



**MEETING AGENDA
City Council
REGULAR SESSION CITY COUNCIL
September 14, 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, SEPTEMBER 14, 2021 at 6:00 p.m.

City Council will hold its regularly scheduled meeting at 6:00 p.m., Tuesday, September 14, 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 Davis)**

Employee Recognition

- Employee Promotions (M. Browne)

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 regular meeting of September 7, 2021. . (B. Dennis)
2. **Resolution No. 21-R-104** - Consideration and/or action to approve the appointment of Richard Dziewit to the Board of Directors Place D-4 filling the current vacancy on the Schertz Seguin Local Government Corporation, and other matters in connection therewith. (C. Kelm)
3. **Ordinance No. 21-S-32** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 1 acre of land from General Business District (GB) to Main Street Mixed Use- New Development generally located at the hard corner of Main Street and Schertz Parkway, 820/824 Main Street, also known as Guadalupe County Property Identification Number 16630, City of Schertz, Comal County, Texas. ***Final Reading*** (B. James/L. Wood/M.Harrison)
4. **Ordinance No. 21-S-33** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 0.4 acres of land from General Business District (GB) to Main Street Mixed Use- New Development generally located 250 feet east of the intersection of Main Street and Randolph Avenue, 610 Main Street, also known as Guadalupe County Property Identification Number 168552, City of Schertz, Comal County, Texas. ***Final Reading*** (B. James/L. Wood/M. Harrison)
5. **Ordinance No. 21-T-38**– Consideration and/or action approving an Ordinance adopting a budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022. ***Final Reading*** (B. James/J. Walters)

6. **Ordinance No. 21-T-39** – Consideration and/or action approving an Ordinance approving the appraisal roll; setting the tax rate; levying and assessing general and special ad valorem taxes for the use and support of the municipal government of the city of Schertz, Texas. *Final Reading* (B. James/J. Walters)
7. **Resolution No. 21-R-79** - Consideration and/or action approving a Resolution authorizing an agreement for Provisions of Professional Services between the City of Schertz and the City of Schertz Economic Development Corporation. (M. Browne/A. Perez)

Discussion and Action Items

8. **Resolution No. 21-R-103** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to issue a purchase order(s) for the purchase of various vehicles/equipment as part of the 2021-2022 Vehicle/Equipment replacement program. (C. Kelm/S. Williams/C. Hernandez)
9. **Ordinance No. 21-S-37** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to amend the Comprehensive Land Use Plan by changing approximately 118 acres of the Future Land Use Map from Commercial Campus land use designation to the Highway Commercial land use designation as well as amend the language for Highway Commercial, generally located 2,500 feet east from the intersection of Hubertus Road and IH-35 frontage road, also known as Comal County Property Identification Numbers, 75290 and 75369, City of Schertz, Comal County, Texas. *Final Reading* (B. James/L. Wood/M. Harrison)
10. **Ordinance No. 21-S-36** - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 42 acres of land from General Business District (GB) and Manufacturing Light District (M-1) to General Business District-2 (GB-2) and Manufacturing Light District (M-1), generally located approximately 2,500 feet east from the intersection of Hubertus Road and IH-35, also known as Comal Property Identification Numbers 75290 and 75369, City of Schertz, Comal County, Texas. *Final Reading* (B. James/L. Wood/M. Harrison)
11. **Ordinance No. 21-M-40** - Consideration and/or action to approve an Ordinance by the City Council of the City of Schertz, Texas amending the City of Schertz Code of Ordinances and certain other Ordinances by amending and establishing fees for certain licenses, permits, and other services provided by the City of Schertz. *Second and Final Reading* (M. Browne/B. James/J. Walters)
12. **Ordinance No. 21-T-41** - Consideration and/or action approving an ordinance by the City Council of the City of Schertz, authorizing an adjustment to the FY 2020-21 Budget, and other matters in connection therewith. *First Reading* (M. Browne, B. James, J. Walters)
13. **Proposed Appeal to Roadway Capital Recovery** - Consideration and/or action on an appeal to roadway capital recovery fees by Responsive Ed. (B. James)

Roll Call Vote Confirmation

Closed Session

- 14.** City Council will meet in closed session under Section 551.087 of the Texas Government Code, Deliberation Regarding Economic Development Negotiations, Closed Meeting. The governmental body is not required to conduct an open meeting (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.
- Project E-069

Reconvene into Regular Session

- 14a.** Take any action based on discussion held in closed session under Agenda Item 14.

Roll Call Vote Confirmation

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 10th DAY OF SEPTEMBER, 2021 AT 4:00 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.

COUNCIL COMMITTEE AND LIAISON ASSIGNMENTS

Mayor Gutierrez Audit Committee Investment Advisory Committee Main Street Committee	Councilmember Scagliola – Place 5 Cibolo Valley Local Government Corporation - Alternate Hal Baldwin Scholarship Committee Interview Committee for Boards and Commissions - Alternate Schertz-Seguin Local Government Corporation
Councilmember Davis– Place 1 Interview Committee for Boards and Commissions Main Street Committee - Chair Schertz Housing Authority Board TIRZ II Board	Councilmember Scott – Place 2 Interview Committee for Boards and Commissions Schertz Animal Services Advisory Commission
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 Animal Advisory Commission Audit Committee Investment Advisory Committee Main Street Committee	Councilmember Brown – Place 7 Main Street Committee Schertz-Seguin Local Government Corporation - Alternate

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021
Department: City Secretary
Subject: Minutes – Consideration and/or action regarding the approval of the minutes of the regular meeting of September 7, 2021. . (B. Dennis)

BACKGROUND

The City Council held a Regular City Council meeting on September 7, 2021.

RECOMMENDATION

Recommend Approval.

Attachments

09-07-21 Draft minutes

DRAFT

MINUTES REGULAR MEETING September 7, 2021

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on September 7, 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; Councilmember Mark Davis; Councilmember Rosemary Scott; Councilmember Jill Whittaker; Mayor Pro-Tem Michael Dahle; Councilmember David Scagliola; Councilmember Allison Heyward; Councilmember Tim Brown

City City Manager Dr. Mark Browne; Assistant City Manager Brian James;
Staff: Assistant City Manager Charles Kelm; City Attorney Daniel Santee; City Secretary Brenda Dennis; Assistant to the City Manager Sarah Gonzalez; Deputy City Secretary Sheila Edmondson

Call to Order

Mayor Gutierrez called the meeting to order at 6:00 p.m.

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

Mayor Gutierrez recognized Councilmember Allison Heyward who provided the opening prayer followed by the Pledges of Allegiance to the Flags of the United States and the State of Texas.

Presentations

- Proclamation recognizing Childhood Cancer Awareness Month. (Mayor/Rebecca Lee)

Mayor Gutierrez recognized Ms. Rebecca Lee and her family and presented a proclamation recognizing the month of September 2021 as Childhood Cancer Awareness Month in the City of Schertz.

- Proclamation recognizing National Payroll Week (Mayor/Andrea Jones)

Mayor Gutierrez recognized Ms. Andrea Jones and presented a proclamation recognizing September 6-10, 2021 National Payroll Week in the City of Schertz.

Guadalupe Regional Medical Center - Prescription Assistance report. (Mayor/Council/J. Riggs/M. Ishak)

Mayor Gutierrez recognized Mr. Jerry Riggs, Pharmacy Manager from the Guadalupe Regional Medical Center. Mr. Riggs gave a presentation on the GRMC Prescription Assistance Program Report from March 1, 2021 through August 31, 2021.

Highlights from the March 1, 2021 to August 31, 2021 Report:

- Total number of patients served by the program: 907
- Total number of Schertz residents served by the program: 27
- Total number of prescriptions provided by the program: 21,371
- Retail dollar value of prescriptions provided by the PAP: \$5,967,696.42
- Retail dollar value of prescriptions provided to Schertz residents: \$156, 598.65

Mr. Riggs will be retiring in December 2021 and introduced Mr. Mohaib Ishak, who will be his replacement.

New Employee Introductions:

Various Department Heads introduced the following new employees from their departments.

- Fire Department: Acton Hartzell - Fire Fighter
- Police Department: Ismael De La Cruz
- Public Works: Michael Doss - Drainage Worker 1, Raymond Garcia, Benjamin Rantz, Brandon Eskildsen, Juan Zamarripa - Service Worker I; Christopher Peacock - Street Worker II

City Events and Announcements

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

Mayor Gutierrez recognized Assistant City Manager Charles Kelm who provided the following information:

Special Announcement:

The American Heart Association/American Stroke Association recently presented the City of Schertz EMS with the Mission: Lifeline® - EMS Gold Plus Award. Schertz EMS is a part of an elite group of prehospital agencies recognized by the

American Heart Association. The award recognizes their commitment and success in implementing a higher standard of prehospital care by ensuring that every STEMI patient receives treatment according to nationally accepted recommendations and standards.

Tuesdays, September 7th through October 12th

Fall 2021 Adult Cornhole League (Ages 21 and up)
6:00-10:00 PM

Saturday, September 11th

Paws in the Pool
Pickrell Park Pool
10:00 AM – 4:00 PM
Limited capacity sessions at 10 AM, 12 PM and 2 PM. Registration required on Schertz.com. \$3 per human, up to 2 dogs per human.

Sundays, September 12th through October 17th

Fall 2021 Adult Kickball League (Ages 21 and up)
6:00-10:00 PM

Tuesday, September 14th

Next regular scheduled Council meeting.

Tuesday, November 2nd

The City of Schertz will be holding its General Election on Tuesday, 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.

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

Mayor Gutierrez recognized Dr. Mark Browne wanted to thank the City of Schertz Sign Shop Supervisor Bryan Timmons and his staff for the new City Seal sign that was added to the front of the Council Chamber building.

Hearing of Residents

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Mayor Gutierrez recognized the following residents:

Daniel Jameson, 1048 Richmond Dr. - Mr. Jameson wanted to thank the Parks Staff for the wonderful 4th of July Parade this past year. He also wanted to thank Councilmember Jill Whittaker who presented his parents with a proclamation and a pin celebrating their 64th Wedding Anniversary.

Dana Eldridge, 2628 Gallant Fox Dr. - Mr. Eldridge wanted to share some of the following observations:

- He asked why is there a constant turnover of employees, asked how can we retain our employees.
- If Main St. is supposed to have a Historic-look, why do we have businesses that are painted a bright yellow and green.
- Main St. has quite a few businesses that are alcohol related.

Jeannine Graham- introduced herself to the City Council and audience, and announced she is a running for City Council Place 7. She shared a brief bio of herself.

Judith Williams-introduced herself to the City Council and audience, and announced she is running for City Council Place 6. She shared a brief bio of herself.

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.

Mayor Gutierrez read the Consent Items 1-4 into record. Mayor Pro-Tem Dahle read Consent Items 5-8 into record.

1. **Minutes** – Consideration and/or action regarding the approval of the minutes of the Special Budget Workshop meeting of August 6, 2021 and the minutes of the regular meeting of August 24, 2021. (B. Dennis)
2. **Resolution No. 21-R-96** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to enter into an agreement with Halff Associates, Inc., for design, bid, and construction phase engineering services for the FM 1518 (Aztec Lane) Water Utility Relocation project in advance of the FM 1518 road widening project. (B.James/K.Woodlee/E.Schulze)
3. **Resolution No. 21-R-93** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas to join with the State of Texas and Political Subdivisions of the State as a Party in the Texas Opioid Settlement Agreements secured by the Office of the Attorney General and authorizing the City Manager to execute Settlement Participation Forms and establishing an effective date. (M. Browne)
4. **Ordinance No. 21-T-34** – Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas, authorizing a budget adjustment relating to the Aviation Heights Waterline Improvements (Phases 5, 6, & 7) construction project. ***Final Reading*** (B. James/ K. Woodlee/ J. Shortess)
5. **Ordinance No. 21-T-35** - Consideration and/or action authorizing an adjustment to the fiscal year 2021 budget to provide services to Randolph JBSA. ***Final Reading*** (M. Browne/B. James/J. Walters)
6. **Resolution No. 21-R-94** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas re-appointing Mr. Brian Edgington to the Board of Directors Place D-4 of the Cibolo Valley Local Government Corporation (CVLGC), and other matters in connection therewith. (C. Kelm/S. Williams/S. McClelland)
7. **Resolution No. 21-R-98** – Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing a Task Order Agreement with Kimley-Horn Associates, Inc. for an amount not to exceed \$700,000.00 for the Main Street Improvement Project. (B. James/J. Nowak)

8. **Resolution No. 21-R-95** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing an extension to the Management Services Agreement between the City of Schertz and the Cibolo Valley Local Government Corporation (CVLGC) for Management Services and other matters in connection therewith. (C. Kelm/ S. Williams/ S. McClelland)

Mayor Gutierrez asked Council if there were any items they wished removed for separate action, as there were none, Mayor Guterrez asked for a motion to approve Consent Agenda Items 1-8.

Moved by Councilmember Allison Heyward, seconded by Councilmember Tim Brown

AYE: Mayor Ralph Gutierrez, Councilmember Mark Davis,
Councilmember Rosemary Scott, Councilmember Jill Whittaker,
Mayor Pro-Tem Michael Dahle, Councilmember David Scagliola,
Councilmember Allison Heyward, Councilmember Tim Brown

Passed

Discussion and Action Items

9. **Ordinance No. 21-M-40** - Consideration and/or action to approve an Ordinance by the City Council of the City of Schertz, Texas amending the City of Schertz Code of Ordinances and certain other Ordinances by amending and establishing fees for certain licenses, permits, and other services provided by the City of Schertz. ***First Reading*** (M. Browne/B. James/J. Walters)

Mayor Gutierrez recognized Finance Director James Walters who gave a brief presentation to City Council on the annual update to the Fee Schedule. He explained that the changes that are being made are not to generate additional funds, but change, simplify and removing fees we do not use anymore.

Mayor Gutierrez asked for a motion to approve Ordinance No. 21-M-40.

Moved by Councilmember Jill Whittaker, seconded by Mayor Pro-Tem Michael Dahle

AYE: Mayor Ralph Gutierrez, Councilmember Mark Davis,
Councilmember Rosemary Scott, Councilmember Jill Whittaker,
Mayor Pro-Tem Michael Dahle, Councilmember David Scagliola,
Councilmember Allison Heyward, Councilmember Tim Brown

Passed

10. **Resolution No. 21-R-86** - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas authorizing the renaming of Gutierrez Xeriscape Park to Gutierrez Garden Park. (B. James/L. Shrum)

Mayor Gutierrez recognized Assistant City Manager Brian James who provided the background information on the recommendation of Gutierrez Xeriscape Park to Gutierrez Garden Park. The Guadalupe Master Gardener Association has worked in partnership in maintaining this park. Through conversations with them and staff, it was recommended that the park be changed to Gutierrez Garden Park. Mayor Gutierrez reached out to the Gutierrez family and they have no objections to the name change.

Moved by Councilmember David Scagliola, seconded by Councilmember Allison Heyward

AYE: Mayor Ralph Gutierrez, Councilmember Mark Davis, Councilmember Rosemary Scott, Councilmember Jill Whittaker, Mayor Pro-Tem Michael Dahle, Councilmember David Scagliola, Councilmember Allison Heyward, Councilmember Tim Brown

Passed

Public Hearings

Mayor Gutierrez read the following item into record:

11. **Ordinance No. 21-S-37** - Conduct a Public Hearing and Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to amend the Comprehensive Land Use Plan by changing approximately 118 acres of the Future Land Use Map from Commercial Campus land use designation to the Highway Commercial land use designation as well as amend the language for Highway Commercial, generally located 2,500 feet east from the intersection of Hubertus Road and IH-35 frontage road, also known as Comal County Property Identification Numbers, 75290 and 75369, City of Schertz, Comal County, Texas ***First Reading*** (B. James/L. Wood/M. Harrison)

Mayor Gutierrez recognized Assistant City Manager Brian James who explained why the owner of this property is wanting to change the use of his 118 acres to Highway Commercial Land for industrial uses from Commercial Campus. To do this the city needs to amend the Comprehensive Land Use Plan by changing approximately 118 acres of the Future Land Use Map from Commercial Campus land use designation to the Highway Commercial land use designation as well as amend the language for Highway Commercial. The fundamental question staff sees is what degree does Council wants to retain

this zoning of General Business up and down IH 35.

Mayor Gutierrez recognized Mr. James McKnight- Land Use Attorney representing the owner of IDV, LLC. Mr. McKnight gave a presentation and clarified that the original request for the 118 acres be rezoned has been changed to only 42 acres to be changed from General Business to General Business 2. The presentation also included a conceptual video of the proposed land use. Mr. Tim Harrington with IDV, LLC provided information of the proposed buildings uses.

Mayor Gutierrez opened the Public Hearing and recognized the following residents:

Dana Eldridge, 2628 Gallant Fox Drive - Mr. Eldridge expressed concerns of having just a warehouse-look on the frontage road. He also has concerns with the traffic from the FM 1103, northbound and southbound.

Bradley Bedner, 107 Elm Leaf Lane- Mr. Bedner wanted to know if they put the warehouse in, would the businesses be filled. He approves of the warehouse plan.

Mayor Gutierrez closed the public hearing for Council comments.

Councilmember Brown thanked the developer for the presentation stated the plan balances the desire to preserve the hard corners open for commercial development, but allowing the developer to proceed with their plans.

Councilmember Scott has some concerns of adding more warehouse development and asked if heavy industrial would possibly be near residential areas.

Mayor Pro-Tem Dahle stated this is a good place to develop a project like this and the GB frontage area is large enough have both commercial developments and a light industrial area.

Mayor Gutierrez asked the developer if they could move their warehouses further back on the property and keep the frontage GB. The developer did state that their plans will have the light industrial retail in the front design. It might not be the traditional retail in GB, but retail/offices will be in the front of the warehouse buildings. Mayor Gutierrez stated that the City is experiencing rapid growth and we must not lose focus on the principles that made the city what it is. Council is presented with a complex decision. Mayor Gutierrez respectfully asked the City Council to deny this request.

Other comments included:

- This development plan is a good fit for this area of the city.
- The GB designation in this area is large enough to have this "mid-block" section to be changed to GB-2.
- The original GB designation for this area years ago, can be reviewed and updated.
- Concerns that the conceptual video of what the development could be, might not be what is built.

Mayor Gutierrez recognized Mayor Pro-Tem Dahle who moved to approve Ordinance No. 21-S-27.

Moved by Mayor Pro-Tem Michael Dahle, seconded by Councilmember David Scagliola

AYE: Mayor Ralph Gutierrez, Councilmember Mark Davis,
Councilmember Jill Whittaker, Mayor Pro-Tem Michael Dahle,
Councilmember David Scagliola, Councilmember Tim Brown

NAY: Councilmember Rosemary Scott, Councilmember Allison
Heyward

Passed

- 12. Ordinance No. 21-S-36** - Conduct a Public Hearing and consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 42 acres of land from General Business District (GB) and Manufacturing Light District (M-1) to General Business District-2 (GB-2) and Manufacturing Light District (M-1), generally located approximately 2,500 feet east from the intersection of Hubertus Road and IH-35, also known as Comal Property Identification Numbers 75290 and 75369, City of Schertz, Comal County, Texas. ***First Reading*** (B. James/L. Wood/M. Harrison)

Mayor Gutierrez recognized Assistant Brian James who explained what the developers' vision is for the property. Staff is recommending that Council approves to zone to a PDD with a base zone of GB-2 and M-1.

Mayor Gutierrez opened the public hearing:

James McNight, 112 E Pecan, - Mr. McNight said there were approx. 11 additional uses by changing the rezone from a GB to GB-2 and isn't as much a big change.

Mayor Gutierrez closed the public hearing, and recognized Mayor Pro-Tem who made a motion to approve Ordinance No. 21-S-36 with the modification

that the rezoning to be a Planned Development District (PDD) with the base zoning of General Business District-2 (GB2). Staff and the applicant will work out the details for the next meeting.

(Councilmember Heyward stepped off the dais)

Moved by Mayor Pro-Tem Michael Dahle, seconded by Councilmember Tim Brown

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

NAY: Councilmember Rosemary Scott

Other: Councilmember Allison Heyward (ABSENT)

Passed

- 13. Ordinance No. 21-S-32** - Conduct a Public Hearing and consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 1 acre of land from General Business District (GB) to Main Street Mixed Use- New Development generally located at the hard corner of Main Street and Schertz Parkway, 820/824 Main Street, also known as Guadalupe County Property Identification Number 16630, City of Schertz, Comal County, Texas. ***First Reading*** (B. James/L. Wood/M.Harrison)

Mayor Gutierrez recognized Assistant City Manager Brian James who explained that the applicant is requesting a rezone on their property from General Business District (GB) to Main Street Mixed Use- New Development generally located at the hard corner of Main Street and Schertz Parkway.

Mayor Gutierrez opened the public hearing to the residents:

Michele Tereletsky, 705 Marilyn Dr. - Ms. Tereletsky asked that whoever builds on this property that they use a neutral paint color.

Mayor Gutierrez closed the public hearing for Council comments. Council comments included:

- Asking what the square footage is, and how many parking spaces are planned for this business
- The city have limited options on materials allowed by the Building Code, It does not regulate paint color
- What is the direction of what we want Main Street to look like and the zoning

- Main Street Committee's vision-making Main Street a gathering place

Councilmember Whittaker made a motion to approve Ordinance 21-S-32, seconded by Councilmember Davis.

Moved by Councilmember Jill Whittaker, seconded by Councilmember Mark Davis

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

Passed

- 14. Ordinance No. 21-S-33** - Conduct a Public Hearing and consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 0.4 acres of land from General Business District (GB) to Main Street Mixed Use- New Development generally located 250 feet east of the intersection of Main Street and Randolph Avenue, 610 Main Street, also known as Guadalupe County Property Identification Number 168552, City of Schertz, Comal County, Texas. ***First Reading*** (B. James/L. Wood/M. Harrison)

Mayor Gutierrez recognized Assistant City Manager Brian James who explained a request to rezone approximately 0.4 acres of land from General Business District (GB) to Main Street Mixed Use- New Development.

Mayor Gutierrez opened the the public hearing and recognized the following residents:

Dana Eldridge, 2628 Gallant Fox Dr. - Mr. Eldridge asked if we can have ordinances that regulate sheds and trees on properties, why can't we limitations on Main St. on the building and types of businesses that are coming to the Main Street area.

Michele Tereletsky, 705 Marily Dr.- Ms. Tereletsky commented that if the city gives out Main St. funds to help businesses, there should be some stipulations on building colors. She would like more Councilmembers to come down to Main St. at night.

Denise Andabaker, 610 Main St. -Ms. Andabaker owns the property, and stated it is not going to be a bar, it is going to be a food truck park with open setting area. She is wants to bring in good food and drinks to the area.

Mayor Gutierrez closed the public hearing for Council comments. Council comments included:

- Councilmember Davis clarified that the Main Street is not designated a Historical Preservation Area. Therefore the city cannot dictate how a building is designed
- Main Street Grant Programs-funding for applicants for improvements
- Historic designation properties are very restrictive for property owners.
- Main Street's shift to a future vision, will take time.

Councilmember Whittaker made a motion to approve Ordinance 21-S-33. Councilmember Scott seconded the motion.

Moved by Councilmember Jill Whittaker, seconded by Councilmember Rosemary Scott

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

Passed

- 15. Ordinance No. 21-T-38**— Conduct a Public Hearing and consideration and/or action approving an Ordinance adopting a budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022. ***First Reading*** (B. James/J. Walters)

Mayor Gutierrez recognized Finance Director James Walters who gave a brief recap of the budget highlights on the FY 2021-22 Budget.

Mayor Gutierrez opened the public hearing. No one spoke. Mayor Gutierrez closed the public hearing for Council comments. No one spoke.

Councilmember Davis made a motion to approve Ordinance 21-T-38. Councilmember Heyward seconded the motion.

Moved by Councilmember Mark Davis, seconded by Councilmember Allison Heyward

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

Passed

- 16. Ordinance No. 21-T-39** – Conduct a Public Hearing and consideration and/or action approving an Ordinance approving the appraisal roll; setting the tax rate; levying and assessing general and special ad valorem taxes for the use and support of the municipal government of the city of Schertz, Texas. ***First Reading*** (B. James/J. Walters)

Mayor Gutierrez recognized Finance Director James Walters who gave a brief presentation on the appraisal roll; setting the tax rate; levying and assessing general and special ad valorem taxes for the use and support of the municipal government of the city of Schertz, Texas. Mr. Walters explained the motion must be passed with a super majority.

Mayor Gutierrez opened the public hearing. No one spoke. Mayor Gutierrez closed the public hearing for Council comments. No one spoke.

Councilmember Heyward made a motion to approve Ordinance 21-T-39. Councilmember Scagliola seconded the motion.

Moved by Councilmember Allison Heyward, seconded by Councilmember David Scagliola

Motion passed with a super majority.

AYE: Mayor Ralph Gutierrez, Councilmember Mark Davis,
Councilmember Rosemary Scott, Councilmember Jill Whittaker,
Mayor Pro-Tem Michael Dahle, 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 confirmation Items 1-8 and 9-16.

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

Mayor Pro-Tem Dahle attended the Planning and Zoning Sub-Committee meeting

Councilmember Whittaker attended the Planning and Zoning Sub-Committee meeting, 2 Ribbon Cuttings for State Farm and Fearfully and Wonderfully Made (Aerial Yoga) , Watchdog Elite Services, the TML Region 7 Dinner

Councilmember Heyward attended 2 Ribbon Cutting for State Farm, Watchdog Elite and Fearfully and Wonderfully Made (Aerial Yoga), Plaque Presentation for Business Incentives, Board Meeting for TMRS Benefit Advisory Board, TAMCC Nominating Committee, TML Region 7 Workshop/Dinner, Schertz Animal Adoption Event

Adjournment

Mayor Gutierrez adjourned the meeting at 9:05 p.m.

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, Deputy City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021
Department: City Secretary
Subject: Resolution No. 21-R-104 - Consideration and/or action to approve the appointment of Richard Dziewit to the Board of Directors Place D-4 filling the current vacancy on the Schertz Seguin Local Government Corporation, and other matters in connection therewith. (C. Kelm)

BACKGROUND

The Schertz Seguin Local Government Corporation (SSLGC) was formed in 1999 to provide drinking water to the cities of Schertz and Seguin. SSLGC has a five-member board each with a five-year term. The member cities alternate filling the five seats with one of them expiring each year.

With the current vacancy of Position D4, there is a need to fill the vacancy for a term ending December 31, 2022.

GOAL

To appoint Richard Dziewit to the Board of Directors filling the current Place D-4 vacancy of the Schertz Seguin Local Government Corporation (SSLGC), term to expire December 31, 2022.

COMMUNITY BENEFIT

Appoint Mr. Richard Dziewit to the Board will ensure the City of Schertz's interest are represented within the SSLGC.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approving Resolution No. 21-R-104 regarding the appointment of Mr. Richard Dziewit to the SSLGC Board of Directors filling the current Place D-4 vacancy term ending December 21, 2022.

FISCAL IMPACT

There is no fiscal impact to this appointment to the City General Fund.

RECOMMENDATION

Staff recommends approving Resolution No. 21-R-104 appointing Mr. Richard Dziewit to the SSLGC Board of Directors Place D-4.

Attachments

Resolution No. 21-R-104

RESOLUTION NO. 21-R-104

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS APPOINTING RICHARD DZIEWIT TO THE BOARD OF DIRECTORS PLACE D-4 FILLING THE CURRENT VACANCY OF THE SCHERTZ SEGUIN LOCAL GOVERNMENT CORPORATION, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, City Council appoints individuals to the Schertz Seguin Local Government Corporation (SSLGC) Board of Directors Place to represent the City; and

WHEREAS, the positions of the SSLGC Board of Directors alternate between the two Cities to be filled; and

WHEREAS, on January 1, 2018, Ken Greenwald, Resident of Schertz, was appointed for a five-year term on the SSLGC Board of Directors in position D-4 for a term ending December 31, 2022; and

WHEREAS, with the recent passing of Mr. Greenwald, Position D-4 Board of Directors is now vacant; and

WHEREAS, the City staff of the City of Schertz (the "City") is recommending that the City appoint Richard Dziewit to serve on the Schertz Seguin Local Government Corporation ("SSLGC") Board of Directors Place D-4 for the remaining term ending December 31, 2022.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS

Section 1. The City Council hereby appoints Richard Dziewit to serve on the SSLGC Board of Directors in the position D-4, respectively.

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 14th day of September 2021.

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021

Department: Planning & Community Development

Subject: Ordinance No. 21-S-32 - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 1 acre of land from General Business District (GB) to Main Street Mixed Use- New Development generally located at the hard corner of Main Street and Schertz Parkway, 820/824 Main Street, also known as Guadalupe County Property Identification Number 16630, City of Schertz, Comal County, Texas. *Final Reading* (B. James/L. Wood/M.Harrison)

BACKGROUND

The applicant is proposing rezone 0.766 of land from General Business District (GB) to Main Street Mixed-Use New Development District (MSMU-ND). The property is located at the corner of Main Street and Schertz Parkway, more specifically described as 820 and 824 Main Street, Schertz, Texas. The Main Street Mixed-Use New Development District (MSMU-ND) mirrors the Main Street Mixed-Use District (MSMU), allowing for both single-family residential uses and low intensity commercial uses. What sets the MSMU-ND zoning district apart is that it has reduced setbacks, parking requirements, along with reduced landscape buffers that were provided due to physical constraints on existing properties.

Thirteen (13) public hearing notices were mailed to the surrounding property owners within two hundred (200) feet of the subject property on July 30, 2021, with a public hearing notice published in the "San Antonio Express" on August 23, 2021. At the time of this staff report Staff has received zero (0) responses in favor or opposed to the zoning request.

GOAL

The project goal is rezone the property from General Business District (GB) to Main Street Mixed-Use New Development (MSMU-ND).

COMMUNITY BENEFIT

To zone change 0.766 acres of land from General Business District (GB) to Main Street Mixed-Use New Development (MSMU-ND).

SUMMARY OF RECOMMENDED ACTION

The Sector Plan amendment to the Comprehensive Land Use Plan (CLUP) designates the subject property as part of the Historic Downtown Schertz. The objective for Historic Downtown Schertz is to leverage Schertz's history and heritage to create a unique destination with local independent businesses. The Main Street Mixed-Use New Development District was created to help assist property owners that are wanting to develop on Main Street and is able to do so as their property might not have a historic home or is vacant but would still be able to develop their property with new construction. In light of the history of the area and variety of land uses that exist, this zoning district allows for both single-family residential uses and low intensity commercial uses. Reduced setbacks, parking requirements, along with reduced landscape buffers are also provided due to physical restraints of the existing property.

Comprehensive Plan Goals and Objectives: The proposed zone change to Main Street Mixed-Use New Development District (MSMU-ND) is in conformance with the Comprehensive Plan as it mirrors the Main Street Mixed-Use District, allowing for both single-family residential uses and low intensity commercial uses.

Impact of Infrastructure: The proposed rezoning request will have minimal impact on the existing water and wastewater systems.

Impact of Public Facilities/Services: The proposed rezoning request will have minimal impact on public services, such as schools, fire, police, parks, and sanitation services.

Compatibility with Existing and Potential Adjacent Land Uses: The subject property is currently surrounded by commercial business and right-of-way from both Main Street and Schertz Parkway. The Main Street Mixed-Use New Development District will allow for either low intensity commercial or single-family residential, both of which are compatible with the adjacent land uses.

FISCAL IMPACT

None

RECOMMENDATION

The Planning and Zoning Commission conducted a public hearing on August 11, 2021 and offered a recommendation of approval with a 7-0 vote.

Staff supports the Commissions recommendation and recommends approval of the proposed rezoning from General Business District (GB) to Main Street Mixed-Use New Development (MSMU-ND) as submitted.

Attachments

Ordinance 21-S-32

Aerial Map

Zoning Exhibit

Proposed Zoning Map

ORDINANCE NO. 21-S-32

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE OFFICIAL ZONING MAP BY REZONING APPROXIMATELY 1 ACRE OF LAND TO MAIN STREET MIXED-USE NEW DEVELOPMENT MSMU-ND), GENERALLY LOCATED AT THE HARD CORNER OF MAIN STREET AND SCHERTZ PARKWAY, ALSO KNOWN AS GUADALUPE COUNTY PROPERTY IDENTIFICATION NUMBER 16630, GUADALUPE COUNTY, TEXAS.

WHEREAS, an application to rezone approximately 1 acre of land located at the hard corner of Main Street and Schertz Parkway, also known as Guadalupe County Property Identification Numbers 16630, and more specifically described in the Exhibit A attached herein (herein, the “Property”) has been filed with the City; and

WHEREAS, the City’s Unified Development Code Section 21.5.4.D. provides for certain criteria 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 zone change (the “Criteria”); and

WHEREAS, on August 11, 2021, the Planning and Zoning Commission conducted a public hearing and, after considering the Criteria, made a recommendation to City Council to approve the requested rezoning according to the development standards set forth in Exhibit C attached herein (the “Development Standards”); and

WHEREAS, on September 7, 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 zoning be approved as provided for herein.

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

Section 1. The Property as shown and more particularly described in the attached Exhibit A, is hereby zoned Main Street Mixed-Use New Development.

Section 2. The Official Zoning Map of the City of Schertz, described and referred to in Article 2 of the Unified Development Code, shall be revised to reflect the above amendment.

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 Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 4. 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 5. This Ordinance 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 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 7. 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 8. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 9. 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 7th day of September, 2021.

PASSED, APPROVED AND ADOPTED on final reading the 14th day of September, 2021.

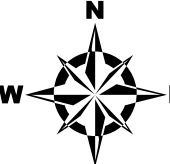
Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary
(SEAL OF THE CITY)



Guadalupe County

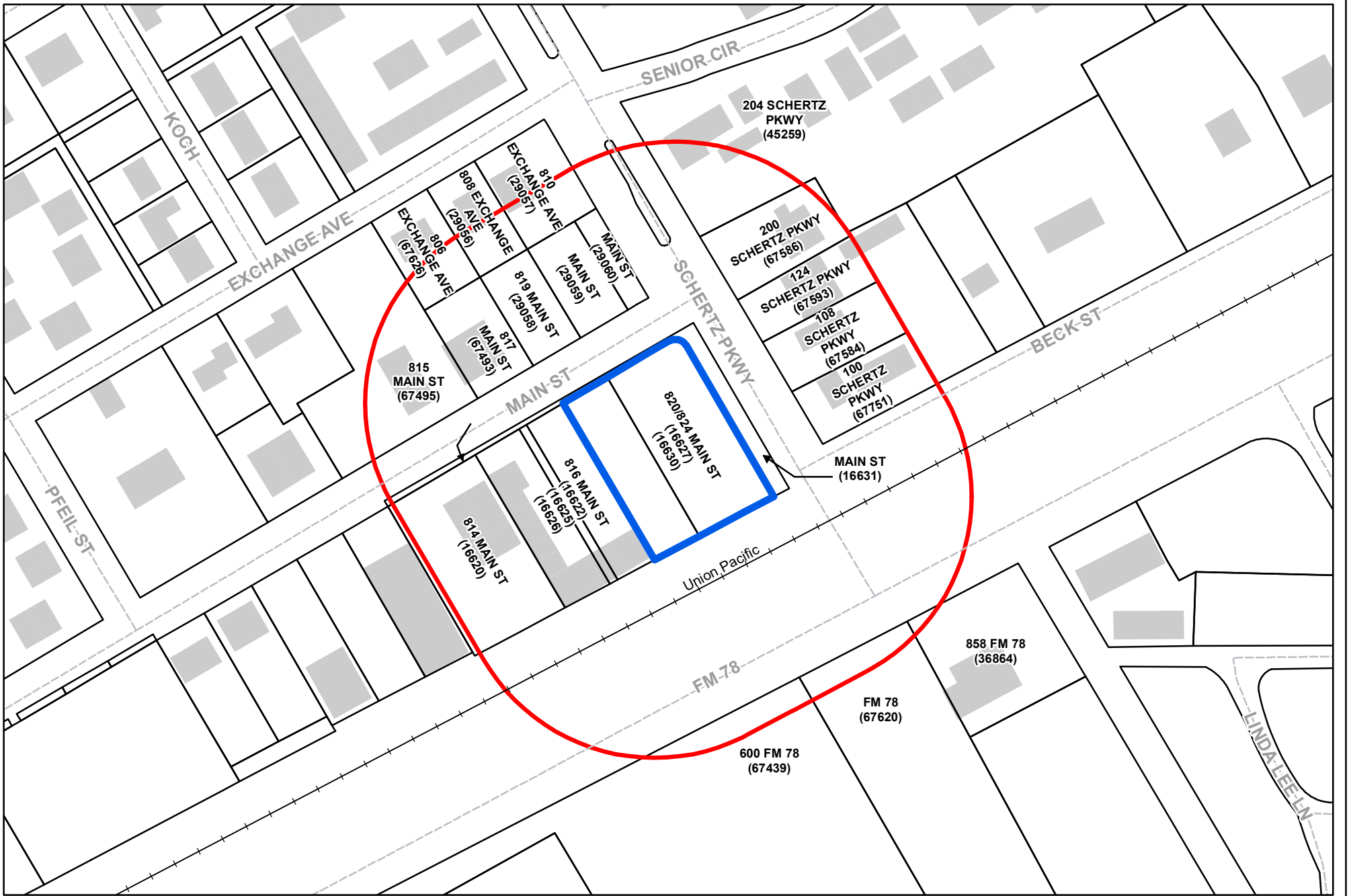


SCHERTZ

COMMUNITY • SERVICE • OPPORTUNITY

820/824 MAIN ST

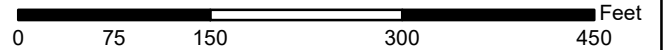
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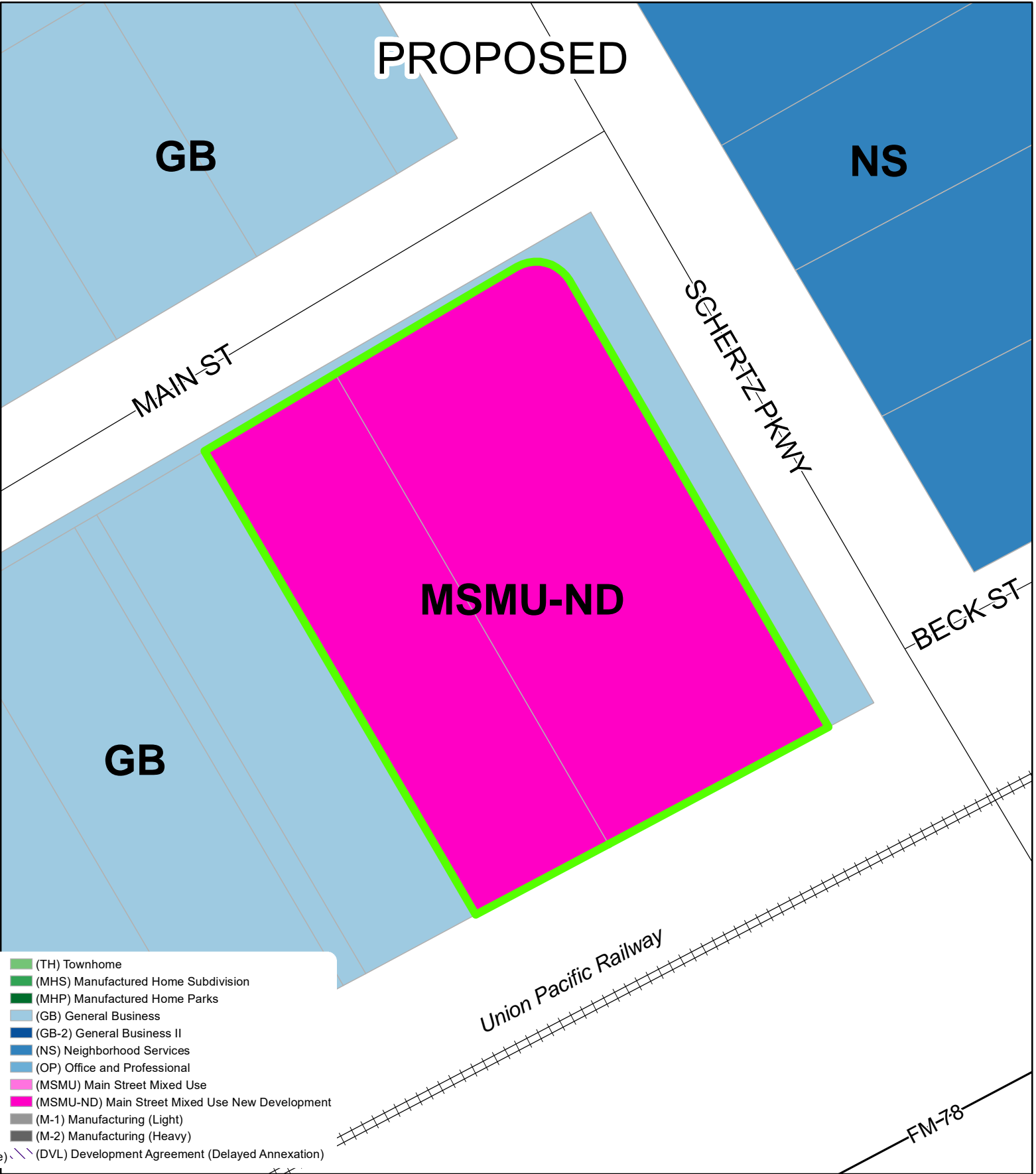
City of Schertz

820/824 MAIN ST

 200' Buffer  Parcel Boundaries



Last Update: July 29, 2021
City of Schertz, GIS Specialist: Bill Gardner, gis@schertz.com (210) 619-1185
"The City of Schertz provides this Geographic Information System product "as is" without any express or implied warranty of any kind including but not limited to the implied warranties of merchantability and fitness for a particular purpose. In no event shall The City of Schertz be liable for any special, indirect or consequential damages or any damages whatsoever arising out of or in connection with the use of or performance of these materials. Information published in this product could include technical inaccuracies or typographical errors. Periodical changes may be made and information may be added to the information herein. The City of Schertz may make improvements and/or changes in the product(s) described herein at any time."



Proposed Zoning Change

820/824 Main Street ORD 21-S-xx

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021

Department: Planning & Community Development

Subject: Ordinance No. 21-S-33 - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 0.4 acres of land from General Business District (GB) to Main Street Mixed Use-New Development generally located 250 feet east of the intersection of Main Street and Randolph Avenue, 610 Main Street, also known as Guadalupe County Property Identification Number 168552, City of Schertz, Comal County, Texas.
Final Reading (B. James/L. Wood/M. Harrison)

BACKGROUND

The applicant is proposing to rezone approximately 0.4 acres of land from General Business District (GB) to Main Street Mixed-Use New Development District (MSMU-ND). The property is vacant and located two hundred fifty feet (250') east from the intersection of Randolph Ave. and Main Street, more specifically known as 610 Main Street, Schertz, Texas. The Main Street Mixed-Use New Development District (MSMU-ND) mirrors the Main Street Mixed-Use District (MSMU), allowing for both single-family residential uses and low intensity commercial uses. What sets the MSMU-ND zoning district apart is that it has reduced setbacks, parking requirements, along with reduced landscape buffers that were provided due to physical constraints on existing properties.

Seventeen (17) public hearing notices were mailed to the surrounding property owners within two hundred feet (200') of the subject property on July 30, 2021, with a public hearing notice published in the "San Antonio Express" on August 23, 2021. At the time of this staff report Staff has received zero (0) responses in favor and zero (0) responses opposed to the zoning request.

GOAL

The goal is to rezone the property from General Business District (GB) to Main Street Mixed-Use New Development (MSMU-ND).

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 Sector Plan amendment to the Comprehensive Land Use Plan (CLUP) designates the subject property as part of the Historic Downtown Schertz. The objective for Historic Downtown Schertz is to leverage Schertz's history and heritage to create a unique destination with local independent businesses. The Main Street Mixed-Use New Development District (MSMU-ND), was created to mirror the current zoning district of Main Street Mixed-Use District (MSMU) in order to encourage the mixture of existing buildings and new construction. In light of the history of the area and variety of land uses that exist, this zoning district allows for both single-family residential uses and low intensity commercial uses. Reduced setbacks, parking requirements, along with reduced landscape buffers are also provided due to the physical restraints of the existing property.

Comprehensive Plan Goals and Objectives: The proposed zone change to Main Street Mixed-Use New Development District(MSMU-ND) is in conformance with the Comprehensive Plan as it mirrors the Main Street Mixed-Use District (MSMU), allowing for both single-family residential uses and low intensity commercial uses.

Impact of Infrastructure: The proposed rezoning request will have minimal impact on the existing water and wastewater systems.

Impact of Public Facilities/Services: The proposed rezoning request will have minimal impact on public services, such as schools, fire, police, parks, and sanitation services.

Compatibility with Existing and Potential Adjacent Land Uses: The subject property is currently surrounded by commercial businesses, right-of-way and single-family residential, which aligns with the Main Street Mixed-Use New Development District (MSMU-ND) zoning district as well as Main Street Mixed-Use District (MSMU).

FISCAL IMPACT

None

RECOMMENDATION

The Planning and Zoning Commission conducted a public hearing on August 11, 2021, and offered a recommendation of approval with a 7-0 vote.

Staff supports the Commissions recommendation and recommends approval of the proposed rezoning from General Business District (GB) to General Business District-2 (GB2) as submitted.

Attachments

Ordinance 21-S-33

Aerial Map

Zoning Exhibit

Proposed Zoning Map

ORDINANCE NO. 21-S-33

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE OFFICIAL ZONING MAP BY REZONING APPROXIMATELY 0.4 ACRES OF LAND TO MAIN STREET MIXED-USE NEW DEVELOPMENT DISTRICT (MSMU-ND), GENERALLY LOCATED 250 FEET EAST OF THE INTERSECTION OF MAIN STREET AND RANDOLPH AVENUE, 610 MAIN STREET, ALSO KNOWN AS GUADALUPE COUNTY PROPERTY IDENTIFICATION NUMBER 168552, GUADALUPE COUNTY, TEXAS.

WHEREAS, an application to rezone approximately 0.4 acres of land located 250 feet east from the intersection of Main Street and Randolph Avenue, also known as Guadalupe County Property Identification Number 168552, and more specifically described in the Exhibit A attached herein (herein, the “Property”) has been filed with the City; and

WHEREAS, the City’s Unified Development Code Section 21.5.4.D. provides for certain criteria 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 zone change (the “Criteria”); and

WHEREAS, on August 11, 2021, the Planning and Zoning Commission conducted a public hearing and, after considering the Criteria, made a recommendation to City Council to approve the requested rezoning according to the development standards set forth in Exhibit C attached herein (the “Development Standards”); and

WHEREAS, on September 7, 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 zoning be approved as provided for herein.

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

Section 1. The Property as shown and more particularly described in the attached Exhibit A, is hereby zoned Main Street Mixed-Use New Development.

Section 2. The Official Zoning Map of the City of Schertz, described and referred to in Article 2 of the Unified Development Code, shall be revised to reflect the above amendment.

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 Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 4. 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 5. This Ordinance 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 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 7. 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 8. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 9. 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.

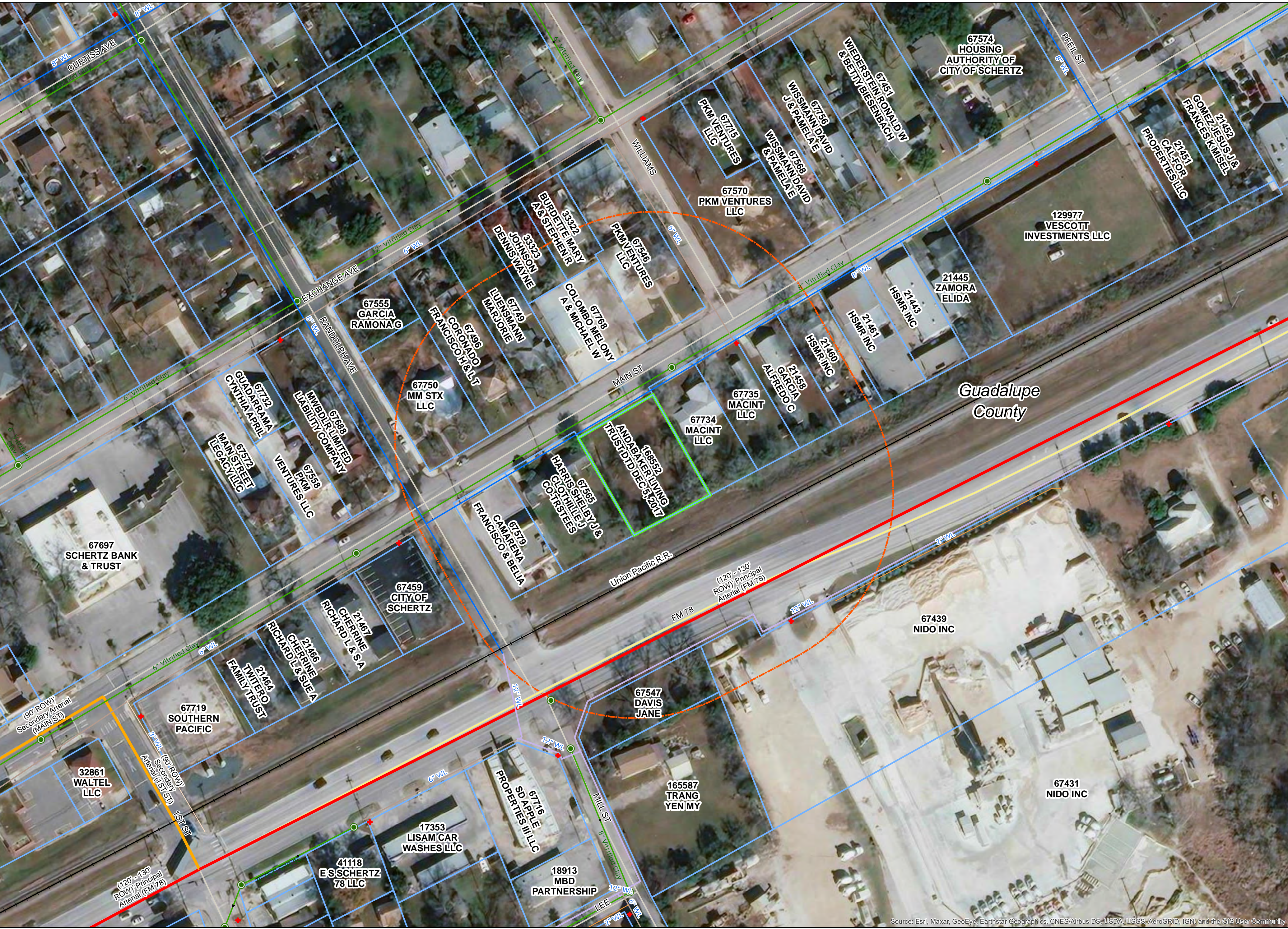
Approved on first reading the 7th day of September, 2021.

PASSED, APPROVED AND ADOPTED on final reading the 14th day of September, 2021.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary
(SEAL OF THE CITY)

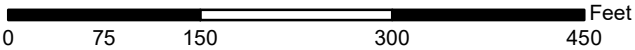


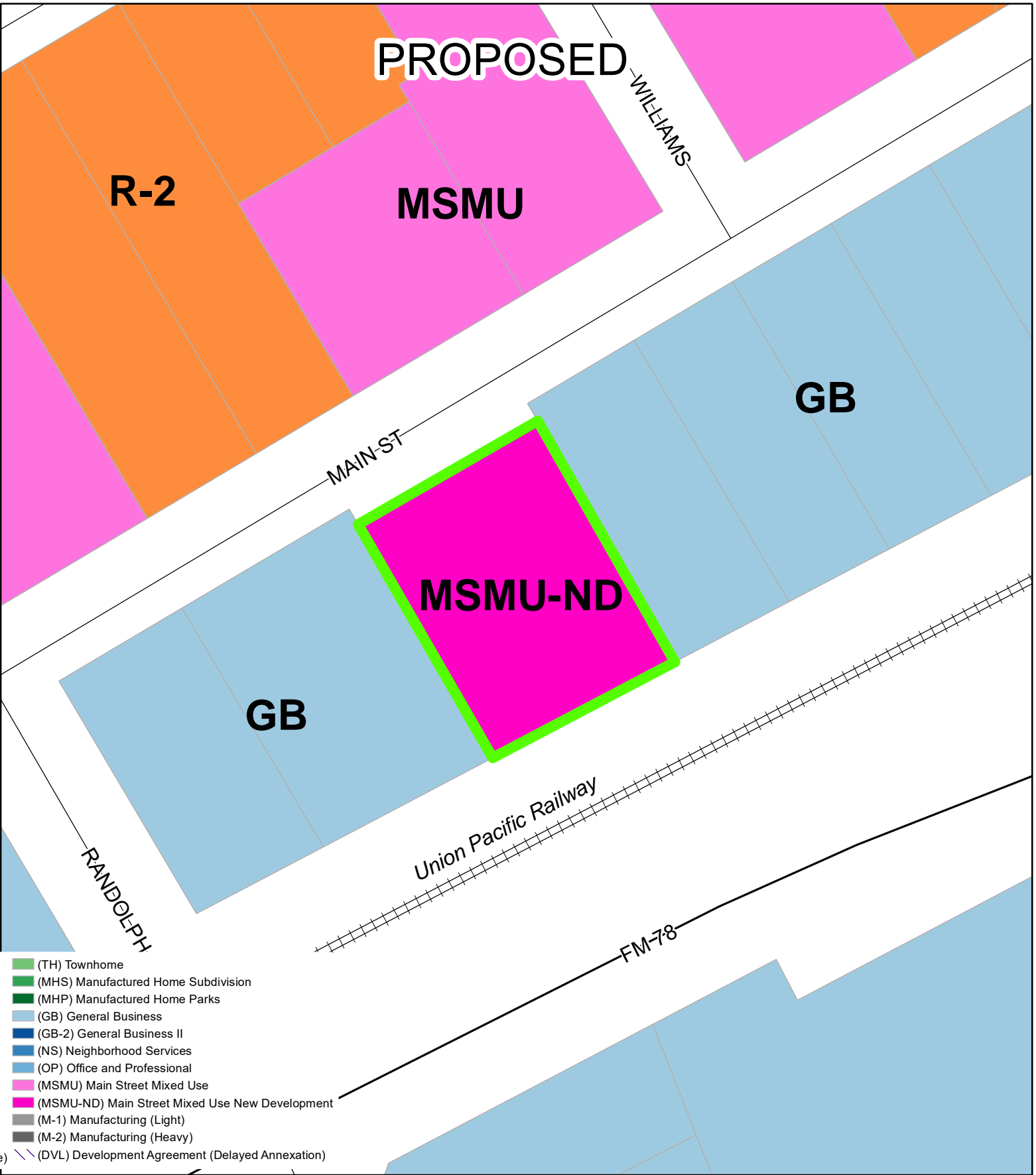
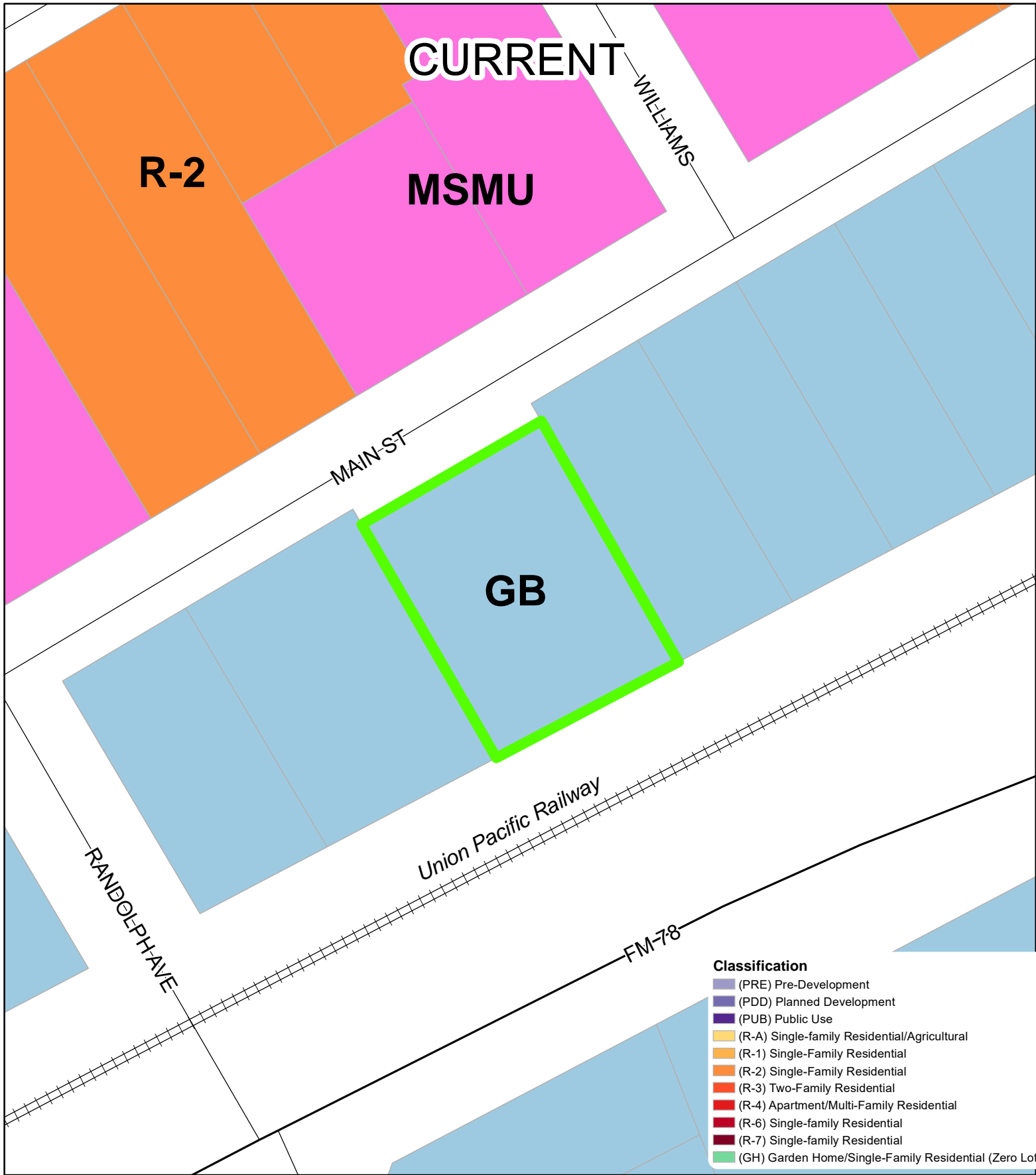


City of Schertz

610 Main Street

 200' Buffer  Parcel Boundaries





Proposed Zoning Change

610 Main Street ORD 21-S-xx

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021
Department: Finance
Subject: Ordinance No. 21-T-38– Consideration and/or action approving an Ordinance adopting a budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022. *Final Reading (B. James/J. Walters)*

BACKGROUND

In accordance with applicable statutes and the City Charter, the City Manager submitted a budget proposal to the City Council for consideration on August 10, 2021. The City Council held public hearings for the Proposed Budget on August 24, 2021 and September 7, 2021.

In the General Fund, Staff has proposed adding up to 3 new positions based on the results of the staffing study and to act on the recommendations from the classification and compensation study including an adjustment based on the Employment Cost Index. Each of the studies were performed by an independent firm. The positions include a Patrol Officer, an Evidence Technician, and a Plumber.

Staff also proposes to raise the minimum wage to \$15/ hour and address compression issues made by this move. The move will coincide with the classification and compensation study recommendation for wage increases that is proposed to be accelerated and completed in FY 2021-22. To help pay for this adjustment, funds will be used from the savings granted by the American Rescue Plan (ARP) funds.

Also proposed in the budget is to update the City's financial management software from Incode. Estimated cost is to be \$500,000. Incode has been running at the City since 2002.

Facilities Maintenance and Parks are proposing to add the public safety buildings and parks restrooms to the existing janitorial services contract totaling an estimated \$74,675 annually.

Fleet proposes to add a new Heavy Duty Tire Machine that will change the tires of large equipment, like a Fire Engine. Currently, staff must outsource this service and the savings are estimated to pay for the machine within 2 years. They also propose to expand the GPS Tagging program for light duty vehicles. Staff testing the GPS system on 4 ambulances and identified significant fuel savings for EMS.

The General Fund will also allocate \$350 thousand from its excess reserves to fund HVAC replacement for the Animal Adoption Center. The total cost of the project is \$675,000 and will be offset by contributions from the builder.

The Water & Sewer Fund will add a SCADA Technician position to help maintain and update the city's water and sewer line monitoring system.

The Emergency Medical Services (EMS) Fund will add 2 new positions to increase the number of 12 hour shifts and reduce the number of 24 hour shifts. It is also proposed to replace the Marion station with a new prefabricated building.

The Schertz Economic Development Corporation will increase its advertising budget by \$200,000. The current budget is way below the maximum allowed by the State for that category.

A copy of the proposed budget is available for view on the City's webpage www.schertz.com. This copy will include all changes included in the change memo. Also included on the same page of the website are copies of the PowerPoint presentation to City Council, and the property tax notice required by the state statutes.

GOAL

Per state statutes and the City Charter, the city must adopt a budget prior to the beginning of the fiscal year beginning on October 1st.

COMMUNITY BENEFIT

This budget will provide for additional resources to areas identify by citizens, city council, staff, and an independent firm for strategic staffing levels.

SUMMARY OF RECOMMENDED ACTION

Staff recommends that the City Council approve the first reading of Ordinance No. 21-T-38, adopting the budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022.

FISCAL IMPACT

General Fund	\$39,514,748
Tax I&S Fund	6,676,915
Water & Sewer Fund	25,260,362
Capital Recovery - Water	51,000
Capital Recovery - Sewer	55,500
Drainage Fund	1,272,024
EMS Fund	11,376,603
SEDC	4,300,707
Special Events Fund	24,000
PEG Fund	350,000
Hotel Occupancy Fund	525,250
Park Fund	319,025
Tree Mitigation	71,400
Roadway Impact Fee Area1	5,000
Roadway Impact Fee Area2	29,000
Roadway Impact Fee Area3	5,000
Roadway Impact Fee Area4	5,000
Library Fund	23,400
Historical Committee	11,750
Total:	\$89,876,684

RECOMMENDATION

Staff recommends that the City Council approve the final reading of Ordinance No. 21-T-38, adopting the budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022.

Attachments

Ordinance 21-T-38

Proposed Budget FY 2021-22

ORDINANCE NO. 21-T-38

AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF SCHERTZ, TEXAS; PROVIDING FOR THE FILING OF THE BUDGET; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Schertz is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City Manager of the City of Schertz submitted a budget proposal to the City Council prior to the beginning of the fiscal year, and in said budget proposal set forth the estimated revenues and expenditures and made the detailed classification as required by the City Charter of the City of Schertz, Texas; and

WHEREAS, the City Council finds that all provisions pertaining to the adoption of a budget contained in the City Charter have been in all things complied with; and

WHEREAS, a Public Hearing was held by the City Council of the City of Schertz, Texas on the 24th day of August 2021, and the 3rd day of September 2021; and

WHEREAS, after a full and final consideration, the City Council is of the opinion that the budget should be approved and adopted; and

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

SECTION 1.

The budget of the expenditures of the City of Schertz for the ensuing fiscal year beginning October 1, 2021, and ending September 30, 2022, be, and the same is, in all things, adopted and approved as the said City of Schertz budget for the Fiscal Year beginning the first day of October 2021, and ending the thirtieth day of September 2022.

SECTION 2.

The sums below are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved budget document:

2021-2022 Budget

General Fund	\$39,514,748
Tax I&S Fund	6,676,915
Water & Sewer Fund	25,260,362
Capital Recovery - Water	51,000
Capital Recovery - Sewer	55,500
Drainage Fund	1,272,024
EMS Fund	11,376,603
SEDC	4,300,707
Special Events Fund	24,000
PEG Fund	350,000
Hotel Occupancy Fund	525,250
Park Fund	319,025
Tree Mitigation	71,400
Roadway Impact Fee Area 1	5,000
Roadway Impact Fee Area 2	29,000
Roadway Impact Fee Area 3	5,000
Roadway Impact Fee Area 4	5,000
Library Fund	23,400
Historical Committee	11,750
Total:	\$89,876,684

SECTION 3.

A true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, shall be filed with the City Secretary. In addition, the City Manager is hereby directed to file or cause to be filed a true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, in the office of the County Clerk of Guadalupe, Comal, and Bexar Counties, Texas, as required by law.

SECTION 4.

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Schertz, Texas (2006), as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 5.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 6.

This ordinance shall be in full force and effect from and after its final passage, and it is so ordained.

PASSED AND APPROVED ON FIRST READING THIS 7th DAY OF SEPTEMBER 2021.

PASSED AND APPROVED ON SECOND READING THIS 14th DAY OF SEPTEMBER 2021.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

CITY OF SCHERTZ



FY 2021-22 PROPOSED BUDGET

**City of Schertz
Fiscal Year 2021-22
Budget Cover Page**

This budget will raise less revenue from property taxes than last year's budget by \$63,171, which is a 0.3% decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$761,574.

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

	2021-22	2020-21
Property Tax Rate:	\$0.5121/100	\$0.5121/100
No-new-revenue	\$0.5146/100	\$0.5079/100
No-new-revenue Maintenance & Operations Tax Rate:	\$0.3515/100	\$0.3475/100
Voter-approval Rate:	\$0.5242/\$100	\$0.5247/\$100
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

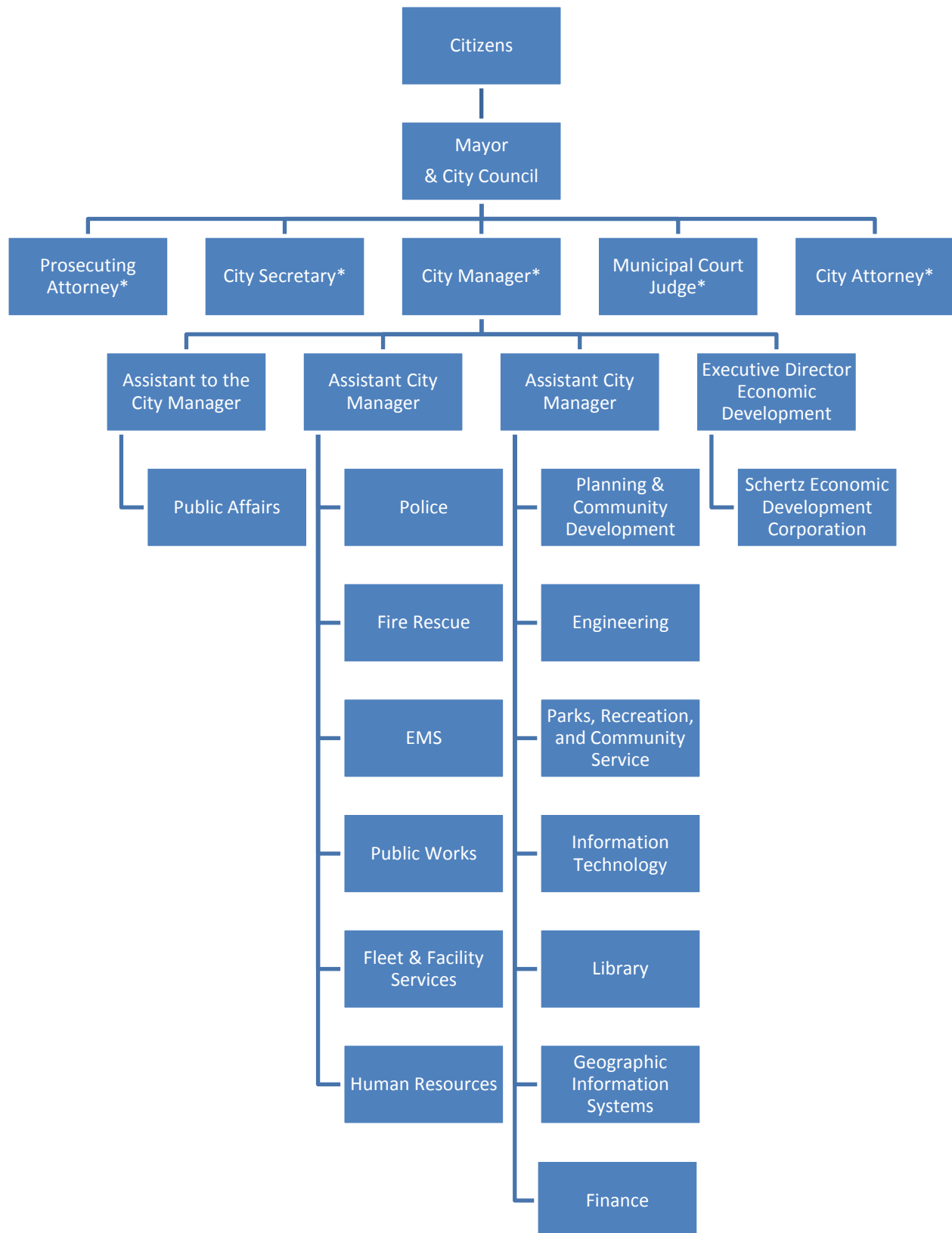
City Operational Values

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 team

CITY OF SCHERTZ ORGANIZATIONAL CHART FY 2021-22



*Appointed by City Council

CITY OF SCHERTZ 2021-22 BUDGET

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Executive Summary

General Fund

Revenue: General Fund revenue will increase 7.4% 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 2020-21 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 increase 24.2% in FY 2020-21 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 which will may increase the investment income in the proposed budget year.

Expenses: The overall FY 2021-22 General Fund Operating Budget decrease 0.2% from FY 2019-20 year end estimates. This 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.

Another notable item for the FY 2019-20 Budget is the implementation of the Classification & Compensation Study's remaining 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. 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\$/hour. Comparable positions in the surrounding cities are at or above this amount.

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 can no longer meet the demands of staff and the public.

The Animal Adoption Center air conditioning system needs to be replaced. Staff has estimated 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 park restrooms. This would allow staff to focus on preventative maintenance and new initiatives rather than cleaning.

EXECUTIVE SUMMARY

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 9.1% 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 12.9% 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 53.8% 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 3.5% 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 4.6% 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-

EXECUTIVE SUMMARY

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 2.0% 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 0.2% from the FY 2020-21 year end estimate.

Inspections

The FY 2021-22 Budget increases 5.4% 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 \$377,450. 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 28.3% 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 5.7% 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 25.2% 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 9.3% due to implementation of the Class and

EXECUTIVE SUMMARY

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.

Animal Services

This budget was combined into the Police Department Budget.

Information Technology

The Information Technology FY 2021-22 Budget increases 6.5% 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 11.5% 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 2.0% 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 21.6% 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 3.3% 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, and additional budget for the facilities cleaning contract is offset by the completion of the Public Safety restroom project that was completed during FY 2020-21.

EXECUTIVE SUMMARY

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 contract 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 4.4% 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 4.1% 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.

EXECUTIVE SUMMARY

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 14.5% 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 18.8% 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 2020-21 is projected to increase by 0.3% from the FY 2019-20 year-end estimate. The increase reflects a 5% increase in sales tax revenue which is offset by lower investment returns. The SEDC will also transfer \$3,496,428 from its reserves for performance agreement payments expected in FY 2020-21.

Expenses: The SEDC funds are restricted to those expenses authorized by the Texas Local Government Code sections 501 and 505. The expenses for FY 2020-21 are projected to increase by 19% for additional personnel costs, grant awards and software purchases.

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

EXECUTIVE SUMMARY

Expenses: The PEG Fund FY 2021-22 Budget increased from \$3,259 to \$350,000 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.

EXECUTIVE SUMMARY

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.

101-GENERAL FUND

FINANCIAL SUMMARY

	2018-2019	2019-2020	2020-2021				2021-2022	
	ACTUAL	ACTUAL	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED	
			BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET	
<u>REVENUE SUMMARY</u>								
Taxes	22,193,926	23,918,317	25,198,550	23,980,553	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	1,235,966	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	1,496,558	1,975,485	2,232,459		
Fines & Forfeitures	14,583	7,053	11,000	5,754	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	3,922,171		
Miscellaneous	<u>1,252,501</u>	<u>804,912</u>	<u>632,100</u>	<u>499,440</u>	<u>568,389</u>	<u>706,050</u>		
TOTAL REVENUES	33,420,639	34,495,476	39,696,737	31,873,372	36,806,979	39,514,748		
<u>EXPENDITURE SUMMARY</u>								
<u>NON PROGRAM</u>								
<u>GENERAL GOVERNMENT</u>								
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	1,333,588		
MUNICIPAL COURT	347,078	324,437	368,465	260,546	344,445	388,838		
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	326,153		
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	216,259		
NONDEPARTMENTAL	2,171,669	2,669,901	2,536,315	1,855,338	2,148,645	2,452,899		
PUBLIC AFFAIRS	609,184	557,109	629,026	463,800	620,783	642,486		
SCHERTZ TALES MAGAZINE	(350)	0	0	0	0	0		
ENGINEERING	703,456	659,370	913,126	672,077	904,783	946,519		
GIS	<u>177,700</u>	<u>187,174</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL GENERAL GOVERNMENT	5,876,284	6,284,169	7,038,166	4,764,995	6,503,955	6,693,229		
<u>PUBLIC SAFETY</u>								
POLICE	8,077,388	7,604,159	10,198,955	7,735,791	10,510,651	10,295,516		
FIRE RESCUE	5,287,798	5,056,610	6,213,853	4,977,119	6,624,933	6,614,057		
INSPECTIONS	962,856	903,194	1,024,222	738,044	1,032,178	1,088,400		
NEIGHBORHOOD SERVICES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>377,450</u>		
TOTAL PUBLIC SAFETY	14,328,041	13,563,963	17,437,030	13,450,954	18,167,762	18,375,423		
<u>PUBLIC ENVIRONMENT</u>								
STREETS	<u>1,301,880</u>	<u>1,521,424</u>	<u>1,649,740</u>	<u>995,256</u>	<u>1,501,002</u>	<u>1,926,970</u>		
TOTAL PUBLIC ENVIRONMENT	1,301,880	1,521,424	1,649,740	995,256	1,501,002	1,926,970		

101-GENERAL FUND

FINANCIAL SUMMARY

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<hr/>							
<u>PARKS & RECREATION</u>							
PARKS	1,483,637	1,312,158	1,719,216	1,198,412	1,761,499	1,661,936	
SWIM POOL	567,606	471,528	569,878	365,292	586,035	569,878	
EVENT FACILITIES	<u>323,241</u>	<u>320,479</u>	<u>393,047</u>	<u>208,956</u>	<u>307,451</u>	<u>384,945</u>	
TOTAL PARKS & RECREATION	2,374,484	2,104,164	2,682,141	1,772,660	2,654,985	2,616,759	
<hr/>							
<u>CULTURAL</u>							
LIBRARY	<u>999,857</u>	<u>1,034,433</u>	<u>1,064,255</u>	<u>799,405</u>	<u>1,061,950</u>	<u>1,161,611</u>	
TOTAL CULTURAL	999,857	1,034,433	1,064,255	799,405	1,061,950	1,161,611	
<hr/>							
<u>HEALTH</u>							
ANIMAL SERVICES	<u>499,493</u>	<u>648,502</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL HEALTH	499,493	648,502	0	0	0	0	
<hr/>							
<u>INTERNAL SERVICE</u>							
INFORMATION TECHNOLOGY	2,218,800	1,821,503	2,638,646	1,760,706	2,543,014	2,707,439	
HUMAN RESOURCES	658,495	668,639	761,719	484,636	661,764	738,019	
FINANCE	595,797	634,265	653,967	533,601	679,983	704,969	
PURCHASING & ASSET MGT	227,974	235,506	244,519	188,902	252,775	257,714	
FLEET SERVICE	801,809	913,882	1,073,597	784,692	1,072,351	1,304,158	
BUILDING MAINTENANCE	<u>1,491,452</u>	<u>1,432,009</u>	<u>1,855,808</u>	<u>1,179,647</u>	<u>1,828,908</u>	<u>1,816,339</u>	
TOTAL INTERNAL SERVICE	5,994,326	5,705,803	7,228,256	4,932,183	7,038,796	7,528,638	
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<u>MISC & PROJECTS</u>							
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	<u>2,607</u>	<u>0</u>	<u>22,992</u>	<u>6,070</u>	<u>19,765</u>	<u>19,452</u>	
TOTAL MISC & PROJECTS	<u>305,733</u>	<u>4,287,962</u>	<u>2,584,292</u>	<u>2,457,759</u>	<u>2,652,188</u>	<u>1,212,118</u>	
<hr/>							
TOTAL EXPENDITURES	31,680,098	35,150,421	39,683,880	29,173,212	39,580,637	39,514,748	
<hr/>							
REVENUE OVER/ (UNDER) EXPENDITURES	<u>1,740,541</u>	<u>(654,945)</u>	<u>12,857</u>	<u>2,700,160</u>	<u>(2,773,658)</u>	<u>0</u>	
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101-GENERAL FUND

PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

REVENUES

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<hr/>							
<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	201,117	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	8,334,642	9,612,864	9,964,000	8,193,481	10,500,000	10,850,000	
000-411600 Bingo Tax	24	28	50	0	30	0	
000-411700 Mixed Beverage Tax	<u>60,494</u>	<u>70,111</u>	<u>80,000</u>	<u>48,152</u>	<u>70,000</u>	<u>70,000</u>	
TOTAL Taxes	22,193,926	23,918,317	25,198,550	23,980,553	26,229,622	27,560,000	
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<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	943,529	946,815	1,020,000	738,354	960,000	980,000	
000-421240 Guadalupe Valley Elec Co-op	445,505	441,211	455,000	313,833	455,000	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	125,415	107,819	130,000	45,158	130,000	130,000	
000-421500 Solid Waste Franchise Fee	<u>156,621</u>	<u>160,702</u>	<u>156,000</u>	<u>124,480</u>	<u>165,000</u>	<u>168,000</u>	
TOTAL Franchises	2,270,107	2,223,227	2,334,000	1,613,888	2,293,000	2,327,000	
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<u>Permits</u>							
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	181,831	350,000	138,009	250,000	250,000	
000-431215 Bldg Permit-General	362,898	377,725	350,000	284,541	380,000	350,000	
000-431300 Mobile Home Permit	750	300	400	400	300	375	
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	97,372	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	15	45	500	0	0	250	
000-432000 Cert of Occupancy Prmt	9,250	7,150	6,300	7,900	6,300	7,600	
000-432100 Security Alarm Permit	48,506	43,736	43,000	27,586	30,000	43,000	
000-432300 Grading/Clearing Permit	15,118	9,795	12,500	9,407	9,000	10,000	
000-432400 Development Permit	52,297	110,297	75,000	74,316	75,000	75,000	
000-435000 Fire Permit	<u>27,763</u>	<u>35,693</u>	<u>30,000</u>	<u>21,141</u>	<u>30,000</u>	<u>30,000</u>	
TOTAL Permits	1,539,511	1,701,296	1,767,250	1,235,966	1,735,995	1,718,150	
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<u>Licenses</u>							
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	55,600	40,680	45,600	29,500	41,000	41,000	
000-444000 Pet License	<u>2,564</u>	<u>957</u>	<u>3,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Licenses	65,787	49,540	56,860	35,278	48,920	49,320	
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<u>Fees</u>							

101-GENERAL FUND

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
000-451000 Municipal Court Fines	689,543	625,820	664,160	366,745	405,052	625,000	
000-451100 Arrest Fee	26,448	21,404	25,680	11,378	14,461	21,300	
000-451110 Expunction Fee	30	100	160	0	200	100	
000-451200 Warrant Fees	72,813	67,368	73,560	39,580	36,400	67,400	
000-451210 Court-Claims & Judgements (215)	0	0	0	0	0	
000-451220 Officer Jury Fee	0	91	400	0	200	200	
000-451310 Restitution Fee-Local	0	126	0	103	103	100	
000-451320 Civil Justice Fee-Court	0	0	500	0	0	0	
000-451340 Judicial Fee-City	3,516	1,531	3,432	416	300	1,524	
000-451400 Traffic Fine Costs TTL	12,521	9,930	12,168	4,892	6,851	9,924	
000-451510 Juvenile Case Mgmt Fee	29,338	12,774	28,668	3,474	3,313	12,768	
000-451520 Truancy Fees	5,448	13,592	5,352	9,994	13,999	13,584	
000-451530 Local Municipal Jury Fund	0	227	400	191	250	225	
000-451600 Technology Fund Fee	23,423	19,459	22,992	10,514	12,795	19,452	
000-451700 Security Fee	17,567	18,904	17,244	11,517	14,327	18,900	
000-451800 Time Payment Fee-City	4,968	4,148	4,968	1,707	1,537	4,140	
000-451850 State Fines 10% Service Fee	35,756	32,615	38,752	21,272	31,274	32,612	
000-451900 DPS Payment-Local	5,501	5,059	5,592	3,033	3,894	5,052	
000-452000 Child Safety Fee	9,743	5,890	10,356	4,218	5,729	5,880	
000-452100 Platting Fees	52,500	31,250	59,000	33,500	54,000	54,000	
000-452200 Site Plan Fee	31,500	10,500	36,000	14,000	23,000	23,000	
000-452300 Plan Check Fee	527,531	552,174	625,000	366,836	600,000	600,000	
000-452320 Tree Mitigation Admin Fee	5,280	10,707	15,000	38,738	45,000	15,000	
000-452400 BOA/Variance Fees	3,250	1,000	5,000	1,500	2,500	2,500	
000-452600 Specific Use/Zone Chng Fee	18,800	22,090	18,000	26,300	26,450	26,450	
000-452710 Zoning Ltr & Dev Rights	4,500	3,300	1,950	2,100	2,550	2,550	
000-453100 Reinspection Fees	226,667	202,351	190,000	130,050	190,000	190,000	
000-453110 Swim Pool Inspection Fee	1,430	2,970	2,500	2,860	2,500	2,500	
000-453200 Lot Abatement	2,508	8,552	5,000	1,825	5,000	5,000	
000-453211 Admin Fee-Inspections	11,100	11,200	18,600	2,600	5,000	10,000	
000-453310 Misc Inspection Fees	400	300	0	0	0	0	
000-453710 Foster Care	403	600	500	300	600	500	
000-454200 Pool Gate Admission Fee	24,312	12,339	24,000	9,712	24,000	22,000	
000-454300 Seasonal Pool Pass Fee	4,234	1,380	5,000	6,480	5,000	4,000	
000-456120 Senior Center Meal Fee	401	19,371	20,000	20,876	20,000	20,000	
000-456500 HAZ MAT Fees	1,041	0	5,000	0	0	5,000	
000-456600 Fire Re-inspection Fee	493	650	1,000	300	600	750	
000-458000 Sale of General Fixed Assets	0	0	20,000	0	20,000	0	
000-458100 Sale of Merchandise	2,111	360	0	90	200	0	
000-458110 Sale of Mdse - GovDeals	113,073	53,563	80,000	111,699	140,000	100,000	
000-458350 Gain on Sale of Fixed Assets	0	0	0	3,800	3,800	0	
000-458400 Civic Center Rental Fees	211,568	5,275	130,900	9,130	80,000	140,000	
000-458401 Capital Recovery Fee-Civic C	17,940	11,500	0	6,575	1,000	0	
000-458402 Civic Center Ancillary Fees	0	200	0	10	0	0	
000-458450 North Center Rental Fees	27,797	15,875	14,000	19,813	20,000	18,000	
000-458460 Senior Center Rental	8,101	3,500	7,000	0	0	7,000	
000-458500 Community Center Rental Fees	45,211	16,778	23,800	21,624	30,000	25,000	
000-458501 Community Center Service Fees	250	550	0	350	0	0	
000-458510 Grand Ballroom Rental Fees	27,219	115,336	0	44,270	0	0	
000-458520 Cut-Off Hall Rental Fees	5,644	10,568	0	4,566	0	0	

101-GENERAL FUND

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
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	1,496,558	1,975,485	2,232,459	
<u>Fines & Forfeitures</u>							
000-463000 Library Fines	14,583	7,053	11,000	5,754	6,000	9,000	
TOTAL Fines & Forfeitures	14,583	7,053	11,000	5,754	6,000	9,000	
<u>Inter-Jurisdictional</u>							
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 Agreeemen	25,000	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	
<u>Fund Transfers</u>							
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	0	0	3,303,086	0	0	598,549	
000-482300 Transfer In-Resrv Child Safet	0	0	0	0	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	

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

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
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	203,706	
TOTAL Fund Transfers	2,697,683	2,703,943	6,291,818	2,296,528	2,979,732	3,922,171	
Miscellaneous							
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	390	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	4,341	5,082	5,000	4,489	5,000	5,000	
000-494482 Grants-Police, Fire, Gen Fund	8,000	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	3,407	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	33,420,639	34,495,476	39,696,737	31,873,372	36,806,979	39,514,748	
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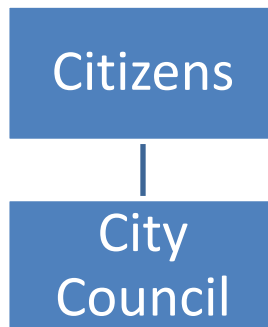
DEPARTMENT: 150 CITY COUNCIL
FUND: 101 GENERAL FUND

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

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

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 Actual	2020-21 Estimate	2021-22 Budget
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Meeting Attendance rate	96	96	96
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Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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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>	<i>\$110,886</i>	<i>\$111,817</i>	<i>\$129,252</i>

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.

101-GENERAL FUND

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
<hr/>							
CITY COUNCIL							
=====							
<u>Personnel Services</u>							
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	<u>2,676</u>	<u>2,699</u>	<u>2,674</u>	<u>2,055</u>	<u>2,754</u>	<u>2,708</u>	
TOTAL Personnel Services	36,426	39,072	37,633	28,918	39,554	38,102	
<u>Supplies</u>							
150-521000 Operating Supplies	158	312	500	0	400	500	
150-521100 Office Supplies	<u>486</u>	<u>98</u>	<u>250</u>	<u>162</u>	<u>250</u>	<u>250</u>	
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	<u>7,567</u>	<u>7,297</u>	<u>15,000</u>	<u>5,474</u>	<u>8,250</u>	<u>9,000</u>	
TOTAL City Support Services	24,677	42,476	59,705	42,061	47,750	55,500	
<u>Utility Services</u>							
<u>Operations Support</u>							
150-534200 Printing & Binding	<u>178</u>	<u>212</u>	<u>300</u>	<u>86</u>	<u>250</u>	<u>300</u>	
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	0	57	200	0	100	200	
150-535500 Training/Travel	<u>10,463</u>	<u>12,338</u>	<u>13,000</u>	<u>1,883</u>	<u>6,250</u>	<u>13,000</u>	
TOTAL Staff Support	22,615	24,765	28,600	14,604	19,113	28,600	
<u>Professional Services</u>							
150-541300 Other Cons'l/Prof Services	<u>7,800</u>	<u>3,950</u>	<u>6,000</u>	<u>0</u>	<u>4,500</u>	<u>6,000</u>	
TOTAL Professional Services	7,800	3,950	6,000	0	4,500	6,000	
<u>Rental/Leasing</u>							
<u>Operating Equipment</u>							
150-571300 Computer & Periphe. < \$5,000	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operating Equipment	0	0	2,000	0	0	0	
<hr/>							
TOTAL CITY COUNCIL	92,341	110,886	134,988	85,830	111,817	129,252	

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

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 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$1,154,036	\$1,202,362	\$1,260,763
Supplies	1,481	2,000	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
<i>Total</i>	<i>\$1,168,026</i>	<i>\$1,222,300</i>	<i>\$1,333,588</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 9.1% 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.

101-GENERAL FUND

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
<hr/>							
CITY MANAGER							
=====							
<u>Personnel Services</u>							
151-511110 Regular	793,330	859,271	908,859	681,718	882,000	919,010	
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	70,956	
151-511350 TMRs-Employer	131,159	139,795	150,965	112,953	145,000	153,086	
151-511410 Health-Employer	57,761	79,541	95,580	69,560	95,000	100,468	
151-511500 Workers' Compensation	<u>1,048</u>	<u>951</u>	<u>1,168</u>	<u>1,286</u>	<u>1,097</u>	<u>1,460</u>	
TOTAL Personnel Services	1,061,361	1,154,036	1,246,309	926,063	1,202,362	1,260,763	
<u>Supplies</u>							
151-521100 Office Supplies	<u>1,892</u>	<u>1,481</u>	<u>2,000</u>	<u>746</u>	<u>2,000</u>	<u>2,000</u>	
TOTAL Supplies	1,892	1,481	2,000	746	2,000	2,000	
<u>City Support Services</u>							
151-532800 Special Events	<u>4,338</u>	<u>3,809</u>	<u>4,800</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>	
TOTAL City Support Services	4,338	3,809	4,800	0	2,000	2,000	
<u>Utility Services</u>							
151-533500 Vehicle Fuel	<u>414</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Utility Services	414	0	0	0	0	0	
<u>Operations Support</u>							
151-534200 Printing & Binding	<u>0</u>	<u>0</u>	<u>50</u>	<u>0</u>	<u>50</u>	<u>50</u>	
TOTAL Operations Support	0	0	50	0	50	50	
<u>Staff Support</u>							
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	<u>0</u>	<u>71</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Staff Support	17,512	8,700	24,775	6,892	14,688	24,775	

101-GENERAL FUND

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
Professional Services							
Rental/Leasing							
Operating Equipment							
151-571000 Furniture & Fixtures	1,370	0	1,200	1,200	1,200	0	
TOTAL Operating Equipment	1,370	0	1,200	1,200	1,200	0	
Capital Outlay							
151-581200 Vehicles & Access. Over \$5,00	0	0	0	0	0	44,000	
TOTAL Capital Outlay	0	0	0	0	0	44,000	
TOTAL CITY MANAGER	1,086,888	1,168,026	1,279,134	934,901	1,222,300	1,333,588	

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.

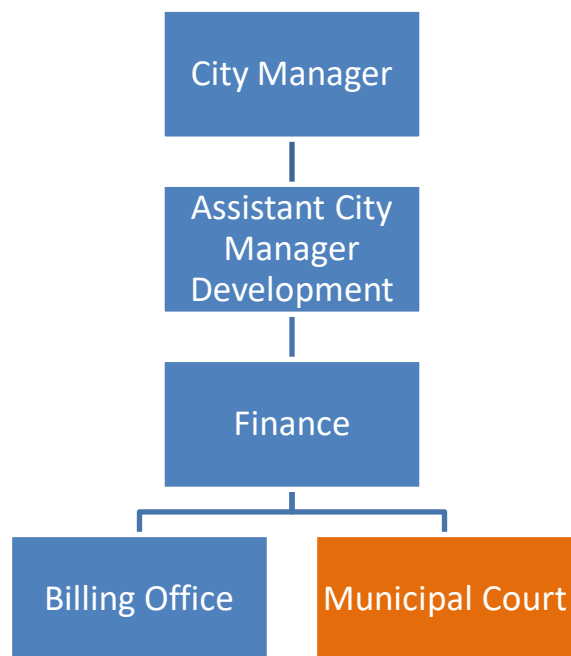
GOALS AND OBJECTIVES

- 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.

MUNICIPAL COURT

- 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 Actual	2020-21 Estimate	2021-22 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 Actual	2020-21 Estimate	2021-22 Budget
Cases Disposed	6,203	4,347	5,121
Charges Processed per Clerk	2,067	1,766	1,707

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Cases Disposed per Clerk	33%	33%	33%

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Services	\$270,220	\$279,754	\$306,228
Supplies	1,559	1,075	1,500
City Support Services	741	750	500
Operations Support	38	1,754	2,000
Staff Support	4,164	5,970	6,910
Court Support	372	1080	3,000
Professional Services	45,694	51,912	61,700
Maintenance Services	1,650	2,150	3,000
Operating Equipment	0	0	4,000
<i>Total</i>	<i>\$324,437</i>	<i>\$344,445</i>	<i>\$388,838</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increased 12.9% 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

GENERAL GOVERNMENT
EXPENDITURES

	2020-2021						2021-2022
	(-----	(-----	(-----	(-----	(-----	(-----	(-----
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
MUNICIPAL COURT							
=====							
<u>Personnel Services</u>							
152-511110 Regular	191,719	179,388	182,591	146,511	184,000	198,234	
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	15,895	
152-511350 TMRS-Employer	32,439	29,978	31,539	25,221	30,000	34,070	
152-511410 Health-Employer	32,584	39,532	42,859	33,427	42,859	47,619	
152-511500 Workers' Compensation	226	87	245	270	87	327	
TOTAL Personnel Services	280,788	270,220	283,625	225,348	279,754	306,228	
<u>Supplies</u>							
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 Services</u>							
<u>Operations Support</u>							
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	
<u>Court Support</u>							
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

GENERAL GOVERNMENT
EXPENDITURES

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<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	<u>0</u>	<u>0</u>	<u>700</u>	<u>0</u>	<u>500</u>	<u>700</u>	
TOTAL Professional Services	52,773	45,694	69,850	31,448	51,912	61,700	
<hr/>							
<u>Maintenance Services</u>							
152-551800 Other Maintenance Agreements	<u>1,800</u>	<u>1,650</u>	<u>3,000</u>	<u>1,350</u>	<u>2,150</u>	<u>3,000</u>	
TOTAL Maintenance Services	1,800	1,650	3,000	1,350	2,150	3,000	
<hr/>							
<u>Rental/Leasing</u>							
<hr/>							
<u>Operating Equipment</u>							
152-571000 Furniture & Fixtures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,000</u>	
TOTAL Operating Equipment	0	0	0	0	0	4,000	
<hr/>							
<u>Capital Outlay</u>							
<hr/>							
TOTAL MUNICIPAL COURT	347,078	324,437	368,465	260,546	344,445	388,838	

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

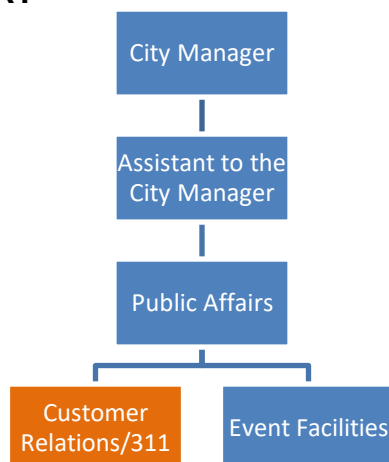
DEPARTMENT DESCRIPTION

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

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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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

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
--------	-------------------	---------------------	-------------------

Personnel	\$109,338	\$113,979	\$116,705
Supplies	99	100	100
Staff Support	800	527	430
Operating Equipment	0	0	0
<i>Total</i>	<i>\$110,238</i>	<i>\$114,606</i>	<i>\$117,235</i>

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.

101-GENERAL FUND

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
CUSTOMER RELATIONS-311							
=====							
<u>Personnel Services</u>							
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	<u>113</u>	<u>99</u>	<u>106</u>	<u>117</u>	<u>100</u>	<u>137</u>	
TOTAL Personnel Services	116,692	109,338	113,239	88,839	113,979	116,705	
<u>Supplies</u>							
153-521100 Office Supplies	<u>97</u>	<u>99</u>	<u>175</u>	<u>149</u>	<u>100</u>	<u>100</u>	
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	<u>0</u>	<u>604</u>	<u>175</u>	<u>0</u>	<u>250</u>	<u>250</u>	
TOTAL Staff Support	195	800	455	164	527	430	
<u>Operating Equipment</u>							
153-571000 Furniture & Fixtures	<u>270</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
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	

**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.

PLANNING & ZONING

- 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 ease 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

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 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)	\$4,500	\$2,550	\$2,550
Total Revenue			

	2019-20	2020-21	2021-22
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PLANNING & ZONING

Budget	Actual	Estimate	Budget
Personnel	\$179,471	\$262,555	\$289,769
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
<i>Total</i>	<i>\$182,850</i>	<i>\$705,234</i>	<i>\$326,153</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget decreases by 53.8% 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

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
PLANNING & ZONING							
=====							
<u>Personnel Services</u>							
154-511110 Regular	148,186	127,131	170,379	119,273	176,455	193,062	
154-511120 Overtime	3,582	1,365	4,833	2,779	5,000	4,922	
154-511180 LTD	354	92	547	0	547	0	
154-511210 Longevity	992	1,296	1,330	1,055	1,330	1,016	
154-511230 Certification Allowance	900	104	1,728	0	0	0	
154-511310 FICA - Employer	12,142	9,494	14,098	9,110	14,098	15,220	
154-511350 TMRS-Employer	24,896	20,895	30,072	20,039	30,072	32,595	
154-511410 Health-Employer	10,808	18,932	34,825	24,526	34,824	42,648	
154-511500 Workers' Compensation	<u>183</u>	<u>162</u>	<u>229</u>	<u>252</u>	<u>229</u>	<u>306</u>	
TOTAL Personnel Services	202,044	179,471	258,041	177,034	262,555	289,769	
<u>Supplies</u>							
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	<u>0</u>	<u>0</u>	<u>269</u>	<u>0</u>	<u>269</u>	<u>200</u>	
TOTAL Supplies	694	755	2,235	338	2,173	2,020	
<u>City Support Services</u>							
<u>Utility Services</u>							
<u>Operations Support</u>							
154-534200 Printing & Binding	<u>7</u>	<u>81</u>	<u>186</u>	<u>109</u>	<u>248</u>	<u>0</u>	
TOTAL Operations Support	7	81	186	109	248	0	
<u>Staff Support</u>							
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	<u>129</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>500</u>	
TOTAL Staff Support	23,537	1,914	32,469	1,709	32,469	33,939	
<u>Professional Services</u>							
154-541400 Consulting	0	0	400,000	0	400,000	0	
154-541500 State/County Admin Fees	<u>27</u>	<u>36</u>	<u>100</u>	<u>15</u>	<u>100</u>	<u>100</u>	
TOTAL Professional Services	27	36	400,100	15	400,100	100	

101-GENERAL FUND

GENERAL GOVERNMENT
EXPENDITURES

			(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	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	326,153

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 Actual	2020-21 Estimate	2021-22 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>	<i>\$140,000</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.

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

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
LEGAL SERVICES							
=====							
<u>Operations Support</u>							
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	
<u>Professional Services</u>							
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.

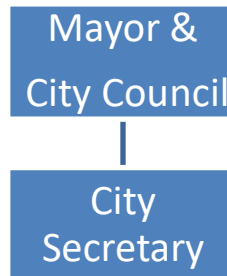
GOALS AND OBJECTIVES

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 Actual	2020-21 Estimated	2021-22 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

Budget	2019-20 Actual	2020-21 Estimated	2021-22 Budget
Personnel	\$193,102	\$190,842	\$197,509
Supplies	910	1,150	1,150
City Support Services	7,213	6,000	10,000
Operations Support	0	150	150
Staff Support	5,232	2,800	6,450
Operating Equipment	0	400	1,000
<i>Total</i>	<i>\$206,457</i>	<i>\$201,342</i>	<i>\$216,259</i>

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

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

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
CITY SECRETARY							
=====							
<u>Personnel Services</u>							
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	<u>173</u>	<u>148</u>	<u>175</u>	<u>193</u>	<u>148</u>	<u>228</u>	
TOTAL Personnel Services	198,764	193,102	192,155	147,515	190,842	197,509	
<u>Supplies</u>							
164-521100 Office Supplies	<u>1,154</u>	<u>910</u>	<u>1,150</u>	<u>1,023</u>	<u>1,150</u>	<u>1,150</u>	
TOTAL Supplies	1,154	910	1,150	1,023	1,150	1,150	
<u>City Support Services</u>							
164-532700 Records Management	<u>3,846</u>	<u>7,213</u>	<u>10,000</u>	<u>3,891</u>	<u>6,000</u>	<u>10,000</u>	
TOTAL City Support Services	3,846	7,213	10,000	3,891	6,000	10,000	
<u>Utility Services</u>							
<u>Operations Support</u>							
164-534200 Printing & Binding	<u>28</u>	<u>0</u>	<u>150</u>	<u>43</u>	<u>150</u>	<u>150</u>	
TOTAL Operations Support	28	0	150	43	150	150	
<u>Staff Support</u>							
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	<u>2,996</u>	<u>3,962</u>	<u>3,000</u>	<u>843</u>	<u>2,000</u>	<u>5,000</u>	
TOTAL Staff Support	4,137	5,232	4,350	1,817	2,800	6,450	
<u>Professional Services</u>							
<u>Maintenance Services</u>							
<u>Operating Equipment</u>							
164-571000 Furniture & Fixtures	<u>0</u>	<u>0</u>	<u>1,035</u>	<u>0</u>	<u>400</u>	<u>1,000</u>	
TOTAL Operating Equipment	0	0	1,035	0	400	1,000	

101-GENERAL FUND

GENERAL GOVERNMENT
EXPENDITURES

			(----- 2020-2021 -----)	(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Capital Outlay</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<hr/>							
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 Actual	2020-21 Estimated	2021-22 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
Fund Charges/Transfers	374	10,750	27,979
Land Purchase	0	7,450	0
<i>Total</i>	<i>\$2,669,901</i>	<i>\$2,148,645</i>	<i>\$2,452,899</i>

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.

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

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
NONDEPARTMENTAL							
=====							
<u>Supplies</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-Service	0	0	6,000	0	0	0	
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	0	0	190,500	0	0	190,500	
TOTAL City Support Services	438,072	487,024	747,430	452,904	520,838	880,500	
<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	
<u>Operations Support</u>							
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>City Assistance</u>							
167-537100 Medical Services-EMS Contract	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	861,735	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	
<u>Professional Services</u>							
167-541500 State/County Admin Fees	0	0	35	126	150	125	
167-541600 Misc Bank Charges	729	746	700	706	750	750	
167-541650 Investment Management Fee	0	0	0	0	0	0	
167-541800 Credit Card Service Fee	44,353	69,943	50,000	77,342	80,000	85,000	
167-541810 Credit Cards Fees - AMEX	2,840	2,886	2,800	3,692	2,800	2,900	
TOTAL Professional Services	47,922	73,575	53,535	81,867	83,700	88,775	

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

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
<hr/>							
<u>Fund Charges/Transfers</u>							
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	<u>2,871</u>	<u>169</u>	<u>10,750</u>	<u>0</u>	<u>10,750</u>	<u>10,750</u>	
TOTAL Fund Charges/Transfers	64,356	374	27,979	(1,517)	10,750	27,979	
<hr/>							
<u>Maintenance Services</u>							
<hr/>							
<u>Operating Equipment</u>							
<hr/>							
<u>Capital Outlay</u>							
167-581010 Land Purchase	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,450</u>	<u>7,450</u>	<u>0</u>	
TOTAL Capital Outlay	0	0	0	7,450	7,450	0	
<hr/>							
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.

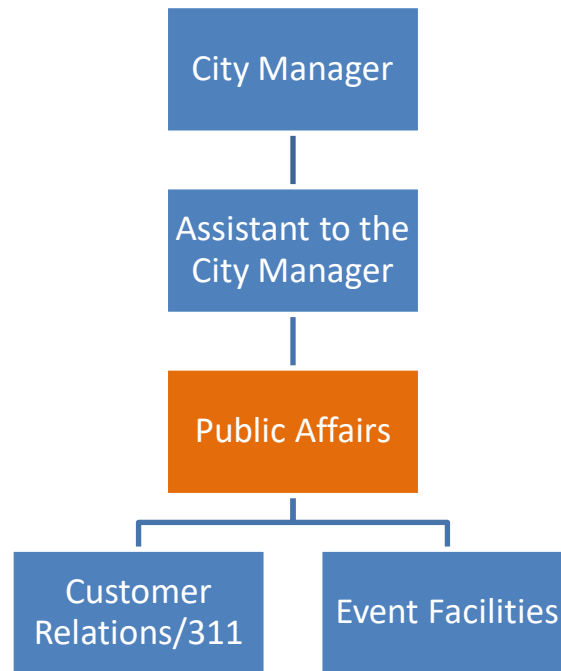
Public Affairs creates photographic/video/audio recording of City events and activities, designs City marketing materials, documents, hiring packets, graphics, logos, plaques, trophies, proclamations, etc.

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.
-

ORGANIZATIONAL CHART

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	414	400	450
Completed website work orders	28	40	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
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Percentage of Magazine Contracted	50%	50%	50%
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PUBLIC AFFAIRS

Average cost per Advertising Run outside
of the magazine

200

200

200

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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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%

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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Personnel	\$297,026	\$313,996	\$325,481
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
<i>Total</i>	<i>\$557,109</i>	<i>\$620,783</i>	<i>\$642,486</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 3.5% 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.

101-GENERAL FUND

GENERAL GOVERNMENT
EXPENDITURES

			(----- 2020-2021 -----)		(----- 2021-2022 -----)		
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
PUBLIC AFFAIRS							
=====							
<hr/>							
<u>Personnel Services</u>							
170-511110 Regular	207,661	212,791	212,564	169,823	220,000	227,341	
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	17,953	
170-511350 TMRS-Employer	34,432	34,775	35,649	28,339	36,000	38,446	
170-511410 Health-Employer	22,432	28,640	30,613	23,900	36,000	33,825	
170-511500 Workers' Compensation	<u>259</u>	<u>228</u>	<u>277</u>	<u>305</u>	<u>260</u>	<u>368</u>	
TOTAL Personnel Services	286,833	297,026	302,583	239,835	313,996	325,481	
<hr/>							
<u>Supplies</u>							
170-521000 Operating Supplies	95	146	1,050	934	1,000	400	
170-521100 Office Supplies	<u>638</u>	<u>418</u>	<u>700</u>	<u>676</u>	<u>700</u>	<u>700</u>	
TOTAL Supplies	733	564	1,750	1,611	1,700	1,100	
<hr/>							
<u>City Support Services</u>							
170-532800 Other Events	<u>1,975</u>	<u>990</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>	
TOTAL City Support Services	1,975	990	0	0	0	1,000	
<hr/>							
<u>Operations Support</u>							
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	<u>234</u>	<u>144</u>	<u>248</u>	<u>180</u>	<u>180</u>	<u>280</u>	
TOTAL Operations Support	21,895	27,366	48,253	27,615	34,135	48,235	
<hr/>							
<u>Staff Support</u>							
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	8,280	1,808	5,000	10,480	
170-535510 Meeting Expenses	<u>0</u>	<u>341</u>	<u>240</u>	<u>232</u>	<u>232</u>	<u>250</u>	
TOTAL Staff Support	7,818	2,782	8,940	2,237	5,452	11,170	
<hr/>							
<u>Professional Services</u>							
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	12,000	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	<u>1,500</u>	<u>750</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Professional Services	286,850	228,379	267,500	192,503	265,500	255,500	

101-GENERAL FUND

GENERAL GOVERNMENT
EXPENDITURES

		2020-2021			2021-2022		
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
Operating Equipment							
170-571000 Furniture & Fixtures	3,080	0	0	0	0	0	
TOTAL Operating Equipment	3,080	0	0	0	0	0	
TOTAL PUBLIC AFFAIRS	609,184	557,109	629,026	463,800	620,783	642,486	

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 develop 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

ENGINEERING

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	\$628,907	\$809,312	\$879,409
Supplies	1,173	2,350	2,750
City Support Services	432	500	0
Utility Services	6,302	4,500	5,500
Operations Support	31	93	150
Staff Support	4,981	12,128	17,310
Professional Services	15,791	75,000	40,000
Operating Equipment	1,755	900	1,400
Capital Outlay	0	0	0
<i>Total</i>	<i>\$659,370</i>	<i>\$904,783</i>	<i>\$946,519</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Engineering Budget increases 4.6% 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

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
<hr/>							
ENGINEERING							
=====							
<u>Personnel Services</u>							
173-511110 Regular	459,705	441,514	560,037	448,844	565,000	608,934	
173-511120 Overtime	0	210	0	349	500	500	
173-511180 LTD	1,346	318	1,736	0	0	0	
173-511210 Longevity	5,287	6,246	8,047	6,218	6,218	8,532	
173-511230 Certification Allowance	3,000	2,377	2,592	1,373	2,000	3,288	
173-511310 FICA - Employer	35,116	31,334	43,632	33,344	44,000	47,498	
173-511350 TMRs-Employer	75,835	72,013	93,068	76,806	94,000	101,718	
173-511410 Health-Employer	50,775	72,666	96,363	72,146	95,000	105,333	
173-511500 Workers' Compensation	<u>2,427</u>	<u>2,228</u>	<u>2,762</u>	<u>3,041</u>	<u>2,594</u>	<u>3,606</u>	
TOTAL Personnel Services	633,491	628,907	808,237	642,122	809,312	879,409	
<u>Supplies</u>							
173-521000 Operating Supplies	490	260	1,000	42	1,000	500	
173-521100 Office Supplies	603	877	1,000	248	1,000	2,000	
173-521300 Motor Vehicle Supplies	<u>74</u>	<u>37</u>	<u>350</u>	<u>78</u>	<u>350</u>	<u>250</u>	
TOTAL Supplies	1,167	1,173	2,350	368	2,350	2,750	
<u>City Support Services</u>							
173-532400 Computer Fees & Licenses	<u>0</u>	<u>432</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0</u>	
TOTAL City Support Services	0	432	500	0	500	0	
<u>Utility Services</u>							
173-533330 Telephone/Internet	3,632	2,044	850	0	0	0	
173-533500 Vehicle Fuel	<u>3,429</u>	<u>4,259</u>	<u>3,500</u>	<u>3,986</u>	<u>4,500</u>	<u>5,500</u>	
TOTAL Utility Services	7,061	6,302	4,350	3,986	4,500	5,500	
<u>Operations Support</u>							
173-534000 Postage	0	0	0	0	0	50	
173-534200 Printing & Binding	<u>0</u>	<u>31</u>	<u>100</u>	<u>93</u>	<u>93</u>	<u>100</u>	
TOTAL Operations Support	0	31	100	93	93	150	
<u>Staff Support</u>							
173-535100 Uniforms	2,173	1,153	3,338	150	3,338	4,630	
173-535300 Memberships	434	1,207	2,420	515	2,000	2,550	
173-535400 Publications	596	310	500	109	500	500	
173-535500 Training/Travel	8,588	1,538	11,156	982	5,000	8,500	
173-535510 Meeting Expenses	241	541	620	294	620	480	
173-535600 Professional Certification	<u>730</u>	<u>231</u>	<u>670</u>	<u>151</u>	<u>670</u>	<u>650</u>	
TOTAL Staff Support	12,762	4,981	18,704	2,201	12,128	17,310	

101-GENERAL FUND

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
<hr/>							
<u>Professional Services</u>							
173-541100 Engineering Services	8,661	8,000	40,000	19,075	40,000	0	
173-541300 Other Professional Services	<u>11,170</u>	<u>7,791</u>	<u>35,000</u>	<u>5,073</u>	<u>35,000</u>	<u>40,000</u>	
TOTAL Professional Services	19,831	15,791	75,000	24,148	75,000	40,000	
<hr/>							
<u>Maintenance Services</u>							
<hr/>							
<u>Rental/Leasing</u>							
<hr/>							
<u>Operating Equipment</u>							
173-571000 Furniture & Fixtures	538	285	900	387	900	900	
173-571300 Computer & Periphe. < \$5000	<u>0</u>	<u>1,470</u>	<u>2,985</u>	<u>(1,228)</u>	<u>0</u>	<u>500</u>	
TOTAL Operating Equipment	538	1,755	3,885	(841)	900	1,400	
<hr/>							
<u>Capital Outlay</u>							
173-581200 Vehicles & Access. Over \$5,00	<u>28,607</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Capital Outlay	28,607	0	0	0	0	0	
<hr/>							
TOTAL ENGINEERING	703,456	659,370	913,126	672,077	904,783	946,519	

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

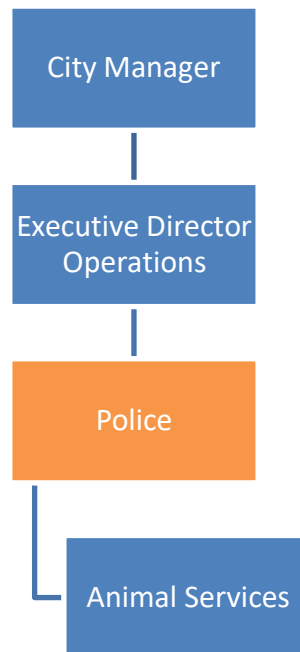
GOALS AND OBJECTIVES

- 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.

POLICE

- 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

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

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Dispatch-911 Calls	26,713	27,400	28,100
Patrol-Citations/Warnings Issued	9,115	6,732	7,500
Inv-Criminal Cases Filed w/ Prosecutor	914	955	980
Inv-Cases Investigated per Investigator	279	275	295
Inv-Total Cases Cleared	254	282	300
Records-Total Active Alarm Permits	3,084	3,100	3,300
Records-Open Records Requests	2,543	1,800	2,500
Federal Seizures	\$195,344	\$30,000	\$55,000
Crime Victim Liaison-Assigned Cases	236	520	560

Workload/Output Marshals Division	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Marshals			
Warrants Issued	1,468	1,243	1,350
Warrants Cleared	1,789	1,458	1,575
Animal Services			
Animals Taken In	1,157	1,175	1,200
Adoptions	369	465	450
Return to Owner	233	375	400
Transferred Out	227	230	230
Wildlife Release	132	95	100
Euthanized	82	50	55

POLICE

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$6,309,734	\$9,055,951	\$8,812,715
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>	<i>\$7,604,159</i>	<i>\$10,510,651</i>	<i>\$10,295,516</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget decreases 2.0% 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.

101-GENERAL FUND

PUBLIC SAFETY		(----- 2020-2021 -----) (----- 2021-2022 -----)						
EXPENDITURES		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>								
POLICE								
=====								
 <u>Personnel Services</u>								
256-511110 Regular	4,765,561	3,850,341	5,733,579	4,447,546	5,850,000	5,802,519		
256-511120 Overtime	247,200	271,725	203,597	369,378	500,000	229,719		
256-511180 LTD	13,859	3,497	17,540	0	0	0		
256-511210 Longevity	102,756	110,398	100,958	102,853	115,000	113,900		
256-511220 Clothing Allowance	66,384	64,078	73,253	55,288	73,250	71,635		
256-511230 Certification Allowance	39,556	45,407	58,560	35,020	44,500	56,189		
256-511310 FICA - Employer	400,619	385,589	460,285	367,699	486,000	468,561		
256-511350 TMRS-Employer	819,967	843,649	992,314	801,401	1,000,000	1,011,718		
256-511410 Health-Employer	499,951	696,388	921,512	708,826	939,808	994,993		
256-511500 Workers' Compensation	<u>42,826</u>	<u>38,662</u>	<u>50,471</u>	<u>55,564</u>	<u>47,393</u>	<u>63,481</u>		
TOTAL Personnel Services	6,998,680	6,309,734	8,612,069	6,943,575	9,055,951	8,812,715		
 <u>Supplies</u>								
256-521000 Operating Supplies	33,558	40,977	60,641	23,262	60,513	52,143		
256-521100 Office Supplies	6,004	6,102	8,500	4,135	6,776	7,500		
256-521150 Child Safety Supplies	0	2,835	4,325	1,377	4,000	5,245		
256-521200 Medical/Chem Supplies	0	308	28,300	12,165	28,132	28,510		
256-521300 Motor Veh. Supplies	<u>17,024</u>	<u>17,290</u>	<u>9,110</u>	<u>9,058</u>	<u>10,120</u>	<u>16,600</u>		
TOTAL Supplies	56,586	67,512	110,876	49,997	109,541	109,998		
 <u>City Support Services</u>								
256-532500 City Insurance-Commercial	<u>26,264</u>	<u>26,401</u>	<u>26,000</u>	<u>32,422</u>	<u>32,422</u>	<u>26,500</u>		
TOTAL City Support Services	26,264	26,401	26,000	32,422	32,422	26,500		
 <u>Utility Services</u>								
256-533200 Electric Utility Service	0	571	29,400	13,525	24,508	29,400		
256-533310 Telephone/Cell Phone	81	5,936	0	0	7,500	0		
256-533330 Telephone/Internet	189	0	0	0	0	0		
256-533410 Water Utility Service	0	0	21,600	3,912	12,447	15,000		
256-533500 Vehicle Fuel	<u>97,644</u>	<u>77,402</u>	<u>148,270</u>	<u>77,001</u>	<u>141,700</u>	<u>151,800</u>		
TOTAL Utility Services	97,914	83,909	199,270	94,438	186,155	196,200		
 <u>Operations Support</u>								
256-534100 Advertising	0	1,654	450	400	5,000	6,150		
256-534200 Printing & Binding	7,836	3,889	11,285	3,029	10,752	7,666		
256-534800 Temp Staff Services	<u>0</u>	<u>0</u>	<u>2,700</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL Operations Support	7,836	5,543	14,435	3,429	15,752	13,816		

101-GENERAL FUND

PUBLIC SAFETY		EXENDITURES					
		(------ 2020-2021 -----) (------ 2021-2022 -----)					
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>Staff Support</u>							
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	<u>3,220</u>	<u>1,311</u>	<u>6,750</u>	<u>2,302</u>	<u>3,407</u>	<u>3,550</u>	
TOTAL Staff Support	135,559	94,590	202,598	101,443	176,392	184,031	
<u>City Assistance</u>							
256-537100 Medical Services	9,783	1,278	65,800	15,489	45,932	49,800	
256-537800 Community Outreach	<u>6,960</u>	<u>8,676</u>	<u>10,300</u>	<u>5,140</u>	<u>9,123</u>	<u>10,500</u>	
TOTAL City Assistance	16,742	9,954	76,100	20,629	55,055	60,300	
<u>Professional Services</u>							
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	<u>0</u>	<u>0</u>	<u>10,280</u>	<u>3,325</u>	<u>9,290</u>	<u>10,280</u>	
TOTAL Professional Services	80,629	68,118	81,883	46,563	78,999	85,266	
<u>Fund Charges/Transfers</u>							
<u>Maintenance Services</u>							
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	<u>51,680</u>	<u>46,410</u>	<u>65,580</u>	<u>27,950</u>	<u>61,900</u>	<u>66,980</u>	
TOTAL Maintenance Services	62,030	63,176	90,705	31,744	78,362	77,305	
<u>Debt Service</u>							
<u>Rental/Leasing</u>							
256-561200 Lease/Purchase Payments	<u>0</u>	<u>44,544</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>16,800</u>	
TOTAL Rental/Leasing	0	44,544	0	0	0	16,800	
<u>Operating Equipment</u>							
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	29,270	10,650	24,237	15,260	
256-571310 Computer Software	0	0	700	0	0	0	
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>0</u>	<u>0</u>	<u>2,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operating Equipment	395,551	297,109	238,700	111,274	202,380	186,748	

101-GENERAL FUND

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
<hr/>							
<u>Capital Outlay</u>							
256-581200 Vehicles & Access. Over \$5,00	199,597	324,804	333,485	201,095	317,310	357,592	<hr/>
256-581300 Computer & Periphe. > \$5,000	0	0	18,680	18,677	18,677	45,500	<hr/>
256-581800 Equipment Over \$5,000	<u>0</u>	<u>208,765</u>	<u>194,155</u>	<u>80,505</u>	<u>183,655</u>	<u>122,745</u>	<u><hr/></u>
TOTAL Capital Outlay	199,597	533,569	546,320	300,277	519,642	525,837	
<hr/>							
TOTAL POLICE	8,077,388	7,604,159	10,198,955	7,735,791	10,510,651	10,295,516	

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

HEALTH		2020-2021						2021-2022
EXPENDITURES				CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	2018-2019	2019-2020		BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
	ACTUAL	ACTUAL						
ANIMAL SERVICES								
=====								
<u>Personnel Services</u>								
762-511110 Regular	196,431	229,198	0	0	0	0	0	
762-511120 Overtime	29,697	13,836	0	0	0	0	0	
762-511180 LTD	551	148	0	0	0	0	0	
762-511210 Longevity	1,435	870	0	0	0	0	0	
762-511230 Certification Allowance	1,525	1,300	0	0	0	0	0	
762-511310 FICA - Employer	17,646	17,426	0	0	0	0	0	
762-511350 TMRS-Employer	37,347	39,180	0	0	0	0	0	
762-511410 Health-Employer	34,033	53,039	0	0	0	0	0	
762-511500 Workers' Compensation	2,505	2,523	0	0	0	0	0	
TOTAL Personnel Services	321,170	357,519	0	0	0	0	0	
<u>Supplies</u>								
762-521000 Operating Supplies	19,252	16,109	0	0	0	0	0	
762-521100 Office Supplies	79	621	0	0	0	0	0	
762-521200 Medical/Chem Supplies	22,528	26,650	0	0	0	0	0	
762-521300 Motor Veh. Supplies	102	28	0	0	0	0	0	
TOTAL Supplies	41,961	43,407	0	0	0	0	0	
<u>City Support Services</u>								
762-532800 Promotional Events	928	0	0	0	0	0	0	
TOTAL City Support Services	928	0	0	0	0	0	0	
<u>Utility Services</u>								
762-533200 Electric Utility Service	22,548	24,561	0	0	0	0	0	
762-533410 Water Utility Service	28,422	12,311	0	0	0	0	0	
762-533500 Vehicle Fuel	6,660	4,069	0	(160)	0	0	0	
TOTAL Utility Services	57,630	40,941	0	(160)	0	0	0	
<u>Operations Support</u>								
762-534200 Printing & Binding	230	93	0	0	0	0	0	
TOTAL Operations Support	230	93	0	0	0	0	0	
<u>Staff Support</u>								
762-535100 Uniforms	5,652	5,744	0	0	0	0	0	
762-535210 Employee Recognition-Morale	0	277	0	0	0	0	0	
762-535500 Training/Travel	3,891	810	0	0	0	0	0	
762-535510 Meeting Expenses	29	37	0	0	0	0	0	
TOTAL Staff Support	9,573	6,869	0	0	0	0	0	

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

101-GENERAL FUND

HEALTH

EXPENDITURES

			2020-2021		2021-2022		
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>City Assistance</u>							
762-537100 Medical Services	33,813	54,684	0	0	0	0	
TOTAL City Assistance	33,813	54,684	0	0	0	0	
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<u>Professional Services</u>							
762-541300 Other Cons'l/Prof Services	1,920	0	0	0	0	0	
762-541310 Contrct Svc-BlueBonnet-Cremat	1,197	477	0	0	0	0	
762-541700 Microchip Service	4,951	3,325	0	0	0	0	
762-541702 Spay & Neuter	20,000	0	0	0	0	0	
TOTAL Professional Services	28,068	3,802	0	0	0	0	
<hr/>							
<u>Fund Charges/Transfers</u>							
<hr/>							
<u>Maintenance Services</u>							
762-551100 Building Maintenance	85	0	0	0	0	0	
762-551400 Minor & Other Equip Maint	155	233	0	0	0	0	
762-551800 Other Maintenance Agreements	0	160	0	0	0	0	
762-551810 Maintenance Agr. - Radios	1,920	1,760	0	160	0	0	
TOTAL Maintenance Services	2,160	2,153	0	160	0	0	
<hr/>							
<u>Rental/Leasing</u>							
<hr/>							
<u>Operating Equipment</u>							
762-571000 Furniture & Fixtures	0	437	0	0	0	0	
762-571200 Vehicles & Access. Less \$5,00	0	3,192	0	0	0	0	
762-571500 Equipment	3,450	2,241	0	0	0	0	
762-571700 Improvements under \$5,000	510	0	0	0	0	0	
TOTAL Operating Equipment	3,960	5,871	0	0	0	0	
<hr/>							
<u>Capital Outlay</u>							
762-581200 Vehicles & Access. Over \$5,00	0	58,887	0	0	0	0	
762-581600 Donation Expense-Capital	0	20,103	0	0	0	0	
762-581800 Equipment Over \$5,000	0	54,174	0	0	0	0	
TOTAL Capital Outlay	0	133,164	0	0	0	0	
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TOTAL ANIMAL SERVICES	499,493	648,502	0	0	0	0	

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.
-

FIRE RESCUE

- 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

Input	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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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

Workload/Output	2019-20 actual	2020-21 Estimate	2021-22 Budget
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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

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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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

FIRE RESCUE

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$4,332,478	\$5,708,663	\$5,536,677
Supplies	17,662	22,655	22,555
City Support Services	0	1,500	0
Utility Services	76,715	86,000	80,000
Operations Support	770	2,000	3,000
Staff Support	174,502	197,800	199,225
City Assistance	23,618	23,000	23,000
Professional Services	61,221	70,000	63,600
Maintenance Services	40,123	63,400	81,500
Other Costs	16,321	6,895	10,000
Rental/Leasing	8,990	10,600	27,000
Operating Equipment	187,806	144,800	120,000
Capital Outlay	116,405	287,620	447,500
<i>Total</i>	<i>\$5,056,610</i>	<i>\$6,624,933</i>	<i>\$6,614,057</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will decrease 0.2% from the FY 2020-21 year end estimate.

101-GENERAL FUND

PUBLIC SAFETY		(----- 2020-2021 -----) (----- 2021-2022 -----)						
EXPENDITURES		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>								
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	543,697		
257-511500 Workers' Compensation	<u>24,492</u>	<u>21,768</u>	<u>28,544</u>	<u>31,424</u>	<u>26,803</u>	<u>36,499</u>		
TOTAL Personnel Services	4,611,501	4,332,478	5,261,519	4,468,648	5,708,663	5,536,677		
 <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	<u>1,433</u>	<u>627</u>	<u>1,200</u>	<u>123</u>	<u>1,200</u>	<u>1,200</u>		
TOTAL Supplies	18,529	17,662	23,965	5,411	22,655	22,555		
 <u>City Support Services</u>								
257-532350 Software Maintenance	<u>0</u>	<u>0</u>	<u>0</u>	<u>891</u>	<u>1,500</u>	<u>0</u>		
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	<u>38,638</u>	<u>30,183</u>	<u>38,000</u>	<u>27,506</u>	<u>38,000</u>	<u>38,000</u>		
TOTAL Utility Services	55,221	76,715	76,600	53,276	86,000	80,000		
 <u>Operations Support</u>								
257-534100 Advertising	0	0	150	0	0	0		
257-534200 Printing & Binding	<u>392</u>	<u>770</u>	<u>2,000</u>	<u>158</u>	<u>2,000</u>	<u>3,000</u>		
TOTAL Operations Support	392	770	2,150	158	2,000	3,000		

101-GENERAL FUND

PUBLIC SAFETY							
EXPENDITURES							
	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
	ACTUAL	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	
<u>Professional Services</u>							
257-541300 Other Professional Services	33,465	61,221	82,704	65,936	70,000	63,600	
TOTAL Professional Services	33,465	61,221	82,704	65,936	70,000	63,600	
<u>Fund Charges/Transfers</u>							
<u>Maintenance Services</u>							
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	
<u>Other Costs</u>							
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 Service</u>							
<u>Rental/Leasing</u>							
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	
<u>Operating Equipment</u>							
257-571000 Furniture & Fixtures	14,417	15,050	22,000	7,063	20,000	12,000	
257-571200 Vehicles & Access. LESS \$5,00	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 \$500	11,964	43,315	18,000	1,358	18,000	10,000	
257-571600 Police/Fire/Medical Equipment	40,568	39,021	51,955	32,798	52,000	55,000	
257-571800 Equipment under \$5,000	4,926	9,089	16,798	13,144	16,800	16,000	
TOTAL Operating Equipment	100,193	187,806	151,753	64,080	144,800	120,000	

101-GENERAL FUND

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
<hr/>							
<u>Capital Outlay</u>							
257-581200 Vehicles & Access. Over \$5,00	177,855	79,649	134,000	43,499	134,000	379,000	<hr/>
257-581400 Communication Equip Over \$500	0	0	135,000	119,989	130,000	50,000	<hr/>
257-581600 Donation-Expense	0	21,798	0	457	1,300	1,000	<hr/>
257-581800 Equipment Over \$5,000	<u>0</u>	<u>14,957</u>	<u>22,000</u>	<u>22,320</u>	<u>22,320</u>	<u>17,500</u>	<hr/> <hr/>
TOTAL Capital Outlay	177,855	116,405	291,000	186,265	287,620	447,500	
<hr/>							
TOTAL FIRE RESCUE	5,287,798	5,056,610	6,213,853	4,977,119	6,624,933	6,614,057	

**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.
-

INSPECTIONS

- 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

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 Utility Billing

PERFORMANCE INDICATORS

Workload/Output	2019-20	2020-21	2021-22
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INSPECTIONS

	Actual	Estimate	Budget
New Residential Construction	357	366	366
New Commercial Construction	16	18	18
Reroof Permits	315	344	344
Accessory/Temporary Building Permits	34	44	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

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$837,530	\$878,660	\$961,954
Supplies	\$1,516	\$5,076	\$5,100
Utility Services	\$4,285	\$8,400	\$8,400
Operations Support	\$155	\$750	\$850
Staff Support	\$16,155	\$41,261	\$41,446
Professional Services	\$42,475	\$70,000	\$70,000
Operating Equipment	\$1,079	\$650	\$650
Capital Outlay	0	\$27,381	0
Total	\$903,194	\$1,032,178	\$1,088,400

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 5.4% 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.

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

101-GENERAL FUND

PUBLIC SAFETY		EXPENDITURES					
		2020-2021					2021-2022
		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED
							ADOPTED
							BUDGET
INSPECTIONS							
=====							
<u>Personnel Services</u>							
258-511110 Regular	568,258	584,720	608,575	461,015	600,000	644,618	
258-511120 Overtime	14,090	7,943	15,212	4,792	12,000	15,666	
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	51,343	
258-511350 TMRS-Employer	95,749	96,045	103,933	76,324	100,000	109,952	
258-511410 Health-Employer	67,260	90,583	104,162	82,737	106,000	126,884	
258-511500 Workers' Compensation	<u>1,342</u>	<u>1,335</u>	<u>1,655</u>	<u>1,822</u>	<u>1,554</u>	<u>2,178</u>	
TOTAL Personnel Services	802,083	837,530	897,835	674,365	878,660	961,954	
<u>Supplies</u>							
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	<u>73</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>500</u>	
TOTAL Supplies	2,897	1,516	5,076	934	5,076	5,100	
<u>City Support Services</u>							
<u>Utility Services</u>							
258-533500 Vehicle Fuel	<u>6,047</u>	<u>4,285</u>	<u>8,400</u>	<u>3,581</u>	<u>8,400</u>	<u>8,400</u>	
TOTAL Utility Services	6,047	4,285	8,400	3,581	8,400	8,400	
<u>Operations Support</u>							
258-534200 Printing & Binding	<u>1,206</u>	<u>155</u>	<u>1,000</u>	<u>62</u>	<u>750</u>	<u>850</u>	
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	<u>2,042</u>	<u>1,586</u>	<u>4,087</u>	<u>1,412</u>	<u>4,087</u>	<u>4,200</u>	
TOTAL Staff Support	25,975	16,155	41,261	8,409	41,261	41,446	
<u>City Assistance</u>							

101-GENERAL FUND

PUBLIC SAFETY		(----- 2020-2021 -----) (----- 2021-2022 -----)					
EXPENDITURES		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED
							ADOPTED
							BUDGET
<hr/>							
<u>Professional Services</u>							
258-541300 Other Cons/Prof Services	69,720	42,475	70,000	22,713	70,000	70,000	
TOTAL Professional Services	69,720	42,475	70,000	22,713	70,000	70,000	
<hr/>							
<u>Maintenance Services</u>							
<hr/>							
<u>Rental/Leasing</u>							
<hr/>							
<u>Operating Equipment</u>							
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	
<hr/>							
<u>Capital Outlay</u>							
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	
<hr/>							
TOTAL INSPECTIONS	962,856	903,194	1,024,222	738,044	1,032,178	1,088,400	

**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 variety 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	3
Sanitarian	0	0	1
TOTAL POSITIONS	0	0	5

NEIGHBORHOOD SERVICES

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	NA	NA	\$312,294
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
<i>Total</i>	<i>NA</i>	<i>NA</i>	<i>\$377,450</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will be set at \$377,450. 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		(------ 2020-2021 -----) (------ 2021-2022 -----)					
EXPENDITURES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NEIGHBORHOOD SERVICES							
=====							
<u>Personnel Services</u>							
259-511110 Regular	0	0	0	0	0	225,346	
259-511120 Overtime	0	0	0	0	0	4,664	
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	18,026	
259-511350 TMRS-Employer	0	0	0	0	0	38,880	
259-511410 Health-Employer	0	0	0	0	0	16,645	
259-511500 Worker' Compensation	0	0	0	0	0	1,416	
TOTAL Personnel Services	0	0	0	0	0	312,294	
<u>Supplies</u>							
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	
<u>Operations Support</u>							
259-534200 Printing & Binding	0	0	0	0	0	3,419	
TOTAL Operations Support	0	0	0	0	0	3,419	
<u>Staff Support</u>							
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>City Assistance</u>							
<u>Professional Services</u>							
259-541300 Other Cons1/Prof Services	0	0	0	0	0	2,500	
TOTAL Professional Services	0	0	0	0	0	2,500	

101-GENERAL FUND

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
<hr/>							
<u>Maintenance Services</u>							
259-551700 Abatement/Lot Cleaning	0	0	0	0	0	15,000	
259-551810 Maintenance Agr. - Radios	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>	
TOTAL Maintenance Services	0	0	0	0	0	16,000	
<hr/>							
<u>Operating Equipment</u>							
259-571000 Furniture & Fixtures < \$5,000	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>325</u>	
TOTAL Operating Equipment	0	0	0	0	0	325	
<hr/>							
<u>Capital Outlay</u>							
<hr/>							
TOTAL NEIGHBORHOOD SERVICES	0	0	0	0	0	377,450	
<hr/>							
TOTAL PUBLIC SAFETY	14,328,041	13,563,963	17,437,030	13,450,954	18,167,762	18,375,423	

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

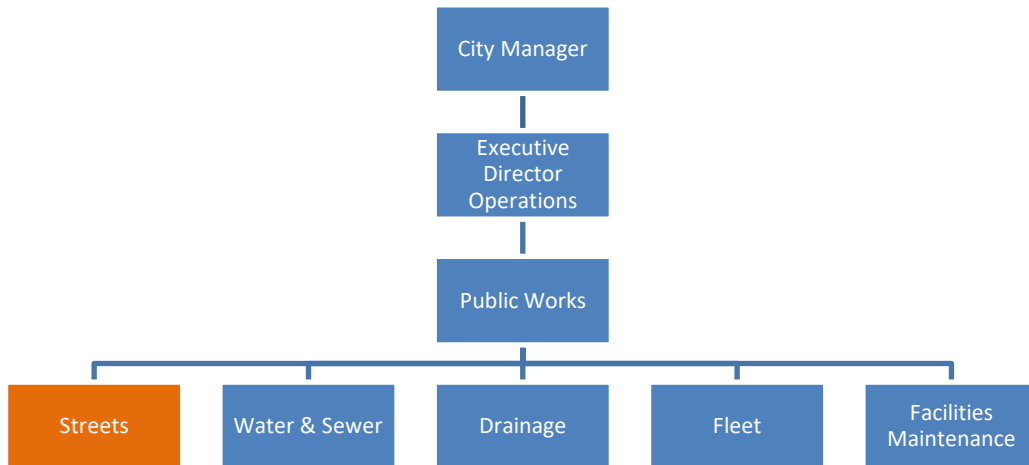
DEPARTMENT DESCRIPTION

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
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

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Annual cost to operate street sweepers (operators and fuel)	118,450	122,003	125,663
Cost per ton of asphalt	45	45	45
Approved daily budget expenditures for operation	4,561	4,447	4323

PUBLIC WORKS-STREETS

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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Hours spent on roadway maintenance	2340	2380	2600
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Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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Personnel	\$751,943	\$763,966	\$1,009,600
Supplies	100,976	126,650	167,950
City Support	2478	0	6,000
Utility Services	179,334	172,600	180,600
Staff Support	16,083	17,254	22,120
Professional Services	9,765	18,000	20,000
Maintenance Services	151,779	334,992	285,500
Rental/Leasing	1,900	5,000	5,000
Operating Equipment	56,635	30,517	71,000
Capital Outlay	250,531	32,023	159,200
<i>Total</i>	<i>\$1,521,424</i>	<i>\$1,501,002</i>	<i>\$1,926,970</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 28.3% 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

PUBLIC ENVIRONMENT
EXPENDITURES

			2020-2021		2021-2022		
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
STREETS							
=====							
<u>Personnel Services</u>							
359-511110 Regular	491,977	491,757	602,025	387,746	495,927	640,785	
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	18,074	
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	50,805	
359-511350 TMRS-Employer	83,788	82,680	102,545	68,458	83,702	109,409	
359-511410 Health-Employer	66,618	97,233	131,464	91,973	100,817	154,187	
359-511500 Workers' Compensation	<u>16,024</u>	<u>15,678</u>	<u>19,370</u>	<u>21,325</u>	<u>18,189</u>	<u>25,444</u>	
TOTAL Personnel Services	725,346	751,943	933,855	625,226	763,966	1,009,600	
<u>Supplies</u>							
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	<u>1,232</u>	<u>1,657</u>	<u>1,800</u>	<u>1,087</u>	<u>600</u>	<u>1,800</u>	
TOTAL Supplies	92,910	100,976	126,450	67,277	126,650	167,950	
<u>City Support Services</u>							
359-532800 EMPLOYEE APPRECIATION EVENTS	<u>0</u>	<u>2,478</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,000</u>	
TOTAL City Support Services	0	2,478	0	0	0	6,000	
<u>Utility Services</u>							
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	<u>38,631</u>	<u>30,504</u>	<u>36,000</u>	<u>24,833</u>	<u>32,000</u>	<u>40,000</u>	
TOTAL Utility Services	184,414	179,334	176,000	125,598	172,600	180,600	
<u>Operations Support</u>							
<u>Staff Support</u>							
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	
359-535600 Professional Certification	<u>161</u>	<u>0</u>	<u>1,420</u>	<u>0</u>	<u>1,420</u>	<u>0</u>	
TOTAL Staff Support	17,397	16,083	21,120	13,060	17,254	22,120	

101-GENERAL FUND

PUBLIC ENVIRONMENT
EXPENDITURES

	2018-2019 ACTUAL	2019-2020 ACTUAL	(----- 2020-2021 -----) CURRENT BUDGET	(----- 2020-2021 -----) Y-T-D ACTUAL	(----- 2020-2021 -----) PROJECTED YEAR END	(----- 2021-2022 -----) CITY ADMIN. RECOMMENDED	(----- 2021-2022 -----) ADOPTED BUDGET
<u>City Assistance</u>							
<u>Professional Services</u>							
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	
<u>Maintenance Services</u>							
359-551400 Minor & Other Equip Maint	320	0	500	316	500	500	
359-551600 Outsourced Street Maintenance	40,241	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 Service</u>							
<u>Rental/Leasing</u>							
359-561100 Rental-Equipment	5,043	1,900	4,000	3,857	5,000	5,000	
TOTAL Rental/Leasing	5,043	1,900	4,000	3,857	5,000	5,000	
<u>Operating Equipment</u>							
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	0	55,194	0	22,517	22,517	65,000	
359-571800 Equipment under \$5,000	41,318	1,201	6,500	0	4,500	4,000	
TOTAL Operating Equipment	41,318	56,635	11,800	23,576	30,517	71,000	
<u>Capital Outlay</u>							
359-581200 Vehicles & Access. Over \$5,00	156,398	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	1,926,970	
TOTAL PUBLIC ENVIRONMENT	1,301,880	1,521,424	1,649,740	995,256	1,501,002	1,926,970	

**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.
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PARKS, RECREATION AND COMMUNITY SERVICES

- 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

PARKS, RECREATION AND COMMUNITY SERVICES

PERFORMANCE INDICATORS

Workload/Outputs	2019-20 Actual	2020-21 Estimate	2021-22 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		25	25.6
Special Events, Programs & Parades	50	50	50

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 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 actual	2020-21 Estimate	2021-22 Budget
Cost Benefit for Athletic Association Field Maintenance	\$550,000	\$550,000	\$550,000
Cost Benefit for Volunteer Hours	\$12,000	\$7,500	\$7,500
Special Events Attendance	30,000	15,000	25,000
Youth Sports Registrations (BVYA & SYSA)	3,800	1,900	3,800

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$591,086	\$714,711	\$758,970
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

PARKS, RECREATION AND COMMUNITY SERVICES

Operating Equipment	61,108	65,000	65,000
Capital Outlay	92,813	246,898	178,000
<i>Total</i>	<i>\$1,312,158</i>	<i>\$1,761,499</i>	<i>\$1,661,936</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will decrease 5.7% 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

		(----- 2020-2021 -----)					(----- 2021-2022 -----)
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<hr/>							
PARKS							
=====							
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<u>Personnel Services</u>							
460-511110 Regular	384,802	402,157	470,136	324,659	470,136	498,671	
460-511120 Overtime	17,549	13,716	16,448	14,064	16,448	18,245	
460-511180 LTD	1,106	237	1,447	0	1,447	0	
460-511210 Longevity	9,832	3,157	3,608	3,208	3,608	4,156	
460-511230 Certification Allowance	3,485	1,319	9,447	2,968	9,447	9,069	
460-511310 FICA - Employer	31,366	30,038	38,211	25,327	38,211	40,543	
460-511350 TMRS-Employer	66,696	65,428	80,525	55,912	80,525	84,482	
460-511410 Health-Employer	49,453	71,605	90,565	66,553	90,565	97,967	
460-511500 Workers' Compensation	<u>4,045</u>	<u>3,428</u>	<u>4,324</u>	<u>4,760</u>	<u>4,324</u>	<u>5,837</u>	
TOTAL Personnel Services	568,334	591,086	714,711	497,451	714,711	758,970	
<hr/>							
<u>Supplies</u>							
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	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	<u>575</u>	<u>256</u>	<u>367</u>	<u>211</u>	<u>500</u>	<u>500</u>	
TOTAL Supplies	68,853	81,491	109,350	101,171	103,382	84,350	
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<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	<u>20,808</u>	<u>3,263</u>	<u>10,000</u>	<u>4,312</u>	<u>7,000</u>	<u>10,000</u>	
TOTAL City Support Services	20,808	60,684	111,316	100,150	145,567	136,000	
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<u>Utility Services</u>							
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	<u>10,812</u>	<u>8,043</u>	<u>10,000</u>	<u>7,444</u>	<u>10,000</u>	<u>10,000</u>	
TOTAL Utility Services	225,783	221,616	246,000	184,500	246,000	246,000	

101-GENERAL FUND

PARKS & RECREATION
EXPENDITURES

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Operations Support</u>							
460-534100 Advertising	1,847	1,571	1,000	0	1,000	1,000	
460-534800 Temporary Empl. Services	<u>0</u>	<u>106</u>	<u>1,000</u>	<u>123</u>	<u>500</u>	<u>1,000</u>	
TOTAL Operations Support	1,847	1,677	2,000	123	1,500	2,000	
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<u>Staff Support</u>							
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	<u>1,182</u>	<u>571</u>	<u>850</u>	<u>930</u>	<u>850</u>	<u>850</u>	
TOTAL Staff Support	17,338	18,406	13,670	10,859	13,670	19,670	
<hr/>							
<u>City Assistance</u>							
<hr/>							
<u>Professional Services</u>							
460-541300 Other Cons/Prof Services	8,571	11,819	26,000	16,023	15,000	6,000	
460-541310 Contract Services	<u>143,326</u>	<u>120,573</u>	<u>114,271</u>	<u>65,007</u>	<u>114,271</u>	<u>141,946</u>	
TOTAL Professional Services	151,897	132,392	140,271	81,030	129,271	147,946	
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<u>Maintenance Services</u>							
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	<u>6,113</u>	<u>4,838</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	
TOTAL Maintenance Services	11,688	40,676	73,083	56,987	87,500	14,000	
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<u>Rental/Leasing</u>							
460-561100 Rental-Equipment	<u>13,630</u>	<u>10,210</u>	<u>10,000</u>	<u>5,760</u>	<u>8,000</u>	<u>10,000</u>	
TOTAL Rental/Leasing	13,630	10,210	10,000	5,760	8,000	10,000	
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<u>Operating Equipment</u>							
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	<u>20,539</u>	<u>13,364</u>	<u>7,787</u>	<u>7,787</u>	<u>15,000</u>	<u>15,000</u>	
TOTAL Operating Equipment	93,040	61,108	37,787	29,152	65,000	65,000	
<hr/>							
<u>Capital Outlay</u>							
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	<u>22,712</u>	<u>36,514</u>	<u>17,003</u>	<u>17,003</u>	<u>45,000</u>	<u>6,000</u>	
TOTAL Capital Outlay	310,419	92,813	261,028	131,228	246,898	178,000	
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TOTAL PARKS	1,483,637	1,312,158	1,719,216	1,198,412	1,761,499	1,661,936	

**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
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		

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Cost per resident for Pool Operations	\$14.41	\$14.25	\$14.25

*Cost per resident with the new Schertz Aquatics Center

Budget	2019-20 Actual	2020-21 Estimate	2021-22 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
<i>Total</i>	<i>\$471,528</i>	<i>\$586,035</i>	<i>\$569,878</i>

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.

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

EXPENDITURES	2020-2021						
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
SWIM POOL							
=====							
Personnel Services							
Supplies							
463-521000 Operating Supplies	2,271	3,809	4,500	1,544	4,500	4,500	
463-521200 Chem/Med/Lab Supplies	13,033	13,655	18,000	10,566	18,000	18,000	
463-521600 Equip Maint Supplies	40	0	3,000	852	3,000	3,000	
TOTAL Supplies	15,344	17,464	25,500	12,962	25,500	25,500	
City Support Services							
Utility Services							
463-533200 Electric Utility Service	17,482	16,809	10,000	8,613	16,000	10,000	
463-533410 Water Utility Service	9,773	3,272	6,500	4,559	10,000	6,500	
TOTAL Utility Services	27,256	20,082	16,500	13,171	26,000	16,500	
Operations Support							
Staff Support							
Professional Services							
463-541300 Other Consl/Prof Services	2,993	0	0	0	0	0	
TOTAL Professional Services	2,993	0	0	0	0	0	
Maintenance Services							
463-551100 Building Maintenance	0	95	0	0	0	0	
463-551400 Minor & Other Equip Maint	12,385	17,484	10,000	8,927	16,657	10,000	
463-551700 Contract Maintenance	507,504	416,404	517,878	330,232	517,878	517,878	
TOTAL Maintenance Services	519,889	433,983	527,878	339,159	534,535	527,878	
Rental/Leasing							
Operating Equipment							
463-571000 Furniture & Fixtures	2,125	0	0	0	0	0	
TOTAL Operating Equipment	2,125	0	0	0	0	0	
Capital Outlay							
TOTAL SWIM POOL	567,606	471,528	569,878	365,292	586,035	569,878	

**DEPARTMENT: PUBLIC AFFAIRS
DIVISION: 464 EVENT FACILITIES
FUND: 101 GENERAL FUND**

DEPARTMENT DESCRIPTION

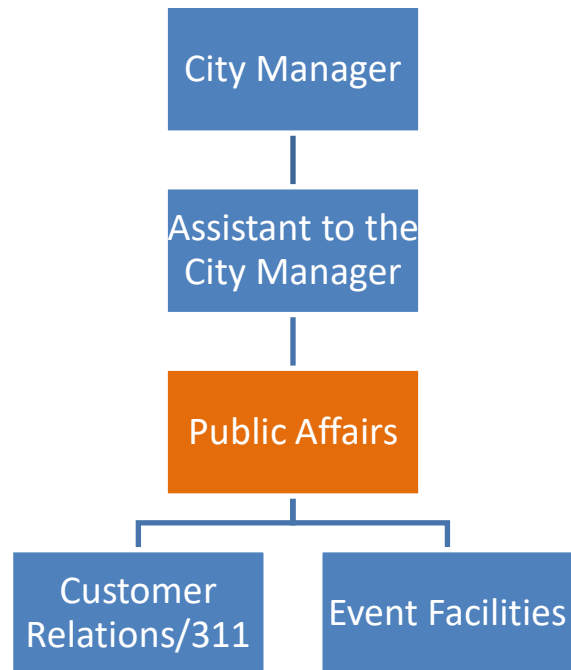
Under the umbrella of Public Affairs, Event Facilities provides a place where guests can celebrate life events such as social or cultural activities. The Event Facilities are centrally located in Schertz for businesses and other organizations to hold meetings, training, and/or other specialized events. 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, tradeshow/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



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 Actual	2020-21 Estimate	2021-22 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 Actual	2020-21 Estimate	2021-22 Budget
Revenue	302,516	185,000	200,000
Comp'd Value	41,577	30,000	35,000

EVENT FACILITIES

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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Tradeshows/conventions	13	12	13
Customer satisfaction Rating	95%	100%	100%

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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Personnel Services	263,684	214,704	284,722
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
<i>Total</i>	<i>\$320,479</i>	<i>\$307,451</i>	<i>\$384,945</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 25.2% 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 addition 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

PARKS & RECREATION
EXPENDITURES

	2020-2021						2021-2022
	(-----						-----)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
EVENT FACILITIES							
=====							
<u>Personnel Services</u>							
464-511110 Regular	174,298	191,255	173,508	113,197	160,000	201,164	
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	15,943	
464-511350 TMRS-Employer	29,225	31,422	33,599	17,635	22,000	34,141	
464-511410 Health-Employer	15,085	21,505	30,822	13,766	16,000	25,788	
464-511500 Workers' Compensation	<u>253</u>	<u>216</u>	<u>252</u>	<u>277</u>	<u>237</u>	<u>315</u>	
TOTAL Personnel Services	239,440	263,684	261,964	157,992	214,704	284,722	
<u>Supplies</u>							
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	<u>534</u>	<u>409</u>	<u>700</u>	<u>467</u>	<u>700</u>	<u>700</u>	
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	<u>0</u>	<u>0</u>	<u>750</u>	<u>359</u>	<u>750</u>	<u>750</u>	
TOTAL Utility Services	40,823	35,767	48,400	22,616	48,400	48,600	
<u>Operations Support</u>							
464-534100 Advertising	1,908	1,220	4,600	989	4,600	5,000	
464-534200 Printing & Binding	968	0	1,385	1,527	1,500	2,000	
464-534550 Business Meetings/Networking	431	72	108	0	179	108	
464-534800 Temporary Empl. Services	<u>7,061</u>	<u>215</u>	<u>30,000</u>	<u>16,716</u>	<u>16,000</u>	<u>10,000</u>	
TOTAL Operations Support	10,368	1,507	36,093	19,231	22,279	17,108	
<u>Staff Support</u>							
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	<u>0</u>	<u>169</u>	<u>200</u>	<u>179</u>	<u>179</u>	<u>200</u>	
TOTAL Staff Support	3,057	3,508	4,425	1,068	2,554	4,865	
<u>Professional Services</u>							
464-541300 Professional Services	<u>0</u>	<u>0</u>	<u>950</u>	<u>170</u>	<u>350</u>	<u>0</u>	
TOTAL Professional Services	0	0	950	170	350	0	

101-GENERAL FUND

PARKS & RECREATION
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
<hr/>							
<u>Maintenance Services</u>							
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	
<hr/>							
<u>Rental/Leasing</u>							
<hr/>							
<u>Operating Equipment</u>							
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	0	
TOTAL Operating Equipment	26,307	5,889	23,115	2,943	9,014	10,500	
<hr/>							
<u>Capital Outlay</u>							
<hr/>							
TOTAL EVENT FACILITIES	323,241	320,479	393,047	208,956	307,451	384,945	

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, e-readers 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.

LIBRARY

- 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

LIBRARY

Total Circulation	254,643	235,000	250,000
Total Library Visits	102,297	75,000	100,000
Total Program Attendance	6,524	2,700	8,000

	2019-20	2020-21	2021-22
Efficiency	Actual	Estimate	Budget

Cost per Person Served	9.57	9.60	9.28
Cost per Circulation	4.06	4.52	4.46
Circulation per Circulation FTE	29,958	26,111	27,778

	2019-20	2020-21	2021-22
Effectiveness	Actual	Estimate	Budget

Percentage of Service Population With Library Cards	28.95%	27.13%	25.83%
Materials Expenditures per Capita	\$1.28	\$1.13	\$1.08
Materials Expenditures as a Percentage of Operating Budget (striving for 15%)	13.43%	11.77%	11.67%
Items per Capita (striving to meet 1.53 items per capita standard)	1.29	1.33	1.28

	2019-20	2020-21	2021-22
Budget	Actual	Estimate	Budget

Personnel Services	\$810,141	\$844,205	\$904,386
Supplies	10,568	15,000	15,000
Utility Services	58,308	67,000	70,000
Operations Support	4,744	3,100	5,900
Staff Support	6,517	3,989	7,025
Professional Services	1,984	1,656	3,300
Operating Equipment	142,171	127,000	156,000
<i>Total</i>	<i>\$1,034,433</i>	<i>\$1,061,950</i>	<i>\$1,161,611</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The Library FY 2021-22 Budget increases 9.3% 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-GENERAL FUND

CULTURAL		(----- 2020-2021 -----) (----- 2021-2022 -----)					
EXPENDITURES		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED
							ADOPTED
							BUDGET
LIBRARY							
=====							
<u>Personnel Services</u>							
665-511110 Regular	569,319	572,642	575,656	454,461	590,000	624,324	
665-511120 Overtime	892	245	1,056	260	500	1,056	
665-511180 LTD	1,224	317	1,339	0	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	49,248	
665-511350 TMRs-Employer	89,096	89,735	92,480	72,990	92,480	99,552	
665-511410 Health-Employer	68,448	91,090	99,142	77,007	99,142	110,129	
665-511500 Workers' Compensation	668	601	731	805	686	981	
TOTAL Personnel Services	786,234	810,141	834,575	655,263	844,205	904,386	
<u>Supplies</u>							
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 Services</u>							
<u>Utility Services</u>							
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	
<u>Operations Support</u>							
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	
<u>Staff Support</u>							
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	
<u>Professional Services</u>							
665-541300 Other Cons/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	

101-GENERAL FUND

CULTURAL 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
Maintenance Services							
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	
Capital Outlay							
TOTAL LIBRARY	999,857	1,034,433	1,064,255	799,405	1,061,950	1,161,611	
TOTAL CULTURAL	999,857	1,034,433	1,064,255	799,405	1,061,950	1,161,611	

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.

ORGANIZATIONAL CHART



INFORMATION TECHNOLOGY

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 Actual	2020-21 Estimate	2021-22 Budget
% Work Orders Completed 0-1 Day	73%	46%	55%
% Work Orders Completed 2-3 Days	12%	8%	15%
% Work Orders Completed 4-6 Days	7%	11%	10%
% Work Orders Completed 7-10 Days	4%	7%	10%
% Work Orders Completed >11 Days	5%	28%	10%
Average Number of Days to Work Orders	2.91	12.65	4.0
% Time on GIS Specific Projects	54.8%	52.3%	55.6%
% Time on GIS Customer Assistance	9.0%	7.8%	17.7%
% Time on Training/Conferences	3.9%	0.2%	7.4%
% Time on Non-Department Projects	17.3%	19.6%	7.2%
% Time on Administrative Overhead	15.0%	20.1%	12.1%

INFORMATION TECHNOLOGY

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$645,709	\$805,445	\$916,558
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
<i>Total</i>	<i>\$1,821,503</i>	<i>\$2,543,014</i>	<i>\$2,707,439</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The Information Technology FY 2021-22 Budget increases 6.5% 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

INTERNAL SERVICE
EXPENDITURES

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
INFORMATION TECHNOLOGY							
=====							
<u>Personnel Services</u>							
853-511110 Regular	446,491	434,772	589,305	433,842	549,790	624,572	
853-511120 Overtime	45,966	48,223	29,606	33,685	49,500	30,985	
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	50,144	
853-511350 TMRS-Employer	79,775	77,894	102,582	77,547	80,000	108,943	
853-511410 Health-Employer	48,953	43,841	74,944	56,441	70,400	90,770	
853-511500 Workers' Compensation	538	488	999	1,100	938	1,309	
TOTAL Personnel Services	664,890	645,709	856,808	647,281	805,445	916,558	
<u>Supplies</u>							
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	
<u>City Support Services</u>							
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>							
<u>Staff Support</u>							
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	

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
<u>Professional Services</u>							
853-541300 Other Cons/Prof Services	206,997	101,448	101,949	43,880	88,475	25,000	
853-541800 IT Services-Web Design/Maint	<u>9,402</u>	<u>0</u>	<u>650</u>	<u>0</u>	<u>0</u>	<u>13,075</u>	
TOTAL Professional Services	216,399	101,448	102,599	43,880	88,475	38,075	
<u>Fund Charges/Transfers</u>							
<u>Maintenance Services</u>							
853-551300 Computer Maintenance	<u>13,946</u>	<u>7,413</u>	<u>10,000</u>	<u>9,523</u>	<u>10,000</u>	<u>10,000</u>	
TOTAL Maintenance Services	13,946	7,413	10,000	9,523	10,000	10,000	
<u>Rental/Leasing</u>							
853-561200 Lease/Purchase Payments	<u>0</u>	<u>0</u>	<u>3,651</u>	<u>2,129</u>	<u>3,651</u>	<u>3,650</u>	
TOTAL Rental/Leasing	0	0	3,651	2,129	3,651	3,650	
<u>Operating Equipment</u>							
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	<u>3,132</u>	<u>895</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operating Equipment	300,645	169,426	320,369	242,349	319,660	269,594	
<u>Capital Outlay</u>							
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	<u>6,306</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Capital Outlay	37,103	22,797	27,000	26,889	26,889	0	
<hr/>							
TOTAL INFORMATION TECHNOLOGY	2,218,800	1,821,503	2,638,646	1,760,706	2,543,014	2,707,439	

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

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
GIS							
===							
<u>Personnel Services</u>							
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	
<u>Supplies</u>							
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	
<u>City Support Services</u>							
174-532400 Computer Fees & Licenses	0	2,625	0	0	0	0	
TOTAL City Support Services	0	2,625	0	0	0	0	
<u>Staff Support</u>							
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 Services</u>							
<u>Rental/Leasing</u>							
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 Equipment</u>							
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

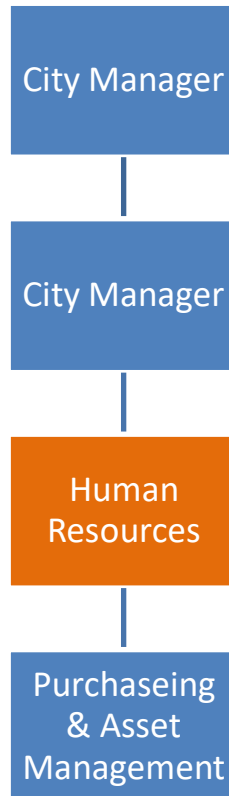
DEPARTMENT DESCRIPTION

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 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$426,981	\$449,165	\$468,069
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>	<i>\$668,639</i>	<i>\$661,764</i>	<i>\$738,019</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 11.5% 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.

101-GENERAL FUND

INTERNAL SERVICE
EXPENDITURES

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
HUMAN RESOURCES							
=====							
<u>Personnel Services</u>							
866-511110 Regular	302,120	301,811	302,654	240,936	312,000	316,873	
866-511120 Overtime	0	684	259	5	259	276	
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	24,828	
866-511350 TMRS-Employer	50,443	48,963	50,408	40,091	50,408	53,170	
866-511410 Health-Employer	24,568	39,567	52,436	31,583	41,400	44,793	
866-511500 Workers' Compensation	534	325	391	430	367	511	
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	468,069	
<u>Supplies</u>							
866-521000 Operating Supplies	0	1,728	2,000	383	1,500	2,000	
866-521100 Office Supplies	606	705	700	365	500	700	
TOTAL Supplies	606	2,433	2,700	748	2,000	2,700	
<u>Human Services</u>							
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 Services</u>							
<u>Utility Services</u>							
<u>Operations Support</u>							
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	

101-GENERAL FUND

INTERNAL SERVICE
EXPENDITURES

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
<u>Staff Support</u>							
866-535100 Uniforms	424	440	500	241	500	500	
866-535210 Employee Recognition-Morale	21,432	15,614	28,150	21,909	28,150	28,150	
866-535300 Memberships	2,175	1,718	2,500	1,803	2,500	2,500	
866-535400 Publications	0	947	0	0	0	2,000	
866-535500 Training/Travel	<u>4,532</u>	<u>1,363</u>	<u>5,000</u>	<u>1,267</u>	<u>5,000</u>	<u>8,000</u>	
TOTAL Staff Support	28,562	20,082	36,150	25,220	36,150	41,150	
<hr/>							
<u>City Assistance</u>							
866-537100 Medical Services	<u>13,860</u>	<u>13,121</u>	<u>15,000</u>	<u>9,597</u>	<u>10,000</u>	<u>10,000</u>	
TOTAL City Assistance	13,860	13,121	15,000	9,597	10,000	10,000	
<hr/>							
<u>Professional Services</u>							
866-541300 Other Cons'l/Prof Services	<u>56,433</u>	<u>78,265</u>	<u>15,000</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	
TOTAL Professional Services	56,433	78,265	15,000	0	0	5,000	
<hr/>							
<u>Maintenance Services</u>							
<hr/>							
<u>Operating Equipment</u>							
866-571000 Furniture & Fixtures	210	349	514	513	513	500	
866-571300 Computer & Periphe. < \$5000	<u>861</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operating Equipment	1,071	349	514	513	513	500	
<hr/>							
TOTAL HUMAN RESOURCES	658,495	668,639	761,719	484,636	661,764	738,019	

DEPARTMENT: 868 FINANCE

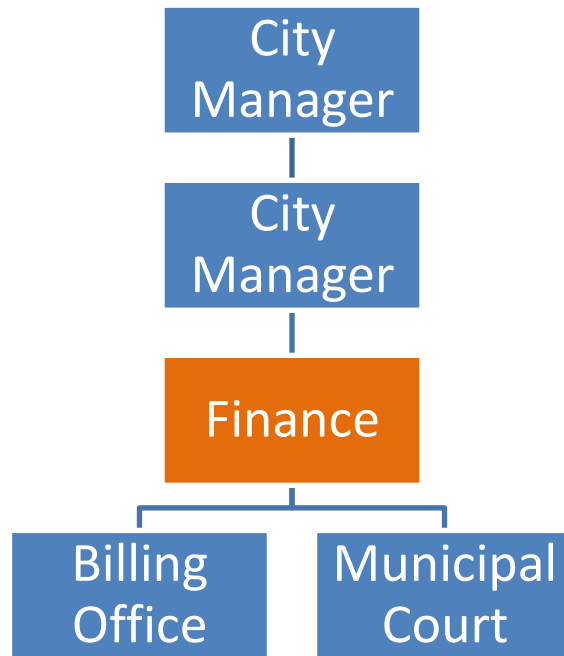
FUND: 101 GENERAL FUND

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.
-

ORGANIZATIONAL CHART

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 Actual	2020-21 Estimate	2021-22 Budget
Accounts payable checks	5,931	6,000	6,100
Number of Purchase Orders Processed	7,380	7,450	7,600

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Certificate of Achievement for Excellence in Financial Reporting, Accumulative	35	36	37
Quarterly Financials completed within 30 days	0	3	4

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$587,965	\$630,538	\$656,579
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
<i>Total</i>	<i>\$634,265</i>	<i>\$679,983</i>	<i>\$704,969</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 3.7% 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

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
FINANCE							
=====							
<u>Personnel Services</u>							
868-511110 Regular	396,687	413,035	416,716	336,527	432,306	445,706	
868-511120 Overtime	2,707	2,182	924	2,105	2,500	924	
868-511180 LTD	1,161	295	1,297	0	0	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	35,251	
868-511350 TMRs-Employer	66,658	67,965	70,162	56,989	76,648	75,491	
868-511410 Health-Employer	43,086	63,788	70,409	56,726	71,446	83,830	
868-511500 Workers' Compensation	568	442	545	600	512	724	
TOTAL Personnel Services	554,199	587,965	605,758	490,630	630,538	656,579	
<u>Supplies</u>							
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 Services</u>							
<u>Utility Services</u>							
<u>Operations Support</u>							
<u>Staff Support</u>							
868-535100 Uniforms	252	0	465	0	320	350	
868-535300 Memberships	695	1,385	1,435	545	1,390	1,390	
868-535500 Training/Travel	2,729	4,505	6,122	1,604	3,000	5,000	
TOTAL Staff Support	3,676	5,890	8,022	2,149	4,710	6,740	
<u>Professional Services</u>							
868-541300 Other Cons/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 Services</u>							
<u>Rental/Leasing</u>							

101-GENERAL FUND

INTERNAL SERVICE
EXPENDITURES

			(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED
						ADOPTED
						BUDGET
<hr/>						
<u>Operating Equipment</u>						
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	<u>0</u>	<u>0</u>	<u>1,400</u>	<u>0</u>	<u>1,400</u>	<u>0</u>
TOTAL Operating Equipment	2,358	1,835	1,987	586	1,986	250
<hr/>						
TOTAL FINANCE	595,797	634,265	653,967	533,601	679,983	704,969

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.
-

PURCHASING & ASSET MANAGEMENT

- 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 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$223,413	\$236,840	\$237,179
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
<i>Total</i>	<i>\$235,506</i>	<i>\$252,775</i>	<i>\$257,714</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 2.0% 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

	(------ 2020-2021 -----) (------ 2021-2022 -----)						
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PURCHASING & ASSET MGT							
=====							
<u>Personnel Services</u>							
872-511110 Regular	159,444	164,182	162,751	130,800	172,000	170,604	
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	13,462	
872-511350 TMRS-Employer	26,354	26,992	27,325	22,088	27,325	28,828	
872-511410 Health-Employer	11,253	14,892	17,288	12,270	17,288	17,190	
872-511500 Workers' Compensation	195	176	212	233	199	277	
TOTAL Personnel Services	213,721	223,413	225,784	180,821	236,840	237,179	
<u>Supplies</u>							
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	
<u>City Support Services</u>							
872-532350 Software Maintenance	0	0	379	0	0	0	
TOTAL City Support Services	0	0	379	0	0	0	
<u>Utility Services</u>							
<u>Operations Support</u>							
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	1,545	1,384	1,550	1,550	
TOTAL Operations Support	5,819	4,883	7,645	3,657	6,050	7,550	
<u>Staff Support</u>							
872-535100 Uniforms	237	215	250	82	250	250	
872-535300 Memberships	1,335	1,280	1,240	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	6,790	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	

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
Professional Services							
Rental/Leasing							
Operating Equipment							
872-571000 Furniture & Fixtures	170	218	600	478	600	600	
872-571300 Computer & Periphe. < \$5,000	0	1,213	0	0	0	0	
872-571500 Operating Equipment	0	0	1,000	0	1,000	0	
TOTAL Operating Equipment	170	1,431	1,600	478	1,600	600	
Capital Outlay							
TOTAL PURCHASING & ASSET MGT	227,974	235,506	244,519	188,902	252,775	257,714	

DEPARTMENT: PUBLIC WORKS
DIVISION: 877 FLEET SERVICES
FUND: 101 GENERAL FUND

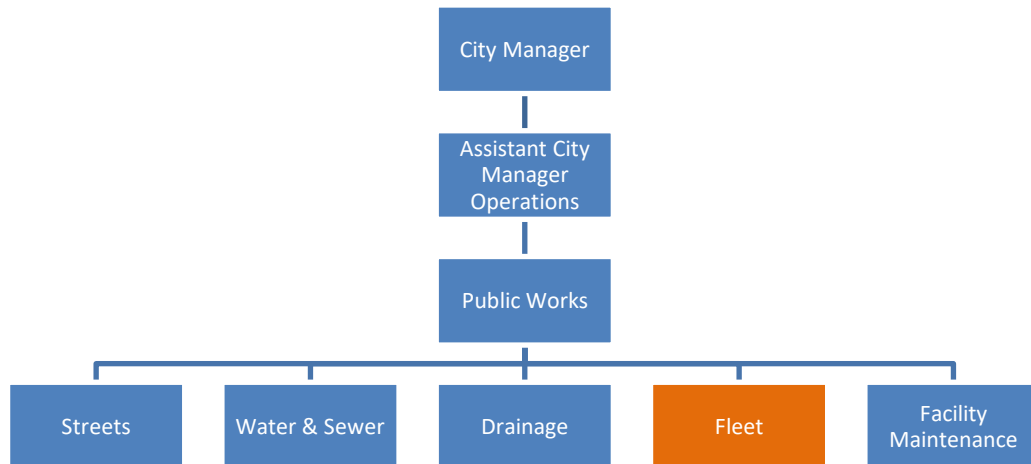
DEPARTMENT DESCRIPTION

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
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FLEET MAINTENANCE

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)			
<i>Total Work Orders Issued</i>			

FLEET MAINTENANCE

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 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
<i>Total Hours Worked</i>	4842.15	6120	5887.50

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
% of all vehicles and equipment issues resolved without recall	95	96	97

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$369,660	\$525,982	\$560,458
Supplies	196,962	209,700	216,700
City Support Services	5,517	12,500	15,000
Utility Services	5,731	11,000	11,500
Staff Support	10,775	26,700	32,500
Maintenance Services	169,182	210,000	233,000
Operating Equipment	4,413	17,519	14,000
Capital Outlay	151,643	58,950	221,000
<i>Total</i>	<i>\$913,882</i>	<i>\$1,072,351</i>	<i>\$1,304,158</i>

PROGRAM JUSTIFICATION AND ANALYSIS

FLEET MAINTENANCE

The FY 2021-22 Budget will increase 21.6 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-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
FLEET SERVICE							
=====							
<u>Personnel Services</u>							
877-511110 Regular	184,293	251,309	348,592	282,462	368,000	373,646	
877-511120 Overtime	11,550	12,302	12,858	8,619	12,500	14,181	
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	30,018	
877-511350 TMRS-Employer	31,989	42,336	59,757	45,370	47,500	64,283	
877-511410 Health-Employer	23,478	38,871	55,540	48,150	63,000	68,254	
877-511500 Workers' Compensation	<u>2,791</u>	<u>3,201</u>	<u>4,049</u>	<u>4,458</u>	<u>3,802</u>	<u>5,374</u>	
TOTAL Personnel Services	271,778	369,660	514,842	413,983	525,982	560,458	
<u>Supplies</u>							
877-521000 Operating Supplies	3,892	7,553	4,066	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	17,000	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	<u>190</u>	<u>239</u>	<u>1,500</u>	<u>939</u>	<u>1,500</u>	<u>2,500</u>	
TOTAL Supplies	137,606	196,962	207,766	149,948	209,700	216,700	
<u>City Support Services</u>							
877-532400 Computer Fees & Licenses	<u>15,887</u>	<u>5,517</u>	<u>7,000</u>	<u>2,497</u>	<u>12,500</u>	<u>15,000</u>	
TOTAL City Support Services	15,887	5,517	7,000	2,497	12,500	15,000	
<u>Utility Services</u>							
877-533500 Vehicle Fuel	<u>8,744</u>	<u>5,731</u>	<u>11,385</u>	<u>6,266</u>	<u>11,000</u>	<u>11,500</u>	
TOTAL Utility Services	8,744	5,731	11,385	6,266	11,000	11,500	
<u>Operations Support</u>							
<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	<u>251</u>	<u>263</u>	<u>1,200</u>	<u>682</u>	<u>1,200</u>	<u>0</u>	
TOTAL Staff Support	16,752	10,775	22,200	11,711	26,700	32,500	
<u>City Assistance</u>							

101-GENERAL FUND

INTERNAL SERVICE
EXPENDITURES

			2020-2021		2021-2022	
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED
						ADOPTED
						BUDGET
Professional Services						
Maintenance Services						
877-551000 Outside Fleet Repair	220,182	133,448	190,802	131,750	165,000	170,000
877-551050 Outside Collision Repair	13,404	31,871	35,000	12,464	30,000	35,000
877-551100 Building Maintenance	707	0	0	0	0	0
877-551400 Minor & Other Equip Maint	1,319	0	0	0	0	0
877-551800 Other Maintenance Agreements	5,679	3,862	18,000	11,410	15,000	28,000
TOTAL Maintenance Services	241,291	169,182	243,802	155,625	210,000	233,000
Rental/Leasing						
Operating Equipment						
877-571200 Vehicles & Access. < \$5,000	0	0	7,519	7,519	7,519	4,000
877-571500 Operating Equipment	14,812	4,413	10,034	5,837	10,000	10,000
TOTAL Operating Equipment	14,812	4,413	17,553	13,356	17,519	14,000
Capital Outlay						
877-581200 Vehicles & Access. Over \$5,00	28,697	151,643	26,413	24,957	52,600	138,000
877-581500 Equipment Over \$5,000	66,243	0	22,636	6,350	6,350	83,000
TOTAL Capital Outlay	94,940	151,643	49,049	31,307	58,950	221,000
TOTAL FLEET SERVICE	801,809	913,882	1,073,597	784,692	1,072,351	1,304,158

DEPARTMENT: PUBLIC WORKS
DIVISION: 878 Facility Services
FUND: 101 GENERAL FUND

DEPARTMENT DESCRIPTION

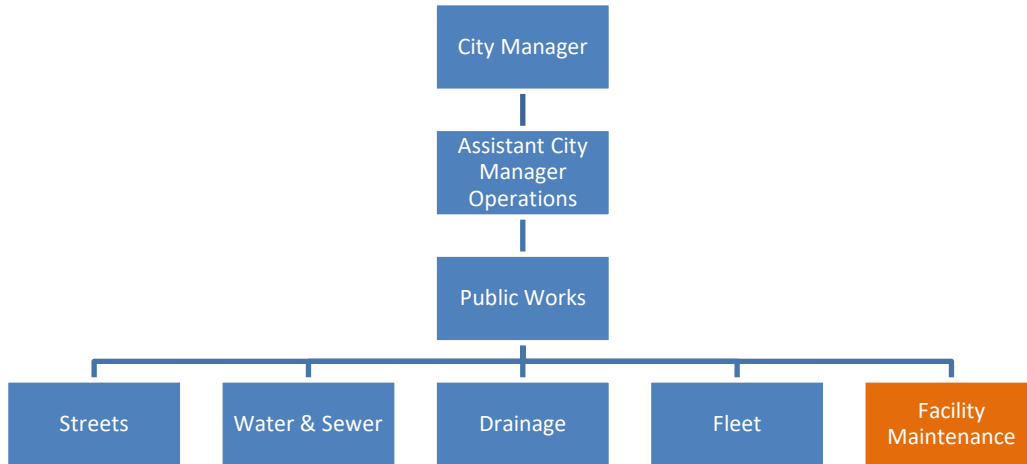
Facility Services supports, maintains, and provides custodial services for 27 facilities totaling 301.656 square feet. The City buildings include City Hall, Administration Building, Police, Fire, EMS, Community Center Central, Community Center North, City Council Chambers, Civic Center, Public Library, 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.

FACILITY SERVICES

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> Actual	2020-21 Estimate	2021-22 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

FACILITY SERVICES

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

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel	\$728,601	\$781,386	\$820,939
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
<i>Total</i>	<i>\$1,432,009</i>	<i>\$1,828,908</i>	<i>\$1,816,339</i>

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.

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
BUILDING MAINTENANCE							
=====							
<u>Personnel Services</u>							
878-511110 Regular	433,234	470,860	460,029	390,008	506,600	501,293	
878-511120 Overtime	19,583	21,467	22,769	10,827	22,000	26,336	
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	29,048	38,108	40,252	
878-511350 TMRS-Employer	75,595	81,438	81,019	67,108	79,603	89,184	
878-511410 Health-Employer	69,599	101,872	111,512	87,908	114,000	138,542	
878-511500 Workman's Compensation	<u>5,859</u>	<u>4,857</u>	<u>6,822</u>	<u>7,510</u>	<u>6,406</u>	<u>8,573</u>	
TOTAL Personnel Services	653,672	728,601	735,826	607,065	781,386	820,939	
<u>Supplies</u>							
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	<u>1,525</u>	<u>0</u>	<u>1,500</u>	<u>0</u>	<u>500</u>	<u>1,500</u>	
TOTAL Supplies	102,432	57,316	145,900	38,679	115,500	159,500	
<u>City Support Services</u>							
878-532400 Computer Fees & Licenses	<u>0</u>	<u>100</u>	<u>5,000</u>	<u>355</u>	<u>200</u>	<u>5,000</u>	
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	<u>7,714</u>	<u>6,602</u>	<u>8,000</u>	<u>5,080</u>	<u>8,000</u>	<u>8,000</u>	
TOTAL Utility Services	176,962	182,140	171,000	112,748	186,022	186,000	
<u>Operations Support</u>							
<u>Staff Support</u>							
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	<u>755</u>	<u>247</u>	<u>1,500</u>	<u>772</u>	<u>800</u>	<u>1,500</u>	
TOTAL Staff Support	5,605	6,588	12,800	2,875	8,800	18,400	

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
<u>Professional Services</u>							
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	0	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	0	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	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.	0	62	0	2,304	0	0	
878-551130.Plumbing - CH	0	0	0	893	0	0	
878-551130.Plumbing - ADM	0	1,638	0	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	0	1,510	0	1,832	0	0	
878-551130.Plumbing - EMS1	0	290	0	1,570	0	0	
878-551130.Plumbing - FD1	0	0	0	986	0	0	
878-551130.Plumbing - F&F/PARKS	0	0	0	173	0	0	
878-551130.Plumbing - 11CP	0	132	0	2,260	0	0	
878-551130.Plumbing - PW	0	0	0	2,801	0	0	
878-551130.Plumbing - SENIOR C	0	217	0	0	0	0	
878-551130.Plumbing - FD2	0	921	0	1,711	0	0	
878-551130.Plumbing - EMS4	0	6	0	0	0	0	
878-551130.Plumbing - LIB	0	9,830	0	1,113	0	0	
878-551130.Plumbing - YMCA	0	1,683	0	0	0	0	
878-551130.Plumbing - NORTH C	0	0	0	113	0	0	
878-551130.Plumbing - AAC	0	700	0	1,050	0	0	
878-551130.Plumbing - AQUATIC C	0	0	0	11,676	0	0	

101-GENERAL FUND

INTERNAL SERVICE
EXPENDITURES

EXPENDITURES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	2020-2021 Y-T-D ACTUAL	2020-2021 PROJECTED YEAR END	2021-2022 CITY ADMIN. RECOMMENDED	2021-2022 ADOPTED BUDGET
78-551130.Plumbing - FD3	0	0	0	247	0	0	
78-551140 Electric - Misc.	0	9,846	0	1,425	0	0	
78-551140.Electric - CH	0	491	0	8,414	0	0	
78-551140.Electric - ADM	0	193	0	46	0	0	
78-551140.Electric - COMM CTR	0	0	0	49	0	0	
78-551140.Electric - C CHAMBERS	0	0	0	34	0	0	
78-551140.Electric - CIVIC C	0	1,318	0	1,027	0	0	
78-551140.Electric - PD	0	538	0	1,205	0	0	
78-551140.Electric - EMS1	0	210	0	1,546	0	0	
78-551140.Electric - FD1	0	446	0	1,537	0	0	
78-551140.Electric - EMS/PURCH	0	711	0	0	0	0	
78-551140.Electric - F&F/PARKS	0	168	0	0	0	0	
78-551140.Electric - 11CP	0	1,966	0	219	0	0	
78-551140.Electric - PW	0	25	0	560	0	0	
78-551140.Electric - CHAMBER CM	0	0	0	9	0	0	
78-551140.Electric - FD2	0	347	0	465	0	0	
78-551140.Electric - EMS4	0	72	0	0	0	0	
78-551140.Electric - LIB	0	9,292	0	1,489	0	0	
78-551140.Electric - YMCA	0	424	0	0	0	0	
78-551140.Electric - AAC	0	28	0	500	0	0	
78-551140.Electric - AQUATIC C	0	0	0	382	0	0	
78-551140.Electric - FD3	0	181	0	0	0	0	
78-551150 HVAC - Misc.	0	2,744	0	9,721	0	0	
78-551150.HVAC - CH	0	0	0	456	0	0	
78-551150.HVAC - C CHAMBERS	0	0	0	935	0	0	
78-551150.HVAC - CIVIC C	0	5,822	0	40	0	0	
78-551150.HVAC - PD	0	644	0	196	0	0	
78-551150.HVAC - EMS1	0	523	0	22,307	0	0	
78-551150.HVAC - FD1	0	0	0	440	0	0	
78-551150.HVAC - 11CP	0	464	0	162	0	0	
78-551150.HVAC - PW	0	0	0	1,468	0	0	
78-551150.HVAC - FD2	0	0	0	901	0	0	
78-551150.HVAC - EMS4	0	395	0	0	0	0	
78-551150.HVAC - LIB	0	1,074	0	1,161	0	0	
78-551150.HVAC - YMCA	0	331	0	1,708	0	0	
78-551150.HVAC - AAC	0	3,077	0	1,029	0	0	
78-551150.HVAC - AQUATIC C	0	15,406	0	2,020	0	0	
78-551150.HVAC - FD3	0	199	0	0	0	0	
78-551160 Windows, Doors - Misc.	0	0	0	55	0	0	
78-551160.Windows, Doors - ADM	0	404	0	420	0	0	
78-551160.Windows, Doors - COMM CTR	0	0	0	26	0	0	
78-551160.Windows, Doors - CIVIC C	0	429	0	1,247	0	0	
78-551160.Windows, Doors - PD	0	1,176	0	2,410	0	0	
78-551160.Windows, Doors - EMS1	0	1,523	0	2,900	0	0	
78-551160.Windows, Doors - FD1	0	602	0	139	0	0	
78-551160.Windows, Doors - EMS/PURCH	0	235	0	0	0	0	
78-551160.Windows, Doors - 11CP	0	2,223	0	76	0	0	
78-551160.Windows, Doors - PW	0	280	0	0	0	0	
78-551160.Windows, Doors - BORGFELD	0	0	0	228	0	0	
78-551160.Windows, Doors -FD2	0	277	0	3,778	0	0	

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
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 - NORTH 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	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 - PD2	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	12,151	18,000	33,000	
TOTAL Maintenance Services	427,285	331,736	652,536	316,655	608,000	428,000	
<u>Rental/Leasing</u>							
878-561100 Rental-Equipment	400	767	500	0	500	500	
TOTAL Rental/Leasing	400	767	500	0	500	500	
<u>Operating Equipment</u>							
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	
<u>Capital Outlay</u>							
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	
<hr/>							
TOTAL BUILDING MAINTENANCE	1,491,452	1,432,009	1,855,808	1,179,647	1,828,908	1,816,339	
<hr/>							
TOTAL INTERNAL SERVICE	5,994,326	5,705,803	7,228,256	4,932,183	7,038,796	7,528,638	

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
PROJECTS							
=====							
Professional Services							
Fund Charges/Transfers							
900-548401 Transfer Out - Bond Fund	0	0	1,650,000	1,650,000	1,732,707	0	
900-548404 Transfer Out - Capital Projec	0	4,000,000	581,300	581,300	581,300	850,000	
TOTAL Fund Charges/Transfers	0	4,000,000	2,231,300	2,231,300	2,314,007	850,000	
Maintenance Services							
Rental/Leasing							
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 Actual	2020-21 Estimate	2021-22 Budget
City Assistance	\$283,640	\$317,666	\$332,666
Operating Equipment	4,322	750	10,000
<i>Total</i>	<i>\$287,962</i>	<i>\$318,416</i>	<i>\$342,666</i>

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.

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

MISC & PROJECTS

EXPENDITURES	2018-2019 ACTUAL	2019-2020 ACTUAL	(----- 2020-2021 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2021-2022 -----) CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
CITY'S ASSISTANCE							
=====							
Utility Services							
City Assistance							
901-537300 Patient Assistance	5,000	5,000	5,000	5,000	5,000	5,000	
901-537400 Transportation Assistance	42,666	42,666	45,000	42,666	42,666	42,666	
901-537500 Children's Advocacy Assistanc	5,000	5,000	5,000	0	5,000	5,000	
901-537600 Schertz Housing Authority	5,000	5,000	5,000	0	5,000	5,000	
901-537700 Senior Citizens Program	234,145	225,974	260,000	172,723	260,000	275,000	
TOTAL City Assistance	291,811	283,640	320,000	220,389	317,666	332,666	
Operating Equipment							
901-571600 Donation-Expense Sr. Center	11,316	4,322	10,000	0	750	10,000	
TOTAL Operating Equipment	11,316	4,322	10,000	0	750	10,000	
TOTAL CITY'S ASSISTANCE	303,127	287,962	330,000	220,389	318,416	342,666	

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	\$0	\$19,765	\$19,452
<i>Total</i>	<i>\$0</i>	<i>\$19,765</i>	<i>\$19,452</i>

PROGRAM JUSTIFICATION & ANALYSIS

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

101-GENERAL FUND

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

MISC & PROJECTS							
EXPENDITURES			(----- 2020-2021 -----)	(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
COURT-RESTRICTED FUNDS							
=====							
Fund Charges/Transfers							
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	

101-GENERAL FUND

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							
=====							
Supplies							
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.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
Taxes	\$6,714,516	\$6,980,000	\$7,329,862
Miscellaneous	94,896	101,850	105,000
<i>Total</i>	<i>\$6,809,411</i>	<i>\$7,081,850</i>	<i>\$7,434,862</i>
<i>Expenses</i>			
Professional Service	\$4,200	\$179,800	50,000
Debt Service	7,021,520	7,044,861	6,626,915
<i>Total</i>	<i>\$7,025,720</i>	<i>\$7,224,661</i>	<i>\$6,676,915</i>

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

	(----- 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>REVENUE SUMMARY</u>							
Taxes	6,414,868	6,714,516	6,980,821	6,975,407	6,980,000	7,329,862	
Fund Transfers	0	0	0	7,915	0	0	
Miscellaneous	<u>170,594</u>	<u>94,896</u>	<u>115,000</u>	<u>76,405</u>	<u>101,850</u>	<u>105,000</u>	
TOTAL REVENUES	6,585,462	6,809,411	7,095,821	7,059,727	7,081,850	7,434,862	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>6,727,858</u>	<u>7,025,720</u>	<u>7,094,861</u>	<u>5,801,116</u>	<u>7,224,661</u>	<u>6,676,915</u>	
TOTAL GENERAL GOVERNMENT	<u>6,727,858</u>	<u>7,025,720</u>	<u>7,094,861</u>	<u>5,801,116</u>	<u>7,224,661</u>	<u>6,676,915</u>	
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 =====	=====

505-TAX I &S

PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

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
<u>Taxes</u>							
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	
<u>Fund Transfers</u>							
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	
<u>Miscellaneous</u>							
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	
000-495020 Contribution From YMCA	100,000	75,000	100,000	75,000	100,000	100,000	
000-497000 Misc Income	277	0	0	0	0	0	
000-498000 Proceeds From Refunding Debt	19,442	0	0	0	0	0	
TOTAL Miscellaneous	170,594	94,896	115,000	76,405	101,850	105,000	
TOTAL REVENUES	6,585,462	6,809,411	7,095,821	7,059,727	7,081,850	7,434,862	
	=====	=====	=====	=====	=====	=====	=====

505-TAX I &S

GENERAL GOVERNMENT
EXPENDITURES

	2018-2019	2019-2020	(------ 2020-2021 -----) (------ 2021-2022 -----)				
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL							
=====							
<u>Professional Services</u>							
101-541500 Paying Agent	4,350	4,200	5,000	1,800	5,000	5,000	
101-541502 Cost of Bond Issuance	<u>44,530</u>	<u>0</u>	<u>45,000</u>	<u>174,800</u>	<u>174,800</u>	<u>45,000</u>	
TOTAL Professional Services	48,880	4,200	50,000	176,600	179,800	50,000	
<u>Debt Service</u>							
101-555612 Bond-GO Refunding 2010-Princi	300,000	0	0	0	0	0	
101-555612.Bond-GO Refundin 2010-Interes	4,500	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	485,000	475,000	485,000	485,000	485,000	0	
101-555634.Bond-GO 2011A Refund-Interest	74,515	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	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	

505-TAX I &S

GENERAL GOVERNMENT
EXPENDITURES

	2018-2019 ACTUAL	2019-2020 ACTUAL	(----- 2020-2021 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2021-2022 -----) CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
101-555651.Bond-GO 2020-Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>211,963</u>	
TOTAL Debt Service	6,678,977	7,021,520	7,044,861	5,624,516	7,044,861	6,626,915	
<u>Other Financing Sources</u>							
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.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenues</i>			
Franchises	\$272,118	\$238,750	\$304,487
Permits	3,000	0	0
Fees	26,403,587	26,544,250	27,485,000
Fund Transfers	146,400	171,404	150,000
Miscellaneous	3,578,921	288,000	443,236
<i>Total</i>	<i>\$30,404,026</i>	<i>\$27,242,404</i>	<i>\$28,382,723</i>
<i>Expenses</i>			
Non Departmental	\$2,900,000	\$619,746	\$0
Business Office	974,558	1,080,912	1,247,318
W&S Administration	25,336,076	23,069,789	24,013,044
Projects	0	1,638,000	0
<i>Total</i>	<i>\$29,210,634</i>	<i>\$26,408,447</i>	<i>\$25,260,362</i>

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 4.4% 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

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
<u>REVENUE SUMMARY</u>							
Franchises	224,928	272,118	238,750	294,413	238,750	304,487	
Permits	0	3,000	0	0	0	0	
Fees	24,074,917	26,403,587	24,803,500	18,580,201	26,544,250	27,485,000	
Fund Transfers	348,302	146,400	884,337	134,804	171,404	150,000	
Miscellaneous	<u>2,476,326</u>	<u>3,578,921</u>	<u>315,718</u>	<u>268,675</u>	<u>288,000</u>	<u>443,236</u>	
TOTAL REVENUES	27,124,473	30,404,026	26,242,305	19,278,093	27,242,404	28,382,723	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	3,862,790	2,900,000	600,000	619,746	619,746	0	
BUSINESS OFFICE	<u>828,453</u>	<u>974,558</u>	<u>904,861</u>	<u>815,115</u>	<u>1,080,912</u>	<u>1,247,318</u>	
TOTAL GENERAL GOVERNMENT	4,691,243	3,874,558	1,504,861	1,434,861	1,700,658	1,247,318	
<u>PUBLIC WORKS</u>							
W & S ADMINISTRATION	<u>23,542,137</u>	<u>25,336,076</u>	<u>23,976,392</u>	<u>18,207,032</u>	<u>23,069,789</u>	<u>24,013,044</u>	
TOTAL PUBLIC WORKS	23,542,137	25,336,076	23,976,392	18,207,032	23,069,789	24,013,044	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>770,599</u>	<u>1,638,000</u>	<u>0</u>	
TOTAL MISC & PROJECTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>770,599</u>	<u>1,638,000</u>	<u>0</u>	
TOTAL EXPENDITURES	28,233,380	29,210,634	25,481,253	20,412,492	26,408,447	25,260,362	
REVENUE OVER/ (UNDER) EXPENDITURES	(1,108,907)	1,193,392	761,052	(1,134,400)	833,957	3,122,361	
	=====	=====	=====	=====	=====	=====	=====

202-WATER & SEWER

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>Franchises</u>							
000-421490 Cell Tower Leasing	224,928	272,118	238,750	294,413	238,750	304,487	
TOTAL Franchises	224,928	272,118	238,750	294,413	238,750	304,487	
<u>Permits</u>							
000-436010 Network Nodes	0	3,000	0	0	0	0	
TOTAL Permits	0	3,000	0	0	0	0	
<u>Fees</u>							
000-455200 Garbage Collection Fee	5,130,049	5,220,775	5,280,000	3,740,935	5,280,000	5,300,000	
000-455500 Water & Sewer Transfer Fee	10	0	0	0	0	0	
000-455600 Fire Line Fees	33,160	0	33,000	0	0	0	
000-455700 Recycle Fee Revenue	328,531	335,561	336,000	242,362	342,000	345,000	
000-455800 W&S Line Constructn Reimbur	23,182	30,995	20,000	21,458	30,000	25,000	
000-457100 Sale of Water	11,089,576	12,343,795	11,100,000	8,193,963	12,500,000	12,600,000	
000-457110 Edwards Water Lease	34,244	55,616	40,000	0	40,000	40,000	
000-457120 Water Transfer Charge-Selma	50,571	17,169	30,000	13,882	30,000	30,000	
000-457200 Sale of Meters	95,390	110,222	120,000	79,365	120,000	120,000	
000-457400 Sewer Charges	7,281,618	8,154,074	7,592,000	6,245,237	8,200,000	8,770,000	
000-457500 Water Penalties	5,659	132,355	250,000	400	250	250,000	
000-458110 Sale of Merchandise - GovDeal	0	0	0	0	0	2,500	
000-459200 NSF Check Fee-Water&Sewer	2,925	3,025	2,500	1,600	2,000	2,500	
TOTAL Fees	24,074,917	26,403,587	24,803,500	18,539,201	26,544,250	27,485,000	
<u>Fund Transfers</u>							
000-486000 Transfer In - Reserves	0	0	737,937	0	0	0	
000-486100 Transfer In	207,302	0	0	0	0	0	
000-486204 Interfnd Chrg-Drainage Billin	141,000	146,400	146,400	109,800	146,400	150,000	
000-486406 Transfer In - Pblc Imprvmnt	0	0	0	25,004	25,004	0	
TOTAL Fund Transfers	348,302	146,400	884,337	134,804	171,404	150,000	
<u>Miscellaneous</u>							
000-490000 Misc Charges	10,434	6,012	10,500	4,725	3,000	10,500	
000-491000 Interest Earned	69,496	22,693	40,000	6,322	10,000	20,000	
000-491200 Investment Income	227,580	143,787	120,000	29,894	60,000	90,000	
000-495013 Capital Contribution-W&S	1,975,524	292,408	0	0	0	0	
000-496000 Water Construction Reserve Ac	0	1	0	0	0	0	
000-497000 Misc Income-W&S	55,590	2,963,406	20,000	61,923	25,000	25,000	
000-498110 Salary Reimb-SSLGC	137,703	150,614	125,218	165,811	190,000	297,736	
TOTAL 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	
	=====	=====	=====	=====	=====	=====	=====

202-WATER & SEWER

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>	_____	_____	_____	_____	_____	_____	_____
<u>Fund Charges/Transfers</u>							
101-548406 Transfer To Public Improvemen	3,800,000	2,900,000	600,000	19,746	19,746	0	_____
101-548406.Transfer Out-Water/Sewer Prjc	<u>0</u>	<u>0</u>	<u>0</u>	<u>600,000</u>	<u>600,000</u>	<u>0</u>	<u>_____</u>
TOTAL Fund Charges/Transfers	3,800,000	2,900,000	600,000	619,746	619,746	0	
<u>Maintenance Services</u>	_____	_____	_____	_____	_____	_____	_____
<u>Other Financing Sources</u>							
101-556000 Issuance Costs	<u>62,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>_____</u>
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

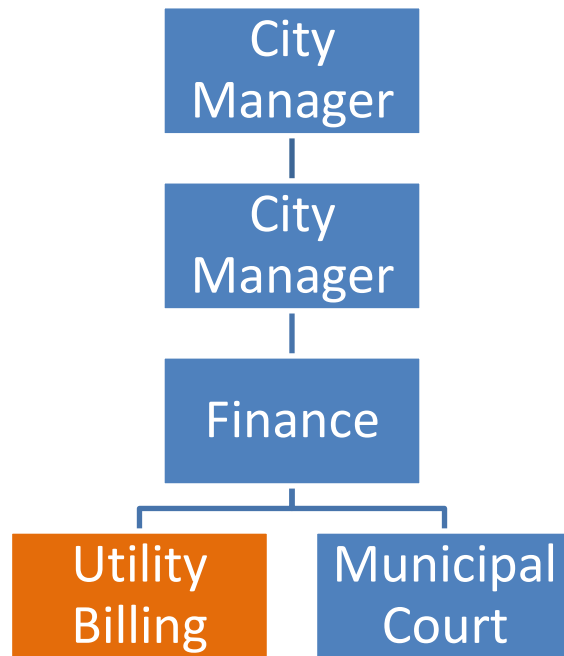
DEPARTMENT DESCRIPTION

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 e-services 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

UTILITY BILLING

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Services	\$517,323	\$497,842	\$547,378
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
<i>Total</i>	<i>\$974,558</i>	<i>\$1,080,912</i>	<i>\$1,247,318</i>

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget increases 15.4% 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.

202-WATER & SEWER

GENERAL GOVERNMENT
EXPENDITURES

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
BUSINESS OFFICE							
=====							
<u>Personnel Services</u>							
176-511110 Regular	298,731	307,855	325,655	248,413	325,655	346,860	
176-511120 Overtime	4,945	5,687	6,845	4,586	6,000	7,451	
176-511180 LTD	816	221	1,013	0	0	0	
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	27,670	
176-511350 TMRS-Employer	49,628	69,264	55,416	42,255	55,416	59,255	
176-511410 Health-Employer	50,494	103,885	76,284	61,099	76,284	95,326	
176-511500 Workers' Compensation	1,654	1,420	1,686	1,856	1,583	2,262	
TOTAL Personnel Services	434,343	517,323	500,021	384,015	497,842	547,378	
<u>Supplies</u>							
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 Services</u>							
<u>City Support Services</u>							
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	
<u>Utility Services</u>							
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 - Copie	4,614	416	9,500	5,921	12,000	10,000	
TOTAL Operations Support	126,535	98,370	120,500	69,787	107,000	102,500	
<u>Staff Support</u>							
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	

202-WATER & SEWER

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
<hr/>							
<u>Professional Services</u>							
176-541800 Credit Card Fees	243,699	266,429	250,000	177,797	240,000	256,000	
176-541810 Credit Cards Fees - AMEX	<u>2,833</u>	<u>2,886</u>	<u>3,000</u>	<u>3,692</u>	<u>2,800</u>	<u>3,000</u>	
TOTAL Professional Services	246,532	269,315	253,000	181,490	242,800	259,000	
<hr/>							
<u>Fund Charges/Transfers</u>							
<hr/>							
<u>Maintenance Services</u>							
176-551800 Other Maintenance Agreements	<u>6,540</u>	<u>4,620</u>	<u>5,040</u>	<u>3,780</u>	<u>5,040</u>	<u>5,040</u>	
TOTAL Maintenance Services	6,540	4,620	5,040	3,780	5,040	5,040	
<hr/>							
<u>Rental/Leasing</u>							
<hr/>							
<u>Operating Equipment</u>							
176-571000 Furniture & Fixtures	<u>360</u>	<u>430</u>	<u>600</u>	<u>0</u>	<u>430</u>	<u>0</u>	
TOTAL Operating Equipment	360	430	600	0	430	0	
<hr/>							
<u>Capital Outlay</u>							
176-581200 Vehicles & Access. Over \$5,00	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>64,000</u>	
TOTAL Capital Outlay	0	0	0	0	0	64,000	
<hr/>							
TOTAL BUSINESS OFFICE	828,453	974,558	904,861	815,115	1,080,912	1,247,318	
<hr/>							
TOTAL GENERAL GOVERNMENT	4,691,243	3,874,558	1,504,861	1,434,861	1,700,658	1,247,318	

DEPARTMENT: PUBLIC WORKS
DIVISION: 575 WATER & SEWER ADMINISTRATION
FUND: 202 WATER AND SEWER

DEPARTMENT DESCRIPTION

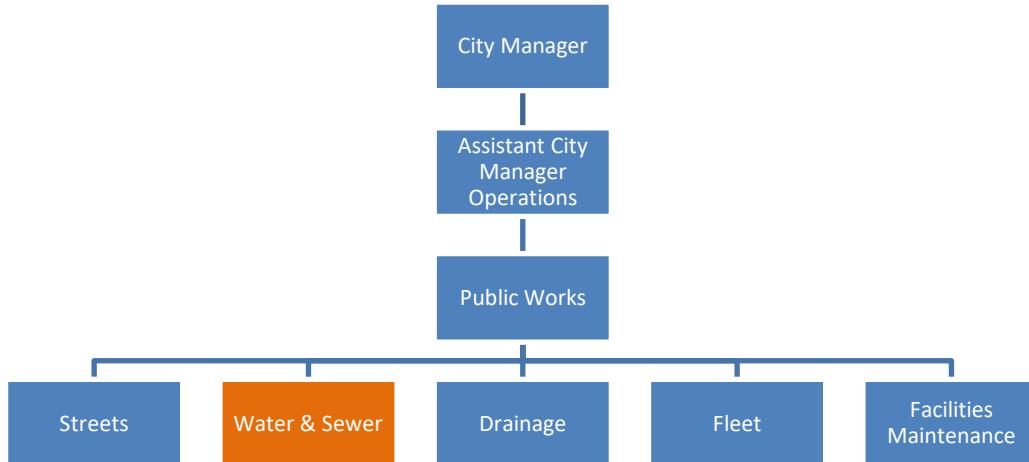
The Water and Wastewater division of Public Works provides reliable water and wastewater services to all Schertz residents through maintenance, repair, strategic planning, inspection of new infrastructure, and the expansion of water and wastewater services. As part of this division's service to the community, 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 AND SEWER ADMINISTRATION



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 Actual	2020-21 Estimate	2021-22 Budget
Water Accounts	16434	16734	17000
Miles of Water Main	227	230	232
Miles of Sewer Main	115	118	122

Efficiency	2019-20 Actual	2020-21 Estimate	2020-22 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 Actual	2020-21 Estimate	2021-22 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

WATER AND SEWER ADMINISTRATION

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Personnel Services	\$1,715,878	\$1,494,633	\$1,951,955
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
<i>Total</i>	<i>\$25,336,076</i>	<i>\$23,069,789</i>	<i>\$24,013,044</i>
Projects	\$0	\$1,638,000	\$0

PROGRAM JUSTIFICATION AND ANALYSIS

The FY 2021-22 Budget will increase 4.1% 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.

202-WATER & SEWER

PUBLIC WORKS		(----- 2020-2021 -----) (----- 2021-2022 -----)						
EXPENDITURES		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
W & S ADMINISTRATION								
=====								
<u>Personnel Services</u>								
575-511110 Regular	882,187	1,060,790	988,831	947,318	949,873	1,260,314		
575-511120 Overtime	40,045	55,522	21,213	41,686	53,000	66,909		
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	103,400		
575-511350 TMRS-Employer	153,905	247,839	170,854	165,149	160,789	221,431		
575-511410 Health-Employer	155,416	223,819	238,201	183,889	208,469	256,968		
575-511500 Workers' Compensation	<u>9,503</u>	<u>8,543</u>	<u>9,987</u>	<u>10,995</u>	<u>8,543</u>	<u>14,564</u>		
TOTAL Personnel Services	1,350,479	1,715,878	1,553,559	1,461,497	1,494,633	1,951,955		
<u>Supplies</u>								
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	<u>208</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0</u>		
TOTAL Supplies	313,562	162,369	187,500	43,202	62,200	62,000		
<u>Human Services</u>								
<u>City Support Services</u>								
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	<u>0</u>	<u>0</u>	<u>107,035</u>	<u>(76)</u>	<u>3,663</u>	<u>109,000</u>		
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	2,200	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	2,351,930	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	<u>42,472</u>	<u>40,396</u>	<u>40,000</u>	<u>32,365</u>	<u>42,500</u>	<u>45,000</u>		
TOTAL Utility Services	3,480,075	3,780,627	3,631,150	2,665,274	3,555,050	3,573,200		

202-WATER & SEWER

PUBLIC WORKS		EXPENDITURES					
		(----- 2020-2021 -----) (----- 2021-2022 -----)					
		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED
							ADOPTED
							BUDGET
<u>Operations Support</u>							
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	<u>5,687</u>	<u>6,838</u>	<u>5,500</u>	<u>4,721</u>	<u>5,500</u>	<u>6,500</u>	
TOTAL Operations Support	9,193	10,462	11,300	6,685	11,250	12,050	
<u>Staff Support</u>							
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	<u>1,158</u>	<u>1,235</u>	<u>2,000</u>	<u>1,398</u>	<u>2,000</u>	<u>2,000</u>	
TOTAL Staff Support	35,762	38,967	39,500	22,453	38,000	43,000	
<u>City Assistance</u>							
575-537100 Medical Services	<u>205</u>	<u>227</u>	<u>500</u>	<u>80</u>	<u>500</u>	<u>250</u>	
TOTAL City Assistance	205	227	500	80	500	250	
<u>Professional Services</u>							
575-541200 Legal Svcs	178,159	304,299	200,000	167,415	220,000	200,000	
575-541300 Other Consl/Prof Services	82,647	31,319	147,365	73,512	29,000	145,000	
575-541305 Cell Tower Management Fees	80,634	80,753	71,650	91,374	80,000	106,570	
575-541400 Auditor/Accounting Service	30,644	24,000	24,000	19,000	19,000	24,000	
575-541500 Paying Agent	<u>1,000</u>	<u>1,400</u>	<u>1,000</u>	<u>600</u>	<u>1,000</u>	<u>1,400</u>	
TOTAL Professional Services	373,084	441,771	444,015	351,901	349,000	476,970	
<u>Fund Charges/Transfers</u>							
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	3,462,265	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	
575-548600 Inter-fund Charges-Admin	1,365,998	1,385,000	1,450,827	1,088,120	1,385,000	1,478,230	
575-548610 Interfund Charge-Fleet	140,288	132,937	116,624	87,468	133,000	163,596	
575-548700 Bad Debt Expense	0	293,911	0	0	0	80,000	
575-548800 Depreciation Expense	2,162,879	2,288,708	0	0	0	0	
575-548900 Amortization Expense	<u>11,381</u>	<u>11,381</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Fund Charges/Transfers	8,545,539	8,822,137	6,470,624	4,965,078	6,355,534	6,825,826	
<u>Maintenance Services</u>							
575-551100 Building Maintenance	6	1,639	5,000	35	5,000	5,000	
575-551300 Computer Maintenance	6,377	9,656	17,500	2,675	12,000	17,500	
575-551400 Minor & Other Equip Maint	167	1,124	2,500	323	2,500	5,100	
575-551500 Water Maintenance	152,846	119,625	98,000	14,801	155,000	155,000	
575-551510 Waste Contractor Expense	4,848,197	5,018,537	4,721,600	3,637,361	4,500,000	4,800,000	
575-551520 Sewer Treatment-CCMA/MUD	3,797,306	3,843,403	4,100,000	3,161,004	4,000,000	4,100,000	
575-551530 Sewer Maintenance	32,067	428,425	141,000	31,041	80,000	84,000	
575-551540 I&I Maintenance	6,033	16,735	59,300	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	

202-WATER & SEWER

PUBLIC WORKS		----- 2020-2021 -----						----- 2021-2022 -----	
EXPENDITURES		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED	
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET	
575-551800 Other Maintenance Agreements		240	240	240	120	240	240		
TOTAL Maintenance Services		8,857,026	9,460,743	9,165,390	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									
Aviation Heights									
TOTAL W & S ADMINISTRATION		23,542,137	25,336,076	23,976,392	18,207,032	23,069,789	24,013,044		
TOTAL PUBLIC WORKS		23,542,137	25,336,076	23,976,392	18,207,032	23,069,789	24,013,044		

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
<i>Revenue</i>			
Fees	\$1,244,813	\$1,100,000	\$1,100,000
Miscellaneous	83,451	169,000	16,000
<i>Total</i>	<i>\$1,328,264</i>	<i>\$1,269,000</i>	<i>\$1,116,000</i>
<i>Expenses</i>			
Non Departmental	\$58,301	\$103,500	\$51,000
Projects	0	512,000	0
<i>Total</i>	<i>\$58,301</i>	<i>\$615,500</i>	<i>\$51,000</i>

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.

411-CAPITAL RECOVERY - WATER

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
<u>REVENUE SUMMARY</u>							
Fees	1,061,672	1,244,813	1,100,000	915,408	1,100,000	1,100,000	
Miscellaneous	<u>161,999</u>	<u>83,451</u>	<u>72,000</u>	<u>8,548</u>	<u>169,000</u>	<u>16,000</u>	
TOTAL REVENUES	1,223,672	1,328,264	1,172,000	923,956	1,269,000	1,116,000	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>1,375,984</u>	<u>58,301</u>	<u>206,000</u>	<u>46,922</u>	<u>103,500</u>	<u>51,000</u>	
TOTAL GENERAL GOVERNMENT	1,375,984	58,301	206,000	46,922	103,500	51,000	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>0</u>	<u>512,000</u>	<u>512,000</u>	<u>512,000</u>	<u>0</u>	
TOTAL MISC & PROJECTS	<u>0</u>	<u>0</u>	<u>512,000</u>	<u>512,000</u>	<u>512,000</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	
	=====	=====	=====	=====	=====	=====	=====

411-CAPITAL RECOVERY - WATER

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
<hr/>							
<u>Fees</u>							
000-455900 Cap Rcvry-Water	<u>1,061,672</u>	<u>1,244,813</u>	<u>1,100,000</u>	<u>915,408</u>	<u>1,100,000</u>	<u>1,100,000</u>	<u> </u>
TOTAL Fees	1,061,672	1,244,813	1,100,000	915,408	1,100,000	1,100,000	<u> </u>
<u>Fund Transfers</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>Miscellaneous</u>							
000-491000 Interest Earned	3,383	2,843	2,000	214	4,000	1,000	<u> </u>
000-491200 Investment Income	<u>158,616</u>	<u>80,608</u>	<u>70,000</u>	<u>8,334</u>	<u>165,000</u>	<u>15,000</u>	<u> </u>
TOTAL Miscellaneous	<u>161,999</u>	<u>83,451</u>	<u>72,000</u>	<u>8,548</u>	<u>169,000</u>	<u>16,000</u>	<u> </u>
TOTAL REVENUES	<u>1,223,672</u> =====	<u>1,328,264</u> =====	<u>1,172,000</u> =====	<u>923,956</u> =====	<u>1,269,000</u> =====	<u>1,116,000</u> =====	<u> </u> =====

411-CAPITAL RECOVERY - WATER

PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

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>Supplies</u>							
<u>City Support Services</u>							
<u>Utility Services</u>							
<u>Operations Support</u>							
<u>Professional Services</u>							
101-541200 Legal Svcs-Water	0	0	5,000	0	2,500	0	
101-541300 Professional Services-Cap Pla	0	57,301	200,000	45,922	100,000	50,000	
101-541400 Auditor/Accounting Service	<u>984</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	
TOTAL Professional Services	984	58,301	206,000	46,922	103,500	51,000	
<u>Fund Charges/Transfers</u>							
101-548406 Transfer Out-Water/Sewer Proj	<u>1,375,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Fund Charges/Transfers	1,375,000	0	0	0	0	0	
<u>Maintenance Services</u>							
<u>Debt Service</u>							
<u>Operating Equipment</u>							
<u>Capital Outlay</u>							
TOTAL NON DEPARTMENTAL	1,375,984	58,301	206,000	46,922	103,500	51,000	

411-CAPITAL RECOVERY - WATER

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

MISC & PROJECTS							
EXPENDITURES			(----- 2020-2021 -----)	(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
PROJECTS							
=====							
Personnel Services							
City Support Services							
Utility Services							
Operations Support							
Professional Services							
Fund Charges/Transfers							
900-548406 Transfer Out-Public Imprvment	0	0	512,000	512,000	512,000	0	
TOTAL Fund Charges/Transfers	0	0	512,000	512,000	512,000	0	
Maintenance Services							
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
<i>Revenue</i>			
Fees	\$641,746	\$510,800	\$600,000
Miscellaneous	91,786	123,500	60,250
<i>Total</i>	<i>\$733,531</i>	<i>\$634,300</i>	<i>\$660,250</i>
<i>Expenses</i>			
Non Departmental	\$164,536	\$258,000	\$55,500
<i>Total</i>	<i>\$164,536</i>	<i>\$258,000</i>	<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

FINANCIAL SUMMARY

	2018-2019 ACTUAL	2019-2020 ACTUAL	(----- 2020-2021 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2021-2022 -----) CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>REVENUE SUMMARY</u>							
Fees	598,137	641,746	600,000	505,107	510,800	600,000	
Miscellaneous	<u>165,710</u>	<u>91,786</u>	<u>72,000</u>	<u>7,578</u>	<u>123,500</u>	<u>60,250</u>	
TOTAL REVENUES	763,847	733,531	672,000	512,685	634,300	660,250	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>5,421</u>	<u>164,536</u>	<u>208,000</u>	<u>59,355</u>	<u>258,000</u>	<u>55,500</u>	
TOTAL GENERAL GOVERNMENT	5,421	164,536	208,000	59,355	258,000	55,500	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	5,421	164,536	208,000	59,355	258,000	55,500	
REVENUE OVER/ (UNDER) EXPENDITURES	<u>758,426</u>	<u>568,996</u>	<u>464,000</u>	<u>453,330</u>	<u>376,300</u>	<u>604,750</u>	<u>=====</u>

421-CAPITAL RECOVERY - SEWER

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
<hr/>							
<u>Fees</u>							
000-455910 Cap Rcvry-Waste Water	608,937	641,746	600,000	505,107	500,000	600,000	
000-455913 Cap Rcvry-North Sewer Treat (<u>10,800)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,800</u>	<u>0</u>	
TOTAL Fees	598,137	641,746	600,000	505,107	510,800	600,000	
<u>Fund Transfers</u>							
<hr/>							
<u>Miscellaneous</u>							
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	<u>31,806</u>	<u>(8,972)</u>	<u>0</u>	<u>(24,935)</u>	<u>0</u>	<u>0</u>	
TOTAL Miscellaneous	<u>165,710</u>	<u>91,786</u>	<u>72,000</u>	<u>7,578</u>	<u>123,500</u>	<u>60,250</u>	
TOTAL REVENUES	763,847	733,531	672,000	512,685	634,300	660,250	
	=====	=====	=====	=====	=====	=====	=====

421-CAPITAL RECOVERY - SEWER

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

GENERAL GOVERNMENT EXPENDITURES							
	2018-2019 ACTUAL	2019-2020 ACTUAL	(----- 2020-2021 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2021-2022 -----) CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
NON DEPARTMENTAL =====							
Supplies							
Operations Support							
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							
Maintenance Services							
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

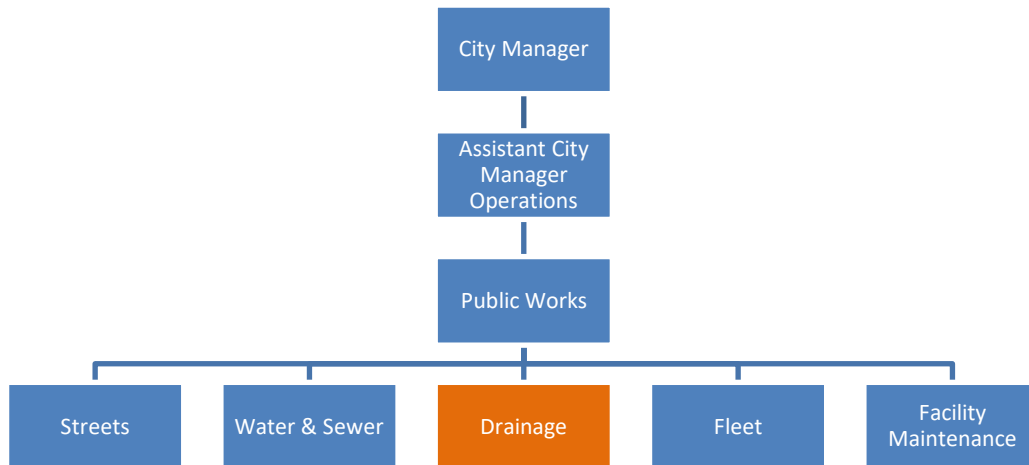
The Public Works Drainage Department is responsible for the maintenance and management of drainage channels, storm water inlets, floodways, road right-of-ways, alleys, and compliance with regulations, as well as reviewing the issuance of permits for development that might affect the infrastructure such 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

PUBLIC WORKS DRAINAGE



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 Actual	2020-21 Estimate	2021-22 Budget
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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 Actual	2020-21 Estimate	2021-22 Budget
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Monthly Operating Expenditures	103,075	105,475	118,677
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Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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ROW Maintenance & Mowing, Hours	3410	5040	5040
Drainage Mowing, Hours	820	920	1000
Drainage Structure Maintenance, Hours	1660	1800	1900

PUBLIC WORKS DRAINAGE

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
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
<i>Total</i>	<i>\$1,247,052</i>	<i>\$1,206,104</i>	<i>\$1,284,229</i>
<i>Expenses</i>			
Personnel	\$311,779	\$396,680	\$467,657
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
<i>Total</i>	<i>\$1,051,332</i>	<i>\$1,487,871</i>	<i>\$1,272,024</i>

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 14.5% 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

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	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	1,272,024	
TOTAL PUBLIC WORKS	1,169,651	1,051,332	1,497,913	972,090	1,487,871	1,272,024	
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	1,272,024	
REVENUE OVER/ (UNDER) EXPENDITURES	118,540	195,720	0	(355,831)	(281,767)	12,205	

204-DRAINAGE

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
<hr/>							
<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	
<hr/>							
<u>Fees</u>							
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	
<hr/>							
<u>Fund Transfers</u>							
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	
<hr/>							
<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	0	3,730	0	0	0	0	
TOTAL Miscellaneous	56,610	13,209	33,000	723	2,075	3,000	
<hr/>							
TOTAL REVENUES	1,288,192	1,247,052	1,497,913	890,654	1,206,104	1,284,229	
	=====	=====	=====	=====	=====	=====	=====

204-DRAINAGE

PUBLIC WORKS		(----- 2020-2021 -----) (----- 2021-2022 -----)						
EXPENDITURES		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>								
DRAINAGE								
=====								
<u>Personnel Services</u>								
579-511110 Regular	197,031	225,927	243,178	187,285	254,260	291,562		
579-511120 Overtime	4,209	3,296	5,930	4,708	6,434	6,782		
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	23,764		
579-511350 TMRS-Employer	34,246	7,131	42,977	29,739	44,234	50,892		
579-511410 Health-Employer	34,703	46,266	72,405	48,536	56,886	77,281		
579-511500 Workers' Compensation	<u>3,550</u>	<u>3,166</u>	<u>3,480</u>	<u>3,831</u>	<u>3,166</u>	<u>5,074</u>		
TOTAL Personnel Services	301,277	311,779	403,147	299,860	396,680	467,657		
<u>Supplies</u>								
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	200		
579-521600 Equip Maint Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,500</u>	<u>0</u>		
TOTAL Supplies	4,517	6,202	6,000	2,786	7,450	6,000		
<u>Human Services</u>								
<hr/>								
<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	<u>0</u>	<u>869</u>	<u>30,000</u>	<u>0</u>	<u>30,000</u>	<u>30,000</u>		
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	<u>13,963</u>	<u>11,169</u>	<u>13,500</u>	<u>13,300</u>	<u>15,000</u>	<u>13,500</u>		
TOTAL Utility Services	15,022	11,847	14,700	13,684	15,500	14,700		
<u>Operations Support</u>								
579-534000 Postage	0	0	50	0	0	50		
579-534200 Printing & Binding	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>500</u>	<u>1,000</u>		
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	<u>150</u>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>750</u>	<u>0</u>		
TOTAL Staff Support	9,597	7,370	13,700	5,289	13,375	13,700		

204-DRAINAGE

PUBLIC WORKS
EXPENDITURES

	2018-2019 ACTUAL	2019-2020 ACTUAL	(----- 2020-2021 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2021-2022 -----) CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>City Assistance</u>							
579-537100 Medical Services	63	150	500	80	300	500	
TOTAL City Assistance	63	150	500	80	300	500	
<u>Professional Services</u>							
579-541200 Legal Svcs	0	0	5,000	59	0	5,000	
579-541310 Contractual Services	0	2,107	52,229	1,200	52,229	52,000	
579-541400 Auditor/Accounting Service	1,475	1,500	1,500	1,500	750	1,500	
TOTAL Professional Services	1,475	3,607	58,729	2,759	52,979	58,500	
<u>Fund Charges/Transfers</u>							
579-548000 Transfer Out	0	0	0	20,355	0	0	
579-548101 Transfer Out - General Fund	0	0	1,000	0	0	1,000	
579-548202 Transfer Out to Water & Sewer	152,777	0	0	0	0	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	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	4,839	0	0	0	0	
579-548800 Depreciation Expense	107,564	123,578	0	0	0	0	
TOTAL Fund Charges/Transfers	791,503	607,074	532,167	418,730	531,167	574,817	
<u>Maintenance Services</u>							
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	10,128	83,000	83,000	
<u>Other Costs</u>							
579-554100 State Storm Water Fee-TCEQ	100	100	200	0	100	100	
TOTAL Other Costs	100	100	200	0	100	100	
<u>Debt Service</u>							
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	
<u>Rental/Leasing</u>							
579-561100 Rental-Equipment	55	0	500	0	500	500	
TOTAL Rental/Leasing	55	0	500	0	500	500	
<u>Operating Equipment</u>							
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	
TOTAL Operating Equipment	4,474	1,944	2,500	0	2,500	2,500	

204-DRAINAGE

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
<hr/>							
<u>Capital Outlay</u>							
579-581200 Vehicles & Access. Over \$5,00	0	0	35,120	34,850	35,120	0	
579-581500 Machinery/Equipment	<u>0</u>	<u>0</u>	<u>189,000</u>	<u>178,853</u>	<u>189,000</u>	<u>14,000</u>	
TOTAL Capital Outlay	0	0	224,120	213,703	224,120	14,000	
<hr/>							
TOTAL DRAINAGE	1,169,651	1,051,332	1,497,913	972,090	1,487,871	1,272,024	
<hr/>							
TOTAL PUBLIC WORKS	1,169,651	1,051,332	1,497,913	972,090	1,487,871	1,272,024	

204-DRAINAGE

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						
=====						
City Support Services						
Operations Support						
Professional Services						
900-541100 Engineering	0	0	0	9,226	0	0
TOTAL Professional Services	0	0	0	9,226	0	0
Maintenance Services						
900-551900 Construction	0	0	0	265,168	0	0
TOTAL Maintenance Services	0	0	0	265,168	0	0
Capital Outlay						
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	1,272,024
	=====	=====	=====	=====	=====	=====

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 stand-by 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
-

EMERGENCY MEDICAL SERVICES (EMS)

- 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

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 Budget
Requests for EMS Service	10,713	11,844	12,199
Transports to Hospitals	6,549	6,956	7,164
Hospital to Hospital Transports	861	900	900
Collections per Transport	517.91	490.00	500.00
Students Enrolled in EMT Certification Classes	84	100	100
Trips billed for Alamo Heights	553	575	600
Members of EMS Passport	431	425	450

Efficiency	2019-20 Actual	2020-21 Estimate	2021-22 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

Effectiveness	2019-20 Actual	2020-21 Estimate	2021-22 Budget
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 Rate	94%	94%	94%

EMERGENCY MEDICAL SERVICES (EMS)

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
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	729,180
Miscellaneous	339,324	193,800	174,500
<i>Total</i>	<i>\$8,794,906</i>	<i>\$9,692,605</i>	<i>\$11,435,102</i>
<i>Expenses</i>			
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	1,301,300
<i>Total</i>	<i>\$8,168,722</i>	<i>\$9,576,389</i>	<i>\$11,376,603</i>

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 18.8% 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.

FINANCIAL SUMMARY

	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>REVENUE SUMMARY</u>							
Fees	5,941,235	5,608,246	6,621,567	5,064,095	6,372,025	6,545,490	
Inter-Jurisdictional	3,161,147	2,847,335	3,028,357	2,972,124	3,126,780	3,985,933	
Fund Transfers	0	0	263,027	0	0	729,180	
Miscellaneous	<u>103,432</u>	<u>339,324</u>	<u>135,500</u>	<u>97,110</u>	<u>193,800</u>	<u>174,500</u>	
TOTAL REVENUES	9,205,814	8,794,906	10,048,452	8,133,329	9,692,605	11,435,102	
<u>EXPENDITURE SUMMARY</u>							
<u>PUBLIC SAFETY</u>							
SCHERTZ EMS	<u>8,944,529</u>	<u>8,168,722</u>	<u>10,003,406</u>	<u>7,710,069</u>	<u>9,576,389</u>	<u>11,376,603</u>	
TOTAL PUBLIC SAFETY	8,944,529	8,168,722	10,003,406	7,710,069	9,576,389	11,376,603	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	8,944,529	8,168,722	10,003,406	7,710,069	9,576,389	11,376,603	
REVENUE OVER/ (UNDER) EXPENDITURES	261,285	626,184	45,046	423,260	116,216	58,500	
	=====	=====	=====	=====	=====	=====	=====

203-EMS

PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

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	
<u>Fees</u>								
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		
<u>Inter-Jurisdictional</u>								
000-473500 Seguin/Guadalupe Co Support	843,578	843,578	843,577	773,279	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	2,972,124	3,126,780	3,985,933		
<u>Fund Transfers</u>								
000-486000 Transfer In-Reserves	0	0	263,027	0	0	395,680		
000-486100 Transfer In	0	0	0	0	0	333,500		
TOTAL Fund Transfers	0	0	263,027	0	0	729,180		
<u>Miscellaneous</u>								
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	0	0	0		
000-497000 Misc Income	48,056	178,631	60,000	39,831	110,000	75,000		
000-497100 Recovery of Bad Debt	2,977	8,272	6,000	9,202	16,000	20,000		
000-497110 Collection Agency-Bad Debt	38,996	136,205	60,000	45,944	64,000	70,000		
TOTAL Miscellaneous	103,432	339,324	135,500	97,110	193,800	174,500		
TOTAL REVENUES	9,205,814	8,794,906	10,048,452	8,133,329	9,692,605	11,435,102		

203-EMS

PUBLIC SAFETY		(----- 2020-2021 -----) (----- 2021-2022 -----)					
EXPENDITURES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
SCHERTZ EMS							
=====							
<u>Personnel Services</u>							
280-511110 Regular	2,314,458	1,985,359	2,507,574	1,997,000	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	205,245	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	3,853,930	4,612,284	5,576,958	
<u>Supplies</u>							
280-521000 Operating Supplies	510	1,171	2,000	131	2,000	2,000	
280-521010 Operating Supplies-EMT Class	21,638	19,822	31,500	22,804	30,000	30,000	
280-521020 Operating Supplies-CE Class	4,599	2,799	9,000	3,479	7,000	11,000	
280-521025 Community Support Supplies	41,949	23,066	25,000	11,246	20,000	20,000	
280-521030 Operating Supplies- MIH	0	0	1,000	0	0	1,000	
280-521100 Office Supplies	2,880	2,096	3,500	1,917	2,500	3,500	
280-521200 Medical/Chem Supplies	300,042	217,249	275,000	193,735	275,000	280,000	
280-521250 Immunization Supplies	19,011	12,135	14,000	681	14,000	14,000	
280-521300 Motor Veh. Supplies	1,567	2,293	2,500	2,300	2,000	2,500	
280-521600 Equip Maint Supplies	905	0	2,500	48	1,500	2,500	
TOTAL Supplies	393,102	280,631	366,000	236,343	354,000	366,500	
<u>Human Services</u>							
<u>City Support Services</u>							
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	0	
280-532900 Contingencies	0	0	33,500	0	40,000	40,000	
TOTAL City Support Services	64,105	63,791	129,500	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	

203-EMS

PUBLIC SAFETY							
EXPENDITURES							
	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Operations Support</u>							
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	<u>15,082</u>	<u>4,389</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
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	<u>1,527</u>	<u>3,025</u>	<u>3,000</u>	<u>868</u>	<u>3,000</u>	<u>0</u>	
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	<u>4,240</u>	<u>3,328</u>	<u>4,500</u>	<u>2,223</u>	<u>2,000</u>	<u>4,500</u>	
TOTAL City Assistance	556,463	554,071	562,367	459,725	625,489	626,989	
<u>Professional Services</u>							
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	<u>10,861</u>	<u>16,452</u>	<u>12,500</u>	<u>12,924</u>	<u>12,500</u>	<u>12,500</u>	
TOTAL Professional Services	97,492	(63,872)	118,500	86,543	116,000	123,500	
<u>Fund Charges/Transfers</u>							
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	<u>336,004</u>	<u>329,219</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Fund Charges/Transfers	3,076,256	2,954,559	2,993,790	2,218,769	2,464,463	2,663,736	

203-EMS

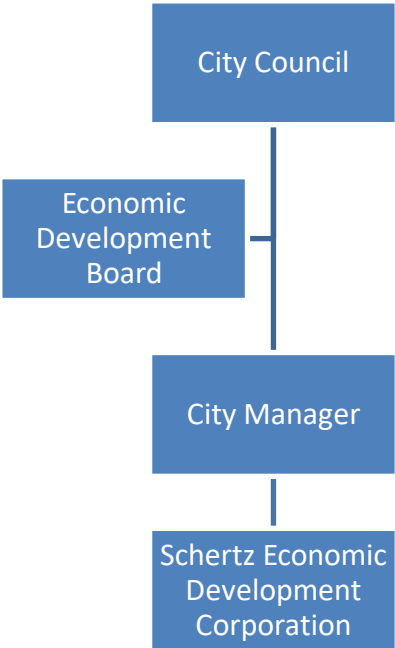
PUBLIC SAFETY		(----- 2020-2021 -----) (----- 2021-2022 -----)					
EXPENDITURES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>Maintenance Services</u>							
280-551800 Other Maintenance Agreements	0	8,440	17,000	0	0	0	
280-551810 Maintenance Agr. - Radios	<u>11,819</u>	<u>11,520</u>	<u>13,000</u>	<u>5,760</u>	<u>13,000</u>	<u>13,000</u>	
TOTAL Maintenance Services	11,819	19,960	30,000	5,760	13,000	13,000	
<u>Other Costs</u>							
280-554100 Deployment-Reimb-STRAC	<u>0</u>	<u>51</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
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	<u>116,625</u>	<u>0</u>	<u>0</u>	<u>113,375</u>	<u>118,120</u>	<u>118,120</u>	
TOTAL Debt Service	113,549	2,877	0	113,375	118,120	118,120	
<u>Rental/Leasing</u>							
280-561200 Lease/Purchase Payments	<u>100,780</u>	<u>0</u>	<u>67,000</u>	<u>65,118</u>	<u>67,000</u>	<u>150,000</u>	
TOTAL Rental/Leasing	100,780	0	67,000	65,118	67,000	150,000	
<u>Operating Equipment</u>							
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	<u>30,317</u>	<u>37,495</u>	<u>37,500</u>	<u>1,600</u>	<u>40,000</u>	<u>38,000</u>	
TOTAL Operating Equipment	77,063	47,573	69,500	16,470	72,000	82,500	
<u>Capital Outlay</u>							
280-581200 Vehicles & Access. Over \$5,00	0	0	731,612	404,395	725,000	1,111,300	
280-581800 Equipment Over \$5,000	<u>0</u>	<u>0</u>	<u>49,500</u>	<u>42,501</u>	<u>47,000</u>	<u>190,000</u>	
TOTAL Capital Outlay	0	0	781,112	446,896	772,000	1,301,300	
<hr/>							
TOTAL SCHERTZ EMS	8,944,529	8,168,722	10,003,406	7,710,069	9,576,389	11,376,603	
<hr/>							
TOTAL PUBLIC SAFETY	8,944,529	8,168,722	10,003,406	7,710,069	9,576,389	11,376,603	

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

Workload/Output	2019-20 Actual	2020-21 Estimate	2021-22 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

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
Taxes	\$4,819,288	\$5,301,000	\$5,408,000
Fund Transfers	0	0	0
Miscellaneous	288,241	75,500	141,000
<i>Total</i>	<i>\$5,107,529</i>	<i>\$5,376,500</i>	<i>\$5,549,000</i>
<i>Expenses</i>			
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
<i>Total Economic Development</i>	<i>\$613,162</i>	<i>\$901,392</i>	<i>\$1,161,669</i>
 <i>Annual and Infrastructure Grants</i>	 <i>\$5,252,997</i>	 <i>\$4,440,000</i>	 <i>\$3,139,038</i>
 <i>Total Schertz Economic Development</i>	 <i>\$5,866,159</i>	 <i>\$5,341,392</i>	 <i>\$4,300,707</i>

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

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<u>REVENUE SUMMARY</u>							
Taxes	4,167,318	4,819,288	4,507,371	3,884,955	5,301,000	5,408,000	
Fund Transfers	0	0	3,496,428	0	0	0	
Miscellaneous	<u>648,216</u>	<u>288,241</u>	<u>141,000</u>	<u>50,682</u>	<u>75,500</u>	<u>141,000</u>	
TOTAL REVENUES	4,815,534	5,107,529	8,144,799	3,935,637	5,376,500	5,549,000	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>240,362</u>	<u>5,252,997</u>	<u>7,169,275</u>	<u>614,385</u>	<u>4,440,000</u>	<u>3,139,038</u>	
TOTAL GENERAL GOVERNMENT	240,362	5,252,997	7,169,275	614,385	4,440,000	3,139,038	
<u>MISC & PROJECTS</u>							
ECONOMIC DEVELOPMENT	<u>614,804</u>	<u>613,162</u>	<u>975,524</u>	<u>569,477</u>	<u>901,392</u>	<u>1,161,669</u>	
TOTAL MISC & PROJECTS	<u>614,804</u>	<u>613,162</u>	<u>975,524</u>	<u>569,477</u>	<u>901,392</u>	<u>1,161,669</u>	
TOTAL EXPENDITURES	855,166	5,866,159	8,144,799	1,183,862	5,341,392	4,300,707	
REVENUE OVER/ (UNDER) EXPENDITURES	<u>3,960,369</u>	<u>(758,629)</u>	<u>0</u>	<u>2,751,775</u>	<u>35,108</u>	<u>1,248,293</u>	

620-SED CORPORATION

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
<hr/>							
<u>Taxes</u>							
000-411500 Sales Tax Revenue (4B)	<u>4,167,318</u>	<u>4,819,288</u>	<u>4,507,371</u>	<u>3,884,955</u>	<u>5,301,000</u>	<u>5,408,000</u>	<u> </u>
TOTAL Taxes	4,167,318	4,819,288	4,507,371	3,884,955	5,301,000	5,408,000	<u> </u>
<u>Fund Transfers</u>							
000-486010 Transfer In-Reserves	<u>0</u>	<u>0</u>	<u>3,496,428</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Fund Transfers	0	0	3,496,428	0	0	0	<u> </u>
<u>Miscellaneous</u>							
000-491000 Interest Earned-Bank	7,488	2,045	1,000	288	500	1,000	<u> </u>
000-491200 Investment Income	444,726	286,695	140,000	50,394	75,000	140,000	<u> </u>
000-497000 Misc Income	<u>196,003</u>	(<u>499</u>)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
TOTAL Miscellaneous	<u>648,216</u>	<u>288,241</u>	<u>141,000</u>	<u>50,682</u>	<u>75,500</u>	<u>141,000</u>	<u> </u>
 TOTAL REVENUES	 4,815,534	 5,107,529	 8,144,799	 3,935,637	 5,376,500	 5,549,000	 <u> </u>

620-SED CORPORATION

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

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>Supplies</u>							
<u>Utility Services</u>							
<u>Operations Support</u>							
<u>City Assistance</u>							
101-537600 Development Incentive Fund	240,362	4,752,997	3,119,275	224,385	390,000	3,139,038	
TOTAL City Assistance	240,362	4,752,997	3,119,275	224,385	390,000	3,139,038	
<u>Professional Services</u>							
<u>Fund Charges/Transfers</u>							
101-548000 Contributions	0	500,000	4,050,000	390,000	4,050,000	0	
TOTAL Fund Charges/Transfers	0	500,000	4,050,000	390,000	4,050,000	0	
<u>Maintenance Services</u>							
<u>Debt Service</u>							
<u>Rental/Leasing</u>							
<u>Operating Equipment</u>							
<u>Capital Outlay</u>							
TOTAL NON DEPARTMENTAL	240,362	5,252,997	7,169,275	614,385	4,440,000	3,139,038	

620-SED CORPORATION

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

MISC & PROJECTS		(----- 2020-2021 -----) (----- 2021-2022 -----)						
EXPENDITURES		2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
		ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
ECONOMIC DEVELOPMENT								
=====								
<u>Personnel Services</u>								
<u>Supplies</u>								
966-521100 Office Supplies	551	448	750	299	400	500		
966-521300 Motor Veh. Supplies	<u>10</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL Supplies	561	448	750	299	400	500		
<u>Human Services</u>								
<u>City Support Services</u>								
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		
966-532900 Contingencies	<u>0</u>	<u>0</u>	<u>8,250</u>	<u>0</u>	<u>9,500</u>	<u>10,000</u>		
TOTAL City Support Services	8,469	6,153	19,900	2,305	15,719	21,200		
<u>Utility Services</u>								
966-533300 Telephone/Land Line	565	139	720	0	0	0		
966-533310 Telephone/Cell Phones	987	1,847	2,000	791	1,000	2,000		
966-533500 Vehicle Fuel	481	199	750	53	187	750		
966-533550 Vehicle Maintenance	<u>122</u>	<u>35</u>	<u>225</u>	<u>35</u>	<u>225</u>	<u>225</u>		
TOTAL Utility Services	2,155	2,220	3,695	879	1,412	2,975		
<u>Operations Support</u>								
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		
966-534300 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	<u>5,885</u>	<u>13,550</u>	<u>26,835</u>	<u>13,525</u>	<u>21,335</u>	<u>26,835</u>		
TOTAL Operations Support	94,263	71,140	148,610	37,558	140,292	343,110		
<u>Staff Support</u>								
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	<u>2,092</u>	<u>2,208</u>	<u>7,850</u>	<u>1,858</u>	<u>7,850</u>	<u>7,850</u>		
TOTAL Staff Support	12,999	7,999	29,100	3,024	20,100	20,100		

620-SED 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
<hr/>							
<u>City Assistance</u>							
966-537615 Small Business Grant Fund	0	45,000	200,000	0	150,000	200,000	
966-537650 Prospect Services	<u>370</u>	<u>317</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>	
TOTAL City Assistance	370	45,317	202,500	0	152,500	202,500	
<hr/>							
<u>Professional Services</u>							
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	<u>21,355</u>	<u>0</u>	<u>40,000</u>	<u>2,348</u>	<u>40,000</u>	<u>40,000</u>	
TOTAL Professional Services	36,672	17,135	61,300	18,569	61,300	61,300	
<hr/>							
<u>Fund Charges/Transfers</u>							
966-548600 Interfund Charges-Admin	456,630	461,636	504,669	504,669	504,669	506,984	
966-548610 Interfund Charge-Fleet	<u>944</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Fund Charges/Transfers	457,574	461,636	504,669	504,669	504,669	506,984	
<hr/>							
<u>Fund Replenish</u>							
<hr/>							
<u>Maintenance Services</u>							
966-551700 Grounds Maintenance	<u>80</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Maintenance Services	80	0	0	0	0	0	
<hr/>							
<u>Debt Service</u>							
<hr/>							
<u>Operating Equipment</u>							
966-571100 Furniture & Fixtures	903	288	2,000	2,145	2,000	2,000	
966-571300 Computer & Periphe < \$5000	<u>758</u>	<u>825</u>	<u>3,000</u>	<u>30</u>	<u>3,000</u>	<u>1,000</u>	
TOTAL Operating Equipment	1,661	1,113	5,000	2,175	5,000	3,000	
<hr/>							
<u>Capital Outlay</u>							
<hr/>							
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.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenues</i>			
Fund Transfers	\$205	\$0	\$0
Miscellaneous	34,379	31,775	24,000
<i>Total</i>	<i>\$34,585</i>	<i>\$31,775</i>	<i>\$24,000</i>
<i>Expenses</i>			
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
<i>Total</i>	<i>\$31,690</i>	<i>\$26,174</i>	<i>\$24,000</i>

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.

106-SPECIAL EVENTS FUND

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
<u>REVENUE SUMMARY</u>							
Fund Transfers	59,893	205	0	0	0	0	
Miscellaneous	<u>90,970</u>	<u>34,379</u>	<u>32,100</u>	<u>43,672</u>	<u>31,775</u>	<u>24,000</u>	
TOTAL REVENUES	150,863	34,585	32,100	43,672	31,775	24,000	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
<u>PUBLIC WORKS</u>							
<u>CULTURAL</u>							
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	<u>34,181</u>	<u>1,961</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL CULTURAL	<u>134,597</u>	<u>31,690</u>	<u>32,100</u>	<u>20,915</u>	<u>26,174</u>	<u>24,000</u>	
TOTAL EXPENDITURES	134,597	31,690	32,100	20,915	26,174	24,000	
REVENUE OVER/ (UNDER) EXPENDITURES	<u>16,266</u>	<u>2,894</u>	<u>0</u>	<u>22,756</u>	<u>5,601</u>	<u>0</u>	

106-SPECIAL EVENTS FUND

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
<hr/>							
<u>Fees</u>							
<hr/>							
<u>Fund Transfers</u>							
000-486101 Transfer In-General Fund	<u>59,893</u>	<u>205</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Fund Transfers	59,893	205	0	0	0	0	
<hr/>							
<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	<u>10,153</u>	<u>0</u>	<u>0</u>	<u>456</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>90,970</u>	<u>34,379</u>	<u>32,100</u>	<u>43,672</u>	<u>31,775</u>	<u>24,000</u>	
<hr/>							
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
<i>Revenues</i>	\$82,000	\$110,000	\$110,000
<i>Expenses</i>			
Projects	\$0	\$3,259	\$350,000
<i>Total</i>	\$0	\$3,259	\$350,000

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 \$350,000 from the FY 2020-21 year end estimates with the continued implementation of the communication master plan.

110-PUBLIC, EDU, GOVMNT FEE

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
<u>REVENUE SUMMARY</u>							
Franchises	87,045	82,000	90,000	58,261	110,000	110,000	
Fund Transfers	<u>0</u>	<u>0</u>	<u>95,500</u>	<u>0</u>	<u>0</u>	<u>240,000</u>	
TOTAL REVENUES	87,045	82,000	185,500	58,261	110,000	350,000	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
<u>MISC & PROJECTS</u>							
PROJECTS	<u>3,259</u>	<u>0</u>	<u>185,500</u>	<u>0</u>	<u>3,259</u>	<u>350,000</u>	
TOTAL MISC & PROJECTS	<u>3,259</u>	<u>0</u>	<u>185,500</u>	<u>0</u>	<u>3,259</u>	<u>350,000</u>	
TOTAL EXPENDITURES	3,259	0	185,500	0	3,259	350,000	
REVENUE OVER/ (UNDER) EXPENDITURES	<u>83,787</u>	<u>82,000</u>	<u>0</u>	<u>58,261</u>	<u>106,741</u>	<u>0</u>	

110-PUBLIC, EDU, GOVMNT FEE

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
<hr/>							
<u>Franchises</u>							
000-421350 Time Warner-PEG Fee	61,501	63,408	60,000	30,565	60,000	60,000	
000-421465 AT&T PEG Fee	<u>25,544</u>	<u>18,592</u>	<u>30,000</u>	<u>27,696</u>	<u>50,000</u>	<u>50,000</u>	
TOTAL Franchises	87,045	82,000	90,000	58,261	110,000	110,000	
<hr/>							
<u>Fund Transfers</u>							
000-481000 Transfer In - Reserves	<u>0</u>	<u>0</u>	<u>95,500</u>	<u>0</u>	<u>0</u>	<u>240,000</u>	
TOTAL Fund Transfers	0	0	95,500	0	0	240,000	
<hr/>							
<u>Miscellaneous</u>							
<hr/>							
TOTAL REVENUES	87,045	82,000	185,500	58,261	110,000	350,000	
	=====	=====	=====	=====	=====	=====	=====

110-PUBLIC, EDU, GOVMNT FEE

MISC & PROJECTS		(----- 2020-2021 -----) (----- 2021-2022 -----)					
EXPENDITURES	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
PROJECTS							
=====							
Supplies							
Operations Support							
Professional Services							
Operating Equipment							
900-571400 Communications Equipmnt-Minor	0	0	0	0	0	350,000	
TOTAL Operating Equipment	0	0	0	0	0	350,000	
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	0	
TOTAL PROJECTS	3,259	0	185,500	0	3,259	350,000	
TOTAL MISC & PROJECTS	3,259	0	185,500	0	3,259	350,000	
TOTAL EXPENDITURES	3,259	0	185,500	0	3,259	350,000	
=====	=====	=====	=====	=====	=====	=====	=====

202-WATER & SEWER

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
<u>REVENUE SUMMARY</u>							
Franchises	224,928	272,118	238,750	294,413	238,750	304,487	
Permits	0	3,000	0	0	0	0	
Fees	24,074,917	26,403,587	24,803,500	18,580,201	26,544,250	27,485,000	
Fund Transfers	348,302	146,400	884,337	134,804	171,404	150,000	
Miscellaneous	<u>2,476,326</u>	<u>3,578,921</u>	<u>315,718</u>	<u>268,675</u>	<u>288,000</u>	<u>443,236</u>	
TOTAL REVENUES	27,124,473	30,404,026	26,242,305	19,278,093	27,242,404	28,382,723	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	3,862,790	2,900,000	600,000	619,746	619,746	0	
BUSINESS OFFICE	<u>828,453</u>	<u>974,558</u>	<u>904,861</u>	<u>815,115</u>	<u>1,080,912</u>	<u>1,247,318</u>	
TOTAL GENERAL GOVERNMENT	4,691,243	3,874,558	1,504,861	1,434,861	1,700,658	1,247,318	
<u>PUBLIC WORKS</u>							
W & S ADMINISTRATION	<u>23,542,137</u>	<u>25,336,076</u>	<u>23,976,392</u>	<u>18,207,032</u>	<u>23,069,789</u>	<u>24,013,044</u>	
TOTAL PUBLIC WORKS	23,542,137	25,336,076	23,976,392	18,207,032	23,069,789	24,013,044	
<u>MISC & PROJECTS</u>							
PROJECTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>770,599</u>	<u>1,638,000</u>	<u>0</u>	
TOTAL MISC & PROJECTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>770,599</u>	<u>1,638,000</u>	<u>0</u>	
TOTAL EXPENDITURES	28,233,380	29,210,634	25,481,253	20,412,492	26,408,447	25,260,362	
REVENUE OVER/ (UNDER) EXPENDITURES	(1,108,907)	1,193,392	761,052	(1,134,400)	833,957	3,122,361	
	=====	=====	=====	=====	=====	=====	=====

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.

Budget	2019-20 Actual	2020-21 Estimate	2021-2 Budget
<i>Revenue</i>			
Taxes	\$268,946	\$340,000	\$520,000
Miscellaneous	26,223	2,600	5,250
<i>Total</i>	<i>\$295,169</i>	<i>\$342,600</i>	<i>\$525,250</i>
<i>Expenses</i>			
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
<i>Total</i>			<i>\$291,409</i>
	<i>\$393,571</i>	<i>\$410,767</i>	

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.

314-HOTEL TAX

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>REVENUE SUMMARY</u>							
Taxes	514,678	268,946	520,000	253,642	340,000	520,000	
Fund Transfers	0	0	44,888	0	0	0	
Miscellaneous	<u>51,086</u>	<u>26,223</u>	<u>20,750</u>	<u>1,800</u>	<u>2,600</u>	<u>5,250</u>	
TOTAL REVENUES	565,764	295,169	585,638	255,442	342,600	525,250	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>197,846</u>	<u>393,571</u>	<u>294,818</u>	<u>265,265</u>	<u>410,767</u>	<u>291,409</u>	
TOTAL GENERAL GOVERNMENT	<u>197,846</u>	<u>393,571</u>	<u>294,818</u>	<u>265,265</u>	<u>410,767</u>	<u>291,409</u>	
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

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
<hr/>							
<u>Taxes</u>							
000-411800 Hotel Occupancy Tax	<u>514,678</u>	<u>268,946</u>	<u>520,000</u>	<u>253,642</u>	<u>340,000</u>	<u>520,000</u>	<u></u>
TOTAL Taxes	514,678	268,946	520,000	253,642	340,000	520,000	
<u>Fund Transfers</u>							
000-481000 Transfer In - Reserves	<u>0</u>	<u>0</u>	<u>44,888</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Fund Transfers	0	0	44,888	0	0	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	<u>3,071</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>51,086</u>	<u>26,223</u>	<u>20,750</u>	<u>1,800</u>	<u>2,600</u>	<u>5,250</u>	<u></u>
TOTAL REVENUES	565,764	295,169	585,638	255,442	342,600	525,250	
	=====	=====	=====	=====	=====	=====	=====

314-HOTEL TAX

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>Personnel Services</u>							
<u>Supplies</u>							
<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	<u>27,764</u>	<u>17,993</u>	<u>50,000</u>	<u>0</u>	<u>35,000</u>	<u>50,000</u>	
TOTAL City Support Services	87,133	80,458	112,466	49,038	95,650	112,466	
<u>Operations Support</u>							
101-534100 Advertising	0	0	28,000	0	0	15,000	
101-534120 Advertising-Billboards	<u>14,941</u>	<u>11,996</u>	<u>14,000</u>	<u>14,096</u>	<u>14,000</u>	<u>16,000</u>	
TOTAL Operations Support	14,941	11,996	42,000	14,096	14,000	31,000	
<u>City Assistance</u>							
<u>Professional Services</u>							
101-541300 Other Professional Services	28,189	500	0	570	500	500	
101-541400 Auditor/Accounting Service	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	
TOTAL Professional Services	28,189	3,500	3,000	3,570	3,500	3,500	
<u>Fund Charges/Transfers</u>							
101-548100 Interfund Transfer Out	<u>67,582</u>	<u>74,428</u>	<u>72,464</u>	<u>54,348</u>	<u>74,428</u>	<u>74,443</u>	
TOTAL Fund Charges/Transfers	67,582	74,428	72,464	54,348	74,428	74,443	
<u>Maintenance Services</u>							
101-551100 Building Maintenance	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>144,213</u>	<u>0</u>	<u>50,000</u>	
TOTAL Maintenance Services	0	0	20,000	144,213	0	50,000	
<u>Operating Equipment</u>							
101-571500 Operating Equipment	<u>0</u>	<u>0</u>	<u>44,888</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL Operating Equipment	0	0	44,888	0	0	0	
<u>Capital Outlay</u>							
101-581750 Civic Center Improvements	<u>0</u>	<u>223,189</u>	<u>0</u>	<u>0</u>	<u>223,189</u>	<u>20,000</u>	
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	<u>197,846</u> =====	<u>393,571</u> =====	<u>294,818</u> =====	<u>265,265</u> =====	<u>410,767</u> =====	<u>291,409</u> =====	<u>=====</u>

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
<i>Revenue</i>			
Fees	\$4,000	\$70,000	\$318,000
Fund Transfers	0	0	0
Miscellaneous	3,326	615	125
<i>Total</i>	<i>\$7,326</i>	<i>\$70,615</i>	<i>\$319,025</i>
<i>Expenses</i>			
Professional Services	\$5,760	\$25,000	\$25,000
Operating Equipment	0	0	0
Capital Outlay	0	100,000	100,000
<i>Total</i>	<i>\$5,760</i>	<i>\$125,000</i>	<i>\$125,000</i>

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.

317-PARK FUND

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
<u>REVENUE SUMMARY</u>							
Fees	11,000	4,000	70,000	0	70,000	318,000	
Fund Transfers	0	0	51,500	0	0	0	
Miscellaneous	<u>7,601</u>	<u>3,326</u>	<u>3,500</u>	<u>255</u>	<u>615</u>	<u>1,025</u>	
TOTAL REVENUES	18,601	7,326	125,000	255	70,615	319,025	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
<u>PUBLIC ENVIRONMENT</u>							
PARKLAND DEDICATION	<u>102,092</u>	<u>5,760</u>	<u>125,000</u>	<u>0</u>	<u>125,000</u>	<u>125,000</u>	
TOTAL PUBLIC ENVIRONMENT	<u>102,092</u>	<u>5,760</u>	<u>125,000</u>	<u>0</u>	<u>125,000</u>	<u>125,000</u>	
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 =====	=====

317-PARK FUND

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
<hr/>							
<u>Fees</u>							
000-458800 Parkland Dedication	<u>11,000</u>	<u>4,000</u>	<u>70,000</u>	<u>0</u>	<u>70,000</u>	<u>318,000</u>	<u></u>
TOTAL Fees	11,000	4,000	70,000	0	70,000	318,000	
<u>Fund Transfers</u>							
000-481000 Transfer In- Reserves	<u>0</u>	<u>0</u>	<u>51,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Fund Transfers	0	0	51,500	0	0	0	
<u>Miscellaneous</u>							
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	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>7,601</u>	<u>3,326</u>	<u>3,500</u>	<u>255</u>	<u>615</u>	<u>1,025</u>	<u></u>
TOTAL REVENUES	18,601	7,326	125,000	255	70,615	319,025	
	=====	=====	=====	=====	=====	=====	=====

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.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
Fees	\$52,427	\$240,000	\$70,000
Miscellaneous	6,069	875	1,400
<i>Total</i>	<i>\$58,496</i>	<i>\$240,875</i>	<i>\$71,400</i>
<i>Expenses</i>			
Maintenance Services	\$28,675	\$60,000	\$70,000
<i>Total</i>	<i>\$28,675</i>	<i>\$60,000</i>	<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.

319-TREE MITIGATION

PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

FINANCIAL SUMMARY

	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
<u>REVENUE SUMMARY</u>							
Fees	19,162	52,427	70,000	219,513	240,000	70,000	
Miscellaneous	<u>10,307</u>	<u>6,069</u>	<u>4,500</u>	<u>561</u>	<u>875</u>	<u>1,400</u>	
TOTAL REVENUES	29,469	58,496	74,500	220,074	240,875	71,400	
<u>EXPENDITURE SUMMARY</u>							
<u>PUBLIC ENVIRONMENT</u>							
TREE MITIGATION	<u>27,867</u>	<u>28,675</u>	<u>70,000</u>	<u>16,695</u>	<u>60,000</u>	<u>70,000</u>	
TOTAL PUBLIC ENVIRONMENT	<u>27,867</u>	<u>28,675</u>	<u>70,000</u>	<u>16,695</u>	<u>60,000</u>	<u>70,000</u>	
TOTAL EXPENDITURES	27,867	28,675	70,000	16,695	60,000	70,000	
REVENUE OVER/ (UNDER) EXPENDITURES	<u>1,602</u>	<u>29,821</u>	<u>4,500</u>	<u>203,379</u>	<u>180,875</u>	<u>1,400</u>	

319-TREE MITIGATION

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
<hr/>							
<u>Fees</u>							
000-458900 Tree Mitigation	<u>19,162</u>	<u>52,427</u>	<u>70,000</u>	<u>219,513</u>	<u>240,000</u>	<u>70,000</u>	<u></u>
TOTAL Fees	19,162	52,427	70,000	219,513	240,000	70,000	
<hr/>							
<u>Fund Transfers</u>							
<hr/>							
<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	<u>0</u>	<u>500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>10,307</u>	<u>6,069</u>	<u>4,500</u>	<u>561</u>	<u>875</u>	<u>1,400</u>	<u></u>
<hr/>							
TOTAL REVENUES	29,469	58,496	74,500	220,074	240,875	71,400	
	=====	=====	=====	=====	=====	=====	=====

319-TREE MITIGATION

PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

PUBLIC ENVIRONMENT 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
TREE MITIGATION =====							
<u>Supplies</u>							
<u>Professional Services</u>							
<u>Fund Charges/Transfers</u>							
<u>Maintenance Services</u>							
302-551110 Trees	<u>27,867</u>	<u>28,675</u>	<u>70,000</u>	<u>16,695</u>	<u>60,000</u>	<u>70,000</u>	<u></u>
TOTAL Maintenance Services	27,867	28,675	70,000	16,695	60,000	70,000	
<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	<u>27,867</u> =====	<u>28,675</u> =====	<u>70,000</u> =====	<u>16,695</u> =====	<u>60,000</u> =====	<u>70,000</u> =====	<u></u> =====

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.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
Fees	\$305,384	\$200,000	\$200,000
Miscellaneous	730	1,200	900
<i>Total</i>	<i>\$306,114</i>	<i>\$201,200</i>	<i>\$200,900</i>
<i>Expenses</i>			
Non Departmental	\$0	\$0	\$5,000
<i>Total</i>	<i>\$0</i>	<i>\$0</i>	<i>\$5,000</i>

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.

431-CAP RCVRY-RDWYS AREA 1

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
<u>REVENUE SUMMARY</u>							
Fees	2,022	305,384	5,000	165,123	200,000	200,000	
Miscellaneous	<u>1,124</u>	<u>730</u>	<u>0</u>	<u>478</u>	<u>1,200</u>	<u>900</u>	
TOTAL REVENUES	3,146	306,114	5,000	165,601	201,200	200,900	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>32,511</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	
TOTAL GENERAL GOVERNMENT	32,511	0	5,000	0	0	5,000	
<u>MISC & PROJECTS</u>							
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 =====	=====

431-CAP RCVRY-RDWYS AREA 1

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
<hr/>							
<u>Fees</u>							
000-455921 CapitalRcvry-RoadwaysSrvArea	<u>2,022</u>	<u>305,384</u>	<u>5,000</u>	<u>165,123</u>	<u>200,000</u>	<u>200,000</u>	<u> </u>
TOTAL Fees	2,022	305,384	5,000	165,123	200,000	200,000	<u> </u>
<u>Miscellaneous</u>							
000-491000 Interest Earned	1,124	730	0	194	600	300	<u> </u>
000-491200 Investment Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>284</u>	<u>600</u>	<u>600</u>	<u> </u>
TOTAL Miscellaneous	<u>1,124</u>	<u>730</u>	<u>0</u>	<u>478</u>	<u>1,200</u>	<u>900</u>	<u> </u>
 TOTAL REVENUES	 3,146	 306,114	 5,000	 165,601	 201,200	 200,900	 <u> </u>
	=====	=====	=====	=====	=====	=====	=====

431-CAP RCVRY-RDWYS AREA 1

GENERAL GOVERNMENT
EXPENDITURES

		(----- 2020-2021 -----)					(----- 2021-2022 -----)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
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	
<u>Fund Charges/Transfers</u>							
101-548404 Transfer Out - Capital Projec	32,511	0	0	0	0	0	
TOTAL Fund Charges/Transfers	32,511	0	0	0	0	0	
<hr/>							
TOTAL NON DEPARTMENTAL	32,511	0	5,000	0	0	5,000	
<hr/>							
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.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
Fees	\$130,495	\$120,000	\$120,000
Miscellaneous	377	300	400
<i>Total</i>	<i>\$130,871</i>	<i>\$120,300</i>	<i>\$120,400</i>
<i>Expenses</i>			
Non Departmental	\$0	\$39,148	\$29,000
<i>Total</i>	<i>\$0</i>	<i>\$39,148</i>	<i>\$29,000</i>

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.

432-CAP RCVRY-RDWYS AREA 2

FINANCIAL SUMMARY

	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	CITY ADMIN. RECOMMENDED	ADOPTED BUDGET
(----- 2020-2021 -----) (----- 2021-2022 -----)							
<u>REVENUE SUMMARY</u>							
Fees	63,067	130,495	5,000	99,807	120,000	120,000	
Miscellaneous	<u>178</u>	<u>377</u>	<u>0</u>	<u>203</u>	<u>300</u>	<u>400</u>	
TOTAL REVENUES	63,246	130,871	5,000	100,009	120,300	120,400	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>48,265</u>	<u>0</u>	<u>5,000</u>	<u>39,148</u>	<u>39,148</u>	<u>29,000</u>	
TOTAL GENERAL GOVERNMENT	48,265	0	5,000	39,148	39,148	29,000	
MISC & PROJECTS							
TOTAL EXPENDITURES	48,265	0	5,000	39,148	39,148	29,000	
REVENUE OVER/(UNDER) EXPENDITURES	<u>14,981</u>	<u>130,871</u>	<u>0</u>	<u>60,861</u>	<u>81,152</u>	<u>91,400</u>	

432-CAP RCVRY-RDWYS AREA 2

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
<hr/>							
<u>Fees</u>							
000-455922 CapitalRcvry-RoadwaysSrvArea	<u>63,067</u>	<u>130,495</u>	<u>5,000</u>	<u>99,807</u>	<u>120,000</u>	<u>120,000</u>	<u></u>
TOTAL Fees	63,067	130,495	5,000	99,807	120,000	120,000	
<u>Miscellaneous</u>							
000-491000 Interest Earned	178	377	0	89	100	200	<u></u>
000-491200 Investment Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>114</u>	<u>200</u>	<u>200</u>	<u></u>
TOTAL Miscellaneous	<u>178</u>	<u>377</u>	<u>0</u>	<u>203</u>	<u>300</u>	<u>400</u>	<u></u>
TOTAL REVENUES	63,246	130,871	5,000	100,009	120,300	120,400	
	=====	=====	=====	=====	=====	=====	=====

432-CAP RCVRY-RDWYS AREA 2

GENERAL GOVERNMENT
EXPENDITURES

	2020-2021						2021-2022
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
NON DEPARTMENTAL							
=====							
<u>City Assistance</u>							
101-537600 Development Incentive Fund	0	0	0	39,148	39,148	24,000	
TOTAL City Assistance	0	0	0	39,148	39,148	24,000	
<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	
<u>Fund Charges/Transfers</u>							
101-548404 Transfer Out - Capital Projec	48,265	0	0	0	0	0	
TOTAL Fund Charges/Transfers	48,265	0	0	0	0	0	
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.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
Fees	\$411,629	\$500,000	\$400,000
Miscellaneous	837	1000	1500
<i>Total</i>	<i>\$412,466</i>	<i>\$501,000</i>	<i>\$401,500</i>
<i>Expenses</i>			
Non Departmental	\$0	\$0	\$5,000
<i>Total</i>	<i>\$0</i>	<i>\$0</i>	<i>\$5,000</i>

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

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
<u>REVENUE SUMMARY</u>							
Fees	69,787	411,629	5,000	468,314	500,000	400,000	
Miscellaneous	<u>142</u>	<u>837</u>	<u>0</u>	<u>775</u>	<u>1,000</u>	<u>1,500</u>	
TOTAL REVENUES	69,929	412,466	5,000	469,090	501,000	401,500	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>34,760</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	
TOTAL GENERAL GOVERNMENT	34,760	0	5,000	0	0	5,000	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	34,760	0	5,000	0	0	5,000	
REVENUE OVER/ (UNDER) EXPENDITURES	<u>35,169</u>	<u>412,466</u>	<u>0</u>	<u>469,090</u>	<u>501,000</u>	<u>396,500</u>	

433-CAP RCVRY-RDWYS AREA 3

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
<hr/>							
<u>Fees</u>							
000-455923 CapitalRcvry-RoadwaysSrvArea	<u>69,787</u>	<u>411,629</u>	<u>5,000</u>	<u>468,314</u>	<u>500,000</u>	<u>400,000</u>	<u> </u>
TOTAL Fees	69,787	411,629	5,000	468,314	500,000	400,000	<u> </u>
<u>Miscellaneous</u>							
000-491000 Interest Earned	142	837	0	441	500	900	<u> </u>
000-491200 Investment Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>334</u>	<u>500</u>	<u>600</u>	<u> </u>
TOTAL Miscellaneous	<u>142</u>	<u>837</u>	<u>0</u>	<u>775</u>	<u>1,000</u>	<u>1,500</u>	<u> </u>
TOTAL REVENUES	69,929	412,466	5,000	469,090	501,000	401,500	<u> </u>
	=====	=====	=====	=====	=====	=====	=====

433-CAP RCVRY-RDWYS AREA 3

GENERAL GOVERNMENT
EXPENDITURES

		(----- 2020-2021 -----)					(----- 2021-2022 -----)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	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	
<u>Fund Charges/Transfers</u>							
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.

PERFORMANCE INDICATORS

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
Fees	\$2,696	\$5,000	\$5,000
Miscellaneous	29	10	65
<i>Total</i>	<i>\$2,725</i>	<i>\$5,010</i>	<i>\$5,065</i>
<i>Expenses</i>			
Non Departmental	\$0	\$0	\$5,000
<i>Total</i>	<i>\$0</i>	<i>\$0</i>	<i>\$5,000</i>

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.

434-CAP RCVRY-RDWYS AREA 4

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
<u>REVENUE SUMMARY</u>							
Fees	4,044	2,696	5,000	3,033	5,000	5,000	
Miscellaneous	<u>5</u>	<u>29</u>	<u>0</u>	<u>7</u>	<u>10</u>	<u>65</u>	
TOTAL REVENUES	4,049	2,725	5,000	3,040	5,010	5,065	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>505</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	
TOTAL GENERAL GOVERNMENT	505	0	5,000	0	0	5,000	
<u>MISC & PROJECTS</u>							
TOTAL EXPENDITURES	505	0	5,000	0	0	5,000	
REVENUE OVER/ (UNDER) EXPENDITURES	<u>3,545</u>	<u>2,725</u>	<u>0</u>	<u>3,040</u>	<u>5,010</u>	<u>65</u>	

434-CAP RCVRY-RDWYS AREA 4

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
<hr/>							
<u>Fees</u>							
000-455924 CapitalRcvry-RoadwaysSrvArea	<u>4,044</u>	<u>2,696</u>	<u>5,000</u>	<u>3,033</u>	<u>5,000</u>	<u>5,000</u>	<u></u>
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	<u></u>
000-491200 Investment Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>4</u>	<u>5</u>	<u>50</u>	<u></u>
TOTAL Miscellaneous	<u>5</u>	<u>29</u>	<u>0</u>	<u>7</u>	<u>10</u>	<u>65</u>	<u></u>
TOTAL REVENUES	4,049	2,725	5,000	3,040	5,010	5,065	
	=====	=====	=====	=====	=====	=====	=====

434-CAP RCVRY-RDWYS AREA 4

GENERAL GOVERNMENT
EXPENDITURES

		(----- 2020-2021 -----)					(----- 2021-2022 -----)
	2018-2019	2019-2020	CURRENT	Y-T-D	PROJECTED	CITY ADMIN.	ADOPTED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	RECOMMENDED	BUDGET
<hr/>							
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	
<u>Fund Charges/Transfers</u>							
101-548404 Transfer Out - Capital Projec	505	0	0	0	0	0	
TOTAL Fund Charges/Transfers	505	0	0	0	0	0	
<hr/>							
TOTAL NON DEPARTMENTAL	505	0	5,000	0	0	5,000	
<hr/>							
TOTAL GENERAL GOVERNMENT	505	0	5,000	0	0	5,000	

317-PARK FUND

PUBLIC ENVIRONMENT
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							
=====							
<u>Supplies</u>							
<u>Utility Services</u>							
<u>Professional Services</u>							
301-541300 Other Cons/ prof Services	5,740	5,760	25,000	0	25,000	25,000	
TOTAL Professional Services	5,740	5,760	25,000	0	25,000	25,000	
<u>Fund Charges/Transfers</u>							
<u>Maintenance Services</u>							
<u>Operating Equipment</u>							
301-571000 Sign/Fixtures	470	0	0	0	0	0	
301-571700 Improvements Under \$5,000	9,041	0	0	0	0	0	
TOTAL Operating Equipment	9,511	0	0	0	0	0	
<u>Capital Outlay</u>							
301-581700 Improvements Over \$5,000	86,841	0	100,000	0	100,000	100,000	
TOTAL Capital Outlay	86,841	0	100,000	0	100,000	100,000	
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	\$9,024	\$3,200	\$16,000
Fund Transfers	0	0	7,200
Miscellaneous	854	200	200
<i>Total</i>	<i>\$10,058</i>	<i>\$3,400</i>	<i>\$23,400</i>
<i>Expenses</i>			
Supplies	\$63	\$200	\$200
City Support Services	6,393	12,000	12,000
Operating Equipment	4,000	9,000	11,200
<i>Total</i>	<i>\$10,456</i>	<i>\$21,200</i>	<i>\$23,400</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.

609-LIBRARY BOARD

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
<u>REVENUE SUMMARY</u>							
Fees	21,365	9,204	20,000	4,119	3,200	16,000	_____
Fund Transfers	0	0	0	0	0	7,200	_____
Miscellaneous	<u>1,861</u>	<u>854</u>	<u>1,200</u>	<u>101</u>	<u>200</u>	<u>200</u>	<u>_____</u>
TOTAL REVENUES	23,226	10,058	21,200	4,220	3,400	23,400	
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL GOVERNMENT</u>							
NON DEPARTMENTAL	<u>19,664</u>	<u>10,456</u>	<u>21,200</u>	<u>4,541</u>	<u>21,200</u>	<u>23,400</u>	<u>_____</u>
TOTAL GENERAL GOVERNMENT	<u>19,664</u>	<u>10,456</u>	<u>21,200</u>	<u>4,541</u>	<u>21,200</u>	<u>23,400</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

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
<hr/>							
<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	
<hr/>							
<u>Fund Transfers</u>							
000-481000 Transfer In - Reserves	0	0	0	0	0	7,200	
TOTAL Fund Transfers	0	0	0	0	0	7,200	
<hr/>							
<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	8	4	0	11	0	0	
TOTAL Miscellaneous	1,861	854	1,200	101	200	200	
<hr/>							
TOTAL REVENUES	23,226	10,058	21,200	4,220	3,400	23,400	
	=====	=====	=====	=====	=====	=====	=====

609-LIBRARY BOARD

PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2021

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>Supplies</u>							
101-521000 Operating Supplies	242	63	200	144	200	200	
TOTAL Supplies	242	63	200	144	200	200	
<u>City Support Services</u>							
101-532800 Special Events	9,432	6,393	12,000	4,397	12,000	12,000	
TOTAL City Support Services	9,432	6,393	12,000	4,397	12,000	12,000	
<u>City Assistance</u>							
<u>Professional Services</u>							
<u>Fund Charges/Transfers</u>							
<u>Operating Equipment</u>							
101-571000 Furniture & Fixtures	0	0	0	0	0	1,200	
101-571400 Library Materials	9,990	4,000	9,000	0	9,000	10,000	
TOTAL Operating Equipment	9,990	4,000	9,000	0	9,000	11,200	
<u>Capital Outlay</u>							
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.

Budget	2019-20 Actual	2020-21 Estimate	2021-22 Budget
<i>Revenue</i>			
Fees	\$43	\$1,000	\$1,000
Fund Transfers	169	5,250	10,750
<i>Total</i>	<i>\$212</i>	<i>\$6,250</i>	<i>\$11,750</i>
<i>Expenses</i>			
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
<i>Total</i>	<i>\$169</i>	<i>\$6,250</i>	<i>\$11,750</i>

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

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
<u>REVENUE SUMMARY</u>							
Fees	813	43	1,000	521	1,000	1,000	
Fund Transfers	2,871	169	10,750	0	5,250	10,750	
Miscellaneous	<u>17</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL REVENUES	3,701	212	11,750	521	6,250	11,750	
<u>EXPENDITURE SUMMARY</u>							
<u>CULTURAL</u>							
HISTORICAL COMMITTEE	<u>2,871</u>	<u>169</u>	<u>11,750</u>	<u>3,009</u>	<u>6,250</u>	<u>11,750</u>	
TOTAL CULTURAL	<u>2,871</u>	<u>169</u>	<u>11,750</u>	<u>3,009</u>	<u>6,250</u>	<u>11,750</u>	
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

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
<hr/>							
<u>Fees</u>							
000-458100 Sale of Merchandise	<u>813</u>	<u>43</u>	<u>1,000</u>	<u>521</u>	<u>1,000</u>	<u>1,000</u>	<u></u>
TOTAL Fees	813	43	1,000	521	1,000	1,000	
<u>Fund Transfers</u>							
000-486101 Transfer In-General Fund	0	0	10,750	0	5,250	10,750	<u></u>
000-486106 Transfer In-Special Events	<u>2,871</u>	<u>169</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Fund Transfers	2,871	169	10,750	0	5,250	10,750	
<u>Miscellaneous</u>							
000-497000 Misc. Income	<u>17</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL Miscellaneous	<u>17</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u></u>
TOTAL REVENUES	3,701	212	11,750	521	6,250	11,750	
	=====	=====	=====	=====	=====	=====	=====

615-HISTORICAL COMMITTEE

PROPOSED BUDGET WORKSHEET

AS OF: JUNE 30TH, 2021

CULTURAL 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
HISTORICAL COMMITTEE =====							
<u>Supplies</u>							
609-521000 Operating Supplies	<u>1,187</u>	<u>100</u>	<u>1,500</u>	<u>247</u>	<u>900</u>	<u>1,500</u>	<u></u>
TOTAL Supplies	1,187	100	1,500	247	900	1,500	
<u>Operations Support</u>							
609-534200 Printing & Binding	<u>84</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u></u>
TOTAL Operations Support	84	0	500	0	0	500	
<u>Staff Support</u>							
609-535200 Awards	131	69	1,000	0	250	1,000	
609-535300 Memberships	0	0	150	0	0	150	
609-535500 Training/Travel	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>0</u>	<u>2,000</u>	<u>4,000</u>	<u></u>
TOTAL Staff Support	131	69	5,150	0	2,250	5,150	
<u>Professional Services</u>							
609-541300 Other Cons1/Prof Services	<u>1,469</u>	<u>0</u>	<u>1,600</u>	<u>0</u>	<u>1,600</u>	<u>1,600</u>	<u></u>
TOTAL Professional Services	1,469	0	1,600	0	1,600	1,600	
<u>Operating Equipment</u>							
609-571810 Event Banners	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>2,762</u>	<u>1,500</u>	<u>3,000</u>	<u></u>
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	<u>2,871</u> =====	<u>169</u> =====	<u>11,750</u> =====	<u>3,009</u> =====	<u>6,250</u> =====	<u>11,750</u> =====	<u></u> =====

Glossary

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.

Glossary

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.

Glossary

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	A municipal bond backed by property taxes
Goals	Department/Division objectives intended to be accomplished or begun within the coming fiscal year.
Governmental Fund	Funds, or specific groups of revenues and expenses, including the General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds.
Home Rule City	Cities which have over 5,000 in population and have adopted home rule charters.
I&S	Interest and Sinking - The portion of the property tax that goes to pay debt issued by the City
Interest & Sinking Fund	See Debt Service Fund.

Glossary

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.

Glossary

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.

Glossary

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 optimum state or ultimate goal of the City or Department.

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021
Department: Finance
Subject: Ordinance No. 21-T-39 – Consideration and/or action approving an Ordinance approving the appraisal roll; setting the tax rate; levying and assessing general and special ad valorem taxes for the use and support of the municipal government of the city of Schertz, Texas. *Final Reading (B. James/J. Walters)*

BACKGROUND

At the August 10, 2021 regular session, the City Council, by record vote, established a proposed preliminary maximum tax rate of \$0.5121, per \$100 of value, with the M&O rate at \$0.3517 and the I&S portion of \$0.1604. The proposed rate is not subject to rollback.

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 was not required as the proposed rate does not exceed the No-New-Revenue rate.

A public hearing was held on August 24, 2021 regular session of City Council. A second public hearing was conducted on September 7, 2021.

During the tax rate adoption process Council can approve a lower rate, however they will not be able to approve a rate higher than this without republishing the notices and holding additional public hearings. Due to timing constraints set by the State Tax Code 26.05(a), the latest council could set a new preliminary rate is September 7, 2021 without calling special meetings or declaring an emergency.

Per Sec 26.05(b) of the Tax Code, the tax rate can only be adopted with more than 60% of the votes in favor of the proposed tax rate. Since Schertz has 7 voting councilmembers, 5 members must vote in favor of the tax rate for it to pass.

GOAL

To adopt a tax rate in compliance with state statutes and the City Charter.

COMMUNITY BENEFIT

The programs funded by this tax rate will provide additional benefits and service levels to the community.

SUMMARY OF RECOMMENDED ACTION

Staff recommends adoption of the tax rate of \$0.5121

FISCAL IMPACT

The proposed maximum rate maintains quality service to residents and businesses and provides growth in service offerings based on input staff received from Citizens and Council from Retreats, Community Meetings, Citizen Survey, and elections. The current property tax rate is \$0.5121 per \$100 valuation. The proposed maximum tax rate will be \$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.

This tax rate will raise more taxes for Maintenance and Operations than last year's tax rate. The tax rate will effectively be raised by 0.1% and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$0.20.

RECOMMENDATION

Staff recommends that the City Council approve Ordinance No. 21-T-39 approving the Fiscal Year 2021-22 Proposed Tax Rate on final reading.

Since the proposed rate is lower than the no-new-revenue rate, there is no specific motion to adopt that must be made.

Attachments

Ordinance 21-T-39

ORDINANCE NO. 21-T-39

AN ORDINANCE APPROVING THE APPRAISAL ROLL; SETTING THE TAX RATE; LEVYING AND ASSESSING GENERAL AND SPECIAL AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF SCHERTZ, TEXAS; APPORTIONING THE LEVIES FOR SPECIFIC PURPOSES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Schertz submitted a tax rate proposal to the City Council prior to the beginning of the fiscal year, and in said tax rate proposal set forth the estimated necessary tax rate required to provide adequate revenues for the general use and support of the Municipal Government of the City of Schertz Texas; and

WHEREAS, the City Council finds that all provisions pertaining to the adoption of an ad valorem tax rate have been in all things complied with; and

WHEREAS, a Public hearing was held by the City Council of the City of Schertz on the 24th day of August 2021 and a second Public Hearing was held on the 7th day of September 2021; and

WHEREAS, after a full and final consideration, the City Council is of the opinion the tax rate and ad valorem tax appraisal roll should be approved and adopted; and

WHEREAS, the taxes have been levied in accordance with the adopted 2021-22 budget as required by state law;

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

SECTION 1.

The ad valorem tax appraisal roll and effective tax rate information as presented by the tax assessor for the tax year 2021, be and is hereby in all things approved and adopted.

SECTION 2.

This tax rate will raise more taxes for Maintenance and Operations than last year's tax rate.

SECTION 3.

The tax rate will effectively be raised by 0.1% and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$0.20.

SECTION 4.

There is hereby levied and assessed and there shall be collected for the tax year 2021 for the general use and support of the Municipal Government of the City of Schertz, Texas a total ad valorem tax of Fifty-One Twenty-One Cents (\$0.5121) on each One Hundred Dollars (\$100.00) of valuation of property – real and personal – within the corporate limits of the City of Schertz, Texas, subject to taxation. The assessment ratio shall be One Hundred percent (100%).

SECTION 5.

The City Council of the City of Schertz, Texas, does hereby levy or adopt the tax rate on \$100.00 valuation for this city for tax year 2021 as follows:

1. 0.3517 for the purpose of maintenance and operation
1. 0.1604 for the payment of principal and interest on debt
2. 0.5121 total tax rate

SECTION 6.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of the ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 7.

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

SECTION 8.

Ad valorem taxes for the year are due and payable on October 1, 2021 and shall become delinquent after January 31, 2022. A delinquent tax shall incur all penalty and interest authorized by state law, Section 33.01 of the Property Tax Code. Taxes that remain delinquent on and after July 1, 2022, incur an additional penalty of 15% of the amount of the taxes, penalty and interest due, such additional penalty to defray the cost of collection as authorized in Section 6.30 of the Property Tax Code. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

SECTION 9.

Taxes are payable at the office of the counties of Comal, Bexar and Guadalupe.

PASSED AND APPROVED ON FIRST READING THIS 7th DAY OF SEPTEMBER 2021.

PASSED AND APPROVED ON SECOND READING THIS 14th DAY OF SEPTEMBER 2021.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021
Department: Economic Development Corporation
Subject: Resolution No. 21-R-79 - Consideration and/or action approving a Resolution authorizing an agreement for Provisions of Professional Services between the City of Schertz and the City of Schertz Economic Development Corporation. (M. Browne/A. Perez)

BACKGROUND

Resolution 21-R-79 approves an Agreement for Provisions of Professional Services between the City of Schertz and the City of Schertz Economic Development Corporation (“Service Agreement”). The Service Agreement outlines the specific services that the City of Schertz will provide to the SEDC. Services include personnel, financial reporting, budgeting, office space, fleet services, IT services, etc. The Service Agreement also enables the SEDC to receive several services at a discounted rate through the City. These include rates for software, financial services, auditing services, etc. The agreement also includes a requirement for the City Manager and/or his designee to represent the SEDC at the area chamber of commerce.

COMMUNITY BENEFIT

Approval of the resolution enables the City of Schertz and SEDC to work together by sharing staff and services which helps improve operational efficiency and reduce costs.

FISCAL IMPACT

Under the agreement, a total of \$506,984 will be transferred from the SEDC to the City of Schertz. The payments will be made in two equal payments on October 1, 2021 and April 1, 2022.

SUMMARY OF RECOMMENDED ACTION

The SEDC Board approved recommendation for approval by City Council of this agreement during their May 27, 2021 meeting. A motion was made by Ms. Morrill. Seconded by Mr. Carrasco. Motion passed unanimously. Staff recommends approval CC Resolution No. 21-R-79.

Attachments

Resolution 21-R-79
agreement

RESOLUTION NO. 21-R-79

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN AGREEMENT FOR PROVISIONS OF PROFESSIONAL SERVICES BETWEEN THE CITY OF SCHERTZ AND THE CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Development Corporation Act of 1979, as amended (Section 501.001 et seq, Texas Local Government Code, formerly the Development Corporation Act of 1979) (the "Act") provides a corporation those powers incidental or necessary to the purposes of the corporation; and

WHEREAS, the City of Schertz Economic Development Corporation ("SEDC") desires to engage the City for the provision of certain professional and other services to assist the SEDC in carrying out its goals and objectives; and

WHEREAS, the Act prohibits the City from providing things of value, including professional services, in aid of corporation without receiving fair value compensation in return; and

WHEREAS, the City Council has determined that it is in the best interest of the City to approve the Agreement for Provisions of Professional Services Between the City of Schertz and the City of Schertz Economic Development Corporation and that such agreement constitutes fair value for the services to be rendered under the agreement.

NOW THEREFORE, 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 Agreement for Provisions of Professional Services Between the City of Schertz and the City of Schertz Economic Development Corporation in substantially the form set forth on 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 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 14th day of September 2021.

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

(CITY SEAL)

EXHIBIT A

**AGREEMENT FOR PROVISIONS OF PROFESSIONAL SERVICES BETWEEN THE
CITY OF SCHERTZ AND THE CITY OF SCHERTZ ECONOMIC DEVELOPMENT
CORPORATION**

SEDC RESOLUTION NO. 2021-7

A RESOLUTION BY THE CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION, TEXAS ADOPTING AN AGREEMENT FOR PROVISIONS OF PROFESSIONAL SERVICES BETWEEN THE CITY OF SCHERTZ AND THE CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City of Schertz Economic Development Corporation (“SEDC”) is a non-profit industrial development corporation duly established under the Development Corporation Act of 1979, as amended (Section 501.001 et seq. Texas Local Government Code, formerly the Development Corporation Act of 1979) (the “Act”);

WHEREAS, all of the powers of the corporation are vested in the SEDC Board of Directors (the “Board”) appointed by the governing body of the corporation’s authorizing unity; and

WHEREAS, the SEDC desires to engage the City of Schertz for the provision of certain professional and other services to assist the SEDC in carrying out its goals and objectives; and

WHEREAS, the Act prohibits the City from providing things of value, including professional services, in aid of the SEDC without receiving fair value compensation in return; and

WHEREAS, the SEDC Board hereby finds that it is in the best interest to enter into the Agreement for Provisions of Professional Services Between the City of Schertz and the City of Schertz Economic Development Corporation, hereto attached as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION THAT:

Section 1. The Board hereby authorizes the Agreement for Provisions of Professional Services Between the City of Schertz and the Schertz Economic Development Corporation in substantially the form set forth on 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 Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

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 Board 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 27th day of May, 2021.

CITY OF SCHERTZ ECONOMIC
DEVELOPMENT CORPORATION



Paul Macaluso, SEDC Board President

ATTEST:



Sammi Morrill, SEDC Board Secretary

EXHIBIT A

**AGREEMENT FOR PROVISIONS OF PROFESSIONAL SERVICES BETWEEN THE
CITY OF SCHERTZ AND THE CITY OF SCHERTZ ECONOMIC DEVELOPMENT
CORPORATION**

AGREEMENT FOR PROVISIONS OF PROFESSIONAL SERVICES
BETWEEN THE CITY OF SCHERTZ AND
THE CITY OF SCHERTZ ECONOMIC DEVELOPMENT CORPORATION

THE STATE OF TEXAS

KNOWN ALL MEN BY THESE PRESENTS:

COUNTY OF GUADALUPE

THIS AGREEMENT, executed the 27th day of May, 2021, by and between the CITY OF SCHERTZ, a municipal corporation, acting by and through its City Council, situated in Guadalupe County, Texas (hereinafter referred to as "City"), and the City of Schertz Economic Development Corporation, a Texas non-profit industrial development corporation (hereinafter referred to as "SEDC") acting by and through its President of the Board is as follows:

WITNESSETH:

I.

The City agrees to provide management, professional, administrative, financial and investment services to the SEDC according to the terms of this agreement. Direct services the City shall perform for the SEDC shall include:

1. Providing Salary, workers' compensation, health, and retirement expenses for City employees assigned to the SEDC.
2. Preparing all financial and investment reports and keeping all financial books and records required by applicable law.
3. Preparing a budget for the forthcoming year for review and approval by the Board and City Council.
4. Providing all necessary budgeting, accounting, financial management and investment management through the City's Finance Department.
5. Providing accounts payable, payroll, purchasing and other bookkeeping services with oversight and training of such services.
6. Providing for a repository of records, office and conference space.
7. Providing technology support of hardware, software and phone systems through the City's Information Technology Department.
8. Providing automotive support of vehicles through the City's Fleet Department.

9. Providing for legal services through the City Attorney's office at the rate that those services are provided to the City.
10. Providing for commercial insurance, communication equipment and services, and office equipment products and services at the rate that those products and services are provided to the City.
11. Providing for financial auditing services through the Finance Department at the rate that those services are provided to the City.
12. Provide an executive level presence in area Chambers of Commerce through the City Manager and/or his/her designee for marketing Schertz as preferred location for new and expanded business opportunities.
13. Providing executive and administrative support, review and oversight by the City Manager.

It is understood and agreed that access to City staff resources by the SEDC is secondary to the needs of the City Council of the City of Schertz.

II.

Subject to the SEDC continuing to contract with the City for management services, the SEDC will pay to the City for its services pursuant to this agreement, in the form of a flat fee (the Service Fee) in the amount of five hundred six thousand nine hundred eighty-four and zero cents (\$506,984.00) per year. Said amount to be paid in two equal payments on October 1, 2021 and April 1, 2022.

The SEDC will directly maintain the memberships necessary for the City to provide an executive level presence in area Chambers of Commerce through the City Manager and/or his/her designee for marketing Schertz as preferred location for new and expanded business opportunities.

In the event of the termination of this agreement, the SEDC will be responsible for paying the City only the portion of the cost allocated to periods prior to the effective date of the termination of the agreement.

III.

It is the express purpose of this agreement for the City to provide certain management, professional, administrative and financial services to the SEDC.

IV.

Subject to early termination as provided in Article V below, this agreement shall be in effect for a period of one year commencing October 1, 2021 and ending September 30, 2022, and


said agreement shall be extended for additional one-year terms thereafter under the same terms and conditions unless one party gives to the other party written notification at least thirty (30) days prior to the end of the existing term of its desire to terminate the agreement.

V.

1. This contract may be terminated by the City or SEDC, in whole, or from time to time, in part, upon thirty (30) days notice from the terminating party to the other party. Termination shall be effective thirty (30) days after delivery of Notice of Termination specifying to what extent performance or work under the contract shall be terminated thirty (30) days after receipt by the notified party.
2. After receipt of a Notice of Termination the City shall:
 - a. Stop work on the date as specified in the thirty (30) day Notice of Termination to the extent possible.
 - b. Place no further orders or subcontracts except as may be necessary for completion of the work not terminated.
 - c. Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination in so far as possible.
 - d. The SEDC shall pay all expenses incurred through the date of termination.

IN WITNESS WHEREOF, the parties have executed this Contract in the year and on the day indicated.

CITY OF SCHERTZ ECONOMIC
DEVELOPMENT CORPORATION



Paul Macaluso
President

CITY OF SCHERTZ, TEXAS



Dr. Mark Browne
City Manager

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021

Department: Facility & Fleet

Subject: Resolution No. 21-R-103 - Consideration and/or action approving a Resolution by the City Council of the City of Schertz, Texas, authorizing the City Manager to issue a purchase order(s) for the purchase of various vehicles/equipment as part of the 2021-2022 Vehicle/Equipment replacement program. (C. Kelm/S. Williams/C. Hernandez)

BACKGROUND

Within each fiscal budget year, the Fleet Department requests to purchase vehicles/equipment to add to or replace aging vehicles to maintain a good working fleet of City owned vehicles/equipment for the 2021/2022 budget year and in accordance with the Vehicle Replacement Plan previously approved by Council. Below are the emergency vehicles, light duty vehicles, and equipment to be purchased in FY 21-22.

The following vehicles/equipment will be purchased from various vendors via group purchasing cooperatives and or sole source vendors. Each group purchasing cooperative contract was competitively bid by the awarding entity. In addition to that level of competition, City staff also obtained multiple contract quotes to ensure the overall best value for the City was obtained.

VEHICLE & EQUIPMENT LIST FOR FY 2021/22 - PRELIMINARY					ADDITIONAL INFORMATION - NOTES
DEPARTMENT	VEHICLE	VENDOR	COST PER UNIT	TOTAL COST	
PARKS & REC	Ford F250	SILSBEE FORD	\$31,406.00		GOODBUY
	Super Crew Cab	CALDWELL/ROCKDALE FORD	\$30,440.00		BUYBOARD
STREETS		PJ TRAILERS	\$11,380.50		BUYBOARD CONTRACT #599-19
		MAGNUM CUSTOM TRAILER			
STREETS		VERMEER	\$43,065.60		BUYBOARD CONTRACT #597-19
FIRE/RESCUE	(2) Ford F150	SILSBEE FORD	\$33,301.75	\$66,903.50	GOODBUY
	Super Crew Cab	CALDWELL/ROCKDALE FORD	31,651.00	\$63,702.00	BUYBOARD
MOTOR POOL	Ford Escape	SILSBEE FORD	\$23,363.25		GOODBUY
		CALDWELL/ROCKDALE FORD	\$21,654.00		BUYBOARD
MOTOR POOL	Ford Edge	SILSBEE FORD	\$30,190.25		BUYBOARD
		CALDWELL/ROCKDALE FORD	\$28,292.00		GOODBUY
FLEET	Ford F350 Ext. Cab	SILSBEE FORD	\$33,179.50		GOODBUY
		CALDWELL/ROCKDALE FORD	\$31,375.00		BUYBOARD
ACO - PD	Ford F150 Crew Cab	SILSBEE FORD	\$35,867.50		GOODBUY
	4 x 4	CALDWELL/ROCKDALE FORD	37,271.00		BUYBOARD
PD		SAM'S PACK FIVE	41,586.00		BUYBOARD
	(4) Ford Explorers	SILSBEE FORD	34,069.25	136,277.00	GOODBUY
PD	Police Cruisers				
	White	CALDWELL/ROCKDALE FORD	36,987.00	148,348.00	
PD	(2) Ford Explorers	SILSBEE FORD	34,069.25	68,138.50	
	Carbonized Gray	CALDWELL/ROCKDALE FORD	36,592.00	73,584.00	BUYBOARD
PD	Ford F150	SILSBEE FORD	33,491.75		GOODBUY
	Crew Cab, 4 x 4	CALDWELL/ROCKDALE FORD	32,374.00		BUYBOARD
DRAINAGE/WATER		EWALD KUBOTA	\$13,903.04		BUYBOARD
		SELMA, TX			
UTILITY BILLING	(2) Ford F150's	SILSBEE FORD	\$29,757.50	\$59,515.00	GOODBUY
METER TECHS		CALDWELL ROCKDALE FORD	30,325.01	60,650.02	BUYBOARD
WATER	Ford F550 With	CALDWELL ROCKDALE FORD	\$55,112.00		BUYBOARD
	Service Body				
DEVELOPMENT		SILSBEE FORD	57,212.29		GOODBUY
	Ford Edge	SILSBEE FORD	\$30,190.25		GOODBUY
SERVICES		CALDWELL/ROCKDALE	28,292.00		BUYBOARD
	CMO	SILSBEE FORD	\$46,257.25		GOODBUY
FACILITIES		CALDWELL/ROCKDALE	43,937.28		BUYBOARD
	Ford F150	SILSBEE FORD	\$29,747.50		GOODBUY
STREETS		CALDWELL/ROCKDALE	26,433.00	26,433.00	BUYBOARD
		FOUR SEASONS EQUIPMENT	\$8,056.00	\$9,256.00	SOURCEWELL
			1,200.00 Freight		
WATER		RDO EQUIPMENT	\$109,282.49		SOURCEWELL CONTRACT
STREETS		CRAFCO, INC	\$85,429.62		BUYBOARD #597-19
CODE ENFORCEMENT	Ford F150	SILSBEE	\$27,247.25		GOODBUY
		CALDWELL/ROCKDALE	26,433.00		BUYBOARD
Total dollar amount spent with Caldwell/Rockdale Ford FY 21-22			\$388,044.28		
Total dollar amount spent with Silsbee Ford FY 21-22			\$299,798.00		
Total dollar amount spent with PJ Trailers FY 21-22			\$11,380.50		
Total dollar amount spent with Vermeer FY 21-22			\$43,065.60		
Total dollar amount spent with Ewald Kubota FY 21-22			\$27,806.08		
Total dollar amount spent with Four Seasons Equipment FY 21-22			\$9,256.00		
Total dollar amount spent with RDO Equipment FY 21-22			\$109,282.49		
Total dollar amount spent with CRAFCO, INC FY 21-22			\$85,429.62		

GOAL

To authorize the City Manager to execute the purchase orders for the purchase of the vehicles listed in the vehicle replacement program.

COMMUNITY BENEFIT

Having a current and operational Fleet will provide all departments with the necessary vehicles and equipment to perform their assigned duties within the City of Schertz and reduce the maintenacne cost of an aging fleet.

SUMMARY OF RECOMMENDED ACTION

Approval of this resolution will allow the purchase of the vehicles/equipment listed in the vehicle replacement program.

FISCAL IMPACT

The purchase of the vehicles and equipment will be funded through the city’s general fund and emergency services funds. The fiscal impact of this project will be approximately \$986,000.00 from various budgets with a contingency of 10% added for a total not to exceed \$1,084,600.00 These funds were approved in the FY 2021-2022 budget.

RECOMMENDATION

Staff recommends approval of Resolution No. 21-R-103

Attachments	
Resolution 21 R 103 Vehicle Equipment Replacement Program	
Updated Vehicle/Equipment list City Council	

RESOLUTION NO. 21-R-103

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ,
TEXAS AUTHORIZING EXPENDITURES IN AN AMOUNT NOT TO
EXCEED \$1,084,600.00 FOR THE FY21-22 VEHICLE/EQUIPMENT
REPLACEMENT PROGRAM**

WHEREAS, Schertz Fleet Department has a need to purchase multiple vehicles, equipment as part of the Vehicle/Equipment Replacement Program; and

WHEREAS, City Staff has done due diligence in researching what vehicle best fits the needs of the department, to obtain the best pricing and to provide the best quality of vehicles; and

WHEREAS, the City of Schertz has chosen various Group Purchasing Cooperative Vendors, for the purchase the vehicles; and

WHEREAS, purchases under the cooperative programs meet the requirements under Subchapter C, Chapter 791.025 of the Texas Government Code, which states that a local government that purchases goods and services under this section satisfies the requirement of the local government to seek competitive bids for the purchase of the goods and services; and

WHEREAS, the City Council has determined that it is in the best interest of the City to authorize the City Manager to issue Purchase Orders to the awarded vendors.

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

Section 1. The City Council hereby authorizes expenditures in a not to exceed amount of ONE MILLION EIGHTY-FOUR THOUSAND SIX-HUNDRED DOLLARS (\$1,084,600.00) for the vehicle/equipment replacement program.

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 14th day of September, 2021

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary

(CITY SEAL)

EXHIBIT A

SUPPORTING DOCUMENTATION

VEHICLE & EQUIPMENT LIST FOR FY 2021/22 - PRELIMINARY					
DEPARTMENT	VEHICLE	VENDOR	COST PER UNIT	TOTAL COST	ADDITIONAL INFORMATION - NOTES
PARKS & REC	Ford F250 Super Crew Cab	SILSBEE FORD CALDWELL/ROCKDALE FORD	\$31,406.00 \$30,440.00		GOODBUY BUYBOARD
STREETS		PJ TRAILERS MAGNUM CUSTOM TRAILER	\$11,380.50		BUYBOARD CONTRACT #599-19
STREETS		VERMEER	\$43,065.60		BUYBOARD CONTRACT #597-19
FIRE/RESCUE	(2) Ford F150 Super Crew Cab	SILSBEE FORD CALDWELL/ROCKDALE FORD	\$33,301.75 \$1,651.00	\$66,903.50 \$63,702.00	GOODBUY BUYBOARD
MOTOR POOL	Ford Escape	SILSBEE FORD CALDWELL/ROCKDALE FORD	\$23,363.25 \$21,654.00		GOODBUY BUYBOARD
MOTOR POOL	Ford Edge	SILSBEE FORD CALDWELL/ROCKDALE FORD	\$30,190.25 \$28,292.00		BUYBOARD GOODBUY
FLEET	Ford F350 Ext. Cab	SILSBEE FORD CALDWELL/ROCKDALE FORD	\$33,179.50 \$31,375.00		GOODBUY BUYBOARD
ACO - PD	Ford F150 Crew Cab 4 x 4	SILSBEE FORD CALDWELL/ROCKDALE FORD SAM'S PACK FIVE	\$35,867.50 37,271.00 41,586.00		GOODBUY/Order Placed BUYBOARD BUYBOARD
PD	(4) Ford Explorers Police Cruisers White	SILSBEE FORD CALDWELL/ROCKDALE FORD	\$4,069.25 36,987.00	136,277.00 148,348.00	GOODBUY
PD	(2) Ford Explorers Carbonized Gray	SILSBEE FORD CALDWELL/ROCKDALE FORD	\$4,069.25 36,592.00	68,138.50 73,584.00	BUYBOARD
PD	Ford F150 Crew Cab, 4 x 4	SILSBEE FORD CALDWELL/ROCKDALE FORD	33,491.75 \$2,374.00		GOODBUY BUYBOARD
DRAINAGE/WATER		EWALD KUBOTA SELMA, TX	\$13,903.04		BUYBOARD
UTILITY BILLING METER TECHS	(2) Ford F150's	SILSBEE FORD CALDWELL ROCKDALE FORD	\$29,757.50 30,325.01	\$59,515.00 60,650.02	GOODBUY BUYBOARD
WATER	Ford F550 With Service Body	CALDWELL ROCKDALE FORD SILSBEE FORD	\$55,112.00 57,212.29		BUYBOARD GOODBUY
DEVELOPMENT SERVICES	Ford Edge	SILSBEE FORD CALDWELL/ROCKDALE	\$30,190.25 \$28,292.00		GOODBUY BUYBOARD
CMO	Ford Expedition	SILSBEE FORD CALDWELL/ROCKDALE	\$46,257.25 \$43,937.28		GOODBUY BUYBOARD
FACILITIES	Ford F150	SILSBEE FORD CALDWELL/ROCKDALE	\$29,747.50 \$26,433.00		GOODBUY BUYBOARD
STREETS		FOUR SEASONS EQUIPMENT	\$8,056.00 1,200.00 Freight	\$9,256.00	SOURCEWELL
WATER		RDO EQUIPMENT	\$109,282.49		SOURCEWELL CONTRACT
STREETS		CRAFCO, INC	\$85,429.62		BUYBOARD #597-19
CODE ENFORCEMENT	Ford F150	SILSBEE CALDWELL/ROCKDALE	\$27,247.25 \$26,433.00		GOODBUY Order Submitted 08/18/2021 - J. McFarland BUYBOARD

Total dollar amount spent with Caldwell/Rockdale Ford FY 21-22	\$388,044.28
Total dollar amount spent with Silsbee Ford FY 21-22	\$299,798.00
Total dollar amount spent with PJ Trailers FY 21-22	\$11,380.50
Total dollar amount spent with Vermeer FY 21-22	\$43,065.60
Total dollar amount spent with Ewald Kubota FY 21-22	\$27,806.08
Total dollar amount spent with Four Seasons Equipment FY 21-22	\$9,256.00
Total dollar amount spent with RDO Equipment FY 21-22	\$109,282.49
Total dollar amount spent with CRAFCO, INC FY 21-22	\$85,429.62
	\$974,062.57

Asset ID being replaced	Cost	
PK13	\$31,000.00	
S43	\$12,000.00	
S24	\$44,000.00	
228/229	\$64,000.00	
MP0216	\$22,000.00	
MP01	\$29,000.00	
FL0411	\$32,000.00	
PD F150	\$36,000.00	
PD EXPLORERS	\$137,000.00	4 WHITE
PD EXPLORERS	\$69,000.00	2 GREY
PD F150	\$33,000.00	GREY
D6115	\$14,000.00	
U1516	\$30,000.00	
U1916	\$30,000.00	
U06	\$56,000.00	
I06	\$29,000.00	
CH01	\$44,000.00	
FM0708	\$27,000.00	
S46	\$10,000.00	
U77	\$110,000.00	
U60	\$14,000.00	
S42	\$86,000.00	
CODE ENFORCMENT F150	\$27,000.00	

SSV PACKAGE

TOTAL	\$986,000.00
CONTINGENCY	0.1
CONTINGENCY AMOUNT	\$98,600.00
TOTAL DOLLAR AMOUNT WITH CONTINGENCY	\$1,084,600.00

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021

Department: Planning & Community Development

Subject: Ordinance No. 21-S-37 - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to amend the Comprehensive Land Use Plan by changing approximately 118 acres of the Future Land Use Map from Commercial Campus land use designation to the Highway Commercial land use designation as well as amend the language for Highway Commercial, generally located 2,500 feet east from the intersection of Hubertus Road and IH-35 frontage road, also known as Comal County Property Identification Numbers, 75290 and 75369, City of Schertz, Comal County, Texas. *Final Reading (B. James/L. Wood/M. Harrison)*

BACKGROUND

Nine (9) public hearing notices were mailed to surrounding property owners within two hundred feet (200') of the subject property on August 13, 2021, and a public hearing notice was published in the "San Antonio Express" on August 20, 2021. At the time of this report, Staff has received one (1) response that was neutral on the amendment.

The Planning and Zoning Commission met on August 25, 2021 and made a recommendation to City Council that the Comprehensive Plan be amended to add a new land use designation of Commercial Light Industrial and that this 118 acre property be designated as Commercial Light Industrial. Subsequent to the Planning and Zoning Commission meeting, the applicant indicated they only wanted to rezone the 42 acre area along the frontage of IH-35 and thus the amendment to the Future Land Use Plan was requested to be for only 42 acres.

The amendment to the Comprehensive Plan adds Commercial Light Industrial as a land use designation. The description of Commercial Light Industrial notes that this designation is intended for mid block areas along the interstate highway frontage. This new land use designation is intended to allow for office, flex office, and light industrial type uses. Building scale/height is restricted to low rise structures to provide appropriate scale and transition between development types. Given the high visibility of being located along the interstate, all loading dock doors and truck trailer parking should be situated on the back of the building not viewable from public right-of-way. Although the City can no longer regulate building materials, the Commercial Light Industrial designation encourage buildings to be esthetically pleasing when seen from roadway. Finally, landscaping is necessary to soften the view from the highway.

GOAL

The project goal is to amend the Comprehensive Land Use Plan by changing approximately 42 acres of the Future Land Use Map from the Commercial Campus land use designation to the new land use designation, Commercial Light Industrial.

COMMUNITY BENEFIT

Promote safe, orderly, efficient development and bring about the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 21-S-37 to amend the Comprehensive Plan to add the Commerical Light Industrial land use designation and to amend the Future Land Use Plan to designate the 42 acres, generally located on the north side of the southbound IH 35 frontage road and 2,500 feet east of Hubertus road as Commercial Light Industrial. Subsequent to the first hearing by Council, staff added language ot the Commerical Light Industrial text to make clear that retail and service uses are also allowed.

FISCAL IMPACT

none

RECOMMENDATION

The Planning and Zoning Commission made a recommendation to recommend approval of the new land use designation, Commercial Light Industrial with a vote of 7-0.

On September 7, 2021 the Council voted 5-2 to approve Ordinance 21-S-37.

Attachments

Aerial Map

Ord 21 S 37



SAN ANTONIO TWO LTD PTNSHP
IH 35 N BETWEEN HUBERTUS RD &
FRISENHAHN LN

<all other values>	60' Expansion	86' Extension	120' Proposed	1", 1 1/2"	8"	20"	Unknown	Schertz Gravity	Hydrant	200' Buffer
Highways	60' Proposed	86' Proposed	Abandoned	2", 2 1/2"	10"	24"	Neighboring Main	Schertz Pressure	Manholes	Schertz Municipal Boundary
Major Roads	60' Extension	86' Extension	Future TxDOT	3"	12"	30"	Neighboring Gravity	Private Gravity	County Boundaries	
Minor Roads	86' Expansion	120' Extension	Highway	4"	16"	36"	Private Main	Private Pressure		
Other Cities				6"	18"					

1 Inch = 400 Feet

0 200 400 800 1,200 Feet

ORDINANCE NO. 21-S-37

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE COMPREHENSIVE LAND USE PLAN BY ADDING TEXT FOR A NEW LAND USE DESIGNATION OF COMMERCIAL LIGHT INDUSTRIAL AND AMENDING THE FUTURE LAND USE MAP BY CHANGING APPROXIMATELY 42 ACRES LOCATED ON THE NORTH SIDE OF THE SOUTHBOUND FRONTAGE ROAD OF INTERSTATE HIGHWAY 35 APPROXIMATELY 2,500 EAST OF HUBERTUS ROAD, ALSO KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBERS 75290 AND 75369 FROM COMMERCIAL CAMPUS TO COMMERCIAL LIGHT INDUSTRIAL, CITY OF SCHERTZ, COMAL COUNTY, TEXAS.

WHEREAS, the City received an application to amend the Comprehensive Land Use Plan altering the language for the Highway Commercial designation and amend the Future Land Use Map from the Commercial Campus designation to the Highway Commercial land use designation; and

WHEREAS, a total of 9 public hearing notices were mailed out to the property owners within the two hundred (200) feet of the subject property on August 13, 2021 and a public hearing notice was published in the San Antonio Express on August 20, 2021; and

WHEREAS, the City's Unified Development Code Section 21.4.6.D. provides for certain criteria (the "Criteria") to be considered by the Planning and Zoning Commission in making recommendations to City Council and by City Council in considering final action on an amendment to the Comprehensive Land Use Plan; and

WHEREAS, on August 25, 2021, the Planning and Zoning Commission conducted a public hearing and, after considering the Criteria, made a recommendation to City Council to amend the Comprehensive Plan to add language for the new land use designation, Commercial Light Industrial and amend the Future Land Use Map to designate the approximately 42 acres as Commercial Light Industrial; and

WHEREAS, on September 7, 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 Comprehensive Plan be amended to add language for the new land use designation, Commercial Light Industrial and amend the Future Land Use Map to designate the approximately 42 acres as Commercial Light Industrial, be approved as provided for herein.

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

Section 1. The Schertz Sector Plan portion of the Comprehensive Land Use Plan is hereby amended to include new text for the new land use designation, G. Commercial Light Industrial as per the attached Exhibit A.

Section 2. The current Comprehensive Land Use Plan is hereby amended to change the Future Land Use Map of the property, as shown and more particularly described in the attached Exhibit B, from Commercial Campus land use designation to Commercial Light Industrial land use designation.

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 Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 4. 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 5. This Ordinance 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 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 7. 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 8. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 9. 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 7th day of September, 2021.

PASSED, APPROVED AND ADOPTED on final reading the 14th day of September, 2021.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary
(SEAL OF THE CITY)

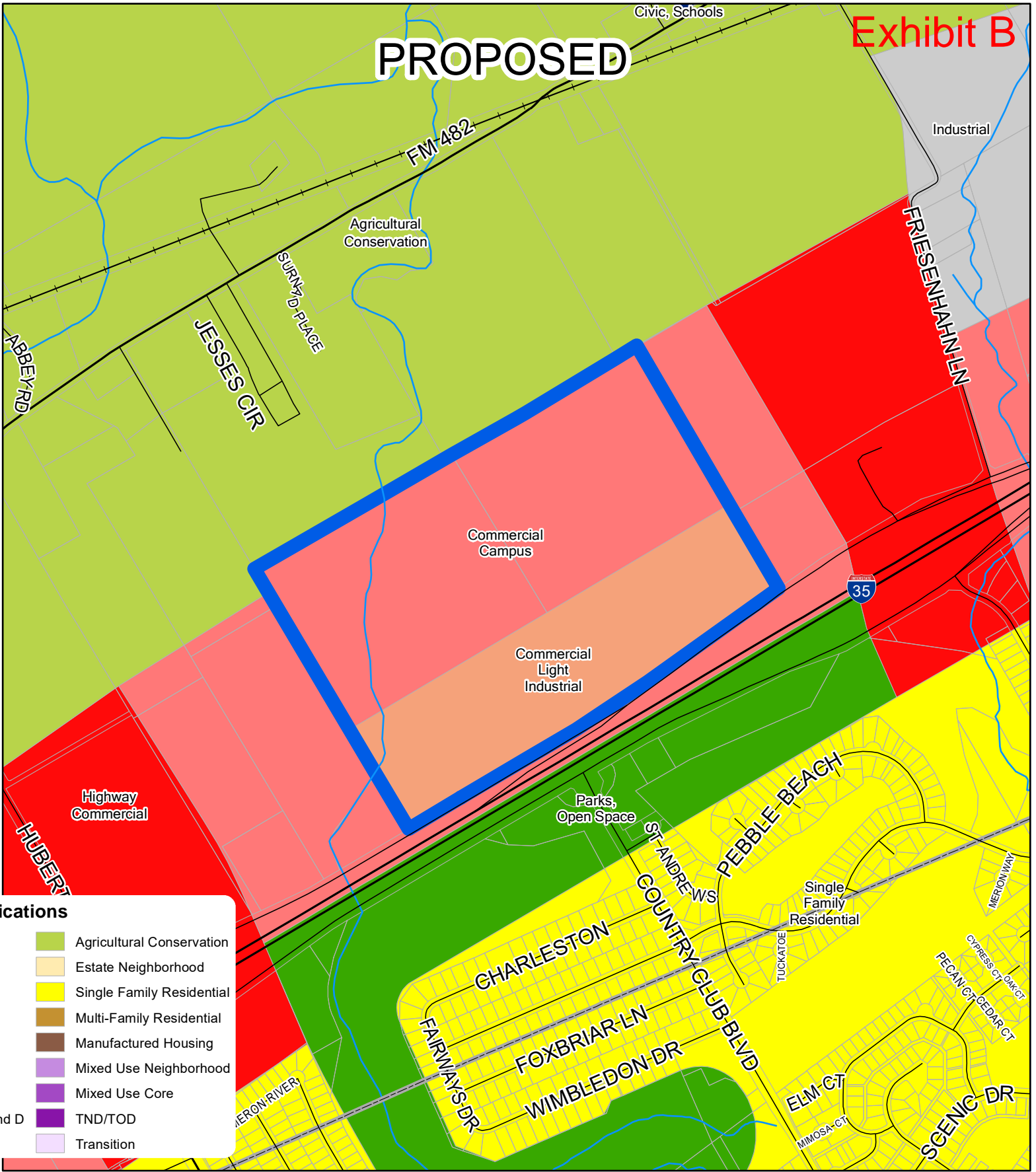
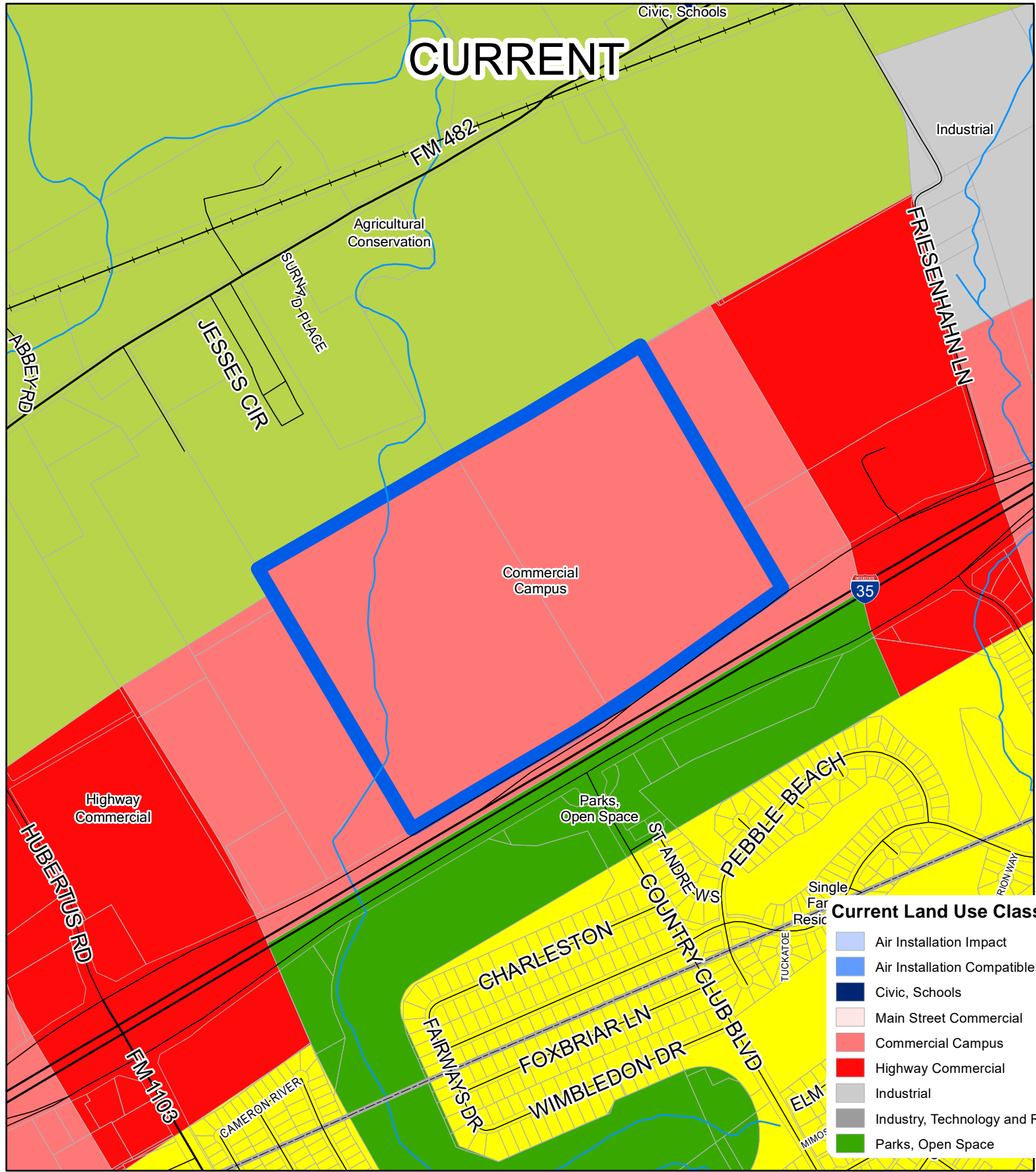
Exhibit “A”

Exhibit

G. The Commercial Light Industrial land use/character area is intended to encourage the development of office, flex office, and light industrial uses located at mid-block. Given the significant linear frontage along IH-35 in North Schertz, there are several opportunities to accommodate low impact campus development that takes advantage of the highway frontage and any major environmental assets (such as flood plains, steep grades, and significant vegetation) as aesthetic amenities on the site. Some of the character-defining elements recommended are:

- Land Use Mix: office, research, flex-office, retail/service uses and supporting uses, light industrial and assembly uses, educational and other institutional uses.
- Building Scale/Height: May vary from low rise office with scale transitions between developments
- Create an overlay district with standards to implement the campus commercial design elements:
 - o Building articulation – Some building articulation required; simple building and roof forms; requiring all dock doors and truck trailer parking to be located at the back of the building not viewable from public right-of-way.
 - o Materials: Allow a range of building materials including but not limited to articulated tilt wall, masonry, stucco, synthetic stone, concrete panels, concrete block, cinder block, metal and tile.
 - Encouraged to have the buildings be esthetically pleasing from the public right-of-way.
 - o Building Orientation:
 - Buildings shall be set in a campus environment with landscaping and natural features
 - Development to be auto-oriented along highway and service street frontages and pedestrian oriented along other internal connector streets (hybrid)
 - Emphasis on key linkage streets for more pedestrian oriented development
 - o Transitions to adjoining uses:
 - Buffer/screen loading, unloading and service areas
 - o Civic/Open Space:
 - More natural and unstructured spaces
 - o Landscaping:
 - Soften highway frontage with landscaping and screening of surface parking
 - Combination of private and public landscaping
 - Low impact infrastructure for storm water and water quality such as bio swales, rain gardens, pervious pavers, etc.
 - o Signage: Unified wayfinding program with a palette of monument and building signs

Exhibit “B”

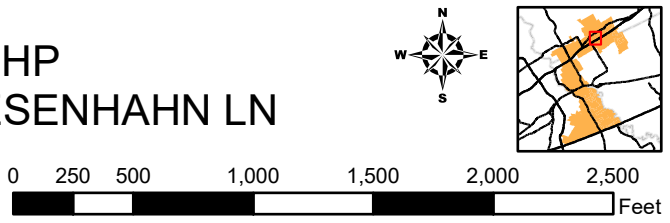


Current Land Use Classifications

	Air Installation Impact		Agricultural Conservation
	Air Installation Compatible		Estate Neighborhood
	Civic, Schools		Single Family Residential
	Main Street Commercial		Multi-Family Residential
	Commercial Campus		Manufactured Housing
	Highway Commercial		Mixed Use Neighborhood
	Industrial		Mixed Use Core
	Industry, Technology and R and D		TND/TOD
	Parks, Open Space		Transition

Proposed Land Use Change

SAN ANTONIO TWO LTD PTNSHP
 IH 35 N BETWEEN HUBERTUS RD & FRIESENHAHN LN
 ORD 21-S-37



CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021

Department: Planning & Community Development

Subject: Ordinance No. 21-S-36 - Consideration and/or action approving an Ordinance by the City Council of the City of Schertz, Texas on a request to rezone approximately 42 acres of land from General Business District (GB) and Manufacturing Light District (M-1) to General Business District-2 (GB-2) and Manufacturing Light District (M-1), generally located approximately 2,500 feet east from the intersection of Hubertus Road and IH-35, also known as Comal Property Identification Numbers 75290 and 75369, City of Schertz, Comal County, Texas.
Final Reading (B. James/L. Wood/M. Harrison)

BACKGROUND

Nine (9) public hearing notices were mailed to surrounding property owners within 200 feet of the subject property on August 13, 2021 and a public hearing notice was published in the "San Antonio Express" on August 20, 2021. At the time of this staff report we have received zero (0) responses in favor or opposed to the request.

The Planning and Zoning Commission met on August 25, 2021 and made a recommendation to the City Council to approved the proposed zone change by a 7-0 vote.

The City Council met on September 7, 2021 and recommended 5-1 to rezone the property to Planned Development District (PDD) with the base zoning of General Business District-2 (GB2)). In zoning to the Planned Development District retrictions can be included to require the dock doors to be located at the back of the buildings, lock in the elevations and layout, ensure adequate landscaping and eliminate incompatible uses.

GOAL

The project goal is to rezone the subject property office warehouse uses.

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 proposed rezoning of the property to Planned Development District (PDD) with a base zoning district of General Business District-2 (GB2). The PDD requires the property develop generally per the site layout graphic, the elevations, provide larger trees and screen loading areas.

FISCAL IMPACT

None

RECOMMENDATION

Approval of Ordinance 21-S-36.

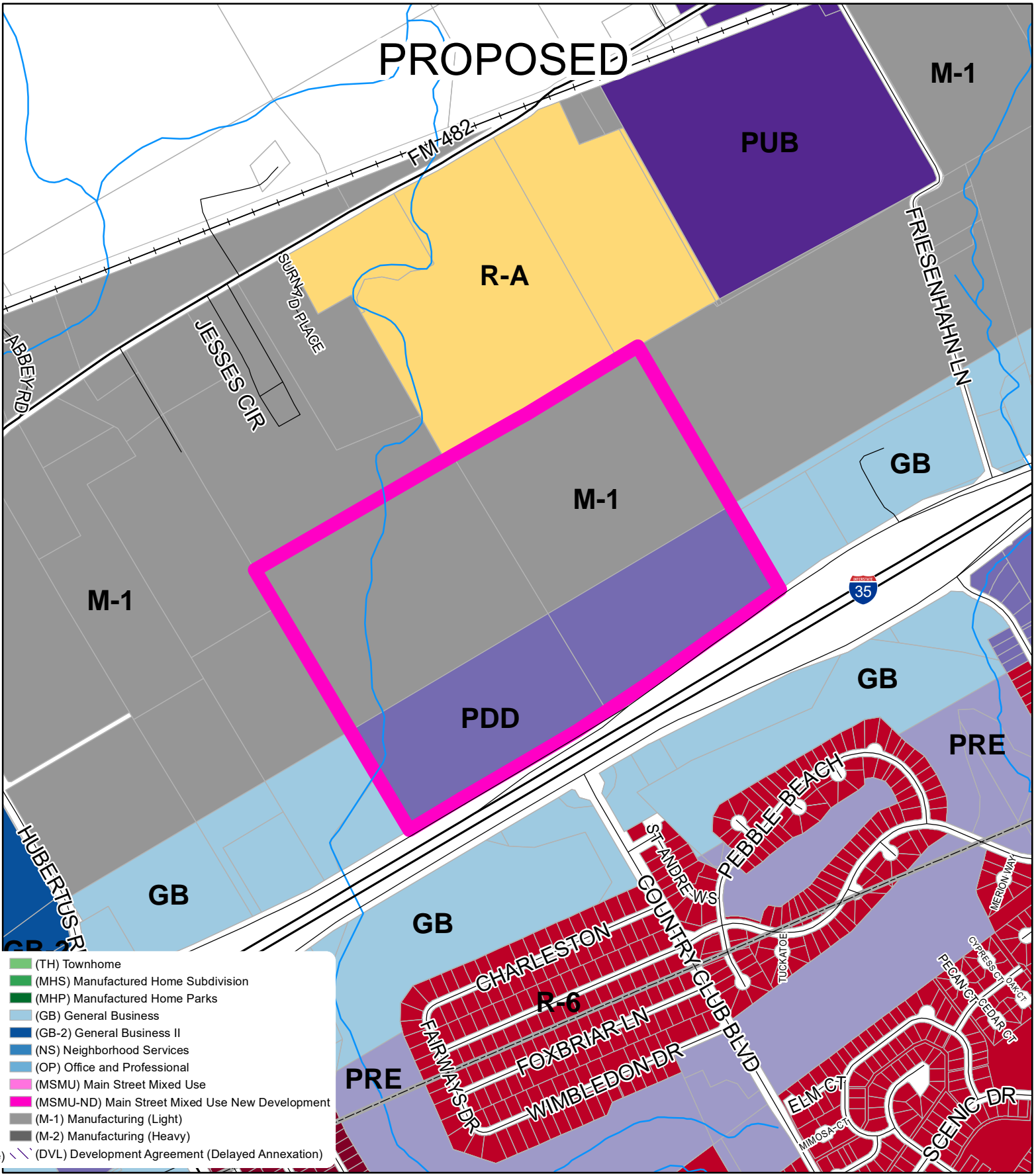
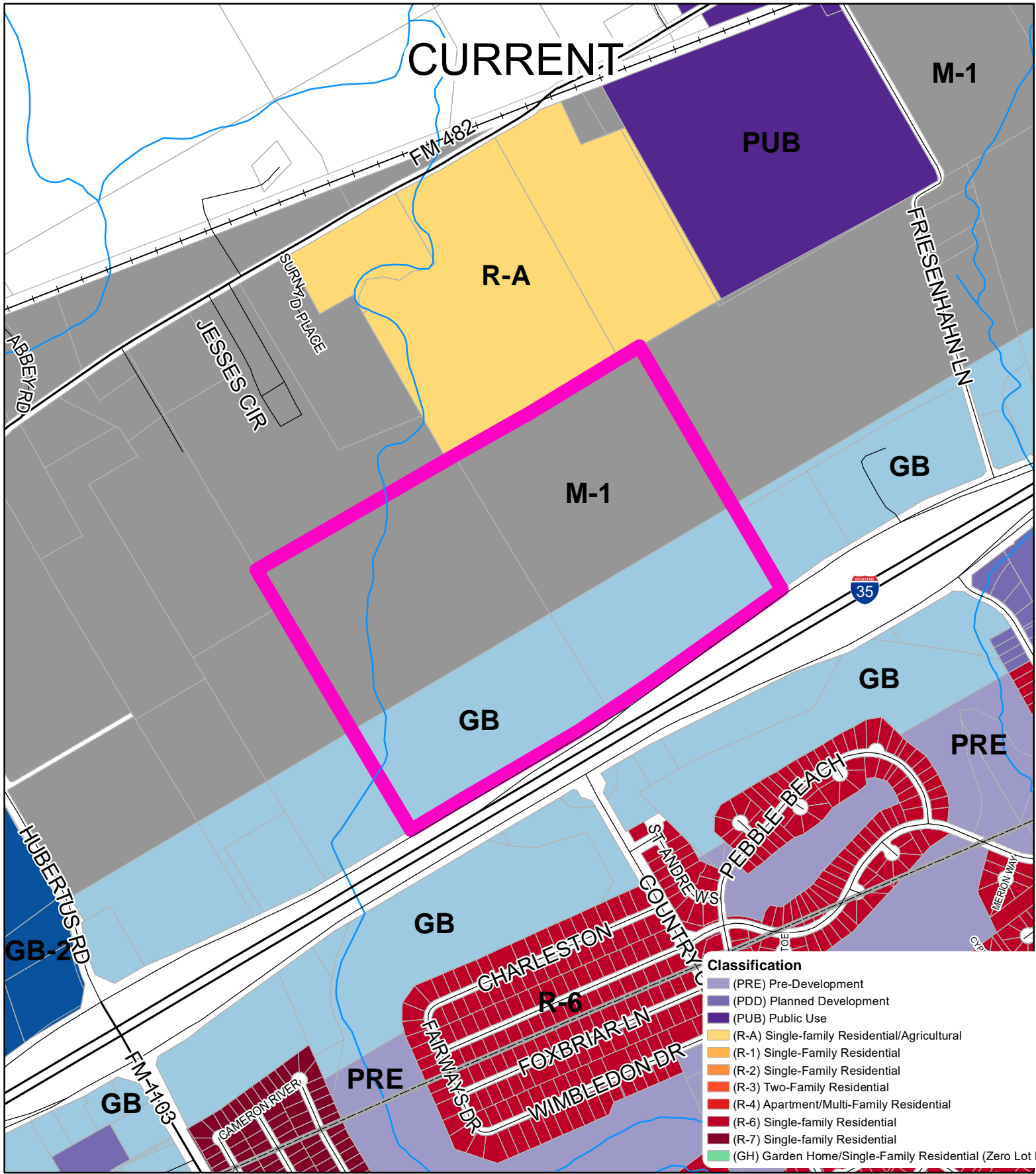
Attachments

Zoning Map Change

Ordinance 21 S 36

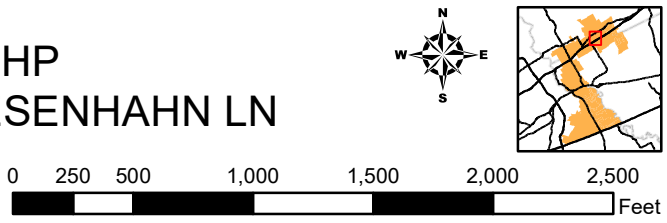
Aerial Map

Public Hearing Notice Map



Proposed Zoning Change

SAN ANTONIO TWO LTD PTNSHP
IH 35 N BETWEEN HUBERTUS RD & FRIESENHAHN LN
ORD 21-S-xx



ORDINANCE NO. 21-S-36

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE OFFICIAL ZONING MAP BY REZONING APPROXIMATELY 42 ACRES OF LAND TO PLANNED DEVELOPMENT DISTRICT (PDD), GENERALLY LOCATED 2,500 FEET EAST OF THE INTERSECTION OF HUBERTUS ROAD AND INTERSTATE HIGHWAY 35, ALSO KNOWN AS COMAL COUNTY PROPERTY IDENTIFICATION NUMBERS 75290 AND 75369, COMAL COUNTY, TEXAS.

WHEREAS, an application to rezone approximately 42 acres of land located 2,500 feet east from the intersection of Hubertus Road and Interstate Highway 35, also known as Comal County Property Identification Numbers 75290 and 75369, and more specifically described in the Exhibit A attached herein (herein, the “Property”) has been filed with the City; and

WHEREAS, the City’s Unified Development Code Section 21.5.4.D. provides for certain criteria 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 zone change (the “Criteria”); and

WHEREAS, on August 25, 2021, the Planning and Zoning Commission conducted a public hearing and, after considering the Criteria, made a recommendation to City Council to approve the requested rezoning to General Business District -2 (GB-2); and

WHEREAS, on September 7, 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 zoning be approved to Planned Development District (PDD) as provided for herein.

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

Section 1. The Property as shown and more particularly described in the attached Exhibit A, is hereby zoned Planned Development District (PDD) with the development standards as outlined in attached Exhibit “B”.

Section 2. The Official Zoning Map of the City of Schertz, described and referred to in Article 2 of the Unified Development Code, shall be revised to reflect the above amendment.

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 Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

Section 4. 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 5. This Ordinance 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 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 7. 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 8. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

Section 9. 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 7th day of September, 2021.

PASSED, APPROVED AND ADOPTED on final reading the 14th day of September, 2021.

Ralph Gutierrez, Mayor

ATTEST:

Brenda Dennis, City Secretary
(SEAL OF THE CITY)

METES AND BOUNDS DESCRIPTION
FOR
ZONING – TRACT 1

A 27.890 acre tract of land situated within the corporate limits of the City of Schertz, Comal County, Texas, out of the Rafael Garza Survey No. 98, Abstract 175, being comprised of a portion of a 62.981 acre tract of land conveyed unto San Antonio Two Limited Partnership by deed executed January 27, 1992 and recorded in Volume 803, Page 789, Official Public Records of Comal County, Texas; a portion of a 58.264 acre tract of land conveyed unto Charles A. Forbes, Trustee by deed executed February 20, 1990 and recorded in Volume 712, Page 248, said Official Public Records; SAVE AND EXCEPT a 1.776 acre tract of land conveyed unto the State of Texas by judgement decreed September 16, 2005 and recorded in Document No. 200606001348, said Official Public Records; and SAVE AND EXCEPT a 0.6384 of an acre tract of land conveyed unto the State of Texas by deed executed August 20, 2020 and recorded in Document No. 202006040716, said Official Public Records. In all, said 27.890 acre tract being more particularly described as follows, with bearings based on the Texas Coordinate System established for the South Central Zone from the North American Datum of 1983 NAD 83 (NA2011) epoch 2010.00:

BEGINNING: at a type III TxDOT monument found on the northwest line of Interstate Highway No. 35 (a variable width public right-of-way), same being on the northeast line of Lot 1, Block 1, WESTRIDGE SUBDIVISION, recorded in Document No. 201806029613, Map and Plat Records of Comal County, Texas for the south corner of this tract, from whence a type III TxDOT monument found at the east corner of said Lot 1 bears South 30° 48' 46" East, 12.67 feet;

THENCE: departing the northwest line of said Interstate Highway No. 35, with and along the northeast line of said Lot 1, and the northeast line of a 20.00 acre tract of land conveyed unto Schertz 35, LLC by deed executed November 15, 2016 and recorded in Document No. 201606044069, said Official Public Records, North 30° 48' 46" West, 442.75 feet to a point on the northeast line of said 20.00 acre tract;

THENCE: departing said northeast line, over and across said 62.981 acre tract and said 58.264 acre tract the following courses:

North 59° 36' 25" East, 1,635.71 feet to a point;

North 37° 56' 19" East, 186.67 feet to a point;

And North 59° 26' 28" East, 976.19 feet to a point on the common southwest line of a 19.43 acre tract of land conveyed unto Caverns Hills Center, LLC by deed executed January 12, 2010 and recorded in Document No. 201006001650, said Official Public Records, and the northeast line of said 58.264 acre tract;

THENCE: with and along said common line, South 30° 23' 35" East, 398.11 feet to a type III TxDOT monument found on the northwest line of said Interstate Highway No. 35, same being at the common south corner of said 19.43 acre tract and the east corner of this tract;

THENCE: with and along the northwest line of said Interstate Highway No. 35 the following courses:

South 54° 27' 34" West, 1,016.85 feet to a type II TxDOT monument found;

South 56° 13' 54" West, 327.90 feet to a type III TxDOT monument found;

North 30° 29' 14" West, 8.37 feet to a type III TxDOT monument found;

South 60° 07' 28" West, 568.53 feet to a type III TxDOT monument found at the beginning of a non-tangent curve whose radius point bears South 29° 49' 32" East, 3,067.91 feet;

Southwesterly with the arc of said non-tangent curve through a central angle of 04° 37' 56", having a chord bearing and distance of South 57° 51' 30" West, 247.97 feet, and an arc length of 248.03 feet to a type III TxDOT monument found at the beginning of a tangent reverse curve to the right;

Southwesterly with the arc of said reverse curve having a radius of 4,076.88 feet, through a central angle of 03° 48' 49", having a chord bearing and distance of South 57° 26' 56" West, 271.32 feet, and an arc length of 271.37 feet to a type III TxDOT monument found;

And South 59° 21' 21" West, 354.56 feet to the POINT OF BEGINNING, and CONTAINING 27.890 acres, or 1,214,909 square feet of land more or less. Said tract being described in conjunction with a graphic depiction thereof prepared under job number 30020-01 by Pape-Dawson Engineers, Inc.

"THIS DOCUMENT WAS PREPARED UNDER 22TAC663.21, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED."

PREPARED BY: Pape-Dawson Engineers, Inc.
DATE: April 15, 2021
JOB NO. 30020-01
DOC. ID. N:\CIVIL\30020-01\Word\30020-01 FN_ZN 27.890 AC.docx



**METES AND BOUNDS DESCRIPTION
FOR
ZONING – TRACT 2**

A 14.754 acre tract of land situated within the corporate limits of the City of Schertz, Comal County, Texas, out of the Rafael Garza Survey No. 98, Abstract 175, being comprised of a portion of a 62.981 acre tract of land conveyed unto San Antonio Two Limited Partnership by deed executed January 27, 1992 and recorded in Volume 803, Page 789, Official Public Records of Comal County, Texas; and a portion of a 58.264 acre tract of land conveyed unto Charles A. Forbes, Trustee by deed executed February 20, 1990 and recorded in Volume 712, Page 248, said Official Public Records. In all, said 14.754 acre tract being more particularly described as follows, with bearings based on the Texas Coordinate System established for the South Central Zone from the North American Datum of 1983 NAD 83 (NA2011) epoch 2010.00:

COMMENCING: at a type III TxDOT monument found on the northwest line of Interstate Highway No. 35 (a variable width public right-of-way), same being on the northeast line of Lot 1, Block 1, WESTRIDGE SUBDIVISION, recorded in Document No. 201806029613, Map and Plat Records of Comal County, Texas same also being the south corner of said 62.981 acre tract, from whence a type III TxDOT monument found at the east corner of said Lot 1 bears South 30° 48' 46" East, 12.67 feet;

THENCE: departing the northwest line of said Interstate Highway No. 35, with and along the northeast line of said Lot 1, and the northeast line of a 20.00 acre tract of land conveyed unto Schertz 35, LLC by deed executed November 15, 2016 and recorded in Document No. 201606044069, said Official Public Records, North 30° 48' 46" West, 442.75 feet to a point on the northeast line of said 20.00 acre tract for the south corner and POINT OF BEGINNING of this tract;

THENCE: continuing with and along the northeast line of said 20.00 acre tract, North 30° 48' 46" West, 255.26 feet to a point;

THENCE: departing the northeast line of said 20.00 acre tract, over and across said 62.981 acre tract and said 58.264 acre tract, North 59° 31' 01" East, 2,787.25 feet to a point on the southwest line of a 48.625 acre tract of land conveyed unto Karen Friesenhahn by deed executed March 13, 2017 and recorded in Document No. 201706040416, said Official Public Records;

THENCE: with and along the southwest line of said 48.625 acre tract and the southwest line of a 19.43 acre tract of land conveyed unto Caverns Hills Center, LLC by deed executed January 12, 2010 and recorded in Document No. 201006001650, said Official Public Records, South 30° 23' 35" East, 187.89 feet to a point;

THENCE: departing the southwest line of said 19.43 acre tract, over and across said 58.264 acre tract and said 62.981 acre tract the following courses:

South 59° 26' 28" West, 976.19 feet to a point;

South 37° 56' 19" West, 186.67 feet to a point;

And South 59° 36' 25" West, 1,635.71 feet to the POINT OF BEGINNING, and CONTAINING 14.754 acres, or 642,692 square feet of land more or less. Said tract being described in conjunction with graphic depiction thereof prepared under job number 30020-01 by Pape-Dawson Engineers, Inc.

"THIS DOCUMENT WAS PREPARED UNDER 22TAC663.21, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED."

PREPARED BY: Pape-Dawson Engineers, Inc.
DATE: April 15, 2021
JOB NO. 30020-01
DOC. ID. N:\CIVIL\30020-01\Word\30020-01 FN_ZN 14.754 AC.docx



Development Standards

Planned Development District for IDV Hubertus

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 - A. Introduction

- II. Zoning Districts (Article 5)**
 - A. Permitted Land Uses (Section 21.5.8)

- III. Site Design Standards (Article 9)**
 - A. Exterior construction and design standards (Section 21.9.5)
 - B. Outdoor Display and Storage (Section 21.8.9)
 - C. Landscaping (Section 21.9.7)

- IV. Amendments to the Planned Development District**

- V. Appendices and Attachments**
 - A. Conceptual Site Plan of PDD

IDV Hubertus

- I. General**
 - A. Introduction

This property will develop in accordance with the provisions of the City of Schertz Unified Development Code (UDC) as amended. This property will develop in accordance with the base zoning districts of General Business District- 2 (GB2) with the following modifications to the UDC relating to permitted land uses and landscaping:

II. Zoning District (Article 5)

A. Permitted Land Uses (section 21.5.8)

Permitted Use Table. In addition to the permitted uses listed in UDC Table 21.5.8.

Permitted uses as amended, remove the following:

- Airport, Heliport, or Landing field
- Assisted Care or Living Facility
- Livestock
- Recycling Collection Center
- Recycling Collection Point
- Trailer/Manufactured Homes Sales
- Truck Sales, Heavy Equipment
- Truck Terminal

III. Site Design Standards (Article 8, 9, 14)

1. The City's ordinances and standards applicable to the uses on the commercial and industrial lots of the PDD will apply with the following amendments to the sub-sections of the UDC as amended:

Section 21.8.9.B.2.e- General Outdoor Storage. General outdoor storage items shall be completely enclosed or shall be moved to the rear of the structure, but in no event shall general outdoor storage items be visible from public right-of-way, such as trucks and trailers.

Tree Size – the minimum size for all required trees shall be 3 caliper inches

Section 21.14.3.C.- Landscape Buffer. In addition to the requirements of section 21.9.7 of this UDC for landscaping, a minimum twenty foot (20') wide landscape buffer shall be provided adjacent to any public right-of-way classified as a Principal Arterial or Secondary Arterial in accordance with Sec. 21.14.1. Trees shall be planted at an average density of one (1) tree per forty linear feet (35') of street frontage at 3 caliper size. The landscape buffer shall require an irrigation system and shall be maintained by the property owner.

IV. Amendments to the Planned Development District

- A. Any significant changes from the established standards for the approved PDD, or changes that later the concept of the PDD will cause the plan to be resubmitted for approval by the Planning and Zoning Commission and the City Council, including a new public hearing with applicable fees. Minor changes which do not alter the concept or intent of the development shall be approved or denied administratively.

V. Appendices and Attachments

- A. Conceptual Plan attached as Exhibit A
- B. Building Elevations attached as Exhibit B

DATE: APRIL 15, 2021

Exhibit B





W
N
E
S

SCHERTZ

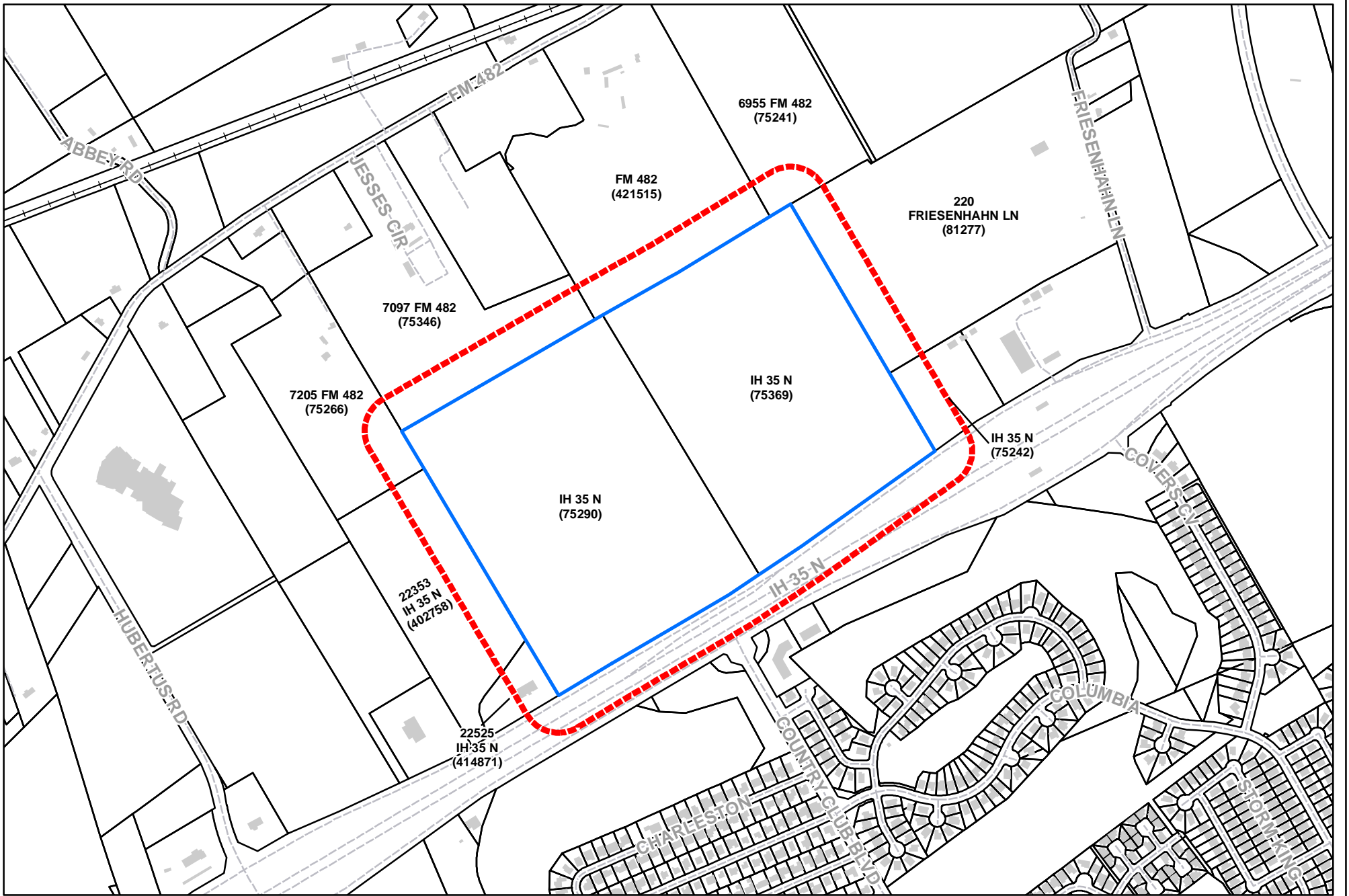
COMMUNITY • SERVICE • OPPORTUNITY

SAN ANTONIO TWO LTD PTNSHP
IH 35 N BETWEEN HUBERTUS RD & FRISENHAHN LN

<all other values>	60' Expansion	86' Extension	120' Proposed	1", 1 1/2"	8"	20"	Unknown	Schertz Gravity	Hydrant	200' Buffer
Highways	60' Proposed	86' Proposed	Abandoned	2", 2 1/2"	10"	24"	Neighboring Main	Schertz Pressure	Manholes	Schertz Municipal Boundary
Major Roads	60' Extension	86' Extension	Future TxDOT	3"	12"	30"	Neighboring Gravity	Private Gravity	County Boundaries	
Minor Roads	86' Expansion	120' Extension	Highway	4"	16"	36"	Private Main	Private Pressure		
Other Cities				6"	18"					

1 Inch = 400 Feet

0 200 400 800 1,200 Feet



City of Schertz

SAN ANTONIO TWO LTD PTNSHP
IH 35 N BETWEEN HUBERTUS RD &
FRIESENHAHN LN



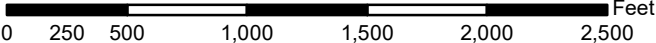
200' Buffer



Project Boundary



Parcel Boundaries



Last Update: August 12, 2021
City of Schertz, GIS Specialist: Bill Gardner, gis@schertz.com (210) 619-1185
"The City of Schertz provides this Geographic Information System product "as is" without any express or implied warranty of any kind including but not limited to the implied warranties of merchantability and fitness for a particular purpose. In no event shall The City of Schertz be liable for any special, indirect or consequential damages or any damages whatsoever arising out of or in connection with the use of or performance of these materials. Information published in this product could include technical inaccuracies or typographical errors. Periodical changes may be made and information may be added to the information herein. The City of Schertz may make improvements and/or changes in the product(s) described herein at any time."

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021

Department: Finance

Subject: Ordinance No. 21-M-40 - Consideration and/or action to approve an Ordinance by the City Council of the City of Schertz, Texas amending the City of Schertz Code of Ordinances and certain other Ordinances by amending and establishing fees for certain licenses, permits, and other services provided by the City of Schertz. *Second and Final Reading (M. Browne/B. James/J. Walters)*

BACKGROUND

City Departments collect a wide variety of fees for permits, services, fines and other charges that are all part of everyday operations of municipal government. Since September 2008, the fees have been incorporated into a single fee schedule. Ordinance 08-M-43 established the consolidated fee schedule and allows for the modification of existing fees to be done by resolution while new fees are established or added to the Fee Schedule by ordinance.

The Fee Schedule ordinance provides a single document with all City fees that directly affect the users. The changes to the fees ensure the continued operation of public utilities, provides for essential services to the community and to adequately maintain the investment in existing infrastructure. All changes to the fee schedule will have a 45-day period before the new fees take effect. This allows staff to update and advise citizens on the upcoming changes. The recommended effective date of these fee changes will be November 1, 2021.

Fees will be broken down into Adult and Child for the Daddy/Daughter and Mother/Son dances. The couple price overall will remain the same but additional adult tickets will increase by \$6.

Kickball entry fees will remove the per team costs but increase the individual fee. Overall effect should simplify the entry fees while still covering the City's costs.

Cornhold League entry will be reduced from \$40 to \$25 to match staff costs.

The schedule will be modified to clarify the Holidazzle parade entry fee of \$15 is only for businesses - others are free.

New Fees include Indoor Volleyball registration, New Year's Masquerade Food Vendor registration, and renting of equipment for use in the pavilion. The equipment includes spike ball, basketballs, and pickle ball nets.

Fire permits will lower the Flammable or Combustible liquid tank review and permit fee from \$150 to \$25. The state has taken over review and regulation of these tanks lowering the staff time required for the permit.

Fire plan review will be increased to \$75 from \$50 and remove the after hours upcharge, to match staff costs in reviewing plans.

Inspections will remove the miscellaneous review fees included in the fee schedule. Staff has not had to charge for these in 5 years so it will not affect revenue.

Water and Sewer rate changed as approved by council on July 27, 2021 will be included in the Fee Schedule.

Fee Schedule Update: Alcohol Permits and Licenses were updated to match TABC codes and descriptions. No fees were changed but some categories were combined and simplified in the process.

GOAL

To update the Adopted Fee Schedule for FY 2021-22.

COMMUNITY BENEFIT

Provide a single place for information on City fees.

SUMMARY OF RECOMMENDED ACTION

Staff recommends council approve the proposed changes to the fees schedule.

FISCAL IMPACT

The fee changes will all affect the General Fund but have a low overall fiscal impact due to the narrow scope of their estimated use but are intended as cost recovery of providing the described services.

RECOMMENDATION

Adopt Ordinance 21-M-40 and updated fees for FY 2021-22

Attachments

Ordinance 21-M-40
Exhibit A Fee Schedule
W&S Fee Study

ORDINANCE NO. 21-M-40

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AMENDING THE CITY OF SCHERTZ CODE OF ORDINANCES AND CERTAIN OTHER ORDINANCES BY AMENDING AND ESTABLISHING FEES FOR CERTAIN LICENSES, PERMITS, AND OTHER SERVICES PROVIDED BY THE CITY OF SCHERTZ.

WHEREAS, the City of Schertz (the “City”) has established by ordinances and resolutions for fees for licenses, permits, and services provided by the City; and

WHEREAS, the City Council has authorized a review and a consolidation of certain fees for licenses, permits, and services provided by the City; and

WHEREAS, the Schedule of Fees attached as Exhibit A reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of all such fees; and

WHEREAS, due to the need for periodic modification of said fees and for the purposes of efficiency, the City Council desires to adopt future fee changes by resolution rather than by ordinance.

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

SECTION 1.

All persons, firms, or corporations applying for licenses or permits or receiving other City services described on Exhibit A that require the payment of a fee incident to such application or service shall pay the fees as prescribed in the Fee Schedule attached hereto as Exhibit A and made a part of hereof. It shall be a violation of this Ordinance to conduct any activity or commence any use or receive any service for which payment of a fee described herein is required until such fee has been paid (if required to be paid in advance) or to fail to pay such fee when properly billed.

SECTION 2.

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Schertz, Texas as to the fees set forth on Exhibit A effect on the effective date of this Ordinance, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 3.

The City Council may, from time to time, by ordinance add to the fees set forth on Exhibit A, and the fees now or hereafter set forth on Exhibit A may be modified from time to time by resolution of the City Council.

SECTION 4.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 5.

Subject to the last sentence of this Section, any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of provisions of this Ordinance shall be fined not more than Five Hundred Dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. If any other ordinance, including the Code of Ordinances, establishes a different penalty for the failure to pay any fee on Exhibit A, the provisions of such other ordinance or the Code of Ordinances shall control with respect to such penalty.

SECTION 6.

All rights and remedies of the City are expressly saved as to any and all violations of the provisions of the Code of Ordinances in effect on the effective date of this Ordinance and modified by this Ordinance or any other ordinances in effect on the effective date of this Ordinance and modified by this Ordinance and requiring the payment of fees for licenses, permits, and other services provided by the City which have accrued on the effective date of this Ordinance; and any and all accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 7.

This Ordinance shall be in full force and effect from and after its final passage and any publication required by law.

Passed and approved on the first reading this 7th day of September 2021.

PASSED AND APPROVED ON FINAL READING this 14th day of September 2021.

Mayor, City of Schertz

ATTEST:

City Secretary, City of Schertz, Texas

City of Schertz



Schedule of Fees

Effective November 1, 2021

**City of Schertz
Schedule of Fees**

Summary of Changes	2020-21	2021-22
Daddy Daughter/Mother Son Dances		
Per Couple	\$ 30.00	\$ -
Additional Individual Ticket	\$ 12.00	\$ -
Adult	\$ -	\$ 18.00
Child (17 and under)	\$ -	\$ 12.00
Kickball		
Per Team	\$ 300.00	\$ -
Individual	\$ 20.00	\$ 25.00
Late Fee Per Team	\$ 75.00	\$ -
Late Fee Per Individual	\$ 5.00	\$ 10.00
Cornhole League		
Individual	\$ 40.00	\$ 25.00
Indoor Volleyball		
Individual	\$ -	\$ 25.00
Late Fee per Individual	\$ -	\$ 10.00
New Years Eve Masquerade		
Food Vendor	\$ -	\$ 50.00
Spike ball		
Spike ball nets with balls	\$ -	\$ 15.00
Basketball		
Set of Half Dozen Basketballs	\$ -	\$ 15.00
Pickleball		
Pickleball Net (Paddles and Balls are Included)	\$ -	\$ 40.00
Fire Permits		
Flammable or combustible liquid tanks, each review	\$ 150.00	\$ 25.00

**City of Schertz
Schedule of Fees**

Summary of Changes	2020-21	2021-22
Plan Review Fees, construction per hour	\$ 50.00	\$ 75.00
SFR After Hours Plan Review Rush (per hour, 2 hour minimum)	\$ 65.00	\$ 75.00

Inspections

All plan review fees that follow are subject to a 15% administrative fee

Drainage Plan Review, per hour (2 hour minimum)	\$ 100.00	Delete
Preliminary Plan Review, per hour (2 hour minimum)	\$ 100.00	Delete
Irrigation Plan Review, per hour (2 hour minimum)	\$ 100.00	Delete
Additional Plan Review (ie Revised), per hour (1 hour minimum)	\$ 100.00	Delete
Commercial/Civil Express Plan Review, per hour (2 hour minimum)*	TBD	Delete
Commercial/Civil Outsource Plan Review*	Actual	

*Deposit Required

Licenses

Package Store Permit	\$250.00	\$ 250.00
Wine and Malt Beverage Retailer's Permit	\$87.50	\$ 87.50
Wine and Malt Beverage Retailer's Off Premises Permit	\$30.00	\$ 30.00
(Malt Beverage) Retail Dealer's On-Premise License	\$75.00	\$ 75.00
Wine-Only Package Store Permit	\$37.50	\$ 37.50
Mixed Beverage Permit	\$375.00	\$ 375.00
Wholesaler's Permit	\$937.50	\$ 937.50
Branch's Distributor's License	\$37.50	\$ 37.50
(Malt Beverage) Retail Dealer's Off-Premise License	\$30.00	\$ 30.00
Local Distributor's Permit	\$50.00	\$ 50.00
Winery Permit	\$37.50	\$ 37.50

Licenses

Package Store	\$250.00
Package Store Tasting	\$12.50
Wine & Beer Retailers	\$87.50
Wine & Beer Retailers—Off premises	\$30.00
Late Hours	\$125.00
Beer on Premises	\$75.00
Wine Only—Package Store	\$37.50
Mix Beverage Permit	\$375.00
Mix Beverage Late Hours	\$75.00
Caterer's Permit	\$250.00
Retail Dealer On-Premises—Late Hours	\$125.00
Local Cartage	\$10.00

**City of Schertz
Schedule of Fees**

Sewer Rates	2020-21	2021-22
<u>Residential Rates (Single Family)</u>		
Base Rate-per month	\$ 13.54	\$ 14.43
Per 1,000 gal Charge, Per Month		
Per 1,000 gal charge Total- 12,000 gallons or less	\$ 4.46	\$ 4.75
greater than 12,000 gallons	\$ 10.12	\$ 10.79
<u>Business and Multi-family Dwelling Units:</u>		
Base Rate per month	\$ 17.03	\$ 18.15
The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate.		
Per 1,000 gal Charge, Per Month		
Per 1,000 gal charge Total- 12,000 gallons or less	\$ 4.57	\$ 4.87
greater than 12,000 gallons	\$ 10.22	\$ 10.89

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2021-22
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 3.04	\$ 24.61	\$ 3.04
	6,000	\$ 42.85	\$ 3.40	\$ 42.85	\$ 0.40
	12,000	\$ 63.25	\$ 3.98	\$ 63.25	\$ 3.98
	18,000	\$ 87.13	\$ 4.86	\$ 87.13	\$ 4.86
	30,000	\$ 145.45	\$ 6.17	\$ 145.45	\$ 6.17
3/4 IN CODE 2	0	\$ 36.89	\$ 3.04	\$ 36.89	\$ 3.04
	6,000	\$ 55.13	\$ 3.40	\$ 55.13	\$ 3.40
	12,000	\$ 75.53	\$ 3.98	\$ 75.53	\$ 3.98
	18,000	\$ 99.41	\$ 4.86	\$ 99.41	\$ 4.86
	30,000	\$ 157.73	\$ 6.17	\$ 157.73	\$ 6.17
1.0 IN CODE 3	0	\$ 61.49	\$ 3.04	\$ 61.49	\$ 3.04
	6,000	\$ 79.73	\$ 3.40	\$ 79.73	\$ 3.40
	12,000	\$ 100.13	\$ 3.98	\$ 100.13	\$ 3.98
	18,000	\$ 124.01	\$ 4.86	\$ 124.01	\$ 4.86
	30,000	\$ 182.33	\$ 6.17	\$ 182.33	\$ 6.17
1 1/2 IN CODE 4	0	\$ 122.99	\$ 3.04	\$ 122.99	\$ 3.04
	6,000	\$ 141.23	\$ 3.40	\$ 141.23	\$ 3.40
	12,000	\$ 161.63	\$ 3.98	\$ 161.63	\$ 3.98
	18,000	\$ 185.51	\$ 4.86	\$ 185.51	\$ 4.86
	30,000	\$ 243.83	\$ 6.17	\$ 243.83	\$ 6.17
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 3.04	\$ 196.78	\$ 3.04
	6,000	\$ 215.02	\$ 3.40	\$ 215.02	\$ 3.40
	12,000	\$ 235.42	\$ 3.98	\$ 235.42	\$ 3.98
	18,000	\$ 259.30	\$ 4.86	\$ 259.30	\$ 4.86
	30,000	\$ 317.62	\$ 6.17	\$ 317.62	\$ 6.17
2IN TURBINE CODE 6	0	\$ 245.96	\$ 3.04	\$ 245.96	\$ 3.04
	6,000	\$ 264.20	\$ 3.40	\$ 264.20	\$ 3.40
	12,000	\$ 284.60	\$ 3.98	\$ 284.60	\$ 3.98
	18,000	\$ 308.48	\$ 4.86	\$ 308.48	\$ 4.86
	30,000	\$ 366.80	\$ 6.17	\$ 366.80	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2021-22
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	INSIDE CITY			OUTSIDE CITY		
		BLOCK RATE	RATE 1000		BLOCK RATE	RATE 1000	
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 3.04		\$ 393.55	\$ 3.04	
	6,000	\$ 411.79	\$ 3.40		\$ 411.79	\$ 3.40	
	12,000	\$ 432.19	\$ 3.98		\$ 432.19	\$ 3.98	
	18,000	\$ 456.07	\$ 4.86		\$ 456.07	\$ 4.86	
	30,000	\$ 514.39	\$ 6.17		\$ 514.39	\$ 6.17	
3 IN TURBINE CODE 8	0	\$ 590.33	\$ 3.04		\$ 590.33	\$ 3.04	
	6,000	\$ 608.57	\$ 3.40		\$ 608.57	\$ 3.40	
	12,000	\$ 628.97	\$ 3.98		\$ 628.97	\$ 3.98	
	18,000	\$ 652.85	\$ 4.86		\$ 652.85	\$ 4.86	
	30,000	\$ 711.17	\$ 6.17		\$ 711.17	\$ 6.17	
4 IN COMPOUND CODE 9	0	\$ 614.93	\$ 3.04		\$ 614.93	\$ 3.04	
	6,000	\$ 633.17	\$ 3.40		\$ 633.17	\$ 3.40	
	12,000	\$ 653.57	\$ 3.98		\$ 653.57	\$ 3.98	
	18,000	\$ 677.45	\$ 4.86		\$ 677.45	\$ 4.86	
	30,000	\$ 735.77	\$ 6.17		\$ 735.77	\$ 6.17	
4 IN TURBINE CODE 10	0	\$ 1,033.08	\$ 3.04		\$ 1,033.08	\$ 3.04	
	6,000	\$ 1,051.32	\$ 3.40		\$ 1,051.32	\$ 3.40	
	12,000	\$ 1,071.72	\$ 3.98		\$ 1,071.72	\$ 3.98	
	18,000	\$ 1,095.60	\$ 4.86		\$ 1,095.60	\$ 4.86	
	30,000	\$ 1,153.92	\$ 6.17		\$ 1,153.92	\$ 6.17	
6 IN COMPOUND CODE 11	0	\$ 1,229.86	\$ 3.04		\$ 1,229.86	\$ 3.04	
	6,000	\$ 1,248.10	\$ 3.40		\$ 1,248.10	\$ 3.40	
	12,000	\$ 1,268.50	\$ 3.98		\$ 1,268.50	\$ 3.98	
	18,000	\$ 1,292.38	\$ 4.86		\$ 1,292.38	\$ 4.86	
	30,000	\$ 1,350.70	\$ 6.17		\$ 1,350.70	\$ 6.17	
6 IN TURBINE CODE 12	0	\$ 2,262.93	\$ 3.04		\$ 2,262.93	\$ 3.04	
	6,000	\$ 2,281.17	\$ 3.40		\$ 2,281.17	\$ 3.40	
	12,000	\$ 2,301.57	\$ 3.98		\$ 2,301.57	\$ 3.98	
	18,000	\$ 2,325.45	\$ 4.86		\$ 2,325.45	\$ 4.86	
	30,000	\$ 2,383.77	\$ 6.17		\$ 2,383.77	\$ 6.17	
8 IN COMPOUND CODE 13	0	\$ 1,987.74	\$ 3.04		\$ 1,987.74	\$ 3.04	
	6,000	\$ 2,005.98	\$ 3.40		\$ 2,005.98	\$ 3.40	
	12,000	\$ 2,026.38	\$ 3.98		\$ 2,026.38	\$ 3.98	
	18,000	\$ 2,050.26	\$ 4.86		\$ 2,050.26	\$ 4.86	
	30,000	\$ 2,108.58	\$ 6.17		\$ 2,108.58	\$ 6.17	

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2021-22
GALLONS SOLD BY METER SIZE (RESIDENTIAL)	

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
8 IN TURBINE CODE 14	0	\$ 3,975.48	\$ 3.04	\$ 3,975.48	\$ 3.04
	6,000	\$ 3,993.72	\$ 3.40	\$ 3,993.72	\$ 3.40
	12,000	\$ 4,014.12	\$ 3.98	\$ 4,014.12	\$ 3.98
	18,000	\$ 4,038.00	\$ 4.86	\$ 4,038.00	\$ 4.86
	30,000	\$ 4,096.32	\$ 6.17	\$ 4,096.32	\$ 6.17
10 IN COMPOUND CODE 15	0	\$ 2,857.37	\$ 3.04	\$ 2,857.37	\$ 3.04
	6,000	\$ 2,875.61	\$ 3.40	\$ 2,875.61	\$ 3.40
	12,000	\$ 2,896.01	\$ 3.98	\$ 2,896.01	\$ 3.98
	18,000	\$ 2,919.89	\$ 4.86	\$ 2,919.89	\$ 4.86
	30,000	\$ 2,978.21	\$ 6.17	\$ 2,978.21	\$ 6.17
10 IN TURBINE CODE 16	0	\$ 6,211.67	\$ 3.04	\$ 6,211.67	\$ 3.04
	6,000	\$ 6,229.91	\$ 3.40	\$ 6,229.91	\$ 3.40
	12,000	\$ 6,250.31	\$ 3.98	\$ 6,250.31	\$ 3.98
	18,000	\$ 6,274.19	\$ 4.86	\$ 6,274.19	\$ 4.86
	30,000	\$ 6,332.51	\$ 6.17	\$ 6,332.51	\$ 6.17
12 IN TURBINE CODE 17	0	\$ 8,199.42	\$ 3.04	\$ 8,199.42	\$ 3.04
	6,000	\$ 8,217.66	\$ 3.40	\$ 8,217.66	\$ 3.40
	12,000	\$ 8,238.06	\$ 3.98	\$ 8,238.06	\$ 3.98
	18,000	\$ 8,261.94	\$ 4.86	\$ 8,261.94	\$ 4.86
	30,000	\$ 8,320.26	\$ 6.17	\$ 8,320.26	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	INSIDE CITY				OUTSIDE CITY			
	BLOCK GALLONS	BLOCK RATE	RATE 1000		BLOCK RATE	RATE 1000		
5/8 IN CODE 1	0	\$ 24.61	\$ 3.04		\$ 24.61	\$ 3.04		
	6,000	\$ 42.85	\$ 3.40		\$ 42.85	\$ 0.40		
	12,000	\$ 63.25	\$ 3.98		\$ 63.25	\$ 3.98		
	18,000	\$ 87.13	\$ 4.86		\$ 87.13	\$ 4.86		
	30,000	\$ 145.45	\$ 6.17		\$ 145.45	\$ 6.17		
3/4 IN CODE 2	0	\$ 36.89	\$ 3.04		\$ 36.89	\$ 3.04		
	6,000	\$ 55.13	\$ 3.40		\$ 55.13	\$ 3.40		
	12,000	\$ 75.53	\$ 3.98		\$ 75.53	\$ 3.98		
	18,000	\$ 99.41	\$ 4.86		\$ 99.41	\$ 4.86		
	30,000	\$ 157.73	\$ 6.17		\$ 157.73	\$ 6.17		
1.0 IN CODE 3	0	\$ 61.49	\$ 3.04		\$ 61.49	\$ 3.04		
	6,000	\$ 79.73	\$ 3.40		\$ 79.73	\$ 3.40		
	12,000	\$ 100.13	\$ 3.98		\$ 100.13	\$ 3.98		
	18,000	\$ 124.01	\$ 4.86		\$ 124.01	\$ 4.86		
	30,000	\$ 182.33	\$ 6.17		\$ 182.33	\$ 6.17		

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
GALLONS SOLD BY METER SIZE (COMMERCIAL)	

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
1 1/2 IN CODE 4	0	\$ 122.99	\$ 3.04	\$ 122.99	\$ 3.04
	6,000	\$ 141.23	\$ 3.40	\$ 141.23	\$ 3.40
	12,000	\$ 161.63	\$ 3.98	\$ 161.63	\$ 3.98
	18,000	\$ 185.51	\$ 4.86	\$ 185.51	\$ 4.86
	30,000	\$ 243.83	\$ 6.17	\$ 243.83	\$ 6.17
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 3.04	\$ 196.78	\$ 3.04
	18,000	\$ 251.50	\$ 3.40	\$ 215.02	\$ 3.40
	36,000	\$ 312.70	\$ 3.98	\$ 235.42	\$ 3.98
	54,000	\$ 384.34	\$ 4.86	\$ 259.30	\$ 4.86
	90,000	\$ 559.30	\$ 6.17	\$ 317.62	\$ 6.17
2IN TURBINE CODE 6	0	\$ 245.96	\$ 3.04	\$ 245.96	\$ 3.04
	18,000	\$ 300.68	\$ 3.40	\$ 264.20	\$ 3.40
	36,000	\$ 361.88	\$ 3.98	\$ 284.60	\$ 3.98
	54,000	\$ 433.52	\$ 4.86	\$ 308.48	\$ 4.86
	90,000	\$ 608.48	\$ 6.17	\$ 366.80	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
GALLONS SOLD BY METER SIZE (COMMERCIAL)	

METER	BLOCK GALLONS	INSIDE CITY			OUTSIDE CITY		
		BLOCK RATE	RATE 1000		BLOCK RATE	RATE 1000	
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 3.04		\$ 393.55	\$ 3.04	
	18,000	\$ 448.27	\$ 3.40		\$ 411.79	\$ 3.40	
	36,000	\$ 509.47	\$ 3.98		\$ 432.19	\$ 3.98	
	54,000	\$ 581.11	\$ 4.86		\$ 456.07	\$ 4.86	
	90,000	\$ 756.07	\$ 6.17		\$ 514.39	\$ 6.17	
3 IN TURBINE CODE 8	0	\$ 590.33	\$ 3.04		\$ 590.33	\$ 3.04	
	18,000	\$ 645.05	\$ 3.40		\$ 608.57	\$ 3.40	
	36,000	\$ 706.25	\$ 3.98		\$ 628.97	\$ 3.98	
	54,000	\$ 777.89	\$ 4.86		\$ 652.85	\$ 4.86	
	90,000	\$ 952.85	\$ 6.17		\$ 711.17	\$ 6.17	
4 IN COMPOUND CODE 9	0	\$ 614.93	\$ 3.04		\$ 614.93	\$ 3.04	
	18,000	\$ 669.65	\$ 3.40		\$ 633.17	\$ 3.40	
	36,000	\$ 730.85	\$ 3.98		\$ 653.57	\$ 3.98	
	54,000	\$ 802.49	\$ 4.86		\$ 677.45	\$ 4.86	
	90,000	\$ 977.45	\$ 6.17		\$ 735.77	\$ 6.17	

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
GALLONS SOLD BY METER SIZE (COMMERCIAL)	

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
4 IN TURBINE CODE 10	0	\$ 1,033.08	\$ 3.04	\$ 1,033.08	\$ 3.04
	18,000	\$ 1,087.80	\$ 3.40	\$ 1,051.32	\$ 3.40
	36,000	\$ 1,149.00	\$ 3.98	\$ 1,071.72	\$ 3.98
	54,000	\$ 1,220.64	\$ 4.86	\$ 1,095.60	\$ 4.86
	90,000	\$ 1,395.60	\$ 6.17	\$ 1,153.92	\$ 6.17
6 IN COMPOUND CODE 11	0	\$ 1,229.86	\$ 3.04	\$ 1,229.86	\$ 3.04
	18,000	\$ 1,284.58	\$ 3.40	\$ 1,248.10	\$ 3.40
	36,000	\$ 1,345.78	\$ 3.98	\$ 1,268.50	\$ 3.98
	54,000	\$ 1,417.42	\$ 4.86	\$ 1,292.38	\$ 4.86
	90,000	\$ 1,592.38	\$ 6.17	\$ 1,350.70	\$ 6.17
6 IN TURBINE CODE 12	0	\$ 2,262.93	\$ 3.04	\$ 2,262.93	\$ 3.04
	18,000	\$ 2,317.65	\$ 3.40	\$ 2,281.17	\$ 3.40
	36,000	\$ 2,378.85	\$ 3.98	\$ 2,301.57	\$ 3.98
	54,000	\$ 2,450.49	\$ 4.86	\$ 2,325.45	\$ 4.86
	90,000	\$ 2,625.45	\$ 6.17	\$ 2,383.77	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
GALLONS SOLD BY METER SIZE (COMMERCIAL)	

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
8 IN COMPOUND CODE 13	0	\$ 1,987.74	\$ 3.04	\$ 1,987.74	\$ 3.04
	18,000	\$ 2,042.46	\$ 3.40	\$ 2,005.98	\$ 3.40
	36,000	\$ 2,103.66	\$ 3.98	\$ 2,026.38	\$ 3.98
	54,000	\$ 2,175.30	\$ 4.86	\$ 2,050.26	\$ 4.86
	90,000	\$ 2,350.26	\$ 6.17	\$ 2,108.58	\$ 6.17
8 IN TURBINE CODE 14	0	\$ 3,975.48	\$ 3.04	\$ 3,975.48	\$ 3.04
	18,000	\$ 4,030.20	\$ 3.40	\$ 3,993.72	\$ 3.40
	36,000	\$ 4,091.40	\$ 3.98	\$ 4,014.12	\$ 3.98
	54,000	\$ 4,163.04	\$ 4.86	\$ 4,038.00	\$ 4.86
	90,000	\$ 4,338.00	\$ 6.17	\$ 4,096.32	\$ 6.17
10 IN COMPOUND CODE 15	0	\$ 2,857.37	\$ 3.04	\$ 2,857.37	\$ 3.04
	18,000	\$ 2,912.09	\$ 3.40	\$ 2,875.61	\$ 3.40
	36,000	\$ 2,973.29	\$ 3.98	\$ 2,896.01	\$ 3.98
	54,000	\$ 3,044.93	\$ 4.86	\$ 2,919.89	\$ 4.86
	90,000	\$ 3,219.89	\$ 6.17	\$ 2,978.21	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

	INSIDE CITY			OUTSIDE CITY		
METER	BLOCK GALLONS	BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000	
10 IN	0	\$ 6,211.67	\$ 3.04	\$ 6,211.67	\$ 3.04	
TURBINE	18,000	\$ 6,266.39	\$ 3.40	\$ 6,229.91	\$ 3.40	
CODE 16	36,000	\$ 6,327.59	\$ 3.98	\$ 6,250.31	\$ 3.98	
	54,000	\$ 6,399.23	\$ 4.86	\$ 6,274.19	\$ 4.86	
	90,000	\$ 6,574.19	\$ 6.17	\$ 6,332.51	\$ 6.17	
12 IN	0	\$ 8,199.42	\$ 3.04	\$ 8,199.42	\$ 3.04	
TURBINE	18,000	\$ 8,254.14	\$ 3.40	\$ 8,217.66	\$ 3.40	
CODE 17	36,000	\$ 8,315.34	\$ 3.98	\$ 8,238.06	\$ 3.98	
	54,000	\$ 8,386.98	\$ 4.86	\$ 8,261.94	\$ 4.86	
	90,000	\$ 8,561.94	\$ 6.17	\$ 8,320.26	\$ 6.17	
			RATE 1000			
FH METER		\$ 116.88	\$ 8.98			
Cibolo Wholesale Water Rate			\$ 3.27			

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 3.04	\$ 29.81	\$ 6.08
	6,000	\$ 42.85	\$ 3.09	\$ 66.29	\$ 6.15
	9,000	\$ 52.12	\$ 3.34	\$ 84.74	\$ 6.71
	12,000	\$ 62.14	\$ 3.61	\$ 104.87	\$ 7.21
	15,000	\$ 72.97	\$ 3.82	\$ 126.50	\$ 7.64
	18,000	\$ 84.43	\$ 4.81	\$ 149.42	\$ 9.61
	30,000	\$ 142.15	\$ 5.46	\$ 264.74	\$ 10.94
	45,000	\$ 224.05	\$ 5.81	\$ 428.84	\$ 11.64
	60,000	\$ 311.20	\$ 6.03	\$ 603.44	\$ 12.04
	75,000+	\$ 401.65	\$ 6.15	\$ 784.04	\$ 12.31
3/4 IN CODE 2	0	\$ 36.89	\$ 3.04	\$ 44.69	\$ 6.08
	6,000	\$ 55.13	\$ 3.09	\$ 81.17	\$ 6.15
	9,000	\$ 64.40	\$ 3.34	\$ 99.62	\$ 6.71
	12,000	\$ 74.42	\$ 3.61	\$ 119.75	\$ 7.21
	15,000	\$ 85.25	\$ 3.82	\$ 141.38	\$ 7.64
	18,000	\$ 96.71	\$ 4.81	\$ 164.30	\$ 9.61
	30,000	\$ 154.43	\$ 5.46	\$ 279.62	\$ 10.94
	45,000	\$ 236.33	\$ 5.81	\$ 443.72	\$ 11.64
	60,000	\$ 323.48	\$ 6.03	\$ 618.32	\$ 12.04
	75,000+	\$ 413.93	\$ 6.15	\$ 798.92	\$ 12.31
1.0 IN CODE 3	0	\$ 61.49	\$ 3.04	\$ 74.48	\$ 6.08
	6,000	\$ 79.73	\$ 3.09	\$ 110.96	\$ 6.15
	9,000	\$ 89.00	\$ 3.34	\$ 129.41	\$ 6.71
	12,000	\$ 99.02	\$ 3.61	\$ 149.54	\$ 7.21
	15,000	\$ 109.85	\$ 3.82	\$ 171.17	\$ 7.64
	18,000	\$ 121.31	\$ 4.81	\$ 194.09	\$ 9.61
	30,000	\$ 179.03	\$ 5.46	\$ 309.41	\$ 10.94
	45,000	\$ 260.93	\$ 5.81	\$ 473.51	\$ 11.64
	60,000	\$ 348.08	\$ 6.03	\$ 648.11	\$ 12.04
	75,000+	\$ 438.53	\$ 6.15	\$ 828.71	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	INSIDE CITY			OUTSIDE CITY		
	BLOCK GALLONS	BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000	
1 1/2 IN CODE 4	0	\$ 122.99	\$ 3.04	\$ 148.96	\$ 6.08	
	15,000	\$ 168.59	\$ 3.09	\$ 240.16	\$ 6.15	
	30,000	\$ 214.94	\$ 3.34	\$ 332.41	\$ 6.71	
	45,000	\$ 265.04	\$ 3.61	\$ 433.06	\$ 7.21	
	60,000	\$ 319.19	\$ 3.82	\$ 541.21	\$ 7.64	
	75,000	\$ 376.49	\$ 4.81	\$ 655.81	\$ 9.61	
	100,000	\$ 496.74	\$ 5.46	\$ 896.06	\$ 10.94	
	125,000	\$ 633.24	\$ 5.81	\$ 1,169.56	\$ 11.64	
	150,000	\$ 778.49	\$ 6.03	\$ 1,460.56	\$ 12.04	
	175,000+	\$ 929.24	\$ 6.15	\$ 1,761.56	\$ 12.31	
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 3.04	\$ 238.33	\$ 6.08	
	24,000	\$ 269.74	\$ 3.09	\$ 384.25	\$ 6.15	
	48,000	\$ 343.90	\$ 3.34	\$ 531.85	\$ 6.71	
	72,000	\$ 424.06	\$ 3.61	\$ 692.89	\$ 7.21	
	96,000	\$ 510.70	\$ 3.82	\$ 865.93	\$ 7.64	
	120,000	\$ 602.38	\$ 4.81	\$ 1,049.29	\$ 9.61	
	160,000	\$ 794.78	\$ 5.46	\$ 1,433.69	\$ 10.94	
	200,000	\$ 1,013.18	\$ 5.81	\$ 1,871.29	\$ 11.64	
	240,000	\$ 1,245.58	\$ 6.03	\$ 2,336.89	\$ 12.04	
	280,000+	\$ 1,486.78	\$ 6.15	\$ 2,818.49	\$ 12.31	
2IN TURBINE CODE 6	0	\$ 245.96	\$ 3.04	\$ 297.92	\$ 6.08	
	30,000	\$ 337.16	\$ 3.09	\$ 480.32	\$ 6.15	
	60,000	\$ 429.86	\$ 3.34	\$ 664.82	\$ 6.71	
	90,000	\$ 530.06	\$ 3.61	\$ 866.12	\$ 7.21	
	120,000	\$ 638.36	\$ 3.82	\$ 1,082.42	\$ 7.64	
	150,000	\$ 752.96	\$ 4.81	\$ 1,311.62	\$ 9.61	
	200,000	\$ 993.46	\$ 5.46	\$ 1,792.12	\$ 10.94	
	250,000	\$ 1,266.46	\$ 5.81	\$ 2,339.12	\$ 11.64	
	300,000	\$ 1,556.96	\$ 6.03	\$ 2,921.12	\$ 12.04	
	350,000+	\$ 1,858.46	\$ 6.15	\$ 3,523.12	\$ 12.31	

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 3.04	\$ 476.66	\$ 6.08
	48,000	\$ 539.47	\$ 3.09	\$ 768.50	\$ 6.15
	96,000	\$ 687.79	\$ 3.34	\$ 1,063.70	\$ 6.71
	144,000	\$ 848.11	\$ 3.61	\$ 1,385.78	\$ 7.21
	192,000	\$ 1,021.39	\$ 3.82	\$ 1,731.86	\$ 7.64
	240,000	\$ 1,204.75	\$ 4.81	\$ 2,098.58	\$ 9.61
	320,000	\$ 1,589.55	\$ 5.46	\$ 2,867.38	\$ 10.94
	400,000	\$ 2,026.35	\$ 5.81	\$ 3,742.58	\$ 11.64
	480,000	\$ 2,491.15	\$ 6.03	\$ 4,673.78	\$ 12.04
	560,000+	\$ 2,973.55	\$ 6.15	\$ 5,636.98	\$ 12.31
3 IN TURBINE CODE 8	0	\$ 590.33	\$ 3.04	\$ 715.01	\$ 6.08
	72,000	\$ 809.21	\$ 3.09	\$ 1,152.77	\$ 6.15
	144,000	\$ 1,031.69	\$ 3.34	\$ 1,595.57	\$ 6.71
	216,000	\$ 1,272.17	\$ 3.61	\$ 2,078.69	\$ 7.21
	288,000	\$ 1,532.09	\$ 3.82	\$ 2,597.81	\$ 7.64
	408,000	\$ 1,990.49	\$ 4.81	\$ 3,514.61	\$ 9.61
	528,000	\$ 2,567.69	\$ 5.46	\$ 4,667.81	\$ 10.94
	648,000	\$ 3,222.89	\$ 5.81	\$ 5,980.61	\$ 11.64
	768,000	\$ 3,920.09	\$ 6.03	\$ 7,377.41	\$ 12.04
	888,000+	\$ 4,643.69	\$ 6.15	\$ 8,822.21	\$ 12.31
4 IN COMPOUND CODE 9	0	\$ 614.93	\$ 3.04	\$ 744.79	\$ 6.08
	75,000	\$ 842.93	\$ 3.09	\$ 1,200.79	\$ 6.15
	150,000	\$ 1,074.68	\$ 3.34	\$ 1,662.04	\$ 6.71
	225,000	\$ 1,325.18	\$ 3.61	\$ 2,165.29	\$ 7.21
	300,000	\$ 1,595.93	\$ 3.82	\$ 2,706.04	\$ 7.64
	425,000	\$ 2,073.43	\$ 4.81	\$ 3,661.04	\$ 9.61
	550,000	\$ 2,674.68	\$ 5.46	\$ 4,862.29	\$ 10.94
	675,000	\$ 3,357.18	\$ 5.81	\$ 6,229.79	\$ 11.64
	800,000	\$ 4,083.43	\$ 6.03	\$ 7,684.79	\$ 12.04
	925,000+	\$ 4,837.18	\$ 6.15	\$ 9,189.79	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
4 IN TURBINE CODE 10	0	\$ 1,033.08	\$ 3.04	\$ 1,251.24	\$ 6.08
	126,000	\$ 1,416.12	\$ 3.09	\$ 2,017.32	\$ 6.15
	252,000	\$ 1,805.46	\$ 3.34	\$ 2,792.22	\$ 6.71
	378,000	\$ 2,226.30	\$ 3.61	\$ 3,637.68	\$ 7.21
	504,000	\$ 2,681.16	\$ 3.82	\$ 4,546.14	\$ 7.64
	630,000	\$ 3,162.48	\$ 4.81	\$ 5,508.78	\$ 9.61
	840,000	\$ 4,172.58	\$ 5.46	\$ 7,526.88	\$ 10.94
	1,050,000	\$ 5,319.18	\$ 5.81	\$ 9,824.28	\$ 11.64
	1,260,000	\$ 6,539.28	\$ 6.03	\$ 12,268.68	\$ 12.04
	1,470,000+	\$ 7,805.58	\$ 6.15	\$ 14,797.08	\$ 12.31
6 IN COMPOUND CODE 11	0	\$ 1,229.86	\$ 3.04	\$ 1,489.60	\$ 6.08
	150,000	\$ 1,685.86	\$ 3.09	\$ 2,401.60	\$ 6.15
	300,000	\$ 2,149.36	\$ 3.34	\$ 3,324.10	\$ 6.71
	450,000	\$ 2,650.36	\$ 3.61	\$ 4,330.60	\$ 7.21
	600,000	\$ 3,191.86	\$ 3.82	\$ 5,412.10	\$ 7.64
	750,000	\$ 3,764.86	\$ 4.81	\$ 6,558.10	\$ 9.61
	1,000,000	\$ 4,967.36	\$ 5.46	\$ 8,960.60	\$ 10.94
	1,250,000	\$ 6,332.36	\$ 5.81	\$ 11,695.60	\$ 11.64
	1,500,000	\$ 7,784.86	\$ 6.03	\$ 14,605.60	\$ 12.04
	1,750,000+	\$ 9,292.36	\$ 6.15	\$ 17,615.60	\$ 12.31
6 IN TURBINE CODE 12	0	\$ 2,262.93	\$ 3.04	\$ 2,740.85	\$ 6.08
	276,000	\$ 3,101.97	\$ 3.09	\$ 4,418.93	\$ 6.15
	552,000	\$ 3,954.81	\$ 3.34	\$ 6,116.33	\$ 6.71
	828,000	\$ 4,876.65	\$ 3.61	\$ 7,968.29	\$ 7.21
	1,104,000	\$ 5,873.01	\$ 3.82	\$ 9,958.25	\$ 7.64
	1,380,000	\$ 6,927.33	\$ 4.81	\$ 12,066.89	\$ 9.61
	1,840,000	\$ 9,139.93	\$ 5.46	\$ 16,487.49	\$ 10.94
	2,300,000	\$ 11,651.53	\$ 5.81	\$ 21,519.89	\$ 11.64
	2,760,000	\$ 14,324.13	\$ 6.03	\$ 26,874.29	\$ 12.04
	3,220,000+	\$ 17,097.93	\$ 6.15	\$ 32,412.69	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
8 IN COMPOUND CODE 13	0	\$ 1,987.74	\$ 3.04	\$ 2,407.27	\$ 6.08
	240,000	\$ 2,717.34	\$ 3.09	\$ 3,866.47	\$ 6.15
	480,000	\$ 3,458.94	\$ 3.34	\$ 5,342.47	\$ 6.71
	720,000	\$ 4,260.54	\$ 3.61	\$ 6,952.87	\$ 7.21
	960,000	\$ 5,126.94	\$ 3.82	\$ 8,683.27	\$ 7.64
	1,200,000	\$ 6,043.74	\$ 4.81	\$ 10,516.87	\$ 9.61
	1,600,000	\$ 7,967.74	\$ 5.46	\$ 14,360.87	\$ 10.94
	2,000,000	\$ 10,151.74	\$ 5.81	\$ 18,736.87	\$ 11.64
	2,400,000	\$ 12,475.74	\$ 6.03	\$ 23,392.87	\$ 12.04
	2,800,000+	\$ 14,887.74	\$ 6.15	\$ 28,208.87	\$ 12.31
8 IN TURBINE CODE 14	0	\$ 3,975.48	\$ 3.04	\$ 4,814.54	\$ 6.08
	480,000	\$ 5,434.68	\$ 3.09	\$ 7,732.94	\$ 6.15
	960,000	\$ 6,917.88	\$ 3.34	\$ 10,684.94	\$ 6.71
	1,440,000	\$ 8,521.08	\$ 3.61	\$ 13,905.74	\$ 7.21
	1,920,000	\$ 10,253.88	\$ 3.82	\$ 17,366.54	\$ 7.64
	2,400,000	\$ 12,087.48	\$ 4.81	\$ 21,033.74	\$ 9.61
	3,200,000	\$ 15,935.48	\$ 5.46	\$ 28,721.74	\$ 10.94
	4,000,000	\$ 20,303.48	\$ 5.81	\$ 37,473.74	\$ 11.64
	4,800,000	\$ 24,951.48	\$ 6.03	\$ 46,785.74	\$ 12.04
	5,600,000+	\$ 32,187.48	\$ 6.15	\$ 61,233.74	\$ 12.31
10 IN COMPOUND CODE 15	0	\$ 2,857.37	\$ 3.04	\$ 3,460.46	\$ 6.08
	345,000	\$ 3,906.17	\$ 3.09	\$ 5,558.06	\$ 6.15
	690,000	\$ 4,972.22	\$ 3.34	\$ 7,679.81	\$ 6.71
	1,035,000	\$ 6,124.52	\$ 3.61	\$ 9,994.76	\$ 7.21
	1,380,000	\$ 7,369.97	\$ 3.82	\$ 12,482.21	\$ 7.64
	1,725,000	\$ 8,687.87	\$ 4.81	\$ 15,118.01	\$ 9.61
	2,300,000	\$ 11,453.62	\$ 5.46	\$ 20,643.76	\$ 10.94
	2,875,000	\$ 14,593.12	\$ 5.81	\$ 26,934.26	\$ 11.64
	3,450,000	\$ 17,933.87	\$ 6.03	\$ 33,627.26	\$ 12.04
	4,025,000+	\$ 21,401.12	\$ 6.15	\$ 40,550.26	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

		INSIDE CITY		OUTSIDE CITY	
METER	BLOCK GALLONS	BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
10 IN TURBINE CODE 16	0	\$ 6,211.67	\$ 3.04	\$ 7,182.34	\$ 6.08
	750,000	\$ 8,491.67	\$ 3.09	\$ 11,742.34	\$ 6.15
	1,500,000	\$ 10,809.17	\$ 3.34	\$ 16,354.84	\$ 6.71
	2,250,000	\$ 13,314.17	\$ 3.61	\$ 21,387.34	\$ 7.21
	3,000,000	\$ 16,021.67	\$ 3.82	\$ 26,794.84	\$ 7.64
	3,750,000	\$ 18,886.67	\$ 4.81	\$ 32,524.84	\$ 9.61
	5,000,000	\$ 24,899.17	\$ 5.46	\$ 44,537.34	\$ 10.94
	6,250,000	\$ 31,724.17	\$ 5.81	\$ 58,212.34	\$ 11.64
	7,500,000	\$ 38,986.67	\$ 6.03	\$ 72,762.34	\$ 12.04
	8,750,000+	\$ 46,524.17	\$ 6.15	\$ 87,812.34	\$ 12.31
12 IN TURBINE CODE 17	0	\$ 8,199.42	\$ 3.04	\$ 9,929.99	\$ 6.08
	990,000	\$ 11,209.02	\$ 3.09	\$ 15,949.19	\$ 6.15
	1,980,000	\$ 14,268.12	\$ 3.34	\$ 22,037.69	\$ 6.71
	2,970,000	\$ 17,574.72	\$ 3.61	\$ 28,680.59	\$ 7.21
	3,960,000	\$ 21,148.62	\$ 3.82	\$ 35,818.49	\$ 7.64
	4,950,000	\$ 24,930.42	\$ 4.81	\$ 43,382.09	\$ 9.61
	6,600,000	\$ 32,866.92	\$ 5.46	\$ 59,238.59	\$ 10.94
	8,250,000	\$ 41,875.92	\$ 5.81	\$ 77,289.59	\$ 11.64
	9,900,000	\$ 51,462.42	\$ 6.03	\$ 96,495.59	\$ 12.04
	11,550,000+	\$ 61,411.92	\$ 6.15	\$ 116,361.59	\$ 12.31
			RATE 1000		
FH METER	\$	116.88	\$ 8.98		
Cibolo Wholesale Water Rate			\$ 3.27		

**City of Schertz
Schedule of Fees**

City Secretary		2020-21	2021-22
	Candidate Filing Fee	\$ 25.00	\$ 25.00
Codes	Licenses		
P	Package Store Permit	\$250.00	\$ 250.00
BG	Wine and Malt Beverage Retailer's Permit	\$87.50	\$ 87.50
BQ	Wine and Malt Beverage Retailer's Off Premises Permit	\$30.00	\$ 30.00
BE	(Malt Beverage) Retail Dealer's On-Premise License	\$75.00	\$ 75.00
Q	Wine-Only Package Store Permit	\$37.50	\$ 37.50
MB	Mixed Beverage Permit	\$375.00	\$ 375.00
W	Wholesaler's Permit	\$937.50	\$ 937.50
BC	Branch's Distributor's License	\$37.50	\$ 37.50
BF	(Malt Beverage) Retail Dealer's Off-Premise License	\$30.00	\$ 30.00
LP	Local Distributor's Permit	\$50.00	\$ 50.00
G	Winery Permit	\$37.50	\$ 37.50
	Licenses		
	Package Store	\$250.00	
	Package Store Tasting	\$12.50	
	Wine & Beer Retailers	\$87.50	
	Wine & Beer Retailers – Off premises	\$30.00	
	Late Hours	\$125.00	
	Beer on Premises	\$75.00	
	Wine Only – Package Store	\$37.50	
	Mix Beverage Permit	\$375.00	
	Mix Beverage Late Hours	\$75.00	
	Caterer's Permit	\$250.00	
	Retail Dealer On-Premises – Late Hours	\$125.00	
	Local Cartage	\$10.00	

**City of Schertz
Schedule of Fees**

All Departments	2020-21	2020-21
Records Requests		
Standard paper copy, per page (front and back is 2 pages)	\$ 0.10	\$ 0.10
Nonstandard-size copy:		
Oversize paper copy (11" X 17")	\$ 0.50	\$ 0.50
Specialty paper (Mylar, blueprint, blue line, map, photographic)	Actual	Actual
Certified Copy- Each Certification	\$ 5.00	\$ 5.00
Diskette	\$ 1.00	\$ 1.00
Magnetic tape - actual cost	Actual	Actual
Data cartridge -actual cost	Actual	Actual
Tape cartridge - actual cost	Actual	Actual
Rewritable CD (CD-RW)	\$ 1.00	\$ 1.00
Non-rewritable CD (CD-R)	\$ 1.00	\$ 1.00
Digital video disc (DVD)	\$ 3.00	\$ 3.00
JAZ drive - actual cost	Actual	Actual
Other electronic media - actual cost	Actual	Actual
Miscellaneous supplies - actual cost	Actual	Actual
Postage and shipping charge actual cost	Actual	Actual
Photographs - actual cost	Actual	Actual
Maps - actual cost	Actual	Actual
Labor charge:		
For locating, compiling, and reproducing, per hour (if documents are NOT located in the immediate area and over 50 pages)	\$ 15.00	\$ 15.00
Overhead charge - % of labor charge	20%	20%
Remote document retrieval charge	Actual	Actual
No Sales Tax shall be applied to copies of public information.		
Notary Fees		
Acknowledgement, Certified Copies, Jurat's, Oaths and Affirmation	\$ 6.00	\$ 6.00
Protests- Per Document	\$ 5.00	\$ 5.00
Convenience Fees		
Credit Card Payment Over Phone	\$ 1.00	\$ 1.00
Return Check Fee	\$ 25.00	\$ 25.00

**City of Schertz
Schedule of Fees**

Library	2020-21	2021-22
Non-Resident user fee- Library Card	\$ 15.00	\$ 15.00
Meeting Room Fee- Non-Schertz residents, 4 hours	\$ 50.00	\$ 50.00
Meeting Room Fee- After hour fee, per hour	\$ 25.00	\$ 25.00
Meeting Room Cleaning Fee (Spot Cleaning)	\$ 50.00	\$ 50.00
Meeting Room Cleaning Fee (Whole Room)	Actual	Actual
Additional Fee for After Hours Cleaning, per hour	\$ 25.00	\$ 25.00
Inter-Library Loans Materials (ILL Materials)		
Lost or damaged ILL items - Cost of item as billed by the lending library (may include additional fines or fees assessed by the lending library)	Actual	Actual
Inter-Library Loan items per day (3 day grace period)	\$ 1.00	\$ 1.00
Max overdue amount per ILL item	\$ 5.00	\$ 5.00
Return Postage Fee--for ILL items never picked up by customer after arrival	\$ 3.00	\$ 3.00
Overdue Fines (3 day grace period)		
All Items per day (except ILL items)	\$ 0.25	\$ 0.25
Max amount that can be charged	\$ 1.00	\$ 1.00
Replacement Library Card	\$ 1.00	\$ 1.00
Copier, per standard page (2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)		
Black and White	\$ 0.15	\$ 0.15
Color	\$ 0.50	\$ 0.50
Printing, per standard page (2-sided copies are the same as 2 pages; oversized copies are the same as 2 pages)		
Black and White	\$ 0.15	\$ 0.15
Color	\$ 0.50	\$ 0.50
Outgoing Fax, 1st page	\$ 1.00	\$ 1.00
Per each succeeding page	\$ 0.25	\$ 0.25
Lost & Damaged Materials - Cost of item		
plus a processing fee	\$ 5.00	\$ 5.00
Damaged DVD Case or Video Case	\$ 1.00	\$ 1.00
Damaged or Missing Barcode	\$ 1.00	\$ 1.00
Damaged or Missing RFID Tag	\$ 1.00	\$ 1.00
Damaged or Missing DVD/Video Cover	\$ 3.00	\$ 3.00
(if replaceable) plus processing fee		
Toddler Tote Bag	\$ 2.50	\$ 2.50
Juvenile Audiobook Bag	\$ 5.00	\$ 5.00
Materials Recovery Fee (per account sent to collections)	\$ 10.00	\$ 10.00

Note: If an item is lost and paid for, any overdue fines assessed against the item are waived. If part of an item is lost, the item as a whole is considered lost and the full cost of the item is charged to the patron. Again, any overdue fines assessed against the item are waived if the item is paid for. Refunds for items that were paid for and subsequently found and returned to the library are available for up to 60 days after payment and require the original receipt. Processing fees are non-refundable. No refunds will be given after 60 days.

**City of Schertz
Schedule of Fees**

Schertz Magazine	2020-21	2021-22
Display Ads:		
Eighth Page for 6 mo., per month	\$ 300.00	\$ 300.00
Eighth Page for 12 mo., per month	\$ 275.00	\$ 275.00
Quarter Page for 6 mo., per month	\$ 550.00	\$ 550.00
Quarter Page for 12 mo., per month	\$ 400.00	\$ 400.00
Half Page for 6 mo., per month	\$1,000.00	\$1,000.00
Half Page for 12 mo., per month	\$ 700.00	\$ 700.00
Full Page for 6 mo., per month	\$1,500.00	\$1,500.00
Full Page for 12 mo., per month	\$1,200.00	\$1,200.00
Special placement fee	\$ 100.00	\$ 100.00
Artwork ownership fee	\$ 95.00	\$ 95.00
Premium Placement:		
Back Cover for 6 mo., per month	\$1,800.00	\$1,800.00
Back Cover for 12 mo., per month	\$1,500.00	\$1,500.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

**City of Schertz
Schedule of Fees**

Event Facilities	2020-21	2021-2022
Vendor/Ancillary Fees		
Kitchen Fee, per person		
Kitchen Fee, Ball Room	\$ 200.00	\$ 200.00
Kitchen Fee, Bluebonnet Room	\$ 75.00	\$ 75.00
Electrical Fee (Tradeshows), per Exhibitor		
Linens		
Early Open Fee (prior to normal scheduled hours), per staff member per hour	\$ 25.00	\$ 25.00
Late Fee	\$ 200.00	\$ 200.00
Ice, one bin (80lbs)	\$ 15.00	\$ 15.00
Ice, unlimited	\$ 25.00	\$ 25.00
Beverage Service (for 50 people)	\$ 50.00	\$ 50.00
Beverage Linen per table	\$ 5.00	\$ 5.00
Cancellation Fee	\$ 50.00	\$ 50.00
Portable Bar (includes 5 cocktail tables)	\$ 200.00	\$ 200.00
Cocktail Tables (up to 5)	\$ 50.00	\$ 50.00
Uplighting, per light	\$ 15.00	\$ 15.00
Uplighting package, 10 lights	\$ 100.00	\$ 100.00
Pipe for Back Drop	\$ 25.00	\$ 25.00
Drape per linear ft.	\$ 2.00	\$ 2.00
Cleaning Fee	\$ 150.00	\$ 150.00
 Discount/Special Rates		
Frequent Renters 25% discount (Must rent at least 12 times calendar year)		
Multiple Day Renters 25% discount (Must rent two or more consecutive days)		
Day before setup - 50% of regular room rate		
Non-Profits 25% discount - rent only		
All comp'd requests will require approval from City Manager		
 H.O.A. Meeting Fee	\$ 75.00	\$ 75.00
Funeral Reception Only in Bluebonnet Hall/Community Centers 3 hr maximum	\$ 75.00	\$ 75.00
Quality of Life Events (Community Centers Only)	\$ 15.00	\$ 15.00
 Facility Security		
Security Coordination Fee	\$ 15.00	\$ 15.00
Regular- per officer, per hour (4 hour minimum)	\$ 40.00	\$ 40.00
Holiday- per officer, per hour (4 hour minimum)	\$ 50.00	\$ 50.00
 Civic Center - Grand Ballroom- (7,198 sq. ft)		
Regular Rentals		
Sunday, Full day	\$ 800.00	\$ 800.00
Sunday, Half day	\$ 450.00	\$ 450.00
Monday - Thursday, Full day	\$ 600.00	\$ 600.00
Monday - Thursday, Half day	\$ 375.00	\$ 375.00
Friday, Full Day (half day not available)	\$ 800.00	\$ 800.00
Saturday, Full day (half day not available)	\$ 1,800.00	\$ 1,800.00
Small Stage	\$ 200.00	\$ 200.00
Dance Floor	\$ 200.00	\$ 200.00
Damage/Cancellation Deposit	\$ 500.00	\$ 500.00
Audio/Visual Services (upgraded)	\$ 175.00	\$ 175.00
Additional time, per hour	\$ 50.00	\$ 50.00
Audio/Visual Panel Access	\$ 100.00	\$ 100.00
 Banquet Package - includes hall rental, easel, tables/chairs, dance floor, AV panel access, ice, Gathering Room, portable bar, cocktail tables, uplighting package, kitchen:		
Sunday, Full day	\$ 1,625.00	\$ 1,625.00
Sunday, Half day	\$ 1,075.00	\$ 1,075.00
Monday - Thursday, Full day	\$ 1,425.00	\$ 1,425.00
Monday - Thursday, Half day	\$ 1,000.00	\$ 1,000.00
Friday, Full Day (half day not available)	\$ 1,625.00	\$ 1,625.00
Saturday, Full day (half day not available)	\$ 2,625.00	\$ 2,625.00

**City of Schertz
Schedule of Fees**

Event Facilities	2020-21	2021-2022
Civic Center Cut-Off Hall (Larger portion of Ballroom - (4,172 sq ft)		
Regular Rentals		
Sunday, Full day	\$ 600.00	\$ 600.00
Sunday, Half day	\$ 325.00	\$ 325.00
Monday - Thursday, Full day	\$ 425.00	\$ 425.00
Monday - Thursday, Half day	\$ 250.00	\$ 250.00
Friday, Full Day (half day not available)	\$ 600.00	\$ 600.00
Saturday, Full day (half day not available)	\$ 1,400.00	\$ 1,400.00
Small Stage - move to only one stage	\$ 200.00	\$ 200.00
Dance Floor	\$ 200.00	\$ 200.00
Audiovisual Services (upgraded)	\$ 175.00	\$ 175.00
Additional time, per hour	\$ 50.00	\$ 50.00
Audio/Visual Panel Access	\$ 100.00	\$ 100.00
Damage/Cancellation Deposit	\$ 500.00	\$ 500.00
Banquet Package - includes hall rental, easel, tables/chairs, dance floor, AV panel access, ice, Gathering Room, portable bar, cocktail tables, uplighting package, kitchen:		
Sunday, Full day	\$ 1,425.00	\$ 1,425.00
Sunday, Half day	\$ 950.00	\$ 950.00
Monday - Thursday, Full day	\$ 1,250.00	\$ 1,250.00
Monday - Thursday, Half day	\$ 875.00	\$ 875.00
Friday, Full day (half day not available)	\$ 1,425.00	\$ 1,425.00
Saturday, Full day (half day not available)	\$ 2,225.00	\$ 2,225.00
Civic Center Conference Hall (Smaller portion of Ballroom - (3,026 sq ft)		
Regular Rentals		
Friday/Sunday, Full day	\$ 400.00	\$ 400.00
Friday/Sunday, Half day	\$ 250.00	\$ 250.00
Monday - Thursday, Full day	\$ 250.00	\$ 250.00
Monday - Thursday, Half day	\$ 175.00	\$ 175.00
Audiovisual Access	\$ 75.00	\$ 75.00
Damage/Cancellation Deposit	\$ 200.00	\$ 200.00
Civic Center - Bluebonnet Hall- (2,500 sq ft)		
Regular Rentals		
Friday/Sunday, Full day	\$ 400.00	\$ 400.00
Friday/Sunday, Half day	\$ 200.00	\$ 200.00
Monday - Thursday, Full day	\$ 250.00	\$ 250.00
Monday - Thursday, Half day	\$ 125.00	\$ 125.00
Saturday, Full day (half day not available)	\$ 700.00	\$ 700.00
Kitchen	\$ 75.00	\$ 75.00
Audiovisual Access	\$ 75.00	\$ 75.00
Damage/Cancellation Deposit	\$ 200.00	\$ 200.00
Banquet Package - includes hall rental, tables/chairs, AV panel access, ice, portable bar (weekends only), kitchen:		
Friday/Sunday, Full day	\$ 675.00	\$ 675.00
Friday/Sunday, Half day	\$ 550.00	\$ 550.00
Monday - Thursday, Full day	\$ 525.00	\$ 525.00
Monday - Thursday, Half day	\$ 275.00	\$ 275.00
Saturday, Full day (half day not available)	\$ 975.00	\$ 975.00
Community Center North- 3501 Morning Dr- (2,006 sq ft)		
Sunday - Thursday per hour, 2 hour minimum	\$ 25.00	\$ 25.00
Friday - Saturday per hour, 4 hour minimum	\$ 50.00	\$ 50.00
Daily Maximum (up to 12 hours)	\$ 350.00	\$ 350.00
Damage/Cancellation Deposit	\$ 200.00	\$ 200.00
Community Center Central (2,940 sq ft)		
Sunday - Thursday per hour, 2 hour minimum	\$ 50.00	\$ 50.00
Friday - Saturday per hour, 4 hour minimum	\$ 75.00	\$ 75.00
Daily Maximum (up to 12 hours)	\$ 450.00	\$ 450.00
Projector/Screen/Microphone	\$ 50.00	\$ 50.00

**City of Schertz
Schedule of Fees**

Event Facilities	2020-21	2021-2022
Damage/Cancellation Deposit	\$ 200.00	\$ 200.00

Churches, governmental entities, 501 (c) 3 and civic groups who provide a service to the residents of Schertz will receive a 25% discount on the above facility rental rates.

**City of Schertz
Schedule of Fees**

Event Fee	2020-21	2021-22
Daddy Daughter/Mother Son Dances		
Per Couple	\$ 30.00	\$ -
Additional Individual Ticket	\$ 12.00	\$ -
Adult	\$ -	\$ 18.00
Child (17 and under)	\$ -	\$ 12.00
Kick Cancer 1k/5k		
1K Kids Run	\$ 10.00	\$ 10.00
5K Timed Run/Walk	\$ 35.00	\$ 35.00
5K Non-Timed Run/Walk	\$ 25.00	\$ 25.00
Movin on Main		
Vendor Fee	\$ 100.00	\$ 100.00
Non-Profit Vendor Fee	\$ 50.00	\$ 50.00
Jubilee		
Food Vendor	\$ 300.00	\$ 300.00
Carnival	\$ 6,000.00	\$ 6,000.00
Craft Vendor	\$ 50.00	\$ 50.00
Business Vendor	\$ -	\$ -
Business Parade Entry	\$ 50.00	\$ 50.00
T-Shirt Decorating Contest	\$ 7.00	\$ 7.00
Kickball		
Per Team	\$ 300.00	\$ -
Individual	\$ 20.00	\$ 25.00
Late Fee Per Team	\$ 75.00	\$ -
Late Fee Per Individual	\$ 5.00	\$ 10.00
Cornhole League		
Individual	\$ 40.00	\$ 25.00
Late Fee Per Individual	\$ 10.00	\$ 10.00
Holidazzle		
Food Vendor	\$ 50.00	\$ 50.00
Craft Vendor	\$ 50.00	\$ 50.00
Business Parade Entry	\$ 15.00	\$ 15.00
Breakfast with Santa	\$ 10.00	\$ 10.00
Indoor Volleyball		
Individual	-	\$ 25.00
Late Fee per Individual	-	\$ 10.00
New Years Eve Masquerade		
Food Vendor		\$ 50.00

**City of Schertz
Schedule of Fees**

Parks and Recreation	2020-21	2021-22
Small Pavilion (Resident)		
Weekday Full Day (Mon-Thur)	\$ 42.50	\$ 42.50
Weekend Half Day (Fri-Sun)	\$ 55.00	\$ 55.00
Weekend Full Day (Fri-Sun)	\$ 85.00	\$ 85.00
Small Pavilion (Non-Resident)		
Weekday Full Day (Mon-Thur)	\$ 67.50	\$ 67.50
Weekend Half Day (Fri-Sun)	\$ 90.00	\$ 90.00
Weekend Full Day (Fri-Sun)	\$ 135.00	\$ 135.00
Large Pavilion (Resident)		
Weekday without facilities (Mon-Thur)	\$ 50.00	\$ 50.00
Weekday with facilities (Mon-Thur)	\$ 100.00	\$ 100.00
Weekend without facilities (Fri-Sun)	\$ 100.00	\$ 100.00
Weekend with facilities (Fri-Sun)	\$ 200.00	\$ 200.00
Large Pavilion (Non-Resident)		
Weekday without facilities (Mon-Thur)	\$ 75.00	\$ 75.00
Weekday with facilities (Mon-Thur)	\$ 150.00	\$ 150.00
Weekend without facilities (Fri-Sun)	\$ 150.00	\$ 150.00
Weekend with facilities (Fri-Sun)	\$ 300.00	\$ 300.00
Spike ball		
Spike ball nets with balls	\$ -	\$ 15.00
Basketball		
Set of Half Dozen Basketballs	\$ -	\$ 15.00
Pickleball		
Pickleball Net (Paddles and Balls are Included)	\$ -	\$ 40.00
Pools		

**City of Schertz
Schedule of Fees**

Parks and Recreation	2020-21	2021-22
Daily Rates		
Per swimmer per entry	\$ 2.00	\$ 2.00
Daily pass	\$ 3.00	\$ 3.00
Admission is free for children under the age of 2 years.		
Season Rates-Maximum per season pass is six (6) members		
Schertz Residents		
Individual rate	\$ 40.00	\$ 40.00
2 member rate	\$ 50.00	\$ 50.00
3 member rate	\$ 60.00	\$ 60.00
4 member rate	\$ 70.00	\$ 70.00
5 member rate	\$ 80.00	\$ 80.00
6 member rate	\$ 90.00	\$ 90.00
Non-Schertz Residents		
Individual rate	\$ 70.00	\$ 70.00
2 member rate	\$ 80.00	\$ 80.00
3 member rate	\$ 90.00	\$ 90.00
4 member rate	\$ 100.00	\$ 100.00
5 member rate	\$ 110.00	\$ 110.00
6 member rate	\$ 120.00	\$ 120.00
Regular Preschool/Child Care Center		
Teacher/Child Care Attendant and 5 students per pass.		
In City	\$ 80.00	\$ 80.00
Out of City	\$ 120.00	\$ 120.00

****THESE RATES NOW SET BY CONTRACTOR****

**City of Schertz
Schedule of Fees**

Parks and Recreation	2020-21	2021-22
Swimming lessons rate		
Schertz Residents - per child	**	**
Non- Residents - per child	**	**
<u>Pool Reservations</u>		
<u>Schertz Residents</u>		
1 to 50 People	**	**
51 to 100 People	**	**
101 to 150 People	**	**
151 to 200 People	**	**
201 to 250 People	**	**
251 to 293 People	**	**
<u>Non-Residents</u>		
1 to 50 People	**	**
51 to 100 People	**	**
101 to 150 People	**	**
151 to 200 People	**	**
201 to 250 People	**	**
251 to 293 People	**	**
<u>Northcliffe Pool</u>		
<u>Schertz Residents</u>		
1 to 50 People (2 hours maximum)	**	**
50 to 100 People (2 hours maximum)	**	**
<u>Non-Residents</u>		
1 to 50 People (2 hours maximum)	**	**
50 to 100 People (2 hours maximum)	**	**

****THESE RATES NOW SET BY CONTRACTOR****

**City of Schertz
Schedule of Fees**

Animal Services	2020-21	2021-22
Animal Adoption		
Dog	\$ 60.00	\$ 60.00
Cat	\$ 35.00	\$ 35.00
Adoption pricing may be discounted for adoption events or during special promotions		
Permits - A permit shall be issue after payment of application fee:		
Kennel authorized to house 10 or less dogs or cats	\$ 75.00	\$ 75.00
Kennel authorized to house more than 10 but less than 50	\$ 150.00	\$ 150.00
Kennel authorized to house 50 or more	\$ 200.00	\$ 200.00
Pet Shop	\$ 100.00	\$ 100.00
Grooming Shop	\$ 30.00	\$ 30.00
Commercial Riding Stable 10 or less	\$ 75.00	\$ 75.00
Commercial Riding Stable 11-50	\$ 150.00	\$ 150.00
Commercial Riding Stable 51 or more	\$ 200.00	\$ 200.00
Annual Crescent Bend Riding Permit, per horse	\$ 100.00	\$ 100.00
Auction	\$ 100.00	\$ 100.00
Zoological Park	\$ 200.00	\$ 200.00
Animal Exhibition/Circus/Petting Zoo	\$ 100.00	\$ 100.00
Guard Dog Training Center	\$ 200.00	\$ 200.00
Obedience Training Center	\$ 50.00	\$ 50.00
Commercial Establishment Using a Guard Dog	\$ 75.00	\$ 75.00
Commercial Annual Sellers Permit	\$ 150.00	\$ 150.00
Dangerous Dog Permit	\$ 200.00	\$ 200.00
Temporary Permit* - not to exceed 7 days	\$ 15.00	\$ 15.00
*Good for Crescent Bend Riding (per horse), Animal Exhibition/Circus/Petting Zoo, and Auction Permits		
Temporary Animal Sales Permit (Pet Expos), not to exceed 3 days	\$ 30.00	\$ 30.00
Impoundment Fee: An impoundment fee must be paid for each captured animal		
Dog/Cat Impoundment		
Within a 1 year period		
1st Offense		
Neutered	\$ 30.00	\$ 30.00
Un-neutered	\$ 45.00	\$ 45.00
2nd Offense		
Neutered	\$ 50.00	\$ 50.00
Un-neutered	\$ 70.00	\$ 70.00
3rd Offense		
Neutered	\$ 100.00	\$ 100.00
Un-neutered	\$ 120.00	\$ 120.00
4th Offense		
Neutered	\$ 150.00	\$ 150.00
Un-neutered	\$ 170.00	\$ 170.00
Each Additional Offense		
Base- Neutered	\$ 150.00	\$ 150.00
Base- Un-neutered	\$ 170.00	\$ 170.00
Per Additional Offense	\$ 50.00	\$ 50.00
Fowl or other small animal	\$ 30.00	\$ 30.00
Livestock	\$ 75.00	\$ 75.00
Zoological/Circus animal	\$ 200.00	\$ 200.00

**City of Schertz
Schedule of Fees**

Animal Services	2020-21	2021-22
Boarding Fee: A boarding fee must be paid for each animal		
Dog/Cat, per day	\$ 15.00	\$ 15.00
Fowl or other small animal, per day	\$ 10.00	\$ 10.00
Reptile, per day	\$ 30.00	\$ 30.00
Livestock, per day	\$ 50.00	\$ 50.00
Zoological/Circus animal, per day	\$ 200.00	\$ 200.00
Surrender Fee: Charge per animal with proof of Schertz residency		
Fowl/Reptile/Small Animal	\$ 10.00	\$ 10.00
Dog/Cat neutered/spayed /current rabies cert./heartworm negative	\$ 35.00	\$ 35.00
Dog/Cat all other surrenders	\$ 65.00	\$ 65.00
Small Livestock	\$ 50.00	\$ 50.00
Large Livestock	\$ 100.00	\$ 100.00
Zoological or Circus	\$ 200.00	\$ 200.00
Litter Fee (3 or more animals under 2 months old)	\$ 75.00	\$ 75.00
Quarantine Fee:		
Dog/Cat	\$ 50.00	\$ 50.00
Plus Daily Charge per animal for boarding	\$ 15.00	\$ 15.00
Micro Chipping	\$ 15.00	\$ 15.00
Trap Rental Fee:		
Trap Deposit, refundable when trap is returned	\$ 75.00	\$ 75.00
Trap Rental Fee, per day	\$ 5.00	\$ 5.00

**City of Schertz
Schedule of Fees**

Neighborhood Service	2020-21	2021-22
Health and Sanitation Division		
Food Establishment Fees:		
Non-Profit Organizations (regardless of number of employees)	\$ 100.00	\$ 100.00
1-3 Employees	\$ 150.00	\$ 150.00
4-6 Employees	\$ 285.00	\$ 285.00
7-10 Employees	\$ 540.00	\$ 540.00
11-20 Employees	\$ 575.00	\$ 575.00
21+ Employees	\$ 725.00	\$ 725.00
Temporary Food and/or Beverage Establishment	\$ 50.00	\$ 50.00
Mobile Vendors	\$ 100.00	\$ 100.00
Mobile Vendors, registration (existing permit from another government agency)	\$ 25.00	\$ 25.00
Public and HOA Swimming Pool License	\$ 110.00	\$ 110.00
Foster Care	\$ 50.00	\$ 50.00
Re-inspection fees	\$ 75.00	\$ 75.00
* City Code Violation Court Fee	\$ 10.00	\$ 10.00
Nuisance Abatement Administrative Fee	\$ 100.00	\$ 100.00
<p>*Any citation issued by individuals defined in Section 22-40 (Authority to issue notice of violations), shall be able to collect a dismissal fee from an individual who abates such violation upon their court appearance. Judge Stephen Takas suggested that we charge a dismissal fee to remedy some of the expenses incurred from the issuance of such citation.</p>		
Sanitation Inspection Fees - Outside of City		
Hourly Charge, one hour minimum	\$ 50.00	\$ 50.00
Mileage over 15 miles, per mile	\$ 5.00	\$ 5.00
Administrative Fee	15%	15%

**City of Schertz
Schedule of Fees**

Police Department	2020-21	2021-22
Alarm Permit Fees		
Residential - Annually	\$ 10.00	\$ 10.00
Tier 1 Commercial	\$ 25.00	\$ 25.00
Tier 2 Commercial site alarm system required under local, state or national code	\$ 50.00	\$ 50.00
Alarm Service Fees: Other than Burglar Alarms		
4TH False Alarm within 12 Mo. Period	\$ 100.00	\$ 100.00
5TH False Alarm within 12 Mo. Period	\$ 150.00	\$ 150.00
6TH False Alarm within 12 Mo. Period	\$ 200.00	\$ 200.00
7TH False Alarm within 12 Mo. Period	\$ 250.00	\$ 250.00
8TH False Alarm within 12 Mo. Period	\$ 500.00	\$ 500.00
Others After 8TH within 12 Mo. Period	\$ 500.00	\$ 500.00
Burglar Alarm Service Fees:		
4TH False Alarm within 12 Mo. Period	\$ 50.00	\$ 50.00
5TH False Alarm within 12 Mo. Period	\$ 50.00	\$ 50.00
6TH False Alarm within 12 Mo. Period	\$ 75.00	\$ 75.00
7TH False Alarm within 12 Mo. Period	\$ 75.00	\$ 75.00
8TH False Alarm within 12 Mo. Period	\$ 100.00	\$ 100.00
Others After 8TH within 12 Mo. Period	\$ 100.00	\$ 100.00
Miscellaneous Fees		
Accident Reports, each	\$ 6.00	\$ 6.00
Fingerprints, per set	\$ 10.00	\$ 10.00
Solicitor/Peddler Permit	\$ 50.00	\$ 50.00
Background Check Fee	\$ 10.00	\$ 10.00
BODY CAM VIDEO (\$1.00 per minute +\$10.00)	\$ 10.00	\$ 10.00

**City of Schertz
Schedule of Fees**

Fire Department and Haz-Mat Fees	2020-21	2021-22
Permit Fee Schedule		
Certificate of Occupancy - Inspections	\$ 50.00	\$ 50.00
License Inspections	\$ 50.00	\$ 50.00
Base Fire Suppression System Installation	\$ 100.00	\$ 100.00
Additional installation charge, per sprinkler head	\$ 1.00	\$ 1.00
Base Fire Alarms Installation	\$ 100.00	\$ 100.00
Additional installation charge, per initiating or notification device	\$ 1.00	\$ 1.00
Re-Inspection	\$ 45.00	\$ 45.00
Smoke Control System Plan (for each review)	\$ 75.00	\$ 75.00
Flammable or combustible liquid tanks, each review	\$ 150.00	\$ 25.00
Flammable or combustible gas tanks, each review	\$ 150.00	\$ 150.00
After hours fee, per hour per inspector (beyond the hours of 8:00 a.m. to 5:00 p.m.)	\$ 75.00	\$ 75.00
Plan Review Fees, construction per hour	\$ 50.00	\$ 75.00
Plan Review Rush, Outsource - Sent out by Fire Marshal	Cost	Cost
SFR After Hours Plan Review Rush (per hour, 2 hour minimum)	\$ 65.00	\$ 75.00
Fireworks display permit	\$ 250.00	\$ 250.00
Operational Permits		
Open or Control Burn - Commercial	\$ 150.00	\$ 150.00
Open or Control Burn - Non-commercial	\$ 25.00	\$ 25.00
Tents	\$ 50.00	\$ 50.00
Cutting and Welding	\$ 50.00	\$ 50.00
Explosives	\$ 50.00	\$ 50.00
Flammable Storage	\$ 50.00	\$ 50.00
Carnivals and Fairs	\$ 50.00	\$ 50.00
Food Booth (per booth, per event)	\$ 25.00	\$ 25.00
Mobile Food Establishments (annual)	\$ 25.00	\$ 25.00
Battery Systems	\$ 50.00	\$ 50.00
Combustible Dust Product Options	\$ 50.00	\$ 50.00
Cryogenic Fluids	\$ 50.00	\$ 50.00
Haz-mat	\$ 50.00	\$ 50.00
Lumberyards	\$ 50.00	\$ 50.00
Spraying and Dipping	\$ 50.00	\$ 50.00
Storage of Tires	\$ 50.00	\$ 50.00
Operation Charges		
<i>Hazardous materials operations service fees.</i>		
The current replacement cost shall be charged for the use of consumable haz-mat supplies and firefighting agents	ACTUAL	ACTUAL
If any protective equipment or firefighting equipment is damaged or contaminated, the current replacement cost shall be charged.	ACTUAL	ACTUAL
Personnel cost will be calculated at the rate for the responding crew members.	ACTUAL	ACTUAL
Fire Watch Fee, cost based on weighted salary of dispatched employee	ACTUAL	ACTUAL

**City of Schertz
Schedule of Fees**

EMS	2020-21	2021-22
Response Services		
Aid Call	\$ 200.00	\$ 200.00
Air Medical Assist Call	\$ 700.00	\$ 700.00
BLS Non- Emergency	\$1,090.00	\$1,090.00
BLS Emergency	\$1,210.00	\$1,210.00
ALS Non Emergency	\$1,230.00	\$1,230.00
ALS Emergency No Specialty Care	\$1,440.00	\$1,440.00
ALS Emergency W \ Specialty Care	\$1,600.00	\$1,600.00
Mileage, per mile	\$ 20.00	\$ 20.00
Other Services		
Ambulance Standby, per hour	\$ 125.00	\$ 125.00
Gator Standby, per hour	\$ 95.00	\$ 95.00
AED Supplies	Actual	Actual
CPR Class and Supplies	Actual	Actual
System Continuing Education	Actual	Actual
Vaccinations	Actual	Actual
EMT Class	\$1,100.00	\$1,100.00
Passport to Care - Single (insured)	\$ 50.00	\$ 50.00
Passport to Care - Family (insured)	\$ 60.00	\$ 60.00
Passport to Care - Single (Not insured)	\$ 65.00	\$ 65.00
Passport to Care - Family (Not insured)	\$ 75.00	\$ 75.00
Per Capita	\$15.48	15.79

**City of Schertz
Schedule of Fees**

Planning and Zoning	2020-21	2021-22
Plat recording service:		
Fees assessed are due prior to recording:		
Plat recording fee is equal to the fee charged by the County Clerks Office		
Annexation Petition by Property Owner - Plus all related fees	\$ 750.00	\$ 750.00
Zone Change		
Zone change for 0 to 2 acres	\$ 650.00	\$ 650.00
Zone change for 2+ to 5 acres	\$ 1,000.00	\$1,000.00
Zone change for 5+ to 20 acres	\$ 2,000.00	\$2,000.00
Zone change for 20+ to 50 acres	\$ 3,500.00	\$3,500.00
Zone change for 50+ to 100 acres	\$ 4,000.00	\$4,000.00
Zone change for 100+ acres	\$ 6,000.00	\$6,000.00
Specific Use Permit (SUP) - plus other applicable items (i.e. Site Plan)		
Specific Use Permit (SUP) for 0 to 2 acres	\$ 650.00	\$ 650.00
Specific Use Permit (SUP) for 2+ to 5 acres	\$ 1,000.00	\$ 1,000.00
Specific Use Permit (SUP) for 5+ to 20 acres	\$ 2,000.00	\$ 2,000.00
Specific Use Permit (SUP) for 20+ to 50 acres	\$ 3,500.00	\$ 3,500.00
Specific Use Permit (SUP) for 50+ to 100 acres	\$ 4,000.00	\$ 4,000.00
Specific Use Permit (SUP) for 100+ acres	\$ 6,000.00	\$ 6,000.00
Building addition of a current/legal SUP	\$ 500.00	\$ 500.00
Master Development Plan		
All phased developments and PDD's	\$ 1,500.00	\$1,500.00
Master Development Plan Amendment (minor revision)	\$ 500.00	\$ 500.00
Preliminary Plat		
0 to 50 acres	\$ 2,000.00	\$2,000.00
greater than 50 acres	\$ 3,000.00	\$3,000.00
Final Record Plat or Re-plat		
0 to 50 acres	\$ 1,500.00	\$1,500.00
greater than 50 acres	\$ 2,000.00	\$2,000.00
Revised Final Plat (minor)	\$ 500.00	\$ 500.00
Amended Plat	\$ 1,500.00	\$1,500.00
Minor Plat	\$ 1,500.00	\$1,500.00
Vacate Plat	\$ 1,500.00	\$1,500.00
Plat Time Extension - plus all related fees	\$ 250.00	\$ 250.00
Street and Subdivision Name Changes	\$ 1,500.00	\$1,500.00

**City of Schertz
Schedule of Fees**

Planning and Zoning	2020-21	2021-22
Site Plan	\$ 1,500.00	\$ 1,500.00
Amended Site Plan (minor)	\$ 500.00	\$ 500.00
Park Fees - Residential		
Land Dedication: one (1) acre per 100 dwelling unit		
Fee in Lieu of Land Dedication: per dwelling unit	\$ 350.00	\$ 350.00
Park Development Fee: Per Dwelling unit	\$ 650.00	\$ 650.00
Park Fees - Multi-Family		
Land Dedication: one (1) acre per 100 dwelling unit		
Fee in Lieu of Land Dedication; per dwelling unit:	\$ 350.00	\$ 350.00
Park Development Fee: Per Dwelling unit	\$ 650.00	\$ 650.00
Miscellaneous		
Tree Mitigation, inch of DBH - Plus all related fees	\$ 100.00	\$ 100.00
Legal Review (i.e. Improvement Agreements)	Actual	Actual
Zoning Verification Letter - Single tract of land per Tract	\$ 150.00	\$ 150.00
Certificate of Determination - Single Tract of Land per Tract	\$ 150.00	\$ 150.00
Postponement of any Public Hearing by the Applicant	\$ 350.00	\$ 350.00
Appeals and requests for amendments		
Considered by City Council, the Planning & Zoning Commission, the Building and Standards Commission, or the Board of Adjustment as allowed by the Unified Development Code:	\$ 500.00	\$ 500.00
Variance and/or Waivers		
Unified Development Code, ea.	\$ 500.00	\$ 500.00
Building Code, ea.	\$ 500.00	\$ 500.00
Driveway width waiver requests will not be assessed with the waiver fee		
Copies, Plans, and Maps:		
Unified Development Code	\$ 50.00	\$ 50.00
Public Works Specification Manual	\$ 50.00	\$ 50.00
Staff Review - Application completeness review, internal SDR (staff) review & meeting with applicant to review application package. Fee included in all applications.		

**City of Schertz
Schedule of Fees**

Inspections	2020-21	2021-22
Residential Building Permit Fees		
Minimum permit fee	\$ 50.00	\$ 50.00
New Single Family Residential (one & two family dwellings) per square foot	\$ 0.50	\$ 0.50
New Accessory structures per square foot	\$ 0.50	\$ 0.50
Flatwork/Deck	\$ 100.00	\$ 100.00
Patio/Patio Cover	\$ 225.00	\$ 225.00
Roof Replacement	\$ 200.00	\$ 200.00
Window Replacement	\$ 150.00	\$ 150.00
Foundation Repair	\$ 225.00	\$ 225.00
No plan check fee applies to residential flatwork/deck permits		
A building permit is required for swimming pools greater than 24 inches (24") in depth.		
Swimming Pools - In ground	\$ 500.00	\$ 500.00
Swimming Pools - Above Ground (where a permit is required)	\$ 25.00	\$ 25.00
No permit required for prefabricated pools less than 24"		
A residential plan review fee of 50% of the building permit fee is assessed to all permits for the review of construction documents and plans associated with a permit.		
	50%	50%
See trade permit fees associated with residential permits below.		
Commercial Building Permit Fees		
Building Permit Fees		
New Construction - Commercial (see Cost table below)	Cost	Cost
Plan review fees for projects with a cost of \$5,000 or greater, are assessed review fees based on a percentage (%) of Permit Fee		
	50%	50%
Permit Fees:		
Cost of Construction (Cost)		
\$0.00 to \$1,000.00	\$ 50.00	\$ 50.00
\$1,001.00 to \$15,000.00, for each additional \$1,000 and fraction thereof	\$ 8.00	\$ 8.00
\$15,001.00 to \$50,000.00, for each additional \$1,000 and fraction thereof	\$ 7.00	\$ 7.00
\$50,001 and up, for each additional \$1,000 and fraction thereof	\$ 6.00	\$ 6.00
Following Use The Cost of Construction (Cost) Table above:		
Non - residential Flatwork/Deck	Cost	Cost
Non - residential Accessory Buildings	Cost	Cost
Non - residential Patio/Patio Cover	Cost	Cost
Non - residential Roof Replacement	Cost	Cost
Non - residential Window Replacement	Cost	Cost
Non - residential Swimming Pools in Ground	Cost	Cost
Non - residential Foundation Repair	Cost	Cost
Sign	Cost	Cost

**City of Schertz
Schedule of Fees**

Inspections	2020-21	2021-22
All other permit fees (Residential & Commercial):		
Fence (New and Replacement)	\$ 50.00	\$ 50.00
Siding/Fascia	\$ 75.00	\$ 75.00
Temporary Building or Structure	\$ 50.00	\$ 50.00
Moving Permit Fee	\$ 100.00	\$ 100.00
Demolition Permit Fee	\$ 60.00	\$ 60.00
Mobile Home Permit Fee (plus sub-trades as necessary)	\$ 25.00	\$ 25.00
Certificate of Occupancy	\$ 50.00	\$ 50.00
Pre Certificate of Occupancy Inspection	\$ 200.00	\$ 200.00
Failure to Obtain Certificate of Occupancy	\$ 200.00	\$ 200.00
Compliance Inspection, each trade	\$ 50.00	\$ 50.00
Temporary Sign	\$ 30.00	\$ 30.00
Development Sign	\$ 100.00	\$ 100.00
Banner	\$ 25.00	\$ 25.00
Street Span Banner	\$ 25.00	\$ 25.00
Home Occupation Permit (annually)	\$ 35.00	\$ 35.00
All plan review fees that follow are subject to a 15% administrative fee		
Drainage Plan Review, per hour (2 hour minimum)	\$ 100.00	Delete
Preliminary Plan Review, per hour (2 hour minimum)	\$ 100.00	Delete
Irrigation Plan Review, per hour (2 hour minimum)	\$ 100.00	Delete
Additional Plan Review (ie Revised), per hour (1 hour minimum)	\$ 100.00	Delete
Commercial/Civil Express Plan Review, per hour (2 hour minimum)*	TBD	Delete
Commercial/Civil Outsource Plan Review*	Actual	
*Deposit Required		
Construction beginning without permit, pay additional:	\$ 200.00	\$ 200.00
Failure to Request Inspection, per trade	\$ 100.00	\$ 100.00
Failure to Obtain Contractors License/Provide Insurance	\$ 100.00	\$ 100.00
Electrical Permit Fees		
Electrical Repair/Replacement	\$ 60.00	\$ 60.00
New Construction per building/unit	\$ 100.00	\$ 100.00
Solar	\$100.00	\$100.00
Mechanical Permit Fees		
Mechanical Repair/Replacement	\$ 60.00	\$ 60.00
New Construction per building/unit	\$ 100.00	\$ 100.00
Plumbing Permit Fees		
Plumbing Repair/Replacement	\$ 60.00	\$ 60.00
New Construction per building/unit	\$ 100.00	\$ 100.00
Irrigation Permit Fees		
Permit Fee	\$ 60.00	\$ 60.00
plus per sprinkler head	\$ 1.00	\$ 1.00
plus per backflow or RPZ	\$ 3.00	\$ 3.00
subsequent to the installation of the piping or equipment served, each		

**City of Schertz
Schedule of Fees**

Inspections	2020-21	2021-22
Re-Inspection Fees		
Each re-inspection, per trade	\$ 75.00	\$ 75.00
Re-inspections after first, per trade	\$ 100.00	\$ 100.00
No permit fees will be charged for sites located on Main St. (All departments)		
No permit fees will be charged to the Schertz Housing Authority (All departments)		
Licenses/Registrations:		
General Contractor (Initial)		
General Contractor (Initial and Renewal)	\$ 100.00	\$ 100.00
Master Electrician (Initial) State of Texas Issued	\$ 100.00	\$ 100.00
Journeyman Electrician (Annually) State of Texas Issued	N/C	N/C
Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C	N/C
Mechanical Contractor (Annually) State of Texas Issued	N/C	N/C
Plumbing Contractor (Annually)* State of Texas Issued	N/C	N/C
Irrigation (Annually) State of Texas Issued	N/C	N/C
Backflow Tester - State of Texas Issued	N/C	N/C
Sign Contractor (Initial)	N/C	N/C
Sign Contractor (Renewal)	\$ 50.00	\$ 50.00
Electrical Sign Contractor (Initial) State of Texas Issued	\$ 40.00	\$ 40.00
Electric Sign Journeyman Electrician (Annually) State of Texas Issued	N/C	N/C
Electric Sign Apprentice/Wireman Electrician (Annually) State of Texas Issued	N/C	N/C
Utility Contractor (Annually)	N/C	N/C
Mobile Home Park (Annually)	\$ 50.00	\$ 50.00
	\$ 40.00	\$ 40.00

*N/C - No Charge for license per state law

Miscellaneous Fees

Inspections Division shall establish a fee consistent with the level of work and necessary inspections established by the schedule and the applicant shall be advised accordingly.

**City of Schertz
Schedule of Fees**

Engineering	2020-21	2021-22
Grading and Clearing Permit - Acreage		
For non-agricultural purposes		
Below 5 acres	\$ 100.00	\$ 100.00
5 to 20 acres	\$ 250.00	\$ 250.00
Per acre over 20, plus base charge for 20 acres	\$ 3.00	\$ 3.00
Over 100 acres	\$ 490.00	\$ 490.00
Development Permit		
% of total valuation of public infrastructure improvements	1%	1%
Reinspection Fee	\$ 50.00	\$ 50.00

Grading and Clearing Permit Fees are waived for applicants representing Home Owner's Associations proposing maintenance activities in drainage easements.

**City of Schertz
Schedule of Fees**

Drainage Fees	2020-21	2021-22
Charge Per Residence	\$ 5.20	\$ 5.20
Commercial, per LUE	\$ 5.20	\$ 5.20
Floodplain Permit, Residential	\$ 50.00	\$ 50.00
Floodplain Permit, Commercial	\$ 150.00	\$ 150.00

**City of Schertz
Schedule of Fees**

Public Works - Streets	2020-21	2021-22
Chipping charges, per half hour	\$ 40.00	\$ 40.00
Garbage Collection Fees	2020-21	2021-22
Residential:		
Zone I: Once a week pick up		
One 96 gallon cart provided by franchisee, per month	\$ 12.41	\$ 12.41
Residents request 2 carts total:	\$ 18.59	\$ 18.59
Resident requests 3 carts total:	\$ 24.80	\$ 24.80
Resident requests 4 carts total:	\$ 30.99	\$ 30.99
Recycling Fee, per month/container	\$ 2.05	\$ 2.05
Zone 2: Single Family, twice per week pick up, per month, no cart provided	\$ 12.41	\$ 12.41
Recycling Fee, per month/container	\$ 2.05	\$ 2.05
Front Porch Pick Up	\$ 18.11	\$ 18.11
Recycling Fee, per month/container	\$ 2.05	\$ 2.05
Special Pickup:		
Move Ins, Special Tree Trimmings, oversize materials, & similar circumstances; minimum	\$ 17.29	\$ 17.29
Class II: Mobile Home Parks	\$ 9.90	\$ 9.90
Mobile Home Parks (2 or more mobile homes) (based on number in park on the 15th day of the month), per unit/monthly		
Class III: Apartments	\$ 9.90	\$ 9.90
per unit/monthly		
Class IV: Motels	\$ 4.37	\$ 4.37
per unit/monthly		
2. Commercial		
Class V:	\$ 15.70	\$ 15.70
Offices, barber shops and Professional services, per month		
Class VI:	\$ 27.08	\$ 27.08
Light retail, wholesale, commercial or industrial, 2000 to 4000 square feet and excluding large grocery stores, etc., per month		
Class VII:	\$ 39.34	\$ 39.34
Medium retail, wholesale commercial or industrial (2000 to 4000 square feet and exclude large grocery store, etc.), per month		
2 Cart, 1 pickup per week	\$ 40.61	\$ 40.61

**City of Schertz
Schedule of Fees**

Garbage Collection Fees	2020-21	2021-22
Class VIII:		
Heavy Volume retail wholesale, commercial, or industrial (placement determined by a time and cost study of refuse generation and collection. The categories in this class usually require hand loading from rooms or pens and would not apply when commercial containers are used.)		
A. Two weekly pickups of 1.5 cubic yard containers, excluding large grocery, furniture or department stores, per month	\$ 69.89	\$ 69.89
B. Two weekly pickups of 3 cu. Yard containers, excluding large grocery, furniture or department stores, etc., per month	\$ 139.77	\$ 139.77
C. Three weekly pickups of 3 cu. Yard containers, excluding large grocery, furniture or department stores, etc., per month	\$ 218.41	\$ 218.41
D. Four weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	\$ 262.05	\$ 262.05
E. Five weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	\$ 349.42	\$ 349.42
F. Six weekly pickups of 4 cu. Yard containers, including large grocery, furniture or department stores, etc., per month	\$ 436.84	\$ 436.84
G. Customer requiring more than four (4) cu. Yds each pickup would be charged per cu. Yds. Collected., per yard	\$ 4.84	\$ 4.84

**City of Schertz
Schedule of Fees**

Garbage Collection Fees	2020-21	2021-22
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3. Commercial Containers.

CONTRACTOR will provide commercial containers to those customers who desire to use them in lieu of garbage cans. The use of such CONTRACTOR provided containers is required by this contract. Rates for containers and pickup will be based on the following table:

Container Size:		Frequency of Pickup					
<u>2017-18 through 2021-22</u>		1	2	3	4	5	6
2 cu. Yard	\$	59.45	\$ 101.23	\$ 122.28	\$ 139.79	\$157.26	\$ 174.72
3 cu. Yard	\$	71.65	\$ 129.26	\$ 178.23	\$ 204.38	\$230.63	\$ 256.82
4 cu. Yard	\$	89.06	\$ 153.79	\$ 209.65	\$ 253.32	\$297.04	\$ 340.71
6 cu. Yard	\$	125.84	\$ 209.65	\$ 288.30	\$ 366.95	\$445.49	\$ 524.14
8 cu. Yard	\$	148.53	\$ 270.81	\$ 375.60	\$ 480.46	\$586.04	\$ 690.14
10 cu. Yard	\$	171.19	\$ 314.45	\$ 445.49	\$ 559.12	\$672.64	\$ 786.19
Commercial Recycle Hauling Permit						\$2,500.00	\$2,500.00

**City of Schertz
Schedule of Fees**

Garbage Collection Fees	2020-21	2021-22
4. Roll-Off Rates Per Pull Open Top Containers - Dry Material		
20 cu. Yard	\$ 323.20	\$ 323.20
30 cu. Yard	\$ 384.34	\$ 384.34
40 cu. Yard	\$ 445.49	\$ 445.49
Roll-off Rental (no pulls within billing cycle) per container per month	\$ 133.65	\$ 133.65
Collection and Disposal of Municipal Wastes		
5. Wet Material Rates on Compactor containers or open top containers with wet material must be negotiated with customers at the time they are needed. This type of waste must be hauled to a Type I landfill which generally has a higher disposal rate attached to it.		
Roll-off Container Delivery Charge per container	\$ 38.95	\$ 38.95
Roll-off Relocation or Trip Charge per container	\$ 38.95	\$ 38.95
2 cu. Yard compactor, per month (2 services per week)	\$ 230.27	\$ 230.27
Extra pick ups (2 yard compactor), each	\$ 87.31	\$ 87.31
4 cu. Yard compactor, per month (2 services per week)	\$ 474.39	\$ 474.39
30 cu yard Compactor, per pull	\$ 585.30	\$ 585.30
40 cu yard Compactor, per pull	\$ 695.37	\$ 695.37
30 cu yard Open-top (Recycle), per pull	\$ 218.27	\$ 218.27
Front-Load container extra pick-up charges		
2 cu yard	\$ 29.70	\$ 29.70
3 cu yard	\$ 37.12	\$ 37.12
4 cu yard	\$ 44.56	\$ 44.56
6 cu yard	\$ 51.98	\$ 51.98
8 cu yard	\$ 59.41	\$ 59.41
10 cu yard	\$ 66.82	\$ 66.82
OVER WEIGHT CHARGE	\$ 29.79	\$ 29.79

To address non standard requests, the solid waste contractor can negotiate a fee with the customer requesting the service. The City will collect 15% of the negotiated fee per the franchise agreement.

**City of Schertz
Schedule of Fees**

Business Office	2020-21	2021-22
Water Deposit		
In City	\$ 125.00	\$ 125.00
Out of City	\$ 150.00	\$ 150.00
Commercial	\$ 100.00	\$ 100.00
or 2.5 times estimated monthly billing	2.5x	2.5x
Disconnect Fee	\$ 20.00	\$ 20.00
Extension Fee	\$ 5.00	\$ 5.00
2 free extensions		
Transfer Fee	\$ 10.00	\$ 10.00
Garbage Deposit		
Residential	\$ 25.00	\$ 25.00
Commercial	\$ 100.00	\$ 100.00
or 2 1/2 times estimated monthly billing	2.5x	2.5x
Meter Flow Test		
After Hours Disconnect/Reconnect	\$ 50.00	\$ 50.00
City Field Test	\$ 10.00	\$ 10.00
City Meter Bench Flow Test	\$ 25.00	\$ 25.00
Schertz Seguin Water Customers	\$ 4.00	\$ 4.00
Non-Schertz Seguin Customer	\$ 15.00	\$ 15.00
Extended Absence Charge	\$ 10.00	\$ 10.00
Re-Installation Fee, per hour	\$ 50.00	\$ 50.00
Fire Hydrant Fee		
Deposit	\$ 200.00	\$ 200.00
Service Fee	\$ 50.00	\$ 50.00

**City of Schertz
Schedule of Fees**

Public Works	2020-21	2021-22
Permit Fees - If tie into manhole or street cut	\$ 25.00	\$ 25.00
Fire Line Type Nos. 1 and 2 - (non-metered), in City		
4-inch service line connection or smaller	\$ 175.00	\$ 175.00
6 inch	\$ 235.00	\$ 235.00
8 inch	\$ 290.00	\$ 290.00
10 inch	\$ 340.00	\$ 340.00
12 inch	\$ 405.00	\$ 405.00
Fire Line - Outside City		
4-inch service line connection or smaller	\$ 225.00	\$ 225.00
6 inch	\$ 305.00	\$ 305.00
8 inch	\$ 375.00	\$ 375.00
10 inch	\$ 440.00	\$ 440.00
12 inch	\$ 525.00	\$ 525.00
Meter Installation Fees - Inside the City		
Meter Size		
5/8" X 3/4"	\$ 330.00	\$ 330.00
3/4" X 3/4"	\$ 345.00	\$ 345.00
1" X 1"	\$ 450.00	\$ 450.00
1.5" X 1/5"	\$ 880.00	\$ 880.00
2" X 2"	\$ 1,940.00	\$ 1,940.00
*2" turbine	Cost + Labor	Cost + Labor
*3" Comp	Cost + Labor	Cost + Labor
*3" turbine	Cost + Labor	Cost + Labor
*4" Comp	Cost + Labor	Cost + Labor
*4" turbine	Cost + Labor	Cost + Labor

**City of Schertz
Schedule of Fees**

Public Works	2020-21	2021-22
Meter Installation Fees - Outside the City		
Meter Size		
5/8" X 3/4"	\$ 340.00	\$ 340.00
3/4" X 3/4"	\$ 355.00	\$ 355.00
1" X 1"	\$ 460.00	\$ 460.00
1.5" X 1/5"	\$ 890.00	\$ 890.00
2" X 2"	\$ 1,950.00	\$ 1,950.00
*2" turbine	Cost + Labor	Cost + Labor
*3" Comp	Cost + Labor	Cost + Labor
*3" turbine	Cost + Labor	Cost + Labor
*4" Comp	Cost + Labor	Cost + Labor
*4" turbine	Cost + Labor	Cost + Labor
Fire Hydrant Meter for Construction		
Deposit (refundable)	\$ 200.00	\$ 200.00
Service Charge	\$ 50.00	\$ 50.00
Wholesale Water Distribution Rate		
Base Rate, per month		
3 Inch Compound Meter	\$ 315.28	\$ 315.28
3 Inch Turbine Meter	\$ 472.92	\$ 472.92
4 Inch Compound Meter	\$ 492.63	\$ 492.63
4 Inch Turbine Meter	\$ 827.62	\$ 827.62
6 Inch Compound Meter	\$ 985.26	\$ 985.26
6 Inch Turbine Meter	\$ 1,812.88	\$ 1,812.88
8 Inch Compound Meter	\$ 1,576.80	\$ 1,576.80
8 Inch Turbine Meter	\$ 3,153.60	\$ 3,153.60
10 Inch Compound Meter	\$ 2,266.65	\$ 2,266.65
10 Inch Turbine Meter	\$ 4,927.50	\$ 4,927.50
12 Inch Turbine Meter	\$ 6,504.30	\$ 6,504.30
Available by agreement to distributors with a self-maintained water distribution service, Military Bases, and for temporary use until reuse water is made available in a particular area.		
Network Nodes		
Application	\$ 500.00	\$ 500.00
Additional for each node over 5 on the application (up to 30)	\$ 100.00	\$ 100.00
Annual Public Right of Way	\$ 250.00	\$ 250.00
Node Support Pole Application Fee	\$ 1,000.00	\$ 1,000.00
Collaction Fee for Network Nodes on City Service Poles, per pole, per month	\$ 20.00	\$ 20.00
Transport Facilities		
Application	\$ 500.00	\$ 500.00
Additional for each node over 5 on the application (up to 30)	\$ 100.00	\$ 100.00
Rental Fee for Transport Facilities, per device per month	\$ 28.00	\$ 28.00
Annual Public Right of Way Fee	\$ 250.00	\$ 250.00

Permit Fees will be due at the time of the permit submission.
Permit will not be accepted if the permit fee is not attached.
Other fees will be assessed at the time of permit approval

**City of Schertz
Schedule of Fees**

Capital Recovery Impact Fees			2020-21	2021-22
Meter Size	Meter Type	LUEs Water		
5/8"	SIMPLE	1.0	\$ 2,934	\$ 2,934
3/4"	SIMPLE	1.5	\$ 4,401	\$ 4,401
1"	SIMPLE	2.5	\$ 7,335	\$ 7,335
1.5"	SIMPLE	5.0	\$ 14,670	\$ 14,670
2"	SIMPLE	8.0	\$ 23,472	\$ 23,472
2"	COMPOUND	8.0	\$ 23,472	\$ 23,472
2"	TURBINE	10.0	\$ 29,340	\$ 29,340
3"	COMPOUND	16.0	\$ 46,944	\$ 46,944
3"	TURBINE	24.0	\$ 70,416	\$ 70,416
4"	COMPOUND	25.0	\$ 73,350	\$ 73,350
4"	TURBINE	42.0	\$ 123,228	\$ 123,228
6"	COMPOUND	50.0	\$ 146,700	\$ 146,700
6"	TURBINE	92.0	\$ 269,928	\$ 269,928
8"	COMPOUND	80.0	\$ 234,720	\$ 234,720
9"	TURBINE	160.0	\$ 469,440	\$ 469,440
10"	COMPOUND	115.0	\$ 337,410	\$ 337,410
10"	TURBINE	250.0	\$ 733,500	\$ 733,500
12"	TURBINE	330.0	\$ 968,220	\$ 968,220

SEWER COLLECTION IMPACT FEE

*Collection Impact Fee Per Living Unit Equivalent (LUE) \$ 1,668 \$ 1,668

*Sewer based on LUE: LUE = 245 gallons per day
These are only City of Schertz impact fees.

Other Utility Impact Fees

Treatment Impact Fee Per LUE: \$ 1,800.00 \$ 1,800.00

Schertz Seguin Local Government Corporation (SSLGC)

Meter Size	Meter Type			
5/8"	SIMPLE	1.0	\$ 1,607.24	\$ 1,607.24
3/4"	SIMPLE	1.5	\$ 2,410.86	\$ 2,410.86
1"	SIMPLE	2.5	\$ 4,018.10	\$ 4,018.10
1.5"	SIMPLE	5.0	\$ 8,036.20	\$ 8,036.20
2"	SIMPLE	8.0	\$ 12,857.92	\$ 12,857.92
2"	COMPOUND	8.0	\$ 12,857.92	\$ 12,857.92
2"	TURBINE	10.0	\$ 16,072.40	\$ 16,072.40
3"	COMPOUND	16.0	\$ 25,715.84	\$ 25,715.84
3"	TURBINE	24.0	\$ 38,573.76	\$ 38,573.76
4"	COMPOUND	25.0	\$ 40,181.00	\$ 40,181.00
4"	TURBINE	42.0	\$ 67,504.08	\$ 67,504.08
6"	COMPOUND	50.0	\$ 80,362.00	\$ 80,362.00
6"	TURBINE	92.0	\$ 147,866.08	\$ 147,866.08
8"	COMPOUND	80.0	\$ 128,579.20	\$ 128,579.20
9"	TURBINE	160.0	\$ 257,158.40	\$ 257,158.40
10"	COMPOUND	115.0	\$ 184,832.60	\$ 184,832.60
10"	TURBINE	250.0	\$ 401,810.00	\$ 401,810.00
12"	TURBINE	330.0	\$ 530,389.20	\$ 530,389.20

ROADWAY IMPACT FEE

Residential Home through 3/26/2021 \$ 2,696.00 \$ 2,696.00

Residential Home between 3/27/2021 and 3/26/2022 \$ 3,033.00 \$ 3,033.00

Residential Home after 3/26/2022 \$ 3,370.00 \$ 3,370.00

Nonresidential through 3/26/2021, per service unit* \$ 100.00 \$ 100.00

Nonresidential after 3/26/2021, per service unit* \$ 175.00 \$ 175.00

*The number of service units are based on the use of the property. A fee calculator is available on the City Website under the Engineering page

**City of Schertz
Schedule of Fees**

Sewer Rates	2020-21	2021-22
<u>Residential Rates (Single Family)</u>		
Base Rate-per month	\$ 13.54	\$ 14.43
Per 1,000 gal Charge, Per Month		
Per 1,000 gal charge Total- 12,000 gallons or less	\$ 4.46	\$ 4.75
greater than 12,000 gallons	\$ 10.12	\$ 10.79
<u>Business and Multi-family Dwelling Units:</u>		
Base Rate per month	\$ 17.03	\$ 18.15
The base rate shall be assessed in terms of connection equivalents which shall be as follows: the customer's previous 12 month water consumption as determined at the annual re-rating in February divided by 365, with the results of such division then divided by 245 gallons. The figure arrived at by the second division shall be the customer's "connection equivalent". Each business shall be assessed a base rate.		
Per 1,000 gal Charge, Per Month		
Per 1,000 gal charge Total- 12,000 gallons or less	\$ 4.57	\$ 4.87
greater than 12,000 gallons	\$ 10.22	\$ 10.89
<u>YMCA</u>		
Per 1,000 gal Charge, Per Month	\$ 3.20	\$ 3.20

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2021-22
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 3.04	\$ 24.61	\$ 3.04
	6,000	\$ 42.85	\$ 3.40	\$ 42.85	\$ 0.40
	12,000	\$ 63.25	\$ 3.98	\$ 63.25	\$ 3.98
	18,000	\$ 87.13	\$ 4.86	\$ 87.13	\$ 4.86
	30,000	\$ 145.45	\$ 6.17	\$ 145.45	\$ 6.17
3/4 IN CODE 2	0	\$ 36.89	\$ 3.04	\$ 36.89	\$ 3.04
	6,000	\$ 55.13	\$ 3.40	\$ 55.13	\$ 3.40
	12,000	\$ 75.53	\$ 3.98	\$ 75.53	\$ 3.98
	18,000	\$ 99.41	\$ 4.86	\$ 99.41	\$ 4.86
	30,000	\$ 157.73	\$ 6.17	\$ 157.73	\$ 6.17
1.0 IN CODE 3	0	\$ 61.49	\$ 3.04	\$ 61.49	\$ 3.04
	6,000	\$ 79.73	\$ 3.40	\$ 79.73	\$ 3.40
	12,000	\$ 100.13	\$ 3.98	\$ 100.13	\$ 3.98
	18,000	\$ 124.01	\$ 4.86	\$ 124.01	\$ 4.86
	30,000	\$ 182.33	\$ 6.17	\$ 182.33	\$ 6.17
1 1/2 IN CODE 4	0	\$ 122.99	\$ 3.04	\$ 122.99	\$ 3.04
	6,000	\$ 141.23	\$ 3.40	\$ 141.23	\$ 3.40
	12,000	\$ 161.63	\$ 3.98	\$ 161.63	\$ 3.98
	18,000	\$ 185.51	\$ 4.86	\$ 185.51	\$ 4.86
	30,000	\$ 243.83	\$ 6.17	\$ 243.83	\$ 6.17
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 3.04	\$ 196.78	\$ 3.04
	6,000	\$ 215.02	\$ 3.40	\$ 215.02	\$ 3.40
	12,000	\$ 235.42	\$ 3.98	\$ 235.42	\$ 3.98
	18,000	\$ 259.30	\$ 4.86	\$ 259.30	\$ 4.86
	30,000	\$ 317.62	\$ 6.17	\$ 317.62	\$ 6.17
2IN TURBINE CODE 6	0	\$ 245.96	\$ 3.04	\$ 245.96	\$ 3.04
	6,000	\$ 264.20	\$ 3.40	\$ 264.20	\$ 3.40
	12,000	\$ 284.60	\$ 3.98	\$ 284.60	\$ 3.98
	18,000	\$ 308.48	\$ 4.86	\$ 308.48	\$ 4.86
	30,000	\$ 366.80	\$ 6.17	\$ 366.80	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2021-22
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GALLONS SOLD BY METER SIZE (RESIDENTIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 3.04	\$ 393.55	\$ 3.04
	6,000	\$ 411.79	\$ 3.40	\$ 411.79	\$ 3.40
	12,000	\$ 432.19	\$ 3.98	\$ 432.19	\$ 3.98
	18,000	\$ 456.07	\$ 4.86	\$ 456.07	\$ 4.86
	30,000	\$ 514.39	\$ 6.17	\$ 514.39	\$ 6.17
3 IN TURBINE CODE 8	0	\$ 590.33	\$ 3.04	\$ 590.33	\$ 3.04
	6,000	\$ 608.57	\$ 3.40	\$ 608.57	\$ 3.40
	12,000	\$ 628.97	\$ 3.98	\$ 628.97	\$ 3.98
	18,000	\$ 652.85	\$ 4.86	\$ 652.85	\$ 4.86
	30,000	\$ 711.17	\$ 6.17	\$ 711.17	\$ 6.17
4 IN COMPOUND CODE 9	0	\$ 614.93	\$ 3.04	\$ 614.93	\$ 3.04
	6,000	\$ 633.17	\$ 3.40	\$ 633.17	\$ 3.40
	12,000	\$ 653.57	\$ 3.98	\$ 653.57	\$ 3.98
	18,000	\$ 677.45	\$ 4.86	\$ 677.45	\$ 4.86
	30,000	\$ 735.77	\$ 6.17	\$ 735.77	\$ 6.17
4 IN TURBINE CODE 10	0	\$ 1,033.08	\$ 3.04	\$ 1,033.08	\$ 3.04
	6,000	\$ 1,051.32	\$ 3.40	\$ 1,051.32	\$ 3.40
	12,000	\$ 1,071.72	\$ 3.98	\$ 1,071.72	\$ 3.98
	18,000	\$ 1,095.60	\$ 4.86	\$ 1,095.60	\$ 4.86
	30,000	\$ 1,153.92	\$ 6.17	\$ 1,153.92	\$ 6.17
6 IN COMPOUND CODE 11	0	\$ 1,229.86	\$ 3.04	\$ 1,229.86	\$ 3.04
	6,000	\$ 1,248.10	\$ 3.40	\$ 1,248.10	\$ 3.40
	12,000	\$ 1,268.50	\$ 3.98	\$ 1,268.50	\$ 3.98
	18,000	\$ 1,292.38	\$ 4.86	\$ 1,292.38	\$ 4.86
	30,000	\$ 1,350.70	\$ 6.17	\$ 1,350.70	\$ 6.17
6 IN TURBINE CODE 12	0	\$ 2,262.93	\$ 3.04	\$ 2,262.93	\$ 3.04
	6,000	\$ 2,281.17	\$ 3.40	\$ 2,281.17	\$ 3.40
	12,000	\$ 2,301.57	\$ 3.98	\$ 2,301.57	\$ 3.98
	18,000	\$ 2,325.45	\$ 4.86	\$ 2,325.45	\$ 4.86
	30,000	\$ 2,383.77	\$ 6.17	\$ 2,383.77	\$ 6.17
8 IN COMPOUND CODE 13	0	\$ 1,987.74	\$ 3.04	\$ 1,987.74	\$ 3.04
	6,000	\$ 2,005.98	\$ 3.40	\$ 2,005.98	\$ 3.40
	12,000	\$ 2,026.38	\$ 3.98	\$ 2,026.38	\$ 3.98
	18,000	\$ 2,050.26	\$ 4.86	\$ 2,050.26	\$ 4.86
	30,000	\$ 2,108.58	\$ 6.17	\$ 2,108.58	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Residential	2021-22
GALLONS SOLD BY METER SIZE (RESIDENTIAL)	

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
8 IN TURBINE CODE 14	0	\$ 3,975.48	\$ 3.04	\$ 3,975.48	\$ 3.04
	6,000	\$ 3,993.72	\$ 3.40	\$ 3,993.72	\$ 3.40
	12,000	\$ 4,014.12	\$ 3.98	\$ 4,014.12	\$ 3.98
	18,000	\$ 4,038.00	\$ 4.86	\$ 4,038.00	\$ 4.86
	30,000	\$ 4,096.32	\$ 6.17	\$ 4,096.32	\$ 6.17
10 IN COMPOUND CODE 15	0	\$ 2,857.37	\$ 3.04	\$ 2,857.37	\$ 3.04
	6,000	\$ 2,875.61	\$ 3.40	\$ 2,875.61	\$ 3.40
	12,000	\$ 2,896.01	\$ 3.98	\$ 2,896.01	\$ 3.98
	18,000	\$ 2,919.89	\$ 4.86	\$ 2,919.89	\$ 4.86
	30,000	\$ 2,978.21	\$ 6.17	\$ 2,978.21	\$ 6.17
10 IN TURBINE CODE 16	0	\$ 6,211.67	\$ 3.04	\$ 6,211.67	\$ 3.04
	6,000	\$ 6,229.91	\$ 3.40	\$ 6,229.91	\$ 3.40
	12,000	\$ 6,250.31	\$ 3.98	\$ 6,250.31	\$ 3.98
	18,000	\$ 6,274.19	\$ 4.86	\$ 6,274.19	\$ 4.86
	30,000	\$ 6,332.51	\$ 6.17	\$ 6,332.51	\$ 6.17
12 IN TURBINE CODE 17	0	\$ 8,199.42	\$ 3.04	\$ 8,199.42	\$ 3.04
	6,000	\$ 8,217.66	\$ 3.40	\$ 8,217.66	\$ 3.40
	12,000	\$ 8,238.06	\$ 3.98	\$ 8,238.06	\$ 3.98
	18,000	\$ 8,261.94	\$ 4.86	\$ 8,261.94	\$ 4.86
	30,000	\$ 8,320.26	\$ 6.17	\$ 8,320.26	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 3.04	\$ 24.61	\$ 3.04
	6,000	\$ 42.85	\$ 3.40	\$ 42.85	\$ 0.40
	12,000	\$ 63.25	\$ 3.98	\$ 63.25	\$ 3.98
	18,000	\$ 87.13	\$ 4.86	\$ 87.13	\$ 4.86
	30,000	\$ 145.45	\$ 6.17	\$ 145.45	\$ 6.17
3/4 IN CODE 2	0	\$ 36.89	\$ 3.04	\$ 36.89	\$ 3.04
	6,000	\$ 55.13	\$ 3.40	\$ 55.13	\$ 3.40
	12,000	\$ 75.53	\$ 3.98	\$ 75.53	\$ 3.98
	18,000	\$ 99.41	\$ 4.86	\$ 99.41	\$ 4.86
	30,000	\$ 157.73	\$ 6.17	\$ 157.73	\$ 6.17
1.0 IN CODE 3	0	\$ 61.49	\$ 3.04	\$ 61.49	\$ 3.04
	6,000	\$ 79.73	\$ 3.40	\$ 79.73	\$ 3.40
	12,000	\$ 100.13	\$ 3.98	\$ 100.13	\$ 3.98
	18,000	\$ 124.01	\$ 4.86	\$ 124.01	\$ 4.86
	30,000	\$ 182.33	\$ 6.17	\$ 182.33	\$ 6.17
1 1/2 IN CODE 4	0	\$ 122.99	\$ 3.04	\$ 122.99	\$ 3.04
	6,000	\$ 141.23	\$ 3.40	\$ 141.23	\$ 3.40
	12,000	\$ 161.63	\$ 3.98	\$ 161.63	\$ 3.98
	18,000	\$ 185.51	\$ 4.86	\$ 185.51	\$ 4.86
	30,000	\$ 243.83	\$ 6.17	\$ 243.83	\$ 6.17
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 3.04	\$ 196.78	\$ 3.04
	18,000	\$ 251.50	\$ 3.40	\$ 215.02	\$ 3.40
	36,000	\$ 312.70	\$ 3.98	\$ 235.42	\$ 3.98
	54,000	\$ 384.34	\$ 4.86	\$ 259.30	\$ 4.86
	90,000	\$ 559.30	\$ 6.17	\$ 317.62	\$ 6.17
2IN TURBINE CODE 6	0	\$ 245.96	\$ 3.04	\$ 245.96	\$ 3.04
	18,000	\$ 300.68	\$ 3.40	\$ 264.20	\$ 3.40
	36,000	\$ 361.88	\$ 3.98	\$ 284.60	\$ 3.98
	54,000	\$ 433.52	\$ 4.86	\$ 308.48	\$ 4.86
	90,000	\$ 608.48	\$ 6.17	\$ 366.80	\$ 6.17
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 3.04	\$ 393.55	\$ 3.04
	18,000	\$ 448.27	\$ 3.40	\$ 411.79	\$ 3.40
	36,000	\$ 509.47	\$ 3.98	\$ 432.19	\$ 3.98
	54,000	\$ 581.11	\$ 4.86	\$ 456.07	\$ 4.86
	90,000	\$ 756.07	\$ 6.17	\$ 514.39	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
3 IN TURBINE CODE 8	0	\$ 590.33	\$ 3.04	\$ 590.33	\$ 3.04
	18,000	\$ 645.05	\$ 3.40	\$ 608.57	\$ 3.40
	36,000	\$ 706.25	\$ 3.98	\$ 628.97	\$ 3.98
	54,000	\$ 777.89	\$ 4.86	\$ 652.85	\$ 4.86
	90,000	\$ 952.85	\$ 6.17	\$ 711.17	\$ 6.17
4 IN COMPOUND CODE 9	0	\$ 614.93	\$ 3.04	\$ 614.93	\$ 3.04
	18,000	\$ 669.65	\$ 3.40	\$ 633.17	\$ 3.40
	36,000	\$ 730.85	\$ 3.98	\$ 653.57	\$ 3.98
	54,000	\$ 802.49	\$ 4.86	\$ 677.45	\$ 4.86
	90,000	\$ 977.45	\$ 6.17	\$ 735.77	\$ 6.17
4 IN TURBINE CODE 10	0	\$ 1,033.08	\$ 3.04	\$ 1,033.08	\$ 3.04
	18,000	\$ 1,087.80	\$ 3.40	\$ 1,051.32	\$ 3.40
	36,000	\$ 1,149.00	\$ 3.98	\$ 1,071.72	\$ 3.98
	54,000	\$ 1,220.64	\$ 4.86	\$ 1,095.60	\$ 4.86
	90,000	\$ 1,395.60	\$ 6.17	\$ 1,153.92	\$ 6.17
6 IN COMPOUND CODE 11	0	\$ 1,229.86	\$ 3.04	\$ 1,229.86	\$ 3.04
	18,000	\$ 1,284.58	\$ 3.40	\$ 1,248.10	\$ 3.40
	36,000	\$ 1,345.78	\$ 3.98	\$ 1,268.50	\$ 3.98
	54,000	\$ 1,417.42	\$ 4.86	\$ 1,292.38	\$ 4.86
	90,000	\$ 1,592.38	\$ 6.17	\$ 1,350.70	\$ 6.17
6 IN TURBINE CODE 12	0	\$ 2,262.93	\$ 3.04	\$ 2,262.93	\$ 3.04
	18,000	\$ 2,317.65	\$ 3.40	\$ 2,281.17	\$ 3.40
	36,000	\$ 2,378.85	\$ 3.98	\$ 2,301.57	\$ 3.98
	54,000	\$ 2,450.49	\$ 4.86	\$ 2,325.45	\$ 4.86
	90,000	\$ 2,625.45	\$ 6.17	\$ 2,383.77	\$ 6.17
8 IN COMPOUND CODE 13	0	\$ 1,987.74	\$ 3.04	\$ 1,987.74	\$ 3.04
	18,000	\$ 2,042.46	\$ 3.40	\$ 2,005.98	\$ 3.40
	36,000	\$ 2,103.66	\$ 3.98	\$ 2,026.38	\$ 3.98
	54,000	\$ 2,175.30	\$ 4.86	\$ 2,050.26	\$ 4.86
	90,000	\$ 2,350.26	\$ 6.17	\$ 2,108.58	\$ 6.17

**City of Schertz
Schedule of Fees**

Public Works - Water Rates Commercial	2021-22
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GALLONS SOLD BY METER SIZE (COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
8 IN TURBINE CODE 14	0	\$ 3,975.48	\$ 3.04	\$ 3,975.48	\$ 3.04
	18,000	\$ 4,030.20	\$ 3.40	\$ 3,993.72	\$ 3.40
	36,000	\$ 4,091.40	\$ 3.98	\$ 4,014.12	\$ 3.98
	54,000	\$ 4,163.04	\$ 4.86	\$ 4,038.00	\$ 4.86
	90,000	\$ 4,338.00	\$ 6.17	\$ 4,096.32	\$ 6.17
10 IN COMPOUND CODE 15	0	\$ 2,857.37	\$ 3.04	\$ 2,857.37	\$ 3.04
	18,000	\$ 2,912.09	\$ 3.40	\$ 2,875.61	\$ 3.40
	36,000	\$ 2,973.29	\$ 3.98	\$ 2,896.01	\$ 3.98
	54,000	\$ 3,044.93	\$ 4.86	\$ 2,919.89	\$ 4.86
	90,000	\$ 3,219.89	\$ 6.17	\$ 2,978.21	\$ 6.17
10 IN TURBINE CODE 16	0	\$ 6,211.67	\$ 3.04	\$ 6,211.67	\$ 3.04
	18,000	\$ 6,266.39	\$ 3.40	\$ 6,229.91	\$ 3.40
	36,000	\$ 6,327.59	\$ 3.98	\$ 6,250.31	\$ 3.98
	54,000	\$ 6,399.23	\$ 4.86	\$ 6,274.19	\$ 4.86
	90,000	\$ 6,574.19	\$ 6.17	\$ 6,332.51	\$ 6.17
12 IN TURBINE CODE 17	0	\$ 8,199.42	\$ 3.04	\$ 8,199.42	\$ 3.04
	18,000	\$ 8,254.14	\$ 3.40	\$ 8,217.66	\$ 3.40
	36,000	\$ 8,315.34	\$ 3.98	\$ 8,238.06	\$ 3.98
	54,000	\$ 8,386.98	\$ 4.86	\$ 8,261.94	\$ 4.86
	90,000	\$ 8,561.94	\$ 6.17	\$ 8,320.26	\$ 6.17
			RATE 1000		
FH METER	\$	116.88	\$ 8.98		
Cibolo Wholesale Water Rate			\$ 3.27		

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
5/8 IN CODE 1	0	\$ 24.61	\$ 3.04	\$ 29.81	\$ 6.08
	6,000	\$ 42.85	\$ 3.09	\$ 66.29	\$ 6.15
	9,000	\$ 52.12	\$ 3.34	\$ 84.74	\$ 6.71
	12,000	\$ 62.14	\$ 3.61	\$ 104.87	\$ 7.21
	15,000	\$ 72.97	\$ 3.82	\$ 126.50	\$ 7.64
	18,000	\$ 84.43	\$ 4.81	\$ 149.42	\$ 9.61
	30,000	\$ 142.15	\$ 5.46	\$ 264.74	\$ 10.94
	45,000	\$ 224.05	\$ 5.81	\$ 428.84	\$ 11.64
	60,000	\$ 311.20	\$ 6.03	\$ 603.44	\$ 12.04
	75,000+	\$ 401.65	\$ 6.15	\$ 784.04	\$ 12.31
3/4 IN CODE 2	0	\$ 36.89	\$ 3.04	\$ 44.69	\$ 6.08
	6,000	\$ 55.13	\$ 3.09	\$ 81.17	\$ 6.15
	9,000	\$ 64.40	\$ 3.34	\$ 99.62	\$ 6.71
	12,000	\$ 74.42	\$ 3.61	\$ 119.75	\$ 7.21
	15,000	\$ 85.25	\$ 3.82	\$ 141.38	\$ 7.64
	18,000	\$ 96.71	\$ 4.81	\$ 164.30	\$ 9.61
	30,000	\$ 154.43	\$ 5.46	\$ 279.62	\$ 10.94
	45,000	\$ 236.33	\$ 5.81	\$ 443.72	\$ 11.64
	60,000	\$ 323.48	\$ 6.03	\$ 618.32	\$ 12.04
	75,000+	\$ 413.93	\$ 6.15	\$ 798.92	\$ 12.31
1.0 IN CODE 3	0	\$ 61.49	\$ 3.04	\$ 74.48	\$ 6.08
	6,000	\$ 79.73	\$ 3.09	\$ 110.96	\$ 6.15
	9,000	\$ 89.00	\$ 3.34	\$ 129.41	\$ 6.71
	12,000	\$ 99.02	\$ 3.61	\$ 149.54	\$ 7.21
	15,000	\$ 109.85	\$ 3.82	\$ 171.17	\$ 7.64
	18,000	\$ 121.31	\$ 4.81	\$ 194.09	\$ 9.61
	30,000	\$ 179.03	\$ 5.46	\$ 309.41	\$ 10.94
	45,000	\$ 260.93	\$ 5.81	\$ 473.51	\$ 11.64
	60,000	\$ 348.08	\$ 6.03	\$ 648.11	\$ 12.04
	75,000+	\$ 438.53	\$ 6.15	\$ 828.71	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
1 1/2 IN CODE 4	0	\$ 122.99	\$ 3.04	\$ 148.96	\$ 6.08
	15,000	\$ 168.59	\$ 3.09	\$ 240.16	\$ 6.15
	30,000	\$ 214.94	\$ 3.34	\$ 332.41	\$ 6.71
	45,000	\$ 265.04	\$ 3.61	\$ 433.06	\$ 7.21
	60,000	\$ 319.19	\$ 3.82	\$ 541.21	\$ 7.64
	75,000	\$ 376.49	\$ 4.81	\$ 655.81	\$ 9.61
	100,000	\$ 496.74	\$ 5.46	\$ 896.06	\$ 10.94
	125,000	\$ 633.24	\$ 5.81	\$ 1,169.56	\$ 11.64
	150,000	\$ 778.49	\$ 6.03	\$ 1,460.56	\$ 12.04
	175,000+	\$ 929.24	\$ 6.15	\$ 1,761.56	\$ 12.31
2 IN SIMPLE COMPOUND CODE 5	0	\$ 196.78	\$ 3.04	\$ 238.33	\$ 6.08
	24,000	\$ 269.74	\$ 3.09	\$ 384.25	\$ 6.15
	48,000	\$ 343.90	\$ 3.34	\$ 531.85	\$ 6.71
	72,000	\$ 424.06	\$ 3.61	\$ 692.89	\$ 7.21
	96,000	\$ 510.70	\$ 3.82	\$ 865.93	\$ 7.64
	120,000	\$ 602.38	\$ 4.81	\$ 1,049.29	\$ 9.61
	160,000	\$ 794.78	\$ 5.46	\$ 1,433.69	\$ 10.94
	200,000	\$ 1,013.18	\$ 5.81	\$ 1,871.29	\$ 11.64
	240,000	\$ 1,245.58	\$ 6.03	\$ 2,336.89	\$ 12.04
	280,000+	\$ 1,486.78	\$ 6.15	\$ 2,818.49	\$ 12.31
2IN TURBINE CODE 6	0	\$ 245.96	\$ 3.04	\$ 297.92	\$ 6.08
	30,000	\$ 337.16	\$ 3.09	\$ 480.32	\$ 6.15
	60,000	\$ 429.86	\$ 3.34	\$ 664.82	\$ 6.71
	90,000	\$ 530.06	\$ 3.61	\$ 866.12	\$ 7.21
	120,000	\$ 638.36	\$ 3.82	\$ 1,082.42	\$ 7.64
	150,000	\$ 752.96	\$ 4.81	\$ 1,311.62	\$ 9.61
	200,000	\$ 993.46	\$ 5.46	\$ 1,792.12	\$ 10.94
	250,000	\$ 1,266.46	\$ 5.81	\$ 2,339.12	\$ 11.64
	300,000	\$ 1,556.96	\$ 6.03	\$ 2,921.12	\$ 12.04
	350,000+	\$ 1,858.46	\$ 6.15	\$ 3,523.12	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
3 IN COMPOUND CODE 7	0	\$ 393.55	\$ 3.04	\$ 476.66	\$ 6.08
	48,000	\$ 539.47	\$ 3.09	\$ 768.50	\$ 6.15
	96,000	\$ 687.79	\$ 3.34	\$ 1,063.70	\$ 6.71
	144,000	\$ 848.11	\$ 3.61	\$ 1,385.78	\$ 7.21
	192,000	\$ 1,021.39	\$ 3.82	\$ 1,731.86	\$ 7.64
	240,000	\$ 1,204.75	\$ 4.81	\$ 2,098.58	\$ 9.61
	320,000	\$ 1,589.55	\$ 5.46	\$ 2,867.38	\$ 10.94
	400,000	\$ 2,026.35	\$ 5.81	\$ 3,742.58	\$ 11.64
	480,000	\$ 2,491.15	\$ 6.03	\$ 4,673.78	\$ 12.04
	560,000+	\$ 2,973.55	\$ 6.15	\$ 5,636.98	\$ 12.31
3 IN TURBINE CODE 8	0	\$ 590.33	\$ 3.04	\$ 715.01	\$ 6.08
	72,000	\$ 809.21	\$ 3.09	\$ 1,152.77	\$ 6.15
	144,000	\$ 1,031.69	\$ 3.34	\$ 1,595.57	\$ 6.71
	216,000	\$ 1,272.17	\$ 3.61	\$ 2,078.69	\$ 7.21
	288,000	\$ 1,532.09	\$ 3.82	\$ 2,597.81	\$ 7.64
	408,000	\$ 1,990.49	\$ 4.81	\$ 3,514.61	\$ 9.61
	528,000	\$ 2,567.69	\$ 5.46	\$ 4,667.81	\$ 10.94
	648,000	\$ 3,222.89	\$ 5.81	\$ 5,980.61	\$ 11.64
	768,000	\$ 3,920.09	\$ 6.03	\$ 7,377.41	\$ 12.04
	888,000+	\$ 4,643.69	\$ 6.15	\$ 8,822.21	\$ 12.31
4 IN COMPOUND CODE 9	0	\$ 614.93	\$ 3.04	\$ 744.79	\$ 6.08
	75,000	\$ 842.93	\$ 3.09	\$ 1,200.79	\$ 6.15
	150,000	\$ 1,074.68	\$ 3.34	\$ 1,662.04	\$ 6.71
	225,000	\$ 1,325.18	\$ 3.61	\$ 2,165.29	\$ 7.21
	300,000	\$ 1,595.93	\$ 3.82	\$ 2,706.04	\$ 7.64
	425,000	\$ 2,073.43	\$ 4.81	\$ 3,661.04	\$ 9.61
	550,000	\$ 2,674.68	\$ 5.46	\$ 4,862.29	\$ 10.94
	675,000	\$ 3,357.18	\$ 5.81	\$ 6,229.79	\$ 11.64
	800,000	\$ 4,083.43	\$ 6.03	\$ 7,684.79	\$ 12.04
	925,000+	\$ 4,837.18	\$ 6.15	\$ 9,189.79	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
4 IN TURBINE CODE 10	0	\$ 1,033.08	\$ 3.04	\$ 1,251.24	\$ 6.08
	126,000	\$ 1,416.12	\$ 3.09	\$ 2,017.32	\$ 6.15
	252,000	\$ 1,805.46	\$ 3.34	\$ 2,792.22	\$ 6.71
	378,000	\$ 2,226.30	\$ 3.61	\$ 3,637.68	\$ 7.21
	504,000	\$ 2,681.16	\$ 3.82	\$ 4,546.14	\$ 7.64
	630,000	\$ 3,162.48	\$ 4.81	\$ 5,508.78	\$ 9.61
	840,000	\$ 4,172.58	\$ 5.46	\$ 7,526.88	\$ 10.94
	1,050,000	\$ 5,319.18	\$ 5.81	\$ 9,824.28	\$ 11.64
	1,260,000	\$ 6,539.28	\$ 6.03	\$ 12,268.68	\$ 12.04
	1,470,000+	\$ 7,805.58	\$ 6.15	\$ 14,797.08	\$ 12.31
6 IN COMPOUND CODE 11	0	\$ 1,229.86	\$ 3.04	\$ 1,489.60	\$ 6.08
	150,000	\$ 1,685.86	\$ 3.09	\$ 2,401.60	\$ 6.15
	300,000	\$ 2,149.36	\$ 3.34	\$ 3,324.10	\$ 6.71
	450,000	\$ 2,650.36	\$ 3.61	\$ 4,330.60	\$ 7.21
	600,000	\$ 3,191.86	\$ 3.82	\$ 5,412.10	\$ 7.64
	750,000	\$ 3,764.86	\$ 4.81	\$ 6,558.10	\$ 9.61
	1,000,000	\$ 4,967.36	\$ 5.46	\$ 8,960.60	\$ 10.94
	1,250,000	\$ 6,332.36	\$ 5.81	\$ 11,695.60	\$ 11.64
	1,500,000	\$ 7,784.86	\$ 6.03	\$ 14,605.60	\$ 12.04
	1,750,000+	\$ 9,292.36	\$ 6.15	\$ 17,615.60	\$ 12.31
6 IN TURBINE CODE 12	0	\$ 2,262.93	\$ 3.04	\$ 2,740.85	\$ 6.08
	276,000	\$ 3,101.97	\$ 3.09	\$ 4,418.93	\$ 6.15
	552,000	\$ 3,954.81	\$ 3.34	\$ 6,116.33	\$ 6.71
	828,000	\$ 4,876.65	\$ 3.61	\$ 7,968.29	\$ 7.21
	1,104,000	\$ 5,873.01	\$ 3.82	\$ 9,958.25	\$ 7.64
	1,380,000	\$ 6,927.33	\$ 4.81	\$ 12,066.89	\$ 9.61
	1,840,000	\$ 9,139.93	\$ 5.46	\$ 16,487.49	\$ 10.94
	2,300,000	\$ 11,651.53	\$ 5.81	\$ 21,519.89	\$ 11.64
	2,760,000	\$ 14,324.13	\$ 6.03	\$ 26,874.29	\$ 12.04
	3,220,000+	\$ 17,097.93	\$ 6.15	\$ 32,412.69	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
8 IN COMPOUND CODE 13	0	\$ 1,987.74	\$ 3.04	\$ 2,407.27	\$ 6.08
	240,000	\$ 2,717.34	\$ 3.09	\$ 3,866.47	\$ 6.15
	480,000	\$ 3,458.94	\$ 3.34	\$ 5,342.47	\$ 6.71
	720,000	\$ 4,260.54	\$ 3.61	\$ 6,952.87	\$ 7.21
	960,000	\$ 5,126.94	\$ 3.82	\$ 8,683.27	\$ 7.64
	1,200,000	\$ 6,043.74	\$ 4.81	\$ 10,516.87	\$ 9.61
	1,600,000	\$ 7,967.74	\$ 5.46	\$ 14,360.87	\$ 10.94
	2,000,000	\$ 10,151.74	\$ 5.81	\$ 18,736.87	\$ 11.64
	2,400,000	\$ 12,475.74	\$ 6.03	\$ 23,392.87	\$ 12.04
	2,800,000+	\$ 14,887.74	\$ 6.15	\$ 28,208.87	\$ 12.31
8 IN TURBINE CODE 14	0	\$ 3,975.48	\$ 3.04	\$ 4,814.54	\$ 6.08
	480,000	\$ 5,434.68	\$ 3.09	\$ 7,732.94	\$ 6.15
	960,000	\$ 6,917.88	\$ 3.34	\$ 10,684.94	\$ 6.71
	1,440,000	\$ 8,521.08	\$ 3.61	\$ 13,905.74	\$ 7.21
	1,920,000	\$ 10,253.88	\$ 3.82	\$ 17,366.54	\$ 7.64
	2,400,000	\$ 12,087.48	\$ 4.81	\$ 21,033.74	\$ 9.61
	3,200,000	\$ 15,935.48	\$ 5.46	\$ 28,721.74	\$ 10.94
	4,000,000	\$ 20,303.48	\$ 5.81	\$ 37,473.74	\$ 11.64
	4,800,000	\$ 24,951.48	\$ 6.03	\$ 46,785.74	\$ 12.04
	5,600,000+	\$ 32,187.48	\$ 6.15	\$ 61,233.74	\$ 12.31
10 IN COMPOUND CODE 15	0	\$ 2,857.37	\$ 3.04	\$ 3,460.46	\$ 6.08
	345,000	\$ 3,906.17	\$ 3.09	\$ 5,558.06	\$ 6.15
	690,000	\$ 4,972.22	\$ 3.34	\$ 7,679.81	\$ 6.71
	1,035,000	\$ 6,124.52	\$ 3.61	\$ 9,994.76	\$ 7.21
	1,380,000	\$ 7,369.97	\$ 3.82	\$ 12,482.21	\$ 7.64
	1,725,000	\$ 8,687.87	\$ 4.81	\$ 15,118.01	\$ 9.61
	2,300,000	\$ 11,453.62	\$ 5.46	\$ 20,643.76	\$ 10.94
	2,875,000	\$ 14,593.12	\$ 5.81	\$ 26,934.26	\$ 11.64
	3,450,000	\$ 17,933.87	\$ 6.03	\$ 33,627.26	\$ 12.04
	4,025,000+	\$ 21,401.12	\$ 6.15	\$ 40,550.26	\$ 12.31

**City of Schertz
Schedule of Fees**

Public Works - Water Rates	2020-21
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GALLONS SOLD BY METER SIZE (RESIDENTIAL AND SMALL COMMERCIAL)

METER	BLOCK GALLONS	INSIDE CITY		OUTSIDE CITY	
		BLOCK RATE	RATE 1000	BLOCK RATE	RATE 1000
10 IN TURBINE CODE 16	0	\$ 6,211.67	\$ 3.04	\$ 7,182.34	\$ 6.08
	750,000	\$ 8,491.67	\$ 3.09	\$ 11,742.34	\$ 6.15
	1,500,000	\$ 10,809.17	\$ 3.34	\$ 16,354.84	\$ 6.71
	2,250,000	\$ 13,314.17	\$ 3.61	\$ 21,387.34	\$ 7.21
	3,000,000	\$ 16,021.67	\$ 3.82	\$ 26,794.84	\$ 7.64
	3,750,000	\$ 18,886.67	\$ 4.81	\$ 32,524.84	\$ 9.61
	5,000,000	\$ 24,899.17	\$ 5.46	\$ 44,537.34	\$ 10.94
	6,250,000	\$ 31,724.17	\$ 5.81	\$ 58,212.34	\$ 11.64
	7,500,000	\$ 38,986.67	\$ 6.03	\$ 72,762.34	\$ 12.04
	8,750,000+	\$ 46,524.17	\$ 6.15	\$ 87,812.34	\$ 12.31
12 IN TURBINE CODE 17	0	\$ 8,199.42	\$ 3.04	\$ 9,929.99	\$ 6.08
	990,000	\$ 11,209.02	\$ 3.09	\$ 15,949.19	\$ 6.15
	1,980,000	\$ 14,268.12	\$ 3.34	\$ 22,037.69	\$ 6.71
	2,970,000	\$ 17,574.72	\$ 3.61	\$ 28,680.59	\$ 7.21
	3,960,000	\$ 21,148.62	\$ 3.82	\$ 35,818.49	\$ 7.64
	4,950,000	\$ 24,930.42	\$ 4.81	\$ 43,382.09	\$ 9.61
	6,600,000	\$ 32,866.92	\$ 5.46	\$ 59,238.59	\$ 10.94
	8,250,000	\$ 41,875.92	\$ 5.81	\$ 77,289.59	\$ 11.64
	9,900,000	\$ 51,462.42	\$ 6.03	\$ 96,495.59	\$ 12.04
	11,550,000+	\$ 61,411.92	\$ 6.15	\$ 116,361.59	\$ 12.31
			RATE 1000		
FH METER	\$	116.88	\$ 8.98		
Cibolo Wholesale Water Rate			\$ 3.27		

**City of Schertz
Schedule of Fees**

Drought Contingency Surcharges	2020-21	2021-22
For the first 1,000 gallons over allocation*	\$ 2.00	\$ 2.00
For the second 1,000 gallons over allocation*	\$ 3.00	\$ 3.00
For the third 1,000 gallons over allocation*	\$ 4.00	\$ 4.00
For each additional 1,000 gallons over allocation*	\$ 5.00	\$ 5.00
 Drought Contingency Violation Fines, up to	 \$ 200.00	 \$ 200.00

*Refer to the Conservation Ordinance for all allocations



275 W. Campbell Rd.
Suite 440
Richardson, TX 75080
Phone: (972) 680-2000

July 22, 2021

Mr. David Kneuper, P.E.
Utility Engineering Group, PLLC
191 N. Union Avenue
New Braunfels, TX 78130

Subject: Water and Wastewater Rate Design Study – Draft Report

Dear Mr. Kneuper:

NewGen Strategies and Solutions, LLC (NewGen) was engaged by Utility Engineering Group, PLLC (UEG) to conduct a Retail Water and Wastewater Rate Study (Study) for the City of Schertz (City). This *draft* report describes the analysis performed for the City and makes recommendations with respect to rates to be charged to the City's retail customers.

The analysis performed by NewGen is designed to consider the revenue requirement from the current Fiscal Year (FY) 2021 through FY 2026. As with any rate study, assumptions must be made. The City should be aware that the actual rates required may be different from the projected rates outlined in this report due to unforeseen changes such as system growth, inflation, etc. In addition, it should be noted that this analysis is based on data provided by the City. While this data has been reviewed and tested for accuracy to the extent possible, if the data relied on by the Project Team to produce this analysis is inaccurate and not reflective of the actual operation and/or financial condition of the City's water and wastewater system, then the results of this analysis may merit revision.

Background

A water and wastewater utility is essentially a business run by a City and, therefore, should operate in a fiscally sound and prudent manner. The City Council must currently contend with issues which are impacting the financial integrity and stability of the City's water and wastewater utility. The primary issue the utility is facing is the Capital Improvement Plan (CIP). The secondary issue the utility is facing is the water purchases due to the Guadalupe Plant coming on-line. Both of these issues are discussed in more detail below.

It is the Project Team's understanding that the City's last rate action was taken in October 2018 for water rates and October 2019 for wastewater rates. Regular review and revision of a utility's rates is necessary to ensure that sufficient funds are available to meet the financial requirements of the utility, as well as to ensure that the pricing signals being provided to customers meet the goals and objectives of the City Council. Regular revision of rates is also important to pass along increases in cost from wholesale service providers. Increases in wholesale costs represent an increase in the overall cost of goods sold. Failure to pass along such cost increases to customers only serves to erode the City's ability to generate needed financial resources to maintain its own internal infrastructure.

Based on the analysis conducted and in consideration of the overarching issues, the Project Team has outlined a proposed plan for adopting rates which will assist the City in facilitating the long-term financial stability of the utility systems while providing needed funding for the City's ongoing capital improvement

Mr. David Kneuper

July 22, 2021

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program. This rate plan is illustrated in Appendix A; the underlying methodology supporting this rate plan is detailed throughout the remainder of this report.

Development of Revenue Requirement

There are two primary ratemaking methodologies employed in the utility industry: the utility basis and the cash basis. The primary difference between the utility basis and the cash basis involves the treatment of depreciation, return on invested capital, and debt service. The utility basis, most commonly used by private utilities, includes depreciation and return on invested capital, but excludes debt service from the revenue requirement determination. The cash basis, which is the most common method used by governmental entities, includes debt service, but excludes depreciation and return on invested capital in the revenue requirement determination. The cash basis focuses on meeting the cash demands of the utility. The cash basis is usually more easily understood since it follows the traditional cash-oriented budgeting practices used by governmental entities. In addition, the cash basis is generally easier to explain to customers since the cash basis attempts to match revenue to expenditures. In performing this analysis, the Project Team has utilized the cash basis to develop the City's revenue requirement.

To develop the Test Year Revenue Requirement (i.e., the first year for which rates are developed), NewGen utilized the City's adopted FY 2021 budget. Since the focus of the Study is the water and wastewater rates, solid waste expenses and revenues were removed, which were approximately \$4.7 million of expenses and \$5.6 million of revenues. Based on discussions with Staff about the capital improvement project list, cash capital and a transfer to the capital construction reserve fund were added. Both the wholesale debt payment and existing debt payment had slight adjustments to match up with the debt schedules. No adjustment was made to the operations and maintenance portion of the wholesale cost in the Test Year.

In order to calculate the revenues that are required from rates to cover expenses associated with providing retail service, it is necessary to isolate the cost of service by subtracting utility-related non-rate revenues, also known as revenue offsets, from the cost of service. Since the purpose of the Study is to determine the costs necessary to recover through water and wastewater rates, the revenue projected to be generated through rates must also be removed from the budget. After the removal of rate revenues, the resulting cost of providing water and wastewater is projected to be approximately \$19.3 million in the Test Year. The revenue requirement is shown in Table 1 below.

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Table 1
Test Year Revenue Requirement

	FY 2021 Budget	Adjustments	Test Year
<u>Expenses</u>			
O&M	\$10,673,611	(\$4,721,600)	\$5,952,011
Water Purchases	3,200,000	0	3,200,000
Sewer Purchases	4,100,000	0	4,100,000
Cash Capital	146,887	407,000	553,887
Transfer to Reserve	0	2,263,518	2,263,518
Wholesale Debt Service	4,599,173	(9,800)	4,589,373
Existing Debt Service	2,106,932	20	2,106,952
Total Cost of Service	\$24,826,603	(\$2,060,862)	\$22,765,741
<u>Revenues</u>			
Rate Revenue	\$18,692,000	(\$18,692,000)	\$0
Non-Rate Revenue	6,812,368	(5,616,000)	1,196,368
Total Revenue Offsets	\$25,504,368	(\$24,308,000)	\$1,196,368
Total Revenue Requirement	(\$677,765)	\$19,983,620	\$19,305,855

Forecasted Revenue Requirement

In determining the forecasted revenue requirement of the utility, the Project Team utilized the City's adopted FY 2021 budget, adjusted as discussed above, as the basis for the revenue requirement projections through FY 2026. Inflation factors were estimated and applied to the baseline data. The source for each factor are discussed below in detail.

- Chemicals – Twenty (20) year average Producer Price Index (PPI) for Water Treating Compounds plus customer growth
- Customer Growth – 300 Accounts per year¹
- Debt Service – Debt Principal and Interest schedules
- Electricity – Annual Energy Outlook 2020 electricity inflation²
- Natural Gas – Annual Energy Outlook 2020 natural inflation²
- Fuel – Annual Energy Outlook 2020 fuel inflation²
- General Inflation – American WSC and County, Municipal Cost Index (MCI), 20-year average³
- Inflation + Customer Growth – General inflation plus customer growth factor

¹ Per discussions with Staff.

² The Annual Energy Outlook, published annually by the U. S. Energy Information Administration, presents yearly projections and analysis of energy topics including natural gas, motor gasoline, fuel oils, electricity, and propane.

³ The Municipal Cost Index, published monthly by American WSC and County, is designed to show the effects of inflation on the cost of providing municipal services.

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- Sewer Purchases – SARA, NBU, and CCMA historical invoices and projections.

Table 2 represents the inflation factors applied for the five years of the Study period.

Table 2
Inflation Factors

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Chemicals	1.24%	1.24%	1.24%	1.24%	1.24%
Customer Growth	2.00%	2.00%	2.00%	2.00%	2.00%
Electricity	2.32%	2.35%	2.84%	3.75%	3.57%
Natural Gas	2.79%	3.17%	4.00%	5.28%	4.27%
Fuel	2.53%	2.02%	0.92%	3.42%	3.21%
General	2.48%	2.48%	2.48%	2.48%	2.48%
General + Growth	4.48%	4.48%	4.48%	4.48%	4.48%

Capital Improvement Projects

One of the key issues reviewed during this Study was the need for capital improvement projects. As of July 2021, the City has a CIP consisting of current costs of approximately \$37.7 million in water projects and \$25.7 million in wastewater projects over the next five years. Presently, it is anticipated that \$11.5 million will be debt funded, \$27 million will be funded through impact fees, and \$24.9 million will be funded through cash and reserves. The new debt principal and interest will be funded through cash generated from rates. In addition, the City is expecting to receive and use funds from the City's American Recovery Funds (ARP Funds) specific to water and sewer infrastructure. The estimated total of \$4.4 million was considered but should not be relied on until it is confirmed that these funds will be used on for utility related projects. Figure 1 below shows the projected capital in each year by funding source.

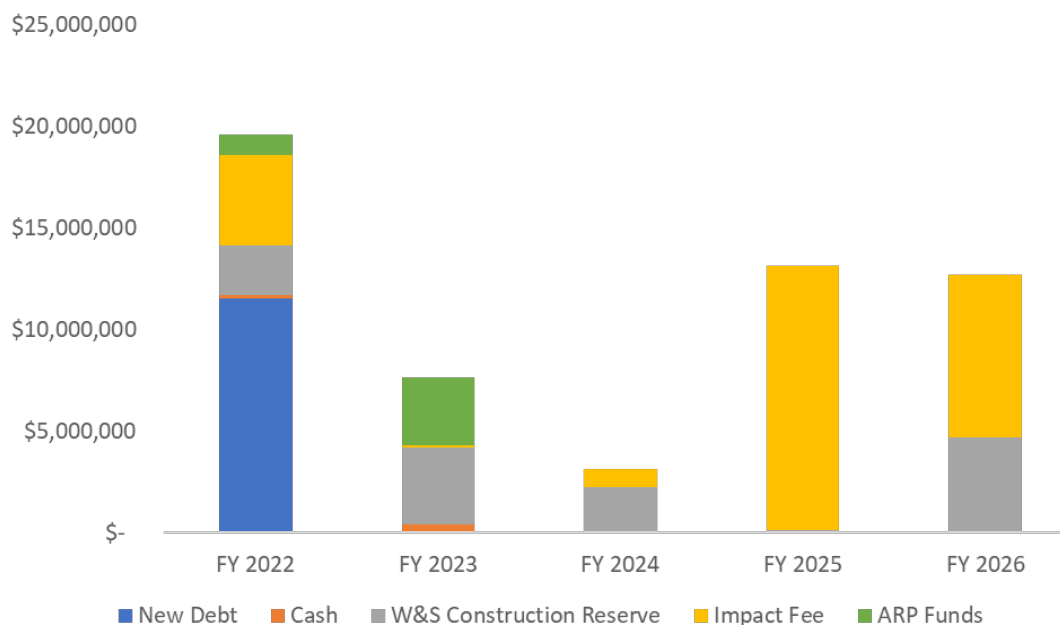


Figure 2 – Capital Improvement Projects By Funding Source

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Water Purchases

The second key issue reviewed in this Study is the change in water source. The City purchases water from SSLGC, which has provided the City water from the Gonzales plant. The City Council had previously approved moving forward on building the Guadalupe Plant and using it for part of the water purchase from SSLGC. This plant is expected to come on-line in FY 2023 and the City is projected to have an approximately 10% increase to their water purchase costs in FY 2023. Table 3 shows the projected water purchase cost estimates from SSLGC, which were provided by SSLGC during a March 2021 presentation.

Table 3
SSLGC Projected Water Purchases

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Gonzales Plant					
Volumetric Rate (per 1,000 gal)	\$1.64	\$1.68	\$1.74	\$1.82	\$1.89
Volumes (1,000 gal)	2,047,974	1,384,867	1,384,867	1,384,867	1,384,867
Gonzales Projected Cost	\$3,358,677	\$2,326,576	\$2,409,668	\$2,520,457	\$2,617,398
Guadalupe Plant					
Volumetric Rate (per 1,000 gal)	\$0.00	\$2.47	\$2.49	\$2.53	\$2.53
Volumes (1,000 gal)	0	704,164	745,873	788,559	831,898
Guadalupe Projected Cost	\$0	\$1,739,285	\$1,857,224	\$1,995,055	\$2,104,701
Debt Payments	3,880,592	3,956,615	4,010,590	4,065,444	4,185,412
Total Projected Cost	\$7,239,268	\$8,022,476	\$8,277,482	\$8,580,957	\$8,907,511
Variance, \$		\$783,208	\$255,055	\$303,475	\$326,554
Variance, %		10.82%	3.18%	3.67%	3.81%

Estimated Rates

In evaluating the performance of existing water and wastewater rates and to project future water and wastewater rates, some estimation of billed water consumption and wastewater flow is required. In making this estimation, it is necessary to consider a period of normal precipitation. If data involving abnormal weather patterns is utilized (i.e., unusually low or excessive precipitation), then the resulting revenue estimates could be too high or too low. For purposes of this Study, the Project Team reviewed consumption data from October 2018 through December 2020. The data was examined for accuracy and trends as well as reviewed for impacts from COVID-19. It was determined the pandemic did not appear to have a measurable impact on consumption data. As a result of the analysis, the Project Team selected a 12-month period based on the last 12 months reviewed as the "Test Year." **The City's actual experienced consumption and flow should be compared annually to the figures utilized and projected within this Study. To the extent significant variances exist, the rates presented herein may need to be amended.**

Current Rates

The City's water rates were last amended in October 2018, and the City's wastewater rates were last amended in October 2019. Both rate structures currently consist of a two-part rate design composed of a minimum monthly charge for all customers with a volumetric rate structure.

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Standards promulgated by the American Water Works Association (AWWA) and general industry best practices are used in evaluating the adequacy of the City's existing rate design. The Project Team reviewed the City's existing rate structure and noted that the minimum charges do increase based on meter size. It is industry best practice to increase the minimum charge with larger meter sizes. Larger water meters can place greater demands on the water system, and thus should pay a greater fixed charge to compensate the utility for the infrastructure put into service to accommodate this increased demand. Another industry best practice is to have an inclining volumetric block rate structure because it encourages conservation based on the Texas Water Conservation Implementation Task Force's Best Management Practices (TWCITF BMP). The City currently has a 10 block inclining rate structure that differs for each meter size.

In reviewing rates, the Project Team not only considered the overall cost of providing utility service, but also considered the City's financial policies. It is the Project Team's understanding that the City has a debt service coverage ratio (DSC) policy of 1.00. Additionally, it is our understanding that the City has a fund balance reserve goal of 26% of Operating Expenditures.

Water Rates

Table 4 below presents the anticipated financial performance of the City's current water rates for the term of the Study. Please note that the variation in revenue requirement is due to the fluctuation in needed transfer to the capital construction reserve to pay for capital.

Table 4
Projected Water Revenue Performance Under Current Rates

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Rate Revenue Under Current Rates	\$12,460,984	\$12,656,010	\$12,851,037	\$13,046,064	\$13,241,090	\$13,436,117
Rate Revenue Requirement	12,647,740	13,687,604	15,562,391	14,450,163	12,770,229	17,545,946
Over / (Under) Recovery (\$)	(\$186,756)	(\$1,031,594)	(\$2,711,354)	(\$1,404,100)	\$470,861	(\$4,109,829)
Over / (Under) Recovery (%)	-1.48%	-7.54%	-17.42%	-9.72%	3.69%	-23.42%

As displayed in Table 4, the current water rates are not anticipated to generate sufficient revenue to recover the costs of providing water service in each of the fiscal years included in the Study. In reviewing water rates, the Project Team found the primary factors of the insufficiency were due to the increase in wholesale water purchases and capital.

Wastewater Rates

Table 5 below presents the anticipated financial performance of the City's current wastewater rates for the term of the Study. As shown, the current wastewater rates are not anticipated to generate sufficient revenue to recover the costs of providing wastewater service in each of the fiscal years included in the Study.

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Table 5
Projected Wastewater Revenue Performance under Current Rates

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Rate Revenue Under Current Rates	\$8,293,747	\$8,420,000	\$8,556,254	\$8,692,507	\$8,828,760	\$8,965,013
Rate Revenue Requirement	8,921,633	8,242,121	9,015,249	8,732,167	8,974,607	9,184,044
Over / (Under) Recovery (\$)	(\$637,886)	\$177,880	(\$458,996)	(\$39,660)	(\$145,847)	(\$219,030)
Over / (Under) Recovery (%)	-7.15%	2.16%	-5.09%	-0.45%	-1.63%	-2.38%

Combined Utility

Table 6 below presents the combined anticipated financial performance of the City's current rates for the term of the Study. As shown, on a combined basis, the rates are not anticipated to generate sufficient revenue to cover costs or the Fund Balance Reserve target.

Table 6
Projected Revenue Performance under Current Rates

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Rate Revenue Under Current Rates	\$20,744,731	\$21,076,011	\$21,407,291	\$21,738,570	\$22,069,850	\$22,401,130
Rate Revenue Requirement	21,569,373	21,929,725	24,577,640	23,182,330	21,744,836	26,729,990
Over / (Under) Recovery (\$)	(\$824,642)	(\$853,714)	(\$3,170,350)	(\$1,443,759)	\$325,014	(\$4,328,860)
Over / (Under) Recovery (%)	-3.82%	-3.89%	-12.90%	-6.23%	1.49%	-16.19%
Debt Service Ratio w/ Wholesale Debt	1.30	1.26	1.15	1.11	1.07	1.05
Additional Funds to Meet Target DSC	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance:						
O&M Expenditures Including Solid Waste	\$27,487,341	\$27,964,761	\$30,732,647	\$29,460,282	\$28,148,782	\$33,263,053
Ending Fund Balance	6,373,989	5,520,275	2,349,925	906,166	1,231,180	(\$3,097,680)
Fund Balance Reserve	23%	20%	8%	3%	4%	-9%
Over (Short of) Goal	(\$772,720)	(\$1,750,563)	(\$5,640,563)	(\$6,753,508)	(\$6,087,503)	(\$11,746,073)

Proposed Rates

When reviewing the proposed rates, the capital funded through the capital construction reserves for FY 2022 through FY 2026 was taken out of the rate revenue requirement for each year. Instead, it was looked at on a cumulative basis.

Two scenarios were reviewed when developing proposed rates for FY 2022 through FY 2026. The first was based on a 4% rate revenue increase each year, while the second was based on a 3% rate revenue increase. Both scenarios are shown in Appendix B. The 4% scenario was selected by Council as it was the closest to funding the capital on a cumulative basis over the next five years, as discussed further in the following sections.

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Water Rates

In developing proposed water rates, the Project Team reviewed the tier structures and developed two new 5-tiered volumetric structures. The first structure is for meter sizes 1 ½" or less, while the second is for 2" or more meter sizes. Table 7 illustrates the expected revenue under the projected water rates as compared to the projected revenue requirement less the capital funded through reserves. The over-recovery produced go towards the fund balance reserve requirement and capital funded through the capital construction reserve.

Table 7
Projected Water Revenue Performance Under Proposed Rates

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Rate Revenue Under Proposed Rates	\$12,460,984	\$12,940,953	\$13,618,481	\$14,332,543	\$15,076,748	\$15,861,167
Rate Revenue Requirement	12,647,740	11,272,901	12,319,878	12,338,663	12,693,729	12,895,946
Over / (Under) Recovery (\$)	(\$186,756)	\$1,668,051	\$1,298,603	\$1,993,880	\$2,383,018	\$2,965,221
Over / (Under) Recovery (%)	-1.48%	14.80%	10.54%	16.16%	18.77%	22.99%

Wastewater Rates

Table 8 illustrates the expected revenue under the projected rates as compared to the projected revenue requirement less the capital funded through reserves. The over-recovery produced go towards the fund balance reserve requirement and capital funded through reserves.

Table 8
Projected Wastewater Revenue Performance Under Proposed Rates

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Rate Revenue Under Proposed Rates	\$8,293,747	\$8,970,828	\$9,482,083	\$10,011,568	\$10,570,059	\$11,160,072
Rate Revenue Requirement	8,921,633	8,242,121	8,469,763	8,700,667	8,943,107	9,184,044
Over / (Under) Recovery (\$)	(\$637,886)	\$728,707	\$1,012,321	\$1,310,902	\$1,626,952	\$1,976,029
Over / (Under) Recovery (%)	-7.15%	8.84%	11.95%	15.07%	18.19%	21.52%

Combined Utility

Table 9 below presents the combined anticipated financial performance of the Project Team's proposed rates for the term of the Study. Any overage of the fund balance reserve is assumed to be transferred to the capital construction reserve to fund capital.

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Table 9
Projected Revenue Performance under Proposed Rates

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Projected Rate Revenue Under Proposed Rates	\$20,744,731	\$21,911,781	\$23,100,564	\$24,344,112	\$25,646,807	\$27,021,240
Rate Revenue Requirement	21,569,373	19,515,022	20,789,640	21,039,330	21,636,836	22,079,990
Over / (Under) Recovery (\$)	(\$824,642)	\$2,396,759	\$2,310,924	\$3,304,782	\$4,009,971	\$4,941,250
Over / (Under) Recovery (%)	-3.82%	12.28%	11.12%	15.71%	18.53%	22.38%
Debt Service Ratio w/ Wholesale Debt	1.30	1.38	1.39	1.48	1.58	1.72
Additional Funds to Meet Target DSC	\$0	\$0	\$0	\$0	\$0	\$0

Fund Balance:

O&M Expenditures Including Solid Waste	\$27,487,341	\$25,550,058	\$26,944,647	\$27,317,282	\$28,040,782	\$28,613,053
Ending Fund Balance	6,373,989	8,770,747	8,953,939	10,310,390	11,112,464	12,231,853
Fund Balance Reserve	23%	34%	33%	38%	40%	43%
Over (Short of) Goal	(\$772,720)	\$2,127,732	\$1,948,331	\$3,207,897	\$3,821,961	\$4,792,459

In Figure 2 below, the cumulative capital over the 5-year period is shown under current rates and proposed rates for the 4% scenario.

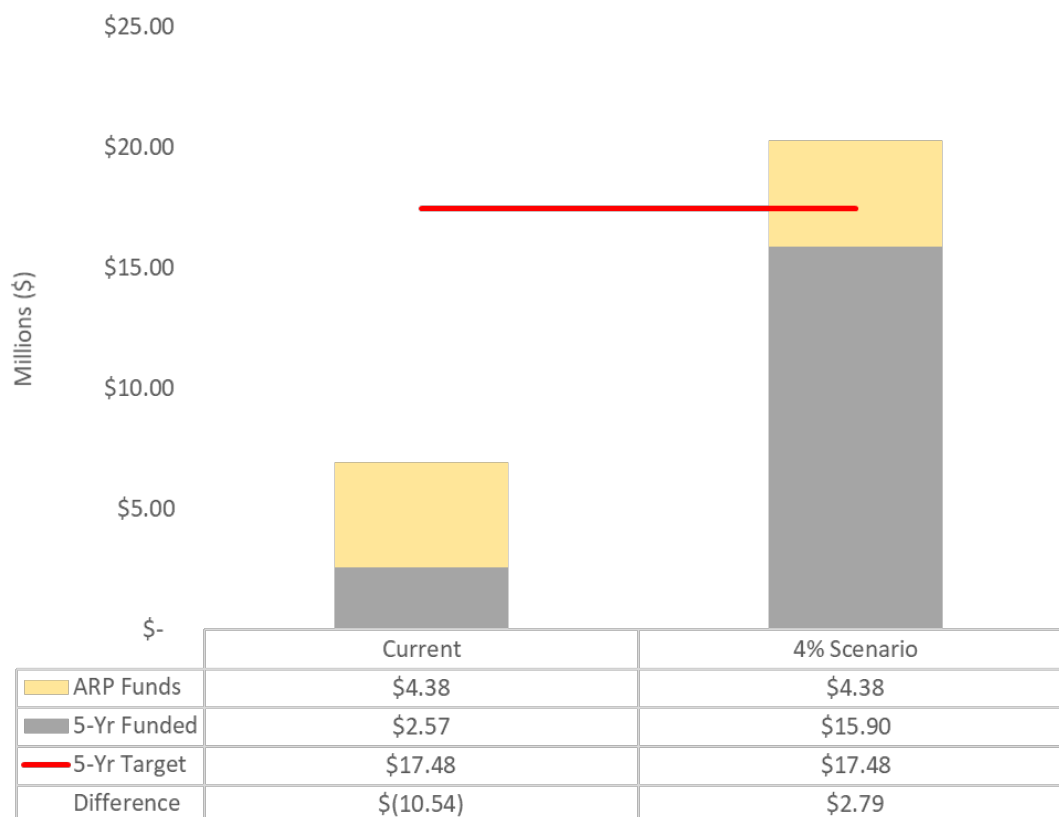


Figure 2 – Cumulative Capital Projects and Funding for FY 2022 Through FY 2026

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Monthly impacts and a regional comparison of rates from different cities can be found in Appendix B. It is important to note that although comparisons between communities are very common, they may not tell the whole story. Each system is unique in geography, age of infrastructure, capital maintenance effort, and typical usage patterns, which makes this comparison not apples to apples. A utility is a business-type activity of government and should be operated in the same manner as a stand-alone, private business enterprise. Pricing decisions should be made at the community level, reflecting the unique needs of each City's own business enterprise.

Recommendations

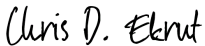
1. In order to assist in maintaining the financial stability of the City's Utility Fund, sufficient rates should be put in place to ensure adequate cost recovery through user rate revenue. Further, we recommend that the City continuously monitor the financial performance of the Utility Fund and adjust rates as necessary to maintain the financial stability of the utility and to ensure available funding for the City's ongoing capital improvements program.
2. It is recommended that the City implement the rate adjustments recommended herein for the water system effective October 1, 2021, in order to maintain the financial stability of the utility. Delay in action now may result in more significant rate action later.

NewGen appreciates the opportunity to assist Utility Engineering Group, PLLC and the City of Schertz in conducting this review. If you have any questions, please contact Chris Ekrut at (972) 232-2234 or cekrut@newgenstrategies.net.

Sincerely,

NewGen Strategies and Solutions, LLC

DocuSigned by:



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Chris D. Ekrut

Chief Financial Officer

APPENDIX A PROPOSED RATES



Exhibit A

Water Rates

Residential			Commercial 1 1/2" or Less			Commercial 2" or More		
<i>Minimum Charge</i>			<i>Minimum Charge</i>			<i>Minimum Charge</i>		
5/8"	\$	24.61	5/8"	\$	24.61	2" Compound	\$	196.78
3/4"		36.89	3/4"		36.89	2" Turbine		246.96
1"		61.49	1"		61.49	3" Compound		393.55
1.5"		122.99	1.5"		122.99	3" Turbine		590.33
2" Compound		196.78				4" Compound		614.93
2" Turbine		246.96				4" Turbine		1,033.08
3" Compound		393.55	<i>Volumetric Charge (per 1,000 gallons)</i>			6" Compound		1,229.86
3" Turbine		590.33	0-6,000	\$	3.04	6" Turbine		2,262.93
4" Compound		614.93	6,001-12,000		3.40	8" Compound		1,987.74
4" Turbine		1,033.08	12,001-18,000		3.98	8" Turbine		3,975.48
6" Compound		1,229.86	18,001-30,000		4.86	10" Compound		2,857.37
6" Turbine		2,262.93	30,001+		6.17	10" Turbine		6,211.67
8" Compound		1,987.74				12" Turbine		8,199.42
8" Turbine		3,975.48				<i>Volumetric Charge (per 1,000 gallons)</i>		
10" Compound		2,857.37				0-18,000	\$	3.04
10" Turbine		6,211.67				18,001-36,000		3.40
12" Turbine		8,199.42				36,001-54,000		3.98
<i>Volumetric Charge (per 1,000 gallons)</i>						54,001-90,000		4.86
0-6,000	\$	3.04				90,001+		6.17
6,001-12,000		3.40						
12,001-18,000		3.98						
18,001-30,000		4.86						
30,001+		6.17						

Wastewater Rates

Residential			Commercial		
<i>Minimum Charge</i>			<i>Minimum Charge</i>		
<i>Volumetric Charge (per 1,000 gallons)</i>			<i>Volumetric Charge (per 1,000 gallons)</i>		
0-12,000	\$	4.75	0-12,000	\$	4.87
City Line Maintenance Fee Plus Franchise Fee		0.56	City Line Maintenance Fee Plus Franchise Fee		0.68
User Charged		4.19	User Charged		4.19
12,001+		10.79	12,001+		10.89
Housing Authority			YMCA		
<i>Minimum Charge</i>			<i>Minimum Charge</i>		
<i>Volumetric Charge (per 1,000 gallons)</i>			<i>Volumetric Charge (per 1,000 gallons)</i>		
	\$	1,500.61		\$	-
		-			3.20

APPENDIX B
NEWGEN COUNCIL PRESENTATION (JULY 13th, 2021)
PLUS ADDITIONAL SLIDES BASED ON COUNCIL FEEDBACK



July 13, 2021

SCHERTZ, TEXAS WATER & WASTEWATER RATE STUDY

NewGen
Strategies & Solutions



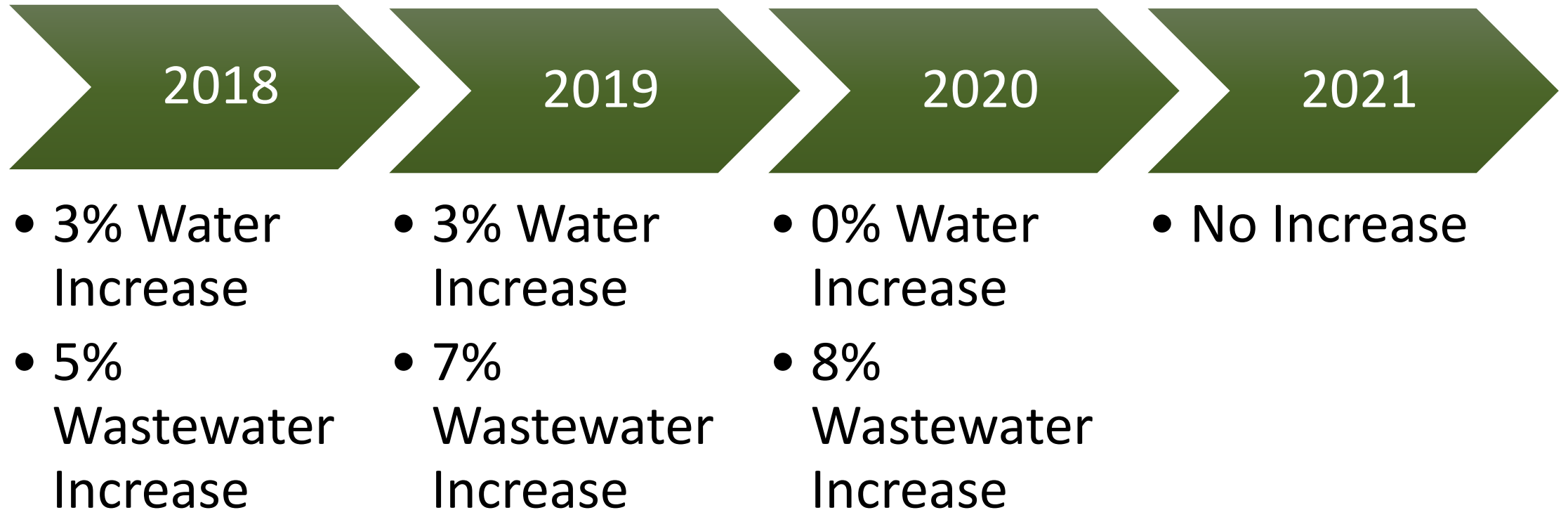
IMPORTANCE OF LOCAL OFFICIALS IN UTILITY MANAGEMENT

Utilities operate like a business, though the product being sold is a vital resource shared by all members of the community

Just like any business, Council is the “Board of Directors” who must be able to address complex industry challenges including rising costs, aging infrastructure, and customer affordability

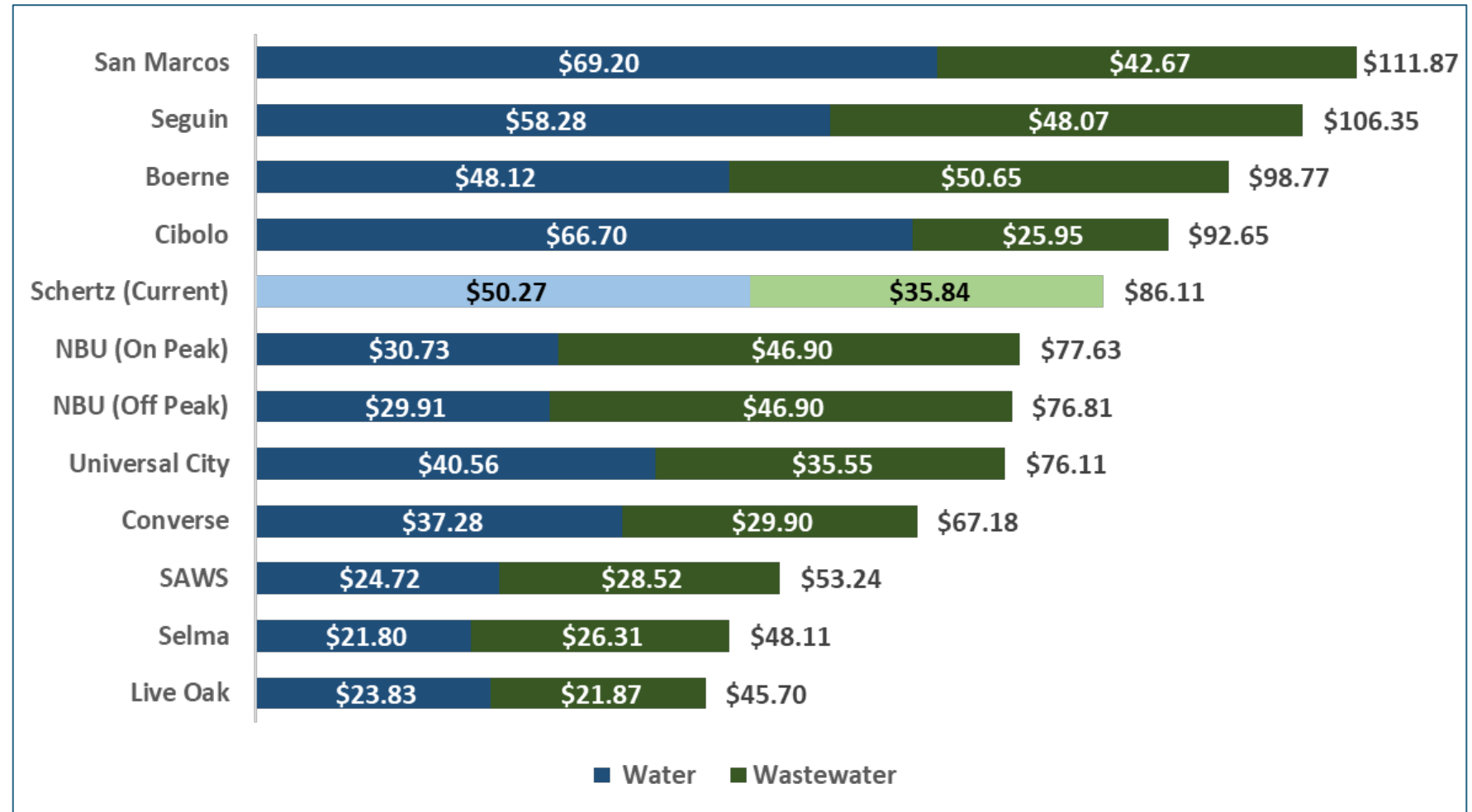
The Board must ensure the viability of the business by ensuring revenues match or exceed expenses and financial metrics are met

HISTORICAL RATE ACTIVITY



REGIONAL BILL COMPARISON

5/8" Residential –
Average: 8,400
Gallons Water and
5,000 Gallons
Wastewater



SUMMARY OF ISSUES FACING UTILITIES



Growth



Capital Improvement Projects



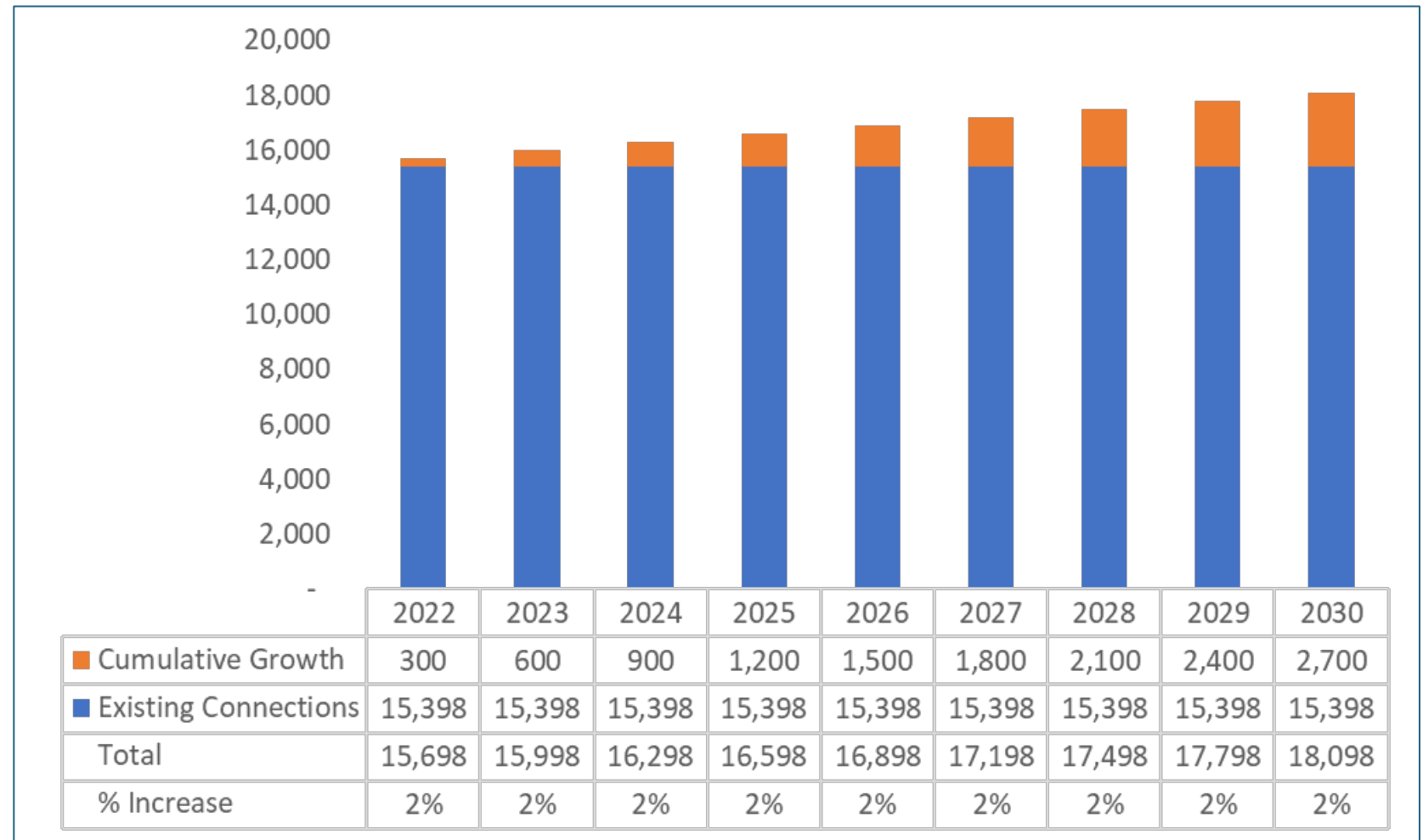
SSLGC Water Purchases (Guadalupe Plant)



Simplify Rate Structure

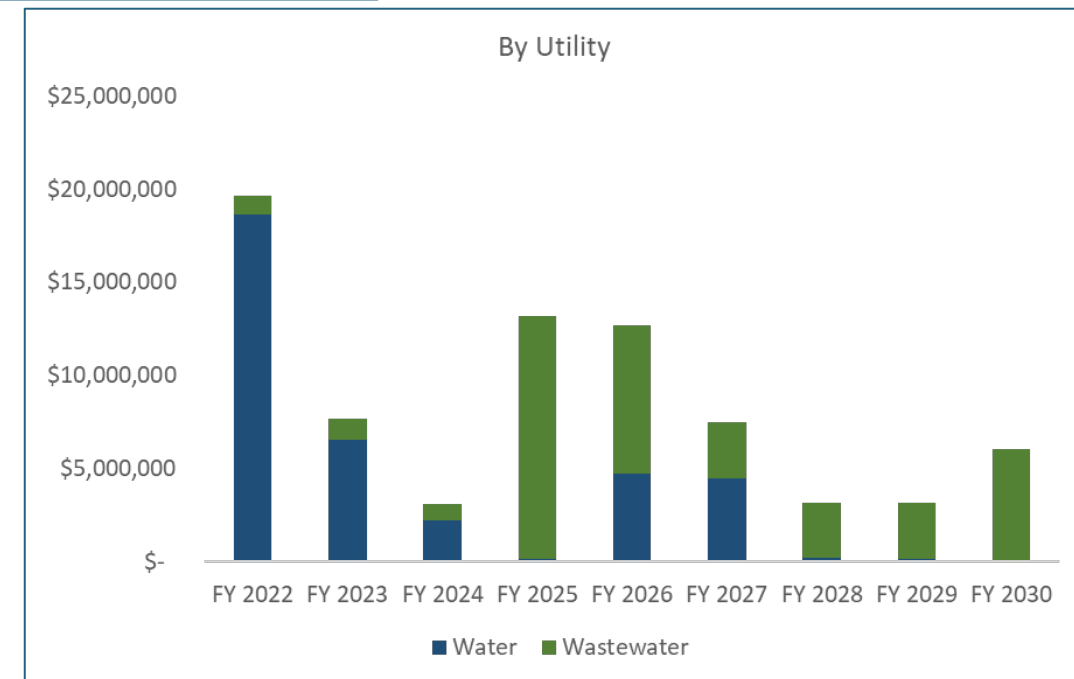
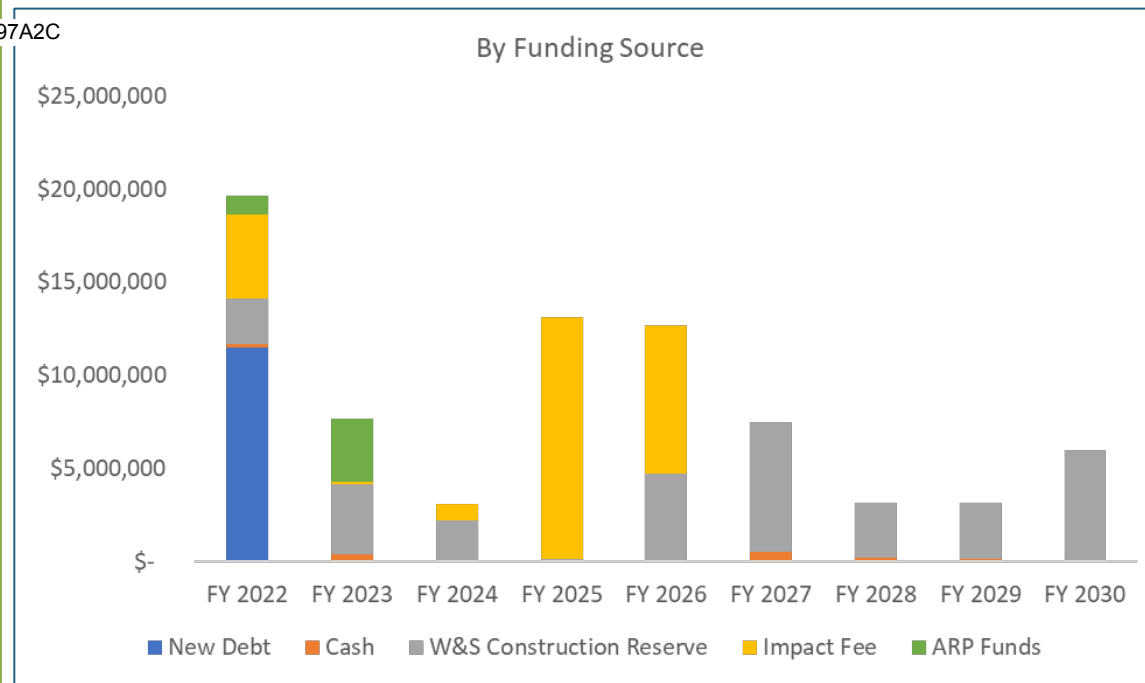
KEY ASSUMPTIONS

Water Account Growth



KEY ASSUMPTIONS

Capital Improvement Projects



KEY ASSUMPTIONS

SSLGC Water Purchases – Guadalupe Plant

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Gonzales					
Volumetric Rate ^{1,2}	\$ 1.64	\$ 1.68	\$ 1.74	\$ 1.82	\$ 1.89
Projected Volumes ^{1,3}	2,047,974	1,384,867	1,384,867	1,384,867	1,384,867
Projected Cost	\$ 3,358,677	\$ 2,326,576	\$ 2,409,668	\$ 2,520,457	\$ 2,617,398
Guadalupe					
Volumetric Rate ^{1,2}	\$ 0.00	\$ 2.47	\$ 2.49	\$ 2.53	\$ 2.53
Projected Volumes ^{1,3}	0	704,164	745,873	788,559	831,898
Projected Cost	\$ 0	\$ 1,739,285	\$ 1,857,224	\$ 1,995,055	\$ 2,104,701
Debt Payments	\$ 3,880,592	\$ 3,956,615	\$ 4,010,590	\$ 4,065,444	\$ 4,185,412
Total Projected Cost	\$ 7,239,268	\$ 8,022,476	\$ 8,277,482	\$ 8,580,957	\$ 8,907,511
Variance, \$		\$ 783,208	\$ 255,055	\$ 303,475	\$ 326,554
Variance, %		10.82%	3.18%	3.67%	3.81%

Notes:

1 – Projection from SSLGC

2 – Per 1,000 Gallons

3 – Volumes in 1,000 Gallons

REASONS FOR SIMPLIFYING RATE STRUCTURE

- Complexity of rate structure challenges customer understanding and administration
 - 10 block volumetric structure that varies by meter size
 - 15 different volumetric rate structures depending on customer
 - 3-5 block volumetric structures more common
- Continue conservation pricing signal with inclining block rate
- Eliminate outside city multiplier
 - Outside city rates subject to potential review from PUC, change reduces City's risk
 - Change reduces overall revenue by less than 1%

WATER RATE STRUCTURE CHANGES

- Detailed analysis of customer usage employed to determine new rate blocks
- Restructured rates for all meters and classes

Tier	Usage	Residential Customers Impacted			
		% Impacted	# Impacted	% Stop	# Stop
1	0 – 6,000 gal	100%	14,084	49%	6,925
2	6,001 – 12,000 gal	51%	7,159	28%	3,943
3	12,001 – 18,000 gal	23%	3,216	12%	1,684
4	18,001 – 30,000 gal	11%	1,532	8%	1,144
5	30,001+ gal	3%	388	3%	388

Notes:

“Impacted” indicates the average amount of customers that reach each block.

“Stop” indicates the average amount of customers that stop in each block.

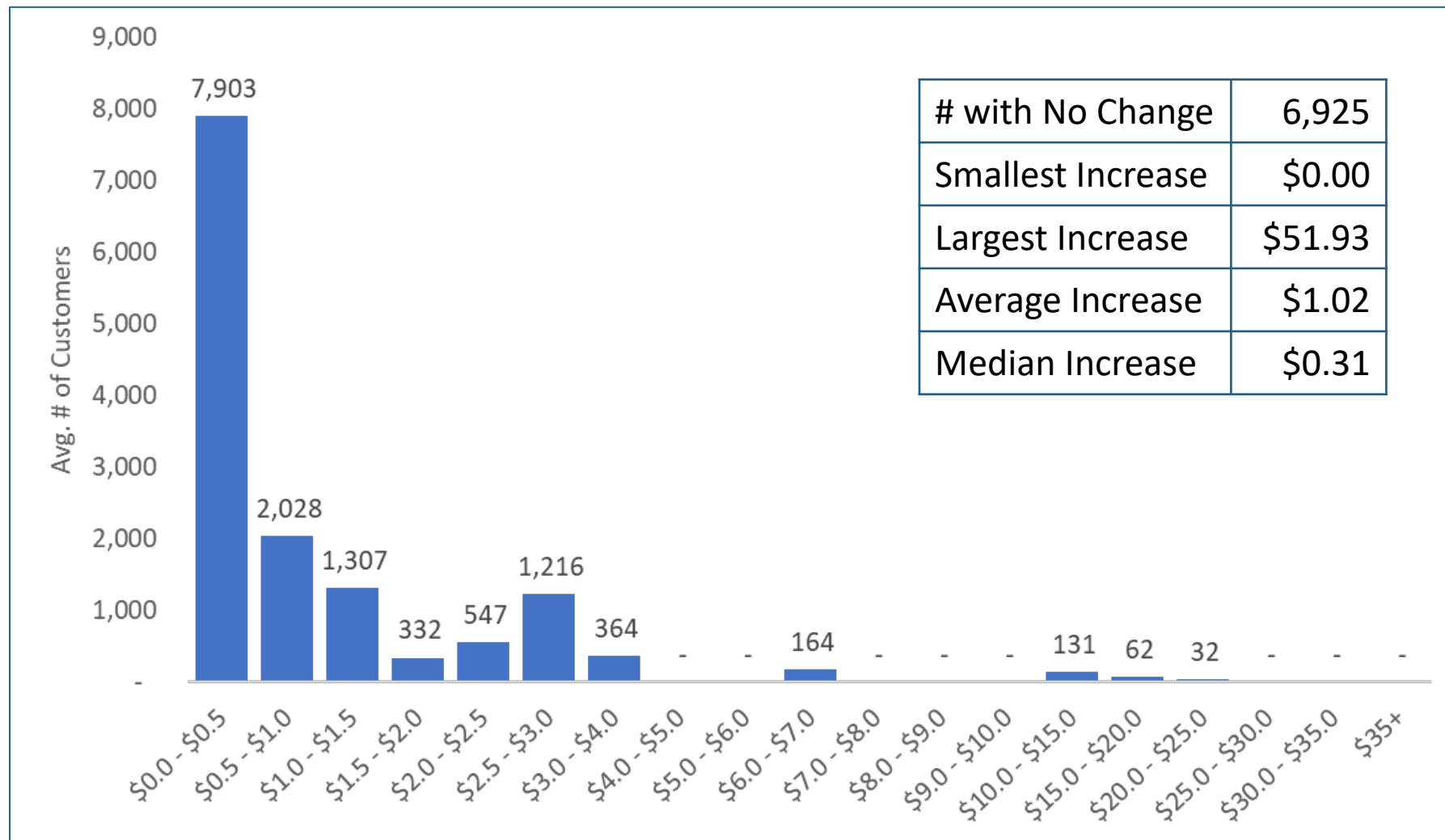
WATER RATE STRUCTURES CHANGES

Residential & Commercial 1" or Less	Current	Proposed
0-6,000	\$ 3.04	\$ 3.04
6,001-9,000	3.09	3.40
9,001-12,000	3.34	
12,001-15,000	3.61	3.98
15,001-18,000	3.82	
18,001-30,000	4.81	4.86
30,001-45,000	5.46	6.17
45,001-60,000	5.81	
60,001-75,000	6.03	
75,001+	6.15	

Commercial 2” Compound	Current	Proposed
0-18,000	\$ 3.04	\$ 3.04
18,001-24,000		3.40
24,001-36,000	3.09	
36,001-48,000		3.34
48,001-54,000	3.61	
54,001-72,000		6.17
72,001-90,000	3.82	
90,001-96,000		
96,001-120,000	5.46	
120,001-160,000		
160,001-200,000	6.03	
200,001-240,000		
240,001-280,000		
280,001+		

WATER RATE MONTHLY BILL IMPACTS

Residential



5-YEAR OUTLOOK

Water Revenue Requirement

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
O&M	\$ 3,425,286	\$ 3,504,843	\$ 3,587,041	\$ 3,673,679	\$ 3,762,240
Wholesale	7,239,268	8,022,476	8,277,482	8,580,957	8,907,511
Capital	200,000	390,000	68,000	40,000	42,000
Debt	1,245,904	1,240,115	1,243,697	1,236,650	1,021,751
Non-Rate Revenues	(837,556)	(837,556)	(837,556)	(837,556)	(837,556)
Revenue Requirement	\$11,272,901	\$12,319,878	\$12,338,663	\$12,693,729	\$12,895,946
Capital Funded Through Reserves	\$ 3,414,703	\$ 6,131,500	\$ 2,111,500	\$ 76,500	\$ 4,650,000
Total Revenue Requirement	\$14,687,604	\$18,451,378	\$14,450,163	\$12,770,229	\$17,545,946

5-YEAR OUTLOOK

Wastewater Revenue Requirement

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
O&M	\$ 2,669,567	\$ 2,736,351	\$ 2,805,339	\$ 2,878,143	\$ 2,952,495
Wholesale	4,937,669	5,096,227	5,258,956	5,426,979	5,597,726
Capital	0	0	0	0	0
Debt	993,697	995,997	995,184	996,797	992,634
Non-Rate Revenues	(358,812)	(358,812)	(358,812)	(358,812)	(358,812)
Revenue Requirement	\$ 8,242,121	\$ 8,469,763	\$ 8,700,667	\$ 8,943,107	\$ 9,184,044
Capital Funded Through Reserves	\$ 0	\$ 1,031,500	\$ 31,500	\$ 31,500	\$ 0
Total Revenue Requirement	\$ 8,242,121	\$ 9,501,263	\$ 8,732,167	\$ 8,974,607	\$ 9,184,044

RATE REVENUE SCENARIOS

- 4% Scenario – 4% Rate Revenue Increase Each Year

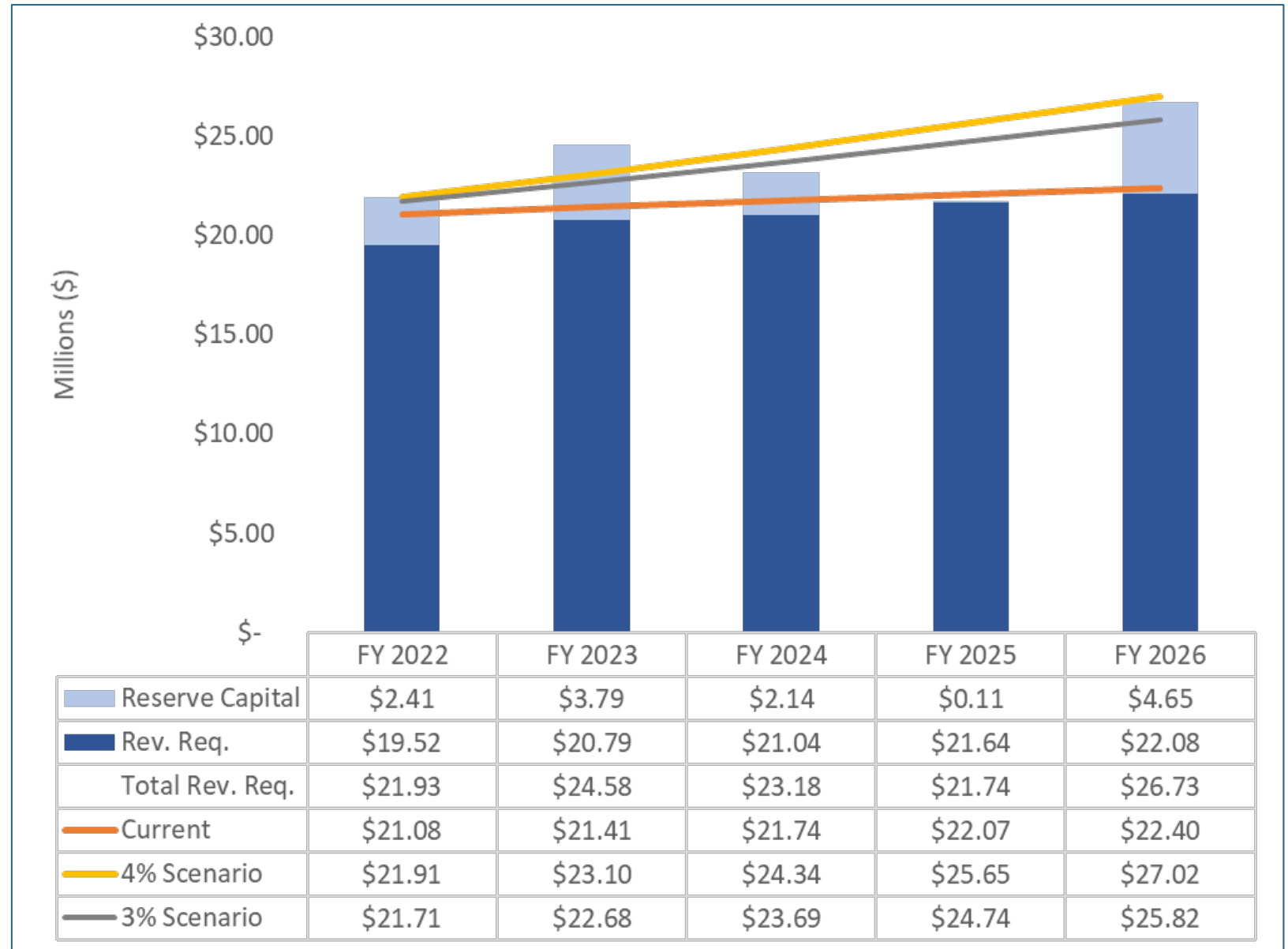
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Water	Tier Change Only	4%	4%	4%	4%
Wastewater	6.60%	4%	4%	4%	4%

- 3% Scenario– 3% Rate Revenue Increase Each Year

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Water	Tier Change Only	3%	3%	3%	3%
Wastewater	4.18%	3%	3%	3%	3%

5-YEAR OUTLOOK

Revenues from Scenarios

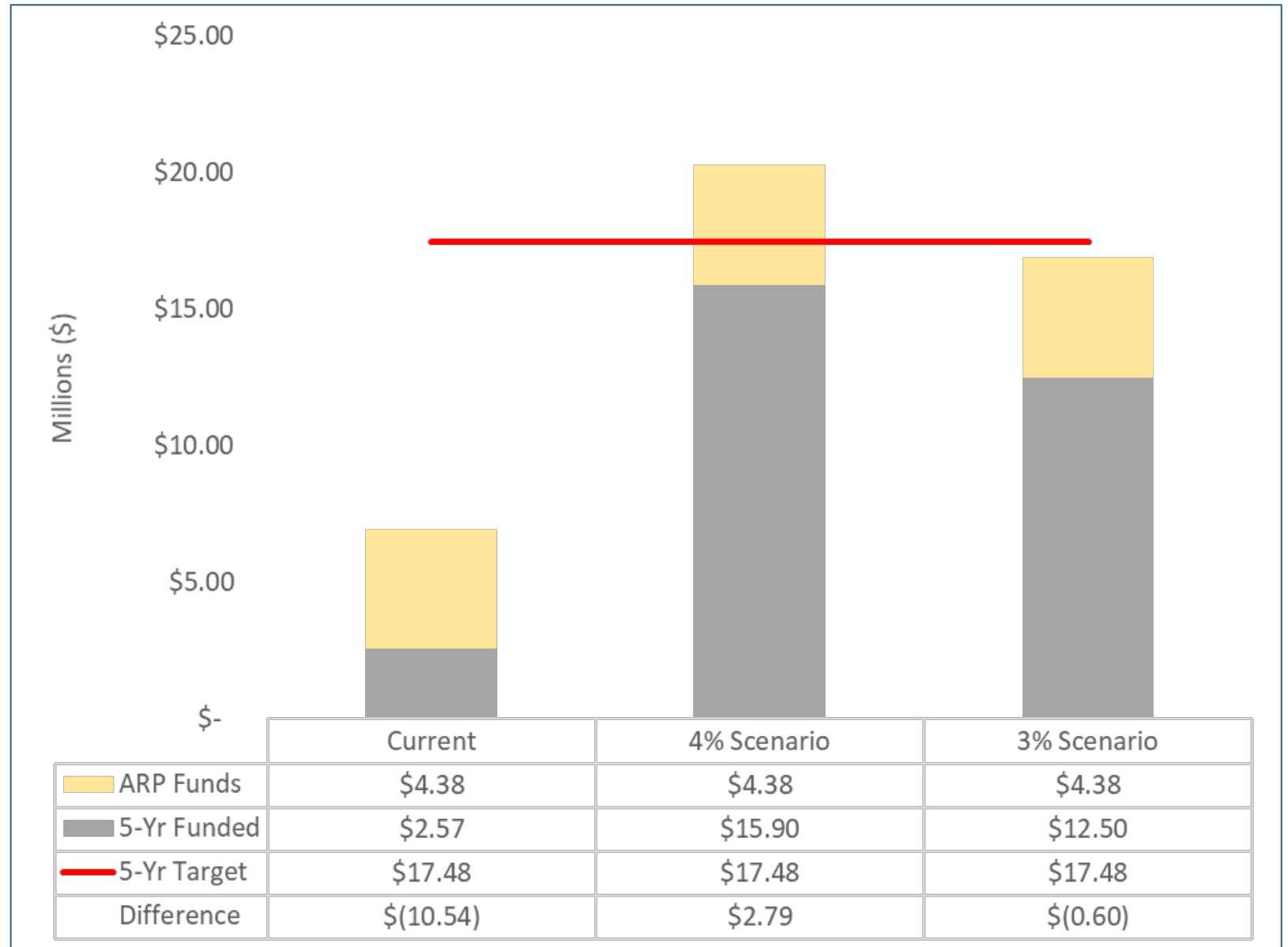


5-YEAR OUTLOOK

Cumulative Capital Reserve Funding

4% Scenario funds
capital needs over 5
years with the ARP
funds

3% Scenario is slightly
insufficient over 5
years by approximately
\$0.6 million with the
ARP funds



MONTHLY BILL IMPACTS FOR FY 2022

Residential

	Current	4% Scenario	3% Scenario
5/8" Meter Size			
6,000 Gallons – Approximately 975 Customers (7% of Residential)			
Water	\$ 42.85	\$ 42.85	\$ 42.85
Wastewater	40.30	42.93	41.95
Total	\$ 83.15	\$ 85.78	\$ 84.80
Variance, \$		\$ 2.63	\$ 1.65
Variance, %		3.16%	1.98%
12,000 Gallons – Approximately 368 Customers (3% of Residential)			
Water	\$ 62.14	\$ 63.25	\$ 63.25
Wastewater	67.06	71.43	69.79
Total	\$ 129.20	\$ 134.68	\$ 133.04
Variance, \$		\$ 5.48	\$ 3.84
Variance, %		4.24%	2.97%

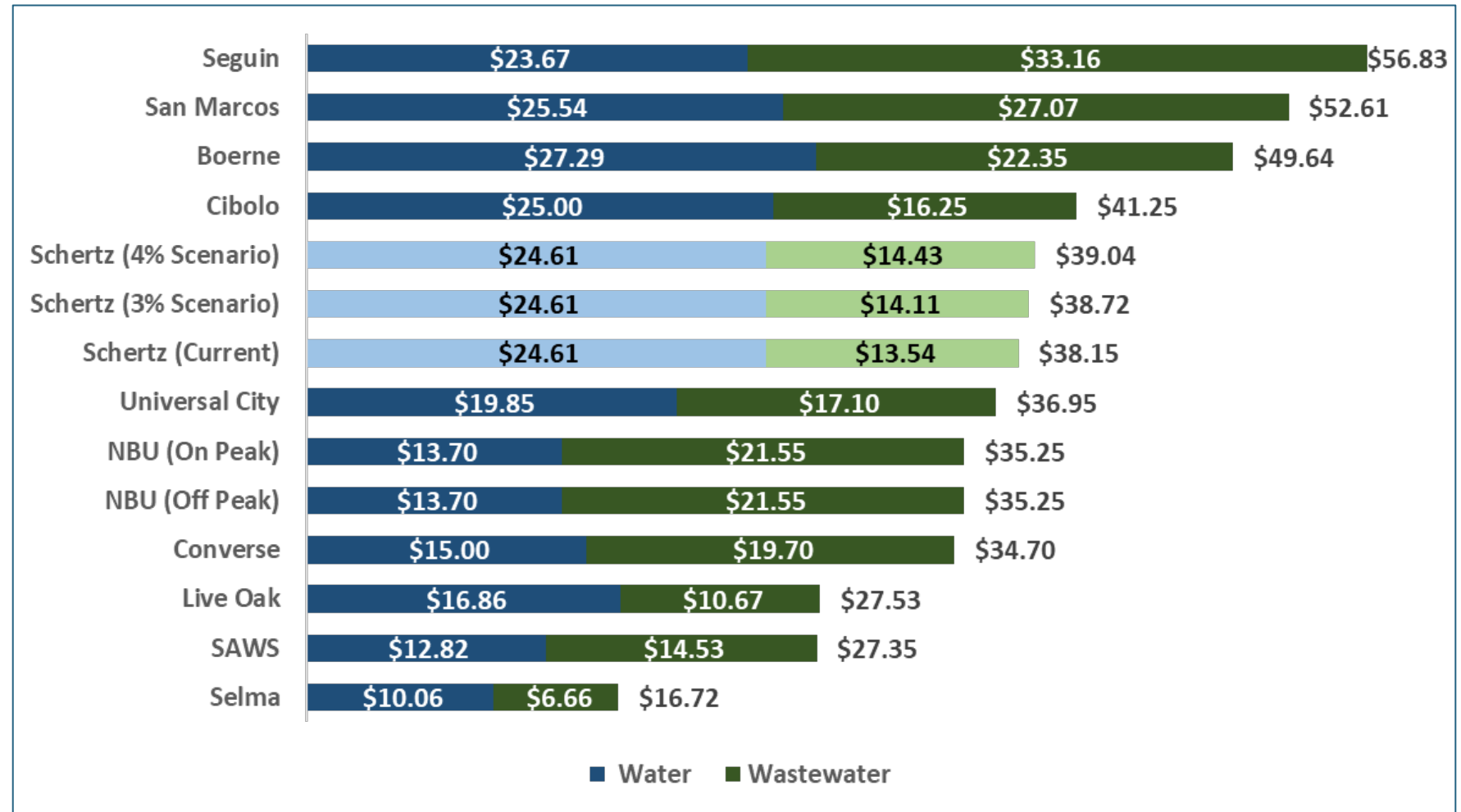
MONTHLY BILL IMPACTS FOR FY 2022

Commercial

	Current	4% Scenario	3% Scenario
5/8" Meter			
15,000 Gallons – Class/Meter Group Average			
Water	\$ 72.97	\$ 75.19	\$ 75.19
Wastewater	102.53	109.26	106.81
Total	\$ 175.50	\$ 184.45	\$ 182.00
Variance, \$		\$ 8.95	\$ 6.50
Variance, %		5.10%	3.70%
2" Compound Meter			
100,000 Gallons – Class/Meter Group Average			
Water	\$ 525.98	\$ 621.00	\$ 621.00
Wastewater	971.23	1,034.91	1,012.06
Total	\$ 1,497.21	\$ 1,655.91	\$ 1,633.06
Variance, \$		\$ 158.70	\$ 135.85
Variance, %		10.60%	9.07%

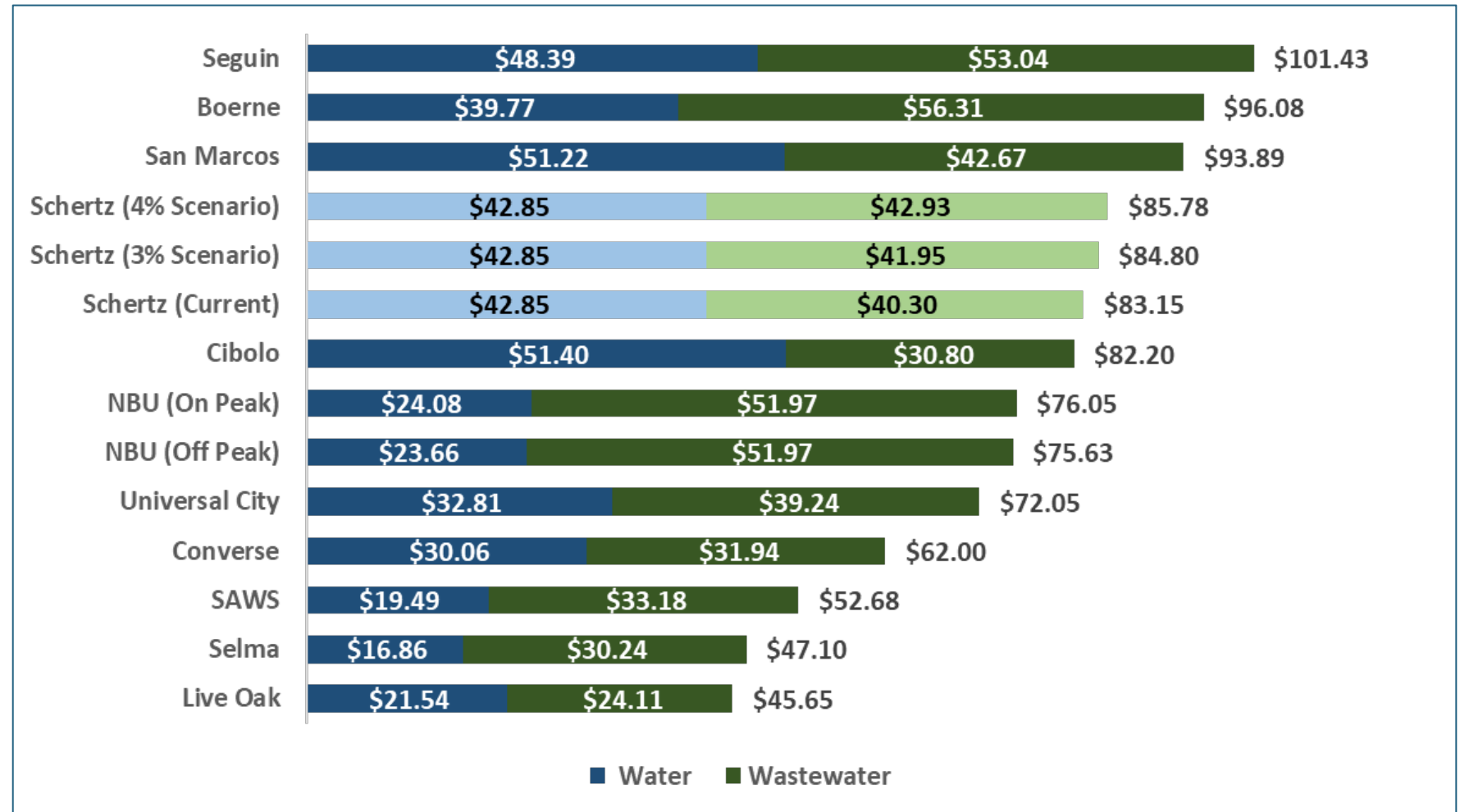
REGIONAL BILL COMPARISON

5/8" Residential – Minimum Charge



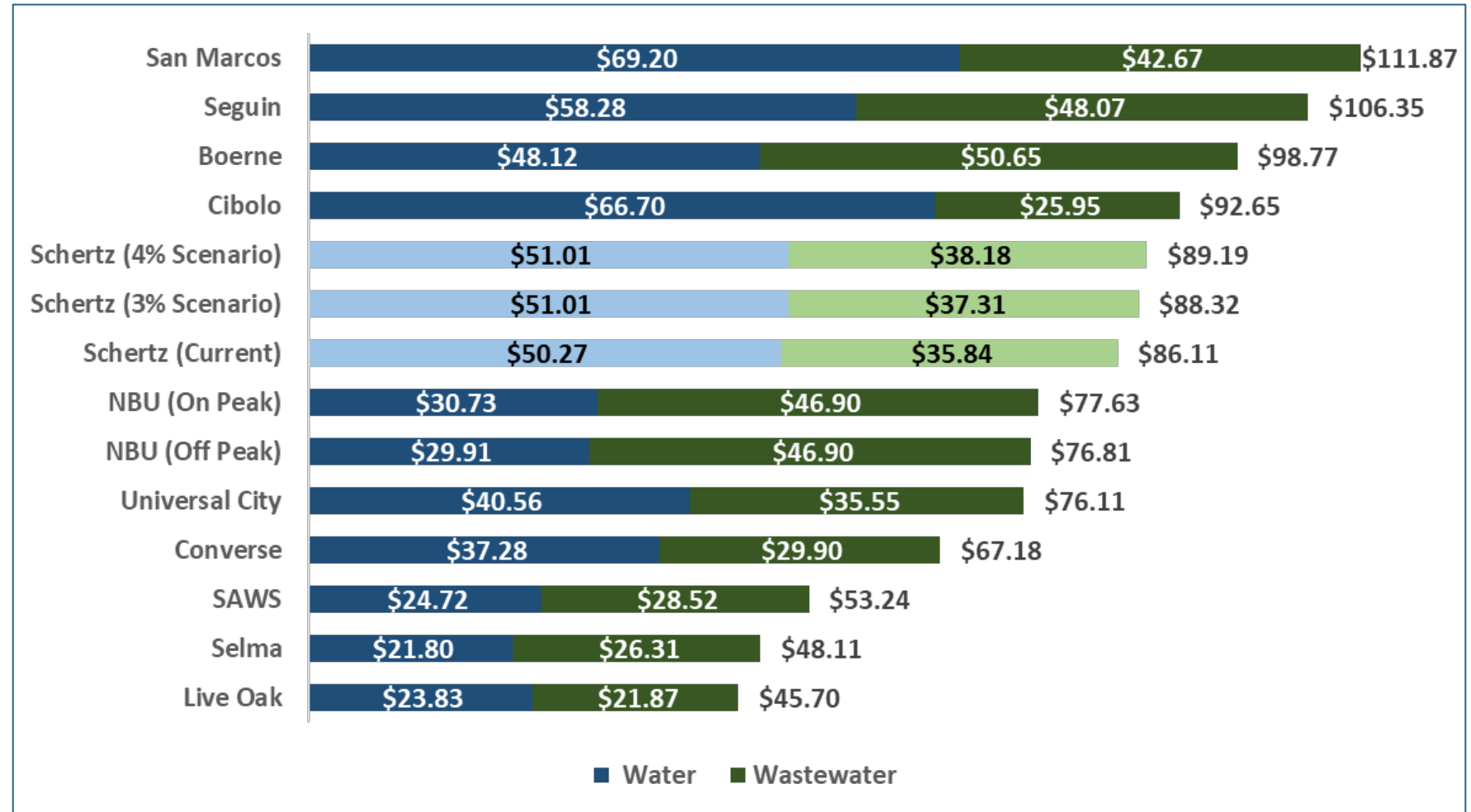
REGIONAL BILL COMPARISON

5/8" Residential –
6,000 Gallons Water
and Wastewater



REGIONAL BILL COMPARISON

5/8" Residential –
Average: 8,400
Gallons Water and
5,000 Gallons
Wastewater



	FY 2018	FY 2019	FY 2020	Projected FY 2021	Proposed FY 2022*
Rate Revenue Increase	8.42%	5.08%	11.58%	1.20%	4.00% or 3.00%

*FY 2022 percentages do not include growth.

PATH FORWARD



- Staff Recommendation
 - 4% Scenario
- Policy Directions
 - Rate Structure
 - Overall Increase
- Next Steps
 - Rate Action Anticipated in October 2021
Commensurate with Budget Adoption



QUESTIONS AND DISCUSSION

NEWGEN STRATEGIES AND SOLUTIONS
275 W. CAMPBELL ROAD, SUITE 440
RICHARDSON, TEXAS 75080

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CEKRUT@NEWGENSTRATEGIES.NET

MEGAN KIRKLAND, SENIOR CONSULTANT
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MKIRKLAND@NEWGENSTRATEGIES.NET

ADDITIONAL INFORMATION

Per Council Feedback

MONTHLY BILL IMPACTS FOR FY 2022

Commercial

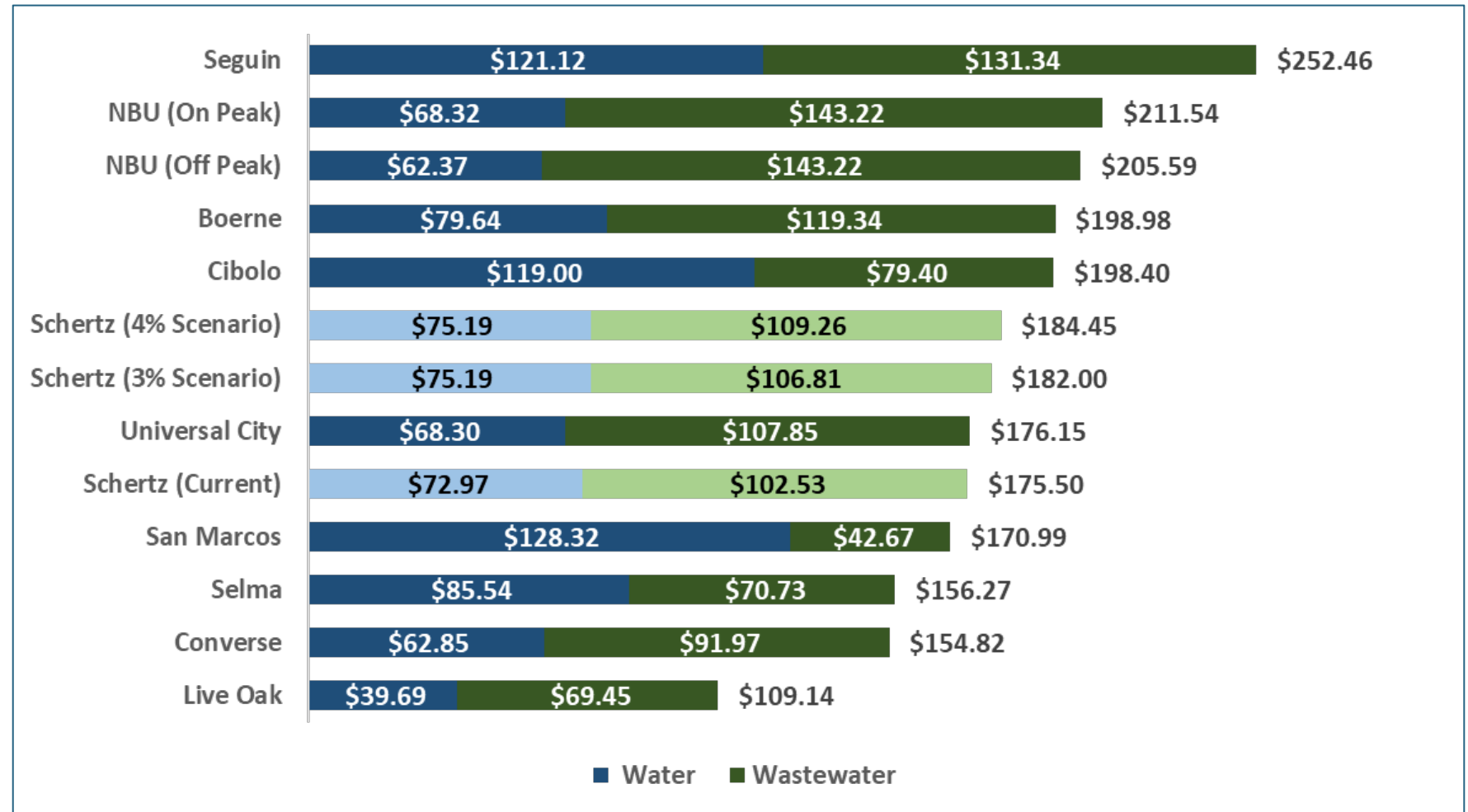
	Current	4% Scenario	3% Scenario
2" Compound Meter			
96,000 Gallons			
Water	\$ 510.70	\$ 596.32	\$ 596.32
Wastewater	930.35	991.35	969.46
Total	\$ 1,441.05	\$ 1,587.67	\$ 1,565.78
Variance, \$		\$ 146.62	\$ 124.73
Variance, %		10.17%	8.66%

Notes:

- Approximately 5% (89 customers) of all commercial customers reach 96,000 gallons.
- Approximately 15% (48 customers) of 2" or more commercial customers reach 96,000 gallons.

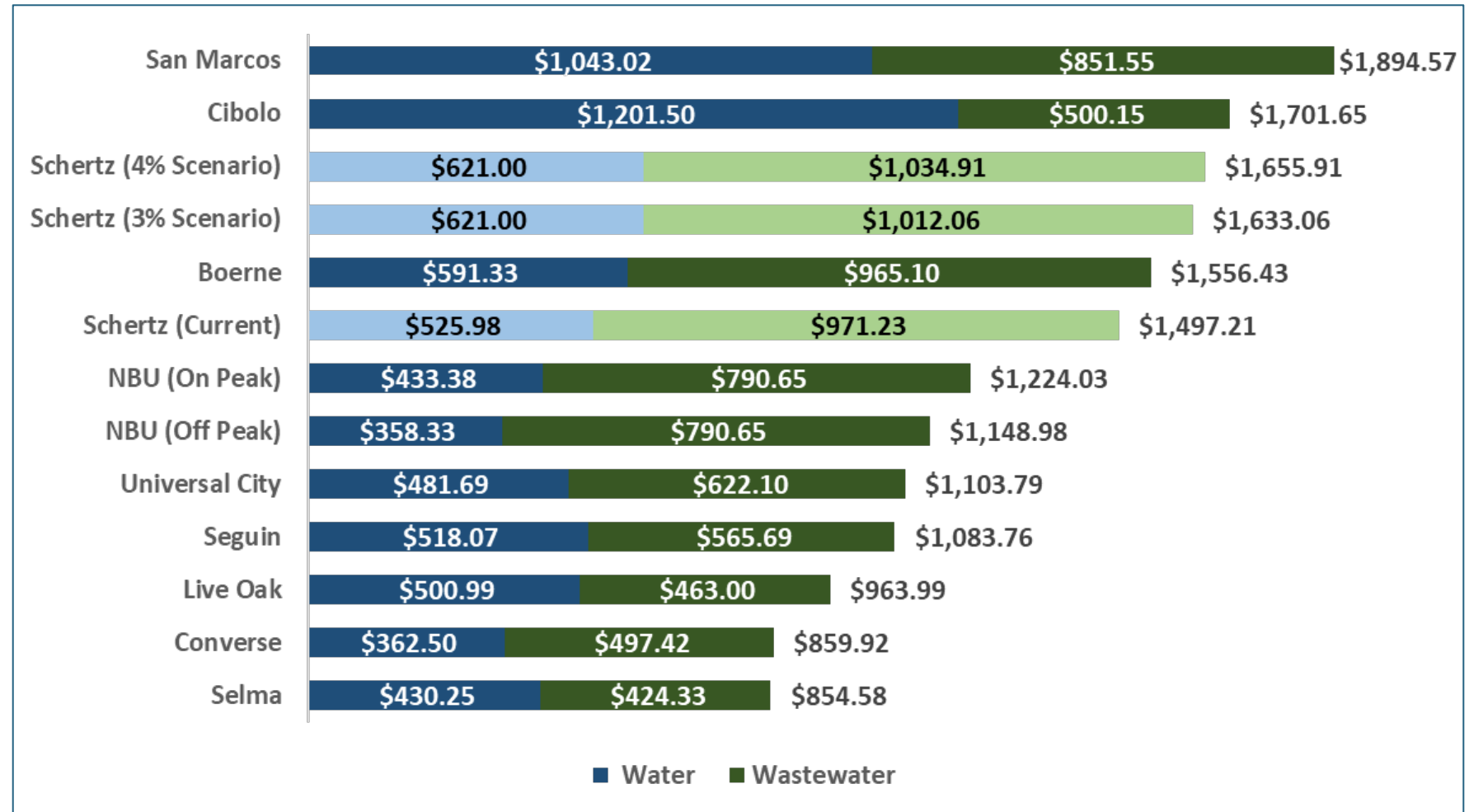
REGIONAL BILL COMPARISON

5/8" Commercial –
15,000 Gallons



REGIONAL BILL COMPARISON

2" Compound
Commercial –
100,000 Gallons



CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021
Department: Finance
Subject: Ordinance No. 21-T-41 - Consideration and/or action approving an ordinance by the City Council of the City of Schertz, authorizing an adjustment to the FY 2020-21 Budget, and other matters in connection therewith. *First Reading* (M. Browne, B. James, J. Walters)

BACKGROUND

The City Budget for FY 2020-21 was approved by Ordinance 20-T-31. The budget can be modified by council authorization when necessary throughout the year.

As staff reviewed accounts coming to close at the end of the year, it became apparent some accounts would be over budget without further action. Many of those accounts will be covered by contingency authorized by the City Manager but some funds will need Council authorizations to authorize a transfer of budget between departments and an increase in the General Fund from sales taxes.

Staff proposes to increase the Fire Department's personnel lines by \$466,375 and cover the increase with \$40,000 from Planning & Zoning personnel and \$80,000 from Streets personnel, savings due to turnover and extended vacancies, to the Fire personnel lines and an increase in sales taxes of \$346,375.

Fire department's personnel increase was due to the pay structure changes in February 2021. EMS and Police also saw increases but were able to cover their increase with vacancy savings, operational savings, and use of contingency.

Staff also proposes to transfer the water meter purchase budget from the Water & Sewer Admin over to Utility Billing as Utility Billing has take over ordering the meters and were already responsible for managing the installs. This transfer will be \$125,000 of the existing budget for this purpose and will not change the overall budget in the Water & Sewer Fund.

GOAL

To approve the budget adjustment for projected overbudget accounts.

COMMUNITY BENEFIT

To maintain a complete and balanced budget.

SUMMARY OF RECOMMENDED ACTION

Staff recommends approval of Ordinance 21-T-41.

FISCAL IMPACT

This adjustment will recognize additional sales tax revenue of \$346,375 and allocate that to the Fire Department's personnel lines. All other adjustments are transfers between departments and do not change the overall approved budgets.

RECOMMENDATION

Staff recommends approval of Ordinance 21-T-41.

Attachments

Ordinance 21-T-41

ORDINANCE NO. 21-T-41

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING AN ADJUSTMENT TO THE FISCAL YEAR 2020-2021 BUDGET, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Ordinance 20-T-31, the City of Schertz (the “**City**”) adopted the budget for the City for the fiscal year 2020-2021 (the “**Budget**”), which provides funding for the City’s operations throughout the 2020-2021 fiscal year; and

WHEREAS, the City needs to increase the budget \$346,375 for Fire Department Personnel Costs; and

WHEREAS, the City needs to transfer \$40,000 from Planning & Zoning and \$80,000 from Streets to Fire Personnel Costs; and

WHEREAS, the City needs to transfer \$125,000 from Water & Sewer Administration to Utility Billing for water meter purchases; and

WHEREAS, City staff recommends that the City Council of the City adjust the Budget and approve the ordinance; and

WHEREAS, the City Council of the City has determined that it is in the best interest of the City to adjust the Budget and approve the increase in Fire Department Personnel and to transfer the budget related to water meter purchases from Water & Sewer Administration to Utility Billing, as more fully set forth in this Ordinance.

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

Section 1. The City shall increase Fire Department’s Personnel Budget by \$466,375 for personnel costs related to the pay structure change.

Section 2. The City shall decrease Planning & Zoning Personnel Budget by \$40,000 and Streets Personnel Budgets by \$80,000 to reallocate savings due to position vacancies.

Section 3. The City shall transfer \$125,000 from Water & Sewer Administration to Utility Billing for the purchase of water meters.

Section 4. 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 5. 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 6. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. 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 8. 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 9. This Ordinance shall be effective upon the date of final adoption hereof and any publication required by law.

PASSED ON FIRST READING, the 14th day of September, 2021.

PASSED, APPROVED and ADOPTED ON SECOND READING, the 28th day of September, 2021.

CITY OF SCHERTZ, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

CITY COUNCIL MEMORANDUM

City Council Meeting: September 14, 2021
Department: Executive Team
Subject: Proposed Appeal to Roadway Capital Recovery - Consideration and/or action on an appeal to roadway capital recovery fees by Responsive Ed. (B. James)

BACKGROUND

Founders Classical Academy on FM 1518 is proposing an expansion of the school by adding restrooms, classrooms and renovations to the lunchroom. The addition of new classrooms increases the number of students, which in turn increases the number of service units, thus triggering the charge for roadway impact fees. The fee due for roadway impact fees is \$9,310.00. Section 78-170 of the Cities Roadway Impact Fee Ordinance provides for appeals to the City's roadway impact fee ordinance. The applicant is appealing staff's decision as to the applicability of the fees.

Section 395.022 (b) of the Texas Local Government Code "Authority of Political Subdivision to Pay Fees" states: "A school district is not required to pay impact fees imposed under this chapter unless the board of trustees of the district consents to the payment of the fees by entering a contract with the subdivision that imposes the fees." Staff notes the language states that "school districts" as opposed schools or public schools are not required to pay impact fees. There are no court cases or Attorney General Opinions that go this exact question - applicability of impact fees to charter schools. As such staff believes the fees are applicable in this case.

Responsive Ed disagrees with staff's interpretation and application of this provision and outlines the basis for that in the attached letter.

GOAL

Provide a mechanism by which a property owner can appeal an administrative decision.

COMMUNITY BENEFIT

Ensure the provision of adequate roadway facilities to serve new development in the city by requiring each development to pay its share of the costs of such improvements necessitated by and attributable to such new development.

SUMMARY OF RECOMMENDED ACTION

Staff recommends denial of the proposed appeal.

FISCAL IMPACT

The fee amount being appealed is \$9,310. However, if City Council grants the appeal based on the belief that Section 395.022 (b) of the Texas Local Government Code exempting school districts from being required to pay impact fees applies to charter schools, the fiscal impact would be more significant as staff would not charge charter schools impact fees in the future. Construction of a typical new charter school might be assessed \$200,000 in impact fees (water, sewer and roads).

RECOMMENDATION

Staff recommends denial of the appeal as outlined in the staff report.

Attachments

Section 78 180 Appeals

LGC 395

Responsive Ed Letter

Sec. 78-180. Appeals.

- (a) The property owner or applicant for a new development may appeal the following administrative decisions to the city council:
 - (1) The applicability of a capital recovery fee to the new development;
 - (2) The amount of the capital recovery fee due;
 - (3) The availability of, the amount of, or the expiration of an offset or a credit;
 - (4) The application of an offset against a capital recovery fee due;
 - (5) The amount of the capital recovery fee in proportion to the benefit received by the new development; or
 - (6) The amount of a refund due, if any.
- (b) The appellant shall state the basis for the appeal in writing with particularity. The burden of proof shall be on the appellant to demonstrate that the amount of the fee or the amount of the offset was not calculated according to the rules set forth in this article or by administrative guideline adopted by the city council. The appellant shall submit any traffic study or other documents upon which he relies to the city with the request for appeal.
- (c) The appellant must file a notice of appeal with the city secretary within 30 days following the decision. If the notice of appeal is accompanied by a bond or other sufficient surety with offices for local presentm ent in a form satisfactory to the city attorney in an amount equal to the original determination of the capital recovery fee due, the development application may be processed while the appeal is pending.
- (d) The appellant shall promptly pay to the city the full amount of the capital recovery fee determined to be due by the city council regarding such appeal. Failure to promptly pay such capital recovery fee within five business days after the city council's determination on the appeal shall serve as authority for the city to present the bond or other surety to the bonding company or financial institution for performance with no other or further notice or contact with the appellant.

(Ord. No. 18-M-13 , § 1(Exh. A), 3-27-2018)

LOCAL GOVERNMENT CODE

TITLE 12. PLANNING AND DEVELOPMENT

SUBTITLE C. PLANNING AND DEVELOPMENT PROVISIONS APPLYING TO MORE
THAN ONE TYPE OF LOCAL GOVERNMENT

CHAPTER 395. FINANCING CAPITAL IMPROVEMENTS REQUIRED BY NEW
DEVELOPMENT IN MUNICIPALITIES, COUNTIES, AND CERTAIN OTHER LOCAL
GOVERNMENTS

SUBCHAPTER A. GENERAL PROVISIONS

Sec. 395.001. DEFINITIONS. In this chapter:

(1) "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:

(A) water supply, treatment, and distribution facilities; wastewater collection and treatment facilities; and storm water, drainage, and flood control facilities; whether or not they are located within the service area; and

(B) roadway facilities.

(2) "Capital improvements plan" means a plan required by this chapter that identifies capital improvements or facility expansions for which impact fees may be assessed.

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

(4) "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.

However, an item included in the capital improvements plan may not be required to be constructed except in accordance with Section 395.019(2), and an owner may not be required to construct or dedicate facilities and to pay impact fees for those facilities.

(5) "Land use assumptions" includes 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 10-year period.

(6) "New development" means the 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.

(7) "Political subdivision" means a municipality, a district or authority created under Article III, Section 52, or Article XVI, Section 59, of the Texas Constitution, or, for the purposes set forth by Section 395.079, certain counties described by that section.

(8) "Roadway facilities" means arterial or collector streets or roads that have been designated on an officially adopted roadway plan of the political subdivision, together with all necessary appurtenances. The term includes the political subdivision's share of costs for roadways and associated improvements designated on the federal or Texas highway system,

including local matching funds and costs related to utility line relocation and the establishment of curbs, gutters, sidewalks, drainage appurtenances, and rights-of-way.

(9) "Service area" means the area within the corporate boundaries or extraterritorial jurisdiction, as determined under Chapter 42, of the political subdivision to be served by the capital improvements or facilities expansions specified in the capital improvements plan, except roadway facilities and storm water, drainage, and flood control facilities. The service area, for the purposes of this chapter, may include all or part of the land within the political subdivision or its extraterritorial jurisdiction, except for roadway facilities and storm water, drainage, and flood control facilities. For roadway facilities, the service area is limited to an area within the corporate boundaries of the political subdivision and shall not exceed six miles. For storm water, drainage, and flood control facilities, the service area may include all or part of the land within the political subdivision or its extraterritorial jurisdiction, but shall not exceed the area actually served by the storm water, drainage, and flood control facilities designated in the capital improvements plan and shall not extend across watershed boundaries.

(10) "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.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 1989, 71st Leg., ch. 566, Sec. 1(e), eff. Aug. 28, 1989; Acts 2001, 77th Leg., ch. 345, Sec. 1, eff. Sept. 1, 2001.

SUBCHAPTER B. AUTHORIZATION OF IMPACT FEE

Sec. 395.011. AUTHORIZATION OF FEE. (a) Unless otherwise specifically authorized by state law or this chapter, a

governmental entity or political subdivision may not enact or impose an impact fee.

(b) Political subdivisions may enact or impose impact fees on land within their corporate boundaries or extraterritorial jurisdictions only by complying with this chapter, except that impact fees may not be enacted or imposed in the extraterritorial jurisdiction for roadway facilities.

(c) A municipality may contract to provide capital improvements, except roadway facilities, to an area outside its corporate boundaries and extraterritorial jurisdiction and may charge an impact fee under the contract, but if an impact fee is charged in that area, the municipality must comply with this chapter.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.012. ITEMS PAYABLE BY FEE. (a) An impact fee may be imposed only to pay the costs of constructing capital improvements or facility expansions, including and limited to the:

- (1) construction contract price;
- (2) surveying and engineering fees;
- (3) land acquisition costs, including land purchases, court awards and costs, attorney's fees, and expert witness fees; and
- (4) fees actually paid or contracted to be paid to an independent qualified engineer or financial consultant preparing or updating the capital improvements plan who is not an employee of the political subdivision.

(b) Projected interest charges and other finance costs may be included in determining the amount of impact fees only if the impact fees are used for the payment of principal and interest on bonds, notes, or other obligations issued by or on behalf of the political subdivision to finance the capital improvements or facility expansions identified in the capital improvements plan and are not used to reimburse bond funds expended for facilities that are not identified in the capital improvements plan.

(c) Notwithstanding any other provision of this chapter,

the Edwards Underground Water District or a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may use impact fees to pay a staff engineer who prepares or updates a capital improvements plan under this chapter.

(d) A municipality may pledge an impact fee as security for the payment of debt service on a bond, note, or other obligation issued to finance a capital improvement or public facility expansion if:

(1) the improvement or expansion is identified in a capital improvements plan; and

(2) at the time of the pledge, the governing body of the municipality certifies in a written order, ordinance, or resolution that none of the impact fee will be used or expended for an improvement or expansion not identified in the plan.

(e) A certification under Subsection (d)(2) is sufficient evidence that an impact fee pledged will not be used or expended for an improvement or expansion that is not identified in the capital improvements plan.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 1995, 74th Leg., ch. 90, Sec. 1, eff. May 16, 1995.

Sec. 395.013. ITEMS NOT PAYABLE BY FEE. Impact fees may not be adopted or used to pay for:

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

(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

political subdivision, except the Edwards Underground Water District or a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may use impact fees to pay its administrative and operating costs;

(6) principal payments and interest or other finance charges on bonds or other indebtedness, except as allowed by Section 395.012.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.014. CAPITAL IMPROVEMENTS PLAN. (a) The political subdivision shall use qualified professionals to prepare the capital improvements plan and to calculate the impact fee. The capital improvements plan must contain specific enumeration of the following items:

(1) a description of the existing capital improvements within the service area and the costs to upgrade, update, improve, expand, or replace the improvements to meet existing needs and usage and stricter safety, efficiency, environmental, or regulatory standards, which shall be prepared by a qualified professional engineer licensed to perform the professional engineering services in this state;

(2) an analysis of the total capacity, the level of current usage, and commitments for usage of capacity of the existing capital improvements, which shall be prepared by a qualified professional engineer licensed to perform the professional engineering services in this state;

(3) a description of all or the parts of the capital improvements or facility expansions and their costs necessitated by and attributable to new development in the service area based on the approved land use assumptions, which shall be prepared by a qualified professional engineer licensed to perform the professional engineering services in this state;

(4) a definitive table establishing the specific level or quantity of use, consumption, generation, or discharge of a service unit for each category of capital improvements or facility expansions and an equivalency or conversion table establishing the

ratio of a service unit to various types of land uses, including residential, commercial, and industrial;

(5) the total number of projected service units necessitated by and attributable to new development within the service area based on the approved land use assumptions and calculated in accordance with generally accepted engineering or planning criteria;

(6) the projected demand for capital improvements or facility expansions required by new service units projected over a reasonable period of time, not to exceed 10 years; and

(7) a plan for awarding:

(A) a credit for the portion of ad valorem tax and utility service revenues generated by new service units during the program period that is used for the payment of improvements, including the payment of debt, that are included in the capital improvements plan; or

(B) in the alternative, a credit equal to 50 percent of the total projected cost of implementing the capital improvements plan.

(b) The analysis required by Subsection (a)(3) may be prepared on a systemwide basis within the service area for each major category of capital improvement or facility expansion for the designated service area.

(c) The governing body of the political subdivision is responsible for supervising the implementation of the capital improvements plan in a timely manner.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 2, eff. Sept. 1, 2001.

Sec. 395.015. MAXIMUM FEE PER SERVICE UNIT. (a) The impact fee per service unit may not exceed the amount determined by subtracting the amount in Section 395.014(a)(7) from the costs of the capital improvements described by Section 395.014(a)(3) and dividing that amount by the total number of projected service units described by Section 395.014(a)(5).

(b) If the number of new service units projected over a

reasonable period of time is less than the total number of new service units shown by the approved land use assumptions at full development of the service area, the maximum impact fee per service unit shall be calculated by dividing the costs of the part of the capital improvements necessitated by and attributable to projected new service units described by Section 395.014(a)(6) by the projected new service units described in that section.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 3, eff. Sept. 1, 2001.

Sec. 395.016. TIME FOR ASSESSMENT AND COLLECTION OF FEE.

(a) This subsection applies only to impact fees adopted and land platted before June 20, 1987. For land that has been platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision before June 20, 1987, or land on which new development occurs or is proposed without platting, the political subdivision may assess the impact fees at any time during the development approval and building process. Except as provided by Section 395.019, the political subdivision may collect the fees at either the time of recordation of the subdivision plat or connection to the political subdivision's water or sewer system or at the time the political subdivision issues either the building permit or the certificate of occupancy.

(b) This subsection applies only to impact fees adopted before June 20, 1987, and land platted after that date. For new development which is platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision after June 20, 1987, the political subdivision may assess the impact fees before or at the time of recordation. Except as provided by Section 395.019, the political subdivision may collect the fees at either the time of recordation of the subdivision plat or connection to the political subdivision's water or sewer system or at the time the political subdivision issues either the building permit or the certificate of occupancy.

(c) This subsection applies only to impact fees adopted

after June 20, 1987. For new development which is platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision before the adoption of an impact fee, an impact fee may not be collected on any service unit for which a valid building permit is issued within one year after the date of adoption of the impact fee.

(d) This subsection applies only to land platted in accordance with Subchapter A, Chapter 212, or the subdivision or platting procedures of a political subdivision after adoption of an impact fee adopted after June 20, 1987. The political subdivision shall assess the impact fees before or at the time of recordation of a subdivision plat or other plat under Subchapter A, Chapter 212, or the subdivision or platting ordinance or procedures of any political subdivision in the official records of the county clerk of the county in which the tract is located. Except as provided by Section 395.019, if the political subdivision has water and wastewater capacity available:

(1) the political subdivision shall collect the fees at the time the political subdivision issues a building permit;

(2) for land platted outside the corporate boundaries of a municipality, the municipality shall collect the fees at the time an application for an individual meter connection to the municipality's water or wastewater system is filed; or

(3) a political subdivision that lacks authority to issue building permits in the area where the impact fee applies shall collect the fees at the time an application is filed for an individual meter connection to the political subdivision's water or wastewater system.

(e) For land on which new development occurs or is proposed to occur without platting, the political subdivision may assess the impact fees at any time during the development and building process and may collect the fees at either the time of recordation of the subdivision plat or connection to the political subdivision's water or sewer system or at the time the political subdivision issues either the building permit or the certificate of occupancy.

(f) An "assessment" means a determination of the amount of the impact fee in effect on the date or occurrence provided in this

section and is the maximum amount that can be charged per service unit of such development. No specific act by the political subdivision is required.

(g) Notwithstanding Subsections (a)-(e) and Section 395.017, the political subdivision may reduce or waive an impact fee for any service unit that would qualify as affordable housing under 42 U.S.C. Section 12745, as amended, once the service unit is constructed. If affordable housing as defined by 42 U.S.C. Section 12745, as amended, is not constructed, the political subdivision may reverse its decision to waive or reduce the impact fee, and the political subdivision may assess an impact fee at any time during the development approval or building process or after the building process if an impact fee was not already assessed.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 1997, 75th Leg., ch. 980, Sec. 52, eff. Sept. 1, 1997; Acts 2001, 77th Leg., ch. 345, Sec. 4, eff. Sept. 1, 2001.

Sec. 395.017. ADDITIONAL FEE PROHIBITED; EXCEPTION. After assessment of the impact fees attributable to the new development or execution of an agreement for payment of impact fees, additional impact fees or increases in fees may not be assessed against the tract for any reason unless the number of service units to be developed on the tract increases. In the event of the increase in the number of service units, the impact fees to be imposed are limited to the amount attributable to the additional service units. Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.018. AGREEMENT WITH OWNER REGARDING PAYMENT. A political subdivision is authorized to enter into an agreement with the owner of a tract of land for which the plat has been recorded providing for the time and method of payment of the impact fees. Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.019. COLLECTION OF FEES IF SERVICES NOT AVAILABLE. Except for roadway facilities, impact fees may be assessed but may

not be collected in areas where services are not currently available unless:

(1) the collection is made to pay for a capital improvement or facility expansion that has been identified in the capital improvements plan and the political subdivision commits to commence construction within two years, under duly awarded and executed contracts or commitments of staff time covering substantially all of the work required to provide service, and to have the service available within a reasonable period of time considering the type of capital improvement or facility expansion to be constructed, but in no event longer than five years;

(2) the political subdivision agrees that the owner of a new development may construct or finance the capital improvements or facility expansions and agrees that the costs incurred or funds advanced will be credited against the impact fees otherwise due from the new development or agrees to reimburse the owner for such costs from impact fees paid from other new developments that 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 plat; or

(3) an owner voluntarily requests the political subdivision to reserve capacity to serve future development, and the political subdivision and owner enter into a valid written agreement.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.020. ENTITLEMENT TO SERVICES. Any new development for which an impact fee has been paid is entitled to the permanent use and benefit of the services for which the fee was exacted and is entitled to receive immediate service from any existing facilities with actual capacity to serve the new service units, subject to compliance with other valid regulations.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.021. AUTHORITY OF POLITICAL SUBDIVISIONS TO SPEND

FUNDS TO REDUCE FEES. Political subdivisions may spend funds from any lawful source to pay for all or a part of the capital improvements or facility expansions to reduce the amount of impact fees.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.022. AUTHORITY OF POLITICAL SUBDIVISION TO PAY FEES. (a) Political subdivisions and other governmental entities may pay impact fees imposed under this chapter.

(b) A school district is not required to pay impact fees imposed under this chapter unless the board of trustees of the district consents to the payment of the fees by entering a contract with the political subdivision that imposes the fees. The contract may contain terms the board of trustees considers advisable to provide for the payment of the fees.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 250 (S.B. [883](#)), Sec. 1, eff. May 25, 2007.

Sec. 395.023. CREDITS AGAINST ROADWAY FACILITIES FEES. Any construction of, contributions to, or dedications of off-site roadway facilities agreed to or required by a political subdivision as a condition of development approval shall be credited against roadway facilities impact fees otherwise due from the development.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.024. ACCOUNTING FOR FEES AND INTEREST. (a) The order, ordinance, or resolution levying an impact fee must provide that all funds collected through the adoption of an impact fee shall be deposited in interest-bearing accounts clearly identifying the category of capital improvements or facility expansions within the service area for which the fee was adopted.

(b) Interest earned on impact fees is considered funds of

the account on which it is earned and is subject to all restrictions placed on use of impact fees under this chapter.

(c) Impact fee funds may be spent only for the purposes for which the impact fee was imposed as shown by the capital improvements plan and as authorized by this chapter.

(d) The records of the accounts into which impact fees are deposited shall be open for public inspection and copying during ordinary business hours.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.025. REFUNDS. (a) On the request of an owner of the property on which an impact fee has been paid, the political subdivision shall refund the impact fee if existing facilities are available and service is denied or the political subdivision has, after collecting the fee when service was not available, failed to commence construction within two years or service is not available within a reasonable period considering the type of capital improvement or facility expansion to be constructed, but in no event later than five years from the date of payment under Section [395.019](#)(1).

(b) Repealed by Acts 2001, 77th Leg., ch. 345, Sec. 9, eff. Sept. 1, 2001.

(c) The political subdivision shall refund any impact fee or part of it that is not spent as authorized by this chapter within 10 years after the date of payment.

(d) Any refund shall bear interest calculated from the date of collection to the date of refund at the statutory rate as set forth in Section [302.002](#), Finance Code, or its successor statute.

(e) All refunds shall be made to the record owner of the property at the time the refund is paid. However, if the impact fees were paid by another political subdivision or governmental entity, payment shall be made to the political subdivision or governmental entity.

(f) The owner of the property on which an impact fee has been paid or another political subdivision or governmental entity that paid the impact fee has standing to sue for a refund under this

section.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 1997, 75th Leg., ch. 1396, Sec. 37, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 62, Sec. 7.82, eff. Sept. 1, 1999; Acts 2001, 77th Leg., ch. 345, Sec. 9, eff. Sept. 1, 2001.

SUBCHAPTER C. PROCEDURES FOR ADOPTION OF IMPACT FEE

Sec. 395.041. COMPLIANCE WITH PROCEDURES REQUIRED. Except as otherwise provided by this chapter, a political subdivision must comply with this subchapter to levy an impact fee.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.0411. CAPITAL IMPROVEMENTS PLAN. The political subdivision shall provide for a capital improvements plan to be developed by qualified professionals using generally accepted engineering and planning practices in accordance with Section [395.014](#).

Added by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.042. HEARING ON LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN. To impose an impact fee, a political subdivision must adopt an order, ordinance, or resolution establishing a public hearing date to consider the land use assumptions and capital improvements plan for the designated service area.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.043. INFORMATION ABOUT LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN AVAILABLE TO PUBLIC. On or before the date of the first publication of the notice of the hearing on the land use assumptions and capital improvements plan, the political subdivision shall make available to the public its land use assumptions, the time period of the projections, and a description

of the capital improvement facilities that may be proposed.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.044. NOTICE OF HEARING ON LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN. (a) Before the 30th day before the date of the hearing on the land use assumptions and capital improvements plan, the political subdivision shall send a notice of the hearing by certified mail to any person who has given written notice by certified or registered mail to the municipal secretary or other designated official of the political subdivision requesting notice of the hearing within two years preceding the date of adoption of the order, ordinance, or resolution setting the public hearing.

(b) The political subdivision shall publish notice of the hearing before the 30th day before the date set for the hearing, in one or more newspapers of general circulation in each county in which the political subdivision lies. However, a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may publish the required newspaper notice only in each county in which the service area lies.

(c) The notice must contain:

(1) a headline to read as follows:

"NOTICE OF PUBLIC HEARING ON LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN RELATING TO POSSIBLE ADOPTION OF IMPACT FEES"

(2) the time, date, and location of the hearing;

(3) a statement that the purpose of the hearing is to consider the land use assumptions and capital improvements plan under which an impact fee may be imposed; and

(4) a statement that any member of the public has the right to appear at the hearing and present evidence for or against the land use assumptions and capital improvements plan.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.045. APPROVAL OF LAND USE ASSUMPTIONS AND CAPITAL

IMPROVEMENTS PLAN REQUIRED. (a) After the public hearing on the land use assumptions and capital improvements plan, the political subdivision shall determine whether to adopt or reject an ordinance, order, or resolution approving the land use assumptions and capital improvements plan.

(b) The political subdivision, within 30 days after the date of the public hearing, shall approve or disapprove the land use assumptions and capital improvements plan.

(c) An ordinance, order, or resolution approving the land use assumptions and capital improvements plan may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.0455. SYSTEMWIDE LAND USE ASSUMPTIONS. (a) In lieu of adopting land use assumptions for each service area, a political subdivision may, except for storm water, drainage, flood control, and roadway facilities, adopt systemwide land use assumptions, which cover all of the area subject to the jurisdiction of the political subdivision for the purpose of imposing impact fees under this chapter.

(b) Prior to adopting systemwide land use assumptions, a political subdivision shall follow the public notice, hearing, and other requirements for adopting land use assumptions.

(c) After adoption of systemwide land use assumptions, a political subdivision is not required to adopt additional land use assumptions for a service area for water supply, treatment, and distribution facilities or wastewater collection and treatment facilities as a prerequisite to the adoption of a capital improvements plan or impact fee, provided the capital improvements plan and impact fee are consistent with the systemwide land use assumptions.

Added by Acts 1989, 71st Leg., ch. 566, Sec. 1(b), eff. Aug. 28, 1989.

Sec. 395.047. HEARING ON IMPACT FEE. On adoption of the

land use assumptions and capital improvements plan, the governing body shall adopt an order or resolution setting a public hearing to discuss the imposition of the impact fee. The public hearing must be held by the governing body of the political subdivision to discuss the proposed ordinance, order, or resolution imposing an impact fee.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.049. NOTICE OF HEARING ON IMPACT FEE. (a) Before the 30th day before the date of the hearing on the imposition of an impact fee, the political subdivision shall send a notice of the hearing by certified mail to any person who has given written notice by certified or registered mail to the municipal secretary or other designated official of the political subdivision requesting notice of the hearing within two years preceding the date of adoption of the order or resolution setting the public hearing.

(b) The political subdivision shall publish notice of the hearing before the 30th day before the date set for the hearing, in one or more newspapers of general circulation in each county in which the political subdivision lies. However, a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may publish the required newspaper notice only in each county in which the service area lies.

(c) The notice must contain the following:

(1) a headline to read as follows:

"NOTICE OF PUBLIC HEARING ON ADOPTION OF IMPACT FEES"

(2) the time, date, and location of the hearing;

(3) a statement that the purpose of the hearing is to consider the adoption of an impact fee;

(4) the amount of the proposed impact fee per service unit; and

(5) a statement that any member of the public has the right to appear at the hearing and present evidence for or against the plan and proposed fee.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28,

1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.050. ADVISORY COMMITTEE COMMENTS ON IMPACT FEES. The advisory committee created under Section 395.058 shall file its written comments on the proposed impact fees before the fifth business day before the date of the public hearing on the imposition of the fees.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.051. APPROVAL OF IMPACT FEE REQUIRED. (a) The political subdivision, within 30 days after the date of the public hearing on the imposition of an impact fee, shall approve or disapprove the imposition of an impact fee.

(b) An ordinance, order, or resolution approving the imposition of an impact fee may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 5, eff. Sept. 1, 2001.

Sec. 395.052. PERIODIC UPDATE OF LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN REQUIRED. (a) A political subdivision imposing an impact fee shall update the land use assumptions and capital improvements plan at least every five years. The initial five-year period begins on the day the capital improvements plan is adopted.

(b) The political subdivision shall review and evaluate its current land use assumptions and shall cause an update of the capital improvements plan to be prepared in accordance with Subchapter B.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 6, eff. Sept. 1, 2001.

Sec. 395.053. HEARING ON UPDATED LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN. The governing body of the political subdivision shall, within 60 days after the date it receives the update of the land use assumptions and the capital improvements plan, adopt an order setting a public hearing to discuss and review the update and shall determine whether to amend the plan.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.054. HEARING ON AMENDMENTS TO LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS PLAN, OR IMPACT FEE. A public hearing must be held by the governing body of the political subdivision to discuss the proposed ordinance, order, or resolution amending land use assumptions, the capital improvements plan, or the impact fee. On or before the date of the first publication of the notice of the hearing on the amendments, the land use assumptions and the capital improvements plan, including the amount of any proposed amended impact fee per service unit, shall be made available to the public.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.055. NOTICE OF HEARING ON AMENDMENTS TO LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS PLAN, OR IMPACT FEE. (a) The notice and hearing procedures prescribed by Sections [395.044](#)(a) and (b) apply to a hearing on the amendment of land use assumptions, a capital improvements plan, or an impact fee.

(b) The notice of a hearing under this section must contain the following:

(1) a headline to read as follows:

"NOTICE OF PUBLIC HEARING ON AMENDMENT OF IMPACT FEES"

(2) the time, date, and location of the hearing;

(3) a statement that the purpose of the hearing is to consider the amendment of land use assumptions and a capital improvements plan and the imposition of an impact fee; and

(4) a statement that any member of the public has the right to appear at the hearing and present evidence for or against

the update.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 345, Sec. 7, eff. Sept. 1, 2001.

Sec. 395.056. ADVISORY COMMITTEE COMMENTS ON AMENDMENTS. The advisory committee created under Section 395.058 shall file its written comments on the proposed amendments to the land use assumptions, capital improvements plan, and impact fee before the fifth business day before the date of the public hearing on the amendments.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.057. APPROVAL OF AMENDMENTS REQUIRED. (a) The political subdivision, within 30 days after the date of the public hearing on the amendments, shall approve or disapprove the amendments of the land use assumptions and the capital improvements plan and modification of an impact fee.

(b) An ordinance, order, or resolution approving the amendments to the land use assumptions, the capital improvements plan, and imposition of an impact fee may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.0575. DETERMINATION THAT NO UPDATE OF LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS PLAN OR IMPACT FEES IS NEEDED.

(a) If, at the time an update under Section 395.052 is required, the governing body determines that no change to the land use assumptions, capital improvements plan, or impact fee is needed, it may, as an alternative to the updating requirements of Sections 395.052-395.057, do the following:

(1) The governing body of the political subdivision shall, upon determining that an update is unnecessary and 60 days before publishing the final notice under this section, send notice of its determination not to update the land use assumptions,

capital improvements plan, and impact fee by certified mail to any person who has, within two years preceding the date that the final notice of this matter is to be published, give written notice by certified or registered mail to the municipal secretary or other designated official of the political subdivision requesting notice of hearings related to impact fees. The notice must contain the information in Subsections (b)(2)-(5).

(2) The political subdivision shall publish notice of its determination once a week for three consecutive weeks in one or more newspapers with general circulation in each county in which the political subdivision lies. However, a river authority that is authorized elsewhere by state law to charge fees that function as impact fees may publish the required newspaper notice only in each county in which the service area lies. The notice of public hearing may not be in the part of the paper in which legal notices and classified ads appear and may not be smaller than one-quarter page of a standard-size or tabloid-size newspaper, and the headline on the notice must be in 18-point or larger type.

(b) The notice must contain the following:

(1) a headline to read as follows:

"NOTICE OF DETERMINATION NOT TO UPDATE
LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS
PLAN, OR IMPACT FEES";

(2) a statement that the governing body of the political subdivision has determined that no change to the land use assumptions, capital improvements plan, or impact fee is necessary;

(3) an easily understandable description and a map of the service area in which the updating has been determined to be unnecessary;

(4) a statement that if, within a specified date, which date shall be at least 60 days after publication of the first notice, a person makes a written request to the designated official of the political subdivision requesting that the land use assumptions, capital improvements plan, or impact fee be updated, the governing body must comply with the request by following the requirements of Sections 395.052-395.057; and

(5) a statement identifying the name and mailing

address of the official of the political subdivision to whom a request for an update should be sent.

(c) The advisory committee shall file its written comments on the need for updating the land use assumptions, capital improvements plans, and impact fee before the fifth business day before the earliest notice of the government's decision that no update is necessary is mailed or published.

(d) If, by the date specified in Subsection (b)(4), a person requests in writing that the land use assumptions, capital improvements plan, or impact fee be updated, the governing body shall cause an update of the land use assumptions and capital improvements plan to be prepared in accordance with Sections 395.052-395.057.

(e) An ordinance, order, or resolution determining the need for updating land use assumptions, a capital improvements plan, or an impact fee may not be adopted as an emergency measure.

Added by Acts 1989, 71st Leg., ch. 566, Sec. 1(d), eff. Aug. 28, 1989.

Sec. 395.058. ADVISORY COMMITTEE. (a) On or before the date on which the order, ordinance, or resolution is adopted under Section 395.042, the political subdivision shall appoint a capital improvements advisory committee.

(b) The advisory committee is composed of not less than five members who shall be appointed by a majority vote of the governing body of the political subdivision. Not less than 40 percent of the membership of the advisory committee must be representatives of the real estate, development, or building industries who are not employees or officials of a political subdivision or governmental entity. If the political subdivision has a planning and zoning commission, the commission may act as the advisory committee if the commission includes at least one representative of the real estate, development, or building industry who is not an employee or official of a political subdivision or governmental entity. If no such representative is a member of the planning and zoning commission, the commission may still act as the advisory committee if at least one such representative is appointed by the political

subdivision as an ad hoc voting member of the planning and zoning commission when it acts as the advisory committee. If the impact fee is to be applied in the extraterritorial jurisdiction of the political subdivision, the membership must include a representative from that area.

(c) The advisory committee serves in an advisory capacity and is established to:

(1) advise and assist the political subdivision in adopting land use assumptions;

(2) review the capital improvements plan and file written comments;

(3) monitor and evaluate implementation of the capital improvements plan;

(4) file semiannual reports with respect to the progress of the capital improvements plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee; and

(5) advise the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

(d) The political subdivision shall make available to the advisory committee any professional reports with respect to developing and implementing the capital improvements plan.

(e) The governing body of the political subdivision shall adopt procedural rules for the advisory committee to follow in carrying out its duties.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

SUBCHAPTER D. OTHER PROVISIONS

Sec. 395.071. DUTIES TO BE PERFORMED WITHIN TIME LIMITS. If the governing body of the political subdivision does not perform a duty imposed under this chapter within the prescribed period, a person who has paid an impact fee or an owner of land on which an impact fee has been paid has the right to present a written request to the governing body of the political subdivision stating the

nature of the unperformed duty and requesting that it be performed within 60 days after the date of the request. If the governing body of the political subdivision finds that the duty is required under this chapter and is late in being performed, it shall cause the duty to commence within 60 days after the date of the request and continue until completion.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.072. RECORDS OF HEARINGS. A record must be made of any public hearing provided for by this chapter. The record shall be maintained and be made available for public inspection by the political subdivision for at least 10 years after the date of the hearing.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.073. CUMULATIVE EFFECT OF STATE AND LOCAL RESTRICTIONS. Any state or local restrictions that apply to the imposition of an impact fee in a political subdivision where an impact fee is proposed are cumulative with the restrictions in this chapter.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.074. PRIOR IMPACT FEES REPLACED BY FEES UNDER THIS CHAPTER. An impact fee that is in place on June 20, 1987, must be replaced by an impact fee made under this chapter on or before June 20, 1990. However, any political subdivision having an impact fee that has not been replaced under this chapter on or before June 20, 1988, is liable to any party who, after June 20, 1988, pays an impact fee that exceeds the maximum permitted under Subchapter B by more than 10 percent for an amount equal to two times the difference between the maximum impact fee allowed and the actual impact fee imposed, plus reasonable attorney's fees and court costs.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.075. NO EFFECT ON TAXES OR OTHER CHARGES. This chapter does not prohibit, affect, or regulate any tax, fee, charge, or assessment specifically authorized by state law. Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.076. MORATORIUM ON DEVELOPMENT PROHIBITED. A moratorium may not be placed on new development for the purpose of awaiting the completion of all or any part of the process necessary to develop, adopt, or update land use assumptions, a capital improvements plan, or an impact fee. Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 441, Sec. 2, eff. Sept. 1, 2001.

Sec. 395.077. APPEALS. (a) A person who has exhausted all administrative remedies within the political subdivision and who is aggrieved by a final decision is entitled to trial de novo under this chapter.

(b) A suit to contest an impact fee must be filed within 90 days after the date of adoption of the ordinance, order, or resolution establishing the impact fee.

(c) Except for roadway facilities, a person who has paid an impact fee or an owner of property on which an impact fee has been paid is entitled to specific performance of the services by the political subdivision for which the fee was paid.

(d) This section does not require construction of a specific facility to provide the services.

(e) Any suit must be filed in the county in which the major part of the land area of the political subdivision is located. A successful litigant shall be entitled to recover reasonable attorney's fees and court costs.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.078. SUBSTANTIAL COMPLIANCE WITH NOTICE

REQUIREMENTS. An impact fee may not be held invalid because the public notice requirements were not complied with if compliance was substantial and in good faith.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.

Sec. 395.079. IMPACT FEE FOR STORM WATER, DRAINAGE, AND FLOOD CONTROL IN POPULOUS COUNTY. (a) Any county that has a population of 3.3 million or more or that borders a county with a population of 3.3 million or more, and any district or authority created under Article XVI, Section 59, of the Texas Constitution within any such county that is authorized to provide storm water, drainage, and flood control facilities, is authorized to impose impact fees to provide storm water, drainage, and flood control improvements necessary to accommodate new development.

(b) The imposition of impact fees authorized by Subsection (a) is exempt from the requirements of Sections 395.025, 395.052-395.057, and 395.074 unless the political subdivision proposes to increase the impact fee.

(c) Any political subdivision described by Subsection (a) is authorized to pledge or otherwise contractually obligate all or part of the impact fees to the payment of principal and interest on bonds, notes, or other obligations issued or incurred by or on behalf of the political subdivision and to the payment of any other contractual obligations.

(d) An impact fee adopted by a political subdivision under Subsection (a) may not be reduced if:

(1) the political subdivision has pledged or otherwise contractually obligated all or part of the impact fees to the payment of principal and interest on bonds, notes, or other obligations issued by or on behalf of the political subdivision; and

(2) the political subdivision agrees in the pledge or contract not to reduce the impact fees during the term of the bonds, notes, or other contractual obligations.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 2001, 77th Leg., ch. 669, Sec. 107, eff.

Sept. 1, 2001.

Sec. 395.080. CHAPTER NOT APPLICABLE TO CERTAIN WATER-RELATED SPECIAL DISTRICTS. (a) This chapter does not apply to impact fees, charges, fees, assessments, or contributions:

(1) paid by or charged to a district created under Article XVI, Section 59, of the Texas Constitution to another district created under that constitutional provision if both districts are required by law to obtain approval of their bonds by the Texas Natural Resource Conservation Commission; or

(2) charged by an entity if the impact fees, charges, fees, assessments, or contributions are approved by the Texas Natural Resource Conservation Commission.

(b) Any district created under Article XVI, Section 59, or Article III, Section 52, of the Texas Constitution may petition the Texas Natural Resource Conservation Commission for approval of any proposed impact fees, charges, fees, assessments, or contributions. The commission shall adopt rules for reviewing the petition and may charge the petitioner fees adequate to cover the cost of processing and considering the petition. The rules shall require notice substantially the same as that required by this chapter for the adoption of impact fees and shall afford opportunity for all affected parties to participate.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989. Amended by Acts 1995, 74th Leg., ch. 76, Sec. 11.257, eff. Sept. 1, 1995.

Sec. 395.081. FEES FOR ADJOINING LANDOWNERS IN CERTAIN MUNICIPALITIES. (a) This section applies only to a municipality with a population of 115,000 or less that constitutes more than three-fourths of the population of the county in which the majority of the area of the municipality is located.

(b) A municipality that has not adopted an impact fee under this chapter that is constructing a capital improvement, including sewer or waterline or drainage or roadway facilities, from the municipality to a development located within or outside the municipality's boundaries, in its discretion, may allow a landowner

whose land adjoins the capital improvement or is within a specified distance from the capital improvement, as determined by the governing body of the municipality, to connect to the capital improvement if:

(1) the governing body of the municipality has adopted a finding under Subsection (c); and

(2) the landowner agrees to pay a proportional share of the cost of the capital improvement as determined by the governing body of the municipality and agreed to by the landowner.

(c) Before a municipality may allow a landowner to connect to a capital improvement under Subsection (b), the municipality shall adopt a finding that the municipality will benefit from allowing the landowner to connect to the capital improvement. The finding shall describe the benefit to be received by the municipality.

(d) A determination of the governing body of a municipality, or its officers or employees, under this section is a discretionary function of the municipality and the municipality and its officers or employees are not liable for a determination made under this section.

Added by Acts 1997, 75th Leg., ch. 1150, Sec. 1, eff. June 19, 1997.

Amended by:

Acts 2011, 82nd Leg., R.S., Ch. 1043 (H.B. [3111](#)), Sec. 5, eff. June 17, 2011.

Acts 2011, 82nd Leg., R.S., Ch. 1163 (H.B. [2702](#)), Sec. 100, eff. September 1, 2011.



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ATTORNEYS AND COUNSELORS FOR TEXAS PUBLIC SCHOOLS AND LOCAL GOVERNMENT

September 10, 2021

Via Email: bjames@schertz.com

Brian James
Assistant City Manager
City of Schertz
1400 Schertz Parkway, Bldg. 2
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RE: Responsive Education Solutions' appeal of the City of Schertz's imposition of roadway impact fees

Dear Mr. James:

I represent Responsive Education Solutions ("Responsive Ed"), a Texas non-profit corporation based in Lewisville, Texas that operates open-enrollment charter school campuses throughout the state, including the Founders Classical Academy of Schertz located at 8453 FM 1518 N. in the City of Schertz ("the City"). As you know, Responsive Ed has submitted plans to construct an addition to its campus, which would allow it to expand the tuition-free public school services offered for the benefit of the local community.

On September 1, 2021, you issued an administrative decision on behalf of the City imposing a roadway impact fee of \$9,310 on this proposed development. This letter explains Responsive Ed's legal position in support of its appeal of your decision, and I request that you distribute a copy of same to each of the City Council members that will consider Responsive Ed's appeal at the upcoming Council meeting.

Open-enrollment charter schools are governmental units and public schools.

As an open-enrollment charter school, Responsive Ed is a governmental unit and "is part of the public school system of this state." Tex. Educ. Code §§ 12.105, 12.1056(a). Generally speaking, an open-enrollment charter school is subject to federal and state laws and rules, and municipal ordinances, governing public schools. *See* Tex. Educ. Code § 12.103(a); *see also Neighborhood Centers Inc. v. Walker*, 544 S.W.3d 744, 753-54 (Tex. 2018).

On June 16, 2021, the Texas Attorney General held that Section 12.103(a) of the Education Code supersedes a municipality's authority to promulgate ordinances that treat charter schools differently from school districts. *See* Tex. Atty Gen. Op. KP-0373, at p. 4. This same analysis should be applied to the question before the City of Schertz in this appeal, as the Attorney General concluded that a court would likely conclude a municipality that treats open-enrollment charter schools differently from school districts violates state law. *Id.*

Responsive Ed is a “school district” that is exempt from paying impact fees under Section 395.022(b) of the Local Government Code.

Section 395.022(b) of the Local Government Code exempts a school district from the payment of mandatory impact fees to a political subdivision unless certain conditions are met, namely, the school board’s agreement to do so as part of a contract with the political subdivision imposing the impact fee. This prohibition similarly applies to open-enrollment charter schools by virtue of Section 12.103 of the Education Code.

First and foremost, an open-enrollment charter school should be considered a “school district” within the meaning of Section 395.022(b) of the Local Government Code. The United States District Court for the Southern District of Texas recently considered the similar question of whether a junior college was a “school district” for the purposes of Section 395.022(b) in *Houston Community College System v. City of Houston*, 2020 WL 70842 (S.D. Tex. 2020). In that case, the court ultimately held that the city committed a constitutional taking by withholding a building permit from a junior college that refused to pay an impact fee. The court noted that Chapter 395 of the Local Government Code does not define the term “school district” but, citing a similar opinion from the Texas Attorney General, the court considered the whole statutory landscape to find several instances in which junior colleges were treated like school districts. *Id.* at *1.

The same can be said of charter schools. Most notably, charter schools are considered to be school districts for the purposes of several provisions of the Local Government Code and other statutes. *See, generally* Tex. Educ. Code, Chapter 12, Subchapter D. For instance, Section 12.135 of the Education Code allows the Commissioner of Education to designate an open-enrollment charter school that meets certain financial criteria as a “charter district,” allowing its bonds to be guaranteed by the permanent school fund (PSF) under Chapter 45 of the Education Code. And Responsive Ed in particular has been so designated when it issued several separate bond series guaranteed by the PSF, thus making Responsive Ed a charter district under Section 12.135 of the Education Code.

Furthermore, the Texas Education Agency also considers charter schools a type of school district, and has promulgated a glossary of terms that includes and defines a “charter school district” as follows:

Charter School Districts (180 districts). Charter school districts are open-enrollment school districts authorized by the commissioner of education with final approval for operation provided by the State Board of Education. Established by the Texas Legislature in 1995 to promote local initiative, charter school districts are subject to fewer regulations than other public school districts. Generally, charter school districts are subject to laws and rules that ensure fiscal and academic accountability but that do not unduly regulate instructional methods or pedagogical innovation. Like other public school districts, charter school districts are monitored and accredited under the statewide testing and accountability system.

See <https://tea.texas.gov/reports-and-data/school-data/district-type-data-search/district-type-glossary-of-terms-2019-20>

A charter school’s funds may not be used to pay an impact fee without the express consent of the school’s governing body.

Under Section 12.106 of the Education Code, a charter school is entitled to receive public funds from the state, as if it were a school district, in order to support its public school operations. A charter school’s funds “may only be used for a purpose for which a school may use local funds under Section 45.105(c) [of the

Education Code]” and “may *not* be used to support an operation or activity not related to the educational activities of the charter holder.” Tex. Educ. Code § 12.107(a)(3), (a)(5)(B).

Accordingly, a charter school’s ability to consent to the payment of an impact fee is restricted by Section 45.105(c) of the Education Code, which expressly limits how a charter school’s funds may be spent. Impact fees are not among the enumerated list of authorized expenditures. As the Dallas Court of Appeals and the Attorney General have recognized, a school may only agree to pay an impact fee when the school board determines that the expenditure is “*necessary* in the conduct of public schools.” *See* Tex. Atty Gen. Op. No. GA-0850 (2011); *see also City of Garland v. Garland Indep. Sch. Dist.*, 468 S.W.2d 110, 111 (Tex. App.—Dallas 1971, writ ref’d n.r.e.) (holding that a city could not impose an impact fee on a public school without the consent of the school’s governing body). Furthermore, a school board may only agree to pay an impact fee when it is being assessed in order to construct specific improvements that are necessary for health and safety reasons, as opposed to an assessment for improvements that the political subdivision is capable of constructing on its own. *Id.* And of course, whether or not the charter school’s governing body agrees to do so is entirely up to its discretion. *See* 19 Tex. Admin. Code § 100.1101(a)-(b) (stating that the governing body of an open-enrollment charter school has primary authority to operate the school and only limited ability to delegate, assign, or transfer that authority).

Likewise, Article III, Section 52 of the Texas Constitution prohibits a public school from making gratuitous payments of public funds to others, including other governmental entities, unless it obtains a clear public benefit in return. *See* Tex. Const. art. III, § 52(a); *see also Tex. Mun. League Intergovernmental Risk Pool v. Tex. Workers’ Comp. Comm’n*, 74 S.W.3d 377, 383-84 (Tex. 2002). Simply put, Responsive Ed operates with public funds, and these scant resources should not be diverted from their intended purpose to pay for roadway infrastructure that the City of Schertz is capable of providing on its own. Such a diversion would ultimately deprive the public school students that the Legislature has mandated to be the beneficiary of public funds held by charter schools.

In summary, the City of Schertz’s impact fee cannot be imposed without the consent of Responsive Ed’s governing body, and it is questionable whether Responsive Ed would even be permitted to consent to such a fee, given the constitutional and statutory limitations on its ability to expend public funds. At the same time, the law is clear that Responsive Ed should be considered a “school district” for purposes of Section 395.022(b) of the Local Government Code, and the City of Schertz’s decision to condition receipt of a building permit on payment of an impact fee would be considered an actionable taking under Article I, Section 17 of the Texas Constitution. *See Houston Community College System*, 2020 WL 70842 at *2.

Responsive Ed genuinely desires a productive and mutually beneficial relationship with the City of Schertz. The proposed campus expansion will primarily benefit local residents by increasing capacity of a high performing charter school district located within the City. For these reasons, I respectfully request that the City Council grant this appeal and overturn the administrative decision imposing the roadway impact fee.

I thank you and each of the City Council members for your time and thoughtful consideration of this matter.

Cordially,

SCHULMAN, LOPEZ,
HOFFER & ADELSTEIN, LLP



Bryan P. Dahlberg

September 10, 2021

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cc: Lynn Tompkins
V.P. Construction & Real Estate, Responsive Ed
Via Email: ltompkins@responsiveedtx.com