 Operating Equipment 579-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 0 0 579-571500 Equipment Under \$5,000 0 1,944 2,500 0 2,500 2,500	TOTAL Debt Service	5,535	3,827	122,100	1,050	124,200	0	
TOTAL Rental/Leasing 55 0 500 0 500 500 Operating Equipment 579-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 0 0 579-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 0 0 579-571500 Equipment Under \$5,000 0 1,944 2,500 0 2,500	Rental/Leasing							
TOTAL Rental/Leasing 55 0 500 0 500 500 Operating Equipment 579-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 0 0 579-571200 Vehicles & Access Less \$5,000 4,474 0 0 0 0 0 0 579-571500 Equipment Under \$5,000 0 1,944 2,500 0 2,500	579-561100 Rental-Equipment	55	0	500	0	500	500	
579-571200 Vehicles & Access Less \$5,000 4,474 0 2,500 0 2,500 0 0 2,500 0 0 2,500 0 0 2,500 0 0 2,500 0 <th0< td=""><td></td><td></td><td>0</td><td>500</td><td>0</td><td>500</td><td>500</td><td></td></th0<>			0	500	0	500	500	
579-571500 Equipment Under \$5,000 0 1,944 2,500 0 2,500 2,500	Operating Equipment							
	579-571200 Vehicles & Access Less \$5,000	4,474	0	0	0	0	0	
TOTAL Operating Equipment 4,474 1,944 2,500 0 2,500 2,500	579-571500 Equipment Under \$5,000	0	1,944	2,500	0	2,500	2,500	
	TOTAL Operating Equipment	4,474	1,944	2,500	0	2,500	2,500	

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

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204-DRAINAGE	

PUBLIC WORKS

PUBLIC WORKS EXPENDITURES		(+		2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Capital Outlay							
579-581200 Vehicles & Access. Over \$5,00	0	0	35,120	34,850	35,120	0	
579-581500 Machinery/Equipment	0	0	189,000	178,853	189,000	14,000	
TOTAL Capital Outlay	0	0	224,120	213,703	224,120	14,000	
TOTAL DRAINAGE	1,169,651	1,051,332	1,497,913	972,090	1,487,871	1,265,831	
TOTAL PUBLIC WORKS	1,169,651	1,051,332	1,497,913	972,090	1,487,871	1,265,831	

204-DRAINAGE

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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MISC & PROJECTS EXPENDITURES				- 2020-2021)	(2021-	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PROJECTS ======							
<u>City Support Service</u> s							
<u>Operations Suppor</u> t			. <u></u>			<u></u>	
<u>Professional Services</u> 900-541100 Engineering TOTAL Professional Services	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>9,226</u> 9,226	<u>0</u> 0	<u>0</u> 0	
<u>Maintenance Services</u> 900-551900 Construction TOTAL Maintenance Services	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>265,168</u> 265,168	<u>0</u> 0	<u>0</u> 0	
<u>Capital Outlay</u>							
TOTAL PROJECTS	0	0	0	274,395	0	0	
TOTAL MISC & PROJECTS	0	0	0	274,395	0	0	
TOTAL EXPENDITURES	1,169,651	1,051,332	1,497,913	1,246,485	1,487,871	1,265,831	

FUND: 203 EMERGENCY MEDICAL SERVICES (EMS)

DEPARTMENTAL DESCRIPTION

Schertz Emergency Medical Services responds to 911 requests for ambulance service across a 220 square mile service area that includes the municipalities of Schertz, Cibolo, Live Oak, Marion, Santa Clara, Selma, Universal City, western Guadalupe County, Comal County Emergency Services District (ESD) #6 (about 25% of Comal County including the City of Garden Ridge); and a small portion of unincorporated Bexar County. We also work with individual at-risk patients to insure they have the best access to primary healthcare and that their medical needs are being met before an emergency occurs. We educate our employees by providing over fifty hours of Continuing Education annually and over thirty hours for our first responders. We provide ambulance demonstrations and standby event coverage to further the knowledge of Emergency Medical Services and injury/illness prevention and preparedness.

GOALS AND OBJECTIVES

- Provide efficient pre-hospital healthcare services to the communities that we serve.
- Integrate the care that we provide with the rest of the healthcare system to reduce demand for 911 services while elevating access to care and appropriate destination management for the citizens we serve.
- Provide appropriate and timely education and training to our employees and our first responders to ensure the best and most current standard of care is provided.
- Provide high quality pre-hospital training and community education for the communities we serve and the region as a whole.
- Provide education and assistance to the community to prevent and prepare them for medical emergencies through community education, demonstrations, immunizations, and CPR and Automatic External Defibrillator training programs.
- Be the preferred employer for pre-hospital healthcare providers in the State of Texas
- Be thoroughly prepared for man-made and natural disasters in our jurisdiction, region, and statewide.

• Meet the needs of our customers and to solidify relationships and agreements with all eight cities, three counties and one Emergency Services District for which we provide service.

ORGANIZATIONAL CHART



EMS	2019-20	2020-21	2021-22
Director	1	1	1
Operations Manager	1	1	1
Clinical Manager	1	1	1
Community Health Coordinator	1	1	1
Training Coordinator	1	1	1
Office Manager	1	1	1
Instructor	0	1	1
Administrative Asst.	1	1	1
Billing Specialist	3	3	3
EMS Battalion Chief	3	3	3
Field Training Officer	3	3	3
Lieutenant	0	3	3
MIH Paramedic	1	1	1
Paramedic	25	28	30
EMT	3	6	6
P/T Paramedics	15	15	15
P/T EMT	5	5	5
P/T Supply Coordinator	1	1	1
TOTAL POSITIONS	65	76	78

PERFORMANCE INDICATORS

	2010.20	2020.24	2024.22
Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Workload/Output	Aciual	LSIIIIdle	Budget
Poquests for EMS Service	10 710	11 011	10 100
Requests for EMS Service	10,713	11,844	12,199
Transports to Hospitals	6,549 861	6,956 900	7,164
Hospital to Hospital Transports			900
Collections per Transport	517.91	490.00	500.00
Students Enrolled in EMT	84	100	100
Certification Classes			000
Trips billed for Alamo Heights	553	575	600
Members of EMS Passport	431	425	450
	2019-20	2020-21	2021-22
Efficiency	Actual	Estimate	Budget
Response Time 90% Reliability	13:59	13:00	13:00
Total Time on Task (Minutes)	57:30	57:00	57:00
Transport Percentage	61%	62%	62%
Days Sales Outstanding	44	45	45
Mutual Aid Requested	30	40	40
Students Graduated from EMT			
Certification Classes	65	68	70
	2019-20	2020-21	2021-22
Effectiveness	Actual	Estimate	Budget
			<u> </u>
Critical Failures / 100,000 miles	9.1	7	7
Fleet Accidents / 100,000 miles	4.6	4	4
Cardiac Arrest Save %	7%	10%	10%
Correct recognition of STEMI	80%	80%	80%
EMT Class Certification Pass		00 /0	0070
Rate	94%	94%	94%
Nato			

Budget	2019-20	2020-21	2021-22
--------	---------	---------	---------

	Actual	Estimate	Budget
Revenue	A = 000 040	* ••• • •• •	
Fees	\$5,608,246	\$6,372,025	\$6,545,490
Inter-Jurisdictional	2,847,335	3,126,780	3,985,933
Fund Transfers	0	0	395,680
Miscellaneous	339,324	193,800	174,500
Total	\$8,794,906	\$9,692,605	\$11,101,602
Expenses			
Personnel	\$4,106,826	\$4,612,284	\$5,576,958
Supplies	280,631	354,000	366,500
City Support Services	63,791	134,718	138,000
Utility Services	110,894	131,500	106,000
Operations Support	37,967	42,815	40,000
Staff Support	53,394	53,000	70,000
City Assistance	554,071	625,489	626,989
Professional Services	-63,872	116,000	123,500
Fund Charges/Transfers	2,954,559	2,464,463	2,663,736
Maintenance Services	19,960	13,000	13,000
Debt Service	2,877	118,120	118,120
Rental/Leasing	0	67,000	150,000
Operating Equipment	47,573	72,000	82,500
Capital Outlay	0	772,000	1,026,300
	-		
Total	\$8,168,722	\$9,576,389	\$11,101,603

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2021-22 are expected to increase 15.9% from FY 2020-21 year end estimates for additional transports and an increase on the inter-jurisdictional contracts.

Expenses: The FY 2021-22 Budget will increase 15.9% from the FY 2020-21 year end estimate. This increase comes from the EMS department converting one ambulance from a 24 hour shift to a 12 hours shift increasing personnel costs. In addition, Schertz EMS was awarded a new contract with JBSA Randolph, which will add an additional ambulance and new personnel. These additions are offset by additional revenue brought in by the contract.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

203-EMS

2018-2019 2019-2020 CURRENT Y-T-D	PROJECTED	OTEN ADMIN	
ACTUAL ACTUAL BUDGET ACTUAL	YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY			
Fees5,941,2355,608,2466,621,5675,064,095Inter-Jurisdictional3,161,1472,847,3353,028,3572,894,796Fund Transfers00263,0270Miscellaneous103,432339,324135,500174,438	6,372,025 3,126,780 0 193,800	6,545,490 3,985,933 395,680 174,500	
TOTAL REVENUES 9,205,814 8,794,906 10,048,452 8,133,329	9,692,605	11,101,602	
EXPENDITURE SUMMARY			
<u>PUBLIC SAFETY</u> SCHERTZ EMS <u>8,944,529</u> <u>8,168,722</u> <u>10,003,406</u> <u>7,709,725</u>	9,576,389		
TOTAL PUBLIC SAFETY 8,944,529 8,168,722 10,003,406 7,709,725	9,576,389	11,101,603	
MISC & PROJECTS			
TOTAL EXPENDITURES 8,944,529 8,168,722 10,003,406 7,709,725	9,576,389	11,101,603	
REVENUE OVER/(UNDER) EXPENDITURES 261,285 626,184 45,046 423,604	116,216	(0)	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE: 2

203-EMS

REVENUES

KEVENUES .		((2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Fees 000-456100 Ambulance/Mileage Transprt Fe	5 652 205	5,365,449	6,340,467	4,817,905	6,100,000	6,206,890	
000-456110 Passport Membership Fees	23,860	25,065	28,000	25,645	26,000	28,000	
000-456120 EMT Class - Fees	97,379	90,825	99,000	102,150	99,000	137,500	
000-456122 CE Class - Fees	22,312	19,443	15,000	19,695	12,000	24,000	
000-456130 Immunization Fees	2,764	7,936	3,000	1,723	3,000	3,000	
000-456140 Billing Fees-External	23,569	23,514	26,000	14,910	22,000	26,000	
000-456150 Standby Fees	25,185	16,849	25,000	30,005	35,000	30,000	
000-456155 Community Services Support	52,320	24,366	50,000	21,976	35,000	50,000	
000-456160 MIH Services	29,192	34,699	35,000	30,060	40,000	40,000	
000-458110 Sale of Merchandise - GovDeal	12,399	0	0	0	0	0	
000-459200 NSF Check Fee	50	100	100	25	25	100	
TOTAL Fees	5,941,235	5,608,246	6,621,567	5,064,095	6,372,025	6,545,490	
Inter-Jurisdictional							
000-473500 Seguin/Guadalupe Co Support	843,578	843,578	843 , 577	695,951	927 , 935	927,935	
000-474200 JBSA Support	0	0	0	0	0	635,706	
000-474300 Cibolo Support	410,583	439,612	473,115	473,115	473,115	529,044	
000-475100 Comal Co ESD #6	125 , 159	132,439	141,411	141,411	141,411	148,871	
000-475200 Live Oak Support	232,140	237,775	246,256	246,256	246,256	280,241	
000-475300 Universal City Support	300,092	305,996	321,566	321 , 566	321,566	335,885	
000-475400 Selma Support	148,697	161,001	171,441	171,441	171,441	180,290	
000-475500 Schertz Support	581,537	602 , 583	667 , 049	667 , 049	667 , 049	695,644	
000-475600 Santa Clara Support	10,790	11,137	11,455	11,455	11,455	11,953	
000-475800 Marion Support	16,347	16,849	18,375	18,375	18,375	21,364	
000-475910 TASPP Program	492,224	96,365	134,112	148,177	148,177	219,000	
TOTAL Inter-Jurisdictional	3,161,147	2,847,335	3,028,357	2,894,796	3,126,780	3,985,933	
Fund Transfers	<u>_</u>		0.00 0.07			0.05 0.00	
000-486000 Transfer In-Reserves	0		263,027	0	0	395,680	
TOTAL Fund Transfers	0	0	263,027	0	0	395,680	
Miscellaneous		1 055	0.500			0.500	
000-491000 Interest Earned	5,018	1,077	2,500	342	500	2,500 _	
000-491200 Investment Income	9,919	9,562	5,000	866	1,300	5,000 _	
000-493203 Donations-EMS	625	5,727	2,000	925	2,000	2,000 _	
000-493205 Donations-Golf Tournament (2,160)	(150)	0	117 150	0	0_	
000-497000 Misc Income	48,056	178,631	60,000	117,159	110,000	75,000	
000-497100 Recovery of Bad Debt	2,977 38,996	8,272	6,000	9,202	16,000	20,000 _ 70,000 _	
000-497110 Collection Agency-Bad Debt		136,205	<u> </u>	45,944	64,000		
TOTAL Miscellaneous	103,432	339,324	135,500	174,438	193,800	174,500	
TOTAL REVENUES	9,205,814	8,794,906	10,048,452	8,133,329	9,692,605	11,101,602	
						=	

203-EMS

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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PUBLIC SAFETY

PUBLIC SAFETY	(2020-2021) (2021-2022)								
EXPENDITURES	2010 2010				,				
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET		
SCHERTZ EMS									
=======									
Personnel Services									
280-511110 Regular	2,314,458	1,985,359	2,507,574	1,996,891	2,450,000	3,034,440			
280-511120 Overtime	759,746	783,376	723,148	736,804	850,000	923,247			
280-511180 LTD	6,310	1,598	6,645	0	6,645	0 -			
280-511210 Longevity	43,266	46,492	46,756	48,698	46,756	41,121 _			
280-511220 Clothing Allowance	11,616	12,340	12,480	9,328	11,000	14,978			
280-511230 Certification Allowance	23,080	13,310	21,320	7,925	10,000	16,060 _			
280-511310 FICA - Employer	241,927	230,373	253,312	205,188	255,000	297,912 _			
280-511350 TMRS-Employer	474,190	545,961	498,163	424,985	450,000	592,108			
280-511410 Health-Employer	284,039	430,081	497,182	356,082	475,000	592,549			
280-511500 Workers' Compensation	42,315	57,936	61,642	67,862	57,883	64,543			
TOTAL Personnel Services	4,200,948	4,106,826	4,628,222	3,853,764	4,612,284	5,576,958			
Supplies	510	1,171	2 000	131	2,000	2,000			
280-521000 Operating Supplies		19,822	2,000			30,000			
280-521010 Operating Supplies-EMT Class 280-521020 Operating Supplies-CE Class	21,638 4,599	2,799	25,000 9,000	22,804 3,479	30,000 7,000	11,000 _			
280-521020 Operating Supplies-CE class 280-521025 Community Support Supplies	4,399	23,066	25,000	11,246	20,000	20,000			
280-521025 Community Support Suppries 280-521030 Operating Supplies- MIH	41,949	23,000	1,000	11,240	20,000	1,000			
280-521030 Operating Supplies- Min 280-521100 Office Supplies	2,880	2,096	3,500	1,917	2,500	3,500			
280-521100 Office Supplies 280-521200 Medical/Chem Supplies	300,042	217,249	275,000	193,735	2,500	280,000			
280-521250 Immunization Supplies	19,011	12,135	14,000	681	14,000	14,000			
280-521200 Motor Veh. Supplies	1,567	2,293	2,500	2,300	2,000	2,500			
280-521600 Equip Maint Supplies	± , 307 905	2,255	2,500	48	1,500	2,500			
TOTAL Supplies	393,102	280,631	359,500	236,343	354,000	366,500			
<u>Human Service</u> s									
City Support Services									
280-532350 Software Maintenance	37,843	38,812	70,000	45,037	70,000	72,000			
280-532500 City Insurance-Commercial	26,363	24,979	26,000	24,718	24,718	26,000			
280-532840 Golf Tournament-Dilworth	100)	, 0	. 0	, 0	. 0				
280-532900 Contingencies	0	0	40,000	0	40,000	40,000			
TOTAL City Support Services	64,105	63,791	136,000	69 , 754	134,718	138,000			
<u>Utility Services</u>									
280-533100 Gas Utility Service	6 , 535	7,105	7,000	5,013	7,000	7,000			
280-533200 Electric Utility Service	11,089	8,611	13,415	6,634	10,000	12,000			
280-533300 Telephone/Land Line	3,539	995	3,500	0	0	0			
280-533310 Telephone/Cell Phones	8,168	12,843	10,000	3,762	10,000	0			
280-533320 Telephone/Air Cards	12,428	4,134	13,000	261	13,000	0			
280-533330 Telephone/Internet	4,092	4,667	4,500	1,587	4,500	0			
280-533410 Water Utility Service	5,956	6,747	7,000	3,752	7,000	7,000			
280-533500 Vehicle Fuel	81,429	65,790	80,000	59,604	80,000	80,000			
TOTAL Utility Services	133,236	110,894	138,415	80,615	131,500	106,000			

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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PUBLIC SAFETY

203-EMS

PUBLIC SAFETY EXPENDITURES			,		0000 0001	,	(2021-2	
EXPENDITURES	0010 0010					,		,
	2018-2019 ACTUAL		2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Operations Support								
280-534000 Postage	10,625		6,761	11,000	1,795	11,000	7,500	
280-534200 Printing & Binding	5,396		2,799	6,500	1,534	5,000	6,500	
280-534300 Equipment Maintenance - Copie	9,659		4,829	7,500	3,285	6,000	7,500	
280-534400 EMT Class Instructors	16,160		12,080	14,000	10,400	12,000	10,000	
280-534410 CE Class Instructors	960		960	2,500	320	1,000	1,500	
280-534420 Community Support-Instructors	2,240		2,400	4,000	3,360	4,000	3,000	
280-534500 Memberships - Organizations	3,502		3,750	4,000	3,815	3,815	4,000	
280-534800 Temporary Empl. Services	15,082		4,389	0	0	0	0	
TOTAL Operations Support	63,624		37,967	49,500	24,510	42,815	40,000	
<u>Staff Support</u>								
280-535100 Uniforms	23,574		20,023	22,000	15,689	22,000	22,000	
280-535210 Employee Recognition-Morale	4,967		3,904	6,000	3,092	2,500	6,000	
280-535300 Memberships	0		0	0	0	0	500	
280-535400 Publications	489		200	500	0	500	500	
280-535500 Training/Travel	23,269		24,890	35,000	10,835	22,000	38,000	
280-535510 Meeting Expenses	2,266		1,351	3,000	1,779	3,000	3,000	
280-535600 Professional Certification	1,527		3,025	3,000	868	3,000	0	
TOTAL Staff Support	56,092		53,394	69,500	32,262	53,000	70,000	
<u>City Assistance</u>								
280-537100 Medical Services	3,356		1,876	9,000	1,012	5,000	4,000	
280-537110 EMS Outsourcing	548,867		548,867	548,867	456,491	618,489	618,489	
280-537800 Community Outreach	4,240		3,328	4,500	2,223	2,000	4,500	
TOTAL City Assistance	556,463		554,071	562,367	459,725	625,489	626,989	
Professional Services								
280-541200 Legal Svcs	2,204		195	5,000	234	2,500	5,000	
280-541300 Other Consl/Prof Services	81,477		105,049	98,000	70 , 385	98,000	103,000	
280-541400 Auditor/Accounting Service	2,951		3,000	3,000	3,000	3,000	3,000	
280-541501 Bond Issuance Costs/Paying Ag	0	(188,568)	0	0	0	0	
280-541800 Credit Card Fees	10,861	_	16,452	12,500	12,746	12,500	12,500	
TOTAL Professional Services	97,492	(63 , 872)	118,500	86,365	116,000	123,500	
Fund Charges/Transfers								
280-548101 Tranfer Out - General Fund	0		0	4,000	0	0	0	
280-548505 Contribution I&S	0		0	115,100	0	0	0	
280-548600 Interfund Charges-G/F Admin	141,587		179,100	182,682	137,012	182,682	212,740	
280-548610 Interfund Charges-Admin Fleet	134,492		138,585	181,781	136,336	181,781	226,106	
280-548650 Interest Expense	0		1,664	0	0	0	0	
280-548700 Bad Debt Expense	2,464,173		2,305,991	2,510,227	1,945,422	2,100,000	2,224,890	
280-548800 Depreciation Expense	336,004	_	329,219	0	0	0	0	
TOTAL Fund Charges/Transfers	3,076,256		2,954,559	2,993,790	2,218,769	2,464,463	2,663,736	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

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PUBLIC	SAFETY

203-EMS

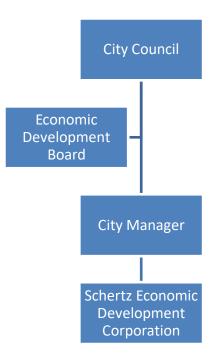
EXPENDITURES	(2020-2021) (2021-2022)						
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Maintenance Services</u>							
280-551800 Other Maintenance Agreements	0	8,440	17,000	0	0	0	
280-551810 Maintenance Agr Radios	11,819	11,520	13,000	5,760	13,000	13,000	
TOTAL Maintenance Services	11,819	19,960	30,000	5,760	13,000	13,000	
<u>Other Costs</u>							
280-554100 Deployment-Reimb-STRAC	0	51	0	0	0	0	
TOTAL Other Costs	0	51	0	0	0	0	
<u>Debt Service</u>							
280-555639.Tax Notes SR2015 - Interest (3,076)	2,877	0	0	0	0	
280-555900 Debt Service	116,625	0	0	113,375	118,120	118,120	
TOTAL Debt Service	113,549	2,877	0	113,375	118,120	118,120	
Rental/Leasing							
280-561200 Lease/Purchase Payments	100,780	0	67,000	65,118	67,000	150,000	
TOTAL Rental/Leasing	100,780	0	67,000	65,118	67,000	150,000	
Operating Equipment							
280-571000 Furniture & Fixtures	3,939	3,097	4,500	451	4,500	4,500	
280-571200 Vehicles&Access. < \$5,000	200	0	3,000	1,509	3,000	5,500	
280-571300 Computer&Periphe. < \$5000	23,869	2,787	15,000	11,272	15,000	20,000	
280-571400 Communication Equip < \$5000	18,739	4,194	9,500	1,637	9,500	14,500	
280-571800 Equipment Under \$5,000	30,317	37,495	37,500	1,600	40,000	38,000	
TOTAL Operating Equipment	77,063	47,573	69,500	16,470	72,000	82,500	
Capital Outlay							
280-581200 Vehicles & Access. Over \$5,00	0	0	731,612	404,395	725,000	836,300	
280-581800 Equipment Over \$5,000	0	0	49,500	42,501	47,000	190,000	
TOTAL Capital Outlay	0	0	781,112	446,896	772,000	1,026,300	
TOTAL SCHERTZ EMS	8,944,529	8,168,722	10,003,406	7,709,725	9,576,389	11,101,603	
TOTAL PUBLIC SAFETY	8,944,529	8,168,722	10,003,406	7,709,725	9,576,389	11,101,603	

FUND: 620 CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION

MISSION STATEMENT

The mission of the City of Schertz Economic Development Corporation (SEDC) is to grow the Schertz economy through Projects. Specifically, we pursue Projects that focus on the creation/retention of Primary Jobs and infrastructure improvements.

ORGANIZATIONAL CHART



ECONOMIC DEVELOPMENT	2019-20	2020-21	2021-22
Executive Director	1	1	1
Business Retention Manager	1	1	1
Economic Development Analyst	1	1	1
Executive Assistant	1	1	1
TOTAL POSITIONS	4	4	4

PERFORMANCE INDICATORS

	1		
	2019-20	2020-21	2021-22
Workload/Output	Actual	Estimate	Budget
Number of inquiries	148	130	100
Number of Schertz BRE visits	48	18	20
Number of recruitment events	15	4	8
Number of new prospects	45	35	30
Number of active performance agreements	14	14	12
	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Revenue	• · · · · · · · ·	•	•
Taxes	\$4,819,288	\$5,301,000	\$5,408,000
Fund Transfers	0	0	0
Miscellaneous	288,241	75,500	141,000
Total	\$5,107,529	\$5,376,500	\$5,549,000
Expenses			
Supplies	\$448	\$400	\$500
Human Services			
City Support Services	6,153	15,719	21,200
Utility Services	2,220	1,412	2,975
Operations Support	71,140	140,292	343,110
Staff Support	7,999	20,100	20,100
City Assistance	45,317	152,500	202,500
Professional Services	17,135	61,300	61,300

Fund Charges/Transfers	461,636	504,669	506,984
Maintenance Services	0	0	0
Operating Equipment	1,113	5,000	3,000
Total Economic Development	\$613,162	\$901,392	\$1,161,669
Annual and Infrastructure Grants	\$5,252,997	\$4,440,000	\$3,139,038
Total Schertz Economic Development	\$5,866,159	\$5,341,392	\$4,300,707

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: The SEDC receives one-half of one percent of all sales and use tax generated within the City of Schertz. The revenue for FY 2021-22 is projected to increase by 3.2% from the FY 2020-21 year-end estimate. The increase is reflective of an increase in sales tax revenue.

Expenses: The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2021-22 are projected to increase by 28.9% to fill the allowable advertising expense budget as allowed by the state statutes.

Project Expenses: The SEDC has performance agreements with 4 companies that are eligible to receive funds during the FY 2021-22 year. Kellem Development, Schertz 312 LLC, Cinestarz LLC, and Ace Mart Food Supply.

620-SED CORPORATION

FINANCIAL SUMMARY

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY		(2020-2021)	(2021-2	2022
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Taxes Fund Transfers Miscellaneous	4,167,318 0 <u>648,216</u>	4,819,288 0 <u>288,241</u>	4,507,371 3,496,428 141,000	3,884,955 0 50,682	5,301,000 0 <u>75,500</u>	5,408,000 0 141,000	
TOTAL REVENUES	4,815,534	5,107,529	8,144,799	3,935,637	5,376,500	5,549,000	
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u>240,362</u> 240,362	<u>5,252,997</u> 5,252,997	7,169,275 7,169,275	<u>614,385</u> 614,385	<u>4,440,000</u> 4,440,000	<u>3,139,038</u> 3,139,038	
MISC & PROJECTS							
ECONOMIC DEVELOPMENT TOTAL MISC & PROJECTS	<u>614,804</u> 614,804	<u>613,162</u> 613,162	<u>975,524</u> 975,524	<u>569,477</u> 569,477	<u>901,392</u> 901,392	<u>1,161,669</u> 1,161,669	
TOTAL EXPENDITURES	855,166	5,866,159	8,144,799	1,183,862	5,341,392	4,300,707	
REVENUE OVER/(UNDER) EXPENDITURES	3,960,369	(758,629)	0	2,751,775	35,108	1,248,293	

620-SED CORPORATION

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

TUENTEC	

REVENUES		(-		2020-2021)	(2021-	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Taxes</u> 000-411500 Sales Tax Revenue (4B) TOTAL Taxes	<u>4,167,318</u> 4,167,318	<u>4,819,288</u> 4,819,288	<u>4,507,371</u> 4,507,371	<u>3,884,955</u> 3,884,955	<u>5,301,000</u> 5,301,000	<u>5,408,000</u> 5,408,000	
<u>Fund Transfers</u> 000-486010 Transfer In-Reserves	0	0	3,496,428	0	0	0	
TOTAL Fund Transfers	0	0	3,496,428	0	0	0	
<u>Miscellaneous</u>							
000-491000 Interest Earned-Bank	7,488	2,045	1,000	288	500	1,000	
000-491200 Investment Income	444,726	286,695	140,000	50,394	75,000	140,000	
000-497000 Misc Income	196,003	(0	0	0	0	
TOTAL Miscellaneous	648,216	288,241	141,000	50,682	75,500	141,000	
TOTAL REVENUES	4,815,534	5,107,529	8,144,799	3,935,637	5,376,500	5,549,000	

CITY OF SCHERTZ PROPOSED BUDGET WORKSHEET

PAGE	:	3

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3,139,038

4,440,000

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614,385

620-SED	CORPORATION

Operating Equipment

TOTAL NON DEPARTMENTAL

Capital Outlay

620-SED CORPORATION	AS OF: JUNE 30TH, 2021						
GENERAL GOVERNMENT EXPENDITURES		(•		2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
<u>Supplie</u> s							
<u>Utility Service</u> s							
<u>Operations Suppor</u> t							
<u>City Assistance</u> 101-537600 Development Incentive Fund TOTAL City Assistance	<u>240,362</u> 240,362	<u>4,752,997</u> 4,752,997	<u>3,119,275</u> 3,119,275	<u> 224,385</u> 224,385	<u> </u>	<u>3,139,038</u> 3,139,038	
Professional Services							
<u>Fund Charges/Transfers</u> 101-548000 Contributions TOTAL Fund Charges/Transfers	<u>0</u> 0	<u> </u>	<u>4,050,000</u> 4,050,000	<u> 390,000</u> 390,000	<u>4,050,000</u> 4,050,000	<u>0</u>	
<u>Maintenance Service</u> s							
<u>Debt Servic</u> e							
Rental/Leasing							

5,252,997 7,169,275

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240,362

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620-SED CORPORATION

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE	:	6

2018-2019 2019-2010 CURRENT Y-F-D PROJECTED CITY ADDIT ADOPTED ECOMOMIC DEVELOPMENT BUDGET ACTUAL BUDGET ACTUAL PRESONMENDED BUDGET ECOMOMIC DEVELOPMENT E	MISC & PROJECTS EXPENDITURES		(-		2020-2021)	(2021_2	022)
Personnel Services Supplies 551 448 750 299 400 500 Supplies 561 448 750 299 400 500 TOTAL Supplies 561 448 750 299 400 500 Human Services	EALENDITONES			CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
Example Services Samples Simplies 551 448 750 299 400 500 966-521300 Office Supplies 561 448 750 299 400 500 Busan Services								
Supplies Signalies S51 448 750 299 400 500 966-521300 Motor Veh. Supplies 10 0								
9:66-521100 Office Supplies 551 448 750 299 400 500 TOTAL Supplies 10 0	<u>Personnel Service</u> s							
966-521300 Motor veh. Supplies 10 0 0 0 0 0 0 0 Ruman Services								
TOTAL Supplies 561 448 750 299 400 500 Human Services								
Buman Services City Support Services 966-532500 City Insurance-Commercial 1,425 1,477 1,700 1,469 1,469 1,700 966-532500 Contingencies 0 0 8,250 0 9,500 100 966-532500 Contingencies 0 0 8,250 0 9,500 10,000 TOTAL City Support Services 8,469 6,153 19,900 2,305 15,719 21,200 PHILITY Services 966-53300 Telephone/Land Line 565 139 720 0 0 0 966-533500 Vehicle Fuel 481 199 750 53 187 750 966-533500 Vehicle Fuel 481 199 750 53 187 750 966-533500 Vehicle Maintenance 122 35 225 225 25			×		0	0		
City Support Services 966-532500 City Insurance-Commercial 1,425 1,477 1,700 1,469 1,469 1,700 966-532800 Promotional Events 7,045 4,676 9,950 836 4,750 9,500 966-532800 Contingencies 0 0 8,250 0 9,500 10,000 TOTAL City Support Services 8,469 6,153 19,900 2,305 15,719 21,200 Utility Services 966-53300 Telephone/Land Line 565 139 720 0 0 0 966-533500 Vehicle Fuel 481 199 750 53 187 750 966-533000 Vehicle Fuel 481 199 750 53 1,412 2,975 Operations Support 9 2 3,55 2,225 35 225 25 50 966-53400 Postage 62 28 500 64 433 500 56 565 56 56 56 56 56 56 56 56	TOTAL Supplies	561	448	750	299	400	500	
966-532500 City Insurance-Commercial 1,425 1,477 1,700 1,469 1,469 1,700 966-532800 Promotional Events 7,045 4,676 9,950 836 4,750 9,500 TOTAL City Support Services 8,469 6,153 19,900 2,305 15,719 21,200 Utility Services 966-53300 Telephone/Land Line 565 139 720 0 0 0 966-53300 Vehicle Fuel 481 199 750 53 187 750 966-533500 Vehicle Fuel 481 199 750 53 187 750 966-53300 Vehicle Fuel 481 199 750 53 187 750 966-53300 Vehicle Fuel 481 199 750 53 187 750 966-53400 Postage 62 28 500 64 433 500 966-53400 Postage 62 28 500 64 4333 4000 966-53400 Proting & Binding 322 340 1,500 922 1,500 1,500 966-53400 Proting & Binding 3	<u>Human Service</u> s							
966-532800 Promotional Events 7,045 4,676 9,950 836 4,750 9,500 966-532900 Contingencies 0 0 8,250 0 9,500 10,000 TOTAL City Support Services 8,669 6,153 19,900 2,305 15,719 21,200 Pillity Services 966-533300 Telephone/Land Line 565 139 720 0 0 0 966-533500 Vehicle Piel 481 199 750 53 187 750 966-533500 Vehicle Maintenance 122 35 225 35 225 225 70TAL Utility Services 2,155 2,220 3,695 879 1,412 2,975 Operations Support 966-534100 Postage 62 28 500 64 433 500 966-534100 Advertising 49,237 18,230 54,500 5,850 54,500 254,500 966-534100 Recruitment Events 18,588 7,935 24,000 2,041 24,000 24,000 966-534100 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000	<u>City Support Services</u>							
966-532900 0 0 0 8,250 0 9,500 10,000 TOTAL City Support Services 8,469 6,153 19,900 2,305 15,719 21,200 Utility Services 966-533300 Telephone/Land Line 565 139 720 0 0 0 966-533500 Telephone/Cell Phones 987 1,847 2,000 791 1,000 2,000 966-533500 Vehicle Fuel 481 199 750 53 187 750 966-533500 Vehicle Fuel 481 199 750 53 187 750 966-53400 Postage 2,155 2,220 3,695 879 1,412 2,975 Operations Support 966-534100 Goodwill 900 821 1,750 748 1,191 1,750 966-534100 Rocruitment Events 18,588 7,935 24,000 2,041 24,000 24,000 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 1,500	966-532500 City Insurance-Commercial	1,425	1,477	1,700	1,469	1,469	1,700	
TOTAL City Support Services 8,469 6,153 19,900 2,305 15,719 21,200 Utility Services 966-533300 Telephone/Land Line 565 139 720 0 0 0 966-533300 Telephone/Cell Phones 987 1,847 2,000 791 1,000 2,000 966-533500 Vehicle Fuel 481 199 750 53 187 750 966-533500 Vehicle Maintenance 122 35 225 35 22	966-532800 Promotional Events	7,045	4,676	9,950	836	4,750	9,500	
Utility Services Product	966-532900 Contingencies	0	0	8,250	0	9,500	10,000	
966-533300 Telephone/Lend Line 565 139 720 0 0 0 966-533310 Telephone/Cell Phones 987 1,847 2,000 791 1,000 2,000 966-53300 Vehicle Fuel 481 199 750 53 187 750 966-533500 Vehicle Maintenance 122 35 225 35 225 225 225 225 225 275 70 Operations Support 966-534100 Advertising 49,237 18,230 54,500 5,850 54,500 254,500 56-534100 26-534100 2,041 2,000 24,000 24,000 24,000 24,000 24,000 24,000 24,000 24,000 24,000 24,000 266-53400 2,041 2,020 3,333 5,500 2,54,500 56 53330 500 56 56 50 56 50 54,500 50 56 50 50 50 50 50 50 <td< td=""><td>TOTAL City Support Services</td><td>8,469</td><td>6,153</td><td>19,900</td><td>2,305</td><td>15,719</td><td>21,200</td><td></td></td<>	TOTAL City Support Services	8,469	6,153	19,900	2,305	15,719	21,200	
966-53330 Telephone/Cell Phones 987 1,847 2,000 791 1,000 2,000 966-53350 Vehicle Fuel 481 199 750 53 187 750 966-53550 Vehicle Maintenance 122 35 225 35 225 235 2435 264,353 264,353 264,950 264,950	<u>Utility Services</u>							
966-533500 Vehicle Fuel 481 199 750 53 187 750 966-533550 Vehicle Maintenance 122 35 225 35 225 225 TOTAL Utility Services 2,155 2,220 3,695 879 1,412 2,975 966-534000 Postage 62 28 500 64 433 500 966-534100 Advertising 49,237 18,230 54,500 5,850 54,500 254,500 966-534105 Goodwill 900 821 1,750 748 1,191 1,750 966-534200 Printimg & Binding 322 340 1,500 992 1,500 1,500 966-534300 Equipment Maintenance-Copier 4,385 3,333 5,500 2,485 13,525 21,335 26,835 966-53400 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-535100 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 966-535100 Uniforms 291 408 600 74 600 600 <td< td=""><td>966-533300 Telephone/Land Line</td><td>565</td><td>139</td><td>720</td><td>0</td><td>0</td><td>0</td><td></td></td<>	966-533300 Telephone/Land Line	565	139	720	0	0	0	
966-533550 Vehicle Maintenance 122 35 225 35 225 225 TOTAL Utility Services 2,155 2,220 3,695 879 1,412 2,975 Operations Support 966-534000 Postage 62 28 500 64 433 500 966-534100 Advertising 49,237 18,230 54,500 5,850 54,500 254,500 966-534105 Godwill 900 821 1,750 748 1,191 1,750 966-534000 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534000 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-53400 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 966-535100 Uniforms 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 920 665	966-533310 Telephone/Cell Phones	987	1,847	2,000	791	1,000	2,000	
TOTAL Utility Services 2,155 2,220 3,695 879 1,412 2,975 Operations Support 966-534000 Postage 62 28 500 64 433 500 966-534100 Advertising 49,237 18,230 54,500 5,850 54,500 254,500 966-534105 Goodwill 900 821 1,750 748 1,191 1,750 966-534100 Perintiment Events 18,588 7,935 24,000 2,041 24,000 24,000 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534200 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-534400 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 11,992 34,000 30,025 11,992 34,000 30,025 11,992 34,000 30,025 11,992 34,000 30,025 11,992 34,000 30,025 12,855 12,355 26,835 <td>966-533500 Vehicle Fuel</td> <td>481</td> <td>199</td> <td>750</td> <td>53</td> <td>187</td> <td>750</td> <td></td>	966-533500 Vehicle Fuel	481	199	750	53	187	750	
Operations Support 966-534000 Postage 62 28 500 64 433 500 966-534100 Advertising 49,237 18,230 54,500 5,850 54,500 254,500 966-534105 Goodwill 900 821 1,750 748 1,191 1,750 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534400 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 <td>966-533550 Vehicle Maintenance</td> <td>122</td> <td>35</td> <td>225</td> <td>35</td> <td>225</td> <td>225</td> <td></td>	966-533550 Vehicle Maintenance	122	35	225	35	225	225	
966-534000 Postage 62 28 500 64 433 500 966-534100 Advertising 49,237 18,230 54,500 5,850 54,500 254,500 966-534105 Goodwill 900 821 1,750 748 1,191 1,750 966-534190 Recruitment Events 18,588 7,935 24,000 2,041 24,000 24,000 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534400 Computer Maintenance-Copier 4,358 3,333 5,500 2,346 3,333 4,000 966-534400 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 920 665 2,250 0 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 <	TOTAL Utility Services	2,155	2,220	3,695	879	1,412	2,975	
966-534100 Advertising 49,237 18,230 54,500 5,850 54,500 254,500 966-534105 Goodwill 900 821 1,750 748 1,191 1,750 966-534100 Recruitment Events 18,588 7,935 24,000 2,041 24,000 24,000 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534200 Equipment Maintenance-Copier 4,358 3,33 5,500 2,346 3,333 4,000 966-53400 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 920 665 2,250 0 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250 2,250	<u>Operations Support</u>							
966-534105 Goodwill 900 821 1,750 748 1,191 1,750 966-534190 Recruitment Events 18,588 7,935 24,000 2,041 24,000 24,000 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534200 Equipment Maintenance-Copier 4,358 3,333 5,500 2,346 3,333 4,000 966-534500 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 9 20 665 2,250 0 2,250 2,250	966-534000 Postage	62	28	500	64	433	500	
966-534105 Goodwill 900 821 1,750 748 1,191 1,750 966-534190 Recruitment Events 18,588 7,935 24,000 2,041 24,000 24,000 966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534200 Equipment Maintenance-Copier 4,358 3,333 5,500 2,346 3,333 4,000 966-534500 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 9 20 665 2,250 0 2,250 2,250		49,237	18,230	54,500	5,850	54,500	254,500	
966-534190 Recruitment Events 18,588 7,935 24,000 2,041 24,000 24,000		900	821	1,750	748	1,191	1,750	
966-534200 Printing & Binding 322 340 1,500 992 1,500 1,500 966-534300 Equipment Maintenance-Copier 4,358 3,333 5,500 2,346 3,333 4,000 966-534400 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 96-535100 Uniforms 291 408 600 74 600 600 966-535210 Employee Recognition-Morale 282 447 1,600 280 600 600 966-535300 Memberships-Staff Support 920 665 2,250 0 2,250 2,250 966-535400 Publications 247 238 800 213 800 800 966-535500 Training/Travel 9,167 4,033 16,000 599 8,000 8,000 966-535510 Meeting Expenses-EDC Board 2,092 2,208 7,850<	966-534190 Recruitment Events	18,588	7,935	24,000	2,041	24,000		
966-534300 Equipment Maintenance-Copier 4,358 3,333 5,500 2,346 3,333 4,000 966-534400 Computer Licenses-Software 14,911 26,903 34,025 11,992 34,000 30,025 966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 966-535100 Uniforms 291 408 600 74 600 600 966-535210 Employee Recognition-Morale 282 447 1,600 280 600 600 966-535300 Memberships-Staff Support 920 665 2,250 0 2,250 2,250 966-535400 Publications 247 238 800 213 800 800 213 966-535500 Training/Travel 9,167 4,033 16,000 599 8,000 8,000 2,000 966-535510 Meeting Expenses-EDC Board 2,092 2,208 7,850 1,858 7,850 7,850	966-534200 Printing & Binding	322	340	1,500	992	1,500	1,500	
966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 966-535100 Uniforms 291 408 600 74 600 600 966-535210 Employee Recognition-Morale 282 447 1,600 280 600 600 966-535300 Memberships-Staff Support 920 665 2,250 0 2,250 2,250 966-535400 Publications 247 238 800 213 800 800 966-535500 Training/Travel 9,167 4,033 16,000 599 8,000 8,000 966-535510 Meeting Expenses-EDC Board 2,092 2,208 7,850 1,858 7,850 7,850		4,358	3,333	5,500	2,346	3,333	4,000	
966-534500 Memberships-Organization 5,885 13,550 26,835 13,525 21,335 26,835 TOTAL Operations Support 94,263 71,140 148,610 37,558 140,292 343,110 Staff Support 966-535100 Uniforms 291 408 600 74 600 600	966-534400 Computer Licenses-Software	14,911	26,903	34,025	11,992	34,000	30,025	
Staff Support 966-535100 Uniforms 291 408 600 74 600 600 966-535210 Employee Recognition-Morale 282 447 1,600 280 600 600 966-535300 Memberships-Staff Support 920 665 2,250 0 2,250 2,250 966-535400 Publications 247 238 800 213 800 800 966-535500 Training/Travel 9,167 4,033 16,000 599 8,000 8,000 966-535510 Meeting Expenses-EDC Board 2,092 2,208 7,850 1,858 7,850 7,850	966-534500 Memberships-Organization	5,885	13,550	26,835	13,525	21,335		
966-535100 Uniforms 291 408 600 74 600 600 966-535100 Employee Recognition-Morale 282 447 1,600 280 600 600 966-535210 Employee Recognition-Morale 282 447 1,600 280 600 600 966-535300 Memberships-Staff Support 920 665 2,250 0 2,250 2,250 966-535400 Publications 247 238 800 213 800 800 966-535500 Training/Travel 9,167 4,033 16,000 599 8,000	TOTAL Operations Support	94,263	71,140	148,610	37,558	140,292	343,110	
966-535210 Employee Recognition-Morale 282 447 1,600 280 600 600 966-535300 Memberships-Staff Support 920 665 2,250 0 2,250 2,250 966-535400 Publications 247 238 800 213 800 800 966-535500 Training/Travel 9,167 4,033 16,000 599 8,000	<u>Staff Support</u>							
966-535300 Memberships-Staff Support 920 665 2,250 0 2,250 2,250 966-535400 Publications 247 238 800 213 800 800 966-535500 Training/Travel 9,167 4,033 16,000 599 8,000	966-535100 Uniforms	291	408	600	74	600	600	
966-535300 Memberships-Staff Support 920 665 2,250 0 2,250 2,250 966-535400 Publications 247 238 800 213 800 800 966-535500 Training/Travel 9,167 4,033 16,000 599 8,000	966-535210 Employee Recognition-Morale	282	447	1,600	280	600	600 -	
966-535500 Training/Travel 9,167 4,033 16,000 599 8,000 8,000 966-535510 Meeting Expenses-EDC Board 2,092 2,208 7,850 1,858 7,850 7,850	1 1 3	920	665	2,250	0	2,250	2,250	
966-535510 Meeting Expenses-EDC Board 2,092 2,208 7,850 1,858 7,850 7,850	966-535400 Publications	247	238	800	213	800	800	
	966-535500 Training/Travel	9,167	4,033	16,000	599	8,000	8,000	
	966-535510 Meeting Expenses-EDC Board	2,092	2,208	7,850	1,858	7,850	7,850	
TOTAL STAIT Support 12,999 /,999 29,100 3,024 20,100 20,100	TOTAL Staff Support	12,999	7,999	29,100	3,024	20,100	20,100	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE:	7

620-5	SEI	CORPORATION
MISC	&	PROJECTS

EXPENDITURES	(2020-2021) (2021-2022)							
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET	
City Assistance								
966-537615 Small Business Grant Fund	0	45,000	200,000	0	150,000	200,000		
966-537650 Prospect Services	370	317	2,500	0	2,500	2,500		
TOTAL City Assistance	370	45,317	202,500	0	152,500	202,500		
Professional Services								
966-541200 Legal Svcs	9,317	11,135	15,000	10,221	15,000	15,000		
966-541400 Auditor/Accounting Service	6,000	6,000	6,300	6,000	6,300	6,300		
966-541450 Consulting Services	21,355	0	40,000	2,348	40,000	40,000		
TOTAL Professional Services	36,672	17,135	61,300	18,569	61,300	61,300		
Fund Charges/Transfers								
966-548600 Interfund Charges-Admin	456,630	461,636	504,669	504,669	504,669	506,984		
966-548610 Interfund Charge-Fleet	944	0	0	0	0	0		
TOTAL Fund Charges/Transfers	457,574	461,636	504,669	504,669	504,669	506,984		
<u>Fund Replenis</u> h								
<u>Maintenance Services</u>								
966-551700 Grounds Maintenance	80	0	0	0	0	0		
TOTAL Maintenance Services	80	0	0	0	0	0		
<u>Debt Servic</u> e								
<u>Operating Equipment</u>								
966-571100 Furniture & Fixtures	903	288	2,000	2,145	2,000	2,000		
966-571300 Computer & Periphe < \$5000	758	825	3,000		3,000	1,000		
TOTAL Operating Equipment	1,661	1,113	5,000	2,175	5,000	3,000		
<u>Capital Outlay</u>								
TOTAL ECONOMIC DEVELOPMENT	614,804	613,162	975,524	569,477	901,392	1,161,669		

FUND: 106 SPECIAL EVENTS

DESCRIPTION

The Special Events Fund is designated to monitor and manage funds appropriated to host community events, sponsored or co-sponsored, by the City of Schertz. Events include: Kick Cancer/Walk for Life and the Hal Baldwin Scholarship Program.

Pudget	2019-20	2020-21 Ectimate	2021-22 Pudgot
Budget	Actual	Estimate	Budget
Revenues			
Fund Transfers	\$205	\$0	\$0
Miscellaneous	34,379	31,775	24,000
Total	\$34,585	\$31,775	\$24,000
Expenses			
Festival of Angels	\$0	\$0	\$0
Jubilee	0	0	0
Kick Cancer	9,813	2,795	10,000
SchertzQ/Fest	0	0	0
Sweetheart Court Program	-1,950	0	0
Hal Baldwin Scholarship	21,867	23,379	14,000
Other Events	1,961	0	0
Total	\$31,690	\$26,174	\$24,000

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The revenue for FY 2021-22 is expected to decrease 24.5% from FY 2020-21 year end estimates in anticipation of a lower turnout at events.

Expenses: The Special Events Fund FY 2021-22 Budget decrease 8.3% from the FY 2020-21 year end estimates with no change in operations.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

106-SPECIA	ΥL	EVENTS	FUND
FINANCIAL	SU	JMMARY	

		(-		2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fund Transfers Miscellaneous	59,893 90,970	205 <u>34,379</u>	0 32,100	0 43,672	0 <u>31,775</u>	0	
TOTAL REVENUES	150,863	34,585	32,100	43,672	31,775	24,000	
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
<u>PUBLIC WORK</u> S					·		
CULTURAL							
FESTIVAL OF ANGELS	17,557	0	0	0	0	0	
4th OF JULY JUBILEE	36,870	0	0	0	0	0	
KICK CANCER	9,366	9,813	10,000	4,284	2,795	10,000	
SCHERTZ FEST	636	0	0	0	0	0	
SWEETHEART EVENT	23,851	(1,950)	0	0	0	0	
HAL BALDWIN SCHOLARSHIP	12,136	21,867	22,100	16,632	23,379	14,000	
OTHER EVENTS	34,181	1,961	0	0	0	0	
TOTAL CULTURAL	134,597	31,690	32,100	20,915	26,174	24,000	
TOTAL EXPENDITURES	134,597	31,690	32,100	20,915	26,174	24,000	
REVENUE OVER/(UNDER) EXPENDITURES	16,266	2,894	0	22 , 756	5,601	0	

106-SPECIAL EVENTS FUND

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

REVENUES

REVENUES			(2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Fees							
Fund Transfers							
000-486101 Transfer In-General Fund	59,893	205	0	0	0	0	
TOTAL Fund Transfers	59,893	205	0	0	0	0	
<u>Miscellaneous</u>							
000-491200 Investment Income	435	216	0	16	0	0	
000-492200 Kick Cancer	9,306	9,813	10,000	2,795	2,795	10,000	
000-493000 July 4th Activities	34,289	0	0	11,425	0	0 =	
000-493150 SchertzQ ((1,250)	0	0	0	0	0 =	
000-493455 Proceeds-Festival of Angels	4,170	0	0	0	0	0	
000-493460 Schertz Sweetheart	488	0	0	0	0	0 -	
000-493470 Moving on Main	4,560	0	0	0	0	0 -	
000-493621 Hal Baldwin Scholarship	28,820	24,350	22,100	28,980	28,980	14,000	
000-497000 Misc Income - Special Events	10,153	0	0	456	0	0	
TOTAL Miscellaneous	90,970	34,379	32,100	43,672	<u> </u>	24,000	
TOTAL REVENUES	150,863	34,585	32,100	43,672	31,775	24,000	

FUND: 110 Public, Educational, and Government (PEG) Access Fund

DESCRIPTION

The PEG Fund is dedicated to provide communication infrastructure in the City. This will allow the City to better reach the citizens with necessary information. This fund is commonly used for public access television and institutional network capacity. Currently the level of funding from the collected fees is not great enough to warrant a public access channel but could be used so in the future.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenues	\$82,000	\$110,000	\$110,000
<i>Expenses</i> Projects <i>Total</i>	\$0 <i>\$0</i>	\$3,259 <i>\$3,259</i>	\$100,000 \$ <i>100,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenues for FY 2021-22 are not expected to change from the FY 2020-21 year end estimates

Expenses: The PEG Fund FY 2021-22 Budget increased from \$3,259 to \$100,000 from the FY 2020-21 year end estimates with the continued implementation of the communication master plan.

110-PUBLIC, EDU, GOVMNT FEE

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

FINANCIAL SOMMARI		(2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Franchises Fund Transfers	87,045 0	82,000	90,000 <u>95,500</u>	58,261 0	110,000 0	110,000 0	
TOTAL REVENUES	87,045	82,000	185,500	58,261	110,000	110,000	
EXPENDITURE SUMMARY							
<u>GENERAL GOVERNMEN</u> T							
MISC & PROJECTS PROJECTS TOTAL MISC & PROJECTS	<u> </u>	0 0	<u> 185,500</u> <u> 185,500</u>	<u>0</u> 0	<u> </u>	<u> </u>	
TOTAL EXPENDITURES	3,259	0	185,500	0	3,259	100,000	
REVENUE OVER/(UNDER) EXPENDITURES	83,787	82,000	0	58,261	106,741	10,000	

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

110-PUBLIC, EDU, GOVMNT FEE

RI

REVENUES		(·	2020-2021)	(2021-	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Franchises	C1 E 01	co 400	<u> </u>	20 5 6 5	60.000	coo.o.	
000-421350 Time Warner-PEG Fee	61,501	63,408	60,000	30,565	60,000	60,000	
000-421465 AT&T PEG Fee	25,544	18,592	30,000	27,696	50,000	50,000	
TOTAL Franchises	87,045	82,000	90,000	58,261	110,000	110,000	
Fund Transfers							
000-481000 Transfer In - Reserves	0	0	95,500	0	0	0	
TOTAL Fund Transfers	0	0	95,500	0	0	0	
Miscellaneous							
TOTAL REVENUES	87,045	82,000	185,500	58,261	110,000	110,000	

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

110-PUBLIC, EDU, GOVMNT FEE

MISC & PROJECTS			(2020 2021	,		
EXPENDITURES	2018-2019 ACTUAL	2019-2020	CURRENT	Y-T-D	PROJECTED YEAR END	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	IEAR END	RECOMMENDED	BUDGET
PROJECTS							
<u>Supplie</u> s	<u>-</u>	<u> </u>					
Operations Support							
Professional Services			<u> </u>				
Operating Equipment							
900-571400 Communications Equipmnt-Minor TOTAL Operating Equipment	<u> 0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u> 100,000</u> 100,000	
Capital Outlay							
900-581400 Communication Equipment	3,259	0	185,500	0	3,259	0	
TOTAL Capital Outlay	3,259	0	185,500	0	3,259	U	
TOTAL PROJECTS	3,259	0	185,500	0	3,259	100,000	
TOTAL MISC & PROJECTS	3,259	0	185,500	0	3,259	100,000	
TOTAL EXPENDITURES	3,259	0	185,500	0	3,259	100,000	

202-WATER & SEWER

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

MISC & PROJECTS EXPENDITURES		(,	(2021-2	,
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PROJECTS ======							
<u>City Support Service</u> s							
Operations Support							
<u>Professional Services</u> 900-541100 ENGINEERING TOTAL Professional Services	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>7,883</u> 7,883	<u>0</u> 0	<u> </u>	
<u>Fund Charges/Transfer</u> s							
<u>Maintenance Services</u> 900-551900 CONSTRUCTION TOTAL Maintenance Services	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u> </u>	<u>1,638,000</u> 1,638,000	<u>0</u>	
Rental/Leasing							
TOTAL PROJECTS	0	0	0	770,599	1,638,000	0	

FUND: 314 HOTEL/MOTEL OCCUPANCY TAX

DESCRIPTION

Revenues for the Hotel/Motel Fund are derived from a 7% tax on rooms rented in the City. There are five hotels in Schertz; the Best Western Plus with 61 rooms, Hampton Inn with 98 rooms, La Quinta with 81 rooms and Fairfield Inn with 118 rooms and Candlewood Suites with 80 rooms. These revenues are used to support Schertz as a destination location. Advertising campaigns to increase awareness of all Schertz has to offer reach citizens all across the State and beyond.

	2019-20	2020-21	2021-2
Budget	Actual	Estimate	Budget
Revenue			
Taxes	\$268,946	\$340,000	\$520,000
Miscellaneous	26,223	2,600	5,250
Total	\$295,169	\$342,600	\$525,250
Expenses			
City Support Services	\$80,458	\$95,650	\$112,466
Operations Support	11,996	14,000	31,000
Professional Services	3,500	3,500	3,500
Fund Charges/Transfers	74,428	74,428	74,443
Building Maintenance	0	0	50,000
Capital Outlay	223,189	223,189	20,000
Total			\$291,409
	\$393,571	\$410,767	

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: Revenue for FY 2021-22 is expected to increase 53.3% from the FY 2020-21 year end estimates. Recent events during FY 2020-21 causing decreased capacity are expected to improve during FY 2021-22 with the opening of the new Candlewood Suites hotel.

Expenses: The Hotel Motel Tax Fund FY 2021-22 Budget decrease 29.1% from FY 2020-21 year end estimates due to the Civic Center remodel and chair upgrades completed during FY 2020-21.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

314-HOTEL TAX

FINANCIAL	SUMMARY

FINANCIAL SUMMARY		(2	2020-2021)	(2021-2	.022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Taxes Fund Transfers Miscellaneous	514,678 0 <u>51,086</u>	268,946 0 <u>26,223</u>	520,000 44,888 20,750	253,642 0 1,800	340,000 0 2,600	520,000 0 5,250	
TOTAL REVENUES	565,764	295,169	585,638	255,442	342,600	525 , 250	
EXPENDITURE SUMMARY							
<u>GENERAL GOVERNMENT</u> NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u> 197,846</u> 197,846	<u> </u>	<u> 294,818</u> 294,818	<u>265,265</u> 265,265	<u>410,767</u> 410,767	<u> 291,409</u> 291,409	
TOTAL EXPENDITURES	197,846	393 , 571	294,818	265,265	410,767	291,409	
REVENUE OVER/(UNDER) EXPENDITURES	367,919	(98,402)	290,820 (9,824) ((68,167)	233,841	

314-HOTEL TAX

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

314-HOTEL TAX		AS OF: C	JUNE SUTH, 2021				
REVENUES		(-		2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Taxes							
000-411800 Hotel Occupancy Tax TOTAL Taxes	<u>514,678</u> 514,678	<u>268,946</u> 268,946	<u>520,000</u> 520,000	<u>253,642</u> 253,642	<u> </u>	<u> </u>	
Fund Transfers							
000-481000 Transfer In - Reserves TOTAL Fund Transfers	<u>0</u> 0	<u>0</u> 0	<u>44,888</u> 44,888	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	
<u>Miscellaneous</u>							
000-491000 Interest Earned	2,175	502	750	59	100	250	
000-491200 Investment Income	45,840	25 , 722	20,000	1,741	2,500	5,000	
000-497000 Misc Income	3,071	0	0	0	0	0	
TOTAL Miscellaneous	51,086	26,223	20,750	1,800	2,600	5,250	
TOTAL REVENUES	565,764	295,169	585,638	255,442	342,600	525,250	

314-HOTEL TAX

CITY OF SCHERTZ

PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

3
3

GENERAL GOVERNMENT									
EXPENDITURES	2018-2019 ACTUAL	(- 2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	(2021-2 CITY ADMIN. RECOMMENDED	2022) ADOPTED BUDGET		
NON DEPARTMENTAL									
<u>Personnel Service</u> s									
Supplies									
<u>City Support Services</u>									
101-532800 Special Events	59 , 369	62,465	62,466	49,038	60 , 650	62,466			
101-532820 Community Programs	27,764	17,993	50,000	0	35,000	50,000			
TOTAL City Support Services	87,133	80,458	112,466	49,038	95,650	112,466			
Operations Support									
101-534100 Advertising	0	0	28,000	0	0	15,000			
101-534120 Advertising-Billboards	14,941	11,996	14,000	14,096	14,000	16,000			
TOTAL Operations Support	14,941	11,996	42,000	14,096	14,000	31,000			
<u>City Assistanc</u> e									
<u>Professional Services</u>									
101-541300 Other Professional Services	28,189	500	0	570	500	500			
101-541400 Auditor/Accounting Service	0	3,000	3,000	3,000	3,000	3,000			
TOTAL Professional Services	28,189	3,500	3,000	3,570	3,500	3,500			
Fund Charges/Transfers									
101-548100 Interfund Transfer Out	67,582	74,428	72,464	54,348	74,428	74,443			
TOTAL Fund Charges/Transfers	67,582	74,428	72,464	54,348	74,428	74,443			
<u>Maintenance Services</u>									
101-551100 Building Maintenance	0	0	20,000	144,213	0	50,000			
TOTAL Maintenance Services	0	0	20,000	144,213	0	50,000			
Operating Equipment									
101-571500 Operating Equipment	0	0	44,888	0	0	0			
TOTAL Operating Equipment	0	0	44,888	0	0	0			
<u>Capital Outlav</u>									
101-581750 Civic Center Improvements	0	223,189	0	0	223,189	20,000			
TOTAL Capital Outlay	0	223,189	0	0	223,189	20,000			
TOTAL NON DEPARTMENTAL	197,846	393,571	294,818	265,265	410,767	291,409			
TOTAL GENERAL GOVERNMENT	197,846	393,571	294,818	265,265	410,767	291,409			
TOTAL EXPENDITURES	197,846	393,571	294,818	265,265	410,767	291,409			

FUND: 317 PARK FUND

DESCRIPTION

The Park Fund is a special fund designated to monitor and manage funds for the management of the City of Schertz Urban Forest and capital improvements of the City of Schertz Park System. The Fund is composed of parkland dedication revenues. Revenues are derived from developer fees (in lieu of parkland dedication), local citizen groups, state, local nonprofit neighborhood associations, home owners associations (HOA's), regional non-profit grants, and donations.

Budget	2019-20 Actual	2020-21 Estimate	2021-21 Budget
Revenue			
Fees	\$4,000	\$70,000	\$318,000
Fund Transfers	0	0	0
Miscellaneous	3,326	615	125
Total	\$7,326	\$70,615	\$319,025
Expenses			
Professional Services	\$5,760	\$25,000	\$25,000
Operating Equipment	0	0	0
Capital Outlay	0	100,000	100,000
Total	\$5,760	\$125,000	\$125,000

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The revenue for FY 2021-22 is expected to decrease 12.1% from the FY 2020-21 year end estimates from new development.

Expenses: The FY 2021-22 Budget is not expected to change from FY 2020-21 year end estimate.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

317-PARK FUND

FINANCIAL SUMMARY		(-		2020-2021) ((2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Fund Transfers Miscellaneous	11,000 0 7,601	4,000 0 3,326	70,000 51,500 <u>3,500</u>	0 0 <u>255</u>	70,000 0 <u>615</u>	318,000 _ 0 _ 1,025 _	
TOTAL REVENUES	18,601	7,326	125,000	255	70,615	319,025	
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
PUBLIC ENVIRONMENT PARKLAND DEDICATION TOTAL PUBLIC ENVIRONMENT	<u> 102,092</u> <u> 102,092</u>	<u> </u>	<u> 125,000</u> 125,000	<u>0</u> 0	<u> 125,000</u> 125,000	<u> 125,000</u> 125,000	
TOTAL EXPENDITURES	102,092	5,760	125,000	0	125,000	125,000	
REVENUE OVER/(UNDER) EXPENDITURES	(83,491)	1,566	0	255	(54,385) 	194,025	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

REVENUES	

317-PARK FUND

REVENUES		(-		2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Fees							
000-458800 Parkland Dedication	11,000	4,000	70,000	0	70,000	318,000	
TOTAL Fees	11,000	4,000	70,000	0	70,000	318,000	
Fund Transfers							
000-481000 Transfer In- Reserves	0	0	51,500	0	0	0	
TOTAL Fund Transfers	0	0	51,500	0	0	0	
Miscellaneous							
000-491000 Interest Earned	1,093	375	500	9	15	25	
000-491200 Investment Income	6 , 507	2,950	3,000	246	600	1,000	
000-493700 Donations	0	1	0	0	0	0	
TOTAL Miscellaneous	7,601	3,326	3,500	255	615	1,025	
TOTAL REVENUES	18,601	7,326	125,000	255	70,615	319,025	
4							

FUND: 319 TREE MITIGATION

DESCRIPTION

Tree mitigation fund is a special fund that is derived from revenue from permits for tree removal issued in connection with a building permit, subdivision plan, and site plan. These funds are used to replace trees on City Parks, City owned property, Public lands, and SCUCISD school property.

	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
Revenue			
Fees	\$52,427	\$240,000	\$70,000
Miscellaneous	6,069	875	1,400
Total	\$58,496	\$240,875	\$71,400
<i>Expenses</i> Maintenance Services <i>Total</i>	\$28,675 \$28,675	\$60,000 \$60,000	\$70,000 \$ <i>70,000</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenue: The revenue for FY 2021-22 is expected to decrease by 70.4% from 2020-21 year end estimate with an expected reduction in new development.

Expenses: The FY 2021-22 Budget will increase by 16.7% from the FY 2020-21 year end estimate for additional tree trimming and planting shade trees throughout the city.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

319-TREE MITIGATION FINANCIAL SUMMARY

FINANCIAL SUPPART		(-		2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Miscellaneous	19,162 10,307	52,427 6,069	70,000 <u>4,500</u>	219,513 <u>561</u>	240,000 <u>875</u>	70,000	
TOTAL REVENUES	29,469	58,496	74,500	220,074	240,875	71,400	
EXPENDITURE SUMMARY							
PUBLIC ENVIRONMENT	07.007	00.675	70,000	16 605	<u> </u>	70.000	
TREE MITIGATION TOTAL PUBLIC ENVIRONMENT	<u>27,867</u> 27,867	<u>28,675</u> 28,675	70,000	<u> 16,695</u> 16,695	60,000	70,000	
TOTAL EXPENDITURES	27,867	28,675	70,000	16,695	60,000	70,000	
REVENUE OVER/(UNDER) EXPENDITURES	1,602	29,821	4,500	203,379	180,875	1,400	

8-06-2021 06:56 AM 319-TREE MITIGATION

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

REVENUES

REVENUES							
	2018-2019	(- 2019-2020	CURRENT	2020-2021 Y-T-D	PROJECTED	(2021-2 CITY ADMIN.	(022) ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
Fees							
000-458900 Tree Mitigation	19,162	52,427	70,000	219,513	240,000	70,000	
TOTAL Fees	19,162	52,427	70,000	219,513	240,000	70,000	
<u>Fund Transfer</u> s			<u> </u>				
<u>Miscellaneous</u>							
000-491000 Interest Earned	840	446	500	19	25	200	
000-491200 Investment Income	9,467	5,123	4,000	542	850	1,200	
000-497000 Misc Income	0	500	0	0	0	0	
TOTAL Miscellaneous	10,307	6,069	4,500	561	875	1,400	
TOTAL REVENUES	29,469	58,496	74,500	220,074	240,875	71,400	

319-TREE MITIGATION

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PUBLIC ENVIRONMENT EXPENDITURES			(2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
TREE MITIGATION							
<u>Supplie</u> s							
Professional Services							
Fund Charges/Transfers							
<u>Maintenance Services</u> 302-551110 Trees TOTAL Maintenance Services	<u> 27,867</u> 27,867	<u> 28,675</u> 28,675	<u> </u>	<u> 16,695</u> 16,695	<u>60,000</u> 60,000	<u> </u>	
<u>Operating Equipment</u>							
<u>Capital Outlay</u>							
TOTAL TREE MITIGATION	27,867	28 , 675	70,000	16,695	60,000	70,000	
TOTAL PUBLIC ENVIRONMENT	27,867	28 , 675	70,000	16,695	60,000	70,000	
TOTAL EXPENDITURES	27,867	28,675	70,000	16,695	60,000	70,000	

FUND: 431 ROADWAY IMPACT FEE AREA 1

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i> Fees Miscellaneous <i>Total</i>	\$305,384 730 \$ <i>306,114</i>	\$200,000 1,200 \$2 <i>01,200</i>	\$200,000 900 \$2 <i>00,900</i>
<i>Expenses</i> Non Departmental <i>Total</i>	\$0 <i>\$0</i>	\$0 <i>\$0</i>	\$5,000 <i>\$5,000</i>

PERFORMANCE INDICATORS

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

431-CAP RCVRY-RDWYS AREA 1

		(2020-2021)	(2021-	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Miscellaneous	2,022 1,124	305,384 	5,000 <u>0</u>	165,123 478	200,000	200,000	
TOTAL REVENUES	3,146	306,114	5,000	165,601	201,200	200,900	
EXPENDITURE SUMMARY							
<u>GENERAL GOVERNMENT</u> NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u> </u>	<u>0</u> 0	<u> </u>	<u>0</u> 0	<u>0</u> 0	<u> </u>	
MISC & PROJECTS							
TOTAL EXPENDITURES	32,511	0	5,000	0	0	5,000	
REVENUE OVER/(UNDER) EXPENDITURES	(29,364)	306,114	0	165,601	201,200	195,900	

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

431-CAP RCVRY-RDWYS AREA 1

RE

REVENUES		,		2020 2021)	(2021-	2022)
	2018-2019 ACTUAL	(2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	PROJECTED YEAR END	(2021- CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Fees</u> 000-455921 CapitalRcvry-RoadwaysSrvArea TOTAL Fees	<u> </u>	<u> </u>	<u> </u>	<u> 165,123</u> 165,123	<u> 200,000</u> 200,000	<u> </u>	
<u>Miscellaneous</u> 000-491000 Interest Earned 000-491200 Investment Income TOTAL Miscellaneous	1,124 0 1,124	730 	0 0 0	194 	600 600 1,200	300 	
TOTAL REVENUES	3,146	306,114	5,000	165,601	201,200	200,900	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

431-CAP RCVRY-RDWYS AREA 1

GENERAL GOVERNMENT EXPENDITURES		(-	:	2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
<u>Professional Services</u> 101-541300 Professional Services TOTAL Professional Services	<u>0</u> 0	<u>0</u> 0	<u> </u>	<u>0</u> 0	<u>0</u> 0	<u> </u>	
Fund Charges/Transfers			-,			-,	
101-548404 Transfer Out - Capital Projec TOTAL Fund Charges/Transfers	<u>32,511</u> 32,511	<u>0</u> 0	<u> 0</u> 0	<u> </u>	<u>0</u> 0	<u> </u>	
TOTAL NON DEPARTMENTAL	32,511	0	5,000	0	0	5,000	
TOTAL GENERAL GOVERNMENT	32,511	0	5,000	0	0	5,000	

FUND: 432 ROADWAY IMPACT FEE AREA 2

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

Budget	2019-20	2020-21	2021-22
	Actual	Estimate	Budget
Revenue			
Fees	\$130,495	\$120,000	\$120,000
Miscellaneous	377	300	400
Total	\$130,871	\$120,300	\$120,400
Expenses			
Non Departmental	\$0	\$39,148	\$29,000
Total	\$ <i>0</i>	\$39,148	\$29,000

PERFORMANCE INDICATORS

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at \$29,000. \$5,000 will be for any professional services or studies that need to be completed and \$24,000 is the expected payment for the development of Ripps-Kruesler Road.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

432-CAP RCVRY-RDWYS AREA 2

		(-		2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Miscellaneous	63,067 178	130,495 	5,000 <u>0</u>	99,807 	120,000 <u>300</u>	120,000 <u>400</u>	
TOTAL REVENUES	63,246	130,871	5,000	100,009	120,300	120,400	
EXPENDITURE SUMMARY							
<u>GENERAL GOVERNMENT</u> NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u>48,265</u> 48,265	<u>0</u> 0	<u> </u>	<u>39,148</u> 39,148	<u> </u>	<u>29,000</u> 29,000	
MISC & PROJECTS							
TOTAL EXPENDITURES	48,265	0	5,000	39,148	39,148	29,000	
REVENUE OVER/(UNDER) EXPENDITURES	14,981	130,871	0	60,861	81,152	91,400	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

432-CAP RCVRY-RDWYS AREA 2

REVENUES

REVENUES			(2020-2021)	(2021-	-2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Fees</u> 000-455922 CapitalRcvry-RoadwaysSrvArea TOTAL Fees	<u> </u>	<u> 130,495</u> 130,495	<u> </u>	<u> </u>	<u> 120,000</u> 120,000	<u> 120,000</u> 120,000	
Miscellaneous 000-491000 Interest Earned	178	377	0	89	120,000	200	
000-491200 Investment Income TOTAL Miscellaneous	0 178	0 377	<u>0</u>	<u> 114</u> 203	<u> 200</u> <u> 300</u>	<u> 200</u> <u> 400</u>	
TOTAL REVENUES	63,246	130,871	5,000 ======	100,009	120,300	120,400	

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

432-CAP RCVRY-RDWYS AREA 2

GENERAL	GOVERNMENT
EXPENDIT	TIBES

EXPENDITURES		(-		2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
City Assistance	0	0	0	20 140	20.140	24.000	
101-537600 Development Incentive Fund TOTAL City Assistance	0	0	0	<u> </u>	<u> </u>	24,000	
Professional Services							
101-541300 Professional Services TOTAL Professional Services	<u> </u>	<u>0</u> 0	<u> </u>	<u> </u>	<u>0</u> 0	<u>5,000</u> 5,000	
Fund Charges/Transfers							
101-548404 Transfer Out - Capital Projec TOTAL Fund Charges/Transfers	48,265 48,265	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u>	
TOTAL NON DEPARTMENTAL	48,265	0	5,000	39,148	39,148	29,000	
TOTAL GENERAL GOVERNMENT	48,265	0	5,000	39,148	39,148	29,000	

FUND: 433 ROADWAY IMPACT FEE AREA 3

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i> Fees Miscellaneous <i>Total</i>	\$411,629 837 \$ <i>412,4</i> 66	\$500,000 1000 \$501,000	\$400,000 1500 \$401,500
<i>Expenses</i> Non Departmental <i>Total</i>	\$0 <i>\$0</i>	\$0 <i>\$0</i>	\$5,000 <i>\$5,000</i>

PERFORMANCE INDICATORS

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

433-CAP RCVRY-RDWYS AREA 3

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

FINANCIAL SUMMARY			(2020-2021)	(2021-	-2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Miscellaneous	69,787 	411,629 <u>837</u>	5,000 <u>0</u>	468,314 775	500,000 <u>1,000</u>	400,000 1,500	
TOTAL REVENUES	69 , 929	412,466	5,000	469,090	501,000	401,500	
EXPENDITURE SUMMARY							
<u>GENERAL GOVERNMENT</u> NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u> </u>	<u>0</u> 0	<u> </u>	<u>0</u> 0	<u>0</u> 0	<u> </u>	
MISC & PROJECTS							
TOTAL EXPENDITURES	34,760	0	5,000	0	0	5,000	
REVENUE OVER/(UNDER) EXPENDITURES	35,169	412,466	0	469,090	501,000	396,500	

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

433-CAP RCVRY-RDWYS AREA 3

RE

REVENUES		(2020-2021		(2021-	.2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
Fees	69,787	411,629	5,000	468,314	500,000	400,000	
000-455923 CapitalRcvry-RoadwaysSrvArea TOTAL Fees	<u> </u>	411,629	5,000	468,314	500,000	400,000	
Miscellaneous							
000-491000 Interest Earned	142	837	0	441	500	900	
000-491200 Investment Income	0	0	0	334	500	600	
TOTAL Miscellaneous	142	837	0	775	1,000	1,500	
TOTAL REVENUES	69,929	412,466	5,000	469,090	501,000	401,500	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

433-CAP RCVRY-RDWYS AREA 3

GENERAL GOVERNMENT EXPENDITURES		(-		2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
<u>Professional Services</u>							
101-541300 Professional Services	0	0	5,000	0	0	5,000	
TOTAL Professional Services	0	0	5,000	0	0	5,000	
Fund Charges/Transfers							
101-548404 Transfer Out - Capital Projec	34,760	0	0	0	0	0	
TOTAL Fund Charges/Transfers	34,760	0	0	0	0	0	
TOTAL NON DEPARTMENTAL	34,760	0	5,000	0	0	5,000	
TOTAL GENERAL GOVERNMENT	34,760	0	5,000	0	0	5,000	

FUND: 434 ROADWAY IMPACT FEE AREA 4

DESCRIPTION

The Roadway Impact Fee program is designated to support future growth of population and commercial roadway demands while keeping bond supported programs to a minimum. Impact funds must be used within ten years of collection date. Projects must meet requirements laid out in the impact fee study, including expanding roadway capacity by adding new roads or widening existing roads and funds must be spent in the area they are collected. The City is divided up in to 4 separate roadway zones.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Revenue			
Fees	\$2,696	\$5,000	\$5,000
Miscellaneous	29	10	65
Total	\$2,725	\$5,010	\$5,065
Expenses			
Non Departmental	\$0	\$0	\$5,000
Total	\$0	\$0	\$5,000

PERFORMANCE INDICATORS

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at \$5,000 for any professional services or studies that need to be completed.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

434-CAP RCVRY-RDWYS AREA 4

FINANCIAL SUPPART		(2020-2021)	(2021-	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Miscellaneous	4,044	2,696	5,000 <u>0</u>	3,033 7	5,000 <u>10</u>	5,000 <u>65</u>	
TOTAL REVENUES	4,049	2,725	5,000	3,040	5,010	5,065	
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u> </u>	<u> </u>	<u> </u>	0	0	<u> </u>	
MISC & PROJECTS	505	Ŭ	3,000	0	0	3,000	
TOTAL EXPENDITURES	505	0	5,000	0	0	5,000	
IOIAL EAFENDIIORES	505	0	5,000	0	0	3,000	
REVENUE OVER/ (UNDER) EXPENDITURES	3,545	2,725	0	3,040	5,010	65 ======	
4							

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

434-CAP RCVRY-RDWYS AREA 4

REVENUES

REVENUES		(*	:	2020-2021)	(2021-	2022)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
Fees							
000-455924 CapitalRcvry-RoadwaysSrvArea	4,044	2,696	5,000	3,033	5,000	5,000	
TOTAL Fees	4,044	2,696	5,000	3,033	5,000	5,000	
<u>Miscellaneous</u>							
000-491000 Interest Earned	5	29	0	3	5	15	
000-491200 Investment Income	0	0	0	4	5	50	
TOTAL Miscellaneous	5	29	0	7	10	65	
TOTAL REVENUES	4,049	2,725	5,000	3,040	5,010	5,065	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

434-CAP RCVRY-RDWYS AREA 4

GENERAL GOVERNMENT EXPENDITURES		(-		2020-2021)	(2021-	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
<u>Professional Services</u> 101-541300 Professional Services	0	0	5,000	0	0	5,000	
TOTAL Professional Services	0	0	5,000	0	0	5,000	
Fund Charges/Transfers	EOE	0	0	0	0	0	
101-548404 Transfer Out - Capital Projec TOTAL Fund Charges/Transfers	<u> </u>	0	0	0	0	0	
TOTAL NON DEPARTMENTAL	505	0	5,000	0	0	5,000	
TOTAL GENERAL GOVERNMENT	505	0	5,000	0	0	5,000	

317-PARK FUND

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

PAGE	:	4

PUBLIC	ENVIRONMENT
	THIN DO

EXPENDITURES		(-		2020-2021	2021-2022)		
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PARKLAND DEDICATION							
Supplies							
<u>Utility Service</u> s							
<u>Professional Services</u> 301-541300 Other Consl/prof Services TOTAL Professional Services	<u> </u>	<u> </u>	<u> 25,000</u> 25,000	<u>0</u> 0	<u> 25,000</u> 25,000	<u> </u>	
<u>Fund Charges/Transfer</u> s							
Maintenance Services							
Operating Equipment 301-571000 Sign/Fixtures 301-571700 Improvements Under \$5,000 TOTAL Operating Equipment	470 <u>9,041</u> 9,511	0 0 0	0 0 0	0 0 0	0 0 0	0 0	
<u>Capital Outlay</u> 301-581700 Improvements Over \$5,000 TOTAL Capital Outlay	<u> </u>	<u>0</u> 0	<u> 100,000</u> 100,000	<u>0</u> 0	<u> 100,000</u> 100,000	<u> </u>	
TOTAL PARKLAND DEDICATION	102,092	5,760	125,000	0	125,000	125,000	

FUND: 609 LIBRARY FUND

DESCRIPTION

The purpose of the Library Advisory Board is to provide citizen input to the City of Schertz on Library policy and operation and to raise community awareness of the library and its services. The Library Advisory Board oversees various fund-raising activities including the operation of the Read Before Bookstore and book consignment sales with all proceeds providing supplementary funding for library materials, programs, projects and building enhancements.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i> Fees Fund Transfers Miscellaneous <i>Total</i>	\$9,024 0 854 \$10,058	\$3,200 0 200 \$ <i>3,400</i>	\$16,000 7,200 200 \$2 <i>3,400</i>
<i>Expenses</i> Supplies City Support Services Operating Equipment <i>Total</i>	\$63 6,393 4,000 \$ <i>10,456</i>	\$200 12,000 9,000 \$2 <i>1,200</i>	\$200 12,000 11,200 \$2 <i>3,400</i>

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenue for FY 2021-22 is expected to increase from the FY 2020-21 with more book sales.

Expenses: The Library Fund's FY 2021-22 Budget increase 10.4% from the FY 2020-21 year end estimates with the purchase of replacement shelving for the bookstore.

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

609-LIBRARY BOARD FINANCIAL SUMMARY

FINANCIAL SUMMARI		(-		2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Fund Transfers Miscellaneous	21,365 0 <u>1,861</u>	9,204 0 <u>854</u>	20,000 0 <u>1,200</u>	4,119 0 101	3,200 0 200	16,000 7,200 200	
TOTAL REVENUES	23,226	10,058	21,200	4,220	3,400	23,400	
EXPENDITURE SUMMARY							
<u>GENERAL GOVERNMENT</u> NON DEPARTMENTAL TOTAL GENERAL GOVERNMENT	<u> 19,664</u> 19,664	<u> </u>	<u>21,200</u> 21,200	<u>4,541</u> 4,541	<u> </u>	<u> </u>	
TOTAL EXPENDITURES	19,664	10,456	21,200	4,541	21,200	23,400	
REVENUE OVER/(UNDER) EXPENDITURES	3,562	(399)	0 (321)	(17,800)	0	

609-LIBRARY BOARD

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

REVENUES	

REVENUES		(-		2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	, PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Fees</u> 000-458100 Sale of Merchandise	21,365	9,204	20,000	4,119	3,200	16,000	
TOTAL Fees	21,365	9,204	20,000	4,119	3,200	16,000	
Fund Transfers							
000-481000 Transfer In - Reserves	0	0	0	0	0	7,200	
TOTAL Fund Transfers	0	0	0	0	0	7,200	
<u>Miscellaneous</u>							
000-491000 Interest Earned	690	272	400	48	100	100	
000-491200 Investment Income	1,163	578	600	42	100	100	
000-493000 Donations	0	0	200	0	0	0	
000-497000 Misc. Income - Library		4	0	11	0	0	
TOTAL Miscellaneous	1,861	854	1,200	101	200	200	
TOTAL REVENUES	23,226	10,058	21,200	4,220	3,400	23,400	

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

PAGE:	3

609-LIBRARY	BOARD

GENERAL GOVERNMENT EXPENDITURES		(2020-2021)	(2021-2	2022)
EATENDIIONES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
Supplies 101-521000 Operating Supplies TOTAL Supplies	<u> 242</u> 242	<u> </u>	200	<u> 144</u> 144	<u> 200</u> 200	<u> </u>	
<u>City Support Services</u> 101-532800 Special Events TOTAL City Support Services	<u> </u>	<u> </u>	<u>12,000</u> 12,000	<u>4,397</u> 4,397	<u> 12,000</u> 12,000	<u>12,000</u> 12,000	
<u>City Assistanc</u> e						·	
Professional Services			·				
<u>Fund Charges/Transfer</u> s						<u>-</u>	
Operating Equipment 101-571000 Furniture & Fixtures 101-571400 Library Materials TOTAL Operating Equipment Capital Outlay	0 <u>9,990</u> 9,990	4,000 4,000	0 <u>9,000</u> 9,000	0 0 0	0 <u>9,000</u> 9,000	1,200 10,000 11,200	
TOTAL NON DEPARTMENTAL	19,664	10,456	21,200	4,541	21,200	23,400	
TOTAL GENERAL GOVERNMENT	19,664	10,456	21,200	4,541	21,200	23,400	
TOTAL EXPENDITURES	19,664	10,456	21,200	4,541	21,200	23,400	
		==	===		==		

FUND: 615 HISTORICAL COMMITTEE

MISSION STATEMENT

To gather, preserve, and make available to the public historical information regarding people, places, and events that have contributed to the development of the City of Schertz.

DESCRIPTION

This function is funded from the Special Events Fund by a transfer. The Historical Committee reviews locations for possible historic value and distributes books about the history of Schertz.

	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget
<i>Revenue</i> Fees Fund Transfers <i>Total</i>	\$43 169 <i>\$212</i>	\$1,000 5,250 \$6,250	\$1,000 10,750 \$ <i>11,750</i>
Expenses			
Supplies	\$100	\$900	\$1,500
Operations Support	0	0	500
Staff Support	69	2,250	5,150
Professional Services	0	1,600	1,600
Operating Equipment	0	1,500	3,000
Total	\$169	\$6,250	\$11,750

PROGRAM JUSTIFICATION AND ANALYSIS

Revenues: Revenue for FY 2021-22 will remain at the same funding allocation as FY 2020-21.

Expenses: The Historical Committee's FY 2020-21 Budget will remain the as the FY 2019-20 Budget.

615-HISTORICAL COMMITTEE

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

FINANCIAL SUPPART		(-		2020-2021)	(2021-2	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
REVENUE SUMMARY							
Fees Fund Transfers Miscellaneous	813 2,871 <u>17</u>	43 169 0	1,000 10,750 <u>0</u>	521 0 0	1,000 5,250 0	1,000 _ 10,750 _ 0	
TOTAL REVENUES	3,701	212	11,750	521	6,250	11,750	
EXPENDITURE SUMMARY							
<u>CULTURAL</u>							
HISTORICAL COMMITTEE	2,871	169	11,750	3,009	6,250	11,750	
TOTAL CULTURAL	2,871	169	11,750	3,009	6,250	11,750	
TOTAL EXPENDITURES	2,871	169	11,750	3,009	6,250	11,750	
REVENUE OVER/(UNDER) EXPENDITURES	830	43	0 (2,488)	0	0	

615-HISTORICAL COMMITTEE

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

REVENUES			(- 2020-2021)	(2021-:	2022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Fees</u> 000-458100 Sale of Merchandise TOTAL Fees	<u> </u>	<u> </u>	<u> 1,000</u> 1,000	<u> </u>	<u> 1,000</u> 1,000	<u> </u>	
<u>Fund Transfers</u> 000-486101 Transfer In-General Fund 000-486106 Transfer In-Special Events TOTAL Fund Transfers	0 <u>2,871</u> 2,871	0 169 169	10,750 0 10,750	0 0	5,250 	10,750 0 10,750	
<u>Miscellaneous</u> 000-497000 Misc. Income TOTAL Miscellaneous	<u> </u>	0	<u>0</u>	<u>0</u>	0	0 0	
TOTAL REVENUES	3,701	212	11,750	521	6,250	11,750	

615-HISTORICAL COMMITTEE

C I T Y O F S C H E R T Z PROPOSED BUDGET WORKSHEET AS OF: JUNE 30TH, 2021

CULTURAL	

EXPENDITURES		(-		2020-2021)	(2021-2	022)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
HISTORICAL COMMITTEE							
Supplies							
609-521000 Operating Supplies	1,187	100	1,500	247	900	1,500	
TOTAL Supplies	1,187	100	1,500	247	900	1,500	
Operations Support							
609-534200 Printing & Binding	84	0	500	0	0	500	
TOTAL Operations Support	84	0	500	0	0	500	
Staff Support							
609-535200 Awards	131	69	1,000	0	250	1,000	
609-535300 Memberships	0	0	150	0	0	150	
609-535500 Training/Travel	0	0	4,000	0	2,000	4,000	
TOTAL Staff Support	131	69	5,150	0	2,250	5,150	
Professional Services							
609-541300 Other Consl/Prof Services	1,469	0	1,600	0	1,600	1,600	
TOTAL Professional Services	1,469	0	1,600	0	1,600	1,600	
Operating Equipment							
609-571810 Event Banners	0	0	3,000	2,762	1,500	3,000	
TOTAL Operating Equipment	0	0	3,000	2,762	1,500	3,000	
TOTAL HISTORICAL COMMITTEE	2,871	169	11,750	3,009	6,250	11,750	
TOTAL CULTURAL	2,871	169	11,750	3,009	6,250	11,750	
TOTAL EXPENDITURES	2,871	169	11,750	3,009	6,250	11,750	

Account	A designation assigned to an accounting entry where a running total of all entries is kept. It is a grouping of assets, liabilities, reserves, retained earnings, revenues, or expenses.
Accounting Standards	The generally accepted accounting principles (GAAP) set by the Governmental Accounting Standards Board (GASB) that guide the recording and reporting of financial information.
Accounts Payable	A short term liability (less than one year) showing the amounts currently owed for goods and services received by the City.
Accounts Receivable	A short term asset (less than one year) showing the amount currently due to the City for goods and services provided.
Accrual Accounting	An accounting method in which revenues and expenses are recorded at the time they occur, rather than when cash is traded hands. Used for financial reports
Ad Valorem Taxes	Commonly referred to as property taxes. The charges levied on all real and certain personal property according to the property's assessed value and the tax rate. Used to support the General Fund and pay general obligation debt.
Adopted Budget	The budget as approved by the City Council. It sets the legal spending limits and funding sources for the fiscal year.
Assessed Value	A value set upon real estate or other property as a basis for levying property taxes. For the City of Schertz, the Appraisal Districts of Bexar, Comal, and Guadalupe Counties are responsible for assessing property values.
Asset	Resources of the City that cover liability obligations.
Bad Debt Expense	This expense is used to recognize the City's estimated amount of uncollectable revenue.
Balanced Budget	A budget where current revenues meet or exceed current expenses resulting in a positive fund balance at the end of the fiscal year.
Bond	Are a long term debt issued by the City to pay for large capital projects such as buildings, streets, and water/sewer system improvements.
Budget Calendar	The schedule of key dates used as a guide to complete various steps of the budget preparation and adoption processes.

Capital Improvements	Expenditures for the construction, purchase, or renovation of City facilities or property.
Capital Outlay	Purchase of property or equipment greater than \$5,000 which will be added to the City's fixed assets.
Cash	Currency on hand with the bank.
Cash Basis	An accounting method that recognizes revenues and expenses when cash enters or leaves the bank instead of when services are provided.
Certificates of Obligation	Tax supported bonds similar to general obligation bonds and can be issued after meeting strict publication requirements and council approval.
Charter	A document that establishes the city's governmental structure and provides distribution of powers and duties. In order to be implemented or changed it must be approved with a vote by the people
City Council	The elected governing body of the City, consisting of the Mayor and five (5) council members acting as the legislative and policy-making bod of the City.
CRM	Client Resource Management - a type of software for tracking dates, events, and clients.
Debt Service	Payments on debt made up of principle and interest following a set schedule.
Delinquent Taxes	Property taxes remaining unpaid after the due date. Delinquent taxes incur penalties and interest at rates specified by law.
Department	A functional group of the City with related activities aimed at accomplishing a major City service or program.
Depreciation	In accounting, this is a noncash expense that reduces the value of a capital asset over its expected useful life.
Effective Tax Rate	The rate that would produce the same amount of property taxes from the properties on the previous year's tax rolls.
Enterprise Fund	See Proprietary Fund.
Expenditure	Any payment made by the City.

Expense	Any reduction in Fund Balance.
Fiscal Year	The time period designated by the City signifying the beginning and ending period for recording the financial transactions of the City. The City of Schertz' fiscal year begins each October 1st and ends the following September 30th.
Fixed Assets	Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture, and equipment.
FTE	Full Time Equivalent (FTE) is a measure of employment of a position based on the total hours worked in a week versus the expected 40 hours of a full time employee.
Fund	A fiscal and accounting entity established to record receipt and disbursement of income from sources set aside to support specific activities or to attain certain objectives. Each fund is treated as a distinct fiscal entity where assets equal liabilities plus fund balances.
Fund Balance	The difference between fund assets and fund liabilities of governmental and trust funds.
Fund Equity	The difference between assets and liabilities of any fund.
General Fund	The major fund in most governmental entities. It contains many activities associated with municipal government, such as police and fire rescue, libraries, parks and recreation.
General Obligation Bonds	
6	A municipal bond backed by property taxes
Goals	A municipal bond backed by property taxes Department/Division objectives intended to be accomplished or begun within the coming fiscal year.
-	Department/Division objectives intended to be accomplished or
Goals	Department/Division objectives intended to be accomplished or begun within the coming fiscal year. Funds, or specific groups of revenues and expenses, including the General Fund, Special Revenue Funds, Capital Project
Goals Governmental Fund	Department/Division objectives intended to be accomplished or begun within the coming fiscal year. Funds, or specific groups of revenues and expenses, including the General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds. Cities which have over 5,000 in population and have adopted

Interfund Transfers	Transfer made from one City fund to another City Fund for the purpose of reimbursement of expenditures, general and administrative services, payments-in-lieu of taxes, or debt service.
Intergovernmental Revenues	Revenues from other governments in the form of grants, entitlements, shared revenues, or payments-in-lieu of taxes. Service contracts?
Liability	Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances.
LUE's	Living Unit Equivalent, the amount of water in gallons per year that an average household would produce
M&O	Acronym for "maintenance and operations". (1) The recurring costs associated with a department or activity; (2) the portion of the tax rate that is applied to the General Fund.
Mission	The basic purpose of a department/division - the reason for its existence.
Mixed Beverage Tax	A tax imposed on the gross receipts of a licensee for the sale, preparation, or serving of mixed beverages.
Modified Accrual basis	Method of governmental accounting recognizes revenues when they are measurable and available and expenditures when goods or services are received with the exception of principal and interest on long term debt.
Operating Budget	Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing activities of the City are controlled.
Operating Expenses	Proprietary Fund expenses related directly to the Fund's primary activity.
Ordinance	A formal legislative enactment by City Council.
Payment-in-lieu of Taxes	A payment made to the City in lieu of taxes. These payments are generally made by tax exempt entities for which the City provides specific services. For example, the City's Water & Sewer Fund provides this payment to the City's General Fund because of the Water & Sewer Fund's exemption from property taxation.

Proprietary Fund	Also referred to as Enterprise Fund. A governmental accounting fund in which services are provided, such as water and sewer service, are financed and operated similarly to those in a private business. The intent is that the costs of providing these services be recovered through user charges.
Resolution	A special or temporary order of the City Council. Requires less formality than an ordinance.
Retained Earnings	An equity account reflecting the accumulated earnings of a proprietary fund.
Revenue Bonds	Bonds whose principal and interest are payable exclusively from earnings of a proprietary fund.
Special Revenue Fund	Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.
Tax Base	The total net taxable value after exemptions of all real and personal property in the City.
Tax Levy	The result of multiplying the ad valorem property tax rate per one hundred dollars times the tax base.
Tax Rate	The rate applied to all taxable property to general revenue. The City's tax rate is comprised of two components; the debt service rate, and the maintenance and operations (M&O) rate.
Tax Roll	The official list showing the amount of taxes levied against each taxpayer or property. See also Tax Base.
Taxes	Compulsory charges levied by a government to finance services performed for a common benefit.
TMRS	The Texas Municipal Retirement System provides retirement plans to its member cities. Each city selects its own plan and its contributions are computed on each individual city's plan and actuarial information.
Transmittal Letter	A general discussion and overview of the proposed budget as presented in writing by the City Manager to the City Council
Unencumbered Balance	The amount of an appropriation that is not expended or encumbered. It is essentially the amount of money still available for future purchases.

User Charges	The payment of a fee for direct receipt of a public service by the party who benefits from the service.
Utility Fund	See Proprietary Fund.
Vision	The desired optiumum state or ultimate goal of the City or Department.

CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	City Secretary
Subject:	Police Department Training Program - Workshop discussion regarding the Police Department Training Program. (C. Kelm/M. Hansen/M. Bane/H. Murphy/A. Kraft)

BACKGROUND

Policy/Training Reviews and Updates (Police Department)

Currently, the department is reviewing all of its policies and updating them. This review is an internal and external review by our Officers, Legal Team, and outside experts to ensure all policies are up to date with current statues. In parallel with the policy updates, our Police Officer training is being updated to include the policy updates and latest improvements in Community Policing. Lowell Denton has developed and is providing personal training to the entire Department on policy development, implementation, and potential impacts to the community. Overall, this is a significant investment in our Department to provide the high level of service to our Community expected of and provided by our Officers.

Police Application (App) (H. Murphy)

The Schertz Police Department has introduced a new mobile application (app) with the goal to help improve our communication with the citizens of Schertz and the surrounding area. It is an interactive app which includes Resource Mapping, Push Notifications, Weather Alerts, Public Health Alerts, Direct Contact Calling, and more. Citizens may submit a crime tip directly through the app. By empowering people through technology, the Schertz Police Department will be able to improve its efforts in Community Policing.

Survey (A. Kraft)

The Police Services Survey was created to give the police department a better understanding of the progress we make and to identify community concerns. To access the survey, residents can scan a QR code or go to the police department website and provide direct feedback to our Police Department. The Police Department and City of Schertz will use this feedback to evaluate our service to the City.



To utilize this QR code to download our Schertz Police Department Customer Survey:

iPhone:

- 1. Open your camera application
- 2. Hold your camera over the QR code until you get a notification at the top of the screen to open the code in Safari
- 3. Once the survey opens you can fill in the blanks and submit.

If you're running Android 8 or later, you can scan a QR code by long-pressing the home button and selecting *Lens*. Then point your camera at the QR code, tap the magnifying glass icon, and tap the pop-up notification.

I. Press and hold the home button.

2. Then tap *Lens*. This is the circle surrounded by lines to the left of the four colored buttons at the bottom of your screen.

Note: A prompt will appear if it's your first time to use this feature. If it does, simply choose *Allow*. If you don't have Google Assistant on your Android, you can download the Google Lens app from the Google Plav Store.

- 3. Point your camera at the QR code. You don't have to fill the entire screen, but make sure that all four comers of the QR code are in view.
- 4. Then tap the magnifying glass icon to scan the QR code. You can find this at the bottom of your screen.

CITY COUNCIL MEMORANDUM

City Council Meeting:	August 10, 2021
Department:	Finance
Subject:	Quarterly Financial Reports.

BACKGROUND

Quarterly, Staff will submit to council unaudited financial reports as an update on the City's fiscal and budget performance. Some payments that must be recorded in this quarter can occur months after the close of the period. In those cases, staff attempts to estimate the value based on prior year's fiscal performance and current year trends. The Comprehensive Annual Financial Report to be published after the fiscal year end will include actual revenue and expenses for the accounts estimated in the quarterly financial report.

Attachments

3rd Qtr Financial Statement

Quarterly Statement	CITY OF SCHERTZ REVENUE AND EXPENSE REPORT (UNAUDITED) AS OF :JUNE 30, 2021 ***********************************								
Schertz, Texas	CURRENT								
	BUDGET	Y-T-D ACTUAL	ENCUMBR	BALANCE	BUDGET				
General Fund, 101									
Total Revenues	39,131,934.00	31,409,400.56	0.00	7,722,533.44	80.27%				
Total General Government	7,038,166.00	4,762,958.52	260,055.44	2,015,152.04	71.37%				
Total Public Safety	17,437,030.37	13,450,953.64	422,937.41	3,563,139.32	79.57%				
Total Public Environment	1,649,740.00	995,255.91	31,321.19	623,162.90	62.23%				
Total Parks & Recreation	2,682,141.00	1,772,660.19	126,216.82	783,263.99	70.80%				
Total Cultural	1,064,255.00	799,404.95	10,860.34	253,989.71	76.13%				
Total Internal Services	7,228,255.61	4,931,930.52	365,173.51	1,931,151.58	73.28%				
Total Misc & Projects	2,584,292.00	2,457,759.16	2,500.00	124,032.84	95.20%				
Total Expenditures	39,683,879.98	29,170,922.89	1,219,064.71	9,293,892.38	76.58%				
Revenue Over(Under) Expenditures	(551,945.98)	2,238,477.67	(1,219,064.71)	(1,571,358.94)					
General Fund, 101 Total Cash in Bank & Investments		17,368,334.63							
Special Events Fund, 106									
Total Revenues	32,100.00	43,671.54	0.00	(11,571.54)	136.05%				
Total Expenditures	32,100.00	20,915.49	0.00	11,184.51	65.16%				
Revenue Over(Under) Expenditures	0.00	22,756.05	0.00	(22,756.05)					
Special Events Fund, 106 Total Cash in Bank & Investments		134,197.01							
Peg Fund, 110									
Total Revenues	185,500.00	58,260.65	0.00	127,239.35	31.41%				
Total Expenditures	185,500.00	0.00	0.00	185,500.00	0.00%				
Revenue Over(Under) Expenditures	0.00	58,260.65	0.00	(58,260.65)					
Peg Fund, 110 Total Cash in Bank & Investments		925,968.68							
Water & Sewer, 202									
Total Revenues	26,159,018.00	19,237,092.66	0.00	6,921,925.34	73.54%				
Total Expenditures	25,481,253.00	20,627,911.30	356,519.93	4,496,821.77	82.35%				
Revenue Over(Under) Expenditures	677,765.00	(1,390,818.64)	(356,519.93)	2,425,103.57					
Water & Sewer, 202 Total Cash in Bank & Investments		6,385,502.77							

Quarterly Statement	CITY OF SCHERTZ REVENUE AND EXPENSE REPORT (UNAUDITED) AS OF :JUNE 30, 2021 ***********************************						
Schertz, Texas	CURRENT BUDGET	CURRENT Y-T-D ACTUAL	Y-T-D ENCUMBR	BUDGET BALANCE	75% OF BUDGET		
EMS, 203	BODOLI	I-I-D ACTURE	ENCOMBIC	DALANCE	BODOLI		
Total Revenues	9,786,839.51	8,133,328.64	0.00	1,653,510.87	83.10%		
Total Expenditures	10,003,406.01	7.709.724.81	364.831.57	1,928,849.63	80.72%		
Revenue Over(Under) Expenditures	(216,566.50)	423.603.83	(364,831.57)	(275,338.76)			
EMS, 203 Total Cash in Bank & Investments		967,273.37					
Drainage, 204 Fotal Revenues	1,497,913.00	890.653.54	0.00	607,259.46	59.46%		
Total Expenditures	1,497,913.00	1.246.484.69	35.498.18	215,930.13	85.58%		
Revenue Over(Under) Expenditures	0.00	(355,831.15)	(35,498.18)	391,329.33	03.30%		
Drainage, 204 Total Cash in Bank & Investments	0.00		(33,430.10)	391,329.33			
Drainage, 204 Total Cash in Bank & investments		446,412.05					
Hotel Tax, 314							
Total Revenues	585,638.00	255,441.85	0.00	330,196.15	43.62%		
Total Expenditures	294,818.00	265,265.37	12,795.05	16,757.58	94.32%		
Revenue Over(Under) Expenditures	290,820.00	(9,823.52)	(12,795.05)	313,438.57			
Hotel Tax, 314 Total Cash in Bank & Investments		2,075,174.97					
Park, 317		-					
Total Revenues	125,000.00	254.75	0.00	124,745.25	0.20%		
Total Expenditures	125,000.00	0.00	5,511.61	119,488.39	4.41%		
Revenue Over(Under) Expenditures	0.00	254.75	(5,511.61)	5,256.86	4.4170		
Park, 317 Total Cash in Bank & Investments	0.00	291,478.59	(0,011.01)	0,200.00			
		÷					
Tree Mitigation, 319							
Total Revenues	74,500.00	220,073.73	0.00	(145,573.73)	295.40%		
Total Expenditures	70,000.00	16,695.00	0.00	53,305.00	23.85%		
Revenue Over(Under) Expenditures	4,500.00	203,378.73	0.00	(198,878.73)			
Tree Mitigation, 319 Total Cash in Bank & Investments		666,606.35					
Capital Recovery Water, 411				1 1			
Total Revenues	1,172,000.00	923,955.82	0.00	248,044.18	78.84%		
Total Expenditures	718,000.00	558,921.79	81,294.49	77,783.72	89.17%		
Revenue Over(Under) Expenditures	454,000.00	365,034.03	(81,294.49)	170,260.46			
Capital Recovery Water, 411 Total Cash in Bank & Investments	,	8,090,798.89	X (T T T)				

Quarterly Statement Schertz, Texas	CITY OF SCHERTZ REVENUE AND EXPENSE REPORT (UNAUDITED) AS OF :JUNE 30, 2021 ***********************************						
Schertz, Texas	CURRENT	CURRENT	Y-T-D	BUDGET	75% OF		
	BUDGET	Y-T-D ACTUAL	ENCUMBR	BALANCE	BUDGET		
Capital Recovery Sewer, 421							
Total Revenues	672,000.00	512,684.70	0.00	159,315.30	76.29%		
Total Expenditures	208,000.00	59,355.03	100,779.85	47,865.12	76.99%		
Revenue Over(Under) Expenditures	464,000.00	453,329.67	(100,779.85)	111,450.18			
Capital Recovery Sewer, 421 Total Cash in Bank & Investments		7,799,163.73					
I&S, 505							
Total Revenues	7,095,821.00	7,059,727.08	0.00	36,093.92	99.49%		
Total Expenditures	6,671,061.00	5,801,115.82	401,692.30	468,252.88	92.98%		
Revenue Over(Under) Expenditures	424,760.00	1,258,611.26	(401,692.30)	(432,158.96)			
I&S, 505 Total Cash in Bank & Investments		2,044,529.65					
SED Corporation, 620							
Total Revenues	8,144,799.00	3,894,800.37	0.00	4,249,998.63	47.82%		
Total Expenditures	8,144,799.00	1,183,862.03	2,216.45	6,958,720.52	14.56%		
Revenue Over(Under) Expenditures	0.00	2,710,938.34	(2,216.45)	(2,708,721.89)			
SED Corporation, 620 Total Cash in Bank & Investments		22,862,073.75					
Total Cash in Bank & Investments		70,057,514.44					

CITY OF SCHERTZ REVENUE AND EXPENSE REPORT (UNAUDITED) AS OF: June 30, 2021

101 GENERAL FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUES							
REVENUE SUMMARY							
Taxes	25,198,550.00	4,042,803.93	21,237,937.16	23,475,313.08	-	1,723,236.92	93.16
Franchises	2,334,000.00	548,535.42	1,688,395.52	1,613,887.60	-	720,112.40	69.15
Permits	1,767,250.00	282,225.01	1,326,245.47	1,235,905.60	-	531,344.40	69.93
Licenses	56,860.00	9,902.50	39,487.00	35,277.50	-	21,582.50	62.04
Fees	2,338,234.00	602,773.00	1,579,381.46	1,537,907.90	-	800,326.10	65.77
Fines	11,000.00	2,766.30	5,962.60	5,731.80	-	5,268.20	52.11
Inter-Jurisdictional	1,066,925.00	424,762.76	609,115.87	709,409.39	-	357,515.61	66.49
Fund Transfers	5,727,015.00	849,620.79	2,143,365.76	2,296,527.91	-	3,430,487.09	40.10
Miscellaneous	632,100.00	143,700.30	686,498.91	499,439.78	-	132,660.22	79.01
TOTAL REVENUES	39,131,934.00	6,907,090.01	29,316,389.75	31,409,400.56	-	7,722,533.44	80.27%
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
CITY COUNCIL							
Personnel Services	37,633.00	10,122.66	30,145.59	28,917.85	14.40	8,700.75	76.88
Supplies	750.00	22.20	372.65	161.60	69.35	519.05	30.79
City Support Services	59,705.00	4,104.80	37,262.11	42,060.97	596.42	17,047.61	71.45
Operations Support	300.00	-	174.12	85.50	-	214.50	28.50
Staff Support	28,600.00	1,220.00	23,409.71	14,603.93	330.00	13,666.07	52.22
Professional Services	6,000.00	-	1,975.00	-	-	6,000.00	0.00
Operating Equipment	2,000.00	-	-	-	-	2,000.00	0.00
TOTAL CITY COUNCIL	134,988.00	15,469.66	93,339.18	85,829.85	1,010.17	48,147.98	64.33%
CITY MANAGER							
Personnel Services	1,246,309.00	342,012.89	860,587.79	926,062.67	-	320,246.33	74.30
Supplies	2,000.00	193.96	1,370.08	745.78	-	1,254.22	37.29
City Support Services	4,800.00	-	3,809.16	-	195.00	4,605.00	4.06
Operations Support	50.00	-	-	-	-	50.00	-
Staff Support	24,775.00	3,928.22	6,095.69	6,892.11	377.24	17,505.65	29.34
Operating Equipment	1,200.00	-	-	1,200.00	-	-	100.00
TOTAL CITY MANAGER	1,279,134.00	346,135.07	871,862.72	934,900.56	572.24	343,661.20	73.13%
MUNICIPAL COURT							
Personnel Services	283,625.00	78,654.38	203,087.10	225,347.53	-	58,277.47	79.45
Supplies	1,500.00	439.48	930.00	924.37	-	575.63	61.62
City Support Services	500.00	-	740.64	123.86	-	376.14	24.77
Operations Support	2,000.00	31.00	-	277.00	-	1,723.00	13.85
Staff Support	6,910.00	437.61	1,901.51	1,075.94	-	5,834.06	15.57

CITY OF SCHERTZ REVENUE AND EXPENSE REPORT (UNAUDITED) AS OF: June 30, 2021

101 GENERAL FUND Court Support Professional Services	CURRENT BUDGET 1,080.00 69,850.00	CURRENT QUARTER - 13,710.00	PRIOR YEAR Y-T-D 372.00 36,631.00	Y-T-D ACTUAL - 31,447.50	Y-T-D ENCUMBRANCE - 16,350.00	BUDGET BALANCE 1,080.00 22,052.50	% OF BUDGET - 68.43
Maintenance Services	3,000.00	500.00	1,200.00	1,350.00	600.00	1,050.00	65.00
TOTAL MUNICIPAL COURT	368,465.00	93,772.47	244,862.25	260,546.20	16,950.00	90,968.80	75.31%
CUSTOMER RELATIONS-311							
Personnel Services	113,239.00	31,841.11	81,773.01	88,838.99	-	24,400.01	78.45
Supplies	175.00	115.37	74.72	148.70	-	26.30	84.97
Staff Support	455.00	-	800.21	163.84	-	291.16	36.01
TOTAL CUSTOMER RELATIONS-311	113,869.00	31,956.48	82,647.94	89,151.53	-	24,717.47	78.29%
PLANNING & ZONING							
Personnel Services	258,041.00	69,416.73	129,274.25	177,034.23	-	81,006.77	68.61
Supplies	2,235.00	41.05	272.76	337.80	-	1,897.20	15.11
Operations Support	186.00	58.30	81.00	108.90	20.00	57.10	69.30
Staff Support	32,469.00	672.00	1,763.70	1,709.00	15.00	30,745.00	5.31
Professional Services	400,100.00	10.00	26.00	15.00	-	400,085.00	-
Operating Equipment	11,372.00	299.00	317.95	6,374.83	-	4,997.17	56.06
TOTAL PLANNING & ZONING	704,403.00	70,497.08	131,735.66	185,579.76	35.00	518,788.24	26.35%
LEGAL SERVICES							
Operations Support	10,000.00	710.00	976.80	3,517.66	224.50	6,257.84	37.42
Professional Services	140,000.00	19,489.50	49,787.80	59,964.81	-	80,035.19	42.83
TOTAL LEGAL SERVICES	150,000.00	20,199.50	50,764.60	63,482.47	224.50	86,293.03	<u>42.47%</u>
CITY SECRETARY							
Personnel Services	192,155.00	54,967.85	145,257.58	147,514.78	-	44,640.22	76.77
Supplies	1,150.00	357.12	588.77	1,023.10	78.60	48.30	95.80
City Support Services	10,000.00	1,074.95	5,401.99	3,891.01	124.95	5,984.04	40.16
Operations Support	150.00	-	-	43.00	-	107.00	28.67
Staff Support	4,350.00	467.25	3,888.37	1,817.08	280.00	2,252.92	48.21
Operating Equipment	1,035.00	-	-	-	-	1,035.00	-
TOTAL CITY SECRETARY	208,840.00	56,867.17	155,136.71	154,288.97	483.55	54,067.48	<u>74.11%</u>
NON-DEPARTMENTAL							
City Support Services	747,430.00	59,167.89	431,382.02	452,903.83	55,754.94	238,771.23	68.05
Utility Services	7,123.00	7,123.21	-	7,123.21	-	(0.21)	100.00
Operations Support	143,000.00	38,154.16	92,562.56	105,241.58	1,413.33	36,345.09	74.58
Staff Support	200.00	-	-	-	-	200.00	-
City Assistance	1,557,048.00	291,546.53	1,309,227.26	1,200,233.03	166,762.17	190,052.80	87.79
Professional Services	53,535.00	18,962.54	51,735.50	81,866.86	-	(28,331.86)	152.92
Fund Chrgs/Transfrs-Spec Events Fnd	27,979.00	-	-	(1,516.65)	-	29,495.65	5.42-

CITY OF SCHERTZ REVENUE AND EXPENSE REPORT (UNAUDITED) AS OF: June 30, 2021

101 GENERAL FUND Capital Outlay	CURRENT BUDGET 0.00	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL 7,450.00	Y-T-D ENCUMBRANCE -	BUDGET BALANCE (7,450.00)	% OF BUDGET -
TOTAL NON-DEPARTMENTAL	2,536,315.00	414,954.33	1,884,907.34	1,853,301.86	223,930.44	459,082.70	81.90%
PUBLIC AFFAIRS	_,,		.,	.,,			
Personnel Services	302,583.00	86,061.53	222,845.85	239,835.20	-	62,747.80	79.26
Supplies	1,750.00	1,095.10	400.94	1,610.71	12.95	126.34	92.78
City Support Services	0.00	-	990.49	· -	-	-	-
Operations Support	48,253.00	23,350.86	19,917.50	27,614.71	1,442.08	19,196.21	60.22
Staff Support	9,440.00	1,962.19	2,283.45	2,236.76	854.00	6,349.24	32.74
Professional Services	267,000.00	49,111.33	172,239.21	192,502.83	(700.99)	75,198.16	71.84
TOTAL PUBLIC AFFAIRS	629,026.00	161,581.01	418,677.44	463,800.21	1,608.04	163,617.75	73.99%
ENGINEERING							
Personnel Services	808,237.00	237,860.04	467,189.63	642,121.51	-	166,115.49	79.45
Supplies	2,350.00	248.31	551.50	368.26	-	1,981.74	15.67
City Support Services	500.00	-	-	-	-	500.00	-
Utility Services	4,350.00	1,760.31	4,691.42	3,986.05	-	363.95	91.63
Operations Support	100.00	-	31.00	93.00	-	7.00	93.00
Staff Support	18,704.00	300.99	3,102.26	2,201.32	962.00	15,540.68	16.91
Professional Services	75,000.00	24,147.50	12,790.50	24,147.50	14,279.50	36,573.00	51.24
Operating Equipment	3,885.00	387.48	178.65	(840.53)	-	,	21.64-
TOTAL ENGINEERING	913,126.00	264,704.63	488,534.96	672,077.11	15,241.50	225,807.39	75.27%
TOTAL GENERAL GOVERNMENT	7,038,166.00	1,476,137.40	4,565,078.09	4,762,958.52	260,055.44	2,015,152.04	71.37%
PUBLIC SAFETY							
POLICE							
Personnel Services	8,612,069.00	2,440,417.17	5,574,346.99	6,943,574.57	-	1,668,494.43	80.63
Supplies	110,876.44	18,850.15	44,154.75	49,997.29	13,592.03	47,287.12	57.35
City Support Services	26,000.00	-	26,400.62	32,421.79	-	(6,421.79)	124.70
Utility Services	199,270.00	35,566.86	62,645.53	94,437.92	-	104,832.08	47.39
Operations Support	14,435.00	1,120.00	4,586.00	3,429.00	172.00	10,834.00	24.95
Staff Support	202,597.83	44,187.77	57,802.57	101,442.77	46,947.14	54,207.92	73.24
City Assistance	76,100.00	11,122.13	6,194.63	20,629.46	10,051.51	45,419.03	40.32
Professional Services	81,883.00	17,311.72	39,128.49	46,562.99	12,514.60	22,805.41	72.15
Maintenance Services	90,705.00	10,581.73	40,472.73	31,743.72	4,725.00	54,236.28	40.21
Rental/Leasing	0.00	-	44,544.00	-	-	-	-
Operating Equipment	238,699.60	26,400.21	168,619.46	111,274.49	59,939.51	67,485.60	71.73
Capital Outlay	546,319.50	5,260.00	221,828.83	300,276.63	103,257.40	142,785.47	73.86
TOTAL POLICE	10,198,955.37	2,610,817.74	6,290,724.60	7,735,790.63	251,199.19	2,211,965.55	78.31%

	CURRENT	CURRENT			Y-T-D	BUDGET	% OF
101 GENERAL FUND FIRE RESCUE	BUDGET	QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
Personnel Services	5,261,519.00	1,601,022.17	3,620,549.66	4,468,647.75	-	792,871.25	84.93
Supplies	23,965.00	2,014.98	10,834.07	5,411.05	62.00	18,491.95	22.84
City Support Services	0.00	891.00	-	891.00	-	(891.00)	-
Utility Services	76,600.00	20,258.24	53,867.19	53,276.20	-	23,323.80	69.55
Operations Support	2,150.00	-	334.93	157.73	-	1,992.27	7.34
Staff Support	197,100.00	60,339.09	142,515.55	76,185.18	50,292.10	70,622.72	64.17
City Assistance	23,000.00	3,463.13	14,207.56	8,066.88	1,214.90	13,718.22	40.36
Professional Services	85,502.00	44,583.00	38,011.00	65,936.43	29,141.00	(9,575.43)	111.20
Maintenance Services	90,562.00	8,024.17	25,413.88	41,307.19	2,720.00	46,534.81	48.62
Other Costs	0.00	1,816.85	2,061.25	6,895.26	-	(6,895.26)	-
Rental/Leasing	13,500.00	-	8,989.92	-	-	13,500.00	-
Operating Equipment	148,955.00	22,393.42	132,724.95	64,079.61	1,895.39	82,980.00	44.29
Capital Outlay	291,000.00	-	109,332.25	186,265.13	50,073.33	54,661.54	81.22
TOTAL FIRE RESCUE	6,213,853.00	1,764,806.05	4,158,842.21	4,977,119.41	135,398.72	1,101,334.87	82.28%
INSPECTIONS							
Personnel Services	897,835.00	240,484.74	625,561.55	674,365.36	-	223,469.64	75.11
Supplies	5,076.00	288.17	1,149.17	934.10	-	4,141.90	18.40
Utility Services	8,400.00	1,455.82	3,150.77	3,581.26	-	4,818.74	42.63
Operations Support	1,000.00	-	-	62.00	52.00	886.00	11.40
Staff Support	41,261.00	6,333.65	10,229.50	8,409.38	-	32,851.62	20.38
Professional Services	70,000.00	4,675.00	9,625.00	22,712.50	36,287.50	11,000.00	84.29
Operating Equipment	650.00	598.00	-	598.00	-	52.00	92.00
Capital Outlay	0.00	-	-	27,381.00	-	(27,381.00)	-
TOTAL INSPECTIONS	1,024,222.00	253,835.38	649,715.99	738,043.60	36,339.50	249,838.90	75.61%
TOTAL PUBLIC SAFETY	17,437,030.37	4,629,459.17	11,099,282.80	13,450,953.64	422,937.41	3,563,139.32	79.57%
PUBLIC ENVIRONMENT STREETS							
Personnel Services	933,855.00	230,407.83	558,090.35	625,225.65	-	308,629.35	66.95
Supplies	126,450.00	19,839.13	81,135.48	67,276.54	27,827.62	31,345.84	75.21
City Support Services	0.00	-	1,228.53	-		-	-
Utility Services	176,000.00	49,924.39	121,450.37	125,598.08	1,886.32	48,515.60	72.43
Staff Support	21,120.00	4,772.54	12,173.22	13,059.88	332.25	7,727.87	63.41
Professional Services	18,000.00	-	9,765.30	12,070.00	-	5,930.00	67.06
Maintenance Services	326,492.00	23,171.77	82,490.50	92,839.77	-	233,652.23	28.44
Rental/Lease	6,000.00	2,490.00	1,900.00	3,856.79	1,275.00	868.21	85.53
Operating Equipment	9,800.00	(1,594.00)	516.05	23,576.20	-	(13,776.20)	240.57

101 GENERAL FUND Capital Outlay	CURRENT BUDGET 32,023.00	CURRENT QUARTER 130.00	PRIOR YEAR Y-T-D -	Y-T-D ACTUAL 31,753.00	Y-T-D ENCUMBRANCE -	BUDGET BALANCE 270.00	% OF BUDGET 99.16
TOTAL STREETS	1,649,740.00	329,141.66	868,749.80	995,255.91	31,321.19	623,162.90	62.23%
TOTAL PUBLIC ENVIRONMENT	1,649,740.00	329,141.66	868,749.80	995,255.91	31,321.19	623,162.90	62.23%
PARKS & RECREATION							
PARKS DEPARTMENT							
Personnel Services	714,711.00	195,389.34	435,359.94	497,450.80	-	217,260.20	69.60
Supplies	109,350.00	41,752.99	49,020.48	101,170.98	2,573.28	5,605.74	94.87
City Support Services	111,316.00	28,955.68	41,640.84	100,150.11	34,017.17	(22,851.28)	120.53
Utility Services	246,000.00	84,527.94	143,821.60	184,500.04	-	61,499.96	75.00
Operations Support	2,000.00	-	105.68	122.92	-	1,877.08	6.15
Staff Support	13,670.00	5,663.92	11,755.18	10,859.26	325.00	2,485.74	81.82
Professional Services	140,271.00	50,755.96	76,766.38	81,030.26	20,544.69	38,696.05	72.41
Maintenance Services	73,083.00	2,485.00	15,182.08	56,986.80	16,315.64	(219.44)	100.30
Rental/Leasing	10,000.00	2,881.13	7,621.26	5,760.32	3,539.08	700.60	92.99
Operating Equipment	37,787.00	24,707.17	36,309.77	29,152.17	8,111.63	523.20	98.62
Capital Outlay	261,028.00	92,038.64	26,413.63	131,228.46	37,383.25	92,416.29	64.60
TOTAL PARKS DEPARTMENT	1,719,216.00	529,157.77	843,996.84	1,198,412.12	122,809.74	397,994.14	76.85%
SWIM POOL							
Supplies	25,500.00	7,403.20	6,948.66	12,961.82	1,957.90	10,580.28	58.51
Utility Services	16,500.00	5,764.05	12,130.49	13,171.33	-	3,328.67	79.83
Maintenance Services	527,878.00	155,026.31	248,751.18	339,158.61	462.15	188,257.24	64.34
TOTAL SWIM POOL	569,878.00	168,193.56	267,830.33	365,291.76	2,420.05	202,166.19	<u>64.52%</u>
EVENT FACILITIES							
Personnel Services	261,964.00	61,680.76	204,088.52	157,991.79	75.20	103,897.01	60.34
Supplies	5,400.00	1,898.36	2,963.38	3,316.96	163.24	1,919.80	64.45
Utility Services	48,400.00	8,814.90	21,008.44	22,615.73	-	25,784.27	46.73
Operations Support	36,343.00	10,347.70	1,332.36	19,231.00	-	17,112.00	52.92
Staff Support	4,425.00	572.78	2,691.20	1,068.33	-	3,356.67	24.14
Professional Services	700.00	169.80	-	169.80	-	530.20	24.26
Maintenance Services	12,700.00	540.00	5,225.00	1,620.00	485.00	10,595.00	16.57
Operating Equipment	23,115.00	1,928.71	(4,221.40)	2,942.70	263.59	19,908.71	13.87
TOTAL EVENT FACILITIES	393,047.00	85,953.01	233,087.50	208,956.31	987.03	183,103.66	<u>53.41%</u>
TOTAL PARKS & RECREATION	2,682,141.00	783,304.34	1,344,914.67	1,772,660.19	126,216.82	783,263.99	70.80%
CULTURAL							
LIBRARY							
Personnel Services	834,575.00	233,069.89	610,711.01	655,262.72	-	179,312.28	78.51
Supplies	13,855.00	3,184.74	5,800.59	9,097.51	361.95	4,395.54	68.27

	CURRENT	CURRENT			Y-T-D	BUDGET	% OF
101 GENERAL FUND	BUDGET	QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
Utility Services	65,500.00	9,435.45	34,838.22	25,407.96	-	40,092.04	38.79
Operations Support	3,600.00	353.97	3,378.36	1,313.91	300.00	1,986.09	44.83
Staff Support	8,280.00	1,409.61	6,139.82	3,079.09	-	5,200.91	37.19
Professional Services	2,300.00	-	1,984.10	1,655.96	-	644.04	72.00
Operating Equipment	136,145.00	20,880.94	91,000.51	103,587.80	10,198.39	22,358.81	83.58
TOTAL LIBRARY	1,064,255.00	268,334.60	753,852.61	799,404.95	10,860.34	253,989.71	<u>76.13%</u>
TOTAL CULTURAL	1,064,255.00	268,334.60	753,852.61	799,404.95	10,860.34	253,989.71	76.13%
INTERNAL SERVICE							
INFORMATION TECHNOLOGY							
Personnel Services	856,808.00	247,885.04	493,471.06	647,281.16	-	209,526.84	75.55
Supplies	6,800.00	2,057.31	2,287.63	3,820.14	654.07	2,325.79	65.80
City Support Services	949,666.00	241,946.05	468,564.03	568,686.17	24,244.62	356,735.21	62.44
Utility Services	338,125.00	75,549.89	159,399.23	209,704.81	2,084.68	126,335.51	62.64
Staff Support	23,628.00	4,828.48	21,947.42	6,444.17	4,519.50	12,664.33	46.40
Professional Services	102,599.00	-	41,510.78	43,879.63	38,820.45	19,898.92	80.61
Maintenance Services	10,000.00	155.30	2,668.12	9,523.26	-	476.74	95.23
Rental/Leasing	3,651.00	608.18	-	2,129.08	-	1,521.92	58.31
Operating Equipment	320,369.00	65,365.23	95,234.62	242,348.50	48,901.05	29,119.45	90.91
Capital Outlay	27,000.00	-	-	26,889.00	-	111.00	99.59
TOTAL INFORMATION TECHNOLOGY	2,638,646.00	638,395.48	1,285,082.89	1,760,705.92	119,224.37	758,715.71	71.25%
HUMAN RESOURCES							
Personnel Services	451,957.00	121,669.24	314,262.26	339,336.22	-	112,620.78	75.08
Supplies	2,700.00	502.30	1,091.49	748.26	-	1,951.74	27.71
Human Services	234,562.00	23,706.97	88,105.56	106,592.73	25,802.60	102,166.67	56.44
Operations Support	5,836.00	195.00	1,604.84	2,628.84	390.00	2,817.16	51.73
Staff Support	36,150.00	3,132.16	10,971.74	25,220.04	877.31	10,052.65	72.19
City Assistance	15,000.00	4,584.00	6,991.00	9,597.00	-	5,403.00	63.98
Professional Services	15,000.00	-	59,747.75	-	-	15,000.00	-
Operating Equipment	514.00	-	349.29	513.31	-	0.69	99.87
TOTAL HUMAN RESOURCES	761,719.00	153,789.67	483,123.93	484,636.40	27,069.91	250,012.69	67.18%
FINANCE							
Personnel Services	605,758.00	176,811.90	439,831.13	490,630.05	-	115,127.95	80.99
Supplies	3,700.00	545.03	2,265.06	2,263.91	-	1,436.09	61.19
Staff Support	8,022.00	530.00	3,641.08	2,149.00	-	5,873.00	26.79
Professional Sevices	34,500.00	23,229.61	28,065.75	37,971.73	-	(3,471.73)	110.06
Operating Equipment	1,986.61	249.99	1,610.96	586.07	-	1,400.54	29.50
TOTAL FINANCE	653,966.61	201,366.53	475,413.98	533,600.76	-	120,365.85	81.59%

	CURRENT	CURRENT			Y-T-D	BUDGET	% OF
101 GENERAL FUND	BUDGET	QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
PURCHASING & ASSET MGT							
Personnel Services	225,784.00	64,446.40	168,026.09	180,821.35	-	44,962.65	80.09
Supplies	700.00	74.39	160.42	174.07	18.04	507.89	27.44
City Support Services	379.00	-	-	-	378.21	0.79	99.79
Operations Support	7,650.00	532.50	3,670.96	3,656.50	-	3,993.50	47.80
Staff Support	6,785.00	1,623.45	1,322.82	2,773.83	64.25	3,946.92	41.83
City Assistance	1,621.00	592.00	651.00	998.00	194.00	429.00	73.53
Operating Equipment	1,600.00	477.96	-	477.96	-	1,122.04	29.87
TOTAL PURCHASING & ASSET MGT	244,519.00	67,746.70	173,831.29	188,901.71	654.50	54,962.79	77.52%
FLEET SERVICE							
Personnel Services	514,842.00	152,056.85	259,200.26	413,982.62	-	100,859.38	80.41
Supplies	212,266.00	57,469.08	139,523.86	149,948.14	14,804.11	47,513.75	77.62
City Support Services	12,000.00	124.50	5,516.68	2,496.70	-	9,503.30	20.81
Utility Services	11,385.00	1,339.49	4,582.05	6,265.98	40.24	5,078.78	55.39
Staff Support	22,200.00	1,799.85	8,750.68	11,710.68	2,327.62	8,161.70	63.24
Maintenance Services	230,002.00	44,753.20	115,132.65	155,908.19	30,903.86	43,189.95	81.22
Operating Equipment	21,853.00	4,900.87	2,755.28	13,356.13	289.98	8,206.89	62.45
Capital Outlay	49,049.00	24,956.89	151,643.00	31,306.88	127.96	17,614.16	64.09
TOTAL FLEET SERVICE	1,073,597.00	287,400.73	687,104.46	784,975.32	48,493.77	240,127.91	77.63%
FACILITY SERVICES							
Personnel Services	735,826.00	191,224.69	547,424.69	606,811.62	-	129,014.38	82.47
Supplies	145,900.00	19,105.82	43,278.08	38,679.08	912.29	106,308.63	27.14
City Support Services	5,000.00	355.00	99.99	355.00	-	4,645.00	7.10
Utility Services	171,000.00	40,854.83	117,377.18	112,748.27	-	58,251.73	65.93
Staff Support	12,800.00	709.86	5,578.13	2,875.39	45.63	9,878.98	22.82
Professional Services	85,746.00	28,047.33	60,562.98	71,078.65	23,874.93	(9,207.58)	110.74
Maintenance Services	652,536.00	223,657.54	264,554.65	316,371.84	144,898.11	191,266.05	70.69
Rental/Leasing	500.00	-	80.38	-	-	500.00	-
Operating Equipment	16,500.00	2,924.56	5,907.75	2,924.56	-	13,575.44	17.72
Capital Outlay	30,000.00	-	-	27,266.00	-	2,734.00	90.89
TOTAL BUILDING MAINTENANCE	1,855,808.00	506,879.63	1,044,863.83	1,179,110.41	169,730.96	506,966.63	72.68%
TOTAL INTERNAL SERVICE	7,228,255.61	1,855,578.74	4,149,420.38	4,931,930.52	365,173.51	1,931,151.58	73.28%
MISC & PROJECTS							
Project							
Fund Charges/Transfers	2,231,300.00	1,650,000.00	-	2,231,300.00	-	-	100.00
TOTAL PROJECTS	2,231,300.00	1,650,000.00	-	2,231,300.00	-	-	100.00%
CITY ASSISTANCE							

CITY ASSISTANCE

101 GENERAL FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
City's Assistance to Agencies	320,000.00	104,690.75	221,767.46	220,389.17	-	99,610.83	68.87
Operating Equipment	10,000.00	-	4,321.57	-	-	10,000.00	-
TOTAL CITY ASSISTANCE	330,000.00	104,690.75	226,089.03	220,389.17	-	109,610.83	<u>66.78%</u>
COURT - RESTRICTED FUNDS							
Operating Equipment	22,992.00	369.99	-	6,069.99	2,500.00	14,422.01	37.27
TOTAL COURT-RESTRICTED FUNDS	22,992.00	369.99	-	6,069.99	2,500.00	14,422.01	37.27%
TOTAL MISC & PROJECTS	2,584,292.00	1,755,060.74	226,089.03	2,457,759.16	2,500.00	124,032.84	95.20%
TOTAL EXPENDITURES	39,683,879.98	11,097,016.65	23,007,387.38	29,170,922.89	1,219,064.71	9,293,892.38	76.58%
REVENUE OVER(UNDER) EXPEND.	(551,945.98)	(4,189,926.64)	6,309,002.37	2,238,477.67	(1,219,064.71)	(1,571,358.94)	

REVENUE REPORT (UNAUDITED)

101 GENERA REVENUES	L FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Taxes								
000-411100	Advalorem Tax-Current	14,554,500.00	322,623.23	13,956,865.64	14,555,503.24	-	(1,003.24)	100.01
000-411110	Disable Veterans Assist Pymnt	500,000.00	1,064,592.01	-	1,064,592.01	-	(564,592.01)	212.92
000-411200	Advalorem Tax-Delinguent	50,000.00	6,153.05	34,363.39	51,435.29	-	(1,435.29)	102.87
000-411300	Advalorem Tax-P&I	50,000.00	23,958.61	56,838.84	67,389.44	-	(17,389.44)	134.78
000-411500	Sales Tax Revenue-Gen Fund	9,964,000.00	2,610,083.78	7,127,421.80	7,688,241.46	-	2,275,758.54	77.16
000-411600	Bingo Tax	50.00	_,	28.16	-	-	50.00	-
000-411700	Mixed Beverage Tax	80,000.00	15,393.25	62,419.33	48,151.64	-	31,848.36	60.19
TOTAL Ta		25,198,550.00	4,042,803.93	21,237,937.16	23,475,313.08	-	1,723,236.92	93.16%
Franchises			,- ,	, - ,			, ,	
000-421200	Center Point/Entex Energy	95,000.00	21,954.07	74,861.96	79,690.21	-	15,309.79	83.88
000-421220	City Public Service	1,020,000.00	273,748.99	681,843.40	738,354.09	-	281,645.91	72.39
000-421240	Guadalupe Valley Elec Co-op	455,000.00	119,442.50	301,948.59	313,832.73	-	141,167.27	68.97
000-421250	New Braunfels Utilities	78,000.00	21,024.42	46,148.70	53,073.92	-	24,926.08	68.04
000-421300	Time Warner-State Franchise	250,000.00	73,763.65	239,697.87	203,145.45	-	46,854.55	81.26
000-421460	AT&T Franchise Fee	150,000.00	(1,022.09)	128,347.49	56,153.51	-	93,846.49	37.44
000-421480	Other Telecom Franchise - ROW	130,000.00	(1,675.15)	95,339.44	45,157.64	-	84,842.36	34.74
000-421500	Solid Waste Franchise Fee	156,000.00	41,299.03	120,208.07	124,480.05	-	31,519.95	79.79
TOTAL F	ranchises	2,334,000.00	548,535.42	1,688,395.52	1,613,887.60	-	720,112.40	69.15%
Permits								
000-431100	Home Occupation Permit	500.00	70.00	525.00	595.00	-	(95.00)	119.00
000-431205	Bldg Permit-Residential	550,000.00	98,451.50	462,542.50	403,979.50	-	146,020.50	73.45
000-431210	Bldg Permit-Commercial	350,000.00	12,364.00	164,318.00	138,009.00	-	211,991.00	39.43
000-431215	Bldg Permit-General	350,000.00	56,715.50	255,824.50	284,541.00	-	65,459.00	81.30
000-431300	Mobile Home Permit	400.00	100.00	300.00	400.00	-	-	100.00
000-431400	Signs Permit	5,600.00	2,301.00	3,647.00	4,610.00	-	990.00	82.32
000-431500	Food Establishmnt Permit	63,000.00	1,560.00	63,270.00	61,180.00	-	1,820.00	97.11
000-431700	Plumbing Permit	138,950.00	27,460.50	97,919.00	97,312.00	-	41,638.00	70.03
000-431750	Electrical Permit	70,900.00	17,620.00	48,100.00	60,220.00	-	10,680.00	84.94
000-431800	Mechanical Permit	68,300.00	11,400.00	51,640.00	42,740.00	-	25,560.00	62.58
000-431900	Solicitor/Peddler Permit	2,300.00	1,360.00	866.00	1,970.00	-	330.00	85.65
000-431950	Animal/Pet Permit	500.00	-	15.00	-	-	500.00	0.00
000-432000	Cert of Occupancy Prmt	6,300.00	4,450.00	6,100.00	7,900.00	-	(1,600.00)	125.40
000-432100	Security Alarm Permit	43,000.00	13,316.00	29,906.00	27,586.00	-	15,414.00	64.15
000-432300	Grading/Clearing Permit	12,500.00	4,507.00	6,914.18	9,407.00	-	3,093.00	75.26
000-432400	Development Permit	75,000.00	20,537.51	105,468.79	74,315.60	-	684.40	99.09
000-435000	Fire Permit	30,000.00	10,012.00	28,889.50	21,140.50	-	8,859.50	70.47

REVENUE REPORT (UNAUDITED)

101 GENERA REVENUES	L FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
	ermits	1,767,250.00	282,225.01	1,326,245.47	1,235,905.60	_	531,344.40	69.93%
Licenses			,	, ,				
000-441000	Alcohol Beverage License	8,100.00	2,602.50	5,470.00	5,697.50	-	2,402.50	70.34
000-441300	Mobile Home License	160.00	-	120.00	80.00	-	80.00	50.00
000-442000	Contractors License	45,600.00	7,300.00	32,940.00	29,500.00	-	16,100.00	64.69
000-444000	Pet License	3,000.00	-	957.00	-	-	3,000.00	0.00
TOTAL LI	censes	56,860.00	9,902.50	39,487.00	35,277.50	_	21,582.50	62.04%
Fees		,	,	,	,		,	
000-451000	Municipal Court Fines	664,160.00	153,536.18	467,039.01	366,745.08	-	297,414.92	55.22
000-451100	Arrest Fee	25,680.00	3,832.30	15,847.84	11,377.75	-	14,302.25	44.31
000-451110	Expunction Fee	160.00	-	100.00	-	-	160.00	0.00
000-451200	Warrant Fees	73,560.00	20,266.18	52,317.90	39,580.47	-	33,979.53	53.81
000-451220	Officer Jury Fee	400.00	-	91.20	-	-	400.00	0.00
000-451310	Restitution Fee-Local	0.00	-	126.00	102.60	-	(102.60)	0.00
000-451320	Civil Justice Fee-Court	500.00	-	-	-	-	500.00	0.00
000-451340	Judicial Fee-City	3,432.00	204.43	1,378.71	415.70	-	3,016.30	12.11
000-451400	Traffic Fine Costs TTL	12,168.00	1,459.12	7,241.93	4,891.62	-	7,276.38	40.20
000-451510	Juvenile Case Mgmt Fee	28,668.00	1,708.61	11,494.49	3,474.09	-	25,193.91	12.12
000-451520	Truancy Fees	5,352.00	3,227.48	8,571.32	9,994.31	-	(4,642.31)	186.74
000-451530	Local Municipal Jury Fund	400.00	60.23	129.91	191.09	-	208.91	47.77
000-451600	Technology Fund Fee	22,992.00	3,821.77	14,525.71	10,514.22	-	12,477.78	45.73
000-451700	Security Fee	17,244.00	4,010.11	13,364.66	11,516.53	-	5,727.47	66.79
000-451800	Time Payment Fee-City	4,968.00	870.38	3,194.75	1,707.00	-	3,261.00	34.36
000-451850	State Fines 10% Service Fee	38,752.00	5,634.26	25,866.44	21,271.98	-	17,480.02	54.89
000-451900	DPS Payment-Local	5,592.00	1,493.21	3,863.40	3,033.21	-	2,558.79	54.24
000-452000	Child Safety Fee	10,356.00	1,233.52	5,235.42	4,217.63	-	6,138.37	40.73
000-452100	Platting Fees	59,000.00	16,000.00	22,250.00	33,500.00	-	25,500.00	56.78
000-452200	Site Plan Fee	36,000.00	7,500.00	6,000.00	14,000.00	-	22,000.00	38.89
000-452300	Plan Check Fee	625,000.00	71,201.50	418,741.75	366,836.00	-	258,164.00	58.69
000-452320	Tree Mitigation Admin Fee	15,000.00	97.50	10,707.30	38,737.50	-	(23,737.50)	258.25
000-452400	BOA/Variance Fees	5,000.00	500.00	1,000.00	1,500.00	-	3,500.00	30.00
000-452600	Specific Use/Zone Chng Fee	18,000.00	5,000.00	21,089.80	26,300.00	-	(8,300.00)	146.11
000-452710	Zoning Ltr & Dev Rights	1,950.00	450.00	2,400.00	2,100.00	-	(150.00)	107.69
000-453100	Reinspection Fees	190,000.00	44,750.00	149,275.50	130,050.00	-	59,950.00	68.45
000-453110	Swim Pool Inspection Fee	2,500.00	2,860.00	2,090.00	2,860.00	-	(360.00)	114.40
000-453200	Lot Abatement	5,000.00	-	6,028.54	1,825.00	-	3,175.00	36.50

REVENUE REPORT (UNAUDITED)

101 GENERA	L FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUES								
000-453211	Admin Fee-Inspections	18,600.00	1,600.00	9,200.00	2,600.00	-	16,000.00	13.98
000-453310	Misc Inspection Fees	0.00	-	300.00	-	-	-	0.00
000-453710	Foster Care	500.00	100.00	350.00	300.00	-	200.00	60.00
000-454200	Pool Gate Admission Fee	24,000.00	9,712.48	4,735.00	9,712.48	-	14,287.52	40.47
000-454300	Seasonal Pool Pass Fee	5,000.00	6,480.00	1,290.00	6,480.00	-	(1,480.00)	129.60
000-456120	Senior Center Meal Fee	20,000.00	4,015.74	15,511.82	20,875.89	-	(875.89)	104.38
000-456500	HAZ MAT Fees	5,000.00	-	-	-	-	5,000.00	0.00
000-456600	Fire Re-inspection Fee	1,000.00	100.00	400.00	300.00	-	700.00	30.00
000-458000	Sale of General Fixed Assets	20,000.00	-	-	-	-	20,000.00	0.00
000-458100	Sale of Merchandise	0.00	-	360.00	90.00	-	(90.00)	0.00
000-458110	Sale of Mdse - GovDeals	80,000.00	96,741.00	26,366.20	152,698.84	-	(72,698.84)	190.87
000-458350	Gain on Sale of Fixed Assets	0.00	-	-	3,800.00	-	(3,800.00)	0.00
000-458400	Civic Center Rental Fees	130,900.00	6,830.00	6,125.00	9,130.00	-	121,770.00	6.97
000-458401	Capital Recovery Fee-Civic C	0.00	6,275.00	11,150.00	6,575.00	-	(6,575.00)	0.00
000-458402	Civic Center Ancillary Fees	0.00	10.00	200.00	10.00	-	(10.00)	0.00
000-458450	North Center Rental Fees	14,000.00	11,975.00	11,325.00	20,162.50	-	(6,162.50)	144.02
000-458460	Senior Center Rental	7,000.00	-	3,500.00	-	-	7,000.00	0.00
000-458500	Community Center Rental Fees	23,800.00	10,302.00	15,088.25	21,624.00	-	2,176.00	90.86
000-458501	Community Center Service Fees	0.00	100.00	500.00	350.00	-	(350.00)	0.00
000-458510	Grand Ballroom Rental Fees	0.00	39,726.25	87,086.25	44,270.00	-	(44,270.00)	0.00
000-458520	Cut-Off Hall Rental Fees	0.00	6,062.50	12,161.25	4,566.25	-	(4,566.25)	0.00
000-458530	Conference Hall Rental Fees	0.00	-	1,787.50	506.25	-	(506.25)	0.00
000-458540	Bluebonnet Hall Rental Fees	0.00	15,406.25	22,151.25	17,355.00	-	(17,355.00)	0.00
000-458550	Pavilion Rental Fees	20,000.00	10,105.00	4,300.00	15,837.50	-	4,162.50	79.19
000-458560	Chamber of Comm Rent	7,500.00	1,950.00	5,850.00	5,850.00	-	1,650.00	78.00
000-458570	Non-Resident SYSA League	10,000.00	-	8,590.00	5,990.00	-	4,010.00	59.90
000-458580	HOA Meeting Rental Fees	0.00	150.00	975.00	750.00	-	(750.00)	0.00
000-458581	Funeral Reception Rental Fees	0.00	300.00	600.00	675.00	-	(675.00)	0.00
000-458582	Quality of Life Rental Fees	0.00	2,340.00	4,380.00	5,775.00	-	(5,775.00)	0.00
000-458590	Cancellation Fees-Event Rental	0.00	400.00	5,795.00	1,250.00	-	(1,250.00)	0.00
000-458650	NonResident User Fee-BVYA	10,000.00	5,520.00	6.00	12,600.00	-	(2,600.00)	126.00
000-458660	BVYA Utility Reimbursement	15,000.00	3,900.00	-	14,738.38	-	261.62	98.26
000-458670	SYSA Utility Reimbursement	7,500.00	-	4,493.68	-	-	7,500.00	0.00
000-458675	Lions Futbol Utility Reimbrsmt	10,000.00	-	12,582.00	15,548.00	-	(5,548.00)	155.48
000-458685	Recreation Programs	1,000.00	-	-	-	-	1,000.00	0.00
000-458685.0	0 Rec Prgrm-Kickball Leagues	2,600.00	3,650.00	744.00	3,650.00	-	(1,050.00)	140.38
000-458700	Vehicle Impoundment	10,000.00	2,800.00	8,520.00	8,220.00	-	1,780.00	82.20

REVENUE REPORT (UNAUDITED)

101 GENERA	L FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUES 000-459200	NSF Check Fee	100.00	-	125.00			100.00	0.00
000-459200	Nor Check Fee Notary Fee	100.00	- 12.00	30.00	- 54.00	-	46.00	54.00
000-459300	Maps,Copies,UDC & Misc Fees	0.00	12.00	5.00	54.00	-	40.00	0.00
000-459400	Animal Adoption Fee	12,000.00	- 3,265.00	10,655.00	- 7,400.00	-	4,600.00	61.67
000-459800	Pet Impoundment Fee	5,000.00	2,220.00	8,321.38	6,436.00	-	(1,436.00)	128.72
000-459800	Police Reports Fee	5,800.00	1,008.00	3,850.30		-	(1,430.00) 813.97	85.97
TOTAL Fe		2,338,234.00	602,773.00	1,579,381.46	4,986.03 1,537,907.90	-	800,326.10	65.77%
	565	2,330,234.00	002,773.00	1,079,001.40	1,337,307.30		000,320.10	03.11/8
<u>Fines</u> 000-463000	Library Fines	11,000.00	2,766.30	5,962.60	5,731.80	_	5,268.20	52.11
TOTAL Fi	-	11,000.00	2,766.30	5,962.60	5,731.80	-	5,268.20	52.11%
		11,000.00	2,700.30	5,902.00	5,751.00		5,200.20	52.11/0
Inter-Jurisdic 000-473100	Bexar Co - Fire	21,077.00	_	21,077.76	21,077.76	_	(0.76)	100.00
000-473200	City of Seguin-Fire Contract	30,107.00	8,363.28	22,580.82	25,089.84		5,017.16	83.34
000-473300	Guadalupe Co-Library	203,191.00	33,865.16	180,960.00	152,393.22		50,797.78	75.00
000-473400	Randolph AFB-Animal Control	500.00	55,005.10	180,900.00	102,090.22		500.00	0.00
000-474200	Library Services-Cibolo	40,000.00	_	40,030.00	40,000.00	_	-	100.00
000-474200	Library Services-Selma	26,000.00	_	26,505.00	25,020.00	-	980.00	96.23
000-474400	Dispatch Service-Cibolo	166,000.00	83,000.00	120,000.00	83,000.00	-	83,000.00	50.00
000-474600	School Crossing Guard-Bexar Co	36,000.00	12,229.62	28,549.76	29,895.97		6,104.03	83.04
000-474610	School Cross Guard-Guadalupe C	41,000.00	13,662.13	31,012.53	34,290.03		6,709.97	83.63
000-474610	School Crossing Guards - Comal	41,000.00	1,812.57	-	1,812.57	_	(1,812.57)	0.00
000-474700	School Officer Funding	453,050.00	271,830.00	88,400.00	271,830.00	-	181,220.00	60.00
000-474750	Crime Victim Liaison Agreement	50,000.00	-	50,000.00	25,000.00	-	25,000.00	50.00
	ter-Jurisdictional	1,066,925.00	424,762.76	609,115.87	709,409.39	-	357,515.61	<u>66.49%</u>
Fund Transfe		1,000,020.00	424,702.70	000,110.07	100,400.00		007,010.01	00.4070
000-480000	Indirect Costs-EMS	182,600.00	45,670.50	134,325.00	137,011.50		45,588.50	75.03
000-480100	Indirect Costs-Hotel/Motel	72,464.00	18,116.01	55,821.01	54,348.07		18,115.93	75.00
000-481000	Transfer In - Reserves	2,738,283.00	-	-	54,540.07	-	2,738,283.00	0.00
000-485000	Interfund Charges-Drainage-5%	285,506.00	71,376.51	182,333.50	214,129.53	_	71,376.47	75.00
000-486000	Interfund Chrges-Admin W&S	1,450,827.00	362,706.75	1,038,749.99	1,088,120.21	-	362,706.79	75.00
000-486202	Transfer In-Water&Sewer Fund	4,000.00	-	-	1,000,120.21	-	4,000.00	0.00
000-486202	Transfer In-EMS	4,000.00	_	_	-	-	4,000.00	0.00
000-486204	Transfer In-Drainage	1,000.00					1,000.00	0.00
000-480204	Interfund Charges-Fleet	398,618.00	- 99,416.52	- 270,500.26	- 298,249.60	-	100,368.40	74.82
000-488000	Interfund Charges-4B	503,717.00	252,334.50	461,636.00	504,669.00	_	(952.00)	100.19
000-489000	Transfer In	86,000.00	-		-	_	86,000.00	0.00
000 -00000		00,000.00		_	_		00,000.00	0.00

REVENUE REPORT (UNAUDITED)

101 GENERA REVENUES	L FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
	und Transfers	5,727,015.00	849.620.79	2,143,365.76	2,296,527.91	-	3,430,487.09	40.10%
Miscellaneou		0,121,010100	0.0,020.00				0,100,101100	
000-491000	Interest Earned	15,000.00	1,705.38	24,580.31	5,361.73	-	9,638.27	35.74
000-491200	Investment Income	120,000.00	11,426.77	228,709.04	43,994.74	-	76,005.26	36.66
000-491900	Unrealized Gain/Loss-CapOne	0.00	(8,095.29)	29,570.36	(24,950.85)	-	24,950.85	0.00
000-493000	Donations-Others	0.00	-	100.00	500.00	-	(500.00)	0.00
000-493120	Donations-Public Library	10,000.00	10.75	2,162.75	1,690.50	-	8,309.50	16.91
000-493400	Donations-Animal Control	5,000.00	295.00	3,778.00	2,335.00	-	2,665.00	46.70
000-493401	Donations-A/C Microchip	0.00	325.00	915.00	940.00	-	(940.00)	0.00
000-493460	Donations- Parks	10,000.00	-	500.00	-	-	10,000.00	0.00
000-493465	Donations-Senior Center	10,000.00	200.00	5,908.37	465.00	-	9,535.00	4.65
000-493502	Donations-PD	0.00	-	200.00	450.00	-	(450.00)	0.00
000-493503	Donation-Fire Rescue	0.00	-	2,150.00	800.00	-	(800.00)	0.00
000-493618	Donation - Veteran's Memorial	0.00	375.00	375.00	1,425.00	-	(1,425.00)	0.00
000-493700	July 4th Activities	26,000.00	14,876.00	235.00	14,876.00	-	11,124.00	57.22
000-493701	Proceeds-Holidazzle	12,500.00	-	12,320.00	3,290.00	-	9,210.00	26.32
000-493704	Moving on Main	4,000.00	500.00	100.00	9,950.00	-	(5,950.00)	248.75
000-494481	LawEnforcemtOfficersStnd&	5,000.00	-	5,081.86	4,489.49	-	510.51	89.79
000-494482	Grants-Police, Fire, Gen Fund	2,500.00	-	-	541.11	-	1,958.89	21.64
000-495100	Mobile Stage Rental Fees	2,100.00	(550.00)	1,550.00	-	-	2,100.00	0.00
000-497000	Misc Income-Gen Fund	40,000.00	40,396.65	51,925.90	167,197.99	-	(127,197.99)	417.99
000-497005	Schertz Magazine Advertising	120,000.00	44,450.00	98,925.00	117,961.62	-	2,038.38	98.30
000-497100	Misc Income-Police	9,000.00	1,732.26	7,187.73	8,581.52	-	418.48	95.35
000-497200	Misc Income-Library	4,500.00	691.40	2,233.20	1,661.40	-	2,838.60	36.92
000-497210	Misc Income-Library Copier	18000.00	2,344.50	9,485.35	5,191.30	-	12,808.70	28.84
000-497300	Misc Income-Animal Control	0.00	283.50	-	683.50	-	(683.50)	0.00
000-497400	Misc Income-Streets Dept	30000.00	7,364.91	13,767.80	13,626.67	-	16,373.33	45.42
000-497460	Misc Income-Parks	0.00	-	84.00	360.00	-	(360.00)	0.00
000-497500	Misc Income-TML Ins. Claims	25,000.00	4,684.52	22,007.51	6,946.19	-	18,053.81	27.78
000-497550	Misc Income-TML WC Reimbursmnt	10,000.00	8,825.71	4,886.86	25,795.60	-	(15,795.60)	257.96
000-497600	Misc Income-Vending Mach	2,500.00	98.20	1,003.44	290.57	-	2,209.43	11.62
000-497610	Misc Income-Muni Court	0.00	0.01	0.02	0.01	-	(0.01)	0.00
000-498000	Reimbursmnt-Gen Fund	20,000.00	-	47,542.00	-	-	20,000.00	0.00
000-498105	Reimbursmt Police OT-DEA	18,000.00	11,760.03	23,172.02	36,074.58	-	(18,074.58)	200.41
000-498110	Reimburmnt Fire-Emg Acti-OT	100,000.00	-	72,533.39	40,312.45	-	59,687.55	40.31
000-498150	Reimbursement - Library	13,000.00	-	13,509.00	8,598.66	-	4,401.34	66.14
TOTAL M	liscellaneous	632,100.00	143,700.30	686,498.91	499,439.78	-	132,660.22	79.01%

REVENUE REPORT (UNAUDITED)

101 GENERAL FUND REVENUES	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
TOTAL REVENUES	39,131,934.00	6,907,090.01	29,316,389.75	31,409,400.56	-	7,722,533.44	80.27%

GENERAL FUND CASH IN BANK AND INVESTMENTS

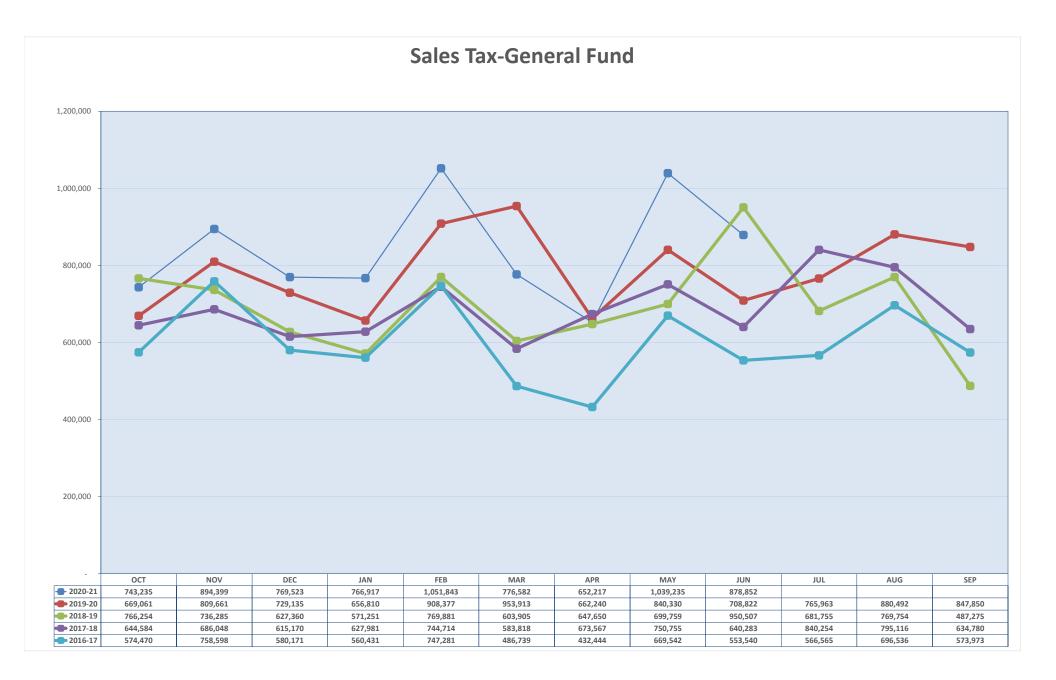
AS OF: June 30, 2021

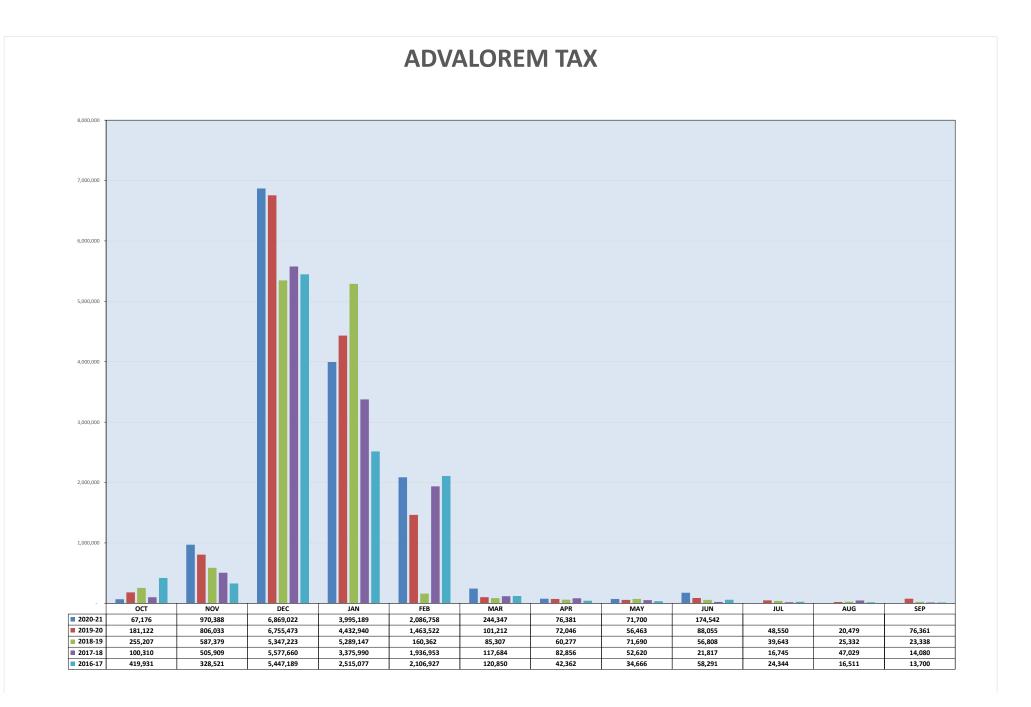
Cash in Bank

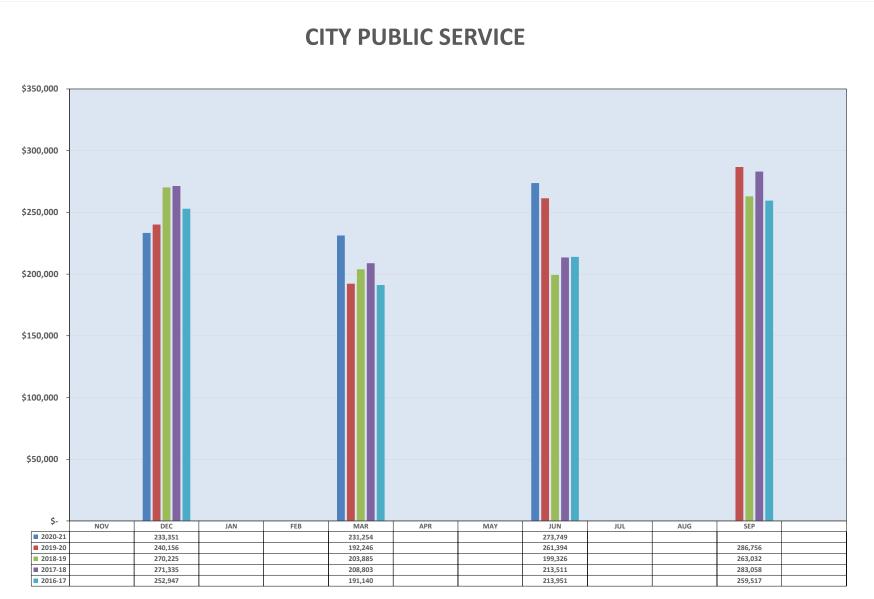
Claim on Operating Cash Pool-Checking	\$	843,325.06
Cash in Investments		
LOGIC Investment-General Fund	13	,108,512.88
LOGIC Investment-Equip Replacement		79,098.59
LOGIC Investment-Veh Replacement		533,344.36
LOGIC Investment-Air Condi Replacment		290,250.09
BBVA CD Investment	1	,049,696.40
CAPITAL ONE Investment-General Fund	1	,464,107.25

Total Cash in Bank & Investments	Total	Cash ir	n Bank &	Investments
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\$ 17,368,334.63







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■ 2020-21 ■ 2019-20 ■ 2018-19 ■ 2017-18 ■ 2016-17

REVENUE AND EXPENSE REPORT (UNAUDITED)

106-SPECIAL EVENTS FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
FINANCIAL SUMMARY	DODGET	GONITIEN				D/ L/ (INOL	DODOLI
REVENUE SUMMARY							
Miscellaneous	32,100.00	8,987.35	45,116.53	43,671.54	-	(11,571.54)	136.05
TOTAL REVENUES	32,100.00	8,987.35	45,116.53	43,671.54	-	(11,571.54)	136.05%
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
CULTURAL							
KICK CANCER	10,000.00	2,273.74	5,121.38	4,283.74	-	5,716.26	42.84
SWEETHEART EVENT	0.00	-	(1,950.00)	-	-	-	-
HAL BALDWIN SCHOLARSHIP	22,100.00	5,013.40	11,866.50	16,631.75	-	5,468.25	75.26
TOTAL CULTURAL	32,100.00	7,287.14	16,998.68	20,915.49	-	11,184.51	<u>65.16%</u>
TOTAL EXPENDITURES	32,100.00	7,287.14	16,998.68	20,915.49	-	11,184.51	65.16%
REVENUE OVER(UNDER) EXPEND	0.00	1,700.21	28,117.85	22,756.05	-	(22,756.05)	

REVENUE REPORT (UNAUDITED)

106-SPECIAL REVENUES	EVENTS FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Fund Transfers	<u>}</u>							
Miscellaneous								
000-491200	Investment Income	0.00	3.35	200.74	15.54	-	(15.54)	0.00
000-492200	Kick Cancer	10,000.00	-	9,537.79	2,795.00	-	7,205.00	27.95
000-493000	July 4th Activities	0.00	11,425.00	-	11,425.00	-	(11,425.00)	0.00
000-493621	Hal Baldwin Scholarship	22,100.00	-	24,350.00	28,980.00	-	(6,880.00)	131.13
000-497000	Misc Income - Special Events	0.00	(2,441.00)	11,028.00	456.00	-	(456.00)	0.00
TOTAL Misco	ellaneous	32,100.00	8,987.35	45,116.53	43,671.54	-	(11,571.54)	136.05%
TOTAL REV	ENUES	32,100.00	8,987.35	45,116.53	43,671.54	-	(11,571.54)	136.05%

SPECIAL EVENTS FUND CASH IN BANK AND INVESTMENTS

Cash in Bank	Curr	rent
Claim on Operating Cash Pool-Checking	\$	116,151.02
Cash in Investments Texas Class- Special Events		18,045.99
Total Cash in Bank & Investments	<u>\$</u>	134,197.01

REVENUE AND EXPENSE REPORT (UNAUDITED)

	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
110-PEG FUND	DODOLI	QUARTER				DITEITINGE	DODOLI
FINANCIAL SUMMARY							
REVENUE SUMMARY							
Franchises	90,000.00	15,003.89	60,605.89	58,260.65	-	31,739.35	64.73
Fund Transfers	95,500.00	-	-	-	-	95,500.00	-
TOTAL REVENUES	185,500.00	15,003.89	60,605.89	58,260.65	-	127,239.35	31.41%
EXPENDITURE SUMMARY							
Projects							
Capital Outlay	185,500.00	-	-	-	-	185,500.00	-
TOTAL MISC & PROJECTS	185,500.00		-	-		185,500.00	0.00%
TOTAL EXPENDITURES	185,500.00	-	-	-	-	185,500.00	0.00%
REVENUE OVER(UNDER) EXPEND	0.00	15,003.89	60,605.89	58,260.65	-	(58,260.65)	

REVENUE REPORT (UNAUDITED)

110-PEG FUND	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUES	DODGET	QUARTER				DALANOL	DODGET
Franchises							
000-421350 Time Warner - PEG Fee	60,000.00	15,003.89	47,678.13	30,564.59	-	29,435.41	50.94
000-421465 AT&T PEG Fee	30,000.00	-	12,927.76	27,696.06	-	2,303.94	92.32
TOTAL Franchises	90,000.00	15,003.89	60,605.89	58,260.65	-	31,739.35	64.73%
Fund Transfers							
000-481000 Transfer In - Reserves	95,500.00	-	-	-	-	95,500.00	0.00
TOTAL Fund Transfers	95,500.00	-	-	-	-	95,500.00	0.00%
Miscellaneous							
TOTAL REVENUES	185,500.00	15,003.89	60,605.89	58,260.65	-	127,239.35	<u>31.41%</u>

PEG FUND CASH IN BANK AND INVESTMENTS

AS OF: June 30, 2021

Cash in Bank\$ 925,968.68Cash Balance\$ 925,968.68Total Cash in Bank & Investments\$ 925,968.68

REVENUE AND EXPENSE REPORT (UNAUDITED)

202-WATER & SEWER	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
FINANCIAL SUMMARY							
REVENUE SUMMARY							
Franchises	238,750.00	78,564.23	261,991.81	294,413.42	-	(55,663.42)	123.31
Permits	0.00	-	3,000.00	-	-	-	-
Fees	24,803,500.00	6,534,042.09	18,656,837.95	18,539,200.59	-	6,264,299.41	74.74
Fund Transfers	801,050.00	36,600.00	109,800.00	134,803.98	-	666,246.02	16.83
Miscellaneous	315,718.00	78,207.39	310,442.17	268,674.67	-	47,043.33	85.10
TOTAL REVENUES	26,159,018.00	6,727,413.71	19,342,071.93	19,237,092.66	-	6,921,925.34	73.54%
EXPENDITURE SUMMARY							
NON DEPARTMENTAL							
Fund Charges/Transfers	600000.00	600,000.00	-	619,745.69	-	(19,745.69)	103.29
TOTAL NON DEPARTMENTAL	600000.00	600,000.00	-	619,745.69	-	(19,745.69)	<u>103.29%</u>
BUSINESS OFFICE							
Personnel Services	500,021.00	138,304.20	365,020.85	384,015.05	-	116,005.95	76.80
Supplies	5,100.00	14,389.58	2,350.69	134,110.80	-	(129,010.80)	2,629.62
City Support Services	5,000.00	-	42,900.26	33,151.19	-	(28,151.19)	663.02
Utility Services	9,200.00	2,582.95	6,720.94	6,795.75	-	2,404.25	73.87
Operations Support	120,500.00	24,593.20	67,248.13	69,787.18	415.88	50,296.94	58.26
Staff Support	6,400.00	370.54	3,235.83	1,985.82	-	4,414.18	31.03
Professional Services	253,000.00	66,829.10	170,913.18	181,489.53	-	71,510.47	71.73
Maintenance Services	5,040.00	1,260.00	3,360.00	3,780.00	1,260.00	-	100.00
Operating Equipment	600.00	-	430.40	-	-	600.00	-
Capital Outlay	0.00	-	19,804.50	-	-	-	-
TOTAL BUSINESS OFFICE	904,861.00	248,329.57	681,984.78	815,115.32	1,675.88	88,069.80	90.27%
W & S ADMINISTRATION							
Personnel Services	1,553,559.00	485,124.43	1,250,338.30	1,461,496.78	-	92,062.22	94.07
Supplies	187,500.00	6,494.80	156,727.25	43,202.23	5,876.28	138,421.49	26.18
City Support Services	166,535.00	1,156.71	62,356.26	67,234.24	-	99,300.76	40.37
Utility Services	3,630,450.00	943,016.06	2,573,180.41	2,681,436.13	900.00	948,113.87	73.88
Operations Support	11,300.00	2,706.41	8,377.27	6,685.39	803.14	3,811.47	66.27
Staff Support	39,500.00	6,051.51	31,780.83	22,452.91	150.83	16,896.26	57.22
City Assistance	500.00	80.00	76.00	80.00	40.00	380.00	24.00
Professional Services	444,015.00	122,083.41	324,387.84	351,900.57	35,330.32	56,784.11	87.21
Fund Charges/Transfers	6,470,624.00	1,468,931.27	4,874,342.53	5,164,334.28	-	1,306,289.72	79.81
Maintenance Services	9,166,090.00	2,662,393.77	5,247,721.77	6,875,925.33	82,116.43	2,208,048.24	75.91
Other Costs	40,000.00	1,564.27	36,605.45	39,999.99	-	0.01	100.00
Debt Service	2,106,932.00	-	1,551,501.10	1,575,649.23	203,937.50	327,345.27	84.46
Rental/Leasing	4,500.00	36,480.87	106,952.44	79,568.01	-	(75,068.01)	1,768.18

REVENUE AND EXPENSE REPORT (UNAUDITED) AS OF: June 30, 2021

202-WATER & SEWER	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAI	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
FINANCIAL SUMMARY	DODOLI	GOARTER		1 1 D Morone	Encompronto	Di (E) (I (OE	DODOLI
Operating Equipment	8,000.00	2,684.78	8,610.73	3,858.84	778.55	3,362.61	57.97
Capital Outlay	146,887.00	48,627.00	34,513.60	48,627.00	-	98,260.00	33.11
TOTAL PUBLIC WORKS	23,976,392.00	5,787,395.29	16,267,471.78	18,422,450.93	329,933.05	5,224,008.02	78.21%
MISC & PROJECTS							
PROJECTS							
Professional Services	0.00	3,950.00	16,722.50	7,882.50	4,774.00	(12,656.50)	-
Maintenance Services	0.00	-	122,784.14	762,716.86	20,137.00	(782,853.86)	-
SEWER PROJECT							
TOTAL EXPENDITURES	25,481,253.00	6,639,674.86	17,088,963.20	20,627,911.30	356,519.93	4,496,821.77	82.35%
** REVENUE OVER(UNDER)EXPENSES **	677,765.00	87,738.85	2,253,108.73	(1,390,818.64)	(356,519.93)	2,425,103.57	

REVENUE REPORT (UNAUDITED)

202-WATER & SEWER REVENUES	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>Franchises</u> 000-421490 Cell Tower Leasing <u>TOTAL Franchises</u>	238,750.00 238,750.00	78,564.23 78,564.23	261,991.81 261,991.81	294,413.42 294,413.42	-	(55,663.42) (55,663.42)	123.31 123.31%
Permits 000-436010 Network Nodes TOTAL Permits	0.00 0.00		3,000.00 3,000.00	-	-	-	0.00% 0.00%
Fees000-455200Garbage Collection Fee000-455600Fire Line Fees000-455700Recycle Fee Revenue000-455800W&S Line Constructn Reimbur000-457100Sale of Water000-457110Edwards Water Lease000-457120Water Transfer Charge-Selma000-457200Sale of Meters000-457400Sewer Charges000-457500Water Penalties000-459200NSF Check Fee-Water&Sewer	5,280,000.00 33,000.00 20,000.00 11,100,000.00 40,000.00 120,000.00 7,592,000.00 250,000.00 2,500.00	1,333,783.51 85,338.32 4,250.00 2,902,880.63 - 16,165.00 2,191,024.63 150.00 450.00	3,869,478.66 - 247,345.15 21,427.02 8,310,356.87 55,615.91 17,169.24 83,360.42 5,917,379.39 132,205.29 2,500.00	3,740,934.88 242,362.19 21,457.52 8,193,962.55 13,881.72 79,365.18 6,245,236.55 400.00 1,600.00	- - - - - - - - -	$\begin{array}{c} 1,539,065.12\\ 33,000.00\\ 93,637.81\\ (1,457.52)\\ 2,906,037.45\\ 40,000.00\\ 16,118.28\\ 40,634.82\\ 1,346,763.45\\ 249,600.00\\ 900.00\end{array}$	70.85 - 72.13 107.29 73.82 - 46.27 66.14 82.26 0.16 64.00
TOTAL Fees Fund Transfers	24,803,500.00	6,534,042.09	18,656,837.95	18,539,200.59	-	6,264,299.41	74.74%
000-486000 Transfer In - Reserves 000-486204 Interfnd Chrg-Drainage Billing 000-486406 Transfer In - Pblc Imprvmnt TOTAL Fund Transfers	654,650.00 146,400.00 0.00 801.050.00	36,600.00 - 36,600.00	109,800.00	- 109,800.00 25,003.98 134.803.98		654,650.00 36,600.00 (25,003.98) 666,246.02	- 75.00 - 16.83%
Miscellaneous	001,000.00		100,000.00	104,000.00		000,240.02	10.0070
000-490000 Misc Charges 000-491000 Interest Earned 000-491200 Investment Income 000-496000 Water Construction Reserve Acc	10,500.00 40,000.00 120,000.00 0.00	3,031.00 1,975.87 1,441.60	5,787.00 22,035.97 136,361.02 1.00	4,725.00 6,322.32 29,893.72	- - -	5,775.00 33,677.68 90,106.28	45.00 15.81 24.91
000-490000 Water Construction Reserve Acc 000-497000 Misc Income-W&S 000-498110 Salary Reimb-SSLGC TOTAL Miscellaneous	20,000.00 20,000.00 125,218.00 315,718.00	- 493.46 71,265.46 78,207.39	75,537.49 70,719.69 <u>310,442.17</u>	61,922.90 165,810.73 268,674.67	- - -	- (41,922.90) (40,592.73) 47,043.33	- 309.61 132.42 85.10%
TOTAL REVENUES	26,159,018.00	6,727,413.71	19,342,071.93	19,237,092.66	-	6,921,925.34	73.54%

WATER & SEWER CASH IN BANK AND INVESTMENTS

Cash in Bank		
Claim on Operating Cash Pool-Checking	\$	5,062.29
Cash in Investments		
Lone Star Investment-Water&Sewer		4,433,022.46
Lone Star Investment-W&S Customer Deposits		317,461.33
Lone Star Investment-W&S Equip Replacement		190,872.69
Lone Star Investment-W&S Veh Replacement		275,732.93
Schertz Bank & Trust-Certificate of Deposit		1,163,351.07
	\$	6,380,440.48
	•	
Total Cash in Bank & Investments	\$	<u>6,385,502.77</u>

REVENUE AND EXPENSE REPORT (UNAUDITED)

203-EMS	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY	0 004 507 00	4 000 077 00	4 0 47 457 00	5 004 004 50		4 557 470 00	70.40
Fees	6,621,567.20	1,836,377.02	4,247,457.83	5,064,094.52	-	1,557,472.68	76.48
Inter-Jurisdictional	3,028,357.31	1,258,516.71	2,229,446.11	2,894,796.37	-	133,560.94	95.59
Fund Transfers	1,415.00	-	-	-	-	1,415.00	0.00
Miscellaneous	135,500.00	30,152.32	107,038.55	174,437.75	-	(38,937.75)	128.74
TOTAL REVENUES	9,786,839.51	3,125,046.05	6,583,942.49	8,133,328.64	-	1,653,510.87	83.10%
EXPENDITURE SUMMARY							
PUBLIC SAFETY							
SCHERTZ EMS							
Personnel Services	4,628,222.00	1,413,340.26	3,383,917.30	3,853,763.53	549.49	773,908.98	83.28
Supplies	359,500.00	68,805.19	266,940.49	236,342.63	28,815.57	94,341.80	73.76
City Support Services	136,000.00	22,447.74	59,713.85	57,522.79	-	78,477.21	42.30
Utility Services	138,415.00	30,847.16	81,853.53	80,615.23	-	57,799.77	58.24
Operations Support	49,500.00	6,551.84	30,840.70	24,509.59	286.07	24,704.34	50.09
Staff Support	69,500.00	20,010.78	39,847.89	32,261.55	5,083.04	32,155.41	53.73
City Assistance	562,366.81	116,606.17	416,149.07	459,725.36	51,590.75	51,050.70	90.92
Professional Services	118,500.00	34,634.08	94,633.46	98,596.64	8,666.70	11,236.66	90.52
Fund Charges/Transfers	2,993,790.20	854,594.32	1,981,493.59	2,218,768.96	-	775,021.24	74.11
Maintenance Services	30,000.00	1,920.00	23,880.00	5,760.00	960.00	23,280.00	22.40
Debt Service	0.00	-	116,458.55	113,375.00	-	(113,375.00)	-
Rental/Leasing	67,000.00	65,118.05	65,118.05	65,118.05	-	1,881.95	97.19
Operating Equipment	69,500.00	3,635.04	27,005.01	16,469.50	10,790.95	42,239.55	39.22
Capital Outlay	781,112.00	142,783.00	41,936.16	446,895.98	258,089.00	76,127.02	90.25
TOTAL PUBLIC SAFETY	10,003,406.01	2,781,293.63	6,629,787.65	7,709,724.81	364,831.57	1,928,849.63	80.72%
TOTAL EXPENDITURES	10,003,406.01	2,781,293.63	6,629,787.65	7,709,724.81	364,831.57	1,928,849.63	80.72%
** REVENUE OVER(UNDER) EXPENSES **	(216,566.50)	343,752.42	(45,845.16)	423,603.83	(364,831.57)	(275,338.76)	

REVENUE REPORT (UNAUDITED)

203-EMS REVENUES		CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Fees								
000-456100	Ambulance/Mileage Transprt Fee	6,340,467.20	1,767,045.16	4,057,925.66	4,817,905.30	-	1,522,561.90	75.99
000-456110	Passport Membership Fees	28,000.00	675.00	24,645.00	25,645.00	-	2,355.00	91.59
000-456120	EMT Class - Fees	99,000.00	29,750.00	65,380.00	102,150.00	-	(3,150.00)	103.18
000-456122	CE Class - Fees	15,000.00	17,376.00	17,692.77	19,694.77	-	(4,694.77)	131.30
000-456130	Immunization Fees	3,000.00	386.90	6,277.91	1,723.30	-	1,276.70	57.44
000-456140	Billing Fees-External	26,000.00	5,346.21	17,559.83	14,909.74	-	11,090.26	57.35
000-456150	Standby Fees	25,000.00	684.75	15,185.00	30,004.95	-	(5,004.95)	120.02
000-456155	Community Services Support	50,000.00	4,727.00	17,802.66	21,976.46	-	28,023.54	43.95
000-456160	MIH Services	35,000.00	10,386.00	24,889.00	30,060.00	-	4,940.00	85.89
000-459200	NSF Check Fee	100.00	-	100.00	25.00	-	75.00	25.00
TOTAL Fee	S	6,621,567.20	1,836,377.02	4,247,457.83	5,064,094.52	-	1,557,472.68	76.48%
Inter-Jurisdict	ional							
000-473500	Seguin/Guadalupe Co Support	843,577.17	231,983.73	702,981.66	695,951.19	-	147,625.98	82.50
000-474300	Cibolo Support	473,115.24	236,557.62	329,709.36	473,115.24	-	-	100.00
000-475100	Comal Co ESD #6	141,411.38	71,904.60	98,884.72	141,411.38	-	-	100.00
000-475200	Live Oak Support	246,255.84	123,127.92	178,330.95	246,255.84	-	-	100.00
000-475300	Universal City Support	321,566.04	160,783.02	229,496.82	321,566.04	-	-	100.00
000-475400	Selma Support	171,441.00	85,720.50	120,751.02	171,441.00	-	-	100.00
000-475500	Schertz Support	667,048.68	333,524.34	451,937.07	667,048.68	-	-	100.00
000-475600	Santa Clara Support	11,455.20	5,727.60	8,352.93	11,455.20	-	-	100.00
000-475800	Marion Support	18,374.76	9,187.38	12,636.48	18,374.76	-	-	100.00
000-475910	TASPP Program	134,112.00	-	96,365.10	148,177.04	-	(14,065.04)	110.49
	r-Jurisdictional	3,028,357.31	1,258,516.71	2,229,446.11	2,894,796.37	<u> </u>	133,560.94	95.59%
Fund Transfe	rs		-					
<u>000-486000</u>	Transfer In-Reserves	1,415.00	-	-	-	-	1,415.00	0.00%
TOTAL Fun	d Transfers	1,415.00	-	-	-	-	1,415.00	0.00%
Miscellaneous	=							
000-491000	Interest Earned	2,500.00	79.36	980.72	341.72	-	2,158.28	13.67
000-491200	Investment Income	5,000.00	149.22	8,851.14	865.67	-	4,134.33	17.31
000-493203	Donations-EMS	2,000.00	60.00	5,725.53	925.00	-	1,075.00	46.25
000-497000	Misc Income	60,000.00	17,804.83	35,096.18	117,159.24	-	(57,159.24)	195.27
000-497100	Recovery of Bad Debt	6,000.00	826.83	6,123.86	9,201.82	-	(3,201.82)	153.36
000-497110	Collection Agency-Bad Debt	60,000.00	11,232.08	50,261.12	45,944.30	-	14,055.70	76.57
TOTAL Mise		135,500.00	30,152.32	107,038.55	174,437.75		(38,937.75)	<u>128.74%</u>
TOTAL REV	/ENUES	9,786,839.51	3,125,046.05	6,583,942.49	8,133,328.64	-	1,653,510.87	<u>83.10%</u>

CITY OF SCHERTZ CASH IN BANK AND INVESTMENTS

Cash in Bank Claim on Operating Cash Pool-Checking	\$	369,926.71
Cash in Investments EMS-Logic SR 2017 Ambulance-Logic		597,334.55 12.11
Total Cash in Bank & Investments	<u>\$</u>	967,273.37

REVENUE AND EXPENSE REPORT (UNAUDITED)

204-DRAINAGE FINANCIAL SUMMARY	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
Permits	4,000.00	1,950.00	2,440.00	4,320.00	_	(320.00)	108.00
Fees	1,230,000.00	308,347.80	909,141.74	885,610.99	-	344,389.01	72.00
Fund Transfers	230,913.00	-		-	_	230,913.00	-
Miscellaneous	33,000.00	136.27	12,578.39	722.55	<u>-</u>	32,277.45	2.19
TOTAL REVENUES	1,497,913.00	310,434.07	924,160.13	890,653.54	-	607,259.46	59.46%
EXPENDITURE SUMMARY	, - ,					,	
PUBLIC WORKS							
DRAINAGE							
Personnel Services	403,147.00	98,843.26	237,613.84	299,859.61	-	103,287.39	74.38
Supplies	6,000.00	151.47	4,833.30	2,785.61	444.00	2,770.39	53.83
City Support Services	35,500.00	-	4,038.48	4,023.21	-	31,476.79	11.33
Utility Services	14,700.00	5,194.04	8,194.37	13,683.82	300.00	716.18	95.13
Operations Support	1,050.00	-	-	-	-	1,050.00	-
Staff Support	13,700.00	1,801.73	5,056.38	5,288.69	255.83	8,155.48	40.47
City Assistance	500.00	40.00	80.00	80.00	-	420.00	16.00
Professional Services	58,729.00	-	3,606.65	2,758.50	-	55,970.50	4.70
Fund Charges/Transfers	532,167.00	132,791.76	360,513.33	418,730.29	-	113,436.71	78.68
Maintenance Services	83,000.00	2,066.32	71,702.01	10,127.83	-	72,872.17	12.20
Other Costs	200.00	-	100.00	-	-	200.00	-
Debt Service	122,100.00	-	2,085.17	1,050.00	-	121,050.00	0.86
Rental/Leasing	500.00	-	-	-	-	500.00	-
Operating Equipment	2,500.00	-	863.97	-	-	2,500.00	-
Capital Outlay	224,120.00	130.00	-	213,702.58	-	10,417.42	95.35
TOTAL DRAINAGE	1,497,913.00	241,018.58	698,687.50	972,090.14	999.83	524,823.03	64.96%

REVENUE AND EXPENSE REPORT (UNAUDITED)

204-DRAINAGE FINANCIAL SUMMARY	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
PROJECTS Professional Services	0.00	9.226.29		9.226.29		(0.226.20)	
	0.00	9,220.29	-	9,220.29	-	(9,226.29)	-
Maintenance Services	0.00	88,211.30	1,384.10	265,168.26	34,498.35	(299,666.61)	-
TOTAL PROJECTS	0.00	97,437.59	1,384.10	274,394.55	34,498.35	(308,892.90)	0.00%
TOTAL EXPENDITURES	1,497,913.00	338,456.17	700,071.60	1,246,484.69	35,498.18	215,930.13	85.58%

REVENUE REPORT (UNAUDITED)

204-DRAINAG	GE	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUES								
<u>Permits</u>								
000-432400	Floodplain Permit	4,000.00	1,950.00	2,440.00	4,320.00	-	(320.00)	108.00
TOTAL Perr	mits	4,000.00	1,950.00	2,440.00	4,320.00	-	(320.00)	<u>108.00%</u>
Fees								
000-457500	Drainage Penalties	10,000.00	-	4,250.09	-	-	10,000.00	-
000-457600	Drainage Fee	1,220,000.00	308,347.80	904,891.65	885,610.99	-	334,389.01	72.59
TOTAL Fee	S	1,230,000.00	308,347.80	909,141.74	885,610.99	-	344,389.01	72.00%
Fund Transfei	rs							
000-481000	Transfer In - Reserves	213,684.00	-	-	-	-	213,684.00	-
000-486100	Transfer In	17,229.00	-	-	-	-	17,229.00	-
TOTAL Fun	ds Transfers	230,913.00	-	-	-	-	230,913.00	0.00%
Miscellaneous	<u>3</u>							
000-491000	Interest Earned	3,000.00	29.24	390.85	59.97	-	2,940.03	2.00
000-491200	Investment Income	30,000.00	107.03	8,686.12	662.58	-	29,337.42	2.21
000-497000	Misc Income-Drainage	0.00	-	(228.58)	-	-	-	-
000-497100	MISC INCOME-SCRAP METAL §	0.00	-	3,730.00	-	-	-	-
TOTAL Mise	cellaneous	33,000.00	136.27	12,578.39	722.55	-	32,277.45	2.19%
TOTAL RE\	/ENUES	1,497,913.00	310,434.07	924,160.13	890,653.54	-	607,259.46	59.46%

DRAINAGE CASH IN BANK AND INVESTMENTS

Cash in Bank Claim on Operating Cash Pool-Checking	\$	60,265.01
Cash in Investments Lone Star Investment-Drainage Maint Fund		386,147.04
Total Cash in Bank & Investments	<u>\$</u>	446,412.05

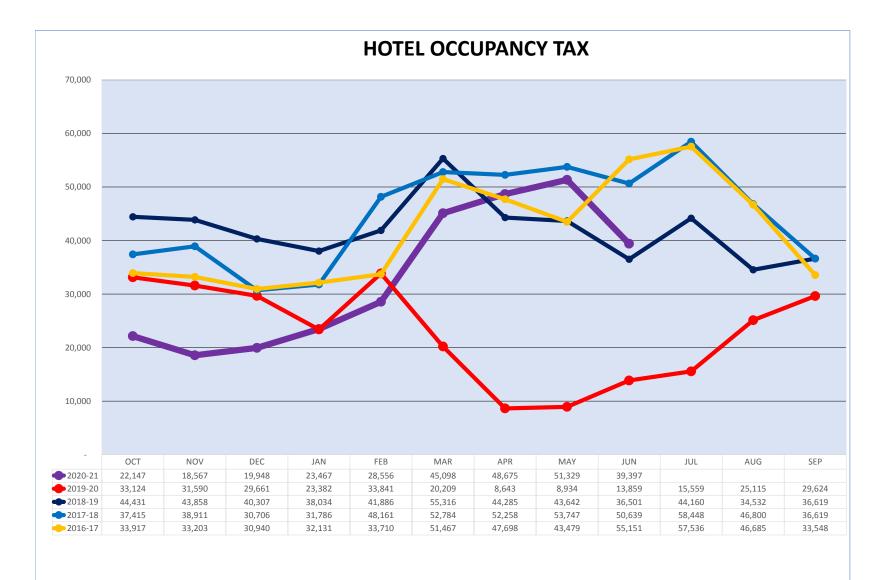
REVENUE AND EXPENSE REPORT (UNAUDITED)

314-HOTEL TAX	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
FINANCIAL SUMMARY	DODOLI	GOVILLEN		I I D / O I O/ L	Enteombra atoe	B/ L/ IIIOL	DODOLI
REVENUE SUMMARY							
Taxes	520,000.00	117,458.67	246,677.41	253,641.67	-	266,358.33	48.78
Fund Transfers	44,888.00	· -	-	-	-	44,888.00	-
Miscellaneous	20,750.00	395.60	24,482.10	1,800.18	-	18,949.82	8.68
TOTAL REVENUES	585,638.00	117,854.27	271,159.51	255,441.85	-	330,196.15	43.62%
EXPENDITURE SUMMARY							
NONDEPARTMENTAL							
City Support Services	112,466.00	12,360.00	72,012.64	49,037.77	-	63,428.23	43.60
Operations Support	42,000.00	4,872.00	8,553.00	14,096.28	-	27,903.72	33.56
Professional Services	3,000.00	570.00	3,499.50	3,570.00	2,995.05	(3,565.05)	218.84
Fund Charges/Transfers	72,464.00	18,116.01	55,821.01	54,348.07	-	18,115.93	75.00
Maintenance Services	20,000.00	32,305.60	-	144,213.25	9,800.00	(134,013.25)	770.07
Operating Equipment	44,888.00	-	-	-	-	44,888.00	-
Capital Outlay	0.00	-	223,189.35	-	-	-	-
TOTAL NONDEPARTMENTAL	294,818.00	68,223.61	363,075.50	265,265.37	12,795.05	16,757.58	94.32%
TOTAL EXPENDITURES	294,818.00	68,223.61	363,075.50	265,265.37	12,795.05	16,757.58	94.32%
REVENUE OVER(UNDER) EXPENDITURE	290,820.00	49,630.66	(91,915.99)	(9,823.52)	(12,795.05)	313,438.57	

HOTEL OCCUPANCY TAX FUND CASH IN BANK AND INVESTMENTS

AS OF: March 31, 2021

Cash in Bank Claim on Operating Cash Pool-Checking	\$ 50,475.32
Cash in Investments Texas Class - Hotel Tax	 2,024,699.65
Total Cash in Bank & Investments	\$ 2,075,174.97



REVENUE AND EXPENSE REPORT (UNAUDITED)

317-PARK	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
FINANCIAL SUMMARY							
REVENUE SUMMARY							
Fees	70,000.00	-	-	-	-	70,000.00	-
Fund Transfers	51,500.00	-	-	-	-	51,500.00	-
Miscellaneous	3,500.00	55.84	3,096.97	254.75	-	3,245.25	7.28
TOTAL REVENUES	125,000.00	55.84	3,096.97	254.75	-	124,745.25	0.20%
EXPENDITURE SUMMARY							
NON DEPARTMENTAL							
PARKLAND DEDICATION							
Professional Services	25,000.00	-	5,760.00	-	4,500.00	20,500.00	18.00
Capital Outlay	100,000.00	-	-	-	1,011.61	98,988.39	1.01
TOTAL PARKLAND DEDICATION	125,000.00	-	5,760.00	-	5,511.61	119,488.39	4.41%
TOTAL EXPENDITURES	125,000.00	-	5,760.00		5,511.61	119,488.39	4.41%
REVENUE OVER(UNDER) EXPEND	0.00	55.84	(2,663.03)	254.75	(5,511.61)	5,256.86	

REVENUE REPORT (UNAUDITED)

317-PARK	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUES							
Fees 000-458800 Parkland Dedication	70,000.00	-	-	-	-	70,000.00	-
TOTAL Fees	70,000.00	-	-	-	-	70,000.00	0.00%
Fund Transfers							
000-48100 Transfer In- Reserves	51,500.00	-	-	-	-	51,500.00	-
TOTAL Fund Transfers	51,500.00	-	-	-	-	51,500.00	0.00%
Miscellaneous							
000-491000 Interest Earned	500.00	2.67	357.82	8.75	-	491.25	1.75
000-491200 Investment Income	3,000.00	53.17	2,738.15	246.00	-	2,754.00	8.20
000-493700 Donations	0.00	-	1.00	-	-	-	-
TOTAL Miscellaneous	3,500.00	55.84	3,096.97	254.75	-	3,245.25	7.28%
TOTAL REVENUES	125,000.00	55.84	3,096.97	254.75	-	124,745.25	0.20%

PARK FUND CASH IN BANK AND INVESTMENTS

Cash in Bank	Current
Claim on Operating Cash Pool-Checking	5,357.78
Cash in Investments	
Texas Class- Park Fund	286,120.81
Total in Investment Pool	286,120.81
Total Cash in Bank & Investments	291,478.59

REVENUE AND EXPENSE REPORT (UNAUDITED)

	CURRENT	CURRENT			Y-T-D	BUDGET	% OF
319-TREE MITIGATION	BUDGET	QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	ENCUMBRANCE	BALANCE	BUDGET
FINANCIAL SUMMARY							
REVENUE SUMMARY							
Fees	70,000.00	552.50	52,614.70	219,512.50	-	(149,512.50)	313.59
Miscellaneous	4,500.00	128.21	5,682.44	561.23	-	3,938.77	12.47
TOTAL REVENUES	74,500.00	680.71	58,297.14	220,073.73	-	(145,573.73)	295.40%
EXPENDITURE SUMMARY							
TREE MITIGATION							
Maintenance Services	70,000.00	11,070.00	14,800.00	16,695.00	-	53,305.00	23.85
TOTAL TREE MITIGATION	70,000.00	11,070.00	14,800.00	16,695.00	-	53,305.00	23.85%
TOTAL EXPENDITURES	70,000.00	11,070.00	14,800.00	16,695.00	-	53,305.00	23.85%
REVENUE OVER(UNDER) EXPEND	4,500.00	(10,389.29)	43,497.14	203,378.73	-	(198,878.73)	

REVENUE REPORT (UNAUDITED) AS OF: June 30, 2021

319-TREE MITIGATION REVENUES		CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Fees								
000-458900	Tree Mitigation	70,000.00	552.50	52,614.70	219,512.50	-	(149,512.50)	313.59
TOTAL Fees		70,000.00	552.50	52,614.70	219,512.50	-	(149,512.50)	<mark>313.59%</mark>
Fund Transfers								
<u>Miscellaneous</u>								
000-491000	Interest Earned	500.00	5.00	432.14	18.92	-	481.08	3.78
000-491200	Investment Income	4,000.00	123.21	4,750.30	542.31	-	3,457.69	13.56
TOTAL Miscellaneous		4,500.00	128.21	5,682.44	561.23	-	3,938.77	12.47%
TOTAL REVENUES		74,500.00	680.71	58,297.14	220,073.73	-	(145,573.73)	295.40%

TREE MITIGATION FUND CASH IN BANK AND INVESTMENTS

Cash in Bank	
Claim on Operating Cash Pool-Checking	\$3,340.99
Cash in Investments MBIA Investment-Tree Mitigation	663,265.36
Total Cash in Bank & Investments	\$ <u>666,606.35</u>

REVENUE AND EXPENSE REPORT (UNAUDITED)

	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D Y-T-D ACTUAL		Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
411-CAPITAL RECOVERY WATER	DUDGET	QUARTER			ENCOMBICANCE	DALANCE	DUDGET
FINANCIAL SUMMARY							
REVENUE SUMMARY							
Fees	1,100,000.00	177,507.00	939,677.29	915,408.00	-	184,592.00	83.22
Miscellaneous	72,000.00	2,330.65	77,773.73	8,547.82	-	63,452.18	11.87
TOTAL REVENUES	1,172,000.00	179,837.65	1,017,451.02	923,955.82	-	248,044.18	78.84%
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
NONDEPARTMENTAL							
Professional Services	206,000.00	11,507.68	52,014.71	46,921.79	81,294.49	77,783.72	62.24
TOTAL NON DEPARTMENTAL	206,000.00	11,507.68	52,014.71	46,921.79	81,294.49	77,783.72	62.24%
MISC & PROJECTS							
PROJECTS							
Fund Charges/Transfers	512,000.00	512,000.00	-	512,000.00	-	-	100.00
TOTAL MISC & PROJECTS	512,000.00	512,000.00	-	512,000.00	-	-	100.00%
TOTAL EXPENDITURES	718,000.00	523,507.68	52,014.71	558,921.79	81,294.49	77,783.72	89.17%
REVENUE OVER(UNDER) EXPENDITURES	454,000.00	(343,670.03)	965,436.31	365,034.03	(81,294.49)	170,260.46	

REVENUE REPORT (UNAUDITED)

411-CAPITAL RECOVERY WATER	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUES							
Fees							
000-455900 Cap Rcvry-Water	1,100,000.00	177,507.00	939,677.29	915,408.00	-	184,592.00	83.22
TOTAL Fees	1,100,000.00	177,507.00	939,677.29	915,408.00		184,592.00	<u>83.22%</u>
Fund Transfers							
<u>Miscellaneous</u>		-					
000-491000 Interest Earned	2,000.00	72.97	2,766.17	213.77	-	1,786.23	10.69
000-491200 Investment Income	70,000.00	2,257.68	75,007.56	8,334.05	-	61,665.95	11.91
TOTAL Miscellaneous	72,000.00	2,330.65	77,773.73	8,547.82	-	63,452.18	11.87%
TOTAL REVENUES	1,172,000.00	179,837.65	1,017,451.02	923,955.82	-	248,044.18	78.84%

CAPITAL RECOVERY WATER CASH IN BANK AND INVESTMENTS

Cash in Bank Claim on Operating Cash Pool-Checking	\$	58,408.10
Cash in Investments Lone Star Investment-Capital Recovery Water		8,032,390.79
Total Cash in Bank & Investments	<u>\$</u>	8,090,798.89

REVENUE AND EXPENSE REPORT (UNAUDITED)

421-CAPITAL RECOVERY SEWER	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
FINANCIAL SUMMARY							
REVENUE SUMMARY							
Fees	600,000.00	121,096.84	486,321.40	505,106.72	-	94,893.28	84.18
Miscellaneous	72,000.00	1,961.95	86,363.40	7,577.98	-	64,422.02	10.52
TOTAL REVENUES	672,000.00	123,058.79	572,684.80	512,684.70	-	159,315.30	76.29%
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
NONDEPARTMENTAL							
Professional Services	208,000.00	17,722.89	141,611.82	59,355.03	100,779.85	47,865.12	76.99
TOTAL NON DEPARTMENTAL	208,000.00	17,722.89	141,611.82	59,355.03	100,779.85	47,865.12	76.99%
MISC & PROJECTS							
TOTAL EXPENDITURES	208,000.00	17,722.89	141,611.82	59,355.03	100,779.85	47,865.12	76.99%
REVENUE OVER(UNDER) EXPENDITURES	464,000.00	105,335.90	431,072.98	453,329.67	(100,779.85)	111,450.18	

REVENUE REPORT (UNAUDITED)

421-CAPITAL RECOVERY SEWER REVENUES	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Fees							
000-455910 Cap Rcvry-Waste Water	600,000	121,096.84	486,321.40	505,106.72	-	94,893.28	84.18
TOTAL Fees	600,000.00	121,096.84	486,321.40	505,106.72	-	94,893.28	84.18%
Fund Transfers							
<u>Miscellaneous</u>							
000-491000 Interest Earned	2,000.00	52.43	1,635.22	156.46	-	1,843.54	7.82
000-491200 Investment Income	70,000.00	14,083.69	83,235.52	32,356.31	-	37,643.69	46.22
000-491900 Unrealize Gain/Loss-Captl One	0.00	(12,174.17)	1,492.66	(24,934.79)	-	24,934.79	-
TOTAL Miscellaneous	72,000.00	1,961.95	86,363.40	7,577.98	-	64,422.02	10.52%
TOTAL REVENUES	672,000.00	123,058.79	572,684.80	512,684.70	-	159,315.30	76.29%

CAPITAL RECOVERY SEWER CASH IN BANK AND INVESTMENTS

Cash in Bank	
Claim on Operating Cash Pool-Checking	\$ 142,996.67
Cash in Investments	
Lone Star Investment-Capital Recovery Sewer	5,825,722.91
Capital One-Investment	 1,830,444.15
Total Cash in Bank & Investments	\$ 7,799,163.73

REVENUE AND EXPENSE REPORT (UNAUDITED)

505-TAX I&S	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
FINANCIAL SUMMARY							
REVENUE SUMMARY							
Taxes	6,980,821.00	167,609.42	6,626,502.18	6,975,406.91	-	5,414.09	99.92
Fund Transfers	0.00	-	-	7,914.84	-	(7,914.84)	-
Miscellaneous	115,000.00	25,392.76	68,919.95	76,405.33	-	38,594.67	66.44
TOTAL REVENUES	7,095,821.00	193,002.18	6,695,422.13	7,059,727.08	-	36,093.92	99.49%
EXPENDITURE SUMMARY							
GENERAL GOVERNMENT							
NONDEPARTMENTAL							
Professional Services	50,000.00	-	2,000.00	176,599.52	-	(126,599.52)	353.20
Debt Service	6,621,061.00	-	5,807,380.75	5,624,516.30	401,692.30	594,852.40	91.02
TOTAL GENERAL GOVERNMENT	6,671,061.00	-	5,809,380.75	5,801,115.82	401,692.30	468,252.88	92.98%
TOTAL EXPENDITURES	6,671,061.00	-	5,809,380.75	5,801,115.82	401,692.30	468,252.88	92.98%
** REVENUE OVER(UNDER) EXPEND	424,760.00	193,002.18	886,041.38	1,258,611.26	(401,692.30)	(432,158.96)	

REVENUE REPORT (UNAUDITED)

505-TAX I & S	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUES							
Taxes							
000-411900 Property Tax Revenue	6,980,821.00	167,609.42	6,626,502.18	6,975,406.91	-	5,414.09	99.92
TOTAL Taxes	6,980,821.00	167,609.42	6,626,502.18	6,975,406.91	-	5,414.09	99.92%
Fund Transfers							
000-486100 Transfer In	0.00	-	-	6,584.65	-	(6,584.65)	-
000-486401 Transfer In -Bond Project Fund	0.00	-	-	1,330.19	-	(1,330.19)	-
TOTAL Fund Transfers	0.00	-	-	7,914.84	-	(7,914.84)	0.00%
Miscellaneous							
000-491000 Interest Earned	0.00	55.46	1,671.19	266.43	-	(266.43)	-
000-491200 Investment Income	15,000.00	337.30	17,248.76	1,138.90	-	13,861.10	7.59
000-495020 Contribution From YMCA	100,000.00	25,000.00	50,000.00	75,000.00	-	25,000.00	75.00
TOTAL Miscellaneous	115,000.00	25,392.76	68,919.95	76,405.33	-	38,594.67	66.44%
TOTAL REVENUES	7,095,821.00	193,002.18	6,695,422.13	7,059,727.08	-	36,093.92	99.49%

REVENUE AND EXPENSE REPORT (UNAUDITED)

AS OF: June 30, 2021

505-TAX I & S

GENERAL GO	VERNMENT	CURRENT BUDGET	CURRENT QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
NON DEPART	MENTAL							
Professional S								
101-541500	Paying Agent	5,000.00	-	2,000.00	1,800.00	-	3,200.00	36.00
101-541502	Cost of Bond Issuance	45,000.00	-	-	174,799.52	-	(129,799.52)	388.44
TOTAL Profe	essional Services	50,000.00	-	2,000.00	176,599.52	-	(126,599.52)	353.20%
Debt Service								
101-555629	Bond-GO 2007 Principal	0.00	-	315,000.00	325,000.00	-	(325,000.00)	-
101-555629.1	Bond-GO 2007 Interest	0.00	-	59,116.75	52,706.50	-	(52,706.50)	-
101-555633	Bond-GO SR2011 Principal	270,000.00	-	260,000.00	270,000.00	-	-	100.00
101-555633.1	Bond-GO SR2011 Interest	296,938.00	-	157,043.75	6,750.00	-	290,188.00	2.27
101-555634	Bond-GO 2011A Refund-Principal	485,000.00	-	475,000.00	485,000.00	-	-	100.00
101-555634.1	Bond-GO 2011A Refund-Interest	52,367.00	-	34,542.25	5,461.91	-	46,905.09	10.43
101-555635	Bond-GO 2012 - Principal	365,000.00	-	355,000.00	365,000.00	-	-	100.00
101-555635.1	Bond-GO 2012 - Interest	138,370.00	-	77,247.50	71,922.50	-	66,447.50	51.98
101-555638	Bond-GO 2014 Refund-Principal	100,000.00	-	100,000.00	100,000.00	-	-	100.00
101-555638.1	Bond-GO 2014 Refund-Interest	280,775.00	-	142,637.50	141,137.50	-	139,637.50	50.27
101-555639	Tax Note - SR2015 - Principal	40,000.00	-	-	-	-	40,000.00	-
101-555639.1	Tax Note - SR2015 - Interest	700.00	-	651.62	350.00	-	350.00	50.00
101-555640	Bond-Ref 2015 Bond-Principal	690,000.00	-	675,000.00	690,000.00	-	-	100.00
101-555640.1	Bond-GO Ref 2015-Interest	47,400.00	-	37,312.50	28,875.00	-	18,525.00	60.92
101-555641	Tax Note - SR2015A-Principal	150,000.00	-	, -	-	-	150,000.00	-
101-555641.1	Tax Note - SR2015A - Interest	4,697.00	-	3,503.50	2,348.50	-	2,348.50	50.00
101-555642	Bond-GO SR2016-Principal	235,000.00	-	225,000.00	235,000.00	-	-	100.00
101-555642.1	Bond-GO SR2016-Interest	141,207.00	-	77,453.13	72,953.13	-	68,253.87	51.66
101-555643	Bond-TaxableB CO SR2016-Princi	60,000.00	-	60,000.00	60,000.00	-	-	100.00
101-555643.1	Bond-Taxable CO SR2016-Interes	42,063.00	-	22,381.25	21,481.25	-	20,581.75	51.07
101-555644	Bond-NonTaxA CO SR2016-Princip	190,000.00	-	180,000.00	190,000.00	-	-	100.00
101-555644.1	Bond-NonTax CO SR2016-Interest	48,169.00	-	29,584.38	25,984.38	-	22,184.62	53.94
101-555645	Bond-CO SR2017-Principal	405,000.00	-	290,000.00	295,000.00	-	110,000.00	72.84
101-555645.1	Bond-CO SR2017 - Interest	126,800.00	-	67,412.50	63,062.50	-	63,737.50	49.73
101-555646	Bond-GO SR2017 - Principal	160,000.00	-	155,000.00	160,000.00	-	-	100.00
101-555646.1	Bond-GO SR2017 - Interest	104,925.00	-	55,987.50	53,662.50	-	51,262.50	51.14
101-555647	Bond-GO 2018 Refund- Principal	570,000.00	-	560,000.00	570,000.00	-	-	100.00
101-555647.1	Bond-GO 2018 Refund - Interest	98,368.00	-	58,141.00	52,205.00	-	46,163.00	53.07
101-555648	Bond-CO SR2018 - Principal	235,000.00	-	220,000.00	235,000.00	-	-	100.00
101-555648.1	Bond-CO 2018 - Interest	175,888.00	-	96,381.25	90,881.25	85,006.25	0.50	100.00
101-555649	Bond-GO 2018 Ref - Principal	530,000.00	-	580,000.00	530,000.00	-	-	100.00
101-555649.1	Bond-GO 2018 Ref - Interest	199,694.00	-	120,971.87	106,471.88	93,221.88	0.24	100.00
101-555650	Bond-CO 2019-Principal	255,000.00	-	250,000.00	255,000.00	-	-	100.00
101-555650.1	Bond-CO 2019-Interest	122,700.00	-	67,012.50	63,262.50	59,437.50	-	100.00
101-555651.1		0.00	-	-	-	164,026.67	(164,026.67)	-

REVENUE AND EXPENSE REPORT (UNAUDITED)

505-TAX I & S	CURRENT	CURRENT			VID	BUDGET	
GENERAL GOVERNMENT NON DEPARTMENTAL	BUDGET	QUARTER	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BALANCE	% OF BUDGET
TOTAL Debt Service	6,621,061.00	-	5,807,380.75	5,624,516.30	401,692.30	594,852.40	91.02%
Other Financing Sources							
TOTAL EXPENDITURES	6,671,061.00	-	5,809,380.75	5,801,115.82	401,692.30	468,252.88	92.98%

TAX I&S CASH IN BANK AND INVESTMENTS AS OF: June 30, 2021

Cash in Bank Claim on Operating Cash Pool-Checking \$ 33,971.19 MBIA Investment- Tax I&S 2,010,558.46 Total Cash in Bank & Investments \$ 2,044,529.65

REVENUE AND EXPENSE REPORT (UNAUDITED)

	CURRENT	CURRENT	PRIOR YEAR Y-T-D	Y-T-D ACTUAL	Y-T-D	BUDGET	% OF
620-SED CORPORATION	BUDGET	QUARTER			ENCUMBRANCE	BALANCE	BUDGET
FINANCIAL SUMMARY							
REVENUE SUMMARY							
Taxes	4,507,371.00	1,305,040.11	3,570,669.38	3,844,118.46	-	663,252.54	85.29
Fund Transfers	3,496,428.00	-	-	-	-	3,496,428.00	-
Miscellaneous	141,000.00	9,861.92	269,663.28	50,681.91	-	90,318.09	35.94
TOTAL REVENUES	8,144,799.00	1,314,902.03	3,840,332.66	3,894,800.37	-	4,249,998.63	47.82%
EXPENDITURE SUMMARY							
NONDEPARTMENTAL							
City Assistance	3,119,275.00	24,384.89	746,991.90	224,384.89	-	2,894,890.11	7.19
Fund Charges/Transfers	4,050,000.00	390,000.00	-	390,000.00	-	3,660,000.00	9.63
TOTAL NONDEPARTMENTAL	7,169,275.00	414,384.89	746,991.90	614,384.89	<u> </u>	6,554,890.11	<mark>8.57%</mark>
MISC & PROJECTS							
PROJECTS							
ECONOMIC DEVELOPMENT							
Supplies	750.00	116.09	293.51	299.25	15.30	435.45	41.94
City Support Services	19,900.00	495.00	4,056.31	2,305.07	51.52	17,543.41	11.84
Utility Services	3,695.00	372.61	1,496.38	878.68	-	2,816.32	23.78
Operations Support	148,610.00	20,094.06	25,608.37	37,557.88	1,552.97	109,499.15	26.32
Staff Support	29,100.00	1,430.82	3,557.91	3,023.51	465.68	25,610.81	11.99
City Assistance	202,500.00	-	264.33	-	-	202,500.00	-
Professional Services	61,300.00	11,024.50	9,886.74	18,568.50	-	42,731.50	30.29
Fund Charges/Transfers	504,669.00	252,334.50	461,636.00	504,669.00	-	-	100.00
Operating Equipment	5,000.00	175.25	651.90	2,175.25	130.98	2,693.77	46.12
TOTAL ECONO DEVELOPMENT	975,524.00	286,042.83	507,451.45	569,477.14	2,216.45	403,830.41	58.60%
FM3009 ROAD&BRIDGE EXPANSION							
TOTAL EXPENDITURES	8,144,799.00	700,427.72	1,254,443.35	1,183,862.03	2,216.45	6,958,720.52	14.56%
** REVENUE OVER(UNDER) EXPEND	0.00	614,474.31	2,585,889.31	2,710,938.34	(2,216.45)	(2,708,721.89)	

SED CORPORATION CASH IN BANK AND INVESTMENTS

Cash in Bank		
Claim on Operating Cash Pool-Checking	\$	300,423.76
Cash in Investments Texas Class Investment-Economic Development Corp Schertz Bank & Trust-Certificate of Deposit Schertz Bank & Trust-Certificate of Deposit		20,358,098.88 1,080,548.16 1,123,002.95
Total Cash in Bank & Investments	<u>\$</u>	22,862,073.75

CITY COUNCIL MEMORANDUM

City Council Meeting:August 10, 2021Department:EngineeringSubject:Monthly update - on major projects in progress/CIP. (B. James/K. Woodlee)

Attachments

August 2021 Major Project Update

CITY COUNCIL MEMORANDUM

City Council Meeting: Department: August 10, 2021

City Manager

Subject:

Update on Major Projects in Progress

Background

This is the monthly update on large capital projects that are in progress or in the planning process. This update is being provided so Council will be up to date on the progress of these large projects. If Council desires more information on any project or on projects not on this list, please reach out to staff and that information will be provided.

Facilities Projects:

1. 27 Commercial Place Renovation

- Project Status: Construction Phase
- o Construction Start: June 2021
- Estimated Completion: September 2021
- Cost of Construction: \$1,372,794
- Project Update: Construction continued throughout July with the installation of the concrete service pits, wall framing, shop insulation and drywall. Work in August will consist of finishing the shop insulation, beginning HVAC install, and taping and floating the drywall. Weekly project meetings continue with City Staff and the contractor. The project is on schedule.

2. Emergency Services Restroom Remodel Project

- Project Status: Complete
- Construction Start: August 2020
- Estimated Completion: May 2021
- Cost of Construction (All Phases): \$224,075
- Project Update: Project has been completed and punch items have been completed.

3. Animal Adoption Center HVAC Replacement Project

- Project Status: Pre-Construction Phase
- Estimated Construction Start: Summer 2021
- Estimated Cost of Construction: \$700,000
- Project Update: Team Mechanical has submitted the final plans for permitting and a Building Permit is expected to be issued in early August. Construction is expected to begin in early September.

4. Fire Station #1 HVAC Replacement Project

- Project Status: Closeout Phase
- Construction Start: July 2021
- o Estimated Completion: Summer 2021
- Cost of Construction: \$38,214.00
- Project Update: Beyer Mechanical completed all of the work the final week of July. City Staff will be completing a final walkthrough in early August to closeout the project.

Drainage Projects:

1. Castle Hills Channel, Colony Drive Channel, Osage Avenue Channel

- Project Status: Closeout Phase
- Start: November 2020
- Estimated Completion: Summer 2021
- Cost of Construction: \$378,425.15 (NTE \$416,267.68)
- Project Update: C-3 Environmental has completed all three projects. City Staff completed a project walkthrough at the end of July to identify punch items. C-3 will be completing the punch list items in early August and the project will be closed out.

2. Doerr Lane Channel

- Project Status: Complete
- o Start: April 2021
- Estimated Completion: June 2021
- Cost of Construction: \$36,000.00
- Project Update: C-3 Environmental has completed the installation of the hydroturf and has completed all punch list items.

3. Savannah Square Detention Basin, Sycamore Creek at Westchester Drive, and Dietz Creek at Arroyo Verde (2020 Silt Removal Projects)

- Project Status: Construction Phase
- Consultant: Ford Engineering
- Construction Start: July 26, 2021
- Cost of Construction: \$291,627.47 (NTE \$320,000)
- Project Update: Myers Concrete Construction began construction on July26th at the Dietz Creek at Arroyo Verde. The estimated construction completion date is April 22, 2022.

4. Fire Station #2 Channel Improvements

- Project Status: Construction Phase
- Consultant: Ford Engineering
- Construction Start: May 24, 2021
- Construction Completion: Week of August 2, 2021
- Project Update: C3 Environmental Specialties has continued construction efforts. An administrative Change Order was issued to extend the contract time by 12 days due to rain delays. Substantial completion is expected during the week of August 2, 2021 with a walk-through scheduled for August 13, 2021.

Water and Wastewater Projects:

1. FM 1103 Sewer Extension Project

- Project Status: Construction Phase
- Construction Start: May 2021
- Construction Completion: Summer 2021
- Cost of Construction: \$74,235.00 (NTE: \$81,659.00)
- Project Update: M&C Fonseca Construction is completing the final restoration on the project including concrete and asphalt repairs as well as re-establishing vegetation in early August. The project is expected to be fully completed in August.

Engineering Projects:

1. 2018 Street Preservation and Maintenance Reconstruction Project

- Project Status: Substantially Complete
- Construction Start: January 2020
- Construction Completion: Summer 2020
- Cost of Construction: \$1,501,199
- Project Update: The remaining concrete repairs on the east side of Schertz Parkway will be done in the next couple of weeks. The concrete pavement grinding is tentatively scheduled for August 23, 2021. After the grinding is completed, the street will be restriped form Live Oak to Woodland Oaks.

2. 2018 Street Preservation and Maintenance Rehabilitation Project

- Project Status: Fully Complete
- o Construction Start: April 2020
- Construction Completion: Summer 2020
- Cost of Construction: \$2,611,348
- Project Update: No change from the last update. The project is fully complete.

3. 2018 Street Preservation and Maintenance Resurfacing Project

- Project Status: Under Construction
- Construction Start: March 2020
- Construction Completion: Summer 2020
- o Cost of Construction: \$791,174.34
- Project Update: No change from last report. Waiting on favorable weather conditions so the contractor can perform warranty repairs on the chip sealed areas. Staff and our consultant are working on the bid packages for the additional surfacing on top of the chip seal (fog seal and slurry seal in the Estates at Wilson's Preserve). Bidding will start on August 11, 2021, with a bid opening of September 2, 2021.

4. Cibolo Valley Drive Expansion Project

- Project Status: Under Construction
- Construction Start: May 2020
- Construction Completion: Summer 2021
- Cost of Construction: \$4,806,762 total (\$1,300,000 City of Schertz Contribution)

Project Update: Project is substantially complete. Staff is working with a landscaping company to develop plans for finishing the medians in the roadway. As soon as plans are developed, staff will proceed with bidding/getting quotes for the work as soon as possible. The general concept for the plans are to duplicate the rock landscaping around the Schertz sign at I-35 and Schertz Parkway with some low maintenance plants.

5. Cherry Tree Rehabilitation Project

- Project Status: Bidding complete
- Consultant: Ford Engineering
- Project Start Date: November 2020
- Project Completion Date: December 2020
- o Total Project Cost: \$273,193.80 (NTE amount \$300,600)
- Project Update: No change form last report. The project is fully complete.

6. Elbel Road Storm Drain and Paving

- Project Status: Design
- Consultant: Ford Engineering
- Project Start Date: August 2020
- o Project Completion Date: Summer 2021
- o Total Project Cost: \$1,560,000
- Project Update: Construction contract was awarded to R.L. Jones on June 27, 2021. Staff is coordinating with the contractor to get the insurance and bonds in place so the contract can be executed. Once the contract is executed, Staff will schedule a pre-construction meeting with R.L. Jones.

7. 2020 Street Preservation and Maintenance (Resurfacing) Project

- Project Status: Design
- Consultant: Kimley-Horn & Associates
- Project Update: Bidding on the project will begin on August 11, 20201, with a bid opening on September 8, 2021.

8. Tri-County Parkway Reconstruction Project

- Project Status: Design
- Consultant: Halff Associates
- Project Update: Bidding on the project will begin August 11, 2021, with a bid opening on September 9, 2021.

9. Woman Hollering Creek Wastewater Interceptor Main and Lift Station

- Project Status: Construction Bid Evaluation
- o Consultant: Cobb, Fendley & Associates, Inc.
- o Estimated Construction Start: Late Summer/Early Fall 2021
- Estimated Cost of Construction: \$12 million
- Project Update: The project was for bid and six contractors submitted proposals. An evaluation team is in the process of reviewing, evaluating, and scoring the proposals and a recommendation to Council for contract award is expected by September. Additional

contracts will be presented for authorization for owners' representative and construction testing services associated with this project.

10. Pedestrian Routes and Bike Lanes Project

- Project Status: Under Construction
- Construction Start: Spring 2021
- Construction Management: AG|CM
- Estimated Cost of Construction: \$1.3 million
- Project Update: We were unable to secure TXDOT approval of realignment of the pedestrian path without undertaking a lengthy and somewhat costly environmental review and approval process. As a result, the contractor will complete the middle section of the pathway on the originally approved alignment. With favorable weather, construction of the remaining portion of the pathway will begin in the next few days. The rain last week did delay some of the planned concrete pours on the north side of Live Oak. With favorable weather, the contractor hopes to have the Live Oak work completed within the next couple of months.

11. Water and Wastewater Master Plan Update and Impact Fee Study

- Project Status: Study
- o Consultant: Lockwood, Andrews, and Newnam, Inc.
- Project Start Date: December 2019
- Project Completion Date: TBD 2021
- Total Project Cost: \$467,280 (NTE \$500,000)
- Project Update: Staff continues to work with LAN to have models and future land use and development projections finalized. Completion of the future conditions evaluation is underway and the Master Plan report is expected to be submitted in September. The Impact Fee update of this project will follow that and the schedule will be set by how well the statutorily required meetings with various groups can be coordinated with Board, Committee, and Council meeting.

12.16 Dedicated Transmission Main Phase II

Overall project intent is the construction of a 16" dedicated water transmission main to connect the Live Oak water storage facility to the IH 35 storage tank. Phase 1 (route study, land acquisition coordination) was completed in March 2021.

- o Project Status: Design Phase
- Consultant: Kimley-Horn & Associates
- Design Project Start Date: June 1, 2021
- Project Completion Date: Winter 2022
- Project Cost (Phase 2 Design): \$1,508,875.50
- Project Update: No change from last update. A Notice to Proceed was provided to Kimley-Horn, and the project team has initiate field work for environmental investigations near the Chevron Pipeline crossing, topographic surveying, and geotechnical borings. The 60% Design package is anticipated to be received on December 1, 2021. The project team continues to coordinate with properties with approved right-ofentries for field work.

13. Stormwater Control Inventory and City Operations Assessment

The work of this project is an action included in the City's Stormwater Management Plan (Plan). The Plan is the blueprint of activities needed to comply with the City's Texas Commission on Environmental Quality (TCEQ) Texas Pollutant Discharge Elimination System (TPDES) General Permit required by virtue of the City's classification as Municipal Separate Storm Sewer System (MS4).

This project specifically consists of development of an inventory of City facility stormwater controls and an assessment of city operations as related to stormwater control and quality.

- Project Status: Study
- Consultant: Utility Engineering Group, PLLC
- Project Start Date: July 2020
- Project Completion Date: Spring 2021
- Total Project Cost: \$35,000
- Project Update: No change from last report. Consultant and City staff have visited most of the City sites proposed for visits. Consultant has submitted a partial draft copy from the compiled information and will be scheduling visits to facilities with the appropriate staff for the higher priority facilities to discuss operations. Draft Inventory is under review by staff.

14. Riata Lift Station Relocation (Design Phase)

Overall project intent is to relocate the Riata Lift Station ahead of TxDOT's IH-35 NEX Project to remove it from conflict with the proposed improvements. The design phase will identify a new site for the lift station, design the new lift station, and design the abandonment of the existing lift station.

- Project Status: Design Phase
- Consultant: Utility Engineering Group, PLLC (UEG)
- Design Project Start Date: August 2020
- o Expected Design Project Completion Date: Summer 2021
- Total Project Cost: \$129,795 (NTE \$143,000)
- Project Update: UEG is beginning the property/easement acquisition for the site and sewer mains.

15. Aviation Heights Water Main Construction Phases 5, 6, and 7 (Bid Phase)

Overall project intent is the construction of an 8" water main within the Aviation Heights area along Aero Avenue, Brooks Avenue, Winburn Avenue, Mitchell Avenue, and Aviation Avenue.

- Project Status: Bid Phase
- Consultant: Ford Engineering
- Project Start Date: Fall 2021
- Expected Project Completion Date: Fall 2022
- Total Project Cost: \$1,814,105.20 (NTE \$2,000,000)
- Project Update: Request for Proposals were due Wednesday, July 7th. Five bidders provided responses. After review of all responses, staff recommends awarding the construction contract to M&C Fonseca, which is on the agenda for the August 10th council meeting.

16. Crest Oak Wastewater Upsize

Overall project intent is to upsize the existing 10" sewer main which extends approximately 2,600 linear feet north of Crest Oak.

- Project Status: Scoping phase
- Consultant: Kimley-Horn & Associates
- o Design Project Start Date: July 7, 2021
- Expected Project Completion Date: September 7, 2021
- Total Project Cost: \$16,555.00 for the capacity analysis
- Project Update: No change from last update. A Notice to Proceed was provided to Kimley-Horn on July 7th to complete a capacity analysis. This analysis will identify current and future contributing flows, which will be used to size the future upgrade of the existing sewer main. City staff has worked with the consultant to identify future growth consistent with the current comprehensive land plan.

17. FM 1518 Utility Relocations

Overall project intent is to relocate the water and sewer utilities to avoid conflicts as part of the TXDOT FM 1518 Project. The current contract is for the design services of the project.

- Project Status: Design Phase
- Consultant: Halff Associates
- o Design Project Start Date: June 2021
- Expected Design Project Completion Date: September 2022
- Total Project Cost: \$548,370 (NTE \$600,000)
- Project Update: Halff has provided the 90% design for review to the City and TXDOT. Waiting on TXDOT comments for this phase of design. A segment of the water line is proposed to be realigned along Aztec Lane and cross the creek near the CCMA lift station. This is due to limited available ROW along FM 78.

18. Corbett Ground Storage Tank

Overall project intent is the construction of a 3.0 Million Gallon ground storage tank for filling the Corbett Elevated Storage Tank, the East Live Oak Elevated Storage Tank, plus additional storage.

- Project Status: Design Phase
- Consultant: Ford Engineering
- o Design Project Start Date: June 7, 2021
- Expected Project Completion Date: May 2022
- Total Project Cost: \$466,265.00
- Project Update: No change from last update. The study and report phase (including geotechnical investigation and topographic survey) will be completed in August 2021.

TxDOT Roadway Projects:

1. FM 1103 Improvement Project: TxDOT is finalizing a construction contract for the FM 1103 Improvement project. Construction is expected to begin in September 2021.

2. FM 1518 Improvement Project: TxDOT is in the Plans, Specs, and Estimates (PS&E) stage of the project. At this time, a consultant for TxDOT has prepared 60% construction plans and is working toward 90% completion.

TxDOT has not yet acquired parcels needed from JBSA-Randolph. That process is proceeding, however slowly. Because of delays with that acquisition and increased costs, construction of the project has been split into segments. It is anticipated that TxDOT will receive funding through AAMPO to address the budget shortfall.

At least a portion of the project is still currently scheduled for letting in September 2022; construction may begin as early as January 2023. This "first phase" will include the entire length of FM 1518 from FM 78 to IH 10, without the length between Aztec and Schaefer Road. That second phase will be completed with forthcoming funding.

- **3.** I-35 Operational Improvements Project (FM 2252 to Schwab Road): No change from July update. Contractor continues work on retaining walls, grading of ditches and swales, placing electrical components, repair of frontage road failures, and placement of new curb, sidewalk, and riprap. Estimated final cost of the project is \$25.5 million. The current schedule includes an expectation of substantial completion in late fall 2021.
- 4. I-35 NEX (I-410 South to FM 1103): The I-35 Northeast Expansion project has been divided into three segments. The Central Segment from 410 N to FM 3009 is fully funded and a contract has been awarded for construction through a design-build scenario. Construction is expected to begin in Spring 2022.
- **5. IH-10 Graytown Road to Guadalupe County Line:** No change from July update. Construction of this \$157 million project to expand IH 10 underway. Traffic controls have been placed and work has begun on the transition of the access roads from two-way to one-way. Grading for the widening of the main lanes has also begun. Ramp and lane closures take place as necessary. The construction timeline for the project is 53 months.

Planning and Community Development Projects:

1. CityView Permitting and Development Software

The CityView software is currently being configured by the CityView implementation team. City Staff is scheduled to participate in validation/testing of the software, the training for which will take place the week of August 9, 2021. Once validation is complete, the project moves to end user staff training and then goes live.

- Total Project Cost: \$523,766.00
- Project Start Date: June 2018
- Project Completion Date: TBD Fall/Winter 2021