



# The City of Fredericksburg

*FY 2021 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 2021 ADOPTED BUDGET

### ADOPTION OF BUDGET

The City Council adopted the FY 2021 budget at the September 21, 2020 council meeting. The recorded vote on the adoption of the budget is as follows:

Mayor Gary Neffendorf	Yes
Council Member Charlie Kiehne	Yes
Council Member Tom Musselman	Yes
Council Member Polly Rickert	Yes
Council Member Bobby Watson	Yes

### PROPERTY TAX

This budget will raise the same amount of revenue from property taxes as last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$91,061.

### PROPERTY TAX RATES

	FY 2020	FY 2021
Adopted Property Tax Rate	\$0.227284	\$0.220775
No-New-Revenue Tax Rate	\$0.207284	\$0.220775
No-New-Revenue Maintenance & Operations Tax Rate	\$0.169749	\$0.184625
Voter-Approval Tax Rate	\$0.245636	\$0.241311
Debt Rate	\$0.037535	\$0.036150

The total amount of municipal debt obligation secured by property taxes for the City of Fredericksburg is \$6,455,000.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Fredericksburg  
Texas**

For the Fiscal Year Beginning

**October 1, 2019**

*Christopher P. Morill*

Executive Director



# The City of Fredericksburg

## *Budget Message*



September 18, 2020

Mayor, City Council and Citizens of Fredericksburg,

### Introduction

In the development of the FY 2021 City Budget, we focused on several major priorities which the City Council identified early in the budget process. This included maintaining a solid overall financial condition with positive fund balances in all major funds. The Council also indicated the need to continue to preserve our excellent quality of life and improve the overall appearance of the community. And the Council stated the importance of our continued commitment to providing quality city services in all areas particularly police, fire, EMS, parks and public works.

Addressing these priorities posed a real challenge this year due to the financial impacts that we have been experiencing from COVID-19. These impacts include a projected decrease in several major revenue sources including sales taxes, mixed drink taxes and HOT revenues. However, each City department got directly involved in reducing their budgets. As a result, we were able to meet all City Council priorities in the adopted Budget while preserving our fund balances. As a result, we expect to have another positive and productive year in the City of Fredericksburg.

The budget process started at a City Council meeting in June when the Council discussed their major budget priorities for next year. These priorities served as 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 priorities. At the same time, each department identified areas where expenses could be reduced without negatively impacting the quality of services. This was followed by budget meetings involving each Department Head, the Finance Department staff and the City Manager. During these meetings additional reductions in expenses were necessary to balance the Budget prior to presentation to the City Council.

Then on July 6 the updated five-year Capital Improvement 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. It also provides preliminary information on capital costs that need to be discussed and considered for the Budget over the next five years.

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The City Council then held five work sessions to discuss 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 citizen input prior to making any budget-related decisions. A second public hearing on the Budget was held in September as required by State law. Citizen comments made at both hearings were considered by the Council in making final revisions to the Budget and tax rate before adoption.

This approved FY 2021 Budget includes a very limited number of new projects due to the financial challenges that the City is facing. However, I believe that the Budget will provide the funding necessary to continue to provide a high level of City services while maintaining our infrastructure. We will also be able to continue to enjoy a low property tax rate, excellent quality of life and positive fund balances as a result of the approved Budget.

### Budget Overview

The total adopted FY 2021 City Budget is \$63,392,208 including all City funds. This represents a significant decrease from the FY 2020 adopted Budget of \$70,354,022. This is primarily due to several major capital improvement projects funded in last year's Budget as well as decreases in some of our operating expenses.

As shown on the budget summary page, total expenses exceed total revenues in the adopted Budget by \$15,946,011. This budget summary page shows that most of this deficit (\$11,510,260) is in the Capital Projects Fund. This Fund includes revenues previously deposited from a Water Revenue Bond issued last year. These bond funds will be used in FY 2021 to complete several major capital improvements. Other funds such as the General Fund and Tourism Fund will use excess fund balances to cover their budgeted deficits. With the use of these fund balances, we will still be able to maintain positive balances that meet our financial management policies in all funds except for the Water Fund and the Health Insurance Fund.

With the decrease in several major revenues that are projected for the coming year, we had to take a conservative approach in funding new and increased personnel expenses. Personnel costs continue to represent the largest area of expenditures in the City Budget. Only two new positions (Police Officer and Arborist) are included in the Budget. There are no salary increases or enhancements to employee fringe benefits that are funded in the Budget.

In terms of capital expenses to fund new projects included in the five-year Capital Improvement Plan (CIP), we were able to include funding for several new improvements necessary to maintain our older infrastructure. This includes water and sewer improvements, sidewalk improvements and purchase of new electric meters. We also plan to complete several major improvements that are currently underway such as the construction of a new Electric Services Facility and the 290E water main. These capital improvements are included in a listing of projects that is attached to the Budget document.

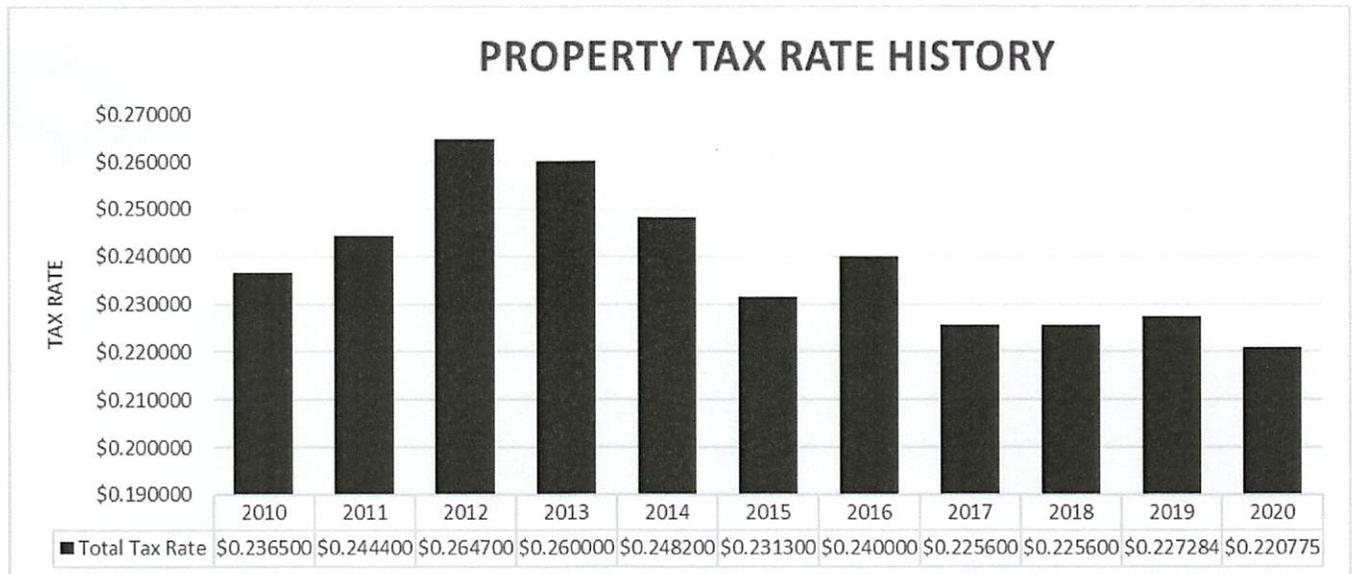
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General Fund

The total General Fund budget approved for FY 2021 is \$15,668,204 which represents a relatively small decrease from the FY 2020 General Fund Budget of \$15,979,398. The General Fund budget includes funding for basic City 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 Departments. Some of these services are jointly funded by Gillespie County. The General Fund Budget includes a deficit of \$880,845 which will be covered by prior year funds. With the use of this fund balance, we project that we will still be over our fund balance requirements by about \$500,000.

In terms of General Fund revenues, we have included revenues projected from the approved new property tax rate of \$.220775 per \$100 valuation. In discussing the new tax rate, the City Council related that they wanted to maintain a low tax rate due to financial hardships facing our citizens who have been impacted by COVID-19. This rate represents a decrease from the current tax rate of \$.227284. We have been able to maintain this low property tax rate due to increased property values, minimal amount of debt and our continued efforts to control expenses.



In terms of other General Fund revenues, we have tried to be very conservative in our projections for next year. This includes major revenues such as sales taxes and mixed drink taxes. These revenues are difficult to project at this time due to the uncertainties caused by the current pandemic. For example, we have projected a \$700,000 decrease in sales tax revenues which

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represents about 11.3% less than what we collected last year. Based upon recent economic activity, we are now projecting that sales tax revenues may be higher than this projection.

In terms of user fees, once again the City Council wanted to delay any increase in these fees that would cause further financial hardships to both residents and businesses. So, the only increase in fees included in the adopted FY 2021 Budget are fees charged for RV park space rentals which are primarily charged to visitors.

The only other major change in General Fund Revenues included in the approved Budget is an increase in the payment in lieu of taxes charged to the Enterprise Funds from 8% to 9%. We have also added the Drainage Fund as one of the Enterprise Funds that is charged for payment in lieu of taxes. This change is included in the Budget without any need to increase the rates charged for these services.

One of the positive outcomes of our budget process this year was a review by all City departments of their operating expenses. This was necessary due to the financial impacts the City is facing from COVID-19. This process resulted in reductions to several operating expenses such as travel, training and social/protocol.

Another positive improvement in our General Fund that is noted in the Budget is the continued decrease in direct financial support for our Golf Course. The private company that is managing the Course, Touchstone Golf, has continued to do an excellent job in increasing revenues while controlling costs. As a result, the approved Budget includes a reduction in City support for the Golf Course from \$300,000 to \$150,000 in FY 2021.

The General Fund Budget also includes expenditures for several improvements and equipment purchases including the following:

1. Annual street paving program
2. Sidewalk improvements
3. New Police vehicles
4. Partial funding for new playground at Marktplatz
5. Parks Department storage and shelving

### Electric Fund

The total Electric Fund Budget for FY 2021 is \$12,300,153 which is comparable to the FY 2020 Electric Fund Budget of \$12,563,123. During the coming year we plan to complete construction on a new Electric Services Building that is being financed over a ten-year period at a cost of about \$300,000 per year. The Budget includes a deficit of \$1,048,442 which is primarily due to the completion of the new building that was financed last year. This will still leave a projected fund balance in the Electric Fund of over \$2 million at the end of next year.

## The City of Fredericksburg

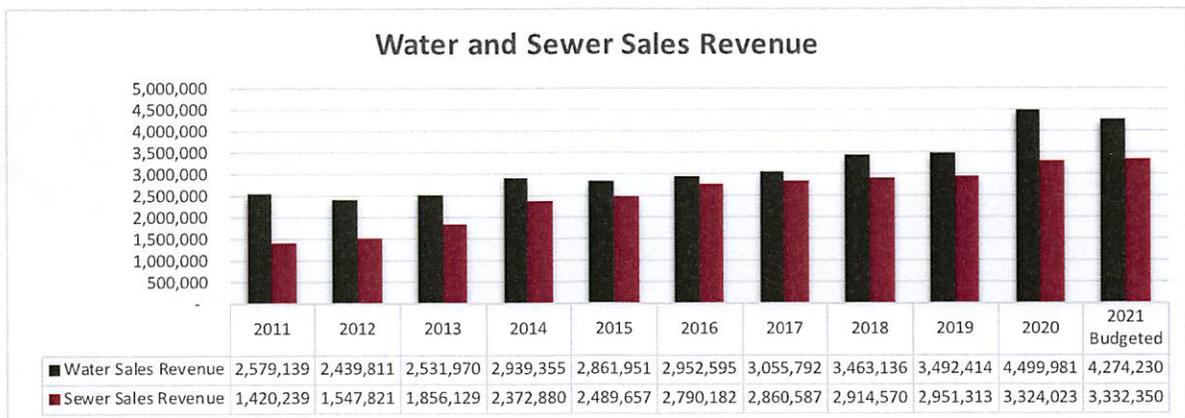
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As previously mentioned, the Budget includes no increase in electric rates this year. Our Electric Fund continues to be in a very solid financial condition with no additional major capital expenses planned over the next several years.

Other proposed changes to the Electric Fund include funding for a new Main Street decorative lighting project and the lease-purchase of new electric meters for our entire system. Funding is also included for the purchase of a new forklift, transformers and street lighting.

Water Fund

The Water Fund Budget, which funds both water and wastewater services, is always a challenge to prepare. This is primarily due to the changes in water revenues that we experience each year based upon weather conditions. However, we always project these revenues very conservatively and we normally realize an increase in the revenues over the budget projections. The past year is no exception with the hot and dry summer months resulting in a record amount of water used in the community.



The total Water Fund Budget for FY 2021 is \$10,716,247 which represents a small decrease from the FY 2020 Water Fund Budget of \$10,570,073. Once again, this Budget is approved without any increases in water or wastewater rates. Though the budget indicates a deficit of \$2,326,706 in the Water Fund, a large portion of this deficit (\$1,155,000) is covered by water and sewer impact fees collected in previous years. At the end of FY 2021, it is projected that the Water Fund will have a cash balance of about \$1.4 million.

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, we have included several major

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capital projects in the Water Fund Budget for FY 2021. These projects will be funded by impact fee revenues and operating revenues. These projects include the following:

1. West Live Oak Water and Sewer Improvements (Impact Fees)-\$1,155,000
2. Boot Ranch Lift Station (Operating Revenues)-\$1,800,000
3. Bell Street Water Line Rehab (Operating Revenues)-\$225,000
4. Green Meadows Lift Station Rehab (Operating Revenues)-\$150,000

The Water Fund also includes funding for new vehicles and equipment including a new forklift and valve insertion machine.

### Capital Project Fund

During the coming year we also plan on continuing with major improvements to our water system funded by an \$18 million Utility Revenue Bond issue that was financed last year. The total expenses budgeted from the bond proceeds in FY 2021 is \$11,510,260. These expenses include funding to complete three new water storage tanks, a new water main serving the east side of the City and a new water pump station. These improvements are expected to be completed by the end of this fiscal year.

### Golf Fund

Over the past three years, the Golf Course has experienced major improvements to its operations and financial status due the hiring of Touchstone Golf to manage and operate the Course. The FY 2021 Budget for City expenses related to the Golf Course is set at \$139,614 which is covered by the General Fund. Most of this expense (\$107,846) consists of a loan repayment to the Electric Fund and Solid Waste Fund that was previously transferred funding to the Golf Fund to finance improvements to the Golf Course.

The Budget also includes payment of \$150,000 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. Finally, the General Fund Budget includes funding of \$83,380 for an incentive that is payable to Touchstone if certain financial goals are met.

### Solid Waste Fund

Our Solid Waste Fund continues to perform well from a financial standpoint. Therefore, there are no increases in solid waste rates included in the FY 2021 Budget. The Solid Waste Fund Budget for next year is \$2,818,462. This is a significant decrease from the FY 2020 Budget of \$3,790,261. This is primarily due to the funding for the construction of a new landfill cell in last year's Budget at a cost of \$1,320,000. The adopted Budget will result in a projected balance in the Solid Waste Fund of \$1.4 million at the end of next year.

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The Solid Waste Budget includes funding for various equipment including a new chipper, chipper truck and leaf loader.

#### EMS Fund

The total FY 2021 EMS Fund Budget is \$2,906,717. This is very comparable to last year's Budget of \$2,986,926. One of the main reasons that we have been able to control our EMS costs in the new Budget is due to the lack of major capital expenses such as the purchase of a new ambulance. However, due to decreases in EMS revenues projected next year, the City contribution from the General Fund for EMS services is increasing significantly from \$840,601 to \$1,006,845.

#### Tourism Fund

The Tourism Fund Budget will decrease from \$3,725,410 that was budgeted in FY 2020 to \$3,509,403 in the FY 2021 Budget. The primary reason for this decrease is that we are projecting that HOT revenues will decrease next year from \$3.6 million in the current Budget to about \$3.4 million in the FY 2021 Budget.

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 will be collected in the coming year. Due to the projected decrease in HOT revenues the FY 2021 Budget includes a decrease in funding for the CVB from \$2,571,429 to \$2,475,228

Other major expenses in this Fund include \$200,000 for major improvements at Marktplatz and \$97,600 for HOT collection services provided by a private company. In addition, \$480,000 in funding is allocated for promotional and marketing activities by local organizations.

#### 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 FY 2021 is \$642,359 which will fund the three current full-time employees as well as one additional employee. This compares to the FY 2020 Budget of \$534,981. The budget includes \$100,000 for new drainage projects as well as funding for a new skid steer and leaf loader.

#### Food and Wine Festival

The 2020 Food and Wine Festival was cancelled due to COVID-19. This has resulted in major decreases in the Festival's Budget. The new Budget is \$76,360 compared to the FY 2020 Budget of \$169,400. The Budget includes funding of \$20,000 for improvements to Marktplatz that were completed several years ago.

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### Emergency Management Fund

This fund supports our Emergency Management Program with financial support from a FEMA grant and shared funding with Gillespie County. The total Emergency Management Fund Budget in FY 2021 is \$215,768 compared to the current Budget of \$209,438. This Budget will require an increase in funding from both the City and County from \$90,269 to \$93,784.

### Debt Service Fund

The City's Debt Service Fund is proposed for a decrease from the current Budget of \$818,800 in FY 2020 to \$812,841 in FY 2021. This Fund is relatively stable due to the lack of additional General Fund debt service financing expected during 2021.

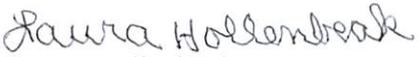
### Health Insurance Fund

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 fair 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. However, the City has recently experienced several major claims which may require an increase in these contribution rates in FY 2022. The Health Insurance Fund Budget will increase from \$1,927,712 FY 2020 to \$1,975,200 in FY 2021.

### Conclusion

We would like to thank all members of the City Council and City staff for their efforts in developing the 2021 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 projecting revenues. Although the city is currently experiencing a pandemic that is impacting several major revenue sources, this Budget will provide the necessary funding to continue to provide quality City services.

  
Kent Myers  
City Manager

  
Laura Hollenbeak  
Finance Director

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# City of Fredericksburg

## FY 2021 Budget Calendar

June 15	Monday	Council Meeting- Council Budget Priorities - TBD (6:00 PM)
June 16	Tuesday	City Manager Provides Budget Guidance to Department Heads
June 8 - June 24		Department Heads Prepare Proposed Operating and Capital Budgets
June 8 - June 24		Develop Updated Capital Improvement Plan
June 17	Wednesday	Publish Notice of Public Hearing on Budget
June 26 - July 2		Meetings with City Manager, Finance Department, and City Departments
July 6	Monday	Five-Year Capital Improvement Plan (CIP) Presentation to Council - TBD (6:00 PM)
July 6	Monday	Public Hearing for Citizen Input on 2021 Budget - TBD (6:00 PM)
July 13 - 17		City Manager and Finance Director Prepare Balanced Budget
July 20	Monday	Send Proposed City Budget to City Council
July 22	Wednesday	City Council Workshop on Proposed General Fund Budget - TBD (4:00 PM)
July 25	Saturday	Receive Certified Property Values from GCAD
July 28	Tuesday	City Council Workshop on Proposed Enterprise Fund Budgets - TBD (4 PM)
August 1	Saturday	Calculation of No-New-Revenue and Voter-Approval Tax Rates by Tax Assessor/Collector
August 3	Monday	Budget Workshop with County Commissioners - TBD (8:30 AM - 10:30 AM)
August 5	Wednesday	Publish Notice of Public Hearing on Budget
August 5	Wednesday	Publish No-New-Revenue and Voter-Approval Tax Rates
August 12	Wednesday	City Council Budget workshop on all Funds – Proposed General Fund & Enterprise Funds Budget - TBD (4 PM)
August 24	Monday	Council Public Hearing on Proposed Budget/No-New-Revenue Tax Rate Submitted to Council/Approve Proposed Tax Rate
September 2	Wednesday	Publish Notice of Public Hearing on Tax Rate Increase (if necessary)
September 9	Wednesday	Public Hearing on Tax Increase (if necessary) -TBD (6:00 PM)
September 9	Wednesday	Publish Notice of Tax Revenue Increase (if necessary)
September 21	Monday	Council Adopts Separate Budget and Tax Rate Ordinances - TBD (6:00 PM)

\* All meeting locations are currently shown as TBD due to COVID-19



# The City of Fredericksburg

*City Profile*

# Location



The City of Fredericksburg is 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.

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.

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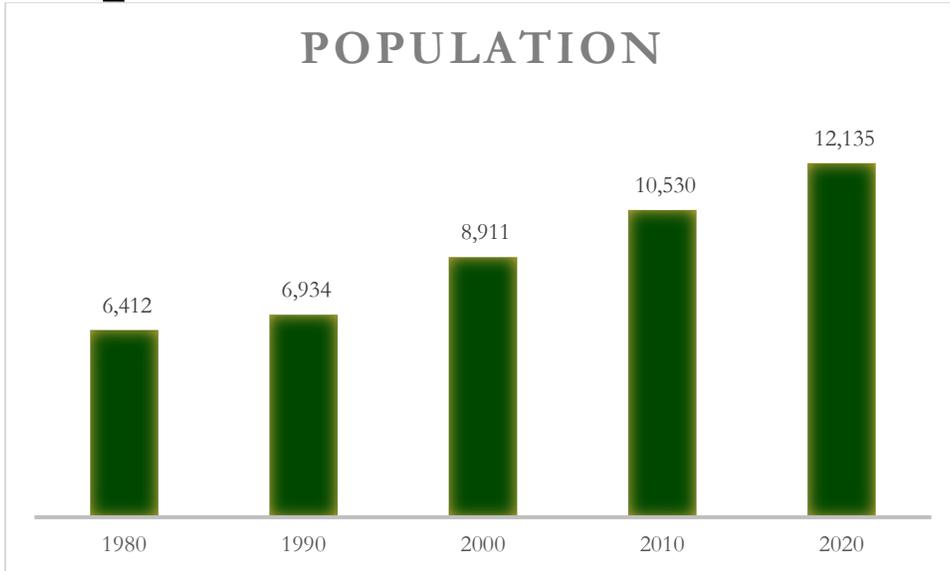
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# Population



U.S. CENSUS BUREAU, 2008-2012 AMERICAN COMMUNITY SURVEY  
 CITY DEMOGRAPHIC PROFILE- FREDERICKSBURG, TX PREPARED BY THE RETAIL COACH 2020

# Average Household Income

The estimated average household income for the City of Fredericksburg is \$86,434.

Household Income	Percentage of Population
< \$15,000	9.12%
\$15,000- 24,999	11.67%
\$25,000- 34,999	11.35%
\$35,000- \$49,999	11.67%
\$50,000- \$74,999	14.69%
\$75,000- \$99,999	10.38%
\$100,000- \$149,999	17.41%
\$150,000- \$199,999	6.04%
\$200,000- \$249,000	3.66%
\$250,000- \$499,999	2.82%
\$500,000 +	1.20%

CITY DEMOGRAPHIC PROFILE- FREDERICKSBURG, TX PREPARED BY THE RETAIL COACH 2020

# 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	185
City of Fredericksburg	Government	163
Allen Keller Company	Heavy construction	110
Boot Ranch	Golf resort	107
Fredericksburg Enterprises	Lodging	104
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 1/2020

# Employment Levels

The City of Fredericksburg is proud of their high employment level of 94%. White Collar jobs account for 55.22% of the employment, Service Industries and Farm 25.12%, and Blue Collar jobs account for 19.66%.

# 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	2019 Taxable Assessed Valuation
James Avery Craftsman	\$18,429,290
Wal-Mart Real Estate Business Trust	9,346,340
Heritage Hotels Fredericksburg	8,464,676
Fredericksburg Enterprises, Inc.	7,343,200
Fredericksburg Inn	7,304,991
Kenneth K. and Joann Kothe	6,443,701
WCMF, INC	5,683,520
Kenneth K. and Joann Kothe	5,563,571
Central Texas Electric Co-op	6,394,330
Fredericksburg Terraces at Creek Street Apartments	5,355,000
<b>Total</b>	<b>\$80,328,619</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 would not 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	1,322
Libraries	2
RV Parks/Campgrounds	13



# 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

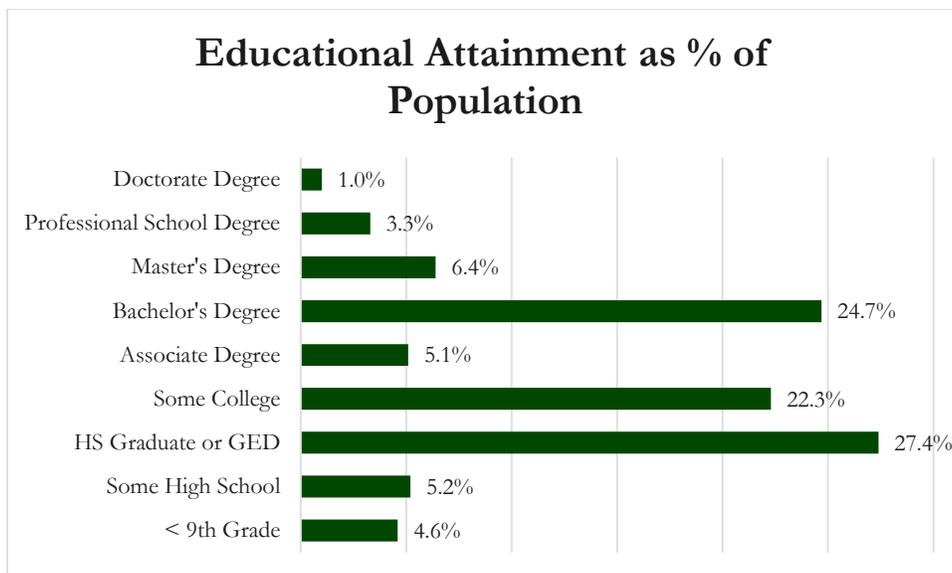
Fredericksburg ISD operates four schools in the county, three of which are in the City, with a total adopted expenditure budget of \$42,960,000 for the 2018-2019 school year. The high school draws students from throughout Gillespie County.

School Name	Enrollment
Fredericksburg Primary School	524
Stonewall Elementary	89
Fredericksburg Elementary School	828
Fredericksburg Middle School	683
Fredericksburg High School	1000
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 544 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.

90.2% of residents age 25 years and older have obtained at least a high school diploma. 24.7% 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	

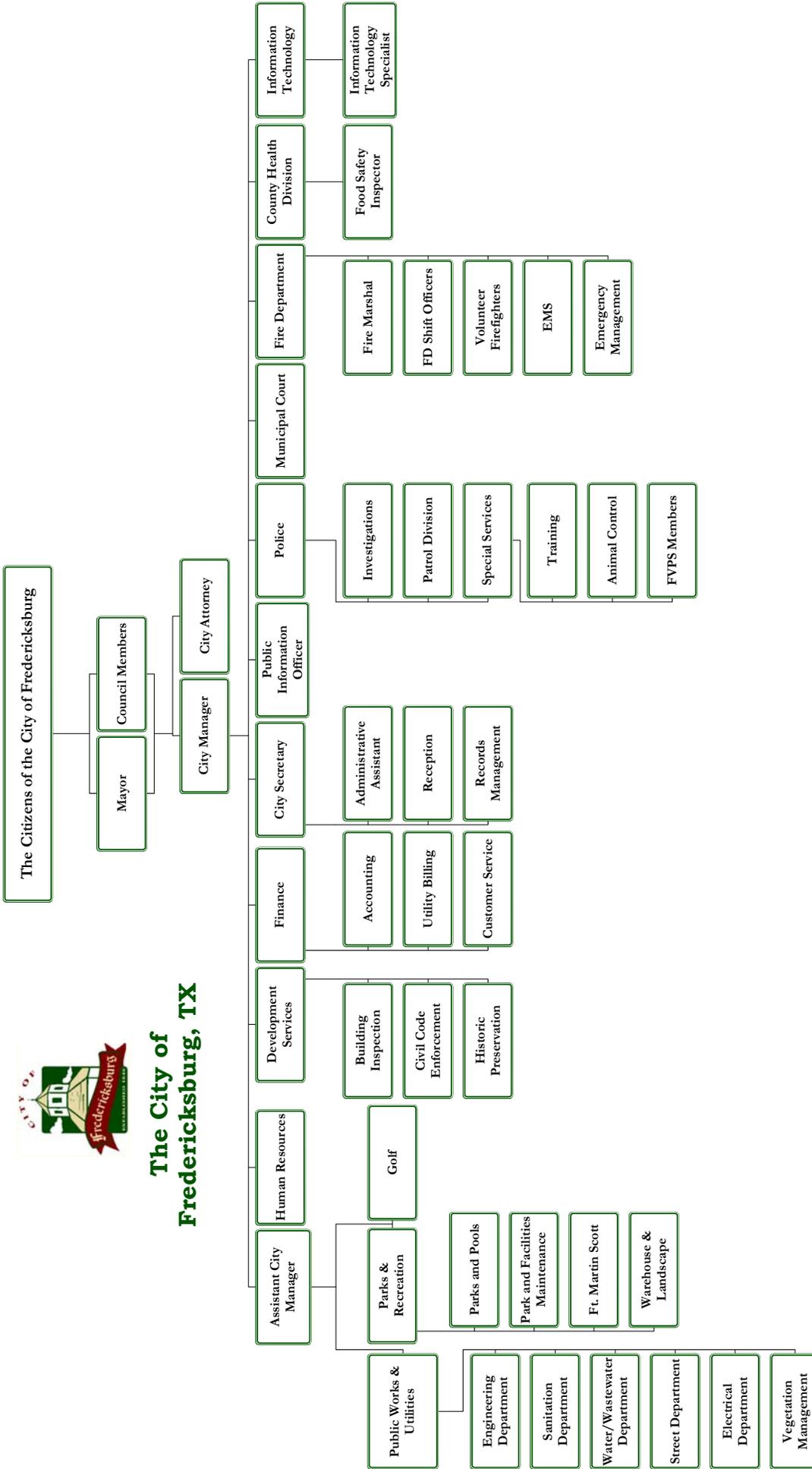
# City Organization

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.



# The City of Fredericksburg, TX



# 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>	Verizon
<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**  
**2021 Budget Summary**



<b>FY 2021 Budgeted Revenues vs Budgeted Expenditures</b>	<b>FY 2021 Budgeted Revenues</b>	<b>FY 2021 Budgeted Expenditures</b>	<b>Revenues in Excess (Deficiency) of Expenditures</b>
<b>Governmental Funds</b>			
Administrative	12,553,681	2,501,997	10,051,684
Police	291,500	5,640,275	(5,348,775)
Fire	742,033	1,626,821	(884,788)
Street	11,000	2,196,755	(2,185,755)
Park	647,200	2,138,387	(1,491,187)
Development Services	285,800	888,804	(603,004)
Health	162,745	231,189	(68,444)
Municipal Court	93,400	191,145	(97,745)
Engineering	-	252,830	(252,830)
Sub-total	<b>14,787,359</b>	<b>15,668,204</b>	<b>(880,845)</b>
Food & Wine Fest	64,025	76,360	(12,335)
<b>Total Governmental Funds</b>	<b>14,851,384</b>	<b>15,744,564</b>	<b>(893,180)</b>
<b>Special Revenue Funds</b>			
Tourism	3,472,969	3,509,403	(36,434)
Police Forfeiture	2,050	5,500	(3,450)
Emergency Management	215,768	215,768	(0)
Animal Shelter	100	85,709	(85,609)
Parks & Recreation	9,410	9,412	(2)
<b>Total Special Revenue Funds</b>	<b>3,700,297</b>	<b>3,825,792</b>	<b>(125,495)</b>
<b>Enterprise Funds</b>			
Electric	11,251,711	12,300,153	(1,048,442)
Water & Sewer	8,389,541	10,716,247	(2,326,706)
Golf	139,614	139,614	0
Solid Waste	2,753,521	2,818,462	(64,940)
EMS	2,906,717	2,906,717	(0)
Drainage / Vegetation Mgt	619,900	642,359	(22,459)
<b>Total Enterprise Funds</b>	<b>26,061,004</b>	<b>29,523,552</b>	<b>(3,462,547)</b>
<b>Capital Project Fund</b>			
Water & Wastewater	-	11,510,260	(11,510,260)
<b>Total Capital Project Fund</b>		<b>11,510,260</b>	<b>(11,510,260)</b>
<b>Internal Service Funds</b>			
Health Insurance	<b>2,014,297</b>	<b>1,975,200</b>	<b>39,097</b>
<b>Total Internal Service Funds</b>			
<b>Debt Service</b>	<b>819,215</b>	<b>812,841</b>	<b>6,374</b>
<b>Total All Funds</b>	<b>47,446,197</b>	<b>63,392,208</b>	<b>(15,946,011)</b>

\* MarkPlatz Playground funded with \$55K prior year Park Dedication Fees and a \$55K grant

\* Animal Shelter funded with donations

\* Electric building construction funded with prior year fund balance from FY 2020 Electric Revenue Notes

\* Water & Sewer \$1,155,000 capital project to be paid with W&S Impact Fees

\* Police Forfeiture funded with prior fiscal year fund balance

\* Water & Sewer Capital Project Fund is funded with prior year fund balance from FY 2018 Bond Proceeds

**City of Fredericksburg**

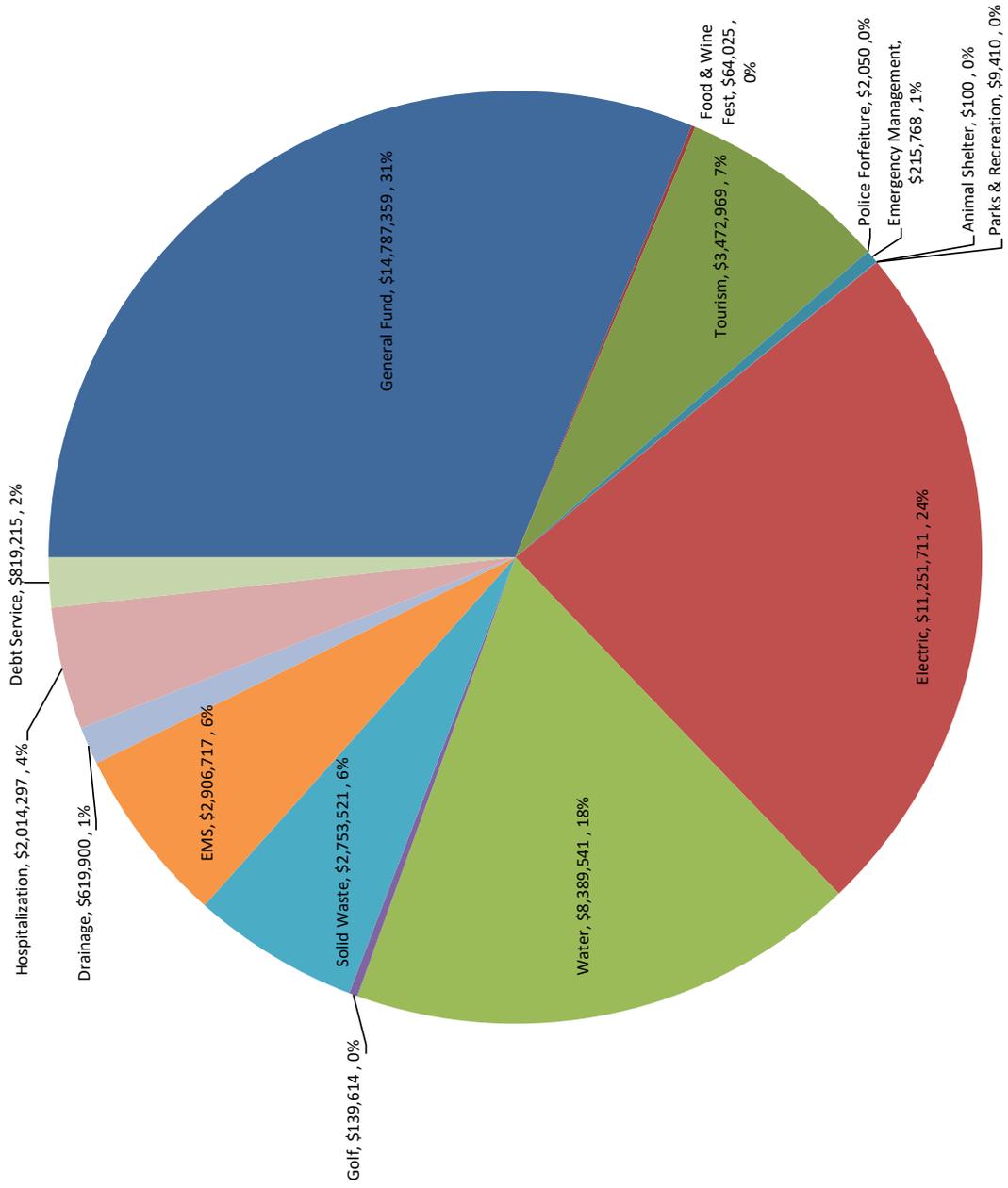
**2021 Budget**



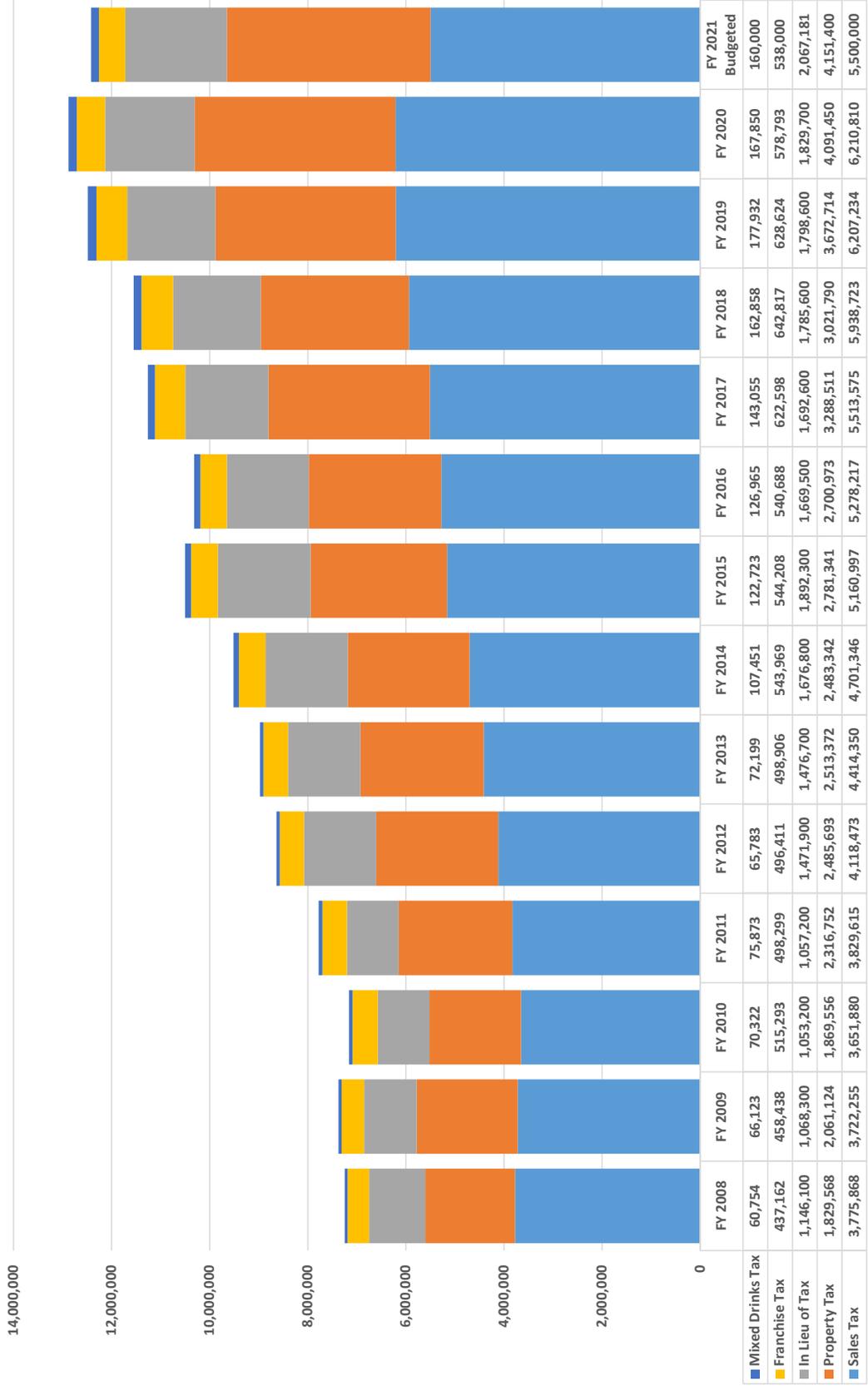
**Budget Revenues  
Comparisons by Fund**

	2019 Actual	2020 Budget	2021 Budget	Variance 2021 vs. 2020 Budget	
<b>Governmental Funds</b>					
General Fund	14,940,948	14,176,971	14,787,359	610,388	4.31%
FFWF	184,734	177,775	64,025	(113,750)	-63.99%
<b>Total Governmental Funds</b>	<b>15,125,682</b>	<b>14,354,746</b>	<b>14,851,384</b>	<b>496,638</b>	<b>3.46%</b>
<b>Special Revenue Funds</b>					
Tourism	3,459,668	2,939,000	3,472,969	533,969	18.17%
Police Forfeiture	7,143	2,100	2,050	(50)	-2.38%
Emergency Management	153,638	209,438	215,768	6,330	3.02%
Animal Shelter	400,671	500,222	100	(500,122)	-99.98%
Parks & Recreation	3,808	8,900	9,410	510	
<b>Total Special Revenue Funds</b>	<b>4,024,928</b>	<b>3,659,660</b>	<b>3,700,297</b>	<b>40,637</b>	<b>1.11%</b>
<b>Enterprise Funds</b>					
Electric	12,225,954	13,634,900	11,251,711	(2,383,189)	-17.48%
Water	7,457,280	8,390,940	8,389,541	(1,399)	-0.02%
Golf	347,866	133,334	139,614	6,280	4.71%
Solid Waste	2,798,863	2,731,300	2,753,521	22,221	0.81%
EMS	2,710,646	2,886,926	2,906,717	19,791	0.69%
Drainage/Vegetation Mgt	440,176	612,000	619,900	7,900	1.29%
<b>Total Enterprise Funds</b>	<b>25,980,784</b>	<b>28,389,400</b>	<b>26,061,004</b>	<b>(2,328,396)</b>	<b>-8.20%</b>
<b>Capital Project Fund</b>					
Water & Wastewater	-	-	-	-	
<b>Total Capital Project Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Internal Service Funds</b>					
Health Insurance	1,888,600	1,962,965	2,014,297	51,332	2.62%
<b>Total Internal Service Funds</b>	<b>1,888,600</b>	<b>1,962,965</b>	<b>2,014,297</b>	<b>51,332</b>	<b>2.62%</b>
<b>Debt Service</b>	<b>686,871</b>	<b>818,000</b>	<b>819,215</b>	<b>1,215</b>	<b>0.15%</b>
<b>Total All Funds</b>	<b>47,706,865</b>	<b>49,184,771</b>	<b>47,446,197</b>	<b>(1,738,574)</b>	<b>-3.53%</b>

## City of Fredericksburg FY 2021 Budgeted Revenues \$47,446,197



### Revenues from Taxes



City of Fredericksburg

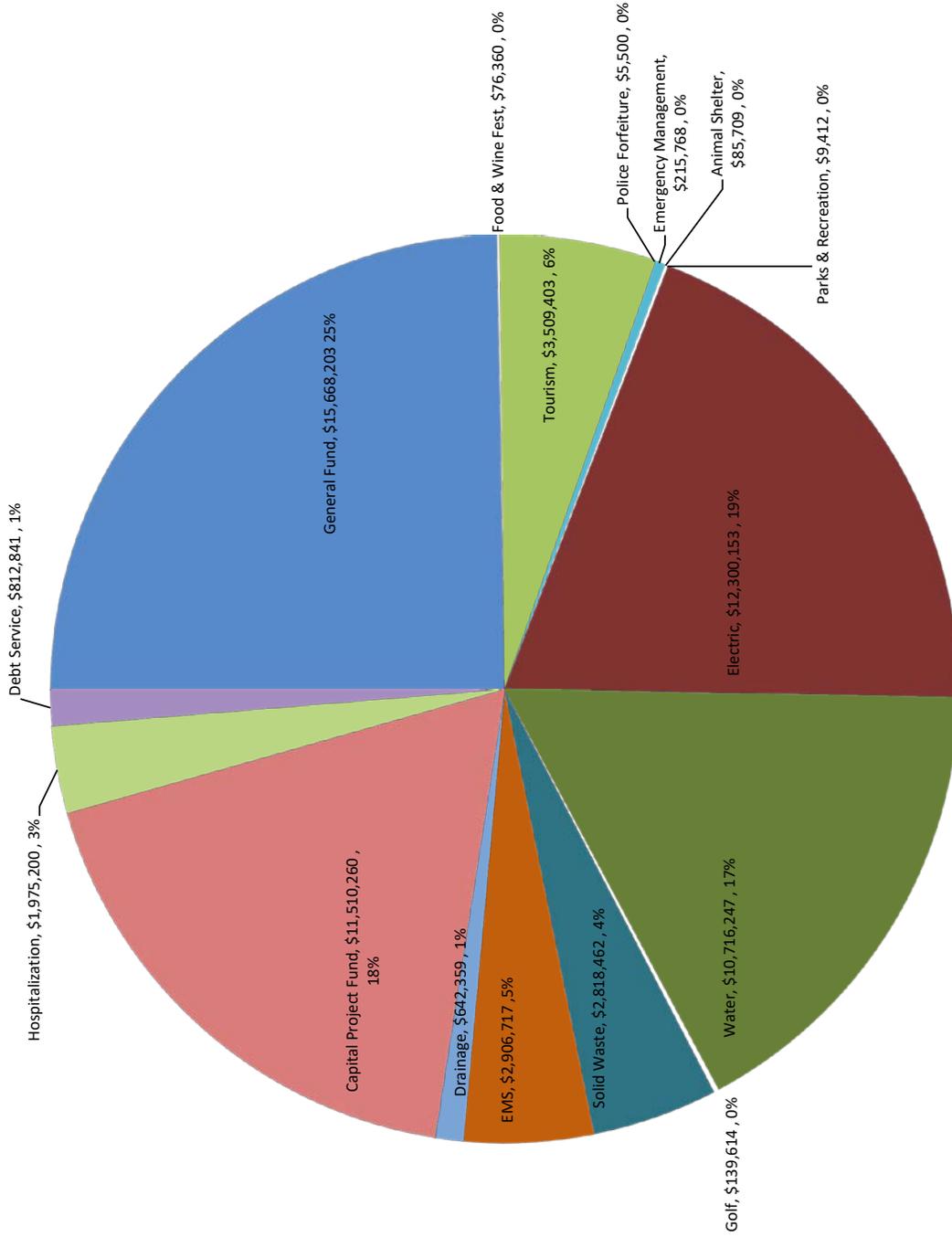
2021 Budget



**Budget Expenditures  
Comparisons by Fund**

	2019 Actual	2020 Budget	2021 Budget	Variance 2021 vs. 2020 Budget	
<b>Governmental Fund</b>					
Administration	2,474,063	2,410,245	2,501,997	91,752	3.81%
Police	5,028,613	5,125,827	5,640,275	514,448	10.04%
Fire	1,324,657	1,565,538	1,626,821	61,283	3.91%
Street	2,502,523	1,816,149	2,196,755	380,606	20.96%
Park	2,282,244	2,072,856	2,138,387	65,531	3.16%
Development Services	734,925	975,405	888,804	(86,601)	-8.88%
Health	204,308	227,529	231,189	3,660	1.61%
Municipal Court	214,330	186,098	191,145	5,047	2.71%
Engineering	233,375	256,573	252,830	(3,743)	-1.46%
Sub-total	14,999,040	14,636,219	15,668,203	1,031,984	7.05%
Food and Wine Festival	176,779	169,400	76,360	(93,040)	-54.92%
<b>Total Governmental Fund</b>	<b>15,175,818</b>	<b>14,805,619</b>	<b>15,744,563</b>	<b>938,944</b>	<b>6.34%</b>
<b>Special Revenue Funds</b>					
Tourism	3,346,726	3,056,028	3,509,403	453,375	14.84%
Police Forfeiture	8,748	4,000	5,500	1,500	
Emergency Management	171,660	209,438	215,768	6,330	3.02%
Animal Shelter	64,659	126,066	85,709		
Parks & Recreation	966	8,900	9,412		
<b>Total Special Revenue Funds</b>	<b>3,592,759</b>	<b>3,404,432</b>	<b>3,825,792</b>	<b>421,360</b>	<b>12.38%</b>
<b>Enterprise Funds</b>					
Electric	11,793,485	14,039,705	12,300,153	(1,739,552)	-12.39%
Water	8,263,313	8,106,030	10,716,247	2,610,217	32.20%
Golf	134,655	133,334	139,614	6,280	4.71%
Solid Waste	2,528,715	3,226,802	2,818,462	(408,340)	-12.65%
EMS	2,600,084	2,964,873	2,906,717	(58,156)	-1.96%
Drainage	267,921	488,257	642,359	154,102	31.56%
<b>Total Enterprise Funds</b>	<b>25,588,174</b>	<b>28,959,001</b>	<b>29,523,552</b>	<b>564,551</b>	<b>1.95%</b>
<b>Capital Project Fund</b>					
Water & Wastewater	1,181,542	16,834,200	11,510,260	(5,323,940)	-31.63%
<b>Total Capital Project Fund</b>	<b>1,181,542</b>	<b>16,834,200</b>	<b>11,510,260</b>	<b>(5,323,940)</b>	<b>-31.63%</b>
<b>Internal Service Funds</b>					
Health and Life Insurance	1,784,230	1,927,712	1,975,200	47,488	2.46%
<b>Total Internal Service Funds</b>	<b>1,784,230</b>	<b>1,927,712</b>	<b>1,975,200</b>	<b>47,488</b>	<b>2.46%</b>
<b>Debt Service</b>	<b>898,124</b>	<b>810,800</b>	<b>812,841</b>	<b>2,041</b>	<b>0.25%</b>
<b>Total All Funds</b>	<b>48,220,647</b>	<b>66,741,764</b>	<b>63,392,208</b>	<b>(3,349,556)</b>	<b>-5.02%</b>

# City of Fredericksburg FY 2021 Budgeted Expenditures \$63,392,208





## CITY OF FREDERICKSBURG FY 2021 PROJECTED BUDGET AND FUND BALANCE

Fund	Estimated Beginning Fund Balance	BUDGET FY 2021 Revenues	BUDGET FY 2021 Expenditures	Increase (Decrease) Fund Balance	Estimated Ending Fund Balance
General Fund	\$6,475,855	\$14,787,359	\$15,668,204	(\$880,845)	\$5,595,010
Food and Wine Fest	135,889	64,025	76,360	(12,335)	123,554
Electric	3,137,736	11,251,711	12,300,153	(1,048,442)	2,089,294
Water	7,795,465	8,389,541	10,716,247	(2,326,706)	5,468,759
Golf	117,188	139,614	139,614	-	117,188
Solid Waste	2,162,604	2,753,521	2,818,462	(64,941)	2,097,663
EMS	83,165	2,906,717	2,906,717	-	83,165
Drainage	508,453	619,900	642,359	(22,459)	485,994
Water & Wastewater Capital Project Fund	12,123,617	-	11,510,260	(11,510,260)	613,357
Debt Service	51,167	819,215	812,841	6,374	57,541
Tourism	1,387,660	3,472,969	3,509,403	(36,434)	1,351,226
Emergency Management	42,111	215,768	215,768	-	42,111
Police Forfeiture	19,991	2,050	5,500	(3,450)	16,541
Animal Shelter	736,555	100	85,709	(85,609)	650,946
Parks & Recreation	9,374	9,410	9,412	(2)	9,372
Hospitalization Insurance	216,497	2,014,297	1,975,200	39,097	255,594
<b>Totals</b>	<b>\$35,003,327</b>	<b>\$47,446,197</b>	<b>\$63,392,209</b>	<b>(\$15,946,012)</b>	<b>\$19,057,315</b>

- \* General Fund will use prior year fund balance to fund budgeted deficit
- \* Electric Fund will use prior year Electric System Revenue Note Proceeds to complete Electric Department Warehouse Project
- \* Electric Fund will use prior year fund balance to fund budgeted deficit
- \* Water Fund will use \$1,155,000 Water & Sewer Impact Fee Reserves to fund Water & Sewer Capital Projects
- \* Water Fund will use prior year fund balance to fund budgeted deficit
- \* 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 prior year fund balance to fund budgeted deficit
- \* Drainage Fund balance will use prior year Bond Proceed Reserves to fund Utility Bond Capital Projects
- \* Water and Wastewater Capital Project Fund will use prior year Bond Proceed Reserves 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
- \* Police Forfeiture will use prior year fund balance to fund budgeted deficit
- \* Animal Shelter is funded with donations that will be used to fund budgeted deficit
- \* Health Insurance fund balance expected to increase due to increased revenue from employee premiums

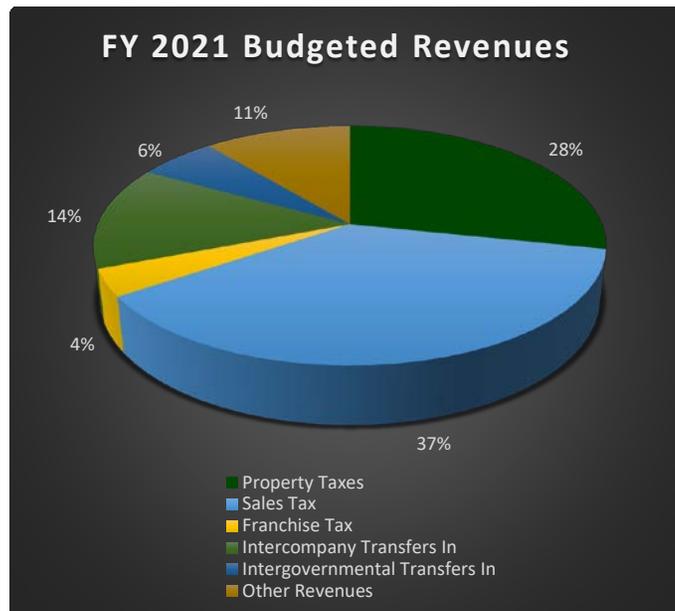


# The City of Fredericksburg

## *General Fund Revenues*

General Fund Revenues

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Property Taxes	3,706,334	4,157,869	4,186,948	4,185,200
Sales Tax	6,207,234	5,234,900	6,000,000	5,500,000
Franchise Tax	628,624	567,333	584,592	538,000
Intercompany Transfers In	1,798,600	1,800,523	1,817,035	2,067,181
Intergovernmental Transfers In	689,265	881,925	82,390	868,278
Other Revenues	1,910,890	1,534,421	1,655,647	1,628,700
<b>Total Revenues</b>	<b>14,940,948</b>	<b>14,176,971</b>	<b>15,067,812</b>	<b>14,787,359</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
Fredericksburg**

**GENERAL FUND REVENUES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-00-4019-00	CARES - Coronavirus Relief Fund	-	-	126,819	-
01-00-4101-00	Current Ad Valorem Taxes	3,340,821	3,820,948	3,820,948	3,843,900
01-00-4102-00	Delinquent Ad Valorem Taxes	331,893	303,532	332,000	307,500
01-00-4103-00	Penalty & Interest	33,620	33,389	34,000	33,800
01-00-4104-00	FranchiseFee-CharterCommCable	242,028	244,500	251,759	255,000
01-00-4105-00	GrossRecTax-Phone-Verizon,etc	174,454	110,000	120,000	67,000
01-00-4106-00	Gross Rec Tax - Atmos Energy	124,308	125,000	125,000	128,000
01-00-4107-00	In Lieu Of Taxes	1,798,600	1,800,523	1,817,035	2,067,181
01-00-4108-00	1 1/2 % City Sales Tax	6,207,234	5,234,900	6,000,000	5,500,000
01-00-4110-00	Mixed Drinks Tax	177,932	180,600	167,850	160,000
01-00-4113-00	Franchise Tax-CTEC	87,833	87,833	87,833	88,000
01-00-4120-00	Occupational Licenses	54,275	53,600	60,000	55,000
01-00-4121-00	Dog Licenses	862	1,000	800	800
01-00-4122-00	Building Permits	127,215	120,000	100,000	100,000
01-00-4125-00	Gas Inspections & Permits	1,344	1,200	1,200	1,200
01-00-4126-00	Mun Ct Building Security Fund	-	-	1,255	4,900
01-00-4127-00	Truancy Prevention&DiversionFd	-	-	1,281	5,000
01-00-4128-00	Municipal Court Jury Fund	-	-	25	4,000
01-00-4129-00	Municipal Court TechnologyFund	-	-	1,024	1,000
01-00-4130-00	MunicipalCt Time Pmt Reimb Fee	-	-	612	3,500
01-00-4150-00	Interest Income	134,522	100,000	58,676	60,000
01-00-4163-00	Zoning Fees, Etc	36,260	22,000	20,000	18,000
01-00-4164-00	Temporary Use Permit	450	400	400	400
01-00-4165-00	Miscellaneous Adm Revenues	33,166	38,000	30,000	30,000
01-00-4166-00	Misc Taxable Sales-Copies, etc	170	500	500	500
01-00-4167-00	Lease Inc-Cell Tower-City Hall	5,962	6,000	6,000	6,000
01-00-4169-00	Lease Income - 308 E Austin	4,725	6,600	6,000	6,000
01-00-4170-00	Lease Income - 306 E Austin	5	-	-	-
01-00-4175-00	FCVB Maintenance Reimbursement	30,000	-	-	-
01-00-4176-00	Lease Income - 301 Friendship	1,000	-	-	-
01-00-4180-00	Municipal Court Cost Revenue	74,677	55,000	65,000	75,000
01-00-4181-00	Proceeds -Sale of Fixed Assets	8,650	-	-	-
01-00-4191-00	Transfer In from Fund 15	22,177	-	-	-
01-00-4201-00	Police Fines	97,903	75,000	85,000	88,000
01-00-4202-00	Parking Fines	1,885	1,200	1,600	1,500
01-00-4210-00	LEOSE Annual Allocation	2,453	2,400	2,408	2,400
01-00-4211-00	Open Records-Accident,Incident	2,202	2,000	500	1,000
01-00-4213-00	Animal Control Revenue	15,302	17,500	24,000	22,000
01-00-4214-00	Gill Co Animal Control Contrib	17,560	15,000	15,000	15,000
01-00-4252-00	Police Dept Grant Revenue	-	71,021	71,021	-
01-00-4258-00	Grant - Dept of Justice	4,531	3,000	3,600	3,600
01-00-4265-00	Miscellaneous Police Revenues	16,192	29,000	70,000	25,000
01-00-4266-00	Summer Youth Program	75	100	-	-
01-00-4280-00	Child Safety Program	11,444	11,000	11,000	16,000
01-00-4281-00	Proceeds -Sale of Fixed Assets	47,410	40,000	30,000	30,000
01-00-4282-00	FISD Police Officer Reimburse	30,000	87,000	30,000	87,000
01-00-4301-00	County Of Gillespie-Fire Contr	603,492	733,235	733,235	712,833
01-00-4315-00	Firehouse Recovery Revenues	29,033	20,000	15,000	15,000
01-00-4316-00	Fire Department Fee Revenue	4,890	4,500	4,000	4,000
01-00-4321-00	Grant-TX Forest Service	9,900	-	-	-
01-00-4365-00	Miscellaneous Fire Dept Rev	180	200	200	200
01-00-4381-00	Proceeds -Sale of Fixed Assets	4,250	-	-	10,000
01-00-4401-00	Paving & Construction	12,667	1,000	1,000	1,000

01-00-4403-00	Brush Hauling	-	-	260	-
01-00-4465-00	Miscellaneous Street Dept Rev	11,425	3,000	3,000	2,000
01-00-4481-00	Proceeds -Sale of Fixed Assets	2,586	35,000	35,000	8,000
01-00-4500-00	Pioneer Pavilion	9,723	7,000	7,000	8,000
01-00-4501-00	Tatsch & Open Air Pavilions	30,815	16,000	12,000	15,000
01-00-4502-00	Camping	489,722	341,000	341,000	475,000
01-00-4505-00	Baseball	7,275	2,000	2,000	7,000
01-00-4506-00	Swimming - Park Pool	30,177	18,000	18,000	25,000
01-00-4507-00	Swimming - Town Pool	6,081	-	1,000	5,000
01-00-4509-00	Soccer	800	500	675	700
01-00-4510-00	Concessions	636	500	491	-
01-00-4515-00	Donations - Parks & Recreation	346	-	-	-
01-00-4520-00	Adelsverein Halle Rental	4,900	2,550	1,500	1,500
01-00-4521-00	Kinder Halle	2,500	3,000	3,500	1,500
01-00-4522-00	Oktoberfest Halle	2,575	300	300	750
01-00-4523-00	Market Square Kitchen Rental	1,300	500	300	500
01-00-4524-00	Fest Room Rental	-	150	-	250
01-00-4530-00	Park Dedication Fee - South	9,500	10,000	25,000	20,000
01-00-4531-00	Park Dedication Fees - North	53,500	-	-	1,000
01-00-4532-00	Playground Grant	-	-	-	55,000
01-00-4540-00	Fort Martin Scott Revenue	7,044	-	-	-
01-00-4541-00	Ft Martin Scott Souvenir Sales	2,754	1,500	1,500	-
01-00-4559-00	Lease Income - MS - Misc	28	-	-	-
01-00-4565-00	Miscellaneous Park Revenue	1,993	2,500	2,500	2,000
01-00-4566-00	Reserve America Fees Revenue	27,165	15,000	15,000	25,000
01-00-4581-00	Proceeds -Sale of Fixed Assets	12,350	9,000	9,000	4,000
01-00-4582-00	Insurance Proceeds Revenue	2,768	-	-	-
01-00-4702-00	Code Enforcement Fines	1,894	1,000	1,000	1,000
01-00-4703-00	Technology Fee	8,055	6,200	9,500	8,500
01-00-4704-00	Water Waiver Fee	6,300	3,000	5,000	4,000
01-00-4765-00	Misc Revenue - Development Ser	179	200	200	200
01-00-4766-00	Short Term Rental Fee	37,800	55,550	65,000	97,500
01-00-4767-00	Short Term Rental Fee PAY PAL	6,600	6,750	6,750	-
01-00-4768-00	STR Fee ACH	22,200	2,700	2,700	-
01-00-4781-00	Proceeds - Sale of Fixed Asset	6,700	8,000	-	-
01-00-4800-00	Health Fees	110,993	105,000	104,000	93,600
01-00-4801-00	County Health Contribution 1/2	55,773	61,690	60,355	68,445
01-00-4810-00	Food Handler's Class Revenue	210	200	200	200
01-00-4865-00	Miscellaneous Revenue - Health	730	500	500	500
	<b>General Fund Revenues</b>	<b>14,940,948</b>	<b>14,176,971</b>	<b>15,067,812</b>	<b>14,787,359</b>



# The City of Fredericksburg

*Administration Department*

# Administration

## **Description**

City Administration provides overall management of the City including the oversight of all City departments; preparation of the annual budget; 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 service, community, integrity and leadership
- Respond to all requests, inquiries and complaints in a timely manner
- Conduct City Council meetings in an effective and professional manner while ensuring that comprehensive information is provided in the Council agenda packets
- 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 quality of life for 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

## **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, work ethic, dedication and leadership
- Recognize employees who go the extra mile to serve customers
- Educate employees on leadership and management skills
- 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

### **What Administration Department accomplished in 2019-20**

- Secured designation as Dark Sky Community from the International Dark Sky Association
- Prepared FY 2020 City Budget that addresses City Council priorities and community needs
- Assisted in the coordination of the City's response to Coronavirus and ensured timely information on the virus was communicated to local citizens
- Continued implementation of recommendations included in Community Visioning Study
- Coordinated the meetings of the Relief Route Task Force and coordinated with TXDOT in completing the Relief Route Feasibility Study
- Worked closely with EDC in an effort to expand broadband services
- Continued to work with developers in attracting affordable housing developments
- Served as President of Texas Public Power Association (TPPA)
- Received Mentoring Award from the Texas City Management Association (TCMA)

### **What the Administrative Department plans to accomplish in 2020-21**

- Meet with legislative members to gain support for legislative proposals during the 2021 legislative session
- Continue to play an active role in supporting the Relief Route Task Force
- Prepare FY 2021 City Budget that addresses City Council priorities and community needs
- If approved by the City Council, develop proposed roadway bond election for presentation to the voters in November 2021
- Conduct additional Succession Leadership training class
- Work with EDC and other local groups in a continued effort to expand broadband services throughout the community
- Initiate planning for 2021 Eclipse Event
- Continue efforts to attract more affordable housing to the community
- Continue efforts to annex property into the City following the annexation plan adopted by the City Council
- Hire qualified individuals for the Development Services Director and IT Director positions

# 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 assists 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 law enforcement officers and code enforcement staff with the interpretation of City ordinances, and prosecute code violations and Class C Misdemeanor cases in Municipal Court
- Attend all City Council, Planning and Zoning Commission, Board of Adjustment, and Historic Review Board meetings, to provide legal advice and to ensure compliance with the City Charter, ordinances and policies
- Review contracts, real estate conveyances, and other legal documents related to City business
- Provide legal advice and written legal opinions 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 these goals, 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 guidance and training 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 2019-2020**

- Drafted new ordinances as requested by the City Council, including ordinances related to the modification of speed limits in the City, creation of a Joint Airport Zoning Board, COVID-19 relief measures, special events permitting, and several zoning changes in the City
- Successfully navigated the dissolution and termination of the City's economic development agreement with a developer, related to the construction of a conference center in the City

- Hired a new Deputy City Attorney, and prosecuted the approximately 1,000 new Class C misdemeanor cases filed in the Municipal Court over the past year
- Drafted, negotiated, and reviewed contracts with Avenue Insights, related to Short Term Rental permitting, Hotel Occupancy Tax collections, and Sales Tax collections
- Providing City staff with current legal guidance during the ever changing COVID-19 situation, and drafted necessary disaster declarations and orders as requested by the Mayor

**What the City Attorney's Office plans to accomplish in 2020-2021**

- 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
- 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
- Work with the City Secretary's office to review and digitize all historic paper files for the City Attorney's office, in accordance with the City's Record Retention policy

# City Council

## Description

The Mayor and four City Council members provide leadership and policy direction for the City of Fredericksburg. 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
- Respond to citizen questions and concerns
- Provide information to local citizens in a transparent and timely manner

## 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
- Work closely with legislative delegation to ensure that new statutes do not negatively impact the community

## What we accomplished in 2019-20

- Held five City Council Work Sessions to discuss major issues facing the City
- Participated with the County and TXDOT on Relief Route Feasibility Study
- Implemented several recommendations that were included in the recent Community Visioning Study
- Completed traffic impact study of major roadways
- Approved new Budget that reduces property tax rates
- Approved budget changes during mid-year that were necessary due to declining revenues resulting for the Coronavirus

- Considered several annexations that are included in the Council’s annexation plan

**What we plan to accomplish in 2020-2021**

- Continue active efforts to support affordable local housing
- Complete major improvements included as part of Water Revenue Bond Project
- Complete new Electric Services Building
- Make major upgrades to the City website to improve communications to the public
- Make additional budget reductions if necessary due to the economic impact from the Coronavirus
- Consider additional proposals for a hotel/conference center
- Consider bond election for November 2021 for major street improvements
- Continue efforts to beautify community
- Consider approval of new historic district guidelines

# 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 City Secretary is responsible for the administration of the elections for Fredericksburg, which are provided in the City Charter and Election Code. The Department works to meet its goals through the City's Mission Statement and Core Values.

## Goals and Objectives

- Administer election(s) ordered by the City Council following 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 following Texas State Library and Archive Commission
- Conduct annual destruction of records following 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 public notices, legal notices, and agendas
- Assist City Manager with the accomplishment of his 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 specific 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 purchasing process
- Provide Spanish interpretation for various City departments
- Serve as Notaries
- 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
- Represent the City at conferences and in the public when asked
- Serve on Commissions, Committees, and Task Forces
- Make the City of Fredericksburg City Secretary's Office Exemplary and well recognized throughout the Municipal Clerks Association, Texas Library of Archives, and Secretary of State's Office

### **What we accomplished in 2019-2020**

- Served as Treasurer for the Texas Municipal Clerks Hill Country Chapter
- Attended training on Leadership and Election Law
- Attended and held several training sessions on Records Management for Local Government
- Certified a petition to call for a Charter Amendment
- Successfully conducted the legislative duties for a Special City Council election that was contracted
- Maintained the City-wide Open Records Request Policy and a City-wide Records Management Program and received approval from the State on the City's Plan
- Maintained 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
- Maintained a TABC process to include the Health Department and Development Services
- Maintained an electronic log for Open Records Request, Early Pour Permits, Garbage Permits, and Campaign Reports for Candidates/Office Holders
- Assisted the City Attorney with the contract process for Hotel/Motel Occupancy Tax Fund recipients
- Continued to improve office morale into a positive, efficient, customer service atmosphere through continuing education and leadership training
- Met the required deadlines for the new Legislative changes
- Maintained a City Council Follow Up to ensure that Staff required action on items is completed
- Maintained the City Council Future Agenda Items and City Council-Department spreadsheet
- Processed Minutes (City Council Minutes, 175th Planning Anniversary Committee, Market Square Redevelopment Committee, Department Head, City and Council COVID-19, COVID-19 Recovery Task Force Minutes, Child Care Task Force, and City Manager Coffees)
- Processed Agendas and packets (City Council, Market Square Redevelopment Commission, and 175th Anniversary Planning Committee)
- Created a receptionist/administrative office to enable this position to improve security and take on additional duties
- Created a City-wide Public and Legal Notices on the City website, to meet the legal requirements
- Worked with IT to develop an electronic Records Management System to provide a more efficient and cost-effective City operations
- Elections-Conducted 1 Election and contracted out the November Special Election.
- Maintained the required Campaign Treasure Reports for Candidates and Officeholders, updated website, created Candidate Packets, held Election Training, and maintained all election records in accordance with the Election Code
- Maintained the City Secretary website
- Elected Hill Country Municipal Clerk of the Year
- Elected Hill Country Municipal Clerk President
- Received Texas Municipal Clerk's Office Award of Excellence

### **What we plan to accomplish in 2020-2021**

- Continue education for the Department to instill knowledge and confidence in the City government and strengthen customer service and cross-training
- Conduct a records audit and continued preservation of the City's archival records
- Conduct a regular destruction date, so the City remains in compliance with TSLAC Local Government Retention Schedules
- Create a supply ordering system to be more cost-efficient and follow the City's purchasing policy

- Continue to support and assist other Departments regularly
- Continue to improve public access to municipal records and other information
- Continue to safeguard the municipal election and City records and create a step-by-step video for voting by mail. Listen to the voters to determine their needs in developing systems to assist with voting and increasing voter turnout
- Create a large pool of Poll Workers and provide regular training
- Continue to develop 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
- Recertify as a Texas Registered Municipal Clerk
- Serve as Hill Country Municipal Clerk President and Secretary
- Complete the electronic Records Program with City Records and assist other Departments with going paperless for more efficiency
- Overhaul the paver system to make finding pavers easier and to make it more cost-efficient to assist our office and the Parks Department
- Hire and train a new Receptionist
- Develop procedural manuals for each desk to assist with cross-training
- Continue to find new ways of communicating and simplifying the daily task for more efficient processes
- Take over the Board and Commission terms, appointments, and application process
- Take over the TABC City Permit process
- Take part in the Texas Municipal Clerks Association training class on notices

PERFORMANCE MEASURES	FY 2019 AS OF 9-25-19	ESTIMATED FY 19-20	FY 2020 AS OF 8-31-2020	ESTIMATED FY 2021
City Council Agenda and Minutes	40	40	44	40
Commission/Committee and Department Head, Meetings Agendas and Minutes (just required to attend)	72 (5)	80 (8)	83	
COVID-19 Meetings and Minutes (Task Force and City/County Meeting)			69	25
Agenda Packets for City Council, 175 <sup>th</sup> Anniversary, City Manager's Coffee, Child Care Task Force, and Market Square Redevelopment Commission			92	75
Public Information Requests Processed	96	150	86	100
Number of Registered Voters	7,589	7,650	7,789	8,000
Number of Votes Cast	1,114	1,114/1,800	1,960	5,000
Number of Elections held	1	2	1/1 recount	2
Ballot By Mail Request			442-Nov.	1,000-Nov
Maintain Boxes of Records in Storage	400 in basement	450	341 boxes	250 boxes due to new paperless system
Destruction of records according to TSLAC (per box)	0	250	150 boxes	150 boxes
Number of documents added to the Electronic Records Program			95	1,000
Ordinances Submitted for Codifications	50	50	26	30
HOT applications mailed out / HOT Recipients Filing Quarterly Reports	35/7	40/45	45	50

# Finance Department

## **Introduction**

The 2020-2021 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 2020-2021 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.
- Customer Portal will be available on the City's website during FY 2021, which will allow customers to monitor their water usage and create alerts and notifications.

- Electric meters will all be changed out to Sensus meters and software will be purchased to integrate with the Sensus software.
- Electric meter information will be available through the Customer Portal soon.
- Process utility billing in a timely manner.

### **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 2019-2020**

- Maintained good accounting policies and procedures.
- Received Distinguished Budget Presentation Award.
- Received unmodified, clean opinion on annual audit.
- Monitored customer water usage and alerted them if there is a change in their usage which could indicate a water leak.
- Outsourced monthly utility statements to enhance the efficiency of our mailings.
- Trained staff on Sensus software to collect data and assist customers with water usage issues.
- Assisted in the set up and implementation of the Park CivicRec program.
- Assisted Development Services in establishing a Short-term Rental (STR) Registration and Renewal process.
- Contracted with Avenu Insights & Analytics to collect Hotel Occupancy Taxes, Discover and Recover Sales & Use Taxes, and administer the Short-term Rental (STR) ordinance.
- Finance was strategically involved in the implementation of these services and establishing processes for a successful and cohesive working relationship between Avenu and the City.
- Assisted EMS in the set up and implementation of credit card processing services through Forte Payment Systems to save money on credit card fees.

- Finance employees began cross-training within the department to assist others when someone is out of the office.
- Added two new team members to the department which was instrumental in making all our accomplishments possible.
- Attended investment, customer service, and software training.

**What we plan to accomplish in 2020-2021**

- 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.
- Continue to cross train Finance Department Personnel.
- Assist in the set up and implementation of eCheck and credit card processing services in Development Services for permit fees and other revenue collected through that department.
- Springbrook accounting software will be moved to the Cloud which will provide greater accessibility and functionality of the program.
- 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.

<b>Finance Department</b>					
	<i>PERFORMANCE MEASURES</i>	<i>ACTUAL FY 17-18</i>	<i>ACTUAL FY 18-19</i>	<i>ACTUAL FY 19-20</i>	<i>PROJECTED FY 20-21</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	4,611	4,553	4,192	4,400
	Actual Revenues (General Fund)	14,487,685	14,943,818	15,368,617	14,787,359
	Actual Expenditures (General Fund)	14,256,652	15,016,505	14,147,725	15,668,204
Utility Billing	Total Number of Electric Accounts	5,672	5,702	5,734	5,768
	Total Number of Water Accounts	5,977	6,086	6,176	6,207
	Total Number of Sewer Accounts	5,629	5,720	5,801	5,830
	Total Number of Refuse Accounts	4,976	5,011	5,057	5,082

# Human Resources Department

## **Description**

The Human Resources Department serves as a support system for all City departments and all City employees by processing payroll, 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 benefit 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 2019-2020**

- Successfully worked with City of Fredericksburg City Manager, Fire Chief, and a local counselor to put a mental wellness plan in place for our first responders and their families
- Worked with a committee to update the current year-end evaluation forms and processes which are used to set goals for the following year and determine eligibility for merit raises
- Navigated the uncharted waters of COVID-19 and developing policies and procedures and serving as support for our employees that were facing a myriad of challenges and unknowns. The City extended very generous and helpful practices to our employees in order to keep them all safe and well.
- Continued to make strides in educating our employees on their insurance benefits and supplemental insurance coverages

## **What we plan to accomplish in 2020-2021**

- 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 funds and stay on top of costs

- Establish opportunities and provide education to our employees to attend on-line training, thereby saving money for the city and allowing training at convenient times for our employees
- Establish our local counselor, who is being used by our first responder families, as a provider with our employee assistance program.
- Re-introduce and continue discussions with the City Council and Department Heads to move to a 7% contribution rate with Texas Municipal Retirement Systems for FY2021 budget planning

<b>Human Resources Department</b>				
<b>PERFORMANCE MEASURES</b>	<b>ACTUAL FY 17-18</b>	<b>ACTUAL FY 18-19</b>	<b>ACTUAL FY 19-20</b>	<b>PROJECTED FY 20-21</b>
Employment Applications Processed	167	223	186	215
Average # FT Employees (Annualized)	156	160	156	165
# FT Employees Hired	15	25	10	16
Annual Turnover %	5.8%	11.3%	7.36%	6.5%
Average Employee Merit Increase	2%	2%	2%	0
COLA Increase	2%	2%	2%	0

# 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
  - Supervisory control and data acquisition (SCADA) network
- Radio Communication Services
- Conduct State of Texas mandatory Security Awareness Training
- 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 2019-2020**

#### Police Department

1. WatchGuard Video System
  - Developed hybrid on-prem/cloud storage array for WatchGuard in-car and body cam video
  - Implemented Cloud-Share for sharing video with courts
  - Moved WatchGuard Server to new Windows Server 2019 Virtual
2. Upgraded all PD computers from Windows 7 to Windows 10
3. New World Computer Aided Dispatch (CAD) / Records Management System (RMS)
  - Upgraded Computer Aided Dispatch (CAD) to newest version
  - Completed implementation and migration from Odyssey to New World RMS
4. Completed Criminal Justice Information System (CJIS) Level 4 CJIS Security Training and Certification
5. Replaced all PD Patrol vehicle in-car mobile data terminals (MDT) with Microsoft Surface Pros
6. Upgraded all PD patrol vehicle in-car Cradlepoint routers to be First-Net compatible

#### Network

1. Replaced existing firewall with advanced next-gen firewall to improve overall network security
2. Replaced and reconfigured core switches
3. Extended layer 3 network to each city campus
4. Replaced all campus and edge switches
5. Developed and implemented new VLAN and IP subnet scheme
6. Created Active Directory trust between City and County
7. Upgraded city's internet connection to 1 Gb symmetrical

#### Servers/Storage

1. Replaced all Physical Server hosts and upgraded from Windows Server 2012r2 to Windows Server 2019
2. Upgraded Virtual Machine servers to Windows Server 2019

3. Reconfigured File Server scheme
4. Upgraded from Microsoft Hyper-V to VMware vCenter Server and vSphere
5. Elevated Active Directory from 2012R2 to 2016
6. Created local/cloud based Veeam backup/disaster recovery solution
7. Moved all internal web-based applications from on-premise servers to Microsoft Azure cloud-based servers
8. Moved MobileIron from local on-premise server to cloud-based server

#### Covid-19 pandemic

1. Provided support for work-from-home and other remote operations
2. Assisted departments with implementation of Zoom meetings

#### Wireless

1. Lady Bird Johnson RV Park
  - Replaced Wireless backhaul devices to improve connectivity of RV Park access points
  - Replaced all single-band wireless access points with multi-band access points
2. Replaced the CVB Visitor Center single-band wireless access points with multi-band access points

#### Supervisory control and data acquisition (SCADA)

1. Installed Cradlepoint routers and associated equipment at 4 lift stations to facilitate SCADA system connectivity
2. Moved entire Knauth Well Field from wireless to fiber optic connectivity
3. Moved Goehmann Tank Site from wireless to fiber optic connectivity

#### Other

1. Upgraded all city desktop and laptop computers from Windows 7 to Windows 10
2. Provided and administered the courses to complete the State of Texas mandatory Security Awareness Training
3. Deployed iPads and Cradlepoints, along with the Crew Force application in fire trucks and ambulances
4. Added mobile devices to the MobileIron mobile device management system
5. Developed records management software with artificial intelligence and OCR capabilities
6. Upgraded surveillance camera systems at both city pools
7. Deployed surveillance cameras at various city sites

#### **What we plan to accomplish in 2020-2021**

- Complete the implementation of the new records management system (RMS) for the Police Department.
- Complete the deployment of the records management software with artificial intelligence and OCR capabilities

- Continue to deploy improved communications to all wastewater lift stations.
- Enhance audio/visual capability in Council Meeting Room
- Design and deploy audio visual capabilities in Electric Department Training Room
- Surveillance Camera upgrades throughout City Facilities
- Implement additional cybersecurity threat mitigation strategies

# 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 2019-2020**

- Prepared the 2019 Annual Report
- Published the City Update and Employee Newsletters
- 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 notification
- Increased Facebook audience to over 11,300 followers
- Continued 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
- Utilized alternate methods to keep the public involved in public meetings including setting up and hosting the majority of the City's Zoom meetings

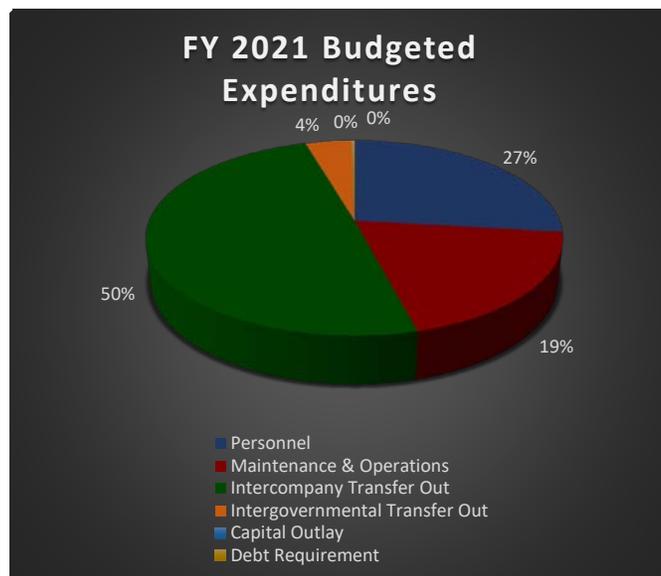
### **What we plan to accomplish in 2020-2021**

- 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
- Complete a full redesign of the City's website to make it more user friendly and appealing to the end user
- 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
- Continue to utilize Zoom and Facebook Live capabilities to enable remote attendance of public City meetings

### Administration Department

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	604,824	693,591	692,967	672,390
Maintenance & Operations	607,122	539,150	598,419	476,099
Intercompany Transfer Out	1,150,383	1,064,204	1,172,478	1,240,233
Intergovernmental Transfer Out	102,193	105,500	105,500	105,890
Capital Outlay	5,158	-	-	-
Debt Requirement	4,383	7,800	7,384	7,384
<b>Total Expenditures</b>	<b>2,474,063</b>	<b>2,410,245</b>	<b>2,576,748</b>	<b>2,501,997</b>

Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 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
Director of Human Resources	1	1	1	1
Public Information Officer	1	1	1	1
City Attorney	1	1	1	1
Information Technology Specialist	1	1	1	1
Information Technology Systems Administrator	1	1	1	1
Accountants	2	2	2	2
Administrative Assistant	2	3	2	3
Receptionist	1	1	1	1
Records Management Coordinator	0	1	1	1
Utility Billing Officer	1	1	1	1
Accounting Clerk	1	1	1	1
Customer Service Representatives	4	3	3	3
<b>Total</b>	<b>20</b>	<b>21</b>	<b>20</b>	<b>21</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**ADMINISTRATION DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 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	2,077	-	-	-
01-20-1030-00	Regular Wages-Office Employees	410,382	461,701	463,526	441,593
01-20-1060-00	Longevity	2,889	2,990	3,013	3,123
01-20-1070-00	Overtime Wages	16,304	19,000	19,000	19,000
01-20-2020-00	Social Security	33,179	39,802	39,944	38,274
01-20-2030-00	Retirement - TMRS	49,908	74,054	74,385	78,739
01-20-2040-00	Uniforms & Clothing	442	-	-	-
01-20-2050-00	Car Allowance	6,000	6,000	6,000	6,000
01-20-2060-00	Insurance - Hospitalization	47,043	53,444	50,500	49,061
01-20-2090-00	Professional Org - Personal	3,746	6,000	6,000	5,000
01-20-2100-00	Prof Education & Training	14,790	10,000	10,000	10,000
01-20-3010-00	Utilities	25,063	26,000	26,000	26,000
01-20-3020-00	Telephone	2,103	3,000	3,000	2,000
01-20-3030-00	Office Supplies & Forms	5,706	6,000	6,000	6,000
01-20-3040-00	Postage, Freight, Etc	3,294	3,000	3,000	3,500
01-20-3050-00	Ads & Public Notices	10,561	5,000	5,000	5,000
01-20-3060-00	Protocol & Social	11,582	4,000	4,000	6,000
01-20-3070-00	Travel Expenses	10,486	6,000	6,000	7,000
01-20-3080-00	Prof Org & Assoc - City	3,636	3,000	3,000	3,000
01-20-3090-00	Books, Periodicals, Etc	379	500	500	500
01-20-3100-00	Safety	1,163	500	500	500
01-20-3120-00	Audit Expenses	8,685	7,400	7,400	7,540
01-20-3130-00	Legal Expenses	50,427	40,000	40,000	40,000
01-20-3140-00	Contract Professional Services	28,652	10,000	10,000	10,000
01-20-3142-00	GCAD - Prop Tax Collection	31,767	32,900	32,900	32,937
01-20-3160-00	TML Conventions	2,980	500	500	2,500
01-20-3190-00	Miscellaneous Adm Expenses	6,759	5,000	5,000	3,000
01-20-3200-00	City Share - Appr Dist Exp	70,426	72,600	72,600	72,953
01-20-3213-00	Credit Card/Bank Fees	139	-	200	200
01-20-3220-00	Insurance & Bonds	4,528	4,300	4,200	4,300
01-20-3239-00	Incentive Mgt Fee - Touchston	-	-	67,569	83,380
01-20-3240-00	City Contribution -Golf Course	333,924	300,000	300,000	150,000
01-20-3275-00	City Contr-Emg Medical Serv	726,319	840,601	945,023	1,006,845
01-20-3276-00	City Contrib - Emerg Mgt	76,262	90,269	88,407	93,784
01-20-3280-00	Chamber Of Comm Contribution	5,000	2,500	2,500	2,500
01-20-4010-00	Communications	6,311	9,600	9,600	10,710
01-20-4020-00	Janitorial/Housekeeping	4,612	6,000	6,000	8,000
01-20-4030-00	General Property Maintenance	15,140	20,000	20,000	19,500
01-20-4036-00	Maintenance 308 E Austin	108	500	500	500
01-20-4040-00	Small Tools & Equipment	8,016	9,450	9,450	10,780
01-20-4060-00	Office Machines Maintenance	1,472	2,000	2,000	2,000
01-20-4065-00	Office Equipment Rental	87	500	500	500
01-20-4070-00	Computer/Software Maintenance	24,537	26,300	26,300	25,119
01-20-4250-00	Election Expenses	6,293	7,000	7,000	14,070
01-20-4410-00	Gasoline, Oil, & Lubrication	1,814	1,500	1,500	1,500
01-20-4430-00	Vehicle Maint	497	500	500	500
01-20-4435-00	Fleet Lease	4,633	13,100	4,700	5,000
01-20-5012-00	Capital Equipment	4,657	-	-	-
01-20-5155-00	Fuel Island	502	-	-	-
01-20-6004-00	T-fer to Golf (prior deficit)	201,865	-	-	-
01-20-6005-00	T-fer to Golf(current deficit)	145,938	133,334	139,048	139,604
01-20-6021-00	Principal - Computer/Software	4,383	4,500	4,384	4,384

01-20-6022-00	Interest - Computer/Software	-	270	-	-
01-20-6023-00	Principal - Computer/Software	-	3,000	3,000	3,000
01-20-6024-00	Interest - Computer/Software	-	30	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
	<b>Administration Dept Expenditures</b>	<b>2,474,063</b>	<b>2,410,245</b>	<b>2,576,748</b>	<b>2,501,997</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 2019-2020**

- Maintained a proactive Police Department through our vigilant efforts to create a safe environment in our city
- Successfully recruited and hired multiple officers to fill our vacancies
- 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 430 pounds of prescriptions drugs this year through the Police Department's Drug Take Back Program, aimed at reducing prescription drug abuse

- 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 2020-2021**

- Will implement the 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
- COVID-19 caused the department to temporarily discontinue many of our community outreach programs. This fiscal year we plan to continue to re-implement our Summer Youth Program, the Citizen Police Academy, Fredericksburg Volunteers in Police Support, and community education.
- Complete the Re-Recognition process for the third time to maintain the Department’s accreditation status through the Texas Police Chief’s Association, which occurs every 4 years
- Implement a developmental plan for our officers to help them grow as police officer so they may better serve the community

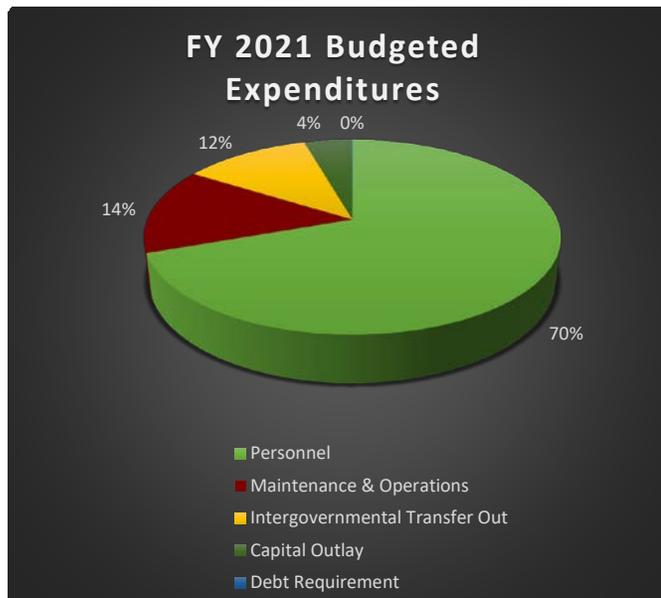
		<b>Police Department</b>				
		<b>Performance Measures</b>	<b>Actual FY 17-18</b>	<b>Actual FY 18-19</b>	<b>Actual FY 19-20</b>	<b>Projected FY 20-21</b>
<b>Patrol</b>	Average Arrival Time		6	9	6	9
	Total Call for Service Responses		8,809	9,695	7,433	9,500
	Total In-Custody Arrest Reports Generated		444	468	429	460
	Traffic Stops		9,810	10,735	8,990	10,500
	Accident Investigations Completed		605	597	511	600
<b>Investigations &amp; Property/ Evidence</b>	Criminal Investigations Assigned		240	261	271	250
	Average Daily Caseload per Investigator		30	27	33	30
	Number of Cases Cleared or Closed		98	145	144	145
	Number of Evidence Items Processed and Stored		714	745	599	725

Records	Completed Requests for Information	991	856	838	875
Training & Recruitment	State Mandated Training Files Maintained & Updated	39	38	34	40
	Training Classes Conducted by FPD	9	10	11	12
	Number of Officers Trained by FPD	110	140	122	170
	Number of Employee Applications Processed	18	20	44	20
Community Service	Community Outreach Programs Conducted	11	15	12	15
	Citizen Police Academy Graduates	16	11	0	15
	Citizen Police Academy Completed	1	1	0	1
	Summer Youth Program Attendees	137	115	0	125
School Resource Officer	Calls for Services on Fisd Campuses	69	118	121	120
	Offenses Committed on Fisd Campuses	27	30	61	30
	Arrests Made from Investigations at Fisd Campuses	19	15	1	17
	Number Students Enrolled in Criminal Justice Classes	126	120	126	120

Police Department

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	3,391,251	3,519,384	3,555,973	3,923,582
Maintenance & Operations	786,711	732,700	663,544	806,924
Intergovernmental Transfer Out	680,628	671,441	671,441	658,503
Capital Outlay	166,526	195,622	195,622	245,019
Debt Requirement	3,498	6,680	6,248	6,248
<b>Total Expenditures</b>	<b>5,028,613</b>	<b>5,125,827</b>	<b>5,092,828</b>	<b>5,640,275</b>

Staffing	2019 Actual	2020 Budgeted	2020 Projected	2021 Adopted
Chief of Police	1	1	1	1
Lieutenants	3	3	3	3
Detectives	3	4	3	4
Sergeants	7	7	7	7
Patrol Officers	18	19	16	20
Animal Control Officers	2	2	2	2
Administrative Assistants	3	3	3	3
<b>Total</b>	<b>37</b>	<b>39</b>	<b>35</b>	<b>40</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**POLICE DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-22-1015-00	Regular Wages - City Attorney	573	-	-	-
01-22-1030-00	Regular Wages-Police Employee	2,386,747	2,323,475	2,375,152	2,596,924
01-22-1050-00	Regular Wages - Part-time Emp	-	11,600	7,000	11,600
01-22-1060-00	Longevity	24,368	23,316	22,824	23,635
01-22-1070-00	Overtime & Holiday Pay	137,874	188,000	180,000	185,000
01-22-2020-00	Social Security	186,257	194,800	197,751	215,513
01-22-2030-00	Retirement-TMRS	289,768	386,393	394,946	476,384
01-22-2040-00	Uniforms And Clothing	23,457	34,000	34,000	47,866
01-22-2050-00	Car Allowance	16,800	16,800	16,800	16,800
01-22-2060-00	Insurance - Hospitalization	325,407	341,000	327,500	349,860
01-22-2090-00	Prof Org - Personal	2,893	4,100	2,500	3,850
01-22-2100-00	Prof Education & Training	37,943	34,000	24,000	55,250
01-22-3020-00	Telephone	934	1,100	1,056	1,100
01-22-3030-00	Office Supplies & Forms	3,895	6,000	5,300	5,500
01-22-3040-00	Postage, Freight, Etc	1,437	1,700	1,650	1,700
01-22-3050-00	Ads & Public Notices	1,483	1,200	1,400	1,300
01-22-3060-00	Protocol & Social	7,277	6,000	4,800	7,000
01-22-3070-00	Travel Expenses	19,872	19,000	12,000	30,500
01-22-3090-00	Books, Periodicals, Etc	1,788	2,500	1,200	2,000
01-22-3100-00	Safety	515	1,500	1,650	1,500
01-22-3130-00	Legal Expenses	2,200	3,000	-	3,000
01-22-3140-00	Contract Professional Services	6,836	7,500	7,300	25,250
01-22-3170-00	Summer Youth Program Expenses	2,327	4,000	-	4,000
01-22-3190-00	Miscellaneous Police Expenses	18,762	24,000	11,000	20,000
01-22-3220-00	Insurance & Bonds	70,150	56,000	62,100	62,100
01-22-3274-00	City Contribution - Dispatch	452,064	516,650	516,650	556,816
01-22-4010-00	Communications	52,727	46,100	46,100	51,240
01-22-4020-00	Janitorial/Housekeeping	33	200	180	200
01-22-4030-00	General Property Maintenance	132	3,000	2,000	3,000
01-22-4040-00	Small Tools & Equipment	1,438	2,000	1,600	2,000
01-22-4070-00	Computer/Software Maintenance	291,188	215,000	215,000	193,862
01-22-4210-00	Firing Range Expenses	1,526	5,900	4,800	4,200
01-22-4211-00	LEOSE Expenditures	-	2,400	2,408	2,400
01-22-4230-00	Animal Control Expenses	45,060	30,000	30,000	30,950
01-22-4250-00	Weapons Maintenance & Supplies	48,892	46,500	42,000	62,347
01-22-4270-00	Police Equipment & Supplies	67,358	102,000	95,000	142,175
01-22-4410-00	Gasoline, Oil, & Lubrication	71,837	78,000	58,500	60,500
01-22-4420-00	Vehicle Maintenance - Autos	21,551	21,000	21,000	21,000
01-22-4500-00	City Share - LEC Expenses	228,564	154,791	154,791	101,688
01-22-4600-00	Substation Expenses	6,657	9,000	9,000	9,000
01-22-5155-00	Fuel Island	5,016	-	-	-
01-22-5240-00	Police Vehicles	161,510	195,622	195,622	245,019
01-22-6021-00	Principal - Computer/Software	3,498	3,600	3,498	3,498
01-22-6022-00	Interest - Computer/Software	-	300	-	-
01-22-6023-00	Principal - Computer/Software	-	2,750	2,750	2,750
01-22-6024-00	Interest - Computer/Software	-	30	-	-
	<b>Police Dept Expenditures</b>	<b>5,028,613</b>	<b>5,125,827</b>	<b>5,092,828</b>	<b>5,640,275</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 the following functional areas Fire Operations, Volunteer Fire Department, EMS, Fire Marshall, and Emergency Management. The Fredericksburg Fire EMS Team responded to 3185 calls. 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 31 volunteer personnel and 15 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 County fire departments and they in turn provide assistance to Fredericksburg. The Emergency Medical service provides response to the entire county with assistance from first responders in each county fire department and Harper EMS.

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 three Rescue Trucks. The South Station houses three 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. Additional support equipment includes Command 1, Command 2, Fire Marshal, Emergency Management and ATV rescue vehicles, and Air supply and HazMat trailers.

## **COVID-19 impact on department and operations**

In March of 2020 Fredericksburg Fire EMS took a local leadership role in response to the COVID-19 pandemic. Our team developed, implemented, and communicated critical safety measures to prevent the spread of this deadly virus in our community. Due to the limited information regarding this new virus, many hours were spent developing and implementing response guidelines, tracking the spread of the virus, providing community safety guidelines, implementing isolation guidelines, and coordinating community testing for the virus. Fredericksburg Fire EMS

performed all of these additional tasks and continued to provide quality care and response to all other emergencies in our community. An example of some of the task we performed include:

1. Providing a leadership role in City response by defining building access control and individual screening protocols.
2. Planning and coordination role for testing of City Employees, nursing home residents, community testing, school testing, First Responder testing, and individual case testing.
3. Implementing changes in medical response mode and required isolation procedures, additional decontamination of vehicles and equipment, and required wearing additional personal protective (PPE) on all medical responses. These changes impacted response times and transfer times due to isolation and post response cleaning.
4. Leading daily and weekly City departmental meetings for updates and sharing information on pandemic.

### **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 through our Human Resource Department

### **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-2019-2020**

- Implemented a pandemic response plan – Public Health Emergency – COVID 19
- Provided leadership team to manage the City’s response to COVID-19 threats
- Responded to COVID-19 crisis by revising our operations to match the recommendations of DSHS and CDC
- Coordinated County wide COVID -19 resource needs with STRAC
- Provided daily tracking and reporting of COVID-19 cases to all City Departments
- Maintain our Insurance Services Office (ISO) Public Protection Classification of 2
- Implemented 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 part time and volunteer personnel
- 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
- We have provided some 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
- Delivery quality fire prevention programs to all Fredericksburg Independent School District (FISD) schools and our community
- Completed a five-year plan for Fire EMS
- Cross train personnel in Fire and EMS certifications
- Conducted Fire Code inspections
- Conducted Fire Code/Safety Related Plan Reviews
- Conducted Fire Extinguisher training when requested by our community businesses, schools, and civic organizations
- 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

- Provided online virtual training for EMS and Fire personnel to maintain State licensure requirements
- Put a new ambulance in-service
- Developed specifications and ordered a new fire engine

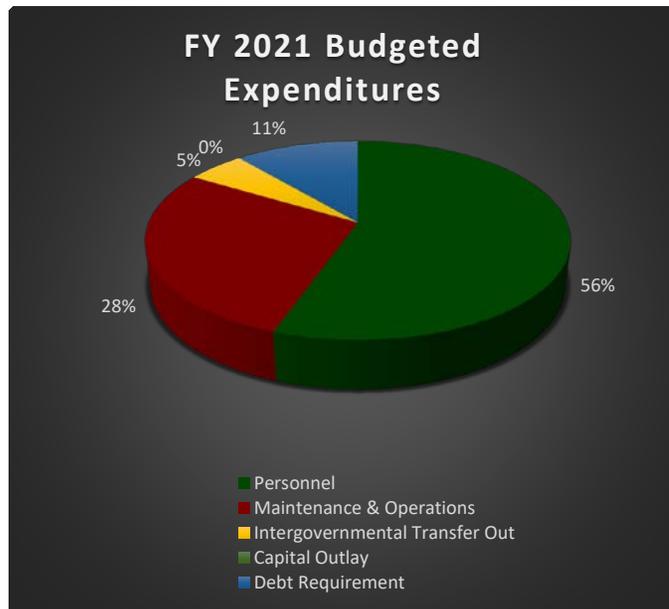
#### **What we plan to accomplish in 2020-2021**

- Continue all COVID-19 response activities
- Continue modified Department operational procedures for COVID-19
- Provide online virtual training for EMS and Fire personnel to maintain State licensure requirements
- Maintain our ISO classification rating of a Class 2 city
- Conduct Fire Code inspections
- Conduct Fire Code/Safety Related Plan Reviews
- Conduct Fire Extinguisher training when requested by our community businesses, schools, and civic organizations
- Conduct Fire Prevention awareness training at 2 Fisd Campuses, Heritage Middle School, and seven preschool/daycare facilities, and develop on-line methods of conducting training during the COVID environment
- Take delivery and put in-service a new fire engine
- 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
- Provide training in-house as well as using outside instructors for specialized training
- Participate in County wide emergency management exercises
- Update our five-year plan for Fredericksburg Fire EMS

### Fire Department

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	788,981	906,198	909,034	901,662
Maintenance & Operations	354,585	391,900	372,820	458,760
Intergovernmental Transfer Out	82,082	76,813	76,813	84,245
Capital Outlay	1,003	17,000	17,000	-
Debt Requirement	98,006	173,627	182,154	182,154
<b>Total Expenditures</b>	<b>1,324,657</b>	<b>1,565,538</b>	<b>1,557,821</b>	<b>1,626,821</b>

Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Fire Chief	1	1	1	1
Fire Marshal	1	1	1	1
Shift Officer	3	3	3	3
Firefighters	6	6	6	6
<b>Total</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**FIRE DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-23-1015-00	Regular Wages - City Attorney	143	-	-	-
01-23-1030-00	Regular Wages-Full Time Emp	354,229	395,348	394,236	381,670
01-23-1050-00	Regular Wages-Part-time Emp	89,658	100,000	100,000	100,000
01-23-1060-00	Longevity	2,104	2,500	2,502	3,128
01-23-1070-00	Overtime Wages	161,145	188,107	188,107	188,107
01-23-2020-00	Social Security	44,186	52,475	52,391	51,477
01-23-2030-00	Retirement-TMRS	59,295	89,768	89,598	97,279
01-23-2040-00	Uniforms And Clothing	5,682	4,000	4,000	6,000
01-23-2060-00	Insurance - Hospitalization	72,538	74,000	78,200	74,000
01-23-2090-00	Professional Org - Personal	6,406	6,000	6,000	6,000
01-23-2100-00	Prof Education & Training	29,178	20,500	-	40,000
01-23-2220-00	Firemen's Pension Fund Contr	37,374	46,000	46,000	46,000
01-23-2230-00	Medical Exams	-	1,500	1,500	1,500
01-23-2240-00	Firemen Recertification	2,150	1,800	1,800	2,500
01-23-3010-00	Utilities	12,741	12,000	12,000	12,000
01-23-3020-00	Telephone	2,250	1,800	1,800	1,800
01-23-3030-00	Office Supplies & Forms	2,788	3,000	3,000	3,000
01-23-3040-00	Postage, Freight, Etc	42	500	500	500
01-23-3050-00	Advertising & Notices	-	400	400	400
01-23-3060-00	Protocol & Social	6,026	5,000	5,000	5,000
01-23-3070-00	Travel Expenses	13,125	11,500	11,500	18,500
01-23-3080-00	Prof Org & Assoc - City	200	-	-	350
01-23-3090-00	Books, Periodicals, Etc	1,586	2,500	2,500	4,000
01-23-3100-00	Safety	7,478	9,500	9,500	9,500
01-23-3140-00	Contract Professional Services	1,611	2,500	2,500	3,500
01-23-3150-00	Fire Prevention Materials	9,135	10,000	10,000	10,000
01-23-3190-00	Miscellaneous Fire Dept Exp	3,100	3,500	3,500	3,500
01-23-3220-00	Insurance & Bonds	16,163	17,000	18,360	18,360
01-23-3250-00	Conventions	1,100	-	-	-
01-23-3274-00	City Contribution - Dispatch	25,832	29,523	29,523	31,818
01-23-3277-00	City Contribution - Rural Fire	56,250	47,290	47,290	52,427
01-23-4010-00	Communications Expenses	20,006	32,900	32,900	34,322
01-23-4020-00	Janitorial/Housekeeping	3,015	4,500	4,500	4,500
01-23-4030-00	General Property Maintenance	12,920	3,500	3,500	20,000
01-23-4040-00	Small Tools & Equipment	10,008	12,000	12,000	12,000
01-23-4060-00	SCBA Maintenance	4,124	6,500	6,500	6,500
01-23-4070-00	Computer/Software Maintenance	13,304	18,700	18,700	22,428
01-23-4090-00	Ladder Maintenance	981	3,100	3,100	3,100
01-23-4150-00	Personal Equipment	35,612	35,000	35,000	45,000
01-23-4210-00	Fire Department Supplies	4,910	12,000	12,000	12,000
01-23-4410-00	Gasoline, Oil, & Lubrication	15,624	19,000	19,000	22,000
01-23-4430-00	Vehicle Maintenance - Trucks	61,939	70,000	70,000	70,000
01-23-4435-00	Fleet Lease	19,689	19,700	19,760	20,500
01-23-5155-00	Fuel Island	1,003	-	-	-
01-23-5300-00	SCBA Breathing Apparatus	-	17,000	17,000	-
01-23-6021-00	Prinicpal - Computer/Software	1,258	1,400	1,259	1,259
01-23-6022-00	Interest - Computer/Software	-	100	-	-
01-23-6023-00	Prinicpal - Computer/Software	-	1,250	1,250	1,250
01-23-6024-00	Interest - Computer/Software	-	20	-	-
01-23-6230-00	Principal - Pumper - Chase	66,417	67,700	67,686	68,979
01-23-6231-00	Interest - Pumper - Chase	3,879	2,700	2,611	1,318
01-23-6232-00	Principal - SCBA Breathing App	26,210	-	-	-
01-23-6233-00	Interest - SCBA Breathing App	242	-	-	-

01-23-6234-00	Prinicpal - Pumper FY 2020	-	100,000	109,348	93,962
01-23-6235-00	Interest - Pumper FY 2020	-	457	-	15,386
		<hr/>	<hr/>	<hr/>	<hr/>
	<b>Fire Dept Expenditures</b>	<b>1,324,657</b>	<b>1,565,538</b>	<b>1,557,821</b>	<b>1,626,821</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-TxDOT 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 striping and pavement markers are reapplied. The Street Department, along with the Vegetation Management Division, 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 2019-2020**

- Prepped and seal coated approximately 97,000 square yards of paved surfaces including the Lady Bird Johnson RV Park
- Rehabbed access roadways at the Weimers and Hahn water well sites. Continued using the Work Order Management System (WOMS) to track all City fleet repair costs performed at the repair facility
- Provided Traffic Control for large special events, a major traffic accident, and for a police training event
- Provided mobilization of the portable message boards (PMBs) during the COVID-19 pandemic
- Made extensive repairs to residential and utility alleys using repurposed materials from the Friendship Lane mill and overlay project

- Cleared and hauled storm debris after a large rain/wind event
- Repaired numerous utility patches throughout the City
- Repainted many curbs and pavement markings throughout the City
- All Street Division employees attended CPR training
- Assisted with construction of a storm sewer system at Park Street/Old Fair Park
- Made sidewalk/landscape improvements and repaved the parking areas at East San Antonio and South Llano
- Continued traffic sign replacement and upgrades

**What we plan to accomplish in 2020-2021**

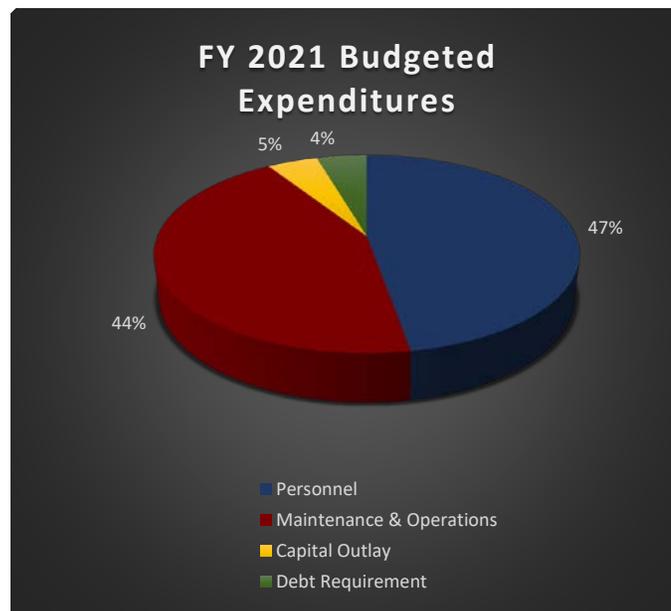
- Prepare and sealcoat 10% of all street surfaces for the paving program
- Continue cross training in every function of the Division
- Crack-seal and patch areas of concern on City streets
- Restripe roadways and curb lines
- Install and replace street signs and traffic control devices
- Continue to 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 17-18</b>	<b>ACTUAL FY 18-19</b>	<b>ESTIMATED FY 19-20</b>	<b>PROJECTED FY 20-21</b>
New Roads (miles)			.25	
Seal Coated Roads (square yards)	201,000	190,000	97,000	200,000
Chip Seal Repaired (miles)	12	12	5/Ladybird Park	12
Man-Hours of General Road Maintenance	10,000+	10,000+	10,000+	10,000+
New Sidewalks, Ramps and Driveways (feet)	1735	2,100	100	2,100
Patch Materials (tons)	4,000 Friendship Ln (Ph 1)	4,000 Friendship Ln (Ph 2)	2,700	2,900
Replaced Street Sign man hours	1,500	1,600	1,400	1,500
Base Materials (tons)	3500	2,500	1200/1500 millings	2,100
Man-Hours of Drainage Operation and Maintenance including mowing, trimming, tree removal, brush hauling, weed control, leaf pick up	6,000+	6,000+	3,000	2,500

### Street Department

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	911,468	934,162	939,598	1,037,477
Maintenance & Operations	797,779	592,850	609,030	959,669
Capital Outlay	570,002	88,000	86,800	100,000
Debt Requirement	223,274	201,137	196,778	99,609
<b>Total Expenditures</b>	<b>2,502,523</b>	<b>1,816,149</b>	<b>1,832,206</b>	<b>2,196,755</b>

Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Street Department Superintendent	1	1	1	1
Assistant Street Dept. Superintendent	1	1	1	1
Mechanics	3	3	3	3
Crew Chief	2	2	2	2
Equipment Operators	7	7	5	7
<b>Total</b>	<b>14</b>	<b>14</b>	<b>12</b>	<b>14</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**STREET DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-24-1015-00	Regular Wages - City Attorney	143	-	-	-
01-24-1030-00	Regular Wages-Full Time Emp	626,711	621,279	627,348	688,120
01-24-1050-00	Regular Wages-Part Time Emp	278	3,000		
01-24-1060-00	Longevity	13,400	13,870	13,862	14,430
01-24-1070-00	Overtime Wages	25,956	27,000	27,000	30,000
01-24-2020-00	Social Security	49,677	50,884	51,118	56,040
01-24-2030-00	Retirement - Tmrs	75,855	102,076	102,370	124,387
01-24-2040-00	Uniforms And Clothing	5,204	8,700	8,700	8,800
01-24-2060-00	Insurance - Hospitalization	114,244	107,353	109,200	115,700
01-24-2090-00	Professional Org - Personal	495	500	500	500
01-24-2100-00	Prof. Education & Training	314	1,200	500	1,000
01-24-3010-00	Utilities	21,014	22,000	22,000	23,000
01-24-3020-00	Telephone	956	1,400	1,400	1,400
01-24-3030-00	Office Supplies & Forms	284	600	600	1,000
01-24-3040-00	Postage, Freight, Etc.	-	100	100	100
01-24-3050-00	Ads & Public Notices	590	750	750	750
01-24-3060-00	Protocol & Social	2,402	1,500	1,500	1,500
01-24-3070-00	Travel Expenses	1,257	400	400	1,000
01-24-3090-00	Books, Periodicals, Etc.	-	200	200	200
01-24-3100-00	Safety	4,065	3,500	3,500	4,000
01-24-3130-00	Legal Expenses	189	-	-	100
01-24-3140-00	Contract Professional Services	747	2,500	1,000	1,000
01-24-3190-00	Miscellaneous Street Dept.exp.	569	1,200	1,000	1,200
01-24-3220-00	Insurance & Bonds	40,500	34,800	37,780	37,780
01-24-4010-00	Communications	4,830	11,400	11,400	11,430
01-24-4020-00	Janitorial/housekeeping	1,180	1,000	1,000	1,000
01-24-4030-00	General Property Maintenance	1,095	6,000	6,000	26,000
01-24-4040-00	Small Tools & Equipment	4,616	5,000	5,000	5,000
01-24-4060-00	Office Machines Maintenance	722	400	400	700
01-24-4070-00	Computer/Software Maintenance	17,327	20,500	20,500	22,009
01-24-4240-00	Street Supplies	1,889	5,000	5,000	5,000
01-24-4245-00	Sign Materials	23,330	12,000	12,000	20,000
01-24-4250-00	Street & Bridge Maintenance	30,211	12,000	12,000	20,000
01-24-4251-00	Crack Sealing Maintenance	2,578	5,000	5,000	5,000
01-24-4255-00	Street Lighting Power	9,765	10,000	10,000	10,000
01-24-4270-00	Street Marking Paint	4,306	10,000	10,000	10,000
01-24-4330-00	Emulsion	147,258	125,000	125,000	250,000
01-24-4340-00	Rock - Grade 5	117,752	50,000	50,000	100,000
01-24-4345-00	Limestone	3,116	5,000	5,000	25,000
01-24-4350-00	Premix - Type 1A	202,346	100,000	100,000	200,000
01-24-4360-00	Shop Materials & Supplies	8,792	6,500	6,500	9,000
01-24-4410-00	Gasoline, Oil, & Lubrication	40,558	33,000	33,000	41,000
01-24-4430-00	Vehicle Maintenance - Trucks	303	1,000	1,000	1,000
01-24-4435-00	Fleet Lease	61,584	60,400	76,000	80,000
01-24-4440-00	Tractor/heavy Equipment Maint.	40,811	40,000	40,000	40,000
01-24-4450-00	Other Equipment Maintenance	30	3,000	3,000	3,000
01-24-5110-00	Street Dept Equipment	8,411	-	-	-
01-24-5155-00	Fuel Island	3,177	-	-	-
01-24-5465-00	Sidewalks	49,991	13,000	13,000	100,000
01-24-5476-00	Bridge Guardrail Upgrade Prog	396	-	-	-
01-24-5480-00	Friendship Lane Mill & Overlay	503,152	-	-	-
01-24-5481-00	Steam Pressure Washer	4,875	-	-	-
01-24-5483-00	Transportation Traffic Study	-	75,000	73,800	-

01-24-6021-00	Principal - Computer/Software	1,258	1,400	1,259	1,259
01-24-6022-00	Interest - Computer/Software	-	100	-	-
01-24-6023-00	Principal - Computer/Software	-	1,250	1,250	1,250
01-24-6024-00	Interest - Computer/Software	-	20	-	-
01-24-6412-00	Principal - Sweeper	72,012	-	-	-
01-24-6413-00	Interest - Sweeper	671	-	-	-
01-24-6414-00	Principal - Asphalt Zipper	17,954	-	-	-
01-24-6415-00	Interest - Asphalt Zipper	170	-	-	-
01-24-6416-00	Principal - ToolCarrier/Loader	59,371	60,700	60,375	-
01-24-6417-00	Interest - Tool Carrier/Loader	2,024	1,100	1,021	-
01-24-6418-00	Principal - Dump Truck FY2018	34,515	35,100	35,099	-
01-24-6419-00	Interest - Dump Truck FY2018	1,176	600	594	-
01-24-6420-00	Principal-Dump Truck 8YD FY19	34,123	32,400	32,329	33,135
01-24-6421-00	Interest - Dump Truck 8YD FY19	-	1,800	1,794	908
01-24-6422-00	Principal - Maintainer FY 2020	-	66,667	63,057	61,219
01-24-6423-00	Interest - Maintainer FY 2020	-	-	-	1,838
		<hr/>	<hr/>	<hr/>	<hr/>
	<b>Street Dept Expenditures</b>	<b>2,502,523</b>	<b>1,816,149</b>	<b>1,832,206</b>	<b>2,196,755</b>



# The City of Fredericksburg

*Park Department*

# Parks & Recreation 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 Office Manager, 1 part-time Gardener, 1 part-time Crew member, 1 part-time Park Attendant, 1 Summer Pool Manager 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 2019-2020

- Repaired and repainted two pavilions at Marktplatz - Oktoberfest Halle and Kinder Halle
- Repaired and repainted arbors at Marktplatz
- Replaced damaged light poles at Marktplatz
- Replaced aging electric pedestals at Marktplatz and added additional pedestals dedicated to Christmas lights
- Replaced all Christmas lights at Marktplatz
- Morning Rotary Club completed construction of new basketball courts and batting cages at Old Fair Park. Held a grand opening in February 2020
- Continued the fourth phase of RV Park utility upgrades which included final electric and cable upgrades as well as road improvements
- Added stabilized granite to the trail on the Fort grounds to prevent erosion
- Coordinated with more than 50 special events held in City parks
- Organized New Year's Eve events and assisted with Fredericksburg Food & Wine Festival
- Added online reservations for all pavilions and rental facilities

- Two CIP projects were delayed due to Covid-19. These were the new restroom at LBJ RV Park and the media replacement in the filters at Town Pool

**What we plan to accomplish in 2020-2021**

- Work with the Morning Rotary Club on the new playground at Old Fair Park
- Work with the Market Square Redevelopment Commission on the new playground at Marktplatz
- Transition maintenance staff to the Consolidated Warehouse. Build storage shed for equipment to be left at LBJ Park
- Replace media in filters at Park Pool
- Finish paving last section at the RV Park
- Work on several smaller projects: permanent BBQ pit at the Tatsch House, coded entry gate to the RV Park, install split rail fence near cable row at the RV Park

	<b>Kinder Halle</b>	<b>Oktoberfest</b>	<b>Adelsverein</b>	<b>Kitchen</b>	<b>Fest Room</b>	<b>Entire</b>	<b>Total</b>
Jan-19	14	0	0	0	0	0	14
Feb-19	0	0	0	0	0	0	0
Mar-19	1	0	2	0	1	0	4
Apr-19	3	0	5	3	0	1	12
May-19	4	2	3	2	3	7	21
Jun-19	8	1	3	4	0	0	16
Jul-19	4	0	2	0	0	0	6
Aug-19	4	1	2	2	0	0	9
Sep-19	2	3	3	3	2	6	19
Oct-19	0	0	0	1	0	28	29
Nov-19	15	2	3	3	2	0	25
Dec-19	31	2	2	2	2	0	39
<b>TOTAL 2019</b>	<b>86</b>	<b>11</b>	<b>25</b>	<b>20</b>	<b>10</b>	<b>42</b>	<b>194</b>

OPEN PAVILION RESERVATIONS													
Pavilion #	Weekend reservations						Weekday reservations						Total
	1	2	3	4	5	Subtotal	1	2	3	4	5	Subtotal	
Jan-19	0	0	0	0	1	1	0	0	0	0	0	0	1
Feb-19	0	0	1	1	1	3	0	0	1	0	0	1	4
Mar-19	1	0	4	5	5	15	1	0	0	2	2	5	20
Apr-19	4	6	6	7	7	30	0	1	3	1	1	6	36
May-19	3	3	6	6	5	23	0	1	3	1	4	9	32
Jun-19	5	3	7	8	7	30	1	1	1	1	5	9	39
Jul-19	3	3	4	5	4	19	0	0	0	1	2	3	22
Aug-19	4	3	7	6	4	24	0	0	1	0	0	1	25
Sep-19	5	3	4	6	6	24	1	1	1	1	2	6	30
Oct-19	3	1	7	6	5	22	1	0	0	0	1	2	24
Nov-19	1	1	2	3	4	11	0	0	0	0	2	2	13
Dec-19	0	0	2	0	1	3	0	1	0	0	0	1	4
TOTAL 2019	29	23	50	53	50	205	4	5	10	7	19	45	250

TATSCH HOUSE					PIONEER PAVILION			
Month	Weekend	Weekday	Total		Month	Weekend	Add on	Total
Jan-19	5	4	9		Jan-19	2	0	2
Feb-19	5	5	10		Feb-19	0	0	0
Mar-19	8	2	10		Mar-19	3	0	3
Apr-19	4	4	8		Apr-19	3	0	3
May-19	7	1	8		May-19	2	0	2
Jun-19	10	2	12		Jun-19	3	0	3
Jul-19	6	3	9		Jul-19	2	0	2
Aug-19	9	2	11		Aug-19	1	0	1
Sep-19	8	6	14		Sep-19	1	0	1
Oct-19	4	5	9		Oct-19	3	0	3
Nov-19	7	4	11		Nov-19	3	0	3
Dec-19	9	7	16		Dec-19	3	0	3
TOTAL 2019	82	45	127		TOTAL 2019	26	0	26

<b>TOWN POOL ATTENDANCE 2019</b>					
May	June	July	August	September	<b>Total</b>
113	1,320	1,516	50	0	2,999

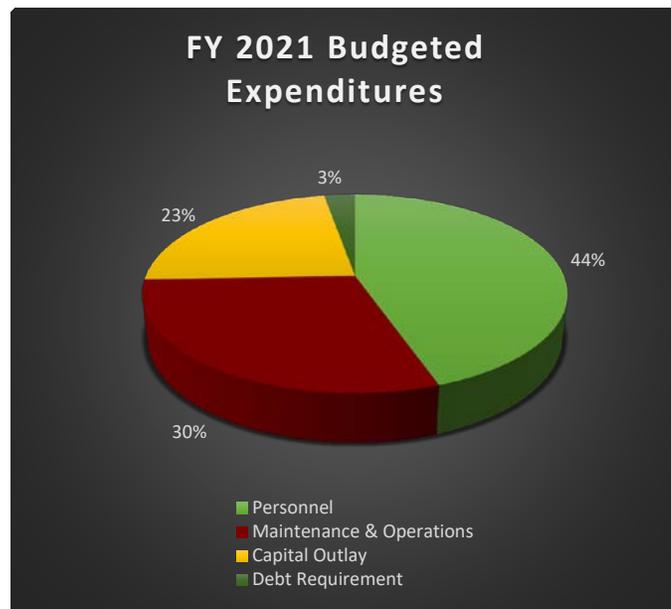
<b>PARK POOL ATTENDANCE 2019</b>					
May	June	July	August	September	<b>Total</b>
351	4,140	4,261	1,838	0	10,590

<b>LADY BIRD JOHNSON MUNICIPAL RV PARK Monthly Occupancy Report</b>								
<b>Start Date: Jan. 01, 2019</b>					<b>End Date: Dec. 31, 2019</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-19	2,685	1,752	65.25%	2,070	2,685	1,752	65.25%	2,070
Feb-19	2,290	1,749	76.38%	1,968	4,975	3,501	70.37%	4,038
Mar-19	2,717	2,433	89.55%	3,198	7,692	5,934	77.15%	7,236
Apr-19	2,605	1,734	66.56%	2,789	10,297	7,668	74.47%	10,025
May-19	2,757	1,033	37.47%	1,781	13,054	8,701	66.65%	11,806
Jun-19	465	488	104.95%	864	13,519	9,189	67.97%	12,670
July-19	2,494	932	37.37%	1,672	16,013	10,121	63.20%	14,342
Aug-19	2,445	610	24.95%	1,047	18,458	10,731	58.14%	15,389
Sept-19	2,407	983	40.84%	1,396	20,865	11,714	56.14%	16,785
Oct-19	2,790	1,784	63.94%	2,581	23,655	13,498	57.06%	19,366
Nov-19	2,706	1,785	65.96%	2,560	26,361	15,283	57.98%	21,926
Dec-19	2,880	1,852	64.31%	2,394	29,241	17,135	58.60%	24,320
<b>Total</b>	29,241	17,135	58.60%	24,320	29,241	17,135	58.60%	24,320

Park Department

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 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	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Director of Parks and Recreation	1	1	1	1
Recreation Superintendent	1	1	1	1
Park Headquarter Office Manager	0	0	1	1
Park Maintenance Superintendent	1	1	1	1
Crew Chief	1	1	1	1
Crew Workers	6	6	5	6
Warehouse/Landscape Technician	1	1	1	1
Facilities Maintenance Technician	2	2	2	2
<b>Total</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>14</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**PARKS DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-25-1015-00	Regular Wages - City Attorney	931	-	-	-
01-25-1030-00	Regular Wages-full Time Emp.	585,818	609,540	609,542	703,807
01-25-1050-00	Regular Wages - Part Time Emp	179,503	152,000	152,000	159,000
01-25-1060-00	Longevity	8,270	8,300	8,290	8,570
01-25-1070-00	Overtime Wages	18,704	15,000	15,000	18,000
01-25-2020-00	Social Security	60,711	63,361	60,040	68,037
01-25-2030-00	Retirement-tmrs	70,206	97,228	96,950	124,018
01-25-2040-00	Uniforms And Clothing	4,341	5,200	5,500	5,200
01-25-2050-00	Car Allowance	8,484	8,500	8,484	8,484
01-25-2060-00	Insurance-hospitalization	111,318	108,882	111,000	122,250
01-25-2090-00	Professional Org - Personal	610	500	500	500
01-25-2100-00	Prof. Education & Training	1,820	2,000	3,075	3,000
01-25-3010-00	Utilities	204,653	227,000	225,000	240,000
01-25-3020-00	Telephone	1,801	1,200	1,200	1,500
01-25-3030-00	Office Supplies & Forms	899	800	800	2,200
01-25-3040-00	Postage, Freight, Etc.	119	125	75	100
01-25-3050-00	Advertising & Public Notices	1,047	2,200	2,000	3,000
01-25-3060-00	Protocol & Social	2,911	1,200	1,200	2,800
01-25-3070-00	Travel Expenses	544	700	700	1,000
01-25-3090-00	Books, Periodicals, Etc	76	200	200	200
01-25-3100-00	Safety	646	2,000	1,750	2,400
01-25-3130-00	Legal Expenses	337	-	322	500
01-25-3140-00	Contract Professional Services	22,892	4,500	4,500	5,000
01-25-3190-00	Miscellaneous Expenses	316	500	1,600	500
01-25-3213-00	Credit Card/Bank Fees	5	1,500	2,000	6,000
01-25-3214-00	Reserve America Fees Expense	29,396	25,000	24,000	25,000
01-25-3220-00	Insurance & Bonds	20,171	25,000	26,800	26,800
01-25-3280-00	Telephone - Swimming Pools	1,205	1,200	1,150	1,200
01-25-4010-00	Communications	5,986	11,400	11,400	11,495
01-25-4019-00	COVID-19 Coronavirus Expense	-	6,000	8,500	-
01-25-4020-00	Janitorial/housekeeping	18,440	21,000	20,000	21,000
01-25-4030-00	General Property Maintenance	8,331	10,000	10,000	14,000
01-25-4040-00	Small Tools & Equipment	18,996	21,000	21,000	26,000
01-25-4060-00	Office Machines Maintenance	767	700	1,410	1,500
01-25-4066-00	TV Services	22,570	21,000	21,000	22,000
01-25-4070-00	Computer/Software Maintenance	12,150	18,000	18,000	14,281
01-25-4080-00	Roads & Grounds Maintenance	20,552	22,500	22,000	32,000
01-25-4100-00	Market Square Expenses	38,861	30,000	30,000	35,000
01-25-4110-00	Ft Martin Scott Maintenance	26,174	18,000	18,000	-
01-25-4111-00	Ft Martin Scott Souvenirs	2,467	1,700	1,700	-
01-25-4180-00	July 4th Fireworks	20,000	23,000	23,000	25,000
01-25-4190-00	Miscellaneous Park Dept. Exp.	1,124	1,000	900	1,700
01-25-4200-00	Pavilion Maintenance	5,304	6,000	6,500	8,000
01-25-4220-00	Refuse Supplies	648	-	-	1,500
01-25-4230-00	Swimming Pools Expenses	49,477	40,000	40,000	64,000
01-25-4260-00	Sports Facilities Maintenance	32,825	15,000	14,000	25,000
01-25-4261-00	Cost of Goods Sold	27	100	-	100
01-25-4265-00	Playground Maintenance	749	-	-	4,000
01-25-4270-00	General Operations	2,772	3,000	1,600	5,000
01-25-4275-00	Contract Tree Trimming	6,960	-	-	4,000
01-25-4276-00	Christmas Decorations Repair	9,850	6,000	6,000	8,000
01-25-4285-00	Tree Care & Replacement	570	-	-	-
01-25-4340-00	Comfort Stations	3,060	3,000	3,000	2,000

01-25-4410-00	Gasoline, Oil, & Lubrication	24,051	16,000	15,000	20,000
01-25-4430-00	Vehicle Maintenance - Trucks	2,133	1,200	1,000	3,000
01-25-4435-00	Fleet Lease	72,021	78,000	75,400	80,000
01-25-4440-00	Tractor/heavy Equipment Maint.	4,344	3,000	2,800	3,500
01-25-4450-00	Other Equipment Maintenance	3,703	1,800	2,000	4,500
01-25-4544-00	Ft Martin Scott Event Expenses	5,630	-	-	-
01-25-4545-00	Programming	-	5,500	5,500	7,500
01-25-4546-00	Special Events	-	4,100	5,200	5,150
01-25-5155-00	Fuel Island	1,170	-	-	-
01-25-5521-00	RV Campgrounds Improvements	30,043	13,000	15,000	-
01-25-5533-00	LBJ Field A Lights	174,884	-	-	-
01-25-5534-00	Oakcrest Field A/B Fence/Upgra	38,234	-	-	-
01-25-5535-00	LBJ Field C Lights	174,385	-	-	-
01-25-5536-00	LBJ Field A Improvements	10,073	-	-	-
01-25-5537-00	OFP Restroom Upgrades	11,423	-	-	-
01-25-5538-00	Oakcrest Park Restroom Upgrade	14,742	-	-	-
01-25-5540-00	RV Park Restroom Replacement	-	4,500	4,500	-
01-25-5541-00	Fort Trail Stabilization	-	22,600	22,550	-
01-25-5543-00	MarktPlatz Pedestal Replace	-	14,000	14,000	-
01-25-5544-00	Oktoberfest Repaint/Repair	-	60,000	63,000	-
01-25-5545-00	Kinder Halle Repaint/Repairs	-	56,000	54,000	-
01-25-5546-00	MarktPlatz Arbor Repair/Repaint	-	56,000	54,000	-
01-25-5547-00	MarktPlatz Light Pole Replace	-	24,000	23,300	-
01-25-5548-00	Park Maintenance Storage & Shelving	-	-	-	40,000
01-25-5549-00	Playground - MarktPlatz	-	-	-	87,000
01-25-6021-00	Principal - Computer/Software	2,258	2,400	2,259	2,259
01-25-6022-00	Interest - Computer/Software	-	200	-	-
01-25-6023-00	Principal - Computer/Software	-	1,500	1,500	1,500
01-25-6024-00	Interest - Computer/Software	-	20	-	-
01-25-6500-00	Principal - Park Mowers (2)	45,820	46,600	46,594	-
01-25-6501-00	Interest - Park Mowers (2)	1,562	800	788	-
01-25-6502-00	Principal - Skid Steer	10,717	10,200	10,154	10,407
01-25-6503-00	Interest - Skid Steer	-	600	564	286
01-25-6504-00	Principal - 5' Deck Mower	5,577	5,300	5,284	5,416
01-25-6505-00	Interest - 5' Deck Mower	-	300	294	149
01-25-6506-00	Principal - Dump Trailer	3,084	3,000	2,922	2,995
01-25-6507-00	Interest- Dump Trailer	-	200	163	83
	<b>Parks Dept Expenditures</b>	<b>2,282,244</b>	<b>2,072,856</b>	<b>2,069,460</b>	<b>2,138,387</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, citizens and City-appointed Boards and Commissions

### **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 property 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 2019-2020**

- Started the public process of updating Historic District Design Guidelines. Draft version out for public comment. Process stalled due to COVID-19 restrictions on public gatherings.
- Provided detailed review and gave recommendation to Planning & Zoning on Design Guidelines and Standards for projects within the Entry Corridors
- Now accept all applications via e-mail including sign permits and Certificates of Appropriateness
- Provided enforcement of the STR Ordinance
- Transitioned from STR Helper system to Avenu Insight to locate, register, permit, and manage all STRs in the City and ensure collection of HOT funds

- 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
- Took corrective action resulting in a better ISO rating
- 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
- Began working on My-Permit Now permitting system for implementation in 2021
- Continued working on the annexation of properties along US Highway 290 E
- Completed annexation of West Live Oak area
- Processed applications for fee waivers for affordable housing as adopted by City Council
- Gave presentation to Texas Chapter of American Planning Association on our unique ordinances that help project our historic shopping district of Main Street
- Utilized newly created C1.5 zoning to allow more creative uses of properties abutting neighborhoods
- Digitized all approved plats
- Adopted 2015 International Building Code
- Engaged contractor to update downtown wayfinding signage with assistance from CVB

### **What we plan to accomplish in 2020-2021**

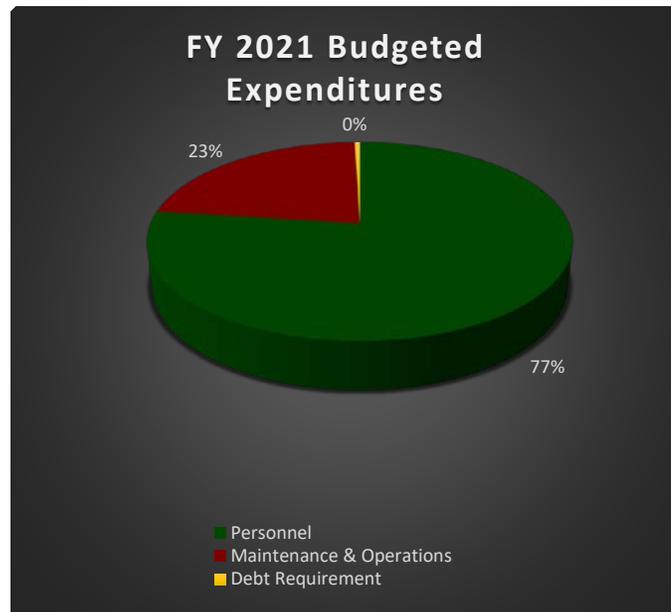
- Change the current Open Space Zoning District and potentially update other zoning areas
- Align historic landmark designation process with 2018 state statute
- Complete Historic District Design Guidelines update
- Coordinate the annexation of area along Post Oak Road, along with other annexations
- 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, potentially My Permit Now
- Streamline the STR process
- Evaluate all development fees for budget consideration
- Finalize updating wayfinding signs in the Central Business District
- Provide training to staff and commission members through American Planning Association

<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>ACTUAL FY 19-20</b>	<b>PROJECTED FY 20-21</b>
Zoning Cases Processed	19	12	20	16	16
Plats Reviewed	27	25	23	17	20
Inspections Conducted	1,550	1,700	1,700	2,100	2200
Additions, alterations, accessory building permits issued.	206	145	170	244	
Commercial Permits Issued	50	47	57	47	45
Housing Permits Issued	78	75	72	92	85
Code Enforcement Cases Addressed	800	850	900	900	950
Historic – Certificate of Appropriateness	127	140	127	147	150
Customer Queries (in person/phone)	167,50	16,250	18,300	28,800	25000
Site Plan Cases Processed	20	30	22	16	20
Board of Adjustment Cases	7	5	4	5	5

### Development Services

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	551,794	610,985	610,662	684,795
Maintenance & Operations	180,748	359,900	335,750	199,825
Debt Requirement	2,383	4,520	4,184	4,184
<b>Total Expenditures</b>	<b>734,925</b>	<b>975,405</b>	<b>950,596</b>	<b>888,804</b>

Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Director of Development Services	1	1	1	1
Building Official	1	1	1	1
Building Inspector	2	2	2	2
Development Coordinator	1	1	1	1
Code Enforcement Officer	1	1	1	1
Historic Preservation Planner	1	1	1	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**DEVELOPMENT SERVICES DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-27-1015-00	Regular Wages - City Attorney	2,005	-	-	-
01-27-1040-00	Regular Wages -Planning & Bldg	410,876	442,568	444,350	493,445
01-27-1060-00	Longevity	1,619	2,000	1,988	2,301
01-27-1070-00	Overtime Wages	-	-	-	-
01-27-2020-00	Social Security	28,571	34,009	34,145	37,925
01-27-2030-00	Retirement - TMRS	47,708	68,108	68,379	84,178
01-27-2040-00	Uniforms & Clothing	145	-	-	-
01-27-2050-00	Car Allowance	6,000	6,000	6,000	6,000
01-27-2060-00	Insurance - Hospitalization	54,869	58,300	55,800	60,947
01-27-2090-00	Professional Org - Personal	3,172	5,000	3,000	3,000
01-27-2100-00	Prof Education & Training	3,936	5,000	3,000	3,000
01-27-3020-00	Telephone	311	500	500	500
01-27-3030-00	Office Supplies & Forms	3,046	2,700	2,500	2,500
01-27-3040-00	Postage, Freight, Etc	346	250	250	250
01-27-3050-00	Ads & Public Notices	171	750	1,200	1,200
01-27-3060-00	Protocol & Social	2,579	1,500	1,500	2,000
01-27-3070-00	Travel Expenses	5,534	5,000	2,000	2,500
01-27-3090-00	Books, Periodicals, Etc	2,249	500	750	750
01-27-3130-00	Legal Expenses	49,647	200,000	175,000	40,000
01-27-3131-00	Plat Recording Fees	-	500	500	500
01-27-3135-00	Nuisance Abatement	1,775	2,000	2,000	4,000
01-27-3140-00	Contract Professional Services	24,914	49,300	49,300	47,000
01-27-3213-00	Credit Card/Bank Fees	232	300	250	-
01-27-3220-00	Insurance & Bonds	2,046	2,800	2,800	2,800
01-27-4010-00	Communications	11,244	8,500	8,500	9,530
01-27-4040-00	Small Tools & Equipment	2,470	2,000	2,000	2,000
01-27-4070-00	Computer/Software Maintenance	35,733	38,000	38,000	32,795
01-27-4410-00	Gasoline, Oil, & Lubrication	2,033	2,000	2,000	2,000
01-27-4430-00	Vehicle Maintenance	122	1,000	500	500
01-27-4435-00	Fleet Lease	19,290	19,300	27,200	28,000
01-27-4720-00	Historic Building Maintenance	9,900	13,000	13,000	15,000
01-27-6021-00	Principal - Computer/Software	2,383	2,500	2,384	2,384
01-27-6022-00	Interest - Computer/Software	-	200	-	-
01-27-6023-00	Principal - Computer/Software	-	1,800	1,800	1,800
01-27-6024-00	Interest - Computer/Software	-	20	-	-
	<b>Development Services Dept Exp</b>	<b>734,925</b>	<b>975,405</b>	<b>950,596</b>	<b>888,804</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.

## 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 the 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 2019-2020

There were no reported cases of foodborne illness associated with our jurisdiction of inspections. Due to the global COVID-19 pandemic that caused a statewide shutdown as well as a local shutdown of offices, decreased the number of inspections and permits issued for this physical year.

## What we plan to accomplish in 2020-2021

We will continue to provide environmental health services to the Citizens and visitors of Gillespie County. We will provide the most timely and accurate information related to COVID-19 to all customers that are served by the Gillespie County Health Division.

### Gillespie County Health Division

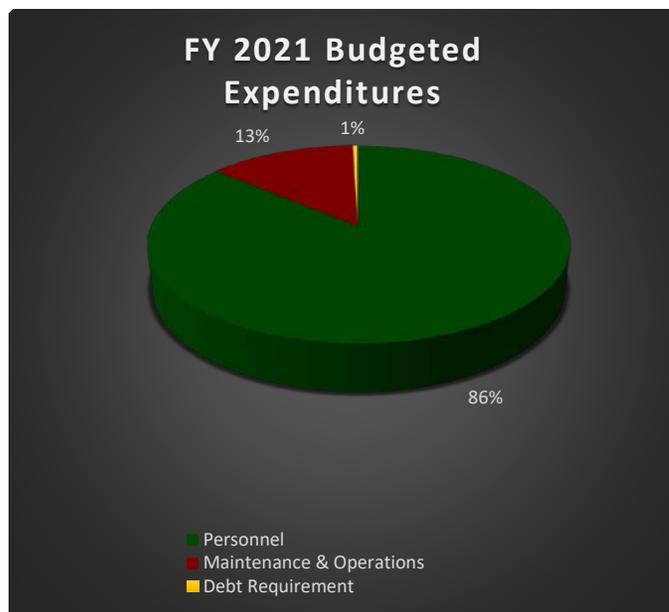
PERFORMANCE MEASURES	ACTUAL FY 17-18*	ACTUAL FY 18-19*	ACTUAL FY 19-20*	PROJECTED FY 20-21
Retail Food Service Inspections	476	457	385	230
Day Care Inspections	9	8	7	7
Foster Home Inspections	3	1	0	1
Independent School District Inspections	2	3	3	0
Retail Health Permits Issued	247	255	267	255
Temporary Health Permits Issued	325	338	315	135
Mobile Food Unit Permits Issued	27	33	40	35

\*indicates actual calendar year statistics

### Health Department

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	181,939	195,819	194,726	199,318
Maintenance & Operations	22,036	30,450	29,600	30,787
Debt Requirement	333	1,260	1,084	1,084
<b>Total Expenditures</b>	<b>204,308</b>	<b>227,529</b>	<b>225,410</b>	<b>231,189</b>

Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 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 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**HEALTH DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-28-1030-00	Regular Wages-Full Time Emp	137,537	142,621	142,430	144,103
01-28-1060-00	Longevity	1,218	1,320	1,315	1,412
01-28-1070-00	Overtime Wages	-	500		
01-28-2020-00	Social Security	9,376	11,050	10,996	11,132
01-28-2030-00	Retirement-TMRS	15,767	22,128	22,022	24,708
01-28-2040-00	Uniforms And Clothing	79	200		
01-28-2060-00	Insurance-Hospitalization	17,962	18,000	17,963	17,963
01-28-2090-00	Professional Org - Personal	450	500	200	350
01-28-2100-00	Prof Education & Training	635	450	450	500
01-28-3010-00	Utilities	1,414	1,500	1,500	1,500
01-28-3020-00	Telephone	311	400	400	400
01-28-3030-00	Office Supplies & Forms	362	300	250	300
01-28-3040-00	Postage, Freight, Etc.	-	200	200	200
01-28-3050-00	Advertising & Public Notices	-	300	300	300
01-28-3060-00	Protocol & Social	134	50	50	100
01-28-3070-00	Travel Expenses	1,032	1,000	1,000	1,100
01-28-3090-00	Books, Periodicals, Etc	47	50	50	50
01-28-3100-00	Safety	-	100	100	100
01-28-3130-00	Legal Expenses	-	250	100	250
01-28-3140-00	Contract Professional Services	373	500	500	500
01-28-3220-00	Insurance & Bonds	1,291	1,100	1,000	1,000
01-28-4005-00	Health Dept Supplies	228	300	300	300
01-28-4010-00	Communications	2,115	3,300	3,300	4,695
01-28-4019-00	COVID-19 Coronavirus Expense	-	-	50	50
01-28-4030-00	General Property Maintenance	29	400	100	200
01-28-4040-00	Small Tools & Equipment	229	300	300	300
01-28-4070-00	Computer/Software Maintenance	3,305	9,000	9,000	8,142
01-28-4410-00	Gasoline, Oil, & Lubrication	569	600	600	600
01-28-4430-00	Vehicle Maintenance	14	250	250	250
01-28-4435-00	Fleet Lease	9,497	9,600	9,600	9,600
01-28-6021-00	Principal - Computer/Software	333	400	334	334
01-28-6022-00	Interest - Computer/Software	-	100	-	-
01-28-6023-00	Principal - Computer/Software	-	750	750	750
01-28-6024-00	Interest - Computer/Software	-	10	-	-
	<b>Health Dept Expenditures</b>	<b>204,308</b>	<b>227,529</b>	<b>225,410</b>	<b>231,189</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 2019-2020

- 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 in an effort 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

**What we plan to accomplish in 2020-2021**

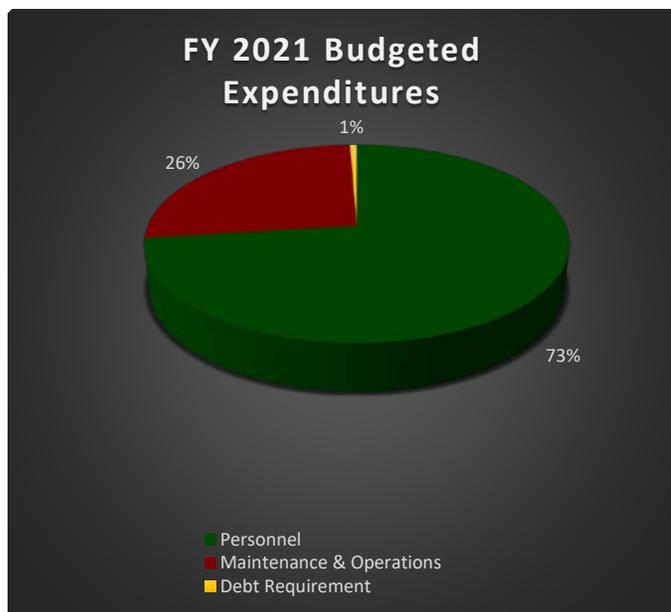
- Ensure that all Court staff continues to meet the annual education requirements
- Continue public education of the functions of the Municipal Court
- Continue to identify and resolve any inefficiency in the Court's operations
- Continue progress towards becoming a paperless Court to save operation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

<b>Municipal Court</b>				
<b>Performance Measures</b>	<b>Actual FY 17-18</b>	<b>Actual FY 18-19</b>	<b>Estimated FY 19-20</b>	<b>Projected FY 20-21</b>
Traffic Citation Cases Filed	1,269	1,258	886	1,150
Penal Code Cases Filed	164	283	246	275
Other State Law Cases Filed	66	117	222	200
City Ordinance Cases Filed	81	39	24	30
Juvenile Cases Filed	32	63	51	55
Total Cases Filed	1,612	1,760	1,429	1,710
Arrest Warrants Issued	209	257	663	350
Capias Pro Fine Warrants Issued	68	31	220	100
Search Warrants Issued	1	0	3	1
Magistrate Warnings given	491	437	406	420
Emergency Mental Health Hearings held	22	16	18	20
Show Cause and other Required Hearings held	301	62	247	175
Total Fines/Costs Collected	\$194,523	\$225,908	\$204,678	\$220,000
Fines/Costs Collected Kept by City	\$119,234	\$143,652	\$132,232	\$140,000
Fines/Costs Collected remitted to State	\$75,282	\$82,252	\$72,440	\$80,000

### Municipal Court

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	130,805	139,338	130,309	139,539
Maintenance & Operations	83,192	45,400	46,350	50,422
Debt Requirement	333	1,360	1,184	1,184
<b>Total Expenditures</b>	<b>214,330</b>	<b>186,098</b>	<b>177,843</b>	<b>191,145</b>

Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 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 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**MUNICIPAL COURT DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-29-1015-00	Regular Wages - City Attorney	358	-	-	-
01-29-1020-00	Regular Wages-Mun Judge & Clerk	95,443	100,108	96,184	98,994
01-29-1050-00	Part Time Wages	7,179	6,000	6,000	6,000
01-29-1060-00	Longevity	83	225	222	185
01-29-2020-00	Social Security	7,806	8,134	7,834	8,046
01-29-2030-00	Retirement - TMRS	10,910	15,371	14,769	16,841
01-29-2060-00	Insurance - Hospitalization	9,026	9,500	5,300	9,473
01-29-2090-00	Professional Org - Personal	405	400	400	400
01-29-2100-00	Prof Education & Training	850	100	100	500
01-29-3010-00	Utilities	624	1,500	1,200	1,500
01-29-3020-00	Telephone	15	300	300	300
01-29-3030-00	Office Supplies & Forms	2,463	2,000	2,000	2,400
01-29-3040-00	Postage, Freight, Etc	58	700	700	700
01-29-3050-00	Ads & Public Notices	-	200	150	200
01-29-3060-00	Protocol & Social	120	200	25	150
01-29-3070-00	Travel Expenses	1,184	700	700	1,000
01-29-3090-00	Books, Periodicals, Etc	-	200	50	150
01-29-3100-00	Safety	22	400	400	400
01-29-3140-00	Contract Professional Services	894	300	1,200	1,500
01-29-3190-00	Misc Municipal Court Expenses	1,606	500	500	750
01-29-3220-00	Insurance & Bonds	230	300	300	300
01-29-3273-00	Municipal Court Office Lease	20,654	20,600	20,600	22,000
01-29-3278-00	City Contr Mun Court Info Sys	1,002	-	-	-
01-29-4010-00	Communications Expense	10	300	300	260
01-29-4019-00	COVID-19 Coronavirus Expense	-	-	125	125
01-29-4030-00	General Property Maintenance	47,022	-	600	750
01-29-4040-00	Small Tools & Equipment	3,232	200	200	200
01-29-4060-00	Office Machines Maintenance	30	100	100	100
01-29-4065-00	Office Equipment Rental	698	700	700	1,000
01-29-4070-00	Computer/Software Maintenance	2,072	15,700	15,700	15,737
01-29-6021-00	Principal - Computer/Software	333	400	334	334
01-29-6022-00	Interest - Computer/Software	-	100	-	-
01-29-6023-00	Principal - Computer/Software	-	850	850	850
01-29-6024-00	Interest - Computer/Software	-	10	-	-
	<b>Municipal Court Dept Expenditures</b>	<b>214,330</b>	<b>186,098</b>	<b>177,843</b>	<b>191,145</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 2019-2020**

- Designed and acted as project management of construction of sidewalk improvement projects throughout the City as part of the Sidewalk Improvement Program
- Designed and oversaw a number of drainage improvement projects throughout the City including Old Fair Park, Industrial Loop, and Beverly Drive (ongoing)
- Coordinated a traffic impact study relating to high priority roadway extension projects identified in the Transportation Master Plan and short-term operational and safety improvement projects
- Continued to coordinate with TxDOT and Gillespie County on Relief Route Corridor Study
- Oversaw construction of new Electric Dept. building at Consolidated Warehouse
- Oversaw construction of new cell at City Landfill

- Submitted grant application for S. Llano Shared-Use Bridge and E. Ufer St. Sidewalk Project and received conditional approval for future funding
- Submitted grant application through Flood Infrastructure Fund for Flood Early Warning System Project and drainage improvements at the intersection of N. Llano and E. College (awaiting results)
- Oversaw design of HWY 290 East Water Transmission Main, Knauth Pump Station and water ground storage tank at Knauth, Cross Mountain and North Tank Site
- Completed design of the Green Meadows Lift Station Replacement Project
- Oversaw replacement of water meter system
- Updated GIS database to reflect completed Public Works projects and subdivisions

### **What we plan to accomplish in 2020-2021**

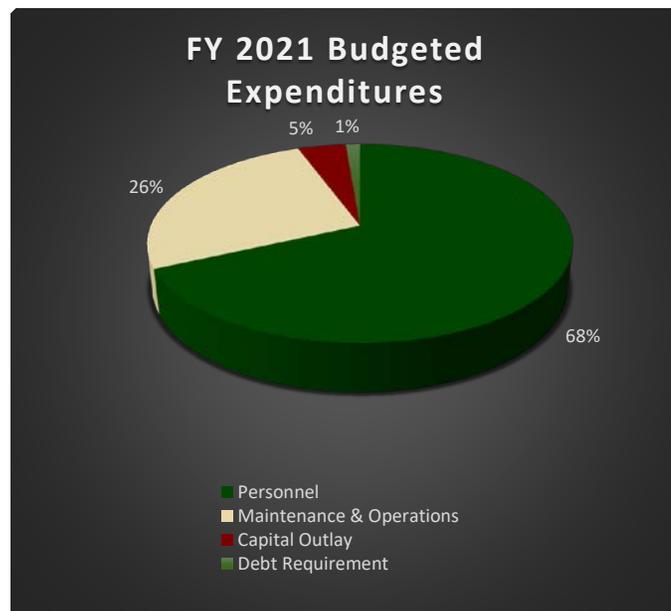
- Continue design and construction of city-wide sidewalk improvement program
- Continue coordinating with TxDOT and Gillespie County regarding transportation improvement project
- Coordinate with TxDOT regarding transportation alternative funding for S. Llano Shared-Use Bridge and E. Ufer St. Sidewalk Project
- Oversee design and construction of various drainage improvement projects to be completed by Stormwater/Vegetation Management Department
- Review Public Works operations to improve efficiency
- Design of wastewater utility for HWY 290 East Annexation
- 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
- Coordinate construction of the Main Street Decorative Light Replacement Project
- Provide project management services for the Green Meadows Lift Station Project
- Provide project management services for the electric meter replacement project
- Continue to update geographic information system to reflect completion of public improvements

Engineering Department					
PERFORMANCE MEASURES	ACTUAL FY 16-17	ACTUAL FY 17-18	ESTIMATED FY 18-19	GOAL FY 19-20	GOAL 19-20 NOTES
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	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	160,559	168,913	168,456	172,322
Maintenance & Operations	70,265	62,100	63,400	66,274
Capital Outlay	167	22,000	22,000	11,000
Debt Requirement	2,383	3,560	3,234	3,234
<b>Total Expenditures</b>	<b>233,375</b>	<b>256,573</b>	<b>257,090</b>	<b>252,830</b>

Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Director of Public Works and Utilities/Asst City Manager	1	1	1	1
Assistant Director of Public Works and Utilities	1	1	1	1
Assistant City Engineer	1	1	1	1
Staff Engineer	1	1	1	1
Program Manager	1	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**ENGINEERING DEPT EXPENDITURES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
01-30-1035-00	Regular Wages - Engineering	122,896	125,100	124,938	126,267
01-30-1060-00	Longevity	558	670	667	742
01-30-2020-00	Social Security	8,989	9,775	9,609	9,716
01-30-2030-00	Retirement - TMRS	14,067	19,268	19,243	21,566
01-30-2060-00	Insurance - Hospitalization	14,049	14,100	14,000	14,031
01-30-2090-00	Professional Org - Personal	635	500	500	500
01-30-2100-00	Prof Education & Training	785	500	500	2,500
01-30-3030-00	Office Supplies & Forms	460	400	400	400
01-30-3040-00	Postage, Freight, Etc	-	200	200	200
01-30-3050-00	Ads & Public Notices	296	500	500	500
01-30-3060-00	Protocol & Social	625	500	500	500
01-30-3070-00	Travel Expenses	538	200	200	1,000
01-30-3080-00	Prof Org & Assoc - City	100	500	500	500
01-30-3090-00	Books, Periodicals, Etc	101	200	200	200
01-30-3100-00	Safety	130	450	450	450
01-30-3140-00	Contract Professional Services	14,696	1,000	1,000	1,000
01-30-3220-00	Insurance & Bonds	1,417	1,100	1,100	1,100
01-30-4010-00	Communications	6,649	9,000	9,000	10,075
01-30-4040-00	Small Tools & Equipment	934	1,000	1,000	1,000
01-30-4060-00	Office Machines Maintenance	722	1,500	1,500	1,500
01-30-4067-00	Storage Rental Fee	3,185	3,300	3,300	3,300
01-30-4070-00	Computer/Software Maintenance	21,956	24,800	24,800	23,299
01-30-4300-00	Engineering Supplies & Exp	-	250	250	250
01-30-4410-00	Gasoline, Oil & Lubrication	2,312	1,500	1,500	2,000
01-30-4430-00	Vehicle Maintenance	28	-	-	-
01-30-4435-00	Fleet Lease	14,699	14,700	16,000	16,000
01-30-5100-00	Update Aerial Photos	-	22,000	22,000	11,000
01-30-5155-00	Fuel Island	167	-	-	-
01-30-6021-00	Principal - Computer/Software	2,383	2,500	2,384	2,384
01-30-6022-00	Interest - Computer/Software	-	200	-	-
01-30-6023-00	Principal - Computer/Software	-	850	850	850
01-30-6024-00	Interest - Computer/Software	-	10	-	-
	<b>Engineering Dept Expenditures</b>	<b>233,375</b>	<b>256,573</b>	<b>257,090</b>	<b>252,830</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 (5,700 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 2019-2020

- Completed Upgrade Electric LBJ Park Camp Grounds
- Guadalupe Bank – 804 S. Adams
- Ford Town Homes – 700 E. Highway
- Gillespie County Maintenance Building – 95 Frederick
- Starbucks – 1426 E. Main
- Sandcastle Underground Rehab
- New Electric Department Shop – 233 Friendship
- Mosley Condo's – 925 Apple
- Gant Apartments – 603 S. Eagle
- Collins Condo's - 807 E. Highway

## What we plan to accomplish in 2020-2021

- Extend NI- 80 Circuit – W. Main
- Convention Center – 1413 N. Hwy 87
- Turner Hall – 103 W. Travis
- The Emigrant – 341 E. Main
- Fredericksburg Hotel – 108 E. Ufer
- Sandcastle Underground Rehab
- Street Light Replacement – Main Street

<b>Electric Department</b>				
<b>PERFORMANCE MEASURES</b>	<b>ACTUAL FY 17-18</b>	<b>ACTUAL FY 18-19</b>	<b>ACTUAL FY 19-20</b>	<b>PROJECTED FY 20-21</b>
Led lights changed out	243	219	10	225
Substation breakers replaced	1	0	1	1
Loss time accidents	0	0	0	0
Solar installations	2	5	5	12

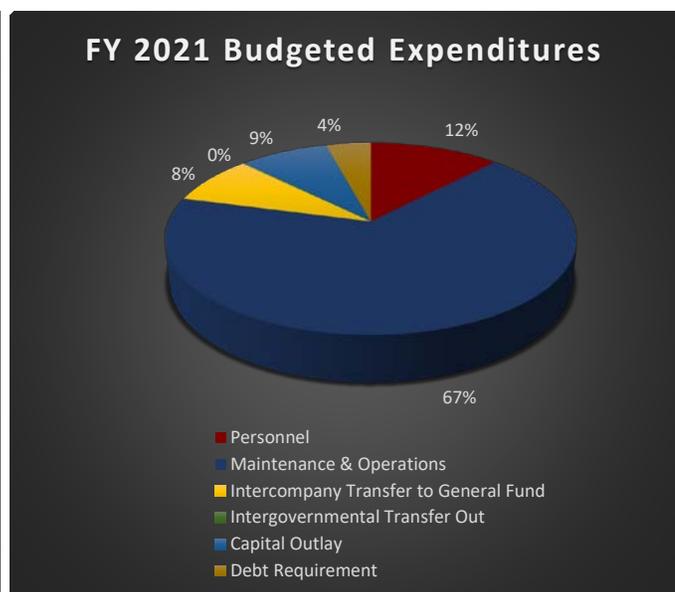
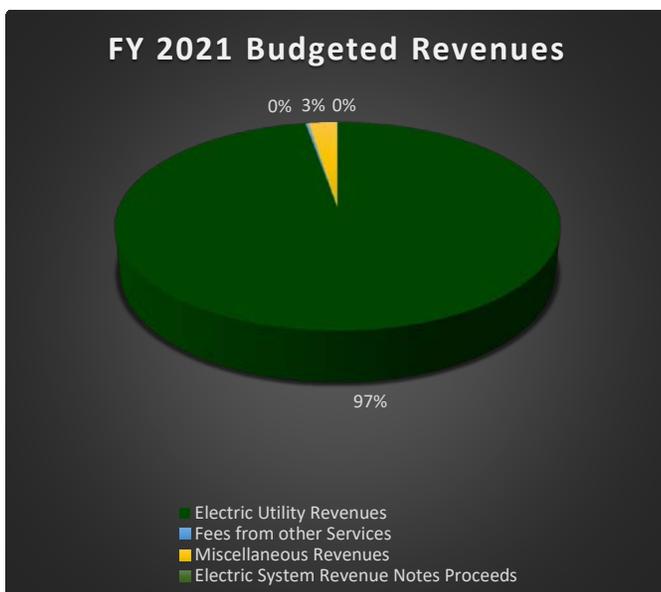
**Electric Fund**

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Electric Utility Revenues	11,661,873	11,018,700	10,876,000	10,941,790
Fees from other Services	43,366	30,000	39,000	30,000
Miscellaneous Revenues	520,715	286,200	253,214	279,921
Electric System Revenue Notes Proceeds	-	2,300,000	2,300,000	-
<b>Total Revenues</b>	<b>12,225,954</b>	<b>13,634,900</b>	<b>13,468,214</b>	<b>11,251,711</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	1,264,505	1,433,070	1,436,536	1,496,222
Maintenance & Operations	9,376,559	8,663,180	7,914,800	8,238,713
Intercompany Transfer to General Fund	978,100	906,792	893,457	1,012,654
Intergovernmental Transfer Out	12,916	14,761	14,761	15,909
Capital Outlay	156,485	2,713,500	2,179,000	1,024,000
Debt Requirement	4,800	308,402	307,873	512,655
<b>Total Expenditures</b>	<b>11,793,365</b>	<b>14,039,705</b>	<b>12,746,427</b>	<b>12,300,153</b>

<b>Electric Fund Excess (Deficit)</b>	<b>432,589</b>	<b>(404,805)</b>	<b>721,787</b>	<b>(1,048,442)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Electric Department Superintendent	1	1	1	1
Assistant Electric Department Superintendent	1	1	1	1
Line Technician	2	2	2	2
Lineman Apprentice	1	1	1	3
Lineman Helper	2	2	2	0
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**ELECTRIC FUND REVENUES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
02-00-4101-00	Residential Sales	4,811,023	4,886,000	4,579,000	4,624,790
02-00-4102-00	Commercial Sales	6,681,911	5,957,200	6,150,000	6,150,000
02-00-4104-00	Public Streets & Hwy Lights	24,051	25,500	21,000	21,000
02-00-4106-00	Security Lights	78,452	80,000	76,000	76,000
02-00-4110-00	Forfeited Discounts	66,437	70,000	50,000	70,000
02-00-4114-00	Temporary Fee	3,375	3,000	3,000	3,000
02-00-4115-00	Transformer Fee	17,100	9,000	18,000	9,000
02-00-4125-00	Electric Permits & Inspections	22,891	18,000	18,000	18,000
02-00-4140-00	Fiber Optic Lease	31,572	38,000	38,000	38,000
02-00-4150-00	Interest Income	44,405	18,000	20,293	12,000
02-00-4165-00	Miscellaneous Elect Revenue	390,066	175,000	140,000	175,000
02-00-4170-00	Christmas Lights	750	1,200	1,000	1,000
02-00-4179-00	Debt Proceeds - Golf Course	53,921	54,000	53,921	53,921
02-00-4183-00	Proceeds-ElecSystmRevNotes2020	-	2,300,000	2,300,000	-
	<b>Electric Fund Revenues</b>	<b>12,225,954</b>	<b>13,634,900</b>	<b>13,468,214</b>	<b>11,251,711</b>

**ELECTRIC FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
02-21-1015-00	Regular Wages - City Attorney	72	-	-	-
02-21-1030-00	Regular Wages-Full Time Emp	881,206	985,256	979,393	1,021,878
02-21-1060-00	Longevity	8,561	8,950	8,941	9,155
02-21-1070-00	Overtime & Stand-by Wages	70,736	60,000	70,000	60,000
02-21-2020-00	Social Security	70,148	80,647	80,963	83,464
02-21-2030-00	Retirement-TMRS	110,144	161,405	162,137	185,257
02-21-2040-00	Uniforms & Clothing	2,908	4,500	2,800	2,800
02-21-2050-00	Car Allowance	9,003	9,000	9,003	9,003
02-21-2060-00	Insurance-Hospitalization	111,728	123,312	123,300	124,665
02-21-2090-00	Professional Org - Personal	500	800	800	800
02-21-2100-00	Prof Education & Training	12,514	6,000	8,000	12,500
02-21-2206-00	Customer Collections & Records	697	500	500	500
02-21-3010-00	Utilities	14,554	14,500	14,500	14,500
02-21-3020-00	Telephone	5,248	3,400	2,000	2,000
02-21-3030-00	Office Supplies & Forms	6,755	6,500	4,500	6,500
02-21-3040-00	Postage, Freight, Etc	12,821	12,500	8,500	12,500
02-21-3050-00	Advertising & Public Notices	1,592	1,200	1,200	1,200
02-21-3060-00	Protocol & Social	4,230	12,000	10,000	12,000
02-21-3070-00	Travel Expenses	12,031	10,000	12,000	12,000
02-21-3080-00	Prof Org & Assoc - City	10,752	10,000	10,000	10,000
02-21-3090-00	Books Periodicals, Etc	381	100	-	100
02-21-3100-00	Safety	8,475	8,200	8,250	8,250
02-21-3120-00	Audit Expenses	7,702	6,500	6,500	6,620
02-21-3140-00	Contract Prof Services	46,517	42,000	44,000	28,000
02-21-3160-00	Economic, Ind & Bus Dev	56,000	56,000	56,000	56,000
02-21-3190-00	Miscellaneous Elect Dept Exp	1,803	10,000	3,000	10,000
02-21-3200-00	Uncollectible Accounts	10,728	8,600	10,000	10,000
02-21-3203-00	Bad Debt Recovery	(5,116)	(3,500)	(2,800)	(3,000)
02-21-3213-00	Bank Fees	3,685	3,000	3,000	3,600
02-21-3220-00	Insurance & Bonds	15,058	12,300	11,600	11,600
02-21-3250-00	In Lieu Of Taxes	978,100	906,792	893,457	1,012,654
02-21-3261-00	Issuance Costs-ELSystemRevNote	-	44,830	-	-
02-21-3274-00	City Contribution - Dispatch	12,916	14,761	14,761	15,909
02-21-4010-00	Communications	15,112	13,800	13,800	14,900
02-21-4020-00	Janitorial/Housekeeping	4,466	4,500	3,000	4,500
02-21-4030-00	General Property Maintenance	12,832	12,000	14,000	13,500
02-21-4032-00	Satellite TV Service	790	650	700	700
02-21-4040-00	Small Tools & Equipment	21,386	12,000	12,000	47,780
02-21-4041-00	Tool Repair	524	1,500	500	1,500
02-21-4060-00	Office Equipment Maintenance	3,179	5,000	3,000	3,000
02-21-4065-00	Office Equipment Rental	4,414	5,600	4,000	4,000
02-21-4070-00	Computer/Software Maintenance	58,345	95,500	95,500	107,963
02-21-4230-00	Street Light Maintenance	28,880	5,500	3,000	5,500
02-21-4239-00	Street Lighting Power	24,056	26,500	21,500	21,500
02-21-4240-00	Power Purchases	7,104,262	6,500,000	5,800,000	6,000,000
02-21-4241-00	Transmission Provider Fees	1,571,436	1,524,000	1,600,000	1,624,000
02-21-4251-00	Inventory Shrinkage	(120)	500	500	500
02-21-4264-00	SCADA Maintenance	1,251	1,500	1,250	1,500
02-21-4270-00	Contract Tree Trimming	80	-	-	-
02-21-4280-00	Meter Maintenance & Expenses	36,917	16,000	10,000	16,000
02-21-4290-00	Transformer Maintenance	73,109	50,000	40,000	50,000
02-21-4300-00	Underground Line Maintenance	12,789	15,000	11,000	15,000
02-21-4310-00	Overhead Line Maintenance	19,761	20,000	15,000	20,000
02-21-4312-00	Christmas Lights	9,507	3,000	3,000	3,000
02-21-4330-00	Maint Of Station Equipment	1,557	1,000	-	1,000
02-21-4362-00	Fiber Optic Network Maint	423	-	-	-

02-21-4364-00	Pole Maintenance	17,024	11,000	10,000	11,000
02-21-4375-00	Fiber Optic Network Maint	-	1,200	1,000	1,200
02-21-4376-00	Meter Data Mgt System Maint	69,739	29,500	12,000	12,000
02-21-4410-00	Gasoline, Oil, & Lubrication	10,796	10,000	10,000	10,000
02-21-4430-00	Vehicle Maintenance - Trucks	27,949	20,000	6,000	20,000
02-21-4435-00	Fleet Lease	12,508	12,500	12,500	13,000
02-21-4999-00	Disposals	6,660	-	-	-
02-21-5155-00	Fuel Island	1,003	-	-	-
02-21-5210-00	Inventory Purchases	(1,187)	175,000	-	175,000
02-21-5240-00	Meters	3,544	11,000	3,500	11,000
02-21-5250-00	Transformers	17,185	40,000	30,000	40,000
02-21-5262-00	Fiber Optic Network	2,039	-	-	-
02-21-5265-00	Other Equipment	9,976	-	-	-
02-21-5275-00	Electric Department Building	70,432	2,300,000	2,000,000	300,000
02-21-5286-00	Boom Truck FY 2020	-	35,000	-	-
02-21-5287-00	Main St Decorative Lighting	-	112,500	112,500	330,000
02-21-5288-00	Forklift - 2021	-	-	-	45,000
02-21-5364-00	Pole, Towers, & Fixtures	7,011	-	6,000	6,000
02-21-5365-00	Overhead Conductors & Devices	6,166	-	5,000	5,000
02-21-5366-00	Underground Conduit	1,444	-	2,000	2,000
02-21-5367-00	Underground Conductors	18,409	-	15,000	15,000
02-21-5373-00	Street Lighting & Signal Sys	11,639	5,000	5,000	40,000
02-21-5380-00	Meter Data Management System	8,825	-	-	-
02-21-5381-00	Sandcastle Rehab Project	-	-	-	35,000
02-21-5382-00	Replace Sub-Station Breaker	-	-	-	20,000
02-21-5383-00	Light at Main & Washington	-	35,000	-	-
02-21-6021-00	Principal - Computer/Software	4,800	5,000	4,800	4,800
02-21-6022-00	Interest - Computer/Software	-	300	-	-
02-21-6023-00	Principal - Computer/Software	-	3,000	3,000	3,000
02-21-6024-00	Interest - Computer/Software	-	30	-	-
02-21-6203-00	Principal - Electric Warehouse	-	280,000	280,000	265,000
02-21-6204-00	Interest - Electric Warehouse	-	20,072	20,073	35,855
02-21-6205-00	Principal-Electric Meter Replacement	-	-	-	204,000
	<b>Electric Fund Expenditures</b>	<b>11,793,365</b>	<b>14,039,705</b>	<b>12,746,427</b>	<b>12,300,153</b>
	<b>Electric Fund Excess (Deficit)</b>	<b>432,589</b>	<b>(404,805)</b>	<b>721,787</b>	<b>(1,048,442)</b>



# 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 2019-2020**

- Installed new water line for Electric building
- Started work on 12" water line on Bell St.
- Started valve and hydrant maintenance program
- Started preliminary work on Green Meadow lift station

## **What we plan to accomplish in 2020-2021**

- Complete Bell St. water line
- Complete Green Meadows lift station
- Complete first round of valve and Hydrant maintenance
- Take over new infrastructure from bond project

Water Department					
	PERFORMANCE MEASURES	ACTUAL FY 18-19	PROJECTED FY 19-20	ACTUAL FY 19-20	PROJECTED FY 20-21
Construction, Maintenance, & Repair	Water Taps Installed	12	12	10	22
	Number of Customer Service Calls	355	355	514	480
	Number of Water Leaks Repaired	21	21	25	19
	% of Water Main Leaks Responded to within 24 Hours	100	100	100	100
	Line Locates, Spotted, and Marked	636	636	1393	940
	Linear Footage of Water Main Replaced	500	500	300	800
	Linear Footage of New Water Mains Constructed In-House	1200	1200	900	1640
	Number of New Fire Hydrants Installed	10	10	3	2
	Number of Fire Hydrants Replaced	2	2	2	0
	Number of Fire Hydrant Repaired	1	1	2	0
	Total Number of Fire Hydrants	675	675	735	737
Water Treatment	Average Daily Ground Water Distributed (MG)	2.2	2.2	2.25	2.5
	Peak Day (MGD)	4.3	4.3	4.5	4.5
	Lowest Safe Operating Capacity (MGD)	0.5	0.5	1.0	1.5
Waste Water	Average Daily Wastewater Treatment (MG)	1.175	1.175	1.172	1.174
	Number of Sanitary Sewer Overflows	1	1	0	0
	% of Sanitary Sewer Overflow Calls Responded to Within 24 hours	100	100	N/A	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	1200	1200	900	1200
	Footage of Collection Lines Cleaned	8328	8328	14325	15500
	Wastewater Treated (MG)	418.1	418.1	428.05	385.3
	Average Daily Effluent Water	.468	.468	.734	.597
	Bio-Solids Produced (Cu. Yds.)	2536	2536	2664	2680

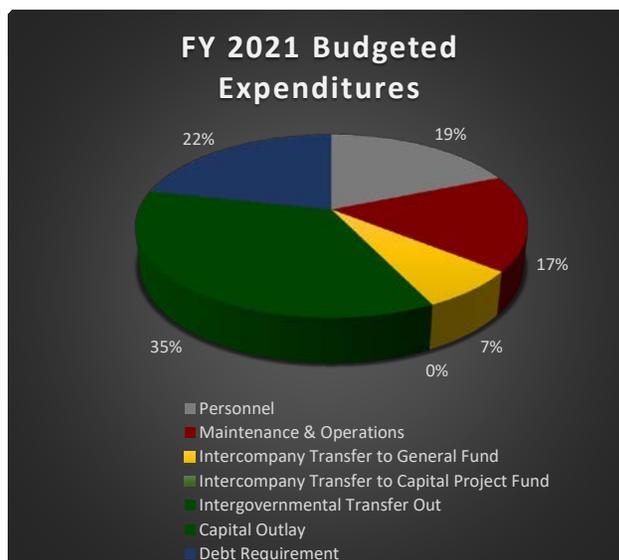
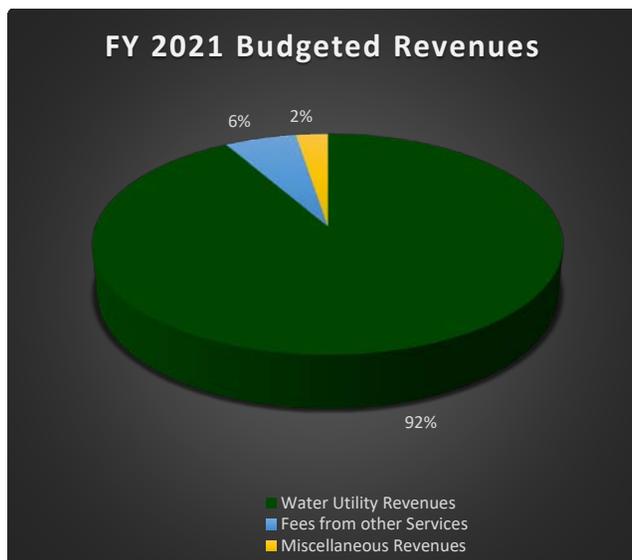
### Water Fund

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Water Utility Revenues	6,509,379	7,317,980	7,644,000	7,691,580
Fees from other Services	401,091	459,500	453,000	483,500
Miscellaneous Revenues	546,810	613,460	706,997	214,461
<b>Total Revenues</b>	<b>7,457,280</b>	<b>8,390,940</b>	<b>8,803,997</b>	<b>8,389,541</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	1,812,872	1,933,188	1,930,854	2,011,963
Maintenance & Operations	1,691,371	1,861,653	1,686,400	1,818,311
Intercompany Transfer to General Fund	596,600	675,227	704,320	755,059
Intercompany Transfer to Capital Project Fund	899,527	-	-	-
Intergovernmental Transfer Out	12,916	14,761	14,761	15,909
Capital Outlay	1,662,955	1,229,500	542,500	3,799,500
Debt Requirement	2,454,436	2,391,701	2,313,164	2,315,505
<b>Total Expenditures</b>	<b>9,130,678</b>	<b>8,106,030</b>	<b>7,191,999</b>	<b>10,716,247</b>

<b>Water Fund Excess (Deficit)</b>	<b>(1,673,398)</b>	<b>284,910</b>	<b>1,611,998</b>	<b>(2,326,706)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Water Department Superintendent	1	1	1	1
Distribution Collection Foreman	1	1	1	1
Water Production Operator	1	1	1	1
Crew Chiefs	3	3	3	3
Crew Workers	6	6	5	6
Wastewater Plant Manager	1	1	1	1
Wastewater Plant Operator	2	2	3	2
Master Electrician	1	1	1	1
<b>Total</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**WATER FUND REVENUES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
03-00-4102-00	Water Connection Charges	10,025	7,500	1,500	2,500
03-00-4103-00	Water Permits & Inspections	28,228	22,000	22,000	20,000
03-00-4105-00	Water Sales - Residential	2,256,398	2,647,500	2,823,000	2,851,230
03-00-4106-00	Water Sales - Multi Family	121,084	139,600	133,000	133,000
03-00-4107-00	Water Sales - Commercial	1,114,932	1,267,600	1,290,000	1,290,000
03-00-4110-00	Forfeited Discounts	34,316	31,000	35,000	35,000
03-00-4118-00	Effluent Sales	31,335	50,000	50,000	50,000
03-00-4150-00	Interest Income	135,492	400,000	515,036	50,000
03-00-4160-00	Lease Income - Weimers	861	860	861	861
03-00-4161-00	City Farm Lease-Meier	600	600	600	600
03-00-4163-00	Proceeds from Land Sale	150,000	-	-	-
03-00-4165-00	Miscellaneous Water Revenue	15,785	3,000	2,000	3,000
03-00-4181-00	Proceeds -Sale of Fixed Assets	81,687	34,000	13,500	10,000
03-00-4200-00	Effluent Sales On Demand	4,912	5,500	5,000	5,000
03-00-4202-00	Sewer Connection Charges	9,700	7,500	1,500	2,500
03-00-4205-00	Sewer Sales - Residential	1,641,835	1,781,500	1,935,000	1,954,350
03-00-4206-00	Sewer Sales - Multi Family	149,010	154,000	150,000	150,000
03-00-4207-00	Sewer Sales - Commercial	1,160,468	1,246,780	1,228,000	1,228,000
03-00-4265-00	Miscellaneous Sewer Revenue	125,324	175,000	175,000	150,000
03-00-4305-00	FEMA Grant-Severe Storms 2015	37,061	-	-	-
03-00-4361-00	Water Sales - Warehouse	3,018	2,000	3,000	3,500
03-00-4500-00	Water Impact Fee	165,643	232,000	235,000	250,000
03-00-4505-00	Sewer Impact Fee	179,565	183,000	185,000	200,000
	<b>Water Fund Revenues</b>	<b>7,457,280</b>	<b>8,390,940</b>	<b>8,803,997</b>	<b>8,389,541</b>

**WATER FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
03-21-1015-00	Regular Wages - City Attorney	573	-	-	-
03-21-1030-00	Reg. Wages-full Time Emp.	1,176,605	1,268,471	1,268,174	1,311,114
03-21-1050-00	Regular Wages - Part Time Emp	-	2,000	1,000	2,000
03-21-1060-00	Longevity	12,175	12,900	12,856	13,527
03-21-1070-00	Overtime & Stand-by Wages	160,524	110,000	110,000	110,000
03-21-2020-00	Social Security	98,234	106,593	106,490	109,903
03-21-2030-00	Retirement - Tmrs	154,681	213,062	213,106	243,602
03-21-2040-00	Uniforms & Clothing	7,316	10,000	10,000	10,000
03-21-2050-00	Car Allowance	9,228	9,300	9,228	9,228
03-21-2060-00	Insurance - Hospitalization	193,537	200,862	200,000	202,589
03-21-2090-00	Professional Org. - Personal	1,170	1,000	1,000	1,000
03-21-2100-00	Prof. Education & Training	8,470	8,000	8,000	8,000
03-21-3010-00	Utilities	20,924	20,000	21,700	22,000
03-21-3020-00	Telephone	4,741	5,000	3,500	3,500
03-21-3030-00	Office Supplies & Forms	7,410	6,000	5,000	6,000
03-21-3040-00	Postage, Freight, Etc.	12,404	10,000	7,100	7,100
03-21-3050-00	Advertising & Public Notices	5,274	3,500	1,500	1,500
03-21-3060-00	Protocol & Social	8,674	4,000	4,000	6,000
03-21-3070-00	Travel Expenses	10,835	3,000	3,000	8,000
03-21-3080-00	Prof. Org. & Assoc. - City	-	500	200	500
03-21-3090-00	Books, Periodicals, Etc.	116	250	250	250
03-21-3101-00	Safety	15,143	9,000	9,000	10,000
03-21-3120-00	Audit Expense	7,288	6,200	6,200	6,310
03-21-3130-00	Legal Expense	1,892	10,000	2,100	2,100
03-21-3140-00	Contract Prof. Services	58,655	30,000	25,000	20,000
03-21-3160-00	Econ., Ind. & Bus. Development	14,000	14,000	14,000	14,000
03-21-3200-00	Uncollectible Accounts	5,700	5,500	5,500	5,500
03-21-3210-00	Hahn Well Lease Payments	8,796	8,400	8,400	8,500
03-21-3213-00	Bank Fees	3,695	3,000	3,000	3,600
03-21-3220-00	Insurance & Bonds	36,291	37,900	40,700	40,700
03-21-3250-00	In Lieu Of Taxes	596,600	675,227	704,320	755,059
03-21-3259-00	CostOfIssue-2020UtilRevRefBond	-	76,903	-	-
03-21-3274-00	City Contribution - Dispatch	12,916	14,761	14,761	15,909
03-21-4010-00	Communications	28,484	22,100	22,100	23,130
03-21-4020-00	Janitorial/housekeeping	4,525	4,000	3,500	4,000
03-21-4030-00	General Property Maintenance	26,000	27,000	20,000	26,500
03-21-4040-00	Small Tools & Equipment	37,516	30,450	30,450	37,780
03-21-4060-00	Office Machines Maintenance	3,144	5,000	3,000	3,000
03-21-4065-00	Office Equipment Rental	4,414	4,500	4,000	4,000
03-21-4070-00	Computer/software Maintenance	92,825	179,100	157,000	162,091
03-21-4160-00	Fluoridation Expenses	8,609	10,000	11,000	12,500
03-21-4165-00	Water Treatment Expenditures	10,539	10,000	10,000	12,000
03-21-4170-00	Water Testing	22,135	13,000	13,000	13,000
03-21-4171-00	Sewage Testing	56,216	40,000	42,500	42,500
03-21-4175-00	Water System Permit Fees	14,342	15,000	14,500	15,000
03-21-4176-00	Wastewater System Permit Fees	20,229	20,000	17,250	17,500
03-21-4190-00	Misc. Water & Sewer Expenses	13,823	5,000	7,500	8,500
03-21-4200-00	Water Service Maintenance	7,464	10,000	5,000	7,500
03-21-4210-00	Operation Of Field	-	50,000	50,000	50,000
03-21-4220-00	Power Purchases - Wells	201,398	200,000	200,000	205,000
03-21-4230-00	Fire Hydrant Maintenance	2,822	5,000	5,000	5,000
03-21-4235-00	Effluent SO2 Treatment	12,000	30,000	25,000	25,000
03-21-4240-00	Water Main Maintenance	36,919	30,000	30,000	65,000
03-21-4250-00	Water Pump Equip. Maintenance	54,091	50,000	45,000	50,000
03-21-4251-00	Inventory Shrinkage	1,637	-	-	-
03-21-4254-00	Boot Ranch Effluent Line Maint	15,772	15,000	12,500	12,500
03-21-4255-00	Lady Bird Effluent Sys Maint	185	10,000	10,000	10,000
03-21-4260-00	Water Meter Maintenance	40,384	10,000	10,000	5,000
03-21-4264-00	SCADA Maintenance	4,233	2,000	4,500	4,500

03-21-4270-00	Tank & Tower Maintenance	14,236	20,000	20,000	20,000
03-21-4280-00	Chlorinator Maintenance	4,912	7,500	7,500	7,500
03-21-4290-00	Sewer Plant Maintenance	99,179	130,000	130,000	150,000
03-21-4291-00	Sewer Lift Station Maintenance	112,942	100,000	100,000	100,000
03-21-4305-00	Manhole Maintenance	3,726	3,500	6,000	6,000
03-21-4320-00	Pumping Power - Sewer	169,329	170,000	175,000	175,000
03-21-4340-00	Sewer Main Maintenance	14,835	15,000	12,500	15,000
03-21-4341-00	Sewer Line Maint/reimbursement	425	1,250	1,250	1,250
03-21-4350-00	Sewer Plant Supplies	78,910	92,500	92,500	100,000
03-21-4360-00	Sewer Service Maintenance	795	5,000	2,500	5,000
03-21-4370-00	Road Material	26,726	25,000	25,000	25,000
03-21-4376-00	Meter Data Mgt System Maint	67,267	-	-	-
03-21-4410-00	Gasoline, Oil, & Lubrication	38,957	32,000	32,000	32,000
03-21-4430-00	Vehicle Maintenance - Trucks	6,437	3,000	6,500	6,500
03-21-4435-00	Fleet Lease	87,184	182,600	139,700	165,000
03-21-4440-00	Tractor/heavy Equipment Maint.	11,675	12,500	12,500	12,500
03-21-4450-00	Other Equipment Maintenance	2,651	2,500	1,500	2,000
03-21-4620-00	Transfer out to Fund 29	899,527	-	-	-
03-21-5155-00	Fuel Island	2,341	-	-	-
03-21-5210-00	Inventory Purchases	48,211	125,000	100,000	100,000
03-21-5250-00	Other Capital Items	6,699	18,000	30,000	-
03-21-5280-00	Water Meters	32,398	5,000	12,500	5,000
03-21-5301-00	Water Mains	15,993	50,000	25,000	50,000
03-21-5302-00	Water Taps	7,020	5,000	3,500	5,000
03-21-5303-00	Sewer Mains	16,826	50,000	25,000	50,000
03-21-5304-00	Sewer Taps	1,010	2,000	2,000	2,000
03-21-5305-00	Manholes	1,421	2,500	2,500	2,500
03-21-5306-00	Fire Hydrants	2,770	-	-	-
03-21-5313-00	SCADA	44,000	40,000	35,000	40,000
03-21-5345-00	Green Meadows Lift Station	10,729	-	-	-
03-21-5385-00	Hahn Well Rehab	53,689	-	-	-
03-21-5413-00	Meter Data Management System	8,825	-	-	-
03-21-5414-00	MLSS Pump Station	(81,112)	-	-	-
03-21-5415-00	Bell St Water Line Rehab Proj	-	100,000	100,000	225,000
03-21-5418-00	San Antonio St Sewer Line Repl	1,085,673	-	-	-
03-21-5421-00	Boot Ranch Lift Station	231,115	-	-	1,800,000
03-21-5422-00	Skid Steer	2,023	-	-	-
03-21-5426-00	Water & Sewer - The Beginning	92,494	-	-	-
03-21-5429-00	E 50 Bobcat 2018+Trlr+Breaker	60,472	-	-	-
03-21-5430-00	John Deere 60" Zero Turn	10,785	-	-	-
03-21-5431-00	John Deere Gator	9,576	-	-	-
03-21-5433-00	GreenMeadows LiftStation Rehab	-	750,000	125,000	150,000
03-21-5434-00	Boot Ranch Lift Station Pumps	-	33,000	33,000	-
03-21-5436-00	Decommission Windcrest Lift St	-	8,000	8,000	-
03-21-5437-00	Access Road Boerner Well Field	-	20,000	20,000	-
03-21-5438-00	Wastewater Modeling Software	-	21,000	21,000	-
03-21-5439-00	West Live Oak Water & Sewer	-	-	-	1,155,000
03-21-5440-00	Water Line Connection at Fort MS	-	-	-	35,000
03-21-5441-00	South Heights Pump Station Remodel	-	-	-	56,000
03-21-5442-00	Forklift	-	-	-	45,000
03-21-5443-00	Valve Insertion Machine	-	-	-	79,000
03-21-6021-00	Principal - Computer/Software	6,133	6,400	6,134	6,134
03-21-6022-00	Interest - Computer/Software	-	400	-	-
03-21-6023-00	Principal - Computer/Software	-	4,000	4,000	4,000
03-21-6024-00	Interest - Computer/Software	-	40	-	-
03-21-6312-00	Principal - 2013 Revenue Bonds	300,000	310,000	310,000	-
03-21-6313-00	Interest - 2013 Revenue Bonds	170,335	160,900	82,845	-
03-21-6314-00	Principal - Asphalt Zipper	17,954	-	-	-
03-21-6315-00	Interest- Asphalt Zipper	170	-	-	-
03-21-6316-00	Principal -Sewer Press Machine	106,016	-	-	-
03-21-6317-00	Interest - Sewer Press Machine	988	-	-	-
03-21-6318-00	Principal - Dump Truck	25,507	-	-	-
03-21-6319-00	Interest - Dump Truck	238	-	-	-
03-21-6320-00	Principal-2EmergencyGenerators	22,996	-	-	-
03-21-6321-00	Interest -2EmergencyGenerators	295	-	-	-
03-21-6322-00	Principal - Mini Excavator	11,294	-	-	-

03-21-6323-00	Interest - Mini Excavator	118	-	-	-
03-21-6324-00	Principal-Water MeterChangeout	463,328	410,600	410,544	423,148
03-21-6325-00	Interest-Water Meter Changeout	-	52,800	52,785	40,181
03-21-6326-00	Principal - Dump Truck 2018	30,044	28,500	28,465	29,175
03-21-6327-00	Interest - Dump Truck 2018	-	1,600	1,580	800
03-21-6328-00	Principal-Dump Truck 14Yd 2018	35,814	34,000	33,932	34,778
03-21-6329-00	Interest-Dump Truck 14Yd 2018	-	1,900	1,883	953
03-21-6330-00	Principal - Backhoe - 2018	35,445	33,600	33,582	34,419
03-21-6331-00	Interest - Backhoe - 2018	-	1,900	1,864	944
03-21-6332-00	Principal - Valve Machine-2018	20,039	19,000	18,986	19,460
03-21-6333-00	Interest - Valve Machine-2018	-	1,100	1,054	534
03-21-6334-00	Principal -Emergency Generator	29,733	28,200	28,171	28,873
03-21-6335-00	Interest - Emergency Generator	-	1,600	1,563	792
03-21-6336-00	Principal - 2018 Util Rev Bond	660,000	475,000	475,000	500,000
03-21-6337-00	Interest - 2018 Util Rev Bond	517,989	703,900	703,825	679,450
03-21-6338-00	Principal - Boom Truck FY 2020	-	55,000	56,492	54,846
03-21-6339-00	Interest - Boom Truck FY 2020	-	550	-	1,647
03-21-6340-00	Prinipal - Bobcat Excavator	-	14,000	13,888	13,483
03-21-6341-00	Interest - Bobcat Excavator	-	140	-	405
03-21-6342-00	Principal - 2020 UtilRevRefBond	-	-	-	350,000
03-21-6343-00	Interest - 2020 UtilRevRef Bond	-	46,571	46,571	91,483
	<b>Water Fund Expenditures</b>	<b>9,130,678</b>	<b>8,106,030</b>	<b>7,191,999</b>	<b>10,716,247</b>
	<b>Water Fund Excess (Deficit)</b>	<b>(1,673,398)</b>	<b>284,910</b>	<b>1,611,998</b>	<b>(2,326,706)</b>



# 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.

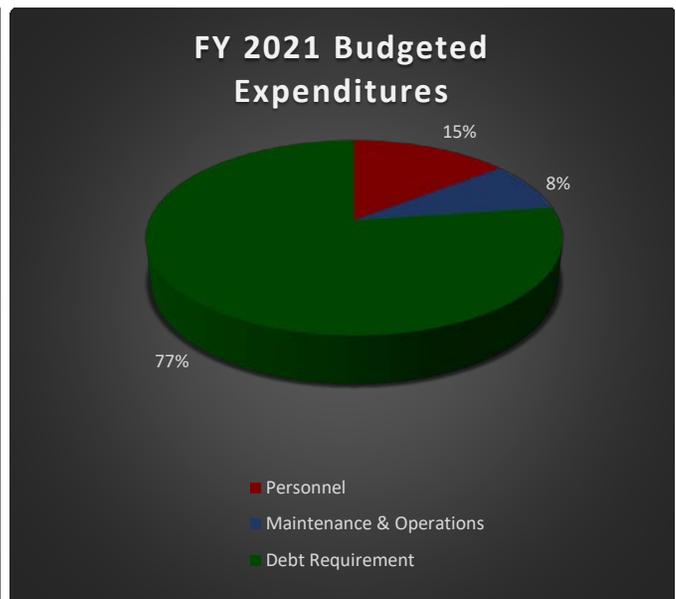
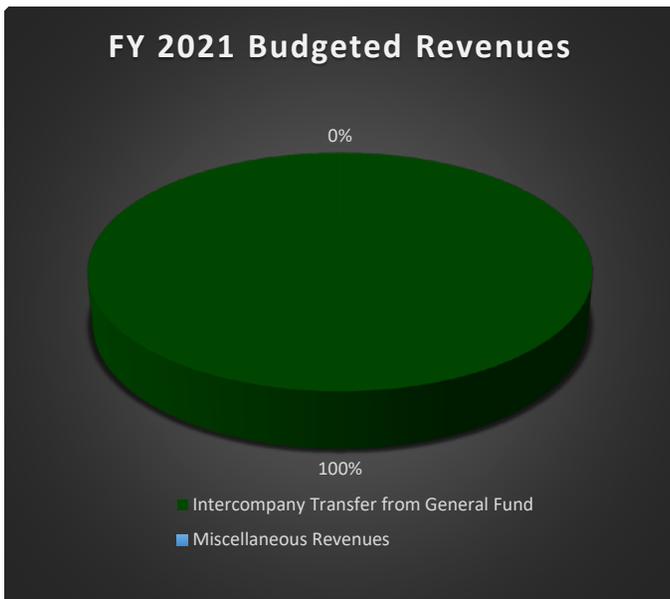
**Golf Fund**

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Intercompany Transfer from General Fund	347,803	133,334	139,048	139,604
Miscellaneous Revenues	63	-	5	10
<b>Total Revenues</b>	<b>347,866</b>	<b>133,334</b>	<b>139,053</b>	<b>139,614</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	18,675	19,834	19,599	20,258
Maintenance & Operations	8,138	5,500	11,610	11,510
Debt Requirement	107,843	108,000	107,844	107,846
<b>Total Expenditures</b>	<b>134,655</b>	<b>133,334</b>	<b>139,053</b>	<b>139,614</b>

<b>Golf Fund Excess (Deficit)</b>	<b>213,211</b>	<b>-</b>	<b>-</b>	<b>-</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
Fredericksburg**

**GOLF FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
04-00-4150-00	Interest Income	8	-	5	10
04-00-4161-00	Transfer From General Fund	347,803	133,334	139,048	139,604
04-00-4165-00	Miscellaneous Golf Revenues	55	-	-	-
	<b>Golf Fund Revenues</b>	<b>347,866</b>	<b>133,334</b>	<b>139,053</b>	<b>139,614</b>

**GOLF COURSE EXPENDITURES - MAINTENANCE**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
04-41-1015-00	Regular Wages - City Attorney	143	-	-	-
04-41-1030-00	Regular Wages - Full-time	8,291	8,500	8,618	8,746
04-41-1060-00	Longevity	17	100	21	24
04-41-2020-00	Social Security	622	658	661	671
04-41-2030-00	Retirement - T.m.r.s.	968	1,317	1,323	1,489
04-41-2040-00	Uniforms Expense	105	-	-	-
04-41-2060-00	Insurance - Hospitalization	482	650	475	626
04-41-3030-00	Office Supplies & Expenses	7	-	-	-
04-41-3120-00	Audit Expenses	26	150	150	155
04-41-3220-00	Insurance & Bonds	1,720	2,600	2,600	2,600
04-41-4010-00	Communications	127	-	100	-
04-41-4070-00	Computer/software Maintenance	172	-	10	-
04-41-4410-00	Gasoline, Oil, & Lubrication	3,169	-	100	-
04-41-4435-00	Fleet Lease	(499)	-	5,900	6,000
04-41-4999-00	Disposals	300	-	-	-
04-41-6085-00	Principal - Solid Waste Loan	46,394	46,900	46,861	47,332
04-41-6086-00	Interest - Solid Waste Loan	7,527	7,100	7,061	6,591
04-41-6087-00	Principal - Electric Loan	46,394	46,900	46,861	47,332
04-41-6088-00	Interest - Electric Loan	7,527	7,100	7,061	6,591
	<b>Golf Course Expenditures - Maintenance</b>	<b>123,494</b>	<b>121,975</b>	<b>127,802</b>	<b>128,157</b>

**GOLF COURSE EXPENDITURES - GOLF SHOP**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
04-42-1030-00	Regular Wages - Full-time	6,402	6,535	6,531	6,602
04-42-1060-00	Longevity	13	100	16	19
04-42-2020-00	Social Security	475	508	501	507
04-42-2030-00	Retirement - T.m.r.s.	727	1,016	1,003	1,124
04-42-2060-00	Insurance - Hospitalization	430	450	450	450
04-42-3020-00	Telephone	39	-	-	-
04-42-3120-00	Audit Expenses	26	150	150	155
04-42-3220-00	Insurance & Bonds	1,194	2,600	2,600	2,600
04-42-4010-00	Communications	3	-	-	-
04-42-4070-00	Computer/software Maintenance	13	-	-	-
04-42-4250-00	General Operations	1,840	-	-	-
	<b>Golf Course Expenditures - Golf Shop</b>	<b>11,161</b>	<b>11,359</b>	<b>11,251</b>	<b>11,457</b>
	<b>Total Golf Course Expenditures</b>	<b>134,655</b>	<b>133,334</b>	<b>139,053</b>	<b>139,614</b>
	<b>Golf Fund Excess (Deficit)</b>	<b>213,211</b>	<b>-</b>	<b>(0)</b>	<b>0</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*

# Sanitation Department

## Description

The Sanitation Department oversees a Type 1 Subtitle D sanitary landfill for over 5,500 residential customers, commercial customers, a brush chipping and leaf collection program, and a recycling center that currently collects aluminum, corrugated cardboard, tin, and other metals.

## Goals and Objectives

- To serve the citizens of our growing community to the best of our ability with the existing staff
- To remain in compliance with state and federal laws that govern the solid waste industry

## In order to meet these goals, we will

- Continue to effectively communicate with our customers and keep in compliance with TCEQ standards
- Monitor trends in the solid waste and recycling industries

## What we accomplished in 2019-2020

- Purchased a new track loader for the working face
- Purchased a new golf cart for facility maintenance
- Completed construction of landfill cell #8
- Added 5 additional windscreens
- Constructed a new access road for cell #8

## What we plan to accomplish in 2020-2021

- Replace the chipper and chipper truck
- Replace the leaf loader
- Evaluate the facility maintenance equipment (mowers and shredders), in preparation for FY 21-22
- Continue to monitor recycling industry and look for ways to utilize (accept) additional materials
- Continue to discuss long term plans for landfill facility

<b>Solid Waste Department</b>				
<i>PERFORMANCE MEASURES</i>	<i>ACTUAL FY 17-18</i>	<i>ACTUAL FY 18- 19</i>	<i>ESTIMATED FY 19-20</i>	<i>PROJECTED FY 20-21</i>
Solid Waste Placed In Landfill (tons)	36,384	32,471	36,695	37,000
Leaf Compost sold (yards)	450	392	738	500
Amount of Chipped Material Collected (tons)	566	470	492	475
Material Recycled (tons)	917	698	898	800
Brush diverted from landfill (tons)	1,831	2,591	2,199	2,000
Special Waste - Deceased Animals (tons)	46	43	43	40
Mulch Sold (yards)	875	782	1479	900
Leachate Pumped (gal)	500,000	388,800	498,800	400,000
Grit Trap Waste Processed (tons)	378	458	465	475
Sewage Sludge Landfilled (tons)	1,775	1,910	1,909	1,900
Tires Recycled	1,414	857	1,797	1,200
Used Motor Oil (gal)	1450	1392	1430	1,400
Oil Filters	65	82	107	100
Batteries	79	57	59	60

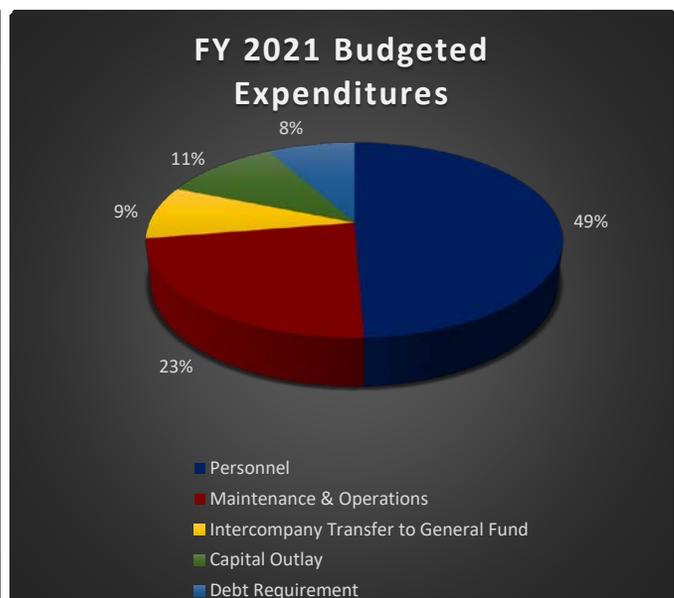
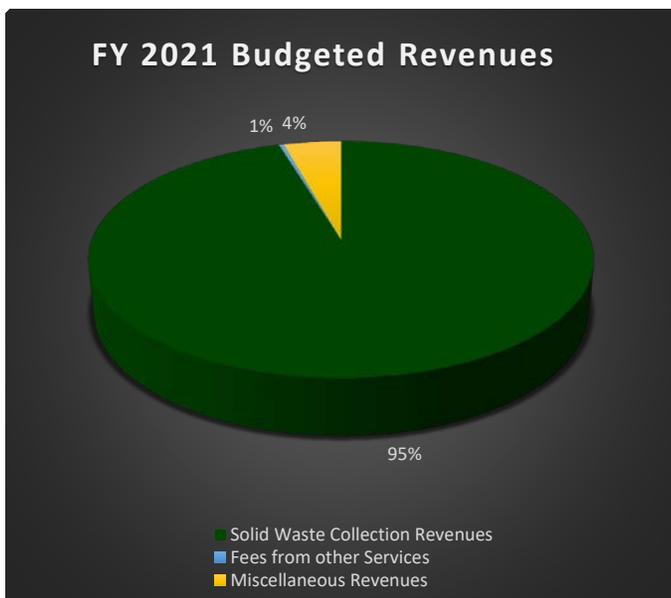
### Solid Waste Fund

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Solid Waste Collection Revenues	2,655,974	2,620,400	2,618,871	2,625,000
Fees from other Services	25,722	5,700	10,960	10,100
Miscellaneous Revenues	117,167	105,200	110,900	118,421
<b>Total Revenues</b>	<b>2,798,863</b>	<b>2,731,300</b>	<b>2,740,731</b>	<b>2,753,521</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	1,314,524	1,315,862	1,309,001	1,391,983
Maintenance & Operations	557,056	587,921	551,774	649,120
Intercompany Transfer to General Fund	223,900	218,504	219,259	247,817
Capital Outlay	69,502	877,130	854,130	303,000
Debt Requirement	363,734	227,385	226,874	226,542
<b>Total Expenditures</b>	<b>2,528,715</b>	<b>3,226,802</b>	<b>3,161,037</b>	<b>2,818,462</b>

<b>Solid Waste Fund Excess (Deficit)</b>	<b>270,147</b>	<b>(495,502)</b>	<b>(420,306)</b>	<b>(64,940)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 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 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**SOLID WASTE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
05-00-4101-00	Garbage Collection Revenues	964,534	963,000	984,900	1,000,000
05-00-4102-00	Landfill Fees	1,684,081	1,650,000	1,628,971	1,620,000
05-00-4103-00	Recycling Revenues	25,672	5,600	10,860	10,000
05-00-4104-00	Com Garbage Hauling Permit	50	100	100	100
05-00-4110-00	Forfeited Discounts	7,359	7,400	5,000	5,000
05-00-4150-00	Interest Income	33,185	8,000	12,715	8,000
05-00-4165-00	Miscellaneous Revenue	860	200	1,264	500
05-00-4167-00	Debt Proceeds - Golf Course	53,921	54,000	53,921	53,921
05-00-4181-00	Proceeds -Sale of Fixed Assets	29,200	43,000	43,000	56,000
	<b>Solid Waste Fund Revenues</b>	<b>2,798,863</b>	<b>2,731,300</b>	<b>2,740,731</b>	<b>2,753,521</b>

**SOLID WASTE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
05-21-1030-00	Regular Wages - Full-time Emp.	891,929	860,388	858,976	903,924
05-21-1050-00	Regular Wages - Part-time Emp.	418	1,000	-	-
05-21-1060-00	Longevity	9,737	8,600	8,300	8,980
05-21-1070-00	Overtime Wages	67,938	69,000	66,228	70,000
05-21-2020-00	Social Security	69,332	71,833	71,413	75,192
05-21-2030-00	Retirement - T.m.r.s.	110,444	143,400	143,013	166,897
05-21-2040-00	Uniforms & Clothing	3,794	3,900	3,172	3,900
05-21-2060-00	Ins. - Hospitalization	160,931	157,741	157,900	163,090
05-21-2090-00	Professional Org. - Personal	20	1,200	201	250
05-21-2100-00	Prof. Education & Training	1,014	3,600	1,108	3,600
05-21-3010-00	Utilities	12,458	15,000	11,706	15,000
05-21-3020-00	Telephone	2,244	3,000	1,071	2,500
05-21-3030-00	Office Supplies & Exp.	6,529	7,000	4,410	7,000
05-21-3040-00	Postage, Freight, Etc.	12,414	11,000	10,926	12,000
05-21-3050-00	Ads & Public Notices	1,930	1,000	447	1,000
05-21-3060-00	Protocol & Social	3,864	2,000	2,000	2,000
05-21-3070-00	Travel Exp.	649	1,500	733	1,500
05-21-3080-00	Prof. Org & Assoc. - City	-	100	128	100
05-21-3090-00	Books, Periodicals, Etc	116	45	-	45
05-21-3100-00	Safety	4,089	4,500	2,723	4,500
05-21-3120-00	Audit Expenses	4,363	3,600	3,600	3,665
05-21-3140-00	Contract Professional Services	7,621	7,626	14,050	1,000
05-21-3190-00	Miscellaneous Landfill Expense	427	1,000	276	1,000
05-21-3200-00	Uncollectible Accounts	799	2,000	353	1,000
05-21-3213-00	Bank Fees	3,652	3,000	3,000	3,600
05-21-3220-00	Insurance & Bonds	23,210	26,000	33,760	33,760
05-21-3250-00	In Lieu Of Taxes	223,900	218,504	219,259	247,817
05-21-4000-00	Permit Fees	28,710	30,000	37,557	45,000
05-21-4010-00	Communications	5,171	8,700	3,996	9,810
05-21-4020-00	Janitorial/housekeeping	4,216	5,000	4,211	5,000
05-21-4030-00	General Property Maintenance	16,657	15,000	10,682	16,500
05-21-4031-00	Dumpster Maintenance	25,249	27,000	22,701	27,000
05-21-4032-00	Trash Can Maintenance	12,235	1,000	-	1,000
05-21-4040-00	Small Tools & Equipment	8,686	8,950	11,667	12,780
05-21-4060-00	Office Machine Maintenance	3,853	4,000	2,870	4,000
05-21-4065-00	Office Equipment Rental	4,413	4,000	3,393	4,000
05-21-4070-00	Computer/software Maintenance	19,334	20,200	30,398	19,610
05-21-4265-00	Recycling Expenses	14,077	10,000	11,505	15,000
05-21-4266-00	Grinding Of Debris	28,134	21,400	21,360	50,000
05-21-4268-00	Tire Disposal	5,334	5,400	4,942	5,400
05-21-4270-00	Water Monitoring Exp.	31,137	35,000	21,231	35,000
05-21-4271-00	Methane Gas Monitoring Exp.	21,286	20,000	9,761	15,000
05-21-4360-00	Materials & Supplies	6,685	6,000	5,756	6,000
05-21-4410-00	Gasoline	90,771	80,000	77,073	85,000
05-21-4430-00	Vehicle Maintenance	1,522	2,000	2,451	2,500
05-21-4431-00	AGC Maintenance	23,690	35,000	13,947	35,000
05-21-4432-00	Chipper Maintenance	8,328	7,000	10,467	8,000
05-21-4433-00	Leaf Loader Maintenance	9,220	9,000	14,262	10,000
05-21-4435-00	Fleet Lease	29,299	46,100	40,500	45,000
05-21-4440-00	Tractor-heavy Equipment Maint	73,644	40,000	46,555	45,000
05-21-4450-00	Other Equipment Maintenance	8	-	-	-
05-21-4500-00	Landfill Closure &post Closure	-	-	-	-
05-21-4510-00	Fund Landfill Closure Reserve	-	54,000	54,000	54,000
05-21-5039-00	Cell #8 Design&Airspace Survey	46,000	-	-	-
05-21-5040-00	Cell #8 Construction	-	847,200	847,200	-
05-21-5153-00	Golf Cart	-	6,930	6,930	-
05-21-5155-00	Fuel Island	502	-	-	-
05-21-5156-00	Chipper	-	-	-	65,000

05-21-5157-00	Chipper Truck				108,000
05-21-5158-00	Leaf Loader (split with Drainage)				130,000
05-21-5559-00	Replace Windscreens (100')	23,000	23,000	-	-
05-21-6021-00	Principal - Computer/Software	1,333	1,800	1,334	1,334
05-21-6022-00	Interest - Computer/Software	-	200	-	-
05-21-6023-00	Principal - Computer/Software	-	1,250	1,250	1,250
05-21-6024-00	Interest - Computer/Software	-	20	-	-
05-21-6508-00	Principal - Chipper Truck	18,807	-	-	-
05-21-6509-00	Interest - Chipper Truck	175	-	-	-
05-21-6510-00	Principal - Garbage Truck	58,307	-	-	-
05-21-6511-00	Interest - Garbage Truck	971	-	-	-
05-21-6512-00	Principal - Compactor	140,046	-	-	-
05-21-6513-00	Interest - Compactor	1,305	-	-	-
05-21-6514-00	Principal - Garbage Truck FY19	106,365	100,800	100,774	103,286
05-21-6515-00	Interest - Garbage Truck FY19	-	5,600	5,592	2,831
05-21-6516-00	Principal-Dump Truck 14YD FY19	36,425	34,600	34,510	35,371
05-21-6517-00	Interest-Dump Truck 14YD FY19	-	2,000	1,915	970
05-21-6518-00	Principal - Track Loader	-	80,310	81,499	79,124
05-21-6519-00	Interest - Track Loader	-	805	-	2,376
	<b>Solid Waste Fund Revenues</b>	<b>2,528,715.41</b>	<b>3,226,802</b>	<b>3,161,037</b>	<b>2,818,462</b>
	<b>Solid Waste Fund Excess (Deficit)</b>	<b>270,147</b>	<b>(495,502)</b>	<b>(420,306)</b>	<b>(64,940)</b>



# 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 the following functional areas Fire Operations, Volunteer Fire Department, EMS, Fire Marshall, and Emergency Management. The Fredericksburg Fire EMS Team responded to 3185 calls. 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 31 volunteer personnel and 15 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 County fire departments and they in turn provide assistance to Fredericksburg. The Emergency Medical service provides response to the entire county with assistance from first responders in each county fire department and Harper EMS.

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 three Rescue Trucks. The South Station houses three 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. Additional support equipment includes Command 1, Command 2, Fire Marshal, Emergency Management and ATV rescue vehicles, and Air supply and HazMat trailers.

## **COVID-19 impact on department and operations**

In March of 2020 Fredericksburg Fire EMS took a local leadership role in response to the COVID-19 pandemic. Our team developed, implemented, and communicated critical safety measures to prevent the spread of this deadly virus in our community. Due to the limited information regarding this new virus, many hours were spent developing and implementing response guidelines, tracking the spread of the virus, providing community safety guidelines, implementing isolation guidelines, and coordinating community testing for the virus. Fredericksburg Fire EMS

performed all of these additional tasks and continued to provide quality care and response to all other emergencies in our community. An example of some of the task we performed include:

1. Providing a leadership role in City response by defining building access control and individual screening protocols.
2. Planning and coordination role for testing of City Employees, nursing home residents, community testing, school testing, First Responder testing, and individual case testing.
3. Implementing changes in medical response mode and required isolation procedures, additional decontamination of vehicles and equipment, and required wearing additional personal protective (PPE) on all medical responses. These changes impacted response times and transfer times due to isolation and post response cleaning.
4. Leading daily and weekly City departmental meetings for updates and sharing information on pandemic.

### **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 through our Human Resource Department

### **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-2019-2020**

- Implemented a pandemic response plan – Public Health Emergency – COVID 19
- Provided leadership team to manage the City’s response to COVID-19 threats
- Responded to COVID-19 crisis by revising our operations to match the recommendations of DSHS and CDC
- Coordinated County wide COVID -19 resource needs with STRAC
- Provided daily tracking and reporting of COVID-19 cases to all City Departments
- Maintain our Insurance Services Office (ISO) Public Protection Classification of 2
- Implemented 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 part time and volunteer personnel
- 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
- We have provided some 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
- Delivery quality fire prevention programs to all Fredericksburg Independent School District (FISD) schools and our community
- Completed a five-year plan for Fire EMS
- Cross train personnel in Fire and EMS certifications
- Conducted Fire Code inspections
- Conducted Fire Code/Safety Related Plan Reviews
- Conducted Fire Extinguisher training when requested by our community businesses, schools, and civic organizations
- 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

- Provided online virtual training for EMS and Fire personnel to maintain State licensure requirements
- Put a new ambulance in-service
- Developed specifications and ordered a new fire engine

#### **What we plan to accomplish in 2020-2021**

- Continue all COVID-19 response activities
- Continue modified Department operational procedures for COVID-19
- Provide online virtual training for EMS and Fire personnel to maintain State licensure requirements
- Maintain our ISO classification rating of a Class 2 city
- Conduct Fire Code inspections
- Conduct Fire Code/Safety Related Plan Reviews
- Conduct Fire Extinguisher training when requested by our community businesses, schools, and civic organizations
- Conduct Fire Prevention awareness training at 2 Fisd Campuses, Heritage Middle School, and seven preschool/daycare facilities, and develop on-line methods of conducting training during the COVID environment
- Take delivery and put in-service a new fire engine
- 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
- Provide training in-house as well as using outside instructors for specialized training
- Participate in County wide emergency management exercises
- Update our five-year plan for Fredericksburg Fire EMS

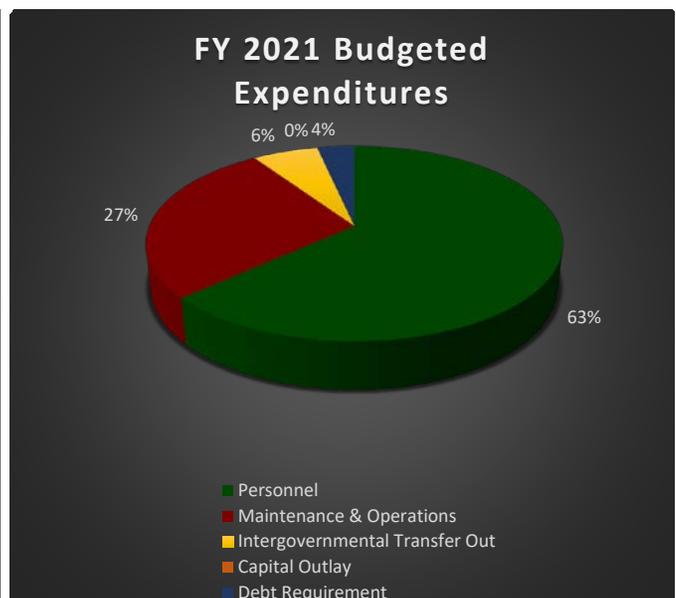
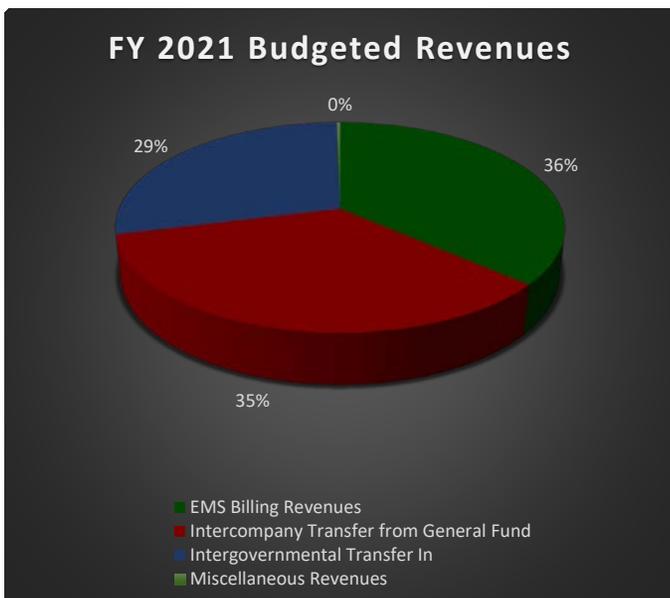
EMS Fund

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
EMS Billing Revenues	1,390,653	1,360,000	1,060,000	1,060,000
Intercompany Transfer from General Fund	726,319	840,601	945,023	1,006,845
Intergovernmental Transfer In	584,241	678,225	782,647	831,846
Miscellaneous Revenues	9,432	8,100	35,380	8,025
<b>Total Revenues</b>	<b>2,710,646</b>	<b>2,886,926</b>	<b>2,823,050</b>	<b>2,906,717</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	1,610,929	1,780,455	1,713,048	1,839,192
Maintenance & Operations	675,760	785,275	766,375	792,620
Intergovernmental Transfer Out	142,077	162,376	162,376	174,999
Capital Outlay	35,688	55,897	-	-
Debt Requirement	135,630	180,870	181,251	99,906
<b>Total Expenditures</b>	<b>2,600,084</b>	<b>2,964,873</b>	<b>2,823,050</b>	<b>2,906,717</b>

EMS Fund Excess (Deficit)	110,561	(77,947)	(0)	(0)
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
EMS Manager	1	1	1	1
Account Administrator/Paramedic	1	1	1	1
Shift Commanders	3	3	3	3
Paramedics	9	9	8	9
<b>Total</b>	<b>14</b>	<b>14</b>	<b>13</b>	<b>14</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**EMS FUND REVENUES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
06-00-4019-00	COVID-19 Coronavirus Relief Fund	-	-	35,330	-
06-00-4101-00	Ems Revenues	2,401,608	2,200,000	2,000,000	2,000,000
06-00-4102-00	City Funds	726,319	840,601	945,023	1,006,845
06-00-4103-00	County Funds	584,241	678,225	782,647	831,846
06-00-4150-00	Interest Income	139	100	50	25
06-00-4165-00	Miscellaneous Ems Revenue	8,868	-	-	-
06-00-4170-00	Donations	425	-	-	-
06-00-4181-00	Proceeds -Sale of Fixed Assets	-	8,000	-	8,000
06-00-4302-00	Medicare Disallowed	(668,566)	(550,000)	(600,000)	(600,000)
06-00-4303-00	Medicaid Disallowed	(106,270)	(80,000)	(100,000)	(100,000)
06-00-4304-00	Other Disallowed	(236,118)	(210,000)	(240,000)	(240,000)
	<b>EMS Fund Revenues</b>	<b>2,710,646</b>	<b>2,886,926</b>	<b>2,823,050</b>	<b>2,906,717</b>

**EMS FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
06-21-1015-00	Regular Wages - City Attorney	143	-	-	-
06-21-1030-00	Regular Wages-full Time Emp	743,868	795,100	747,828	815,421
06-21-1050-00	Reg Wages - Part Time Emp	133,213	140,000	140,000	150,000
06-21-1060-00	Longevity	8,640	9,500	9,193	9,858
06-21-1070-00	Overtime	351,060	388,086	388,086	388,086
06-21-2020-00	Social Security	91,660	101,950	98,311	104,297
06-21-2030-00	Retirement - Tmrs	125,178	182,719	175,430	206,029
06-21-2040-00	Uniforms & Clothing	9,044	8,000	8,000	10,000
06-21-2060-00	Insurance-hospitalization	148,125	155,100	146,200	155,500
06-21-2090-00	Professional Org - Personal	703	600	600	600
06-21-2100-00	Prof Education & Training	8,203	10,000	10,000	20,000
06-21-2110-00	Prof Education Instructor	-	2,500	2,500	2,500
06-21-2206-00	Customer Collections & Records	902	-	-	-
06-21-2221-00	Medical Vaccinations & Tests	-	5,000	5,000	5,000
06-21-2240-00	Ems Re-certification	1,900	2,200	2,200	2,200
06-21-3010-00	Utilities	11,788	13,500	13,500	13,500
06-21-3020-00	Telephone	3,172	5,000	5,000	5,000
06-21-3030-00	Office Supplies & Forms	2,442	4,000	4,000	4,000
06-21-3040-00	Postage, Freight, Etc	3,198	3,500	3,500	3,500
06-21-3050-00	Advertising & Public Notices	-	100	100	600
06-21-3060-00	Protocol & Social	3,100	4,000	4,000	5,000
06-21-3070-00	Travel Expenses	6,439	6,500	6,500	12,500
06-21-3080-00	Prof Org & Assoc - City	500	2,000	2,000	2,000
06-21-3090-00	Books, Periodicals, Etc	-	900	900	900
06-21-3100-00	Safety	6,954	7,600	7,600	7,600
06-21-3120-00	Audit Expenses	4,931	4,200	4,200	4,275
06-21-3140-00	Contract Prof Services	874	12,400	12,400	12,400
06-21-3150-00	First Responder Reimbursement	2,124	3,000	3,000	3,000
06-21-3190-00	Miscellaneous Ems Expense	2,539	2,500	2,500	2,500
06-21-3200-00	Uncollectible Accounts	393,226	350,000	350,000	350,000
06-21-3201-00	Bad Debt Recovery	(22,216)	7,100	(12,000)	(12,000)
06-21-3213-00	Credit Card/Bank Fees	4,067	4,500	6,000	6,000
06-21-3220-00	Insurance & Bonds	25,183	21,500	23,700	23,700
06-21-3250-00	Conventions	1,840	-	-	2,000
06-21-3274-00	City Contribution - Dispatch	142,077	162,376	162,376	174,999
06-21-4010-00	Communication Expenses	20,632	39,300	39,300	38,493
06-21-4020-00	Janitorial/housekeeping	1,015	3,000	3,000	3,000
06-21-4021-00	Hazardous Waste Disposal	656	725	725	725
06-21-4025-00	Ems Medical Equipment	67,938	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	12,596	23,000	23,000	23,000
06-21-4032-00	TV Service	2,111	2,100	2,100	2,100
06-21-4040-00	Small Tools & Equipment	10,401	39,000	39,000	39,000
06-21-4050-00	Ems Equipment Maintenance	16,596	23,000	23,000	23,000
06-21-4060-00	Office Equipment Maintenance	515	1,500	1,500	1,500
06-21-4065-00	Office Equipment Rental	30	-	-	300
06-21-4070-00	Computer/software Maintenance	22,105	28,050	28,050	34,227
06-21-4150-00	Disposable Linen	1,304	3,000	3,000	3,000
06-21-4160-00	Disinfecting Chemicals	702	2,000	2,000	2,000
06-21-4170-00	Oxygen	3,405	4,000	4,000	4,000
06-21-4410-00	Diesel, Oil & Lubrication	29,532	29,500	29,500	29,500
06-21-4430-00	Vehicle Maintenance	18,384	20,000	20,000	20,000
06-21-4435-00	Fleet Lease	5,969	17,000	13,500	14,500
06-21-5155-00	Fuel Island	1,839	-	-	-
06-21-5260-00	EMS Capital Medical Equipment	33,849	-	-	-
06-21-5261-00	Generator for South Station	-	21,897	-	-
06-21-5600-00	Heart Monitor	-	34,000	-	-
06-21-6021-00	Principal - Computer/Software	2,000	1,800	2,000	2,000
06-21-6022-00	Interest - Computer/Software	-	200	-	-

06-21-6023-00	Principal - Computer/Software	-	1,500	1,500	1,500
06-21-6024-00	Interest - Computer/Software	-	20	-	-
06-21-6608-00	Principal - Ambulance Remount	51,777	-	-	-
06-21-6609-00	Interest - Ambulance Remount	509	-	-	-
06-21-6610-00	Principal - Ambulance	78,663	80,000	79,993	-
06-21-6611-00	Interest - Ambulance	2,681	1,400	1,352	-
06-21-6612-00	Principal - Ambulance FY 2020	-	95,000	96,406	93,596
06-21-6613-00	Interest - Ambulance FY 2020	-	950	-	2,810
		<hr/>	<hr/>	<hr/>	<hr/>
	<b>EMS Fund Expenditures</b>	<b>2,600,084</b>	<b>2,964,873</b>	<b>2,823,050</b>	<b>2,906,717</b>
	<b>EMS Fund Excess (Deficit)</b>	<b>110,561</b>	<b>(77,947)</b>	<b>(0)</b>	<b>(0)</b>



# The City of Fredericksburg

*Tourism Fund*

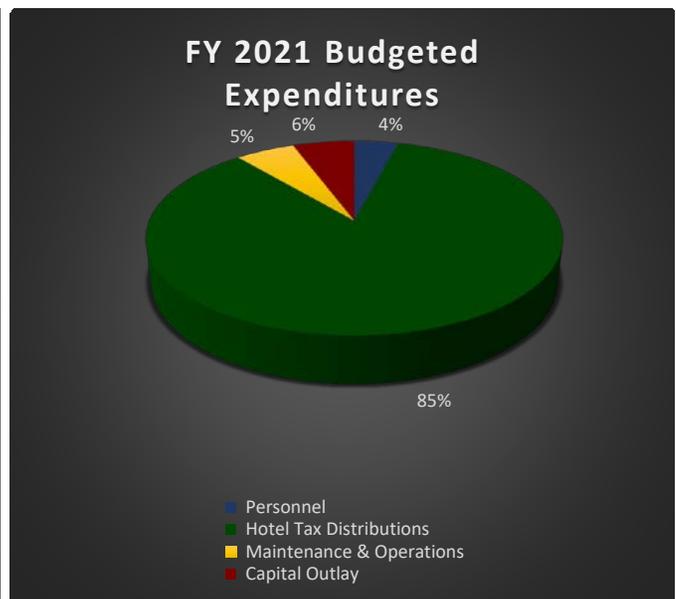
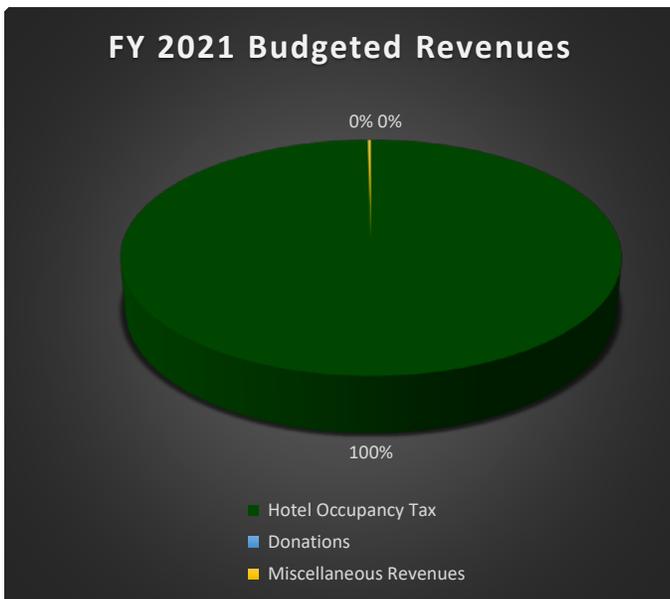
Tourism Fund

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Hotel Occupancy Tax	3,399,949	2,900,000	3,094,947	3,465,319
Donations	32,500	20,000	-	-
Miscellaneous Revenues	27,219	19,000	15,439	7,650
<b>Total Revenues</b>	<b>3,459,668</b>	<b>2,939,000</b>	<b>3,110,386</b>	<b>3,472,969</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	99,785	109,243	110,227	141,965
Hotel Tax Distributions	3,120,855	2,550,304	2,711,676	2,976,228
Maintenance & Operations	51,321	269,290	268,194	191,210
Capital Outlay	74,765	127,191	90,730	200,000
<b>Total Expenditures</b>	<b>3,346,726</b>	<b>3,056,028</b>	<b>3,180,827</b>	<b>3,509,403</b>

<b>Tourism Fund Excess (Deficit)</b>	<b>112,942</b>	<b>(117,028)</b>	<b>(70,441)</b>	<b>(36,434)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Special Events Coordinator	1	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**TOURISM FUND REVENUES**

Account Number	Description	2019	2020	2020	2021
		Actual	Adopted	Projected	Adopted
07-00-4109-00	7% Hotel Occupancy Tax	3,399,949	2,900,000	3,094,947	3,465,319
07-00-4116-00	Marktplatz Imp - Pledges/Don	32,500	20,000	-	-
07-00-4130-00	Hotel Occupancy Tx Dist Refund	1,061	-	-	-
07-00-4135-00	Sponsorship Revenues	4,875	6,000	7,300	3,650
07-00-4150-00	Interest Income	21,283	13,000	8,139	4,000
	<b>Tourism Fund Revenues</b>	<b>3,459,668</b>	<b>2,939,000</b>	<b>3,110,386</b>	<b>3,472,969</b>

**TOURISM FUND EXPENDITURES**

Account Number	Description	2019	2020	2020	2021
		Actual	Adopted	Projected	Adopted
07-21-1030-00	Regular Wages - Full-time Emp	66,022	68,327	68,283	83,388
07-21-1050-00	Regular Wages - Part-time Emp	11,508	15,000	15,500	25,000
07-21-1060-00	Longevity	-	100	92	181
07-21-1070-00	Overtime	-	-	415	500
07-21-2020-00	Social Security	5,820	6,383	6,448	8,344
07-21-2030-00	Retirement - TMRS	7,498	10,483	10,539	14,275
07-21-2060-00	Health Insurance	8,936	8,950	8,950	10,277
07-21-2090-00	Professional Org - Personal	235	-	-	300
07-21-2100-00	Prof Education & Training	236	400	59	1,000
07-21-3140-00	Contract Professional Services	-	97,600	97,600	97,600
07-21-3220-00	Insurance & Bonds	313	3,750	3,370	3,370
07-21-3259-00	Hotel Tax Dist - CVB 5/7	2,330,000	2,023,304	2,210,676	2,475,228
07-21-3260-00	Hotel Tax Distributions	653,244	506,000	480,000	480,000
07-21-3261-00	Hotel Tax Distribution-Special	87,611	-	-	-
07-21-3263-00	Tax Dist - CVB Bldg Maint	30,000	-	-	-
07-21-3267-00	Tax Dist - CVB Grounds Maint	20,000	21,000	21,000	21,000
07-21-4019-00	COVID-19 Coronavirus Expense	-	-	2,000	-
07-21-4030-00	General Property Maintenance CVB	17,550	13,000	26,450	34,000
07-21-4031-00	Marktplatz Restroom Maint.	-	-	-	6,000
07-21-4172-00	Music Licensing	890	900	900	900
07-21-4173-00	Special Events	19,727	31,000	31,000	34,700
07-21-4174-00	Special Events - Equipment	7,082	600	775	1,000
07-21-4176-00	Wayfinding Sign Maintenance	-	10,000	-	-
07-21-4175-00	175th Anniversary Celebration	-	100,000	100,000	-
07-21-4177-00	Fort Martin Scott Event	-	6,000	-	6,000
07-21-4410-00	Gasoline, Oil & Lubrication	122	840	840	840
07-21-4435-00	Fleet Lease	5,166	5,200	5,200	5,500
07-21-5000-00	Ft Martin Scott Master Plan	10,000	-	-	-
07-21-5700-00	Art Guild Building Improvement	36,765	-	-	-
07-21-5701-00	MarktPlatz Improvements	-	50,000	13,539	200,000
07-21-5710-00	Christmas Lights	28,001	27,191	27,191	-
07-21-5711-00	History of Fbg Documentary	-	50,000	50,000	-
	<b>Tourism Fund Expenditures</b>	<b>3,346,726</b>	<b>3,056,028</b>	<b>3,180,827</b>	<b>3,509,403</b>
	<b>Tourism Fund Excess (Deficit)</b>	<b>112,942</b>	<b>(117,028)</b>	<b>(70,441)</b>	<b>(36,434)</b>



# 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 storm water regulations. It is estimated that over 8,000-man hours are spent annually by these departments on storm water/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
- Add an additional employee for better production and safer operations
- Attend training and safety classes to better improve productivity and safety while on the job

## **Primary responsibilities will include:**

- Mowing/clearing of City-maintained drainage channels and right of ways
- Gutter, inlet, and creek debris cleanout
- Invasive brush removal
- Infrastructure improvements to prevent or minimize flooding
- Pollution prevention
- Other drainage and water quality-oriented services
- Tree trimming and right of way clearing of power lines, City streets, intersections, and alleyways

## **What we accomplished in 2019-2020**

- Purchased new equipment and transferred City-owned equipment to fully equip crews
- Cleaned and cleared a portion of Barons Creek from S. Adams to S. Lincoln
- Trimmed trees/brush along roadways for better visibility at intersections and of street signs
- Trimmed trees/ brush in alleyways for clearance of trash truck and other city vehicles

- Trimmed trees/brush out of right of ways and power lines for less outages and easier maintenance
- Completed drainage improvements in alleys throughout the City
- Cleared debris from drainage channels
- Mowed right of ways, detention ponds and other city owned properties
- Assisted Street Department with construction of a storm sewer system at Park Street/Old Fair Park
- Hauled 150 tons of chippings and 25 tons of brush and debris to landfill
- Crew completed around 150 Service orders

**What we plan to accomplish in 2020-2021**

- 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 and Town Creeks
- Complete drainage improvement projects along Beverly Dr. and Industrial Loop
- Attend additional training class and obtain private applicators and arborist certifications
- Hire a 4<sup>th</sup> crew member to allow for creation of a second crew to improve efficiency and safety

<b>Stormwater/Vegetation Management Department</b>		
<b>PERFORMANCE MEASURES</b>	<b>ESTIMATED FY 19-20</b>	<b>PROJECTED FY 20-21</b>
ROW Maintenance – 100 Total Lane Miles	20	45
Drainage Channel Maintenance (Acres)	50	50
Creek Maintenance (Feet)	1,300	5,000
Trees/Bushes Trimmed	1,000	1,500
Drainage Improvement Projects	2	6

### Drainage Fund

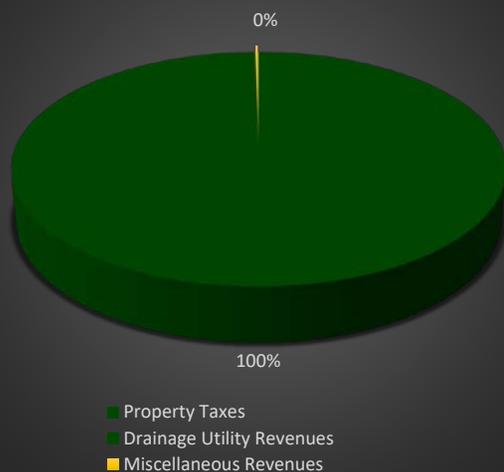
Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Property Taxes	49,000	-	-	-
Drainage Utility Revenues	381,403	603,000	612,400	618,400
Miscellaneous Revenues	9,774	9,000	3,103	1,500
<b>Total Revenues</b>	<b>440,176</b>	<b>612,000</b>	<b>615,503</b>	<b>619,900</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	23,520	147,543	139,292	197,196
Maintenance & Operations	53,578	167,565	122,645	221,451
Capital Outlay	127,666	91,204	91,204	131,500
Debt Requirement	63,158	81,945	92,211	92,212
<b>Total Expenditures</b>	<b>267,921</b>	<b>488,257</b>	<b>445,352</b>	<b>642,359</b>

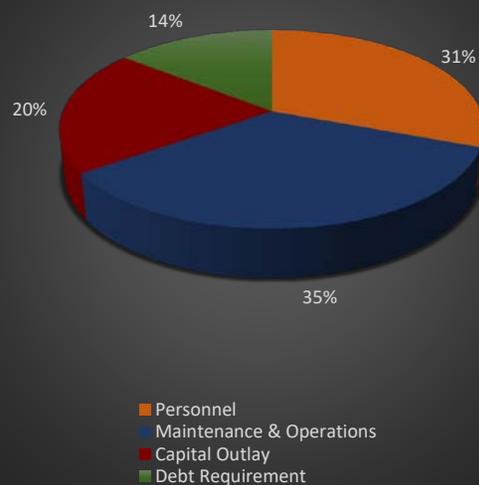
<b>Drainage Fund Excess (Deficit)</b>	<b>172,255</b>	<b>123,743</b>	<b>170,151</b>	<b>(22,459)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Forman Arborist	0	1	1	1
Arborist Apprentice	0	2	2	3
<b>Total</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>4</b>

FY 2021 Budgeted Revenues



FY 2021 Budgeted Expenditures



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**DRAINAGE FUND REVENUES**

<b>Account Number</b>	<b>Description</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
10-00-4101-00	Current Ad Valorem Taxes	45,770	-	-	-
10-00-4102-00	Delinquent Ad Valorem Taxes	2,867	-	-	-
10-00-4103-00	Penalty & Interest	363	-	-	-
10-00-4110-00	Forfeited Discounts	1,960	3,000	2,400	3,400
10-00-4150-00	Interest Income	9,774	9,000	3,103	1,500
10-00-4250-00	Drainage Utility Revenues	32,896	-	-	-
10-00-4260-00	Drainage Rev Residential	164,028	283,200	286,000	290,000
10-00-4261-00	Drainage Rev Commercial	182,518	316,800	324,000	325,000
	<b>Drainage Fund Revenues</b>	<b>440,176</b>	<b>612,000</b>	<b>615,503</b>	<b>619,900</b>

**DRAINAGE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
10-21-1030-00	Regular Wages - Full Time Emp	13,618	100,570	96,959	133,275
10-21-1060-00	Longevity	-	100	50	200
10-21-1070-00	Overtime Wages	3,314	-	-	-
10-21-2020-00	Social Security	1,286	7,701	7,421	10,211
10-21-2030-00	Retirement - TMRS	2,017	15,422	14,862	22,664
10-21-2040-00	Uniforms and Clothing	-	3,600	1,500	1,800
10-21-2060-00	Health Insurance	3,286	20,150	18,500	29,046
10-21-2090-00	Professional Org. - Personal	-	750	750	750
10-21-2100-00	Prof Education & Training	-	3,000	1,500	2,000
10-21-3030-00	Office Supplies	148	200	200	1,500
10-21-3040-00	Postage, Freight, Etc.	-	300	100	100
10-21-3050-00	Advertising & Public Notices	230	300	100	100
10-21-3060-00	Protocol & Social	-	500	500	500
10-21-3090-00	Books, Periodicals, Etc	-	300	100	300
10-21-3100-00	Safety	72	1,500	1,200	1,500
10-21-3130-00	Legal Expenses	-	170	50	150
10-21-3140-00	Contract Professional Services	33,170	-	-	1,000
10-21-3200-00	Bad Debt Expense	78	-	-	-
10-21-3220-00	Insurance & Bonds	-	200	400	400
10-21-3250-00	In Lieu of Taxes	-	-	-	55,791
10-21-4010-00	Communications	-	6,000	-	-
10-21-4040-00	Small Tools & Equipment	16,519	7,645	7,645	6,000
10-21-4060-00	Office Machines Maintenance	-	450	100	450
10-21-4070-00	Computer/Software Maintenance	54	750	-	1,660
10-21-4100-00	Herbicide-Arundo Donax Control	455	10,000	5,000	5,000
10-21-4285-00	Tree Care & Replacement	59	5,000	1,000	5,000
10-21-4410-00	Gasoline, Oil, & Lubricants	33	5,000	5,000	10,000
10-21-4430-00	Vehicle Maintenance - Trucks	31	750	750	750
10-21-4435-00	Fleet Lease	-	18,000	16,500	20,000
10-21-4440-00	Tractor/Heavy Equipment Maint	-	3,750	3,750	5,000
10-21-4450-00	Other Equipment Maintenance	-	3,000	3,000	3,500
10-21-4900-00	Drainage Projects	2,729	100,000	75,000	100,000
10-21-5000-00	Skid Steer 2019	43,542	1,500	1,500	1,500
10-21-5010-00	Chipper 2019	55,620	-	-	-
10-21-5011-00	Utility Trailer with Dump Bed	8,695	-	-	-
10-21-5012-00	Zero Turn Mowers (2)	19,809	-	-	-
10-21-5013-00	Dump Truck - FY 2020	-	89,704	89,704	-
10-21-5158-00	Leaf Loader (split with SW)	-	-	-	130,000
10-21-6079-00	Principal-2010 Ref GO I&S Bond	61,318	-	-	-
10-21-6082-00	Interest-2010 Ref GO I&S Bonds	1,840	-	-	-
10-21-6088-00	Principal - Bucket Truck	-	50,361	50,851	49,369
10-21-6089-00	Interest - Bucket Truck	-	-	-	1,483
10-21-6098-00	Principal - Backhoe	-	31,584	41,360	40,154
10-21-6099-00	Interest - Backhoe	-	-	-	1,206
	<b>Drainage Fund Expenditures</b>	<b>267,921</b>	<b>488,257</b>	<b>445,352</b>	<b>642,359</b>
	<b>Drainage Fund Excess (Deficit)</b>	<b>172,255</b>	<b>123,743</b>	<b>170,151</b>	<b>(22,459)</b>



# The City of Fredericksburg

*Food and Wine Fest*

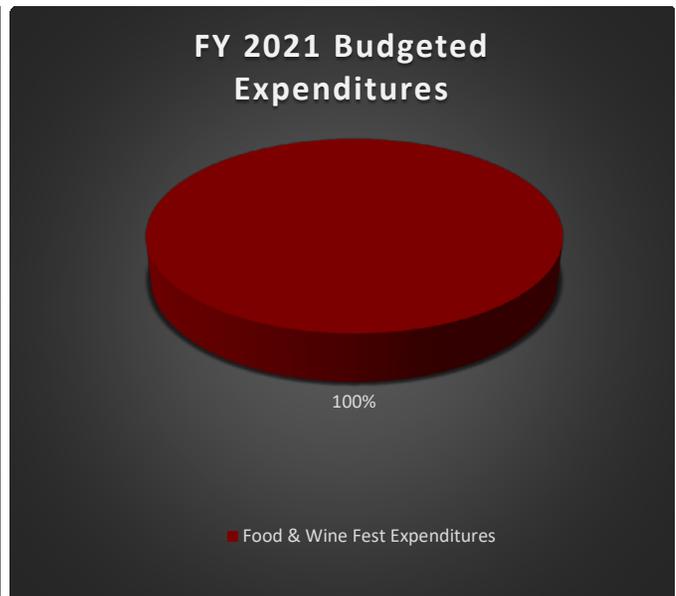
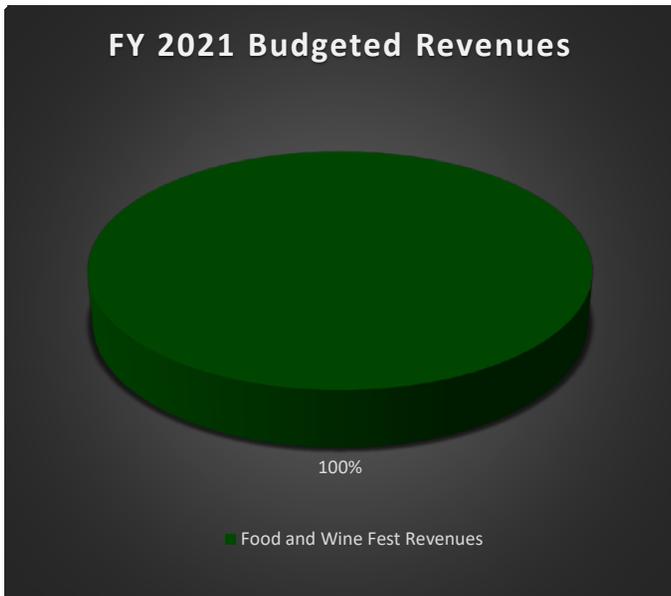
**Food & Wine Fest Fund**

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Food & Wine Fest Revenues	184,734	177,775	147,691	64,025
<b>Total Revenues</b>	<b>184,734</b>	<b>177,775</b>	<b>147,691</b>	<b>64,025</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Food & Wine Fest Expenditures	176,779	169,400	148,696	76,360
<b>Total Expenditures</b>	<b>176,779</b>	<b>169,400</b>	<b>148,696</b>	<b>76,360</b>

<b>Food &amp; Wine Fest Fund Excess (Deficit)</b>	<b>7,956</b>	<b>8,375</b>	<b>(1,005)</b>	<b>(12,335)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**FOOD AND WINE FEST FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
11-00-1000-00	Gate	69,351	62,000	53,416	9,750
11-00-1005-00	Booth Fees	8,475	8,000	7,800	8,300
11-00-1010-00	Souvenirs	4,383	3,000	8,468	-
11-00-1015-00	Wine / Beer Sales	28,525	25,000	25,992	-
11-00-1020-00	Auction	11,710	8,000	9,920	-
11-00-1025-00	Patron Party	26,875	27,500	7,875	19,875
11-00-1030-00	Friday Party	8,320	11,000	4,320	7,200
11-00-1035-00	Thursday Party	6,790	6,500	1,905	5,000
11-00-1040-00	Cooking School	3,650	3,500	1,840	3,000
11-00-1912-00	HOT Funds Revenue	-	10,000	10,000	10,000
11-00-1932-00	Paver Sales	75	-	-	-
11-00-1940-00	Donations	11,850	9,000	6,300	-
11-00-4150-00	Interest Income	4,023	4,200	1,841	900
11-00-4165-00	Miscellaneous Revenue	708	75	8,014	-
	<b>Food and Wine Fest Fund Revenues</b>	<b>184,734</b>	<b>177,775</b>	<b>147,691</b>	<b>64,025</b>

**FOOD AND WINE FEST FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
11-25-0001-00	Wine	25,373	24,000	24,818	-
11-25-0002-00	Souvenirs	7,559	4,000	6,831	-
11-25-0003-00	Wine Glasses	8,983	5,000	2,129	5,000
11-25-0004-00	Advertising/Production	20,332	22,000	11,129	22,000
11-25-0005-00	Management Fees	17,900	16,600	16,500	16,600
11-25-0006-00	Patron Party	15,180	17,000	16,455	-
11-25-0007-00	Friday Party	8,033	9,000	4,667	-
11-25-0008-00	Entertainment/Sound	5,400	5,500	5,600	-
11-25-0009-00	Rentals/Tents	13,763	13,000	12,977	960
11-25-0011-00	Set-up	795	800	1,200	-
11-25-0012-00	Clean-up	2,709	3,000	2,434	-
11-25-0013-00	Security	3,416	3,500	3,904	-
11-25-0014-00	Electrical	1,355	1,700	1,525	-
11-25-0015-00	Postage	2,726	2,300	1,229	2,300
11-25-0016-00	Printing	2,197	3,000	999	3,000
11-25-0017-00	Signs & Banners	515	500	323	500
11-25-0018-00	Supplies	879	2,000	115	2,000
11-25-0019-00	Auction	5,642	500	195	500
11-25-0021-00	Miscellaneous	587	500	98	500
11-25-0022-00	Bank Charges	2,470	3,000	2,327	3,000
11-25-0023-00	Thursday Night Party	4,216	4,500	5,032	-
11-25-0024-00	Cooking School	750	2,000	1,210	-
11-25-1022-00	Market Sq Pledge Improvements	20,000	20,000	20,000	20,000
11-25-1040-00	Fund Cash Drawers	6,000	6,000	7,000	-
	<b>Food and Wine Fest Fund Expenditures</b>	<b>176,779</b>	<b>169,400</b>	<b>148,696</b>	<b>76,360</b>
	<b>Food and Wine Fest Fund Excess (Deficit)</b>	<b>7,956</b>	<b>8,375</b>	<b>(1,005)</b>	<b>(12,335)</b>



# The City of Fredericksburg

*Emergency Management*

# Emergency Management

## **Description**

Emergency Management is an element 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**

- 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 2019–2020**

- Updated 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 5 regular meetings of both the City and County Hazard Mitigation Committees. These meetings are normally held monthly, but due to the Covid-19 pandemic, the meetings were temporarily suspended between March and August

- Conducted one Local Emergency Preparedness Committee meetings with a wide array of community involvement
- Conducted 3 discussion-based exercise with full Emergency Operations Center participation dealing with search and rescue, pipeline safety, and cyber security
- Coordinated 9 Covid-19 mass testing sessions which also served as a Point of Distribution Drill, satisfying FY 2020 EMPG Grant Requirements
- 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

**What we plan to accomplish in 2020–2021**

We will complete the update and revision of 6 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 2021 including an Active Shooter Drill at City Hall, a Severe Weather Table-Top Exercise, a major fire drill in the downtown business area and a terrorist attack at the Gillespie County Fair. 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.

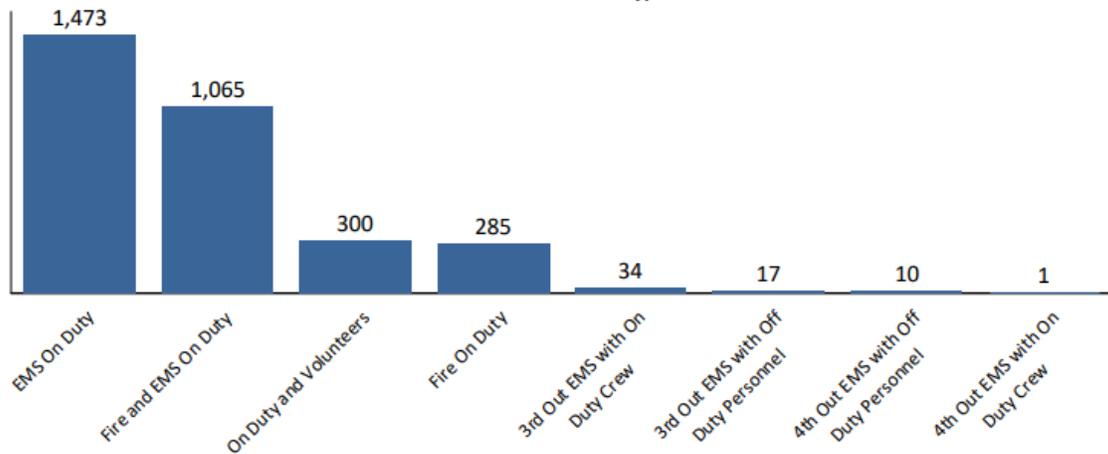
**Emergency Management**

PERFORMANCE MEASURES	ACTUAL FY 17-18	ESTIMATED FY 18-19	PROJECTED FY 19-20	ESTIMATED FY 20-21
Plans originated or updated	6	4	2	6
Hazard Mitigation meetings conducted*	15	11	11	5
Exercises Conducted	4	4	4	3
Fire Prevention / Awareness Training hours	40	52	55	52
ICS Courses Conducted*	2	2	2	0
Emergency Management Courses Conducted*	1	3	3	0
Community Outreach meetings	12	12	12	12

\* Most training and many meetings were cancelled in FY 2020 due to Covid-19 Pandemic.

09/01/19 to 08/31/20

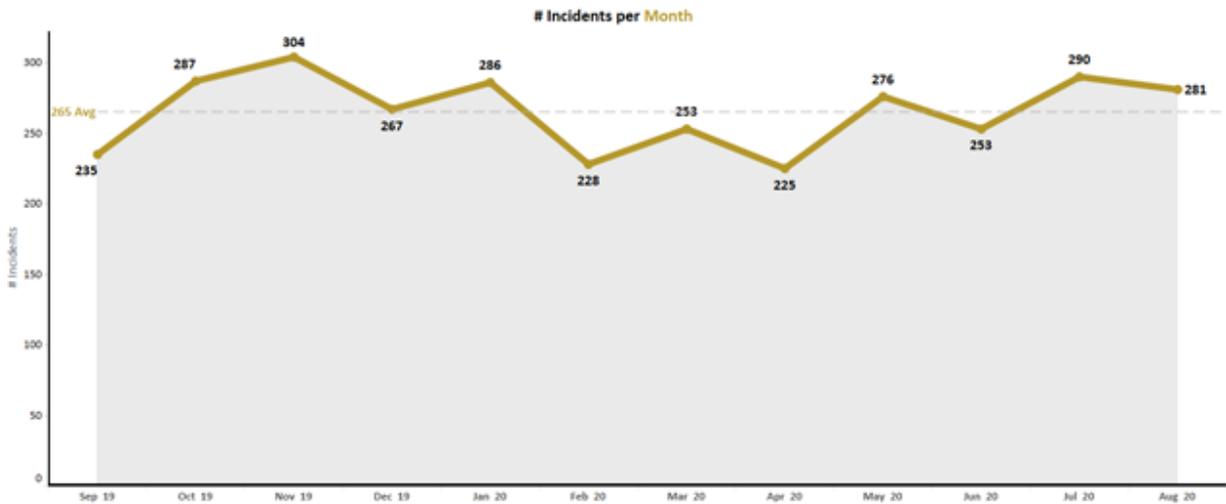
Incidents Alarm Types



Department Volume

September 2019 to August 2020  
Incident Measures per Month

<b>3,185</b> Incidents	<b>265</b> Average	<b>272</b> Median	<b>225</b> Minimum	<b>304</b> Maximum
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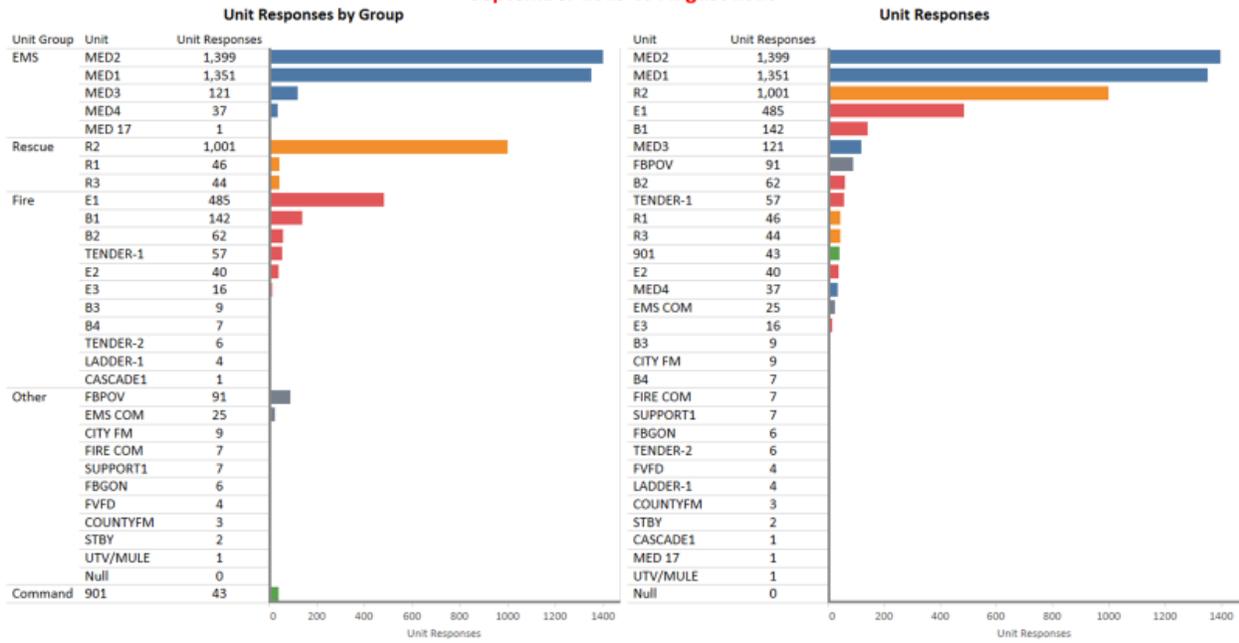
### Unit Responses Volume

EMS Rescue Fire Other Command

Fredericksburg Fire and EMS



September 2019 to August 2020



### Department Incidents by Day & Hour

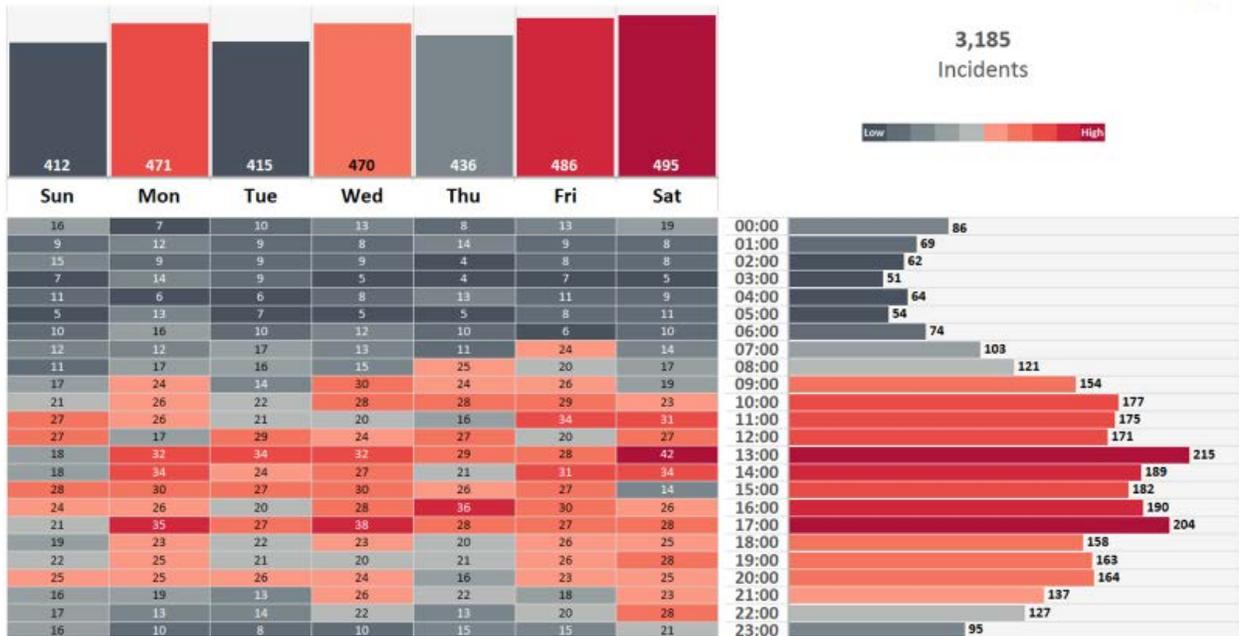
September 2019 to August 2020

Fredericksburg Fire and EMS



3,185 Incidents

Low High



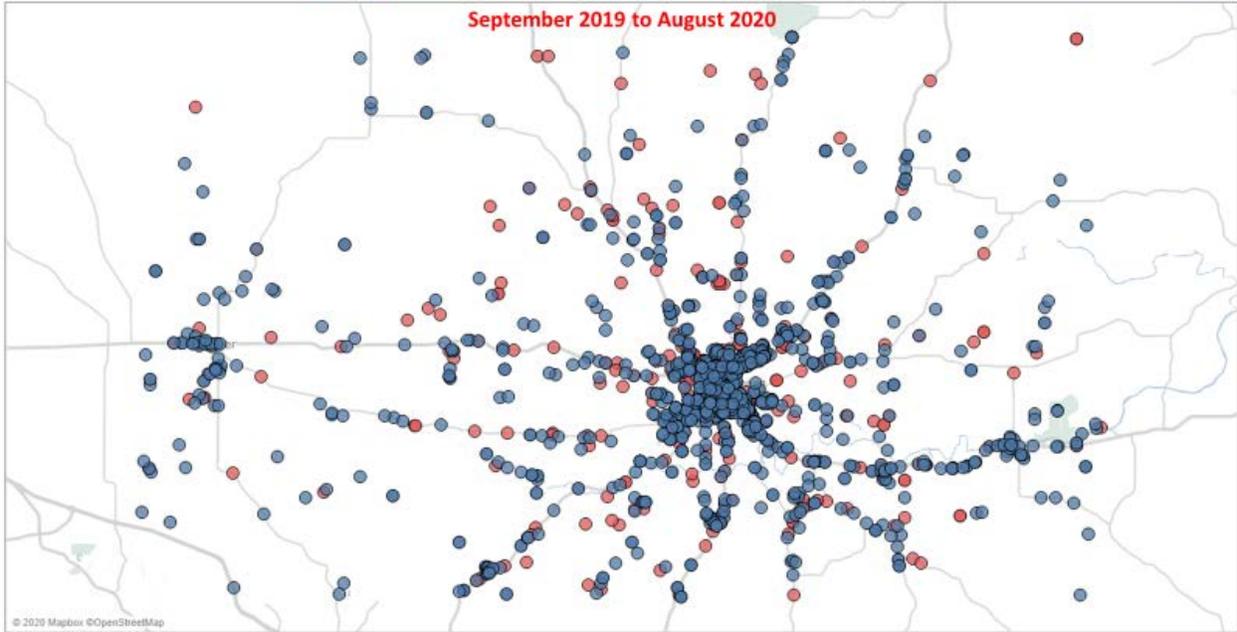
# Incident Locations by Type

Click to highlight Fire or EMS

**Fire** **EMS**

3,152 (99.0%) incidents have coordinates out of 3,185 incidents total. Incidents without coordinates are not shown.

Fredericksburg Fire and EMS



### Emergency Management Fund

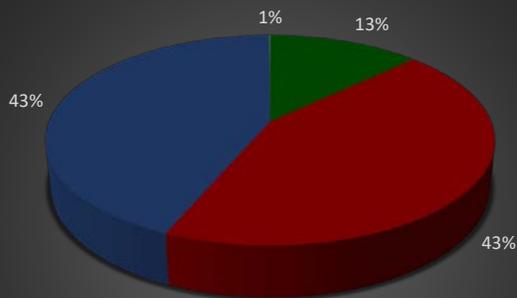
Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Grant Revenue	-	28,000	28,000	28,000
Intercompany Transfer from General Fund	76,262	90,269	88,407	93,784
Intergovernmental Transfer In	76,262	90,269	88,407	93,784
Miscellaneous Revenues	1,115	900	481	200
<b>Total Revenues</b>	<b>153,638</b>	<b>209,438</b>	<b>205,295</b>	<b>215,768</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	125,715	142,418	138,885	147,673
Maintenance & Operations	44,686	64,020	63,892	65,577
Capital Outlays	-	-	-	-
Debt Requirement	1,258	3,000	2,518	2,518
<b>Total Expenditures</b>	<b>171,660</b>	<b>209,438</b>	<b>205,295</b>	<b>215,768</b>

<b>Emergency Management Fund Excess (Deficit)</b>	<b>(18,023)</b>	<b>-</b>	<b>-</b>	<b>-</b>
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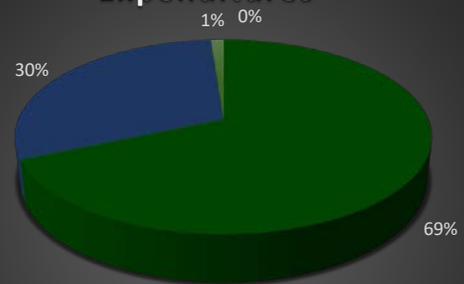
Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Emergency Management Coordinator	1	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

FY 2021 Budgeted Revenues



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

FY 2021 Budgeted Expenditures



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

**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**EMERGENCY MANAGEMENT FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
14-00-4101-00	Fema	-	28,000	28,000	28,000
14-00-4102-00	County Funds	76,262	90,269	88,407	93,784
14-00-4103-00	City Funds	76,262	90,269	88,407	93,784
14-00-4150-00	Interest Income	1,115	900	481	200
	<b>Emergency Management Fund Revenues</b>	<b>153,638</b>	<b>209,438</b>	<b>205,295</b>	<b>215,768</b>

**EMERGENCY MANAGEMENT FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
14-21-1030-00	Regular Wages-full Time Emp.	104,237	109,454	109,063	109,182
14-21-1060-00	Longevity	654	710	708	630
14-21-2020-00	Social Security	8,012	8,427	8,397	8,401
14-21-2030-00	Retirement-tmrs	11,900	16,877	16,817	18,646
14-21-2060-00	Insurance-hosp. Ins.	911	6,950	3,900	10,814
14-21-2090-00	Professional Org.-personal	150	600	600	600
14-21-2100-00	Prof. Education & Training	36	800	800	800
14-21-3011-00	Shelter Management	5,000	5,000	5,000	5,000
14-21-3020-00	Telephone	492	3,800	3,800	3,800
14-21-3030-00	Office Supplies	230	500	500	500
14-21-3040-00	Postage, Freight, Etc.	-	100	100	100
14-21-3050-00	Advertising & Notices	-	400	400	400
14-21-3060-00	Protocal & Social	2,320	2,200	2,200	2,200
14-21-3070-00	Travel Expenses	4,263	6,500	6,500	6,500
14-21-3090-00	Books, Periodicals, Etc.	-	200	200	200
14-21-3140-00	Contract Professional Services	51	400	400	400
14-21-3150-00	Emer Mgt Materials	3,020	3,500	3,500	3,500
14-21-3220-00	Insurance & Bonds	208	920	890	890
14-21-3250-00	Conventions	1,244	1,000	1,000	1,000
14-21-4010-00	Communications Expense	18,189	19,100	19,093	19,648
14-21-4030-00	General Property Maintenance	-	400	400	400
14-21-4040-00	Small Tools & Equipment	50	1,000	1,000	1,000
14-21-4070-00	Computer/software Maintenance	1,418	5,400	5,309	6,439
14-21-4410-00	Gasoline, Oil, & Lubrication	1,246	1,200	1,200	1,200
14-21-4430-00	Vehicle Maintenance	33	-	-	-
14-21-4435-00	Fleet Lease	6,737	11,000	11,000	11,000
14-21-6021-00	Principal - Computer/Software	1,258	1,400	1,259	1,259
14-21-6022-00	Interest - Computer/Software	-	100	-	-
14-21-6023-00	Principal - Computer/Software	-	1,400	1,259	1,259
14-21-6024-00	Interest - Computer/Software	-	100	-	-
	<b>Emergency Management Fund Revenues</b>	<b>171,660</b>	<b>209,438</b>	<b>205,295</b>	<b>215,768</b>
	<b>Emergency Management Fund Excess (Deficit)</b>	<b>(18,022)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>



# The City of Fredericksburg

*Debt Service Fund*

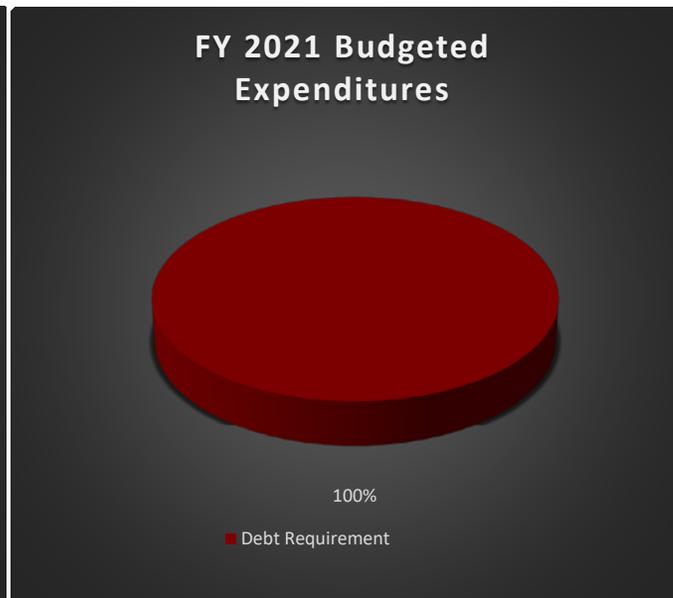
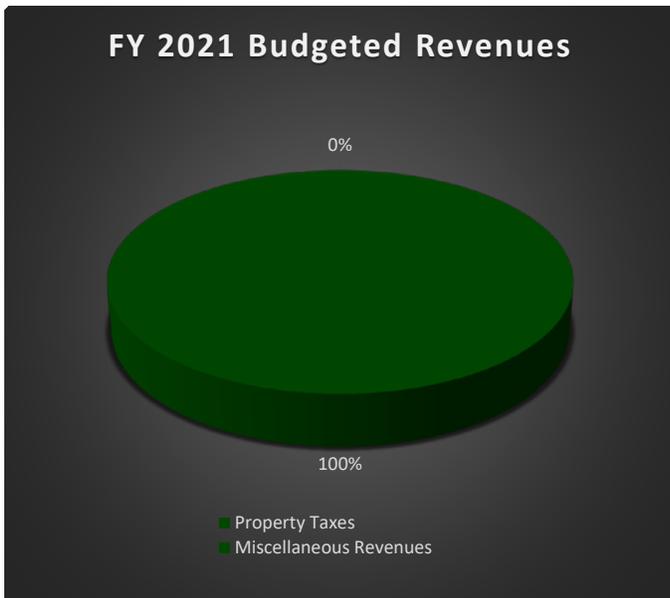
### Debt Service Fund

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Property Taxes	686,468	817,600	817,177	819,140
Miscellaneous Revenues	402	400	130	75
<b>Total Revenues</b>	<b>686,871</b>	<b>818,000</b>	<b>817,307</b>	<b>819,215</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Intercompany Transfer to General Fund	22,177	-	-	-
Debt Requirement	875,947	810,800	810,644	812,841
<b>Total Expenditures</b>	<b>875,947</b>	<b>810,800</b>	<b>810,644</b>	<b>812,841</b>

<b>Debt Service Fund Excess (Deficit)</b>	<b>(189,076)</b>	<b>7,200</b>	<b>6,663</b>	<b>6,374</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
Fredericksburg**

**DEBT SERVICE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
15-00-4150-00	Interest Income	402	400	130	75
15-00-4204-00	Curr Taxes-Gen Obl Bonds	634,823	751,000	764,177	763,840
15-00-4205-00	Del Taxes-Gen Obl Bonds	45,701	60,000	46,900	49,000
15-00-4206-00	Penalty & Int-Gen Obl Bonds	5,944	6,600	6,100	6,300
	<b>Debt Service Fund Revenues</b>	<b>686,871</b>	<b>818,000</b>	<b>817,307</b>	<b>819,215</b>

**DEBT SERVICE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
15-21-4191-00	Transfer Out to Fund 01	22,177	-	-	-
15-21-6079-00	Principal-2010 Ref GO I&S Bond	398,682	-	-	-
15-21-6082-00	Interest-2010 Ref GO I&S Bonds	11,960	-	-	-
15-21-6304-00	Principal - 2012 GO Bonds	145,000	145,000	145,000	150,000
15-21-6305-00	Interest - 2012 GO Bonds	67,684	63,600	63,512	59,269
15-21-6306-00	Principal - 2016 Tax Lmted Note	55,000	335,000	335,000	340,000
15-21-6307-00	Interest - 2016 Tax Lmted Note	18,996	16,800	16,732	12,597
15-21-6308-00	Principal-2017 LmtedTax&RevCO's	70,000	145,000	145,000	150,000
15-21-6309-00	Interest-2017 LmtedTax&RevCo's	108,625	105,400	105,400	100,975
	<b>Debt Service Fund Expenditures</b>	<b>898,124</b>	<b>810,800</b>	<b>810,644</b>	<b>812,841</b>
	<b>Debt Service Fund Excess (Deficit)</b>	<b>(211,253)</b>	<b>7,200</b>	<b>6,663</b>	<b>6,374</b>



# The City of Fredericksburg

*Police Forfeiture*

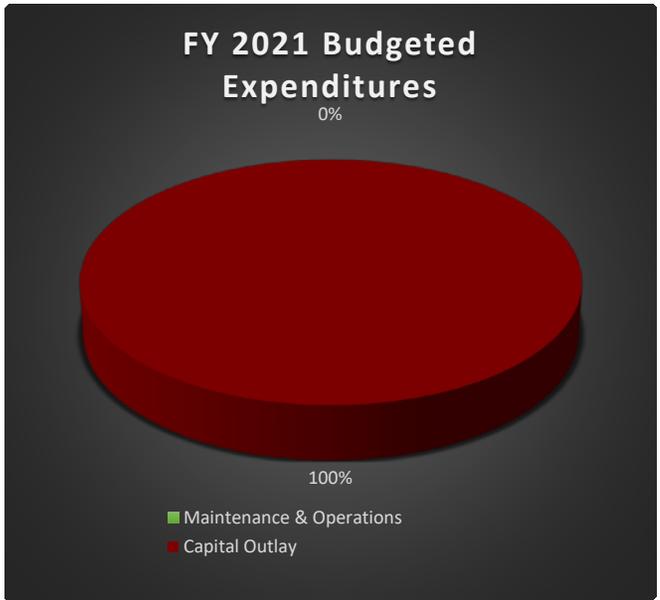
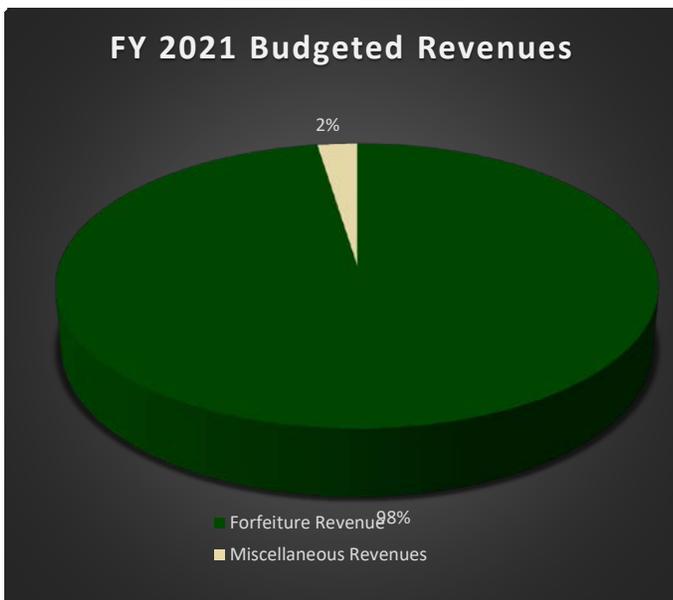
### Police Forfeiture

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Forfeiture Revenue	6,935	2,000	4,780	2,000
Miscellaneous Revenues	208	100	122	50
<b>Total Revenues</b>	<b>7,143</b>	<b>2,100</b>	<b>4,902</b>	<b>2,050</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Maintenance & Operations	8,748	-	-	-
Capital Outlay	-	4,000	4,000	5,500
<b>Total Expenditures</b>	<b>8,748</b>	<b>4,000</b>	<b>4,000</b>	<b>5,500</b>

<b>Police Forfeiture Fund Excess (Deficit)</b>	<b>(1,604)</b>	<b>(1,900)</b>	<b>902</b>	<b>(3,450)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**POLICE FORFEITURE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
17-00-4101-00	Forfeiture Revenue	6,935	2,000	4,780	2,000
17-00-4150-00	Interest Income	208	100	122	50
	<b>Police Forfeiture Fund Revenues</b>	<b>7,143</b>	<b>2,100</b>	<b>4,902</b>	<b>2,050</b>

**POLICE FORFEITURE FUND EXPENSES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
17-22-3190-00	Miscellaneous Expenses	8,748	-	-	-
17-22-5005-00	Police Dept Equipment	-	4,000	4,000	5,500
	<b>Police Forfeiture Fund Expenditures</b>	<b>8,748</b>	<b>4,000</b>	<b>4,000</b>	<b>5,500</b>
	<b>Police Forfeiture Fund Excess (Deficit)</b>	<b>(1,604)</b>	<b>(1,900)</b>	<b>902</b>	<b>(3,450)</b>



# The City of Fredericksburg

*Water & Wastewater Capital Project Fund*

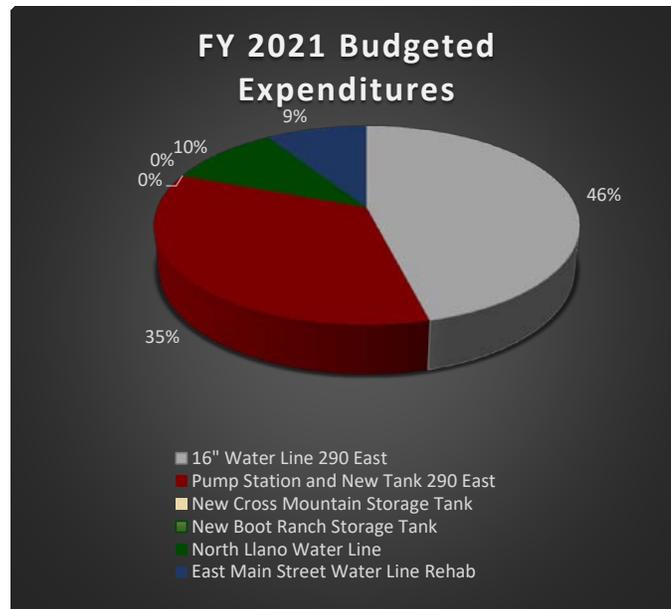
### Water & Wastewater Capital Project Fund

Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Transfer in from Fund 03 - W & WW Capital Project Const	899,527			
<b>Total Revenues</b>	<b>899,527</b>	<b>-</b>	<b>-</b>	<b>-</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
16" Water Line 290 East	459,998	6,129,200	835,000	5,294,200
Pump Station and New Tank 290 East	431,460	6,742,700	2,749,640	3,993,060
New Cross Mountain Storage Tank	145,042	2,243,500	1,700,000	-
New Boot Ranch Storage Tank	145,042	1,718,800	1,718,800	-
North Llano Water Line	-	-	-	1,170,000
East Main Street Water Line Rehab	-	-	-	1,053,000
<b>Total Expenditures</b>	<b>1,181,542</b>	<b>16,834,200</b>	<b>7,003,440</b>	<b>11,510,260</b>

<b>Water &amp; Wastewater Capital Project Fund Excess (Deficit)</b>	<b>(282,015)</b>	<b>(16,834,200)</b>	<b>(7,003,440)</b>	<b>(11,510,260)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

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

<u>Account Number</u>	<u>Description</u>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
29-00-4600-00	Transfer in from Fund 03	899,527	-	-	-
	<b>W &amp; WW Capital Project Fund Revenues</b>	<b>899,527</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

<u>Account Number</u>	<u>Description</u>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Projected</b>	<b>2021 Adopted</b>
29-21-5391-00	16" Water Line 290 E	459,998	6,129,200	835,000	5,294,200
29-21-5392-00	Pump Station & New Tank 290 E	431,460	6,742,700	2,749,640	3,993,060
29-21-5393-00	Cross Mountain Storage Tank	145,042	2,243,500	1,700,000	-
29-21-5394-00	Boot Ranch Storage Tank	145,042	1,718,800	1,718,800	-
29-21-5395-00	North Llano Water Line	-	-	-	1,170,000
29-21-5396-00	East Main Street Water Line Rehab	-	-	-	1,053,000
	<b>W &amp; WW Capital Project Fund Expenditures</b>	<b>1,181,542</b>	<b>16,834,200</b>	<b>7,003,440</b>	<b>11,510,260</b>
	<b>W &amp; WW Capital Project Fund Excess (Deficit)</b>	<b>(282,015)</b>	<b>(16,834,200)</b>	<b>(7,003,440)</b>	<b>(11,510,260)</b>



# The City of Fredericksburg

*Animal Shelter Special Revenue Fund*

### Animal Shelter Special Revenue Fund

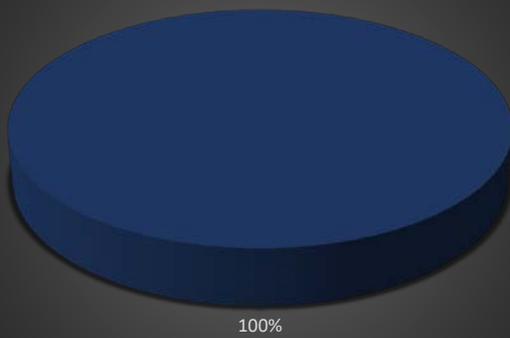
Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Animal Shelter Donations	400,399	499,522	-	-
Miscellaneous Revenues	272	700	136	100
<b>Total Revenues</b>	<b>400,671</b>	<b>500,222</b>	<b>136</b>	<b>100</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Personnel	-	55,966	55,350	57,909
Maintenance & Operations	4,339	45,300	27,200	27,800
Capital Outlays	60,320	24,800	25,218	-
<b>Total Expenditures</b>	<b>64,659</b>	<b>126,066</b>	<b>107,767</b>	<b>85,709</b>

<b>Animal Shelter Special Revenue Fund Excess (Deficit)</b>	<b>336,011</b>	<b>374,156</b>	<b>(107,631)</b>	<b>(85,609)</b>
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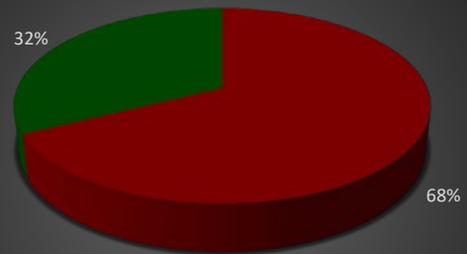
Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Animal Control Officer	-	1	1	1
<b>Total</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>1</b>

FY 2021 Budgeted Revenues



Miscellaneous Revenues

FY 2021 Budgeted Expenditures



Personnel

Maintenance & Operations

**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of Fredericksburg**

**ANIMAL SHELTER SPECIAL REV ACCT FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
42-00-4150-00	Interest Revenue	272	700	136	100
42-00-4214-00	AnimalShelter/Control Donation	400,399	499,522	-	-
	<b>Animal Shelter Special Rev Acct Fund Revenu</b>	<b>400,671</b>	<b>500,222</b>	<b>136</b>	<b>100</b>

**ANIMAL SHELTER SPECIAL REV ACCT FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
42-22-1030-00	Regular Wages	-	38,234	37,743	39,234
42-22-1060-00	Longevity	-	-	-	60
42-22-1070-00	Overtime Wages	-	-	-	-
42-22-2020-00	Social Security	-	2,925	2,887	3,006
42-22-2030-00	Retirement - TMRS	-	5,857	5,782	6,672
42-22-2060-00	Health Insurance	-	8,950	8,937	8,937
42-22-3030-00	Office Supplies & Forms	322	-	-	-
42-22-3220-00	Insurance & Bonds	-	6,300	-	-
42-22-4030-00	General Property Maintenance	300	5,500	3,800	4,500
42-22-4035-00	Animal Control Expenses	-	28,000	20,000	20,300
42-22-4040-00	Small Tools & Equipment	3,718	5,000	3,000	3,000
42-22-4070-00	Computer/Software Maintenance	-	500	400	-
42-22-5210-00	Animal Shelter Capital Equip	11,100	24,800	25,218	-
42-22-5240-00	Animal Shelter Vehicle	49,220	-	-	-
	<b>Animal Shelter Special Rev Acct Fund Expend</b>	<b>64,659</b>	<b>126,066</b>	<b>107,767</b>	<b>85,709</b>
	<b>Animal Shelter Special Rev Acct Fund Excess</b>	<b>336,012</b>	<b>374,156</b>	<b>(107,631)</b>	<b>(85,609)</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**

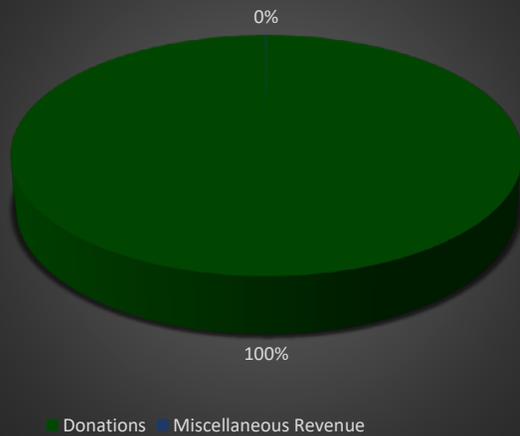
Revenues	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Donations	3,808	8,900	20,870	9,400
Miscellaneous Revenue	-	-	10	10
<b>Total Revenues</b>	<b>3,808</b>	<b>8,900</b>	<b>20,880</b>	<b>9,410</b>

Expenditures	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
Maintenance & Operations	966	8,900	18,320	9,412
<b>Total Expenditures</b>	<b>966</b>	<b>8,900</b>	<b>18,320</b>	<b>9,412</b>

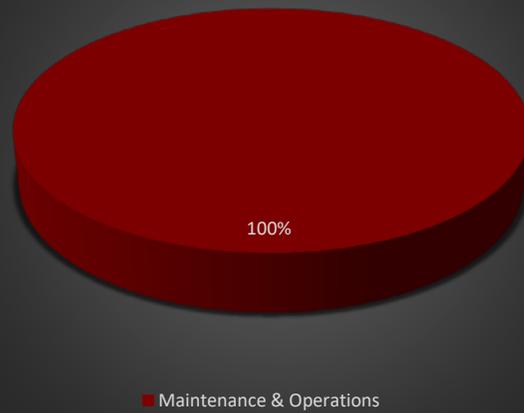
<b>Parks &amp; Recreation Special Revenue Fund Excess (Deficit)</b>	<b>2,842</b>	<b>-</b>	<b>2,560</b>	<b>(2)</b>
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Staffing	2019 Actual	2020 Adopted	2020 Projected	2021 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**FY 2021 Budgeted Revenues**



**FY 2021 Budgeted Expenditures**



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
Fredericksburg**

**PARKS & RECREATION SPECIAL REVENUE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
45-00-4150-00	Interest Revenue	0	-	10	10
45-00-4550-00	LBJ Park Revenue	-	500	450	500
45-00-4551-00	Cross Mountain Revenue	1,000	500	2,020	500
45-00-4552-00	Sports Revenue	-	250	-	250
45-00-4553-00	Parks General Revenue	-	1,000	-	500
45-00-4554-00	Fort Martin Scott Revenue	1,681	3,600	3,500	4,000
45-00-4555-00	Marktplatz Revenue	205	300	11,500	400
45-00-4556-00	Programs Revenue	712	2,500	3,400	3,000
45-00-4557-00	Swimming Pools Revenue	210	250	-	250
<b>Parks &amp; Recreation Special Revenue Fund Revenues</b>		<b>3,808</b>	<b>8,900</b>	<b>20,880</b>	<b>9,410</b>

**PARKS & RECREATION SPECIAL REVENUE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
45-25-4550-00	LBJ Park Expense	-	500	300	500
45-25-4551-00	Cross Mountain Expense	966	500	2,020	500
45-25-4552-00	Sports Expense	-	250	-	250
45-25-4553-00	Parks General Expense	-	1,000	-	500
45-25-4554-00	Fort Martin Scott Expense	-	3,600	2,000	4,000
45-25-4555-00	Marktplatz Expense	-	300	11,000	400
45-25-4556-00	Programs Expense	-	2,500	3,000	3,000
45-25-4557-00	Swimming Pools Expense	-	250	-	262
<b>Parks &amp; Recreation Special Revenue Fund Expenditures</b>		<b>966</b>	<b>8,900</b>	<b>18,320</b>	<b>9,412</b>
<b>Parks &amp; Recreation Special Revenue Fund Excess (Deficit)</b>		<b>2,842</b>	<b>-</b>	<b>2,560</b>	<b>(2)</b>



# The City of Fredericksburg

*Health Insurance Fund*

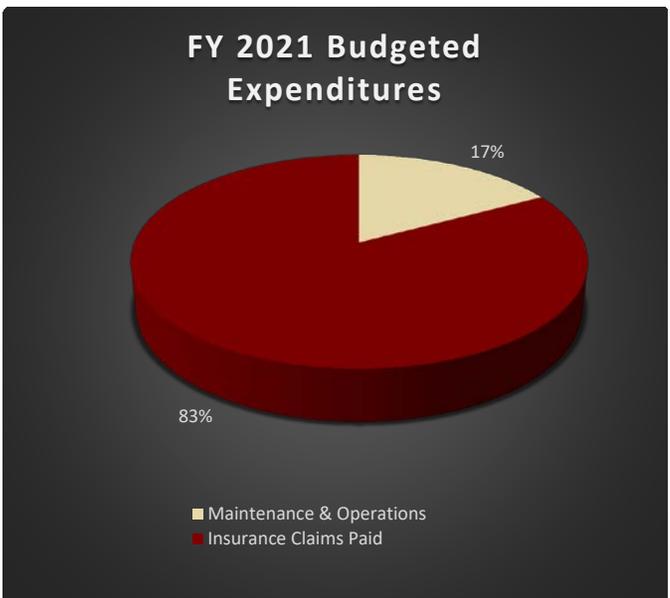
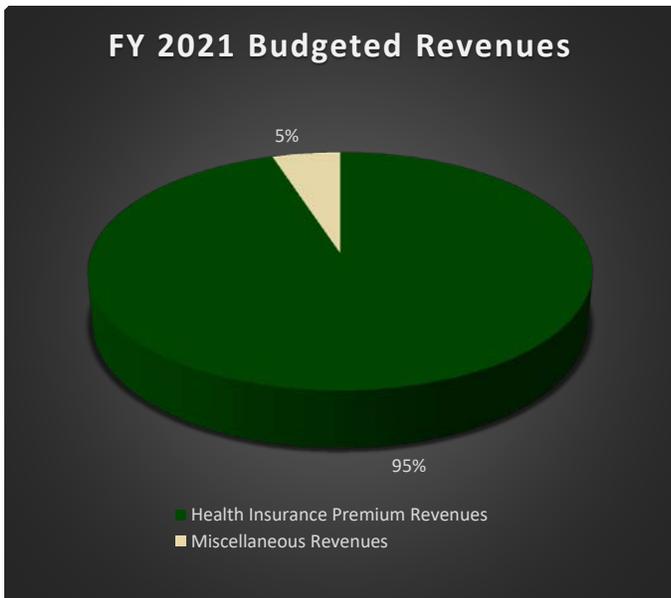
### Health Insurance Fund

Revenues	2019 Actual	2020 Adopted	200 Projected	2021 Adopted
Health Insurance Premium Revenues	1,770,204	1,850,465	1,830,335	1,912,797
Miscellaneous Revenues	121,285	112,500	181,908	101,500
<b>Total Revenues</b>	<b>1,891,490</b>	<b>1,962,965</b>	<b>2,012,243</b>	<b>2,014,297</b>

Expenditures	2019 Actual	2020 Adopted	200 Projected	2021 Adopted
Maintenance & Operations	311,378	329,712	332,455	337,700
Insurance Claims Paid	1,472,853	1,598,000	1,598,000	1,637,500
<b>Total Expenditures</b>	<b>1,784,230</b>	<b>1,927,712</b>	<b>1,930,455</b>	<b>1,975,200</b>

<b>Health Insurance Fund Excess (Deficit)</b>	<b>107,260</b>	<b>35,253</b>	<b>81,788</b>	<b>39,097</b>
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Staffing	2019 Actual	2020 Adopted	200 Projected	2021 Adopted
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**City of Fredericksburg**  
**FY 2021 Budget Analysis**



**The City of  
 Fredericksburg**

**HEALTH INSURANCE FUND REVENUES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
50-00-4000-00	Employee Hosp Premium Revenue	1,411,000	1,480,465	1,437,285	1,519,188
50-00-4005-00	Dependent Hosp Premium Revenue	356,314	370,000	382,640	383,609
50-00-4015-00	Cobra	2,890	-	10,410	10,000
50-00-4025-00	Stop Loss Refunds-specific	109,873	100,000	178,850	100,000
50-00-4150-00	Interest Income	11,413	12,500	3,058	1,500
	<b>Health Insurance Fund Revenues</b>	<b>1,891,490</b>	<b>1,962,965</b>	<b>2,012,243</b>	<b>2,014,297</b>

**HEALTH INSURANCE FUND EXPENDITURES**

<u>Account Number</u>	<u>Description</u>	<u>2019 Actual</u>	<u>2020 Adopted</u>	<u>2020 Projected</u>	<u>2021 Adopted</u>
50-21-2000-00	Administration Fees	66,113	70,632	70,600	71,000
50-21-3005-00	Specific Stop Loss Reinsurance	216,962	231,120	231,150	235,500
50-21-3006-00	Subrogation Proceeds	(673)	-	505	600
50-21-3010-00	Aggregate Stop Loss Reinsuranc	13,715	12,960	14,700	14,900
50-21-3140-00	Contract Professional Services	15,261	15,000	15,500	15,700
50-21-4000-00	Claims Paid	1,207,381	1,400,000	1,400,000	1,430,000
50-21-4010-00	Claims - Prescription Drugs	301,687	250,000	250,000	260,000
50-21-4015-00	Claims - RX Drug Rebate	(36,215)	(52,000)	(52,000)	(52,500)
	<b>Health Insurance Fund Expenditures</b>	<b>1,784,230</b>	<b>1,927,712</b>	<b>1,930,455</b>	<b>1,975,200</b>
	<b>Health Insurance Fund Excess (Deficit)</b>	<b>107,260</b>	<b>35,253</b>	<b>81,788</b>	<b>39,097</b>



# The City of Fredericksburg

*Five Year Financial Forecast*

**CITY OF FREDERICKSBURG  
FIVE YEAR FISCAL FORECAST - GENERAL FUND**



	FY 2019 ACTUAL	FY 2020 ESTIMATE	FY 2021 ADOPTED	FY 2022 FORECAST	FY 2023 FORECAST	FY 2024 FORECAST	FY 2025 FORECAST
BEGINNING FUND BALANCE	\$ 5,019,171	\$ 4,961,080	\$ 5,288,889	\$ 4,408,044	\$ 4,333,704	\$ 4,359,442	\$ 4,489,795
<b>REVENUES</b>							
Property Tax	3,706,334	4,186,948	4,185,200	4,310,756	4,440,079	4,573,281	4,710,479
Sales Tax	6,207,234	6,000,000	5,500,000	6,397,134	6,589,048	6,786,720	6,990,321
Franchise Tax	540,791	496,759	450,000	463,500	477,405	491,727	506,479
Intercompany Transfers In	1,798,600	1,817,035	2,067,181	2,129,196	2,193,072	2,258,864	2,326,630
Intergovernmental Transfers In	689,265	823,590	868,278	894,326	921,156	948,790	977,254
Other Revenues	1,998,724	1,743,480	1,716,700	1,768,201	1,821,247	1,875,884	1,932,161
<b>TOTAL REVENUES</b>	<b>14,940,948</b>	<b>15,067,812</b>	<b>14,787,359</b>	<b>15,963,114</b>	<b>16,442,007</b>	<b>16,935,267</b>	<b>17,443,325</b>
<b>EXPENDITURES</b>							
Personnel	7,769,906	8,268,532	8,948,451	9,216,904	9,493,412	9,778,214	10,071,560
Maintenance & Operations	3,612,426	3,401,029	3,820,021	3,877,321	3,935,481	3,994,513	4,054,431
Intercompany Transfer Out	1,150,383	1,172,478	1,240,233	1,258,836	1,277,719	1,296,885	1,316,338
Intergovernmental Transfer Out	864,902	853,754	848,638	861,368	874,288	887,403	900,714
Capital Outlay	1,197,810	571,772	483,019	490,264	497,618	505,083	512,659
Debt Requirement	403,613	472,438	327,842	332,760	337,751	342,817	347,960
<b>TOTAL EXPENDITURES</b>	<b>14,999,040</b>	<b>14,740,003</b>	<b>15,668,204</b>	<b>16,037,454</b>	<b>16,416,269</b>	<b>16,804,914</b>	<b>17,203,661</b>
CHANGE IN NET POSITION	(58,091)	327,809	(880,845)	(74,340)	25,738	130,353	239,664
ASSET & PROJECT TRANSFERS	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 4,961,080	\$ 5,288,889	\$ 4,408,044	\$ 4,333,704	\$ 4,359,442	\$ 4,489,795	\$ 4,729,459
Reserves - 3 month's expenditures	\$ 3,749,760	\$ 3,685,001	\$ 3,917,051	\$ 4,009,363	\$ 4,104,067	\$ 4,201,229	\$ 4,300,915
Over/(Under) Reserve	\$ 1,211,320	\$ 1,603,888	\$ 490,993	\$ 324,340	\$ 255,375	\$ 288,567	\$ 428,544

**KEY ASSUMPTIONS for FY 2022 - FY 2025:**

1. Property Tax revenue growth at 3.0% annually
2. Sales Tax revenue growth at 3.0% annually
3. Other revenue growth at 3.0% annually
4. Personnel expenses growth at 3.0% annually
5. Other expenses growth at 1.5% annually

**CITY OF FREDERICKSBURG  
FIVE YEAR FISCAL FORECAST - ELECTRIC FUND**



	FY 2019 ACTUAL	FY 2020 ESTIMATE	FY 2021 ADOPTED	FY 2022 FORECAST	FY 2023 FORECAST	FY 2024 FORECAST	FY 2025 FORECAST
BEGINNING FUND BALANCE	\$ 2,037,935	\$ 2,470,524	\$ 3,192,311	\$ 2,443,869	\$ 2,381,813	\$ 2,269,160	\$ 2,064,964
<b>REVENUES</b>							
Electric Utility Revenues	11,661,873	10,876,000	10,941,790	11,270,044	11,608,145	11,956,389	12,315,081
Fees from Other Svcs	43,366	39,000	30,000	30,900	31,827	32,782	33,765
Miscellaneous Revenues	520,715	2,553,214	279,921	288,319	296,969	305,878	315,054
<b>TOTAL REVENUES</b>	<b>12,225,954</b>	<b>13,468,214</b>	<b>11,251,711</b>	<b>11,589,263</b>	<b>11,936,941</b>	<b>12,295,049</b>	<b>12,663,900</b>
<b>EXPENDITURES</b>							
Personnel	1,264,505	1,436,536	1,496,222	1,541,108	1,587,342	1,634,962	1,684,011
Maintenance & Operations	9,376,559	7,914,800	8,238,713	8,485,874	8,740,451	9,002,664	9,272,744
Intercompany Transfer to General Fund	978,100	893,457	1,012,654	1,027,844	1,043,261	1,058,910	1,074,794
Intergovernmental Transfer Out	12,916	14,761	15,909	16,148	16,390	16,636	16,885
Capital Outlay	156,485	2,179,000	724,000	60,000	134,000	250,000	365,000
Debt Requirement	4,800	307,873	512,655	520,345	528,150	536,072	544,113
<b>TOTAL EXPENDITURES</b>	<b>11,793,365</b>	<b>12,746,427</b>	<b>12,000,153</b>	<b>11,651,319</b>	<b>12,049,594</b>	<b>12,499,245</b>	<b>12,957,548</b>
CHANGE IN NET POSITION	432,589	721,787	(748,442)	(62,057)	(112,653)	(204,196)	(293,647)
<b>NON-CASH ADJUSTMENTS</b>							
ENDING FUND BALANCE	\$ 2,470,524	\$ 3,192,311	\$ 2,443,869	\$ 2,381,813	\$ 2,269,160	\$ 2,064,964	\$ 1,771,317
Required Reserve	\$ 779,417	\$ 836,607	\$ 1,094,038	\$ 1,223,080	\$ 1,279,027	\$ 1,336,942	\$ 1,396,887
Over/(Under) Reserve	\$ 1,691,107	\$ 2,355,704	\$ 1,349,831	\$ 1,158,733	\$ 990,133	\$ 728,022	\$ 374,430

**KEY ASSUMPTIONS for FY 2022 - FY 2025:**

1. Rate increases as follows:  
- Electric/Misc FY 22 3% FY 23 3% FY 24 3% FY 25 3%
2. Personnel expenses growth at 3% annually
3. Maintenance & Operations expenses growth at 3% annually
4. Other expenditures growth at 1.5% annually

\* Power Purchase , Transmission Provider Fees, & Electric Building Construction expenditures paid with Electric System Revenues Notes are not included in the Fund Balance reserve requi

**CITY OF FREDERICKSBURG  
FIVE YEAR FISCAL FORECAST - WATER & WASTEWATER FUND**



	FY 2019 ACTUAL	FY 2020 ESTIMATE	FY 2021 ADOPTED	FY 2022 FORECAST	FY 2023 FORECAST	FY 2024 FORECAST	FY 2025 FORECAST
BEGINNING FUND BALANCE	\$ 3,793,192	\$ 2,119,794	\$ 3,731,792	\$ 1,505,086	\$ 2,413,861	\$ 3,493,120	\$ 4,842,156
<b>REVENUES</b>							
Water Utility Revenues	6,509,379	7,644,000	7,691,580	7,922,327	8,239,220	8,651,182	9,083,741
Fees from Other Services	438,152	453,000	483,500	498,005	517,925	543,821	571,013
Miscellaneous Revenues	509,748	706,997	214,461	220,895	229,731	241,217	253,278
<b>TOTAL REVENUES</b>	<b>7,457,280</b>	<b>8,803,997</b>	<b>8,389,541</b>	<b>8,641,227</b>	<b>8,986,876</b>	<b>9,436,220</b>	<b>9,908,031</b>
<b>EXPENDITURES</b>							
Personnel	1,812,872	1,930,854	2,011,963	2,072,322	2,134,492	2,198,527	2,264,482
Maintenance & Operations	2,590,898	1,686,400	1,818,311	1,872,860	1,929,046	1,986,918	2,046,525
Intercountry Transfer to General Fund	596,600	704,320	755,059	766,385	777,880	789,549	801,392
Intergovernmental Transfer Out	12,916	14,761	15,909	16,148	16,390	16,636	16,885
Capital Outlay	1,662,955	542,500	3,699,500	654,500	664,318	674,282	684,396
Debt Requirement	2,454,436	2,313,164	2,315,505	2,350,238	2,385,491	2,421,274	2,457,593
<b>TOTAL EXPENDITURES</b>	<b>9,130,678</b>	<b>7,191,999</b>	<b>10,616,247</b>	<b>7,732,452</b>	<b>7,907,617</b>	<b>8,087,184</b>	<b>8,271,274</b>
CHANGE IN NET POSITION	(1,673,398)	1,611,998	(2,226,706)	908,775	1,079,259	1,349,036	1,636,758
NON-CASH ADJUSTMENTS	-	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 2,119,794</b>	<b>\$ 3,731,792</b>	<b>\$ 1,505,086</b>	<b>\$ 2,413,861</b>	<b>\$ 3,493,120</b>	<b>\$ 4,842,156</b>	<b>\$ 6,478,914</b>
Reserves - 3 month's expenditures	\$ 2,282,669	\$ 1,798,000	\$ 2,654,062	\$ 1,933,113	\$ 1,976,904	\$ 2,021,796	\$ 2,067,818
Over/(Under) Reserve	\$ (162,876)	\$ 1,933,792	\$ (1,148,976)	\$ 480,748	\$ 1,516,216	\$ 2,820,360	\$ 4,411,095

**KEY ASSUMPTIONS for FY 2022 - FY 2025:**

1. Rate increases as follows:

- Water
- Sewer

2. Personnel expenses growth at 3% annually

3. Maintenance & Operations expenses growth at 3% annually

4. Other expenditures grow by 1.5% annually

\* FY 2021 Capital Outlay - \$1,155,000 will be funded with Water & Sewer Impact Fees

**CITY OF FREDERICKSBURG  
FIVE YEAR FISCAL FORECAST - LANDFILL FUND**



	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ESTIMATE</b>	<b>FY 2021 ADOPTED</b>	<b>FY 2022 FORECAST</b>	<b>FY 2023 FORECAST</b>	<b>FY 2024 FORECAST</b>	<b>FY 2025 FORECAST</b>
<b>BEGINNING FUND BALANCE</b>	\$ 1,607,438	\$ 1,877,585	\$ 1,457,279	\$ 1,392,339	\$ 1,337,111	\$ 1,292,061	\$ 1,257,672
<b>REVENUES</b>							
Solid Waste Collection Revenues	2,655,974	2,618,871	2,625,000	2,703,750	2,784,863	2,868,408	2,954,461
Fees from Other Services	25,722	10,960	10,100	10,403	10,715	11,037	11,368
Miscellaneous Revenues	117,167	110,900	118,421	121,974	125,633	129,402	133,284
<b>TOTAL REVENUES</b>	<b>2,798,863</b>	<b>2,740,731</b>	<b>2,753,521</b>	<b>2,836,127</b>	<b>2,921,211</b>	<b>3,008,847</b>	<b>3,099,113</b>
<b>EXPENDITURES</b>							
Personnel	1,314,524	1,309,001	1,391,983	1,433,742	1,476,755	1,521,057	1,566,689
Maintenance & Operations	557,056	551,774	649,120	668,594	688,651	709,311	730,590
Intercompany Transfer to General Fund	223,900	219,259	247,817	251,534	255,307	259,137	263,024
Intergovernmental Transfer Out	-	-	-	-	-	-	-
Capital Outlay	69,502	854,130	303,000	307,545	312,158	316,841	321,593
Debt Requirement	363,734	226,874	226,542	229,940	233,389	236,890	240,443
<b>TOTAL EXPENDITURES</b>	<b>2,528,715</b>	<b>3,161,037</b>	<b>2,818,462</b>	<b>2,891,355</b>	<b>2,966,261</b>	<b>3,043,236</b>	<b>3,122,340</b>
<b>CHANGE IN NET POSITION</b>	<b>270,147</b>	<b>(420,306)</b>	<b>(64,940)</b>	<b>(55,228)</b>	<b>(45,050)</b>	<b>(34,388)</b>	<b>(23,227)</b>
<b>NON-CASH ADJUSTMENTS</b>							
<b>ENDING FUND BALANCE</b>	<b>\$ 1,877,585</b>	<b>\$ 1,457,279</b>	<b>\$ 1,392,339</b>	<b>\$ 1,337,111</b>	<b>\$ 1,292,061</b>	<b>\$ 1,257,672</b>	<b>\$ 1,234,445</b>
Reserves - 3 months expenditures	\$ 632,179	\$ 790,259	\$ 704,615	\$ 722,839	\$ 741,565	\$ 760,809	\$ 780,585
Over/(Under) Reserve	\$ 1,245,407	\$ 667,020	\$ 687,723	\$ 614,272	\$ 550,496	\$ 496,863	\$ 453,860

**KEY ASSUMPTIONS for FY 2022 - FY 2025:**

1. Rate increases as follows:  
- Landfill/Other
2. Personnel expenses growth at 3% annually
3. Maintenance & Operations expenses growth at 3% annually
4. Other expenditures growth at 1.5% annually

**CITY OF FREDERICKSBURG  
FIVE YEAR FISCAL FORECAST - TOURISM**



	<b>FY 2019 ACTUAL</b>	<b>FY 2020 ESTIMATE</b>	<b>FY 2021 ADOPTED</b>	<b>FY 2022 FORECAST</b>	<b>FY 2023 FORECAST</b>	<b>FY 2024 FORECAST</b>	<b>FY 2025 FORECAST</b>
<b>BEGINNING FUND BALANCE</b>	\$ 940,189	\$ 1,053,131	\$ 982,689	\$ 946,256	\$ 951,361	\$ 1,007,889	\$ 1,118,151
<b>REVENUES</b>							
Hotel Occupancy Tax	3,399,949	3,094,947	3,465,319	3,569,279	3,676,357	3,786,648	3,900,247
Donations	32,500	-	-	-	-	-	-
Miscellaneous Revenues	27,219	15,439	7,650	-	-	-	-
<b>TOTAL REVENUES</b>	<b>3,459,668</b>	<b>3,110,386</b>	<b>3,472,969</b>	<b>3,569,279</b>	<b>3,676,357</b>	<b>3,786,648</b>	<b>3,900,247</b>
<b>EXPENDITURES</b>							
Personnel	99,785	110,227	141,965	146,224	150,610	155,129	159,783
Hotel Tax Distributions	3,120,855	2,711,676	2,976,228	3,020,871	3,066,184	3,112,177	3,158,860
Maintenance & Operations	51,321	268,194	191,210	194,078	196,989	199,944	202,943
Capital Outlay	74,765	90,730	200,000	203,000	206,045	209,136	212,273
<b>TOTAL EXPENDITURES</b>	<b>3,346,726</b>	<b>3,180,827</b>	<b>3,509,403</b>	<b>3,564,173</b>	<b>3,619,829</b>	<b>3,676,386</b>	<b>3,733,858</b>
<b>CHANGE IN NET POSITION</b>	<b>112,942</b>	<b>(70,441)</b>	<b>(36,434)</b>	<b>5,106</b>	<b>56,528</b>	<b>110,262</b>	<b>166,389</b>
<b>ASSET &amp; PROJECT TRANSFERS</b>							
<b>ENDING FUND BALANCE</b>	<b>\$ 1,053,131</b>	<b>\$ 982,689</b>	<b>\$ 946,256</b>	<b>\$ 951,361</b>	<b>\$ 1,007,889</b>	<b>\$ 1,118,151</b>	<b>\$ 1,284,540</b>
Reserve Requirement	\$ 278,894	\$ 265,069	\$ 292,450	\$ 297,014	\$ 301,652	\$ 306,365	\$ 311,155
Over/(Under) Reserve	\$ 774,237	\$ 717,620	\$ 653,806	\$ 654,347	\$ 706,237	\$ 811,786	\$ 973,385

**KEY ASSUMPTIONS for FY 2022 - FY 2025:**

1. Rate increases as follows:  
- Hotel Occupancy Tax 3%
2. Personnel expenses growth at 3% annually
3. Maintenance & Operations expenses growth at 1.5% annually
4. Other expenditures growth at 1.5% annually

**CITY OF FREDERICKSBURG  
FIVE YEAR FISCAL FORECAST - DRAINAGE**



	FY 2019 ACTUAL	FY 2020 ESTIMATE	FY 2021 ADOPTED	FY 2022 FORECAST	FY 2023 FORECAST	FY 2024 FORECAST	FY 2025 FORECAST
BEGINNING FUND BALANCE	\$ 183,358	\$ 355,613	\$ 525,764	\$ 503,305	\$ 471,114	\$ 435,074	\$ 394,993
<b>REVENUES</b>							
Property Taxes	49,000	-	-	-	-	-	-
Drainage Utility Revenues	381,403	612,400	618,400	624,584	637,076	649,817	662,814
Miscellaneous Revenues	9,774	3,103	1,500	1,500	1,500	1,500	1,500
<b>TOTAL REVENUES</b>	<b>440,176</b>	<b>615,503</b>	<b>619,900</b>	<b>626,084</b>	<b>638,576</b>	<b>651,317</b>	<b>664,314</b>
<b>EXPENDITURES</b>							
Personnel	23,520	139,292	197,196	203,112	209,206	215,482	221,946
Maintenance & Operations	53,578	122,645	221,451	228,095	234,937	241,985	249,245
Intercompany Transfer to General Fund	-	-	-	-	-	-	-
Intergovernmental Transfer Out	-	-	-	-	-	-	-
Capital Outlay	127,666	91,204	131,500	133,473	135,475	137,507	139,569
Debt Requirement	63,158	92,211	92,212	93,595	94,999	96,424	97,870
<b>TOTAL EXPENDITURES</b>	<b>267,921</b>	<b>445,352</b>	<b>642,359</b>	<b>658,274</b>	<b>674,617</b>	<b>691,398</b>	<b>708,631</b>
CHANGE IN NET POSITION	172,255	170,151	(22,459)	(32,190)	(36,041)	(40,081)	(44,317)
<b>NON-CASH ADJUSTMENTS</b>							
ENDING FUND BALANCE	\$ 355,613	\$ 525,764	\$ 503,305	\$ 471,114	\$ 435,074	\$ 394,993	\$ 350,675
Reserves - 3 month's expenditures	\$ 66,980	\$ 111,338	\$ 160,590	\$ 164,569	\$ 168,654	\$ 172,850	\$ 177,158
Over/(Under) Reserve	\$ 288,633	\$ 414,426	\$ 342,715	\$ 306,546	\$ 266,419	\$ 222,143	\$ 173,518

**KEY ASSUMPTIONS for FY 2022 - FY 2025:**

1. Rate increases as follows:
  - Drainage
2. Personnel expenses growth at 3% annually
3. Maintenance & Operations expenses growth at 3% annually
4. Other expenditures growth at 1.5% annually



# The City of Fredericksburg

## *Capital Expenditure Requests*

**Capital Expenditure Requests  
FY 2021**

Dept.	Description	G/L Account	Requested	Funding Source
Police	Police Vehicles	01-22-5240-00	245,019	Cash
Street	Sidewalks	01-24-5465-00	100,000	Cash
Park	Park Maintenance Storage & Shelving	01-25-5548-00	40,000	Cash
Park	Playground	01-25-5549-00	87,000	PK Dedication Fees/Cash
Engineering	Update Aerial Photos	01-30-5100-00	11,000	Cash
<b>GENERAL FUND TOTALS</b>			<b>\$ 483,019</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	300,000	Revenue Notes
Electric	Main Street Decorative Lighting	02-21-5287-00	330,000	Cash
Electric	Poles, Towers, & Fixtures	02-21-5364-00	6,000	Cash
Electric	Overhead Conductors & Devices	02-21-5365-00	5,000	Cash
Electric	Underground Conduit	02-21-5366-00	2,000	Cash
Electric	Underground Conductors	02-21-5367-00	15,000	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	Forklift	02-21-5288-00	45,000	Cash
Electric	Principal - Electric Meter Replacement	02-21-6205-00	204,000	Finance
<b>ELECTRIC TOTALS</b>			<b>\$ 1,053,000</b>	

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	40,000	Cash
Water	Bell Street Water Line Rehab	03-21-5415-00	225,000	Cash
Water	Boot Ranch Lift Station	03-21-5421-00	1,800,000	Cash
Water	Green Meadows Lift Station Rehab	03-21-5433-00	150,000	Cash
Water	West Live Oak Water & Sewer	03-21-5439-00	1,155,000	W&S Impact Fees
Water	Water Line Connection at Fort Martin Scott	03-21-5440-00	35,000	Cash
Water	South Heights Pump Station Remodel	03-21-5441-00	56,000	Cash
Water	Forklift	03-21-5442-00	45,000	Cash
Water	Valve Insertion Machine	03-21-5443-00	79,000	Cash
<b>WATER &amp; SEWER TOTALS</b>			<b>\$ 3,699,500</b>	

W&S Capital Proj	16" Water Line 290 E	29-21-5391-00	5,294,200	Rev Bond
W&S Capital Proj	Pump Station & Tank 290 E	29-21-5392-00	3,993,060	Rev Bond
Water	North Llano Water	29-21-5395-00	1,170,000	Rev Bond
Water	East Main Street Water Line Rehab	29-21-5396-00	1,053,000	Rev Bond
<b>W&amp;S CAPITAL PROJECTS TOTALS</b>			<b>\$ 11,510,260</b>	

Solid Waste	Chipper	05-21-5156-00	65,000	Cash
Solid Waste	Chipper Truck	05-21-5157-00	108,000	Cash
Solid Waste	Leaf Loader	05-21-5158-00	130,000	Cash
<b>SOLID WASTE TOTALS</b>			<b>\$ 303,000</b>	

Tourism	MarktPlatz Improvements	07-21-5701-00	\$ 200,000	Cash
<b>TOURISM FUND TOTALS</b>			<b>\$ 200,000</b>	

Drainage/Veg Mgt	Skid Steer	10-21-5000-00	\$ 1,500	Cash
Drainage/Veg Mgt	Leaf Loader	10-21-5158-00	\$ 130,000	Cash
<b>DRAINAGE / VEGETATION MGT</b>			<b>\$ 131,500</b>	

Police Forfeiture	Police Department Equipment	17-22-5005-00	\$ 5,500	Cash
<b>POLICE FORFEITURE TOTALS</b>			<b>\$ 5,500</b>	

<b>GRAND TOTALS</b>			<b>\$ 17,385,779</b>	
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# The City of Fredericksburg

## *Capital Improvement Plan*



# City of Fredericksburg

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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>ENTERPRISE FUND</b>									
<b>DRAINAGE</b>									
<b>Capital Improvements</b>									
D1	Miscellaneous Drainage Projects	Drainage	\$ 100,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 63,266	\$ 338,266
D2	Friendship Lane Regional Detention Pond Repairs	Drainage							
D3	Cross Mountain West Drainage Improvements	Drainage					\$ 1,222,611	\$ 120,982	\$ 1,20,982
D4	Carriage Hills Drainage Improvements	Drainage		\$ 1,173,495					\$ 1,173,495
D5	N. Llano Highway Drainage Improvements (Phase I)	Drainage		\$ 2,815,329					\$ 2,815,329
D6	N. Milam near W. Travis Storm Sewer System	Drainage						\$ 3,522,497	\$ 3,522,497
NEW	Flood Early Warning System (Travis/Schubert/Edison/Creek)	Drainage		\$ 805,792					\$ 805,792
D11	Highway St. Drainage Improvements (Near 290 East)	Drainage					\$ 7,553,032	\$ 7,553,032	\$ 7,553,032
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					\$ 668,836		\$ 668,836
D14	S. Bowie St. Drainage Improvements (Peach St to Barons Creek)	Drainage					\$ 1,095,986		\$ 1,095,986
D15	W. Park St. Drainage Improvements (100 Block)	Drainage					\$ 115,943		\$ 115,943
D16	N. Orange St. Drainage Improvements (200 Block)	Drainage			\$ 202,153				\$ 202,153
D17	EMS Drainage Channel Improvements	Drainage					\$ 420,774		\$ 420,774
D18	W. San Antonio Drainage Improvements (800 Block)	Drainage					\$ 855,012		\$ 855,012
D19	Trailmoor Drainage Improvements (near N. Llano Hwy)	Drainage					\$ 3,537,983		\$ 3,537,983
D21	Post Oak Subdivision and Pyka Rd.	Drainage					\$ 1,479,006		\$ 1,479,006
D22	Acorn St. Outfall to Barons Creek	Drainage					\$ 322,124		\$ 322,124
D23	Bob White Trail Drainage Improvements	Drainage			\$ 501,923				\$ 501,923
D24	Pyka Road Crossing (near Windmill Oaks)	Drainage					\$ 202,174		\$ 202,174
D25	Golfers Loop Low Water Crossing	Drainage					\$ 234,747		\$ 234,747
<b>Drainage Fund Totals</b>			<b>\$ 100,000</b>	<b>\$ 3,721,121</b>	<b>\$ 1,198,495</b>	<b>\$ 729,076</b>	<b>\$ 2,517,855</b>	<b>\$ 20,192,362</b>	<b>\$ 28,458,909</b>
<b>Fleet &amp; Equipment</b>									
	Replace Chipper			\$ 70,000					\$ 70,000
	Slope Shredder			\$ 50,000					\$ 50,000
	Rubber Tire Loader				\$ 180,000				\$ 180,000
	Replace Tractor/Shredder				\$ 70,000				\$ 70,000
	Replace Street Sweeper			\$ 225,000					\$ 225,000
<b>Drainage Fleet &amp; Equipment Totals</b>			<b>\$ -</b>	<b>\$ 225,000</b>	<b>\$ 70,000</b>	<b>\$ 120,000</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>\$ 415,000</b>
<b>Drainage Department Totals</b>			<b>\$ 100,000</b>	<b>\$ 3,946,121</b>	<b>\$ 1,268,495</b>	<b>\$ 849,076</b>	<b>\$ 2,697,855</b>	<b>\$ 20,192,362</b>	<b>\$ 28,873,909</b>

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Fiscal Year:** 2021

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

**Fiscal Year Plan**

Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total
	\$ 100,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 63,266	\$ 338,266

**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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>ENTERPRISE FUND</b>									
<b>ELECTRIC</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	\$ 225,000					\$ 130,000	\$ 130,000
<b>E11</b>	Main Street Decorative Street Lighting Project	Electric	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 750,000	\$ 975,000
<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>E15</b>	System Inventory	Electric		\$ 74,000					\$ 74,000
<b>E16</b>	Electric Meter Replacement	Electric	\$ 1,020,000						\$ 1,020,000
	<b>Electric CIP Totals</b>		\$ 1,375,000	\$ 60,000	\$ 134,000	\$ 60,000	\$ 185,000	\$ 1,025,000	\$ 2,839,000
<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	\$ 30,000
	TSE Wire Winder Trailer (1994)	Electric					\$ 30,000	\$ 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	\$ 15,500	\$ 7,800	\$ 7,800	\$ 7,800	\$ 15,600	\$ 46,700
	Ford F150 (2013)	Electric				\$ 15,500	\$ 7,800	\$ 23,400	\$ 46,700
	Ford Bucket Truck 40' F-550 (2013)	Electric					\$ 135,000	\$ 135,000	\$ 135,000
	Flat Bed Trailer 20' (2001)	Electric					\$ 4,500	\$ 4,500	\$ 4,500
	Box Trailer (Fiber) (2009)	Electric					\$ 2,000	\$ 2,000	\$ 2,000
	Material Trailer (1985)	Electric					\$ 4,500	\$ 4,500	\$ 4,500
	Forklift	Electric	\$ 40,000						\$ 40,000
	Dump Trailer (2018)	Electric					\$ 10,000	\$ 10,000	\$ 10,000
	<b>Electric Fleet &amp; Equipment Totals</b>		\$ 52,400	\$ 11,100	\$ 25,300	\$ 223,100	\$ 195,600	\$ 585,000	\$ 1,092,500
	<b>Electric Department Totals</b>		\$ 1,427,400	\$ 71,100	\$ 159,300	\$ 283,100	\$ 380,600	\$ 1,610,000	\$ 3,931,500

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	2021
Project ID #:	E2							
Project Name:	L.E.D. Street Light Change Out							
Project Location:	City-wide							
Fiscal Year Plan								
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total	
	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ 200,000	
Funding Sources								
Enterprise Funds - Electric Dept			\$ 200,000					
Project Description								
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.								
Project Justification								
O&M Impact if Project is Not Completed								
Notes								



**CITY OF FREDERICKSBURG**  
CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	2021
Project ID #:		E8						
Project Name:		Sandcastle Underground Rehabilitation						
Project Location:		Sandcastle Addition						
Fiscal Year Plan								
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total	
	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	
Funding Sources								
Enterprise Funds - Electric Dept			\$ 35,000					
Project Description								
Rehab / Replacement of underground conductor and transformers in Sandcastle Addition area.								
Project Justification								
O&M Impact if Project is Not Completed								
Notes								



# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	2021		
Project ID #:		E11								
Project Name:		Main Street Decorative Street Lighting Project								
Project Location:		Main Street from Columbus Street to Kay Street								
Fiscal Year Plan										
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total			
	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 975,000			
Funding Sources										
Enterprise Funds - Electric Dept			\$ 1,200,000							
Project Description										
Installation of decorative lighting on Main Street from Columbus Street to Kay Street. This includes underground service installation. Project should be split out over a two year period.										
Project Justification										
O&M Impact if Project is Not Completed										
Notes										

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Fiscal Year:</b> 2021
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Project ID #:	E12
Project Name:	Replace Substation Breakers
Project Location:	TBD

<b>Fiscal Year Plan</b>							
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Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total
	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 120,000

<b>Funding Sources</b>							
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Enterprise Funds - Electric Dept	\$ 120,000
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<b>Project Description</b>							
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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.



<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							Fiscal Year:	2021
Project ID #:		E13						
Project Name:		Light at Main and Washington						
Project Location:		Intersection of Main and Washington						
Fiscal Year Plan								
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total	
	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	
Funding Sources								
Enterprise Funds - Electric Dept			\$ 35,000					
Project Description								
<p>This project would include street light pole &amp; luminary installation on the southwest and northwest corners of the intersection of Main and Washington.</p>								
								
Project Justification								
O&M Impact if Project is Not Completed								
Notes								

**CITY OF FREDERICKSBURG**  
CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	2021
Project ID #:		E16						
Project Name:		Electric Meter Replacement						
Project Location:		City-Wide						
Fiscal Year Plan								
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total	
	\$ 1,020,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020,000	
Funding Sources								
Loan - 3 Yrs			\$ 1,020,000					
Project Description								
Electric System Field Inventory. Inventory of the City's primary electric system facilities. Prepare and update system model and ESRI map based on the field inventory.								
Project Justification								
O&M Impact if Project is Not Completed								
Notes								





# City of Fredericksburg

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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>GENERAL FUND</b>									
<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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>GENERAL FUND</b>									
<b>FIRE DEPARTMENT</b>									
<b>Capital Improvements</b>									
	<b>Fire</b>		-	-	-	-	-	-	-
	<b>Fire CIP Totals</b>		-	-	-	-	-	-	-
			\$	\$	\$	\$	\$	\$	\$
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# City of Fredericksburg

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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>ENTERPRISE FUND</b>									
<b>GOLF FUND</b>									
<b>Capital Improvements</b>									
G5	Maintenance Equipment and Tools	Golf	\$ 30,000						\$ 30,000
G8	Bunker Renovations and Softening	Golf	\$ 75,000	\$ 50,000	\$ 75,000	\$ 50,000			\$ 250,000
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
G17	Clubhouse Floor Treatment - Hallway and Red Bird Grill	Golf			\$ 15,000				\$ 15,000
G19	Replace Clubhouse Carpet	Golf		\$ 50,000					\$ 50,000
G23	Clubhouse Window Repair/Replacement	Golf	\$ 35,000	\$ 25,000					\$ 60,000
G24	Driving Range Improvements - Turf/Accessories	Golf		\$ 40,000					\$ 40,000
G26	Replace Fixtures in Golf Shop/Paint Shop Walls	Golf	\$ 15,000			\$ 10,000			\$ 25,000
<b>Golf CIP Totals</b>			\$ 125,000	\$ 195,000	\$ 290,000	\$ 110,000	\$ 50,000	\$ -	\$ 770,000
<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>			\$ 234,500	\$ 311,500	\$ 393,500	\$ 213,500	\$ 153,500	\$ -	\$ 1,306,500

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Fiscal Year:</b> 2021
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Project ID #:	G8
Project Name:	Bunker Renovations and Softening
Project Location:	

<b>Fiscal Year Plan</b>							
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Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 75,000	\$ 50,000	\$ 75,000	\$ 50,000	\$ -	\$ -	\$ 250,000

<b>Funding Sources</b>	
	\$ 250,000

<b>Project Description</b>
----------------------------

#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.



<b>Project Justification</b>
------------------------------

#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.

<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> 2021
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Project ID #:	G23
Project Name:	Clubhouse Window Repair/Replacement
Project Location:	

**Fiscal Year Plan**

Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 35,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000

<b>Funding Sources</b>	
	\$ 60,000

**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.



**Project Justification**

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

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>	<b>Fiscal Year:</b> 2021
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Project ID #:	G26
Project Name:	Replace Fixtures in Golf Shop/Paint Shop Walls
Project Location:	Clubhouse

<b>Fiscal Year Plan</b>							
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Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 15,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 25,000

<b>Funding Sources</b>	
	\$ 25,000

<b>Project Description</b>
----------------------------

Project includes the repainting of the walls, refinishing built in counters and purchasing new point of purchase displays and accessories.



<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							Fiscal Year:	2021
Project ID #:		G27						
Project Name:		#N/A						
Project Location:								
Fiscal Year Plan								
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL	
	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	
Funding Sources				Picture				
			#N/A					
Project Description								
Project Justification								
O&M Impact if Project is Not Completed								
Notes								



# City of Fredericksburg

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

August 19, 2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future 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			\$ 300,000				\$ 300,000
P13	Oakcrest Park Field C - Lighting System (demo old lights)	Park		\$ 200,000					\$ 200,000
P15	Old Fair Park Lighting (2 baseball, 1 soccer field, demo old lights)	Park				\$ 300,000			\$ 300,000
P16	Lady Bird Park Curbing	Park		\$ 40,000					\$ 40,000
P18	Improve Bridge Rip Rap Undermining on Live Oak Creek	Park					\$ 35,000		\$ 35,000
P19	LBJ Park Trails Development - Planning & Construction	Park					\$ 2,200,000		\$ 2,200,000
P22	Old Fair Park Improvements	Park			\$ 200,000				\$ 200,000
P23	Park Maintenance Bldg. shelving, equipment, etc./storage at LBJ	Park	\$ 40,000						\$ 40,000
P26	Lady Bird Park RV Laundry Room	Park				\$ 100,000			\$ 100,000
P27	Oakcrest Park Improvements - Construction	Park		\$ 300,000					\$ 300,000
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		\$ 100,000					\$ 100,000
P41	Striping and Expansion of Parking Lot at T-Ball & Lighted Field	Park		\$ 15,000					\$ 15,000
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
P51	Fort Martin Scott Interpretive Signs	Park		\$ 30,000					\$ 30,000
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		\$ 200,000					\$ 200,000
P62	Cross Mountain Cross replacement/repairs	Park				\$ 100,000			\$ 100,000
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	\$ 17,000						\$ 17,000
P72	Replace sand in Town Pool filter	Park		\$ 8,000					\$ 8,000
P73	Markplatz playground replacement	Park		\$ 250,000					\$ 250,000
P74	Markplatz electric pedestal replacements (20 total/4 pr year)	Park					\$ 20,000		\$ 20,000



# City of Fredericksburg

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

August 19, 2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
P75	Oktoberfest Halle repaint/repairs	Park						\$ 35,000	\$ 35,000
P76	Kinder Halle repaint/repairs	Park						\$ 35,000	\$ 35,000
P77	Arbors at MP repaint/repair	Park						\$ 35,000	\$ 35,000
P78	Markplatz auto flush fixture upgrade	Park		\$ 10,000					\$ 10,000
P79	Markplatz Light pole replacements (6)	Park			\$ 25,000				\$ 25,000
P80	Markplatz surfacing	Park		\$ 500,000					\$ 500,000
P82	Tatsch House tables and chair replacements	Park		\$ 10,000					\$ 10,000
P83	Markplatz picnic tables and garbage can replacements	Park			\$ 45,000				\$ 45,000
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			\$ 30,000				\$ 30,000
P87	Markplatz limestone repairs	Park		\$ 20,000					\$ 20,000
P88	Old Fair Park Granite stabilization	Park	\$ 7,500						\$ 7,500
<b>Park CIP Totals</b>			\$ 57,000	\$ 2,239,000	\$ 2,505,000	\$ 4,200,000	\$ 175,000	\$ 7,375,000	\$ 16,551,000
<b>Fleet &amp; Equipment</b>									
	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
	Deck Mower - 5 Ft	Park	\$ 6,700						\$ 6,700
	Fleet Lease - 2 Maintenance Trucks (FY2018 Replacements)	Park	\$ 19,000	\$ 19,000					\$ 38,000
	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			\$ 110,000
	Deck Mower - 16 Ft	Park	\$ 27,000						\$ 27,000
	Skid Steer	Park	\$ 10,600						\$ 10,600
	Dump trailer	Park	\$ 3,000						\$ 3,000
	Cherry picker	Park			\$ 35,000				\$ 35,000
	Infield groomer	Park			\$ 25,000				\$ 25,000
<b>Park Fleet &amp; Equipment Totals</b>			\$ 136,400	\$ 253,000	\$ 124,000	\$ 64,000	\$ -	\$ -	\$ 577,400
<b>Park Department Totals</b>			\$ 193,400	\$ 2,492,000	\$ 2,629,000	\$ 4,264,000	\$ 175,000	\$ 7,375,000	\$ 17,128,400

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 #:	P23
Project Name:	Park Maintenance Bldg. shelving, equipment, etc./storage at LBJ
Project Location:	Consolidated Warehouse

<b>Fiscal Year Plan</b>							
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Annual Allocation	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total
	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000

<b>Funding Sources</b>	
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General Fund - Parks Dept	\$ 40,000
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<b>Project Description</b>
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Relocate Parks Maintenance Department Facility to the Consolidated Warehouse. Need shelving, some small equipment and a storage area for some mowers to be left at LBJ.



<b>Project Justification</b>
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The current facility for Parks Maintenance is being shared with the Golf Maintenance Department. It is overcrowded and lacks space with the growth of both departments in the last 20 years. A major renovation / addition effort is needed to accommodate both departments.

<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 #:		P71					
Project Name:		Replace sand in Park Pool filter					
Project Location:							
Fiscal Year Plan							
Annual Allocation	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total
	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,000
Funding Sources							
			\$ 17,000				
Project Description							
Project Justification							
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 #:	P88
Project Name:	Old Fair Park Granite stabilization
Project Location:	

<b>Fiscal Year Plan</b>							
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Annual Allocation	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	Total
	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500

<b>Funding Sources</b>	
	\$ 7,500

<b>Project Description</b>
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granite gravel is washing onto ball fields during most rain events. Need to purchase sta-lock material to prevent this from happening.



<b>Project Justification</b>
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Granite gravel on the fields distrupts the playing surface and can cause injuries to players.



<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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>GENERAL FUND</b>									
<b>POLICE DEPARTMENT</b>									
<b>Capital Improvements</b>									
LE1	New Personnel	Police	\$ 71,021	\$ 71,021	\$ 71,021	\$ 71,021	\$ 71,021	\$ -	\$ 355,105
	<b>Police CIP Totals</b>		\$ 71,021	\$ 71,021	\$ 71,021	\$ 71,021	\$ 71,021	\$ -	\$ 355,105
<b>Fleet &amp; Equipment</b>									
	Operational Software	Police	\$ 25,000	\$ 26,000	\$ 27,000	\$ 28,000	\$ 29,000	\$ -	\$ 135,000
	Records Management Odyssey/new world	Police	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000	\$ 86,000	\$ -	\$ 430,000
	Fleet Replacement 7 with equipment	Police	\$ 290,200	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	\$ 1,290,200
	Police Video and E-Ticketing Hardware and Maintenance	Police	\$ 113,000	\$ 117,050	\$ 121,250	\$ 125,600	\$ 130,200	\$ -	\$ 607,100
	Additional Officer Equipment (\$69,000 each)	Police	\$ 69,000	\$ 71,900	\$ 74,900	\$ 78,000	\$ 81,250	\$ -	\$ 375,050
	Weapons & Ammunition	Police	\$ 57,800	\$ 60,200	\$ 60,000	\$ 62,700	\$ 65,300	\$ -	\$ 306,000
	<b>Police Fleet &amp; Equipment Totals</b>		\$ 641,000	\$ 611,150	\$ 619,150	\$ 630,300	\$ 641,750	\$ -	\$ 3,143,350
	<b>Police Department Totals</b>		\$ 712,021	\$ 682,171	\$ 690,171	\$ 701,321	\$ 712,771	\$ -	\$ 3,498,455



# City of Fredericksburg

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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>ENTERPRISE FUND</b>									
<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>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>NEW</b>	Future Cell Development/Lanfill Facility Improvements	Sanitation						\$ 5,000,000	\$ 5,000,000
<b>LF17</b>	Main Street Trash Cans	Sanitation	\$ 5,800	\$ 6,100	\$ 6,400	\$ 6,700	\$ 7,000	\$ 7,500	\$ 39,500
		Sanitation	\$ 5,800	\$ 6,100	\$ 6,400	\$ 756,700	\$ 1,507,000	\$ 7,882,500	\$ 10,164,500
	<b>Sanitation CIP Totals</b>								
<b>Fleet &amp; Equipment</b>									
	Replace Track Loader	Sanitation					\$ 260,000		\$ 260,000
	Replace Wheel Loader	Sanitation					\$ 260,000		\$ 260,000
	Replace Automated Garbage Truck (5 total)	Sanitation			\$ 320,000		\$ 330,000	\$ 340,000	\$ 990,000
	Replace Dumpster Truck	Sanitation						\$ 180,000	\$ 180,000
	Replace Chipper & Truck	Sanitation		\$ 175,000					\$ 175,000
	Replace Leaf Picker	Sanitation	\$ 263,000						\$ 263,000
	Replace Water Truck	Sanitation					\$ 125,000		\$ 125,000
	Replace Tractor/Shredder	Sanitation					\$ 60,000		\$ 60,000
	Replace Motor Grader	Sanitation				\$ 200,000			\$ 200,000
	Replace Forklift (Recycle Center)	Sanitation						\$ 30,000	\$ 30,000
	<b>Sanitation Fleet &amp; Equipment Totals</b>		\$ 263,000	\$ 175,000	\$ 320,000	\$ 200,000	\$ 590,000	\$ 995,000	\$ 2,543,000
	<b>Sanitation Department Totals</b>		\$ 268,800	\$ 181,100	\$ 326,400	\$ 956,700	\$ 2,097,000	\$ 8,877,500	\$ 12,707,500

**CITY OF FREDERICKSBURG**  
CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	Equipment		
Project Name:	Replace Leaf Picker		
Project Location:	City of Fredericksburg Sanitation Dept.		

<b>Fiscal Year Plan</b>							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
-	\$ 263,000	-	-	-	-	-	\$ 263,000

<b>Funding Sources</b>	
Enterprise Funds - Sanitation Dept	\$ 263,000

**Project Description**  
Replacement of leaf truck that is utilized in the seasonal residential leaf collection program.

**Project Justification**  
The City's primary leaf truck was purchased in 2016 but is experiencing constant breakdowns and mechanical failures. The equipment is no longer under warranty and parts are very difficult to obtain from the manufacturer.



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

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	2022	
Project ID #:		Equipment							
Project Name:		Replace Chipper & Truck							
Project Location:		City of Fredericksburg Sanitation Dept.							
Fiscal Year Plan									
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL		
-	-	\$ 175,000	-	-	-	-	\$ 175,000		
Funding Sources									
Enterprise Funds - Sanitation Dept			\$ 175,000						
Project Description									
Replacement of chipper machine and truck that is utilized in the residential curbside brush collection service provided by the Sanitation Division.									
Project Justification									
The reserve chipper truck is a 1996 model and the chipper is a 2002 and both are reaching the end of their useful life. The new equipment would be utilized as the primary equipment for the City's residential curbside brush collection program and the current equipment would be kept in reserve to be used when the primary equipment breaks down or when multiple crews are used to respond to large-scale weather events.									
									
O&M Impact if Project is Not Completed									
Notes									

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Fiscal Year: 2021**

Project ID #: LF17  
 Project Name: Main Street Trash Cans  
 Project Location: City of Fredericksburg Sanitary Landfill

**Fiscal Year Plan**

Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
\$ 5,500	\$ 5,800	\$ 6,100	\$ 6,400	\$ 6,700	\$ 7,000	\$ 7,500	\$ 39,500

**Funding Sources**

Enterprise Funds - Sanitation Dept	\$ 1,400,000
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**Project Description**

Installation and maintenance of waste and recycling cans along Main St. and the central business district.



**Project Justification**

The City currently services \_\_\_ cans along Main St. As commercial development continues to expand west along Main St. and the side streets, this program will continue to be expanded to ensure a clean and safe downtown area.

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

**Notes**



# City of Fredericksburg

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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>GENERAL FUND</b>									
<b>STREET DEPARTMENT</b>									
<b>Capital Improvements</b>									
<b>S2</b>	Sidewalk Improvements	Street	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 50,000	\$ 600,000	\$ 1,050,000
<b>S4</b>	Mainstreet Sidewalk Repairs	Street		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ 250,000
<b>N/A</b>	Annual Paving Program	Street	\$ 575,000	\$ 600,000	\$ 625,000	\$ 650,000	\$ 675,000	\$ 700,000	\$ 3,825,000
<b>NEW</b>	Traffic Impact Study Operational & Safety Improvements - Design (Local Match)	Street	\$ 150,000						\$ 150,000
<b>S30</b>	Post Oak Road Extension (SH 16S to US 87N)	Street		\$ 8,099,021					\$ 8,099,021
<b>S11</b>	Mulberry Extension (SH 16N to US 290E)	Street		\$ 9,241,883					\$ 9,241,883
<b>S16</b>	Frederick Rd Extension (SH 16N to US 290E)	Street				\$ 21,510,423		\$ 21,510,423	
<b>S38</b>	Inner Loop (Friendship Lane Extension)	Street				\$ 26,571,699		\$ 26,571,699	
<b>S22</b>	S. Llano Shared-Use Bridge - Local Match	Street	\$ 176,720						\$ 176,720
<b>S23</b>	Windcrest Extension (Oaks of Windcrest V to Smokehouse)	Street			\$ 379,596				\$ 379,596
<b>S25</b>	Shared-Use Trails	Street					\$ 711,656		\$ 711,656
<b>S37</b>	Bicycle Routes	Street					\$ 711,656		\$ 711,656
<b>S9</b>	Sunrise Street Extension (Mustang to Dawn)	Street					\$ 598,639		\$ 598,639
<b>S10</b>	Sunrise Street Extension (Columbus to Eagle)	Street					\$ 343,458		\$ 343,458
<b>S31</b>	Lee Street Extension	Street					\$ 1,114,576		\$ 1,114,576
<b>S13</b>	Morning Glory Drive Extension	Street					\$ 294,801		\$ 294,801
<b>S26</b>	Relief Route - Possible Local Match	Street	\$ 825,000	\$ 876,720	\$ 8,874,021	\$ 10,041,883	\$ 1,154,596	\$ 53,256,908	\$ 75,029,128
<b>Street CIP Totals</b>									
<b>Fleet &amp; Equipment</b>									
	Replace 1991 Tool Carrier - Lease Purchase	Street	\$ 61,800	\$ 61,800					\$ 123,600
	Replace 1992 International Dump Truck S2 - 14-yard	Street			\$ 115,000				\$ 115,000
	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 2000 International Dump Truck #76 - 14 YD	Street				\$ 120,000			\$ 120,000
	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
	Replacement of Traffic Counting Equipment	Street		\$ 25,000					\$ 25,000
	Upgrade Mechanic Diagnostic Equipment	Street		\$ 25,000					\$ 25,000
	Street Fleet & Equipment Totals	Street	\$ 129,600	\$ 145,400	\$ 545,000	\$ 677,000	\$ 200,000	\$ -	\$ 1,697,000
<b>Street Department Totals</b>			\$ 954,600	\$ 1,022,120	\$ 9,419,021	\$ 10,718,883	\$ 1,354,596	\$ 53,256,908	\$ 76,726,128

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	2021	
Project ID #:		S2							
Project Name:		Sidewalk Improvements							
Project Location:		Various Locations							
Fiscal Year Plan									
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL		
	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 50,000	\$ 600,000	\$ 1,050,000		
Funding Sources									
General Fund - Street Dept			\$ 1,050,000						
Project Description									
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.									
Project Justification									
A Sidewalk Plan has been adopted by the City Council as part of the Comprehensive Plan.									
O&M Impact if Project is Not Completed									
Notes									

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

**Project Summary Information** **Fiscal Year: 2021**

Project ID #: NEW  
 Project Name: Traffic Impact Study Operational & Safety Improvements - Design (Local Match)  
 Project Location: Varies

**Fiscal Year Plan**

Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000

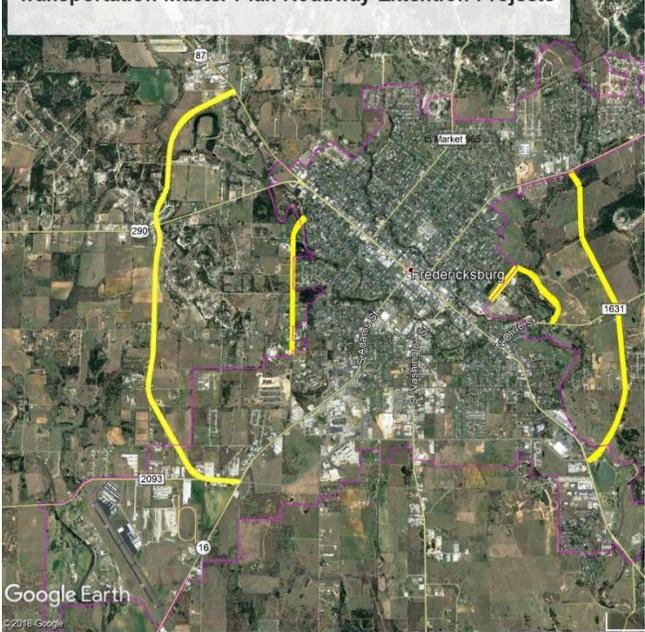
**Funding Sources**

General Fund - Street Dept \$ 150,000

**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.

**Transportation Master Plan Roadway Extension Projects**



**Project Justification**

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

**Notes**



# City of Fredericksburg

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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
<b>GENERAL FUND</b>									
<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
W21	SCADA/Collector - Fiber/Termination Room	W/S		\$ 182,000			\$ 296,000		\$ 296,000
W24	1050 gpm Pump at Cross Mountain	W/S							\$ 182,000
W26	Fairgrounds Lift Station Expansion	W/S				\$ 3,276,000			\$ 3,276,000
W27	Bell Street Water Line Rehabilitation	W/S	\$ 225,000						\$ 225,000
W28	Sewer Line in Travis Street	W/S				\$ 658,000			\$ 658,000
W29	Water Line in Travis Street	W/S				\$ 1,658,000			\$ 1,658,000
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					\$ 921,000		\$ 921,000
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					\$ 197,000		\$ 197,000
W41	East Main Street Water Line Rehabilitation	W/S	\$ 1,053,000						\$ 1,053,000
W42	West Main Street Water Line Rehabilitation	W/S		\$ 365,000					\$ 365,000
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	\$ 56,000						\$ 56,000
W51	1000 gpm Pump at South Heights Pump Station	W/S		\$ 351,000					\$ 351,000
W52	400 gpm Pump at Windcrest Pump Station	W/S					\$ 205,000		\$ 205,000
W56	Friendship Lane Sewer Line Expansion	W/S				\$ 1,979,000			\$ 1,979,000
W57	Adams Street Sewer Line Expansion	W/S					\$ 2,756,000		\$ 2,756,000
W59	0.5 MG Elevated Storage Tank	W/S					\$ 3,851,000		\$ 3,851,000
W63	12-inch Water Line along Hale Street	W/S					\$ 2,681,000		\$ 2,681,000
W64	12-inch Water Line along Highway 87 South	W/S		\$ 4,500,000					\$ 4,500,000
W65	12-inch Water Line along North Adams Street	W/S					\$ 1,979,000		\$ 1,979,000
W66	12-inch Water Line along Morning Glory Drive	W/S					\$ 3,362,000		\$ 3,362,000
W67	12-inch Water Line along East Centre Street	W/S					\$ 1,660,000		\$ 1,660,000
W68B	Boot Ranch Lift Station Rehabilitation and Expansion Construction	W/S	\$ 1,800,000						\$ 1,800,000
W69	Creek Street Sewer Expansion	W/S					\$ 2,213,000		\$ 2,213,000
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					\$ 5,504,000		\$ 5,504,000
W74	Milam Street Lift Station Expansion	W/S					\$ 6,605,000		\$ 6,605,000
W75	West Morse Sewer Line Expansion	W/S					\$ 996,000		\$ 996,000
W76	Highway 290 West Sewer Line Expansion	W/S					\$ 1,587,000		\$ 1,587,000
W77	West Schubert Sewer Line Expansion	W/S					\$ 1,677,000		\$ 1,677,000
W78	Highway 16 South Lift Station and Sewer Line	W/S					\$ 6,173,000		\$ 6,173,000
W79	Goehmann Lane Sewer Line Expansion	W/S					\$ 941,000		\$ 941,000



# City of Fredericksburg

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

Revision Date: 8/19/2020

Project ID #	Project Name	Department	2020-2021 Allocation	2021-2022 Allocation	2022-2023 Allocation	2023-2024 Allocation	2024-2025 Allocation	Future Unfunded Needs	TOTAL ALLOCATION
W80	Effluent Irrigation System - Oak Crest Park	W/S	\$ 784,000						\$ 784,000
W83	Oversize Utilities - Hotel/Conference Center	W/S	\$ 865,000						\$ 865,000
W84	HWY 290 East Sewer	W/S	\$ 1,576,000						\$ 1,576,000
<b>Water &amp; Sewer CIP Totals</b>			\$ 8,934,000	\$ 5,872,000	\$ 8,046,000	\$ 4,622,000	\$ 7,095,000	\$ 42,185,000	\$ 76,754,000
<b>Fleet &amp; Equipment</b>									
	Fleet Lease - 4 Trucks & Portion of IT (FY2018 Replacements)	W/S	\$ 38,800	\$ 38,800	\$ 38,800				\$ 116,400
	Fleet Lease - 4 Trucks (FY2019 Replacements)	W/S	\$ 39,000	\$ 39,000	\$ 39,000	\$ 39,000	\$ 39,000	\$ 39,000	\$ 234,000
	Replace 2002 Forklift/Warehouse	W/S	\$ 45,000						\$ 45,000
	Purchase of Valve Insertion Machine	W/S	\$ 60,000						\$ 60,000
<b>Water &amp; Sewer Fleet &amp; Equipment Totals</b>			\$ 182,800	\$ 77,800	\$ 77,800	\$ 39,000	\$ 39,000	\$ 39,000	\$ 455,400
<b>Water &amp; Sewer Department Totals</b>			\$ 9,116,800	\$ 5,949,800	\$ 8,123,800	\$ 4,661,000	\$ 7,134,000	\$ 42,224,000	\$ 77,209,400

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	W2		
Project Name:	2-inch Water Main Replacement - System Wide		
Project Location:	City-wide		

Fiscal Year Plan							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 700,000	\$ 1,000,000

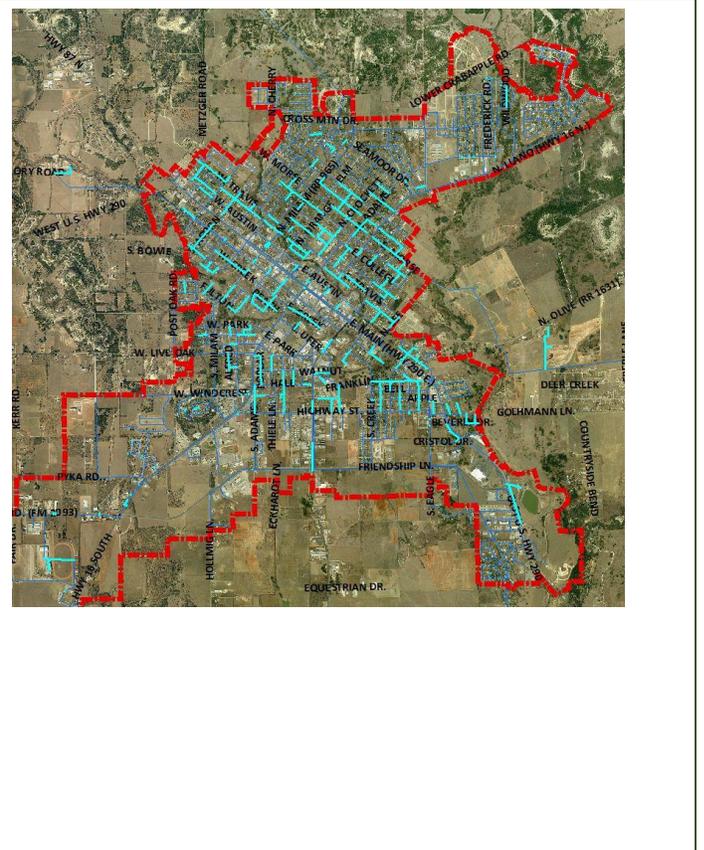
Funding Sources	
Enterprise Fund - Water Dept	\$ 1,000,000

**Project Description**

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

**Project Justification**

The replacement of aging, under-sized water mains throughout the City would alleviate the number of line breaks each year due to age and installation depth. This project would provide upgraded fire protection and additional valving to minimize service interruption during future repairs. Project would allocate the requested amount each year in conjunction with a sister project of sewer line replacement as well as our street paving project.



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

**Notes**

# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

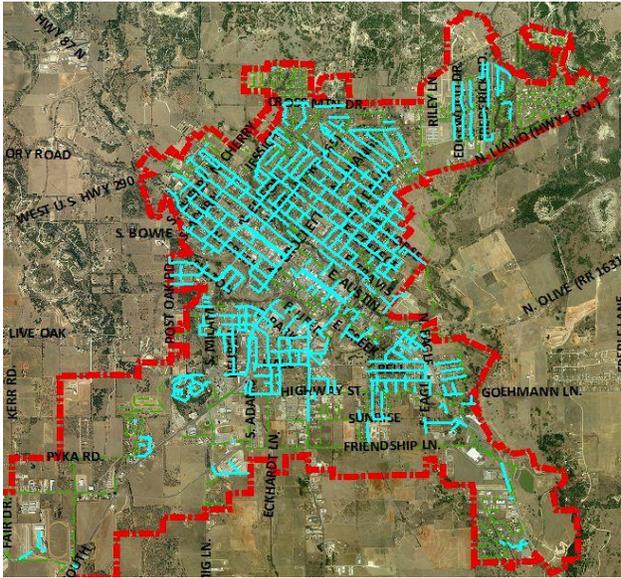
<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	W3		
Project Name:	Existing Sewer Main Replacement - System Wide		
Project Location:	City-wide		

Fiscal Year Plan							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 100,000	\$ 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

Project Summary Information							Fiscal Year:	2021	
Project ID #:		W27							
Project Name:		Bell Street Water Line Rehabilitation							
Project Location:		Bell Street							
Fiscal Year Plan									
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL		
	\$ 225,000	\$ 250,000					\$ 475,000		
Funding Sources									
Enterprise Fund - Water Dept			\$ 250,000						
Project Description									
<p>Replace approximately 2,500 LF of existing 10" water line with 12". This project would include the area between Eagle Street and Creek Street.</p>									
Project Justification									
<p>This water main is one of the major feeds into the City. There have been numerous failures in the line. These failures are normally severe, resulting in a large amount of street damage, as well as large losses of water. Replacement would also include upgraded fire protection and additional valving to minimize service interruption.</p>									
O&M Impact if Project is Not Completed									
Notes									



# CITY OF FREDERICKSBURG

## CAPITAL IMPROVEMENTS PLAN

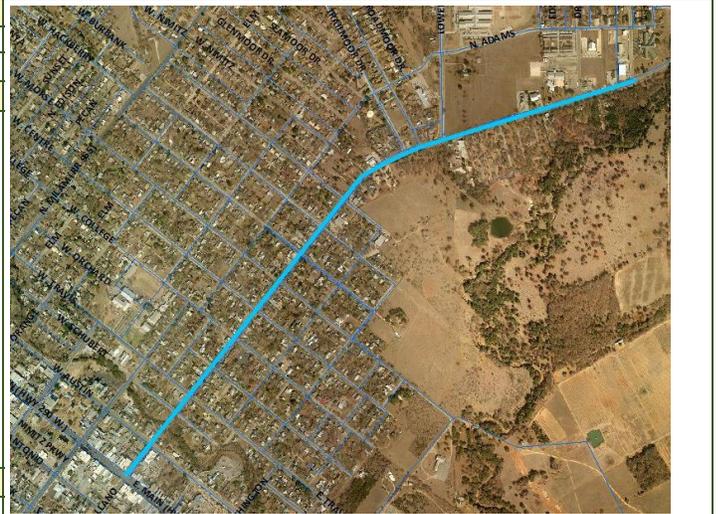
<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	W30		
Project Name:	North Llano Street Water Line Rehabilitation		
Project Location:	North Llano Street		

Fiscal Year Plan							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 1,170,000						\$ 1,170,000

Funding Sources	
Bond Funds	\$ 1,170,000

**Project Description**

Replacement of approximately 9,000 LF of existing 6" and 8" water line with 12". Project would include areas along North Llano Street from Main Street to Frederick Road.



**Project Justification**

This project would replace an aging water main that is under-sized and currently located in the roadway of Highway 16 North. There have been numerous water line failures in this section, including 12 over the last 2 years. Replacing the water line would also upgrade fire protection and additional valving to minimize service interruption, as well as provide more adequate water service to the growing north side of Fredericksburg.

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

**Notes**

**CITY OF FREDERICKSBURG**  
CAPITAL IMPROVEMENTS PLAN

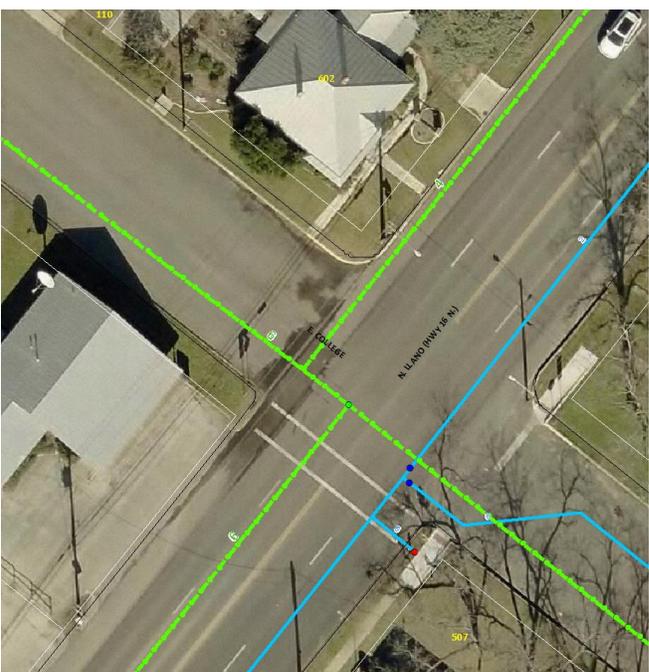
<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	W31		
Project Name:	North Llano Street Sewer Line Rehabilitation		
Project Location:	North Llano Street		

<b>Fiscal Year Plan</b>							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 1,170,000						\$ 1,170,000

<b>Funding Sources</b>	
Bond Funds	\$ 1,170,000

**Project Description**  
Replacement of undersized sewer mains along the west side of North Llano Street.

**Project Justification**  
This project would replace an aging main that is under-sized. The existing main is in the roadway of Highway 16 North.



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

**Notes**



**CITY OF FREDERICKSBURG**  
CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	W43		
Project Name:	Water Line Connection from WRF to Texas Rangers		
Project Location:	East Main Street from WRF to Texas Ranger Heritage Center		

<b>Fiscal Year Plan</b>							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 35,000						\$ 35,000

<b>Funding Sources</b>	
Enterprise Fund - Water Dept	\$ 30,000

**Project Description**  
Installation of approximately 700 LF of 12" water main to complete the connection from the WRF to the Texas Rangers Heritage Center.

**Project Justification**



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

**Notes**

## CITY OF FREDERICKSBURG CAPITAL IMPROVEMENTS PLAN

Project Summary Information							Fiscal Year:	2021	
Project ID #:		W45							
Project Name:		South Heights Pump Station Remodel							
Project Location:		South Heights Pump Station Site							
Fiscal Year Plan									
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL		
	\$ 56,000						\$ 54,000		
Funding Sources									
Enterprise Fund - Water Dept			\$ 54,000						
Project Description									
Replacement of existing windows and doors with new compliant windows and doors. New paint on exterior. Move electrical gear out of pump room.									
Project Justification									
									
O&M Impact if Project is Not Completed									
Notes									

**CITY OF FREDERICKSBURG**  
CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	W68B		
Project Name:	Boot Ranch Lift Station Rehabilitation and Expansion Construction		
Project Location:	Boot Ranch		

<b>Fiscal Year Plan</b>							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 1,800,000						\$ 1,800,000

<b>Funding Sources</b>	
Enterprise Fund - Water Dept	\$ 1,800,000

**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

<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	W80		
Project Name:	Effluent Irrigation System - Oak Crest Park		
Project Location:	Fairgrounds / Oak Crest Sports Park		

Fiscal Year Plan							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 784,000						\$ 784,000

Funding Sources	
Enterprise Fund - Water Dept	\$ 784,000

**Project Description**

Project includes the reclaimed water utility infrastructure to Oak Crest Park. Additionally, an effluent pond and pump station on the Gillespie County Fair Association property will be constructed for irrigation of the Sports Park.

**Project Justification**



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

**Notes**

# CITY OF FREDERICKSBURG

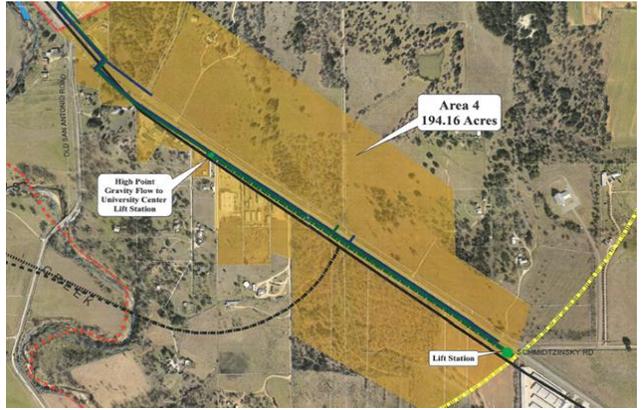
## CAPITAL IMPROVEMENTS PLAN

<b>Project Summary Information</b>		<b>Fiscal Year:</b>	<b>2021</b>
Project ID #:	W84		
Project Name:	HWY 290 East Sewer		
Project Location:	Highway 290 East		

Fiscal Year Plan							
Prior Years	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Future	TOTAL
	\$ 1,576,000						\$ 1,576,000

Funding Sources	
Impact Fee	\$ 1,576,000

**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**



# The City of Fredericksburg

*Bond Debt*

**Bonded Debt - FY 2021**

	2012	2016	2017	2018	2020	2020	Totals
	GO Pools	Limited Tax Notes	Cert of Obligation	Utility System	Utility System	Electric System	
Purpose	Swimming Pools	Animal Shelter General Fund	Park Land General Fund	Revenue Bonds Water	Refunding Bonds Water	Revenue Notes Electric	
Amount Issued	\$ 3,200,000	\$ 1,530,000	\$ 3,530,000	\$ 17,305,000	\$ 5,120,000	\$ 2,300,000	\$ 32,985,000
Outstanding	\$ 2,135,000	\$ 1,035,000	\$ 3,285,000	\$ 16,170,000	\$ 5,120,000	\$ 2,020,000	\$ 29,765,000
Final maturity	2032	2023	2037	2038	2033	2026	
Call Option	Anytime	2/15/2020	8/15/2026	8/15/2027	Non Callable	Non Callable	
Interest Rate	2.88%	1.39%	3.00%	3.57%	1.85%	1.78%	
<b>Repayment Schedule of Principal and Interest by Issue</b>							
2021	209,268	352,596	250,975	1,179,450	441,483	300,855	2,734,627
2022	209,881	352,971	251,400	1,178,825	444,915	301,151	2,739,143
2023	210,349	352,756	251,675	1,181,075	443,209	386,359	2,825,423
2024	210,674		251,800	1,181,475	441,410	389,969	2,475,328
2025	210,855		251,775	1,186,500	439,519	388,401	2,477,050
2026	210,892		251,600	1,176,000	442,489	386,745	2,467,726
2027	210,785		251,275	1,179,125	445,274		2,086,459
2028	210,534		250,800	1,180,500	442,920		2,084,754
2029	210,140		250,175	1,180,125	445,428		2,085,867
2030	209,601		249,400	1,178,000	447,750		2,084,751
2031-2038	421,940		1,753,688	11,798,500	1,326,168		15,300,295
<b>Total P &amp; I Payments</b>	<b>2,524,919</b>	<b>1,058,323</b>	<b>4,264,563</b>	<b>23,599,575</b>	<b>5,760,563</b>	<b>2,153,480</b>	<b>39,361,422</b>
General Fund	2,524,919	1,058,323	4,264,563				7,847,805
Electric						2,153,480	2,153,480
Water				23,599,575	5,760,563		29,360,138
<b>Total P &amp; I Payments</b>	<b>2,524,919</b>	<b>1,058,323</b>	<b>4,264,563</b>	<b>23,599,575</b>	<b>5,760,563</b>	<b>2,153,480</b>	<b>39,361,422</b>
<b>Repayment Schedule by Fund</b>							
	General Fund	Electric	Water/Sewer				Totals
2021	812,840	300,855	1,620,933				\$ 2,734,627
2022	814,251	301,151	1,623,740				2,739,143
2023	814,781	386,359	1,624,284				2,825,423
2024	462,474	389,969	1,622,885				2,475,328
2025	462,630	388,401	1,626,019				2,477,050
2026	462,492	386,745	1,618,489				2,467,726
2027	462,060		1,624,399				2,086,459
2028	461,334		1,623,420				2,084,754
2029	460,315		1,625,553				2,085,867
2030	459,001		1,625,750				2,084,751
2031-2038	2,175,627		13,124,668				15,300,295
<b>Total P &amp; I Payments</b>	<b>\$ 7,847,805</b>	<b>\$ 2,153,480</b>	<b>\$ 29,360,138</b>				<b>\$ 39,361,422</b>
<b>Principal Only</b>							
General Fund	\$ 2,135,000	\$ 1,035,000	\$ 3,285,000				\$ 6,455,000
Electric						\$ 2,020,000	2,020,000
Water				\$ 16,170,000	\$ 5,120,000		21,290,000
	\$ 2,135,000	\$ 1,035,000	\$ 3,285,000	\$ 16,170,000	\$ 5,120,000	\$ 2,020,000	\$ 29,765,000



# The City of Fredericksburg

*Property Tax*

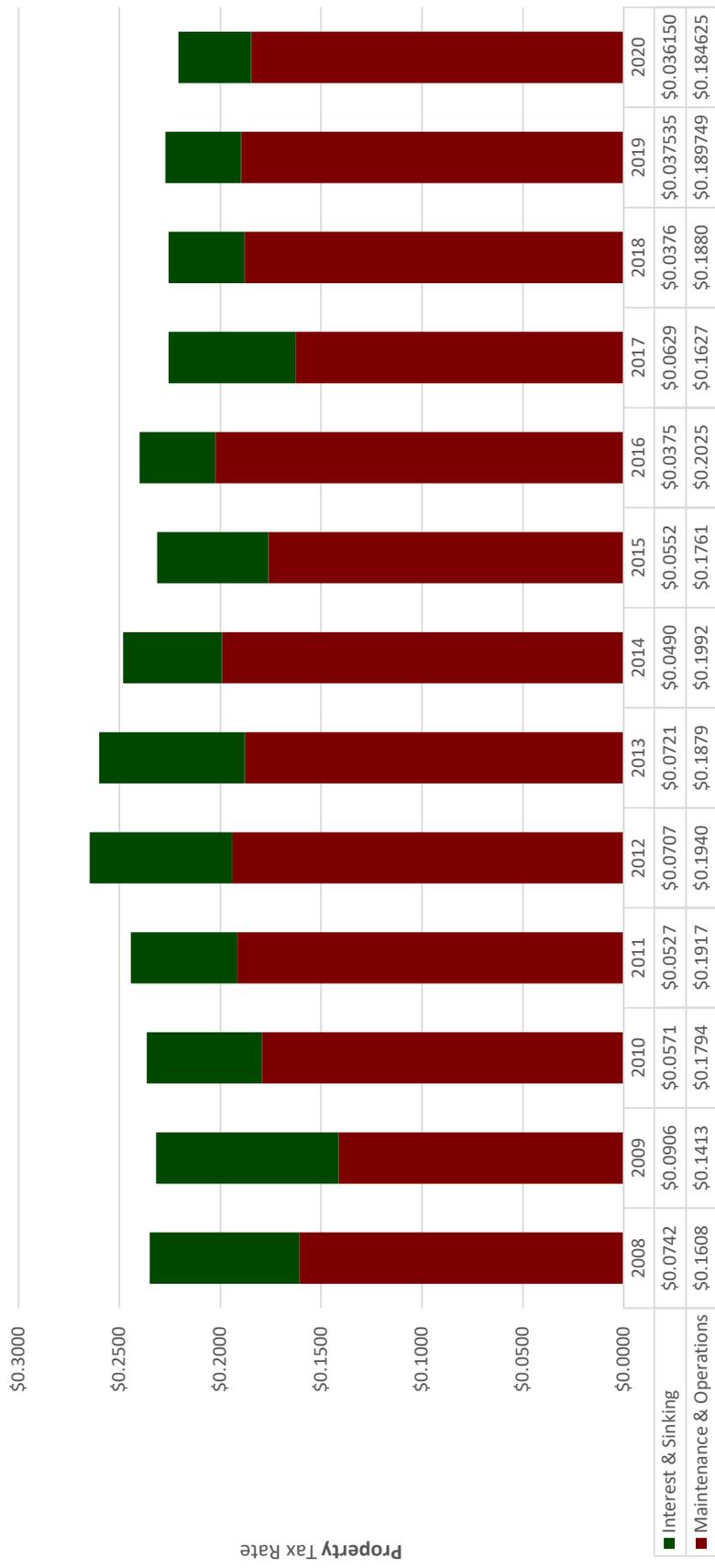
**CITY OF FREDERICKSBURG  
PROPERTY VALUATION AND TAX RATE HISTORY**

<b>YEAR</b>	<b>TAXABLE PROPERTY VALUATION</b>	<b>TAX RATE PER \$100</b>	<b>TAX LEVY</b>
2020	2,366,192,610	0.220775	4,973,119
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	2020
<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>	<b>\$0.220775</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	\$0.4044
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	\$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	\$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	\$1.0553
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	\$0.9453
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	\$0.9537
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	\$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	\$1.686875
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	\$1.4661
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	\$1.8362
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	\$1.3561
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	\$1.3645
<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>	<b>2020</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	\$0.184625
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	\$0.036150
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	\$0.220775

### Property Tax Rate History





# The City of Fredericksburg

*Ordinances*

ORDINANCE NO. 2020-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, ADOPTING AND APPROVING THE CITY BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021, AND MAKING APPROPRIATIONS FOR EACH DEPARTMENT AND ACCOUNT.

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

**Section 1.** That the City Manager of the City of Fredericksburg, Texas ("City") has prepared and filed a proposed City budget for the fiscal year 2020-2021, and subject to the applicable provisions of State Law and the City Charter, and after a public hearing as required by law, the budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021, as filed by the City Manager and as amended by the City Council, containing estimates of City revenues and resources for the fiscal year, and estimates of expenditures for City operations, activities, purchases, and projects, is hereby approved and adopted. Such City resources and revenues are hereby appropriated for City department and account expenditures as detailed in said budget.

**Section 2. Severability or Invalidity.** If any provision of this ordinance or the application hereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without defeating the purpose or objective of the provisions, and to this end, the provisions of this ordinance are declared to be severable.

**Section 3. Repealer.** All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 4. Effective Date.** This ordinance shall be effective on and after the date of passage and publication when required by law.

PASSED AND APPROVED on this the 21st day of September, 2020.

  
\_\_\_\_\_  
Gary Neffendorf, Mayor  
City of Fredericksburg, Texas

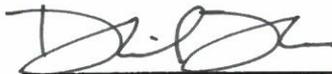
ATTEST:



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Shelley Goodwin, TRMC, City Secretary

APPROVED AS TO FORM:



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Daniel Jones, City Attorney

ORDINANCE NO. 2020-19

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, SETTING THE TAX LEVY FOR THE TAXABLE YEAR 2020 AT \$0.220775 PER \$100 OF ASSESSED VALUATION; AND PROVIDING AN EFFECTIVE DATE.

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

**Section 1.** That, there be assessed, levied and collected on all taxable property in the City of Fredericksburg, Texas ("City"), for the taxable year 2020, the following tax, to wit:

\$0.184625 on a one-hundred dollar (\$100.00) valuation of all taxable property in the City for the purposes of maintenance and operations; and

\$0.036150 on a one-hundred dollar (\$100.00) valuation of all taxable property in the City for the payment of principal and interest on the debt of the City; for a

\$0.220775 total tax rate for one-hundred dollar (\$100.00) valuation of all taxable property in the City.

**Section 2. Severability or Invalidity.** If any provision of this ordinance or the application hereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without defeating the purpose or objective of the provisions, and to this end, the provisions of this ordinance are declared to be severable.

**Section 3. Repealer.** All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section 4. Effective Date.** This ordinance shall be effective on and after the date of passage and publication when required by law.

PASSED AND APPROVED on this the 21st day of September, 2020.

  
\_\_\_\_\_  
Gary Neffendorf, Mayor  
City of Fredericksburg, Texas

ATTEST:

  
Shelley Goodwin, TRMC, City Secretary

APPROVED AS TO FORM:

  
Daniel Jones, City Attorney



# 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.

## **APPROPRIATION**

An authorization made by the City Council through an approved budget which permits the City to incur obligations and to make expenditures of resources. Appropriations lapse at the end of the fiscal year.

## **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.

## **ARBITRAGE BOND**

An Arbitrage bond is a bond issued by a municipality to refinance an existing higher-rate bond with a lower-rate bond prior to the call date of the higher rate bond.

## **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 MESSAGE**

A message from the City Manager to the City Council and the citizens of the City of Fredericksburg regarding his recommendations relating to those issues that they believe will affect the community. The general discussion of the of the budget presented in writing as a part of the budget document.

**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.

**GOVERNMENTAL FUNDS**

Governmental funds are generally used to account for tax-supported activities. Governmental funds include the general fund, special revenue funds, and the debt service fund.

**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.

**MAJOR FUND**

Any fund that meets both of the following: (1) total assets, liabilities, revenues or expenditures constitute at least 10 percent of the corresponding total (assets, liabilities, etc.) for all funds of that category or type and (2) total assets, liabilities, revenues, or expenditures are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

**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 STATEMENT**

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 3.5% 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.

