



# The City of Fredericksburg

*FY 2020 Adopted City Budget*

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# City of Fredericksburg, Texas

MISSION STATEMENT: WE ARE LEADING WITH INTEGRITY WHILE PROVIDING THE BEST CUSTOMER SERVICES FOR OUR COMMUNITY.





# CITY OF FREDERICKSBURG

## FISCAL YEAR 2020 ADOPTED BUDGET

### ADOPTION OF BUDGET

The City Council adopted the FY 2020 budget at a special council meeting on September 19, 2019. The recorded vote on the adoption of the budget is as follows:

Mayor Linda Langerhans	Absent
Council Member Charlie Kiehne	Yes
Council Member Tom Musselman	Yes
Council Member Gary Neffendorf	Yes
Council Member Bobby Watson	Yes

### PROPERTY TAX REVENUE INCREASE FOR GENERAL FUND

This budget will raise more revenue from property taxes than last year's budget by an amount of \$493,058, which is an 11.14% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$146,738.

### PROPERTY TAX RATES

	<u>FY 2019</u>	<u>FY 2020</u>
Adopted Tax Rate	\$0.225600	\$0.227284
Effective Tax Rate	\$0.216700	\$0.207284
Effective Maintenance & Operations	\$0.187980	\$0.169749
Rollback Rate	\$0.228300	\$0.245636
Effective Debt Rate	\$0.037620	\$0.037535

The total amount of municipal debt obligation secured by property taxes for the City of Fredericksburg is \$7,080,000.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Fredericksburg  
Texas**

For the Fiscal Year Beginning

**October 1, 2018**

*Christopher P. Morill*

Executive Director



# The City of Fredericksburg

## *Budget Message*



September 10, 2019

Mayor, City Council and Citizens of Fredericksburg,

### Introduction

In the development of this proposed FY 2020 City Budget, we focused on several major priorities which the City Council had previously identified. This included maintaining a solid financial status with positive fund balances in all major funds. The Council also indicated that you wanted to continue to preserve our excellent quality of life and improve the City's infrastructure. Council members have also indicated an interest in planned community growth including preservation of our historic resources. And the Council stated your commitment to quality city services in all areas particularly police, fire, EMS, parks and public works.

The budget process started at the City Council meeting in June when the Council discussed your major budgetary goals for next year. These goals served as helpful guidance to City staff early in the budget process. Each City Department then developed their proposed budget based upon their specific needs as well as the City Council's goals and priorities. This was followed by a series of budget meetings involving each Department Head, the Finance Department staff and the City Manager. During these meetings numerous changes were made to the budget requests submitted by City Departments. This included reductions in expenses necessary to balance the Budget prior to presentation to the City Council.

Then on July 1 the updated five-year Capital Improvements Plan (CIP) was presented to the City Council by the Assistant City Manager. This Plan represents a critical part of the budget process since it identifies major capital improvements that will be proposed for inclusion in the Budget for the coming year. It also provides preliminary information on capital costs that need to be considered for the Budget over the next five years.

The City Council then held five work sessions on the Budget including one joint work session with the County Commissioners. An initial public hearing was also held early in the budget process to get public input prior to making any budget-related decisions. A second public hearing on the Budget was held in September as required by State law. In addition, two public hearings were held on the property tax rate. Citizen comments made at each of these hearings

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were noted and carefully considered by the Council in making final changes to the Budget and tax rate.

This approved 2020 Budget includes several new projects and programs which are discussed in this budget message. I believe that these new projects and programs will help the City continue to provide a high level of City services. We will also be able to maintain a low property tax rate and excellent quality of life as a result of the approved Budget.

### Budget Overview

The total adopted City Budget is \$70,354,022 including all City funds. This is a small decrease from the 2019 Amended Budget of \$70,473,770. As shown on the budget summary page, total expenses exceed total revenues in the proposed Budget by \$21,736,506. This budget summary page shows that most of this deficit is in the Capital Projects Fund (\$16,834,200) where we plan to use funds from utility bonds financed last year. We also plan to use \$2,380,000 in water and sewer impact fee revenues collected in previous years to fund the water capital improvements planned for the coming year. And we plan on utilizing \$603,580 from the fund balance in the Solid Waste Fund to fund the development of a new landfill cell.

As stated above, providing excellent customer services is one of the City's highest priorities. To ensure that this priority is addressed, we are adding a new Police Patrol position and a new Accountant position in the Finance Department in next year's Budget. Last year we were able to fund new positions in Fire/EMS, Parks Department and in our new vegetation management program. These employees have provided enhanced services provided by these departments.

We are fortunate to have a highly dedicated group of City employees who serve our community throughout the year. It is important that we continue to offer these employees a competitive compensation package. This will allow us to continue to attract and retain experienced and qualified employees who share our core values. Therefore, we have included in the proposed Budget a cost of living increase (2%) and a merit increase for qualified employees (2%) with these increases to be effective on January 1. We have also been able to improve our retirement benefits with an increase in the City's contribution from 5% to 6% which is matched by City employees.

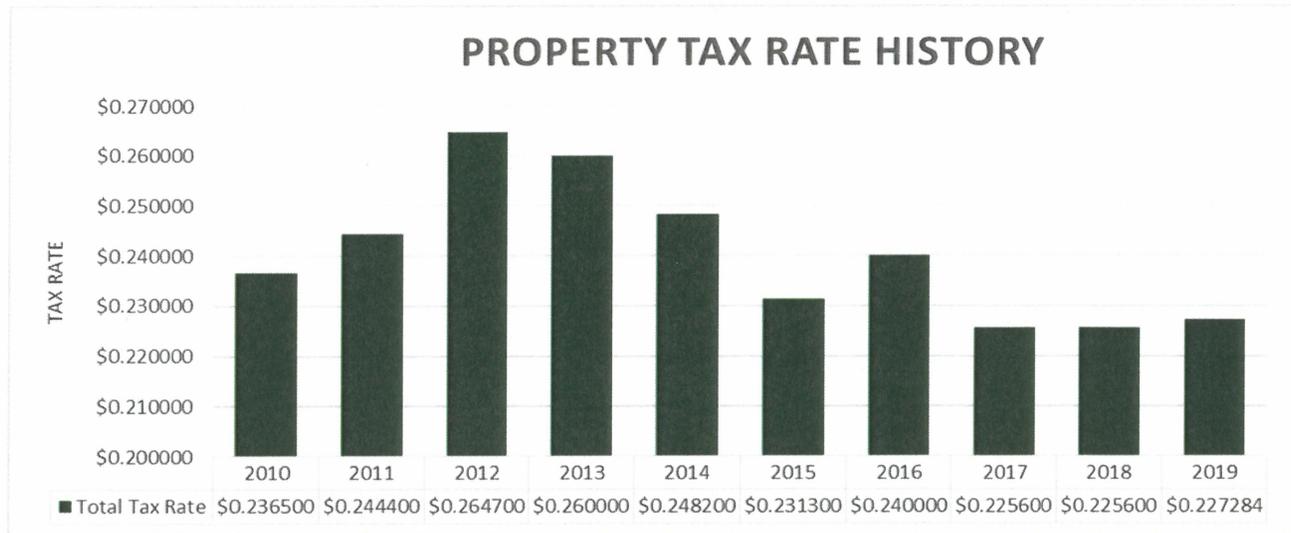
### General Fund

The total General Fund budget approved for 2020 is \$15,979,398 which represents an increase from the 2019 General Fund Budget of \$15,690,906. The General Fund budget includes funding for services such as Police, Fire, Parks, Street, Engineering, Health, Development Services and Municipal Court. It also includes funding for administrative services such as the City Manager, Human Resources, City Secretary, IT and Finance. Some of these services are jointly funded by the County and these costs have increased from last year. The General Fund deficit of \$542,180 will be covered by prior year funds.

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In terms of General Fund revenues, we have included revenues projected from the approved new tax rate of \$.227284 per \$100 valuation. This rate represents a slight decrease over the rate of \$.22560 set last year. We have been able to maintain a low property tax rate due to increased property values and our continued efforts to control expenses.



In terms of other General Fund revenues, we have tried to be conservative in our projections. This includes major revenues such as sales taxes and payment in lieu of taxes. Unfortunately, a recent change in State law will have an \$82,000 negative impact on our utility franchise fees in 2020.

In terms of user fees, last year we increased both our building fees and EMS fees and approved new fees covering fire inspection services. We also approved a major increase in our storm water fees to fund our new vegetation management program. This year we have not included any new or increased fees for the General Fund. However, with the impacts of the new property tax caps facing the City next year, we will need to conduct a comprehensive evaluation of all user fees after the first of the year.

The General Fund Budget includes several major changes and improvements as well as new equipment purchases. This includes the following:

1. Purchase of a new pumper for the Fire Department
2. Purchase of six new police patrol vehicles
3. Sidewalk improvements throughout the City
4. Replacement of one of the restrooms at Lady Bird Johnson Park
5. Funding for maintenance of historic structures
6. Improvements to Marktplatz
7. Partial funding for proposed Sports Park

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Electric Fund

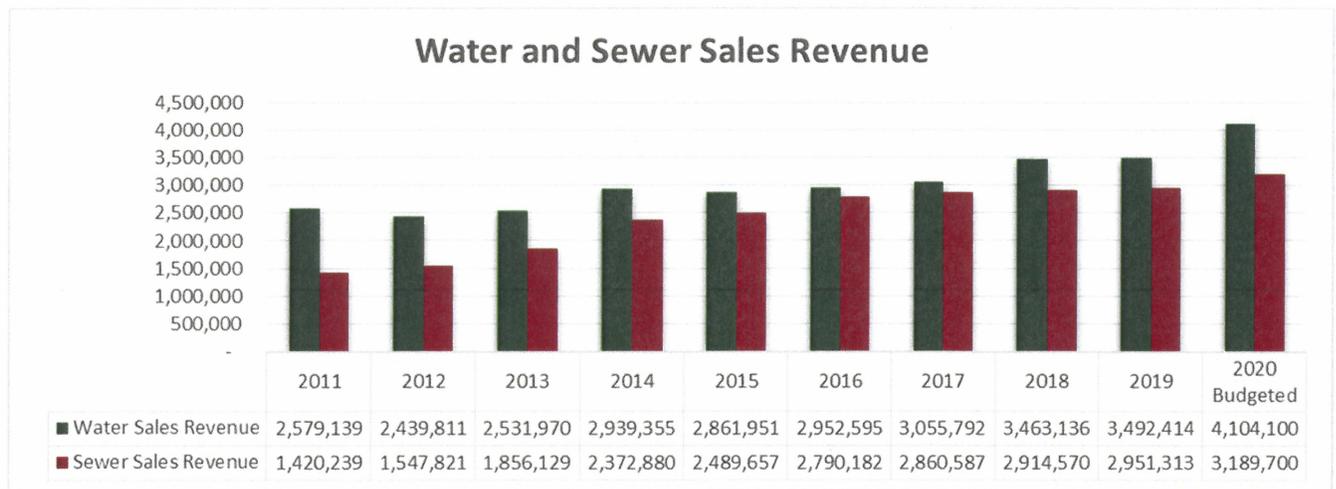
The total Electric Fund Budget for 2020 is \$12,563,123 which is comparable to the 2019 Electric Fund Budget of \$12,597,804. During the coming year we plan to start construction on a new Electric Services Building that will be financed over a ten-year period at a cost of about \$306,620 per year. This new facility will provide the Electric Department with a larger more secure building that will serve their needs for the next 20 years. The Budget includes use of about \$485,423 in prior year fund balance to make the first payment on the building. This will still leave a projected fund balance in the Electric Fund of over \$2 million at the end of next year.

This budget includes no increase in electric rates this year because our Electric Fund continues to be in a very solid financial condition with no additional major capital expenses projected over the next several years.

Other proposed changes to the Electric Fund include funding for a new Main Street decorative lighting project. Also, partial funding of \$35,000 is included for purchase of a new boom truck that will be shared with other City departments.

Water Fund

The Water Fund Budget is always a challenge to prepare due to the fluctuations in water revenues that we experience each year for both residential and commercial customers. During drought periods, we realize rather large increases in summer water use. Our sewer revenues, on the other hand, tend to be stable from year to year. Our recent history with water and sewer revenues is shown below.



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The total Water Fund Budget for 2020 is \$10,570,073 which represents a significant increase from the 2019 Water Fund Budget of \$9,635,253. The primary reason for this increase is to fund capital improvements to the water system. To help fund the new bonds and make additional improvements, a 12.5% increase in water rates and a 10% increase in sewer rates are included in the Budget. This is the second set of rate increases that were recommended in a rate study completed by a rate consultant last year.

We have made numerous major upgrades to our water and sewer system over the past 5 years. It is important that we continue to make these improvements so that we can offer quality and dependable utility services to our growing population. Therefore, in addition to the improvements funded by the new utility revenue bonds, we also included several major capital improvements in the Water Fund Budget for 2020 including the following:

1. Bell Street water line rehab-\$150,000
2. Boot Ranch lift station-\$100,000
3. Oversizing utility services for hotel/conference center-\$865,000
4. Sewer extension to Highway 290E area-\$1,515,000
5. Green Meadows Lift Station-\$750,000

The Water Fund also includes funding for new vehicles and equipment including a new excavator and partial funding of the new boom truck.

### Capital Project Fund

Last year we added a new Capital Project Fund to cover the revenues and expenses related to the Utility Revenue Bond project. Most of the expenses for this Bond project have been carried over to the 2020 Budget. The total expenses budgeted from the bond proceeds is \$16,834,200 in the 2020 Budget. These expenses include funding for three new water storage tanks, a new water main serving the east side of the City and a new water pump station. These improvements should be completed by the end of 2020.

### Golf Fund

Over the past two years, the Golf Course has experienced major changes with the hiring of Touchstone Golf to manage and operate the Course. This firm has made major improvements to the Course including the food and beverage operations. They have also reduced our labor costs which decreases the subsidy from the General Fund. The 2020 Budget for City expenses related to the Golf Course is set at \$133,334 which is covered by the General Fund. Most of this expense (\$108,000) consists of a loan payment to the Electric Fund and Solid Waste Fund that was previously used to finance improvements to the Golf Course.

## The City of Fredericksburg

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The Budget also includes payment of \$300,000 from the General Fund to Touchstone Golf for their management and operation of the Course. This is much less than prior years and we expect that this payment will continue to decrease over the next several years.

#### Solid Waste Fund

Our Solid Waste Fund continues to perform well from a financial standpoint. There are no increases in solid waste rates included in the 2020 Budget. The Solid Waste Fund Budget for next year is \$3,790,261 This is a major increase from the 2019 Budget of \$2,783,118. A total of \$1,064,561 in reserves will be used during FY 2020 which includes \$603,580 in cell development reserves. However, this will still result in a projected balance in the Solid Waste Fund of over \$1 million at the end of next year.

The primary reasons for the increase in the Solid Waste Fund expenditures during 2020 is to fund the construction of a new landfill cell at a cost of \$1,320,000. Also, the Budget includes funding for the purchase of additional wind screens, golf cart and a new track loader.

The City has recently made some major changes at our Recycling Center due to the lack of a market for certain items such as plastics and newspaper. The City Council decided to continue operation of the City with no changes in the operating hours. So, this Center is fully funded in the 2020 Budget even though our recycling revenues are anticipated to decrease next year.

#### EMS Fund

The total 2020 EMS Fund Budget is \$2,986,926. This is an increase over the 2019 EMS budget of \$2,725,610. Most of the costs for EMS services will continue to be covered by EMS user fees. No fee increases are included in the Budget for next year. This Budget includes an increase in funding by the City from \$726,318 to \$840,601. The County's financial commitment to EMS will increase from \$584,242 to \$678,225.

One of the main reasons that the EMS Fund is increasing next year is for the purchase of a new ambulance which will be financed over the next three years. The Budget also included funds for the purchase of new heart monitoring equipment.

#### Tourism Fund

The Tourism Fund Budget will increase from \$3,443,485 that was budgeted in 2019 to \$3,725,410 in the 2020 Budget. This Budget should help the City to continue to build up our fund balance in the Tourism Fund. We should have over \$1 million in this Fund at the end of next year that will be available for future tourism-related projects.

As in the past, the largest expense in the Tourism Fund is funding for the Convention and Visitor's Bureau (CVB). This funding is based upon 5/7ths of the estimated HOT revenues that

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will be collected in the coming year. This funding will increase from \$2,330,000 to \$2,571,429 in the 2020 Budget.

Other new expenses include \$200,000 in start-up funding for major new improvements at Marktplatz. In addition, funds have been allocated for the City's 175<sup>th</sup> Anniversary and the filming of a new video on the history of Fredericksburg. Also, the City plans to contract out the collection of HOT revenues next year and funding has been included for this contract in the 2020 Budget.

#### Drainage/Vegetation Management Fund

The Drainage/Vegetation Management Fund Budget continues to increase as we fully implement the new vegetation management program in the coming year. The Budget for 2020 is \$534,981 which will fund three full-time employees and the purchase of necessary equipment for this program. This increase will be funded with recent increases in the drainage fees for residential and commercial property owners. The budget also includes \$100,000 for new drainage projects.

#### Food and Wine Festival

The 2020 Budget for the Food and Wine Festival is set at \$169,400 compared to the current Budget of \$181,040. The Budget includes funding of \$20,000 for improvements to Marktplatz that were recently completed.

#### Emergency Management Fund

This fund supports our Emergency Management Program with financial support from a FEMA grant and joint funding from the City and County. The total Emergency Management Fund Budget in 2020 is \$209,438 compared to the current Budget of \$187,523. This Budget will require an increase in funding from both the City and County from \$76,262 to \$90,269.

#### Debt Service Fund

The City's Debt Service Fund is proposed for a decrease from the current Budget of \$876,100 in 2019 to \$810,800 in 2020. This Fund is relatively stable due to the lack of additional General Fund debt service financing expected during 2020.

#### Health Insurance Fund

The final major fund included in the Budget is our Health Insurance Fund. During the past year we have been able to control our primary costs related to health insurance claims. This Fund is in good shape with an adequate fund balance. Therefore, we are not proposing any increases in either the City's contribution rate for employees or the employee's contribution rate for dependent coverages. The Health Insurance Fund Budget will decrease from \$2,069,000 in 2019 to \$1,927,712 in 2020.

## The City of Fredericksburg

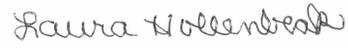
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Conclusion

We would like to thank all members of the City Council and City staff for their efforts in developing the 2020 Budget. Their effort resulted in a Budget that (1) addresses the Council's goals and major priorities; (2) meets the critical needs of each City department and (3) continues a conservative approach to expenditures for City services. We also want to thank the citizens who offered their comments at the public hearings. This input was very important in the development of the final Budget and the setting of the property tax rate.



Kent Myers  
City Manager



Laura Hollenbeak  
Laura Hollenbeak  
Finance Director

# City of Fredericksburg

## FY 2020 Budget Calendar

June 17	Monday	Council Meeting- Council Budget Priorities-LEC (6:00 PM)
June 18	Tuesday	City Manager Provides Budget Guidance to Department Heads
May 22-June 21		Develop Updated Capital Improvement Plan
June 12	Wednesday	Publish Notice of Public Hearing on Budget
June 18 - 30		Department Heads Prepare Proposed Operating and Capital Budgets
June 20-30		Meetings with City Manager, Finance Department, and City Departments
July 1	Monday	Five-Year Capital Improvement Plan (CIP) Presentation to Council
July 1	Monday	Public Hearing for Citizen Input on 2019 Budget
July 2-10		City Manager and Finance Director Prepare Balanced Budget
July 18	Thursday	Send Proposed City Budget to City Council
July 22	Monday	City Council Workshop on Proposed General Fund Budget- City Hall (4 PM)
July 25	Thursday	Receive Certified Property Values from GCAD
July 29	Monday	City Council Workshop on Proposed Enterprise Fund Budgets- City Hall (4 PM)
August 1	Thursday	Calculation of Effective and Rollback Tax Rates by Tax Assessor/Collector
August 5	Monday	Budget Workshop with County Commissioners – City Hall Fire Department Training Room (8:30 AM – 10:30 AM)
August 7	Wednesday	Publish Notice of Public Hearing on Budget
August 7	Wednesday	Publish Effective and Rollback Tax Rates
August 26	Monday	Budget Meeting (Tentative) City Hall (4PM)
August 26	Monday	Council Public Hearing on Proposed Budget/Effective Tax Rate Submitted to Council/Approve Proposed Tax Rate
September 4	Wednesday	Publish Notice of Public Hearings on Tax Rate Increase (if necessary)
September 11	Wednesday	First Public Hearing on Tax Increase (if necessary)-City Hall 6 PM
September 11	Wednesday	Publish Notice of Tax Revenue Increase (if necessary)
September 16	Monday	Second Public Hearing on Tax Increase (if necessary)-City Hall 6 PM
September 19	Thursday	Council Adopts Separate Budget and Tax Rate Ordinances



# The City of Fredericksburg

*City Profile*

# Location



The City of Fredericksburg is located in Gillespie County in the State of Texas. Fredericksburg is 75 miles West of Austin, 65 miles Northwest of San Antonio, and 260 miles Southwest of Dallas.

# Climate

The City of Fredericksburg boasts low pollution skies and moderate temperatures and humidity, making this climate conducive for visiting the many outdoor events, historical attractions, and natural wonders of the area.

Annual Average Temperature	66 F
Average High Temp.– Summer	92 F
Average Low Temp.– Winter	31 F
Annual Average Precipitation	28.7”
Annual Average Snowfall	Trace

# Topography

Fredericksburg, TX is nestled within the heart of the Texas Hill Country at an elevation of 1,742 feet. Rolling hills, small and medium-sized mountains are perfect for day hikes around the City.

# Local History

Fredericksburg was founded on May 8, 1846 by German immigrants under the Society for the Protection of German Immigrants in Texas. John O. Meusebach chose the location for the second of the Society's colonies four miles north of the Pedernales River between two creeks. He named the settlement Friedrichsburg (later changed to Fredericksburg) to honor Prince Frederick of Prussia. Settlers received lots in town with an additional 10-acre lot outside of town. The colonists planted corn, built storehouses to protect their provisions and trade goods, and prepared for the arrival of more immigrants, who came throughout the summer. By 1850, census records stated that the town had 754 residents, and Gillespie County had 1,235 residents.

On March 1, 1847, Meusebach met with several tribes of Comanche Indians unarmed to negotiate a treaty between the Tribes and the town of Fredericksburg. Meusebach asked that the townsfolk be allowed to farm the land along the Llano in return for the Comanche being allowed in town at any time. He furthered the offer by promising that in times of hunger, the town would provide the Tribes with grain in return for game, honey, and bear fat. The Peace Treaty was made, and the peace piped smoked.

The first few years of the town saw great growth. Within two years of establishing the town, the first road from Fredericksburg to Austin was laid out. J.L. Ransleben opened the first privately owned store, and the Nimitz family opened their hotel, which quickly became the most famous hotel in Central Texas. The nearby Mormon settlement of Zodiac became an important resource for learning to live and farm in the new area.

Fort Martin Scott was established by the US government in 1848 to provide protection from the Native Americans, as well as opportunities for work. The UC Census of 1850 states that the Fort housed 100 men, four officer's wives, and seven children. The Fort closed in 1853 without any record of negative encounters with Native Americans.

Religion was an integral component of life for the German settlers of Gillespie County. Residents attended services at the Vereins-Kirche, which served as the local church, school, and meeting hall. Devout farmers drove as much as twenty miles into town for religious services and built Fredericksburg's characteristic Sunday houses for use on weekends and religious holidays. The first public school and the first official Catholic school in Fredericksburg were established in 1856. The first newspaper in the county was the German-language Fredericksburg Wochenblatt, established in 1877.

As the town grew in its German population, its insular community opened to outside visitors and companies. The first Gillespie County Fair was held in 1881 at Fort Martin Scott and moved to Fredericksburg in 1889. The town got its first electric-light company in 1896 and its first ice factory in 1907. The Northern Railway came to Fredericksburg on November 17, 1913. The railroad was reorganized as the Fredericksburg and Northern in 1917 and remained in operation until July 1942. The 1930 United States census, the first in which Fredericksburg was included, gave the town's population as 2,416. The population steadily grew, and by 1980 was 6,412. The 2013 census lists the population at 10,829.

Fredericksburg became, and still is, the principal manufacturing center of Gillespie County. Over the years, the city has been home to numerous metal and iron works facilities, a furniture factory, a cement plant, a poultry dressing plant, granite and limestone quarries, a mattress factory, a peanut-oil plant, a sewing factory, and a tannery.

In the 1850's, Fredericksburg had already become a popular layover city for those traveling further west. The modern tourism industry began in the early nineteenth hundreds and is a thriving industry today. The Gillespie County Historical Society preserves and promotes the history of the town through its museum, community events, and community outreach. The Nimitz hotel is now the National Museum of the Pacific War and draws over 150,000 visitors annually. The town has many annual events, many of which reflect Fredericksburg's history, that draw locals, Texans, and visitors from around the world. The Gillespie County Fair is held in Fredericksburg on the third weekend in August. The fairgrounds are also the site of racing meets in the summer and a hunter-jumper horse show in June. In October, the annual Oktoberfest and Food and Wine Festivals draw locals and visitors alike for fun and fellowship.

#### Bibliography

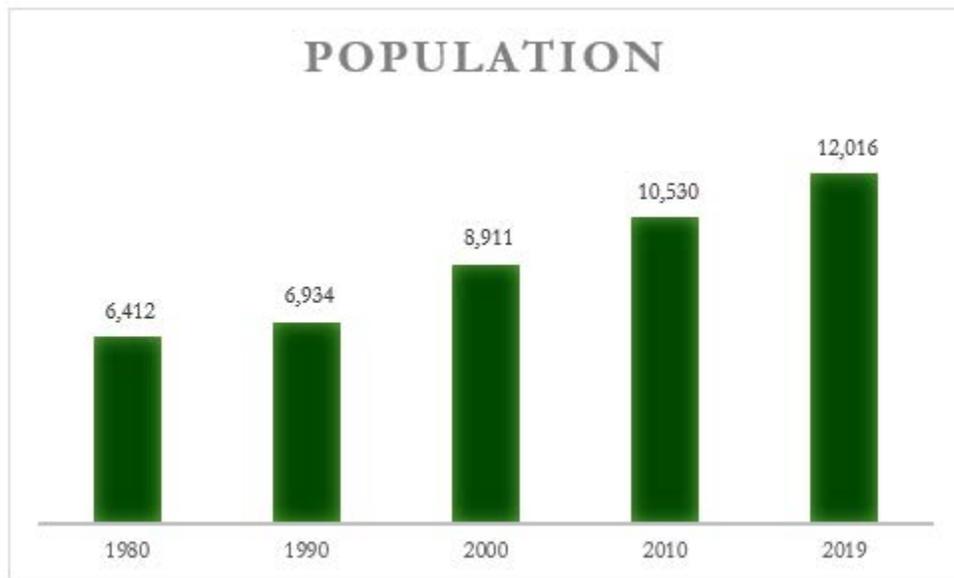
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# Population



U.S. CENSUS BUREAU, 2008-2012 AMERICAN COMMUNITY SURVEY  
CITY DEMOGRAPHIC PROFILE- FREDERICKSBURG, TX PREPARED BY THE RETAIL COACH 2019

# Average Household Income

The estimated average household income for the City of Fredericksburg is \$80,951.

Household Income	Percentage of Population
< \$15,000	9.32%
\$15,000- 24,999	10.80%
\$25,000- 34,999	12.13%
\$35,000- \$49,000	13.25%
\$50,000- \$74,999	14.19%
\$75,000- \$99,999	11.40%
\$100,000- \$124,999	9.85%
\$125,000-\$149,999	6.55%
\$150,000- \$199,999	6.49%
\$200,000- \$249,000	3.00%
\$250,000- \$499,999	2.36%
\$500,000 +	.66%

CITY DEMOGRAPHIC PROFILE- FREDERICKSBURG, TX PREPARED BY THE RETAIL COACH 2019

# Major Area Employers

EMPLOYER	Industry	EMPLOYEES
Hill Country Memorial Hospital	Health care	700
Fredericksburg Independent School District	Public education	490
H.E.B Food Store	Retail grocery	230
Wal-Mart	Retail	220
Knopp Nursing/Retirement Homes	Health care/nursing	185
Gillespie County	Government	180
City of Fredericksburg	Government	163
Allen Keller Company	Heavy construction	110
Fredericksburg Enterprises	Lodging	104
Boot Ranch	Golf resort	98
Security State Bank	Banking/Finance	98
Harper Independent School District	Public education	94
Central Texas Electric Cooperative	Electric utility	90
James Avery Craftsman	Jewelry/Leather	76
Fischer & Wieser Foods	Specialty foods	65
Opa's Smoked Meats	Wholesale meats	60
Mamacita's	Restaurant	60
Becker Vineyards	Winery	60
Grape Creek Vineyards	Winery	55
St. Mary's Catholic School	Private education	41
Kingwood	Custom cabinetry	40
Keg 1 O'neal	Wholesale beverages	38
Wildseed Farms, Inc.	Wild flower seeds	37
Heartland Enterprises	Precision machine parts	34
Heritage School	Private education	32
Chase Bank NA	Banking/Finance	29
Itz Electric	Electrical construction	27

GILLESPIE COUNTY ECONOMIC COMMISSION 4/2019

# Employment Levels

The City of Fredericksburg is proud of their high employment level of 97.8%. White collar jobs account for 55.13% of the employment, Service Industries and Farm 26.13%, and Blue collar jobs account for 18.74%.

# Economy

According to the Gillespie County Economic Development Commission, “Typically, people come for the unparalleled outdoor activities or a romantic weekend and decide to stay for the lifestyle, and because they find they can grow successful businesses, fueled by a constant and international stream of prosperous, educated patrons. A bustling tourist area also requires many ancillary businesses and support services – fertile ground, if you will, for imagination. And the community is ripe with opportunities for development.” Target industries include agriculture, tourism, aviation maintenance, metal fabrication and machinery, and specialty food and beverage.

# Top Taxpayers

Name of Taxpayer	2018 Taxable Assessed Valuation
James Avery Craftsman	\$20,295,770
FBG Orchard Grove Apartments LP	9,559,980
Wal-Mart Real Estate Business Trust	8,775,000
Heritage Hotels Fredericksburg LLC	8,469,068
Fredericksburg Inn LP	8,402,850
Fredericksburg Enterprises Inc.	7,374,773
Fredericksburg Terraces at Creek Street Apartments	6,500,000
Kenneth K. and Joann Kothe	6,465,796
Central Texas Electric Co-op	6,389,910
Kenneth K. and Joann Kothe	5,857,815
<b>Total</b>	<b>\$88,090,962</b>

# Healthcare

Hill Country Memorial is a nonprofit, non-tax-supported health care organization with a reputation for delivering remarkable care. Since opening in 1971, HCM has become an 83-bed hospital with state-of-the-art ICU and surgical capabilities. The organization provides 20 services including immediate care, a birthing center, and joint replacement and is consistently ranked one of the nation’s top hospitals. Today, HCM’s 700 employees and 200 volunteers share the vision to “Empower Others. Create Healthy.” Hill Country Memorial’s strength comes from its deep roots in Fredericksburg and Gillespie County, and in return the community continues to support HCM through its Foundation.

Sixty-four doctors serve the community in many private practices and three walk-in clinics throughout the city. The Hill Country Mental Health and Developmental Disabilities Center provide children and adult mental health and developmental disabilities services, substance abuse counseling and detoxification services, early childhood intervention programs, and veterans’ issues programs. The Good Samaritan Center is a charitable clinic that provides quality and affordable healthcare as well as health and wellness education to those who otherwise wouldn’t be able to afford healthcare.

# Culture and Recreation

With historic sites, museums, shopping, live music, parks, trails, fine arts, golfing, spas, 32 wineries, and events every weekend, tourists and citizens alike will always find something to do in Fredericksburg. History lovers can visit the National Museum of the Pacific War, the Pioneer Museum, Fort Martin Scott, the Texas Rangers Heritage Center, and many other areas of interest that celebrate the German heritage and life in the Hill Country. Antique and boutique shopping awaits those with shopping on their agendas. The Municipal Golf Course plays like a resort course. Events such as Oktoberfest, the County Fair, Food and Wine Fest, the Christmas Parade, and Founders Day bring the community together in celebration. The abundance of wineries, breweries, and bed and breakfasts draw tourists to celebrate life’s milestones. Enchanted Rock remains a favorite with hikers, and the miles and miles of gorgeous country roads are perfect for bicyclists who enjoy beautiful scenery along with their rides.

Recreation	#
Parks	6
Museums	3
Historic Sites	7
Health Centers	3
Public Golf Courses	1
Theaters	1
Tennis Courts	18
Bed & Breakfast Facilities	1,207
Hotel & Motel Rooms	1,167
Libraries	2
RV Parks/Campgrounds	12



# Texas Hill Country Area Map



## Area Destinations

- |  |   |  |
|--|---|--|
| <b>A</b> Becker Vineyards                  | <b>M</b> LBJ State & National Historical Parks<br>(LBJ Ranch and Texas White House Tours, Sauer-Beckmann Living History Farm, nature trail, pool, tennis courts, baseball fields, group facilities) | <b>V</b> Pedernales Cellars              |
| <b>B</b> Bell Mountain Vineyards           | <b>N</b> Lady Bird Johnson Municipal Park<br>(Golf Course, nature trail, playground, pool, tennis courts, picnic areas, RV sites, tent camping & Pioneer Pavilion)                                  | <b>W</b> Rancho Ponte Vineyards          |
| <b>C</b> Chisholm Trail Winery             | <b>O</b> Oberhof Winery & Wine Cellars<br>Das Peach Haus  | <b>X</b> Messina Hof Hill Country Winery |
| <b>D</b> Cross Mountain                    | <b>P</b> Old Tunnel State Park  | <b>Y</b> 4.0 Cellars                     |
| <b>E</b> Enchanted Rock State Natural Area | <b>Q</b> The Trois Estate   | <b>Z</b> Santa Maria Cellars             |
| <b>F</b> Fort Martin Scott                 | <b>R</b> Wildseed Farms   | <b>AA</b> Hilmy Cellars                  |
| <b>G</b> Fredericksburg HS/Auditorium      | <b>S</b> Fredericksburg Trade Days  | <b>BB</b> Pedernales Brewing Company     |
| <b>H</b> Gillespie County Airport          | <b>T</b> Woodrose Winery & Retreat  |  |
| <b>I</b> Gillespie County Fairgrounds      | <b>U</b> Torre Di Pietra Winery   |  |
| <b>J</b> Luckenbach Texas                  |   |  |
| <b>K</b> Albert Dance Hall                 |   |  |
| <b>L</b> Grape Creek Vineyard              |   |  |

Town

Fredericksburg Historic District

Park



AUSTIN: 77 miles  
 SAN ANTONIO: 70 miles  
 DALLAS / FORT WORTH: 250 miles  
 HOUSTON: 280 miles  
 BROWNSVILLE: 350 miles  
 EL PASO: 300 miles

<http://www.visitfredericksburgtx.com/plan/area-maps/>

# Education

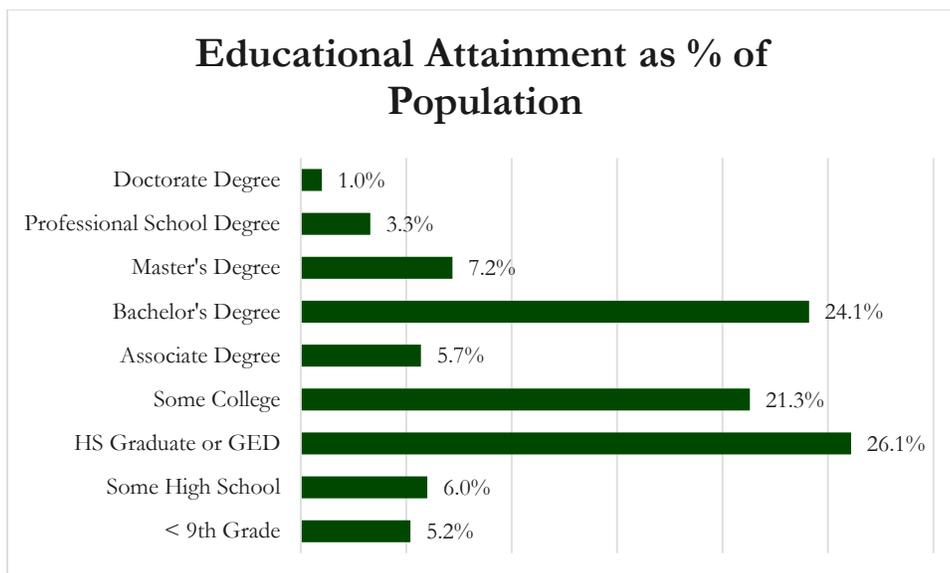
Fredericksburg ISD operates four schools in the county, three of which are in the City, with a total adopted expenditure budget of \$41,323,813 for the 2018-2019 school year. The high school draws students from throughout Gillespie County.

School Name	Enrollment
Fredericksburg Primary School	541
Stonewall Elementary	90
Fredericksburg Elementary School	853
Fredericksburg Middle School	687
Fredericksburg High School	989
Gillespie County High School	27

Fredericksburg also has three private schools: St. Mary’s School, Ambleside School of Fredericksburg, and Heritage School. The total enrollment of these schools is about 550 students.

The Hill Country University Center serves as a post-secondary education center for Central Texas College and Texas Tech University. The program was established in 2002 and moved into the current \$5.5 million, state-of-the-art Academic Center in 2010. A University Center Master Plan was adopted in September 2017, with updating programming including nursing, visual arts, performing arts, and vocational training. The campus will also expand to include student housing, the Texas Center for Wine and Culinary Arts, walking and biking trails, and abundant green space.

89% of residents age 25 years and older have obtained at least a high school diploma. 24.1% of residents age 25 years and older have at least a bachelor’s degree.



# Transportation

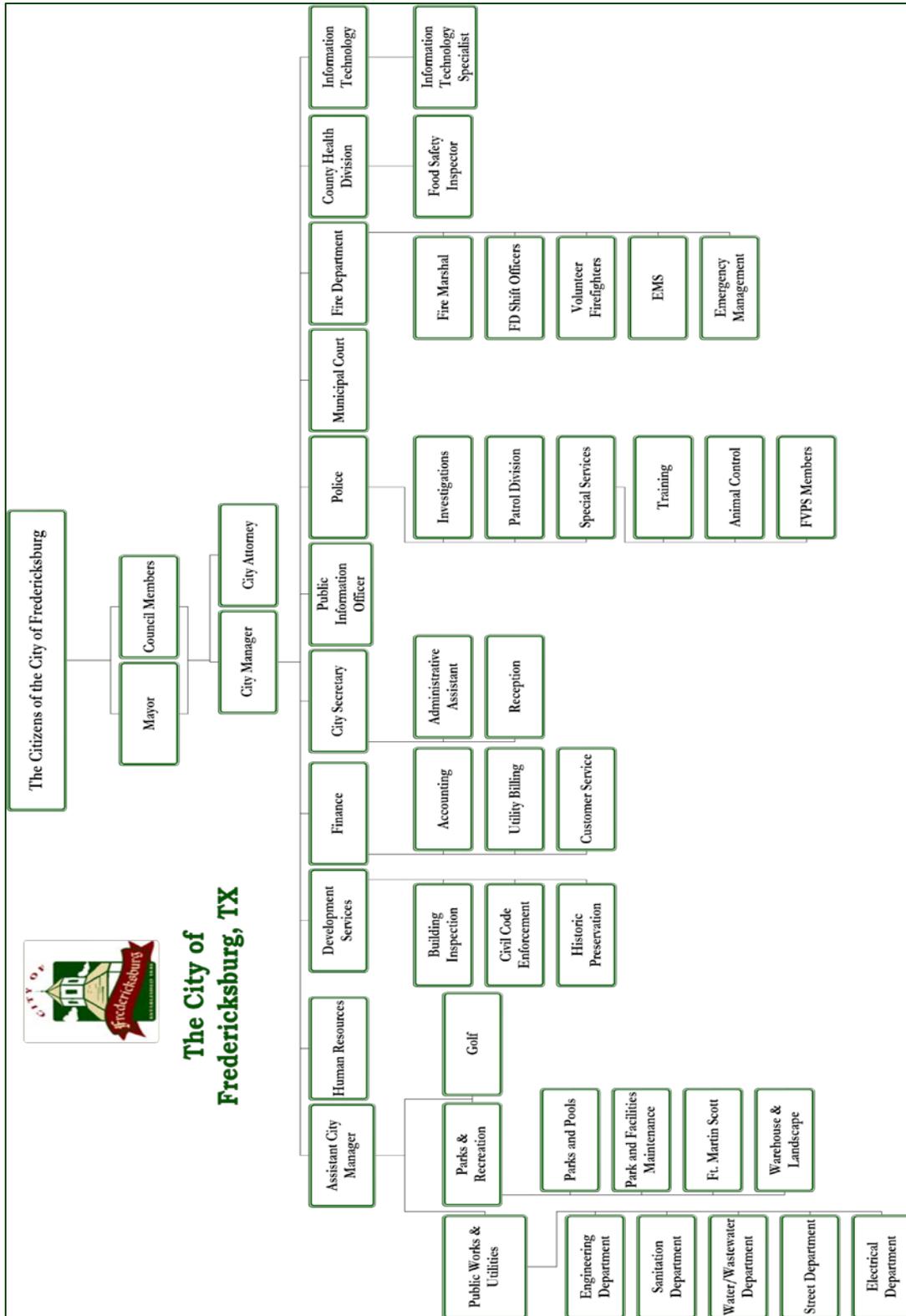
Air Service	
Nearest Airport	Gillespie County Airport
Runway Length	5,001 ft.
Runway Surface	Asphalt
Weight Capacity	30,000 lbs. single wheel
Lighted	Yes
Fuel	AvGas and Jet Fuel 24 hour
Instrument Approaches	L-NAV Runway 14, GPS LPV Runway 32
Airports Nearby	
Commercial Service	San Antonio International
	Austin-Bergstrom
General Aviation	Kerrville
Highways	
U.S. Highway 290	
U.S. Highway 87	
Texas Highway 16	
Interstate 10 – 22 miles southwest on Highway 16; 23 miles south on Highway 87	
Freight Carriers	
UPS	
FedEx	
USPS	
Taxi Service	
	Auto and Bicycle Rentals
Alamo Regional Transit	Enterprise Rent-A-Car
All American	The Motor Pool
Armadillo Taxi	Hill Country Bicycle Works
Big Country Cabs	Jack & Adam's Bicycles
Bluebonnet Taxi & Shuttle	
Fredericksburg Limo	
Fredericksburg Shuttle	
Hill Country Express	
Roadrunner Taxi	
Stagecoach Shuttle Service	

# City Organization

The City of Fredericksburg is a home rule city operating under the City Council to manager affairs of the town and citizens with minimal interference from the state. The City Council is comprised of the Mayor and 4 Council Members, one of whom serves as Mayor Pro-Tem.

The City Manager is appointed by the City Council and serves as the head of the administrative branch of the local government. The City Manager is responsible for administrative, day-to-day affairs and business of the City.

# Organization Chart



# Utilities

<b>ELECTRIC POWER:</b>	City of Fredericksburg; Central Texas Electric Co-op
<b>Reliability</b>	99+%
<b>Total Capacity</b>	140 MW
<b>Reserve at System Peak</b>	35%
<b>Transmission Voltage</b>	138,000 volts
<b>Service Voltage</b>	110/220, 120/208 277/480, 480

<b>NATURAL GAS</b>	Atmos Energy
<b>BTU Content Per Cubic Foot</b>	1,100

<b>TELEPHONE SERVICE</b>	Frontier
<b>Digital</b>	Yes
<b>Analog</b>	Yes
<b>Fiber Optics</b>	Yes
<b>Switched 56 KBPS</b>	Yes
<b>High Capacity Digital (T-1)</b>	Yes
<b>Digital Data Service</b>	Yes
<b>911</b>	Yes
<b>Other Network Services:</b>	All major services

<b>WATER SUPPLIER</b>	City of Fredericksburg
<b>Source</b>	Ground Water
<b>Max. System Capacity (daily)</b>	7,000,000 gallons
<b>Max. Daily Use To Date</b>	5,000,000 gallons
<b>Pressure on Mains</b>	35-125 PSI
<b>Storage Capacity</b>	3,800,000 gallons
<b>Size of Mains</b>	2"-16"
<b>System Looped</b>	Yes

<b>SEWER SYSTEM</b>	
<b>Type Treatment Plant</b>	Activated Sludge
<b>Maximum Capacity</b>	2,500,000 gallons
<b>Max. Daily Use To Date</b>	1,500,000 gallons

# Public Safety

It is the mission of the Fredericksburg Police Department and its employees to create a safe and hospitable working environment wherein employees can pursue the goals of reducing crime and the fear thereof, as well as improving the quality of life within the community, through solution and community oriented policing techniques. These techniques comply with state and United States constitutional and statutory requirements. The police chief leads a police force of three lieutenants, 7 sergeants, 16 officers, three detectives, and two animal control officers, as well as a number of volunteers in police support.

The Fire EMS Department employs a full-time fire chief, a fire marshal, four full time lieutenants, and 33 volunteer firefighters. The Fire Department also provides emergency medical services through three teams of EMS and paramedics.

The Office of Emergency Management authors and maintains a comprehensive emergency management program including pre and post-disaster mitigation of known hazards to reduce their impact; preparedness activities, such as emergency planning, training, and exercises; provisions for effective response to emergency situations; and recovery programs for major disasters.



# The City of Fredericksburg

## *Budget Revenue and Expenditure Summaries*

**City of Fredericksburg**  
**2020 Budget**



FY 2020 Budgeted Revenues vs Budgeted Expenditures	FY 2020 Budgeted Revenues	FY 2020 Budgeted Expenditures	Revenues in Excess (Deficiency) of Expenditures
<b>Governmental Funds</b>			
Administrative	13,097,797	2,480,742	10,617,055
Police	272,221	5,409,724	(5,137,503)
Fire	761,935	1,650,538	(888,603)
Street	46,000	2,395,439	(2,349,439)
Park	675,475	2,547,377	(1,871,902)
Development Services	341,400	809,405	(468,005)
Health	167,390	229,079	(61,689)
Municipal Court	75,000	191,298	(116,298)
Engineering	-	265,796	(265,796)
Sub-total	<b>15,437,218</b>	<b>15,979,398</b>	<b>(542,180)</b>
Food & Wine Fest	177,775	169,400	8,375
<b>Total Governmental Funds</b>	<b>15,614,993</b>	<b>16,148,798</b>	<b>(533,805)</b>
<b>Special Revenue Funds</b>			
Tourism	3,619,000	3,725,410	(106,410)
Police Forfeiture	2,100	4,000	(1,900)
Emergency Management	209,438	209,438	(0)
Animal Shelter	3,700	106,066	(102,366)
Parks & Recreation	8,900	8,900	-
<b>Total Special Revenue Funds</b>	<b>3,843,138</b>	<b>4,053,814</b>	<b>(210,676)</b>
<b>Enterprise Funds</b>			
Electric	12,077,700	12,563,123	(485,423)
Water & Sewer	7,842,760	10,570,073	(2,727,313)
Golf	133,334	133,334	(0)
Solid Waste	2,725,700	3,790,261	(1,064,561)
EMS	2,986,926	2,986,926	0
Drainage / Vegetation Mgt	612,000	534,981	77,019
<b>Total Enterprise Funds</b>	<b>26,378,420</b>	<b>30,578,698</b>	<b>(4,200,278)</b>
<b>Capital Project Fund</b>			
Water & Wastewater	-	16,834,200	(16,834,200)
<b>Total Capital Project Fund</b>		<b>16,834,200</b>	<b>(16,834,200)</b>
<b>Internal Service Funds</b>			
Health Insurance	1,962,965	1,927,712	35,253
<b>Total Internal Service Funds</b>			
<b>Debt Service</b>	<b>818,000</b>	<b>810,800</b>	<b>7,200</b>
<b>Total All Funds</b>	<b>48,617,516</b>	<b>70,354,022</b>	<b>(21,736,506)</b>

- \*Animal Shelter funded with donations
- \*\$2,380,000 Water & Sewer Expenditures funded with W&S Impact Fee Reserves
- \* Water & Sewer Capital Projects funded with Bond Proceeds
- \* Solid Waste will use \$603,580 fund balance reserved for Cell Development

Deficit	(21,736,505.97)
Animal Shelter	102,366.00
W&S Impact Fee	2,380,000.00
SW Cell Dev	603,580.00
Bond Proceeds	16,834,200.00
Actual Deficit	(1,816,359.97)

**City of Fredericksburg**

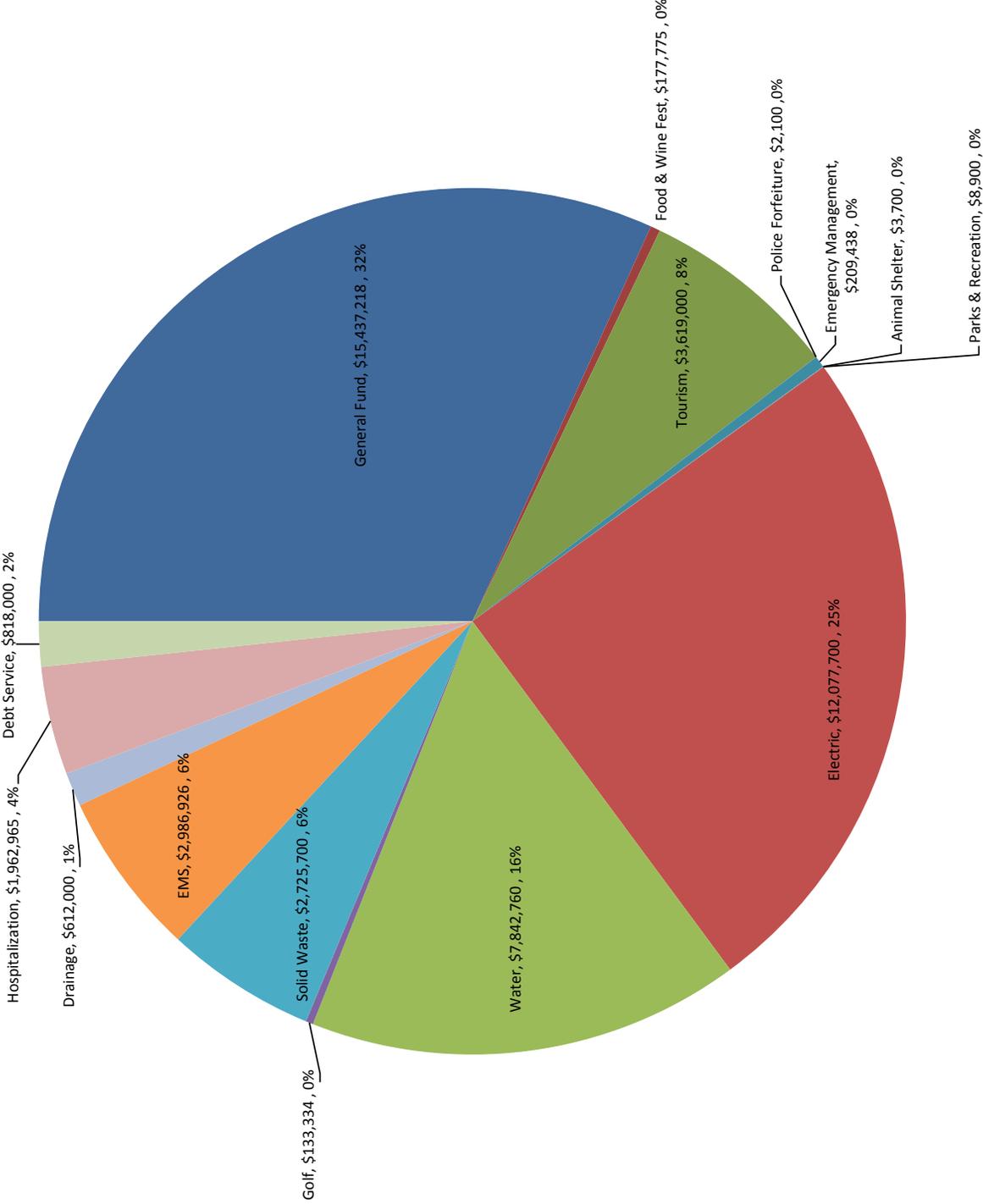
**2020 Budget**



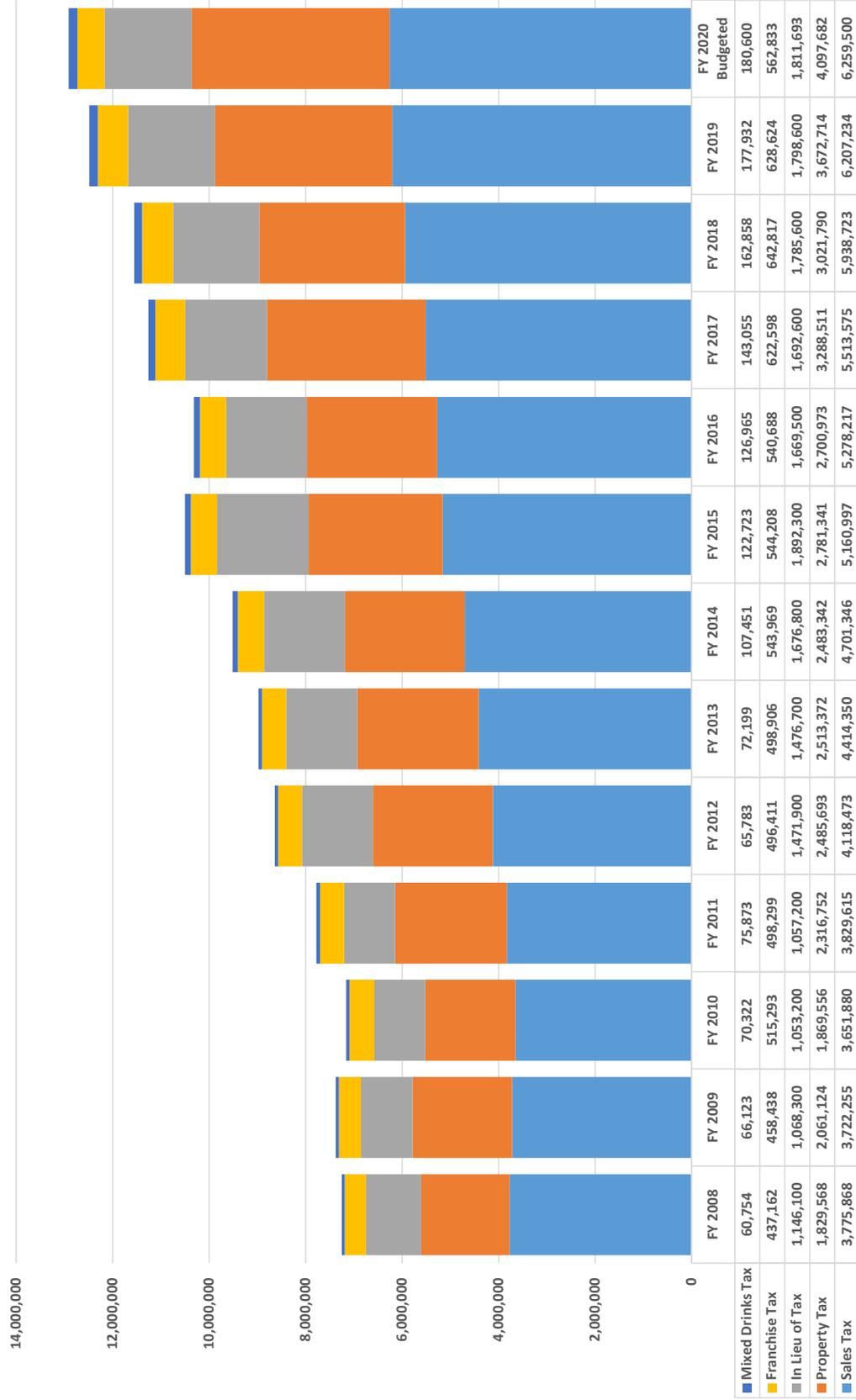
**Budget Revenues  
Comparisons by Fund**

	2018 Actual	2019 Budget	2020 Budget	Variance 2020 vs. 2019 Budget	
<b>Governmental Funds</b>					
General Fund	14,487,685	14,609,733	15,437,218	827,485	5.66%
FFWF	164,929	169,175	177,775	8,600	5.08%
<b>Total Governmental Funds</b>	<b>14,652,614</b>	<b>14,778,908</b>	<b>15,614,993</b>	<b>836,085</b>	<b>5.66%</b>
<b>Special Revenue Funds</b>					
Tourism	3,099,586	3,309,500	3,619,000	309,500	9.35%
Police Forfeiture	7,844	2,100	2,100	-	0.00%
Emergency Management	168,179	186,024	209,438	23,414	12.59%
Animal Shelter	-	400,000	3,700	(396,300)	-99.08%
Parks & Recreation	-	-	8,900	8,900	
<b>Total Special Revenue Funds</b>	<b>3,275,609</b>	<b>3,897,624</b>	<b>3,843,138</b>	<b>(54,486)</b>	<b>-1.40%</b>
<b>Enterprise Funds</b>					
Electric	12,176,639	12,069,600	12,077,700	8,100	0.07%
Water	7,318,126	7,475,431	7,842,760	367,329	4.91%
Golf	989,194	347,803	133,334	(214,469)	-61.66%
Solid Waste	2,824,465	2,679,675	2,725,700	46,025	1.72%
EMS	2,603,341	2,725,610	2,986,926	261,316	9.59%
Drainage	164,119	524,410	612,000	87,590	16.70%
<b>Total Enterprise Funds</b>	<b>26,075,884</b>	<b>25,822,529</b>	<b>26,378,420</b>	<b>555,891</b>	<b>2.15%</b>
<b>Capital Project Fund</b>					
Water & Wastewater	-	18,500,000	-	(18,500,000)	
<b>Total Capital Project Fund</b>	<b>-</b>	<b>18,500,000</b>	<b>-</b>	<b>(18,500,000)</b>	
<b>Internal Service Funds</b>					
Health Insurance	1,794,372	1,878,976	1,962,965	83,989	4.47%
<b>Total Internal Service Funds</b>	<b>1,794,372</b>	<b>1,878,976</b>	<b>1,962,965</b>	<b>83,989</b>	<b>4.47%</b>
<b>Debt Service</b>	<b>1,071,442</b>	<b>697,550</b>	<b>818,000</b>	<b>120,450</b>	<b>17.27%</b>
<b>Total All Funds</b>	<b>46,869,921</b>	<b>65,575,587</b>	<b>48,617,516</b>	<b>(16,958,071)</b>	<b>-25.86%</b>

**City of Fredericksburg FY 2020 Budgeted Revenues**  
**\$48,617,516**



### Revenues from Taxes



City of Fredericksburg

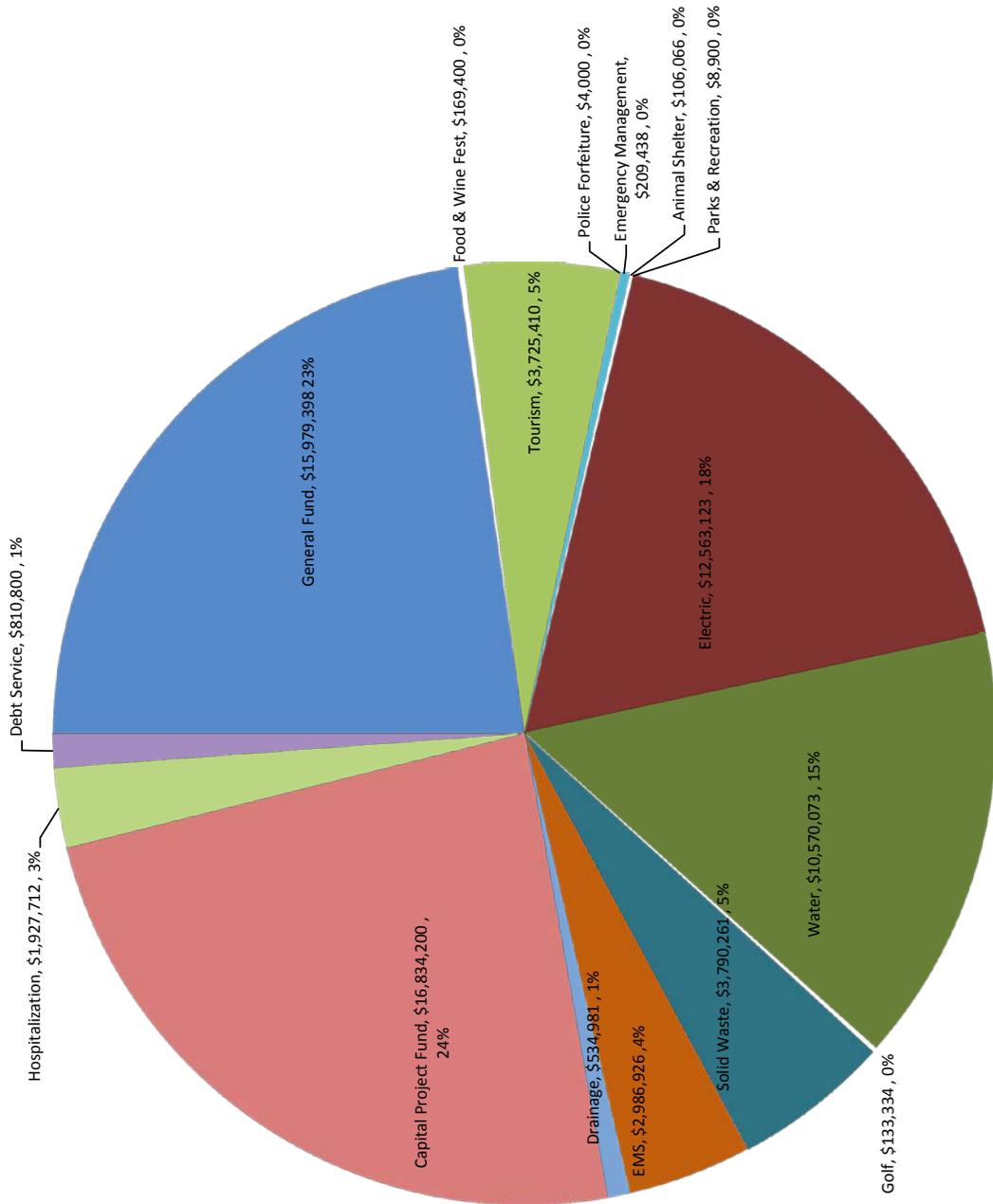
2020 Budget



**Budget Expenditures  
Comparisons by Fund**

	2018 Actual	2019 Budget	2020 Budget	Variance 2020 vs. 2019 Budget	
<b>Governmental Fund</b>					
Administration	2,889,525	2,471,108	2,480,742	9,634	0.39%
Police	4,898,796	5,218,180	5,409,724	191,544	3.67%
Fire	1,234,507	1,386,836	1,650,538	263,702	19.01%
Street	2,348,810	2,680,114	2,395,439	(284,675)	-10.62%
Park	1,647,172	2,442,369	2,547,377	105,008	4.30%
Development Services	635,172	775,617	809,405	33,788	4.36%
Health	194,631	215,247	229,079	13,832	6.43%
Municipal Court	179,438	237,592	191,298	(46,294)	-19.48%
Engineering	228,600	263,843	265,796	1,953	0.74%
Sub-total	14,256,652	15,690,906	15,979,398	288,492	1.84%
Food and Wine Festival	165,867	181,040	169,400	(11,640)	-6.43%
<b>Total Governmental Fund</b>	<b>14,422,520</b>	<b>15,871,946</b>	<b>16,148,798</b>	<b>276,852</b>	<b>1.74%</b>
<b>Special Revenue Funds</b>					
Tourism	3,051,862	3,443,485	3,725,410	281,925	8.19%
Police Forfeiture	1,270	-	4,000	4,000	
Emergency Management	157,553	187,523	209,438	21,915	11.69%
Animal Shelter	-	91,732	106,066		
Parks & Recreation	-	-	8,900		
<b>Total Special Revenue Funds</b>	<b>3,210,685</b>	<b>3,722,740</b>	<b>4,053,814</b>	<b>331,074</b>	<b>8.89%</b>
<b>Enterprise Funds</b>					
Electric	11,849,005	12,597,804	12,563,123	(34,681)	-0.28%
Water	6,799,315	10,819,707	10,570,073	(249,634)	-2.31%
Golf	661,568	145,938	133,334	(12,604)	-8.64%
Solid Waste	2,286,960	2,783,118	3,790,261	1,007,143	36.19%
EMS	2,455,429	2,725,610	2,986,926	261,316	9.59%
Drainage	112,297	477,607	534,981	57,374	12.01%
<b>Total Enterprise Funds</b>	<b>24,164,573</b>	<b>29,549,784</b>	<b>30,578,698</b>	<b>1,028,914</b>	<b>3.48%</b>
<b>Capital Project Fund</b>					
Water & Wastewater	-	18,384,200	16,834,200	(1,550,000)	
<b>Total Capital Project Fund</b>	<b>-</b>	<b>18,384,200</b>	<b>16,834,200</b>	<b>(1,550,000)</b>	
<b>Internal Service Funds</b>					
Health and Life Insurance	2,023,040	2,069,000	1,927,712	(141,288)	-6.83%
<b>Total Internal Service Funds</b>	<b>2,023,040</b>	<b>2,069,000</b>	<b>1,927,712</b>	<b>(141,288)</b>	<b>-6.83%</b>
<b>Debt Service</b>	<b>873,206</b>	<b>876,100</b>	<b>810,800</b>	<b>(65,300)</b>	<b>-7.45%</b>
<b>Total All Funds</b>	<b>44,694,025</b>	<b>70,473,770</b>	<b>70,354,022</b>	<b>(119,748)</b>	<b>-0.17%</b>

**City of Fredericksburg FY 2020 Budgeted Expenditures**  
**\$70,354,022**





## CITY OF FREDERICKSBURG FY 2020 PROJECTED BUDGET AND FUND BALANCE

Fund	Estimated Beginning Fund Balance	BUDGET FY 2020 Revenues	BUDGET FY 2020 Expenditures	Increase (Decrease) Fund Balance	Estimated Ending Fund Balance
General Fund	\$4,961,080	\$15,437,218	\$15,979,398	(\$542,180)	\$4,418,900
Food and Wine Fest	158,290	177,775	169,400	8,375	166,665
Electric	2,470,500	12,077,700	12,563,123	(485,423)	1,985,077
Water	6,232,350	7,842,760	10,570,073	(2,727,313)	3,505,037
Golf	116,900	133,334	133,334	-	116,900
Solid Waste	2,487,900	2,725,700	3,790,261	(1,064,561)	1,423,339
EMS	45,500	2,986,926	2,986,926	-	45,500
Drainage	355,600	612,000	534,981	77,019	432,619
Water & Wastewater Capital Project Fund	17,460,000	-	16,834,200	(16,834,200)	625,800
Debt Service	45,335	818,000	810,800	7,200	52,535
Tourism	1,053,100	3,619,000	3,725,410	(106,410)	946,690
Emergency Management	22,900	209,438	209,438	-	22,900
Police Forfeiture	22,560	2,100	4,000	(1,900)	20,660
Animal Shelter	336,370	3,700	106,066	(102,366)	234,004
Parks & Recreation	2,840	8,900	8,900	-	2,840
Hospitalization Insurance	355,575	1,962,965	1,927,712	35,253	390,828
<b>Totals</b>	<b>\$36,126,800</b>	<b>\$48,617,516</b>	<b>\$70,354,022</b>	<b>(\$21,736,506)</b>	<b>\$14,390,294</b>

- \* General Fund will use prior year fund balance to fund budgeted deficit
- \* Electric Fund will use \$306,600 prior year fund balance for new Electric Department Warehouse Principal and Interest Payment
- \* Water Fund will use \$2,380,000 Water & Sewer Impact Fee Reserves to fund Water & Sewer Capital Projects
- \* Golf Course is managed by Touchstone Golf as of 1/1/18. Budgeted revenues are funded by the City's General Fund to fund budgeted expenditures
- \* Solid Waste Fund will use \$603,580 prior year fund balance Cell Development Reserves for Cell Development
- \* Drainage Fund balance will increase 21.66% this fiscal year compared to last fiscal year due to new Drainage Fee implemented
- \* Water and Wastewater Capital Project Fund will use prior year Bond Proceeds to fund Utility Bond Capital Projects
- \* Debt Service fund balance expected to increase due to penalty and interest
- \* Tourism Fund will use prior year fund balance to fund budgeted deficit
- \* Animal Shelter is funded with donations that will be used to fund budgeted deficit

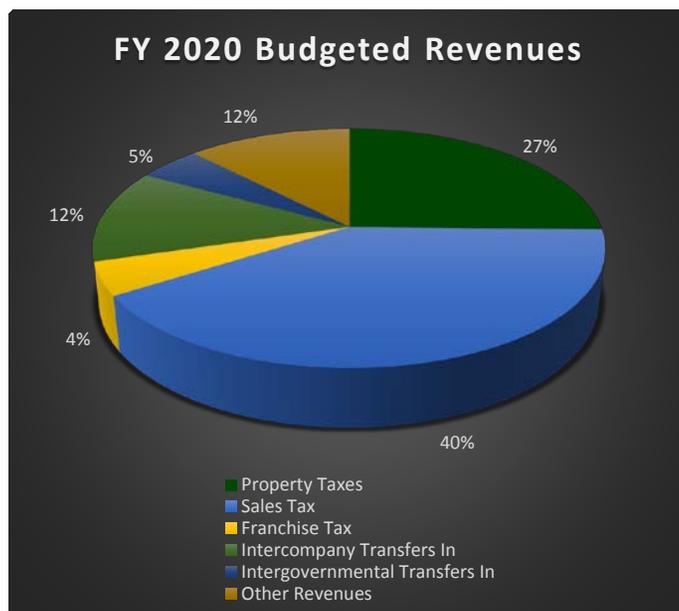


# The City of Fredericksburg

*General Fund Revenues*

### General Fund Revenues

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Property Taxes	3,043,977	3,703,500	3,678,600	4,131,071
Sales Tax	5,938,723	5,928,800	6,136,800	6,259,500
Franchise Tax	642,817	651,500	632,733	562,833
Intercompany Transfers In	1,785,600	1,847,267	1,751,629	1,811,693
Intergovernmental Transfers In	631,100	689,266	684,636	824,925
Other Revenues	2,445,468	1,789,400	1,864,534	1,847,196
<b>Total Revenues</b>	<b>14,487,685</b>	<b>14,609,733</b>	<b>14,748,932</b>	<b>15,437,218</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**GENERAL FUND REVENUES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
01-00-4101-00	Current Ad Valorem Taxes	2,780,524	3,404,000	3,340,800	3,794,150
01-00-4102-00	Delinquent Ad Valorem Taxes	241,266	272,300	310,000	303,532
01-00-4103-00	Penalty & Interest	22,187	27,200	27,800	33,389
01-00-4104-00	FranchiseFee-CharterCommCable	224,205	225,000	239,700	244,500
01-00-4105-00	GrossRecTax-Phone-Verizon,etc	182,665	189,000	177,500	95,500
01-00-4106-00	Gross Rec Tax - Atmos Energy	143,397	145,000	127,700	135,000
01-00-4107-00	In Lieu Of Taxes	1,785,600	1,847,267	1,751,629	1,811,693
01-00-4108-00	1 1/2 % City Sales Tax	5,938,723	5,928,800	6,136,800	6,259,500
01-00-4110-00	Mixed Drinks Tax	162,858	160,000	177,100	180,600
01-00-4113-00	Franchise Tax-CTEC	92,550	92,500	87,833	87,833
01-00-4120-00	Occupational Licenses	33,679	25,000	50,000	35,000
01-00-4121-00	Dog Licenses	440	1,000	1,000	1,000
01-00-4122-00	Building Permits	105,127	188,000	110,000	175,000
01-00-4125-00	Gas Inspections & Permits	1,005	1,200	1,200	1,200
01-00-4131-00	Transfer in from Fund 10	-	-	2,485	-
01-00-4132-00	Transfer in from Fund 15	-	-	22,210	-
01-00-4150-00	Interest Income	74,525	50,000	122,000	100,000
01-00-4163-00	Zoning Fees, Etc	22,046	16,000	25,000	20,000
01-00-4164-00	Temporary Use Permit	400	400	400	400
01-00-4165-00	Miscellaneous Adm Revenues	54,980	38,000	38,000	38,000
01-00-4166-00	Misc Taxable Sales-Copies, etc	633	1,500	500	500
01-00-4167-00	Lease Inc-Cell Tower-City Hall	5,845	5,700	6,000	6,000
01-00-4169-00	Lease Income - 308 E Austin	2,100	2,100	4,725	6,600
01-00-4175-00	FCVB Maintenance Reimbursement	30,000	30,000	30,000	-
01-00-4176-00	Lease Income - 301 Friendship	12,000	12,000	1,000	-
01-00-4180-00	Municipal Court Cost Revenue	69,155	69,000	75,000	75,000
01-00-4181-00	Proceeds -Sale of Fixed Assets	-	5,000	8,650	-
01-00-4201-00	Police Fines	80,464	90,000	97,900	75,000
01-00-4202-00	Parking Fines	1,265	500	1,700	1,200
01-00-4210-00	LEOSE Annual Allocation	2,484	2,500	2,400	2,400
01-00-4211-00	Open Records-Accident,Incident	1,855	1,500	2,800	2,000
01-00-4213-00	Animal Control Revenue	14,202	8,000	14,500	12,500
01-00-4214-00	Gillespie County Animal Control Contribution	5,214	4,000	17,000	15,000
01-00-4252-00	Police Dept Grant Revenue	88,248	-	-	71,021
01-00-4258-00	Grant - Dept of Justice	-	2,000	2,800	3,000
01-00-4265-00	Miscellaneous Police Revenues	16,309	6,000	10,000	9,000
01-00-4266-00	Summer Youth Program	500	-	250	100
01-00-4280-00	Child Safety Program	11,950	11,000	11,400	11,000
01-00-4281-00	Proceeds -Sale of Fixed Assets	22,178	10,000	47,400	40,000
01-00-4282-00	FISD Police Officer Reimburse	30,000	30,000	30,000	30,000
01-00-4301-00	County Of Gillespie-Fire Contr	550,000	603,492	603,492	733,235
01-00-4315-00	Firehouse Recovery Revenues	21,604	22,000	28,000	24,000
01-00-4316-00	Fire Department Fee Revenue	-	11,000	4,000	4,500
01-00-4321-00	Grant-TX Forest Service	-	-	9,900	-
01-00-4365-00	Miscellaneous Fire Dept Rev	(121)	1,000	200	200
01-00-4381-00	Proceeds -Sale of Fixed Assets	1,650	1,000	4,250	-
01-00-4401-00	Paving & Construction	1,751	1,000	15,000	1,000
01-00-4465-00	Miscellaneous Street Dept Rev	15,686	10,000	10,000	10,000
01-00-4481-00	Proceeds -Sale of Fixed Assets	13,588	30,000	13,000	35,000
01-00-4500-00	Pioneer Pavilion	8,533	10,000	10,000	10,000
01-00-4501-00	Tatsch & Open Air Pavilions	29,430	31,000	27,500	27,500
01-00-4502-00	Camping	550,994	600,000	525,000	525,000
01-00-4505-00	Baseball	6,125	6,500	7,500	7,500

01-00-4506-00	Swimming - Park Pool	25,696	25,000	25,000	25,000
01-00-4507-00	Swimming - Town Pool	8,068	7,000	7,000	7,000
01-00-4509-00	Soccer	1,450	1,200	500	500
01-00-4510-00	Concessions	634	-	333	-
01-00-4515-00	Donations - Parks & Recreation	2,321	500	346	-
01-00-4520-00	Adelsverein Halle Rental	4,775	4,500	4,950	5,450
01-00-4521-00	Kinder Halle	6,075	5,200	4,450	4,450
01-00-4522-00	Oktoberfest Halle	1,900	2,300	2,225	2,225
01-00-4523-00	Market Square Kitchen Rental	1,225	1,200	850	850
01-00-4530-00	Park Dedication Fee - South	3,500	15,000	9,500	10,000
01-00-4531-00	Park Dedication Fees - North	-	-	-	-
01-00-4540-00	Fort Martin Scott Revenue	2,611	3,100	7,000	-
01-00-4541-00	Ft Martin Scott Souvenir Sales	1,719	1,800	2,700	3,000
01-00-4565-00	Miscellaneous Park Revenue	5,172	5,000	6,000	6,000
01-00-4566-00	Reserve America Fees Revenue	23,611	36,000	32,000	32,000
01-00-4581-00	Proceeds -Sale of Fixed Assets	685,088	6,500	5,000	9,000
01-00-4702-00	Code Enforcement Fines	3,625	-	1,000	1,000
01-00-4703-00	Technology Fee	-	-	6,200	6,200
01-00-4704-00	Water Waiver Fee	-	-	3,500	3,000
01-00-4765-00	Misc Revenue - Development Ser	1,690	-	200	200
01-00-4766-00	Short Term Rental Fee	82,900	98,000	80,000	80,000
01-00-4767-00	Short Term Rental Fee PAY PAL	3,600	1,500	3,600	3,600
01-00-4768-00	STR Fee ACH	-	-	7,800	7,800
01-00-4781-00	Proceeds - Sale of Fixed Asset	-	8,000	6,700	8,000
01-00-4800-00	Health Fees	106,285	103,000	109,000	105,000
01-00-4801-00	County Health Contribution 1/2	51,100	55,774	51,144	61,690
01-00-4810-00	Food Handler's Class Revenue	160	200	210	200
01-00-4865-00	Miscellaneous Revenue - Health	1,065	500	700	500
01-00-4881-00	Proceeds - Sale of Fixed Asset	3,600	-	-	-
	<b>General Fund Revenues</b>	<b>14,487,685</b>	<b>14,609,733</b>	<b>14,748,932</b>	<b>15,437,218</b>



# The City of Fredericksburg

*Administration Department*

# Administrative Department

## **Description**

City Administration provides overall management of the City including the oversight of all City departments; preparation of the annual budget; development and implementation of City Council policy initiatives; establishing a positive working relationship with community leaders and other governmental agencies; ensuring the economic viability and sustainability of the City and operation of the City according to State statutes, local ordinances and the ICMA and TCMA Code of Ethics.

## **Goals and Objectives**

- Manage and operate the City according to its core values of customer services, community, integrity and leadership.
- Respond to all requests, inquiries and complaints in a timely and caring manner.
- Conduct City Council meetings in an open, effective and professional manner while ensuring that accurate information is provided in a timely manner to both City Council members and citizens.
- Provide leadership and oversight in implementing the City Council goals, priorities, programs and policies.
- Provide effective relations with local and state agencies including the Chamber of Commerce, CVB, EDC, County and State government.
- Identify and address growth-related issues that are impacting the community and develop proposed solutions.
- Coordinate local efforts to expand labor force.
- Oversee all City departments to ensure that employees are productive, professional and responsive.
- Coordinate the implementation of the recommendations included in community visioning plan.

## **In order to meet this goal, the Administration Department will**

- Continue to focus on both short-term and long-term planning.
- Look for opportunities for continued improvement of City services.
- Set a positive leadership example for other employees in terms of professionalism, integrity, dedication and attitude.
- Recognize employees who go the extra mile to serve customers.
- Train employees on leadership skills and customer services.
- Provide information on City programs and services in a completely transparent manner.
- Be available and accessible to the City Council, City employees and the general public daily.

### **What Administration Department accomplished in 2018-2019**

- Submitted application for Dark Sky Community recognition to the International Dark Sky Association.
- Prepare 2020 City Budget that addresses City Council priorities and community needs.
- Began planning for major Eclipse event that will occur in 2024.
- Completed retail study in cooperation with the Convention and Visitors Bureau (CVB) and the Economic Development Commission (EDC) and assist in recruiting new retailers.
- Made community presentations on new long-range community visioning report and coordinated implementation of recommendations included in visioning report.
- Met with legislative members to gain support for legislative proposals during the 2019 legislative session.
- Continue to play an active role in supporting the Relief Route Task Force.
- Prepared 2020 City Budget that addressed City Council priorities and community needs.
- Worked with the Board of the Texas Center for Wine and Culinary Arts on plans to develop a new facility at the University Center.
- Develop parks bond election proposal that was presented to voters in May 2020.
- Worked with EDC and other local groups to expand broadband services throughout the community.
- Continued efforts to attract more affordable housing to the community.
- Selected a new President of the Texas Public Power Association (TPPA) to help inform the public about the benefits of municipally-owned electric utilities.
- Developed five-year City staffing plan.
- Completed operations assessment of the Finance Department.
- Organized Task Force to address local day care issues.

### **What the Administrative Department plans to accomplish in 2019-2020**

- Carefully monitor expenses to ensure that controls are in place to improve financial position of the City prior to the development of the FY 2021 Budget.
- Complete survey and assessment of all City user fees.
- Develop improvements in the handling of short-term rental (STR) permits.
- Update City Succession Plan.
- Complete terms as President of TPPA.
- Continue implementation of recommendations included in community visioning report.
- Communicate information to the public on the Relief Route Feasibility Study on a timely basis.
- Hold successful problem-free election on the fluoride issue in November 2019.
- If approved by the City Council, help present information on a street bond proposal.
- Ensure recommendations in Finance Department Operations Assessment Report are implemented.

# City Attorney

## **Description**

The City Attorney's Office provides legal advice and guidance to the City Council and City staff.

The City Attorney's Office does not establish policy for the City, yet the Office does assist the City Council and staff in carrying out policies adopted by the City, and helps to ensure that all actions of the City comply with Federal and State laws as well as the City Charter, ordinances and policies.

## **Goals and Objectives**

- Provide responses to legal questions raised by City Council and City staff.
- Draft, review, and revise City ordinances upon request of City Council and City staff.
- Assist City code enforcement staff with the interpretation of City ordinances, and prosecute code violations and Class C Misdemeanor cases in Municipal Court.
- Attend City Council, Planning and Zoning Commission, Board of Adjustment, and Historic Review Board meetings to provide legal advice and ensure compliance with the City Charter, ordinances and policies.
- Provide legal advice and guidance to City Council on policy issues.
- Ensure that the City remains compliant with the Texas Open Meetings Act, the Texas Public Information Act, and other applicable State laws.

## **In order to meet this goal, the City Attorney's Office will**

- Be accessible to City Council and City staff to resolve legal issues.
- Be proactive in identifying any problems with City ordinances and policies.
- Provide training as needed to City Council and City staff on best practices to comply with Federal, State, and local laws and regulations.
- Complete continuing legal education on an annual basis to remain current on applicable Federal and State laws and regulations.

## **What the City Attorney's Office accomplished in 2018-2019**

- Drafted new ordinances as requested by the City Council, including ordinances related to the use of electric scooters in the City, special events held on City property, camping in City parks, and modernization of the City's building and fire protection codes.
- Processed twenty nine (29) requests for information under the Texas Public Information Act, drafting and submitting legal briefs to the Office of the Attorney General on behalf of the City.
- The Deputy City Attorney prosecuted the approximately 1,500 new Class C misdemeanor cases filed in the Municipal Court over the past year.

### **What the City Attorney's Office plans to accomplish in 2019-2020**

- Complete continuing legal education annually to remain informed about municipal law trends and recent legislative updates.
- Draft any new ordinances, or make revisions to current ordinances, as requested by the City Council.
- Provide Open Meetings Act training to City Council and other City boards, on best practices and procedures, to ensure public meetings are conducted in full compliance with the Texas Open Meetings Act.
- Work with the City Council and City staff to consider, discuss, and possibly implement a civil penalty enforcement process, to be used in lieu of criminal enforcement, for certain code violations.
- Establish a website for the City Attorney's office, to provide easily accessible information and guidance to the public, on areas of frequent concern to the citizens and/or visitors of the City.

# City Council

## **Description**

The Mayor and four City Council members provide leadership and policy direction for the City. They are actively involved in the review and approval of the annual City Budget and they approve new ordinance and zoning changes.

## **Goals and Objectives**

- Provide for sustainable community growth.
- Support efforts to improve the local economy.
- Ensure City spending is managed and controlled while meeting the major needs and interests of local citizens.
- Ensure that the overall quality of life in the community is preserved while the city continues to grow.
- Continue to provide high quality services to both residents and visitors.

## **In order to meet these goals, we will**

- Review and update City codes and ordinances to address growth and development issues.
- Update five-year Capital Improvement Plan (CIP) so that infrastructure and building facilities are funded and improved as needed.
- Review City Budget and approve a budget that meets community priorities.
- Review and approve City land use and rezoning requests to ensure orderly growth.
- Monitor and control City expenses so that property taxes remain at a reasonable level.

## **What we accomplished in 2018-2019**

- Completed a community-wide visioning process that resulted in a long-range (20-year) vision of the community.
- Implemented new short-term rental (STR) ordinance.
- Expanded Historic District.
- Held five City Council Work Sessions to discuss major issues facing the City.
- Participated with the County and TXDOT on feasibility study on Relief Route.
- Approved several annexations that will provide opportunities for new growth and development.
- Approved utility extension to serve new affordable housing development.
- Worked closely with legislative delegation to ensure that City was protected against any new negative legislative actions.

## **What we plan to accomplish in 2019-2020**

- Begin implementation of recommendations included in community-wide visioning report.

- Continue active efforts to support affordable local housing.
- Complete several additional annexations approved for consideration last year.
- Complete major improvements included as part of Water Revenue Bond Project.
- Complete traffic impact study of major roadways and consider street improvements for future bond proposal.
- Start construction on new facility for Electric Department.
- Address financial challenges facing the City as the result of new caps on property taxes.

# City Secretary

## Description

The City Secretary is an officer of the City, appointed by the City Manager. The position of City Secretary is a statutory position required by State Law and the City Charter. The City Secretary Department is to support, facilitate and strengthen the City of Fredericksburg governmental process by assisting the City Manager, City Council and all City departments in fulfilling their duties and responsibilities. The City Secretary Department strives to improve public access to municipal records and other information, enhancing public participation in municipal government processes, safeguarding and enriching the municipal election and records management processes, providing continuity for Fredericksburg city government by recording its legislative actions, serving as historian for the City of Fredericksburg and serving as the contact for recipients submitting applications for the Hotel/Motel Occupancy Tax. The Department works to meet their goals through the City's Mission Statement and Core Values.

## Goals and Objectives

- Administer election(s) ordered by the City Council in accordance with Federal, State and local laws.
- Provide services for processing applications and collecting required reports for the Hotel/Motel Occupancy Tax recipients.
- Oversee development and provide an efficient Records Management Program for the City in accordance with Texas State Library and Archive Commission.
- Conduct an annual destruction of records in accordance with the Local Government Retention Schedules.
- Provide prompt processing of official documents.
- Provide prompt preparation of Council and several Commission/Committee agendas, minutes and packets.
- Monitor and make changes according to new legislation.
- Ensure efficient, timely posting and publication of legal notices and agendas.
- Assist City Manager with accomplishment of goals and duties.
- Provide daily assistance to all departments of the City of Fredericksburg government.
- Serve as custodian of the City corporate seal and attest the Mayor's signature on all official documents.
- Provide prompt service for certain permits and licenses for various operations within the City, including TABC licenses, noise ordinance waivers, and garbage hauling permits.
- Provide excellent customer service for every customer who calls City Hall or comes to the reception area.
- Provide prompt service for City office supplies and various office equipment, through a cost-efficient process for purchasing.
- Provide Spanish interpretation for various City departments.
- Serve as a Notary.
- Maintain the City Code to ensure that Ordinances are sent for codification after every meeting and that departments and residents have access to updated versions of the City Code.

## **What we accomplished in 2018-2019**

- Assisted with holding a successful Fredericksburg Food & Wine Fest.
- Served as Treasurer for City Secretaries Hill Country Chapter.
- Attended trained on Open Meeting Act and Public Information Act.
- Attended and held several training sessions on Records Management for Local Government.
- Participated in City Hall Open House and Touch-A-Truck event.
- Successfully conducted City of Fredericksburg election ordered by City Council.
- Certified a petition to call for a Charter Amendment.
- Adopted a City-wide Open Records Request Policy and a City-wide Records Management Program and filed the Plan with the State.
- Successfully made changes with personnel, duties, and job titles.
- Created an electronic index and electronic copy of Ordinances and Minutes since 2018, current contracts, easements and deeds, to assist all Departments access to these records.
- Created a TABC process to include Health Department and Development Services.
- Created an electronic log for Open Records Request, Early Pour Permits, Garage Permits, and Campaign Reports for Candidates/Office Holders.
- Assisted the City Attorney with creating a new reporting and application process for Hotel/Motel Occupancy Tax Fund recipients.
- Created an Administrative Support Request tracking system to assist with completion and prioritizing work being conducted for other departments,
- Improved office moral into a positive, efficient, customer service atmosphere through continuing education and leadership training.
- Met the required deadlines for the new Legislative changes.
- Created a City Council Follow Up to ensure that Staff required action on items is completed.

## **What we plan to accomplish in 2019-2020**

- Create a receptionist/administrative office to enable this position to improve security and take on additional duties.
- Work with IT to develop an electronic Records Management System to provide a more efficient and cost-effective City operations.
- Continue education for the Department to instill knowledge and confidence in the City government and to assist with strengthening customer service and cross training.
- Conduct a records audit and continued preservation of City's archival records.
- Conduct a regular destruction date so the City remains in compliance of TSLAC Local Government Retention Schedules.
- Create a supply ordering system to allow for a more cost efficient and to follow the City's purchasing policy.
- Continue to support and assist other Departments on a regular basis.
- Continue to improve public access to municipal records and other information.
- Continue to safeguard the municipal election and City records.
- Continue to develop a positive morale towards one another and customers.
- Continue to improve on the City Mission Statement and the first impression of City Hall.
- Continue to provide prompt codification of City Ordinances into the City Code of Ordinances to ensure that departments and residents have access to updated versions of the City Code.

- Continue to improve the Hotel Occupancy Tax Fund recipient's process.
- Continue to provide Follow Up for City Council Meeting to appropriate staff to ensure action is taken on items.
- Continue to meet the required Texas Municipal Clerk Certification program.
- Submit an application for the Municipal Clerk's Office Achievement of Excellence Award.

PERFORMANCE MEASURES	ACTUAL FY 16-17	ACTUAL FY 17-18	FY 2019 AS OF 9-25-19	ESTIMATED FY 19-20
City Council Agenda and Minutes	52	55	40	40
*Commission/Committee and Department Head Meetings Agendas and Minutes (just required to attend)			72 (5)	80 (8)
Public Information Requests Processed	35	45	96	150
Number of Registered Voters	7,424	7,569	7,589	7,650
Number of Votes Cast	1,029	1,399/1,749	1,114	1,114/1,800
*Number of Elections held			1	2
*Maintain Boxes of Records in Storage			400 in basement	450
*Destruction of records according to TSLAC (per box)			0	250
*Records Management Meetings and Training (Certification completed)			12	12
*Ordinances Submitted for Codifications			50	50
*HOT applications mailed out / HOT Recipients Filing Quarterly Reports			35/7	40/45
*Assisted with Short Term Rental (emails, phone calls and picking up Certificates)			303	450
*Estimated % of a week spend assisting other departments (3 employees)			60%	80%

\*New tracking items for the upcoming FY 2019 to be completed when processes are completed.

# Finance Department

## **Introduction**

The 2019-2020 Budget is presented in an easy-to-read format and should be interesting to readers. The budget message from the City Manager to the Mayor, City Council and Citizens of Fredericksburg outlines the business plan for the 2019-2020 fiscal year.

The budget is one of the most important policy documents provided by the City. It is the document that can help a citizen understand the factors that affect the programs and services provided to the public. It serves multiple purposes, including:

- Policy document – The budget document defines the goals and strategic plan established by the City Council and the objectives of each department to accomplish these goals.
- Financial plan – The budget document provides a financial plan that includes both summary and detail information on revenues and expenditures to ensure that the City operations are funded and reserves are maintained in accordance with the financial management policy.
- Operations guide – The budget document provides detailed objectives for each of the City’s departments.
- Communication device – The budget document communicates additional information on City operations to the public.

## **Basis of Accounting**

The basis of accounting is the method by which revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. All governmental funds for the City of Fredericksburg are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets.

## **Basis of Budgeting**

The annual budget is adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Governmental fund type budgets are prepared on a modified accrual basis. Governmental revenues are budgeted when they are measurable and available, and expenditures are budgeted in the period in which the liability is incurred. All proprietary funds are budgeted using a flow of economic resources measurement focus and use the accrual basis of accounting. Revenues are budgeted when they are earned and measurable and expenses are budgeted in the period in which the liability is incurred.

## **Financial Structure**

The City of Fredericksburg accounts are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

## **Fund Balance**

In accordance with the requirements of the Governmental Accounting Standards Board (GASB), the City of Fredericksburg describes fund balance as:

- 1) Non-spendable – identifying amounts (such as inventory).
- 2) Restricted – includes amounts that can only be used for a specific purpose stipulated by the constitution, external resource providers, or through enabling legislation.
- 3) Committed – includes amounts that can only be used for a specific purpose determined by the City Council.
- 4) Assigned – includes amounts that can be used for a specific purpose but do not meet the criteria to be classified as “restricted” or “committed.”
- 5) Unassigned – includes all spendable amounts not contained in other classifications.

The City has reserved unassigned fund balance at 90 days of current year budgeted expenditures for both the General and Utility Funds. In other operating funds, the City shall strive to maintain a positive fund balance to provide sufficient reserves for emergencies and revenue shortfalls. Except for special revenue funds, fund balance shall be used only for emergencies, non-recurring expenditures, or major capital purchases that cannot be accommodated through current year savings.

## **Description**

The Finance Department for the City of Fredericksburg contains both Financial and Utility Billing personnel. Finance personnel manage, control, and accurately report on the financial affairs of the City of Fredericksburg. Utility Billing personnel oversee all aspects of both Utility Billing and customer service. The Finance department functions under the direction of the City Manager's Office through which the needs, concerns, and desires of the citizens are ultimately expressed. As a support function, the Finance Department works in partnership with other City departments to develop budgets, implement control measures, and establish policies and procedures aimed at accurately accounting for, safeguarding, and maximizing the value of the City's assets.

## **Goals and Objectives**

- Collect and record receipts for taxes, licenses, fees, grants and other revenues.
- Oversee and assist other Departments with the purchasing of goods and services.
- Maintain accurate financial records.
- Monitor investments and debt.
- Oversee adherence to budgetary restrictions.
- Prepare and distribute financial information.
- Safeguard assets.
- Provide excellent customer service.
- Listen to and manage customer utility issues.
- Process and reconcile utility payments.
- Process, print and mail utility bills in a timely manner to all customers.

## **In order to meet these goals, the Finance department**

Established and maintains an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with Generally Accepted Accounting Principles. These statements are issued in the form of the City of Fredericksburg's Basic Financial Statement. The Basic Financial Statement details the City's financial activity and position, which is audited by an independent firm of Certified Public Accountants. The report is the culmination of the City's fiscal year financial activity.

For the Utility Billing aspect of the Finance department, we will continue to treat all customers, the public and fellow personnel of the City of Fredericksburg with the utmost respect and integrity. There are established rules and safeguards between the Utility Billing personnel and the Finance personnel that ensures customer payments are processed efficiently and with minimal errors.

Additionally, the department is instrumental in the compilation of the City of Fredericksburg Budget. The Budget establishes management's fiscal plan for the City and is the control tool employed and referenced throughout the period by City staff. The services, programs, revenues and expenses contained in the Budget reflect the methods and use of resources through which staff intends to accomplish the goals, objectives and long-term plans of the City of Fredericksburg.

## **What we accomplished in 2018-2019**

- Maintained good accounting policies and procedures.
- Received Distinguished Budget Presentation Award.
- Received unmodified, clean opinion on annual audit.
- Provided a more secure work area for Finance Department personnel.
- Monitored customer water usage and alerted them if there is a change in their usage which could indicate a water leak.
- Implemented new Storm Water / Drainage Fees.
- Implemented Electsolve Meter Data Management software.
- Replaced all water meters with Sensus Meters.
- Purchased RNI & Analytics Software (supports Sensus meters) to manage hourly/daily usage for customers more efficiently, to alert customers of possible leaks and to enhance billing accuracy.
- Continued involvement in STR ordinance implementation and compliance.
- Discovery of STR's who are permitted to operate and have not remitted Hotel Occupancy Taxes.
- Researched ACH eCheck providers and implemented capability to receive eChecks for STR permit fees.
- Continued involvement with Development Services to improve payment processing procedures in order to receive payments timely.
- Attended investment, customer service, and software training.

## What we plan to accomplish in 2019-2020

- Continue to maintain good accounting policies and procedures.
- Continue to receive unmodified, clean opinion on annual audit.
- Continue to obtain the Distinguished Budget Presentation Award from the Government Finance Officers Association.
- Continue to provide excellent customer service to the public and utility billing customers.
- Continue to allow staff to attend training and seminars to increase knowledge.
- Cross train Finance Department Personnel.
- Hire an additional accountant to assist with the increased work load on Finance Department Staff.
- Assist with the set up and implementation of CivicPlus (CP Pay) for pavilion & facilities rentals and special events for Parks & Recreation Dept.
- Establish a process to record Park & Special Events revenue using new CivicPlus software.
- Assist with the set up and implementation of My Permit Now for Development Services.
- Assist with the implementation to outsource Hotel Occupancy Tax Collections and transition Short-term Rental permitting process to a new provider.
- Coordinate with Hotel Occupancy Taxpayers and management companies to transition to new online filing platform.
- Implement customer portal on the city website for utility customers to view and manage usage with alerts and notifications.

Finance Department					
	<i>PERFORMANCE MEASURES</i>	<i>ACTUAL FY 16-17</i>	<i>ACTUAL FY 17-18</i>	<i>ACTUAL FY 18-19</i>	<i>PROJECTED FY 19-20</i>
Accounting	Complete Audited Financial Statements by March 31	Yes	Yes	Yes	Yes
	Continuing Disclosure Report by March 31	Yes	Yes	Yes	Yes
	Accounts Payable Checks / ACH Payments Processed	4,856	4,611	4,553	4,500
	Actual Revenues (General Fund)	13,132,110	14,487,685	14,943,818	15,437,218
	Actual Expenditures (General Fund)	13,358,481	14,256,652	15,016,505	16,014,398
Utility Billing	Total Number of Electric Accounts	5,650	5,672	5,702	5,710
	Total Number of Water Accounts	5,890	5,977	6,086	6,185
	Total Number of Sewer Accounts	5,570	5,629	5,720	5,800
	Total Number of Refuse Accounts	4,965	4,976	5,011	5,060

# Public Information Office

## **Description**

Effective communication with the public and our employees is the goal of the Public Information Office. Whether it is through a phone call, email, social media, the City website, messages via our Constant Contact account, or a face to face visit, it is important to us to make sure the public and employees are receiving the information they need.

Communication is not just talking... it's listening as well. We want to hear from you! Communities and governments that are engaged communicate better.

The role of the Public Information Officer (PIO) is to plan, coordinate, and manage the operations and activities of the City of Fredericksburg's Public Information Office to assure the City's key messages reach the public by coordinating dissemination of news by way of all media outlets utilized by the City. The PIO provides advice and counsel to City staff and officials in the management of community relations issues and serves as the City's primary media liaison. The PIO also serves as the Public Information Officer in the event of the activation of the Incident Command System.

The Public Information Office is responsible for disseminating accurate, reliable and timely information to employees and the public. The City utilizes several methods to communicate with employees and the public. These methods include email, the City website, social media channels, Constant Contact distribution, the local newspaper, and the local radio station.

## **Goals and Objectives**

The City of Fredericksburg is working to create an organizational culture that values and utilizes open, two-way communication that includes listening to the public and employees. How citizens and employees wish to be communicated with, what information they wish to receive, and how often they wish to receive it, must be understood to be able to accomplish the goal of communicating effectively.

The City of Fredericksburg has identified several goals to be adopted throughout the organization. These include:

- Continue efforts of transparency.
- Keep citizens, visitors, and employees informed.
- Better engagement of citizens.
- Disseminate information that is clear, concise, and accurate.
- Have more conversations and gather more feedback from citizens.
- Increase public participation.
- Identify new channels to distribute information.
- Put a human face on local government.

### **In order to meet these goals, we will**

- Work together to continue to provide excellent customer service to our customers, both inside and outside the city offices.

### **What we accomplished in 2018-2019**

- Prepared the 2018 Annual Report that received the Texas Association of Municipal Information Officers Award of Honor.
- Published the City Update and Employee Newsletters on a regular basis each month.
- Continued to utilize a Comprehensive Communication Plan that highlights goals, objectives, and specific actions that staff will take to assist the organization in connecting and engaging with citizens, visitors, and employees.
- Provided press releases to local and area media concerning information and developing situations.
- Grew Facebook and Twitter presence with information regarding City programs, special events, meeting reminders, and emergency notifications.
- Increased Facebook audience to over 8,500 followers.
- Began utilizing additional social media platforms to reach additional demographics in the community.
- Met with each department (Director and staff members) to determine their communication needs.
- Maintained internal communications with employees through newsletters and emails.
- Actively participated in all emergency exercises including pre-planning activities.
- Began incorporating more video into communication efforts.

### **What we plan to accomplish in 2019-2020**

- Develop new social media policies.
- Continue active participation in all emergency exercises including pre-planning activities.
- Expand use of video in communicating information on City projects.
- Improve City's website - keep all information up-to-date.
- Prepare the annual report on the City's accomplishments.
- Utilize appropriate social media platforms to engage with the public.
- Develop social media campaigns and educational materials to promote City services and City departments.
- Provide relevant, concise, and timely information to the public, media, and City staff regarding services, activities, project updates, disruptions in service, and City accomplishments.

# Human Resources Department

## **Description**

The Human Resources Department serves as a support system for all City departments and all City employees by interpreting and updating policies, properly maintaining personnel files, keeping the City in compliance with Federal and State employment laws, managing benefits, and improving communication.

## **Goals and Objectives**

Our goals are to ensure that properly qualified individuals are recruited, developed, and retained and to assist employees with all questions and issues. We strive to ensure adequate and affordable benefits packages for employees. We also work to assure a safe, productive, and pleasant workplace.

## **In order to meet this goal, we will**

- Continue to work on our benefits package in order to be competitive with our peers.
- Continue to provide training for our employees in the areas of Customer Service, Management, Leadership, CPR, and other pertinent areas.
- Continue open communication and availability to answer questions and discuss information regarding insurance, TMRS, supplemental benefits and employment.

## **What we accomplished in 2018-2019**

- Successfully worked with employees and City Council to increase TMRS benefits. In Fiscal Year 2019 a 100% Updated Service Credit was adopted and in Fiscal Year 2020, a 1% increase in our employees' contribution rate is included in the budget.
- Changed open enrollment by partnering with American Fidelity to educate employees on supplemental benefits available and spent more time during open enrollment to insure employees were able to elect the coverages they desired.
- Made strides in educating our employees on their insurance benefits, specifically coverages on wellness exams and utilization of the emergency room and urgent care clinic.

## **What we plan to accomplish in 2019-2020**

- Continue to monitor our self-insured group health insurance program, educate employees on insurance benefits, determine best coverages for our employees and the organization, and monitor our claims throughout the year to manage our fund and stay on top of costs.
- Work with TML-IRP, TML Health Benefits, and local providers to put a mental wellness plan in place for our first responders.
- Update the current year end evaluation forms and processes which are used to set goals for the following year and determine eligibility for merit raise.

<b>Human Resources Department</b>				
<b>PERFORMANCE MEASURES</b>	<b>ACTUAL FY 16-17</b>	<b>ACTUAL FY 17-18</b>	<b>ACTUAL FY 18-19</b>	<b>PROJECTED FY 19-20</b>
Employment Applications Processed	155	167	223	220
Average # FT Employees (Annualized)	165	156	160	162
# FT Employees Hired	15	15	25	14
Annual Turnover %	7%	5.8%	11.3%	7.5%
Average Employee Merit Increase	2%	2%	2%	2%
COLA Increase	1%	2%	2%	2%

# Information Technology (IT) Department

## **Description**

The Information Technology Department (IT) is committed to provide innovative, reliable, and secure technology solutions that are aligned with the City of Fredericksburg's goals and objectives to enhance City services.

## Project Management

- New equipment installs
- Data Center Operations
- Network Operations
  - Network Security
  - Voice
  - Data
  - Fiber Optics
  - Wireless Networks
  - Local and Wide Area Wired Networks
- Radio Communication Services
- Other Shared Technology Initiatives with other Local Public Entities

## Help Desk/End User Support

- Desktop/Laptop
- Mobile Devices
- Printer Maintenance
- Internet/Intranet
- Email
- Business Information Systems
- Geographic Information System
- Other Software Support
- Video Surveillance Support

## **Goals and Objectives**

The IT Department is committed to provide innovative, reliable, and secure technology solutions that are aligned with City of Fredericksburg's goals and objectives to enhance City services.

### **In order to meet this goal, we will**

- Collaborate with other departments to maintain the systems and services twenty-four hours a day, seven days a week.
- Drive forward initiatives that enable the shared goals of the City Council, City Manager, and the public.
- Work in an innovative digital environment to increase efficiency, eliminate redundancies, improve transparency, and reduce costs.

### **What we accomplished in 2018-2019**

- Upgraded entire wired network City wide to all campuses from flat layer 2 to layer 3 to the edge. Included replacing all switches and reconfiguring the entire IP scheme and VLANs.
- Worked with County IT to prepare to deploy the new Records Management System for Police Department
- Continued to provide IT Support for transition of golf course to Touchstone.
- Deployed CrewForce CAD Software and Ipads on all Fire/EMS equipment.
- Started the process of moving the Knauth Well Field from radio to fiber optic connectivity.
- Began upgrading all desktops/laptops to Windows 10, to be completed in January.
- Completed data backup upgrades to off-site Backup as a Service.
- Upgraded wireless access points and backhaul to the RV Park.
- Moved all fiber optic connections from law enforcement center to data center in the jail.
- Upgraded network infrastructure and data storage/backup at Visitor's Center.

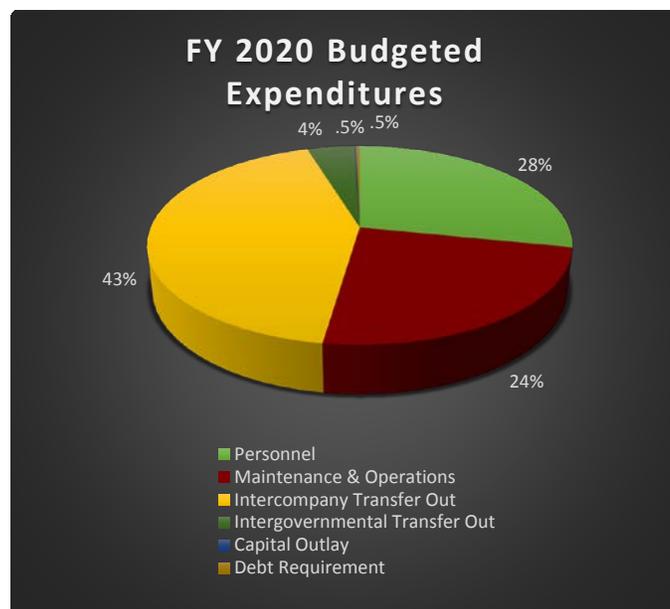
### **What we plan to accomplish in 2019-2020**

- Implement new records management system (RMS) for the Police Department.
- Upgrade and consolidate Server Virtual Hosts.
- Continue to deploy improved communications to all wastewater lift stations.
- Upgrade all desktop/notebook operating systems to Windows 10.
- Upgrade police department in-car mobile data terminals.
- Upgrade server operating systems.
- Moving mobile device management system (MDM) to cloud based system.

### Administration Department

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	633,310	621,096	609,098	699,788
Maintenance & Operations	551,928	584,474	591,664	598,450
Intercompany Transfer Out	1,589,981	1,150,383	1,119,988	1,064,204
Intergovernmental Transfer Out	99,956	102,955	102,300	105,500
Capital Outlay	14,350	7,600	6,500	5,000
Debt Requirement	-	4,600	4,545	7,800
<b>Total Expenditures</b>	<b>2,889,525</b>	<b>2,471,108</b>	<b>2,434,095</b>	<b>2,480,742</b>

Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
City Manager	1	1	1	1
Director of Finance	1	1	1	1
Director of Information Technology	1	1	1	1
City Secretary	1	1	1	1
Human Resources	1	1	1	1
Communications Manager	1	1	1	1
Information Technology Specialist	1	1	1	1
Executive Administrative Assistant	1	0	0	0
Accountants	2	2	2	3
Administrative Assistant	1	2	2	2
Receptionist	1	1	1	1
Utility Billing Officer	1	1	1	1
Accounting Clerk	1	1	1	1
Customer Service Representatives	4	4	4	4
<b>Total</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>19</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**ADMINISTRATION DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
01-20-1010-00	Salary - Elected Officials	36,600	36,600	36,600	36,600
01-20-1015-00	Regular Wages-City Attorney	27,011	-	-	-
01-20-1030-00	Regular Wages-Office Employees	407,698	421,700	409,200	465,945
01-20-1060-00	Longevity	5,202	4,100	2,890	2,990
01-20-1070-00	Overtime Wages	21,897	21,800	18,000	19,000
01-20-2020-00	Social Security	34,850	37,041	35,702	40,127
01-20-2030-00	Retirement - TMRS	45,167	43,955	53,156	74,752
01-20-2040-00	Uniforms & Clothing	129	-	450	-
01-20-2050-00	Car Allowance	-	6,000	6,000	6,000
01-20-2060-00	Insurance - Hospitalization	54,757	49,900	47,100	54,375
01-20-2090-00	Professional Org - Personal	3,486	3,200	6,000	6,000
01-20-2100-00	Prof Education & Training	18,195	18,600	17,000	24,000
01-20-3010-00	Utilities	29,511	26,000	24,000	26,000
01-20-3020-00	Telephone	1,948	2,000	3,000	3,000
01-20-3030-00	Office Supplies & Forms	7,243	6,500	7,000	12,000
01-20-3040-00	Postage, Freight, Etc	2,780	2,500	3,000	3,000
01-20-3050-00	Ads & Public Notices	3,280	2,500	7,000	7,500
01-20-3060-00	Protocol & Social	17,250	15,000	15,000	15,000
01-20-3070-00	Travel Expenses	5,449	8,000	8,000	9,800
01-20-3080-00	Prof Org & Assoc - City	3,250	4,500	3,000	3,000
01-20-3090-00	Books, Periodicals, Etc	720	700	500	500
01-20-3100-00	Safety	263	250	1,200	500
01-20-3120-00	Audit Expenses	5,700	8,100	7,000	7,400
01-20-3130-00	Legal Expenses	58,309	45,000	45,000	40,000
01-20-3140-00	Contract Professional Services	20,002	20,000	20,000	15,000
01-20-3142-00	GCAD - Prop Tax Collection	32,137	31,809	31,800	32,900
01-20-3160-00	TML Conventions	1,626	2,500	2,000	2,000
01-20-3190-00	Miscellaneous Adm Expenses	29,785	12,000	10,000	12,000
01-20-3200-00	City Share - Appr Dist Exp	67,819	71,146	70,500	72,600
01-20-3202-00	Bad Debt Expense	253	-	-	-
01-20-3213-00	Credit Card/Bank Fees	183	-	-	-
01-20-3220-00	Insurance & Bonds	4,833	5,000	4,600	4,300
01-20-3240-00	City Contribution -Golf Course	273,800	333,924	333,924	300,000
01-20-3275-00	City Contr-Emg Medical Serv	724,454	726,318	696,739	840,601
01-20-3276-00	City Contrib - Emerg Mgt	68,800	76,262	75,446	90,269
01-20-3280-00	Chamber Of Comm Contribution	5,000	5,000	5,000	2,500
01-20-4010-00	Communications	6,558	7,500	9,600	9,600
01-20-4020-00	Janitorial/Housekeeping	6,157	6,000	6,000	6,000
01-20-4030-00	General Property Maintenance	9,371	12,000	12,000	20,000
01-20-4036-00	Maintenance 308 E Austin	767	500	500	500
01-20-4040-00	Small Tools & Equipment	1,746	5,000	9,140	9,450
01-20-4060-00	Office Machines Maintenance	1,602	2,000	2,000	2,000
01-20-4065-00	Office Equipment Rental	434	500	500	500
01-20-4070-00	Computer/Software Maintenance	17,871	16,500	16,500	27,300
01-20-4250-00	Election Expenses	7,979	6,000	6,000	14,000
01-20-4410-00	Gasoline, Oil, & Lubrication	2,495	2,000	2,000	2,000
01-20-4430-00	Vehicle Maint	455	500	500	500
01-20-4435-00	Fleet Lease	3,628	4,700	4,700	13,100
01-20-5012-00	Capital Equipment	14,350	7,000	6,000	5,000
01-20-5155-00	Fuel Island	-	600	500	-
01-20-6004-00	T-fer to Golf ( prior deficit)	459,227	201,865	201,865	-
01-20-6005-00	T-fer to Golf(current deficit)	337,500	145,938	145,938	133,334
01-20-6021-00	Principal - Computer/Software FY 2019	-	4,500	4,500	4,500

01-20-6022-00	Interest - Computer/Software FY 2019	-	100	45	270
01-20-6023-00	Principal - Computer/Software FY 2020	-	-	-	3,000
01-20-6024-00	Interest - Computer/Software FY 2020	-	-	-	30
		<hr/>	<hr/>	<hr/>	<hr/>
	<b>Administration Dept Expenditures</b>	<b>2,889,525</b>	<b>2,471,108</b>	<b>2,434,095</b>	<b>2,480,742</b>



# The City of Fredericksburg

*Police Department*



# Police Department

## Mission Statement

Improving life within our community, through our commitment to community-oriented policing.

## Description

The Fredericksburg Police Department is an accredited law enforcement agency that is responsible for protecting the citizens and visitors of the City of Fredericksburg by faithfully enforcing the laws of the State of Texas and the City of Fredericksburg while protecting the core values and heritage that makes Fredericksburg unique.

## Goals and Objectives

- To continue to provide the best possible service and protection to the community.
- To maintain our unique bond and trust with the community and its citizenry.
- To determine new procedures to help reduce crime and improve traffic safety in Fredericksburg.

## In order to meet this goal, we will

- Continue to be proactive in our security needs for the citizens of Fredericksburg, through increased technology advances.
- Continue to train our officers in the new threats that we are faced with and to maintain a level of professionalism and proficiency that is needed for the security of our citizens.
- Continue to sponsor programs and events that link us to the citizens, such as our Citizen's Police Academy, Summer Youth Program, and Blue Santa Program. These programs allow us to build better relations with our citizens by building friendships and trust.
- Maintain a policy of accountability and transparency in our daily operations, by applying the principles of Community Policing in our organization.

## What we accomplished in 2018-2019

- Maintained a proactive Police Department through our vigilant efforts to create a safe environment in our city.
- Worked with many local businesses and charitable organizations to provide educational programs to increase safety for their employees and the public.

- Worked closely with our local Crime Stoppers board to increase tip information.
- Maintained an active social media presence to release accurate and timely information to the public.
- Received over 800 pounds of prescriptions drugs this year through the Police Department’s Drug Take Back Program, aimed at reducing prescription drug abuse.
- Received a Police Officer Grant for just over \$70,000 to help pay the cost of adding an additional uniformed officer to the city.
- Completed an additional Citizen Police Academy Class and increased the number of police volunteers helping us to provide services to the citizens of Fredericksburg.
- Hosted our Summer Youth Program that provided activities for 120 plus children per week, allowing us to build relationships for the future.
- Hosted our Blue Santa program for the community, where the Police Department provided a Christmas meal for approximately 150 deserving families.
- Ranked in the top 50 safest City in Texas by several organizations.
- Maintained accreditation with the Texas Police Chiefs Association, Best Practices Program.

**What we plan to accomplish in 2019-2020**

Continue working to Implement a new Police Records Management System to keep up with the latest technology and High Police demands.

- To continue to grow as a department to better support the needs of the community through excellent police service, with qualified and motivated employees who support the goals of the citizens of Fredericksburg.
- To continue to provide programs like our Summer Youth Program, Blue Santa Program, and the Citizen Police Academy to help strengthen our bond with the community.

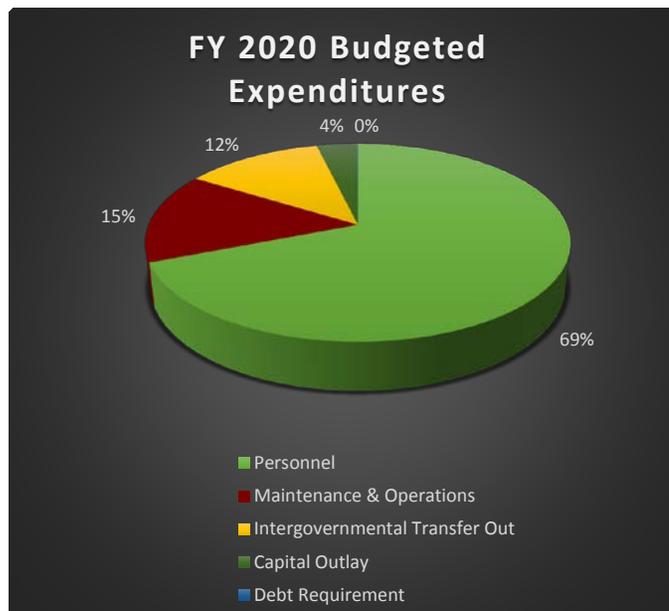
<b>Police Department</b>					
	<b>Performance Measures</b>	<b>Actual FY 16-17</b>	<b>Actual FY 17-18</b>	<b>Actual FY 18-19</b>	<b>Projected FY 19-20</b>
Patrol	Average Arrival Time	5	6	9	9
	Total Call for Service Responses	7,938	8,809	9,695	10,700
	Total In-Custody Arrest Reports Generated	455	444	468	450
	Traffic Stops	8,979	9,810	10,735	10,500
	Accident Investigations Completed	662	605	597	610

Investigations & Property/ Evidence	Criminal Investigations Assigned	297	240	261	250
	Average Daily Caseload per Investigator	42	30	27	35
	Number of Cases Cleared or Closed	119	98	145	130
	Number of Evidence Items Processed and Stored	776	714	745	750
Records	Completed Requests for Information	878	991	856	900
Training & Recruitment	State Mandated Training Files Maintained & Updated	37	39	38	40
	Training Classes Conducted by FPD	10	9	10	11
	Number of Officers Trained by FPD	168	110	140	120
	Number of Employee Applications Processed	20	18	20	16
Community Service	Community Outreach Programs Conducted	10	11	15	18
	Citizen Police Academy Graduates	11	16	11	15
	Citizen Police Academy Completed	1	1	1	1
	Summer Youth Program Attendees	133	137	115	120
School Resource Officer	Calls for Services on FISS Campuses	177	69	118	120
	Offenses Committed on FISS Campuses	25	27	30	30
	Arrests Made from Investigations at FISS Campuses	8	19	15	17
	Number Students Enrolled in Criminal Justice Classes	124	126	120	120

**Police Department**

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	3,281,363	3,506,142	3,477,962	3,732,781
Maintenance & Operations	722,483	860,600	839,410	803,200
Intergovernmental Transfer Out	619,347	680,628	540,727	671,441
Capital Outlay	275,603	167,110	166,610	195,622
Debt Requirement	-	3,700	3,700	6,680
<b>Total Expenditures</b>	<b>4,898,796</b>	<b>5,218,180</b>	<b>5,028,409</b>	<b>5,409,724</b>

Staffing	2018 Actual	2019 Budgeted	2019 Projected	2020 Adopted
Chief of Police	1	1	1	1
Lieutenants	3	3	3	3
Detectives	4	4	3	4
Sergeants	6	7	6	7
Patrol Officers	16	18	13	19
Animal Control Officers	2	2	2	3
Administrative Assistants	3	3	3	3
<b>Total</b>	<b>35</b>	<b>38</b>	<b>31</b>	<b>40</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**POLICE DEPT EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
01-22-1015-00	Regular Wages - City Attorney	6,993	-	-	-
01-22-1030-00	Regular Wages-Police Employee	2,342,614	2,465,300	2,390,000	2,492,935
01-22-1050-00	Regular Wages - Part-time Emp	-	6,600	-	6,600
01-22-1060-00	Longevity	23,857	24,900	24,410	23,316
01-22-1070-00	Overtime & Holiday Pay	137,159	166,000	192,917	190,000
01-22-2020-00	Social Security	182,816	203,704	199,461	207,533
01-22-2030-00	Retirement-TMRS	246,074	260,838	296,975	414,598
01-22-2040-00	Uniforms And Clothing	20,973	30,000	26,000	40,000
01-22-2050-00	Car Allowance	-	16,800	16,800	16,800
01-22-2060-00	Insurance - Hospitalization	320,879	332,000	331,400	341,000
01-22-2090-00	Prof Org - Personal	3,431	4,200	4,100	4,100
01-22-2100-00	Prof Education & Training	30,190	45,000	39,000	48,000
01-22-3020-00	Telephone	1,024	1,100	1,070	1,100
01-22-3030-00	Office Supplies & Forms	6,059	6,000	5,800	6,000
01-22-3040-00	Postage, Freight, Etc	1,451	1,700	1,650	1,700
01-22-3050-00	Ads & Public Notices	588	800	800	1,200
01-22-3060-00	Protocol & Social	6,475	7,000	6,200	7,000
01-22-3070-00	Travel Expenses	22,757	25,000	23,000	25,000
01-22-3080-00	Prof Org & Assoc - City	-	-	-	-
01-22-3090-00	Books, Periodicals, Etc	366	1,500	1,790	2,500
01-22-3100-00	Safety	870	1,500	950	1,500
01-22-3130-00	Legal Expenses	-	3,000	-	3,000
01-22-3140-00	Contract Professional Services	3,530	3,200	5,500	7,500
01-22-3170-00	Summer Youth Program Expenses	2,465	4,000	3,800	4,000
01-22-3190-00	Miscellaneous Police Expenses	8,847	20,000	21,000	24,000
01-22-3220-00	Insurance & Bonds	76,985	74,400	67,300	56,000
01-22-3274-00	City Contribution - Dispatch	507,039	452,064	378,131	516,650
01-22-4010-00	Communications	50,079	58,800	58,700	60,100
01-22-4020-00	Janitorial/Housekeeping	-	200	50	200
01-22-4030-00	General Property Maintenance	4,967	7,500	-	3,000
01-22-4040-00	Small Tools & Equipment	285	2,000	1,900	2,000
01-22-4060-00	Office Machines Maintenance	-	-	-	-
01-22-4070-00	Computer/Software Maintenance	192,871	315,200	315,200	235,000
01-22-4205-00	Radar Equipment Rental	-	-	-	-
01-22-4210-00	Firing Range Expenses	1,650	2,000	1,800	5,900
01-22-4211-00	LEOSE Expenditures	2,500	2,500	2,400	2,400
01-22-4230-00	Animal Control Expenses	45,778	44,000	43,000	30,000
01-22-4250-00	Weapons Maintenance & Supplies	33,657	52,000	49,000	50,000
01-22-4260-00	Photographic Supplies	-	-	-	-
01-22-4270-00	Police Equipment & Supplies	125,526	83,000	78,000	110,000
01-22-4410-00	Gasoline, Oil, & Lubrication	63,274	60,000	78,000	78,000
01-22-4420-00	Vehicle Maintenance - Autos	29,222	25,000	21,900	25,000
01-22-4430-00	Vehicle Maintenance - Trucks	-	-	-	-
01-22-4500-00	City Share - LEC Expenses	112,308	228,564	162,596	154,791
01-22-4600-00	Substation Expenses	7,634	10,000	7,500	9,000
01-22-5155-00	Fuel Island	-	5,200	5,100	-
01-22-5230-00	Police Department Equipment	51,399	-	-	-
01-22-5240-00	Police Vehicles	224,204	161,910	161,510	195,622
01-22-6021-00	Principal - Computer/Software FY 2019	-	3,600	3,600	3,600
01-22-6022-00	Interest - Computer/Software FY 2019	-	100	100	300
01-22-6023-00	Principal - Computer/Software FY 2020	-	-	-	2,750
01-22-6024-00	Interest - Computer/Software FY 2020	-	-	-	30
<b>Police Dept Expenditures</b>		<b>4,898,796</b>	<b>5,218,180</b>	<b>5,028,409</b>	<b>5,409,724</b>



# The City of Fredericksburg

*Fire Department*

# Fire EMS Department

## Description

The Fredericksburg Fire EMS Department is a dedicated and committed organization serving our customers through the core values of Customer Service, Leadership, Integrity, and Community. The Fire EMS Department's mission is to serve and provide the community with the highest quality of customer service. The department responds to motor vehicle accidents, swift water rescues, Enchanted Rock rescues, wildland fires, structure fires, EMS calls and transfers. They stand ready to help anyone who calls day, night, holidays or weekends. Fredericksburg Firefighters, Emergency Medical Technicians (EMT) and Paramedics take pride and ownership in the community and spend countless hours training, responding to calls, and promoting emergency services safety. We serve with a sense of warmth, pride, friendliness, and passion for the community.

The Fredericksburg Fire EMS Department consists of six divisions, including Fire Administration, Fire Operations, Volunteer Fire Department, EMS, Fire Prevention, and Emergency Management. The Fredericksburg Fire EMS Team responded to 3128 calls in 2018. Those calls included responses to structure fires, vehicle collisions with injuries, enchanted rock rescues, trauma calls, lift assist, transfers, vehicle pedestrian accidents, medical emergencies, smoke alarm activations, and other miscellaneous calls. The Fredericksburg Fire EMS system is staffed with seven (7) on duty personnel daily, 24 hours a day, seven days a week. In addition to the on duty staff, we have 33 volunteer personnel and 20 part-time personnel. The backbone of the department is the Volunteers who respond alongside our on duty staff. The department provides assistance in the form of mutual aid to all five neighboring fire departments and they in turn provide assistance to Fredericksburg. The ambulance service provides response to the entire county with assistance from first responders in each county fire department.

Fredericksburg Fire EMS operates out of three fire stations. The Central Station is located at 124 West Main Street, the South Station is located at 221 Friendship Lane, and the North Station located at 99 Frederick Lane. The Central Station houses two Engines, two State Licensed Mobile Intensive Care Ambulances, one Ladder Truck, three Brush Trucks, one Tender, and two Rescue Trucks. The South Station houses two State Licensed Mobile Intensive Care Ambulances, one Engine, one Brush truck, and one Tender. The North Station currently serves as a location for reserve equipment.

## Goals and Objectives

- Provide the highest level of customer service in a safe and efficient manner.
- Provide quality training for fire, emergency medical operations, and emergency management in a safe environment.
- Continually strive to maintain or improve our Insurance Services Office (ISO rating).
- Maintain and create partnerships and relationships with the community.
- Provide quality fire prevention, inspections, and emergency services education to our community.

- Strive to maintain or improve membership in the Fredericksburg Fire EMS Department.
- Continue providing a standard of care that is consistent with the rules and regulations set forth to emergency providers by the Texas Department of Health Services.
- Continue providing our Firefighters Emergency Medical Team members a means to maintain continuing education requirements and educate them in emergency medical care standards practice.
- Update our Fire Codes.
- Develop a Mental Awareness Program.

**In order to meet this goal, we will**

- Continue providing quality customer service by evaluating our daily operations and responses looking for ways to improve.
- Utilize internal and external sources for emergency service training.
- Continually evaluate ISO guidelines as a benchmark to improved services.
- Work as a team with committee and personnel to improve our Fire EMS service to our community.
- Provide fire prevention programs to all schools in our area, and community.
- Perform yearly inspections and evaluate construction plans for fire and life safety code compliance.
- Evaluate ways to recruit additional volunteers.
- Maintain a quality assurance program to ensure the highest quality of customer service and that the highest customer satisfaction is received by every customer.
- Provide a high quality, in-house continuing education program to enhance employee education and maintain the highest medical care standards.

**What we accomplished in 2018-2019**

- Maintain our Insurance Services Office (ISO) Public Protection Classification of 2.
- Purchased an inventory control unit for our medications.
- Trained Fire, EMS, and Volunteer personnel to State Certification minimum standards for Fire, EMS State certification.
- Recruited and added additional volunteer personnel.
- Added three (3) full time personnel to have a minimum staffing of three personnel on first out engine.
- Trained four personnel (4) in Emergency Medical Technicians certification, three (3) personnel in Firefighter certification, fifteen personnel (15) in driver operator certification, five (5) personnel received their CPR instructor certification, 21 personnel attended the TEEX Texas A&M Fire School, and one person received paramedic. Additional in house training is held year round.

- Operate out of two (2) Fire EMS stations with fire apparatus and ambulances in both stations.
- Partnered with Hill Country Memorial Hospital (HCMH) to teach Stop the Bleed to all Fredericksburg Independent School District (FISD) staff.
- Our in house CE program is going strong we have taught approximately 400 continuing education hours for our staff and others in county fire departments.
- We have provided approximately 1400 hours of continuing education for our full-time, part-time, volunteers, and County Fire Department personnel to maintain their Fire and EMS certifications.
- We have maintained a strong presence with STRAC (South Texas Regional Advisory Council) by Assistant Chief Jung being on the Executive Board.
- We provided First Aid, CPR and Stop the Bleed certification to our community.
- Personnel participated in TEEEX spring and summer fire school.
- Delivery quality fire prevention programs to all Fredericksburg Independent School District (FISD) schools and our community.
- Worked on developing a five-year plan for Fire EMS
- Cross train personnel in Fire and EMS certifications.
- Conducted 368 Fire Code inspections.
- Conducted Fire Code/Safety Related Plan Reviews.
- Conducted Fire Extinguisher training for 6 businesses, training 87 employees.
- Conducted Fire Prevention awareness training at 2 FISD Campuses, Heritage Middle School, and seven preschool/daycare facilities, reaching nearly 1400 students.
- Conducted the annual Halloween Open House for local children and parents.
- Participated in the 2nd Annual Touch a Truck Event and distributed fire safety materials to approximately 700 children and adults.
- Upgraded adopted fire code to the 2015 International Fire Code.

#### **What we plan to accomplish in 2019-2020**

- Maintain our ISO classification rating of a Class 2 city.
- Take delivery of a new fire engine and ambulance.
- Add additional part-time and volunteer personnel to help with response times and third out ambulance calls.
- Train our new EMTs to perform 12 lead ECG's on patients with chest pains.
- Implement an upgraded pharmaceutical tracking program for utilization, inventory, expiration, and purchase of all medical supplies including medications.
- Develop and host an EMT class for responders in Gillespie County.
- Provide training in-house as well as outside instructors coming in for specialized training including live fire training.
- Participate in County wide emergency management exercises.
- Finalize a five-year plan for Fredericksburg Fire EMS.

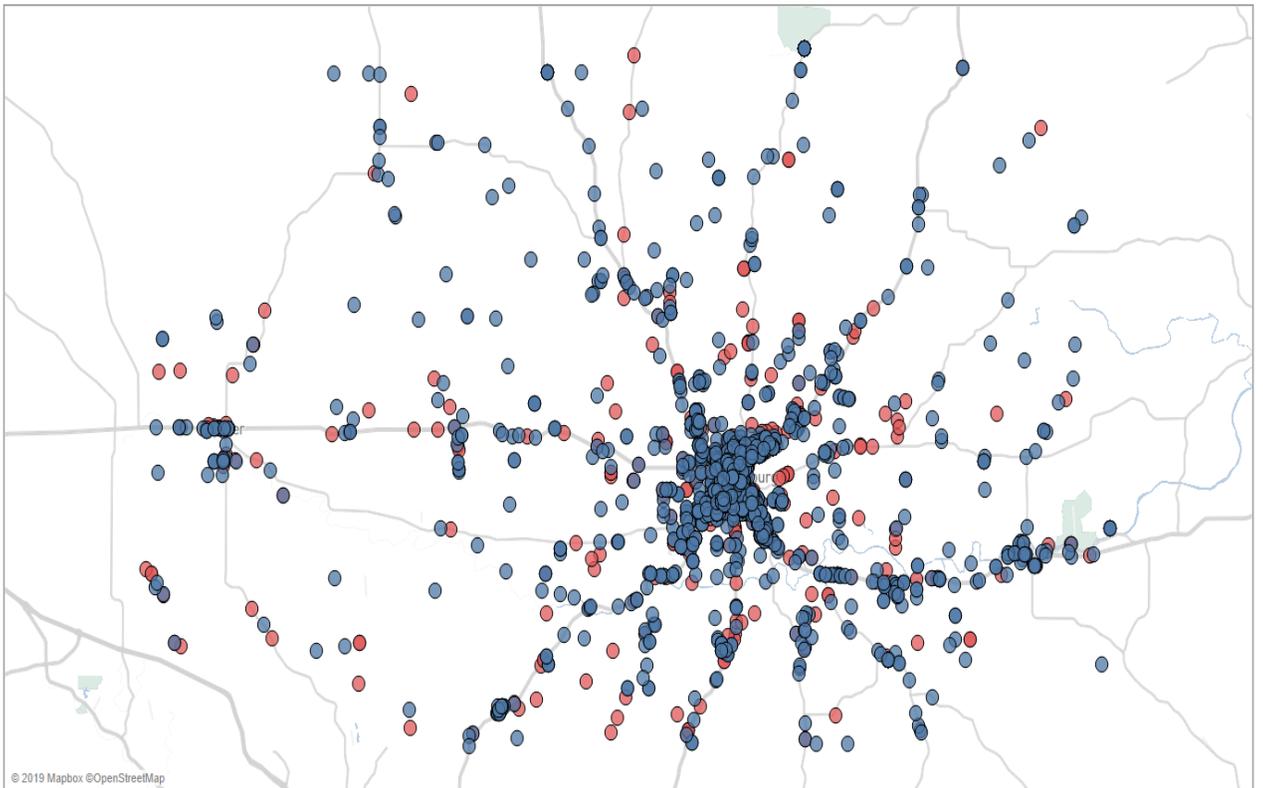
## Incident Locations by Type

Click to highlight Fire or EMS



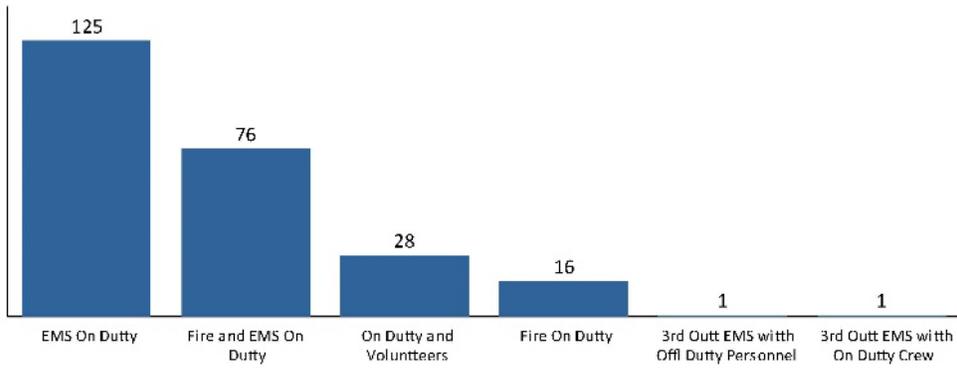
3,169 (99.6%) incidents have coordinates out of 3,181 incidents total. Incidents without coordinates are not shown.

Fredericksburg Fire and EMS

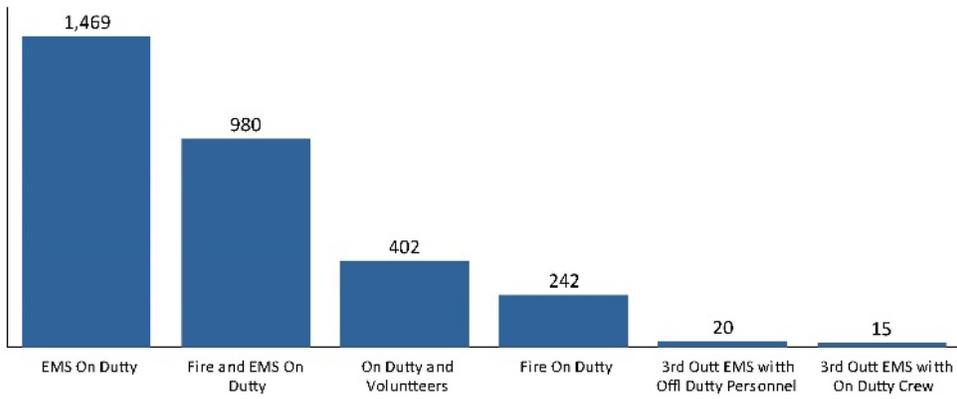




December 2018  
Incidents Alarm Types



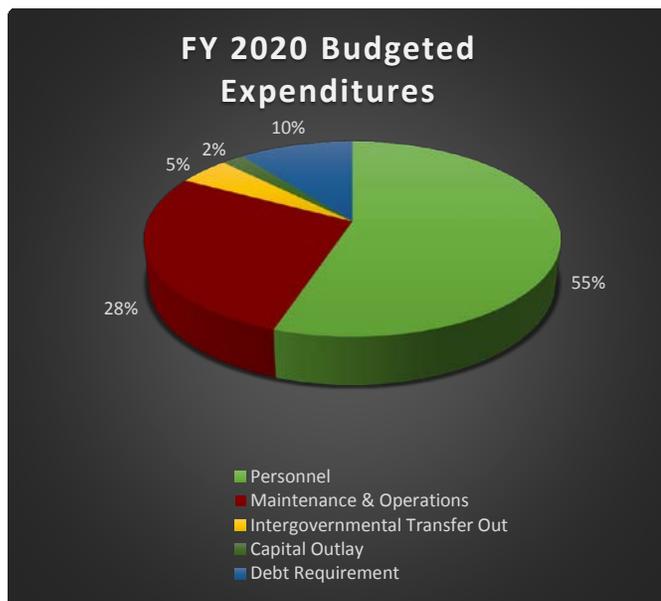
January 2018 to December 2018  
Incidents Alarm Types



### Fire Department

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	690,177	779,654	782,023	910,198
Maintenance & Operations	357,824	425,500	421,600	455,900
Intergovernmental Transfer Out	72,724	82,082	77,858	76,813
Capital Outlay	17,008	1,100	1,100	34,000
Debt Requirement	96,774	98,500	98,500	173,627
<b>Total Expenditures</b>	<b>1,234,507</b>	<b>1,386,836</b>	<b>1,381,081</b>	<b>1,650,538</b>

Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Fire Chief	1	1	1	1
Fire Marshal	1	1	1	1
Shift Officer	3	3	3	3
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**FIRE DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
01-23-1015-00	Regular Wages - City Attorney	1,748	-	-	-
01-23-1030-00	Regular Wages-Full Time Emp	324,467	380,200	353,500	395,347
01-23-1050-00	Regular Wages-Part-time Emp	76,617	92,000	92,000	100,000
01-23-1060-00	Longevity	1,946	2,200	2,200	2,500
01-23-1070-00	Overtime Wages	133,832	130,000	150,000	188,107
01-23-2020-00	Social Security	39,357	46,237	45,724	52,475
01-23-2030-00	Retirement-TMRS	45,211	50,317	57,599	89,768
01-23-2040-00	Uniforms And Clothing	5,434	8,000	8,000	8,000
01-23-2060-00	Insurance - Hospitalization	61,565	70,700	73,000	74,000
01-23-2090-00	Professional Org - Personal	3,619	6,000	6,000	6,000
01-23-2100-00	Prof Education & Training	17,937	35,000	35,000	45,000
01-23-2220-00	Firemen's Pension Fund Contr	55,956	46,000	46,000	46,000
01-23-2230-00	Medical Exams	675	1,500	1,500	1,500
01-23-2240-00	Firemen Recertification	226	1,800	1,800	1,800
01-23-3010-00	Utilities	11,830	12,000	12,000	12,000
01-23-3020-00	Telephone	1,252	1,800	1,800	1,800
01-23-3030-00	Office Supplies & Forms	2,400	3,000	3,000	3,000
01-23-3040-00	Postage, Freight, Etc	168	500	500	500
01-23-3050-00	Advertising & Notices	77	400	400	400
01-23-3060-00	Protocol & Social	3,976	5,000	5,000	5,000
01-23-3070-00	Travel Expenses	16,898	17,500	17,500	18,500
01-23-3090-00	Books, Periodicals, Etc	1,128	5,000	5,000	5,000
01-23-3100-00	Safety	413	8,900	8,900	9,500
01-23-3140-00	Contract Professional Services	839	2,500	2,500	2,500
01-23-3150-00	Fire Prevention Materials	6,693	8,200	8,200	10,000
01-23-3190-00	Miscellaneous Fire Dept Exp	4,231	3,100	3,100	3,500
01-23-3220-00	Insurance & Bonds	16,339	16,400	16,200	17,000
01-23-3250-00	Conventions	200	500	500	500
01-23-3274-00	City Contribution - Dispatch	28,974	25,832	21,608	29,523
01-23-3277-00	City Contribution - Rural Fire	43,750	56,250	56,250	47,290
01-23-4010-00	Communications Expenses	25,980	32,100	28,400	32,900
01-23-4020-00	Janitorial/Housekeeping	3,780	4,500	4,500	4,500
01-23-4030-00	General Property Maintenance	12,215	20,000	20,000	20,000
01-23-4040-00	Small Tools & Equipment	5,514	12,000	12,000	12,000
01-23-4060-00	SCBA Maintenance	2,785	6,500	6,500	6,500
01-23-4070-00	Computer/Software Maintenance	10,723	13,200	13,200	18,700
01-23-4090-00	Ladder Maintenance	1,050	3,100	3,100	3,100
01-23-4150-00	Personal Equipment	41,214	45,000	45,000	45,000
01-23-4210-00	Fire Department Supplies	11,915	12,000	12,000	12,000
01-23-4410-00	Gasoline, Oil, & Lubrication	14,428	22,000	22,000	22,000
01-23-4430-00	Vehicle Maintenance - Trucks	56,606	60,300	60,300	70,000
01-23-4435-00	Fleet Lease	26,759	19,700	19,700	19,700
01-23-5155-00	Fuel Island	-	1,100	1,100	-
01-23-5300-00	SCBA Breathing Apparatus	-	-	-	17,000
01-23-5310-00	Fire Dept Capital Equipment	17,008	-	-	17,000
01-23-6021-00	Principal - Computer/Software FY 2019	-	1,400	1,400	1,400
01-23-6022-00	Interest - Computer/Software FY 2019	-	100	100	100
01-23-6023-00	Principal - Computer/Software FY 2020	-	-	-	1,250
01-23-6024-00	Interest - Computer/Software FY 2020	-	-	-	20
01-23-6230-00	Principal - Pumper - Chase	65,172	66,500	66,500	67,700
01-23-6231-00	Interest - Pumper - Chase	5,124	3,900	3,900	2,700
01-23-6232-00	Principal - SCBA Breathing App	25,982	26,300	26,300	-
01-23-6233-00	Interest - SCBA Breathing App	496	300	300	-

01-23-6234-00	Principal - Pumper	-	-	-	100,000
01-23-6235-00	Interest - Pumper	-	-	-	457
		<hr/>	<hr/>	<hr/>	<hr/>
	<b>Fire Dept Expenditures</b>	<b>1,234,507</b>	<b>1,386,836</b>	<b>1,381,081</b>	<b>1,650,538</b>



# The City of Fredericksburg

*Street Department*

# Street Department

## **Description**

The Street Department consists of 14 employees. Three of these employees are mechanics involved in the maintenance of the City's rolling fleet of automobiles, trucks, tractors, mowers, emergency vehicles, and heavy equipment. The maintenance facility is located at the consolidated warehouse on Friendship Lane. The rest of the department maintains about 100 lane miles of streets throughout Fredericksburg.

## **Goals and Objectives**

The Department's main purpose is to provide safe and comfortable travel on City streets and alleyways and to assist all other departments in the City by providing equipment and manpower where needed. As part of these efforts the department repaves about 10% of the street surfaces annually. Additionally, all street name signs, warning signs, and informational signs on non-TxDOIT maintained roadways within the city limits are installed and maintained by Street Department crews.

## **In order to meet this goal, we will**

Continue to monitor the streets and roadways. The paving project begins the year before the paving begins, with an evaluation of areas requiring attention by street and engineering personnel. Then in these selected blocks, trees are trimmed, and base failures and drainage issues are addressed. This may include excavating failed areas, and patching (level up) areas to achieve proper drainage and ride quality. After the paving process is completed, excess gravel is removed, and the appropriate stripping and pavement markers are reapplied. The Street Department also mows and performs weed control on 128 areas that are logged and recorded. These sites, which may be as small as a couple hundred square feet up to 75 acres in size, are along roadways, alleys, waterways, fields, and detention ponds. Each fall and spring, the Street Department collects and transports approximately 3,000 cubic yards of leaves picked up from piles placed on the street by local residents. These leaves are composted and are available for sale at the city landfill.

## **What we accomplished in 2018-2019**

- Prepped and seal coated around 190,000 square yards of paved surfaces.
- Repaired pavement/base failures on the final phase of the Friendship Lane mill and overlay project (US 87 S to SH 16 S).
- Continued using the Work Order Management System (WOMS) to track all City fleet repair costs performed at the repair facility.
- Provided Traffic Control for four parades in the center of town, special events, and several large traffic accidents.
- Participated in the City of Fredericksburg "Touch-Truck" event.
- Installed guardrail along S. Milam and S. Orange.
- Reconstructed the low water crossing of Town Creek on N. Edison.
- Replaced deck boards on pedestrian crossing of Town Creek on N. Crockett.

- Installed new traffic control devices on S. Milam (all-way stops) and W. Windcrest (crosswalk improvements).

**What we plan to accomplish in 2019-2020**

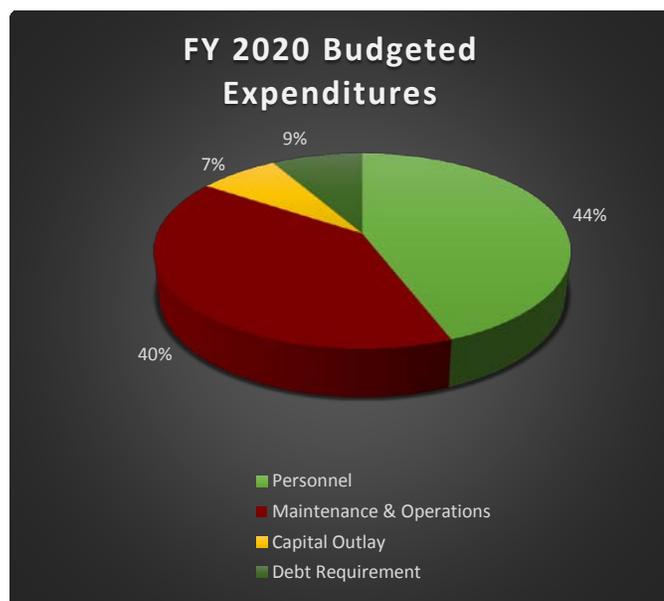
- Prepare and sealcoat 10% of all street surfaces for the paving program.
- Repair and repave Lady Bird Johnson RV Park.
- Crack-seal and patch areas of concern on City streets.
- Restripe roadways and curb lines.
- Install and replace street signs and traffic control devices.
- Continue to provide traffic control for parades, special events, and large traffic accidents.
- Develop a department on-call system to provide better response to emergencies.
- Improve stormwater and vegetation management services by coordinating with new Stormwater/Vegetation Management Program.
- Assist Stormwater/Vegetation Management Program with drainage improvement projects along Beverly Dr. and Industrial Loop.

<b>Street Department</b>				
<b>PERFORMANCE MEASURES</b>	<b>ACTUAL FY 16-17</b>	<b>ACTUAL FY 17-18</b>	<b>ESTIMATED FY 18-19</b>	<b>PROJECTED FY 19-20</b>
New Roads (miles)		.25		
Seal Coated Roads (Miles)square yards	191,000	201,000	190,000	200,000
Chip Seal Repaired (Miles)	12	12	12	12
Man-Hours of General Road Maintenance	10,000+	10,000+	10,000+	10,000+
New Sidewalks, Ramps and Driveways (Feet)	1735 Citywide/603 Main Street	2,100	1,250	2,200
Patch Materials (Tons)	2,300	4,000 Friendship Ln (Ph 1)	4,000 Friendship Ln (Ph 2)	3,500
Replaced Street Sign man hours	1,500	1,600	1,400	1,500
Base Materials (Tons)	3,300/900 Millings	3,500	2,500	3,250
Man-Hours of Drainage Operation and Maintenance including mowing, trimming, tree removal, brush hauling, weed control, leaf pick up	6,500	6,000+	6,000+	3,000

### Street Department

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	805,893	931,814	915,560	1,056,552
Maintenance & Operations	668,022	915,400	820,450	962,750
Capital Outlay	629,114	609,200	573,411	175,000
Debt Requirement	245,781	223,700	223,700	201,137
<b>Total Expenditures</b>	<b>2,348,810</b>	<b>2,680,114</b>	<b>2,533,121</b>	<b>2,395,439</b>

Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Street Department Superintendent	1	1	1	1
Assistant Street Dept. Superintendent	1	1	1	1
Mechanics	3	3	3	3
Equipment Operators	9	9	9	9
<b>Total</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
Fredericksburg**

**STREET DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
01-24-1015-00	Regular Wages - City Attorney	1,748	-	-	-
01-24-1030-00	Regular Wages-Full Time Emp	559,617	643,000	625,300	715,267
01-24-1050-00	Regular Wages-Part Time Emp	1,174	5,000	2,500	3,000
01-24-1060-00	Longevity	12,197	13,500	13,400	13,870
01-24-1070-00	Overtime Wages	15,789	30,000	25,000	27,000
01-24-2020-00	Social Security	43,729	52,900	50,964	58,074
01-24-2030-00	Retirement - Tmrs	58,156	67,414	75,595	115,840
01-24-2040-00	Uniforms And Clothing	7,671	9,500	8,500	8,700
01-24-2060-00	Insurance - Hospitalization	105,811	110,500	114,300	114,800
01-24-2090-00	Professional Org - Personal	398	300	400	500
01-24-2100-00	Prof. Education & Training	655	800	1,100	1,200
01-24-3010-00	Utilities	20,413	22,000	21,000	22,000
01-24-3020-00	Telephone	1,037	1,000	1,200	1,400
01-24-3030-00	Office Supplies & Forms	584	1,000	750	8,000
01-24-3040-00	Postage, Freight, Etc.	-	100	100	100
01-24-3050-00	Ads & Public Notices	628	600	700	750
01-24-3060-00	Protocol & Social	2,591	2,000	2,000	2,000
01-24-3070-00	Travel Expenses	11	1,000	850	900
01-24-3090-00	Books, Periodicals, Etc.	-	200	200	200
01-24-3100-00	Safety	4,443	6,000	6,500	7,500
01-24-3140-00	Contract Professional Services	1,611	10,000	2,000	2,500
01-24-3190-00	Miscellaneous Street Dept.exp.	1,684	1,000	1,200	1,200
01-24-3220-00	Insurance & Bonds	43,391	40,400	37,000	34,800
01-24-4010-00	Communications	4,359	11,400	11,400	11,400
01-24-4020-00	Janitorial/housekeeping	680	1,000	800	1,000
01-24-4030-00	General Property Maintenance	1,184	26,000	1,500	26,000
01-24-4040-00	Small Tools & Equipment	13,061	4,000	4,000	5,000
01-24-4060-00	Office Machines Maintenance	1,461	1,500	1,500	400
01-24-4070-00	Computer/Software Maintenance	16,924	18,600	18,600	20,500
01-24-4240-00	Street Supplies	2,598	6,000	4,500	5,000
01-24-4245-00	Sign Materials	9,132	20,000	25,000	25,000
01-24-4250-00	Street & Bridge Maintenance	17,624	20,000	30,000	20,000
01-24-4251-00	Crack Sealing Maintenance	-	6,000	3,000	5,000
01-24-4255-00	Street Lighting Power	9,611	9,800	10,000	10,000
01-24-4270-00	Street Marking Paint	8,757	5,000	2,500	10,000
01-24-4330-00	Emulsion	113,613	166,000	180,000	250,000
01-24-4340-00	Rock - Grade 5	88,805	125,000	75,000	100,000
01-24-4345-00	Limestone	9,783	30,000	21,000	25,000
01-24-4350-00	Premix - Type 1A	147,482	200,000	200,000	200,000
01-24-4360-00	Shop Materials & Supplies	14,387	12,500	15,000	16,000
01-24-4410-00	Gasoline, Oil, & Lubrication	41,993	47,000	40,000	45,000
01-24-4430-00	Vehicle Maintenance - Trucks	1,398	2,000	750	1,000
01-24-4435-00	Fleet Lease	53,137	69,200	60,400	60,400
01-24-4440-00	Tractor/heavy Equipment Maint.	33,061	45,000	38,000	40,000
01-24-4450-00	Other Equipment Maintenance	1,528	3,000	2,500	3,000
01-24-5110-00	Street Dept Equipment	-	-	8,411	-
01-24-5155-00	Fuel Island	-	3,300	-	-
01-24-5235-00	Dump Truck	1,000	-	-	-
01-24-5461-00	Sunrise Street Extension	25,188	-	-	-
01-24-5464-00	Equipment	5,650	-	-	-
01-24-5465-00	Sidewalks	99,305	50,000	50,000	100,000
01-24-5476-00	Bridge Guardrail Upgrade Prog	24,544	-	-	-
01-24-5477-00	Friendship Lane Rehabilitation	416,927	-	-	-

01-24-5478-00	Relief Route	50,000	-	-	-
01-24-5479-00	Shredder	6,500	-	-	-
01-24-5480-00	Friendship Lane Mill & Overlay	-	550,000	515,000	-
01-24-5481-00	Steam Pressure Washer	-	5,900	-	-
01-24-5483-00	Transportation Bond Project Traffic Study	-	-	-	75,000
01-24-6021-00	Principal - Computer/Software FY 2019	-	1,400	1,400	1,400
01-24-6022-00	Interest - Computer/Software FY 2019	-	100	100	100
01-24-6023-00	Principal - Computer/Software FY 2020	-	-	-	1,250
01-24-6024-00	Interest - Computer/Software FY 2020	-	-	-	20
01-24-6408-00	Principal - Dump Truck	37,457	-	-	-
01-24-6409-00	Interest - Dump Truck	496	-	-	-
01-24-6410-00	Principal - Bobcat	19,346	-	-	-
01-24-6411-00	Interest - Bobcat	256	-	-	-
01-24-6412-00	Principal - Sweeper	71,387	72,100	72,100	-
01-24-6413-00	Interest - Sweeper	1,363	700	700	-
01-24-6414-00	Principal - Asphalt Zipper	18,046	18,300	17,700	-
01-24-6415-00	Interest - Asphalt Zipper	345	200	200	-
01-24-6416-00	Principal - ToolCarrier/Loader	61,395	59,400	59,400	60,700
01-24-6417-00	Interest - Tool Carrier/Loader	-	2,100	2,100	1,100
01-24-6418-00	Principal - Dump Truck FY2018	35,692	34,600	34,600	35,100
01-24-6419-00	Interest - Dump Truck FY2018	-	1,200	1,200	600
01-24-6420-00	Principal-Dump Truck 8YD FY19	-	33,200	34,200	32,400
01-24-6421-00	Interest - Dump Truck 8YD FY19	-	400	-	1,800
01-24-6422-00	Principal-Maintainer	-	-	-	66,667
	<b>Street Dept Expenditures</b>	<b>2,348,810</b>	<b>2,680,114</b>	<b>2,533,121</b>	<b>2,395,439</b>



# The City of Fredericksburg

*Park Department*

# Park Department

## Description

The City of Fredericksburg Parks and Recreation Department maintains 9 parks that encompass approximately 323 acres. These include 1 regional park, 4 community parks, 2 neighborhood parks, and 2 special use parks. The Parks and Recreation Department consists of a Director, a Park Maintenance Superintendent, a Special Events Coordinator, a Recreation Superintendent, 2 Warehouse/Landscape Technicians, a Facilities Maintenance Technician, 7 full-time Park Maintenance Crew members, 1 part-time Gardener, 1 part-time Crew member, 4 part-time Park Attendants, and 15-20 Summer Lifeguards.

## Goals and Objectives

- Provide a system of outstanding parks and open space areas which are responsive to the leisure needs of a growing community and sensitive to the conservation of natural resources.
- Provide recreational facilities, programs, and parks that meet the needs of a diverse population with various levels of ability and skill.
- Provide an equitable geographic distribution of parks and recreational facilities.
- Provide the orderly replacement and/or re-design of aging parks and recreational infrastructure to ensure existing recreational opportunities are not lost.
- Cooperate with the School District, County, and other agencies, as well as community organizations, to provide cost-effective services and optimize benefits to Citizens.
- Provide a comprehensive trail system that meets the needs of Fredericksburg residents.

## What we accomplished in 2018-2019

- Removed old lights and added new lights to Field A at Lady Bird Johnson Municipal Park.
- Added new lights to Field C at Lady Bird Johnson Municipal Park.
- Made infield improvements to Fields at Oakcrest Park, Old Fair Park and Lady Bird Johnson Municipal Park.
- Completed upgrades to restrooms at Oakcrest and Old Fair Parks.
- Began construction on new basketball courts at Old Fair Park.
- Upgraded batting cages at Old Fair Park.
- Added new trail at Fort Martin Scott.
- Added a new trail and three new picnic areas at Cross Mountain Park.
- Continued the third phase of RV Park utility upgrades.
- Coordinated with more than 50 special events held in City parks.
- Conducted two large City special events and supported two other smaller local events.
- Held recreation programs that included S'mores and Stargazing, Nerf Gun Wars, and a Polar Plunge.

### What we plan to accomplish in 2019-2020

- Demolish and build the first of two new restrooms to make ADA complaint at Lady Bird Johnson Park.
- Make improvements to the playground at Old Fair Park including the addition of inclusive equipment.
- Stabilize granite gravel trail at Fort Martin Scott.
- Complete repairs to Town Pool sand filter.
- Replace electrical pedestals at Marktplatz.
- Repaint and make repairs to Oktoberfest Halle, Kinder Halle and the arbors at Marktplatz.
- Replace damaged light poles at Marktplatz.
- Begin some new recreational programming at City Parks.
- Add online reservations for pavilions and buildings at Lady Bird Johnson Park.

	Kinder Halle	Oktoberfest	Adelsverein	Kitchen	Fest Room	Entire	Total
Jan-18	14	0	0	0	0	0	14
Feb-18	0	0	0	0	0	0	0
Mar-18	2	2	2	2	0	0	8
Apr-18	2	0	3	1	0	3	9
May-18	4	0	3	0	0	7	14
Jun-18	6	4	3	2	0	0	15
Jul-18	5	0	3	0	1	0	9
Aug-18	4	0	3	3	2	0	12
Sep-18	1	1	1	1	0	5	9
Oct-18	0	8	8	8	4	15	43
Nov-18	22	2	3	0	0	0	27
Dec-18	30	2	1	1	1	0	35
<b>TOTAL 2018</b>	<b>90</b>	<b>19</b>	<b>30</b>	<b>18</b>	<b>8</b>	<b>30</b>	<b>195</b>

OPEN PAVILION RESERVATIONS													
Pavilion #	Weekend reservations						Weekday reservations						Total
	1	2	3	4	5	Subtotal	1	2	3	4	5	Subtotal	
Jan-18	0	0	0	1	0	1	0	0	0	0	0	0	1
Feb-18	0	0	3	1	1	5	0	0	1	0	0	1	6
Mar-18	1	2	4	3	6	16	0	0	0	1	1	2	18
Apr-18	5	5	7	8	9	34	5	5	6	5	8	29	63
May-18	4	2	7	8	6	27	2	0	4	1	6	13	40
Jun-18	5	6	7	8	8	34	0	0	3	4	4	11	45
Jul-18	4	5	6	6	9	30	8	7	7	8	9	39	69
Aug-18	2	1	3	4	4	14	0	0	2	2	2	6	20
Sep-18	3	2	7	5	6	23	0	0	1	1	1	3	26
Oct-18	2	3	8	4	8	25	0	0	2	0	1	3	28
Nov-18	0	0	1	0	4	5	0	0	0	0	0	0	5
Dec-18	0	0	1	0	0	1	0	0	0	0	0	0	1
<b>TOTAL 2018</b>	<b>26</b>	<b>26</b>	<b>54</b>	<b>48</b>	<b>61</b>	<b>215</b>	<b>15</b>	<b>12</b>	<b>26</b>	<b>22</b>	<b>32</b>	<b>107</b>	<b>322</b>

TATSCH HOUSE					PIONEER PAVILION			
Month	Weekend	Weekday	Total		Month	Weekend	Add on	Total
Jan-18	6	5	11		Jan-18	3	0	3
Feb-18	5	6	11		Feb-18	3	0	3
Mar-18	8	4	12		Mar-18	1	0	1
Apr-18	4	7	11		Apr-18	3	0	3
May-18	8	6	14		May-18	2	0	2
Jun-18	8	8	16		Jun-18	4	0	4
Jul-18	8	11	19		Jul-18	2	0	2
Aug-18	5	0	5		Aug-18	0	0	0
Sep-18	8	3	11		Sep-18	1	0	1
Oct-18	6	1	7		Oct-18	4	0	4
Nov-18	7	0	7		Nov-18	2	0	2
Dec-18	8	9	17		Dec-18	3	0	3
<b>TOTAL 2018</b>	<b>81</b>	<b>60</b>	<b>141</b>		<b>TOTAL 2018</b>	<b>28</b>	<b>0</b>	<b>28</b>

<b>TOWN POOL ATTENDANCE 2018</b>					
May	June	July	August	September	<b>Total</b>
352	1,830	1,744	0	0	3,926

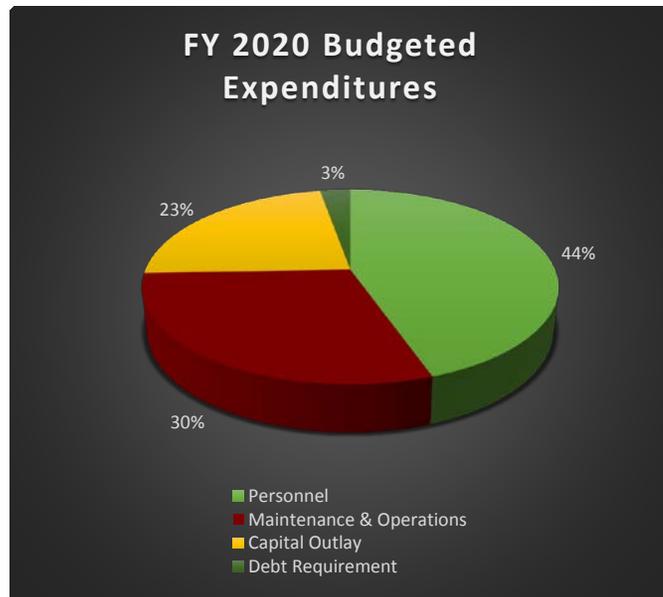
<b>PARK POOL ATTENDANCE 2018</b>					
May	June	July	August	September	<b>Total</b>
972	3,859	4,014	350	0	9,195

<b>LADY BIRD JOHNSON MUNICIPAL RV PARK Monthly Occupancy Report</b>								
<b>Start Date: Jan. 01, 2018</b>					<b>End Date: Dec. 31, 2018</b>			
<b>Month / Year</b>	<b>Monthly Occupancy</b>				<b>Year to Date Occupancy</b>			
	<b>Avail</b>	<b>Occupied</b>	<b>% Occupied</b>	<b>Persons</b>	<b>Avail</b>	<b>Occupied</b>	<b>% Occupied</b>	<b>Persons</b>
Jan-18	2,945	1,508	51.21	1,692	2,945	1,508	51.21	1,692
Feb-18	2,660	1,666	62.63	1,868	5,605	3,174	56.63	3,560
Mar-18	2,945	2,239	76.03	3,149	8,550	5,413	63.31	6,709
Apr-18	2,850	1,679	58.91	2,850	11,400	7,092	62.21	9,559
May-18	2,945	1,007	34.19	1,740	14,345	8,099	56.46	11,299
Jun-18	2,850	684	24.00	1,271	17,195	8,783	51.08	12,570
July-18	2,945	936	31.78	1,524	20,140	9,719	48.26	14,094
Aug-18	2,945	568	19.29	1,030	23,085	10,287	44.56	15,124
Sept-18	2,850	726	25.47	1,054	25,935	11,013	42.46	16,178
Oct-18	2,945	1,349	45.81	1,878	28,880	12,362	42.80	18,056
Nov-18	2,850	1,665	58.42	2,547	31,730	14,027	44.21	20,603
Dec-18	2,945	1,560	52.97	2,189	34,675	15,587	44.95	22,792
<b>Total</b>	<b>34,675</b>	<b>15,587</b>	<b>44.95</b>	<b>22,792</b>	<b>34,675</b>	<b>15,587</b>	<b>44.95</b>	<b>22,792</b>

Park Department

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	949,859	1,071,169	1,071,483	1,135,932
Maintenance & Operations	635,764	740,825	709,305	759,325
Capital Outlay	14,168	559,675	506,171	581,000
Debt Requirement	47,381	70,700	69,400	71,120
<b>Total Expenditures</b>	<b>1,647,172</b>	<b>2,442,369</b>	<b>2,356,359</b>	<b>2,547,377</b>

Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Director of Parks and Recreation	1	1	1	1
Park Manager/Pool Manager	1	1	1	1
Park Maintenance Superintendent	1	1	1	1
Crew Workers	5	6	6	6
Crew Chief	1	1	1	1
Warehouse/Landscape Technician	1	1	1	1
Facilities Maintenance Technician	1	2	2	2
<b>Total</b>	<b>11</b>	<b>13</b>	<b>13</b>	<b>13</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**PARKS DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
01-25-1015-00	Regular Wages - City Attorney	11,363	-	931	-
01-25-1030-00	Regular Wages-full Time Emp.	522,803	606,940	600,000	625,699
01-25-1050-00	Regular Wages - Part Time Emp	165,709	187,200	185,000	192,400
01-25-1060-00	Longevity	6,863	7,600	8,300	8,300
01-25-1070-00	Overtime Wages	18,415	18,000	18,800	18,000
01-25-2020-00	Social Security	55,487	62,710	62,126	64,597
01-25-2030-00	Retirement-tmrs	55,495	62,116	71,427	99,886
01-25-2040-00	Uniforms And Clothing	4,845	5,200	4,700	5,200
01-25-2050-00	Car Allowance	8,484	8,500	8,500	8,500
01-25-2060-00	Insurance-hospitalization	100,395	112,903	111,700	113,350
01-25-2090-00	Professional Org - Personal	850	500	450	500
01-25-2100-00	Prof. Education & Training	2,091	2,000	2,000	2,000
01-25-3010-00	Utilities	211,794	190,000	185,000	190,000
01-25-3020-00	Telephone	1,734	2,000	1,600	1,600
01-25-3030-00	Office Supplies & Forms	1,522	2,200	1,750	2,200
01-25-3040-00	Postage, Freight, Etc.	22	250	125	125
01-25-3050-00	Advertising & Public Notices	1,941	2,200	1,750	2,200
01-25-3060-00	Protocol & Social	2,568	3,500	3,000	3,500
01-25-3070-00	Travel Expenses	142	2,000	1,000	2,000
01-25-3090-00	Books, Periodicals, Etc	179	200	120	200
01-25-3100-00	Safety	1,606	2,400	2,200	2,400
01-25-3140-00	Contract Professional Services	8,517	30,000	25,000	8,000
01-25-3190-00	Miscellaneous Expenses	780	500	500	500
01-25-3214-00	Reserve America Fees Expense	20,656	36,000	35,000	36,000
01-25-3220-00	Insurance & Bonds	19,345	18,800	21,100	25,000
01-25-3280-00	Telephone - Swimming Pools	1,215	1,200	1,200	1,200
01-25-4010-00	Communications	4,576	7,500	11,400	11,400
01-25-4020-00	Janitorial/housekeeping	16,750	17,000	19,500	20,000
01-25-4030-00	General Property Maintenance	8,644	14,000	13,000	14,000
01-25-4040-00	Small Tools & Equipment	23,637	26,000	24,000	26,000
01-25-4060-00	Office Machines Maintenance	757	700	550	700
01-25-4066-00	TV Services	26,082	29,700	25,000	25,000
01-25-4070-00	Computer/Software Maintenance	12,994	5,900	5,900	11,800
01-25-4080-00	Roads & Grounds Maintenance	12,782	32,000	25,000	32,000
01-25-4100-00	Market Square Expenses	36,985	35,000	32,000	35,000
01-25-4110-00	Ft Martin Scott Maintenance	16,033	27,000	29,000	30,000
01-25-4111-00	Ft Martin Scott Souvenirs	1,525	2,500	2,000	4,000
01-25-4180-00	July 4th Fireworks	16,000	20,000	20,000	25,000
01-25-4190-00	Miscellaneous Park Dept. Exp.	985	1,500	1,700	1,700
01-25-4200-00	Pavilion Maintenance	6,665	8,000	8,000	8,000
01-25-4220-00	Refuse Supplies	900	2,000	1,000	1,500
01-25-4230-00	Swimming Pools Expenses	44,942	48,000	47,000	45,000
01-25-4260-00	Sports Facilities Maintenance	14,136	21,000	25,000	25,000
01-25-4261-00	Cost of Goods Sold	42	200	100	100
01-25-4265-00	Playground Maintenance	3,724	4,000	2,500	4,000
01-25-4270-00	General Operations	3,632	6,000	4,500	5,000
01-25-4275-00	Contract Tree Trimming	3,980	4,000	6,960	4,000
01-25-4276-00	Christmas Decorations Repair	12,181	15,000	6,000	7,500
01-25-4277-00	Cross Mountain -Signage/Improv	1,842	-	-	-
01-25-4285-00	Tree Care & Replacement	3,098	-	570	-
01-25-4340-00	Comfort Stations	-	1,200	4,000	1,200
01-25-4410-00	Gasoline, Oil, & Lubrication	20,075	24,000	26,000	26,000
01-25-4430-00	Vehicle Maintenance - Trucks	1,055	3,000	2,500	3,000

01-25-4435-00	Fleet Lease	59,165	83,375	72,000	90,000
01-25-4440-00	Tractor/heavy Equipment Maint.	2,222	2,500	2,200	2,500
01-25-4450-00	Other Equipment Maintenance	3,246	3,000	4,500	4,500
01-25-4544-00	Ft Martin Scott Event Expenses	2,145	3,000	5,630	-
01-25-4545-00	Programming	-	-	-	10,000
01-25-4546-00	Special Events	-	-	-	8,000
01-25-5155-00	Fuel Island	-	1,300	1,171	-
01-25-5521-00	RV Campgrounds Improvements	14,168	15,000	45,000	20,000
01-25-5533-00	LBJ Field A Lights	-	199,500	180,000	-
01-25-5534-00	Oakcrest Field A/B Fence/Upgra	-	68,250	50,000	-
01-25-5535-00	LBJ Field C Lights	-	189,000	175,000	-
01-25-5536-00	LBJ Field A Improvements	-	47,250	27,000	-
01-25-5537-00	OFP Restroom Upgrades	-	18,375	13,000	-
01-25-5538-00	Oakcrest Park Restroom Upgrade	-	21,000	15,000	-
01-25-5539-00	Oakcrest Park Improvements	-	-	-	150,000
01-25-5540-00	RV restroom replacement	-	-	-	240,000
01-25-5541-00	Fort trail stabilization	-	-	-	25,000
01-25-5542-00	Town Pool filter - sand replacement	-	-	-	8,000
01-25-5543-00	MP pedestal replacements	-	-	-	18,000
01-25-5544-00	Oktoberfest repaint/repairs	-	-	-	32,000
01-25-5545-00	Kinder Halle repaint/repairs	-	-	-	32,000
01-25-5546-00	MP arbor repairs/repaint	-	-	-	34,000
01-25-5547-00	MP light pole replacements	-	-	-	22,000
01-25-6021-00	Principal - Computer/Software FY 2019	-	2,400	2,400	2,400
01-25-6022-00	Interest - Computer/Software FY 2019	-	100	100	200
01-25-6023-00	Principal - Computer/Software FY 2020	-	-	-	1,500
01-25-6024-00	Interest - Computer/Software FY 2020	-	-	-	20
01-25-6500-00	Principal - Park Mowers (2)	47,381	45,900	45,900	46,600
01-25-6501-00	Interest - Park Mowers (2)	-	1,600	1,600	800
01-25-6502-00	Principal - Skid Steer	-	10,600	10,700	10,200
01-25-6503-00	Interest - Skid Steer	-	200	-	600
01-25-6504-00	Principal - 5' Deck Mower	-	6,700	5,600	5,300
01-25-6505-00	Interest - 5' Deck Mower	-	100	-	300
01-25-6506-00	Principal - Dump Trailer	-	3,000	3,100	3,000
01-25-6507-00	Interest- Dump Trailer	-	100	-	200
	<b>Parks Dept Expenditures</b>	<b>1,647,172</b>	<b>2,442,369</b>	<b>2,356,359</b>	<b>2,547,377</b>



# The City of Fredericksburg

*Development Services Department*

# Development Services Department

## **Description**

The Development Services Department consists of four divisions, including Planning and Development, Building, Historic Preservation, and Civil Code Enforcement. Department staff consists of the Director of Development Services, Historic Preservation Officer, Development Coordinator, Building Official, Building Inspector and Civil Code Enforcement Officer. The department serves a variety of customers, including builders, developers, contractors, visitors, property owners, STR owners, citizens and other City staff.

## **Planning and Development Division**

The Planning and Development division is responsible for the implementation of the City's zoning ordinance, subdivision ordinance, and other development related ordinances as they pertain to the City's growth and development. The function of the division includes review and approval of a variety of development related plans and ensuring compliance with City ordinances, regulations, and codes. The division's responsibilities include providing public information to applicants and the evaluation of applications for land subdivision, site development, variances, easements, zoning and more. The division also makes recommendations regarding applications to the appropriate Board or Commission and the City Council.

The Planning and Development Division is responsible for guiding the City's long range planning efforts and the implementation of the City's comprehensive plan for future growth and development. This division also provides census and demographic information, in addition to growth and development information to the community for projecting population, building, and development trends and impacts. The comprehensive plan establishes guidelines for growth, future land use, transportation, and parks and recreation needs.

## **Historic Preservation Division**

The Historic Preservation Division is responsible for the implementation of the Historic Preservation Ordinance as it pertains to historic districts and individual landmarks. The function of the division includes the review and approval of Certificates of Appropriateness which are required for all exterior work of designated historic properties. The division also makes recommendations to the Historic Review Board and City Council.

## **Building Division**

The purpose of the building division is to safeguard the public health, safety, and general welfare through compliance with the adopted building codes, to minimize the hazards affiliated with the built environment, and to ensure that a site and/or building is constructed to minimum code

standards. This includes a timely plan review and inspection process, as well as maintaining accurate records of all construction activity. In addition, permitting and inspections are provided for STR's.

### **Civil Code Enforcement**

This division is responsible for enforcement of the City's codes and ordinances in a fair and equitable manner, with the intent of maintaining a safe and aesthetically pleasing community.

### **Goals and Objectives**

- Provide comprehensive solution oriented code enforcement with a fair and positive attitude. Always strive to make the community as clean and safe as possible.
- Provide efficient, timely, accurate, respectful and professional experience for builders, contractors, developers, citizens or other individuals seeking permits and building within the community.
- Ensure that the public health, safety and general welfare is always the highest priority used by staff.
- Utilize the goals and objectives of the comprehensive plan to evaluate planning, development and zoning proposals.
- Provide professional guidance to the development community and the Boards and Commissions.
- Provide professional assistance to the Historic Review Board.

### **In order to meet these goals, we will**

- Continue to support, facilitate and provide plan review and inspection services.
- Provide education for citizens of the community regarding matters such as water conservation, recycling, and maintenance.
- Provide the highest quality customer service to the development community and Citizens.
- Ensure fairness and consistency in interpreting rules and regulations.
- Continue providing the best staff support for the implementation of the Historic Preservation Ordinance.

### **What we accomplished in 2018-2019**

- Several HRB members and the HPO attended training on current historic preservation topics provided by the Texas Historical Commission.
- Updated the historic resource survey of the area beyond existing historic district and expanded the historic district.
- Provided support for Fort Martin Scott Master.
- Provided detailed review and gave recommendation to P&Z on Design Guidelines and Standards for projects within the Entry Corridors.
- Updated our filing system to include digital copies.

- Updated the Development Services Webpage to include all permits and applications currently available.
- Created a catalog to track Building Permits.
- Provided enforcement of the STR Ordinance.
- Worked with STR Helper system to locate, register, permit, and manage all STRs in the City.
- Implemented the ability to accept credit card payments in the field or office for STR application fee collection.
- Implemented online application portals for STR registration and STR complaints onto the City website for improved customer service.
- Provided professional staff support to the Planning and Zoning Commission, Historic Review Board and Board of Adjustment.
- Supported, facilitated and provided inspection services for a variety of commercial and residential projects.
- Provided plan reviews for a variety of commercial and residential projects.
- Provided weekly reports on permits and inspections.
- Provide weekly reports on code enforcement activity.
- Provide daily support to a variety and very high volume of inquiries submitted to the department.
- Implemented an Electronic Permitting Process.
- Started Creating Policies and Procedures within the department.
- Cross-trained for positions within department.
- Adopted two new mixed use zoning districts and a new commercial zoning district.
- Processed the annexation of properties along US Highway 290 E.
- Assisted in the evaluation of a Traffic Impact study in the Post Oak, Live Oak, Windcrest and Smokehouse Road areas.
- Complete the Annexation Agreement and PUD zoning for the Seven Hills Resort and Conference Center.
- Assisted in the adoption of an ordinance pertaining to fee waivers for affordable housing.
- Developed an ordinance amendment requiring a Conditional Use Permit for outdoor music venues.
- Removed money from office.

### **What we plan to accomplish in 2019-2020**

- Change the current Open Space Zoning District.
- Align historic landmark designation process with 2018 state statute.
- Update Historic District Design Guidelines.
- Coordinate the annexation of area along W. Live Oak Street, along with other annexations.
- Move planning files to the company drive.
- Evaluate an update the Subdivision Ordinance pertaining to new design elements and standards.

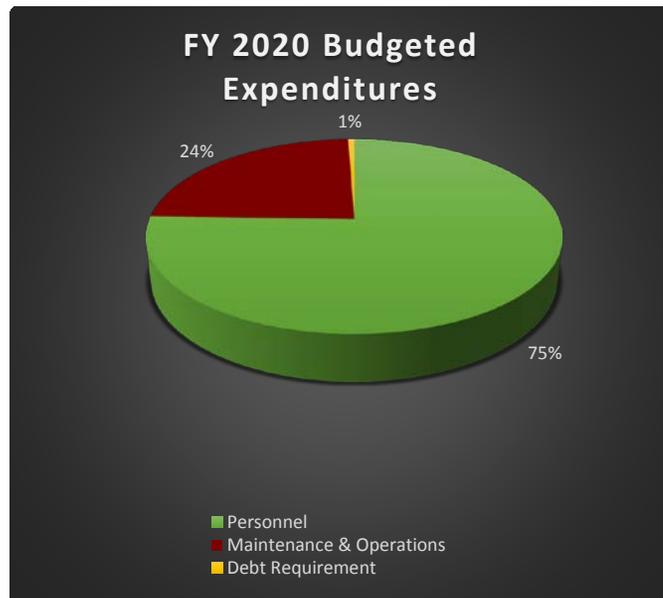
- Evaluate the existing and proposed zoning in the vicinity of Friendship Lane.
- Update various building related codes to 2015 version.
- Continue to support the effort to attract and retain affordable housing.
- Continue to implement and provide updates to the variety of development ordinances.
- Continue to provide the highest quality service to the Boards, Commissions and Council.
- Continue to provide the highest quality support to the Development Review Process.
- Implement new permit system for all development related functions.
- Implement new system for tracking and assessing HOT collections with Finance Dept.
- Streamline the STR process.
- Evaluate all development fees for budget consideration.
- Update wayfinding signs in the Central Business District.

<b>Development Services Department</b>				
<b>PERFORMANCE MEASURES</b>	<b>ACTUAL FY 17-18</b>	<b>PROJECTED FY 18-19</b>	<b>ACTUAL FY 18-19</b>	<b>PROJECTED FY 19-20</b>
Zoning Cases Processed	19	12	20	16
Plats Reviewed	27	25	23	23
Inspections Conducted	1,550	1,700	1,700	1,750
Additions, alterations, accessory building permits issued.	206	145	170	150
Commercial Permits Issued	50	47	57	50
Housing Permits Issued	78	75	72	75
Code Enforcement Cases Addressed	800	850	900	850
Historic – Certificate of Appropriateness	127	140	127	140
Customer Queries(in person/phone)	167,50	16,250	18,300	18,000
Site Plan Cases Processed	20	30	22	20
Board of Adjustment Cases	7	5	4	5

### Development Services

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	511,793	563,117	55,178	610,985
Maintenance & Operations	123,379	209,900	210,300	193,900
Debt Requirement	-	2,600	2,600	4,520
<b>Total Expenditures</b>	<b>635,172</b>	<b>775,617</b>	<b>268,078</b>	<b>809,405</b>

Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Director of Development Services	1	1	1	1
Building Official	1	1	1	1
Building Inspector	1	1	2	2
Development Coordinator	1	1	1	1
Code Enforcement Officer	1	2	1	1
Historic Preservation Planner	1	1	1	1
<b>Total</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**DEVELOPMENT SERVICES DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
01-27-1015-00	Regular Wages - City Attorney	24,475	-	-	-
01-27-1040-00	Regular Wages -Planning & Bldg	363,418	423,700	411,000	442,568
01-27-1060-00	Longevity	1,311	1,700	1,700	2,000
01-27-2020-00	Social Security	26,982	32,543	31,572	34,009
01-27-2030-00	Retirement - TMRS	38,742	41,774	47,007	68,108
01-27-2040-00	Uniforms & Clothing	44	-	-	-
01-27-2050-00	Car Allowance	6,000	6,000	6,000	6,000
01-27-2060-00	Insurance - Hospitalization	50,820	57,400	54,900	58,300
01-27-2090-00	Professional Org - Personal	2,300	9,000	7,500	7,500
01-27-2100-00	Prof Education & Training	4,513	7,500	7,500	7,500
01-27-3020-00	Telephone	341	500	500	500
01-27-3030-00	Office Supplies & Forms	1,639	2,500	2,700	2,700
01-27-3040-00	Postage, Freight, Etc	-	250	250	250
01-27-3050-00	Ads & Public Notices	447	600	750	750
01-27-3060-00	Protocol & Social	2,784	4,000	4,000	4,500
01-27-3070-00	Travel Expenses	5,874	12,000	11,000	11,000
01-27-3090-00	Books, Periodicals, Etc	107	500	500	500
01-27-3130-00	Legal Expenses	10,756	12,000	12,000	20,000
01-27-3131-00	Plat Recording Fees	48	-	8,300	500
01-27-3135-00	Nuisance Abatement	-	4,000	4,000	6,000
01-27-3140-00	Contract Professional Services	16,475	50,500	50,000	14,300
01-27-3213-00	Credit Card/Bank Fees	112	50	300	300
01-27-3220-00	Insurance & Bonds	2,537	2,600	2,100	2,800
01-27-4010-00	Communications	8,561	8,500	8,500	8,500
01-27-4040-00	Small Tools & Equipment	930	10,000	5,000	5,000
01-27-4070-00	Computer/Software Maintenance	41,237	44,000	44,000	39,000
01-27-4410-00	Gasoline, Oil, & Lubrication	1,668	2,000	2,000	2,000
01-27-4430-00	Vehicle Maintenance	144	1,000	1,000	1,000
01-27-4435-00	Fleet Lease	12,906	28,400	28,400	19,300
01-27-4720-00	Historic Building Maintenance	10,000	10,000	10,000	40,000
01-27-6021-00	Principal - Computer/Software FY 2019	-	2,500	2,500	2,500
01-27-6022-00	Interest - Computer/Software FY 2019	-	100	100	200
01-27-6023-00	Principal - Computer/Software FY 2020	-	-	-	1,800
01-27-6024-00	Interest - Computer/Software FY 2020	-	-	-	20
	<b>Development Services Dept Expenditures</b>	<b>635,172</b>	<b>775,617</b>	<b>765,078</b>	<b>809,405</b>



# The City of Fredericksburg

*Health Department*

# Gillespie County Health Division

## Description

The Gillespie County Health Division provides environmental health services to the citizens and visitors of Gillespie County.

## Goals and Objectives

The Gillespie County Health Division is dedicated to preventing illnesses due to environmentally related disease and injury. We monitor and investigate environmental public health problems and serve as a community resource to educate people about environmental public health issues.

## In order to meet this goal, we will

- Perform food service health inspections in accordance with State Law.
- Investigate all health related complaints.
- Provide training and education for food service personnel and general public.
- Perform environmental health inspections for public schools, childcare facilities, and foster homes.
- Perform inspections on municipal pools and playgrounds.
- Conduct plan reviews on new and remodeled facilities.

## What we accomplished in 2018-2019

There were no reported cases of foodborne illness associated with our jurisdiction of inspections.

## What we plan to accomplish in 2019-2020

We will continue to provide environmental health services to the Citizens and visitors of Gillespie County.

### Gillespie County Health Division

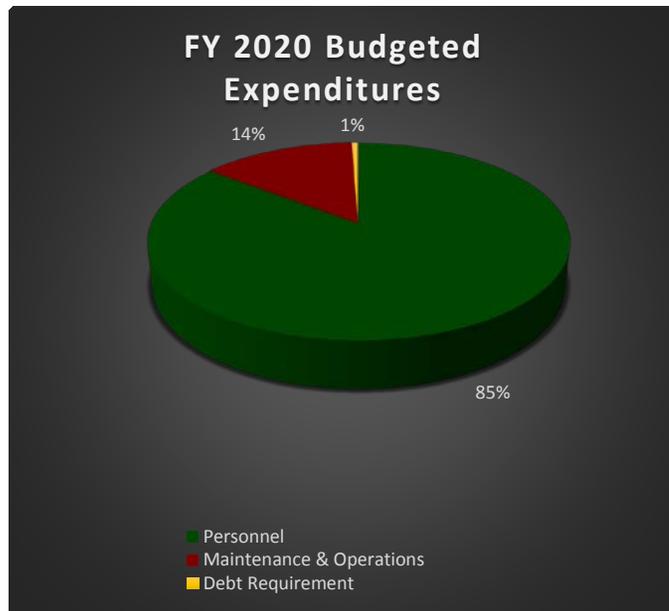
PERFORMANCE MEASURES	ACTUAL FY 16-17*	ACTUAL FY 17-18*	ACTUAL FY 18-19*	PROJECTED FY 19-20
Retail Food Service Inspections	515	476	457	425
Day Care Inspections	10	9	8	7
Foster Home Inspections	6	3	1	2
Independent School District Inspections	3	2	3	3
Retail Health Permits Issued	242	247	255	275
Temporary Health Permits Issued	270	325	338	300
Mobile Food Unit Permits Issued	30	27	33	35

\*indicates actual calendar year statistics

**Health Department**

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	175,111	184,572	183,447	195,819
Maintenance & Operations	19,520	30,175	28,250	32,000
Debt Requirement	-	500	500	1,260
<b>Total Expenditures</b>	<b>194,631</b>	<b>215,247</b>	<b>212,197</b>	<b>229,079</b>

Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Director Gillespie County Health Division	1	1	1	1
Food Safety Inspector	1	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**HEALTH DEPT EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
01-28-1030-00	Regular Wages-Full Time Emp	134,054	140,000	137,600	142,621
01-28-1060-00	Longevity	1,122	1,300	1,300	1,320
01-28-1070-00	Overtime Wages	-	500	-	500
01-28-2020-00	Social Security	9,116	10,848	10,626	11,050
01-28-2030-00	Retirement-TMRS	13,273	13,924	15,821	22,128
01-28-2040-00	Uniforms And Clothing	-	-	100	200
01-28-2060-00	Insurance-Hospitalization	17,547	18,000	18,000	18,000
01-28-2090-00	Professional Org - Personal	350	500	400	500
01-28-2100-00	Prof Education & Training	954	750	700	750
01-28-3010-00	Utilities	1,407	1,500	1,500	1,500
01-28-3020-00	Telephone	341	400	375	400
01-28-3030-00	Office Supplies & Forms	280	575	475	500
01-28-3040-00	Postage, Freight, Etc.	-	400	-	400
01-28-3050-00	Advertising & Public Notices	-	300	-	300
01-28-3060-00	Protocol & Social	176	300	100	250
01-28-3070-00	Travel Expenses	226	1,600	1,500	1,600
01-28-3090-00	Books, Periodicals, Etc	-	100	-	100
01-28-3100-00	Safety	-	100	-	100
01-28-3130-00	Legal Expenses	-	250	200	250
01-28-3140-00	Contract Professional Services	613	450	500	500
01-28-3220-00	Insurance & Bonds	1,379	1,400	1,300	1,100
01-28-4005-00	Health Dept Supplies	231	300	300	300
01-28-4010-00	Communications	2,277	3,300	3,300	3,300
01-28-4030-00	General Property Maintenance	200	400	200	400
01-28-4040-00	Small Tools & Equipment	235	300	300	300
01-28-4070-00	Computer/Software Maintenance	3,235	6,800	6,800	9,000
01-28-4410-00	Gasoline, Oil, & Lubrication	639	600	600	600
01-28-4430-00	Vehicle Maintenance	67	250	100	250
01-28-4435-00	Fleet Lease	6,910	9,600	9,600	9,600
01-28-6021-00	Principal - Computer/Software FY 2019	-	400	400	400
01-28-6022-00	Interest - Computer/Software FY 2019	-	100	100	100
01-28-6023-00	Principal - Computer/Software FY 2020	-	-	-	750
01-28-6024-00	Interest - Computer/Software FY 2020	-	-	-	10
	<b>Health Dept Expenditures</b>	<b>194,631</b>	<b>215,247</b>	<b>212,197</b>	<b>229,079</b>



# The City of Fredericksburg

*Municipal Court*

# Municipal Court

## **Description**

The Fredericksburg Municipal Court is responsible for the adjudication of all Class C misdemeanor offenses cited or filed by the Fredericksburg Police Department, which includes offenses under the Transportation Code, Penal Code, Education Code, Health and Safety Code, Alcoholic Beverage Code, and violations of City ordinances.

The judiciary is made up of a Presiding Judge and Associate Judge. The Judges preside over all initial appearance dockets, show cause dockets, pretrial hearings, bench trials and jury trials. The Judges serve daily as magistrates for individuals arrested by the Fredericksburg Police Department during the week, and additionally perform after-hours and weekend magistrate duties for all Gillespie County law enforcement agencies on a five-week rotation basis.

The Municipal Court Clerk serves as the administrative arm of the Municipal Court. The Clerk's duties include timely and accurate processing of case documents that are filed, responses to requests for information from defendants or members of the public, collection of assessed fines and costs, and efficient docketing of cases.

## **Goals and Objectives**

- To provide equal access to justice for all those who come before the Court.
- To preserve judicial independence.
- To provide excellence in service.
- To maintain the public's trust and confidence in the Court.

## **In order to meet these goals, we will**

- Ensure that Court rules and procedures comply with due process, equal protection, and sound public policy.

## **What we accomplished in 2018-2019**

- Continued progress towards a "paperless" Court.
- Completed the annual staff education requirements, ensuring current knowledge of both law and procedural issues that are applicable to the Court.
- Continued revision of forms to clarify information, making the forms easier to read and understand for the public and allowing the Court to process cases in a more efficient manner.
- Managed the transition and establishment of the new physical location of the Municipal Court.

### What we plan to accomplish in 2019-2020

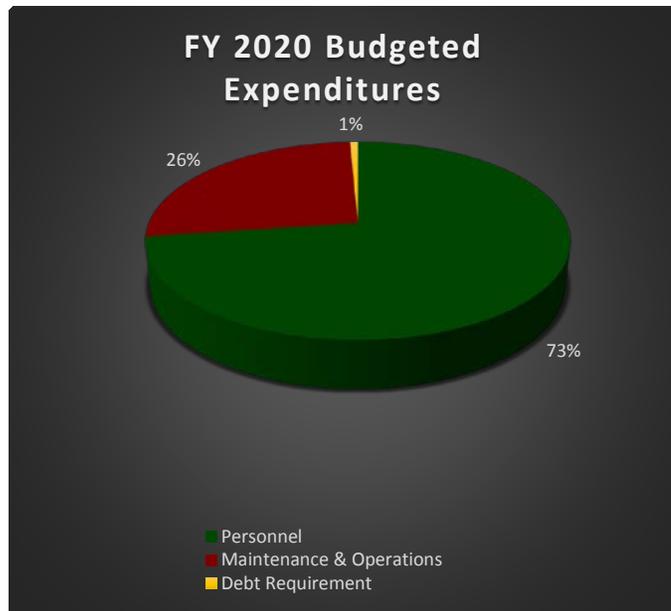
- Ensure that all Court staff continues to meet the annual education requirements.
- Continue public education of the functions of the Municipal Court.
- Continue to identify and resolve any inefficiency in the Court's operations.
- Continue progress towards becoming a paperless Court to save operation costs and reduce environmental impact of the Court.

<b>Municipal Court</b>				
<b>Performance Measures</b>	<b>Actual FY 16-17</b>	<b>Actual FY 17-18</b>	<b>Estimated FY 18- 19</b>	<b>Projected FY 19-20</b>
Traffic Citation Cases Filed	1,019	1,269	1,332	1,300
Penal Code Cases Filed	186	164	258	250
Other State Law Cases Filed	120	66	108	100
City Ordinance Cases Filed	24	81	94	90
Juvenile Cases Filed	45	32	44	45
<b>Total Cases Filed</b>	<b>1,394</b>	<b>1,612</b>	<b>1,836</b>	<b>1,850</b>
Arrest Warrants Issued	291	209	293	300
Capias Pro Fine Warrants Issued	206	68	13	100
Search Warrants Issued	5	1	0	5
Magistrate Warnings given	594	491	495	500
Emergency Mental Health Hearings held	18	22	16	20
Show Cause and other Required Hearings held	425	301	125	150
<b>Total Fines/Costs Collected</b>	<b>\$187,056</b>	<b>\$194,523</b>	<b>\$230,107</b>	<b>\$ 230,000</b>
Fines/Costs Collected Kept by City	\$116,719	\$119,234	\$144,599	\$ 145,000
Fines/Costs Collected remitted to State	\$70,329	\$75,282	\$85,501	\$ 85,000

### Municipal Court

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	132,811	128,437	131,376	139,338
Maintenance & Operations	46,627	108,655	96,000	50,600
Debt Requirement	-	500	500	1,360
<b>Total Expenditures</b>	<b>179,438</b>	<b>237,592</b>	<b>227,876</b>	<b>191,298</b>

Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Municipal Judge	1	1	1	1
Municipal Court Clerk	1	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**MUNICIPAL COURT DEPT EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Requested</b>
01-29-1015-00	Regular Wages - City Attorney	4,371	-	-	-
01-29-1020-00	Regular Wages-Mun Judge & Clerk	95,241	98,400	95,500	100,108
01-29-1050-00	Part Time Wages	4,886	3,000	7,500	6,000
01-29-1060-00	Longevity	928	100	100	225
01-29-1070-00	Overtime Wages	-	-	-	-
01-29-2020-00	Social Security	7,973	7,765	7,887	8,134
01-29-2030-00	Retirement - TMRS	9,855	9,672	10,889	15,371
01-29-2060-00	Insurance - Hospitalization	9,559	9,500	9,500	9,500
01-29-2090-00	Professional Org - Personal	405	400	400	400
01-29-2100-00	Prof Education & Training	319	800	800	800
01-29-3010-00	Utilities	-	-	1,000	2,500
01-29-3020-00	Telephone	-	-	100	300
01-29-3030-00	Office Supplies & Forms	1,805	1,700	2,000	2,000
01-29-3040-00	Postage, Freight, Etc	1,429	2,700	2,700	2,700
01-29-3050-00	Ads & Public Notices	119	200	200	200
01-29-3060-00	Protocol & Social	625	200	200	200
01-29-3070-00	Travel Expenses	363	1,200	1,200	1,200
01-29-3090-00	Books, Periodicals, Etc	10	300	200	200
01-29-3100-00	Safety	-	400	400	400
01-29-3140-00	Contract Professional Services	808	1,100	300	300
01-29-3190-00	Misc Municipal Court Expenses	-	200	1,500	1,500
01-29-3220-00	Insurance & Bonds	562	600	300	300
01-29-3273-00	Municipal Court Office Lease	5,912	17,455	20,700	20,600
01-29-3278-00	City Contr Mun Court Info Sys	24,110	22,000	1,000	-
01-29-4010-00	Communications Expense	-	-	300	300
01-29-4030-00	General Property Maintenance	6,512	42,300	46,000	-
01-29-4040-00	Small Tools & Equipment	3	700	200	200
01-29-4060-00	Office Machines Maintenance	-	-	100	100
01-29-4065-00	Office Equipment Rental	596	700	700	700
01-29-4070-00	Computer/Software Maintenance	3,050	15,700	15,700	15,700
01-29-6021-00	Principal - Computer/Software FY 2019	-	400	400	400
01-29-6022-00	Interest - Computer/Software FY 2019	-	100	100	100
01-29-6023-00	Principal - Computer/Software FY 2020	-	-	-	850
01-29-6024-00	Interest - Computer/Software FY 2020	-	-	-	10
	<b>Municipal Court Dept Expenditures</b>	<b>179,438</b>	<b>237,592</b>	<b>227,876</b>	<b>191,298</b>



# The City of Fredericksburg

*Engineering Department*

# Engineering Department

## Description

The Engineering Department serves as the technical advisor and supervisor for the Department of Public Works. The vision of the department is to ensure safe and efficient roadways and infrastructure to serve the needs of the citizens of the City.

## Services Provided

- Management of the entire Public Works budget.
- Development and administration of Public Works related ordinances, policies, and procedures.
- Development and administration of the Capital Improvement Plan (CIP).
- Construction management and inspection of all Public Works capital and land development projects.
- Interaction with Citizens for all Public Works departments.
- Development, operation, and maintenance of the City's Geographic Information System (GIS).
- Administration of permitting activities for State and Federal regulatory agencies.
- Administration of Floodplain areas.
- Provide survey and engineering support as needed for all City departments and projects.
- Review of all site plans, plats, construction plans, drainage studies, and Public Works engineering projects.

## Goals and Objectives

- Provide safe and efficient operation of the Public Works Department to support the citizens of the City.
- Provide technical assistance to the Mayor, City Council, City staff, and the Citizens of Fredericksburg in engineering-related matters.

## What we accomplished in 2018-2019

- Designed and project management of construction of sidewalk improvement projects throughout the City as part of the Sidewalk Improvement Program.
- Designed and oversaw rehabilitation of Friendship Lane from SH 16S to US 87S.
- Coordinated a traffic study of the W. Windcrest area that led to traffic control improvements.
- Continued to coordinate with TxDOT and Gillespie County on Relief Route Corridor Study.
- Oversaw design of new Electric Dept. building at Consolidated Warehouse.
- Oversaw airspace survey and design of new cell at City Landfill.
- Adoption of revised drainage utility fees and implementation of new Stormwater Vegetation Management program.

- Oversaw design of water transmission main, pump station and storage tank on HWY 290 East.
- Installation of wastewater utility within W. Windcrest to decommission the Windcrest Lift Station.
- Oversaw replacement of water meter system.
- Completed design of water and wastewater utilities for The Beginning Subdivision.
- Oversaw Water and Wastewater Rate Study update.
- Oversaw Water and Wastewater Impact Fee update.
- Oversaw construction of San Antonio Road Sanitary Sewer Pipe Bursting Project.
- Updated GIS database to reflect completed Public Works projects and subdivisions.

### **What we plan to accomplish in 2019-2020**

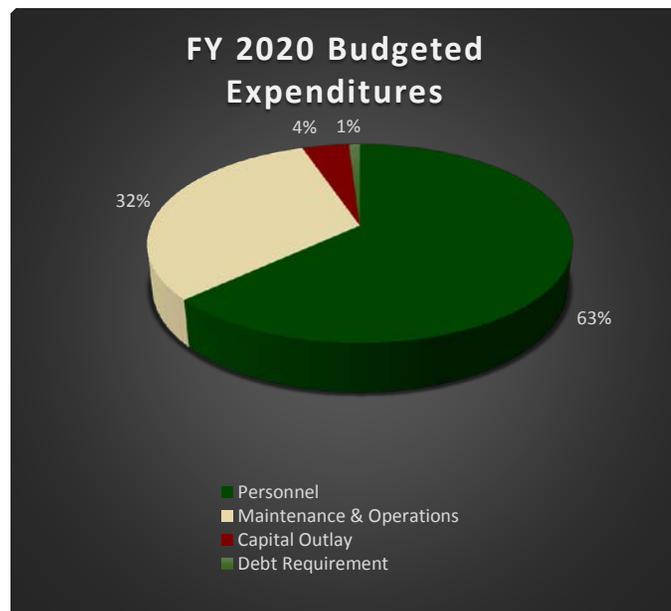
- Provide project management services for Electric Dept. building construction.
- Continue design and construction of city-wide sidewalk improvement program.
- Provide project management services for construction of water transmission main, pump station and storage tank on HWY 290 East.
- Design of wastewater utility for HWY 290 East Annexation.
- Improve Capital Improvement Plan (CIP).
- Oversee design and construction of various drainage improvement projects to be completed by Stormwater Vegetation Management Dept.
- Provide project management services for the construction of the Water Tank, 290 East Water Line, and Knauth Pump Station Projects.
- Provide project management services for the design and construction of the Green Meadows Lift Station Project.
- Provide project management services for the Bell Street Water Line Project.
- Provide project management services for the Sensus water meter customer portal.

<b>Engineering Department</b>					
<i>PERFORMANCE MEASURES</i>	<i>ACTUAL FY 16-17</i>	<i>ACTUAL FY 17-18</i>	<i>ESTIMATED FY 18-19</i>	<i>GOAL FY 19-20</i>	<i>GOAL 19-20 NOTES</i>
Construction Plans Reviewed	15	12	14	15	Water Utility Bond Projects (3), Landfill Cell #8, Annual Sidewalk Improvements, Annual Paving Program; Green Meadows Lift Station, Bell Street Water Line
# of Active CIP's	8	10	14	8	Water Utility Bond Projects (3), Landfill Cell #8, Annual Sidewalk Improvements, Annual Paving Program; Green Meadows Lift Station, Bell Street Water Line
CIP Design Contracts Initiated	5	8	9	8	Water Utility Bond Projects (3), Landfill Cell #8, Annual Sidewalk Improvements, Annual Paving Program; Green Meadows Lift Station, Bell Street Water Line
CIP Design Contracts Completed	5	8	12	8	Water Utility Bond Projects (3), Landfill Cell #8, Annual Sidewalk Improvements, Annual Paving Program; Green Meadows Lift Station, Bell Street Water Line
CIP Projects Constructed	5	6	8	8	Water Utility Bond Projects (3), Landfill Cell #8, Annual Sidewalk Improvements, Annual Paving Program; Green Meadows Lift Station, Bell Street Water Line
Design Contracts Completed on Schedule	5	8	9	8	Water Utility Bond Projects (3), Landfill Cell #8, Annual Sidewalk Improvements, Annual Paving Program; Green Meadows Lift Station, Bell Street Water Line
Project Designs (under/over) Budget	5/0	8/0	9/0	6/0	Sidewalk Improv., TxDOT Relief Route Study, Annual Paving Project, Traffic Impact Study, Green Meadows LS, Bell Street Water Line
Project Construction (under/over) Budget	5/0	6/0	8/0	6/0	Water Utility Bond Projects (3), Landfill Cell #8, Annual Sidewalk Improvements, Annual Paving Program; Green Meadows Lift Station, Bell Street Water Line

### Engineering Department

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	160,721	180,349	162,233	166,643
Maintenance & Operations	51,027	57,500	59,500	83,400
Capital Outlay	34,673	11,000	11,000	11,200
Debt Requirement	-	-	-	2,600
<b>Total Expenditures</b>	<b>246,421</b>	<b>248,849</b>	<b>232,733</b>	<b>263,843</b>

Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Director of Public Works and Utilities	1	1	1	1
Assistant Director of Public Works and Utilities	1	1	1	1
Assistant City Engineer	1	1	1	1
Engineering Technician / Staff Engineer	1	1	1	1
Construction Inspector/Safety Officer	1	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**ENGINEERING DEPT EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2018</b> <b>Actual</b>	<b>2019</b> <b>Adopted</b>	<b>2019</b> <b>Projected</b>	<b>2020</b> <b>Adopted</b>
01-30-1035-00	Regular Wages - Engineering	122,374	126,900	123,100	125,100
01-30-1050-00	Regular Wages - Part Time Emp	-	1,000	500	1,000
01-30-1060-00	Longevity	861	700	600	670
01-30-1070-00	Overtime Wages	193	1,000	-	-
01-30-2020-00	Social Security	8,960	9,914	9,501	9,698
01-30-2030-00	Retirement - TMRS	12,120	12,629	14,089	19,268
01-30-2060-00	Insurance - Hospitalization	14,765	14,500	14,100	14,100
01-30-2090-00	Professional Org - Personal	407	500	600	500
01-30-2100-00	Prof Education & Training	4,221	4,000	2,000	3,500
01-30-3030-00	Office Supplies & Forms	460	400	400	400
01-30-3040-00	Postage, Freight, Etc	-	200	100	200
01-30-3050-00	Ads & Public Notices	355	500	500	500
01-30-3060-00	Protocol & Social	918	500	500	500
01-30-3070-00	Travel Expenses	540	1,000	750	1,000
01-30-3080-00	Prof Org & Assoc - City	-	500	300	500
01-30-3090-00	Books, Periodicals, Etc	-	200	200	200
01-30-3100-00	Safety	352	450	300	450
01-30-3140-00	Contract Professional Services	237	15,000	15,000	5,000
01-30-3220-00	Insurance & Bonds	2,332	2,400	1,500	1,100
01-30-4010-00	Communications	7,398	9,000	9,000	9,000
01-30-4040-00	Small Tools & Equipment	1,487	1,000	1,000	1,000
01-30-4060-00	Office Machines Maintenance	2,922	2,000	1,000	1,500
01-30-4067-00	Storage Rental Fee	2,910	3,250	3,250	3,300
01-30-4070-00	Computer/Software Maintenance	17,297	25,300	19,000	24,800
01-30-4300-00	Engineering Supplies & Exp	-	500	200	250
01-30-4410-00	Gasoline, Oil & Lubrication	1,840	2,000	2,000	2,000
01-30-4430-00	Vehicle Maintenance	14	-	50	-
01-30-4435-00	Fleet Lease	14,658	14,700	14,700	14,700
01-30-5100-00	Update Aerial Photos	10,981	11,000	-	22,000
01-30-5155-00	Fuel Island	-	200	-	-
01-30-6021-00	Principal - Computer/Software FY 2019	-	2,500	2,500	2,500
01-30-6022-00	Interest - Computer/Software FY 2019	-	100	100	200
01-30-6023-00	Principal - Computer/Software FY 2020	-	-	-	850
01-30-6024-00	Interest - Computer/Software FY 2020	-	-	-	10
	<b>Engineering Dept Expenditures</b>	<b>228,600</b>	<b>263,843</b>	<b>236,841</b>	<b>265,796</b>



# The City of Fredericksburg

*Electric Fund*

# Electric Fund

## **Description**

The City of Fredericksburg owns and operates its own electricity distribution system. The Electric Department is responsible for management and maintenance of the Electric Distribution System including over 93 miles of overhead and 8 miles of underground distribution line, all metering equipment (5,600 meters); capacitor banks; switches; circuit breakers; 8 circuits of 7,200 volt 3-phase power lines; the City's fiber optic network; construction of all new distribution lines within the City and the replacement and installation of poles and transformers.

## **Goals and Objectives**

- Provide the most efficient electric service at the least cost to the rate payers.
- Integrate and demonstrate the department's core values into everyday activities.
- Utilize fiscal resources prudently.
- Have no Loss Time accidents.

## **In order to meet this goal, we will**

- Conduct activities with the highest integrity and intensions.

## **What we accomplished in 2018-2019**

- Braunbach Granite upgrade of service – 520 S. Adams
- Century 21 – 609 N. Llano
- Ambleside – 810 S. Bowie
- New Restaurant – 319 E. Main
- Chicken Express – 1125 S. Hwy 16
- Gillespie County Fair Grounds Upgrade service – 530 Fair Drive
- Herbort Auto/New Strip Center - 108 S. Lincoln
- Collins Town Homes – 807 E. Highway
- First United Bank – 1104 Hwy 16 S.
- Upgrade Electric LBJ Park Camp Grounds

## **What we plan to accomplish in 2019-2020**

- Complete Upgrade Electric LBJ Park Camp Grounds
- Extend NI- 80 Circuit – W. Main
- Convention Center – 1413 N. Hwy 87
- Guadalupe Bank – 804 S. Adams

- Ford Town Homes – 700 E. Highway
- Turner Hall – 103 W. Travis
- The Emigrant – 341 E. Main
- Fredericksburg Hotel – 108 E. Ufer
- Gillespie County Maintenance Building – 95 Frederick
- Starbucks – 1426 E. Main

<b>Electric Department</b>				
<b>PERFORMANCE MEASURES</b>	<b>ACTUAL FY 16-17</b>	<b>ACTUAL FY 17-18</b>	<b>ESTIMATED FY 18-19</b>	<b>PROJECTED FY 19-20</b>
Led lights changed out	132	243	219	225
Substation breakers replaced	1	0	1	1
Loss time accidents	0	0	0	
Solar installations	1	2	5	

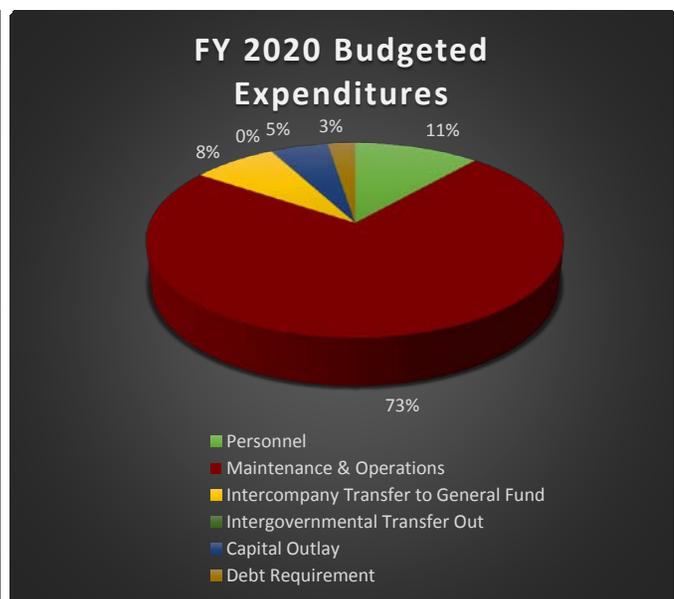
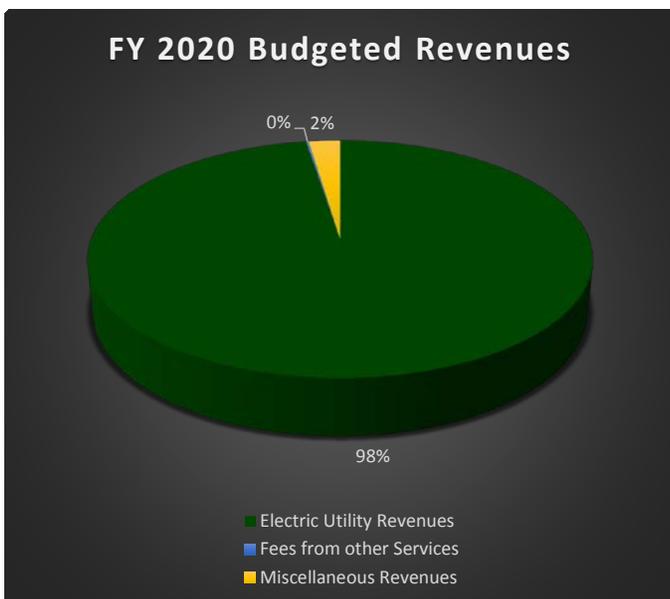
Electric Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Electric Utility Revenues	11,830,861	11,762,900	11,648,500	11,761,500
Fees from other Services	31,254	24,000	29,000	30,000
Miscellaneous Revenues	314,524	282,700	457,750	286,200
<b>Total Revenues</b>	<b>12,176,639</b>	<b>12,069,600</b>	<b>12,135,250</b>	<b>12,077,700</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	1,236,581	1,342,147	1,307,581	1,445,396
Maintenance & Operations	9,457,795	9,031,350	9,114,415	9,160,800
Intercompany Transfer to General Fund	974,100	965,568	970,820	966,216
Intergovernmental Transfer Out	14,487	12,916	10,804	14,761
Capital Outlay	170,603	396,823	516,000	661,000
Debt Requirement	-	849,000	5,100	314,950
<b>Total Expenditures</b>	<b>11,853,566</b>	<b>12,597,804</b>	<b>11,924,720</b>	<b>12,563,123</b>

<b>Electric Fund Excess (Deficit)</b>	<b>323,074</b>	<b>(528,204)</b>	<b>210,530</b>	<b>(485,423)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Electric Department Superintendent	1	1	1	1
Assistant Electric Department Superintendent	1	1	1	1
Line Technician	4	3	3	2
Lineman Apprentice	-	-	-	1
Lineman Helper	1	2	2	2
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**ELECTRIC FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
02-00-4101-00	Residential Sales	4,867,999	4,826,900	4,786,000	4,886,000
02-00-4102-00	Commercial Sales	6,774,976	6,748,700	6,687,000	6,700,000
02-00-4104-00	Public Streets & Hwy Lights	30,029	31,300	25,500	25,500
02-00-4106-00	Security Lights	83,804	86,000	80,000	80,000
02-00-4110-00	Forfeited Discounts	74,055	70,000	70,000	70,000
02-00-4114-00	Temporary Fee	3,975	2,000	3,000	3,000
02-00-4115-00	Transformer Fee	11,400	9,000	9,000	9,000
02-00-4125-00	Electric Permits & Inspections	15,879	13,000	17,000	18,000
02-00-4140-00	Fiber Optic Lease	37,676	38,000	38,000	38,000
02-00-4150-00	Interest Income	17,437	14,500	32,000	18,000
02-00-4165-00	Miscellaneous Elect Revenue	188,386	175,000	333,000	175,000
02-00-4170-00	Christmas Lights	1,160	1,200	750	1,200
02-00-4179-00	Debt Proceeds - Golf Course	53,921	54,000	54,000	54,000
02-00-4181-00	Proceeds -Sale of Fixed Assets	13,050	-	-	-
02-00-4182-00	Insurance Proceeds Revenue	2,894	-	-	-
	<b>Electric Fund Revenues</b>	<b>12,176,639</b>	<b>12,069,600</b>	<b>12,135,250</b>	<b>12,077,700</b>

**ELECTRIC FUND EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
02-21-1015-00	Regular Wages - City Attorney	1,532	-	-	-
02-21-1030-00	Regular Wages-Full Time Emp	870,727	959,160	925,000	993,715
02-21-1060-00	Longevity	10,490	8,800	8,600	8,950
02-21-1070-00	Overtime & Stand-by Wages	65,813	60,000	60,000	60,000
02-21-2020-00	Social Security	69,409	78,639	76,010	81,294
02-21-2030-00	Retirement-TMRS	94,012	100,946	113,171	162,800
02-21-2040-00	Uniforms & Clothing	4,025	4,500	4,500	4,500
02-21-2050-00	Car Allowance	9,003	9,000	9,000	9,000
02-21-2060-00	Insurance-Hospitalization	111,570	121,102	111,300	125,137
02-21-2090-00	Professional Org - Personal	753	800	800	800
02-21-2100-00	Prof Education & Training	3,720	12,000	8,000	12,000
02-21-2206-00	Customer Collections & Records	557	2,000	500	500
02-21-3010-00	Utilities	14,645	14,000	14,500	14,500
02-21-3020-00	Telephone	3,355	3,100	7,500	3,400
02-21-3030-00	Office Supplies & Forms	6,548	6,500	7,800	6,500
02-21-3040-00	Postage, Freight, Etc	12,456	12,000	15,400	12,500
02-21-3050-00	Advertising & Public Notices	1,240	1,000	1,500	1,200
02-21-3060-00	Protocol & Social	12,107	12,000	4,700	12,000
02-21-3070-00	Travel Expenses	4,434	10,000	8,500	10,000
02-21-3080-00	Prof Org & Assoc - City	10,222	7,500	10,600	10,000
02-21-3090-00	Books Periodicals, Etc	84	-	25	100
02-21-3100-00	Safety	7,995	8,000	8,200	8,200
02-21-3120-00	Audit Expenses	4,700	7,200	6,200	6,500
02-21-3130-00	Legal Expenses	163	1,000	-	-
02-21-3140-00	Contract Prof Services	27,092	45,000	42,500	45,000
02-21-3160-00	Economic, Ind & Bus Dev	56,000	56,000	56,000	56,000
02-21-3190-00	Miscellaneous Elect Dept Exp	7,254	10,000	3,000	10,000
02-21-3200-00	Uncollectible Accounts	18,745	19,000	8,600	8,600
02-21-3203-00	Bad Debt Recovery	(2,721)	(8,500)	(3,500)	(3,500)
02-21-3213-00	Bank Fees	4,273	5,000	3,000	3,000
02-21-3220-00	Insurance & Bonds	12,289	12,400	15,100	12,300
02-21-3250-00	In Lieu Of Taxes	974,100	965,568	970,820	966,216
02-21-3274-00	City Contribution - Dispatch	14,487	12,916	10,804	14,761
02-21-4010-00	Communications	16,010	13,500	13,800	13,800
02-21-4020-00	Janitorial/Housekeeping	5,174	3,500	4,500	4,500
02-21-4030-00	General Property Maintenance	14,260	20,000	12,000	20,000
02-21-4032-00	Satellite TV Service	759	550	650	650
02-21-4040-00	Small Tools & Equipment	20,012	20,000	23,140	25,450
02-21-4041-00	Tool Repair	129	1,500	600	1,500
02-21-4060-00	Office Equipment Maintenance	4,316	5,000	3,000	5,000
02-21-4065-00	Office Equipment Rental	4,747	5,600	3,500	5,600
02-21-4070-00	Computer/Software Maintenance	62,974	55,200	55,200	95,500
02-21-4230-00	Street Light Maintenance	8,192	5,500	10,000	5,500
02-21-4239-00	Street Lighting Power	30,041	31,500	26,500	26,500
02-21-4240-00	Power Purchases	7,282,061	6,900,000	7,000,000	7,000,000
02-21-4241-00	Transmission Provider Fees	1,525,103	1,524,000	1,524,000	1,524,000
02-21-4251-00	Inventory Shrinkage	4,561	500	500	500
02-21-4264-00	SCADA Maintenance	-	1,500	1,500	1,500
02-21-4270-00	Contract Tree Trimming	74,800	-	100	-
02-21-4280-00	Meter Maintenance & Expenses	28,298	16,000	16,000	16,000
02-21-4290-00	Transformer Maintenance	56,353	50,000	50,000	50,000
02-21-4300-00	Underground Line Maintenance	17,025	15,000	14,000	15,000
02-21-4310-00	Overhead Line Maintenance	25,246	20,000	24,000	20,000
02-21-4312-00	Christmas Lights	1,786	14,500	8,500	3,000
02-21-4330-00	Maint Of Station Equipment	2,550	1,000	1,000	1,000
02-21-4362-00	Fiber Optic Network Maint	2,429	-	-	-
02-21-4364-00	Pole Maintenance	13,743	11,000	11,000	11,000
02-21-4375-00	Fiber Optic Network Maint	1,149	1,200	-	1,200
02-21-4376-00	Meter Data Mgt System Maint	6,525	24,300	40,000	29,500

02-21-4410-00	Gasoline, Oil, & Lubrication	13,074	13,000	10,500	13,000
02-21-4430-00	Vehicle Maintenance - Trucks	14,695	29,000	29,000	29,000
02-21-4435-00	Fleet Lease	15,874	12,500	12,500	12,500
02-21-5155-00	Fuel Island	-	1,100	1,000	-
02-21-5210-00	Inventory Purchases	(28,019)	175,000	175,000	175,000
02-21-5240-00	Meters	8,093	5,000	11,000	11,000
02-21-5250-00	Transformers	51,676	40,000	40,000	40,000
02-21-5265-00	Other Equipment	8,551	10,000	10,000	-
02-21-5275-00	Electric Department Building	-	-	135,000	45,000
02-21-5364-00	Pole, Towers, & Fixtures	8,862	-	12,000	-
02-21-5365-00	Overhead Conductors & Devices	23,950	-	8,000	-
02-21-5366-00	Underground Conduit	2,975	-	3,000	-
02-21-5367-00	Underground Conductors	12,713	-	13,000	-
02-21-5373-00	Street Lighting & Signal Sys	46,802	40,000	41,000	40,000
02-21-5380-00	Meter Data Management System	35,000	35,723	37,000	-
02-21-5381-00	Sandcastle URG Rehab	-	35,000	-	35,000
02-21-5382-00	Replace Substation Breakers	-	20,000	30,000	20,000
02-21-5383-00	Light at Main & Washington	-	35,000	-	35,000
02-21-5286-00	Boom Truck	-	-	-	35,000
02-21-5287-00	Main Street Decorative Lighting	-	-	-	225,000
02-21-6021-00	Principal - Computer/Software FY 2019	-	5,000	5,000	5,000
02-21-6022-00	Interest - Computer/Software FY 2019	-	100	100	300
02-21-6023-00	Principal - Computer/Software FY 2020	-	-	-	3,000
02-21-6024-00	Interest - Computer/Software FY 2020	-	-	-	30
02-21-6203-00	Principal - Electric Warehouse	-	833,400	-	230,000
02-21-6204-00	Interest - Electric Warehouse	-	10,500	-	76,620
	<b>Electric Fund Expenditures</b>	<b>11,853,566</b>	<b>12,597,804</b>	<b>11,924,720</b>	<b>12,563,123</b>
	<b>Electric Fund Excess (Deficit)</b>	<b>323,074</b>	<b>(528,204)</b>	<b>210,530</b>	<b>(485,423)</b>

\* City will use prior year fund balance to fund the estimated deficit



# The City of Fredericksburg

*Water Fund*

# Water Fund

## **Description**

The Water/Wastewater Department delivers the best quality of service possible for the citizens and guests of Fredericksburg.

## **Goals and Objectives**

- To maintain the water and wastewater distribution and collection systems.
- To provide the best product and customer service possible to the citizens and guests of Fredericksburg.

## **In order to meet this goal, we will**

Work closely with Management and other departments to achieve the tasks handed to us in a professional and timely manner.

## **What we accomplished in 2018-2019**

- Finished work on water and sewer lines at LBJ RV Park.
- Finished up meter change out with contractors.
- Installed sewer line off Eagle St.
- Continued water quality sampling as required by T.C.E.Q.

## **What we plan to accomplish in 2019-2020**

- Install new water line for Electric building.
- Start work on 12" water line on Bell St.
- Start valve and hydrant maintenance program.
- Decommission of two lift stations.
- Replace Green Meadow lift station.

<b>Water Department</b>					
	PERFORMANCE MEASURES	ACTUAL FY16-17	ACTUAL FY 17-18	ESTIMATED FY 18-19	PROJECTED FY 19-20
Construction, Maintenance, & Repair	Water Taps Installed	7	10	12	10
	Number of Customer Service Calls	250	300	355	514
	Number of Water Leaks Repaired	32	35	21	25
	% of Water Main Leaks Responded to within 24 Hours	100	100	100	100
	Line Locates, Spotted, and Marked	700	800	636	1393
	Linear Footage of Water Main Replaced	0	1000	500	300
	Linear Footage of New Water Mains Constructed In-House	0	1000	1200	900
	Number of New Fire Hydrants Installed	0	0	10	3
	Number of Fire Hydrants Replaced	3	3	2	2
	Number of Fire Hydrant Repaired	5	5	1	2
	Total Number of Fire Hydrants	600	625	675	735
Water Treatment	Average Daily Ground Water Distributed (MG)	1.95	2.0	2.2	2.25
	Peak Day (MGD)	5.00	5.00	4.3	4.5
	Lowest Safe Operating Capacity (MGD)	0.5	0.5	0.5	1.0
Waste Water	Average Daily Wastewater Treatment (MG)	1.144	1.150	1.175	1.172
	Number of Sanitary Sewer Overflows	0	0	1	0
	% of Sanitary Sewer Overflow Calls Responded to Within 24 hours	N/A	N/A	100	N/A
	Customer Service Calls	N/A	N/A	N/A	N/A
	% of Customer Service Calls Responded to Within 24 hours	100	100	100	100
	Footage of Collection Lines Inspected	500	1000	1200	900
	Footage of Collection Lines Cleaned			8328	14325
	Wastewater Treated (MG)	417.5	419.75	418.1	428.05
	Average Daily Effluent Water	0.709	0.700	0.468	.734
	Bio-Solids Produced (Cu. Yds.)	2,760	2,840	2536	2664

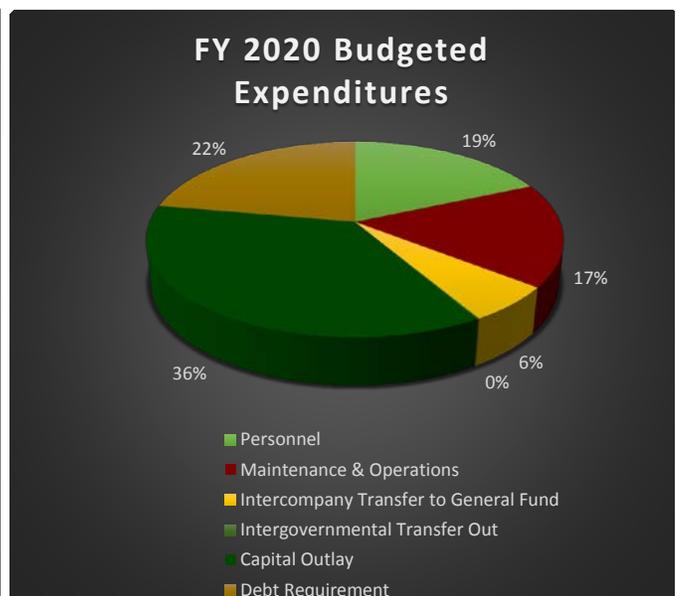
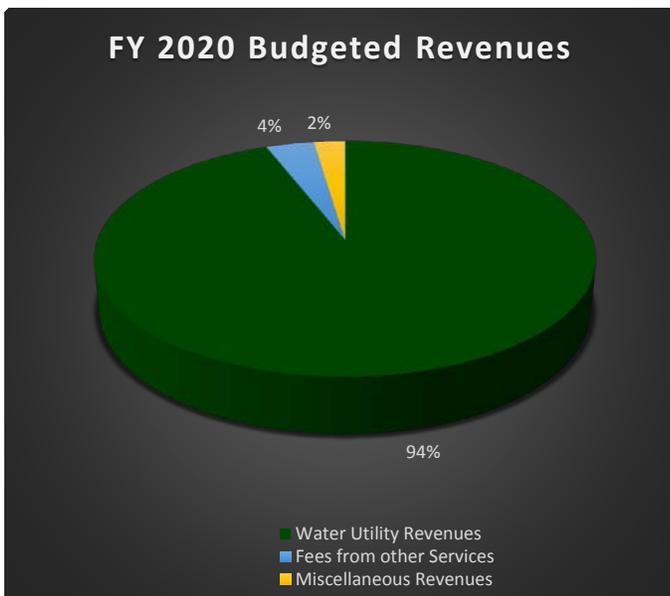
Water Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Water Utility Revenues	6,492,312	6,702,010	6,397,400	7,374,800
Fees from other Services	439,954	526,500	302,500	284,500
Miscellaneous Revenues	385,860	246,921	482,021	183,460
<b>Total Revenues</b>	<b>7,318,126</b>	<b>7,475,431</b>	<b>7,181,921</b>	<b>7,842,760</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	1,642,903	1,771,312	1,774,743	1,945,511
Maintenance & Operations	1,632,799	1,646,243	1,676,439	1,814,750
Intercompany Transfer to General Fund	585,500	667,325	574,554	627,421
Intergovernmental Transfer Out	14,487	12,916	10,804	14,761
Capital Outlay	2,007,887	4,216,622	1,895,596	3,822,500
Debt Requirement	922,179	2,505,289	2,462,200	2,345,130
<b>Total Expenditures</b>	<b>6,805,755</b>	<b>10,819,707</b>	<b>8,394,336</b>	<b>10,570,073</b>

<b>Water Fund Excess (Deficit)</b>	<b>512,371</b>	<b>(3,344,276)</b>	<b>(1,212,415)</b>	<b>(2,727,313)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Water Department Superintendent	1	1	1	1
Distribution Collection Foreman	1	1	1	1
Water Production Operator	1	1	1	1
Crew Chiefs	2	2	2	2
Crew Workers	8	8	8	8
Wastewater Plant Manager	1	1	1	1
Wastewater Plant Operator	2	2	2	2
Master Electrician	-	-	1	1
<b>Total</b>	<b>16</b>	<b>16</b>	<b>17</b>	<b>17</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**WATER FUND REVENUES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
03-00-4102-00	Water Connection Charges	21,395	25,000	7,500	7,500
03-00-4103-00	Water Permits & Inspections	21,596	20,000	20,000	22,000
03-00-4105-00	Water Sales - Residential	2,271,211	2,358,442	2,174,000	2,647,500
03-00-4106-00	Water Sales - Multi Family	106,376	117,274	117,500	139,600
03-00-4107-00	Water Sales - Commercial	1,085,549	1,147,894	1,108,000	1,317,000
03-00-4110-00	Forfeited Discounts	45,238	45,000	31,000	31,000
03-00-4118-00	Effluent Sales	69,370	70,200	10,000	50,000
03-00-4150-00	Interest Income	60,372	60,000	111,000	60,000
03-00-4160-00	Lease Income - Weimers	861	860	860	860
03-00-4161-00	City Farm Lease-Meier	1,200	-	600	600
03-00-4163-00	Land Sale - Water Utility Easement	-	-	150,000	-
03-00-4165-00	Miscellaneous Water Revenue	97,660	3,000	7,500	3,000
03-00-4181-00	Proceeds -Sale of Fixed Assets	131,787	75,000	85,000	34,000
03-00-4182-00	Insurance Proceeds Revenue	4,341	1,000	-	-
03-00-4200-00	Effluent Sales On Demand	11,463	5,500	5,500	5,500
03-00-4202-00	Sewer Connection Charges	21,533	15,000	7,500	7,500
03-00-4205-00	Sewer Sales - Residential	1,612,674	1,634,618	1,659,000	1,781,500
03-00-4206-00	Sewer Sales - Multi Family	134,908	143,817	142,100	154,000
03-00-4207-00	Sewer Sales - Commercial	1,166,988	1,184,765	1,155,800	1,254,200
03-00-4265-00	Miscellaneous Sewer Revenue	89,639	70,000	90,000	85,000
03-00-4305-00	FEMA Grant-Severe Storms 2015	-	37,061	37,061	-
03-00-4361-00	Water Sales - Warehouse	2,053	1,000	2,000	2,000
03-00-4500-00	Water Impact Fee	174,426	214,000	120,000	120,000
03-00-4505-00	Sewer Impact Fee	187,488	246,000	140,000	120,000
	<b>Water Fund Revenues</b>	<b>7,318,126</b>	<b>7,475,431</b>	<b>7,181,921</b>	<b>7,842,760</b>

**WATER FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
03-21-1015-00	Regular Wages - City Attorney	7,651	-	-	-
03-21-1030-00	Reg. Wages-full Time Emp.	1,083,841	1,211,200	1,175,000	1,276,930
03-21-1050-00	Regular Wages - Part Time Emp	-	2,000	-	2,000
03-21-1060-00	Longevity	10,577	12,400	12,200	12,900
03-21-1070-00	Overtime & Stand-by Wages	129,619	95,000	125,000	110,000
03-21-2020-00	Social Security	90,232	101,026	100,383	107,240
03-21-2030-00	Retirement - Tmrs	121,778	129,486	149,460	214,454
03-21-2040-00	Uniforms & Clothing	8,602	10,000	10,000	10,000
03-21-2050-00	Car Allowance	9,228	9,300	9,300	9,300
03-21-2060-00	Insurance - Hospitalization	181,375	200,900	193,400	202,687
03-21-2090-00	Professional Org. - Personal	494	1,500	600	1,000
03-21-2100-00	Prof. Education & Training	9,646	12,300	12,000	12,000
03-21-3010-00	Utilities	19,746	20,000	20,000	20,000
03-21-3020-00	Telephone	4,838	7,500	5,000	5,000
03-21-3030-00	Office Supplies & Forms	5,925	10,000	10,000	10,000
03-21-3040-00	Postage, Freight, Etc.	12,172	13,000	15,000	15,000
03-21-3050-00	Advertising & Public Notices	1,733	3,500	3,500	3,500
03-21-3060-00	Protocol & Social	10,197	7,000	8,500	8,500
03-21-3070-00	Travel Expenses	5,297	5,000	9,000	5,500
03-21-3080-00	Prof. Org. & Assoc. - City	35	1,300	500	500
03-21-3090-00	Books, Periodicals, Etc.	84	500	250	250
03-21-3101-00	Safety	6,230	9,000	12,500	9,000
03-21-3120-00	Audit Expense	4,200	6,800	6,000	6,200
03-21-3130-00	Legal Expense	4,977	10,000	-	10,000
03-21-3140-00	Contract Prof. Services	38,293	65,793	60,000	30,000
03-21-3160-00	Econ., Ind. & Bus. Development	14,000	14,000	14,000	14,000
03-21-3200-00	Uncollectible Accounts	4,375	5,500	5,500	5,500
03-21-3210-00	Hahn Well Lease Payments	10,059	8,400	8,400	8,400
03-21-3213-00	Bank Fees	4,381	5,000	3,000	3,000
03-21-3220-00	Insurance & Bonds	34,971	34,600	36,300	37,900
03-21-3250-00	In Lieu Of Taxes	585,500	667,325	574,554	627,421
03-21-3274-00	City Contribution - Dispatch	14,487	12,916	10,804	14,761
03-21-4010-00	Communications	23,487	22,100	22,100	22,100
03-21-4020-00	Janitorial/housekeeping	5,068	4,000	4,000	4,000
03-21-4030-00	General Property Maintenance	17,291	27,000	27,000	27,000
03-21-4040-00	Small Tools & Equipment	24,846	25,000	33,140	30,450
03-21-4060-00	Office Machines Maintenance	3,957	5,000	4,000	5,000
03-21-4065-00	Office Equipment Rental	4,747	4,500	4,500	4,500
03-21-4070-00	Computer/software Maintenance	57,779	118,100	118,400	179,100
03-21-4160-00	Fluoridation Expenses	18,985	10,000	10,000	10,000
03-21-4165-00	Water Treatment Expenditures	13,132	10,000	10,000	10,000
03-21-4170-00	Water Testing	21,240	12,000	20,000	13,000
03-21-4171-00	Sewage Testing	42,118	37,000	40,000	40,000
03-21-4175-00	Water System Permit Fees	14,340	15,000	14,500	15,000
03-21-4176-00	Wastewater System Permit Fees	17,238	18,000	20,000	20,000
03-21-4190-00	Misc. Water & Sewer Expenses	19,318	5,000	7,500	5,000
03-21-4200-00	Water Service Maintenance	(10,465)	10,000	7,500	10,000
03-21-4210-00	Operation Of Field	-	-	-	50,000
03-21-4220-00	Power Purchases - Wells	223,278	200,000	200,000	200,000
03-21-4230-00	Fire Hydrant Maintenance	2,887	20,000	5,000	5,000
03-21-4235-00	Effluent SO2 Treatment	4,929	30,000	12,500	30,000
03-21-4240-00	Water Main Maintenance	42,565	25,000	35,000	30,000
03-21-4250-00	Water Pump Equip. Maintenance	96,968	50,000	50,000	50,000
03-21-4251-00	Inventory Shrinkage	18,431	-	-	-
03-21-4254-00	Boot Ranch Effluent Line Maint	26,604	25,000	10,000	15,000
03-21-4255-00	Lady Bird Effluent Sys Maint	842	10,000	2,500	10,000
03-21-4260-00	Water Meter Maintenance	3,191	4,000	25,000	10,000
03-21-4264-00	SCADA Maintenance	1,230	1,000	2,000	2,000

03-21-4270-00	Tank & Tower Maintenance	18,141	26,000	20,000	20,000
03-21-4280-00	Chlorinator Maintenance	9,250	7,500	7,500	7,500
03-21-4290-00	Sewer Plant Maintenance	158,174	110,000	110,000	130,000
03-21-4291-00	Sewer Lift Station Maintenance	139,234	100,000	100,000	100,000
03-21-4305-00	Manhole Maintenance	6,108	3,500	3,500	3,500
03-21-4320-00	Pumping Power - Sewer	173,194	160,000	169,500	170,000
03-21-4340-00	Sewer Main Maintenance	8,550	15,000	10,000	15,000
03-21-4341-00	Sewer Line Maint/reimbursement	-	1,250	1,250	1,250
03-21-4350-00	Sewer Plant Supplies	94,734	90,000	90,000	92,500
03-21-4360-00	Sewer Service Maintenance	624	5,000	2,500	5,000
03-21-4370-00	Road Material	-	25,000	25,000	25,000
03-21-4376-00	Meter Data Mgt System Maint	6,719	-	35,000	-
03-21-4410-00	Gasoline, Oil, & Lubrication	36,119	41,500	41,500	42,000
03-21-4430-00	Vehicle Maintenance - Trucks	4,313	3,000	6,000	3,000
03-21-4435-00	Fleet Lease	79,133	115,100	125,000	182,600
03-21-4440-00	Tractor/heavy Equipment Maint.	9,639	12,500	12,500	12,500
03-21-4450-00	Other Equipment Maintenance	3,207	2,500	2,500	2,500
03-21-5155-00	Fuel Island	-	2,500	2,500	-
03-21-5210-00	Inventory Purchases	(30,779)	50,000	80,000	125,000
03-21-5250-00	Other Capital Items	8,551	5,650	5,650	18,000
03-21-5280-00	Water Meters	41,404	15,000	15,000	5,000
03-21-5301-00	Water Mains	90,644	50,000	25,000	50,000
03-21-5302-00	Water Taps	11,331	5,000	6,500	5,000
03-21-5303-00	Sewer Mains	69,868	50,000	25,000	50,000
03-21-5304-00	Sewer Taps	3,290	2,000	2,000	2,000
03-21-5305-00	Manholes	356	-	1,100	2,500
03-21-5306-00	Fire Hydrants	-	10,000	-	-
03-21-5313-00	SCADA	18,130	50,000	50,000	50,000
03-21-5340-00	WWTP Pump Equipment	6,000	-	-	-
03-21-5345-00	Green Meadows Lift Station	10,162	-	11,000	-
03-21-5385-00	Hahn Well Rehab	-	-	54,000	-
03-21-5409-00	WWTP Office / Lab / Workshop	115,462	-	-	-
03-21-5411-00	Camera Equipment	10,369	-	-	-
03-21-5413-00	Meter Data Management System	35,000	-	45,176	-
03-21-5414-00	MLSS Pump Station	813,462	-	81,112	-
03-21-5415-00	Bell St Water Line Rehab Proj	-	-	-	150,000
03-21-5416-00	Stone Ridge Elevated Tank Site	28,282	-	-	-
03-21-5418-00	San Antonio St Sewer Line Repl	583,219	1,085,673	1,085,673	-
03-21-5421-00	Boot Ranch Lift Station	20,359	265,000	230,000	-
03-21-5422-00	Skid Steer	37,555	-	-	-
03-21-5423-00	Backhoe	93,700	-	-	-
03-21-5424-00	Hahn Well Access Road	24,996	-	-	-
03-21-5425-00	Water Modeling Software	16,525	-	-	-
03-21-5426-00	Water & Sewer - The Beginning	-	160,000	95,000	-
03-21-5427-00	Oversizing Utility Hotel Conf	-	865,000	-	865,000
03-21-5428-00	290 E Sewer Extension	-	1,515,000	-	1,515,000
03-21-5429-00	E 50 Bobcat 2018+Trlr+Breaker	-	65,000	60,500	-
03-21-5430-00	John Deere 60" Zero Turn	-	11,200	10,785	-
03-21-5431-00	John Deere Gator	-	9,600	9,600	-
03-21-5432-00	Forklift	-	-	-	15,000
03-21-5433-00	Green Meadows Lift Station Rehab	-	-	-	750,000
03-21-5434-00	Boot Ranch Lift Station Pumps	-	-	-	100,000
03-21-5435-00	Work Order Management System	-	-	-	55,000
03-21-5436-00	Decommission Windcrest Lift Station	-	-	-	20,000
03-21-5437-00	Access Road Boerner Well Field	-	-	-	20,000
03-21-5438-00	Wastewater Modeling Software	-	-	-	25,000
03-21-6021-00	Principal - Computer/Software FY 2019	-	6,400	6,400	6,400
03-21-6022-00	Interest - Computer/Software FY 2019	-	100	100	400
03-21-6023-00	Principal - Computer/Software FY 2020	-	-	-	4,000
03-21-6024-00	Interest - Computer/Software FY 2020	-	-	-	40
03-21-6310-00	Principal - 2012 GO Refunding	255,000	-	-	-
03-21-6311-00	Interest - 2012 GO Refunding	1,721	-	-	-
03-21-6312-00	Principal - 2013 Revenue Bonds	290,000	300,000	300,000	310,000

03-21-6313-00	Interest - 2013 Revenue Bonds	179,471	170,400	170,400	160,900
03-21-6314-00	Principal - Asphalt Zipper	18,046	18,300	18,000	-
03-21-6315-00	Interest- Asphalt Zipper	345	200	200	-
03-21-6316-00	Principal -Sewer Press Machine	105,096	106,100	106,100	-
03-21-6317-00	Interest - Sewer Press Machine	2,006	1,100	1,000	-
03-21-6318-00	Principal - Dump Truck	25,286	25,600	25,600	-
03-21-6319-00	Interest - Dump Truck	483	300	300	-
03-21-6320-00	Principal-2EmergencyGenerators	31,386	31,700	23,000	-
03-21-6321-00	Interest -2EmergencyGenerators	599	400	300	-
03-21-6322-00	Principal - Mini Excavator	12,500	12,700	11,300	-
03-21-6323-00	Interest - Mini Excavator	239	200	200	-
03-21-6324-00	Principal-Water MeterChangeout	-	475,000	470,000	410,600
03-21-6325-00	Interest-Water Meter Changeout	-	25,000	-	52,800
03-21-6326-00	Principal - Dump Truck 2018	-	29,700	30,100	28,500
03-21-6327-00	Interest - Dump Truck 2018	-	300	-	1,600
03-21-6328-00	Principal-Dump Truck 14Yd 2018	-	35,700	35,800	34,000
03-21-6329-00	Interest-Dump Truck 14Yd 2018	-	400	-	1,900
03-21-6330-00	Principal - Backhoe - 2018	-	35,000	35,500	33,600
03-21-6331-00	Interest - Backhoe - 2018	-	400	-	1,900
03-21-6332-00	Principal - Valve Machine-2018	-	20,000	20,100	19,000
03-21-6333-00	Interest - Valve Machine-2018	-	200	-	1,100
03-21-6334-00	Principal -Emergency Generator	-	31,700	29,800	28,200
03-21-6335-00	Interest - Emergency Generator	-	400	-	1,600
03-21-6336-00	Principal - 2018 Util Rev Bond	-	660,000	660,000	475,000
03-21-6337-00	Interest - 2018 Util Rev Bond	-	517,989	518,000	703,900
03-21-6338-00	Boom Truck				55,000
03-21-6339-00	Boom Truck				550
03-21-6340-00	Bobcat Excavator				14,000
03-21-6341-00	Bobcat Excavator				140
	<b>Water Fund Expenditures</b>	<b>6,805,755</b>	<b>10,819,707</b>	<b>8,394,336</b>	<b>10,570,073</b>
	<b>Water Fund Excess (Deficit)</b>	<b>512,371</b>	<b>(3,344,276)</b>	<b>(1,212,415)</b>	<b>(2,727,313)</b>
	Projects funded with Water & Sewer Impact Fees				2,380,000
	* City will use prior year fund balance to fund the estimated deficit				(347,313)



# The City of Fredericksburg

*Golf Fund*

# Golf Fund

## **Description**

Touchstone Golf leases and operates Lady Bird Johnson Municipal Golf Course located within Lady Bird Johnson Park under the direction of the City of Fredericksburg.

## **Goals and Objectives**

- To provide the best municipal golf experience in Texas while keeping golf affordable.
- To preserve the game of golf and increase participation in the sport by men and women and kids.
- To develop a strong youth golf program through partnerships with local schools, non-profits and other area golf courses.
- To attract outside events and tournaments to Fredericksburg adding to the local economy.

## **Operational Review and Management**

- Lady Bird Johnson Municipal Golf Course was leased to Touchstone Golf, a golf course management company.
- Touchstone Golf began operating the golf course on January 1, 2018.

## **What that means for the budget**

- The budget presented has a number of new proposed capital improvement projects at the golf course.
- Touchstone Golf has developed a revised budget which reflects lower operational costs due to fewer staff, less merchandise overhead and reduced maintenance material costs.

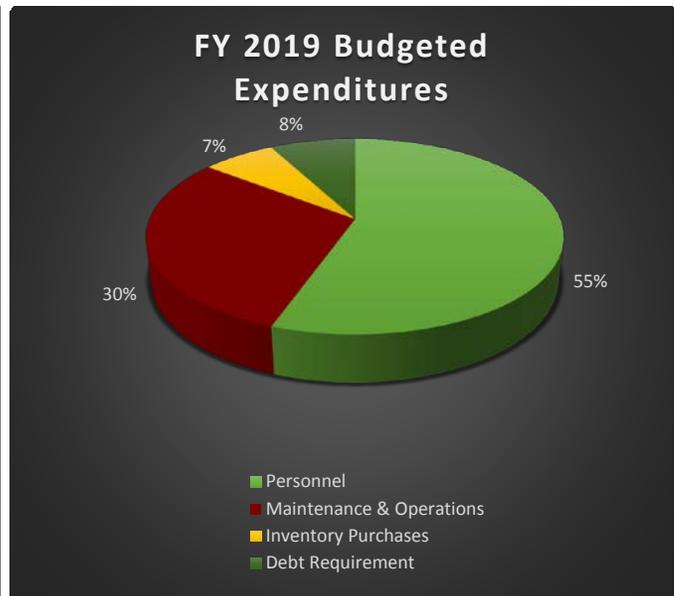
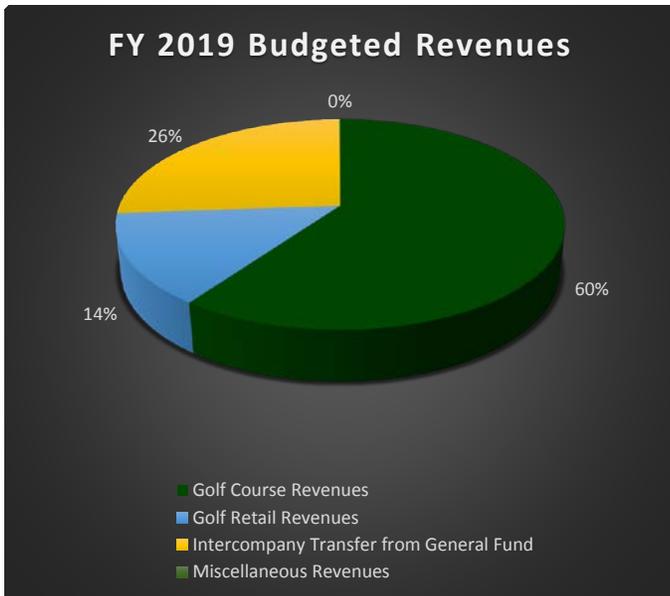
Golf Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Golf Course Revenues	149,236	-	-	-
Golf Retail Revenues	41,743	-	-	-
Intercompany Transfer from General Fund	796,727	347,803	347,803	133,334
Miscellaneous Revenues	1,488	-	-	-
<b>Total Revenues</b>	<b>989,194</b>	<b>347,803</b>	<b>347,803</b>	<b>133,334</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	343,387	18,938	18,731	19,834
Maintenance & Operations	192,899	19,000	3,200	5,500
Inventory Purchases	13,942	-	-	-
Debt Requirement	111,339	108,000	108,000	108,000
<b>Total Expenditures</b>	<b>661,568</b>	<b>145,938</b>	<b>129,931</b>	<b>133,334</b>

<b>Golf Fund Excess (Deficit)</b>	<b>327,626</b>	<b>201,865</b>	<b>217,872</b>	<b>(0)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**GOLF FUND REVENUES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
04-00-4101-00	Green Fees	102,066	-	-	-
04-00-4102-00	Golf Cart Rental Fees	42,749	-	-	-
04-00-4103-00	Driving Range Revenues	4,421	-	-	-
04-00-4119-00	Lease Income - Grill	450	-	-	-
04-00-4150-00	Interest Income	8	-	-	-
04-00-4161-00	Transfer From General Fund	796,727	347,803	347,803	133,334
04-00-4165-00	Miscellaneous Golf Revenues	1,480	-	-	-
04-00-4700-00	Merchandise Sales	39,778	-	-	-
04-00-4702-00	Club Rental	1,490	-	-	-
04-00-4706-00	Handicap Dues	25	-	-	-
	<b>Golf Fund Revenues</b>	<b>989,194</b>	<b>347,803</b>	<b>347,803</b>	<b>133,334</b>

**GOLF COURSE EXPENDITURES - MAINTENANCE**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
04-41-1015-00	Regular Wages - City Attorney	1,748	-	-	-
04-41-1030-00	Regular Wages - Full-time	181,178	8,400	8,300	8,500
04-41-1040-00	Regular Wages - Part-time Emp.	-	-	-	-
04-41-1060-00	Longevity	6,073	100	100	100
04-41-1070-00	Overtime Wages	3,313	-	-	-
04-41-2020-00	Social Security	14,477	650	-	-
04-41-2030-00	Retirement - TMRS	18,867	835	-	-
04-41-2040-00	Uniforms Expense	1,499	-	-	-
04-41-2060-00	Insurance - Hospitalization	21,363	700	485	650
04-41-2090-00	Prof. Org. - Personal	-	-	-	-
04-41-2100-00	Prof. Education & Training	149	-	-	-
04-41-3010-00	Utilities	1,703	-	-	-
04-41-3020-00	Telephone	724	-	-	-
04-41-3030-00	Office Supplies & Expenses	82	-	-	-
04-41-3040-00	Postage, Freight, Etc.	224	-	-	-
04-41-3050-00	Advertising & Public Notices	-	-	-	-
04-41-3060-00	Protocol & Social	838	-	-	-
04-41-3070-00	Travel	11	-	-	-
04-41-3080-00	Prof. Org. & Assoc. - City	-	-	-	-
04-41-3100-00	Safety	205	-	-	-
04-41-3120-00	Audit Expenses	800	100	100	150
04-41-3130-00	Legal Expenses	-	-	-	-
04-41-3140-00	Contract Professional Services	65	-	-	-
04-41-3220-00	Insurance & Bonds	9,479	9,500	1,800	2,600
04-41-4010-00	Communications	1,109	-	-	-
04-41-4020-00	Janitorial & Housekeeping	143	-	-	-
04-41-4030-00	General Property Maintenance	776	-	-	-
04-41-4031-00	Club House Maintenance	319	-	-	-
04-41-4040-00	Small Tools & Equipment	214	-	-	-
04-41-4065-00	Office Equipment Rental	184	-	-	-
04-41-4070-00	Computer/software Maintenance	1,976	-	-	-
04-41-4220-00	Golf Cart Maintenance.	2,869	-	-	-
04-41-4230-00	Sprinkler System Maintenance	2,666	-	-	-
04-41-4232-00	Effluent SO2 Treatment	10,118	-	-	-
04-41-4235-00	Biological Pond Maintenance	1,155	-	-	-
04-41-4240-00	Course & Greens Maintenance	4,555	-	-	-
04-41-4241-00	Fertilizer	3,384	-	-	-
04-41-4242-00	Chemicals	10,369	-	-	-
04-41-4243-00	Seed	6,418	-	-	-
04-41-4250-00	General Operations	20,505	-	-	-
04-41-4270-00	Driving Range Expenses	218	-	-	-
04-41-4285-00	Tree Care & Replacement	6,648	-	-	-
04-41-4410-00	Gasoline, Oil, & Lubrication	4,142	-	-	-
04-41-4435-00	Fleet Lease	1,497	-	-	-
04-41-4440-00	Tractor/equipment Maintenance	323	-	-	-
04-41-4441-00	Mower Maintenance	1,627	-	-	-
04-41-4450-00	Other Equipment Maintenance	1,585	-	-	-
04-41-4451-00	Maintenance Equipment Lease	45,567	-	-	-
04-41-6085-00	Principal - Solid Waste Loan	45,933	46,400	46,400	46,900
04-41-6086-00	Interest - Solid Waste Loan	7,988	7,600	7,600	7,100
04-41-6087-00	Principal - Electric Loan	45,933	46,400	46,400	46,900
04-41-6088-00	Interest - Electric Loan	7,988	7,600	7,600	7,100
04-41-6091-00	Principal - Sprayer - TCF 2015	1,855	-	-	-
04-41-6092-00	Interest - Sprayer - TCF 2015	1,642	-	-	-
<b>Golf Course Expenditures - Maintenance</b>		<b>502,502</b>	<b>128,285</b>	<b>118,785</b>	<b>120,000</b>

**GOLF COURSE EXPENDITURES - GOLF SHOP**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
04-42-1030-00	Regular Wages - Full-time	66,983	6,500	6,450	6,535
04-42-1040-00	Regular Wages - Part-time Emp.	3,451	-	-	-
04-42-1060-00	Longevity	1,733	100	100	100
04-42-1070-00	Overtime Wages	395	-	-	-
04-42-2020-00	Social Security	5,507	505	-	-
04-42-2030-00	Retirement - TMRS	6,757	648	-	-
04-42-2040-00	Uniforms Expense	-	-	-	-
04-42-2060-00	Insurance - Hospitalization	10,044	500	450	450
04-42-2090-00	Prof. Org. - Personal	-	-	-	-
04-42-2100-00	Prof. Education & Training	-	-	-	-
04-42-3010-00	Utilities	4,321	-	-	-
04-42-3020-00	Telephone	766	-	-	-
04-42-3030-00	Office Supplies & Expenses	996	-	-	-
04-42-3040-00	Postage, Freight, Etc.	265	-	-	-
04-42-3050-00	Advertising & Public Notices	1,200	-	-	-
04-42-3060-00	Protocol & Social	96	-	-	-
04-42-3070-00	Travel	6,898	-	-	-
04-42-3120-00	Audit Expenses	800	100	100	150
04-42-3130-00	Legal Expenses	1,050	-	-	-
04-42-3140-00	Contract Professional Services	22	-	-	-
04-42-3213-00	Credit Card/Bank Fees	6,043	-	-	-
04-42-3220-00	Insurance & Bonds	9,278	9,300	1,200	2,600
04-42-4010-00	Communications	2,260	-	-	-
04-42-4020-00	Janitorial & Housekeeping	2,229	-	-	-
04-42-4030-00	General Property Maintenance.	110	-	-	-
04-42-4031-00	Club House Maintenance	386	-	-	-
04-42-4032-00	Cable Tv	548	-	-	-
04-42-4040-00	Small Tools & Equipment	31	-	-	-
04-42-4065-00	Office Equipment Rental	184	-	-	-
04-42-4070-00	Computer/software Maintenance	1,003	-	-	-
04-42-4250-00	General Operations	10,842	-	-	-
04-42-4259-00	COGS - Pro Shop(Non Inventory)	925	-	-	-
04-42-5210-00	Inventory Purchases - Retail	13,942	-	-	-
	<b>Golf Course Expenditures - Golf Shop</b>	<b>159,065</b>	<b>17,653</b>	<b>8,300</b>	<b>9,835</b>
	<b>Total Golf Course Expenditures</b>	<b>661,568</b>	<b>145,938</b>	<b>127,085</b>	<b>129,835</b>
	<b>Golf Fund Excess (Deficit)</b>	<b>327,626</b>	<b>201,865</b>	<b>220,718</b>	<b>3,499</b>

\* Beginning January 1, 2018, the City of Fredericksburg entered into an Agreement with Touchstone Golf to manage the Golf Course. The budgeted revenues are funded by the City's General Fund to cover expenditures the City is responsible for. These expenditures include personnel, maintenance and operations, and debt.



# The City of Fredericksburg

*Solid Waste Fund*

# Solid Waste Fund

## **Description**

The City of Fredericksburg Sanitation Department operates a Type 1 Subtitle D Sanitary Landfill that serves all of Gillespie County, a residential garbage collection for 5,600 residential customers, a brush chipping and leaf collection program, a scrap metal collection station, and a recycling center that currently collects aluminum, corrugated cardboard, and tin cans.

## **Goals and Objectives**

- To serve the citizens of our growing community to the best of our ability.
- To remain in compliance with State and Federal laws that govern the municipal solid waste industry.

## **In order to meet these goals, we will**

- Continue to communicate with our customers and keep in compliance with TCEQ standards.

## **What we accomplished in 2018-2019**

- Coordinated with TCEQ on an inspection of the landfill operation.
- Constructed an awning on the scale house.
- Replaced an automated garbage truck and dump truck.
- Added additional waste receptacles along Main Street and repaired/repainted existing ones.
- Added 100' of new windscreens as part of a two-year phased project.
- Increased leaf compost and mulch sales.
- Replaced existing fluorescent lighting in the facilities with more efficient LED lighting.
- Completed survey of remaining airspace at the landfill along with design of Cell #8.

## **What we plan to accomplish in 2019-2020**

- Complete construction of Cell #8.
- Monitor recycling industry to determine future improvements to recycling operation.
- Have an additional 100' of windscreens constructed for the working face.
- Add additional waste receptacles on Main Street.
- Replace golf cart used for picking up windblown trash.
- Replace track loader.

<b>Solid Waste Department</b>				
<b>PERFORMANCE MEASURES</b>	<b>ACTUAL FY 16-17</b>	<b>ACTUAL FY 17-18</b>	<b>ESTIMATED FY 18-19</b>	<b>PROJECTED FY 19-20</b>
Solid Waste Placed In Landfill (tons)	33,000	36,387	32,471	33,952
Leaf Compost Sold (yards)	422	450	392	400
Amount of Chipped Material Collected (tons)	319	566	470	500
Material Recycled (tons)	940	917	698	361
Brush diverted from landfill (tons)	2,770	1,831	2,591	2,397
Special Waste - Deceased Animals (tons)	38	46	43	43
Mulch Sold (yards)	850	875	782	835
Leachate Pumped (gal)	490,000	500,000	388,800	459,600
Grit Trap Waste Processed (tons)	500	378	458	445
Sewage Sludge Landfilled (tons)	2,000	1,775	1,910	1,895
Tires Recycled	1,205	1,414	857	1,158
Used Motor Oil (gal)	1,472	1,450	1,392	1,438
Oil Filters	57	65	82	68
Paint and Liquids Processed (gal)	1,876	2,000	-	-
Batteries	54	79	57	63

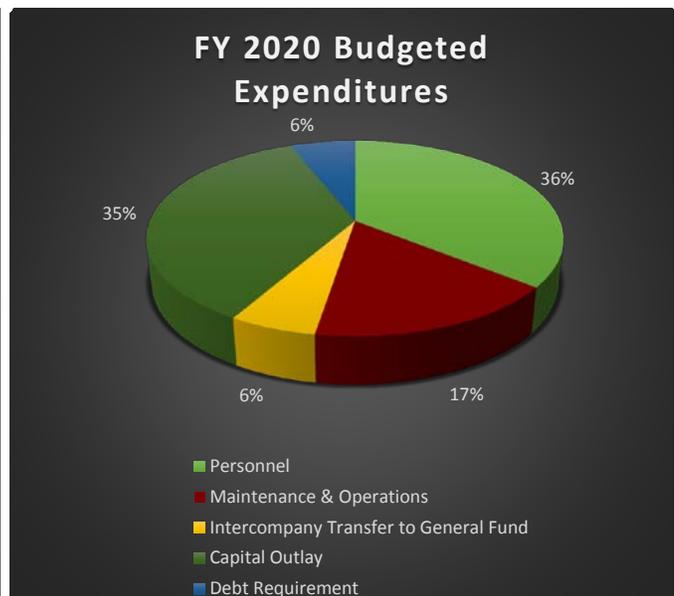
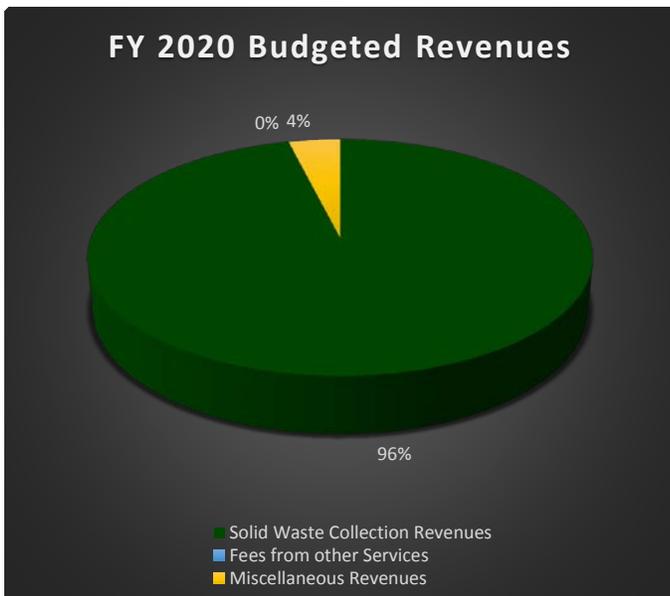
### Solid Waste Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Solid Waste Collection Revenues	2,694,267	2,541,000	2,603,394	2,620,400
Fees from other Services	49,792	56,200	24,845	100
Miscellaneous Revenues	80,406	82,475	99,954	105,200
<b>Total Revenues</b>	<b>2,824,465</b>	<b>2,679,675</b>	<b>2,728,193</b>	<b>2,725,700</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	1,242,216	1,274,699	1,275,845	1,354,595
Maintenance & Operations	473,582	809,945	839,610	638,295
Intercompany Transfer to General Fund	226,000	214,374	218,255	218,056
Capital Outlay	23,076	75,600	74,501	1,351,930
Debt Requirement	322,086	408,500	364,800	227,385
<b>Total Expenditures</b>	<b>2,286,960</b>	<b>2,783,118</b>	<b>2,773,011</b>	<b>3,790,261</b>

<b>Solid Waste Fund Excess (Deficit)</b>	<b>537,505</b>	<b>(103,443)</b>	<b>(44,818)</b>	<b>(1,064,561)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Sanitation Superintendent	1	1	1	1
Assistant Superintendent	1	1	1	1
Heavy Equipment Operators	2	2	2	2
Sanitation Collectors	4	4	4	4
Recycling Center Coordinator	1	1	1	1
Recycling Center Operator	1	1	1	1
Brush Crew Chipper Operators	2	2	2	2
Gate Attendant	1	1	1	1
<b>Total</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**SOLID WASTE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
05-00-4101-00	Garbage Collection Revenues	943,250	930,000	961,000	963,000
05-00-4102-00	Landfill Fees	1,741,072	1,600,000	1,634,994	1,650,000
05-00-4103-00	Recycling Revenues	49,567	56,000	24,760	-
05-00-4104-00	Com Garbage Hauling Permit	225	200	85	100
05-00-4110-00	Forfeited Discounts	9,946	11,000	7,400	7,400
05-00-4150-00	Interest Income	10,363	7,500	16,800	8,000
05-00-4165-00	Miscellaneous Revenue	769	975	154	200
05-00-4167-00	Debt Proceeds - Golf Course	53,921	54,000	54,000	54,000
05-00-4181-00	Proceeds -Sale of Fixed Assets	15,353	20,000	29,000	43,000
	<b>Solid Waste Fund Revenues</b>	<b>2,824,465</b>	<b>2,679,675</b>	<b>2,728,193</b>	<b>2,725,700</b>

**SOLID WASTE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
05-21-1015-00	Regular Wages - City Attorney	329	-	-	-
05-21-1030-00	Regular Wages - Full-time Emp.	848,777	868,600	855,500	886,888
05-21-1050-00	Regular Wages - Part-time Emp.	1,761	1,000	714	1,000
05-21-1060-00	Longevity	10,615	10,000	9,800	8,600
05-21-1070-00	Overtime Wages	60,466	62,000	65,376	69,000
05-21-2020-00	Social Security	66,386	72,032	71,251	73,860
05-21-2030-00	Retirement - T.m.r.s.	90,422	92,367	106,004	147,760
05-21-2040-00	Uniforms & Clothing	5,030	6,500	3,900	3,900
05-21-2060-00	Ins. - Hospitalization	158,429	162,200	163,300	163,587
05-21-2090-00	Professional Org. - Personal	184	1,200	-	1,200
05-21-2100-00	Prof. Education & Training	1,967	3,600	1,000	3,600
05-21-3010-00	Utilities	11,802	15,000	12,118	15,000
05-21-3020-00	Telephone	2,326	3,000	3,123	3,000
05-21-3030-00	Office Supplies & Exp.	6,378	6,000	7,525	7,000
05-21-3040-00	Postage, Freight, Etc.	11,938	10,000	11,000	11,000
05-21-3050-00	Ads & Public Notices	392	1,000	2,314	1,000
05-21-3060-00	Protocol & Social	5,799	4,500	3,752	4,500
05-21-3070-00	Travel Exp.	1,071	1,500	862	1,500
05-21-3080-00	Prof. Org & Assoc. - City	35	100	-	100
05-21-3090-00	Books, Periodicals, Etc	84	45	38	45
05-21-3100-00	Safety	2,915	4,500	5,830	4,500
05-21-3120-00	Audit Expenses	2,600	4,100	3,500	3,600
05-21-3140-00	Contract Professional Services	2,232	4,000	821	4,000
05-21-3190-00	Miscellaneous Landfill Expense	636	1,000	723	1,000
05-21-3200-00	Uncollectible Accounts	1,675	2,000	872	2,000
05-21-3213-00	Bank Fees	4,250	4,900	3,000	3,000
05-21-3220-00	Insurance & Bonds	23,137	23,200	23,300	26,000
05-21-3250-00	In Lieu Of Taxes	226,000	214,374	218,255	218,056
05-21-4000-00	Permit Fees	28,690	37,000	26,168	30,000
05-21-4010-00	Communications	5,046	8,000	8,700	8,700
05-21-4020-00	Janitorial/housekeeping	4,976	5,500	3,843	5,000
05-21-4030-00	General Property Maintenance	12,192	15,000	15,649	15,000
05-21-4031-00	Dumpster Maintenance	21,992	27,000	4,383	27,000
05-21-4032-00	Trash Can Maintenance	72	12,000	12,148	1,000
05-21-4040-00	Small Tools & Equipment	4,835	3,500	8,218	8,950
05-21-4060-00	Office Machine Maintenance	3,579	4,000	4,275	4,000
05-21-4065-00	Office Equipment Rental	4,747	5,700	3,445	4,000
05-21-4070-00	Computer/software Maintenance	16,752	17,000	15,500	20,200
05-21-4265-00	Recycling Expenses	15,563	15,000	10,906	15,000
05-21-4266-00	Grinding Of Debris	40,019	45,000	48,000	50,000
05-21-4268-00	Tire Disposal	5,580	5,400	5,100	5,400
05-21-4270-00	Water Monitoring Exp.	18,198	35,000	27,300	35,000
05-21-4271-00	Methane Gas Monitoring Exp.	16,079	20,000	31,600	20,000
05-21-4360-00	Materials & Supplies	6,512	6,000	6,426	6,000
05-21-4410-00	Gasoline	88,590	97,900	89,117	97,900
05-21-4430-00	Vehicle Maintenance	987	2,000	1,000	2,000
05-21-4431-00	AGC Maintenance	28,791	35,000	18,000	35,000
05-21-4432-00	Chipper Maintenance	2,140	7,000	9,253	7,000
05-21-4433-00	Leaf Loader Maintenance	8,182	9,000	14,500	9,000
05-21-4435-00	Fleet Lease	25,047	29,300	29,300	46,100
05-21-4440-00	Tractor-heavy Equipment Maint	35,434	25,000	113,000	40,000
05-21-4450-00	Other Equipment Maintenance	157	-	-	-
05-21-4510-00	Fund Landfill Closure Reserve	-	54,000	54,000	54,000
05-21-4511-00	Fund SW Cell Development Res	-	200,000	200,000	-
05-21-5039-00	Cell #8 Design&Airspace Survey	-	50,000	51,000	-
05-21-5040-00	Cell #8 Construction	-	-	-	1,320,000
05-21-5153-00	Golf Cart	-	-	-	6,930
05-21-5155-00	Fuel Island	-	600	501	-

05-21-5558-00	Forklift	23,076	-	-	-
05-21-5559-00	Replace Windscreens (100')	-	25,000	23,000	25,000
05-21-6021-00	Principal - Computer/Software FY 2019	-	1,800	1,800	1,800
05-21-6022-00	Interest - Computer/Software FY 2019	-	100	100	200
05-21-6023-00	Principal - Computer/Software FY 2020	-	-	-	1,250
05-21-6024-00	Interest - Computer/Software FY 2020	-	-	-	20
05-21-6504-00	Principal - Leaf Loader	33,686	-	-	-
05-21-6505-00	Interest - Leaf Loader	446	-	-	-
05-21-6506-00	Principal - SideLoad GarbageTrk	21,879	-	-	-
05-21-6507-00	Interest - SideLoad Garbage Trk	289	-	-	-
05-21-6508-00	Principal - Chipper Truck	18,644	18,900	18,900	-
05-21-6509-00	Interest - Chipper Truck	356	200	200	-
05-21-6510-00	Principal - Garbage Truck	103,333	104,400	58,400	-
05-21-6511-00	Interest - Garbage Truck	1,973	1,000	1,000	-
05-21-6512-00	Principal - Compactor	138,830	140,200	140,100	-
05-21-6513-00	Interest - Compactor	2,650	1,400	1,400	-
05-21-6514-00	Principal - Garbage Truck FY19	-	103,500	106,400	100,800
05-21-6515-00	Interest - Garbage Truck FY19	-	1,100	-	5,600
05-21-6516-00	Principal-Dump Truck 14YD FY19	-	35,500	36,500	34,600
05-21-6517-00	Interest-Dump Truck 14YD FY19	-	400	-	2,000
05-21-6518-00	Principal - Track Loader	-	-	-	80,310
05-21-6519-00	Interest - Track Loader	-	-	-	805
	<b>Solid Waste Fund Revenues</b>	<b>2,286,960</b>	<b>2,783,118</b>	<b>2,773,011</b>	<b>3,790,261</b>
	<b>Solid Waste Fund Excess (Deficit)</b>	<b>537,505</b>	<b>(103,443)</b>	<b>(44,818)</b>	<b>(1,064,561)</b>
	Use of Fund Balance Reserved for Cell Development				603,580
	* City will use prior year fund balance to fund the estimated deficit				(460,981)



# The City of Fredericksburg

*EMS Emergency Medical Services*

# Fire EMS Department

## Description

The Fredericksburg Fire EMS Department is a dedicated and committed organization serving our customers through the core values of Customer Service, Leadership, Integrity, and Community. The Fire EMS Department's mission is to serve and provide the community with the highest quality of customer service. The department responds to motor vehicle accidents, swift water rescues, Enchanted Rock rescues, wildland fires, structure fires, EMS calls and transfers. They stand ready to help anyone who calls day, night, holidays or weekends. Fredericksburg Firefighters, Emergency Medical Technicians (EMT) and Paramedics take pride and ownership in the community and spend countless hours training, responding to calls, and promoting emergency services safety. We serve with a sense of warmth, pride, friendliness, and passion for the community.

The Fredericksburg Fire EMS Department consists of six divisions, including Fire Administration, Fire Operations, Volunteer Fire Department, EMS, Fire Prevention, and Emergency Management. The Fredericksburg Fire EMS Team responded to 3128 calls in 2018. Those calls included responses to structure fires, vehicle collisions with injuries, enchanted rock rescues, trauma calls, lift assist, transfers, vehicle pedestrian accidents, medical emergencies, smoke alarm activations, and other miscellaneous calls. The Fredericksburg Fire EMS system is staffed with seven (7) on duty personnel daily, 24 hours a day, seven days a week. In addition to the on duty staff, we have 33 volunteer personnel and 20 part-time personnel. The backbone of the department is the Volunteers who respond alongside our on duty staff. The department provides assistance in the form of mutual aid to all five neighboring fire departments and they in turn provide assistance to Fredericksburg. The ambulance service provides response to the entire county with assistance from first responders in each county fire department.

Fredericksburg Fire EMS operates out of three fire stations. The Central Station is located at 124 West Main Street, the South Station is located at 221 Friendship Lane, and the North Station located at 99 Frederick Lane. The Central Station houses two Engines, two State Licensed Mobile Intensive Care Ambulances, one Ladder Truck, three Brush Trucks, one Tender, and two Rescue Trucks. The South Station houses two State Licensed Mobile Intensive Care Ambulances, one Engine, one Brush truck, and one Tender. The North Station currently serves as a location for reserve equipment.

## Goals and Objectives

- Provide the highest level of customer service in a safe and efficient manner.
- Provide quality training for fire, emergency medical operations, and emergency management in a safe environment.
- Continually strive to maintain or improve our Insurance Services Office (ISO rating).
- Maintain and create partnerships and relationships with the community.
- Provide quality fire prevention, inspections, and emergency services education to our community.

- Strive to maintain or improve membership in the Fredericksburg Fire EMS Department.
- Continue providing a standard of care that is consistent with the rules and regulations set forth to emergency providers by the Texas Department of Health Services.
- Continue providing our Firefighters Emergency Medical Team members a means to maintain continuing education requirements and educate them in emergency medical care standards practice.
- Update our Fire Codes.
- Develop a Mental Awareness Program.

**In order to meet this goal, we will**

- Continue providing quality customer service by evaluating our daily operations and responses looking for ways to improve.
- Utilize internal and external sources for emergency service training.
- Continually evaluate ISO guidelines as a benchmark to improved services.
- Work as a team with committee and personnel to improve our Fire EMS service to our community.
- Provide fire prevention programs to all schools in our area, and community.
- Perform yearly inspections and evaluate construction plans for fire and life safety code compliance.
- Evaluate ways to recruit additional volunteers.
- Maintain a quality assurance program to ensure the highest quality of customer service and that the highest customer satisfaction is received by every customer.
- Provide a high quality, in-house continuing education program to enhance employee education and maintain the highest medical care standards.

**What we accomplished in 2018-2019**

- Maintain our Insurance Services Office (ISO) Public Protection Classification of 2.
- Purchased an inventory control unit for our medications.
- Trained Fire, EMS, and Volunteer personnel to State Certification minimum standards for Fire, EMS State certification.
- Recruited and added additional volunteer personnel.
- Added three (3) full time personnel to have a minimum staffing of three personnel on first out engine.
- Trained four personnel (4) in Emergency Medical Technicians certification, three (3) personnel in Firefighter certification, fifteen personnel (15) in driver operator certification, five (5) personnel received their CPR instructor certification, 21 personnel attended the TEEX Texas A&M Fire School, and one person received paramedic. Additional in house training is held year round.

- Operate out of two (2) Fire EMS stations with fire apparatus and ambulances in both stations.
- Partnered with Hill Country Memorial Hospital (HCMH) to teach Stop the Bleed to all Fredericksburg Independent School District (FISD) staff.
- Our in house CE program is going strong we have taught approximately 400 continuing education hours for our staff and others in county fire departments.
- We have provided approximately 1400 hours of continuing education for our full-time, part-time, volunteers, and County Fire Department personnel to maintain their Fire and EMS certifications.
- We have maintained a strong presence with STRAC (South Texas Regional Advisory Council) by Assistant Chief Jung being on the Executive Board.
- We provided First Aid, CPR and Stop the Bleed certification to our community.
- Personnel participated in TEEEX spring and summer fire school.
- Delivery quality fire prevention programs to all Fredericksburg Independent School District (FISD) schools and our community.
- Worked on developing a five-year plan for Fire EMS
- Cross train personnel in Fire and EMS certifications.
- Conducted 368 Fire Code inspections.
- Conducted Fire Code/Safety Related Plan Reviews.
- Conducted Fire Extinguisher training for 6 businesses, training 87 employees.
- Conducted Fire Prevention awareness training at 2 FISD Campuses, Heritage Middle School, and seven preschool/daycare facilities, reaching nearly 1400 students.
- Conducted the annual Halloween Open House for local children and parents.
- Participated in the 2nd Annual Touch a Truck Event and distributed fire safety materials to approximately 700 children and adults.
- Upgraded adopted fire code to the 2015 International Fire Code.

#### **What we plan to accomplish in 2019-2020**

- Maintain our ISO classification rating of a Class 2 city.
- Take delivery of a new fire engine and ambulance.
- Add additional part-time and volunteer personnel to help with response times and third out ambulance calls.
- Train our new EMTs to perform 12 lead ECG's on patients with chest pains.
- Implement an upgraded pharmaceutical tracking program for utilization, inventory, expiration, and purchase of all medical supplies including medications.
- Develop and host an EMT class for responders in Gillespie County.
- Provide training in-house as well as outside instructors coming in for specialized training including live fire training.
- Participate in County wide emergency management exercises.
- Finalize a five-year plan for Fredericksburg Fire EMS.

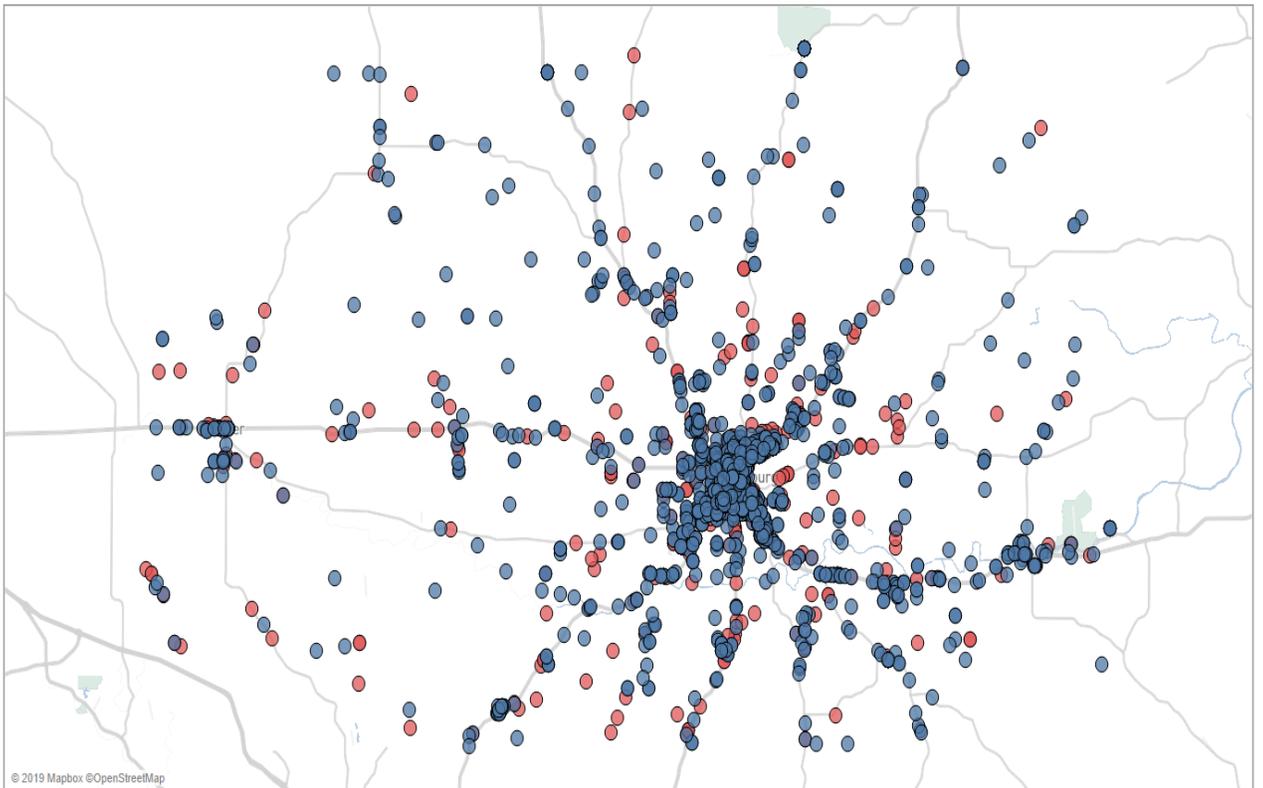
## Incident Locations by Type

Click to highlight Fire or EMS



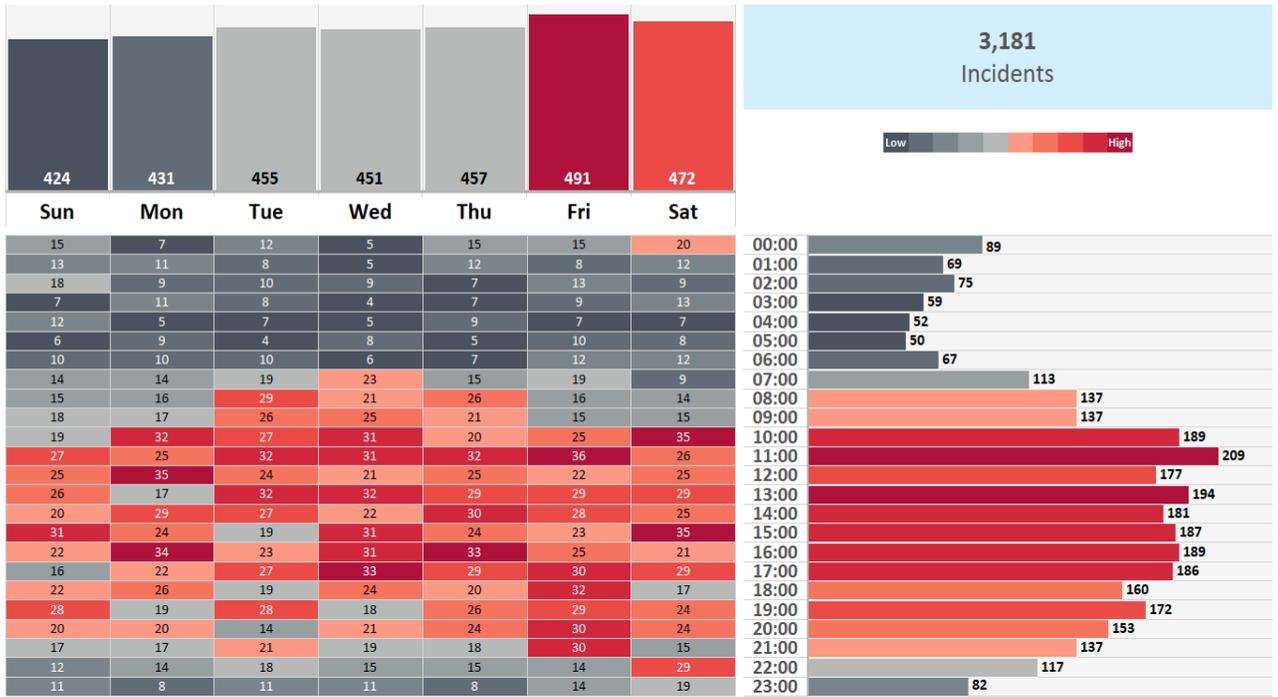
3,169 (99.6%) incidents have coordinates out of 3,181 incidents total. Incidents without coordinates are not shown.

Fredericksburg Fire and EMS



## Department Incidents by Day & Hour

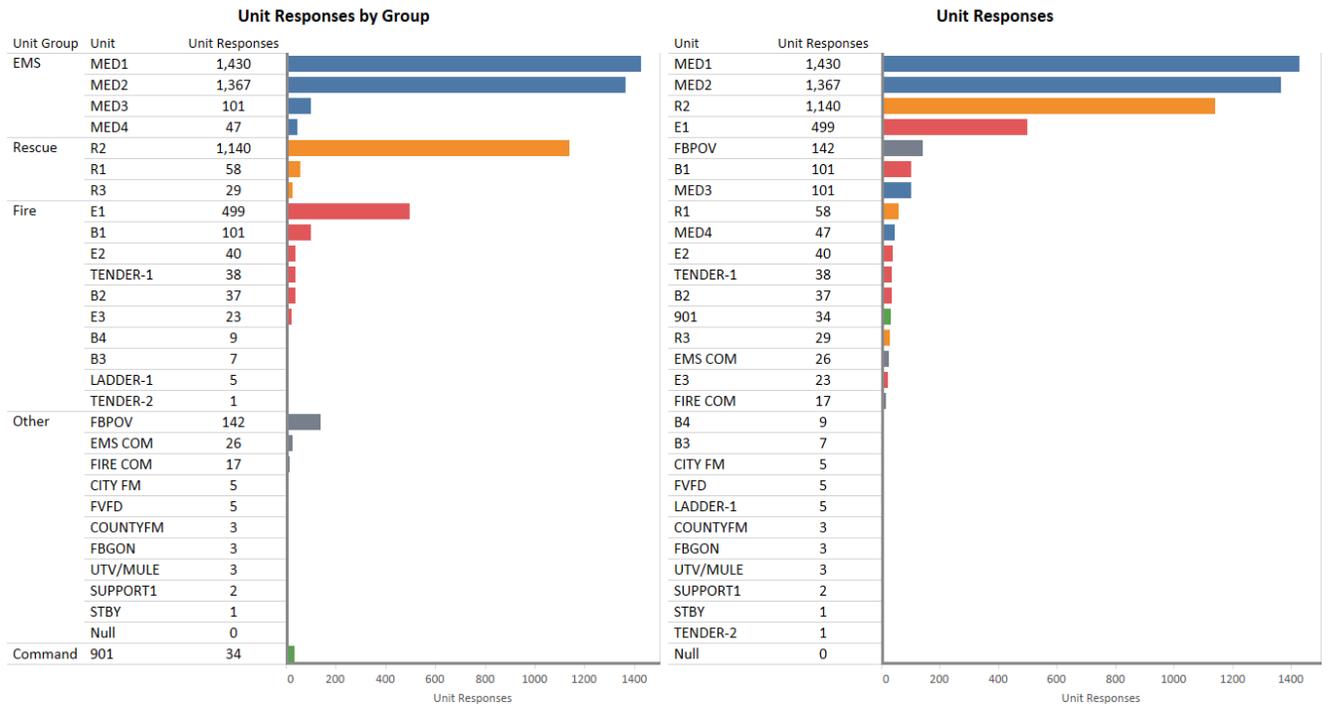
Fredericksburg Fire and EMS



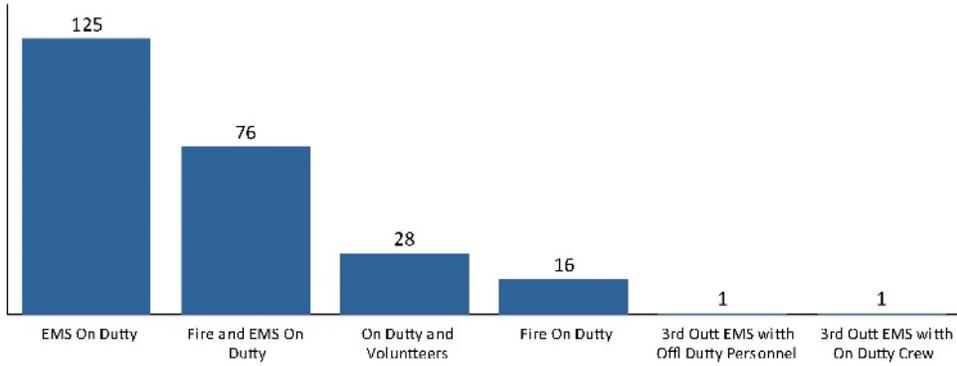
## Unit Responses Volume

EMS Rescue Fire Other Command

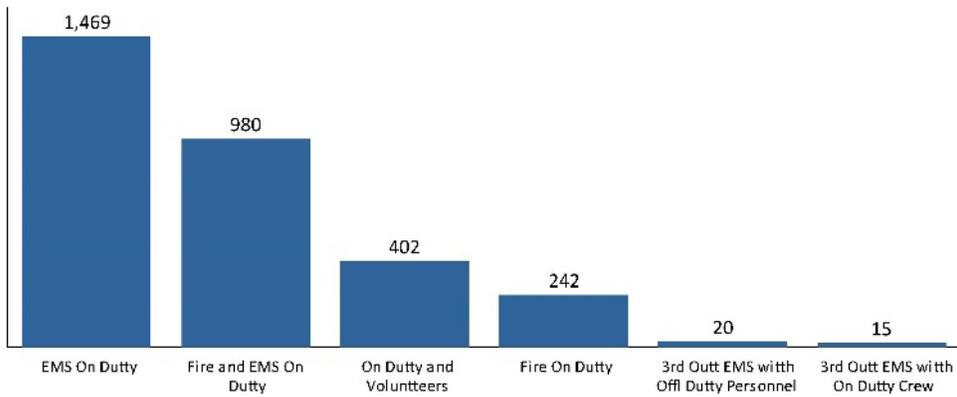
Fredericksburg Fire and EMS



December 2018  
Incidents Alarm Types



January 2018 to December 2018  
Incidents Alarm Types



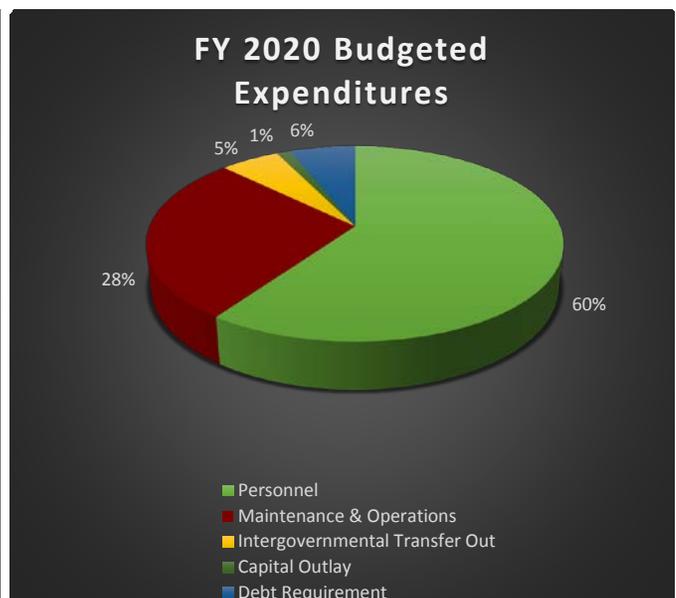
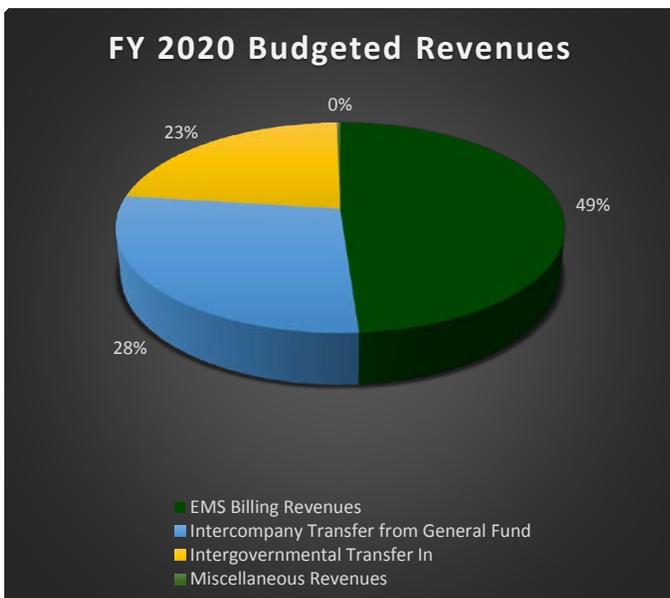
EMS Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
EMS Billing Revenues	1,290,889	1,402,500	1,425,000	1,460,000
Intercompany Transfer from General Fund	724,454	726,318	696,739	840,601
Intergovernmental Transfer In	565,093	584,242	577,897	678,225
Miscellaneous Revenues	22,905	12,550	12,600	8,100
<b>Total Revenues</b>	<b>2,603,341</b>	<b>2,725,610</b>	<b>2,712,236</b>	<b>2,986,926</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	1,470,603	1,601,358	1,621,570	1,785,455
Maintenance & Operations	560,459	786,575	779,125	820,725
Intergovernmental Transfer Out	159,355	142,077	118,841	162,376
Capital Outlay	42,748	57,000	57,000	37,500
Debt Requirement	222,264	138,600	135,700	180,870
<b>Total Expenditures</b>	<b>2,455,429</b>	<b>2,725,610</b>	<b>2,712,236</b>	<b>2,986,926</b>

EMS Fund Excess (Deficit)	147,912	-	-	-
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
EMS Manager	1	1	1	1
Account Administrator/Paramedic	1	1	1	1
Shift Commanders	3	3	3	3
Paramedics	10	10	10	10
<b>Total</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**EMS FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
06-00-4101-00	Ems Revenues	1,964,951	2,050,000	2,202,000	2,300,000
06-00-4102-00	City Funds	724,454	726,318	696,739	840,601
06-00-4103-00	County Funds	565,093	584,242	577,897	678,225
06-00-4150-00	Interest Income	51	50	100	100
06-00-4165-00	Miscellaneous Ems Revenue	1,277	-	10,000	-
06-00-4170-00	Donations	120	-	-	-
06-00-4181-00	Proceeds -Sale of Fixed Assets	18,675	10,000	-	8,000
06-00-4200-00	Grant - Swt Trauma Grant	2,782	2,500	2,500	-
06-00-4302-00	Medicare Disallowed	(448,208)	(450,000)	(515,000)	(550,000)
06-00-4303-00	Medicaid Disallowed	(76,463)	(57,500)	(72,000)	(80,000)
06-00-4304-00	Other Disallowed	(149,390)	(140,000)	(190,000)	(210,000)
	<b>EMS Fund Revenues</b>	<b>2,603,341</b>	<b>2,725,610</b>	<b>2,712,236</b>	<b>2,986,926</b>

**EMS FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
06-21-1015-00	Regular Wages - City Attorney	1,748	-	-	-
06-21-1030-00	Regular Wages-full Time Emp	698,169	777,600	743,300	795,100
06-21-1050-00	Reg Wages - Part Time Emp	115,931	120,000	130,000	140,000
06-21-1060-00	Longevity	8,141	8,900	8,700	9,500
06-21-1070-00	Overtime	315,532	329,000	360,000	388,085
06-21-2020-00	Social Security	84,139	94,516	95,013	101,950
06-21-2030-00	Retirement - Tmrs	99,867	109,542	126,657	182,719
06-21-2040-00	Uniforms & Clothing	7,912	10,000	10,000	13,000
06-21-2060-00	Insurance-hospitalization	139,164	151,800	147,900	155,100
06-21-2090-00	Professional Org - Personal	720	600	600	600
06-21-2100-00	Prof Education & Training	9,534	17,500	15,000	20,000
06-21-2110-00	Prof Education Instructor	-	2,500	2,500	2,500
06-21-2221-00	Medical Vaccinations & Tests	-	6,000	6,000	6,000
06-21-2240-00	Ems Re-certification	1,057	2,200	2,000	2,200
06-21-3010-00	Utilities	11,537	15,000	14,000	13,500
06-21-3020-00	Telephone	3,349	6,000	5,000	5,000
06-21-3030-00	Office Supplies & Forms	2,683	5,000	5,000	5,000
06-21-3040-00	Postage, Freight, Etc	2,675	3,500	3,500	3,500
06-21-3050-00	Advertising & Public Notices	431	1,200	1,200	1,200
06-21-3060-00	Protocol & Social	2,334	5,000	5,000	5,000
06-21-3070-00	Travel Expenses	6,723	12,500	11,000	12,500
06-21-3080-00	Prof Org & Assoc - City	500	2,000	2,000	2,000
06-21-3090-00	Books, Periodicals, Etc	50	2,000	1,500	1,500
06-21-3100-00	Safety	171	7,600	7,600	7,600
06-21-3120-00	Audit Expenses	3,200	4,600	4,100	4,200
06-21-3140-00	Contract Prof Services	2,251	6,900	6,900	12,400
06-21-3150-00	First Responder Reimbursement	2,220	2,500	2,500	3,000
06-21-3190-00	Miscellaneous Ems Expense	1,540	2,500	2,500	2,500
06-21-3200-00	Uncollectible Accounts	307,023	350,000	350,000	350,000
06-21-3201-00	Bad Debt Recovery	(7,608)	(6,800)	7,100	7,100
06-21-3213-00	Credit Card/Bank Fees	3,462	3,500	4,200	4,500
06-21-3220-00	Insurance & Bonds	26,708	26,800	25,200	21,500
06-21-3250-00	Conventions	1,392	2,000	1,500	2,000
06-21-3274-00	City Contribution - Dispatch	159,355	142,077	118,841	162,376
06-21-4010-00	Communication Expenses	14,055	30,800	31,600	39,300
06-21-4020-00	Janitorial/housekeeping	1,638	4,500	4,000	4,000
06-21-4021-00	Hazardous Waste Disposal	627	725	725	725
06-21-4025-00	Ems Medical Equipment	49,638	75,000	75,000	75,000
06-21-4029-00	Maintenance Agreement - Towers	-	2,500	2,500	2,500
06-21-4030-00	General Property Maintenance	6,729	28,550	25,000	28,000
06-21-4032-00	TV Service	2,050	2,100	2,100	2,100
06-21-4040-00	Small Tools & Equipment	3,416	14,000	14,000	39,000
06-21-4050-00	Ems Equipment Maintenance	11,727	19,100	19,100	23,000
06-21-4060-00	Office Equipment Maintenance	561	1,500	1,500	1,500
06-21-4065-00	Office Equipment Rental	152	-	-	-
06-21-4070-00	Computer/software Maintenance	35,045	58,200	58,700	31,800
06-21-4150-00	Disposable Linen	1,141	2,500	2,500	3,000
06-21-4160-00	Disinfecting Chemicals	289	2,000	2,000	2,000
06-21-4170-00	Oxygen	3,058	3,500	3,500	4,000
06-21-4210-00	Ems Medical Directors Fee	-	-	-	-
06-21-4410-00	Diesel, Oil & Lubrication	28,043	35,000	25,000	32,500
06-21-4430-00	Vehicle Maintenance	6,908	20,000	20,000	20,000
06-21-4435-00	Fleet Lease	3,183	6,000	6,000	17,000
06-21-4999-00	Disposals	10,246	-	-	-
06-21-5155-00	Fuel Island	-	2,000	2,000	-
06-21-5260-00	EMS Capital Medical Equipment	23,473	35,000	35,000	-
06-21-5261-00	Generator for South Station	-	20,000	20,000	-

06-21-5600-00	Heart Monitor	-	-	-	37,500
06-21-5626-00	Ambulance - 2018	19,275	-	-	-
06-21-6021-00	Principal - Computer/Software FY 2019	-	1,800	1,800	1,800
06-21-6022-00	Interest - Computer/Software FY 2019	-	100	100	200
06-21-6023-00	Principal - Computer/Software FY 2020	-	-	-	1,500
06-21-6024-00	Interest - Computer/Software FY 2020	-	-	-	20
06-21-6604-00	Principal - 4 Heart Monitors	38,930	-	-	-
06-21-6605-00	Interest - 4 Heart Monitors	515	-	-	-
06-21-6606-00	Principal - Ambulance Remount	45,670	-	-	-
06-21-6607-00	Interest - Ambulance Remount	604	-	-	-
06-21-6608-00	Principal - Ambulance Remount	54,165	54,700	51,800	-
06-21-6609-00	Interest - Ambulance Remount	1,034	600	600	-
06-21-6610-00	Principal - Ambulance	81,344	78,700	78,700	80,000
06-21-6611-00	Interest - Ambulance	-	2,700	2,700	1,400
06-21-6612-00	Principal - Ambulance 2019	-	-	-	95,000
06-21-6613-00	Interest - Ambulance 2019	-	-	-	950
		<hr/>	<hr/>	<hr/>	<hr/>
	<b>EMS Fund Expenditures</b>	<b>2,455,429</b>	<b>2,725,610</b>	<b>2,712,236</b>	<b>2,986,926</b>
	<b>EMS Fund Excess (Deficit)</b>	<b>147,911</b>	<b>-</b>	<b>(0)</b>	<b>0</b>



# The City of Fredericksburg

*Tourism Fund*

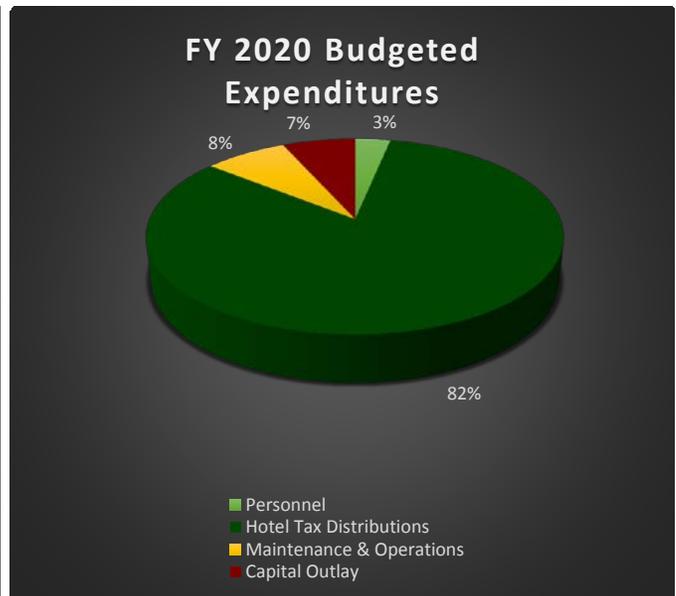
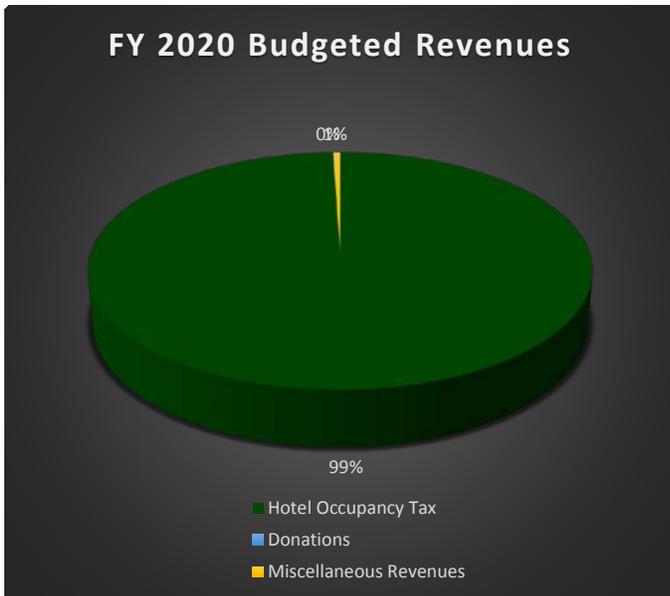
Tourism Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Hotel Occupancy Tax	3,078,906	3,262,000	3,300,000	3,600,000
Donations	12,500	37,500	32,500	-
Miscellaneous Revenues	8,180	10,000	18,961	19,000
<b>Total Revenues</b>	<b>3,099,586</b>	<b>3,309,500</b>	<b>3,351,461</b>	<b>3,619,000</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	60,297	115,329	105,936	120,692
Hotel Tax Distributions	2,950,065	3,130,811	3,130,811	3,072,429
Maintenance & Operations	26,500	53,585	56,934	282,289
Capital Outlay	15,000	143,760	101,765	250,000
<b>Total Expenditures</b>	<b>3,051,862</b>	<b>3,443,485</b>	<b>3,395,446</b>	<b>3,725,410</b>

<b>Tourism Fund Excess (Deficit)</b>	<b>47,724</b>	<b>(133,985)</b>	<b>(43,985)</b>	<b>(106,410)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Special Events Coordinator	1	1	1	1
Ft Martin Scott Site Manager - Part time	-	1	1	1
<b>Total</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**TOURISM FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
07-00-4109-00	7% Hotel Occupancy Tax	3,078,906	3,262,000	3,300,000	3,600,000
07-00-4116-00	Marktplatz Imp - Pledges/Don	12,500	37,500	32,500	-
07-00-4130-00	Hotel Occupancy Tx Dist Refund	922	-	1,061	-
07-00-4135-00	Sponsorship Revenues	-	3,000	4,900	6,000
07-00-4150-00	Interest Income	7,259	7,000	13,000	13,000
	<b>Tourism Fund Revenues</b>	<b>3,099,586</b>	<b>3,309,500</b>	<b>3,351,461</b>	<b>3,619,000</b>

**TOURISM FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
07-21-1030-00	Regular Wages - Full-time Emp	45,678	67,200	66,100	68,327
07-21-1050-00	Regular Wages - Part-time Emp	-	25,334	17,000	25,636
07-21-1060-00	Longevity	-	100	-	100
07-21-2020-00	Social Security	3,431	7,087	6,357	7,196
07-21-2030-00	Retirement - TMRS	4,486	6,608	7,529	10,483
07-21-2060-00	Health Insurance	6,702	9,000	8,950	8,950
07-21-2090-00	Professional Org - Personal	-	350	235	300
07-21-2100-00	Prof Education & Training	-	1,100	500	1,000
07-21-3140-00	Contract Professional Services	-	-	-	97,600
07-21-3220-00	Insurance & Bonds	-	-	400	3,750
07-21-3259-00	Hotel Tax Dist - CVB 5/7	2,242,389	2,330,000	2,330,000	2,571,429
07-21-3260-00	Hotel Tax Distributions	629,946	663,200	663,200	480,000
07-21-3261-00	Hotel Tax Distribution-Special	-	87,611	87,611	-
07-21-3262-00	Hotel Tax Dist -Golf Marketing	27,731	-	-	-
07-21-3263-00	Tax Dist - CVB Bldg Maint	30,000	30,000	30,000	-
07-21-3267-00	Tax Dist - CVB Grounds Maint	20,000	20,000	20,000	21,000
07-21-4030-00	General Property Maint - CVB	14,056	17,000	21,000	21,000
07-21-4031-00	MarktPlatz Restrooms Maint	9,856	-	-	-
07-21-4172-00	Music Licensing	-	1,200	891	900
07-21-4173-00	Special Events	-	18,000	19,927	34,700
07-21-4174-00	Special Events - Equipment	-	9,535	7,941	1,000
07-21-4175-00	175th Anniversary Celebration	-	-	-	100,000
07-21-4176-00	Wayfinding Sign Maintenance	-	-	-	10,000
07-21-4177-00	Fort Martin Scott Event	-	-	-	6,000
07-21-4410-00	Gasoline, Oil & Lubrication	-	1,200	840	840
07-21-4435-00	Fleet Lease	2,588	5,200	5,200	5,200
07-21-5000-00	Ft Martin Scott Master Plan	15,000	10,000	10,000	-
07-21-5700-00	Art Guild Building Improvement	-	36,760	36,765	-
07-21-5701-00	MarktPlatz Improvements	-	-	-	200,000
07-21-5710-00	Christmas Lights	-	97,000	55,000	-
07-21-5711-00	History of Fbg Documentary	-	-	-	50,000
	<b>Tourism Fund Expenditures</b>	<b>3,051,862</b>	<b>3,443,485</b>	<b>3,395,446</b>	<b>3,725,410</b>
	<b>Tourism Fund Excess (Deficit)</b>	<b>47,724</b>	<b>(133,985)</b>	<b>(43,985)</b>	<b>(106,410)</b>

\* City will use prior year fund balance to fund the estimated deficit



# The City of Fredericksburg

*Drainage Fund*

# Drainage Department - Stormwater/Vegetation Management Program

## **Description**

The Drainage Department is staffed with 3 employees. The department is located at the consolidated warehouse on Friendship Lane.

## **Goals and Objectives**

The Department's main purpose is to reduce redundant operations/equipment purchases and reduce the need for overtime and part-time help in other public works departments by providing a dedicated crew to improve drainage infrastructure and waterway maintenance and ensure the City remains in compliance with applicable TCEQ stormwater regulations. It is estimated that over 8,000 man hours are spent annually by these departments on stormwater/vegetation related services. The department officially began operations on July 15, 2019.

## **In order to meet this goal, we will**

Continue to work closely with the other departments to determine needs and areas of concern. Primary responsibilities will include:

- Mowing/clearing of City-maintained drainage channels and right of ways.
- Gutter, inlet, and creek debris cleanout.
- Tree trimming and invasive brush removal.
- Infrastructure improvements to minimize flooding.
- Pollution prevention.
- Other drainage and water quality-oriented services.

## **What we accomplished in 2018-2019**

- Adopted revised municipal drainage utility fee structure (effective March 1, 2019) which makes fees fair and equitable.
- Officially began operations on July 15, 2019.
- Purchased new equipment and transferred City-owned equipment to fully equip crews.
- Cleaned and cleared Barons Creek from S. Adams to S. Lincoln.
- Trimmed trees/brush along roadways and utility lines.
- Completed drainage improvements in alleys throughout the City.

### What we plan to accomplish in 2019-2020

- Continue to coordinate with other departments to take over stormwater/vegetation-related maintenance duties.
- Develop annual maintenance schedule that includes tree trimming, mowing, and drainage improvement projects.
- Provide regular updates to City Council on effectiveness of new department.
- Continue maintenance of City-owned properties along Barons Creek.
- Complete drainage improvement projects along Beverly Dr. and Industrial Loop.

<b>Stormwater/Vegetation Management Department</b>		
<b>PERFORMANCE MEASURES</b>	<b>ESTIMATED FY 18-19</b>	<b>PROJECTED FY 19-20</b>
ROW Maintenance (Lane Miles)	10	25
Drainage Channel Maintenance (Acres)	25	50
Creek Maintenance (Feet)	1,300	5,000
Trees/Bushes Trimmed	150	1,000
Drainage Improvement Projects	2	6

### Drainage Fund

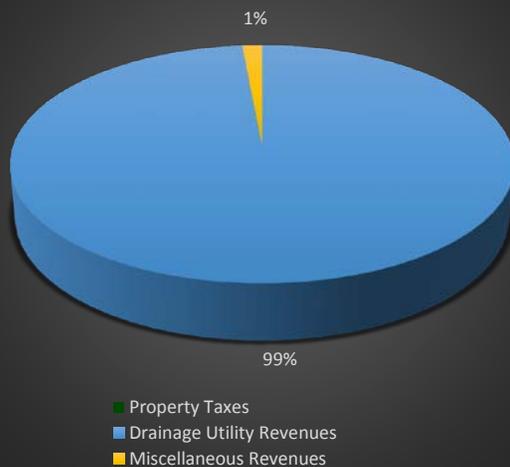
Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Property Taxes	78,080	51,010	49,000	-
Drainage Utility Revenues	79,095	470,300	380,016	603,000
Miscellaneous Revenues	6,944	3,100	8,700	9,000
<b>Total Revenues</b>	<b>164,119</b>	<b>524,410</b>	<b>437,716</b>	<b>612,000</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	-	82,117	21,810	147,543
Maintenance & Operations	48,673	127,364	95,881	232,365
Capital Outlay	-	-	217,370	1,500
Debt Requirement	63,624	268,126	63,300	153,573
<b>Total Expenditures</b>	<b>112,297</b>	<b>477,607</b>	<b>398,361</b>	<b>534,981</b>

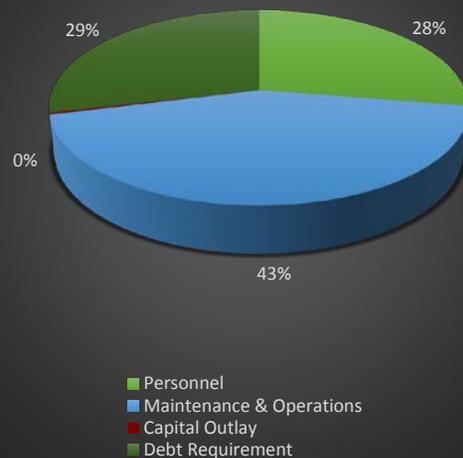
<b>Drainage Fund Excess (Deficit)</b>	<b>51,822</b>	<b>46,803</b>	<b>39,355</b>	<b>77,019</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Arborist Apprentice	-	2	2	2
<b>Total</b>	<b>-</b>	<b>2</b>	<b>2</b>	<b>2</b>

FY 2020 Budgeted Revenues



FY 2020 Budgeted Expenditures



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**DRAINAGE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
10-00-4101-00	Current Ad Valorem Taxes	74,109	47,000	45,770	-
10-00-4102-00	Delinquent Ad Valorem Taxes	3,567	3,500	2,865	-
10-00-4103-00	Penalty & Interest	404	510	365	-
10-00-4110-00	Forfeited Discounts	641	700	1,900	3,000
10-00-4150-00	Interest Income	6,944	3,100	8,700	9,000
10-00-4250-00	Drainage Utility Revenues	78,454	469,600	32,896	-
10-00-4260-00	Drainage Rev Residential	-	-	163,450	283,200
10-00-4261-00	Drainage Rev Commercial	-	-	181,770	316,800
	<b>Drainage Fund Revenues</b>	<b>164,119</b>	<b>524,410</b>	<b>437,716</b>	<b>612,000</b>

**DRAINAGE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
10-21-1030-00	Regular Wages - Full Time Emp	-	51,680	13,600	100,569
10-21-1060-00	Longevity	-	-	-	100
10-21-1070-00	Overtime Wages	-	3,750	-	-
10-21-2020-00	Social Security	-	4,240	1,040	7,701
10-21-2030-00	Retirement - TMRS	-	5,443	1,620	15,422
10-21-2040-00	Uniforms and Clothing	-	3,600	750	3,600
10-21-2060-00	Insurance	-	13,404	4,800	20,150
10-21-2090-00	Professional Org. - Personal	-	750	250	750
10-21-2100-00	Prof Education & Training	-	3,000	750	3,000
10-21-3010-00	Utilities	-	7,500	500	7,500
10-21-3020-00	Telephone	-	4,500	2,000	4,500
10-21-3030-00	Office Supplies	-	1,500	500	1,500
10-21-3040-00	Postage, Freight, Etc.	-	300	50	300
10-21-3050-00	Advertising & Public Notices	-	300	50	300
10-21-3060-00	Protocol & Social	-	1,500	250	1,500
10-21-3070-00	Travel Expenses	-	3,000	250	3,000
10-21-3090-00	Books, Periodicals, Etc	-	300	250	300
10-21-3100-00	Safety	-	1,500	250	1,500
10-21-3130-00	Legal Expenses	-	164	50	170
10-21-3140-00	Contract Professional Services	48,564	3,000	27,000	1,000
10-21-3200-00	Bad Debt Expense	109	100	-	-
10-21-3220-00	Insurance & Bonds	-	-	-	200
10-21-4010-00	Communications	-	6,000	1,500	6,000
10-21-4020-00	Janitorial / Housekeeping	-	1,500	250	1,500
10-21-4040-00	Small Tools & Equipment	-	15,000	17,645	7,645
10-21-4060-00	Office Machines Maintenance	-	450	100	450
10-21-4070-00	Computer/Software Maintenance	-	750	750	750
10-21-4100-00	Herbicide-Arundo Donax Control	-	30,000	25,000	30,000
10-21-4285-00	Tree Care & Replacement	-	15,000	5,000	15,000
10-21-4410-00	Gasoline, Oil, & Lubricants	-	20,000	5,000	20,000
10-21-4430-00	Vehicle Maintenance - Trucks	-	750	250	750
10-21-4435-00	Fleet Lease	-	3,750	3,750	18,000
10-21-4440-00	Tractor/Heavy Equipment Maint	-	3,750	1,000	3,750
10-21-4450-00	Other Equipment Maintenance	-	3,000	1,000	3,000
10-21-4600-00	Transfer Out to General Fund	-	-	2,485	-
10-21-4900-00	Drainage Projects	-	-	-	100,000
10-21-5011-00	Utility Trailer with Dump Bed	-	-	8,695	-
10-21-5000-00	Skid Steer	-	-	43,542	1,500
10-21-5010-00	Chipper	-	-	55,620	-
10-21-5012-00	Zero Turn Mowers (2)	-	-	19,809	-
10-21-5013-00	Dump Truck	-	-	89,704	-
10-21-6079-00	Principal-2010 Ref GO I&S Bond	59,985	61,400	61,400	-
10-21-6082-00	Interest-2010 Ref GO I&S Bonds	3,639	1,900	1,900	-
10-21-6084-00	Principal - Wheel Loader	-	46,667	-	46,667
10-21-6086-00	Principal - Dump Truck	-	29,228	-	-
10-21-6088-00	Principal - Bucket Truck	-	43,066	-	50,361
10-21-6090-00	Principal - Chipper	-	19,358	-	-
10-21-6092-00	Principal - Zero Turn Mowers	-	6,462	-	-
10-21-6094-00	Principal - Tractor & Shredder	-	22,226	-	22,226
10-21-6096-00	Principal - Misc Equipment	-	3,500	-	-
10-21-6098-00	Principal - Backhoe	-	31,584	-	31,584
10-21-6100-00	Principal-Herb App(3 pt & Trl)	-	2,735	-	2,735
	<b>Drainage Fund Expenditures</b>	<b>112,297</b>	<b>477,607</b>	<b>398,361</b>	<b>534,981</b>
	<b>Drainage Fund Excess (Deficit)</b>	<b>51,822</b>	<b>46,803</b>	<b>39,355</b>	<b>77,019</b>

\* City will use prior year fund balance to fund the estimated deficit



# The City of Fredericksburg

*Food and Wine Fest*

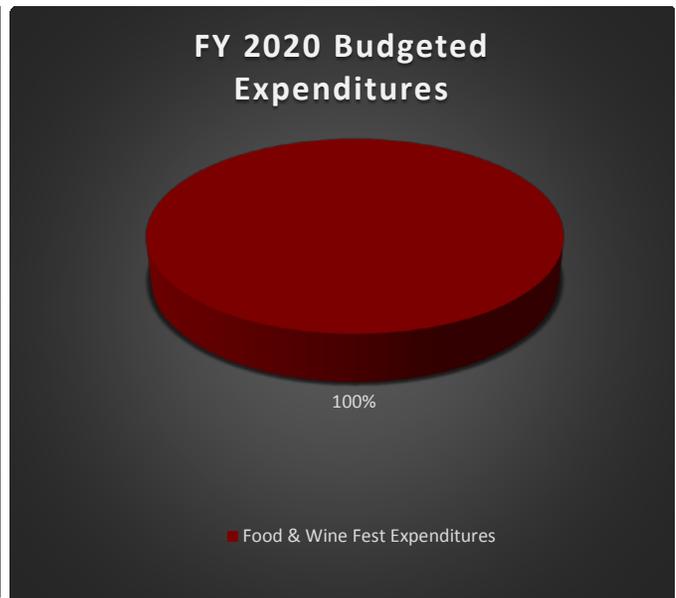
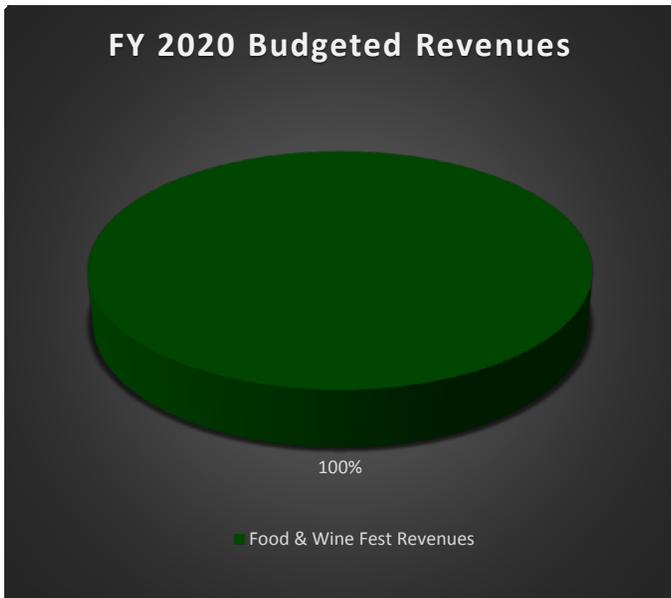
**Food & Wine Fest Fund**

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Food & Wine Fest Revenues	183,336	181,600	173,575	169,175
<b>Total Revenues</b>	<b>183,336</b>	<b>181,600</b>	<b>173,575</b>	<b>169,175</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Food & Wine Fest Expenditures	185,192	193,900	191,555	181,040
<b>Total Expenditures</b>	<b>185,192</b>	<b>193,900</b>	<b>191,555</b>	<b>181,040</b>

<b>Food &amp; Wine Fest Fund Excess (Deficit)</b>	<b>(1,856)</b>	<b>(12,300)</b>	<b>(17,980)</b>	<b>(11,865)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**FOOD AND WINE FEST FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
11-00-1000-00	Gate	56,553	62,000	62,000	62,000
11-00-1005-00	Booth Fees	7,950	9,700	7,875	8,000
11-00-1010-00	Souvenirs	5,073	4,500	3,123	3,000
11-00-1015-00	Wine / Beer Sales	28,131	25,000	26,035	25,000
11-00-1020-00	Auction	7,835	7,000	11,710	8,000
11-00-1025-00	Patron Party	25,730	27,500	31,250	27,500
11-00-1030-00	Friday Party	13,040	11,680	12,000	11,000
11-00-1035-00	Thursday Party	5,425	6,500	6,800	6,500
11-00-1040-00	Cooking School	5,140	3,945	4,000	3,500
11-00-1911-00	25 @ 5	(75)	-	-	-
11-00-1912-00	HOT Funds Revenue	-	-	-	10,000
11-00-1932-00	Paver Sales	150	-	-	-
11-00-1940-00	Donations	7,400	9,300	9,300	9,000
11-00-4150-00	Interest Income	2,529	2,000	4,100	4,200
11-00-4165-00	Miscellaneous Revenue	48	50	108	75
	<b>Food and Wine Fest Fund Revenues</b>	<b>164,929</b>	<b>169,175</b>	<b>178,301</b>	<b>177,775</b>

**FOOD AND WINE FEST FUND EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
11-25-0001-00	Wine / Beer	31,017	32,500	23,595	24,000
11-25-0002-00	Souvenirs	12,192	4,000	5,369	4,000
11-25-0003-00	Wine Glasses / Beer Cups	13,511	10,000	8,983	5,000
11-25-0004-00	Advertising/Production	25,532	18,000	21,000	22,000
11-25-0005-00	Management Fees	16,800	16,800	16,600	16,600
11-25-0006-00	Patron Party	17,722	19,000	16,077	17,000
11-25-0007-00	Friday Party	10,012	7,800	8,515	9,000
11-25-0008-00	Entertainment/Sound	6,600	5,100	5,100	5,500
11-25-0009-00	Rentals/Tents	12,199	11,000	12,591	13,000
11-25-0011-00	Set-up	1,595	1,745	795	800
11-25-0012-00	Clean-up	2,070	2,070	2,709	3,000
11-25-0013-00	Security	3,350	3,350	3,416	3,500
11-25-0014-00	Electrical	1,700	1,700	1,355	1,700
11-25-0015-00	Postage	337	2,100	2,236	2,300
11-25-0016-00	Printing	-	3,000	2,035	3,000
11-25-0017-00	Signs & Banners	440	500	450	500
11-25-0018-00	Supplies	1,667	200	375	2,000
11-25-0019-00	Auction	842	1,500	529	500
11-25-0020-00	Misc Labor	450	575	-	-
11-25-0021-00	Miscellaneous	3,135	800	478	500
11-25-0022-00	Bank Charges	2,245	2,500	2,640	3,000
11-25-0023-00	Thursday Night Party	175	4,800	4,216	4,500
11-25-0024-00	Cooking School	1,000	1,000	1,516	2,000
11-25-1021-00	Food And Winefest Expenses	-	-	-	-
11-25-1022-00	Market Sq Pledge Improvements	1,275	25,000	20,000	20,000
11-25-1040-00	Fund Cash Drawers	-	6,000	6,000	6,000
	<b>Food and Wine Fest Fund Expenditures</b>	<b>165,867</b>	<b>181,040</b>	<b>166,580</b>	<b>169,400</b>
	<b>Food and Wine Fest Fund Excess (Deficit)</b>	<b>(939)</b>	<b>(11,865)</b>	<b>11,721</b>	<b>8,375</b>



# The City of Fredericksburg

*Emergency Management*

# Emergency Management

## **Description**

The Office of Emergency Management is a Division within the Fredericksburg Fire Department and is charged with carrying out a comprehensive all-hazard emergency management program for the City of Fredericksburg and Gillespie County. Our program includes pre and post-disaster mitigation of known hazards to reduce their impact; preparedness activities, such as emergency planning, training, and exercises; provisions for effective response to emergency situations; and recovery programs for major disasters. Our charter also includes the development and implementation of an Emergency Notification System that will alert City and County residents of pending emergencies and provide public service announcements. We operate under the National Incident Management System (NIMS) to standardize operations and response with other state and federal responders. We use the Incident Command System (ICS) as our incident management scheme.

## **Goals and Objectives**

- Maintain an Advanced Level of Planning Preparedness.
- Reduce vulnerability to natural hazards and manmade threats.
- Validate response capabilities through Emergency Management Exercises.
- Provide ongoing Emergency Management training opportunities.
- Increase community awareness and preparedness through outreach programs.

## **In order to meet these goals, we will**

- Aggressively create and update emergency planning documents.
- Conduct a minimum of two discussion based exercises and one operationally based exercise involving the Emergency Operations Center and first responders.
- Conduct Fire Prevention and Awareness training to schools and businesses along with Incident Command System and Emergency Management related courses.
- Actively promote Hazard Mitigation, Animal Issues, Donations Steering Group, and Volunteer programs.

## **What we accomplished in 2018–2019**

- Updated the basic plan and 2 of the 22 annexes of the Emergency Operations Plan resulting in an Advanced Level of Planning Preparedness as certified by the Texas Division of Emergency Management.
- Conducted 11 regular meetings of both the City and County Hazard Mitigation Committees.
- Conducted two Local Emergency Preparedness Committee meetings with a wide array of community involvement.

- Conducted two discussion based exercise with full Emergency Operations Center participation dealing with widespread devastation, mass casualties, and long term recovery housing.
- Conducted two operationally based exercises consisting of a full scale real world exercise that included an activation of the Emergency Operations Center, County Disaster Declaration, request for State Assistance, and recovery efforts over a 90 day period and a real world search and rescue operation at the Enchanted Rock State Natural Area.
- Provided Fire Prevention and Hazard Awareness training to over 1,400 local school Administrators and Students over 55 hours.
- Additional fire awareness and fire extinguisher training was provided to business owners, employees and residents throughout the year. We also conducted ICS 300 and ICS 400 courses dealing with the Incident Command systems to students throughout the State.

### What we plan to accomplish in 2019–2020

We plan to complete the Gillespie County Continuity of Operations Plan. We will also complete the update and revision of 5 annexes in in the Emergency Operations Plan. Through the regular Hazard Mitigation meetings, we plan to reduce vulnerability to natural hazards and manmade threats. We are planning four exercises for FY 2020 including Search & Rescue and Point of Distribution Drills. We will continue to conduct Fire Prevention and Awareness training along with ICS courses and Emergency Management courses. We will also actively promote Hazard Mitigation, Animal Issues, Donations Steering Group, and Volunteer programs.

### Office of Emergency Management

PERFORMANCE MEASURES	ACTUAL FY 16-17	ACTUAL FY 17-18	ESTIMATED FY 18-19	PROJECTED FY 19-20
Plans originated or updated	8	6	4	5
Hazard Mitigation meetings conducted	13	15	11	11
Exercises Conducted	3	4	4	4
Fire Prevention / Awareness Training hours	39	40	52	55
ICS Courses Conducted	2	2	2	2
Emergency Management Courses Conducted	1	1	3	3
Community Outreach meetings	12	12	12	12

### Emergency Management Fund

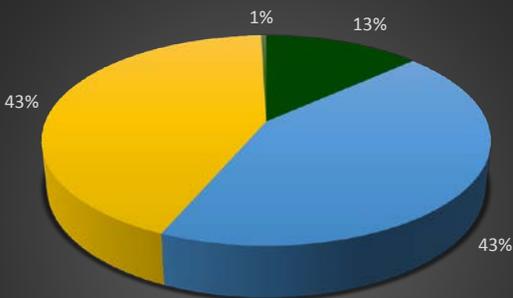
Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Grant Revenue	30,110	33,300	30,100	28,000
Intercompany Transfer from General Fund	68,800	76,262	75,446	90,269
Intergovernmental Transfer In	68,800	76,262	75,446	90,269
Miscellaneous Revenues	469	200	900	900
<b>Total Revenues</b>	<b>168,179</b>	<b>186,024</b>	<b>181,892</b>	<b>209,438</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	119,299	126,223	125,992	142,418
Maintenance & Operations	32,604	59,800	54,400	64,020
Capital Outlays	5,650	-	-	-
Debt Requirement	-	1,500	1,500	3,000
<b>Total Expenditures</b>	<b>157,553</b>	<b>187,523</b>	<b>181,892</b>	<b>209,438</b>

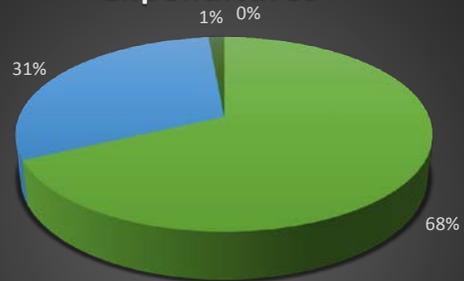
<b>Emergency Management Fund Excess (Deficit)</b>	<b>10,625</b>	<b>(1,499)</b>	<b>-</b>	<b>-</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Emergency Management Coordinator	1	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

FY 2020 Budgeted Revenues



FY 2020 Budgeted Expenditures



- Grant Revenue
- Intercompany Transfer from General Fund
- Intergovernmental Transfer In
- Miscellaneous Revenues

- Personnel
- Maintenance & Operations
- Capital Outlays
- Debt Requirement

**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**EMERGENCY MANAGMENT FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
14-00-4101-00	Fema	30,110	33,300	30,100	28,000
14-00-4102-00	County Funds	68,800	76,262	75,446	90,269
14-00-4103-00	City Funds	68,800	76,262	75,446	90,269
14-00-4150-00	Interest Income	469	200	900	900
	<b>Emergency Management Fund Revenues</b>	<b>168,179</b>	<b>186,024</b>	<b>181,892</b>	<b>209,438</b>

**EMERGENCY MANAGMENT FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Adopted</u>	<u>2019 Projected</u>	<u>2020 Adopted</u>
14-21-1030-00	Regular Wages-full Time Emp.	100,096	105,900	104,300	109,453
14-21-1060-00	Longevity	557	700	700	710
14-21-2020-00	Social Security	7,676	8,155	8,033	8,427
14-21-2030-00	Retirement-tmrs	9,867	10,468	11,960	16,877
14-21-2060-00	Insurance-hosp. Ins.	1,103	1,000	1,000	6,950
14-21-2090-00	Professional Org.-personal	299	600	350	600
14-21-2100-00	Prof. Education & Training	439	800	250	800
14-21-3011-00	Shelter Management	5,000	5,000	5,000	5,000
14-21-3020-00	Telephone	519	3,800	3,800	3,800
14-21-3030-00	Office Supplies	30	800	500	500
14-21-3040-00	Postage, Freight, Etc.	-	100	100	100
14-21-3050-00	Advertising & Notices	126	400	400	400
14-21-3060-00	Protocal & Social	1,736	2,200	2,200	2,200
14-21-3070-00	Travel Expenses	4,643	6,500	5,000	6,500
14-21-3090-00	Books, Periodicals, Etc.	-	200	200	200
14-21-3140-00	Contract Professional Services	43	400	400	400
14-21-3150-00	Emer Mgt Materials	2,961	3,500	3,500	3,500
14-21-3220-00	Insurance & Bonds	525	600	300	920
14-21-3250-00	Conventions	349	1,000	1,000	1,000
14-21-4010-00	Communications Expense	9,445	19,100	19,100	19,100
14-21-4030-00	General Property Maintenance	549	600	400	400
14-21-4040-00	Small Tools & Equipment	1,937	1,000	500	1,000
14-21-4070-00	Computer/software Maintenance	1,807	5,000	5,000	5,400
14-21-4410-00	Gasoline, Oil, & Lubrication	1,208	1,200	1,200	1,200
14-21-4430-00	Vehicle Maintenance	988	1,000	1,000	-
14-21-4435-00	Fleet Lease	-	6,000	4,200	11,000
14-21-5240-00	Capital Items	5,650	-	-	-
14-21-6021-00	Principal - Computer/Software FY 2019	-	1,400	1,400	1,400
14-21-6022-00	Interest - Computer/Software FY 2019	-	100	100	100
14-21-6023-00	Principal - Computer/Software FY 2020	-	-	-	1,400
14-21-6024-00	Interest - Computer/Software FY 2020	-	-	-	100
	<b>Emergency Management Fund Revenues</b>	<b>157,553</b>	<b>187,523</b>	<b>181,892</b>	<b>209,438</b>
	<b>Emergency Management Fund Excess (Deficit)</b>	<b>10,625</b>	<b>(1,499)</b>	<b>-</b>	<b>(0)</b>



# The City of Fredericksburg

*Debt Service Fund*

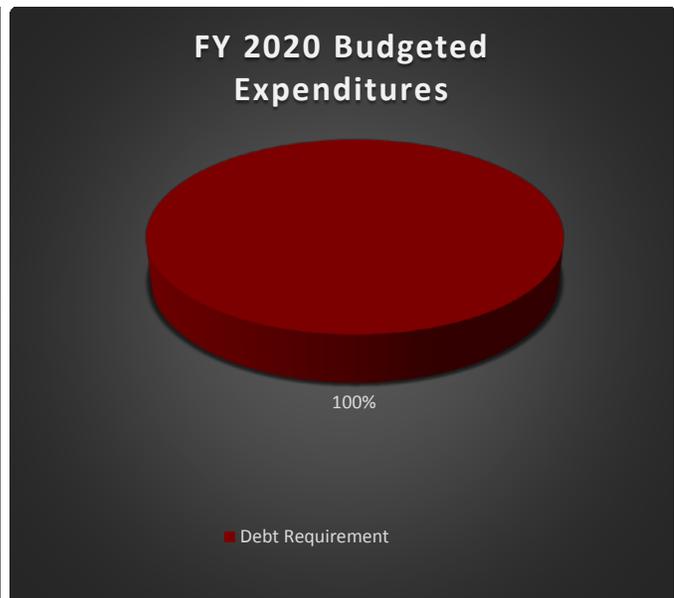
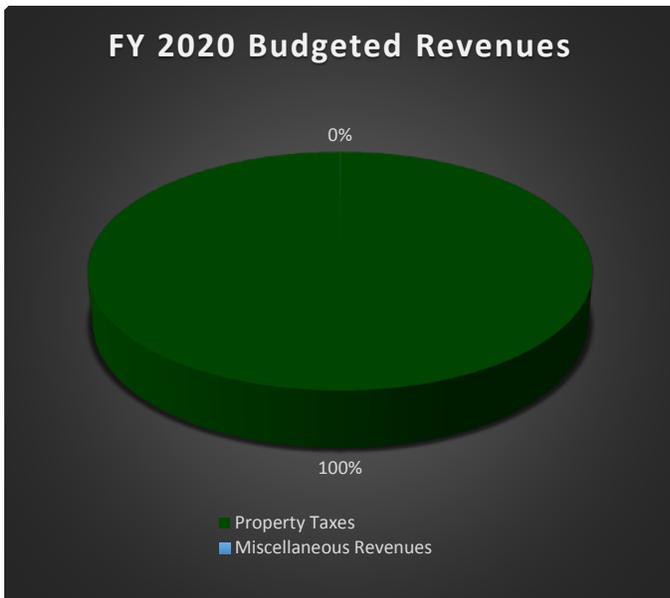
### Debt Service Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Property Taxes	1,071,122	697,400	692,224	817,600
Miscellaneous Revenues	320	150	400	400
<b>Total Revenues</b>	<b>1,071,442</b>	<b>697,550</b>	<b>692,624</b>	<b>818,000</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Intercompany Transfer to General Fund			22,210	
Debt Requirement	873,206	876,100	876,100	810,800
<b>Total Expenditures</b>	<b>873,206</b>	<b>876,100</b>	<b>898,310</b>	<b>810,800</b>

<b>Debt Service Fund Excess (Deficit)</b>	<b>198,236</b>	<b>(178,550)</b>	<b>(205,686)</b>	<b>7,200</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
Fredericksburg**

**DEBT SERVICE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
15-00-4150-00	Interest Income	320	150	400	400
15-00-4204-00	Curr Taxes-Gen Obl Bonds	1,017,008	640,000	634,824	751,000
15-00-4205-00	Del Taxes-Gen Obl Bonds	48,700	50,000	50,000	60,000
15-00-4206-00	Penalty & Int-Gen Obl Bonds	5,414	7,400	7,400	6,600
	<b>Debt Service Fund Revenues</b>	<b>1,071,442</b>	<b>697,550</b>	<b>692,624</b>	<b>818,000</b>

**DEBT SERVICE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
15-21-4600-00	Transfer Out to General Fund	-	-	22,210	-
15-21-6079-00	Principal-2010 Ref GO I&S Bond	390,015	398,700	398,700	-
15-21-6082-00	Interest-2010 Ref GO I&S Bonds	23,661	12,000	12,000	-
15-21-6304-00	Principal - 2012 GO Bonds	140,000	145,000	145,000	145,000
15-21-6305-00	Interest - 2012 GO Bonds	71,784	67,700	67,700	63,600
15-21-6306-00	Principal - 2016 Tax Lmted Note	50,000	55,000	55,000	335,000
15-21-6307-00	Interest - 2016 Tax Lmted Note	19,535	19,000	19,000	16,800
15-21-6308-00	Principal-2017 LmtedTax&RevCO's	30,000	70,000	70,000	145,000
15-21-6309-00	Interest-2017 LmtedTax&RevCo's	148,212	108,700	108,700	105,400
	<b>Debt Service Fund Expenditures</b>	<b>873,206</b>	<b>876,100</b>	<b>898,310</b>	<b>810,800</b>
	<b>Debt Service Fund Excess (Deficit)</b>	<b>198,236</b>	<b>(178,550)</b>	<b>(205,686)</b>	<b>7,200</b>



# The City of Fredericksburg

*Police Forfeiture*

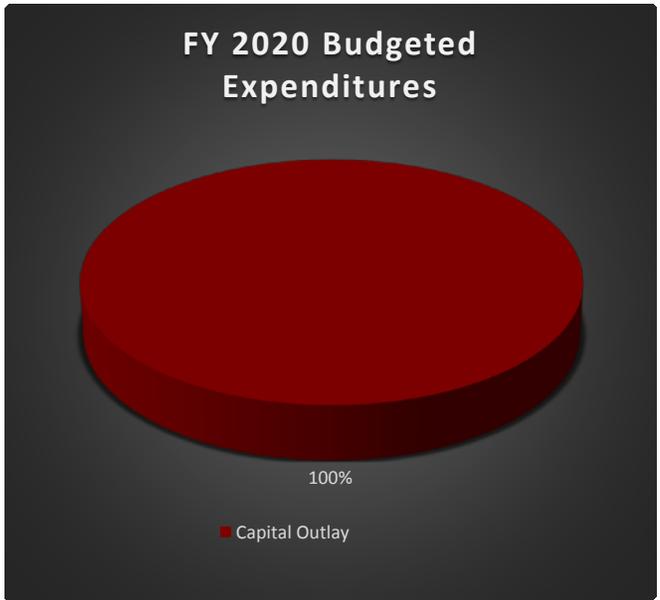
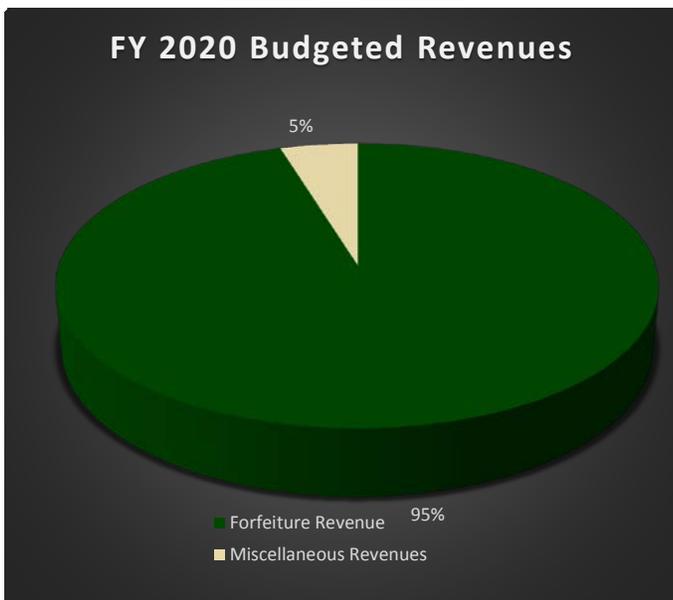
**Police Forfeiture**

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Forfeiture Revenue	7,722	2,000	3,200	2,000
Miscellaneous Revenues	123	100	100	100
<b>Total Revenues</b>	<b>7,845</b>	<b>2,100</b>	<b>3,300</b>	<b>2,100</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Maintenance & Operations	130	-	-	-
Capital Outlay	1,140	-	4,657	4,000
<b>Total Expenditures</b>	<b>1,270</b>	<b>-</b>	<b>4,657</b>	<b>4,000</b>

<b>Police Forfeiture Fund Excess (Deficit)</b>	<b>6,575</b>	<b>2,100</b>	<b>(1,357)</b>	<b>(1,900)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**POLICE FORFEITURE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
17-00-4101-00	Forfeiture Revenue	7,722	2,000	3,200	2,000
17-00-4150-00	Interest Income	123	100	100	100
	<b>Police Forfeiture Fund Revenues</b>	<b>7,844</b>	<b>2,100</b>	<b>3,300</b>	<b>2,100</b>

**POLICE FORFEITURE FUND EXPENSES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
17-22-3190-00	Miscellaneous Expenses	130	-	-	-
17-22-5005-00	Police Dept Equipment	1,140	-	3,023	4,000
17-22-5015-00	Computer Equipment	-	-	1,634	-
	<b>Police Forfeiture Fund Expenditures</b>	<b>1,270</b>	<b>-</b>	<b>4,657</b>	<b>4,000</b>
	<b>Police Forfeiture Fund Excess (Deficit)</b>	<b>6,574</b>	<b>2,100</b>	<b>(1,357)</b>	<b>(1,900)</b>

\* City will use prior year fund balance to fund the estimated deficit



# The City of Fredericksburg

*Water & Wastewater Capital Project Fund*

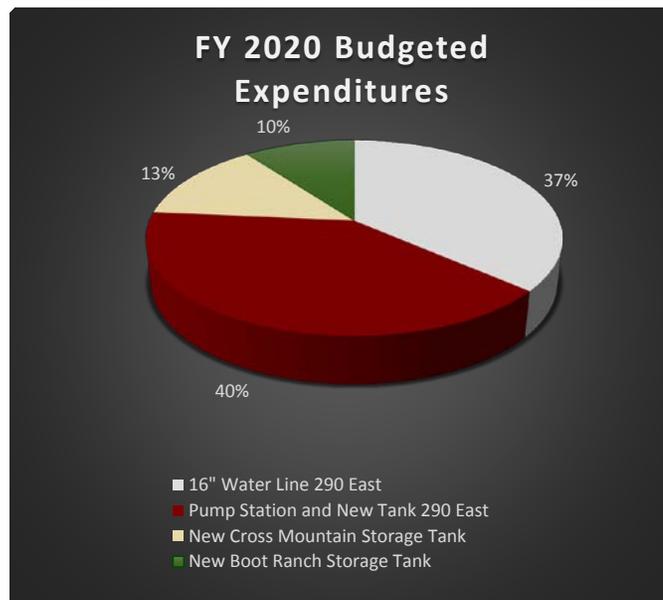
### Water & Wastewater Capital Project Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Proceeds from 2018 Utility Revenue Bonds	-	18,500,000	18,500,000	-
<b>Total Revenues</b>	-	<b>18,500,000</b>	<b>18,500,000</b>	-

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
16" Water Line 290 East	-	6,879,200	750,000	6,129,200
Pump Station and New Tank 290 East	-	7,242,700	500,000	6,742,700
New Cross Mountain Storage Tank	-	2,393,500	150,000	2,243,500
New Boot Ranch Storage Tank	-	1,868,800	150,000	1,718,800
<b>Total Expenditures</b>	-	<b>18,384,200</b>	<b>1,550,000</b>	<b>16,834,200</b>

<b>Water &amp; Wastewater Capital Project Fund Excess (Deficit)</b>	-	<b>115,800</b>	<b>16,950,000</b>	<b>(16,834,200)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
None	-	-	-	-
<b>Total</b>	-	-	-	-





**CAPITAL PROJECT FUND - WATER & WASTEWATER FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
29-00-4300-00	Proceeds 2019 Utility Rev Bond	-	18,500,000	18,500,000	-
	<b>W &amp; WW Capital Project Fund Revenues</b>	-	<b>18,500,000</b>	<b>18,500,000</b>	-

**CAPITAL PROJECT FUND - WATER & WASTEWATER FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
29-21-5391-00	16" Water Line 290 E	-	6,879,200	750,000	6,129,200
29-21-5392-00	Pump Station & New Tank 290 E	-	7,242,700	500,000	6,742,700
29-21-5393-00	Cross Mountain Storage Tank	-	2,393,500	150,000	2,243,500
29-21-5394-00	Boot Ranch Storage Tank	-	1,868,800	150,000	1,718,800
	<b>W &amp; WW Capital Project Fund Expenditures</b>	-	<b>18,384,200</b>	<b>1,550,000</b>	<b>16,834,200</b>
	<b>W &amp; WW Capital Project Fund Excess (Deficit)</b>	-	<b>115,800</b>	<b>16,950,000</b>	<b>(16,834,200)</b>

\* City will use fund balance to fund the estimated deficit



# The City of Fredericksburg

*Animal Shelter Special Revenue Fund*

### Animal Shelter Special Revenue Fund

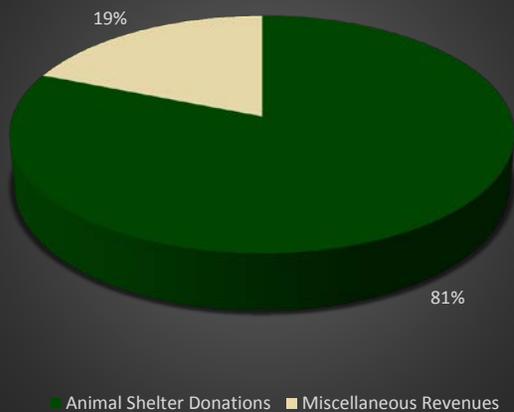
Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Animal Shelter Donations	-	400,000	950,000	3,000
Miscellaneous Revenues	-	-	300	700
<b>Total Revenues</b>	-	<b>400,000</b>	<b>950,300</b>	<b>3,700</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Personnel	-	7,232	7,229	55,966
Maintenance & Operations	-	17,700	17,700	25,300
Capital Outlays	-	66,800	59,600	24,800
<b>Total Expenditures</b>	-	<b>91,732</b>	<b>84,529</b>	<b>106,066</b>

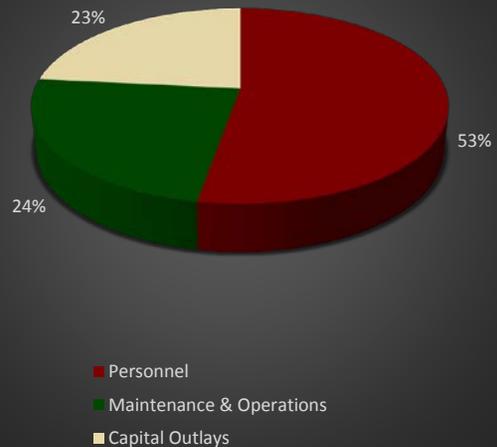
<b>Animal Shelter Special Revenue Fund Excess (Deficit)</b>	<b>(1)</b>	<b>308,268</b>	<b>865,771</b>	<b>(102,366)</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Animal Shelter Manager		1	1	1
Animal Control Officer	-	2	2	2
<b>Total</b>	-	<b>3</b>	<b>3</b>	<b>3</b>

FY 2020 Budgeted Revenues



FY 2020 Budgeted Expenditures



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**ANIMAL SHELTER SPECIAL REV ACCT FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
42-00-4150-00	Interest Revenue	-	-	300	700
42-00-4214-00	AnimalShelter/Control Donation	-	400,000	950,000	3,000
	<b>Animal Shelter Special Rev Acct Fund Revenu</b>	-	400,000	950,300	3,700

**ANIMAL SHELTER SPECIAL REV ACCT FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
42-22-1030-00	Regular Wages	-	4,800	4,800	38,234
42-22-2020-00	Social Security	-	370	367	2,925
42-22-2030-00	TMRS	-	572	572	5,857
42-22-2060-00	Health Insurance	-	1,490	1,490	8,950
42-22-3220-00	Insurance & Bonds	-	-	-	6,300
42-22-4030-00	General Property Maintenance	-	4,900	4,900	5,500
42-22-4040-00	Small Tools & Equipment	-	9,700	9,700	5,000
42-22-4070-00	Computer / Software Maintenance	-	3,100	3,100	500
42-22-4035-00	Animal Control Expenses	-	-	-	8,000
42-22-5210-00	Animal Shelter Capital Equipment	-	15,800	8,600	24,800
42-22-5240-00	Animal Shelter Vehicle	-	51,000	51,000	-
	<b>Animal Shelter Special Rev Acct Fund Expend</b>	-	<b>91,732</b>	<b>84,529</b>	<b>106,066</b>
	<b>Animal Shelter Special Rev Acct Fund Excess</b>	-	<b>308,268</b>	<b>865,771</b>	<b>(102,366)</b>

\* City will use prior year fund balance to fund the estimated deficit



# The City of Fredericksburg

*Parks & Recreation Special Revenue Fund*

**Parks & Recreation Special Revenue Fund**

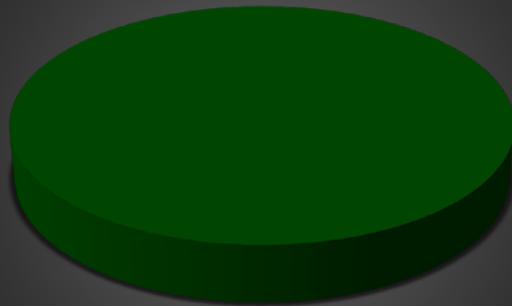
Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Donations	-	-	2,350	8,900
<b>Total Revenues</b>	-	-	<b>2,350</b>	<b>8,900</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Maintenance & Operations	-	-	1,000	8,900
<b>Total Expenditures</b>	-	-	<b>1,000</b>	<b>8,900</b>

<b>Parks &amp; Recreation Special Revenue Fund Excess (Deficit)</b>	-	-	<b>1,350</b>	-
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
None	-	-	-	-
<b>Total</b>	-	-	-	-

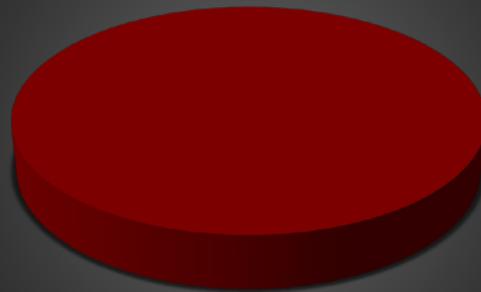
**FY 2020 Budgeted Revenues**



100%

■ Donations

**FY 2020 Budgeted Expenditures**



100%

■ Maintenance & Operations

**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**PARKS & RECREATION SPECIAL REVENUE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
45-00-4550-00	LBJ Park Revenue	-	-	-	500
45-00-4551-00	Cross Mountain Revenue	-	-	1,000	500
45-00-4552-00	Sports Revenue	-	-	-	250
45-00-4553-00	Parks General Revenue	-	-	-	1,000
45-00-4554-00	Fort Martin Scott Revenue	-	-	1,000	3,600
45-00-4555-00	Marktplatz Revenue	-	-	100	300
45-00-4556-00	Programs Revenue	-	-	250	2,500
45-00-4557-00	Swimming Pools Revenue	-	-	-	250
<b>Parks &amp; Recreation Special Revenue Fund Revenues</b>			-	<b>2,350</b>	<b>8,900</b>

**PARKS & RECREATION SPECIAL REVENUE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
45-25-4550-00	LBJ Park Expense	-	-	-	500
45-25-4551-00	Cross Mountain Expense	-	-	1,000	500
45-25-4552-00	Sports Expense	-	-	-	250
45-25-4553-00	Parks General Expense	-	-	-	1,000
45-25-4554-00	Fort Martin Scott Expense	-	-	-	3,600
45-25-4555-00	Marktplatz Expense	-	-	-	300
45-25-4556-00	Programs Expense	-	-	-	2,500
45-25-4557-00	Swimming Pools Expense	-	-	-	250
<b>Parks &amp; Recreation Special Revenue Fund Expenditures</b>			-	<b>1,000</b>	<b>8,900</b>
<b>Parks &amp; Recreation Special Revenue Fund Excess (Deficit)</b>			-	<b>1,350</b>	-



# The City of Fredericksburg

*Health Insurance Fund*

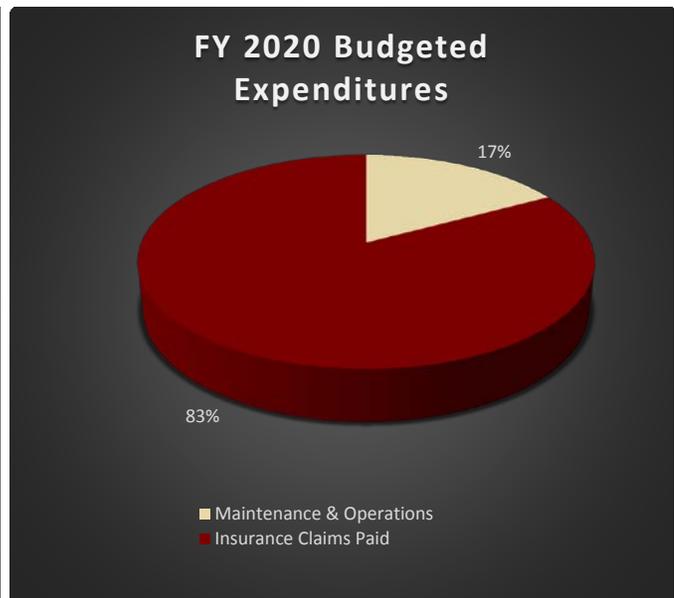
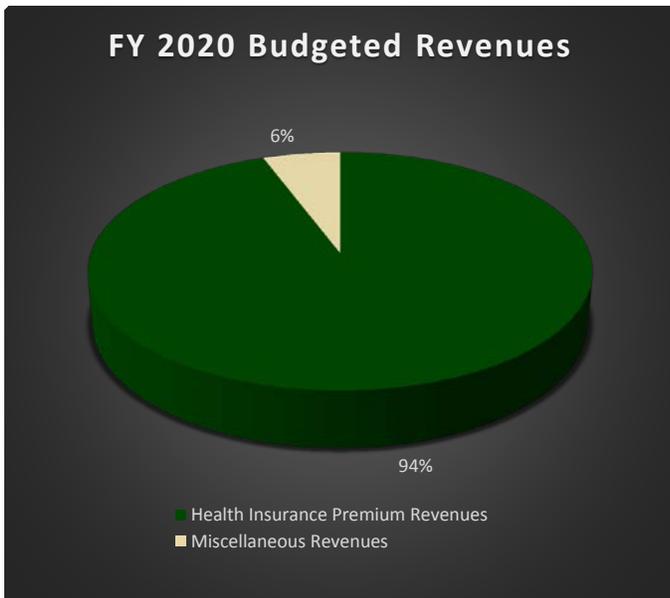
### Health Insurance Fund

Revenues	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Health Insurance Premium Revenues	1,719,735	1,800,276	1,795,700	1,850,465
Miscellaneous Revenues	74,637	78,700	122,000	112,500
<b>Total Revenues</b>	<b>1,794,372</b>	<b>1,878,976</b>	<b>1,917,700</b>	<b>1,962,965</b>

Expenditures	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
Maintenance & Operations	306,221	312,000	303,500	329,712
Insurance Claims Paid	1,716,819	1,757,000	1,465,000	1,598,000
<b>Total Expenditures</b>	<b>2,023,040</b>	<b>2,069,000</b>	<b>1,768,500</b>	<b>1,927,712</b>

<b>Health Insurance Fund Excess (Deficit)</b>	<b>(228,668)</b>	<b>(190,024)</b>	<b>149,200</b>	<b>35,253</b>
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Staffing	2018 Actual	2019 Adopted	2019 Projected	2020 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2020 Budget Analysis**



**The City of  
 Fredericksburg**

**HEALTH INSURANCE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
50-00-4000-00	Employee Hosp Premium Revenue	1,365,848	1,440,995	1,430,000	1,480,465
50-00-4005-00	Dependent Hosp Premium Revenue	346,729	349,981	365,700	370,000
50-00-4015-00	Cobra	7,158	9,300	-	-
50-00-4025-00	Stop Loss Refunds-specific	66,748	70,000	110,000	100,000
50-00-4150-00	Interest Income	7,889	8,700	12,000	12,500
	<b>Health Insurance Fund Revenues</b>	<b>1,794,372</b>	<b>1,878,976</b>	<b>1,917,700</b>	<b>1,962,965</b>

**HEALTH INSURANCE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2018 Actual</b>	<b>2019 Adopted</b>	<b>2019 Projected</b>	<b>2020 Adopted</b>
50-21-2000-00	Administration Fees	67,028	65,000	65,300	70,632
50-21-3005-00	Specific Stop Loss Reinsurance	217,718	220,000	210,000	231,120
50-21-3006-00	Subrogation Proceeds	(3,336)	2,000	-	-
50-21-3010-00	Aggregate Stop Loss Reinsuranc	9,495	10,000	13,200	12,960
50-21-3140-00	Contract Professional Services	15,317	15,000	15,000	15,000
50-21-4000-00	Claims Paid	1,544,327	1,600,000	1,250,000	1,400,000
50-21-4010-00	Claims - Prescription Drugs	224,074	204,000	270,000	250,000
50-21-4015-00	Claims - RX Drug Rebate	(51,582)	(47,000)	(55,000)	(52,000)
	<b>Health Insurance Fund Expenditures</b>	<b>2,023,040</b>	<b>2,069,000</b>	<b>1,768,500</b>	<b>1,927,712</b>
	<b>Health Insurance Fund Excess (Deficit)</b>	<b>(228,668)</b>	<b>(190,024)</b>	<b>149,200</b>	<b>35,253</b>



# The City of Fredericksburg

## *Capital Expenditure Requests*

**Capital Expenditure Requests  
FY 2020**

<b>Dept.</b>	<b>Description</b>	<b>G/L Account</b>	<b>Requested</b>	<b>Funding Source</b>
Admin	Capital Equipment	01-20-5012-00	\$ 5,000	Cash
Admin	Computer / Software Equipment	01-20-6023-00	3,030	Lease/Purchase 3 Yr
Police	Police Vehicles	01-22-5240-00	228,269	Cash
Police	Computer / Software Equipment	01-22-6023-00	2,780	Lease/Purchase 3 Yr
Fire	SCBA Breathing Apparatus	01-23-5300-00	17,000	Cash
Fire	Fire Dept Capital Equipment	01-23-5310-00	17,000	Cash
Fire	Computer / Software Equipment	01-23-6023-00	1,270	Lease/Purchase 3 Yr
Fire	Fire Truck - Pumper	01-23-6234-00	100,457	Lease/Purchase 8 Yr
Street	Sidewalks	01-24-5465-00	100,000	Cash
Street	Transportation Bond Project Traffic Study	01-24-5483-00	75,000	Cash
Street	Computer / Software Equipment	01-24-6023-00	1,270	Lease/Purchase 3 Yr
Street	Maintainer	01-24-6422-00	66,667	Lease/Purchase 3 Yr
Park	RV Campgrounds Improvements	01-25-5521-00	20,000	Cash
Park	Oakcrest Park Improvements	01-25-5539-00	150,000	Cash
Park	RV Restroom Improvements	01-25-5540-00	240,000	Cash
Park	Fort Trail Stabilization	01-25-5541-00	25,000	Cash
Park	Town Pool filter - sand replacement	01-25-5542-00	8,000	Cash
Park	Marktplatz pedestal replacements	01-25-5543-00	18,000	Cash
Park	Oktoberfest repaint/repairs	01-25-5544-00	32,000	Cash
Park	Kinder Halle repaint/repairs	01-25-5545-00	32,000	Cash
Park	Marktplatz arbor repairs/repaint	01-25-5546-00	34,000	Cash
Park	Marktplatz light pole replacements	01-25-5547-00	22,000	Cash
Park	Computer / Software Equipment	01-25-6023-00	1,520	Lease/Purchase 3 Yr
Dev. Services	Computer / Software Equipment	01-27-6023-00	1,820	Lease/Purchase 3 Yr
Health	Computer / Software Equipment	01-28-6023-00	760	Lease/Purchase 3 Yr
Municipal Court	Computer / Software Equipment	01-29-6023-00	860	Lease/Purchase 3 Yr
Engineering	Update Aerial Photos	01-30-5100-00	22,000	Cash
Engineering	Computer / Software Equipment	01-30-6023-00	860	Lease/Purchase 3 Yr
<b>GENERAL FUND TOTALS</b>			<b>\$ 1,226,563</b>	

Electric	Meters	02-21-5240-00	11,000	Cash
Electric	Transformers	02-21-5250-00	40,000	Cash
Electric	Electric Department Building	02-21-5275-00	45,000	Cash
Electric	Boom Truck	02-21-5286-00	35,000	Cash
Electric	Main Street Decorative Lighting	02-21-5287-00	225,000	Cash
Electric	Street Lighting & Signal System	02-21-5373-00	40,000	Cash
Electric	Sandcastle URG Rehab	02-21-5381-00	35,000	Cash
Electric	Replace Substation Breakers	02-21-5382-00	20,000	Cash
Electric	Light @ Main & Washington	02-21-5383-00	35,000	Cash
Electric	Computer / Software Equipment	02-21-6023-00	3,030	Lease/Purchase 3 Yr
Electric	Electric Warehouse	02-21-6203-00	306,620	Revenue Bonds
<b>ELECTRIC TOTALS</b>			<b>\$ 795,650</b>	

Water	Other Capital Items	03-21-5250-00	\$ 18,000	Cash
Water	Water Meters	03-21-5280-00	5,000	Cash
Water	Water Mains	03-21-5301-00	50,000	Cash
Water	Water Taps	03-21-5302-00	5,000	Cash
Water	Sewer Mains	03-21-5303-00	50,000	Cash
Water	Sewer Taps	03-21-5304-00	2,000	Cash
Water	Manholes	03-21-5305-00	2,500	Cash
Water	SCADA	03-21-5313-00	50,000	Cash
Water	Bell Street Water Line Rehab	03-21-5415-00	150,000	Cash
Water	Hotel Conference Center - Oversizing Utility	03-21-5427-00	865,000	Impact Fee
Water	290 E Sewer Extension	03-21-5428-00	1,515,000	Impact Fee
Water	Forklift	03-21-5432-00	15,000	Cash
Water	Green Meadows Lift Station Rehab	03-21-5433-00	750,000	Cash
Water	Boot Ranch Lift Station Pumps	03-21-5434-00	100,000	Cash
Water	Work Order Management System	03-21-5435-00	55,000	Cash
Water	Decommission Windcrest Lift Station	03-21-5436-00	20,000	Cash
Water	Access Road Boerner Well Field	03-21-5437-00	20,000	Cash
Water	Wastewater Modeling Software	03-21-5438-00	25,000	Cash
Water	Computer / Software Equipment	03-21-6023-00	4,040	Lease/Purchase 3 Yr
Water	Boom Truck	03-21-6338-00	55,550	Lease/Purchase 3 Yr
Water	Bobcat Excavator	03-21-6340-00	14,140	Lease/Purchase 3 Yr
<b>WATER &amp; SEWER TOTALS</b>			<b>\$ 3,771,230</b>	

W&S Capital Proj	16" Water Line 290 E	29-21-5391-00	6,129,200	Rev Bond
W&S Capital Proj	Pump Station & Tank 290 E	29-21-5392-00	6,742,700	Rev Bond
W&S Capital Proj	Cross Mountain Storage Tank	29-21-5393-00	2,243,500	Rev Bond
W&S Capital Proj	Boot Ranch Storage Tank	29-21-5394-00	1,718,800	Rev Bond
<b>W&amp;S CAPITAL PROJECTS TOTALS</b>			<b>\$ 16,834,200</b>	

Solid Waste	Cell #8 Construction	05-21-5040-00	1,320,000	Cash
Solid Waste	Golf Cart	05-21-5153-00	6,930	Cash
Solid Waste	Replace Windscreens (100')	05-21-5559-00	25,000	Cash
Solid Waste	Computer / Software Equipment	05-21-6023-00	1,270	Lease/Purchase 3 Yr
Solid Waste	Track Loader	05-21-6518-00	81,115	Lease/Purchase 3 Yr
<b>SOLID WASTE TOTALS</b>			<b>\$ 1,434,315</b>	

EMS	Heart Monitor	06-21-5600-00	\$ 37,500	Cash
EMS	Computer / Software Equipment	06-21-6023-00	1,520	Lease/Purchase 3 Yr
EMS	Ambulance 2019	06-21-6612-00	95,950	Lease/Purchase 3 Yr
<b>EMS TOTALS</b>			<b>\$ 134,970</b>	

Tourism	MarktPlatz Improvements	07-21-5701-00	\$ 200,000	Cash
<b>TOURISM TOTALS</b>			<b>\$ 200,000</b>	
Drainage/Veg Mgt	Bucket Truck	10-21-6088-00	\$ 50,361	Lease/Purchase 3 Yr
Drainage/Veg Mgt	Backhoe	10-21-6098-00	31,584	Lease/Purchase 3 Yr
Drainage/Veg Mgt	Herbicide Applicator (3 pt & Trailer)	10-21-6100-00	2,735	Lease/Purchase 3 Yr
<b>DRAINAGE / VEGETATION MGT</b>			<b>\$ 84,680</b>	
Emergency Mgt	Computer / Software Equipment	14-21-6023-00	\$ 1,500	Lease/Purchase 3 Yr
<b>EMERGENCY MANAGEMENT TOTALS</b>			<b>\$ 1,500</b>	
Police Forfeiture	Police Department Equipment	17-22-5005-00	\$ 4,000	Cash
<b>POLICE FORFEITURE TOTALS</b>			<b>\$ 4,000</b>	
Animal Shelter	Animal Shelter Capital Equipment	17-22-5210-00	\$ 24,800	Cash
<b>ANIMAL SHELTER TOTALS</b>			<b>\$ 24,800</b>	
<b>GRAND TOTALS</b>			<b>\$ 24,511,908</b>	



# The City of Fredericksburg

## *Capital Improvement Plan*



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

December 12, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>DRAINAGE</b>									
<b>Capital Improvements</b>									
D1	Miscellaneous Drainage Projects	Drainage	\$ 100,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 60,833	\$ 335,833
D2	Friendship Lane Regional Detention Pond Repairs	Drainage						\$ 116,328	\$ 116,328
D3	Cross Mountain West Drainage Improvements	Drainage						\$ 1,222,611	\$ 1,222,611
D4	Carriage Hills Drainage Improvements	Drainage				\$ 1,173,495			\$ 1,173,495
D5	N. Llano Highway to City Cemetery Drainage Improvements	Drainage						\$ 20,655,429	\$ 20,655,429
D6	N. Milam near W. Travis Storm Sewer System	Drainage						\$ 3,387,017	\$ 3,387,017
D7	N. Edison/W. Schubert Low Water Crossings	Drainage						\$ 3,064,691	\$ 3,064,691
D8	W. Travis Low Water Crossing (500 Block)	Drainage			\$ 200,663				\$ 200,663
D9	S. Bowie Low Water Crossing (700 Block)	Drainage			\$ 172,819				\$ 172,819
D10	W. Schubert St. Low Water Crossing (300 Block)	Drainage					\$ 1,480,970		\$ 1,480,970
D11	Highway St. Drainage Improvements (Near 290 East)	Drainage						\$ 7,262,531	\$ 7,262,531
D12	N. Crockett St. Drainage Improvements (300 & 400 Blocks)	Drainage						\$ 1,270,244	\$ 1,270,244
D13	S. Edison St. Drainage Improvements (Peach St to Barons Creek)	Drainage				\$ 594,592			\$ 594,592
D14	S. Bowie St. Drainage Improvements (Peach St to Barons Creek)	Drainage					\$ 1,053,832		\$ 1,053,832
D15	W. Park St. Drainage Improvements (100 Block)	Drainage					\$ 107,196		\$ 107,196
D16	N. Orange St. Drainage Improvements (200 Block)	Drainage					\$ 202,153		\$ 202,153
D17	EMS Drainage Channel Improvements	Drainage						\$ 404,590	\$ 404,590
D18	W. San Antonio Drainage Improvements (800 Block)	Drainage					\$ 790,507		\$ 790,507
D19	Trailmoor Drainage Improvements (near N. Llano Hwy)	Drainage					\$ 3,271,064		\$ 3,271,064
D20	E. Creek St. Low Water Crossing (600 Block)	Drainage		\$ 172,819					\$ 172,819
D21	Post Oak Subdivision and Pyka Rd.	Drainage					\$ 1,367,424		\$ 1,367,424
D22	Acorn St. Outfall to Barons Creek	Drainage				\$ 286,367			\$ 286,367
D23	Bob White Trail Drainage Improvements	Drainage			\$ 464,056				\$ 464,056
D24	Pyka Road Crossing (near Windmill Oaks)	Drainage					\$ 186,922		\$ 186,922
D25	Golfers Loop Low Water Crossing	Drainage			\$ 200,663				\$ 200,663
<b>Drainage Fund Totals</b>			<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 1,236,020</b>	<b>\$ 2,079,454</b>	<b>\$ 5,950,266</b>	<b>\$ 39,979,076</b>	<b>\$ 49,444,816</b>
<b>Fleet &amp; Equipment</b>									
	Wheel Loader - 3-Year Lease Purchase		\$ 46,667	\$ 46,667	\$ 46,667				\$ 140,001
	Dump Truck (8 YD) - 3-Year Lease Purchase		\$ 33,200	\$ 33,200					\$ 66,400
	Bucket Truck - 3-Year Lease Purchase		\$ 43,066	\$ 43,086					\$ 86,152
	Chipper - 3-Year Lease Purchase		\$ 19,358	\$ 19,358					\$ 38,716
	Zero Turn Mowers (2) - 3-Year Lease Purchase		\$ 6,462	\$ 6,462					\$ 12,924
	Tractor and Shredder - 3-Year Lease Purchase		\$ 22,226	\$ 22,226					\$ 44,452
	Miscellaneous Small Equipment		\$ 3,500	\$ 3,500					\$ 7,000
	Backhoe - 3-Year Lease Purchase		\$ 31,584	\$ 31,584	\$ 31,584				\$ 94,752
	Herbicide Applicator - 3-Year Lease Purchase		\$ 2,735	\$ 2,735					\$ 5,470
	Skid Steer and Attachments - 3 Year Lease Purchase		\$ 15,500	\$ 15,500					\$ 31,000
	Utility Trailer with Dump Bed		\$ 9,160						\$ 9,160
	Strandard Utility Trailer		\$ 6,000						\$ 6,000
	Slope Shredder			\$ 50,000					\$ 50,000
	Tractor			\$ 50,000					\$ 50,000
	Replace Street Sweeper					\$ 218,000			\$ 218,000
<b>Drainage Fleet &amp; Equipment Totals</b>			<b>\$ 239,458</b>	<b>\$ 224,318</b>	<b>\$ 78,251</b>	<b>\$ 100,000</b>	<b>\$ 2,179,454</b>	<b>\$ 6,168,266</b>	<b>\$ 39,979,076</b>
<b>Drainage Department Totals</b>			<b>\$ 339,458</b>	<b>\$ 324,318</b>	<b>\$ 1,314,271</b>	<b>\$ 2,179,454</b>	<b>\$ 6,168,266</b>	<b>\$ 39,979,076</b>	<b>\$ 50,304,843</b>

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: D1  
 Project Name: Miscellaneous Drainage Projects  
 Project Location: City-wide

**Fiscal Year Plan**

Prior Years	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total
	\$ 100,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 60,833	\$ 360,833

**Funding Sources**

Drainage Fund

**Project Description**

This project includes in-house design and construction of various drainage improvement projects throughout the City. The annual budget may vary based on issues that are identified in during the year.



**Project Justification**

These projects will help protect Town and Barons Creeks, public drainageways, and the environment from storm water problems such as pollution, damage to aquatic habitat, creek erosion, invasive species, and flooding.

**O&M Impact if Project is Not Completed**

**Notes**

Projects are intended to be completed by the engineering department and stormwater/vegetation management program.



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

November 6, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>ELECTRIC FUND</b>									
<b>Capital Improvements</b>									
<b>E2</b>	L.E.D. Street Light Change Out	Electric	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$	\$ 200,000
<b>E4</b>	FB-10 Distribution Circuit - East Main Rehab	Electric					\$ 125,000		\$ 125,000
<b>E6</b>	FB-50 Distribution Circuit - Highway St Rehab	Electric						\$ 125,000	\$ 125,000
<b>E8</b>	Sandcastle Underground Rehabilitation	Electric	\$ 35,000						\$ 35,000
<b>E9</b>	Relocate Distribution Line - 200 & 300 Blocks West Main	Electric						\$ 130,000	\$ 130,000
<b>E11</b>	Main Street Decorative Street Lighting Project	Electric	\$ 225,000	\$ 225,000				\$ 750,000	\$ 1,200,000
<b>E12</b>	Replace Substation Breakers	Electric	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 120,000
<b>E13</b>	Light at Main and Washington	Electric	\$ 35,000						\$ 35,000
<b>E14</b>	New Maintenance Building	Electric	\$ 2,500,000						\$ 2,500,000
<b>E15</b>	System Inventory	Electric			\$ 74,000				\$ 74,000
<b>E16</b>	Electric Meter Replacement	Electric			\$ 800,000				\$ 800,000
	<b>Electric CIP Totals</b>		\$ 2,855,000	\$ 285,000	\$ 934,000	\$ 60,000	\$ 185,000	\$ 1,025,000	\$ 5,344,000
<b>Fleet &amp; Equipment</b>									
	Lease Fleet - FY2015 - Portion of IT Department (Aaron)	Electric	\$ 1,300						\$ 1,300
	Lease Fleet - FY2016 - Portion of IT Department (Eric)	Electric	\$ 1,300	\$ 1,300					\$ 2,600
	International Digger/Derrick Truck (1993)	Electric			\$ 190,000				\$ 190,000
	International 52' Bucket Truck (1994)	Electric					\$ 180,000		\$ 180,000
	TSE Wire Winder Trailer (1994)	Electric						\$ 30,000	\$ 30,000
	TSE Wire Winder Trailer (1994)	Electric						\$ 30,000	\$ 30,000
	International 48' Bucket Truck(1999)	Electric						\$ 165,000	\$ 165,000
	Lease Fleet - (2018) Ford XL F250 Cab and Chassis 4x4	Electric	\$ 7,600	\$ 7,600	\$ 7,600	\$ 7,600			\$ 30,400
	Lease Fleet - FY2018 - Portion of IT Department (Russell)	Electric	\$ 2,200	\$ 2,200	\$ 2,200	\$ 2,200			\$ 8,800
	Ford Digger/Derrick Truck F750 (2008)	Electric						\$ 165,000	\$ 165,000
	Lease Fleet - (2013) Ford XLT F250 Cab and Chassis 4x4	Electric			\$ 15,500	\$ 7,800	\$ 7,800	\$ 15,600	\$ 46,700
	Ford F150 (2013)	Electric					\$ 7,800	\$ 23,400	\$ 46,700
	Ford Bucket Truck 40' F-550 (2013)	Electric				\$ 15,500	\$ 7,800	\$ 135,000	\$ 135,000
	Flat Bed Trailer 20' (2001)	Electric						\$ 4,500	\$ 4,500
	Box Trailer (Fiber) (2009)	Electric						\$ 2,000	\$ 2,000
	Material Trailer (1985)	Electric						\$ 4,500	\$ 4,500
	Boom Truck (Upsize Water Dept Boom)	Electric	\$ 35,000						\$ 35,000
	Dump Trailer (2018)	Electric						\$ 10,000	\$ 10,000
	<b>Electric Fleet &amp; Equipment Totals</b>		\$ 47,400	\$ 11,100	\$ 25,300	\$ 223,100	\$ 195,600	\$ 585,000	\$ 1,087,500
	<b>Electric Department Totals</b>		\$ 2,902,400	\$ 296,100	\$ 959,300	\$ 283,100	\$ 380,600	\$ 1,610,000	\$ 6,431,500

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b>	<b>11/6/2019</b>
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Project ID #:	E2
Project Name:	L.E.D. Street Light Change Out
Project Location:	City-wide

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000		\$ 200,000

<b>Funding Sources</b>	
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Enterprise Funds - Electric Dept	\$ 200,000
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<b>Project Description</b>
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Replacement of the City's Street Light System from High Pressure Sodium to L.E.D. Split out over a four year period with \$40,000 budgeted per year.



<b>Project Justification</b>
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<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b>	<b>11/6/2019</b>
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Project ID #:	E8
Project Name:	Sandcastle URD Rehab
Project Location:	Sandcastle Addition

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
		\$ 35,000						\$ 35,000

<b>Funding Sources</b>	
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Enterprise Funds - Electric Dept	\$ 35,000
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<b>Project Description</b>
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Rehab / Replacement of underground conductor and transformers in Sandcastle Addition area.



<b>Project Justification</b>
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<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b>	<b>11/6/2019</b>
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Project ID #:	E12
Project Name:	Replace 5 Substation Breakers
Project Location:	TBD

Fiscal Year Plan								
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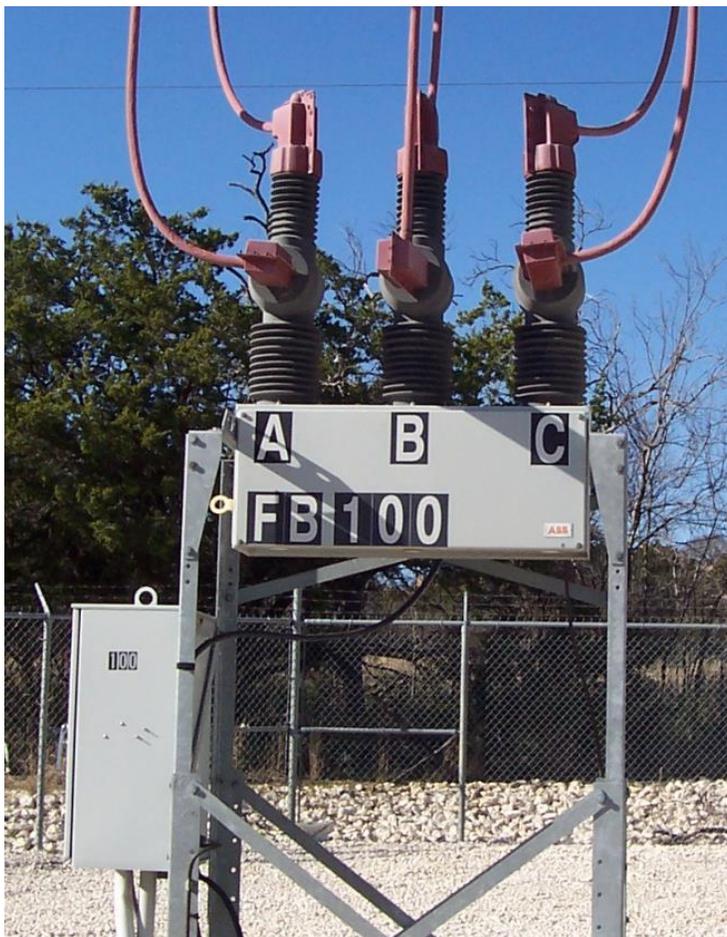
Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 140,000

Funding Sources	
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Enterprise Funds - Electric Dept	\$ 140,000
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Project Description
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Replacement of breakers FB-30, FB-100, FB-20, FB-50, and FB-10. Breakers need to be replaced by 2028.



Project Justification
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O&M Impact if Project is Not Completed
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Notes
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b>	<b>11/6/2019</b>
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Project ID #:	E13
Project Name:	Light at Main and Washington
Project Location:	Intersection of Main and Washington

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
		\$ 35,000						\$ 35,000

<b>Funding Sources</b>	
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Enterprise Funds - Electric Dept	\$ 35,000
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<b>Project Description</b>
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This project would include street light pole & luminary installation on the southwest and northwest corners of the intersection of Main and Washington.



<b>Project Justification</b>
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<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b> 11/6/2019
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Project ID #:	E14
Project Name:	New Warehouse
Project Location:	City Warehouse Property - Friendship Lane

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
		\$ 2,500,000						\$ 2,500,000

<b>Funding Sources</b>	
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Loan - 3 Yrs	\$ 2,500,000
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<b>Project Description</b>
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This project will provide a new maintenance and storage facility for the Electric Department.



<b>Project Justification</b>
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Protecting service vehicles and equipment from weather exposure.

<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

June 28, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>EMERGENCY MANAGEMENT DEPARTMENT</b>									
<b>Capital Improvements</b>									
<b>EM1</b>	Mass Notification System	Em Mgmt.	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
<b>EM2</b>	Disaster Warning System	Em Mgmt.	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 200,000	\$ 200,000
	<b>Emergency Management CIP Totals</b>		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 225,000	\$ 350,000
<b>Fleet &amp; Equipment</b>									
	Portion of 2 - Mobile Message Boards	Em Mgmt.						\$ -	\$ -
	Fire Inspector Vehicle - Replace suburban - Lease Fleet (SUV)	Em Mgmt.	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ 24,000
	<b>Emergency Management Fleet &amp; Equipment Totals</b>		\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ 24,000
	<b>Emergency Management Department Totals</b>		\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 25,000	\$ 225,000	\$ 374,000



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

June 28, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>ENTERPRISE FUND</b>									
<b>EMS</b>									
<b>Capital Improvements</b>									
EMS4	Remount Ambulance - Med 2	EMS	\$ 60,000	\$ 60,000					\$ 120,000
EMS5	Remount Ambulance - Med 1	EMS	\$ 67,000	\$ 67,000					\$ 134,000
	<b>EMS CIP Totals</b>		\$ 127,000	\$ 127,000	\$ -	\$ -	\$ -	\$ -	\$ 254,000
<b>Fleet &amp; Equipment</b>									
	Purchase of new Ambulance - Replace Med 4	EMS	\$ 285,000						\$ 285,000
	<b>EMS Fleet &amp; Equipment Totals</b>		\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 285,000
	<b>EMS Department Totals</b>		\$ 412,000	\$ 127,000	\$ -	\$ -	\$ -	\$ -	\$ 539,000



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

June 28, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
		<b>Fire</b>	\$	-	-	-	-	-	-
		<b>Fire CIP Totals</b>							
			\$	70,400	6,100	6,100	6,100	1,000,000	1,140,800
		<b>Fleet &amp; Equipment</b>							
		Engine 1 Lease / Purchase	\$	70,400				1,000,000	1,140,800
		Replace Fire Marshal Vehicle - Lease Purchase 3 years	\$	6,100	6,100		6,100	6,100	36,600
		Fire Chief Vehicle - Replace sedan - Lease Fleet (Pickup)	\$	9,600					19,200
		Replace Engine 2 (International 4900 - 1000 gallon)	\$						-
		Replace Engine 3 (International 4900 - 500 gallon)	\$	800,000					800,000
		Replace Ladder 1 (Pierce - 300 gallon)	\$		1,500,000				1,500,000
		Replace Tanker (International - 2000 gallon)	\$						-
		Replace Brush 4	\$		200,000				200,000
		Replace Brush 3	\$				200,000		200,000
		Replace Rescue 1 (Heavy)	\$	800,000					800,000
		Replace Rescue 2 (Light)	\$						-
		Utility Trailer (14-foot flat bed)	\$						6,000
		<b>Fire Fleet &amp; Equipment Totals</b>	\$	886,100	1,706,100	12,100	206,100	1,006,100	4,702,600
		<b>Fire Department Totals</b>	\$	886,100	1,706,100	12,100	206,100	1,006,100	4,702,600



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

November 6, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>GOLF FUND</b>									
<b>Capital Improvements</b>									
G5	Maintenance Equipment and Tools	Golf	\$ 30,000						\$ 30,000
G8	Bunker Renovations and Softening	Golf	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000			\$ 200,000
G9	New Deck for Cardinal Room	Golf		\$ 50,000					\$ 50,000
G10	Build Privacy Fence (18') for Maintenance Area	Golf		\$ 25,000					\$ 25,000
G11	New Maintenance Building in New Location	Golf	\$ 200,000						\$ 200,000
G15	Relocate Cart Storage to Old Maintenance Area	Golf		\$ 25,000					\$ 25,000
G16	Convert Second Ceremony Site down by Pavilion	Golf					\$ 30,000		\$ 30,000
G17	Clubhouse Floor Treatment - Hallway and Red Bird Grill	Golf	\$ 7,500						\$ 7,500
G19	Replace Clubhouse Carpet	Golf	\$ 30,000						\$ 30,000
G20	Build a Sales Office and Bridal Suite	Golf					\$ 30,000		\$ 30,000
G23	Clubhouse Window Repair/Replacement	Golf	\$ 25,000	\$ 25,000					\$ 50,000
G24	Driving Range Improvements - Turf/Accessories	Golf	\$ 20,000						\$ 20,000
G25	Proofing Cabinet	Golf	\$ 5,000						\$ 5,000
<b>Golf CIP Totals</b>			\$ 100,000	\$ 342,500	\$ 150,000	\$ 50,000	\$ -	\$ 60,000	\$ 702,500
<b>Fleet &amp; Equipment</b>									
	Carts	Golf	\$ 43,500	\$ 43,500	\$ 43,500	\$ 43,500	\$ 43,500	\$ -	\$ 217,500
	Mower Lease	Golf	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	\$ 300,000
	Vehicle Lease - Maintenance Truck (GF-1432)	Golf	\$ 6,000					\$ -	\$ 6,000
	People Mover	Golf		\$ 13,000				\$ -	\$ 13,000
<b>Golf Fleet &amp; Equipment Totals</b>			\$ 109,500	\$ 116,500	\$ 103,500	\$ 103,500	\$ 103,500	\$ -	\$ 536,500
<b>Golf Department Totals</b>			\$ 209,500	\$ 459,000	\$ 253,500	\$ 153,500	\$ 103,500	\$ 60,000	\$ 1,239,000

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: G8  
 Project Name: Bunker Renovations and Softening  
 Project Location:

**Fiscal Year Plan**

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000			\$ 200,000

**Funding Sources**  
 \$ 200,000

**Project Description**  
 #18 Fairway Bunker - Primary candidate for removal. Actions would be permanent, and no further maintenance would be required.  
 #13 Left Green Side Bunker - Would remove all current material, replace drainage, install a spray in liner then sand. Repair would have a 10-12-year life span.  
 #13 Center Green Side Bunker - Matching fabric liner could be added and then covered with new sand. Least expensive of the repairs albeit with the shortest life span. Most likely be in same condition in 4-5 years.

**Project Justification**  
 #18 Fairway Bunker - Worst bunker on the course. Nearly all liner exposed and shredded. Minimal sand in the bunker. Location (50 yards short of green) suspect.  
 #13 Left Green Side Bunker - Rated a 10 of 10 on our scale for immediate repair. All liner exposed along with fabric staples leading to the potential for injury.  
 #13 Center Green Side Bunker - Rated a 3 of 10 on our scale for immediate repair. Some liner exposed and needs additional sand.



**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b> 11/6/2019
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Project ID #:	G23
Project Name:	Clubhouse Window Repair/Replacement
Project Location:	

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
		\$ 25,000	\$ 25,000					\$ 50,000

<b>Funding Sources</b>	
	\$ 50,000

**Project Description**

The damage shown has been created by years of overspray from the irrigation and resulted in the wood rot shown. We are still compiling bids but believe to make the repairs fit along with other needs it would need to be a two-year process. The example included is from the Red Bird Grill, which is in the worst shape followed closely by the Cardinal Room. If given the approval, we would repair where possible and replace when necessary to the extent the funds would provide for.



<b>Project Justification</b>
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<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: G24  
 Project Name: Driving Range Improvements - Turf/Accessories  
 Project Location: Golf Driving Range

**Fiscal Year Plan**

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
		\$ 20,000						\$ 20,000

**Funding Sources**

	\$ 20,000
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**Project Description**

We would like to propose the installation of a six-foot wide 210-foot length of in-ground artificial turf to meet these needs. This new turf would be used year-round under weather impacted days and exclusively during the winter, reducing the need to over-seed the tee top.



**Project Justification**

Additional usage of the driving range, due largely to the improvements already made, have driven the need to supplement the area of turf to be used. Currently we have a very difficult time keeping up with quality conditions during non-peak growing seasons. This requires us to use a portion of the field as hitting area, effectively shortening the length of the range, which leads to the loss of balls into the creek. Immediate annual savings from loss of balls and the seed budget would be \$2,000 not to mention the additional revenue when the range is in better shape. The balance of the expense is to replace the current bag stands and club cleaners which have exhausted their useful lifespan. The picture attached would be the desired result from this expense.

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b>	<b>11/6/2019</b>
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Project ID #:	G24
Project Name:	Proofing Cabinet
Project Location:	Clubhouse

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
		\$ 5,000						\$ 5,000

<b>Funding Sources</b>	
	\$ 5,000

<b>Project Description</b>	
<p>Due to the size of the kitchen we experience a great difficulty feeding golf tournaments or dinners of a certain size without the ability to hold food at a safe temperature. This would remove that issue and allow us to ensure the proper temperature for holding prepared foods.</p>	

<b>Project Justification</b>
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<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

November 6, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>INFORMATION TECHNOLOGY</b>									
<b>Capital Improvements</b>									
IT1	Mobile Data Terminals and Printers in Patrol Cars	Police			\$ 12,000	\$ 60,000			\$ 60,000
IT2	Body Cameras for all Patrol Officers	Police			\$ 12,000	\$ 12,000	\$ 12,000		\$ 36,000
IT3	UAV Program	Police	\$ 10,000						\$ 10,000
	UAV Program	Em Mgmt.	\$ 7,500						\$ 7,500
	UAV Program	Pub. Works	\$ 7,500						\$ 7,500
IT6	In Car Video Systems - Lease	Police			\$ 54,000	\$ 54,000	\$ 54,000		\$ 162,000
IT7	Replace Core Firewall	Police		\$ 25,000					\$ 25,000
IT11	Replace Servers 3 nodes	ALL	\$ 25,000	\$ 25,000	\$ 25,000				\$ 75,000
IT12	Replace SAN/Data Storage - Lease	ALL				\$ 35,000	\$ 35,000	\$ 35,000	\$ 105,000
<b>INFORMATION TECHNOLOGY NEEDED FUNDS</b>			<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 91,000</b>	<b>\$ 161,000</b>	<b>\$ 101,000</b>	<b>\$ 35,000</b>	<b>\$ 488,000</b>

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b> 11/6/2019
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Project ID #:	IT1
Project Name:	Replace Servers, 3 nodes
Project Location:	Ufer Street

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 25,000	\$ 25,000	\$ 25,000				\$ 75,000

<b>Funding Sources</b>	
	\$ 75,000

**Project Description**  
 Replacement of the main operating Servers for the city and police dept. These Servers will run all platforms that all departments depend on. All operational software from Spring Brook, MAS servers, GIS, (PD) Video server, Netmotion, Mobile Iron, All File Servers.



**Project Justification**

<b>O&amp;M Impact if Project is Not Completed</b>
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Servers are such a vital part of the City's technology infrastructure. it becomes extremely expensive to support a server after 5 years, due to the cost of maintenance/warranty. Statistics show it costs 200% more to support a server that is 5 years old or older.

<b>Notes</b>
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The older the servers are, the harder they become to maintain. Finding replacement parts can be time-consuming and costly, while the servers also become less effective at dealing with the demands of day to day City Business.



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

Revision Date: July 9, 2018

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>PARK DEPARTMENT</b>									
<b>Capital Improvements</b>									
P5	Shaded Fabric Playground Covers	Park			\$ 40,000				\$ 40,000
P8	Oakcrest Storage Addition	Park			\$ 30,000				\$ 30,000
P9	Cross Mountain Park	Park					\$ 800,000		\$ 800,000
P10	Aluminum Bleachers at LBJ	Park			\$ 45,000				\$ 45,000
P12	Pioneer Pavilion A/C and Sound System	Park				\$ 250,000			\$ 250,000
P13	Oakcrest Park Field C - Lighting System (demo old lights)	Park		\$ 200,000					\$ 200,000
P16	Lady Bird Park Curbing	Park			\$ 40,000				\$ 40,000
P18	Improve Bridge Rip Rap Undermining on Live Oak Creek	Park				\$ 30,000			\$ 30,000
P19	LBJ Park Trails Development - Planning & Construction	Park					\$ 2,200,000		\$ 2,200,000
P21	Public Address System for Marktplatz	Park					\$ 50,000		\$ 50,000
P22	Old Fair Park Improvements	Park			\$ 240,000				\$ 240,000
P23	Park Maintenance Bldg. shelving, equipment, etc./storage at LBJ	Park		\$ 35,000					\$ 35,000
P24	Lady Bird Park Campground Infrastructure Replacement	Park	\$ 20,000						\$ 20,000
P26	Lady Bird Park RV Laundry Room	Park			\$ 100,000				\$ 100,000
P27	Oakcrest Park Improvements - Construction	Park	\$ 150,000						\$ 150,000
P28	Market Square Pavilion Flaps	Park		\$ 50,000					\$ 50,000
P29	Campgrounds Meeting Room	Park					\$ 250,000		\$ 250,000
P30	Campgrounds Pull Throughs / Level Pads - Pecan Grove	Park			\$ 260,000				\$ 260,000
P32	Dredge Creek and Dam	Park				\$ 500,000			\$ 500,000
P33	Neighborhood Park Land Acquisition - North Side	Park					\$ 2,500,000		\$ 2,500,000
P34	Trails Construction	Park					\$ 1,000,000		\$ 1,000,000
P35	Fort Martin Scott Development	Park					\$ 2,000,000		\$ 2,000,000
P36	Neighborhood Park Development - South Side	Park				\$ 1,000,000			\$ 1,000,000
P37	Neighborhood Park Development - North Side	Park					\$ 1,000,000		\$ 1,000,000
P40	Installation of Retaining Wall along RV Sites	Park		\$ 90,000					\$ 90,000
P41	Striping and Expansion of Parking Lot at T-Ball & Lighted Field	Park		\$ 15,000					\$ 15,000
P45	Lighting Detection System	Park			\$ 10,000				\$ 10,000
P46	Tennis Court Repairs and Upgrades	Park			\$ 750,000				\$ 750,000
P47	RV Park Restroom Renovations - 2 Restrooms (One per FY)	Park	\$ 240,000	\$ 240,000					\$ 480,000
P49	Fort Martin Scott Parking Lot Expansion	Park					\$ 100,000		\$ 100,000
P50	Granite Gravel Trail Repairs / Stabilization - Fort Martin Scott	Park	\$ 25,000						\$ 25,000
P51	Fort Martin Scott Interpretive Signs	Park		\$ 30,000					\$ 30,000
P53	Obstacle Course - Town Pool	Park			\$ 20,000				\$ 20,000
P54	Cross Mountain Parking Lot Improvements	Park		\$ 18,000					\$ 18,000
P56	Park Pool Locker Room Improvements	Park		\$ 25,000					\$ 25,000
P58	Tennis bleachers/slab	Park		\$ 15,000					\$ 15,000
P59	RV park trenching and fiber optic cable/hardware/software**	Park				\$ 30,000			\$ 30,000
P61	Playground improvements/wheelchair swing at OFF	Park		\$ 100,000					\$ 100,000
P62	Cross Mountain Cross replacement/repairs	Park					\$ 50,000		\$ 50,000



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

Revision Date: July 9, 2018

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
P68	PA System/speakers at both pools***	Park			\$ 8,000				\$ 8,000
P69	Dog Park Drainage Project	Park		\$ 30,000					\$ 30,000
P70	Fort Martin Scott Trails	Park			\$ 30,000				\$ 30,000
P71	Replace sand in Park Pool filter	Park		\$ 15,000					\$ 15,000
P72	Replace sand in Town Pool filter	Park	\$ 8,000						\$ 8,000
P73	Marktplatz playground replacement	Park	\$ 250,000						\$ 250,000
P74	Marktplatz electric pedestal replacements (20 total/4 pr year)	Park	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000		\$ 90,000
P75	Oktoberfest Halle repaint/repairs	Park	\$ 32,000					\$ 35,000	\$ 67,000
P76	Kinder Halle repaint/repairs	Park	\$ 32,000					\$ 35,000	\$ 67,000
P77	Arbors at MP repaint/repair	Park	\$ 34,000					\$ 35,000	\$ 69,000
P78	Marktplatz auto flush fixture upgrade	Park		\$ 10,000					\$ 10,000
P79	Marktplatz Light pole replacements (6)	Park	\$ 22,000				\$ 25,000		\$ 47,000
P80	Marktplatz brick replacement (concrete ~\$500,000)	Park		\$ 375,000					\$ 375,000
P81	Continue restroom partition replacements at LBJ	Park		\$ 7,500					\$ 7,500
P82	Tatsch House tables and chair replacements	Park		\$ 8,000					\$ 8,000
P83	Marktplatz picnic tables and garbage can replacements	Park		\$ 75,000					\$ 75,000
P84	Adelsverien Halle repainting	Park			\$ 40,000				\$ 40,000
P85	Fort Martin Scott permanent trail solution	Park			\$ 100,000				\$ 100,000
P86	Fort Martin Scott Hwy 290 signage	Park			\$ 25,000				\$ 25,000
P87	Marktplatz limestone repairs	Park		\$ 10,000					\$ 10,000
<b>Park CIP Totals</b>			\$ 581,000	\$ 1,616,500	\$ 1,631,000	\$ 1,253,000	\$ 3,743,000	\$ 7,355,000	\$ 16,179,500

### Fleet & Equipment

Fleet Lease - 4 Maintenance Trucks (FY2016 Replacements)	Park	\$ 26,000							\$ 26,000
Dump Truck	Park		\$ 70,000						\$ 70,000
Backhoe	Park		\$ 100,000						\$ 100,000
Bucket Truck - 40 Ft (Lease/Purchase 3 Years)	Park		\$ 38,000	\$ 38,000	\$ 38,000				\$ 114,000
Fleet Lease - 3 Maintenance Trucks (FY2017 Replacements)	Park	\$ 18,500	\$ 18,500						\$ 37,000
Deck Mower - 5 Ft	Park	\$ 6,700	\$ 6,700						\$ 13,400
Fleet Lease - 2 Maintenance Trucks (FY2018 Replacements)	Park	\$ 19,000	\$ 19,000	\$ 19,000					\$ 57,000
Deck Mower - 14 Ft	Park	\$ 19,600							\$ 19,600
Fleet Lease - 4 Maintenance Trucks (FY2019 Replacements)	Park	\$ 32,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000			\$ 136,000
Deck Mower - 16 Ft	Park	\$ 27,000							\$ 27,000
Skid Steer	Park	\$ 10,600	\$ 10,600						\$ 21,200
Dump trailer	Park	\$ 3,000	\$ 3,000						\$ 6,000
Cherry picker	Park	\$ 35,000							\$ 35,000
Infield groomer	Park		\$ 25,000						\$ 25,000
<b>Park Fleet &amp; Equipment Totals</b>			\$ 197,400	\$ 316,800	\$ 83,000	\$ 64,000	\$ 26,000	\$ -	\$ 687,200
<b>Park Department Totals</b>			\$ 778,400	\$ 1,933,300	\$ 1,714,000	\$ 1,317,000	\$ 3,769,000	\$ 7,355,000	\$ 16,866,700

P = Proceeds from property sale to County w/ 5% contingency added  
 \* Possible Bond Project  
 \*\* Yearly software cost \$1200  
 \*\*\*Yearly subscription cost = \$2400

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Fiscal Year:</b>
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Project ID #:	P24
Project Name:	Lady Bird Park Campground Infrastructure Replacement
Project Location:	Lady Bird Park Campground Area

Fiscal Year Plan							
Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total
	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000

Funding Sources	
General Fund - Parks Dept	\$ 20,000

Project Description	
<p>Infrastructure replacement including water and sewer services in the Lady Bird Park Campground area. This is an ongoing project being performed in house.</p>	 

Project Justification	
<p>Service lines in the RV park were installed in the late 60's. Tree roots have caused many issues with the sewer services.</p>	

O&M Impact if Project is Not Completed

Notes

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Fiscal Year:</b>
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Project ID #:	P27
Project Name:	Oakcrest Park Improvements - Construction
Project Location:	Oakcrest Park

<b>Fiscal Year Plan</b>							
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Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total
	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000

<b>Funding Sources</b>	
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Bond Funds	\$ 150,000
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<b>Project Description</b>
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Construction of Oakcrest Park Improvements, according to expansion plan, for additional soccer, baseball, and softball facilities.



<b>Project Justification</b>
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<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Fiscal Year:</b>
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Project ID #:	P47
Project Name:	RV Park Restroom Renovations - 2 Restrooms (One per FY)
Project Location:	Lady Bird RV Park

<b>Fiscal Year Plan</b>							
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Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total
	\$ 240,000	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ 480,000

<b>Funding Sources</b>	
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General Fund - Parks Dept	\$ 480,000
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<b>Project Description</b>
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This project includes complete demolition and reconstruction of two restroom facilities in Lady Bird RV Park.



<b>Project Justification</b>
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The existing facilities were built in the 60's, are not ADA compliant, and are in need of major repairs. Demolition will be done in house to save on expenses.



<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>							<b>Fiscal Year:</b>
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Project ID #:	P50
Project Name:	Granite Gravel Trail Repairs / Stabilization - Fort Martin Scott
Project Location:	Fort Martin Scott

<b>Fiscal Year Plan</b>							
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Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total
	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000

<b>Funding Sources</b>	
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General Fund - Parks Dept	\$ 25,000
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<b>Project Description</b>	
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Repair and stabilize eroded areas of existing trail through Fort Martin Scott.



<b>Project Justification</b>	
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Current granite gravel trails through certain sloped areas of Fort Martin Scott badly erode during rain events causing the trails to become unsafe for visitors to walk on.

<b>O&amp;M Impact if Project is Not Completed</b>	
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<b>Notes</b>	
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:
Project ID #:		P72					
Project Name:		Replace sand in Town Pool filter					
Project Location:							
Fiscal Year Plan							
Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total
	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Funding Sources							
							\$ 8,000
Project Description							
Replace the media in Town Pool filters.							
Project Justification							
<p>On average, sand should be replaced every 3–5 years. The jagged edges of the sand wear down and become smooth. Then the sand can no longer trap debris particles and dirt can pass through and back into the pool. It will be seven years in 2020 since the pool opened.</p>							
O&M Impact if Project is Not Completed							
Notes							



# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Fiscal Year:</b>
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Project ID #:	P74
Project Name:	Marktplatz electric pedestal replacements (20 total/4 pr year)
Project Location:	

Fiscal Year Plan							
Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total
	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ -	\$ 90,000

Funding Sources	
	\$ 90,000

**Project Description**  
 Repalce old electric pedastals for events and Christmas decorations at Marktplatz.



**Project Justification**  
 The electric pedestals used for Christmas decorations and special events are in poor condition. We will also set some pedestals aside for Christmas lights only.



**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:
Project ID #:		P75					
Project Name:		Oktoberfest Halle repaint/repairs					
Project Location:							
Fiscal Year Plan							
Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total
	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 67,000
Funding Sources							
							\$ 67,000
Project Description							
Repaint and repair wood damage on Oktoberfest Halle.							
Project Justification							
The pavilions should be repainted every 5 years. It has been much longer than that for this pavilion. There is rusting and water damage.							
							
							
O&M Impact if Project is Not Completed							
Notes							

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Fiscal Year:</b>
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Project ID #:	P76
Project Name:	Kinder Halle repaint/repairs
Project Location:	

Fiscal Year Plan							
Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total
	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 67,000

Funding Sources	
	\$ 67,000

**Project Description**  
Repaint and repair wood damage on Kinder Halle.



**Project Justification**  
The pavilions should be repainted every 5 years. It has been much longer than that for this pavilion. There is rusting and water damage.

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	
Project ID #:		P77						
Project Name:		Arbors at MP repaint/repair						
Project Location:								
Fiscal Year Plan								
Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total	
	\$ 34,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 69,000	
Funding Sources								
							\$ 69,000	
Project Description								
Repaint and repair damage on arbors.								
Project Justification								
The arbors at Marktplatz are in very poor condition. They are rusting and have water damage. They need to be repaired and repainted.								
								
								
O&M Impact if Project is Not Completed								
Notes								

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	
Project ID #:		P79						
Project Name:		Marktplatz Light pole replacements (6)						
Project Location:								
Fiscal Year Plan								
Annual Allocation	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	> 5 Year	Total	
	\$ 22,000	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 47,000	
Funding Sources								
							\$ 47,000	
Project Description								
New light poles to replace damaged poles that are now missing.								
								
Project Justification								
We are missing three lights poles now due to damage. Two have rotted at the base and another was hit by a vendor. There is a large set-up fee so we need to order 3 extras to keep in reserve. We will also order replacement globes.								
								
O&M Impact if Project is Not Completed								
Notes								



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

June 28, 2019

Project ID #	Fund / Project	Dept	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
LE1	New Personnel	Police	\$ 71,021	\$ -	\$ 149,292	\$ -	\$ 76,758	\$ -	\$ 297,071
	<b>Police CIP Totals</b>		\$ 71,021	\$ -	\$ 149,292	\$ -	\$ 76,758	\$ -	\$ 297,071
	<b>Fleet &amp; Equipment</b>								
	Operational Software	Police	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ -	\$ 115,000
	Records Management	Police	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	\$ 300,000
	Fleet Replacement with Purchase	Police	\$ 220,000	\$ 230,000	\$ 230,000	\$ 240,000	\$ 240,000	\$ -	\$ 1,160,000
	Police Video and E-Ticketing	Police	\$ 76,000	\$ 76,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	\$ 392,000
	Additional Officer Equipment (\$69,000 each)	Police	\$ 138,000	\$ -	\$ 145,000	\$ -	\$ 74,000	\$ -	\$ 357,000
	Weapons & Ammunition	Police	\$ 32,000	\$ 34,000	\$ 36,000	\$ 38,000	\$ 40,000	\$ -	\$ 180,000
	<b>Police Fleet &amp; Equipment Totals</b>		\$ 549,000	\$ 423,000	\$ 574,000	\$ 441,000	\$ 517,000	\$ -	\$ 2,504,000
	<b>Police Department Totals</b>		\$ 620,021	\$ 423,000	\$ 723,292	\$ 441,000	\$ 593,758	\$ -	\$ 2,801,071



# City of Frederick

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

November 8, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>SANITATION FUND</b>									
<b>Capital Improvements</b>									
<b>LF4</b>	Leachate Line	Sanitation						\$ 225,000	\$ 225,000
<b>LF6</b>	Cell Closure (Cells #1 - #4)	Sanitation			\$ 700,000				\$ 700,000
<b>LF7</b>	Residential Curbside Recycling Program	Sanitation						\$ 500,000	\$ 500,000
<b>LF8</b>	Cell #8 Development - Design & Construction	Sanitation	\$ 1,320,000						\$ 1,320,000
<b>LF10</b>	New Recycling Center	Sanitation						\$ 400,000	\$ 400,000
<b>LF12</b>	Windscreens - 200' (100' per year)	Sanitation	\$ 25,000						\$ 25,000
<b>LF14</b>	Cell #9 Development	Sanitation			\$ 50,000		\$ 1,500,000		\$ 1,550,000
<b>LF16</b>	Cell #10 Development	Sanitation						\$ 1,750,000	\$ 1,750,000
<b>LF17</b>	Main Street Trash Cans	Sanitation	\$ 5,800	\$ 6,100	\$ 6,400	\$ 61,000	\$ 65,000		\$ 144,300
	<b>Sanitation CIP Totals</b>		\$ 1,350,800	\$ 6,100	\$ 706,400	\$ 111,000	\$ 1,565,000	\$ 2,875,000	\$ 6,614,300
<b>Fleet &amp; Equipment</b>									
	Fleet Lease - 2 Trucks & Portion of IT (FY2016 Replacements)	Sanitation	\$ 14,700						\$ 14,700
	Fleet Lease - 1 Truck (FY2017 Replacements)	Sanitation	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 33,000
	Replace Chipper (Final Payment FY2019)	Sanitation		\$ 75,000					\$ 75,000
	Fleet Lease - 1 Truck (FY2018 Replacements)	Sanitation	\$ 6,700	\$ 6,700	\$ 6,700				\$ 20,100
	Fleet Lease - FY2018 - Portion of IT Dept (Russell)	Sanitation	\$ 1,500	\$ 1,500	\$ 1,500				\$ 4,500
	Replace Motor Grader	Sanitation				\$ 200,000			\$ 200,000
	Fleet Lease - 2 Trucks (FY2019 Replacements)	Sanitation	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 84,000
	Replace 953 Track Loader (SN-0257)	Sanitation	\$ 250,000						\$ 250,000
	Replace Golf Cart	Sanitation	\$ 7,000						\$ 7,000
	<b>Sanitation Fleet &amp; Equipment Totals</b>		\$ 299,400	\$ 102,700	\$ 27,700	\$ 219,500	\$ 19,500	\$ 19,500	\$ 688,300
	<b>Sanitation Department Totals</b>		\$ 1,650,200	\$ 108,800	\$ 734,100	\$ 330,500	\$ 1,584,500	\$ 2,894,500	\$ 7,302,600

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/8/2019

Project ID #: LF8  
 Project Name: Cell #8 Development - Design & Construction  
 Project Location: City of Fredericksburg Sanitary Landfill

Fiscal Year Plan									
Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total	
	\$ 50,000	\$ 1,320,000						\$ 1,370,000	

**Funding Sources**  
 Enterprise Funds - Sanitation Dept \$ 1,370,000

**Project Description**  
 Design and construction of Cell #8 at the City of Fredericksburg Sanitary Landfill.

**Project Justification**  
 As Cell #7 nears capacity, construction of Cell #8 should begin to avoid any filling above capacity.



**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b> 11/8/2019
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Project ID #:	LF12
Project Name:	Windscreens - 200'
Project Location:	City of Fredericksburg Sanitary Landfill

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Future	Total
	\$ 25,000	\$ 25,000						\$ 50,000

<b>Funding Sources</b>	
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Enterprise Funds - Sanitation Dept	\$ 50,000
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<b>Project Description</b>
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Purchase 200' of windscreens over two years. 100' feet will be purchased each year (FY 2019 & FY 2020).



<b>Project Justification</b>
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Windscreens help prevent windblown trash to ensure compliance with TCEQ regulations and maintain and clean facility.

<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

November 6, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>STREET DEPARTMENT</b>									
<b>Capital Improvements</b>									
S2	Sidewalk Improvements	Street	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 600,000	\$ 900,000
S4	Mainstreet Sidewalk Repairs	Street	\$	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ 300,000
S9	Sunrise Street Extension (Mustang to Dawn)	Street						\$ 553,476	\$ 553,476
S10	Sunrise Street Extension (Columbus to Eagle)	Street	\$ 282,298					\$	\$ 282,298
S11	East Morse Street & Bridge (Current Terminus to 1631)	Street		\$ 2,003,342				\$	\$ 2,003,342
NEW	East Morse Street Ph II (1631 to Main St)	Street		\$ 3,300,000				\$	\$ 3,300,000
S31	Lee Street Extension	Street		\$ 783,086				\$	\$ 783,086
S16	Frederick Rd Extension (Hwy 16 to 1631)	Street		\$ 6,762,111				\$	\$ 6,762,111
S17	Frederick Rd Extension (1631 to 290 East)	Street		\$ 11,359,320				\$	\$ 11,359,320
S13	Morning Glory Drive Extension	Street						\$ 272,560	\$ 272,560
S15	Live Oak Street / Adams Street Intersection Re-alignment	Street		\$ 25,000	\$ 25,000			\$ 740,001	\$ 740,001
S18	Bridge Guardrail Upgrade Program	Street		\$	\$			\$	\$ 50,000
S22	Pedestrian Bridge at South Llano across Barons Creek (Possible Grant Funding)	Street		\$ 735,659				\$	\$ 735,659
S23	Windcrest Extension (Oaks of Windcrest V to Smokehouse)	Street	\$ 300,000					\$	\$ 300,000
S24	Main Street Signal Timing	Street						\$ 76,982	\$ 76,982
S25	Multi Use Trails	Street						\$ 657,966	\$ 657,966
S26	Relief Route	Street						\$ 52,637,271	\$ 52,637,271
S29	SH 16 Widening	Street						\$ 5,476,253	\$ 5,476,253
S32	Tivydale Road Widening	Street						\$ 5,942,994	\$ 5,942,994
S33	S. Washington / Longhorn / Walnut Intersection	Street						\$ 197,390	\$ 197,390
S34	N Llano/Travis Improvements	Street						\$ 197,390	\$ 197,390
S35	Hwy St/290 E Improvements	Street						\$ 32,898	\$ 32,898
S36	Hwy St/S. Washington Improvements	Street						\$ 32,898	\$ 32,898
S37	Bicycle Routes	Street						\$ 657,966	\$ 657,966
S38	Friendship Lane Extension	Street			\$ 24,418,645			\$	\$ 24,418,645
NEW	S. Cherry Extension/Post Oak Widening and Extension	Street		\$ 5,833,000				\$	\$ 5,833,000
NEW	Transportation Bond Project Traffic Study (Operational Analysis)	Street	\$ 100,000					\$	\$ 100,000
	<b>Street CIP Totals</b>		\$ 500,000	\$ 1,142,957	\$ 30,165,859	\$ 24,518,645	\$ 100,000	\$ 68,176,045	\$ 124,603,506

### Fleet & Equipment

AIMs Modules for vehicles & equipment	Street	\$	1,000					\$	\$ 1,000
Fleet Lease - 5 Maintenance Trucks (FY2015 Replacements)	Street	\$	30,700	\$ 30,700	\$ 30,700	\$ 30,700	\$ 30,700	\$	\$ 153,500
Replace 2000 International Oil Truck (Distributor)	Street							\$	\$
Fleet Lease - 1 Maintenance Trucks (FY2016 Replacements)	Street	\$	6,500					\$	\$ 6,500
Replace 1993 International Dump Truck - 14-yard - add conveyor	Street							\$	\$
Replace 1976 Tractor & Loader with Bobcat	Street							\$	\$
Fleet Lease - 1 Maintenance Truck (FY2017 Replacement)	Street	\$	6,600	\$ 6,600	\$ 6,600	\$ 6,600	\$ 6,600	\$	\$ 33,000



# City of Frederick

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

November 6, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
	Replace 1999 Ford Dump Truck #51 (5500 Flat Bed) - Lease Fleet	Street	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 36,000
	Fleet Lease - 2 Maintenance Truck (FY2018 Replacements)	Street	\$ 12,650	\$ 12,650	\$ 12,650	\$ 12,650	\$ 12,650	\$ 12,650	\$ 63,250
	Replace 1991 Tool Carrier - Lease Purchase	Street	\$ 61,800	\$ 61,800					\$ 123,600
	Replace 2002 Tractor*	Street							\$ -
	Replace 2009 Tymco Street Sweeper	Street							\$ -
	Replace 1992 International Dump Truck S2 - 14-yard	Street		\$ 115,000					\$ 115,000
	Replace 1996 Double Shredder Center Mount	Street							\$ -
	Replace 1990 International Dump Truck - Lease Purchase	Street	\$ 34,200						\$ 34,200
	Replace 1996 International Dump Truck #74 - 8-yard - Lease Purchase	Street	\$ 33,600	\$ 33,600					\$ 67,200
	Replace Steam Pressure Washer	Street							\$ -
	Fleet Lease - 1 Maintenance Truck (FY2019 Replacement) #67	Street	\$ 8,000	\$ 7,400	\$ 7,400	\$ 7,400	\$ 7,400	\$ 7,400	\$ 37,600
	Replace 1987 Chevy C60 Truck - Water Truck	Street							\$ -
	Replace Fleet Truck #71 - 4 doors	Street							\$ -
	Replace 1988 Grader	Street	\$ 200,000						\$ 200,000
	Replace 1995 4 Wheel Drive Loader*	Street		\$ 250,000					\$ 250,000
	Replace 1997 Truck Conveyor, Sander Attachment, & Pump	Street			\$ 250,000				\$ 250,000
	Replace 1999 Motor Grader #S-21	Street				\$ 120,000			\$ 120,000
	Replace 2000 International Dump Truck #76 - 14 YD	Street							\$ -
	Replace 2002 Etnyre Chip spreader #S-9	Street			\$ 225,000				\$ 225,000
	Replace 2004 Water Truck with Tank #56	Street			\$ 105,000				\$ 105,000
	Replace 2004 Pneumatic Roller #S-7	Street			\$ 100,000				\$ 100,000
	Replace 1995 Bucket Truck	Street				\$ 115,000			\$ 115,000
	Replace 1993 Caterpillar Track Type Tractor (Dozer)	Street				\$ 342,000			\$ 342,000
	Replace 2010 Crack Sealer #S-22	Street				\$ 100,000			\$ 100,000
	Replace 2008 Pneumatic Roller	Street					\$ 200,000		\$ 200,000
	Purchase Asphalt Zipper (Cost share with Water Department)	Street							\$ -
	Portion of 2 - Mobile Message Boards	Street							\$ -
	Replacement of Traffic Counting Equipment	Street							\$ -
	Upgrade Mechanic Diagnostic Equipment	Street							\$ -
	Replace Street Sign Machine	Street							\$ -
	Replace Striping Machine	Street	\$ 9,000						\$ 9,000
	Street Fleet & Equipment Totals		\$ 411,250	\$ 524,950	\$ 744,550	\$ 741,550	\$ 264,550	\$ -	\$ 2,686,850
	<b>Street Department Totals</b>		<b>\$ 911,250</b>	<b>\$ 1,667,907</b>	<b>\$ 30,910,409</b>	<b>\$ 25,260,195</b>	<b>\$ 364,550</b>	<b>\$ 68,176,045</b>	<b>\$ 127,290,356</b>

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Date:	11/6/2019
Project ID #:		S2						
Project Name:		Sidewalk Improvements						
Project Location:		Various Locations						
Fiscal Year Plan								
Prior Years	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Future	Total
	\$ 100,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,100,000	\$ 1,650,000
Funding Sources								
General Fund - Street Dept			\$ 1,650,000					
Project Description								
<p>Build sidewalks in areas to facilitate pedestrian access. Program will allocate \$100,00 per year to construct sidewalks as designated on the Sidewalk Plan as approved by the City Council. Length of sidewalk to be limited to \$100,000 in construction cost.</p>								
Project Justification								
<p>A Sidewalk Plan has been adopted by the City Council as part of the Comprehensive Plan.</p>								
								
								
O&M Impact if Project is Not Completed								
Notes								

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: S23  
 Project Name: W. Windcrest Extension  
 Project Location: Oaks of Windcrest Phase V to Smokehouse Rd.

**Fiscal Year Plan**

Prior Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Future	Total
				\$ 300,000				\$ 300,000

**Funding Sources**  
 General Fund - Street Dept \$ 300,000

**Project Description**  
 The project includes the construction of W. Windcrest from the western boundary of Oaks of Windcrest Phase V to Smokehouse Rd. This project includes construction of the street, curb, and sidewalks.

**Project Justification**



**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: NEW  
 Project Name: Transportation Bond Project Traffic Study  
 Project Location: Varies

**Fiscal Year Plan**

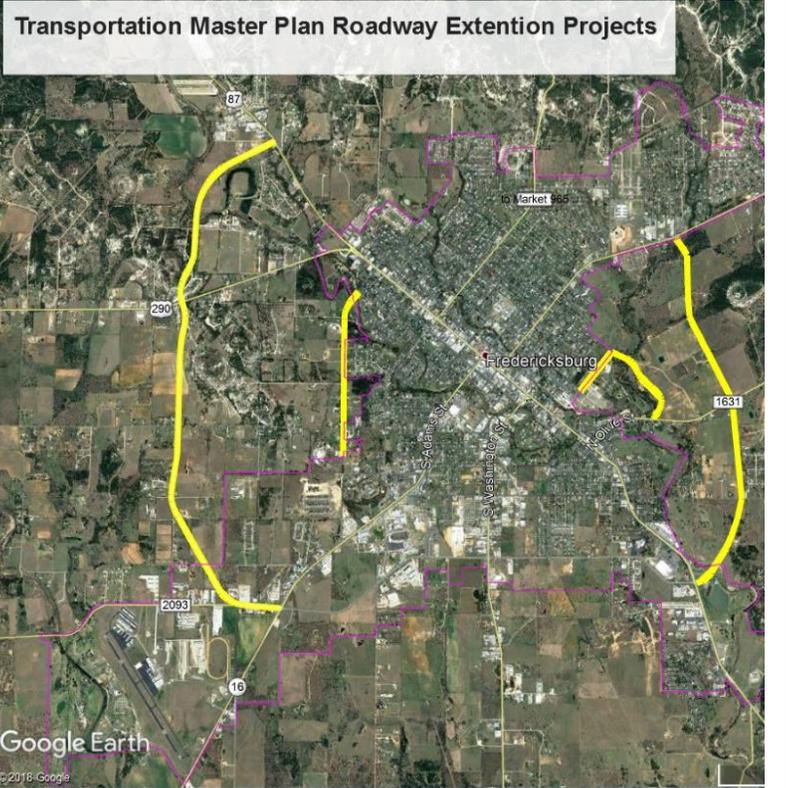
Prior Years	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Future	Total
				\$ 100,000				\$ 100,000

**Funding Sources**

General Fund - Street Dept	\$ 100,000
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**Project Description**

This project will study existing and future traffic conditions surrounding several potential roadway projects in the City to aid in determination of a potential transportation bond package.



**Project Justification**

**O&M Impact if Project is Not Completed**

**Notes**



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

Revision Date: June, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
<b>WATER &amp; SEWER FUND</b>									
<b>Capital Improvements</b>									
W2	2-inch Water Main Replacement - System Wide	W/S	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
W3	Existing Sewer Main Replacement - System Wide	W/S	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
W17	Secondary Water Supply to Hill Country Memorial Hospital	W/S					\$ 127,000		\$ 127,000
W19	Highway 16 12-inch Sewer Upgrade	W/S			\$ 274,000				\$ 274,000
W20	Mixed Liquor Suspended Solids Feed Pumps	W/S			\$ 1,095,000				\$ 1,095,000
W21	SCADA/Collector - Fiber/Termination Room	W/S			\$ 263,000				\$ 263,000
W24	1050 gpm Pump at Cross Mountain	W/S			\$ 182,000				\$ 182,000
W26	Fairgrounds Lift Station Expansion	W/S			\$ 819,000		\$ 3,276,000		\$ 3,276,000
W27	Bell Street Water Line Rehabilitation	W/S	\$ 250,000						\$ 250,000
W28	Sewer Line in Travis Street	W/S		\$ 585,000					\$ 585,000
W29	Water Line in Travis Street	W/S		\$ 1,474,000					\$ 1,474,000
W30	North Llano Street Water Line Rehabilitation	W/S		\$ 1,170,000					\$ 1,170,000
W31	North Llano Street Sewer Line Rehabilitation	W/S		\$ 1,170,000					\$ 1,170,000
W34	WWTP Effluent Storage Ponds	W/S			\$ 819,000				\$ 819,000
W36	New Water Supply Wells	W/S					\$ 658,000		\$ 658,000
W38	Heritage Hill Country Lift Station Expansion	W/S				\$ 1,163,000			\$ 1,163,000
W39	Inflow & Infiltration Study	W/S					\$ 658,000		\$ 658,000
W40	WWTP Phosphorus Removal System	W/S			\$ 175,000				\$ 175,000
W41	East Main Street Water Line Rehabilitation	W/S		\$ 585,000					\$ 585,000
W42	West Main Street Water Line Rehabilitation	W/S		\$ 351,000					\$ 351,000
W43	Water Line Connection from WRF to Texas Rangers	W/S		\$ 35,000					\$ 35,000
W44	West San Antonio Water Line Rehabilitation	W/S					\$ 684,000		\$ 684,000
W45	South Heights Pump Station Remodel	W/S	\$ 54,000						\$ 54,000
W49	12-inch Water Line from South Heights Pump Station	W/S		\$ 944,000					\$ 944,000
W51	1000 gpm Pump at South Heights Pump Station	W/S	\$ 324,000						\$ 324,000
W52	400 gpm Pump at Windcrest Pump Station	W/S				\$ 189,000			\$ 189,000
W56	Friendship Lane Sewer Line Expansion	W/S				\$ 1,903,000			\$ 1,903,000
W57	Adams Street Sewer Line Expansion	W/S				\$ 2,450,000			\$ 2,450,000
W58	Windcrest Area Pressure Improvements	W/S			\$ 1,035,000				\$ 1,035,000
W59	0.5 MG Elevated Storage Tank	W/S					\$ 3,703,000		\$ 3,703,000
W62	12-inch Water Line along Summit Forest	W/S					\$ 573,000		\$ 573,000
W63	12-inch Water Line along Hale Street	W/S					\$ 2,578,000		\$ 2,578,000
W64	12-inch Water Line along Highway 87 South	W/S							\$ 4,500,000
W65	12-inch Water Line along North Adams Street	W/S			\$ 4,500,000				\$ 4,500,000
W66	12-inch Water Line along Morning Glory Drive	W/S					\$ 1,903,000		\$ 1,903,000
W67	12-inch Water Line along East Centre Street	W/S					\$ 3,233,000		\$ 3,233,000
W68B	Boot Ranch Lift Station Rehabilitation and Expansion Construction	W/S	\$ 2,000,000					\$ 1,596,000	\$ 3,596,000
W69	Creek Street Sewer Expansion	W/S					\$ 2,128,000		\$ 2,128,000
W70	Green Meadow Lift Station Expansion	W/S	\$ 750,000						\$ 750,000
W71	Windcrest Lift Station Decommission	W/S	\$ 52,000						\$ 52,000
W72	Highway 87 South Lift Station Sewer Line Expansion	W/S				\$ 6,683,000			\$ 6,683,000
W73	Walk Bridge Lift Station Expansion	W/S					\$ 4,524,000		\$ 4,524,000
W74	Milam Street Lift Station Expansion	W/S					\$ 5,872,000		\$ 5,872,000



# City of Fredericksburg

## Proposed Capital Improvement Plan - Fleet & Equipment Replacement Plan

Revision Date: June, 2019

Project ID #	Fund / Project	Department	2019-2020 Allocation	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	> 5 Year Unfunded Needs	TOTAL ALLOCATION
W75	West Morse Sewer Line Expansion	W/S						\$ 958,000	\$ 958,000
W76	Highway 290 West Sewer Line Expansion	W/S						\$ 1,526,000	\$ 1,526,000
W77	West Schubert Sewer Line Expansion	W/S						\$ 1,612,000	\$ 1,612,000
W78	Highway 16 South Lift Station and Sewer Line	W/S						\$ 5,707,000	\$ 5,707,000
W79	Goehmann Lane Sewer Line Expansion	W/S						\$ 904,000	\$ 904,000
W80	Effluent Irrigation System - Oak Crest Park	W/S	\$ 670,000						\$ 670,000
W83	Oversize Utilities - Hotel/Conference Center	W/S	\$ 865,000						\$ 865,000
W84	Sewer - HWY 290 East Annexation	W/S	\$ 1,515,000						\$ 1,515,000
W85	Water, Wastewater, and Reuse Masterplan Update	W/S						\$ 200,000	\$ 200,000
W86	Wastewater Modeling Software	W/S	\$ 25,000						\$ 25,000
W87	Work Order Management System - Water Module	W/S	\$ 55,000						\$ 55,000
W88	Boerner Water Well Access Road	W/S	\$ 20,000						\$ 20,000
W89	New Water Reclamation Facility	W/S						\$ 30,000,000	\$ 30,000,000
<b>Water &amp; Sewer CIP Totals</b>			\$ 6,780,000	\$ 6,514,000	\$ 8,543,000	\$ 12,588,000	\$ 327,000	\$ 72,493,000	\$ 107,245,000
<b>Fleet &amp; Equipment</b>									
	Fleet Lease - 3 Trucks & Portion of IT (FY2016 Replacements)	W/S	\$ 22,900						\$ 22,900
	Fleet Lease - 4 Trucks & Portion of IT (FY2018 Replacements)	W/S	\$ 38,800	\$ 38,800	\$ 38,800				\$ 116,400
	Replace 2001 International Boom Truck	W/S	\$ 150,000						\$ 150,000
	Fleet Lease - 4 Trucks (FY2019 Replacements)	W/S	\$ 39,000	\$ 39,000	\$ 39,000	\$ 39,000	\$ 39,000	\$ 39,000	\$ 195,000
	Replace 2002 Forklift/Warehouse	W/S	\$ 15,000	\$ 15,000	\$ 15,000				\$ 45,000
	Bobcat Excavator	W/S	\$ 42,000						\$ 42,000
	Arrow Boards (2)	W/S	\$ 13,000						\$ 13,000
	Purchase of Valve Insertion Machine	W/S		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
<b>Water &amp; Sewer Fleet &amp; Equipment Totals</b>			\$ 281,700	\$ 92,800	\$ 142,800	\$ 89,000	\$ 89,000	\$ 89,000	\$ 784,300
<b>Water &amp; Sewer Department Totals</b>			\$ 7,061,700	\$ 6,606,800	\$ 8,685,800	\$ 12,677,000	\$ 416,000	\$ 72,582,000	\$ 108,029,300



# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

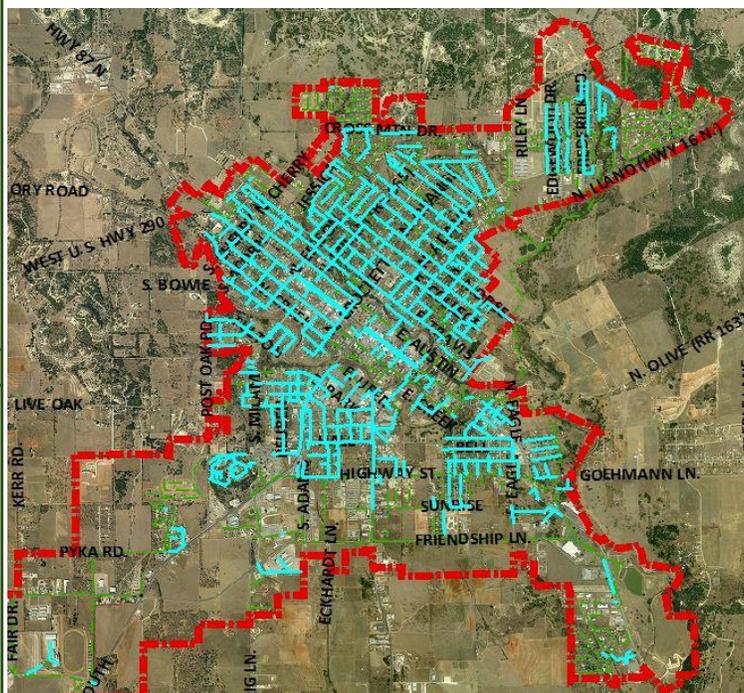
**Project Summary Information** **Date:** 11/6/2019

Project ID #: W3  
 Project Name: Replacement of Existing Sewer Mains - System Wide  
 Project Location: City-wide

Fiscal Year Plan								
Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 700,000	\$ 1,000,000

Funding Sources	
Enterprise Fund - Water Dept	\$ 1,000,000

**Project Description**  
 Allocation of \$50,000 annually for a systematic approach of the replacement of aging, under-sized sewer mains throughout the City.



**Project Justification**  
 The replacement of aging, under-sized sewer mains throughout the City would alleviate the numerous stoppages and lack of manholes for proper access for maintenance. Project would allocate the requested amount each year in conjunction with a sister project of 2" water line replacement as well as our street paving project.

**O&M Impact if Project is Not Completed**

**Notes**



# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b> 11/6/2019
------------------------------------	------------------------

Project ID #:	W45
Project Name:	South Heights Pump Station Building Remodel
Project Location:	South Heights Pump Station Site

<b>Fiscal Year Plan</b>								
-------------------------	--	--	--	--	--	--	--	--

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
						\$ 54,000		\$ 54,000

<b>Funding Sources</b>								
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Enterprise Fund - Water Dept	\$ 54,000
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<b>Project Description</b>								
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Replacement of existing windows and doors with new compliant windows and doors. New paint on exterior. Move electrical gear out of pump room.



<b>Project Justification</b>								
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<b>O&amp;M Impact if Project is Not Completed</b>								
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<b>Notes</b>								
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

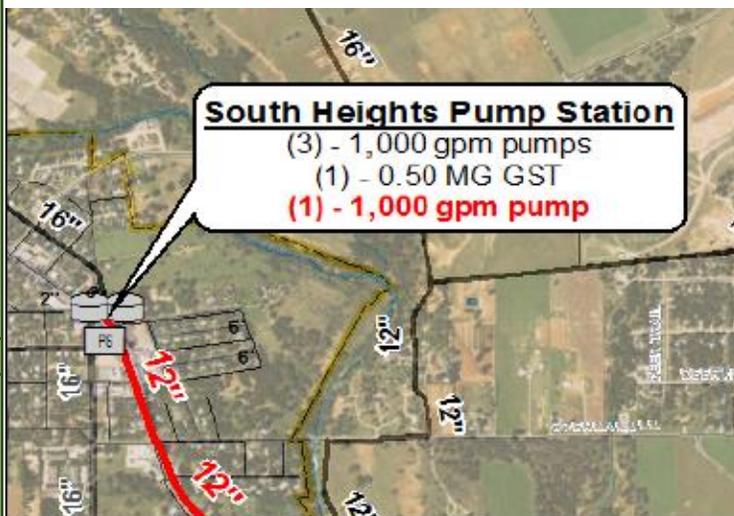
Project ID #: W51  
 Project Name: 1,000 GPM Pump at South Heights Pump Station  
 Project Location: South Heights Pump Station Site

**Fiscal Year Plan**

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
					\$ 300,000			\$ 340,000

**Funding Sources**  
 Enterprise Fund - Water Dept \$ 340,000

**Project Description**  
 This project consists of an additional 1,000gpm pump at the South Heights Pump Station.



**Project Justification**  
 This project will provide capacity for future growth and increase the firm capacity of the pump station.

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b> 11/6/2019
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Project ID #:	W68
Project Name:	Boot Ranch Lift Station Rehabilitation and Expansion (Design & Construction)
Project Location:	Boot Ranch

<b>Fiscal Year Plan</b>								
-------------------------	--	--	--	--	--	--	--	--

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 265,000						\$ 265,000

<b>Funding Sources</b>	
------------------------	--

Enterprise Fund - Water Dept	\$ 265,000
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<b>Project Description</b>
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An additional lift station is proposed and eliminates the pumping requirements for the existing lift station. Rehabilitation of existing Lift Station C is also needed due to major corrosion.



<b>Project Justification</b>
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Current condition of Lift Station C puts this facility at high risk for failure. The lift station is highly critical as it is responsible for pumping all Boot Ranch flow to the City. Pumping flow from current lift station requires pumps to overcome extremely high elevations causing design issues.

<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: W68B  
 Project Name: Boot Ranch Lift Station Rehabilitation and Expansion - Construction  
 Project Location: Boot Ranch

**Fiscal Year Plan**

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 2,000,000						\$ 2,000,000

**Funding Sources**

Enterprise Fund - Water Dept \$ 2,000,000

**Project Description**

An additional lift station is proposed and eliminates the pumping requirements for the existing lift station. Rehabilitation of existing Lift Station C is also needed due to major corrosion.



**Project Justification**

Current condition of Lift Station C puts this facility at high risk for failure. The lift station is highly critical as it is responsible for pumping all Boot Ranch flow to the City. Pumping flow from current lift station requires pumps to overcome extremely high elevations causing design issues.

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: W70  
 Project Name: Green Meadows Lift Station Expansion  
 Project Location: Green Meadows Lift Station

**Fiscal Year Plan**

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 750,000						\$ 750,000

**Funding Sources**

Enterprise Fund - Water Dept \$ 750,000

**Project Description**

Expansion of the Green Meadow lift station, including upsizing the wet well and pumps.



**Project Justification**

This project will increase the capacity of Green Meadows lift station in reponse togrowth and increased service area from Windcrest, Oaks of Windcrest, and the Smokehouse Road developments.

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: W71  
 Project Name: Windcrest Lift Station Decommission  
 Project Location: Windcrest Lift Station

**Fiscal Year Plan**

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 52,000						\$ 52,000

**Funding Sources**

Enterprise Fund - Water Dept \$ 52,000

**Project Description**

Decommission the Windcrest lift station and tie into the 8 inch sanitary sewer line along West Windcrest.



**Project Justification**

This project removes the Windcrest lift station from service and routes flow to the new constructed sewer line in Windcrest and Post Oak.

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: W83  
 Project Name: Hotel Conference Center - Oversizing Utility  
 Project Location: West Main Street

**Fiscal Year Plan**

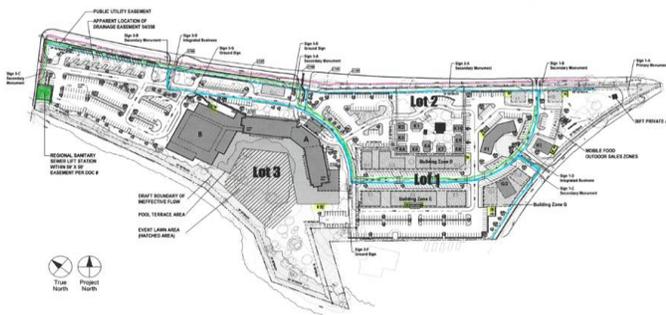
Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 865,000						\$ 865,000

**Funding Sources**

Impact Fee \$ 865,000

**Project Description**

Oversize water and sanitary sewer utilities, including a public lift station, as a part of the proposed Hotel/Conference Center project for future growth along Highway 87 North and Highway 290 West.



**Project Justification**

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: W84  
 Project Name: Highway 290 East Sewer Extension  
 Project Location: Highway 290 East

**Fiscal Year Plan**

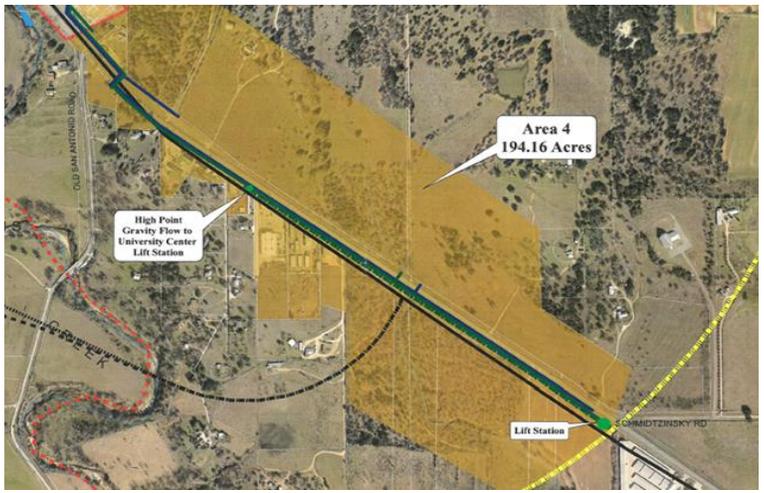
Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 1,515,000						\$ 1,515,000

**Funding Sources**

Impact Fee \$ 1,515,000

**Project Description**

Sanitary sewer line, lift station, and force main construction to serve Highway 290 East.



**Project Justification**

Project to be completed as a part of Highway 290 East Annexation.

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: W85  
 Project Name: Water, Wastewater, and Reuse Master Plan Update  
 Project Location: All City

**Fiscal Year Plan**

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
							\$ 200,000	\$ 200,000

**Funding Sources**

Enterprise Fund - Water Dept \$ 200,000

**Project Description**

Water, Wastewater and Reuse Master Plan Update



## WATER, WASTEWATER, AND REUSE SYSTEM MASTER PLAN

Prepared for:

**City of Fredericksburg**

**Project Justification**

Project will update Water, Wastewater and Reuse Master to forecast development resulting in infrastructure projects to serve the City's water, wastewater and reclaimed water needs.

**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Date:** 11/6/2019

Project ID #: W86  
 Project Name: Wastewater Modeling Software  
 Project Location: All City

**Fiscal Year Plan**

Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 25,000						\$ 25,000

**Funding Sources**

Enterprise Fund - Water Dept \$ 25,000

**Project Description**

Wastewater modeling software.

**Project Justification**

Wastewater modeling software would allow engineering staff to forecast needed wastewater infrastructure projects for existing and proposed developments.



**O&M Impact if Project is Not Completed**

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b>	<b>11/6/2019</b>
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Project ID #:	W87
Project Name:	Work Order Management System - Water Module
Project Location:	All City

<b>Fiscal Year Plan</b>								
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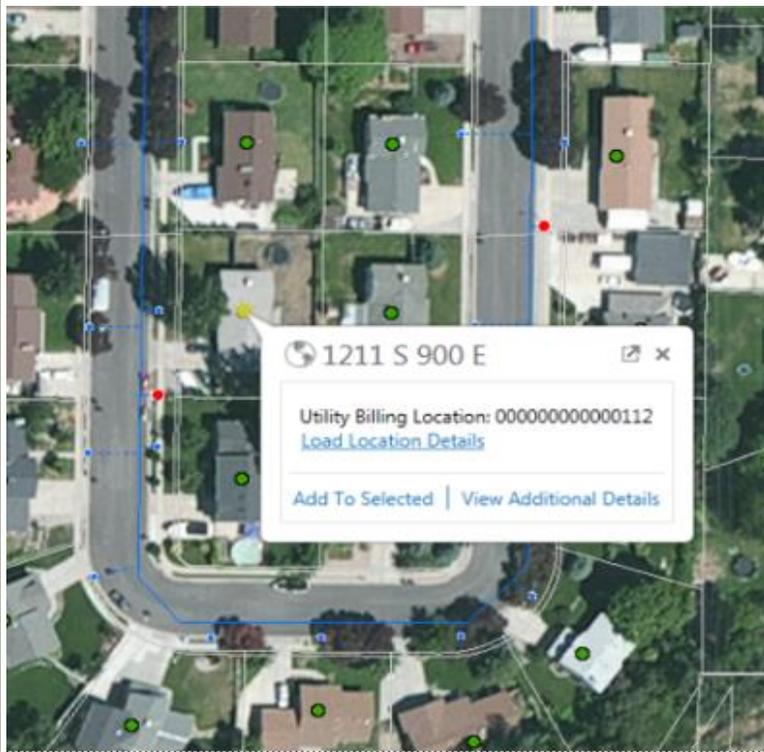
Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 55,000						\$ 55,000

<b>Funding Sources</b>	
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Enterprise Fund - Water Dept	\$ 55,000
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<b>Project Description</b>
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Work order management system module for the Water Department



<b>Project Justification</b>
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Work order management system would allow the Water Department to create and track work orders for the water and sanitary sewer system. Inventory and asset management is also offered through the work order management system, allowing Water Dept staff to efficiently track materials and replace aging equipment before spending money on costly maintenance repairs.

<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Date:</b> 11/6/2019
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Project ID #:	W88
Project Name:	Boerner Water Well Access Road
Project Location:	Boerner Well Field

<b>Fiscal Year Plan</b>								
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Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-203	2023-2024	Future	Total
		\$ 20,000						\$ 20,000

<b>Funding Sources</b>	
------------------------	--

Enterprise Fund - Water Dept	\$ 20,000
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<b>Project Description</b>
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Construction of an all weather access road to the Boerner Well field.

<b>Project Justification</b>
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Project includes constructing an all weather access road to the Boerner Water Wells along the City's access easement.



<b>O&amp;M Impact if Project is Not Completed</b>
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<b>Notes</b>
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# The City of Fredericksburg

*Bond Debt*

Bonded Debt - FY 2020						
	2012 GO Pools	2013 Revenue	2016 Limited Tax Notes	2017 Cert of Obligation	2018 Utility System	Totals
Purpose	Swimming Pools	Water	Animal Shelter General Fund	Park Land General Fund	Revenue Bonds Water	
Amount Issued	\$ 3,200,000	\$ 6,500,000	\$ 1,530,000	\$ 3,530,000	\$ 17,305,000	\$ 32,065,000
Outstanding	\$ 2,280,000	\$ 5,350,000	\$ 1,370,000	\$ 3,430,000	\$ 16,645,000	\$ 29,075,000
Final maturity	2032	2033	2023	2037	2038	
Call Option	Anytime	2/15/2017	2/15/2020	n/a	8/15/2027	
Interest Rate	2.88%	3.10%	1.39%	3.00%	3.57%	
Repayment Schedule of Principal and Interest by Issue						
2020	\$ 208,512	\$ 470,889	\$ 351,732	\$ 250,400	\$ 1,178,825	\$ 2,460,358
2021	209,268	471,134	352,596	250,975	1,179,450	2,463,423
2022	209,881	471,068	352,971	251,400	1,178,825	2,464,145
2023	210,349	470,693	352,756	251,675	1,181,075	2,466,549
2024	210,674	470,009		251,800	1,181,475	2,113,958
2025	210,855	469,014		251,775	1,186,500	2,118,144
2026	210,892	472,633		251,600	1,176,000	2,111,125
2027	210,785	470,864		251,275	1,179,125	2,112,049
2028	210,534	468,786		250,800	1,180,500	2,110,620
2029	210,140	471,321		250,175	1,180,125	2,111,760
2030-2038	631,541	1,887,034		2,003,088	12,976,500	17,498,163
Total P & I Payments	\$ 2,733,431	\$ 6,593,446	\$ 1,410,055	\$ 4,514,963	\$ 24,778,400	\$ 40,030,294
General Fund	\$ 2,733,431		\$ 1,410,055	\$ 4,514,963		\$ 8,658,449
Water		\$ 6,593,446			\$ 24,778,400	\$ 31,371,846
Total P & I Payments	\$ 2,733,431	\$ 6,593,446	\$ 1,410,055	\$ 4,514,963	\$ 24,778,400	\$ 40,030,294
Repayment Schedule by Fund						
	General Fund	Water/Sewer				Totals
2020	810,644	1,649,714				\$ 2,460,358.01
2021	812,840	1,650,584				2,463,423
2022	814,251	1,649,893				2,464,145
2023	814,780	1,651,768				2,466,549
2024	462,474	1,651,484				2,113,958
2025	462,630	1,655,514				2,118,144
2026	462,492	1,648,633				2,111,125
2027	462,060	1,649,989				2,112,049
2028	461,334	1,649,286				2,110,620
2029	460,315	1,651,446				2,111,760
2030-2038	2,634,629	14,863,534				17,498,163
Total P & I Payments	\$ 8,658,449	\$ 31,371,846				\$ 40,030,294
Prinipal Only						
General Fund	\$ 2,280,000		\$ 1,370,000	\$ 3,430,000		\$ 7,080,000
Water		\$ 5,350,000			\$ 16,645,000	\$ 21,995,000
	\$ 2,280,000	\$ 5,350,000	\$ 1,370,000	\$ 3,430,000	\$ 16,645,000	\$ 29,075,000



# The City of Fredericksburg

*Property Tax*

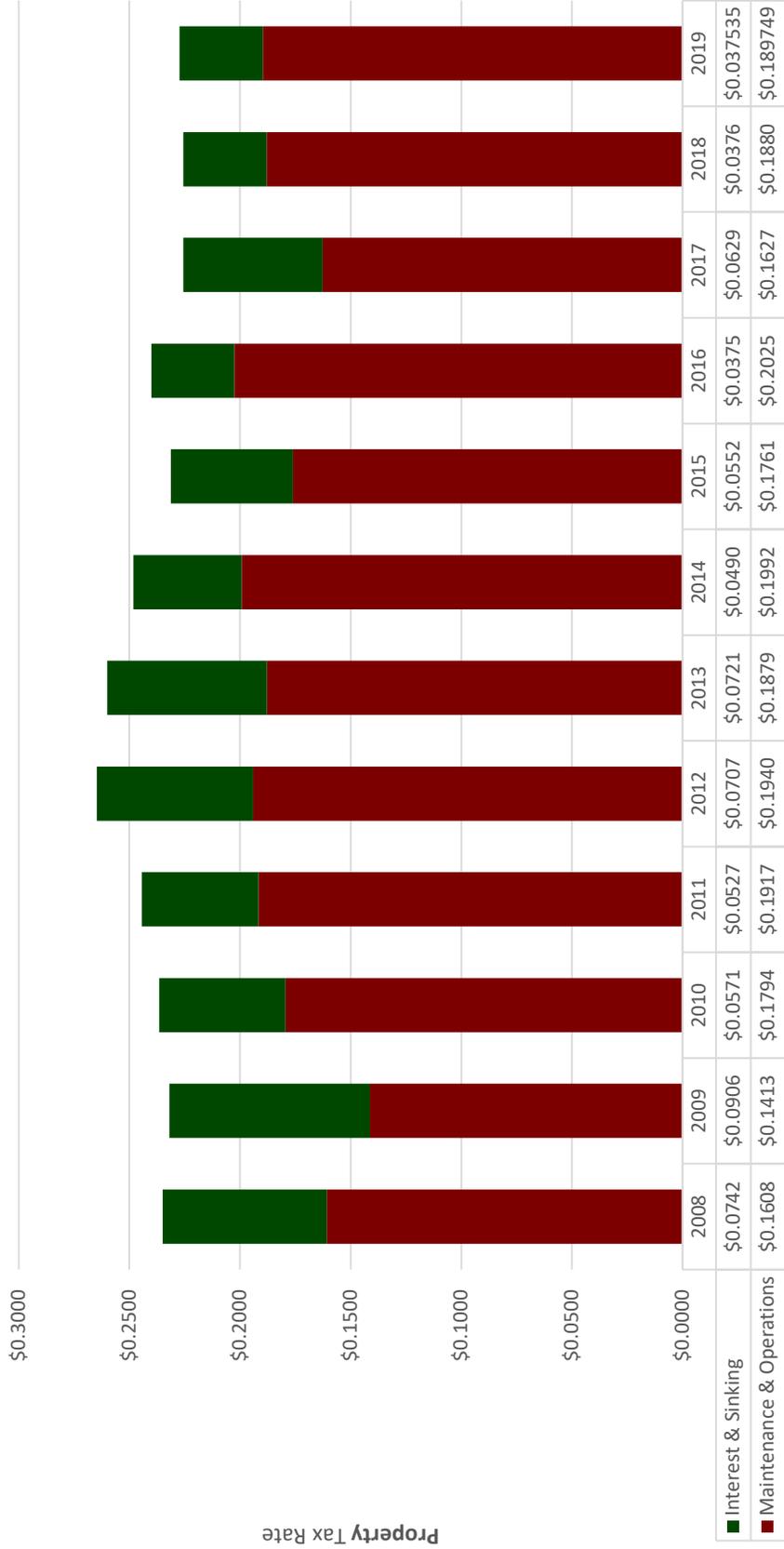
**CITY OF FREDERICKSBURG  
PROPERTY VALUATION AND TAX RATE HISTORY**

<b>YEAR</b>	<b>TAXABLE PROPERTY VALUATION</b>	<b>TAX RATE PER \$100</b>	<b>TAX LEVY</b>
2019	2,287,111,318	0.227284	4,918,518
2018	2,057,149,458	0.22560	4,426,460
2017	1,914,609,081	0.22560	4,149,790
2016	1,688,909,385	0.24000	3,897,126
2015	1,554,482,922	0.23130	3,509,541
2014	1,439,161,021	0.24820	3,493,996
2013	1,367,978,114	0.26000	3,430,975
2012	1,345,266,579	0.26470	3,419,252
2011	1,333,415,814	0.24440	3,163,937
2010	1,326,603,931	0.23650	3,059,438
2009	1,345,878,638	0.23190	3,040,998
2008	1,307,991,239	0.23500	2,994,692
2007	1,157,854,287	0.24140	2,758,816
2006	1,010,324,209	0.25660	2,575,716
2005	907,467,986	0.26960	2,353,609
2004	816,044,425	0.28200	2,314,400
2003	750,080,443	0.25670	1,925,456
2002	679,243,822	0.23700	1,609,808
2001	599,708,126	0.25050	1,502,268
2000	548,257,257	0.26510	1,453,429
1999	496,529,372	0.26960	1,335,552
1998	457,445,814	0.26680	1,220,465
1997	412,697,865	0.28800	1,188,570
1996	397,180,313	0.28700	1,139,908
1995	362,136,029	0.30130	1,091,105
1994	317,371,800	0.24600	780,735
1993	298,204,338	0.24880	741,932
1992	284,559,534	0.24980	710,072
1991	272,222,852	0.24374	663,516
1990	282,579,162	0.23275	657,703
1989	287,061,886	0.22283	639,660
1988	278,507,285	0.21893	609,736
1987	272,833,993	0.30300	826,687
1986	268,373,267	0.30300	813,171
1985	202,497,680	0.38800	785,691

**PROPERTY TAX RATE HISTORY**

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>CITY OF FREDERICKSBURG</b>	<b>\$0.2350</b>	<b>\$0.2319</b>	<b>\$0.2365</b>	<b>\$0.2444</b>	<b>\$0.2647</b>	<b>\$0.2600</b>	<b>\$0.2482</b>	<b>\$0.2313</b>	<b>\$0.2400</b>	<b>\$0.2256</b>	<b>\$0.2256</b>	<b>\$0.227284</b>
Gillespie County	\$0.2581	\$0.2578	\$0.2621	\$0.2790	\$0.3101	\$0.3805	\$0.3971	\$0.4147	\$0.4342	\$0.3999	\$0.4081	\$0.4125
Gillespie WCID	\$0.0001	\$0.0001	\$0.0001	\$0.0001	\$0.0001	\$0.0002	\$0.0002	\$0.0002	\$0.0002	\$0.0002	\$0.0002	\$0.0002
Hill Country UWCD	\$0.0068	\$0.0068	\$0.0070	\$0.0072	\$0.0075	\$0.0080	\$0.0085	\$0.0078	\$0.0078	\$0.0071	\$0.0067	\$0.0062
Fredericksburg ISD	\$1.1462	\$1.1462	\$1.1462	\$1.1462	\$1.1462	\$1.1462	\$1.1462	\$1.1462	\$1.1462	\$1.1462	\$1.1462	\$1.0762
Harper ISD	\$1.0400	\$1.0400	\$1.0400	\$1.0400	\$1.0400	\$1.0400	\$1.0400	\$1.0400	\$1.0400	\$1.0400	\$1.0400	\$0.9700
Doss CCSD	\$0.9267	\$0.9267	\$0.9267	\$0.9267	\$0.9267	\$0.9267	\$0.9267	\$0.9267	\$0.9267	\$0.9267	\$0.9267	\$0.9267
Stonewall WCID	\$0.2628	\$0.2659	\$0.2949	\$0.3152	\$0.3350	\$0.3350	\$0.3633	\$0.3550	\$0.3813	\$0.3767	\$0.3767	\$0.3701
In Fredericksburg	\$1.6462	\$1.6428	\$1.6519	\$1.6769	\$1.7286	\$1.7949	\$1.8002	\$1.8002	\$1.8284	\$1.7790	\$1.7868	\$1.722384
In County, FISD	\$1.4112	\$1.4109	\$1.4154	\$1.4325	\$1.4639	\$1.5349	\$1.5520	\$1.5689	\$1.5884	\$1.5534	\$1.5612	\$1.4951
In County, FISD, Stonewall WD	\$1.6740	\$1.6768	\$1.7103	\$1.7477	\$1.7989	\$1.8699	\$1.9153	\$1.9239	\$1.9697	\$1.9301	\$1.9379	\$1.8652
In HISD	\$1.3050	\$1.3047	\$1.3092	\$1.3263	\$1.3577	\$1.4287	\$1.4458	\$1.4627	\$1.4822	\$1.4472	\$1.4550	\$1.3889
IN DCCSD	\$1.1917	\$1.1914	\$1.1959	\$1.2130	\$1.2444	\$1.3154	\$1.3325	\$1.3494	\$1.3689	\$1.3339	\$1.3417	\$1.3456
<b>CITY OF FREDERICKSBURG TAX RATE</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Maintenance & Operations	\$0.1608	\$0.1413	\$0.1794	\$0.1917	\$0.1940	\$0.1879	\$0.1992	\$0.1761	\$0.2025	\$0.1627	\$0.1880	\$0.189749
Interest & Sinking	\$0.0742	\$0.0906	\$0.0571	\$0.0527	\$0.0707	\$0.0721	\$0.0490	\$0.0552	\$0.0375	\$0.0629	\$0.0376	\$0.037535
Total Tax Rate	\$0.2350	\$0.2319	\$0.2365	\$0.2444	\$0.2647	\$0.2600	\$0.2482	\$0.2313	\$0.2400	\$0.2256	\$0.2256	\$0.227284

## Property Tax Rate History





# The City of Fredericksburg

## *Ordinances*

**ORDINANCE NO. 2019-28**

**AN ORDINANCE OF THE CITY OF FREDERICKSBURG, TEXAS,  
ADOPTING AND APPROVING THE BUDGET FOR THE FISCAL YEAR  
BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020, AND  
MAKING APPROPRIATIONS FOR EACH DEPARTMENT AND ACCOUNT.**

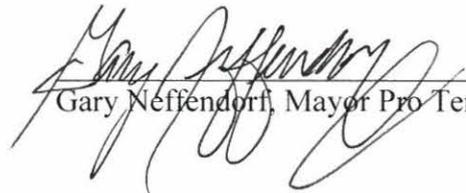
WHEREAS, the City Manager of the City of Fredericksburg has prepared a proposed budget for the fiscal year 2019-2020 and the City Council of the City of Fredericksburg has conducted a public hearing on the proposed budget and now approves such budget;

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

SECTION 1: Subject to the applicable provisions of State Law and the City Charter, and after a public hearing as required by both, the budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020 as filed and submitted by the City Manager and adjusted by the City Council, containing estimates of revenues and resources for the year, as well as estimates of expenditures for operations, activities, purchases, and projects is hereby approved and adopted.

SECTION 2: Such resources and revenues are appropriated for department expenditures as detailed in the said budget.

Passed and approved this 19<sup>th</sup> day of September, 2019.

  
Gary Neffendorf, Mayor Pro Tem

Attest:

Approved as to form:

  
Shelley Goodwin, City Secretary

  
Daniel Jones, City Attorney

**ORDINANCE NO. 2019-29**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
FREDERICKSBURG, TEXAS SETTING THE TAX LEVY FOR THE  
TAXABLE YEAR 2019 AT \$0.227284 PER \$100 OF ASSESSED VALUATION  
AND PROVIDING AN EFFECTIVE DATE.**

Be it ordered and ordained by the City of Fredericksburg:

That there be assessed, levied and collected on all taxable property in the City of Fredericksburg, for the taxable year 2019 the following, to wit:

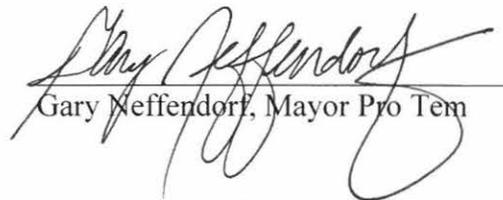
- \$0.189749 on a \$100 valuation of all taxable property in the City for the purposes of maintenance and operations
- \$0.037535 on a \$100 valuation of all taxable property in the City for the payment of principal and interest on the debt of the City
- \$0.227284 total tax rate for \$100.00 valuation of all taxable property in the City of Fredericksburg

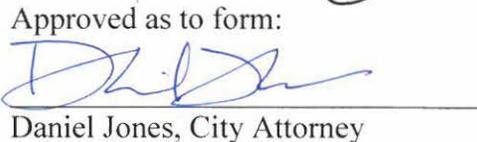
**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 9.6% AND  
WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS  
ON A \$100,000 HOME BY APPROXIMATELY \$20.00.**

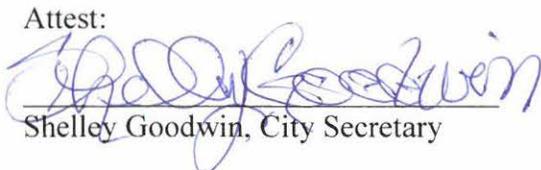
**THIS TAX RATE WILL RAISE MORE TAXES FOR  
MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX  
RATE.**

This ordinance is effective from the date of its passage and publication in accordance with applicable law(s).

Passed and approved this 19<sup>th</sup> day of September, 2019.

  
Gary Neffendorf, Mayor Pro Tem

Approved as to form:  
  
Daniel Jones, City Attorney

Attest:  
  
Shelley Goodwin, City Secretary



# The City of Fredericksburg

## *Financial Management Policy*

## **Comprehensive Financial Management Policy Statements**

### **Purpose**

The Comprehensive Financial Management Policy Statements assembles all of the City's financial policies into one document. These statements are the tools used to ensure that the City is financially able to meet its current and future service needs. The individual statements contained herein serve as guidelines for both the financial planning and internal financial management of the City.

Municipal resources must be wisely used to ensure adequate funding for the services, public facilities, and infrastructure necessary to meet immediate and long-term needs. These policy statements safeguard the fiscal stability required to achieve the City's objectives and ensure long-term financial health.

### **Objectives**

- A. To guide City Council and management policy decisions that have significant fiscal impact.
- B. To employ balanced revenue policies that provide adequate funding for services and service levels.
- C. To maintain appropriate financial capacity for present and future needs.
- D. To maintain sufficient reserves so as to maintain service levels during periods of economic downturn.
- E. To promote sound financial management by providing accurate and timely information on the City's financial condition.
- F. To protect the City's credit rating and provide for adequate resources to meet the provisions of the City's debt obligations on all municipal debt.
- G. To ensure the legal use of financial resources through an effective system of internal controls.
- H. To promote cooperation and coordination with other governments and the private sector in financing and delivery of services.

## I. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

The City will maintain accounting practices that conform to generally accepted accounting principles and comply with prevailing federal, state, and local statutes and regulations. The City will provide for, prepare and present regular reports that analyze and evaluate the City's financial performance and economic condition.

### A. *Accounting Practices and Principles*

The City will maintain accounting practices that conform to generally accepted accounting principles (GAAP) as set forth by the Governmental Accounting Standards Board (GASB), the authoritative standard setting body for units of local government. All City financial documents, except monthly interim financial reports, including official statements accompanying debt issues, Comprehensive Annual Financial Reports and continuing disclosures statements, will meet these standards. Monthly interim financial reports are on a cash basis and will be reported as budgeted. At year-end, the general ledger and financials will be converted to GAAP and GASB.

### B. *Financial and Management Reporting*

1. Interim Financial Reports will be provided monthly to management and City Council that explain key economic and fiscal developments and note significant deviations from the budget. These reports will be distributed monthly by the end of each month for the prior month.
2. Semi-annually, departments will report on program measures and indicators as compared to target and last year to the Finance Department. A semi-annual report will be submitted to the City Manager and City Council, highlighting significant variations.

### C. *Annual Audit*

Pursuant to the City Charter the City Council shall cause an annual audit to be made of the books and accounts of each and every department of the City. A complete audit in accordance with standards set by the American Institute of Certified Public Accountants shall be made at the end of each fiscal year, and at such other times as may be necessary, by an Independent Certified Public Accountant who shall be selected by the City Council. The audit report shall be filed with the City Council, presented at a City Council meeting, and shall be available for public inspection. A summary of the audit shall be published in a newspaper of general circulation of the City of Fredericksburg.

### D. *Signature of Checks*

Pursuant to the City Charter, all checks shall have two authorized signatures. Signatures may be affixed on all City checks via facsimile signatures, either with a signature plate used with a check signing machine or with a secure laser check printing system.

### E. *Compliance with Council Policy Statements*

The Financial Management Policy Statements will be reviewed bi-annually and updated, revised or refined as deemed necessary. Policy statements adopted by City Council are

guidelines, and occasionally exceptions may be appropriate and required. Exceptions will be identified, documented, and approved by the City Council before exception is granted.

## II. BUDGET AND LONG RANGE FINANCIAL PLANNING

These guidelines for budgeting will help to ensure a financially sound City and to establish a long-range financial planning process that assesses the long-term financial implications of current and proposed operating and capital budgets.

### A. *Balanced Budget*

The City Manager shall file annually, a structurally balanced budget for the ensuing fiscal year with City Council pursuant to the prevailing state and local law. A structurally balanced budget is further defined as recurring revenues funding recurring expenditures and adherence to fund balance policies. Short-term loans will be avoided as budget balancing techniques.

### B. *Current Funding Basis (Recurring Revenues)*

The City shall budget and operate on a current funding basis. Recurring expenditures shall be budgeted and controlled so as not to exceed current revenues. Recurring expenses will be funded exclusively with recurring revenue sources to facilitate operations on a current funding basis.

### C. *Use of Non-Recurring Revenues*

Non-recurring revenue sources, such as a one-time revenue remittance of fund balance in excess of policy can only be budgeted/used to fund non-recurring expenditures, such as capital purchases or capital improvement projects. This will ensure that recurring expenditures are not funded by non-recurring sources.

### D. *Tax Rate*

The City Manager will recommend a tax rate that the City finances require in order to operate efficiently, yet effectively, and pay its debt.

### E. *Pay As You Go Capital Projects*

The transfer from the City's General Fund and the City's Utility Fund to fund pay-as-you-go capital projects will be budgeted when financially feasible and when projects are identified as needed. The transfer will be based on the financial health of each fund with the long-term goal of adequately funding rehabilitation and providing infrastructure to accommodate future growth.

### F. *Revenue Estimating for Budgeting*

1. In order to protect the City from revenue shortfalls and to maintain a stable level of service, the City shall use a conservative, objective, reasonable and analytical approach when preparing revenue estimates. The process shall include historical collection rates, trends, and probable economic changes. This approach is intended to reduce the likelihood of actual revenues falling short of budget estimates and should avoid mid-year service changes.
2. The City, whenever possible, will seek outside sources of revenue, such as federal, state,

and local grants, in order to leverage local dollars.

**G. *Budget Preparation***

1. Department Directors have primary responsibility for formulating budget proposals. New or expanded services should support City Council goals, City Manager priority direction and department goals. The City Manager and Departments are charged with implementing the goals and priorities once they are approved.
2. All competing requests for City resources will be weighed within the formal annual budget process.
3. Actions on items that come up through-out the year with significant financial impacts should be withheld until they can be made in the full context of the annual budget process and long-range plan, unless unforeseen circumstances present themselves.
4. The Budget will be presented in a way that clearly communicates to the public the City's proposed level of services and capital projects planned for the coming year.

**H. *Budget Management***

The City Council shall delegate authority to the City Manager in managing the budget after it is formally adopted by City Council. The City Manager may further delegate levels of authority for the daily operations of the budget. Expenditures/expenses are legally adopted by the fund level. Expenditures/expenses should not exceed the adopted budget, plus subsequent changes approved by the City Council.

Transfers between funds must gain formal approval by the City Council.

**I. *Amended Budget***

In order to preserve fund balances/ending balances based on projected revenues and expenditures/expenses for the current fiscal year, the City Council may periodically amend the budget during the year as needed. Under provisions of Texas State law and the City's operating procedures, the operating budget may be adjusted or amended. If the amendment will create a new line item, or increase total overall spending, the City Council must declare an emergency before passing the order to amend the budget. The emergency ordinance should explain the emergency and show the revenue or expenditure items affected.

**J. *Performance Measurement***

Performance measures will be utilized and reported in department budgets. The City will maintain a measurement system that reports trends and comparisons to targets and previous year as a management tool to monitor and improve service delivery.

**K. *Operating Deficits***

The City shall take immediate corrective action if at any time during the fiscal year expenditure and revenue estimates are such that "net income" is lower than budgeted. Corrective actions include:

- Deferral of capital equipment purchases

- Deferral of pay-as-you go capital improvements
- Expenditure reductions
- Deferral of certain positions
- Hiring freezes
- Freeze merit increases
- Use of fund balance
- Use of volunteers
- Increase fees
- Reduce work hours with subsequent reduction in pay
- Eliminate positions which may require laying-off employees if there are not other vacant positions for which they are qualified.

Short-term loans as a means to balance the budget shall be avoided.

The use of fund balance, which is a one-time revenue source, may be used to fund an annual operating deficit, only with a subsequent approval by City Council of a plan to replenish the fund balance if it is brought down below policy level. Reserve requirements are addressed in Section V.

#### ***L. Long-Range Financial Plans***

1. The City shall develop and maintain a five-year Financial Forecast and Capital Improvement Plan (CIP) for each major operating fund, in conjunction with the annual budget process.
2. The forecast should enable current services and current service levels provided to be sustained over the forecast period. Operating impacts from completed capital improvement projects in the City's Five-Year CIP shall be included in the forecast. Commitments/obligations already made that require future financial resources shall also be included.
3. The forecasts should identify the impact to property taxes and utility rates.
4. Major financial decisions should be made in the context of the Long-Range Plan. The forecast assesses long-term financial implications of current and proposed policies, programs, and assumptions that develop appropriate strategies to achieve the City's goals. The forecast will provide an understanding of available funding; evaluate financial risk; assess the likelihood that services can be sustained; assess the level at which capital investment can be made; identify future commitments and resource demands; and identify the key variables that may cause a change in the level of revenue.

### III. REVENUES

The City will design, maintain and administer a revenue system that will assure a reliable, equitable, diversified and sufficient revenue stream to support desired City services.

#### A. *Balance and Diversification in Revenue Sources*

The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in local economic conditions, which may adversely impact that source.

#### B. *User Fees – General Fund*

1. For services that benefit specific users, the City shall establish and collect fees to recover the costs of those services. Where services provide a general public benefit, the City shall recover the costs of those services through property and sales taxes.
2. At a minimum, the City will strive to cover direct costs.
3. User fees should be reviewed, at a minimum every two years and adjusted to avoid sharp changes.
4. Factors in setting fees shall include but not be limited to market and competitive pricing, effect of demand for services, and impact on users, which may result in recovering something less than direct, indirect, and overhead costs.
5. The City may set a different fee for residents versus non-residents.
6. All user fees should be adopted by City Ordinance and included in the Annual Fee Schedule.

#### C. *User Fees – Enterprise Funds*

1. Utility rates and other Enterprise Fund user fees shall be set at levels sufficient to cover operating expenditures (direct and indirect), meet debt obligations and debt service coverage, provide funding for capital improvements, and provide adequate levels of working capital.
2. The City may set a different fee for residents versus non-residents.
3. The Five-Year Financial Plan (rate model) and proposed operating budget shall serve as the basis for rate change considerations.
4. When necessary, the Five-Year Financial Plan (rate model) will be built around smaller rate increases annually versus higher rate increases periodically.
5. Utility rates will be reviewed annually by the City Council.

#### D. *One-Time/Unpredictable Revenue Sources*

1. One-time, unpredictable revenue sources should not be used for ongoing expenses/expenditures.
2. One-time, unpredictable revenue sources will be used for one-time purchases such as increase in fund balance requirements, capital equipment purchases, capital improvements, etc.

**E. *Revenue Collection***

The City shall maintain high collection rates for all revenues by monitoring monthly receivables. The City shall follow an aggressive, consistent, yet reasonable approach to collecting revenues to the fullest extent allowed by law for all delinquent taxpayers and others overdue in payments to the City.

Revenues actually received will be compared to budgeted revenues by the Director of Finance and any variances considered to be material will be investigated. This process will be summarized in the monthly financial report. (See Financial and Management Reporting)

**F. *Write-off of Uncollectible Receivables (excludes property taxes, court fines and warrants)***

1. Receivables shall be considered for write-off as follows:
  - a. State statute authorizing the release or extinguishment, in whole or in part, of any indebtedness, liability, or obligation, if applicable.
  - b. Accounts outstanding and identified as uncollectible, and where all attempts to collect have been taken.
2. Accounts shall be written-off annually near fiscal year-end. Upon approval, accounts will be forwarded to a credit reporting agency.
3. The write-off of uncollected accounts is a bookkeeping entry only and does not release the debtor from any debt owed to the City.

**G. *Bond Revenue Coverage Requirements***

The City shall meet the required legal revenue coverage requirements as set forth in all bond rate covenants.

#### IV. EXPENDITURES

The City will identify services, establish appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of those services.

**A. *Maintenance of Capital Assets***

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to maintain service levels.

**B. *Periodic Program/Services Reviews***

The City Manager and staff shall undertake periodic reviews of City programs and services for both efficiency and effectiveness. Programs or services determined to be inefficient and/or ineffective shall be recommended through the annual budget process to be reduced in scope or eliminated.

**C. *Purchasing***

All City purchases of goods and services shall be made in accordance with state and federal laws.

The following shows a summary of approval requirements for purchases.

Dollar Limits:	Procurements:	Requirements:
Under \$5,000	Under the small purchase limit	No competitive bids and City credit cards may be used.
\$5,000 up to \$50,000	Within informal bid limit	A minimum of three informal competitive bids required unless exempted.
\$10,000 and above	Within City Manager's approval	In addition to the requirements above, the City Manager must approve the purchase.
\$50,000 and above	In excess of the informal bid limit	Formal solicitations, which includes public notices, required unless exempted. Council approval required.

**D. *Budget***

The City Manager, in coordination with each department head is responsible for insuring that total expenses in each fund do not exceed the adopted annual budget.

**Budgeted Capital Items**

If the bid received for a capital item varies from the budgeted amount by \$10,000 or more, any savings cannot be reallocated to new capital items without Council approval. In addition, the City Manager will report to Council any expenditure that varies by more than \$10,000.

**E. *Contracts and Change Orders***

Contracts and related change orders must follow the City Purchasing Policies and State Law. In accordance with State Law, change orders are limited to 25% of the total contract amount. Change orders greater than \$50,000 require the same Council approvals as the original contracts.

## V. RESERVES

The City will maintain the fund balance and working capital of the various operating funds at levels sufficient to protect the City's credit worthiness as well as its financial position during emergencies or economic fluctuations. In addition, the City may accumulate Fund Balances for a specific purpose and for unexpected financial opportunities.

### A. *General Fund Unrestricted Fund Balance*

- The City shall maintain the General Fund unrestricted fund balance to no less than 3 months of regular General Fund operating expenditures.
- Excess fund balance levels may be used to fund emergencies, nonrecurring expenditures or major capital purchases that cannot be accommodated through the current year's budgeted revenues with Council approval.
- Funds accumulated for a specific purpose should be identified as such in the City's Financial Statements.
- Methods used to replenish fund balances that fall below required levels include an increase in property tax revenues and a decrease in budgeted expenses as economic conditions allow. The City should seek to replenish fund balance levels within 1 to 2 years of use.

### B. *Tourism Fund*

- A minimum of 30 days of operating expenditures will be reserved within the fund balance. These funds are designated to be used to offset any potential revenue shortfall that occurs during the fiscal year and should be replenished in the following fiscal year's budget.

### C. *Utility Enterprise Funds/Unreserved Working Capital*

- The City shall maintain a working capital sufficient to provide for reserves for emergencies and revenue shortfalls. A cash equivalent operating reserve will be established and maintained at 3 months of the current year's budget appropriation for recurring operating expenses. The Power Purchases and Transmission Provider Fees are not included in this contingency reserve.

The cash operating reserve is derived by dividing the total cash equivalents balance by recurring operating expenses.

- Excess fund balance levels may be used to fund emergencies, nonrecurring expenditures or major capital purchases that cannot be accommodated through the current year's budgeted revenues with Council approval. Should such use reduce balances below the level established as the objective for that fund, restoration

recommendations will accompany the request/decision to utilize said balances.

- Funds accumulated for a specific purpose should be identified as such in the City's Financial Statements.
- Methods used to replenish fund balances that fall below required levels include an increase in rates and a decrease in budgeted expenses as economic conditions allow. The City should seek to replenish fund balance levels within 1 to 2 years of use.

The City shall not use proceeds or reserves from an Enterprise fund except for expenditures within the purpose of the fund, unless those expenditures have been approved for other purposes as part of the adopted budget.

Any other Enterprise fund transfers, advances, or formal loans outside of the normal budget process, will require a public hearing and an amendment to the previously adopted budget.

A transfer is defined as movement of funds with no obligation or repayment. An advance on the other hand has an obligation to be repaid, but with no specific terms. A formal loan would carry an obligation to be repaid with specific terms.

**D. *Other Enterprise Funds/Unreserved Working Capital***

- Excess fund balance levels may be used to fund emergencies, nonrecurring expenditures or major capital purchases that cannot be accommodated through the current year's budgeted revenues with Council approval.
- Funds accumulated for a specific purpose should be identified as such.
- Methods used to replenish deficit fund balances will be discussed and approved by the City Council.

The City shall not use proceeds or reserves from an Enterprise fund except for expenditures within the purpose of the fund, unless those expenditures have been approved for other purposes as part of the adopted budget.

Any other Enterprise fund transfers, advances, or formal loans outside of the normal budget process, will require a public hearing and an amendment to the previously adopted budget.

A transfer is defined as movement of funds with no obligation or repayment. An advance on the other hand has an obligation to be repaid, but with no specific terms. A formal loan would carry an obligation to be repaid with specific terms.

E. *Solid Waste Fund*

The City's objective is to create restricted reserves of \$1,000,000 to fund future cell development. Annual loan repayments from the Golf Fund to the Solid Waste Fund will be restricted reserves designated for Landfill Closure expenditures. In addition, a cash equivalent operating reserve will be established and maintained at 3 months of the current year's budget appropriation for recurring operating expenses.

F. *EMS – Emergency Medical Services*

The City does not require an EMS fund balance reserve since the EMS Fund is supported by the General Fund.

G. *Debt Service Fund Unreserved Fund Balance*

The City shall maintain the Debt Service fund balance reserve as required by bond ordinances or covenants.

H. *Internal Service Fund/Health Insurance Fund*

The City shall maintain the Health Insurance fund balance to no less than 3 months of regular operating expenditures. Methods used to replenish fund balances that fall below required levels include an increase in health insurance premiums. The City should seek to replenish fund balance levels within 1 to 2 years of use.

For reporting purposes GASB #54 establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The requirements will improve financial reporting by providing fund balance categories that will be more easily understood.

1. Nonspendable - identifying amounts (such as inventory)
2. Restricted - includes amounts that can only be used for a specific purpose stipulated by the constitution, external resource providers, or through enabling legislation
3. Committed - includes amounts that can only be used for a specific purpose determined by the City Council
4. Assigned - includes amounts that can be used for a specific purpose but do not meet the criteria to be classified as "restricted" or "committed"
5. Unassigned - includes all spendable amounts not contained in other classifications

## VI. CAPITAL EXPENDITURES AND IMPROVEMENTS

The City Council and the City staff will annually review and monitor the state of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives, and availability of resources.

### A. *Capitalization Threshold for Tangible Capital Assets*

1. Tangible capital items should be capitalized only if they have an estimated useful life of 2 years or more following the date of acquisition or significantly extend the useful life of the existing asset and cannot be consumed, unduly altered, or materially reduced in value immediately by use and have a cost of not less than \$5,000 for any individual item.
2. The capitalization threshold of \$5,000 will be applied to individual items rather than to a group of similar items. (i.e.: desks, chairs, etc.)
3. Accurate inventories of all tangible items will be maintained to ensure proper stewardship of public property.

### B. *Five-Year Capital Improvement Plan (CIP)*

1. The City shall annually prepare a five-year capital improvement plan based on the needs for capital improvements and equipment, the status of the City infrastructure, replacement and renovation needs, and potential new projects. Capital projects are improvements or additions to the City's physical plant/facilities/infrastructure and become a part of the City's asset inventory. Capital projects can be further categorized into land, buildings, improvements other than buildings, and infrastructure, which includes roads, sidewalks, bridges, utility lines, physical plants, etc. Capital costs typically consist of preliminary design, final design, and construction, and may involve the acquisition of land or easements. For purposes of the CIP Plan, a Capital Improvement Project should generally exceed a cost of \$25,000.
2. For the most part, projects in the CIP should be based upon master plans or developer agreements. This ensures that the City's CIP, which is the embodiment of the recommendations of these individual planning studies, is responsive to the officially stated direction of the City as contained in the Comprehensive Plan and supporting master plans. Examples of these supporting documents are: Water and Wastewater Plans, Thoroughfare Plan, Parks Master Plan, Trail Plan, Municipal Facilities Plan, etc.
3. For every project identified in the CIP, a project scope and project justification will be provided. Also, project costs shall be estimated, funding sources identified and annual operation and maintenance costs computed.
4. The City Manager is charged with recommending a Capital Improvement Plan to City Council. The CIP shall be filed and adopted in conjunction with the annual budget.
5. Annually, through the budget process and at year-end, projects are to be reviewed. For those identified as complete, any remaining funds will close to fund balance. Funds remaining from bond proceeds will only be used in accordance with the legal use of those funds.
6. Appropriations for capital projects are for the life of the project; therefore re-appropriation of capital funding for each fiscal year for budgeted projects is not

necessary.

**C. *Infrastructure Evaluation and Replacement/Rehabilitation***

Utilities, street lighting, streets and sidewalks, municipal facilities and other infrastructure are fundamental and essential functions for public health and safety, environmental protections and the economic well being of the City. As a result, the City's CIP should be focused on ensuring that infrastructure is replaced as necessary to protect the City's investment, to minimize future replacement and maintenance costs, and to maintain existing levels of service and accommodate growth.

1. High priority should be given to replacing/rehabilitating capital improvements prior to the time that they have deteriorated to the point where they are hazardous, incur high maintenance costs, negatively affect property values, or no longer serve their intended purpose.
2. The decision on whether to repair, replace or to rehabilitate an existing capital asset will be based on which alternative is most cost-effective, which would include life-cycle costing, and provides the best value to the City.

**D. *Replacement of Capital Assets on a Regular Schedule (Fleet, Fire Trucks, and High-Tech)***

The City shall annually prepare a schedule for the replacement of its fleet, fire trucks, and high technology capital assets. Funding for the replacement of these assets will be accomplished through the annual budget process, within the resources available each fiscal year. A variety of funding options will be explored, including but not limited to cash on hand and lease/purchase, based upon a determination of what would be in the best interest of the City.

**E. *Capital Expenditure Financing***

The City recognizes that there are three basic methods of financing its capital requirements: Funding from current revenues; funding from fund balance; or funding through the issuance of debt. Types of debt and guidelines for issuing debt are set forth in the Debt Policy Statements.

**F. *Pay-As-You-Go Capital Improvements***

1. The City will pay cash for capital improvements within the financial affordability of each fund versus issuing debt when funding capital improvements and capital purchases. This will reduce/minimize the property tax and utility rate impacts on Fredericksburg citizens.
2. The City will seek out and use grant funding sources for capital improvements in order to leverage City funding and to minimize property and utility rate impacts.

**G. *Capital Improvements/Project Reporting***

A summary/status report on the City's various capital projects will be prepared monthly and available to the City Manager and to City Council.

## VII. DEBT

The following guidelines for debt financing will provide needed facilities, land, capital equipment and infrastructure improvements while minimizing the impact of debt payments on current and future revenues.

### A. *Use of Debt Financing*

Debt financing, to include general obligation bonds, revenue bonds, certificates of obligation, certificates of participation, lease/purchase agreements, and other obligations permitted to be issued or incurred under State and Local laws, shall only be used to purchase capital assets that cannot be prudently acquired from either current revenues or fund balance and to fund infrastructure improvements and additions. Debt will not be used to fund current operating expenditures.

The City will pay cash for capital improvements within the financial affordability of each fund versus issuing debt when funding capital expenditures and capital improvements, which shall include but not be limited to sales tax, utility system revenues, developer fees, inter-local agreements, and state and federal grants.

### B. *Affordability*

The City shall use an objective analytical approach to determine whether it can afford to issue general-purpose debt, both General Obligation and Certificates of Obligation, and any other financing permitted by state law. The process shall include an internal feasibility analysis for each long-term financing which analyzes the impact on current and future budgets, which would include the tax and utility rates. The process shall also include the benefits of the proposed projects. The decision on whether or not to issue new debt shall be based on the benefits of the project, current conditions of the municipal bond market, and the City's ability to "afford" new debt.

### C. *Types of Long-Term Debt*

#### 1. General Obligation Bonds (GO)

General Obligation bonds require voter approval and are secured by a promise to levy taxes in an amount necessary to pay annual debt service.

- a. General Obligation bonds must be issued for projects that are in accordance with the wording in the bond proposition.

## 2. Certificates of Obligation

Certificates of Obligation may be issued without voter approval to finance any public works project or capital improvement, as permitted by State law. It is the City's policy to utilize Certificates of Obligation to finance public improvements in certain circumstances and only after determining the City's ability to assume additional debt. Circumstances in which Certificates might be issued include, but are not limited to the following.

- a. The City may issue CO's when there is insufficient funding on a general obligation bond-financed capital improvement.
- b. The City may issue CO's when "emergency" (urgent, unanticipated) conditions require a capital improvement to be funded rapidly.
- c. The City may issue CO's for projects when the City can leverage dollars from others to reduce the City's capital cost for a community improvement.
- d. The City may issue CO's for projects when there is no other adequate funding source available, the project is determined to be in the best interest of the City, and where a determination is made that waiting for the next bond referendum or having a bond referendum for a small amount of money or a small number of projects is impractical and where public notice versus a voted bond referendum is deemed acceptable by the City Council.
- e. The City may issue CO's if it would be more economical to issue Certificates of Obligation rather than issuing revenue bonds; and

## 3. Revenue Bonds

Revenue bonds are generally payable from a designated source of revenue. They do not require voter approval.

For the City to issue new revenue bonds, revenues, as defined in the ordinance authorizing the revenue bonds in question, shall meet the bond coverage ratio as defined in the ordinance. Annual adjustments to the City's rate structures for Enterprise Funds will be made as necessary to maintain the coverage factor.

## D. *Debt Structures*

The City shall normally issue bonds with a life not to exceed 25 years for general obligation bonds and 30 years for revenue bonds, but in no case longer than the useful life of the asset. The City shall seek level or declining debt repayment schedules and shall seek to retire 90% of the total principal outstanding within 20 years of the year of issuance. There should be no debt structures that include increasing debt service levels in subsequent years, with the first and second year of a bond payout schedule the exception or as special situations may warrant. There shall be no "balloon" bond repayment schedules, which consists of low annual payments and one large payment of the balance due at the end of the term. There shall always be at least interest paid in the first fiscal year after a bond sale and principal payments starting generally no later than the second fiscal year after the bond issue.

The City will issue debt based on a fixed rate and will limit use of variable-rate debt due to the potential volatility of such instruments.

**E. *Debt Refunding***

The City's financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule, the net present value savings of a particular refunding should exceed 3.0% of the refunded maturities unless (1) a debt restructuring is necessary or (2) bond covenant revisions are necessary to facilitate the ability to provide services or to issue additional debt or (3) the refunding is combined with a new debt issuance

**F. *Interest Earnings on Debt Proceeds***

Debt interest earnings will be limited to funding changes to the bond financed Capital Improvement Plan in compliance with the voted propositions, cost overruns on bond projects, or be applied to debt service payments on the bonds issued.

**G. *Bond Elections***

1. Timing of general obligation bond elections shall be determined by the inventory of current authorized, unissued bonds remaining to be sold and the Five-Year Capital Improvement Plan.
2. The total dollar amount of bond election propositions recommended to the voters should typically not exceed the City's estimated ability to issue the bonds within a 7 year period.
3. An analysis showing how the new debt combined with current debt impacts the City's tax rate and debt capacity will accompany every future bond issue proposal.

**H. *Sale Process***

The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated sale. The City will utilize a negotiated process when the issue is, or contains, a refinancing that is dependant on market/interest rate timing, if the interest rate environment or market/economic factors may affect the bond issue, or if the nature of the debt is unique and requires particular skills from the underwriters involved. The City shall award the bonds based on a true interest costs (TIC) basis. However, the City may award bonds based on a net interest cost (NIC) basis as long as the financial advisor agrees that the NIC basis can satisfactorily determine the lowest and best bid.

**I. *Underwriting Syndicates***

The City's financial advisor shall attempt to involve qualified and experienced firms, which consistently submit ideas to the City and financial advisors and actively participate in the City's competitive sale in its negotiated underwritings. In conjunction with the City, the City's financial advisor shall recommend the structure of underwriting syndicates, which will be optimal for the type and amount of debt being issued.

**J. *Bond Ratings***

Full disclosure of operations and open lines of communications shall be maintained with the rating agencies. Credit ratings will be sought from one or more of the nationally recognized municipal bond rating agencies, as recommended by the City's financial advisor.

The City will continually strive to maintain or increase the City's current bond ratings by prudently managing its funds and by reviewing and monitoring financial policies, budgets, forecasts and the financial health of the City.

**K. *Covenant Compliance***

The City will comply with all covenants stated in the bond ordinance, including providing for annual disclosure information and providing for material event notices.

**L. *Arbitrage Rebate Monitoring and Reporting***

Arbitrage is the interest earned on the investment of bond proceeds above the interest paid on the debt. The City will maintain a system of recordkeeping and reporting to meet the arbitrage rebate compliance requirement of the IRS regulation. The recordkeeping shall include tracking project expenditures, interest earned on the bonds, calculating rebate payments, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the outstanding debt. Arbitrage rebate calculations will be performed annually on all debt issues and the liability recorded for any positive arbitrage. Due to the specialized nature of the calculations, this function will typically be outsourced.

**M. *Lease/Purchase Agreements***

The City will use lease/purchase agreements for the acquisition of equipment when it is cost-effective and provides for attractive terms. All lease purchase agreements must be approved by City Council regardless of the dollar amount.

## VIII. CASH MANAGEMENT AND INVESTMENTS

The City will maintain cash and investments in such a manner so as to ensure the absolute safety of principal, to meet the liquidity needs of the City, and to achieve the highest possible yield.

### A. *Investment Management*

1. All aspects of cash/investment management shall be designed to ensure safety and integrity of the City's financial assets.
2. Cash/Investment management activities shall be conducted in full compliance with prevailing local, state, and federal regulations. (See City's Investment Policy and Strategy)
3. The City will utilize competitive quotes from approved broker/dealers, affording no special advantage to any individual or corporate member of the financial or investment community.
4. The City will only do business with City authorized broker/dealers and/or financial institutions as approved by Council and who have executed a written certification of their review of the City's Investment Policy.
5. The City shall design and establish policies relating to a variety of cash/investment management issues, such as the eligibility and selection of various broker/dealers, safekeeping requirements, collateral requirements, delivery versus payment requirements, weighted average maturity requirements and other such aspects of the program, which necessitate standard setting in pursuit of appropriate prudence and enhanced protection of assets. (See City's Investment Policy)
6. Investments of the City shall be made with the exercise of judgment and care which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment.

### B. *Investment Strategy*

The City of Fredericksburg maintains a consolidated portfolio in which it pools its funds for investment purposes. The City's investment program seeks to achieve safety of principal, adequate liquidity to meet cash needs, and reasonable yields commensurate with the preservation of principal and liquidity. (See City's Investment Strategy)

### C. *Interest Income*

Interest earned from investments shall be distributed to the funds from which the funds were provided.

### D. *Arbitrage Investments*

Investment on bond proceeds will be made with safety of principal and liquidity in mind, but with a competitive rate of return. If there is positive arbitrage, the rebatable earnings will be sent to the IRS, as necessary.

**E. *Depository***

The City will select its official bank through a formal bidding process in order to provide the City with the most comprehensive, flexible, and cost-effective banking services available. The City will at a minimum, bid depository services every eight years. The City will review the financial health of the City's depository annually to include but not be limited to earnings, assets, capital, and liquidity.

**F. *Collateralization of Deposits***

1. The City shall have pledged collateral held at an independent third-party institution and evidenced by a written receipt.
2. The value of the pledged collateral should be marked to market monthly and shall be at least 102 percent of par or market value of the investments, whichever is greater.
3. Substitutions of collateral shall meet the requirements of the collateral agreement. Collateral shall not be released until the replacement collateral has been received, if the release of the collateral should result in the value being under 102 percent of par value.
4. The pledge of collateral shall comply with the City's investment policy.

## IX. GRANTS AND INTERGOVERNMENTAL REVENUES

The City will seek, apply for, and effectively administer federal, state and local grants, which support the City's current priorities and policy objectives. The City should take advantage of opportunities to enhance service delivery through intergovernmental cooperation, shared revenues, and grants.

### A. *Grant Guidelines*

1. The City shall apply and facilitate the application for only those grants that are consistent with the objectives and high priorities identified by Council and management.
2. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs and services.
3. The potential for incurring ongoing costs, to include assumptions of support for grant-funded positions from local revenues, will be considered prior to applying for a grant.

### B. *Grant Review Process*

1. A uniform grants pre-application process will be utilized to assure the City has all the information necessary to make a decision regarding a potential grant. Information to be provided should include but not be limited to:
  - a. The grant being pursued and the use to which it would be placed.
  - b. The objectives or goals of the City which will be achieved through the use of the grant.
  - c. The local match required, if any, plus the source of the local match.
  - d. The increased cost to be locally funded upon termination of the grant.
2. All grant agreements will be reviewed by the appropriate City staff, including Finance, Legal, HR, and the sponsoring department, to ensure compliance with state, federal, and City regulations.
3. The City Manager shall approve all grant submissions and City Council shall approve all grant acceptances over \$50,000.

### C. *Budgeting for Grant Expenditures*

Annually via the budget process, departments will submit for possible funding, known grant opportunities. These grant opportunities will be prioritized and ranked along with all other supplemental requests. If approved, the expenditure and associated revenue will be appropriated in the Grant Fund. If there are grant opportunities that arise during the year and are received by the City, the budget will be amended via the projections, if the City can fund the local match required.

**D. *Grant Termination and/or Reduced Grant Funding***

- 1. In the event of reduced grant funding, City resources will be substituted only after all program priorities and alternatives are considered during the budget process, unless the City is obligated through the terms of the grant to maintain the positions, services, or equipment.**
- 2. The City shall terminate grant-funded programs and associated positions when grant funds are no longer available, and it is determined that the program no longer supports City goals and/or is no longer in the best interest of the City, unless the City has obligated itself through the terms of the grant to maintain the positions, services, or equipment.**

## X. FINANCIAL CONSULTANTS

The City will employ qualified financial advisors and consultants as needed in the administration and management of the City's financial function. These areas include but are not limited to audit services, debt administration, delinquent tax collection attorney, and financial modeling. The principal factors in the selection of these consultants will be experience/expertise, ability to perform, the services offered, references, and methodology to name a few. In no case should price be allowed to serve as the sole criterion for the selection.

### A. *Selection of Auditors*

At least every eight years, the City shall request proposals from qualified firms, including the current auditors if their past performance has been satisfactory. The City Council shall select an independent firm of certified public accountants to perform an annual audit of the accounts and records, and render an opinion on the financial statements of the City.

It is the City's preference to rotate auditor firms every eight years at the maximum, to ensure that the City's financial statements are reviewed and audited with an objective, impartial, and unbiased point of view. The rotation of the audit firm will be based upon the proposals received, the qualifications of the firm, and the firm's ability to perform a quality audit.

However, if through the proposal and review process, management and the Audit Committee select the current audit firm, then, it is the City's preference that the lead audit partner be rotated as well as the lead reviewer after a maximum of eight years.

### B. *Arbitrage*

1. The City shall calculate positive/negative arbitrage on each bond issue annually. While the City is responsible to ensure that the records are in order, the calculations made, reporting completed, and filings made, the actual arbitrage calculation and reporting shall be contracted out to a qualified firm.
2. Requests for proposals and statement of qualifications are to be solicited at least every seven years. There is not a requirement for rotation.

### C. *Delinquent Tax Collection Attorney*

1. Due to the nature and expertise required, the City shall hire a delinquent tax collection attorney to collect delinquent taxes, represent the City in filing bankruptcy claims, foreclose on real property, seize personal property, and represent the City in court cases and property sales.
2. Requests for proposals and statement of qualifications are to be solicited at least every seven years. There is no requirement for rotation.

**D. *Bond Counsel***

Bond Counsel to the City has the role of an independent expert who provides an objective legal opinion concerning the issuance and sale of bonds and other debt instruments. As bond counsel are specialized attorneys who have developed necessary expertise in a broad range of practice areas, the City will always use a consultant for these services. Generally, bonds are not marketable without an opinion of nationally recognized bond counsel stating that the bonds are valid and binding obligations stating the sources of payment and security for the bonds and that the bonds are exempt from Federal income taxes.

**E. *Financial Advisory Services***

The City issues various types of securities to finance its capital improvement program. Debt structuring and issuance requires a comprehensive list of services associated with municipal transactions, including but not limited to: method of sale; analysis of market conditions; size and structure of the issue; coordinating rating agency relations; evaluation of and advice on the pricing of securities, assisting with closing and debt management; calculation of debt service schedules; and advising on financial management. As financial advisors to governmental entities have developed the necessary expertise in a broad range of services, the City will use a consultant for these services.

**F. *Depository Bank***

Pursuant to State law, the City may approve a depository contract whose term does not exceed five years. There is no requirement for rotation. The City will select its official banking institution through a formal process based on best value in order to provide the City with the most comprehensive, flexible, and cost-effective banking services available.



# The City of Fredericksburg

## *Glossary*

# Glossary

## **ACCOUNT**

Numbers used to classify how specific dollar amounts come into the City or how they are being spent.

## **ACCOUNT NUMBER**

A line item code defining appropriation.

## **ACCRUAL ACCOUNTING**

A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they occur.

## **AD VALOREM TAX**

Also known as the Property Tax, the ad valorem tax is payable at a rate per \$100 of taxable property value. The City Council sets the ad valorem tax rate every year as part of the budget process. A portion of the tax funds General Fund operations. The remaining portion funds General Obligation Debt Service.

## **AMENDED BUDGET**

Amended budget represents the original adopted budget plus any amendments passed by the City Council as of September 30 each year. This figure does not include prior year encumbrances or re-appropriations.

## **APPROVED BUDGET**

Approved budget, as used in fund summaries and department and program summaries within the budget document, represents the budget as originally adopted by the City Council.

## **ASSESSED VALUATION**

A government sets a valuation upon real estate or other property as a basis for levying taxes. An assessed valuation represents the appraised valuation less any exemptions.

## **ASSESSED VALUE**

A value set upon real estate or other property by the Gillespie County Appraisal District as a basis for levying taxes.

## **ASSETS**

Property owned by the City that has monetary value.

## **AUDIT**

A review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations.

**BAD DEBT**

The U.S. Comptroller of the Currency, Administrator of National Banks defines a bad debt as an unsecured debt for which interest or payment is past due and unpaid for six months (and which is not in process of collection). Some businesses set aside a reserve on their books to offset losses from bad debts.

**BALANCE SHEET**

A financial statement that gives the assets, liabilities, reserves, and balances of a specific government fund.

**BALANCED BUDGET**

A budget in which planned expenditures can be met by current income from taxation and other central government receipts.

**BONDS**

Bonds are debt instruments that require repayment of a specified principal amount on a certain date (maturity date), together with interest at a stated rate or formula for determining the interest rate.

**BONDED DEBT**

That portion of indebtedness represented by outstanding bonds.

**BUDGET**

A financial plan for a specified period of time (fiscal year) that matches planned revenues and expenditures. The budget process in every Texas City must comply with the requirements of the Texas Uniform Budget Law.

**BUDGET ADJUSTMENT**

A legal procedure utilized during the fiscal year by the City staff and City Council to revise a budget appropriation. City staff has the prerogative to adjust expenditures within a department budget.

**BUDGET AMENDMENT**

A revision of the adopted budget that, when approved, replaces the original provision and increases or decreases the budget appropriation.

**BUDGET CALENDAR**

The schedule of key dates that a government follows in preparation and adoption of the budget.

**BUDGET DOCUMENT**

Methods to ensure compliance with budget limitations. City employs an encumbrance system to ensure that expenditures not exceed appropriations.

**BUDGET ORDINANCE**

The Ordinance that levies taxes and appropriates revenues for specified purposes, functions, activities or objectives during a fiscal year.

**BUDGET PERIOD**

The period for which a budget is approved or a budget ordinance is adopted. Normally coincides with the fiscal year.

**BUDGET POLICIES**

General and specific guidelines approved by the City Council that govern various aspects of the budget process, including the formulation of the budget document, its implementation, and reporting procedures utilized to monitor its progress during the fiscal year.

**BUDGET TRANSFER**

A procedure utilized by City Departments to revise budget appropriations within the departmental operating budget accounts.

**BUDGET YEAR**

The City's fiscal year, October 1<sup>st</sup> through September 30<sup>th</sup>.

**BUDGETARY CONTROL**

Budgetary control is the management of a government or enterprise in accordance with an approved budget for the purpose of keeping spending within available appropriations and available revenues.

**BUDGETED FUNDS**

Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The proposed budget document that is submitted for Council approval is composed of budgeted funds.

**CAPITAL ASSETS**

Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historic treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

**CAPITAL BUDGET**

The capital budget is a plan of proposed capital outlays and the means of financing them. The annual capital budget is the primary means by which most of the acquisition and construction activities for facilities and major improvements of a government are controlled.

**CAPITAL EQUIPMENT BUDGET**

The portion of the annual operating budget that appropriates funds for the purchase of capital equipment items. These expenditures are often separated from regular operating items such as salaries, utilities, and office supplies. The Capital Outlay Budget includes funds for capital equipment purchases, such as vehicles, furniture, machinery, building improvements, computers, and special tools, which are usually distinguished from operating items according to their value and projected useful life. The dollar value varies according to the policy established by each jurisdiction.

**CAPITAL EXPENDITURES**

Funds used to acquire or improve long-term assets.

**CAPITAL IMPROVEMENT PLAN (CIP)**

Capital Improvement Plan is a comprehensive program that projects the capital needs of a community. Generally, it is a cyclical process that estimates the needs for a set number of years. Capital Improvements Plans are essential for sound infrastructure and financial planning.

**CAPITAL OUTLAY**

Expenditures for equipment, vehicles, and machinery that result in the acquisition of assets with a useful life of more than one year.

**CAPITAL PROJECTS FUND**

Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and general fund.)

**CAPITALIZATION THRESHOLD**

Dollar value at which a government elects to capitalize tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. Generally, capitalization thresholds are applied to individual items rather than groups of items.

**CASH MANAGEMENT**

The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

**CERTIFICATE OF DEPOSIT**

A negotiable or non-negotiable receipt for monies deposited in a bank or financial institution for a specified period for a specified rate of interest.

**CERTIFICATE OF OBLIGATION**

Certificates of obligation are used to obtain quick financing. The full faith and credit of the City secure them. Under the State Act, the intent to issue certificates must be published in the local newspaper 14 days in advance. Voter approval is not required unless 5% of the qualified voters sign a petition and file it with the City Secretary. Certificates can be used for real property purchase and construction.

**CHART OF ACCOUNTS**

A chart detailing the system of general ledger accounts.

**CITY COUNCIL**

The current elected officials of the City as set forth in the City's Charter. Unless otherwise stated, the Mayor is considered part of the City Council.

**CITY MANAGER**

The individual appointed by the City Council who is responsible for the administration of the affairs of the City.

**CODE ENFORCEMENT**

This division of the Development Services Department enforces City codes and regulations that result in the protection of the health, safety and welfare of all citizens. The Division is responsible for enforcing the following codes: graffiti, vacant dangerous premises and structures, bandit signs, curb stoning, junked vehicles, weeded vacant lots, zoning (Unified Development Code), illegal dumping, barbed wire and fences, minimum housing including unsanitary premises, front & side yard parking, garage sales, alley and right-of-way violations and vendors, hawkers, and peddlers.

**COMPARATIVE DATA**

Information from prior fiscal periods provided to enhance the analysis of financial data of the current fiscal period.

**CONTRACTUAL OBLIGATIONS**

Contractual obligation is a short-term debt instrument which does not require voter authorization, used to finance the purchase of items, such as equipment and vehicles.

**CONTRACTUAL SERVICES**

Goods and services acquired under contract the City receives from an internal service fund or an outside company. Professional services, utilities, rentals, and insurance are examples of contractual services.

**COST**

Cost is the amount of money or other consideration exchanged for property, services, or an expense.

**COST OF LIVING ADJUSTMENT (COLA)**

An adjustment to salary to compensate for increases in the cost of a certain standard of living.

**CURRENT**

The term "current" designates the present fiscal period, as opposed to past or future periods. It usually means items likely to be used up or converted into cash within one year.

**CURRENT TAXES**

Taxes that are levied and due within one year.

**DEBT SERVICE**

Debt service is the amount of money required for interest and principal payments on an outstanding debt in any given year.

**DEBT SERVICE FUND**

Debt service fund—also called a SINKING FUND—is a fund established to account for the accumulation of resources for the payment of principal and interest on long term debt.

**DEFICIT**

A deficit is the excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expense over income during an accounting period.

**DELINQUENT TAXES**

Real property taxes that remain unpaid on and after February 1<sup>st</sup> of each year upon which penalties and interest are assessed.

**DEPARTMENT**

A major administrative segment responsible for management of operating divisions which provide services within a functional area.

**DEPRECIATION**

(1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, and inadequacy of obsolescence. (2) That portion of the cost of a capital asset, which is charged as an expense during a particular period.

**DISBURSEMENT**

Payment for goods and services in cash or by check.

**ENDING BALANCE**

The dollars remaining after current expenditures for operations and debt service are subtracted from the sum of the beginning fund balance and current resources. Portions of the fund balance may be reserved for various purposes, such as contingencies or encumbrances.

**ENTERPRISE FUND**

An enterprise fund is established to provide accountability for operations which: (a) finance and operate in a manner similar to private business enterprises whose governing body's intent is for the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges, or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, and accountability of other purposes.

**ESTIMATED REVENUE**

The amount of projected revenue to be collected during the fiscal year.

**EXPENSES**

Expenses are decreases in net total assets. They represent the total cost of operations during a period, regardless of the timing of related expenditures.

**EXTRA TERRITORIAL JURISDICTION (ETJ)**

The unincorporated area that is contiguous to the corporate boundaries of a City.

**FEES**

Fees are charges for services.

**FISCAL YEAR**

The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Fredericksburg has a fiscal year of October 1<sup>st</sup> through September 30<sup>th</sup> as established by the City Charter.

**FIXED ASSETS**

Fixed assets are of long-term character and are intended to continue to be held or used. Examples are land, buildings, and improvements such as machinery and equipment.

**FIXED COST**

A fixed cost, such as rent, does not change with increases or decreases in the amount of services provided.

**FRANCHISE FEE**

A fee paid by public service business for use of City streets, alleys, and property in providing their services to the citizens of a community. Services requiring franchise include electricity, telephone, natural gas, and cable television.

**FUND**

A fund is a fiscal and accounting entity with a self-balancing set of accounts. It records cash and other financial resources, all related liabilities, residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**FUND BALANCE**

The balance of net financial resources that are spendable or available. Portions of the fund balance may be reserved for various purposes, such as contingencies or encumbrances.

**FUNDING SOURCE**

A funding source is the specifically identified dollars allocated to meet budgeted requirements.

**FUND STATEMENT**

Usually pertains to a detailed breakdown of revenue or expenditures such as grants, and other awards.

**GENERAL FUND**

The General Fund is used to account for all financial resources except those required to be accounted for in another fund. Examples of General Fund departments include Police Department, Fire

Department, Street Department, Parks and Recreation Department, Development Services, Health Department, Municipal Court, and Engineering.

**GENERAL LEDGER**

A file that contains a listing of the various accounts necessary to reflect the financial position and results of operation of the government.

**GENERAL OBLIGATION BONDS (G.O. BONDS)**

General Obligation Bonds are bonds that are secured by the full faith and credit of the issuer. G.O. bonds issued by local units of government are secured by a pledge of the issuer's ad valorem taxing power. They are usually issued to pay for general capital improvements such as parks and streets.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)**

GAAP are the uniform minimum standards of, and guidelines to, financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define the accepted accounting practices at a particular time. They include both broad guidelines of general application and detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

**GOVERNMENTAL ACCOUNTING**

Governmental accounting is the composite activity of analyzing, recording, summarizing, reporting and interpreting the financial transactions of government.

**GOVERNMENTAL ACCOUNTING STANDARD BOARD (GASB)**

The governing body that sets accounting standards specifically for governmental entities at the State and Local level.

**GRANT**

A grant is a contribution by one government unit or funding source to another unit. The contribution is usually made to aid in a specified function (for example, education), but it is sometimes also for general purposes.

**HOTEL OCCUPANCY TAX (HOT)**

Hotel Occupancy Tax is a 7% tax levied on every hotel room night rented. Use of HOT Revenue is governed by State Law and is limited to those qualifying programs that promote the hotel, convention, and tourism industries. Within these programs, not more than 15% of HOT Revenues may be used for History & Preservation activities, and not more than 15% may be used to support Arts & Cultural Programming.

**INFRASTRUCTURE**

Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, drainage systems, water and sewer systems, and lighting systems.

**INSURANCE SERVICES OFFICE (ISO)**

ISO helps establish appropriate fire insurance premiums for residential and commercial properties. Insurance companies need reliable, up-to-date information about a community's fire-protection services.

**INTERFUND TRANSFERS**

All interfund transactions except loans and reimbursements.

**INTERGOVERNMENTAL REVENUE**

Grants, entitlements, and cost reimbursements from another federal, state, or local government.

**INTERNAL SERVICE FUND**

Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

**INVENTORY**

A detailed listing of property currently held by the City showing quantities, descriptions, and values of the property, and units of measure and unit prices.

**INVESTMENTS**

Securities and real estate held for production of revenue in the form of interest, dividend, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**LEVY**

To impose taxes, special assessments of service charges for the support of governmental activities.

**LIABILITY**

Debt or other legal obligations arising out of transactions in the past, which must be paid, renewed or refunded at some future date. Note: The term does not include encumbrances.

**LINE ITEM**

A specific item or group of similar items defined by detail in a unique account in the financial records.

**LINE-ITEM BUDGET**

A budget format in which departmental outlays are grouped according to the items that will be purchased with one item or group of items on each line.

**LONG-TERM DEBT**

Debt with a maturity of more than one year after the date of issuance.

**MAINTENANCE**

Cost of upkeep of property or equipment.

**MANDATE**

Changes to the current level of services, which will be required to comply with Federal, State, and Local laws/Ordinances; a contractual obligation, or the operation and maintenance requirement for a completed capital improvement.

**MATURITIES**

The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

**MISSION**

The reason or purpose for the organizational unit's existence.

**MODIFIED ACCRUAL**

City of Fredericksburg governmental funds are budgeted using the modified accrual basis, with revenues recognized when they become measurable. Revenue is "measurable" when the amount of the transaction can be reasonably determined. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred and is expected to be liquidated within 60 days.

**NET WORKING CAPITAL**

Current Assets less Current Liabilities.

**NON-DEPARTMENTAL**

Refers to a group of activities, which are not associated with or can be allocated to any particular department. These activities include outside agency contributions; boards, committees, and commissions; intergovernmental contracts; general government contingency; and liability expenses.

**NON-RECURRING REVENUE**

Non-recurring revenue is a one-time windfall that is budgeted only for one fiscal year.

**NOTES**

A written, short-term promise of the issuer to repay a specified principal amount on a certain date, together with interest at a stated rate, or according to a stated formula, payable from a defined source of anticipated revenue. Notes usually mature in fewer than five years.

**OPERATING BUDGET**

The portion of the budget that pertains to daily operations that provide basic services for the fiscal year. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel, and fuel and the proposed means of financing them.

**OPERATING EXPENSES**

Operating expenses are proprietary fund expenses that directly relate to the fund's primary service activities.

**OPERATING FUND**

Resources derived from recurring revenue sources used to finance the general fund, enterprise funds, and pay-as-you-go capital improvement projects.

**OPERATING RESERVES**

Current cash and investments less current liabilities at the end of the most recent fiscal year.

**OPERATING TRANSFERS**

Monies transferred between funds.

**ORDINANCE**

An ordinance is a formal legislative enactment by the City Council. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the City.

**OVERHEAD**

Overhead is the element of cost necessary for the production of an article or the performance of a service which is of such a nature that the amount applicable to the product or service cannot be determined readily. Usually, overhead relates to those objects of expenditures that do not become an integral part of the finished product or service such as rent, heat, light, supplies, and management.

**PERFORMANCE MEASURES**

Performance measures are specific measures of work performed within an activity or program (such as, total number of dispatched calls). Performance measures also are specific quantitative measures of results obtained through a program or activity.

**PERSONNEL SERVICES**

Cost related to compensating employees, including salaries, wages, insurance, payroll taxes, and retirement contributions.

**PROPERTY TAX**

Taxes levied on all real, personal property according to the property's valuation and the tax rate, in compliance with the State Property Tax Code.

**PROPERTY TAX RATE**

The property tax rate consists of two elements. The first is the maintenance and operation rate. Revenues received from this element are deposited in the General Fund and can be used for any public purpose. The maintenance and operation rate is subject to the provisions of state statute and an increase in the effective rate in excess of 8% is subject to a voter initiated rollback election. The second element is the debt service rate. This rate is set based on the City's debt service requirements. Funds received from this rate are deposited in the Debt Service Fund and are used solely to pay the principal and interest on present and projected debt. These two elements added together yield a total property tax rate for the current fiscal year.

**PROPRIETARY FUND**

A proprietary fund is an account that shows actual financial position and operations, such as actual assets, liabilities, fund balances, revenues, and expenditures, as distinguished from budgetary accounts.

**RATING**

The creditworthiness of a City as evaluated by an independent agency such as Moody's, Standard and Poor's, or Fitch.

**RECONCILIATION**

A detail analysis of changes of revenue or expenditure balances within a fund.

**REDUCTION**

To reduce line items due to budgetary constraints.

**REFUNDING**

Refunding is when an issuer refinances an outstanding bond issue by issuing new bonds. There are two major reasons for refunding: to reduce the issuer's interest costs, or to remove a burdensome or restrictive covenant imposed by the terms of the bonds being refinanced. The proceeds of the new bonds are either deposited in escrow to pay the debt service on the outstanding obligations when due, or they are used to immediately retire the outstanding obligations. The new obligations are referred to as the "refunding bonds" and the outstanding obligations being refinanced are referred to as the "refunded bonds" or the "prior issue."

**REIMBURSEMENTS**

Interfund transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it, but that apply to another fund.

**REPLACEMENT COST**

Replacement cost is the cost of a property, as of a certain date; which can render similar service (but which need not be of the same structural form) as the property to be replaced.

**REQUISITION**

A written request from a department to the Finance Department for specified goods or services.

**RESERVE**

Reserve is an account in which a portion of the fund balance is segregated for a future use and which is, therefore, not available for further appropriation or expenditure.

**RESOURCES**

Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

**RESOLUTION**

A resolution is a special or temporary order of a legislative body requiring less legal formality than an ordinance or statute.

**RETAINED EARNINGS**

An equity account reflecting the accumulated earnings of a proprietary fund.

**REVENUE**

Revenue is (1) an increase in a governmental fund net current assets from other than expenditure refunds and residual equity or (2) an increase in a proprietary fund net total assets from other than expense refunds, capital contributions, and residual equity transfers.

**REVENUE BONDS**

Revenue bonds are bonds payable from a specific source of revenue, which do not pledge the full faith and credit of the issuer. Revenue bonds are payable from identified sources of revenue and do not affect the ad valorem tax rate. Pledged revenues may be derived from operation of the financed project, grants, excise, or other specified non-ad valorem tax.

**SELF-INSURED**

Risk management method utilized by the City in which an amount of money is set aside to compensate for the potential future loss.

**SERVICES**

Professional or technical expertise purchased from external sources.

**SINKING FUND**

A sinking fund is an account into which a debt issuer makes periodic deposits to ensure the timely availability of sufficient monies for the payment of debt service requirements. The revenue to be deposited into the sinking fund and payments from the fund are determined by the terms of the bond contract.

**SUPPLIES**

Cost of goods consumed by the City in the course of its operations.

**TAX LEVY**

The total amount to be raised by general property taxes.

**TAX RATE**

The amount of tax levied for each \$100 of assessed value for real property. The rate is set by October 1<sup>st</sup> of each year by the City Council of the City of Fredericksburg.

**TAXES**

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or

property for current or permanent benefits, such as special assessments, or charges for services rendered, such as sewer service.

**TRANSFERS**

Transfers are the authorized exchanges of cash or other resources between funds.

**UNRESERVED FUND BALANCE**

Undesignated monies available for appropriations.

**WORKING CAPITAL**

Working capital is excess of current assets over current liabilities.

